C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS
OF SAN MATEO COUNTY

Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park
Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside

BOARD MEETING NOTICE

Meeting No. 289

DATE:	Thursday, June 9, 2016
TIME:	**6:30 P.M.**
PLACE:	San Mateo County Transit District Office 1250 San Carlos Avenue, Second Floor Auditorium San Carlos, CA
PARKING:	Available adjacent to and behind building. Please note the underground parking garage is no longer open.
PUBLIC TRANSIT:	SamTrans Caltrain: San Carlos Station. Trip Planner: http://transit.511.org

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1.0 CALL TO ORDER/ ROLL CALL

2.0 **PLEDGE OF ALLEGIANCE**

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

4.0 PRESENTATIONS/ ANNOUNCEMENTS

4.1 Update on Sea Level Rise effort from County of San Mateo.
4.2 Presentation on the joint work program of C/CAG and San Mateo County Department of Housing.

5.0 CONSENT AGENDA

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

5.1 Approval of the minutes of regular business meeting No. 288 dated May 12, 2016 ACTION p. 1

5.2 Review and approval of Resolution 16-10 authorizing the C/CAG Chair to execute the Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the Fiscal Year 2016/17 Transportation Fund for Clean Air (TFCA) (40%) Program for San Mateo County for an amount up to $1,277,039.76. ACTION p. 6

5.3 Review and approval of Resolution 16-12 authorizing the C/CAG Chair to execute a Funding Agreement between C/CAG and Commute.org in the amount of $525,000 under the Fiscal Year 2016/17 Transportation Fund for Clean Air (TFCA) Program to provide the Countywide Voluntary Trip Reduction Program. ACTION p. 9

5.4 Review and approval of Resolution 16-13 authorizing the C/CAG Chair to execute a Funding Agreement between C/CAG and the San Mateo County Transit District (SamTrans) in the amount of $431,988 under the Fiscal Year 2016/17 Transportation Fund for Clean Air (TFCA) Program to provide shuttle services. ACTION p. 12

5.5 Review and Approval of Resolution 16-14 authorizing the C/CAG Chair to execute a funding agreement between C/CAG and SamTrans for the Allocation of Measure M Funds for Fiscal Years 2016/17 - 2017/18 in the amount of $2,800,000. ACTION p. 15

5.6 Review and approve Resolution 16-15 authorizing the C/CAG Chair to execute Amendment Number 2 to the funding agreement with the Bay Area Water Supply and Conservation Agency (BAWSCA), extending the term through June 30, 2017 for an additional cost not to exceed $25,000 for rain barrel rebates in San Mateo County. ACTION p. 18

5.7 Review and approval of Resolution 16-17 authorizing the C/CAG Chair to execute an agreement between C/CAG and the County of San Mateo Office of Sustainability for services for the Resource Management and Climate Protection Committee and other small projects for Fiscal Year 2016/17 for an amount not to exceed $40,000. ACTION p. 22

5.8 Review and approval of Resolution 16-18 authorizing the C/CAG Chair to execute contract change order to the Master Services Agreement between C/CAG and Pacific Gas and Electric Company modifying the terms for employee background check. ACTION p. 29

5.9 Receive copy of agreement(s) executed by the C/CAG Chair or Executive Director consistent with C/CAG Procurement Policy:

5.9.1 Receive a copy of an executed agreement between C/CAG and the County of San Mateo Office of Sustainability for staffing for the San Mateo County Energy Watch local government partnership for calendar year 2016. INFORMATION p. 37

5.9.2 Receive a copy of the executed amendment (No. 1) to the agreement between C/CAG and Leslie Parks for facilitation services for the Water Committee in an amount not to exceed $6,000. INFORMATION p. 44

5.10 San Carlos Airport Land Use Compatibility Plan Consistency Review – City of San Carlos, Meridian 25 ACTION p. 49

5.11 Review and approval of Resolution 16-19 authorizing the C/CAG Chair to execute a Cooperative Agreement between C/CAG and County of San Mateo Department of Housing for Joint Workplan for Housing-Related Activities for Fiscal Year 2016/17 in an amount not to exceed $87,500 ACTION p. 68

5.12 Review and approval of Resolution 16-20 authorizing the C/CAG Chair to execute an agreement with the San Mateo County Superintendent of Schools to administer and manage the Countywide Safe Routes to School Program in an amount not to exceed $564,711 for Fiscal Year 2016/17. ACTION p. 73

5.13 Review and approval of Resolution 16-23 authorizing the C/CAG Chair to execute an agreement between the C/CAG and Commute.org in the amount of $510,000 from the Congestion Relief Plan to provide the Countywide Voluntary Trip Reduction Program for Fiscal Year 2016/2017. ACTION p. 84

5.14 Receive an update of the California Transportation Commission (CTC) adopted 2016 State Transportation Improvement Plan (STIP). INFORMATION p. 87

5.15 Review and approve Resolution 16-26 authorizing the C/CAG Executive Director to pay the Bay Area Stormwater Management Agencies Association for San Mateo County's outstanding share of regional stormwater projects conducted between 2009-10 and 2015-16, in an amount not to exceed $140,961. ACTION p. 98

5.16 Review and approve Resolution16-27 authorizing the C/CAG Executive Director to commit matching funds of up to $109,200 for a Bay Area Stormwater Management Agencies Association (BASMAA) grant proposal to the U.S. Environmental Protection Agency's San Francisco Bay Water Quality Improvement Fund for projects addressing PCBs in building materials in accordance with the Municipal Regional Permit. ACTION p. 101

5.17 Review and approve the appointment of Ray Chan from the City of Millbrae to the Congestion Management Program Technical Advisory Committee (CMP TAC) ACTION p. 103

6.0 REGULAR AGENDA

6.1 Review and approval of C/CAG legislative policies, priorities, positions, and legislative update (A position may be taken on any legislation, including legislation not previously identified). ACTION p. 106

6.2 Review and approval of the reallocation of $62,500 in Transportation Development Act (TDA) Article3 Funds for the City of Millbrae Bicycle and Pedestrian Transportation Plan. ACTION p. 113

6.3 Review and approval of the C/CAG investment portfolio and accept the Quarterly Investment Report as of March 31, 2016 ACTION p. 117

6.4 Review and endorse project revisions to be submitted to MTC for the update of the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) also known as Plan Bay Area 2040 and authorize the Executive Director to further modify the list based on final negotiation with the Metropolitan Transportation Commission (MTC). ACTION p. 123

6.5 Review and approval of the "*Actuarial Report on GASB 45 Retiree Benefit Valuation as of July 1, 2015*" and approval of Resolution 16-21 authorizing the prefunding of other post-employment benefits (OPEB) through the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS in an amount of $27,000 for Fiscal Year 2015/16. ACTION p. 127

6.6 Review and approval of Resolution 16-22 approving the C/CAG 2016-17 Program Budget and Fees (Special Voting procedures apply) ACTION p. 137

6.7 Review and approve Resolution 16-16 authorizing the C/CAG Executive Director to execute Task Orders with Eisenberg, Olivieri, and Associates, Inc., Larry Walker & Associates, and S. Groner Associates, Inc., in amounts not to exceed $1,376,257, $632,025, and $325,000, respectively, for technical support services to the Countywide Water Pollution Program for Fiscal Year 2016/17. ACTION p. 143

7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports)

7.2 Chairperson's Report

7.3 Board members Report

8.0 EXECUTIVE DIRECTOR'S REPORT

9.0 COMMUNICATIONS - Information Only

9.1 Letter from Alicia C. Aguirre, Chair, City/County Association of Governments, to The Honorable Lois Wolk, California State Senate, dated 5/12/16. RE: OPPOSE SB 885 (Wolk) p. 147

9.2 Letter from Alicia C. Aguirre, Chair, City/County Association of Governements, to The Honorable Bob Wieckowski, California State Senate, dated 5/12/16. RE: OPPOSE SB 1170 (Wieckowski) p. 149

9.3 Letter from Alicia C. Aguirre, Chair, City/County Association of Governments, to The Honorable Cristina Garcia, Member, Committee on Natural Resources, dated 5/23/16. RE: SUPPORT for AB 2293 (Garcia) p. 151

10.0 ADJOURNMENT

Next scheduled meeting August 11, 2016

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

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

NOTE: Persons with disabilities who require auxiliary aids or services in attending and participating in this meeting should contact Mima Guilles at 650 599-1406, five working days prior to the meeting date. *If you have any questions about the C/CAG Board Agenda, please contact C/CAG Staff:*

Executive Director: Sandy Wong 650 599-1409
Administrative Assistant: Mima Guilles 650 599-1406

MEETINGS

June 1, 2016	Water Committee – 55 West 3rd Avenue. San Mateo Library – 5:30 p.m.
June 9, 2016	C/CAG Board - SamTrans 2nd Floor Auditorium – 6:30 p.m.
June 9, 2016	Legislative Committee - SamTrans 2nd Floor Auditorium – 5:30 p.m.
June 16, 2016	CMP Technical Advisory Committee - SamTrans, 2nd Floor Auditorium - 1:15 p.m.
June 16, 2016	Stormwater Committee - SamTrans, 2nd Floor Auditorium - 2:30 p.m.
June 23, 2016	Airport Land Use Committee – 501 Primose Road, Burlingame, CA – Council Chambers 4:00 p.m.
July 25, 2016	Administrators' Advisory Committee - 555 County Center, 5th Fl, Redwood City – 12:00p.m.
June 27, 2016	CMEQ Committee - San Mateo City Hall - Conference Room C - 3:00 p.m.

C/CAG

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BOARD MEETING MINUTES

Meeting No. 288
May 12, 2016

1.0 CALL TO ORDER/ROLL CALL

Chair Alicia Aguirre called the meeting to order at 6:35 p.m. Roll call was taken.

Elizabeth Lewis – Atherton
Doug Kim – Blemont (left at 6:45 p.m.)
Terry O'Connell – Brisbane
Ricardo Ortiz – Burlingame
Diana Colvin – Colma
Donna Rutherford – East Palo Alto
Marina Fraser – Half Moon Bay
Gina Papan – Millbrae
Mary Ann Nihart – Pacifica (left at 7:35 p.m.)
Maryann Moise Derwin – Portola Valley
Alicia Aguirre – Redwood City
Irene O'Connell – San Bruno
Maureen Freschet – San Mateo
Don Horsley – San Mateo County
Karyl Matsumoto – South San Francisco and SamTrans
Deborah Gordon – Woodside

Absent:

Daly City
Foster City
Hillsborough
Menlo Park
San Carlos and SMCTA

Others:
Sandy Wong –C/CAG Executive Director
Nirit Eriksson – C/CAG Legal Counsel
Mima Guilles – C/CAG Staff
Jean Higaki – C/CAG Staff
Matt Fabry – C/CAG Staff
John Hoang – C/CAG Staff

Tom Madelena – C/CAG Staff
Jeff Lacap – C/CAG Staff
Eliza Yu – C/CAG Staff
Kim Springer – San Mateo County
Joe Hurley – SamTrans
April Chan – SamTrans
Nidal Tuqan – Caltrans
Juan Salazar
Marc Green
Scott Hart, Bill Chiang – PG&E
Karen Ervin – Pacifica
Lorenzo Hines – Pacifica
Lorie Tinfow – Pacifica
Van Ocampo – Pacifica
Leo Scott – Gray/ Bowen/ Scott
Matt Robinson – Shaw/ Yoder/ Antwih
Lilia Pharazyan - pointC

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

None

4.0 PRESENTATIONS/ ANNOUNCEMENTS

4.1 Certificate of Appreciation to Mary Ann Nihart for her dedicated services as the C/CAG Chair.

4.2 A presentation was provided by Leo Scott, Gray/ Bowen/ Scott, on the US 101 managed lanes (Carpool or Express Lanes) project.

Questions/comments from Board members: Needs to consider community impacts and equity issues; What about north of I-380? Who will fund the segment inside of Santa Clara county line? Where will revenues from express lanes be directed to?

5.0 CONSENT AGENDA

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

Board Member Horsley MOVED approval of Items 5.1, 5.2, 5.5, 5.8.2 5.9, 5.10, 5.11 and 5.12. Board Member Lewis SECONDED. **MOTION CARRIED 15-0.**

5.1 Approval of the minutes of regular business meeting No. 287 dated March 10, 2016 APPROVED

5.2 Receive an update on the Highway 101 Ramp Metering Pilot Project for off-peak metering.
INFORMATION

5.5 Review and approval of Resolution 16-06 authorizing the C/CAG Chair to execute Amendment No. 4 to the agreement between C/CAG and the City San Carlos to provide financial services to C/CAG for an amount not to exceed $82,440 for FY 2016-17. APPROVED

5.8 Receive copy of agreement(s) executed by the C/CAG Chair or Executive Director consistent with C/CAG Procurement Policy:

5.8.2 Receive a copy of the executed agreement between C/CAG and Leslie Parks for facilitation services for the Water Committee in an amount not to exceed $3,500. INFORMATION

5.9 Review and approval of Resolution 16-08 authorizing the C/CAG Chair to execute an agreement with Iteris to provide Smart Corridor ITS Network Monitoring and Maintenance Support in an amount not to exceed $92,732 over two years, waiving the RFP process. APPROVED

5.10 Review and approval of Resolution 16-09 authorizing the C/CAG Chair to execute an agreement with Life Cycle Associates to provide Alternative Fuel Readiness Plan outreach support in an amount not to exceed $38,960. APPROVED

5.11 Receive an update on the Petitions for Review filed with the State Water Board regarding the San Francisco Bay Regional Water Quality Control Board's reissuance of the Municipal Regional Permit. INFORMATION

5.12 Review and approve the appointment of Peykan Abbassi, City Engineer, to represent the City of Half Moon Bay on C/CAG's Congestion Management Technical Advisory Committee as well as the Stormwater Committee.

Items 5.3, 5.4, 5.6, 5.7 and 5.8.1 were removed from the Consent Agenda.

5.3 Review and approval of the project list for funding under the Joint C/CAG and San Mateo County Transportation Authority Shuttle Program for FY 2016/2017 and FY 2017/2018, and approval of Resolution 16-05 authorizing the C/CAG Chair to execute a funding agreement with the City of Menlo Park for an amount not to exceed $921,528. APPROVED

Board Member Nihart MOVED approval of Item 5.3. Board Member Matsumoto SECONDED. **MOTION CARRIED 15-0**

5.4 Airport Land Use Compatibility Plan for the Environs of San Carlos Airport Consistency Review – City of Redwood City, Oracle Design Tech High School Project APPROVED

Board Member Nihart MOVED approval of Item 5.4 and directed staff to convey the concern of the ALUC and C/CAG Board to the City of Redwood City regarding the proximity of the location of the school to the airport runway, in light of the State regulation. Board Member Ortiz SECONDED. **MOTION CARRIED 14-1** Board Member Rutherford OPPOSED

5.6 Review and approval of Resolution 16-07 authorizing the C/CAG Chair to execute Amendment No. 2 to the Interagency Agreement between C/CAG and MTC for Transportation Planning, Programming,

And Transportation/Land Use Coordination for FY 2012/13 through 2016/17, allowing C/CAG to receive an additional $720,000. APPROVED

Board Member Nihart MOVED approval of Item 5.6. Board Member O'Connell (San Bruno) SECONDED. **MOTION CARRIED 15-0.**

5.7 Review and approval of Resolution 16-01 (Amended) authorizing the adoption of the Fiscal Year 2016/17 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) County Program Manager Fund for San Mateo County. APPROVED

Staff provided a handout that replaced page 43 of the packet (Resolution 16-01Amended).

Board Member Papan MOVED approval of Item 5.7. Board Member O'Connell (San Bruno) SECONDED. **MOTION CARRIED 15-0.**

5.8.1 Receive a copy of the executed agreement with Bridges Marketing Group for development of the Measure M 5-Year Report in an amount not to exceed $7,640. INFORMATION

6.0 REGULAR AGENDA

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

Board Member Gordon MOVED to continue to support SBX1-1. Board Member Papan (Millbrae) SECONDED. **MOTION CARRIED 14-0.**

Board Member Papan (Millbrae) MOVED to strongly oppose SB885. Board Member O'Connell (San Bruno) SECONDED. **MOTION CARRIED 14-0.**

Board Member Papan (Millbrae) MOVED to oppose SB1170. Board Member Ortiz SECONDED. **MOTION CARRIED 14-0.**

Board Member O'Connell MOVED to support AB2293 with the encouragement of using Cap and Trade funds outside of the Affordable Housing Sustainable Communities (AHSC) program. Board Member Papan (Millbrae) SECONDED. **MOTION CARRIED 11-3.** Board Members Rutherford, Lewis and Matsumoto OPPOSED.

6.2 Review and approval of the Proposed One Bay Area Grant 2 (OBAG 2) Framework. APPROVED

Board Member O'Connell (San Bruno) MOVED approval of Item 6.2. Board Member Horsley SECONDED. **MOTION CARRIED 14-0**

6.3 Review and approval of Resolution 16-11 authorizing the adoption of the Measure M 5-Year Implementation Plan (Fiscal Year 2017-2021) (Special Voting Apply) APPROVED

Board Member Horsley MOVED approval of Item 6.3. Board Member Lewis SECONDED. **MOTION CARRIED 14-0**

6.4 Initial draft, assumptions, and input on the C/CAG 2016-17 Program Budget and Member Fees.

NO ACTION

7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports)

7.2 Chairperson's Report

7.3 Board members Report

8.0 EXECUTIVE DIRECTOR'S REPORT

9.0 COMMUNICATIONS - Information Only

9.1 Letter from Sandy Wong, Executive Director, City/County Association of Governments, to Anne Richman, MTC dated 3/9/16. RE: Request for Tiger VIII Grant Endorsements for the U.S. 101/Willow Road Interchange Improvement Project.

9.2 Letter from Alicia Aguirre, Chair, City/County Association of Governments, to Bob Alvarado, Chair, California Transportation Commission, dated 4/19/16. RE: Request for funding $9.399 Million in STIP funds for US 101 HOV/Express Lanes Project.

10.0 ADJOURNMENT – 8:40 p.m.

C/CAG AGENDA REPORT

Date: June 9, 2016

To: City/County Association of Governments Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 16-10 authorizing the C/CAG Chair to execute the Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the Fiscal Year 2016/17 Transportation Fund for Clean Air (TFCA) (40%) Program for San Mateo County for an amount up to $1,277,039.76

(For further information please contact John Hoang at 650-363-4105)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 16-10 authorizing the C/CAG Chair to execute the Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the Fiscal Year 2016/17 Transportation Fund for Clean Air (TFCA) (40%) Program for San Mateo County for an amount up to $1,277,039.76.

FISCAL IMPACT

This agreement provides up to $1,277,039.76 in TFCA funding for FY 2016/17. Included in this amount is $53,039.76 for administrative costs of the program.

SOURCE OF FUNDS

TFCA funds are derived from a Vehicle Registration Fee surcharge provided to C/CAG by the BAAQMD.

BACKGROUND

The Bay Area Air Quality Management District (BAAQMD) is authorized under Health and Safety code Section 44223 and 44225 to levy a fee on motor vehicles. Funds generated by the fee are referred to as the Transportation Fund for Clean Air (TFCA) funds and are used to implement projects to reduce air pollution from motor vehicles. Health and Safety Code Section 44241(d) stipulates that forty percent (40%) of funds generated within a county where the fee is in effect shall be allocated by the Air District to one or more public agencies designated to receive the funds, and for San Mateo County, C/CAG has been designated as the overall Program Manager to receive the funds.

C/CAG, as the Program Manager for the TFCA Program in San Mateo County, distributes funds to qualifying projects that reduce air pollution, greenhouse gas emissions, and traffic congestion by improving transportation options. On May 12, 2016, the C/CAG Board approved the projects to be

funded as part of the FY 2016/17 TFCA Program as follows:

Agency	Amount
C/CAG - Administration	$53,039.76
C/CAG - Smart Corridor Expansion (New)	$267,012
Commute.org – Countywide Voluntary Trip Reduction Program	$525,000
SamTrans - BART Shuttle	$109,000
SamTrans – San Carlos Community Shuttle (New)	$162,860
SamTrans – Bike racks on Buses (New)	$160,128
Total	$1,277,039.76

The funding agreement between C/CAG and the BAAQMD is for the receipt of the FY 2016/17 TFCA County Program Manager funds.

ATTACHMENTS

- Resolution 16-10
- Funding Agreement between C/CAG and BAAQMD for FY 2016/17 *(Available for review and download at www.ccag.ca.gov/ccag.html)*

RESOLUTION 16-10

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE THE PROGRAM MANAGER FUNDING AGREEMENT WITH THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT (BAAQMD) FOR THE FISCAL YEAR 2016/17 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) (40%) PROGRAM FOR SAN MATEO COUNTY FOR AN AMOUNT UP TO $1,$1,277,039.76

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

WHEREAS, the City/County Association of Governments has been designated the Transportation Fund for Clean Air (TFCA) Program Manager for San Mateo County; and

WHEREAS, the Board of Directors of the City/County Association of Governments at its May 12, 2016 meeting approved certain projects and programs for funding through San Mateo County's 40 percent local share of Transportation Fund for Clean Air (TFCA) revenues; and

WHEREAS, C/CAG will act as the Program Manager for $1,277,039.76 of TFCA funded projects; and

WHEREAS, it is necessary for C/CAG to enter into a Program Manager Agreement with the Bay Area Air Quality Management District (BAAQMD) setting forth the responsibilities of each party.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that on behalf of C/CAG the Chair is authorized to enter into an agreement with the Bay Area Air Quality Management District for the Fiscal Year 2016/17 Transportation Fund for Clean Air (TFCA) Program for San Mateo County for an amount up to $1,277,039.76. This agreement shall be in a form approved by C/CAG legal counsel.

PASSED, APPROVED, AND ADOPTED THIS 9TH DAY OF JUNE 2016.

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Alicia C. Aguirre, Chair

C/CAG AGENDA REPORT

Date: June 9, 2016

To: City/County Association of Governments Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 16-12 authorizing the C/CAG Chair to execute a Funding Agreement between C/CAG and Commute.org in the amount of $525,000 under the Fiscal Year 2016/17 Transportation Fund for Clean Air (TFCA) Program to provide the Countywide Voluntary Trip Reduction Program

(For further information please contact John Hoang at 650-363-4105)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 16-12 authorizing the C/CAG Chair to execute a Funding Agreement between C/CAG and Commute.org in the amount of $525,000 under the Fiscal Year 2016/17 Transportation Fund for Clean Air (TFCA) Program to provide the Countywide Voluntary Trip Reduction Program.

FISCAL IMPACT

Under the FY 2016/17 TFCA Program there is a total allocation of $1,277,039.76 of which $525,000 is designated for the Commute.org Countywide Voluntary Trip Reduction Program.

SOURCE OF FUNDS

TFCA funds are derived from a Vehicle Registration Fee surcharge provided to C/CAG by the Bay Area Air Quality Management District (BAAQMD).

BACKGROUND

C/CAG acts as the Program Manager for the TFCA Program in San Mateo County. This program distributes TFCA fund to projects whose primary objective is to reduce air pollution, greenhouse gas emissions, and traffic congestion by improving transportation options. On May 12, 2016, the C/CAG Board approved the Expenditure Plan for projects to be funded as part of the FY 2016/17 TFCA Program, which includes the Countywide Voluntary Trip Reduction Program, managed by Commute.org (also known as Peninsula Traffic Congestion Relief Alliance). This Program assists private and public sectors to connect their employees and customers with transportation systems that provide an alternative to driving single occupant vehicles. The Countywide Voluntary Trip Reduction Program is funded by various sources through C/CAG, including the Countywide Congestion Relief Plan as well as the San Mateo

County share of the Regional Ridesharing and Bicycling Program funds made available through the Metropolitan Transportation Commission (MTC).

ATTACHMENTS

- Resolution 16-12
- Funding Agreement between C/CAG and Commute.org for the FY 2016/17 TFCA Program
  (Available for review and download at www.ccag.ca.gov/ccag.html)

RESOLUTION 16-12

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE THE FUNDING AGREEMENT BETWEEN C/CAG AND COMMUTE.ORG IN THE AMOUNT OF $525,000 UNDER THE FISCAL YEAR 2016/17 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) PROGRAM TO PROVIDE THE COUNTYWIDE VOLUNTARY TRIP REDUCTION PROGRAM

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

WHEREAS, the Board of Directors of the City/County Association of Governments at its May 12, 2016 meeting approved certain projects and programs for funding through San Mateo County's local share of Transportation Fund for Clean Air (TFCA) revenues; and,

WHEREAS, the agencies implementing these projects, the scope of the work and the specified amount of TFCA funding, have been identified and approved by the Board of Directors; and,

WHEREAS, Commute.org is designated to receive TFCA funds for the Countywide Voluntary Trip Reduction Program which assists private and public sectors to connect their employees and customers with transportation systems that provide an alternative to driving single occupant vehicles; and

WHEREAS, it is necessary for C/CAG to enter into Project Sponsor agreements with the individual agencies receiving TFCA project funding, setting forth the responsibilities of each party.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to enter into an agreement with Commute.org for $525,000 under the Transportation Fund for Clean Air (TFCA) Program. This agreement shall be in a form approved by C/CAG legal counsel.

PASSED, APPROVED, AND ADOPTED THIS 9TH DAY OF JUNE 2016.

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Alicia C. Aguirre, Chair

C/CAG AGENDA REPORT

Date: June 9, 2016

To: City/County Association of Governments Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 16-13 authorizing the C/CAG Chair to execute a Funding Agreement between C/CAG and the San Mateo County Transit District (SamTrans) in the amount of $431,988 under the Fiscal Year 2016/17 Transportation Fund for Clean Air (TFCA) Program

(For further information please contact John Hoang at 650-363-4105)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 16-13 authorizing the C/CAG Chair to execute a Funding Agreement between C/CAG and the San Mateo County Transit District (SamTrans) in the amount of $431,988 under the Fiscal Year 2016/17 Transportation Fund for Clean Air (TFCA) Program.

FISCAL IMPACT

Under the FY 2015/16 TFCA Program there is a total allocation of $1,277,039.76 of which $431,988 is designated for the SamTrans sponsored projects.

SOURCE OF FUNDS

TFCA funds are derived from a Vehicle Registration Fee surcharge provided to C/CAG by the Bay Area Air Quality Management District (BAAQMD).

BACKGROUND

C/CAG acts as the Program Manager for the TFCA Program in San Mateo County. This program distributes fund to projects whose primary objective is to reduce air pollution, greenhouse gas emissions, and traffic congestion by improving transportation options. On May 12, 2016, the C/CAG Board approved the Expenditure Plan for projects to be funded as part of the FY 2016/17 TFCA Program, which includes the following three (3) projects:

- SamTrans Shuttle Bus Program - This Program is a peak commute period shuttle bus service for eight (8) employer based shuttle routes connecting major employment centers in San Mateo, Daly City, South San Francisco, Brisbane, Millbrae, Foster City and San Bruno with BART stations. ($109,000)

- San Carlos Community Shuttle - The new community shuttle service would provide

circulator services for 3 square miles of residential neighborhoods that lack transit and provide fixed route connections to access downtown and shopping centers in San Carlos and Belmont as well as provide convenient services for three schools that currently lack any transit options. ($162,860)

- New bike racks on SamTrans buses – The project will install new bicycle racks on 318 SamTrans buses. The new racks will replace the current racks and will have additional capacity to carry more bicycles. ($160,128)

ATTACHMENTS

- Resolution 16-13
- Funding Agreement between C/CAG and SamTrans for the FY 2016/17 TFCA Program

(Available for review and download at www.ccag.ca.gov/html)

RESOLUTION 16-13

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE A FUNDING AGREEMENT BETWEEN C/CAG AND THE SAN MATEO COUNTY TRANSIT DISTRICT (SAMTRANS) IN THE AMOUNT OF $431,988 UNDER THE FISCAL YEAR 2016/17 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) PROGRAM

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

WHEREAS, the Board of Directors of the City/County Association of Governments at its May 12, 2016 meeting approved certain projects and programs for funding through San Mateo County's local share of Transportation Fund for Clean Air (TFCA) revenues; and,

WHEREAS, the agencies implementing these projects, the scope of the work and the specified amount of TFCA funding, have been identified and approved by the Board of Directors; and,

WHEREAS, the San Mateo County Transit District (SamTrans) is designated to receive TFCA funds in the total amount of $431,988 for the SamTrans Shuttle Bus Program ($109,000), San Carlos Community Shuttle ($162,860), and SamTrans Bus Bike Racks ($160,128); and

WHEREAS, it is necessary for C/CAG to enter into Project Sponsor agreements with the individual agencies receiving TFCA project funding, setting forth the responsibilities of each party.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to enter into an agreement with the San Mateo County Transit District for $431,988 under the Transportation Fund for Clean Air (TFCA) Program. This agreement shall be in a form approved by C/CAG legal counsel.

PASSED, APPROVED, AND ADOPTED THIS 9TH DAY OF JUNE 2016.

_____

Alicia C. Aguirre, Chair

C/CAG AGENDA REPORT

Date: June 9, 2016

To: City/County Association of Governments Board of Directors

From: Sandy Wong, C/CAG Executive Director

Subject: Review and approval of Resolution 16-14 authorizing the C/CAG Chair to execute a funding agreement between C/CAG and SamTrans for the Allocation of Measure M Funds for Fiscal Years 2016/17 and 2017/18 in the amount of $2,800,000

(For further information or response to questions, contact John Hoang at 650-363-4105)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 16-14 authorizing the C/CAG Chair to execute a funding agreement between C/CAG and SamTrans for the Allocation of Measure M Funds for Fiscal Years 2016/17 and 2017/18 in the amount of $2,800,000.

FISCAL IMPACT

$2,800,000 (or up to a maximum of 22% of the net revenue collected)

SOURCE OF FUNDS

Measure M - $10 Vehicle Registration Fee

BACKGROUND

The C/CAG sponsored Measure M, which was 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 estimated revenue of $6.7 million annually ($167 million over 25 years) helps fund various transportation programs for the 20 cities and the County. 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.

The 5-Year Measure M Implementation Plan (FYs 2016/17- 2020/21), approved by the C/CAG Board on April 14, 2016, allocates 22% of the net revenue collected, approximately $1,400,000 annually, to the Transit Operations/Senior Transportation programs. Measure M allocations to the San Mateo County Transit District (SamTrans) primarily fund the RediWheels and Senior Mobility Programs. RediWheels is a $15M annual program that also receives significant funding from other multiple sources including passenger fares, sales tax, Measure A (County), Measure A

(Transportation Authority), and interest income. Measure M contributes approximately nine percent (9%) towards the total cost of RediWheels. The two programs are described as follows:

- The RediWheels program is a fixed-route paratransit service for people with disabilities who cannot independently use regular SamTrans bus service. The RediWheels service is provided on the bayside of the County (RediCoast on the Coastside). 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.

  Measures of performance include hours of service provided by shuttles and taxis, ridership, number of customers served, number of trips, and cost per rider. Additional performance measures applied to the RediWheels contractors include: miles between preventable accidents, productivity (passengers per hour), service-related complaints, incoming call wait time, and on-time performance.

- The Senior Mobility Program provides the following services: Community Transit, Community-Based Transportation, Encouraging Use of Transit, Information and Assistance, Taxicab Services, and Promote Walking by older adults. (Expanded program descriptions can be found in the attached Funding Agreement Scope of Work)

  Measures of performance to determine effectiveness of the services include number of organizations outreached, number of individuals participated, frequency and number of community meetings held, type of collateral distributed or made available to seniors, and other measures as needed.

As part of the initial 5-Year Implementation Plan (FYs 2011/12 - 2015/16), C/CAG provided a total of $7,000,000 to SamTrans. It is recommended that C/CAG continue to provide SamTrans up to $1.4 million annually for FYs 2016/17 - 2017/18 to help fund the RediWheels and Senior Mobility Programs. This funding allocation aligns with the recently adopted 5-Year Measure M Implementation Plan, which is effective FYs 2016/17 - 2020/21. It is intended that program performances will be reviewed annually and adjustments to the program, scope of work, and funding levels will be made as needed at the end of the FY2017/18 and adjustments, if any, will be made prior to entering into the future funding agreements covering FY 2018/19 through FY 2020/21.

ATTACHMENTS

1. Resolution 16-14
2. Funding Agreement between C/CAG and SamTrans for Allocation of Measure M Funds for FYs 2016/17 and FY 2017/18 *(Available for review and download at www.ccag.ca.gov/ccag.html)*

RESOLUTION 16-14

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING EXECUTION OF A FUNDING AGREEMENT BETWEEN C/CAG AND SAMTRANS FOR THE ALLOCATION OF MEASURE M FUNDS FOR FISCAL YEARS 2016/17 AND 2017/18 IN THE AMOUNT OF $2,800,000

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

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

WHEREAS, on November 2, 2010, the San Mateo County voters approved Measure M, which imposes an additional $10 VRF on each motor vehicles registered within the county, effective May 2011 and continuing for a period of 25 years; and

WHEREAS, the 5-Year Measure M Implementation Plan (Fiscal Year 2016/17 – 2020/2021) approved by the C/CAG Board in April 2016 per Resolution 16-11, stipulates that twenty-two percent (22%) of the net revenue collected, approximately $1,400,000 annually, is allocated to the Countywide Transit Operations and Senior Transportation Programs (the "Program"); and

WHEREAS, SamTrans is designated as the agency that will receive the annual funding allocation, on a reimbursement basis, for implementation of the Program, which consists of the Senior Mobility Program and RediWheels; and

WHEREAS, C/CAG and SamTrans desire to enter into a funding agreement for the allocation of Measure M funds for the Program.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to execute an agreement with SamTrans for FYs 2016/17 and 2017/18 for an amount up to $2,800,000 in a form that has been approved by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 9TH DAY OF JUNE 2016.

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Alicia C. Aguirre, Chair

C/CAG AGENDA REPORT

Date: June 9, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approve Resolution 16-15 authorizing the C/CAG Chair to execute Amendment Number 2 to the funding agreement with the Bay Area Water Supply and Conservation Agency (BAWSCA), extending the term through June 30, 2017 for an additional cost not to exceed $25,000 for rain barrel rebates in San Mateo County.

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

RECOMMENDATION

Review and approve Resolution 16-15 authorizing the C/CAG Chair to execute Amendment Number 2 to the funding agreement with the Bay Area Water Supply and Conservation Agency (BAWSCA), extending the term through June 30, 2017 for an additional cost not to exceed $25,000 for rain barrel rebates in San Mateo County.

FISCAL IMPACT

Up to $25,000 in Fiscal Year 2016-17.

SOURCE OF FUNDS

Funding for this program is included in the Draft Fiscal Year 2016-17 C/CAG budget for the Countywide Water Pollution Prevention Program via the NPDES Fund.

BACKGROUND

Pursuant to Resolution 14-36, C/CAG collaborated with the Bay Area Water Supply and Conservation Agency (BAWSCA) to implement a pilot rain barrel rebate program in San Mateo County in Fiscal Year 2014-15. Rain barrels capture stormwater runoff from roofs that can then be used to water landscaping or gardens. Capturing stormwater in this fashion has water quality and quantity benefits, by reducing the amount of runoff and pollutants from individual properties that reach municipal storm drain systems, water conservation benefits through reducing potable water usage for outdoor irrigation needs, and education benefits by connecting the public with the importance of managing stormwater as a resource.

C/CAG originally provided $25,000 to BAWSCA for the pilot program in Fiscal Year 2014-15, and an additional $25,000 for Fiscal Year 2015-16. C/CAG provides rebates of $50 per installed barrel, with a maximum of two barrels per residential property and four for commercial, industrial, or institutional properties. In areas of the county where water agencies are participating, rebates are matched by the

water agency for up to $100 per barrel. The following San Mateo County water agencies (representing approximately 25% of the County's population) have been participating in the pilot program:

- City of Brisbane
- Mid-Peninsula Water District (Belmont, portions of San Carlos and unincorporated county)
- City of Millbrae
- North Coast County Water District (Pacifica)
- Redwood City
- Daly City (Year 2 Only)

The rain barrel rebate program launched in October of 2014. BAWSCA received applications for rebates for 329 rain barrels throughout San Mateo County in Fiscal Year 2014-15. Rebates for Fiscal Year 2015-16 are projected to be 480 (400 actual through April). Almost twice as many rain barrels have been installed in locations where participating water agencies match C/CAG's rebates, indicating that greater rebates and local outreach likely increase participation in the program. C/CAG's Countywide Water Pollution Prevention Program's public outreach arm promotes the rebate program each year, in conjunction with BAWSCA and the participating water agencies. Program expenditures in 2014-15 were $21,700 and in 2015-16 are projected to be $25,600, for a total of $47,300 (out of $50,000 provided by C/CAG).

Given the success of the program and the continuing drought crisis, C/CAG staff recommends continuing the rain barrel rebate program in 2016-17 with an additional $25,000 in C/CAG funding for ongoing program administration and rebates throughout San Mateo County. BAWSCA staff is supportive of continuing the program and expects, at a minimum, all currently participating water agencies to renew their participation for 2015-16. Program terms would remain the same. Funds will only be expended for rebate applications received, so any unused funds will remain in C/CAG's stormwater program budget. The proposed amendment limits program administration and marketing costs for the next year at $3,000, a portion of which will be directed toward a new online rebate application system.

Resolution 16-15 authorizes the C/CAG Chair to execute Amendment Number 2 to the funding agreement with BAWSCA, extending the term through June 30, 2017 for an additional amount not to exceed $25,000. Attachment 2 is the proposed amendment, which is subject to approval as to form by C/CAG's legal counsel prior to execution by the C/CAG Chair.

ATTACHMENTS

1. Resolution 16-15
2. Amendment No. 2 to the Funding Agreement with the Bay Area Water Supply and Conservation Agency

RESOLUTION 16-15

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NUMBER 2 TO THE FUNDING AGREEMENT WITH THE BAY AREA WATER SUPPLY AND CONSERVATION AGENCY, EXTENDING THE TERM THROUGH JUNE 30, 2017 FOR AN ADDITIONAL COST NOT TO EXCEED $25,000 FOR RAIN BARREL REBATES IN SAN MATEO COUNTY

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

WHEREAS, C/CAG's Countywide Water Pollution Prevention Program works with all 21 member agencies on programs to help keep pollution out of storm drains and subsequently impacting local creeks, the San Francisco Bay, and the Pacific Ocean; and

WHEREAS, California continues to experience devastating drought conditions and capturing rainwater via rain barrels has both pollution prevention and water conservation benefits by reducing the amount of stormwater and associated pollutants reaching municipal storm drainage systems and offsetting potable water usage for outdoor landscape watering needs; and

WHEREAS, C/CAG approved Resolution 14-36, authorizing the C/CAG Chair to enter into an agreement with BAWSCA at a cost not to exceed $25,000 for a Pilot Rain Barrel Rebate Program (Program) in San Mateo County in Fiscal Year 2014-15; and

WHEREAS, C/CAG approved Resolution 15-17, authorizing the C/CAG Chair to execute Amendment Number 1 to the agreement with BAWSCA, extending the term of the Pilot Rain Barrel Rebate Program through June 30, 2016 at an additional cost not to exceed $25,000; and

WHEREAS, C/CAG and BAWSCA jointly agree to continue the Program in 2016-17 under the same terms and conditions.

NOW THEREFORE BE IT RESOLVED, the C/CAG Chair is authorized to execute Amendment No. 2 to the funding agreement with the Bay Area Water Supply and Conservation Agency, extending the term through June 30, 2017 at an additional amount not to exceed $25,000 for rain barrel rebates in San Mateo County. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final terms of said agreement prior to its execution by the C/CAG Chair, subject to approval as to form by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 9TH DAY OF JUNE, 2016.

_____

Alicia Aguirre, Chair

AMENDMENT (No. 2) TO THE AGREEMENT BETWEEN THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AND THE BAY AREA WATER SUPPLY AND CONSERVATION AGENCY (BAWSCA).

WHEREAS, the Board of Directors of the City/County Association of Governments for San Mateo County (hereinafter referred to as C/CAG) and the Bay Area Water Supply and Conservation Agency (hereinafter referred to as BAWSCA) are parties to an agreement for a rain barrel rebate program in San Mateo County dated October 10, 2014 (the "Existing Agreement"); and

WHEREAS, BAWSCA and C/CAG wish to extend the Existing Agreement through June 30, 2017 for an additional cost not to exceed $25,000;

IT IS HEREBY AGREED by C/CAG and BAWSCA that:

1. The Existing Agreement is amended to provide that its term is extended to June 30, 2017.

2. The Existing Agreement is amended to provide that the total payment for services shall not exceed $75,000, based upon the receipt of invoices for the actual costs, and that additional costs in Fiscal Year 2016-17 for program setup, administration, and marketing are limited to $3,000 of the $25,000 in additional funding.

3. All other provisions of the Existing Agreement shall remain in full force and effect.

4. The terms hereof amending the Existing Agreement shall take effect upon signature by both parties.

5. In the event of a conflict between the terms of this Amendment and the terms of the Existing Agreement, the terms of this Amendment shall prevail.

For C/CAG:

_____

Alicia Aguirre, Chair

Date:_____

For BAWSCA:

_____

Signature

By:_____

Approved as to form:

_____

Nirit S. Eriksson, Legal Counsel

C/CAG AGENDA REPORT

Date: June 9, 2016

To: City/County Association of Governments Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 16-17 authorizing the C/CAG Chair to execute an agreement between C/CAG and the County of San Mateo Office of Sustainability for staff services for the Resource Management and Climate Protection (RMCP) Committee and other projects for fiscal year 2016-17 in an amount not to exceed $40,000

For further information contact Kim Springer at (650)599-1412.

RECOMMENDATION

Adopt Resolution 16-17 authorizing the C/CAG Chair to execute an agreement between C/CAG and the County of San Mateo Office of Sustainability for staff services for the Resource Management and Climate Protection (RMCP) Committee and other projects for fiscal year 2016-17 in an amount not to exceed $40,000.

FISCAL IMPACT

$40,000.

SOURCE OF FUNDS

The Congestion Relief Fund is the main source of funds for the staffing of the RMCP Committee.

BACKGROUND/DISCUSSION

The RMCP Committee provides advice and recommendations to the Congestion Management and Environmental Quality (CMEQ) Committee and the full C/CAG Board on matters related to energy and water and climate action/adaptation efforts in San Mateo County. The RMCP Committee also reports on the San Mateo County Energy Watch (SMCEW) and updates, supports and promotes the goals and data outlined in the San Mateo County Energy Strategy, including: energy, water, collaboration between cities and the utilities, leadership and economic opportunities related to the RMCP committee's efforts. The San Mateo County Energy Strategy was adopted by all cities in San Mateo County in 2009.

Examples of other projects that could be paid for under this agreement include: further work on the Alternative Fuel Readiness Plan (AFRP), and support to the C/CAG Board as the Local Task Force for changes in solid waste diversion resources in San Mateo County.

ATTACHMENTS

- Resolution 16-17
- Agreement between C/CAG and County Office of Sustainability for RMCP for FY 2016-17.

RESOLUTION 16-17

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE AN AGREEMENT BETWEEN C/CAG AND THE COUNTY OF SAN MATEO OFFICE OF SUSTAINABILITY FOR STAFF SERVICES FOR THE RESOURCE MANAGEMENT AND CLIMATE PROTECTION COMMITTEE AND OTHER PROJECTS FOR FISCAL YEAR 2016-17 IN AN AMOUNT NOT TO EXCEED $40,000

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

WHEREAS, C/CAG desires to obtain staff services from the County of San Mateo Office of Sustainability (County) to support the Resource Management and Climate Protection (RMCP) Committee on matters related to energy, water, and greenhouse gas emission reduction strategies; and

WHEREAS, C/CAG desires to obtain staff services from the County of San Mateo Office of Sustainability to deliver other projects such as providing support to C/CAG Board as the Local Task Force on matters related to solid waste.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Chair is authorized to execute an agreement with the County of San Mateo Office of Sustainability for staff services for the Resource Management and Climate Protection Committee and other projects for fiscal year 2016-17 for an amount not to exceed $40,000.

PASSED, APPROVED, AND ADOPTED THIS 9TH DAY OF JUNE 2016.

_____

Alicia C. Aguirre, Chair

AGREEMENT BETWEEN CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AND THE COUNTY OF SAN MATEO OFFICE OF SUSTAINABILITY FOR STAFF SERVICES FOR THE RESOURCE MANAGEMENT AND CLIMATE PROTECTION COMMITTEE AND OTHER PROJECTS FOR FISCAL YEAR 2016-17 IN AN AMOUNT NOT TO EXCEED $40,000

This Agreement entered this _____day of _____ 2016, by and between the CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY, a joint powers agency, hereinafter called "C/CAG" and the COUNTY OF SAN MATEO, Office of Sustainability, a department under a political subdivision of the State of California, hereinafter called "COUNTY."

W I T N E S S E T H

WHEREAS, C/CAG is committed to working with the cities in San Mateo County on issues related to solid waste, resource conservation and climate protection; and

WHEREAS, C/CAG desires to obtain services from the COUNTY to serve as the primary technical staff support function for the Resource Management and Climate Protection Committee of C/CAG on matters related to energy, water, and greenhouse gas emission reduction strategies and other projects such as for the Local Task Force of C/CAG on matters related to solid waste; and

WHEREAS, the COUNTY is committed to providing staff services for said Resource Management and Climate Protection Committee and other projects.

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

1. **Services to be provided by COUNTY**. The COUNTY shall provide services as described in Exhibit A, attached hereto and incorporated by reference herein.

2. **Payments**. In consideration of the services rendered in accordance with all terms, conditions and specifications set forth herein and in Exhibit A, C/CAG shall reimburse COUNTY for eligible costs as set forth in Exhibit A, in an amount not to exceed $40,000. Payments shall be made within 30 days after receipt and approval of monthly invoices from the COUNTY.

3. **Relationship of the Parties**. It is understood that the COUNTY enters into this Agreement as an Independent Contractor and the Agreement is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture or association, or any other relationship whatsoever other than that of Independent Contractor.

4. **Non-Assignability**. COUNTY shall not assign this Agreement or any portion thereof to a third party without the prior written consent of C/CAG, and any attempted assignment without such prior written consent is in violation of this Section and shall be grounds for termination of this Agreement.

5. **Contract Term**. This Agreement shall be in effect and cover cost as set out in Exhibit A from July 1, 2016 and shall terminate on June 30, 2017; provided, however, C/CAG may terminate this Agreement at any time for any reason by providing 30 days' written notice to COUNTY. COUNTY may terminate this Agreement at any time for any reason by providing 30 days' written notice to C/CAG. Termination will be effective on the date specified in the notice. In the event of termination under this paragraph, COUNTY shall be paid for all services provided to the date of termination.

6. **Hold Harmless/Indemnity**. COUNTY shall defend, indemnify and save harmless C/CAG and its member agencies and their employees, agents and officers from all claims, suits, damages or actions arising from COUNTY's performance under this Agreement.

   C/CAG shall defend, indemnify and save harmless County and its member agencies and their employees, agents and officers from all claims, suits, damages or actions arising from C/CAG's performance under this Agreement.

   The duty of the parties to indemnify and save harmless as set forth herein, shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

7. **Workers' Compensation Coverage**. Statutory Workers' Compensation Insurance and Employer's Liability Insurance will be provided by the COUNTY with limits of not less than one million dollars ($1,000,000) for any and all persons employed directly or indirectly by COUNTY. In the alternative, COUNTY may rely on a self-insurance program to meet these requirements so long as the program of self-insurance complies fully with the provisions of the California Labor Code. In such case, excess Workers' Compensation Insurance with statutory limits shall be maintained. The insurer, if insurance is provided, and the COUNTY, if a program of self-insurance is provided, shall waive all rights of subrogation against C/CAG for loss arising from worker injuries sustained under this Agreement.

8. **Liability Insurance**. COUNTY shall take out and maintain during the life of this Agreement such Bodily Injury Liability and Property Damage Liability Insurance as shall protect COUNTY, its employees, officers and agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all operations under this Agreement, whether such operations be by COUNTY or by any sub-contractor or by anyone directly or indirectly employed by either of them. In the alternative, COUNTY may rely on a self-insurance program to meet these requirements so long as the program of self-insurance complies fully with the provisions of the California Labor Code.

In the event of the breach of any provision of this Section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, C/CAG, at its option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work pursuant to this Agreement.

9. **Non-discrimination**. COUNTY and its subcontractors performing the services on behalf of the COUNTY shall not discriminate or permit discrimination against any person or group of persons on the basis or race, color, religion, national origin or ancestry, age, sex, sexual orientation, marital status, pregnancy, childbirth or related conditions, medical condition, mental or physical disability or veteran's status, or in any manner prohibited by federal, state or local laws.

10. **Accessibility of Services to Disabled Persons**. COUNTY, not C/CAG, shall be responsible for compliance with all applicable requirements regarding services to disabled persons, including any requirements of Section 504 of the Rehabilitation Act of 1973.

11. **Substitutions**. If particular people are identified in Exhibit A as working under this Agreement, COUNTY will not assign others to work in their place without written permission from C/CAG. Any substitution shall be with a person of commensurate experience and knowledge.

12. **Joint Property**. As between C/CAG and COUNTY any system or documents developed, produced or provided under this Agreement shall become the joint property of C/CAG and the COUNTY.

13. **Access to Records**. COUNTY shall retain, for a period of no less than five years, all books, documents, papers, and records which are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcriptions, and shall provide C/CAG, its member agencies, and or their auditors with access to said books and records.

    COUNTY shall maintain all required records for five years after C/CAG makes final payments.

14. **Merger Clause**. This Agreement constitutes the sole agreement of the parties hereto with regard to the matters covered in this Agreement. Any prior agreement, promises, negotiations or representations between the parties not expressly stated in this document are not binding.

15. **Amendments**. Any changes to this Agreement shall be incorporated in written amendments and executed by both County and C/CAG. No claim for additional compensation or extension of time shall be recognized unless contained in a duly executed amendment.

16. **Governing Law**. This Agreement shall be governed by the laws of the State of California and any suit or action initiated by either party shall be brought in the County of San Mateo, California.

IN WITNESS WHEREOF, the parties hereto have affixed their hands to this Agreement for Staff Services for the Resource Management and Climate Protection Committee and the Local Task Force on the day and year first above indicated.

County of San Mateo (County)

By _____ _____
Jim Eggemeyer Date
County Office of Sustainability - Director

Approved as to Form By _____ _____
County Counsel Date

City/County Association of Governments (C/CAG)

By _____ _____
Alicia C. Aguirre Date
C/CAG Chair

Approved as to Form By _____ _____
C/CAG Legal Counsel Date

Exhibit A

STAFF SERVICES FOR THE RESOURCE MANAGEMENT AND CLIMATE PROTECTION COMMITTEE AND OTHER PROJECTS

SCOPE OF WORK

1.0 Introduction - The City/ County Association of Governments of San Mateo County (C/CAG) is committed to working with the cities in San Mateo County on issues related to solid waste, resource conservation and climate protection. Historically, C/CAG contracted with the County of San Mateo Department of Public works for staff support for the C/CAG Resource Management and Climate Protection (RMCP) committee and to provide technical staff support to the solid waste Local Task Force. Due to County reorganization, key personnel supporting these programs was transferred to the County of San Mateo Office of Sustainability as of July 1, 2015. C/CAG desires to contract with the County of San Mateo, Office of Sustainability (County) for staff support of the C/CAG Resource Management and Climate Protection committee and to provide technical staff support for other projects such as support to C/CAG on solid waste as the Local Task Force.

2.0 Management and Staffing Oversight - the County shall provide adequate reporting and information, and attend meetings with C/CAG staff as necessary to support the Resource Management and Climate Protection Committee, and shall provide reports and presentations to the C/CAG Board as necessary on this and other projects.

3.0 Specific Scope of Work – the County shall:

- 3.1 Provide staffing for the Resource Management and Climate Protection Committee, including the development of agendas, writing of minutes and the provision of strategic support for ongoing initiatives
- 3.2 Provide staff support to the Local Task Force (C/CAG Board) on matters related to Solid Waste including Non-Disposal Facility Element (NDFE) amendments and other matters related to Countywide Integrated Waste Management Planning
- 3.3 Provide staff support for other projects as requested by C/CAG.

4.0 Reporting - The County of San Mateo shall report to the C/CAG Board and other C/CAG committees on activities related to this scope of work upon request during the 2016-2017 fiscal year.

5.0 Payments - The County shall submit invoices for services provided along with supporting documentation including labor hours and rates (which rates shall be no greater than the rate which will fully compensate the county for its costs associated with that employee, commonly referred to as the "fully loaded rate" and all other related costs for management and staffing. C/CAG shall pay invoices within 30 days of receipt.

C/CAG AGENDA REPORT

Date: June 9, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 16-18 authorizing the C/CAG Chair to execute a Contract Change Order to the Master Service Agreement between C/CAG and Pacific Gas and Electric Company for the San Mateo County Energy Watch, revising background checks language.

(For further information or response to questions, contact Kim Springer at 650-599-1412)

RECOMMENDATION

Review and approve Resolution 16-18 authorizing the C/CAG Chair to execute a Contract Change Order to the Master Service Agreement between C/CAG and Pacific Gas and Electric Company for the San Mateo County Energy Watch, revising background checks language.

FISCAL IMPACT

None.

SOURCE OF FUNDS

Funding for coordination, management and contracts associated with the San Mateo County Energy Watch is provided by the PG&E Local Government Partnership funding agreement.

BACKGROUND

The San Mateo County Energy Watch (SMCEW) Local Government Partnership (LGP) with PG&E began on January 1, 2009, under the auspices of the California Public Utilities Commission (CPUC). Since the original program cycle, which ended on December 31, 2009, PG&E has contracted with C/CAG for the SMCEW for additional program cycles, 2010-2012, 2013-2014, 2015 and the current three-year program cycle 2016-2018.

On May 3, 2016, PG&E requested a change order to Master Service Agreement 4400010204 (MSA CCO) by email, noting that: "PG&E is required to incorporate revised NERC (North American Electric Reliability Corporation) language and Background Check language in all existing contracts", and requested that the MSA CCO be signed and returned. C/CAG Counsel and staff has reviewed the terms of the requested MSA CCO and determined that the changes will have minimal impact.

Resolution 16-18 and the draft MSA CCO are included as attachments to this staff report. The existing Master Service Agreement is also provided on the C/CAG website as part of the June 9, 2016 meeting materials: http://ccag.ca.gov/committees/board-of-directors/

ATTACHMENTS

1. Resolution 16-18
2. Contract Change Order No. 1 to Master Service Agreement 4400010204.

RESOLUTION NO. 16-18

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE A CONTRACT CHANGE ORDER TO THE MASTER SERVICE AGREEMENT BETWEEN C/CAG AND PACIFIC GAS AND ELECTRIC COMPANY FOR THE SAN MATEO COUNTY ENERGY WATCH

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

WHEREAS, The C/CAG Board adopted Resolution 08-46 at its October 2008 meeting authorizing the C/CAG Chair to execute an Agreement between C/CAG and Pacific Gas & Electric (PG&E) for the original 2009 program cycle of the San Mateo County Energy Watch; and

WHEREAS, the C/CAG Board adopted Resolution 09-55 at its November 12, 2009 meeting, Resolution 12-68 at its December 13, 2012 meeting, Resolution 14-52 at its November 13, 2014 meeting, and Resolution 15-48 at its December 10, 2015, authorizing the C/CAG Chair to execute these four subsequent Agreements between C/CAG and Pacific Gas & Electric (PG&E) for the San Mateo County Energy Watch, which is contracted through calendar year 2018; and

WHEREAS, these Agreements include general and specific condition, which constitute a Master Service Agreement between C/CAG and PG&E; and

WHEREAS, PG&E has requested a Contract Change Order to the existing Master Service Agreement 4400010204 for the 2016-2018 calendar year program cycle, because of required changes to background check language from the North American Electric Reliability Corporation; and

WHEREAS, C/CAG Counsel and staff has reviewed the requested Contract Change Order language.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to execute a Contract Change Order No. 1to the Master Service Agreement between C/CAG and Pacific Gas and Electric Company for the San Mateo County Energy Watch.

PASSED, APPROVED, AND ADOPTED THIS 9TH DAY OF JUNE 2016.

_____

Alicia C. Aguirre, Chair

Contract Change Order

This is Change Order ("CO") No. 1 to Contract No. 4400010204 **dated** 01/01/2016 **between the below-named Contractor ("Contractor")**, a Local Government Partner, **and Pacific Gas and Electric Company ("PG&E"), a California corporation with its headquarters located at 77 Beale Street, San Francisco, California 94105. Contractor shall perform all Work under this Contract, as amended by this Change Order, pursuant to and in accordance with the terms and conditions of the Contract.**

Contractor's Legal Name:	City/County Association of Government (CCAG)	**This Contract Change Order consists of 6 pages and all Attachments and Exhibits Indicated herein.**
Contractor's Address:	555 County Center, 5th Floor Redwood City, CA 94063	
Project Name:	Local Government Partnership	
Job Location:	Various PG&E Territories	

CHANGES: The Parties hereby modify the Contract referenced above as follows:

This Change Order No. 1 does the following:

Revises the Warranty, NERC and Background Checks language in the General Conditions of the original MSA as fully described in Attachment 1 "Revisions to the General Conditions."

This Change Order represents full and final consideration for the changes described herein, including but not limited to all adjustments to price, schedule, guaranteed dates, and performance criteria.

ATTACHMENTS: The following are attached to this Contract Change Order and incorporated herein by this reference.

Attachment: Attachment 1 "Revisions to the General Conditions"..

PRICING CHANGES:	Previous Total Contract Value:	$Total Value of All Authorized CWAs
	Addition or Deduction:	$Total Value of All Authorized CWAs
	Revised Total Contract Value:	$Total Value of All Authorized CWAs

All other terms and conditions of the Contract, as it may have been amended by previous Contract Change Order(s), if any, shall remain the same.

THE PARTIES, BY SIGNATURE OF THEIR AUTHORIZED REPRESENTATIVES, HEREBY AGREE TO THE TERMS OF THIS CONTRACT CHANGE ORDER.

PACIFIC GAS AND ELECTRIC COMPANY		**CONTRACTOR: City/County Association of Government (CCAG)**	
Signature		**Signature**	
Name	Richard Cordova	**Name**	
Title	Manager, Sourcing Portfolio	**Title**	
Date		**Date**	

ADMINISTRATION			
PG&E Negotiator	Tony Abdulla	**Contractor Representative**	
Phone	415.973.6837	**Phone**	
Email:	tca2@PGE.COM	**Email:**	
Accounting Reference			

INTERNAL PG&E USE ONLY		
Distribution Date		
Distribution of Copies	☐ Document Services (Signed Original Copy) Mail Code N5D 245 MARKET ST., SAN FRANCISCO	☐ Contractor (Signed Original Copy)
	☐ Work Supervisor	☐ Manager
	☐ Invoice Approver	☐ Supervisor
	☐ V.P.	☐ Sourcing/ Purchasing
	☐ Director	☐ Law

Attachment 1

Revisions to the General Conditions

This Change Order No. 1 to MSA No. 4400010204 revises the General Conditions of the original MSA as follows:

Adds the following to Section 2.8 – WARRANTY

2.8.3 CORRECTIVE ACTION PLAN: Except as otherwise provided in this Contract, Consultant shall meet or achieve each milestone for the Work by the applicable milestone date. If PG&E reasonably believes that Consultant is not making substantial progress, or if Consultant fails to achieve a milestone by the applicable milestone date, and such failure is not attributable to reasons entitling Consultant to a Contract Change Order, then Consultant shall provide for PG&E's approval a corrective action plan that will demonstrate achievement of the milestone at the earliest possible date to minimize delay of the Work schedule. Such corrective action plan shall include, without limitation, reasonable evidence of increases in Consultant's work force, increases in the number of shifts, overtime operations, additional days of Work per week, and such other evidence (including milestone schedule analysis) as necessary for the timely completion of the Work. Upon receipt of PG&E's written concurrence, Consultant shall diligently comply with such corrective action plan; provided, however, that PG&E's concurrence shall not affect any of PG&E's rights or Consultant's obligations under this Contract.

Adds the following definition to Section 9.10 "WORK ON PG&E OR PG&E CUSTOMER PROPERTY"

9.10 WORK ON PG&E OR PG&E CUSTOMER PROPERTY: The following provisions shall apply to the extent that the Work under the Contract requires any Consultant or Subcontractor personnel (collectively, "Personnel") to have access to PG&E assets, premises, customer property, or logical access to PG&E data or systems (collectively, "Access").

Replaces in its entirety, Section 9.10.1 "CRIMINAL BACKGROUND CHECK" of the original MSA General Conditions with the following:

9.10.1 CRIMINAL BACKGROUND CHECKS:

(i) Contractor warrants and represents that it will not assign any Personnel to work requiring Access unless Contractor has performed a criminal background check on each such individual (either at the time of hiring or during the course of employment). Prior to assigning work requiring Access to any Personnel with one or more criminal convictions during the last seven years, Contractor must consider the gravity of the individual's offense, the time since the conviction, the successful completion of parole/probation, the individual's age at the time of conviction, the number of convictions, and the stability of the individual, including favorable work history. Contractor shall also consider the relation of the offense to the nature of the work the individual will perform.

(ii) Notwithstanding the foregoing, in no event shall Contractor grant Access to an individual with one or more convictions for a Serious Offense(s), which is defined as violent and sex offenses, crimes against children, domestic violence, fraud, theft (including but not limited

to identity theft), embezzlement, all felonies during the last seven years, and/or two or more DUI's in the past three years.

(iii) Contractor shall maintain documentation related to its criminal background check investigation for all Personnel requiring Access and make it available to PG&E for audit if requested pursuant to the audit provisions of this Contract.

(iv) Contractor also agrees to notify PG&E if any of its Personnel requiring Access are charged with or convicted of a Serious Offense during the course of a PG&E assignment.

Replaces in its entirety, Section 9.11 "NERC REQUIREMENTS" of the original MSA General Conditions with the following:

9.11 NERC REQUIREMENTS: Pursuant to a directive from the North American Electric Reliability Corporation (NERC), all employees and contractors with unescorted access to facilities and functions that PG&E deems critical to the support of the electricity infrastructure ("Critical Facilities") shall undergo employment background screening and training prior to being granted access to these PG&E facilities. To the extent applicable to the Work, Contractor shall comply with the requirements of Exhibit 7, NERC Requirements, attached hereto and incorporated herein

Removes Exhibit E "Background Check" of the Original MSA;

Adds Exhibit 7 "NERC REQUIREMENTS"; and

Exhibit 7A "PG&E NERC CIP Non-Employee Attestation Form" attached hereto.

There are no other changes to this MSA.

Exhibit 7

NERC REQUIREMENTS

Pursuant to a directive from the North American Electric Reliability Corporation (NERC), all employees and contractors with unescorted access to facilities, systems and functions that PG&E deems critical to the support of the Bulk Electric System ("Critical Facilities and/or Critical Systems") shall undergo employment background screening and training prior to being granted access to these PG&E facilities and/or systems. Contractor hereby agrees to perform background checks ("Personnel Risk Assessments" or "PRA's") on all Contractor and Subcontractor personnel ("Individuals") with unescorted access. PG&E has included in the category of those with unescorted access all Individuals working within PG&E Critical Facilities and/or Critical Systems. Contractor shall perform the following background check and comply with the following provisions for any Work subject to the NERC requirements for unescorted access. The background check can have no findings for any of the criteria (i.e., an acceptable background check):

Contractor shall perform a background screening for each Individual that includes each of the following criteria: (i) Social Security Number verification; (ii) City, County, State and Federal Criminal Check for felonies and misdemeanors over the past seven years (in up to three counties where the Individual has lived in the past seven years); (iii) "Global Watch" (check of 19 Federal and International Terrorist Watch lists); (iv) validation of current residence and confirmation of continuous residence at this site for a minimum of the most recent 6 months (confirmed by period of residence, employment, or education at a specific site) and validation of other locations where, during the seven years immediately prior to the date of the criminal check specified in (ii) above, the Individual has resided for six consecutive months or more.

1. After performing an acceptable background check for each Individual with unescorted access, the Contractor shall provide PG&E's Human Resources Department with a Personnel Risk Assessment Attestation Form in the form attached hereto as Exhibit 8A for each Individual on assignment to PG&E prior to the Individual being granted unescorted access. PG&E may request that Contractor provide a copy of complete Personnel Risk Assessment ("PRA") results at the time the Personnel Risk Attestation Form is submitted.

2. Contractor shall require that each Individual with unescorted access complete an initial training and annual PG&E web-based training session on safety, information security, compliance with PG&E codes and procedures including but not limited to CORP-0804 Cyber and Physical Security Awareness training. Contractor shall direct that each Individual complete the PG&E training program by CD or by hard copy format, if Contractor informs PG&E that web based training is not feasible.

3. After Contractor certifies to PG&E completion of the requirements set forth in paragraphs 1-3 above, PG&E will issue each Individual a keycard to access the designated PG&E facility to which they are assigned and/or logical access to the designated Critical System to which they are assigned. PG&E will deny access to Critical Facilities and/or Critical Systems to any Individual for whom Contractor has not certified completion of the requirements set forth in paragraphs 1-3 above.

4. Every seven years, Contractor shall perform NERC background screening as described herein for each Individual on continuing assignment to work at PG&E Critical Facilities and/or Critical Systems.

5. Contractor shall retain documentation supporting the Personnel Risk Assessment Attestation Form for each Individual assigned to PG&E Critical Facilities and/or Critical Systems for a minimum of seven years.

6. PG&E will audit Contractor's background screening methodology and substantiate the accuracy of Personnel Risk Assessment Attestation Forms for each Individual. Contractor shall respond to any auditing requests and activities, including but not limited to data requests, within one business day. PG&E and/or WECC will set the frequency of auditing the Contractor's PRA process and supporting records.

7. In addition to its other indemnity obligations hereunder, Contractor shall indemnify and hold harmless PG&E for any penalties assessed against PG&E (including but not limited to penalties assessed against PG&E by the Western Electricity Coordinating Council (WECC), NERC or the Federal Energy Regulatory Commission (FERC) for a violation of any NERC reliability standard) caused by Contractor's failure to perform its obligations under this Contract.

Exhibit 7A

PG&E NERC CIP PROGRAM

NON-EMPLOYEE ATTESTATION FORM

COMPLETION OF PERSONNEL RISK ASSESSMENT (PRA) PROCESS

Please initial next to each line item below to verify that the following Non-Employee has received satisfactory results for each of the required background checks.

Non-Employee Name: _____

Vendor Name: _____

Requisition and/or PO #: _____

Date NERC Background Check Completed: _____

Background Investigation – Completed and Passed the Following (Includes International Components When Applicable) *Initial next to each:*

_____ Criminal Felony / Misdemeanor Search – Past 7 years, all names, all counties off the social trace (incl. past 7 years residency check)

_____ Federal Criminal Search – Past 7 years, all names off the social trace

_____ Prohibited Parties

_____ SSN Trace

_____ SSN Validation

_____ Statewide Criminal Search

By completing and signing this form, Vendor confirms that the background investigation has been executed and satisfactory results received according to PG&E NERC CIP Program specifications for the above stated Non-Employee. All supporting documents must be kept on file with Vendor for a minimum of 7 years following the end of the Vendor's last non-employee's assignment at PG&E. Random audits of supporting documents may be conducted by PG&E or its designee, consistent with its right under the PG&E/Vendor contract, to ensure compliance with the requirements designated in the certification and contract.

☐ **I certify that I am authorized to sign on behalf of the aforementioned Vendor.**

Vendor Representative Signature: _____

Vendor Representative Name: _____

Date Signed: _____

If you have any questions and need additional details regarding this process, please contact the Human Resources department at – nercaccess@pge.com

C/CAG AGENDA REPORT

Date: June 9, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Receive a copy of an executed agreement between C/CAG and the County of San Mateo Office of Sustainability for staffing for the San Mateo County Energy Watch local government partnership for calendar year 2016.

(For further information or response to questions, contact Kim Springer at 650-599-1412)

RECOMMENDATION

Receive a copy of an executed agreement between C/CAG and the County of San Mateo Office of Sustainability for staffing for the San Mateo County Energy Watch local government partnership for calendar year 2016.

FISCAL IMPACT

None. Staff services are reimbursed by the SMCEW LGP Agreement between C/CAG and PG&E.

BACKGROUND

The San Mateo County Energy Watch (SMCEW) Local Government Partnership (LGP) with PG&E began on January 1, 2009, under the auspices of the California Public Utilities Commission (CPUC). Since the original program cycle, which ended on December 31, 2009, PG&E has contracted with C/CAG for the SMCEW for four additional program cycles, 2010-2012, 2013-2014, 2015, and the current program cycle, 2016-2018, which ends on December 31, 2018.

When the SMCEW LGP began, C/CAG contracted with the County of San Mateo, Department of Public Works, for coordination of the program. Those staff has since moved to the County's Office of Sustainability. C/CAG, with the staff services from the County, has successfully coordinated the SMCEW, meeting goals and developing the program, which initially provided energy efficiency services to municipal buildings, nonprofits and lower-income residents, and has expanded into schools, farms, and small and medium businesses. In the 2015 calendar year, the program met and exceeded its savings goals, and carried a robust pipeline of projects approved by customers or in the process of being installed, moving into 2016.

Based on these outcomes, the C/CAG Board passed Resolution 15-49 on December 10, 2015, authorizing the chair to execute an Agreement with the County of San Mateo for coordination of the SMCEW for calendar year 2016.

The County finalized this Agreement on May16, 2016, and the final Agreement is provided as an attachment to this staff report.

ATTACHMENT

1. Fully executed 2016 Staff Service Agreement between C/CAG and the County of San Mateo, Office of Sustainability

AGREEMENT BETWEEN CITY/COUNTY ASSOCIATION OF GOVERNMENTS (C/CAG) AND THE COUNTY OF SAN MATEO TO PROVIDE STAFF SERVICES FOR THE SAN MATEO COUNTY ENERGY WATCH

This Agreement entered this 5th Day of Nov 2016 by and between the CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY, a joint powers agency formed for the purpose of preparation, adoption and monitoring of a variety of county-wide state-mandated plans, hereinafter called "C/CAG" and the COUNTY OF SAN MATEO, hereinafter called "COUNTY."

WITNESSETH

WHEREAS, C/CAG is committed to working with Pacific Gas and Electric (PG&E) and the County of San Mateo to continue the San Mateo County Energy Watch; and

WHEREAS, C/CAG desires to obtain services from the COUNTY to serve as the primary staff support function for the San Mateo County Energy Watch; and

WHEREAS, the COUNTY is committed to providing staff services for resource conservation activities including the San Mateo County Energy Watch; and

WHEREAS, C/CAG has executed a Local Government Partnership contract with PG&E to implement the San Mateo County Energy Watch for the 2016 though 2018 calendar year program cycle;

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

1. **Services to be provided by COUNTY**. The COUNTY shall provide services as described in Exhibit A, attached hereto and incorporated by reference herein.

2. **Payments**. In consideration of the services rendered in accordance with all terms, conditions and specifications set forth herein and in Exhibit A, C/CAG shall reimburse COUNTY for eligible costs as set forth in Exhibit A. Payments shall be made within 60 days after receipt and approval of monthly invoices from the COUNTY. Alternatively cost reimbursement for some COUNTY costs may come directly from PG&E. The total cost reimbursement under this agreement for work completed from January 1, 2016 through December 31, 2016 will not exceed $461,000.

3. **Relationship of the Parties**. It is understood that this is an Agreement by and between Independent Contractor(s) and is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture or association, or any other relationship whatsoever other than that of Independent Contractor.

4. **Non-Assignability**. COUNTY shall not assign this Agreement or any portion thereof to a third party without the prior written consent of C/CAG, and any attempted assignment without such prior written consent in violation of this Section automatically shall terminate this Agreement.

5. **Contract Term**. This Agreement shall be in effect as of January 1, 2016 and shall terminate on December 31, 2016; provided, however, C/CAG may terminate this Agreement at any time for any reason by providing 30 days' notice to COUNTY, and COUNTY may terminate this Agreement at any time for any reason by providing 90 days' notice to C/CAG, and termination will be effective on the date specified in the notice. In the event of termination under this paragraph, COUNTY shall be paid for all services provided to the date of termination.

6. **Hold Harmless/ Indemnity**. COUNTY shall defend, indemnify and save harmless C/CAG and its member agencies and their employees, agents and officers from all claims, suits, damages or actions arising from COUNTY's performance under this Agreement.

   C/CAG shall defend, indemnify and save harmless COUNTY, and its employees, agents and officers from all claims, suits, damages or actions arising from C/CAG's performance under this Agreement.

   The duty to indemnify and save harmless as set forth herein shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

7. **Workers' Compensation Coverage**. Statutory Workers' Compensation Insurance and Employer's Liability Insurance will be provided by the COUNTY with limits of not less than one million dollars ($1,000,000) for any and all persons employed directly or indirectly by COUNTY. In the alternative, COUNTY may rely on a self-insurance program to meet these requirements so long as the program of self-insurance complies fully with the provisions of the California Labor Code. In such case, excess Workers' Compensation Insurance with statutory limits shall be maintained. The insurer, if insurance is provided, and the COUNTY, if a program of self-insurance is provided, shall waive all rights of subrogation against C/CAG for loss arising from worker injuries sustained under this Agreement.

8. **Liability Insurance**. COUNTY shall take out and maintain during the life of this Agreement, in an amount not less than one million dollars ($1,000,000), such Bodily Injury Liability and Property Damage Liability Insurance as shall protect COUNTY, its employees, officers and agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all operations under this Agreement, whether such operations be by COUNTY or by any sub-contractor or by anyone directly or indirectly employed by either of them. In the alternative, COUNTY may rely on a self-insurance program to meet these requirements so long as the program of self-insurance complies fully with all applicable laws.

   In the event of the breach of any provision of this section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, C/CAG, at its option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work pursuant to this Agreement.

9. **Non-discrimination**. COUNTY and its subcontractors performing the services on behalf of the C/CAG shall not discriminate or permit discrimination against any person or group of persons on the basis of race, color, religion, national origin or ancestry, age, sex, sexual orientation, marital status, pregnancy, childbirth or related conditions, medical condition, mental or physical disability or veteran's status, or in any manner prohibited by federal, state or local laws.

10. **Accessibility of Services to Disabled Persons**. COUNTY, not C/CAG, shall be responsible for compliance with all applicable requirements regarding services to disabled persons, including any requirements of Section 504 of the Rehabilitation Act of 1973.

11. **Substitutions**. If particular staff are identified in Exhibit A as working under this Agreement, COUNTY will not assign others to work in their place without written permission from C/CAG. Whether or not particular staff are identified in Exhibit A, any substitution in staffing shall be with a person of commensurate experience and knowledge.

12. **Joint Property**. As between C/CAG and COUNTY any system or documents developed, produced or provided under this Agreement shall become the joint property of C/CAG and the COUNTY.

13. **Access to Records**. COUNTY shall retain, for a period of no less than five years, all books, documents, papers, and records which are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcriptions, and shall provide CCAG, its member agencies, and or their auditors with access to said books and records.

    COUNTY shall maintain all required records for five years after C/CAG makes final payments.

14. **Merger Clause**. This Agreement constitutes the sole agreement of the parties hereto with regard to the matters covered in this Agreement. Any prior agreement, promises, negotiations or representations between the parties not expressly stated in this document are not binding.

15. **Amendments**. Any changes in the services to be performed under this Agreement shall be incorporated in written amendments, which shall specify the changes in work performed and any adjustments in compensation and schedule. All amendments shall be executed by the C/CAG and the County of San Mateo's Director of the Office of Sustainability or his/her designated representative. No claim for additional compensation or extension of time shall be recognized unless contained in a duly executed amendment.

16. **Governing Law**. This Agreement shall be governed by the laws of the State of California, without regard to its choice of law rules, and any suit or action initiated by either party shall be brought in the County of San Mateo, California.

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

COUNTY OF SAN MATEO

By _____
President, Board of Supervisors, San Mateo County

Date May 16, 2016

APPROVED AS TO FORM:

By: _____
Chief Deputy County Counsel

ATTEST:

By: _____
Clerk of Said Board

City/County Association of Governments (C/CAG)

By _____
Mary Ann Nihart
C/CAG - Chair

12/10/15
Date

C/CAG Legal Counsel

By _____
Nirit Eriksson
C/CAG - Counsel

12/10/15
Date

Exhibit A

SAN MATEO COUNTY ENERGY WATCH
LOCAL GOVERNMENT PARTNERSHIP
SCOPE OF WORK

1.0 Introduction - The City/ County Association of Governments (C/CAG) is committed to working with Pacific Gas and Electric (PG&E) and the County of San Mateo to continue the San Mateo County Energy Watch. The County of San Mateo will provide staff support functions for C/CAG.

2.0 C/CAG - PG&E Contract - C/CAG has executed a Master Service Agreement and Contract Work Authorization with PG&E, with a Scope of Work for PG&E for the San Mateo County Energy Watch 2016 through 2018 program cycle, attached hereto as Attachment A to this Scope of Work. This generally specifies the work that needs to be completed in calendar year 2016 and in many cases how it is to be completed. The requirements of Attachment A constitute the Scope of Work for County of San Mateo staff during the term of this agreement.

3.0 Cooperative Effort - This is a cooperative effort between the C/CAG as the Local Government Partner (LGP), the County of San Mateo, and PG&E. It is recognized that a good faith effort has been made to address the terms, conditions and scope of work. Since this is a cooperative effort it is likely there will be further changes to the terms, conditions and scope of work. C/CAG as the LGP, the County of San Mateo, agree to work in good faith with PG&E to address these issues as they develop.

4.0 Management Oversight – Under general guidance of the C/CAG Executive Director, County of San Mateo staff shall provide adequate reporting and information, and shall attend PG&E, C/CAG Board or other committee meetings as necessary to ensure that the San Mateo County Energy Watch is properly and effectively implemented.

5.0 Power of C/CAG Representation - County of San Mateo staff is granted the authority to represent C/CAG and the Local Government Partnership relative to implementation of the San Mateo Energy Watch with approval of the C/CAG Executive Director. However, any and all changes to the Scope of Work or local government partnership contracts must be approved and executed by C/CAG.

6.0 Payments - The referenced PG&E contract identifies the tasks and allowable associated cost reimbursement. Monthly, County staff will submit a cost reimbursement request to PG&E for consideration on behalf of C/CAG. C/CAG will reimburse the County for the full amount that is approved by PG&E, including all direct and indirect costs incurred by County of San Mateo during the performance of its contract duties to support the San Mateo County Energy Watch.

7.0 Historically, C/CAG has contracted with the County of San Mateo Department of Public Works for staff support the San Mateo County Energy Watch. Due to county reorganization,

staff supporting this program has been transferred to the Office of Sustainability. To retain the experience and knowledge gained by staff over the years, the parties understand and agree that those staff assigned to perform services under this Agreement shall be from the County of San Mateo, Office of Sustainability and may be reassigned by the County of San Mateo, subject to the provisions of Section 11 of this Agreement. Notwithstanding any other provision of this Agreement, if County of San Mateo changes the staff assigned to perform services under this Agreement from those staff that are assigned as of the date of execution of this Agreement, and such change is unsatisfactory to C/CAG, C/CAG may immediately terminate this Agreement.

C/CAG AGENDA REPORT

Date: June 9, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Receive a copy of the executed Amendment (No. 1) to the agreement between C/CAG and Leslie Parks for facilitation services for the Water Committee in an amount not to exceed $6,000.

(For further information, contact Sandy Wong at 650.599.1409)

RECOMMENDATION

That the C/CAG Board receive a copy of the executed Amendment (No. 1) to the agreement between C/CAG and Leslie Parks for facilitation services for the Water Committee in an amount not to exceed $6,000.

FISCAL IMPACT

$6,000.

SOURCE OF FUNDS

C/CAG General Fund.

BACKGROUND

At the February 2016 meeting, the Water Committee decided to use a trained facilitator to assist the committee in discussions to establish process, develop workplan and options leading to consensus and recommendation to C/CAG Board.

Staff performed research on potential facilitators and determined Leslie Parks is well qualified to perform the tasks required, and has knowledge in the subject matter as well as being familiar with San Mateo county jurisdictions.

On March 2, 2016, C/CAG entered into an agreement with Leslie Parks for said services in an amount of $2,250. At the April 6, 2016 meeting, the Water Committee decided to continue the facilitated discussions and requested for additional services from Ms. Parks. On May 4, 2016, C/CAG Executive Director entered into Amendment No.1 to the agreement for services with Leslie Parks for three additional meetings in an additional amount not to exceed of $6,000.

ATTACHMENT

Executed Amendment (No.1) to the Agreement between C/CAG and Leslie Parks.

AMENDMENT (No. 1) TO THE AGREEMENT BETWEEN THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AND LESLIE PARKS

WHEREAS, the Board of Directors of the City/County Association of Governments for San Mateo County (hereinafter referred to as C/CAG) and Leslie Parks (hereinafter referred to as Contractor) are parties to an agreement for meeting facilitation services dated March 2, 2016 (the "Existing Agreement"); and

WHEREAS, Under the Existing Agreement, Contractor facilitated meetings for C/CAG's Water Committee; and

WHEREAS, C/CAG desires additional facilitation services for its Water Committee; and

WHEREAS, Contractor submitted a revised scopes of work and budget of $6,000 to facilitate three additional Water Committee meetings; and

WHEREAS, Contractor has reviewed and accepted this amendment to the Existing Agreement;

IT IS HEREBY AGREED by C/CAG and Contractor that:

1. Contractor will provide the additional facilitation services described in the attached Exhibit A (the "Addendum to Scope of Services" dated May 2, 2016) under the terms and conditions of the Existing Agreement, as amended hereby.

2. The funding provided to Contractor by C/CAG for the Extended Scope of Work will be no more than $6,000.

3. The term of the Existing Agreement is unchanged.

4. Payment for the additional facilitation services detailed in the Exhibit A "Addendum to Scope of Services dated May 2, 2016" shall be on a lump sum basis upon completion of services.

5. All other provisions of the Existing Agreement shall remain in full force and effect.

6. The terms hereof amending the Existing Agreement shall take effect upon signature by both parties.

For C/CAG:

Sandy Wong

Sandy Wong, Executive Director

Date: 5-4-16.

For Contractor:

Leslie Parks

Leslie Parks

Date: 5-4-2016

Approved as to form:

C/CAG Legal Counsel

EXHIBIT A

Facilitation Proposal

Submitted to Sandy Wong, Executive Director, C/CAG

Context:

The City/County Association of Governments has established a Water Committee which serves as a forum for countywide discussions on water-related issues and advises C/CAG Board on collaborative strategies needed to manage these issues. Recently, this committee was charged with assessing the options, including the creation of a new agency or modification of an existing agency in order to efficiently manage regional water related issues with a collaborative approach, and to compete for federal and state funding.

The Water Committee desires to conduct facilitated discussions to establish consensus on its workplan, and eventually lead to a final recommendation to the C/CAG Board. This facilitation proposal provides a framework for the Committee's discussion that will, hopefully, lead to consensus for a recommendation.

Format:

The facilitation approach uses discussion activities that allow committee members to express their opinions verbally or in writing in order to achieve consensus by the end of the meeting(s). It is important that participants feel they had the opportunity to express their opinion even though the result may not be what they preferred. The facilitated discussion focuses on building group consensus on the criteria for measuring the three alternatives. Discussion is framed by:

Guiding Principles

1. The previously agreed upon outcome—*what entity or organizational structure is best to manage county-wide water issues using a collaborative approach*—will be reinforced with the Committee.
2. The group needs to move on from issues where there was lack of agreement.
3. The Group commits to producing a recommendation or outcome that is in the best interests of the county.

Consensus on Priorities

1. Identify the strengths and weaknesses of the three options.
2. Determine what conditions are needed for any option to succeed.
3. Identify major barriers to success.

Final Recommendation

Attain consensus on which option will best serve the needs of the region based on the following priorities:

a. Has the greatest strengths and fewest weaknesses.
b. Meets the conditions for success.
c. Can overcome the key barriers.

Facilitation Cost: $2250

- Preparation for two meetings including three planning calls with staff.
- Facilitation of two meetings on February 3 and March 2.
- Facilitator's travel time and mileage.
- C/CAG is requested to supply 2 **adhesive** backed flip charts and two stands. Consultant will provide other materials.
- Detailed agenda with specific activities to achieve the outcome will be provided prior to the meeting for review by C/CAG executive director.

Additional will be billed at hourly rate of $195/hour

Addendum to Scope of Services

May 2, 2016

1. Facilitate three additional committee meetings based on previous agreed upon tasks and terms:
   - Preparation for three meetings including three planning calls with staff.
   - Facilitation of three meetings (anticipated to be May 4, June 1, and July 6, 2016)
   - Facilitator's travel time and mileage.
   - C/CAG is requested to supply 2 adhesive backed flip charts. Consultant will provide other materials.
   - Detailed agenda with specific activities to achieve the outcome will be provided prior to the meeting for review by C/CAG executive director.
   - Deliverables:
     1) Detailed agenda/work plan with outcomes for each facilitated meeting
     2) Written summary of outcomes for each meeting

2. Cost per meeting: $2000
3. Total Cost: Not to exceed $6000

C/CAG AGENDA REPORT

DATE: June 9, 2016

TO: C/CAG Board of Directors

FROM: Sandy Wong, Executive Director

SUBJECT: Airport Land Use Compatibility Plan for the Environs of San Carlos Airport Consistency Review – City of San Carlos, Meridian 25 Office Project

---

RECOMMENDATION

That the C/CAG Board of Directors, acting as the Airport Land Use Commission, determine that the City of San Carlos, Meridian 25 Office Project is conditionally consistent with the applicable airport/land use policies and criteria contained in the Airport Land Use Compatibility Plan for the Environs of San Carlos Airport (SQL ALUCP).

The Meridian 25 Office Project would become fully consistent once the following three conditions have been met:

- The Meridian 25 Office Project shall comply with the height limits as defined in the most recent Federal Aviation Administration (FAA) "Determination of No Hazard to Air Navigation" that corresponds with the actual building heights.

- The Meridian 25 Office Project shall comply with Airspace Protection Policy 6 of the SQL ALUCP.

- Avigation easements for the three newly created parcels shall be granted to the County of San Mateo as the proprietor of San Carlos Airport. The avigation easement to be used in fulfilling this condition is provided in Appendix E of the SQL ALUCP.

BACKGROUND

The City of San Carlos has referred the Meridian 25 Office Project to C/CAG, acting as the Airport Land Use Commission, for a determination of consistency with relevant airport/land use compatibility criteria in the SQL ALUCP. The project is subject to ALUC and C/CAG Board of Directors review, pursuant to PUC Section 21676.5 (a).

The project proposes the demolition of the six existing buildings and development of office uses on the project site. The project would consist of two equally-sized six-story, L-shaped Class A office buildings totaling 528,520 square feet. The height of the office buildings is proposed to be 97'-2" to the top of the roof screen and a maximum height of 100' to the top of the equipment.

Parking for the project is proposed in a parking structure with three levels of below grade parking, one level at grade, and two levels of above grade parking to include a total of 1,510 parking spaces. The height of the parking structure is proposed to be 39'-8" to the highest point of the elevator tower. There are trees at the upper deck level that may grow above the height of the structure.

The office buildings would front onto Industrial Road and the parking structure would be located adjacent to U.S. 101. A landscaped amenity space approximately 1.7 acres in size is proposed at the center of the site. Landscaping and street trees would also be provided around the perimeter of the site.

At the May 26, 2016 C/CAG Airport Land Use Committee (ALUC) meeting the ALUC recommended that the C/CAG Board of Directors determine that the City of San Carlos, Meridian 25 Office Project is conditionally consistent with the applicable airport/land use policies and criteria contained in the Airport Land Use Compatibility Plan for the Environs of San Carlos Airport (SQL ALUCP).

DISCUSSION

I. ALUCP Consistency Evaluation

There are three airport/land use compatibility issues addressed in SQL CLUP that relate to the proposed Meridian 25 Office Project. These include: (a) consistency with noise compatibility policies, (b) safety criteria, and (c) airspace compatibility criteria. The following sections address each issue.

(a) Noise Policy Consistency Analysis

The SQL ALUCP uses the CNEL (Community Noise Equivalent Level) 60 dB noise contours for determining land use compatibility. The Meridian 25 Office Project is located between the CNEL 60 dB and CNEL 64 dB noise contours. Office buildings and parking structures are allowed uses between these Community Noise Equivalent Levels.

Based upon this analysis, the Meridian 25 Office Project is consistent with the SQL ALUCP noise policies.

(b) Safety Criteria

The California Airport Land Use Planning Handbook requires airport land use compatibility plans to include safety zones for each runway end. The SQL ALUCP includes 6 safety zones and related land use compatibility policies and criteria. The Meridian 25 Office Project is located inside of Safety Zone 6 established for the SQL ALUCP. Both offices and parking structures are allowed uses inside of Safety Zone 6

Therefore, the Meridian 25 Office Project is consistent with the SQL ALUCP safety policies.

(c) Height of Structures, Use of Airspace, and Airspace Compatibility

The SQL CLUP incorporates the provisions in Title 14 of the Code of Federal Regulations Part 77 (14 CFR Part 77), "Objects Affecting Navigable Airspace," as amended, to establish height restrictions and federal notification requirements related to proposed development within the 14 CFR Part 77 airspace boundaries for San Carlos Airport. The regulations contain three key elements: (1) standards for determining obstructions in the navigable airspace and designation of imaginary surfaces for airspace protection, (2) requirements for project sponsors to provide notice to the Federal Aviation Administration (FAA) of certain proposed construction or alteration of structures that may affect the navigable airspace, and (3) the initiation of aeronautical studies, by

the FAA, to determine the potential effect(s), if any, of proposed construction or alterations of structures on the subject airspace.

The City of San Carlos is located inside of the 14 CFR Part 77 horizontal, conical, primary, approach and transitional imaginary surface contours. The parcels for the Meridian 25 Office Project are located within the horizontal surface and transitional surface contours. The height for the imaginary surface established for the horizontal surface at the site location is 155 feet above mean sea level. The height for the imaginary surface for the transitional surface is at approximately 130 feet above mean sea level. The project parcels are located at 12 feet above mean sea level. The two office buildings are designed to be constructed at a maximum building height of 97'-2" and up to 100'-0" to the top of all appurtenances. The parking structure is designed to be constructed at 39'- 8" to the top of the elevator tower, the highest point.

Under Federal law, it is the responsibility of the project sponsor to comply with all notification and other requirements described in 14 CFR Part 77. The project sponsor of the Meridian 25 Office Project has filed form 7460-1 *Notice of Proposed Construction or Alteration* with the Federal Aviation Administration (FAA) to determine whether the project will constitute a hazard to air navigation.

The project sponsor has obtained Determinations of No Hazard to Air Navigation from the FAA. However these determinations are based upon lower overall heights than they now plan for the structures included in the project. The heights limits established in the ALUCP would be higher than those currently prescribed in the attached Determinations of No Hazard to Air Navigation (for the two office buildings and the parking structure) based up the limits of 155' above mean sea level (155'-12' = 143' above ground level) for the conical surfaces and the approximately 130' above mean sea level (130'-12' = 118' above ground level) for the transitional surface.

Airspace Protection Policy 5 in the SQL ALUCP states that the lower of the two shall apply when considering both the imaginary surface heights established in the ALUCP and those established by a determination from the FAA. The project sponsor intends on submitting a revised form 7460-1 to the FAA to obtain new Determinations of No Hazard to Air Navigation for revised building heights for the office buildings and parking structure.

Airspace Protection Policy 6 provides that lands uses that may cause visual, electronic, navigational, or wildlife hazards, particularly bird strike hazards, to aircraft in flight or taking off or landing at San Carlos Airport are incompatible in Area B of the Airport Influence Area in which the project site lies.

Therefore, the Meridian 25 Office Project would be conditionally consistent with the airspace criteria as established in the adopted SQL ALUCP and shall comply with the most recent FAA Determination of No Hazard to Air Navigation that corresponds with the actual building heights and with Airspace Protection Policy 6 to obtain full consistency.

(d) Overflight

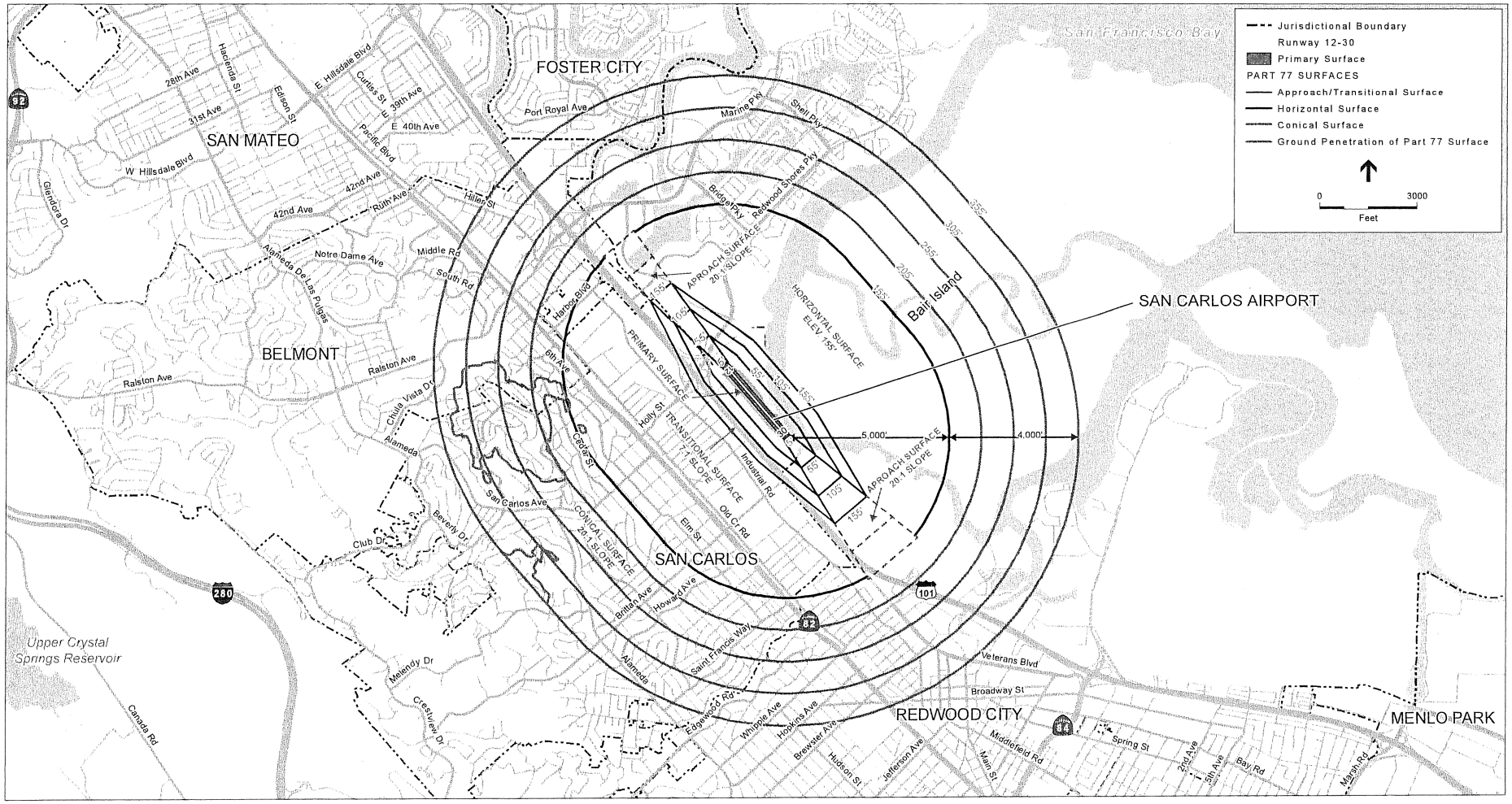
Overflight Policy 2 in the SQL ALUCP provides for an Overflight Easement Review Area. The Meridian 25 Office Project meets the criteria to be reviewed as it is inside of the 60 dB CNEL noise contour as depicted in Exhibit 4-2 of the SQL ALUCP. The Meridian 25 Office Project involves real property and also includes a Zoning Ordinance Amendment as part of the project approval and therefore shall be required to grant an avigation easement to the County of San Mateo, as the

proprietor of San Carlos Airport. The avigation easement to be used in fulfilling this condition is presented in Appendix E of the SQL ALUCP.

ATTACHMENTS

- Attachment 1 – San Carlos Airport Part 77 Airspace Protection Surfaces
- Attachment 2 – Project Location
- Attachment 3 – Illustrative Site Plan
- Attachment 4 – FAA Determinations of No Hazard to Air Navigation

Attachment 1



SOURCE: ESRI, 2014; San Mateo County Planning and Building Department, 2014; ESA Airports, 2014

NOTE 1: All elevations on this exhibit are expressed in feet above mean sea level (MSL). The elevation of San Carlos Airport is 5 feet MSL.

NOTE 2: Locations where the ground/terrain penetrates the FAR Part 77 airspace surfaces are approximate and were developed using ground elevation contours provided by the San Mateo County Planning and Building Department, 2014.

San Carlos Airport ALUCP . 130753

Exhibit 4-4

San Carlos Airport Part 77 Airspace Protection Surfaces

Attachment 2

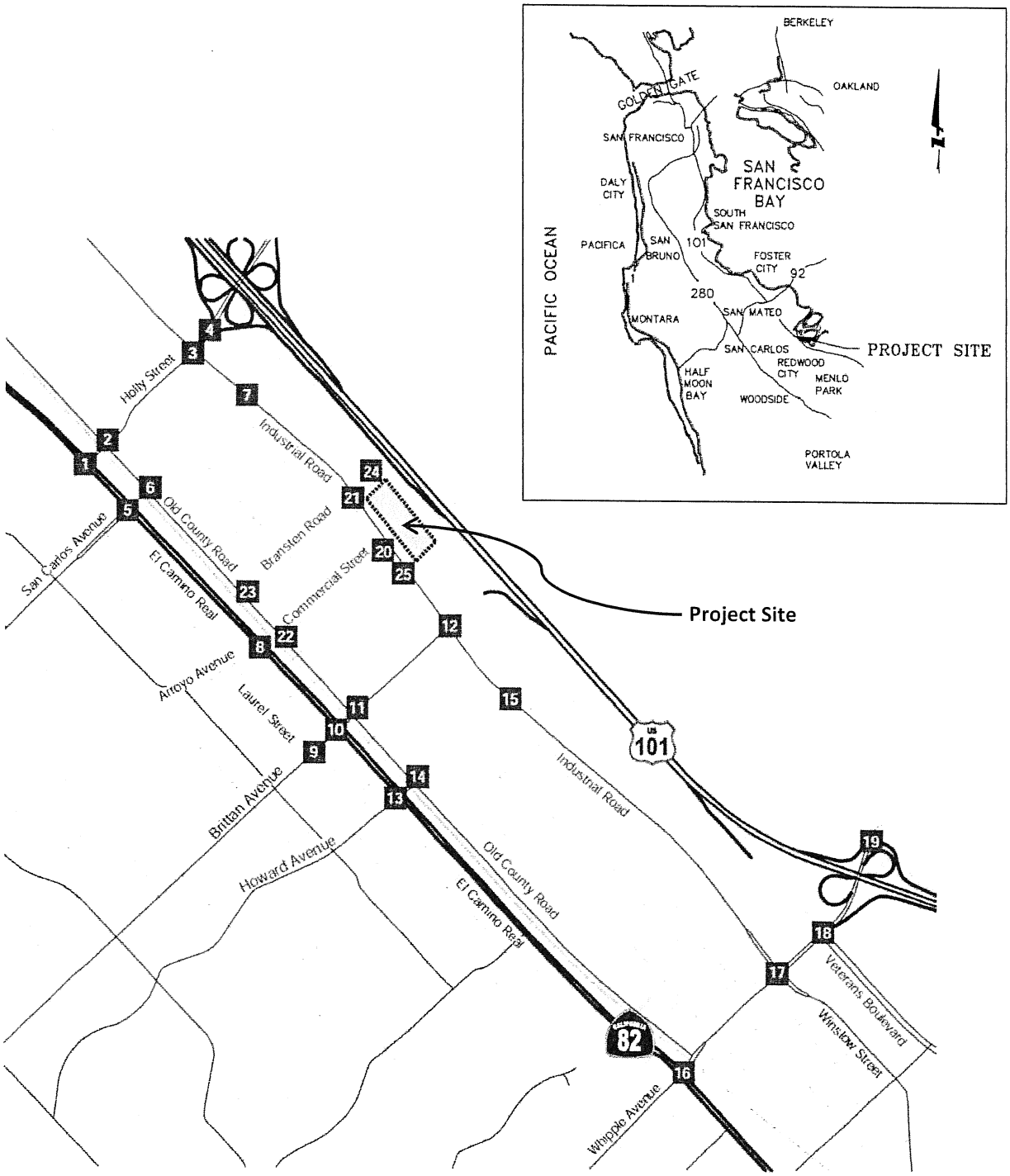
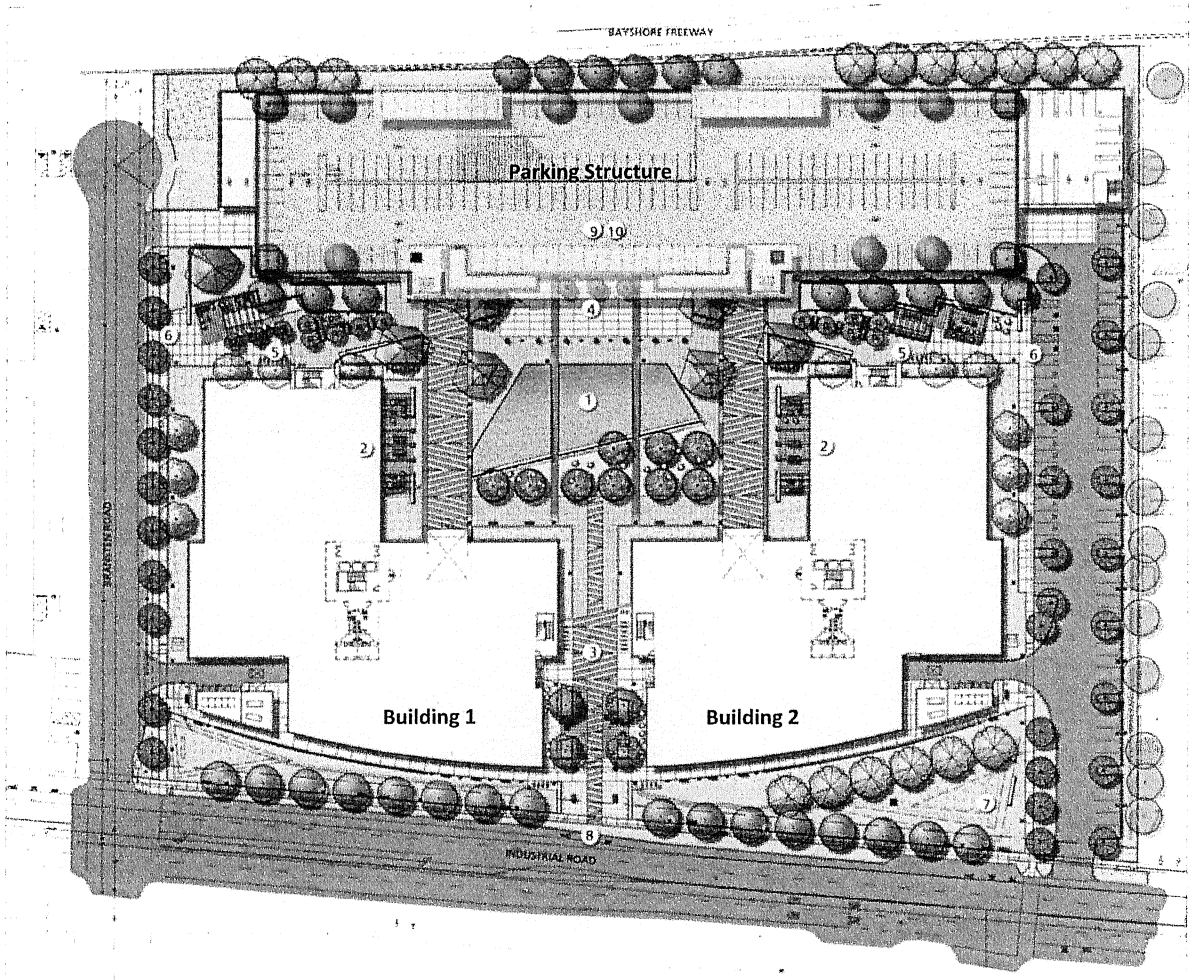


Figure 1: Project Location

Numbers in boxes mark the intersections studied in the traffic study.

Source: KHA



LEGEND

1) CENTRAL COURTYARD
Main plaza access to bldgs w/ light panels in paving, centralized tilted lawn panels and DG seating area under shade tree canopies

2) OFFICE PATIOS
Private outdoor conference rooms under trellises w/ lounge furniture

3) DINING COURTYARD
Outdoor dining area w/ communal tables under shade trees and twinkle lights for evening effect
bldg stair access w/ guest bike parking (10racks-20spaces)

4) DROP-OFF
Garage drop-off area w/ continuous plaza paving, accent planter pots and bollards

5) LOUNGE COURTYARD
Dining / game areas w/ communal tables, outdoor kitchen, fireplace lounge and bocce ball court

6) ENTRY AREAS
Small plazas w/ project signage / directory entry features

7) PROJECT ENTRY ZONE
Main project signage w/ grass mound / or grassy treatment area and accent trees

8) ACCESS PLAZA
Promenade access w/ accent paving, sign elements and illuminated bench seating at plaza
Activated sidewalk at Industrial Road w/ pedestrian scale lighting and bench seating

9) GARAGE ROOF (top level)
Raised planter beds with accent trees in raised planters and planting cascading down garage walls

10) GARAGE PODIUM (below roof level)
Raised planter beds with planting cascading down garage walls

Figure 2: Illustrative Site Plan
Source: The Guzzardo Partnership, 7/10/2015

Attachment 4

Mail Processing Center
Federal Aviation Administration
Southwest Regional Office
Obstruction Evaluation Group
2601 Meacham Boulevard
Fort Worth, TX 76193

Aeronautical Study No.
2015-AWP-3698-OE

Issued Date: 04/29/2015

Mike Field
Windy Hill Property Ventures
530 Emerson Street
Suite 150
Palo Alto, CA 94301

**** DETERMINATION OF NO HAZARD TO AIR NAVIGATION ****

The Federal Aviation Administration has conducted an aeronautical study under the provisions of 49 U.S.C., Section 44718 and if applicable Title 14 of the Code of Federal Regulations, part 77, concerning:

Structure:	Building Lot 1
Location:	San Carlos, CA
Latitude:	37-30-26.91N NAD 83
Longitude:	122-15-03.83W
Heights:	12 feet site elevation (SE)
	96 feet above ground level (AGL)
	108 feet above mean sea level (AMSL)

This aeronautical study revealed that the structure does not exceed obstruction standards and would not be a hazard to air navigation provided the following condition(s), if any, is(are) met:

It is required that FAA Form 7460-2, Notice of Actual Construction or Alteration, be e-filed any time the project is abandoned or:

_____ At least 10 days prior to start of construction (7460-2, Part 1)
__X__ Within 5 days after the construction reaches its greatest height (7460-2, Part 2)

Based on this evaluation, marking and lighting are not necessary for aviation safety. However, if marking/ lighting are accomplished on a voluntary basis, we recommend it be installed and maintained in accordance with FAA Advisory circular 70/7460-1 K Change 2.

The structure considered under this study lies in proximity to an airport and occupants may be subjected to noise from aircraft operating to and from the airport.

Any height exceeding 96 feet above ground level (108 feet above mean sea level), will result in a substantial adverse effect and would warrant a Determination of Hazard to Air Navigation.

This determination expires on 10/29/2016 unless:

(a) the construction is started (not necessarily completed) and FAA Form 7460-2, Notice of Actual Construction or Alteration, is received by this office.
(b) extended, revised, or terminated by the issuing office.
(c) the construction is subject to the licensing authority of the Federal Communications Commission (FCC) and an application for a construction permit has been filed, as required by the FCC, within 6 months of the date of this determination. In such case, the determination expires on the date prescribed by the FCC for completion of construction, or the date the FCC denies the application.

NOTE: REQUEST FOR EXTENSION OF THE EFFECTIVE PERIOD OF THIS DETERMINATION MUST BE E-FILED AT LEAST 15 DAYS PRIOR TO THE EXPIRATION DATE. AFTER RE-EVALUATION OF CURRENT OPERATIONS IN THE AREA OF THE STRUCTURE TO DETERMINE THAT NO SIGNIFICANT AERONAUTICAL CHANGES HAVE OCCURRED, YOUR DETERMINATION MAY BE ELIGIBLE FOR ONE EXTENSION OF THE EFFECTIVE PERIOD.

This determination is based, in part, on the foregoing description which includes specific coordinates , heights, frequency(ies) and power . Any changes in coordinates , heights, and frequencies or use of greater power will void this determination. Any future construction or alteration , including increase to heights, power, or the addition of other transmitters, requires separate notice to the FAA.

This determination does include temporary construction equipment such as cranes, derricks, etc., which may be used during actual construction of the structure. However, this equipment shall not exceed the overall heights as indicated above. Equipment which has a height greater than the studied structure requires separate notice to the FAA.

This determination concerns the effect of this structure on the safe and efficient use of navigable airspace by aircraft and does not relieve the sponsor of compliance responsibilities relating to any law, ordinance, or regulation of any Federal, State, or local government body.

Any failure or malfunction that lasts more than thirty (30) minutes and affects a top light or flashing obstruction light, regardless of its position, should be reported immediately to (877) 487-6867 so a Notice to Airmen (NOTAM) can be issued. As soon as the normal operation is restored, notify the same number.

If we can be of further assistance, please contact our office at (310) 725-6557. On any future correspondence concerning this matter, please refer to Aeronautical Study Number 2015-AWP-3698-OE.

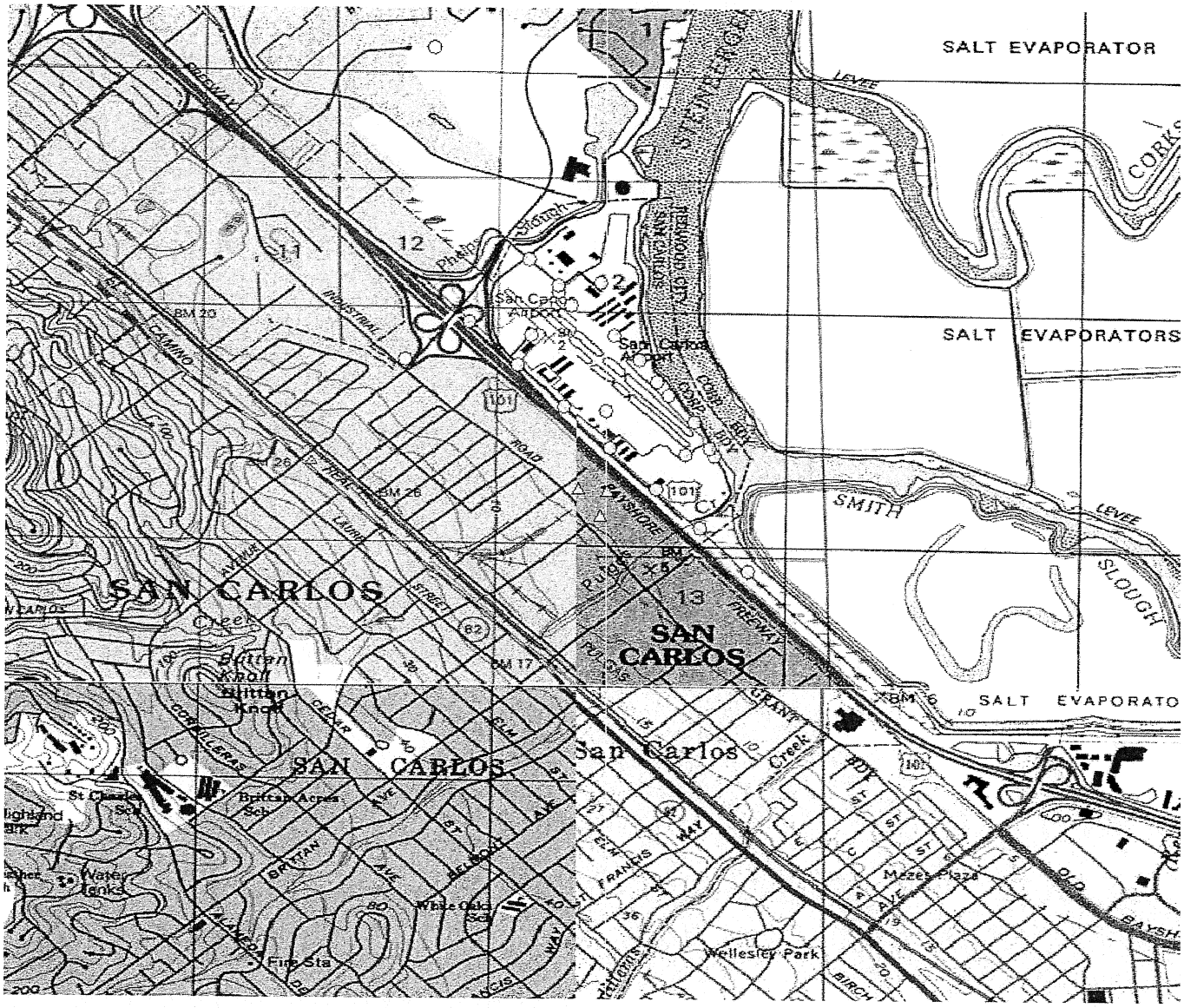
Signature Control No: 247325346-250523242 (DNE)
Karen McDonald
Specialist

Attachment(s)
Case Description
Map(s)

Case Description for ASN 2015-AWP-3698-OE

The project is located at 821-887 Industrial Road and comprises a parking garage adjacent to Highway 101, with a height of 38.5-feet, that will have three below grade levels and two six-story office buildings that front Industrial Road totaling 96' in height each.

Verified Map for ASN 2015-AWP-3698-OE



Mail Processing Center
Federal Aviation Administration
Southwest Regional Office
Obstruction Evaluation Group
2601 Meacham Boulevard
Fort Worth, TX 76193

Aeronautical Study No.
2015-AWP-3699-OE

Issued Date: 04/29/2015

Mike Field
Windy Hill Property Ventures
530 Emerson Street
Suite 150
Palo Alto, CA 94301

**** DETERMINATION OF NO HAZARD TO AIR NAVIGATION ****

The Federal Aviation Administration has conducted an aeronautical study under the provisions of 49 U.S.C., Section 44718 and if applicable Title 14 of the Code of Federal Regulations, part 77, concerning:

Structure:	Building Lot 2
Location:	San Carlos, CA
Latitude:	37-30-23.24N NAD 83
Longitude:	122-15-00.77W
Heights:	12 feet site elevation (SE)
	96 feet above ground level (AGL)
	108 feet above mean sea level (AMSL)

This aeronautical study revealed that the structure does not exceed obstruction standards and would not be a hazard to air navigation provided the following condition(s), if any, is(are) met:

It is required that FAA Form 7460-2, Notice of Actual Construction or Alteration, be e-filed any time the project is abandoned or:

_____ At least 10 days prior to start of construction (7460-2, Part 1)
__X__ Within 5 days after the construction reaches its greatest height (7460-2, Part 2)

Based on this evaluation, marking and lighting are not necessary for aviation safety. However, if marking/ lighting are accomplished on a voluntary basis, we recommend it be installed and maintained in accordance with FAA Advisory circular 70/7460-1 K Change 2.

The structure considered under this study lies in proximity to an airport and occupants may be subjected to noise from aircraft operating to and from the airport.

Any height exceeding 96 feet above ground level (108 feet above mean sea level), will result in a substantial adverse effect and would warrant a Determination of Hazard to Air Navigation.

This determination expires on 10/29/2016 unless:

(a) the construction is started (not necessarily completed) and FAA Form 7460-2, Notice of Actual Construction or Alteration, is received by this office.
(b) extended, revised, or terminated by the issuing office.
(c) the construction is subject to the licensing authority of the Federal Communications Commission (FCC) and an application for a construction permit has been filed, as required by the FCC, within 6 months of the date of this determination. In such case, the determination expires on the date prescribed by the FCC for completion of construction, or the date the FCC denies the application.

NOTE: REQUEST FOR EXTENSION OF THE EFFECTIVE PERIOD OF THIS DETERMINATION MUST BE E-FILED AT LEAST 15 DAYS PRIOR TO THE EXPIRATION DATE. AFTER RE-EVALUATION OF CURRENT OPERATIONS IN THE AREA OF THE STRUCTURE TO DETERMINE THAT NO SIGNIFICANT AERONAUTICAL CHANGES HAVE OCCURRED, YOUR DETERMINATION MAY BE ELIGIBLE FOR ONE EXTENSION OF THE EFFECTIVE PERIOD.

This determination is based, in part, on the foregoing description which includes specific coordinates , heights, frequency(ies) and power . Any changes in coordinates , heights, and frequencies or use of greater power will void this determination. Any future construction or alteration , including increase to heights, power, or the addition of other transmitters, requires separate notice to the FAA.

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This determination concerns the effect of this structure on the safe and efficient use of navigable airspace by aircraft and does not relieve the sponsor of compliance responsibilities relating to any law, ordinance, or regulation of any Federal, State, or local government body.

Any failure or malfunction that lasts more than thirty (30) minutes and affects a top light or flashing obstruction light, regardless of its position, should be reported immediately to (877) 487-6867 so a Notice to Airmen (NOTAM) can be issued. As soon as the normal operation is restored, notify the same number.

If we can be of further assistance, please contact our office at (310) 725-6557. On any future correspondence concerning this matter, please refer to Aeronautical Study Number 2015-AWP-3699-OE.

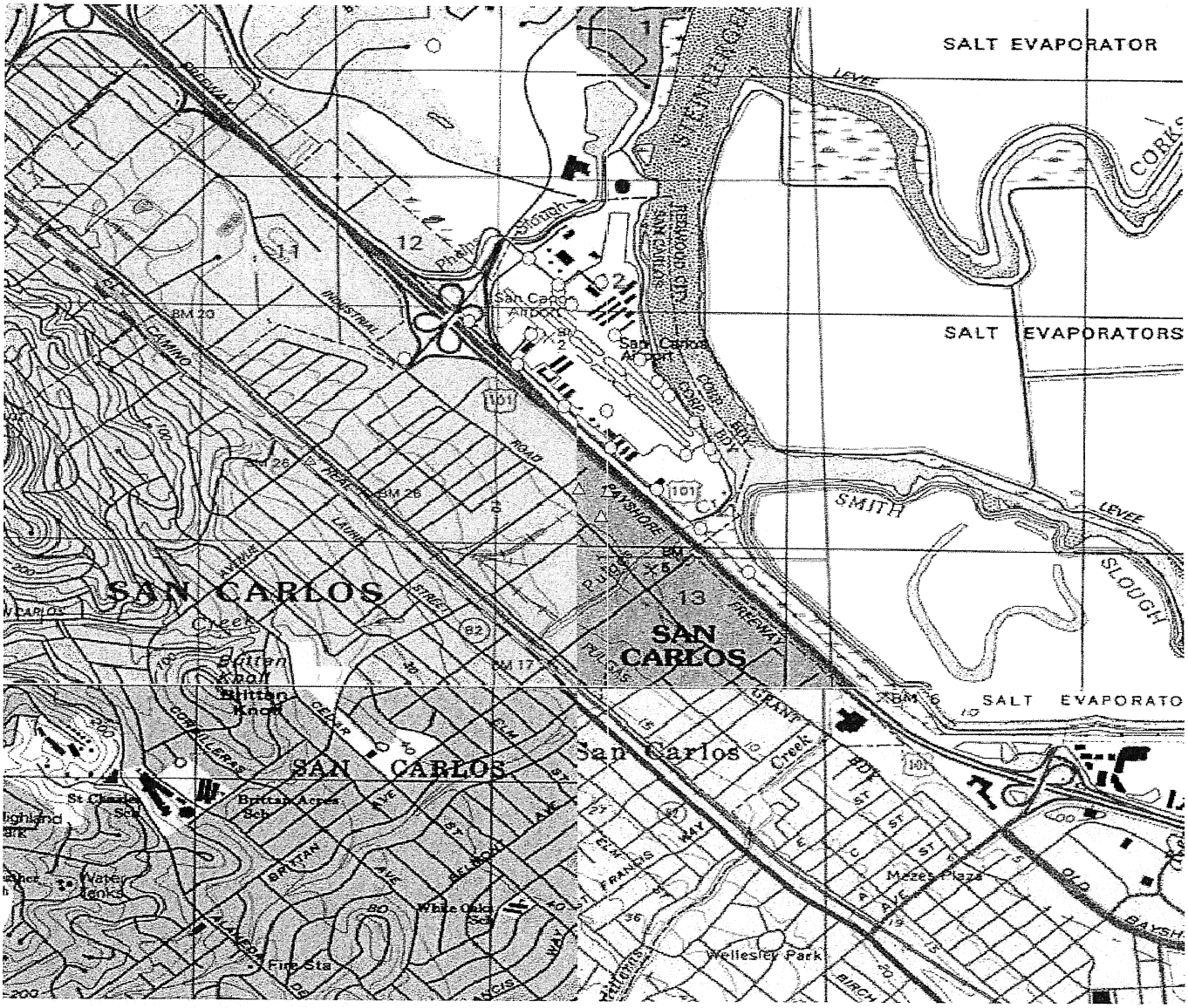
Signature Control No: 247325347-250523244 (DNE)
Karen McDonald
Specialist

Attachment(s)
Case Description
Map(s)

Case Description for ASN 2015-AWP-3699-OE

The project is located at 821-887 Industrial Road and comprises a parking garage adjacent to Highway 101, with a height of 38.5-feet, that will have three below grade levels and two six-story office buildings that front Industrial Road totaling 96' in height each.

Verified Map for ASN 2015-AWP-3699-OE



Mail Processing Center
Federal Aviation Administration
Southwest Regional Office
Obstruction Evaluation Group
2601 Meacham Boulevard
Fort Worth, TX 76193

Aeronautical Study No.
2015-AWP-3700-OE

Issued Date: 04/29/2015

Mike Field
Windy Hill Property Ventures
530 Emerson Street
Suite 150
Palo Alto, CA 94301

**** DETERMINATION OF NO HAZARD TO AIR NAVIGATION ****

The Federal Aviation Administration has conducted an aeronautical study under the provisions of 49 U.S.C., Section 44718 and if applicable Title 14 of the Code of Federal Regulations, part 77, concerning:

Structure:	Building Lot 3
Location:	San Carlos, CA
Latitude:	37-30-26.64N NAD 83
Longitude:	122-14-59.81W
Heights:	12 feet site elevation (SE)
	39 feet above ground level (AGL)
	51 feet above mean sea level (AMSL)

This aeronautical study revealed that the structure does not exceed obstruction standards and would not be a hazard to air navigation provided the following condition(s), if any, is(are) met:

It is required that FAA Form 7460-2, Notice of Actual Construction or Alteration, be e-filed any time the project is abandoned or:

_____ At least 10 days prior to start of construction (7460-2, Part 1)
__X__ Within 5 days after the construction reaches its greatest height (7460-2, Part 2)

Based on this evaluation, marking and lighting are not necessary for aviation safety. However, if marking/ lighting are accomplished on a voluntary basis, we recommend it be installed and maintained in accordance with FAA Advisory circular 70/7460-1 K Change 2.

The structure considered under this study lies in proximity to an airport and occupants may be subjected to noise from aircraft operating to and from the airport.

Any height exceeding 39 feet above ground level (51 feet above mean sea level), will result in a substantial adverse effect and would warrant a Determination of Hazard to Air Navigation.

This determination expires on 10/29/2016 unless:

(a) the construction is started (not necessarily completed) and FAA Form 7460-2, Notice of Actual Construction or Alteration, is received by this office.
(b) extended, revised, or terminated by the issuing office.
(c) the construction is subject to the licensing authority of the Federal Communications Commission (FCC) and an application for a construction permit has been filed, as required by the FCC, within 6 months of the date of this determination. In such case, the determination expires on the date prescribed by the FCC for completion of construction, or the date the FCC denies the application.

NOTE: REQUEST FOR EXTENSION OF THE EFFECTIVE PERIOD OF THIS DETERMINATION MUST BE E-FILED AT LEAST 15 DAYS PRIOR TO THE EXPIRATION DATE. AFTER RE-EVALUATION OF CURRENT OPERATIONS IN THE AREA OF THE STRUCTURE TO DETERMINE THAT NO SIGNIFICANT AERONAUTICAL CHANGES HAVE OCCURRED, YOUR DETERMINATION MAY BE ELIGIBLE FOR ONE EXTENSION OF THE EFFECTIVE PERIOD.

This determination is based, in part, on the foregoing description which includes specific coordinates , heights, frequency(ies) and power . Any changes in coordinates , heights, and frequencies or use of greater power will void this determination. Any future construction or alteration , including increase to heights, power, or the addition of other transmitters, requires separate notice to the FAA.

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This determination concerns the effect of this structure on the safe and efficient use of navigable airspace by aircraft and does not relieve the sponsor of compliance responsibilities relating to any law, ordinance, or regulation of any Federal, State, or local government body.

Any failure or malfunction that lasts more than thirty (30) minutes and affects a top light or flashing obstruction light, regardless of its position, should be reported immediately to (877) 487-6867 so a Notice to Airmen (NOTAM) can be issued. As soon as the normal operation is restored, notify the same number.

If we can be of further assistance, please contact our office at (310) 725-6557. On any future correspondence concerning this matter, please refer to Aeronautical Study Number 2015-AWP-3700-OE.

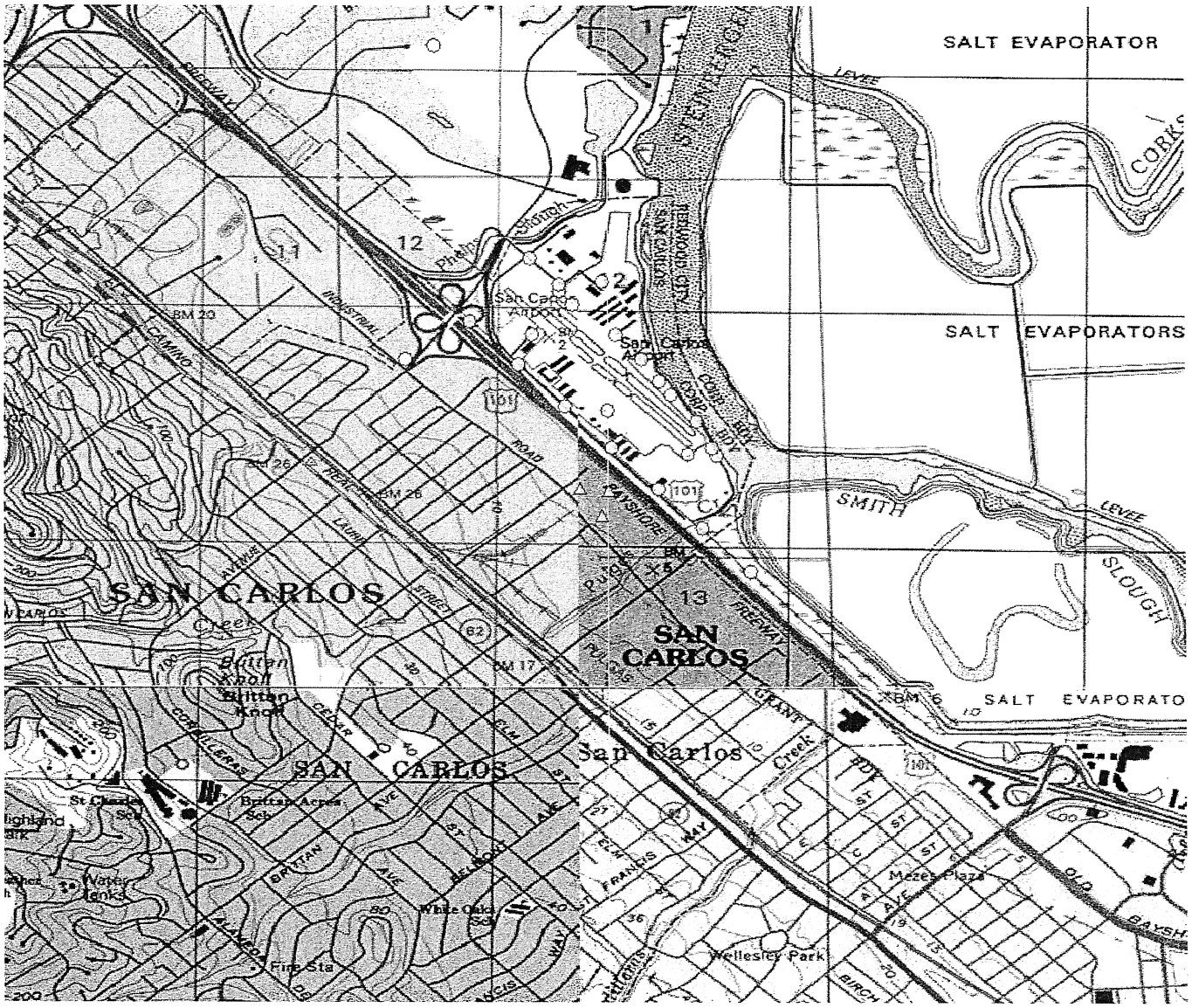
Signature Control No: 247325348-250523243 (DNE)
Karen McDonald
Specialist

Attachment(s)
Case Description
Map(s)

Case Description for ASN 2015-AWP-3700-OE

The project is located at 821-887 Industrial Road and comprises a parking garage adjacent to Highway 101, with a height of 38.5-feet, that will have three below grade levels and two six-story office buildings that front Industrial Road totaling 96' in height each.

Verified Map for ASN 2015-AWP-3700-OE



C/CAG AGENDA REPORT

Date: June 9, 2016

TO: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 16-19 authorizing the C/CAG Chair to execute a Cooperative Agreement between C/CAG and County of San Mateo Department of Housing for Joint Workplan for Housing-Related Activities for FY 2016-17 in an amount not to exceed $87,500.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 16-19 authorizing the C/CAG Chair to execute a Cooperative Agreement between C/CAG and County of San Mateo Department of Housing for Joint Workplan for Housing-Related Activities for FY 2016-17, in an amount not to exceed $87,500.

FISCAL IMPACT

C/CAG has programmed $87,500 for transportation-land use related activities in FY 2015-16.

SOURCE OF FUNDS

The funding source for this program is C/CAG Congestion Relief Plan Funds – Linking Housing with Transportation.

BACKGROUND

Beginning in FY2005-06, C/CAG has programmed funds to various activities that address the linkage between housing and transportation. In 2005, C/CAG championed an amendment of State law related to Housing Elements to enable formation of county-level subregions to allocate planned housing growth. In 2006, C/CAG commissioned a Housing Needs Study. In 2007 C/CAG published the Housing Needs Study, which quantified a projected housing shortfall of between 35,000 and 50,000 homes through 2025, particularly for lower- and moderate-income households. C/CAG then sponsored the County Department of Housing to produce and distribute a booklet and slideshow that reached approximately 1,000 opinion leaders countywide. In 2008, the C/CAG Board sanctioned formation of the State's first Regional Housing Needs Allocation subregion, and also directed staff to propose ways C/CAG might address the housing shortfall.

In 2009, C/CAG Board reviewed and approved staff proposals for housing-related activities in four broad topical areas: policy leadership, promotion of housing in transit corridor, cost-effective responses to State regulatory mandates, and local funding to meeting housing goals. The intent of all the proposed programs, taken together was stated as follows: C/CAG provides tools, technical support and financial incentives to help member jurisdictions plan and produce housing in the transit corridor, downtowns, station areas and El Camino Real of types and at densities that support frequent mass transit and reduce climate impact while strengthening local neighborhoods and the regional economy.

Some of these proposals were for major projects managed by C/CAG directly such as the Transit Oriented Development Housing Incentive Program and the Grand Boulevard Multimodal Transportation Corridor Plan. Other programs were to be managed by cooperating agencies with sponsorship by C/CAG, for example the Economic and Housing Opportunity Study (ECHO) by SamTrans, and the collection of activities proceeding under contract with San Mateo County Department of Housing (e.g., housing policy primer pamphlet series, RHNA Subregion, 21 Elements housing element update project). In 2014, the 21 Elements project received the "*Best Practices Award*" from the American Planning Association, California Chapter, Northern Section. Recently the San Mateo County Board of Supervisors presented 21 Elements, C/CAG, and the Department of Housing with a proclamation recognizing the outstanding work of the 21 Elements Project. The Board also included the 21 Elements Project in their recent "white paper" of key strategies to encourage the creation and preservation of affordable housing.

The proposed contract between C/CAG and San Mateo County Department of Housing is to continue support for the cost-saving countywide cooperative work program, known as the 21 Elements Project, to assist all jurisdictions to implement Housing Elements and develop effective on-going housing implementation policies and programs. During 2008 through 2010, C/CAG sponsored the first cycle of the 21 Elements project for the 2007-2013 Planning Cycle. Based on the success of that project, C/CAG then sponsored the project for the next (2014 – 2022) Planning Cycle. In FY 2012-13, Department of Housing entered into a three-year contract with Baird + Driskell Community Planning as lead contractor for the project; the Department of Housing also contributed funds to the project in each of those years. C/CAG contributed $125, 000 per year into that project in fiscal years 2012-13 and 2013-14, $70,000 in the final fiscal year 2014-15. In 2015-16, C/CAG contributed $87,500 to support the 21 Elements Project. It is now proposed to provide another $87,500 for fiscal year 2016-17. The Department of Housing has enter into a two-year contract with Baird + Driskell Community Planning for FY 2015-17. The Department of Housing will contribute $87,500 each year of this two-year contract and will also act in the capacity of fiscal agent and project manager.

ATTACHMENTS:

1. Resolution 16-19
2. Cooperation Agreement between C/CAG and San Mateo County (Department of Housing)

RESOLUTION 16-19

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE THE COOPERATIVE AGREEMENT BETWEEN C/CAG AND COUNTY OF SAN MATEO DEPARTMENT OF HOUSING FOR JOINT WORKPLAN FOR HOUSING-RELATED ACTIVITIES FOR FY 2016/17 IN AN AMOUNT NOT EXCEED $87,500.

Whereas, for more than fifteen years C/CAG has taken a leadership role in conducting or sponsoring countywide projects related to the housing/transportation/land-use nexus, notably including the 1997 Housing Needs Study, 2007 Housing Needs Study, Transit Oriented Development Housing Incentive Program, Transit Corridor Planning Grant program, Regional Housing Needs Subregion, and 21 Elements project through which all C/CAG member jurisdictions cooperated to complete the state-mandated update of their respective housing elements; and

Whereas, C/CAG and the San Mateo County Department of Housing (DOH) have coordinated workplans on these and other housing-related activities, and DOH has served as project manager for the RHNA Subregion and 21 Elements projects; and

Whereas, the 21 Elements project will enable C/CAG's member jurisdictions to meet State Housing Element annual reporting requirements in a more timely and cost-effective manner; and

Whereas, C/CAG has budgeted $87,500 in funds to continue to sponsor the 21 Elements Project in FY2016-17 to assist all member jurisdictions to implement Housing Elements and develop effective on-going housing implementation policies and programs, and to continue collaboration with County of San Mateo Department of Housing on cost-saving countywide cooperative work program.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County authorizing the C/CAG Chair to execute the Cooperative Agreement between C/CAG and County of San Mateo Department of Housing for a Joint Workplan for Housing-Related Activities for FY 16-17 in an amount not to exceed $87,500.

PASSED, APPROVED, AND ADOPTED THIS 9TH DAY OF JUNE 2016.

_____

Alicia C. Aguirre, Chair

COOPERATIVE AGREEMENT BETWEEN CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AND SAN MATEO COUNTY (DEPARTMENT OF HOUSING)

This Cooperative Agreement, effective as of July 1, 2016, is by and between the City/County Association of Governments of San Mateo County, a joint powers agency hereinafter called "C/CAG" and the County of San Mateo, by and through its Department of Housing, hereinafter called "DoH".

W I T N E S S E T H

Whereas, for more than fifteen years C/CAG has taken a leadership role in conducting or sponsoring countywide projects related to the housing/transportation/land-use nexus, including the 21 Elements project through which all C/CAG member jurisdictions cooperated to meet State Housing Element update requirements in a more timely and cost-effective manner and share "best practices" around housing and transit-oriented development; and

Whereas, C/CAG and the San Mateo County Department of Housing (DoH) have coordinated workplans on, among others, the 21 Elements Project (the "21 Elements Project"); and

Whereas, DoH has already entered into two multi-year contracts with Baird + Driskell Community Planning to conduct the 21 Elements Project: the first, executed on November 1, 2012, was a three-year contract in the amount of $400,000, which was amended on September 17, 2013 to increase to the not-to-exceed amount of $499,870; and the second, executed on June 16, 2015, was a two-year contract for FY's 2015-16 and 2016-17 for the not-to-exceed amount of $400,000, of which DoH agreed to contribute $87,500 in each of fiscal years 2015-16 and 2016-17; and

Whereas, C/CAG contributed $125,000 per year in fiscal years 2012-13 and 2013-14, $70,000 in fiscal year 2014-15, and $87,500 in fiscal year 2015-16 to sponsor the 21 Elements Project; and

Whereas, C/CAG wishes to continue to partner with DoH for the second year of DoH's FY 2015-17 contract with Baird + Driskell for the purpose of supporting the 21 Elements Project; and

Whereas, C/CAG now desires to program $87,500 of "Congestion Relief Plan—Linking Housing with Transportation" funds to continue to sponsor the 21 Elements Project in FY 2016-17.

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

1. **Services and Activities.**

   A. DoH will coordinate and cooperate with C/CAG to conduct the 21 Elements Project. The services will be performed by Baird + Driskell Community Planning (BDCP) under contract with, and supervision of, DoH. The scope of the services to be provided by BDCP is described in its final scope of work dated June 29, 2015 and provided to DoH and C/CAG,

which scope is summarized in the attached "Summary of 21 Elements Scope of Work for FY 2015/2016 and 2016/2017".

2. **Payments.**

   A. C/CAG will reimburse DoH for direct costs related to the Project. Such direct costs shall include (a) 50% of DoH's staff costs, including salary and benefits, and (b) the costs incurred by DoH as payments to consultants, including BDCP, provided C/CAG's Executive Director has given prior written approval of such consultant costs. Reimbursement to DoH by C/CAG pursuant to this agreement shall not exceed $87,500 for fiscal year 2016-17.

   B. DoH will submit quarterly invoices to C/CAG for reimbursement of Project costs.

3. **Relationship of the Parties.**

   The parties will cooperate and undertake activities in their mutual interest, but it is understood and agreed that this is an Agreement by and between Independent Contractor(s) and is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture or association, or any other relationship whatsoever other than that of Independent Contractors.

4. **Contract Term.** This Cooperative Agreement shall be in effect as of July 1, 2016 and shall terminate on June 30, 2017. The parties may extend, renew or amend the terms hereof, by mutual agreement in writing and signed by the parties.

IN WITNESS WHEREOF, the parties hereto have affixed their hands to this Cooperative Agreement, effective as of July 1, 2016.

SAN MATEO COUNTY, DEPARTMENT OF HOUSING

By: _____

Ken Cole Date

Director, San Mateo County - Department of Housing

CITY/COUNTY ASSOCIATION OF GOVERNMENTS (C/CAG)

By: _____

Alicia C. Aguirre Date

C/CAG Chairperson

C/CAG Legal Counsel (Approved as to Form)

By: _____

, C/CAG Counsel

C/CAG AGENDA REPORT

Date: June 9, 2016

To: City/County Association of Governments Board of Directors

From: Sandy Wong, C/CAG Executive Director

Subject: Review and approval of Resolution 16-20 authorizing the C/CAG Chair to execute an agreement with the San Mateo County Superintendent of Schools to administer and manage the Countywide Safe Routes to School Program in an amount not to exceed $564,711for FY16/17

(For further information contact Jeffrey Lacap 650-599-1455)

RECOMMENDATION

That the C/CAG Board review and approve of Resolution 16-20 authorizing the C/CAG Chair to execute an agreement with the San Mateo County Superintendent of Schools to administer and manage the Countywide Safe Routes to Schools Program in an amount not to exceed $564,711 for FY16/17.

FISCAL IMPACT

Up to $564,711 (FY16/17).

SOURCE OF FUNDS

$252,000 in Surface Transportation Program/Congestion Management and Air Quality (STP/CMAQ) and $312,711 to be provided from Measure M ($10 Vehicle Registration Fee).

BACKGROUND/DISSCUSION

The overall goal of the San Mateo County Safe Routes to School Program (Program) is to enable and encourage children to walk or bicycle to schools by implementing projects and activities to improve health and safety, and also reduce traffic congestion due to school-related travels. The Program, initiated in June 2011, is funded by a combination of federal funds received from the Metropolitan Transportation Commission's (MTC's) Regional Safe Routes to School Program and local Measure M ($10 Vehicle Registration Fee). In addition to providing student safety education, outreach, encouragement, and evaluation activities, the Program includes performing walk and bike audits to document factors that impacts safe walking and bicycling as well as traffic congestion attributed to school-related travels.

In June 2013, C/CAG entered into a 3-Year funding agreement (FY 2013/14 through FY 2015/16) with the San Mateo County Office of Education (COE) in the amount of $2,992,000 to serve as the agency managing the day-to-day operations and project implementation activities for the Program. The funding provided by MTC for FY 2013/14 through FY 2015/16 was under the OBAG 1 (One Bay Area Grant) program. FY 16/17 serves as an extension year to the program. The COE will assume the same role as managing the day-to-day operations.

ATTACHMENT

- Resolution 16-20
- Agreement between C/CAG and the San Mateo County Superintendent of Schools

RESOLUTION 16-20

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AN AGREEMENT WITH THE SAN MATEO COUNTY SUPERINTENDENT OF SCHOOLS TO ADMINISTER AND MANAGE THE COUNTYWIDE SAFE ROUTES TO SCHOOLS PROGRAM IN AN AMOUNT NOT TO EXCEED $564,711

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

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

WHEREAS, C/CAG was provided $252,000 in funding from the federal Surface Transportation Program (STP) and/or Congestion Mitigation and Air Quality Improvement (CMAQ) program by the Metropolitan Transportation Commission (MTC) for the San Mateo County Safe Routes to School (SRTS) Program; and

WHEREAS, the overall goal of the SRTS Program is to enable and encourage children to walk or bicycle to schools by implementing projects and activities to improve health and safety; and

WHEREAS, as the CMA for San Mateo County, C/CAG will administer the SRTS funding for the county, serving as the fiscal agent for the Program; and

WHEREAS, C/CAG has determined that the San Mateo County Superintendent of Schools will serve as the lead agency to implement the SRTS program for San Mateo County.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to execute a funding agreement with the San Mateo County Superintendent of Schools in the amount not to exceed $564,711. This agreement is attached hereto and is in a form that has been approved by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED THIS 9TH DAY OF June 2016.

_____

Alicia Aguirre, Chair

FUNDING AGREEMENT
BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
SAN MATEO COUNTY SUPERINTENDENT OF SCHOOLS
FOR
SAFE ROUTES TO SCHOOL PROGRAM

THIS AGREEMENT, entered into this _____day of_____2016, by and between the City/County Association of Governments of San Mateo County, a Joint Powers Agency, hereinafter called "C/CAG" and the San Mateo County Superintendent of Schools, hereinafter called "SUPERINTENDENT".

WITNESSETH

WHEREAS, C/CAG is a joint powers agency formed for the purpose of preparation, adoption and monitoring of a variety of county-wide state-mandated plans; and

WHEREAS, the SUPERINTENDENT provides leadership and support to public schools in San Mateo County through its three Divisions: Instructional Services, Fiscal and Operational Services, and Student Services; and

WHEREAS, C/CAG received $252,000 in Surface Transportation Program / Congestion Mitigation and Air Quality (STP/CMAQ) funds from the Metropolitan Transportation Commission Climate Initiative Program for the development and implementation of a Safe Routes to School Program (SRTS) in San Mateo County (the "Program); and

WHEREAS, the total cost of the Program is estimated to be $564,711, including the C/CAG matching funds in the amount of $312,711; and

WHEREAS, the overall goal of the Program is to enable and encourage children to walk or bicycle to schools by implementing projects and activities to improve health and safety, and also reduce traffic congestion due to school-related travels; and

WHEREAS, C/CAG has determined that the SUPERINTENDENT will serve as the Lead Educational Agency (LEA) to implement the Program; and

WHEREAS, C/CAG and SUPERINTENDENT desire to enter into a formal agreement to specify the work scope for the SRTS Program and agree that C/CAG shall provide funds for the development of the Program.

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

SCOPE OF SERVICES

SUPERINTENDENT shall serve as the lead agency for implementation of the Program in San Mateo County. The Scope of Work to be performed by the SUPERINTENDENT is described in Exhibit A attached hereto.

TIME OF PERFORMANCE

The services funded by this agreement shall commence on or after full execution of this agreement and after C/CAG receives an "Authorization to Proceed"(a federal authorization of funds), and shall terminate on October 1, 2017, unless terminated earlier as provided herein. Either party may terminate the Agreement without cause by providing sixty (60) days advance written notice to the other party.

FUNDING AND METHOD OF PAYMENT

a) C/CAG agrees to reimburse SUPERINTENDENT up to $564,711 for the development and implementation of the SRTS Program in San Mateo County.

b) SUPERINTENDENT shall submit billings, on a quarterly basis, accompanied by the activity reports and paid invoices issued by consultants or progress payments as proof that services were incurred or rendered and paid for by the SUPERINTENDENT. Upon receipt of the invoice and its accompanying documentation, C/CAG shall pay the amount claimed under each invoice, up to the maximum amount described by this agreement, within thirty (30) days of receipt of the invoice, delivered or mailed to C/CAG as follows:

City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063
Attention: Jeffrey Lacap

c) Subject to duly executed amendments, it is expressly understood and agreed that in no event will the total funding commitment under this agreement exceed $564,711, unless revised in writing and approved by C/CAG and SUPERINTENDENT.

AMENDMENTS

Any changes in the services to be performed under this Agreement shall be incorporated in written amendments, which shall specify the changes in work performed and any adjustments in compensation and schedule. All amendments shall be executed by C/CAG and SUPERINTENDENT. No claim for additional compensation or extension of time shall be recognized unless contained in a duly executed amendment.

NOTICES

All notices or other communications to either party by the other shall be deemed given when made in writing and delivered or mailed to such party at their respective addresses as follows:

To C/CAG: Attention: Jeffrey Lacap, Program Manager
City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063

To SUPERINTENDENT: Attention:
San Mateo County Office of Education
101 Twin Dolphin Drive
Redwood City, CA 94065-1064

INDEPENDENT CONTRACTOR

SUPERINTENDENT and its employees, agents and consultants shall be deemed independent contractors of C/CAG. Nothing herein shall be deemed to create any joint venture or partnership arrangement between the C/CAG and SUPERINTENDENT.

HOLD HARMLESS

SUPERINTENDENT agrees to indemnify and defend C/CAG from any and all claims, damages and liability in any way occasioned by or arising out of the negligence of SUPERINTENDENT, or its employees, contractors, consultants or agents in the performance of this Agreement.

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

SAN MATEO COUNTY
SUPERINTENDENT OF SCHOOLS

_____
Anne E. Campbell,
County Superintendent of Schools

CITY/COUNTY ASSOCIATION OF
GOVERNMENT OF SAN MATEO COUNTY

_____
Alicia Aguirre, C/CAG Chair

Approved as to form:

_____
SUPERINTENDENT Attorney

_____
Counsel for C/CAG

EXHIBIT A

SCOPE OF WORK

Purpose of the Partnership

The San Mateo County Office of Education (SMCOE), also referred to as the San Mateo County Superintendent of Schools, will serve as the Lead Educational Agency (LEA) for the implementation of a Safe Routes to Schools (SRTS) Program in San Mateo County.

The City/County Association of Governments (C/CAG) of San Mateo will provide the funding for the project and will hold the San Mateo County Office of Education accountable for carrying out the activities described in this Scope of Work.

C/CAG and SMCOE have a joint interest in ensuring that schools and community agencies effectively implement projects that enable them to use the Federal Surface Transportation Program and Congestion Mitigation & Air Quality Improvement (STP/CMAQ) Program funds productively on behalf of students and the community.

Goal

The overall goal of the project will be to make San Mateo County a healthier, safer, more sustainable, environmentally sound community with better air quality, less traffic congestion, more physically fit students and adults who are well-served by schools and other agencies working collaboratively.

Guiding Principles

In carrying out its responsibilities, SMCOE will adhere to the following guiding principles:

- SMCOE will work collaboratively with C/CAG, schools, cities and all partner agencies.
- The project will recognize the important role of volunteers (such as PTA members and others) in SRTS and will support and promote their involvement.
- The project will build upon existing successful models and programs and provide schools with a range of alternatives they can implement, based on their needs and interests.
- Schools will be provided with sufficient resources and support to implement site-based programs successfully.
- Participating schools will be provided with clear directions and parameters so that they can operate their programs according to the funding regulations.
- SMCOE will use data to guide program planning and evaluation.
- SMCOE will maintain on-going communication and outreach, to ensure that interested parties have the opportunity to be involved and to have their voices heard during implementation.

Outcomes

The specific measurable outcomes of the project will include but are not limited to:

- More favorable attitudes toward walking, biking, carpooling and the use of public transit to school, on the part of students, parents and volunteers.
- Increased numbers of students walking, biking, carpooling and utilizing transit as means of travelling to and from school.
- Increased levels of student, parent and volunteer participation in education and encouragement activities related to healthy and environmentally sound lifestyles.
- Decreased traffic and congestion around schools, one byproduct of which will be improved air quality.

Project Management Approach

SMCOE's approach to project management is to combine three elements: centralized leadership and technical assistance; networks of collaboration and support; and services delivered to school sites in support of program activities that meet local needs and priorities.

Centralized Leadership and Technical Assistance

SMCOE will provide overall direction, timelines and implementation regulations; be responsible for fiscal management and monitoring; and conduct the project evaluation. It will use its existing relationships with school district personnel and its established administrative systems to establish and implement the SRTS project. In addition, it will use its regional and statewide contacts with agencies in other counties to share resources and best practices related to county SRTS projects, transportation initiatives, and health.

Networks of Collaboration and Support

Networks of collaboration will be developed at county and local levels. At the County level, a collaborative network will be fostered among agencies such as city governments, the County Health System, and community organizations through the Policy Advisory Committee.

At the local level, collaboration will be facilitated through two networks, which include the SRTS Operations Committee and district level task forces. The Operations Committee will include district and site level SRTS Coordinators who shall share best practices and engage in collaborative problem solving and planning conversations. District task forces shall operate at the school district level and may include, but are not limited to parents and representatives from local schools, the city, the district, and public health.

Networks of collaboration will be further developed at the school level. Each school participating in the project will have a Site Team that plans and carries out the implementation activities. These Site Teams would include representatives from the school community and other agencies. Volunteers from organizations such as Site Councils and PTAs may have large roles in site activities.

Local Services

Local school sites, through engagement with staff, Site Councils, PTAs and similar groups, will design, schedule and implement the specific activities that meet the needs of their students and families and help to achieve the overall goals of the project. Site support services will be delivered either by SRTS project staff or by school staff or consultants, funded by the project.

Governance

SMCOE will be accountable to C/CAG for achieving the goals and outcomes of the project, developing detailed annual action plans and line item budgets, meeting timelines and operating within the budget.

SMCOE will hire staff to manage the project and its budget, be responsible for implementation and submit timely reports. SMCOE will also enter into binding agreements with schools to provide them the resources to carry out their action plans.

SMCOE will convene two Advisory Committees (Policy and Operations) to help ensure that the SMCOE receives guidance, input and feedback from a cross-section of the entire community on whose behalf the initiative is being implemented.

The Policy Advisory Committee will advise C/CAG and SMCOE on the direction of the project and on related infrastructure grants and strategic issues, thus helping to create a community-wide, holistic approach to a healthier, safer, more sustainable San Mateo County. Members of the Policy Advisory Committee will include elected officials; people who have leadership positions with various partner agencies, who may include, but is not limited to: C/CAG; the San Mateo Health System; the Metropolitan Transportation Commission; municipal government; law enforcement; other community leaders; etc.

The SRTS Operations Committee will provide a means of internal communication among service providers and the clients served at school sites. It will also offer input and feedback on program activities. Members of the Operations Committee will be the designated SRTS Coordinator for the district or site.

Staffing

SMCOE will staff the project with a County SRTS Project Coordinator, a part-time administrative assistant and part-time SRTS Specialist whose responsibilities will be to deliver services to the Networks and school sites. The budget will also include funds for program consultants who work on specialized tasks and an evaluator, as needed.

Project Management Strategies

Outlined below are the project management strategies that SMCOE will use to support project development pursuant to this Agreement.

- Develop job description, recruit, and hire the Project Specialist.
- Foster relationships with school and agencies that have existing Safe Routes or similar programs to gather ongoing input regarding best practices.
- Conduct public information activities that involve media releases and updating the Safe Routes web page on the County Office's Web site.
- Foster collaborative networks.
- Complete and submit quarterly activity reports to C/CAG.
- Implement network and site plans and bring additional schools into the project.
- Approve and fund action plans for implementation.
- Conduct 2013 annual evaluation and submit report to C/CAG.
- Plan and deliver project training, based upon the needs and interests of participants and key stakeholders.
- Make project modifications, as needed.
- Pursue additional sources of funding to expand the project scope and reach.

Budget

Estimated Income

The funding model is based on an estimated budget of $564,711 that includes $252,000 of STP/CMAQ funds and an additional $312,711 of local funds provided by C/CAG.

Timeframe

The development and implementation of the San Mateo SRTS Program FY 16-17 is planned for an approximate 12-month period (July 2016 – June 2017).

Annual Expenditures

The annual expenditure estimates over the 12-month life of the project (July 2016 – June 2017) are summarized below. These expenditures are organized on a July 1 – June 30 Fiscal Year basis that matches the budget cycles of both County agencies and school districts (including SMCOE). Once the formal contract is signed, the County Office of Education will develop an itemized line item budget for approval by C/CAG.

Safe Routes to School Program
Proposed Budget for FY16/17

FY 16/17

Funding Breakdown	2016-2017
MTC - CMAQ (Non-Infrastructrue)	$ 252,000.00
Local Match (Measure M, 11.47%)	$ 32,649.00
Local (Measure M, Nonparticipate)	$ 280,062.00
Grand Total Budget	**$ 564,711.00**

Tasks/Activities		
Admin (staff, contractual services, operating expense, indirect cost)	**16.9%**	$ 161,097.00
Program Support	**15.2%**	$ 106,634.00
Grant Program	**57.8%**	$ 239,944.00
Indirect Cost	**10.1%**	$ 57,036.00
		$ 564,711.00

Administration - Personnel	**16.9%**	**$ 161,097.00**
.6 Project Coordinator		$ 95,076.00
.75 Admin. Assistant		$ 66,021.00

Administration - Program Support Activities	**15.2%**	**$ 106,634.00**
.4 Project Coordinator		$ 63,384.00
Contractual Services		$ 25,100.00
Materials		$ 18,150.00

Grant Program	**57.8%**	**$ 239,944.00**
Site Grants, Walk Audits, etc.		$ 239,944.00

Indirect Costs	**10.1%**	**$ 57,036.00**
		$ 57,036.00

TOTAL	**$ 564,711.00**

C/CAG AGENDA REPORT

Date: June 9, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 16-23 authorizing the C/CAG Chair to execute an agreement between the C/CAG and Commute.org in the amount of $510,000 from the Congestion Relief Plan to provide the Countywide Voluntary Trip Reduction Program for FY 2016/2017

(For further information or response to questions, contact Tom Madalena at 650-599-1460)

RECOMMENDATION

That the Board review and approve Resolution 16-23 authorizing the C/CAG Chair to execute an agreement between the C/CAG and Commute.org in the amount of $510,000 from the Congestion Relief Plan to provide the Countywide Voluntary Trip Reduction Program for FY 2016/2017.

FISCAL IMPACT

There is up to $510,000 in the budget for the Countywide Voluntary Trip Reduction Program under the Congestion Relief Plan (CRP) for FY 16/17. This FY 16/17 funding for Commute.org shall be subject to the approval of the C/CAG budget adoption at the June 9, 2016 Board of Directors meeting.

SOURCE OF FUNDS

The funds under the Congestion Relief Plan are derived from C/CAG Member Agency assessments.

BACKGROUND

Commute.org, formerly known as the Peninsula Traffic Congestion Relief Alliance, operates the Countywide Voluntary Trip Reduction Program to assist private and public sectors with Transportation Demand Management (TDM) by connecting their employees and customers with transportation systems that provide an alternative to driving single occupant vehicles. This program is jointly funded with revenues from C/CAG under the Countywide Congestion Relief Plan, Transportation Fund for Clean Air Program (TFCA) and the San Mateo County share of the Regional Ridesharing and Bicycling Program (RRBP).

The June 9, 2016 C/CAG Board of Directors meeting includes funding under the Congestion Relief Plan budget which is allocated for Countywide Transportation Demand Management (TDM) work. This work is performed in San Mateo County by Commute.org through the Countywide Voluntary Trip Reduction Program.

The June 9, 2016 C/CAG Board meeting also includes the item on the pass through of the MTC Regional Ridesharing and Bicycling Program funds to Commute.org in the amount of $70,000 for FY 2016/2017.

At the February 11, 2016 C/CAG Board meeting the Board approved the Transportation Fund for Clean Air Program funding for Commute.org in the amount of $525,000 for FY 2016/2017 for the Countywide Voluntary Trip Reduction Program.

The Draft Scope of Work outlining the activities performed under the Countywide Voluntary Trip Reduction Program is included as an attachment to this report and is available for review in draft format at http://ccag.ca.gov/committees/board-of-directors/.

The CRP funding agreement shall be in a form to be approved by C/CAG Legal Counsel and is available for review in draft format at http://ccag.ca.gov/committees/board-of-directors/.

ATTACHMENTS

1. Resolution 16-23
2. Agreement between C/CAG and Commute.org for the Countywide Voluntary Trip Reduction Program (available for review and download at http://ccag.ca.gov/committees/board-of-directors/)
3. Draft Scope of Work for the Countywide Voluntary Trip Reduction Program (to be approved by the Commute.org Board of Directors on June 16, 2016 and available for review and download at http://ccag.ca.gov/committees/board-of-directors/)

RESOLUTION 16-23

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE AN AGREEMENT BETWEEN C/CAG AND COMMUTE.ORG IN THE AMOUNT OF $510,000 FROM THE CONGESTION RELIEF PLAN TO PROVIDE THE COUNTYWIDE VOLUNTARY TRIP REDUCTION PROGRAM FOR FY 2016/2017.

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

WHEREAS, the Board of Directors of the City/County Association of Governments at its June 9, 2016 Board meeting approved the fiscal year 2016/2017 budget including the Countywide Transportation Demand Management (TDM) program under the Congestion Relief Plan, and

WHEREAS, the Countywide Voluntary Trip Reduction Program is sponsored by Commute.org, and

WHEREAS, it is necessary for C/CAG to enter into a funding agreement with the Peninsula Traffic Congestion Relief Alliance for Congestion Relief Plan funding, setting forth the responsibilities of each party.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that on behalf of C/CAG the Chair is authorized to enter into a funding agreement with Commute.org in the amount of $510,000 from the Congestion Relief Plan.

PASSED, APPROVED, AND ADOPTED, THIS 9TH DAY OF JUNE 2016.

_____

Alicia Aguirre, Chair

C/CAG AGENDA REPORT

Date: June 9, 2016

To: City/County Association of Governments Board of Directors

From: Sandy Wong, Executive Director

Subject: Receive an update of the California Transportation Commission (CTC) adopted 2016 State Transportation Improvement Plan (STIP).

(For further information or response to questions, contact Jean Higaki at 650-599-1462)

RECOMMENDATION

That the C/CAG Board receives an update of the California Transportation Commission (CTC) adopted 2016 State Transportation Improvement Plan (STIP).

FISCAL IMPACT

No direct impact to the C/CAG budget.

SOURCE OF FUNDS

The 2016 State Transportation Improvement Program (STIP) fund will come from State and Federal fund sources.

BACKGROUND

The 2016 STIP for San Mateo County was approved by the C/CAG Board on November 11, 2015 and submitted to the Metropolitan Transportation Commission (MTC) to be included in the Bay Area regional 2016 STIP proposal. On December 16, 2015 the MTC commission adopted the bay area STIP proposal and sent it to the California Transportation Commission (CTC) in late 2015. This proposal had zero additional programming capacity but moved existing funding between projects.

The CTC was scheduled to adopt the 2016 STIP in mid-March however, on January 21, 2016; the CTC approved a revised fund estimate which reduced the STIP by $754 million. This reduction is a result of reduced gas prices exacerbated by the annual gas tax swap adjustments. Because several other counties throughout the state do not have a capacity to reduce, counties and regions that had capacity were forced to make further reductions to their program.

In January 2016, the CTC sent a letter to the state legislature regarding the state transportation funding crisis and urging the legislature to develop a funding solution. C/CAG also sent a letter urging for a legislative solution to address this funding issue as well. C/CAG sent letters of appeal to both MTC and the CTC. A joint letter from Assemblyman Mullin and Senator Hill in support for San Mateo County.

On May 18, 2016 the CTC adopted the 2016 STIP using the reduced fund estimate. San Mateo County was ultimately cut ~$27.6 mil from the 2016 STIP. The following actions were adopted under this proposal:

- $18.2 mil for the US 101/ SR 92 was pushed outside the 2016 STIP years.
- $9.4 mil requested for the US 101 Managed Lane project pre-construction phase was denied.
- $8 mil proposed for Willow Road Interchange construction support was pushed out from FY16/17 to FY 17/18.
- $5 mil proposed for the SR 92/ SR 82 Interchange construction phase was pushed out from FY 16/17 to FY 17/18.
- $6.9 mil for the Calera parkway project was pushed out from FY 16/17 to FY 18/19.
- All phases of the Countywide ITS project was pushed out by one fiscal year.

Attached is the adopted 2016 STIP as recommended by CTC staff.

ATTACHMENTS

1. Adopted CTC 2016 STIP.
2. Correspondences

2016 STIP STAFF RECOMMENDATION - COUNTY SHARE

Does Not Include ITIP Interregional Share Funding (See Separate Listing)

($1,000's)

San Mateo

Agency	Rte	PPNO	Project	Ext	Del.	Voted	Total	Project Totals by Fiscal Year: Prior	16-17	17-18	18-19	19-20	20-21	Project Totals by Component: R/W	Const	E & P	PS&E	R/W Sup	Con Sup
Highway Projects:																			
MTC		2140	Planning, programming, and monitoring	SB 184		Aug-14	64	64	0	0	0	0	0	0	64	0	0	0	0
SM C/CAG		2140A	Planning, programming, and monitoring	SB 184		Aug-14	355	355	0	0	0	0	0	0	355	0	0	0	0
Caltrans	92	668D	Rt 101 interchange improvements				23,839	0	2,411	3,217	18,211	0	0	0	18,211	2,411	3,217	0	0
Caltrans	101	690A	Willow Rd interchange reconstructn, ph1 (14S-21)				28,951	11,552	0	17,399	0	0	0	2,217	13,719	3,534	4,946	855	3,680
SMCTA	loc	632C	Rt 1 Opertnl improvs, Pacifica, Calera Pkwy, Ph1(14S-20)				6,900	0	6,900	0	0	0	0	6,900	0	0	0	0	0
San Mateo	loc	668A	Rt 92/Rt 82 interchange improvements				5,000	0	5,000	0	0	0	0	0	5,000	0	0	0	0
SM C/CAG	loc	2140E	Countywide ITS improvements				4,298	0	800	3,498	0	0	0	0	3,498	300	500	0	0
MTC		2140	Planning, programming, and monitoring				281	67	69	71	74	0	0	0	281	0	0	0	0
SM C/CAG		2140A	Planning, programming, and monitoring				1,303	165	462	338	338	0	0	0	1,303	0	0	0	0
			Subtotal, Highway Projects				70,991	12,203	15,642	24,523	18,623	0	0	9,117	42,431	6,245	8,663	855	3680
Bicycle and Pedestrian Projects:																			
Caltrans	80	9051A	Improved Bike/Ped Access to SFOBB East Span				1,598	0	1,598	0	0	0	0	0	1,598	0	0	0	0
SoSan Francisco	loc	648F	El Camino Real Grand Blvd Initiative				1,991	0	0	1,991	0	0	0	0	1,991	0	0	0	0
			Subtotal, Bike & Ped Projects				3,589	0	1,598	1,991	0	0	0	0	3,589	0	0	0	0
	Total Programmed or Voted since July 1, 2014						74,580												
	PROPOSED 2016 PROGRAMMING CHANGES																		
Highway Project Proposals:																			
Caltrans	92	668D	Rt 101 interchange improvements				-23,839	0	-2,411	-3,217	-18,211	0	0	0	-18,211	-2,411	-3,217	0	0
Caltrans	92	668D	Rt 101 interchange improvements				5,628	0	0	0	0	2,411	3,217	0	0	2,411	3,217	0	0
Caltrans	101	690A	Willow Rd interchange reconstructn, ph1 (14S-21)				-28,951	-11,552	0	-17,399	0	0	0	-2,217	-13,719	-3,534	-4,946	-855	-3,680
Caltrans	101	690A	Willow Rd interchange reconstructn, ph1 (14S-21)				19,552	11,552	0	8,000	0	0	0	2,217	0	3,534	4,946	855	8,000
SMCTA	loc	632C	Rt 1 Opertnl improvs, Pacifica, Calera Pkwy, Ph1(14S-20)				-6,900	0	-6,900	0	0	0	0	-6,900	0	0	0	0	0
SMCTA	loc	632C	Rt 1 Opertnl improvs, Pacifica, Calera Pkwy, Ph1(14S-20)				6,900	0	0	0	6,900	0	0	6,900	0	0	0	0	0
SM C/CAG	loc	2140E	Countywide ITS improvements				-4,298	0	-800	-3,498	0	0	0	0	-3,498	-300	-500	0	0
SM C/CAG	loc	2140E	Countywide ITS improvements				4,298	0	0	800	3,498	0	0	0	3,498	300	500	0	0
San Mateo	loc	668A	Rt 92/Rt 82 interchange improvements				-5,000	0	-5,000	0	0	0	0	0	-5,000	0	0	0	0
Caltrans	92	668A	Rt 82 interchange improvements				5,000	0	0	5,000	0	0	0	0	2,000	0	0	0	3,000
			Subtotal, Highway Proposals				-27,610	0	-15,111	-10,314	-7,813	2,411	3,217	0	-34,930	0	0	0	7,320
Bicycle and Pedestrian Project Proposals:																			
Caltrans	80	9051A	Improved Bike/Ped Access to SFOBB East Span			DELETE	-1,598	0	-1,598	0	0	0	0	0	-1,598	0	0	0	0
			Subtotal, Bicycle and Pedestrian Proposals				-1,598	0	-1,598	0	0	0	0	0	-1,598	0	0	0	0
	Total Proposed 2016 STIP Programming						-29,208												
	Nominated Projects Not Included in Staff Recommendations																		
SM C/CAG	loc		Rt 101 HOV/HOT lanes (SCL line to I-380)			NEW	9,399	0	3,000	6,399	0	0	0	0	0	3,000	6,399	0	0

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS
OF SAN MATEO COUNTY

Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park • Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County •South San Francisco • Woodside

April 19, 2016

Chair Bob Alvarado
California Transportation Commission
1120 N Street, MS-52
Sacramento, CA 95814

RE: Request for funding $9.399 million in STIP funds for US 101 HOV/Express Lanes Project

Dear Chair Alvarado:

We strongly urge the CTC to program $9.399 million in STIP funding for the next phase of the "US 101 HOV/Express Lanes" project. The City/County Association of Governments of San Mateo County (C/CAG) is the Congestion Management Agency for San Mateo County. In response to the CTC direction of a $754 statewide reduction in programming, C/CAG cooperated with the Metropolitan Transportation Commission (MTC) in proposing a $71 million postponement package from the Bay Area region. The MTC's recommended $71 million package included $18 million from San Mateo County, which is much larger than San Mateo County's fair share of the statewide reduction. We cooperated, with the understanding that the "US 101 HOV/Express Lanes" project will be programmed in the 2016 STIP

The "US 101 HOV/Express Lanes" project is the highest priority project in San Mateo County in that it has the largest countywide and regional impacts. This segment of the US 101 corridor connects the Silicon Valley and San Francisco, with SFO and two bridges connecting to the East Bay in between. It is arguably the backbone corridor for the most economically productive area in the State. In recent years, this corridor has experienced a drastic increase in congestion. If it is not fixed in a timely manner, it will result in severe negative impacts to our local community as well as enormous negative regional and statewide economic impacts.

While this project may be considered a new project from STIP standpoint, C/CAG, the San Mateo County Transportation Authority, the Metropolitan Transportation Commission, and California Department of Transportation (Caltrans) have been collaborating on this project for several years to-date. Moreover, San Mateo county spent its own local funds to pay for the Project Initiation Document and the Environmental phases of this project. Thus far, a total of $14 million has been spent and or committed to the early phases of this project. This project also has garnered true public-private partnership.

We strongly urge you to program $9.399 million in the 2016 STIP for this project.
Sincerely,

Alicia C. Aguirre, Chair of C/CAG

555 County Center, 5th Floor, Redwood City, CA 94063 PHONE: 650.599.1406 FAX: 650.361.8227
WWW.CCAG.CA.GOV

cc: Susan Bransen, Executive Director of CTC
Adrienne Tissier, MTC Commissioner
Steve Heminger, MTC
Bijan Sartipi, Caltrans
Jim Hartnett, San Mateo County Transportation Authority
Sandy Wong, Executive Director of C/CAG

555 County Center, 5th Floor, Redwood City, CA 94063 PHONE: 650.599.1406 FAX: 650.361.8227
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BOB ALVARADO Chair
YVONNE B BURKE
LUCETTA DUNN
JAMES EARP
JAMES C GHIELMETTI
CARL GUARDINO
FRAN INMAN
CHRISTINE KEHOE
JAMES MADAFFER
JOSEPH TAVAGLIONE

SENATOR JIM BEALL Ex Officio
ASSEMBLY MEMBER JIM FRAZIER Ex Officio

SUSAN BRANSEN Executive Director

STATE OF CALIFORNIA

EDMUND G BROWN Jr. Governor

CALIFORNIA TRANSPORTATION COMMISSION

1120 N STREET, MS-52
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P. O. BOX 942873
SACRAMENTO, CA 94273-0001
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FAX (916) 653-2134
http://www.catc.ca.gov

April 25, 2016

Ms. Alicia C. Aguirre
Chair, City/County Association of
Governments of San Mateo County
555 County Center, 5th Floor
Redwood City, CA 94063

Dear Ms. Aguirre:

Thank you for your letter of April 19, 2016 regarding the reduction of State Transportation Improvement Program (STIP) funding and your concern for the STIP project(s) in your area. Many communications similar to yours have been received and the Commission is actively assessing the overall program situation.

As you know, the Commission is required by law to adopt an estimate of the amount of funding expected to be available over the five-year STIP period. The amount of funding estimated for the 2016 STIP identified a $1.5 billion funding shortfall in the amount required to meet project funding commitments made in the 2014 STIP for fiscal years 2016-17 through 2018-19. As a result, the Commission must rescind $754 million from previously committed projects and delay $755 million in remaining projects to fiscal years 2019-20 and 2020-21.

To identify projects for deletion or delay in the 2016 STIP, the Commission consulted with the Regional Transportation Planning Agencies and Caltrans. The staff recommendations, released on April 22, 2016, were based on criteria including (1) no new programming, (2) no increases except in limited circumstances, (3) geographic equity, and (4) Commission priorities approved at the December 2016 Commission meeting. The staff recommendations will be considered for adoption by the Commission at the May 18-19, 2016 Commission meeting.

Should you have additional questions, please contact Susan Bransen, Commission Executive Director, at (916) 654-4245.

Sincerely,

BOB ALVARADO
Chair

cc: Susan Bransen, Executive Director, California Transportation Commission
Adrienne Tissier, Member, Metropolitan Transportation Commission
Steve Heminger, Executive Director, Metropolitan Transportation Commission
Bijan Sartipi, Director, Caltrans District 4
Jim Hartnett, San Mateo County Transportation Authority
Sandy Wong, Executive Director, City/County Association of Governments of San Mateo County

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SAN MATEO, CA 94402
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Assembly
California Legislature

KEVIN MULLIN
SPEAKER PRO TEMPORE
ASSEMBLYMEMBER, TWENTY-SECOND DISTRICT

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SELECT COMMITTEES
CHAIR, BIOTECHNOLOGY

WORKFORCE DEVELOPMENT BOARD

May 10, 2016

Chair Bob Alvarado
California Transportation Commission
1120 N Street, MS-52
Sacramento, CA 95814

RE: Request for $9.399 million in 2016 STIP funds for US 101 HOV/Express Lanes Project

Dear Chair Alvarado:

We are writing today to strongly urge the California Transportation Commission (CTC), at its upcoming May meeting, to program $9.399 million in STIP funding for the next phase of the "US 101 HOV/Express Lanes" project in San Mateo County. In response to the CTC's direction to reduce $754 in programming statewide, San Mateo's Congestion Management Agency - the City/County Association of Governments (C/CAG) - worked with the Metropolitan Transportation Commission (MTC) and the San Mateo County Transportation Authority in proposing a $71 million postponement package from the Bay Area. MTC's recommended $71 million package includes $18 million in projects from San Mateo County, which is much larger than San Mateo County's fair share of the statewide reduction. San Mateo County delayed $18 million in projects with the hope of seeing the next phase of the "US 101 HOV/Express Lanes" project programmed in the 2016 STIP.

The "US 101 HOV/Express Lanes" project is the highest priority project in San Mateo County in that it has substantial countywide and regional impacts. This segment of the US 101 corridor connects the Silicon Valley and San Francisco, with SFO and the East Bay (via connecting bridges). Arguably, this corridor serves as the backbone for the most economically productive area in the State. In recent years, this corridor has experienced a drastic increase in congestion due to an influx of jobs to the region. If congestion on the corridor is not addressed in a timely manner, it will result in further negative impacts to the residents of San Mateo County, as well as increase the potential for adverse regional and statewide economic impacts.

While this project may be considered a new project from a STIP standpoint, C/CAG, the San Mateo County Transportation Authority, MTC, and the California Department of Transportation (Caltrans) have been collaborating on this project for several years. Moreover, San Mateo County spent local funds to pay for the Project Initiation Document and the environmental review phase of this project. Thus far, a total of $14 million has been

spent and/or committed to the early phases of this project. This project has also laid the groundwork for a public-private partnership (P3). A number of companies along the corridor have expressed an interest in contributing to the cost of the project in exchange for near-term improvements in the corridor resulting in shorter travel times for their workforce.

In addition, we understand that the Willow Interchange reconstruction project and SR 92/ El Camino Real (SR 82) are both recommended to be delayed to the 2017-18 fiscal year. These projects are both ready to begin construction and have a majority of funding already committed. Delaying the delivery of these projects may result in added costs and could put other leveraged funds at risk.

We, as representatives of San Mateo County, strongly urge you to program $9.399 million in the 2016 STIP for additional planning for this project and keep our county's shovel-ready projects on track. We recognize the dire situation our state's transportation funding is currently in and will do anything we can to help craft a long-term funding solution to ensure that our transportation infrastructure is maintained and supportive of the growing needs of our state. If you have any questions, please contact Andrew Zingale in my office at 916-319-2022.

Sincerely,

Kevin Mullin
Assemblymember, 22nd District

Jerry Hill
Senator, 13th District

METROPOLITAN
TRANSPORTATION
COMMISSION

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Dave Cortese, Chair

Jake Mackenzie, Vice Chair

Alicia C. Aguirre

Tom Azumbrado

Jason Baker

Tom Bates

David Campos

Dorene M. Giacopini

Federal D. Glover

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Bijan Sartipi
California State
Transportation Agency

Libby Schaaf

James P. Spering

Adrienne J. Tissier

Scott Wiener

Amy Rein Worth

Steve Heminger
Executive Director

Alix Bockelman
Deputy Executive Director Policy

Andrew B. Fremier
Deputy Executive Director Operations

May 13, 2016

Mr. Bob Alvarado
Chair
California Transportation Commission
1120 N Street, MS-52
Sacramento, CA 95814

RE: <u>2016 STIP Staff Recommendations – Additional Cuts</u>

Dear Chair Alvarado,

The Metropolitan Transportation Commission (MTC) is writing in response to the California Transportation Commission's (CTC's) staff recommendations for the 2016 State Transportation Improvement Program (STIP). In January, CTC adopted a revised STIP Fund Estimate that called for a reduction in programming due to a projected $754 million revenue shortfall.

Following the adoption of the revised Fund Estimate, CTC requested regions to "volunteer" project cuts in proportion to their share of the STIP. MTC responded to this request in good faith, identifying over $71 million in potential project deferrals amounting to a 30% reduction of our region's proposed 2016 Regional Transportation Improvement Plan (RTIP). Despite MTC's good faith efforts, CTC's staff recommendations call for an additional cut of $44 million in the Bay Area, which amounts to a total of $115 million in project deferrals (or 48% of our RTIP).

CTC staff's current recommendations dictate that the nine counties of the Bay Area shoulder the most deletions above its target of any region – more than even Caltrans's Interregional Transportation Improvement Program (ITIP). The MTC region's new deletion amount of $115 million exceeds our original target for deletion by $19 million. By comparison, the ITIP – which represents 25% of the STIP – will exceed its deletion target by $11 million.

Among the large MPOs, the Southern California Association of Governments (SCAG) region, led by Los Angeles, fell short of its target by almost $33 million. Similarly, smaller counties outside of the large MPOs as a whole missed their target by $14 million.

We firmly believe that no region of the state should be asked to shoulder more than its fair share of the STIP shortfall. No project sponsor ever wants to see its most important projects cut or delayed for any reason, but in the face of this present revenue crisis the burden must be shared equitably.

To preserve fairness in the process and honor regional choice, MTC recommends that 2016 RTIP projects submitted by the regional agencies to the CTC but not accepted in the 2016 STIP due to reduced STIP capacity be prioritized for future STIP funding. In the Bay Area's case, MTC submitted new RTIP projects replacing existing STIP projects, yet they were rejected by CTC for inclusion in the 2016. This resulted in MTC's deleted STIP share far exceeding the deletion target for the region. These projects should have priority for future STIP funding capacity if they are proposed in the next RTIP.

We continue to stand ready to work with you to adjust the proposal in a fair and reasonable manner. Furthermore, we reiterate our previous point that the STIP revenue crisis could be averted entirely with prompt legislative action.

If you have any questions on this matter, please contact Anne Richman, Director of Programming and Allocations at 510-817-5722.

Sincerely,

Steve Heminger
Executive Director

cc: Bay Area Legislative Delegation
The Honorable Brian Kelly, Secretary, California State Transportation Agency
CTC Commissioners

SH:makk

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C/CAG AGENDA REPORT

Date: June 9, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approve Resolution 16-26 authorizing the C/CAG Executive Director to pay the Bay Area Stormwater Management Agencies Association for San Mateo County's outstanding share of regional stormwater projects conducted between 2009-10 and 2015-16, in an amount not to exceed $140,961.

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

RECOMMENDATION

Review and approve Resolution 16-26 authorizing the C/CAG Executive Director to pay the Bay Area Stormwater Management Agencies Association for San Mateo County's outstanding share of regional stormwater projects conducted between 2009-10 and 2015-16, in an amount not to exceed $140,961.

FISCAL IMPACT

$140,961

SOURCE OF FUNDS

NPDES Fund

BACKGROUND

The Bay Area Stormwater Management Agencies Association (BASMAA) is a 501(c)3 non-profit organization representing stormwater management programs throughout the Bay Area. BASMAA was created in the early 1990s as an informal association of countywide stormwater programs in response to issuance by the San Francisco Bay Regional Water Quality Control Board (Water Board) of countywide municipal stormwater permits as a forum for regional collaboration on stormwater compliance issues. This included jointly funding regional stormwater projects. BASMAA formally incorporated as a not-for-profit organization when the Water Board issued the Municipal Regional Permit (covering 76 municipalities in San Mateo, Santa Clara, Alameda, and Contra Costa Counties, plus the cities of Vallejo, Fairfield, and Suisun City) to enable pursuit of grant funding and in anticipation of the need to implement more regional projects under a regional stormwater permit.

C/CAG, via its Countywide Water Pollution Prevention Program (Countywide Program), has participated in BASMAA since its inception. Upon incorporation as a non-profit, the C/CAG Countywide Program became an official member of BASMAA, with C/CAG's Countywide Program

manager representing C/CAG on the BASMAA Board of Directors. Other members include the countywide stormwater programs from Santa Clara, Alameda, Contra Costa, Napa, and Marin Counties, and the Fairfield-Suisun Urban Runoff Management Program, the Vallejo Sanitation and Flood Control District, and the Sonoma County Water Agency. C/CAG pays annual population-based membership dues (approximately $32,000) to BASMAA to cover the cost of an Executive Director and overall association management.

When the Municipal Regional Permit went into effect, the BASMAA Board of Directors identified a significant number of permit compliance tasks that could be done more efficiently and cost-effectively at the regional level. BASMAA committees developed project concepts and the various countywide programs funded their population-based shares of the projects either via cash contributions to BASMAA or through in-kind consulting services. These projects enabled BASMAA members to meet compliance mandates in the regional permit at a reduced cost (C/CAG pays approximately 14% of regional projects based on its pro-rata population-based share). C/CAG covered its share of regional projects primarily through in-kind consulting services by its main technical consultant, EOA, Inc. Gradually, however, BASMAA has moved away from allowing in-kind project funding to a model in which BASMAA contracts directly with consultants and countywide programs provide cash payments for their share of each project. As such, C/CAG incurred a certain amount of cash liability to BASMAA for its share of projects following the shift away from in-kind services.

C/CAG's total share of regional projects conducted through BASMAA during the first term of the Municipal Regional Permit was $624,486 for approximately $4.5 million covering 60 regional projects. Upon "closing the books" on all BASMAA projects from 2009-10 through 2014-15 (first five-year Municipal Regional permit term), BASMAA calculated C/CAG's outstanding cash share for these projects to be $120,523. In addition, C/CAG's share for BASMAA projects for 2015-16 is $20,438, for a grand total of $140,961.

Now that BASMAA is doing all of its regional projects through cash contributions, C/CAG staff recognizes the current approach for engaging the C/CAG Board in approving C/CAG's obligations to BASMAA is somewhat inadequate and therefore plans to bring a formal funding agreement with BASMAA for C/CAG Board consideration at the August meeting to enable C/CAG Board approval of C/CAG's annual share of regional projects in conjunction with approving the annual budget. However, to cover C/CAG's existing financial obligations for already completed (and nearly completed for Fiscal Year 2015-16) projects, C/CAG staff recommends approval of Resolution 16-26, authorizing the Executive Director to pay BASMAA $140,961. Sufficient unallocated funds are included in the 2015-16 Countywide Program consulting budget to cover this cost.

C/CAG staff included sufficient funds (approximately $75K) in the NPDES fund to cover C/CAG's anticipated commitments for Fiscal Year 2016-17, and will present the Board with the list of 2016-17 BASMAA projects for the coming fiscal year along with the proposed funding agreement in August.

ATTACHMENTS

1. Resolution 16-26

RESOLUTION 16-26

AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO PAY THE BAY AREA STORMWATER MANAGEMENT AGENCIES ASSOCIATION FOR SAN MATEO COUNTY'S OUTSTANDING SHARE OF REGIONAL STORMWATER PROJECTS CONDUCTED BETWEEN 2009-10 AND 2015-16, IN AN AMOUNT NOT TO EXCEED $140,961.

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

WHEREAS, C/CAG, via its San Mateo Countywide Water Pollution Prevention Program is a member of the Bay Area Stormwater Management Agencies Association (BASMAA); and

WHEREAS, C/CAG is able to assist its member agencies more cost-effectively in meeting requirements of the Municipal Regional Permit via regional collaboration, when appropriate; and

WHEREAS, C/CAG participated via its Countywide Water Pollution Prevention Program in regional projects through BASMAA from 2009-10 through 2015-16; and

WHEREAS, C/CAG's share of the costs of these regional projects was $644,924, the majority of which C/CAG funded through in-kind consulting services; and,

WHEREAS, C/CAG's outstanding cash share for these regional projects is $140,961; and

WHEREAS, C/CAG has sufficient unallocated funds in its NPDES fund to cover the costs of the regional projects;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that the C/CAG Executive Director is authorized to pay the Bay Area Stormwater Management Agencies Association for its outstanding share of regional projects conducted between 2009-10 and 2015-16, in an amount not to exceed $140,961.

PASSED, APPROVED, AND ADOPTED, THIS 9TH DAY OF JUNE, 2016.

_____

Alicia Aguirre, Chair

C/CAG AGENDA REPORT

Date: June 9, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approve Resolution16-27 authorizing the C/CAG Executive Director to commit matching funds of up to $109,200 for a Bay Area Stormwater Management Agencies Association (BASMAA) grant proposal to the U.S. Environmental Protection Agency's San Francisco Bay Water Quality Improvement Fund for projects addressing PCBs in building materials in accordance with the Municipal Regional Permit.

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

RECOMMENDATION

Review and approve Resolution16-27 authorizing the C/CAG Executive Director to commit matching funds of up to $109,200 for a Bay Area Stormwater Management Agencies Association (BASMAA) grant proposal to the U.S. Environmental Protection Agency's San Francisco Bay Water Quality Improvement Fund for projects addressing PCBs in building materials in accordance with the Municipal Regional Permit.

FISCAL IMPACT

Up to $109,200 over three fiscal years.

SOURCE OF FUNDS

NPDES and Measure M Funds

BACKGROUND

C/CAG's member agencies are all permittees under the Municipal Regional Permit (MRP), a stormwater permit issued by the San Francisco Bay Regional Water Quality Control Board to 76 municipalities in the Bay Area, regulating the discharge of pollutants from storm drainage systems. A significant focus of the MRP is reducing the amount of polychlorinated biphenyls (PCBs) discharging to San Francisco Bay through municipal storm drains. PCBs were used extensively from the 1930s through the 1970s as a non-conductive lubricating oil in electrical equipment as well to increase the plasticity and durability of numerous compounds, including caulks, sealants, and paints. This latter use in building materials is the focus of a section of the PCBs requirements in the MRP, under which permittees are required to develop a program to control the potential release of PCBs to the environment during demolition or renovation of buildings constructed during the era when PCBs were in widespread use.

In order to address this MRP requirement, the Bay Area Stormwater Management Agencies Association (BASMAA), which represents municipal stormwater programs throughout the Bay Area, developed a proposal for the U.S. Environmental Protection Agency's San Francisco Bay Water Quality Improvement Fund grant solicitation. The solicitation seeks proposals to address water quality issues in San Francisco Bay and the BASMAA proposal seeks to utilize grant funds to develop the required program to control PCBs during building demolition/renovation.

The BASMAA proposal, if successful, would directly benefit C/CAG's member agencies by providing a more cost-effective means of achieving permit compliance than if done at the countywide level, or even at the regional level absent any grant funds. The proposal seeks $800,000 in grant funds and commits the required one-to-one matching funds ($1.6 million total project cost) via in-kind services from BASMAA members, including C/CAG via its Countywide Water Pollution Prevention Program (Countywide Program).

Since the grant proposal was due on May 27, C/CAG's Executive Director signed a support letter (attached) affirming C/CAG's commitment (pending C/CAG Board approval) to its population-based pro-rata share of approximately 14%. Similar letters were submitted by the Santa Clara Valley Urban Runoff Pollution Prevention Program, the Alameda Countywide Clean Water Program, the Contra Costa Clean Water Program, the Fairfield-Suisun Urban Runoff Pollution Prevention Program, and the Vallejo Sanitation and Flood Control District (all the areawide programs representing the 76 municipalities regulated under the MRP). The support letter also provides detail on what the proposed project would accomplish.

C/CAG's share of the matching funds would be provided via in-kind services through C/CAG's technical consultants to the Countywide Program. The bulk of C/CAG's matching funds would be provided by activities the Countywide Program will already be doing on behalf of C/CAG's member agencies to meet MRP requirements. Development of the PCBs in building materials program is crucial, as the MRP provides for 2/3 of the required PCB load reduction during the current five-year MRP term for development of an appropriate program. As such, this is very important for C/CAG's member agencies. If the grant proposal is unsuccessful, staff still anticipates working through BASMAA at the regional level to develop the required program as a means of more cost-effectively meeting permit requirements for C/CAG's member agencies, as well as to ensure regional consistency for the required building demolition/renovation program.

Staff recommends the C/CAG Board approve Resolution 16-27, authorizing the C/CAG Executive Director to commit C/CAG's population-based pro-rata share of the required matching funds should the grant proposal be successful. This is estimated to be no more than $109,200 (approximately 14%, based on San Mateo County's population) and would be spread over three years.

ATTACHMENTS

1. May 25, 2016 C/CAG Support Letter

C/CAG AGENDA REPORT

Date: June 9, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approve the appointment of Ray Chan from the City of Millbrae to the Congestion Management Program Technical Advisory Committee (CMP TAC)

(For further information or response to questions, contact John Hoang at 650-363-4105)

RECOMMENDATION

That the Board review and approve the appointment Ray Chan from the City of Millbrae to the Congestion Management Program Technical Advisory Committee (CMP TAC).

FISCAL IMPACT

None

SOURCE OF FUNDS

N/a

BACKGROUND

The Congestion Management Program Technical Advisory Committee (CMP TAC), provide technical expertise for the Congestion Management and Environmental Quality (CMEQ) Committee and the C/CAG Board. The TAC is made up of engineers and planners from local jurisdictions in addition to one representative each from Caltrans, SMCTA/Peninsula Corridor JPB/Caltrain, MTC, and C/CAG.

As approved by the C/CAG Board, the maximum number of TAC members is 25 and the total vary depending on vacancies and/or interest from the city staff. Currently there are 24 members with one vacancy. To fill vacant positions, staff typically solicits C/CAG member agencies that are not currently represented on the Committee. Cities/Towns interested in being represented on the TAC are asked to submit a letter of interest to C/CAG for appointment consideration.

C/CAG received a letter from the City of Millbrae requesting the appointment of Ray Chan, Director of Public Works, to the CMP TAC. The appointment will replace the current Millbrae representative Peter Vorametsanti.

ATTACHMENTS

1. Current CMP TAC Roster – 2016
2. Letter from City of Millbrae

Current CMP TAC Roster – 2016

No.	Member	Agency
1	Jim Porter (Co-Chair)	San Mateo County Engineering
2	Joseph Hurley (Co-Chair)	SMCTA / PCJPB / Caltrain
3	Afshin Oskoui	Belmont Engineering
4	Randy Breault	Brisbane Engineering
5	Syed Murtuza	Burlingame Engineering
6	Bill Meeker	Burlingame Planning
7	Sandy Wong	C/CAG
8	Brad Donohue	Colma Engineering
9	John Fuller	Daly City Engineering
10	Tatum Mothershead	Daly City Planning
11	Jeff Moneda	Foster City Engineering
12	Paul Willis	Hillsborough Engineering
13	Peykan Abbassi	Half Moon Bay
14	Justin Murphy	Menlo Park Engineering
15	Peter Vorametsanti	Millbrae Engineering
16	Van Ocampo	Pacifica Engineering
17	Jessica Manzi	Redwood City Engineering
18	Jimmy Tan	San Bruno Engineering
19	Jay Walter	San Carlos Engineering
20	Brad Underwood	San Mateo Engineering
21	Brian McMinn	South San Francisco Engineering
22	Billy Gross	South San Francisco Planning
23	Kevin Mulder	MTC
24	vacant	Caltrans

Note: - 17 out of 21 jurisdictions are currently represented (16 Engineers, 3 Planners)
- One representative each for Caltrans, MTC, SMCTA/JBP/Caltrain, and C/CAG
- Not currently represented (Atherton, East Palo Alto, Portola Valley, Woodside)

City of Millbrae

621 Magnolia Avenue, Millbrae, CA 94030

ANNE OLIVA
Mayor

REUBEN D. HOLOBER
Vice Mayor

GINA PAPAN
Councilwoman

ANN SCHNEIDER
Councilwoman

WAYNE J. LEE
Councilman

May 16, 2016

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

Subject: **Notification of Duly Authorized Representative for the City of Millbrae on the C/CAG Technical Advisory Committee (TAC)**

Dear Sandy:

This is to document the person that I am authorizing to represent the City on the C/CAG Technical Advisory Committee (TAC).

Authorized Representative: Ray Chan, Director of Public Works

This notification will remain in effect until it is changed by me or my successor.

Very truly yours,

Marcia Raines
City Manager

cc: Ray Chan, Director of Public Works

C/CAG AGENDA REPORT

Date: June 9, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

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

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

RECOMMENDATION

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

FISCAL IMPACT

Unknown.

SOURCE OF FUNDS

N/A

BACKGROUND

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

ATTACHMENTS

1. June 2016 Legislative update from Shaw/ Yoder/ Antwih, Inc.
2. Full Legislative information is available for specific bills at http://leginfo.legislature.ca.gov/

SHAW/YODER/ANTWIH, *inc.*

LEGISLATIVE ADVOCACY • ASSOCIATION MANAGEMENT

DATE: May 26, 2016

TO: Board Members, City/County Association of Governments, San Mateo County

FROM: Andrew Antwih and Matt Robinson, Shaw / Yoder / Antwih, Inc.

RE: STATE LEGISLATIVE UPDATE – June 2016

Legislative Update

On May 13, Governor Brown released the May Revise, a key update to his proposed budget that more accurately reflects the Administration's latest spending priorities and is influenced significantly by April tax revenues. **The Legislature has until June 15 to send the Governor a budget bill** for consideration. The Legislature will break for Summer Recess on July 1 and return on August 1. In this report we discuss the latest transportation funding details to emerge in Sacramento, and, highlight the most relevant bills – bills on which the Board has adopted a position or on which we are recommending a position – introduced in the second half of the 2015-16 Regular Session; please see ***Bills of Interest***, below.

May Revise Provides Few Changes for Transportation

In the May Revise, the Governor, once again, tripled down on the transportation funding proposal he released last August (and again in January), which would generate a total of **$36 billion over the next decade** and emphasize a "fix-it first" strategy in order to repair and maintain existing transportation infrastructure. In all, the Governor's transportation funding proposal would provide $16.2 billion for highway repairs and maintenance, $2.3 billion for the state's trade corridors, $13.5 billion for local streets and roads, and $4 billion for transit and intercity rail.

Additionally, with the release of the May Revise, **the Governor made no changes to his $3.1 billion Cap and Trade expenditure plan** originally proposed as part of his January Budget, which would invest an additional $500 million in one-time Greenhouse Gas Reduction Fund (GGRF) revenues for transportation. Again, the $500 million is proposed as part of the Governor's overall $3.6 billion transportation funding package and would support the existing Transit and Intercity Rail Program ($400 million) and the newly proposed Low Carbon Road Program ($100 million). Those programs subject to continuous appropriation – the Transit and Intercity Rail Capital Program, Low-Carbon Transit Operations Program, Affordable Housing and Sustainable Communities Program, and high-speed rail – would continue to receive their earmarked shares of Cap and Trade.

Cap and Trade for Stormwater

As part of his January Cap and Trade plan, the Governor proposed $20 million for green infrastructure projects to be administered by the Natural Resources Agency. Recently, the Governor released statutory language for the program, which would allow funding to be used for projects that include stormwater projects and green streets projects that integrate green infrastructure that can be used to capture stormwater. The program would, if enacted, also require the Agency to give consideration to projects that integrate with other project-types.

Transportation Funding Proposals Merging
Last month, we reported that Senator Jim Beall significantly amended SBX1 1 – his special session bill to increase transportation funding – mainly to incorporate funding for transit and include a number of policy proposals made by his Republican colleagues. There are still basically three different key proposals to watch: the Governor's plan; AB 1591 (Frazier); and SBX1 1 (Beall). **That being said, recently we have heard that the two transportation Committee Chairs, Senator Beall and Assembly Member Frazier, have set out to develop one consensus proposal that both houses can rally around and possibly send to the Governor.** Additionally, on May 19, the Fix Our Roads Coalition (of which C/CAG is a supporter), led by the League of California Cities, the California State Association of Counties, and the California Alliance for Jobs, released what it views as a consensus approach to transportation funding, incorporating elements of the three transportation proposals previously mentioned and generating $5 to $7 billion in new revenues for state highways, local streets & roads, and transit, as well as enacting a number of policy reforms. **We have again included with our report a side-by-side comparison of all four transportation funding proposals that could be considered by the Legislature and the Governor.**

CTC Adopts Dismal STIP Estimate
On May 18, the California Transportation Commission adopted the 2016 State Transportation Improvement Program (STIP), a five-year state transportation funding plan that **cuts $754 million and delays another $755 million in highway, rail, transit, bicycle and pedestrian** project spending. These cuts are due in large part to the steady loss of gas tax revenue over the past two years. The STIP is adopted biennially by the CTC and is used to plan future state highway, intercity rail, transit and pedestrian projects. Its primary funding source is the price-based excise tax, which will be adjusted to 9.8 cents on July 1 for FY 2016-17 (to put this in perspective, it was 18 cents in 2014-15 and 21.5 cents the prior year). As a result of the adopted STIP, San Mateo County's Highway 92/US 101, Willow Interchange, and US 101 Managed Lanes projects will be impacted.

C/CAG Legislative Committee Visit
On June 8, members of the C/CAG Legislative Committee and staff plan to travel to Sacramento to meet with members of the San Mateo County legislative delegation (Senator Hill and Assembly Members Gordon, Mullin, and Ting), policy committee chairs and staff, and state agency & department heads. The purpose of the visit is to provide an update on programs and projects of importance to San Mateo County and discuss the various transportation funding proposals & the impacts of recent STIP adjustments.

Special Session Bills
ABX1 1 (Alejo) Vehicle Weight Fees
This bill would undo the statutory scheme that allows vehicles weight fees from being transferred to the general fund from the State Highway Account to pay debt-service on transportation bonds and requires the repayment of any outstanding loans from transportation funds by December 31, 2018. **The Board is in SUPPORT of this bill.**

SBX1 1 (Beall) Transportation Funding
This bill, like the author's SB 16, would increase several taxes and fees, beginning in 2016, to address issues of deferred maintenance on state highways and local streets and roads, as well as provide new funding for public transit. Specifically, this bill would increase both the gasoline and diesel excise taxes by 12 and 22 cents, respectively; increase the vehicle registration fee by $35; create a new $100 vehicle registration fee applicable to zero-emission motor vehicles; create a new $35 road access charge on each vehicle; increase Cap and Trade funding for transit; increase the sales tax on diesel by 3.5% for the State Transit Assistance Program, limit the borrowing of weight-fee revenues, and repay outstanding transportation loans. As a result, transportation funding would increase by approximately $6-$6.5 billion

per year. **The Board SUPPORTED the previous version of this bill. We recommend the Board continue to SUPPORT this bill.**

ABX1 7 (Nezarian) and SBX1 8 (Hill) Cap and Trade Increase for Rail and Transit
This bill would increase the amount of funding continuously appropriated to two Cap and Trade programs dedicated to transit - 20% of the annual proceeds to the Transit and Intercity Rail Capital Program and 10% of the annual proceeds to the Low Carbon Transit Operations Program. **The Board is in SUPPORT of these bills.**

Regular Session Bills of Interest
ACA 4 (Frazier) Lower-Voter Threshold for Transportation Taxes
This bill would lower voter approval requirements from two-thirds to 55 percent for the imposition of special taxes used to provide funding for transportation purposes. **The Board is in SUPPORT of this bill.**

AB 516 (Mullin) Temporary License Plates
This bill would, beginning January 1, 2017, require the Department of Motor Vehicles (DMV) to develop a temporary license plate to be displayed on vehicles sold in California and creates new fees and penalties associated with the processing and display of the temporary tag. **The Board is in SUPPORT of this bill.**

AB 779 (Garcia) Congestion Management Programs
This bill would delete the level of service standards as an element of a congestion management program in infill opportunity zones and revise and recast the requirements for other elements of a congestion management program. **The Board has a WATCH position on this bill.**

AB 1591 (Frazier) Transportation Funding
This bill would increase several taxes and fees beginning in 2016, to address issues of deferred maintenance on state highways and local streets and roads, freight corridor improvements, and transit and intercity rail needs. Specifically, this bill would increase both the gasoline and diesel excise taxes by 22.5 and 30 cents, respectively; increase the vehicle registration fee; dedicated additional shares of Cap and Trade revenues; redirect truck weight fees; and repay outstanding transportation loans. As a result, transportation funding would increase by approximately $7 billion per year. **The Board is in SUPPORT of this bill.**

AB 2126 (Mullin) Alternative Project Delivery
This bill would increase the number of projects for which Caltrans has the authority to use the construction manager/general contractor (CM/GC) method of procurement from six to 12. **The Board is in SUPPORT of this bill.**

AB 2293 (Garcia) Green Business Program
This bill would reinstate state funding, by way of the Cap and Trade program, for the California Green Business Program. The funding would be distributed to existing county programs (including San Mateo County's program), adding new programs across the state, and issuing rebates to green businesses. **The Board is in SUPPORT of this bill.**

SB 885 (Wolk) Construction Contract Indemnity
This bill would specify that for construction contracts entered into on or after January 1, 2017, that a design professional only has the duty to defend against claims or lawsuits pertaining to negligence, recklessness, or willful misconduct of the design professional. Under the bill, a design professional would not have a duty to defend claims or lawsuits against any other person or entity arising from a construction project, except that person's or entity's reasonable defense costs arising out of the design professional's degree of fault. **The Board STRONGLY OPPOSES this bill.**

SB 1128 (Glazer) Bay Area Commute Benefit Policy
Current law authorizes, until January 1, 2017, the Metropolitan Transportation Commission and the Bay Area Quality Management District to jointly adopt and enforce an ordinance requiring employers to take a more active role in providing commute benefits to their employees, with the goal of attracting new riders to public transit; and, delivering air quality benefits, traffic congestion relief and additional fare revenue to help sustain and grow quality public transit service. Under this ordinance, impacted employers were required to offer their employees one of a series of commute benefits. This bill would indefinitely extend the statutory authorization for the Bay Area commute benefit ordinance. **The Board is in SUPPORT of this bill.**

SB 1170 (Wieckowski) Stormwater Pollution Prevention Plans
This bill prohibits a public entity, charter city, or charter county from delegating to a contractor the development of a plan used to prevent or reduce water pollution or runoff on a public works contract and prohibits from requiring a contractor on a public works contract that includes compliance with a plan to assume responsibility for the completeness and accuracy of a plan developed by that entity. **The Board STRONGLY OPPOSES this bill.**

Transportation Funding Proposals - Comparison Table				
	Governor's Proposal	**AB 1591 (Frazier)**	**SBX1 1 (Beall)**	**Fix Our Roads Coalition**
Funding				
Ongoing Sources	*Stabilized 18 cents/gal. tax on gasoline *(generating approx. $500 million)* *11 cents/gal. tax increase on diesel fuel *(generating approx. $500 million)* *$65 "road improvement charge" *(generating approx. $2 billion)* *CalTrans efficiencies *(generating approx. $100 million)*	*22.5 cents/gal. tax increase on gasoline *(generating approx. $3.5 billion)* *30 cents/gal. tax increase on diesel fuel *(generating approx. $800 million, dedicated exclusively to trade corridor improvements)* *$38 vehicle registration fee *(generating approx. $1 billion)* *$165 zero emission vehicle fee *(generating approx. $35 million)* *30% of Cap and Trade revenues *(generating approx. $600 million)* *Restoration of truck weight fees	*12 cents/gal. tax increase on gasoline *(generating approx. $1.7 billion)* *22 cents/gal. tax increase on diesel fuel *(generating approx. $600 million)* *Tripling of incremental diesel sales tax to 5.25% *(generating approx. $300 million)* *$35 vehicle registration fee *(generating approx. $1 billion)* *$35 annual road access fee *(generating approx. $1 billion)* *$100 zero emission vehicle fee *(generating approx. $10 million)* *15% of Cap and Trade revenues *(generating approx. $300 million)* *Partial restoration of truck weight fees *(repurposing approx. $500 million)* *CalTrans efficiencies *(generating approx. $100 million)*	*12 cents/gal. tax increase on gasoline (phased in over 3 years) *(generating approx. $1.8 billion in year 3)* *11 cents/gal. tax increase on diesel fuel *(generating approx. $300 million)* *Tripling of incremental diesel sales tax to 5.25% *(generating approx. $300 million)* *$65 annual road access fee *(generating approx. $2 billion)* *$100 zero emission vehicle fee *(generating approx. $10 million)* *Restroration of truck weight fees (phased in over 5 years) *(repurposing $1 billion in year 5)* *Resets the price-based gas excise tax rate to its original 17.3 cents *(generating approx. $900 million)* *Partial restoration of Prop 42 replacement revenue attributable to sale of fuels *(generating approx. $100 million)* *Restoration of all non-Article XIX protected funds to transportation *(generating approx. $65 million)*
One-Time Sources	*$879 million in loan repayments **$500 million in Cap and Trade revenues*	*$879 million in loan repayment (50% before 6/30/16, 50% after 6/30/17)	*$1 billion in loan repayment	*$700 million in loan repayment **$500 million in Cap and Trade revenues*
Estimated Annual Funding Increase	**Approx. $3.6 billion/year**	**Approx. $7 billion/year**	**Approx. $5.5 billion/year**	**Approx. $4.9 billion/year (in year 1)** **Approx. $6.9 billion/year (in year 5)**
Expenditures				
Transit and Intercity Rail	$665 million in Cap and Trade Revenues - TIRCP ($400 million expected to be ongoing)	Additional 10% in Cap and Trade Revenues - TIRCP (approx. $200 million)	*Additional 10% in Cap and Trade Revenues – TIRCP (approx. $200 million) *Additional 5% in Cap and Trade Revenues – LCTOP (approx. $100 million) *$550 million in Cap and Trade Revenues from HSR *$300 million in Additional State Transit Assistance Program Revenues	$400 million in Cap and Trade Revenues - TIRCP (expected to be ongoing) *$300 million in Additional State Transit Assistance Program Revenues
Complete Streets	$100 million to Low Carbon Road Program (expected to be ongoing)	N/A	*Requires Caltrans to update the Highway Design Manual to Incorporate the "Complete Streets" design concept by January 1, 2017	$100 million to Low Carbon Road Program (expected to be ongoing)
Goods Movement	*$200 million/year to newly-created Trade Corridor Enhancement Account (to be used in manner consistent with TCIF) *One-time $334 million to Trade Corridor Enhancement Account	*$840 million/year to trade corridor improvements *20% in Cap and Trade revenues to TCIF (approx. $400 million)	$300 million/year to Trade Corridor Improvement Fund	$300 million/year to Trade Corridor Improvement Fund
Self-Help Incentives	$250 million/year	5% to counties that approve transaction and use tax on or after July 1, 2016	5% to counties that approve transaction and use tax on or after July 1, 2016	N/A
Distribution of Remainder	*60% to SHOPP/year *40% to Local Streets & Roads/year *One-time $148 million to Traffic Congestion Relief Program *One-time $132 million to SHOPP	*50% to SHOPP/year (CTC required to allocate all capital and support costs for each project in the SHOPP on or after February 1, 2017) *50% to Local Streets & Roads/year	*50% for maintenance of state highway system *50% for maintenance of local streets & roads	*50% for maintenance of state highway system *50% for maintenance of local streets & roads Revenue from Price-Based Gas Excise Tax Reset *44% to STIP/year *44% to Local Streets & Roads/year *12% to SHOPP/year
Inflation Adjustment	Excise tax adjusted annually beginning 2017	Excise tax adjusted for inflation every three years	Excise tax adjusted annually	Excise tax adjusted annually
Other				
Local Streets and Road Fund Flexibility	"Other transportation priorities" allowed if PCI exceeds 85	"Other transportation priorities" allowed if PCI exceeds 85	"Other transportation priorities" allowed if PCI exceeds 85	N/A
Active Transportation Eligibility	Active transportation and pedestrian and bicycle safety projects in conjunction with any other allowable project	Active transportation and pedestrian and bicycle safety projects in conjunction with any other allowable project	$100 million from the State Highway Account for Active Transportation Program	N/A
CalTrans Accountability	*CTC to annually evaluate Caltrans for effectiveness in reducing deferred maintenance, improving road maintenance and other goals *Caltrans to identify at least $100 million in cost savings/year *Increase annual use of contract staff to 20% of capital outlay support staff by FY 20-21	N/A	*Caltrans to present plan to California Transportation Commission to increase department's efficiency by 30% *Caltrans to present to CTC to generate additional income from properties owned by the department	*Require CTC allocation of SHOPP support costs

Local Streets and Road Fund Accountability	CTC to annually evaluate cities and counties for effectiveness in reducing deferred maintenance, improving road maintenance and other goals	CTC develops performance criteria	CTC develops performance criteria, CTC to annually evaluate cities and counties for effectiveness in reducing maintanence and improving roadway conditions	*Provide for transparency and accountability of expenditures at the state and local levels *Require recipient agencies to meet measurable targets for performance or face the loss or suspension of future funding *Require cities and counties to adopt a maintenance of effort
Public-Private Partnerships /Alternative Procurement	*Extends the statutory authority for public-private partnershps for new transportation projects by 10 years, until 2027 *Authorizes Caltrans to utilize CM/GC for 2x the number of projects authorized today	N/A	*Indefinitely extends the statutory authority for public-private partnershps for new transportation projects	*Provide flexibility to the Caltrans Director to make appropriate decisions on contracting out to meet State staffing needs
CEQA Streamlining and Advanced Mitigation	*Limited CEQA exemption *Advanced project environmental mitigation to get more project buy-in early and reduce late challenges *Extension of federal delegation for Caltrans to complete federal and state environmental review concurrently	N/A	*Exempts, until 2025, a project or activity to repair, maintain, or make minor alterations to an existing roadway or state roadway, from CEQA *Establishes an Advanced Infrastructure Mitigiation Program to provide effective mitigation and conservation of natural resources and nautral processes to expedite the environmental review process and facilitate the implementation of measures to mitigate the impacts of transportation projects	*Establish an Advanced Mitigation Program *Increasethe threshold under which the Caltrans encroachment permit process is triggered from $1 million to $3 million *Expand the Federal Exchange and State Match Program to reduce duplicative federal processes and environmental review in addition to state requirements *Enact sensible CEQA reform to expedite transportation project delivery and cost-effectiveness *Make permanet current law regarding NEPA Delegation authority
CTC Indepedence	N/A	N/A	Establishes CTC as an independent agency	N/A

C/CAG AGENDA REPORT

Date: June 9, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of the reallocation of $62,500 in Transportation Development Act Article 3 Funds for the City of Millbrae Bicycle and Pedestrian Transportation Plan

(For further information please contact Tom Madalena at 650-599-1460)

RECOMMENDATION

That the Board review and approve the reallocation of $62,500 in Transportation Development Act (TDA) Article 3 Funds for the City of Millbrae Bicycle and Pedestrian Transportation Plan.

FISCAL IMPACT

$62,500 (Funds were allocated during the FY 13/14 TDA Article 3 funding cycle.)

SOURCE OF FUNDS

TDA3 funds are derived from the following sources:

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

BACKGROUND/DISCUSSION

During the FY 13/14 TDA Article 3 funding cycle, the City of Millbrae received a grant award of $62,500 for the development of a Bicycle and Pedestrian Transportation Plan. The City of Millbrae initiated the planning process for this document, which will be titled the Active Transportation Plan, in December of 2015. The City of Millbrae is also in the process of developing a Priority Development Area (PDA) Specific Plan, a comprehensive General Plan update and Program Environmental Impact Report (EIR) to cover all four planning projects.

TDA Article 3 Program guidelines require that the funds be expended within three years or be rescinded. For the FY 13/14 TDA Article 3 Program, the expiration date for the funds is June 30, 2016.

The City of Millbrae has requested a time extension for the grant due to the need for additional time for the Active Transportation Plan now that it has been incorporated into a much larger planning project.

Staff recommends approval to reallocate the $62,500 to the FY 15/16 TDA Article 3 Program, which will enable the City of Millbrae to retain the funds. With approval, staff will coordinate with the Metropolitan Transportation Commission for the reallocation of the funds. The reallocation will

provide that the funds will become part of the FY 15/16 allocation, which will then have an expiration date of June 30, 2018.

The Bicycle and Pedestrian Advisory Committee (BPAC) has not reviewed this request as a result of the request coming in after the last available BPAC meeting where this item could have been reviewed by the BPAC. As a result, City of Millbrae staff has been invited to come before the Board to provide a quick presentation as to the need for the extension.

ATTACHMENTS

- Letter from City of Millbrae regarding the Bicycle and Pedestrian Transportation Plan

City of Millbrae

621 Magnolia Avenue, Millbrae, CA 94030

ANNE OLIVA
Mayor

REUBEN D. HOLOBER
Vice Mayor

GINA PAPAN
Councilwoman

ANN SCHNEIDER
Councilwoman

WAYNE J. LEE
Councilman

May 31, 2016

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

Subject: Request for and Extension of the use of TDA Funds to complete the City of Millbrae Active Transportation Plan

Dear: Ms. Wong:

On May 28, 2014, the Metropolitan Transportation Commission (MTC) approved a FY 13/14 allocation of Transportation Development Act (TDA) funds to the City of Millbrae for the preparation of an Bicycle and Pedestrian Transportation Plan in the amount of $62,500.00. The Plan is an update to the existing 2009 plan. The City is currently in the process of working on this plan, and is in the process of submitting for reimbursement for work done to date.

Since this project was awarded, the City was successful in securing a PDA Specific Plan Grant to prepare a specific plan for the area along El Camino Real and surrounding the Millbrae multi-modal station (February 2015). The City then decided to embark on a comprehensive planning effort to update the City's General Plan (last updated in 1999), prepare the PDA Specific Plan, update the Bicycle and Pedestrian Transportation Plan and prepare a Program EIR for all the documents. Through an RFP process, the City hired a team of consultants to prepare these documents. The consultants began work in December of 2015.

The update to the Bicycle and Pedestrian Transportation plan is proposed to be completed and adopted with the other plans in the fall of 2017 or early 2018. While the City could rush to complete the Bicycle and Pedestrian Transportation plan out of sequence, this poses two issues. The first is that the PDA Specific Plan needs to be completed so that meaningful bicycle and pedestrian connections can be

City Council/City Manager/City Clerk (650) 259-2334
Building Division/Permits (650) 259-2330
Community Development (650) 259-2341
Finance (650) 259-2350
Fire (650) 259-2400
Police (650) 259-2300
Public Works/Engineering (650) 259-2339
Recreation (650) 259-2360

developed which relate to the anticipated development. Secondly, the cost to City to rush the plan will increase the cost of the plan well beyond the grant amount.

Due to the delay in completing the plan as described above, the City would like to request that the unutilized TDA funds be reallocated in the following three year cycle (2016-2018) in order to complete the plan in conjunction with the PDA Specific Plan, General Plan and Program EIR.

Thank you for considering the City's time extension request. If you have any questions, please contact Michael Laughlin at (650)757-8896 or by email at michaellaughlin@csgengr.com.

Sincerely,

Michael Laughlin
Project Manager

cc:
Tonya Ward, Community Development Director
Ellen Barton, C/CAG of San Mateo County
Tom Madalena, C/CAG of San Mateo County

C/CAG AGENDA REPORT

Date: June 9, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of the C/CAG investment portfolio and accept the Quarterly Investment Report as of March 31, 2016.

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

RECOMMENDATION

That the C/CAG Board review and approve the C/CAG investment portfolio and accept the Quarterly Investment Report as of March 31, 2016.

FISCAL IMPACT

Potential for higher or lower yields and risk associated with C/CAG investments.

SOURCE OF FUNDS

The Investment Policy applies to all C/CAG funds held by the C/CAG Financial Agent (City of San Carlos).

BACKGROUND

According to the C/CAG Investment Policy adopted on December 10, 2015:

"The portfolio should be analyzed not less than quarterly by the C/CAG Finance Committee, and modified as appropriate periodically as recommended by the Finance Committee and approved by the C/CAG Board, to respond to changing circumstances in order to achieve the Safety of Principal."

The Finance Committee will seek to provide a balance between the various investments and maturities in order to give C/CAG the optimum combination of Safety of Principal, necessary liquidity, and optimal yield based on cash flow projections.

A summary of the January, February, and March 2016 earning rates are as follows:

	Local Agency Investment Fund (LAIF)	San Mateo County Investment Pool (COPOOL)
January	0.446%	0.775%
February	0.467%	0.805%
March	0.506%	0.876%

On November 13, 2013 the C/CAG Board approved the C/CAG investment portfolio as follows:

Local Agency Investment Fund (LAIF)	50% to 70%
San Mateo County Investment Pool (COPOOL)	30% to 50%

On May 25, 2016 the Finance Committee reviewed the investment portfolio and recommended no change to the investment portfolio at this time.

The investment portfolio as of March 31, 2016 is as follows:

	12/31/2015		3/31/2016	
	Amount	Percent	Amount	Percent
LAIF	$12,324,374	61%	$12,136,268	60%
COPOOL	$8,024,431	39%	$8,138,072	40%
Total	$20,348,805	100%	$20,274,340	100%

ATTACHMENTS

1. Quarterly Investment Report as of March 31, 2016 from San Carlos

C/CAG
CITY/COUNTY ASSOCIATION OF GOVERNMENTS
of San Mateo County

Board of Directors Agenda Report

To: Sandy Wong, Executive Director
From: Tracy Kwok, Financial Services Manager
Date: May 5, 2016

SUBJECT: Quarterly Investment Report as of March 31, 2016

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

ANALYSIS:
The attached investment report indicates that on March 31, 2016, funds in the amount of $20,274,340 were invested producing a weighted average yield of 0.60%. Of the total investment portfolio, 59.9% of funds were invested in the Local Agency Investment Fund (LAIF) and 40.1% in the San Mateo County Investment Pool (COPOOL). These percentages are within the range specified by the CCAG Board. Accrued interest earnings for this quarter totaled $30,612. At the CCAG Finance Committee meeting in November 2015, the Committee set a goal to keep the investment with the County at 40%-42% of the total pooled investment to earn higher interest. The portfolio mix reflects the recommended percentage invested in the County Investment Pool.

Below is a summary of the changes from the prior quarter:

	Qtr Ended 3/31/16	Qtr Ended 12/31/15	Increase (Decrease)
Total Portfolio	$ 20,274,340	$ 20,348,805	$ (74,465)
Weighted Average Yield	0.60%	0.53%	0.07%
Accrued Interest Earnings	$ 30,612	$ 25,535	$ 5,077

Although CCAG's total portfolio balance at the end of this quarter is slightly lower than the last quarter, the higher weighted average yield offset the decrease. As a result, the interest earnings this quarter is higher.

Historical cash flow trends are compared to current cash flow requirements on an ongoing basis to ensure that C/CAG's investment portfolio will remain sufficiently liquid to meet all reasonably anticipated operating requirements. As of March 31, 2016, the portfolio contains sufficient liquidity to meet the next six months of expected expenditures by C/CAG. All investments are in compliance with the Investment Policy. Attachment 2 shows a historical comparison of the portfolio for the past nine quarters.

The primary objective of the investment policy of the CCAG remains to be the SAFETY OF PRINCIPAL. The permitted investments section of the investment policy also states:

> *Local Agency Investment Fund (LAIF) which is a State of California managed investment pool, and San Mateo County Investment pool, may be used up to the maximum permitted by California State Law. A review of the pool/fund is required when they are part of the list of authorized investments.*

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

Attachments
1 – Investment Portfolio Summary for the Quarter Ended March 31, 2016
2 – Historical Summary of Investment Portfolio

CITY & COUNTY ASSOCIATION OF GOVERNMENTS

SUMMARY OF ALL INVESTMENTS
For Quarter Ending March 31, 2016

Category	Weighted Average Interest Rate	Historical Book Value	% of Portolio	GASB 31 ADJ Market Value
Liquid Investments:				
Local Agency Investment Fund (LAIF)	0.46%	12,136,268	59.9%	12,138,951
San Mateo County Investment Pool (COPOOL)	0.82%	8,138,072	40.1%	8,138,072
Agency Securities				
none				
Total - Investments	**0.60%**	**20,274,340**	**100%**	**20,277,023**
GRAND TOTAL OF PORTFOLIO	**0.60%**	**$ 20,274,340**	**100%**	**$ 20,277,023**

Total Interest Earned This Quarter	**30,612**
Total Interest Earned (Loss) Fiscal Year-to-Date	**76,461**

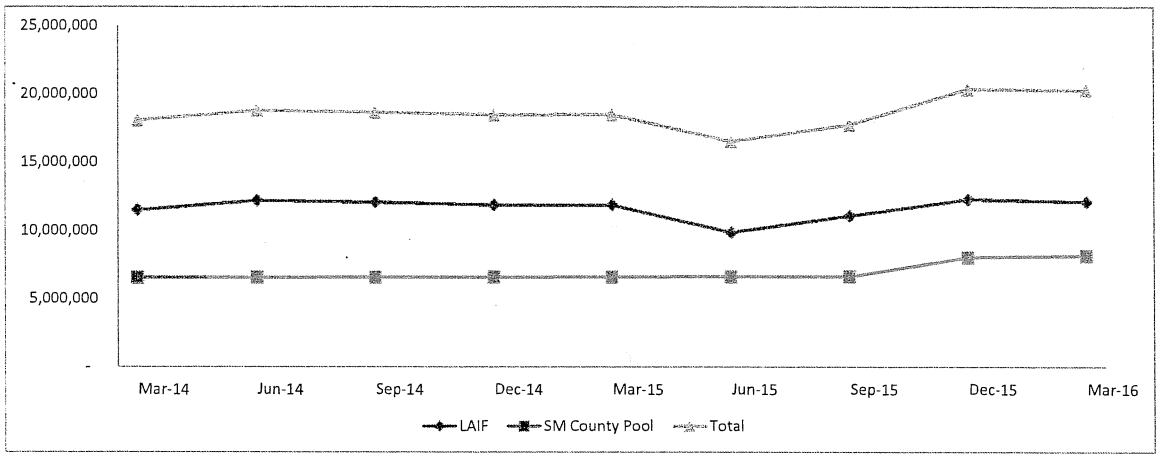
Note: CCAG Board approved the following investment portfolio mix at its November 14, 2013 meeting:

LAIF - 50% to 70%
COPOOL - 30% to 50%

At the CCAG Finance Committee meeting in November, the Committee set a goal to keep the investment with the County at 40%-42% of the total pooled investment to earn higher interest.

*Difference in value between Historical Value and Market Value may be due to timing of purchase. Investments in the investment pools may have been purchased when interest rates were lower or higher than the end date of this report. As interest rates increase or decrease, the value of the investment pools will decrease or increase accordingly. However, interest rate fluctuations does not have any impact to CCAG's balance in the investment pools. The market values are presented as a reference only.

City and County Association of Governments
Historical Summary of Investment Portfolio
March 31, 2016



Note: The chart type has been changed from Column to Line after receiving feedback from CCAG's Finance Committee

City/County Association of Governments Investment Portfolio

	Mar-14	Jun-14	Sep-14	Dec-14	Mar-15	Jun-15	Sep-15	Dec-15	Mar-16
LAIF	11,523,029	12,230,010	12,086,243	11,893,287	11,900,778	9,908,457	11,116,115	12,324,374	12,136,268
SM County Pool	6,539,496	6,549,782	6,559,603	6,570,236	6,581,700	6,601,123	6,612,375	8,024,431	8,138,072
Total	18,062,525	18,779,792	18,645,846	18,463,523	18,482,478	16,509,580	17,728,490	20,348,805	20,274,340

At the CCAG Finance Committee meeting in November 2015, the Committee set a goal to keep the investment with the County at 40%-42% of the total pooled investment to earn higher interest. As a result, $1.4 million was transferred to CCAG's County Investment Pool account in the second quarter of FY2015-16. An additional $100,000 was transferred to the County Pool in third quarter to reach the recommended 40%.

C/CAG AGENDA REPORT

Date: June 9, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and endorse project revisions to be submitted to MTC for the update of the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) also known as Plan Bay Area 2040 and authorize the Executive Director to further modify the list based on final negotiation with the Metropolitan Transportation Commission (MTC).

(For further information or response to questions, contact Jean Higaki at 650-599-1462)

RECOMMENDATION

That the C/CAG Board review endorse project revisions to be submitted to MTC for the update of the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) also known as Plan Bay Area 2040 and authorize the Executive Director to further modify the list based on final negotiation with the Metropolitan Transportation Commission (MTC).

FISCAL IMPACT

None.

SOURCE OF FUNDS

N/A

BACKGROUND

Metropolitan Transportation Commission (MTC) has initiated the update of its long-range Regional Transportation Plan/Sustainable Communities Strategy (RTP/ SCS), to be adopted in the late spring/ early summer of 2017. The RTP/ SCS, also known as Plan Bay Area 2040 will detail how the San Francisco Bay Area's transportation system will be maintained, improved and expanded over the next 23 years. The Plan Bay Area is updated every four (4) years and typically with no mid- term amendment.

Plan Bay Area 2040 is a state-mandated, integrated long-range transportation, land-use and housing plan that will support a growing economy, provide more housing and transportation choices, and reduce transportation-related pollution in the San Francisco Bay Area.

The Metropolitan Transportation Commission (MTC) requested the assistance of each of the nine Bay Area Congestion Management Agencies (CMAs) to coordinate project submittals for their county. On May 6, 2015 MTC hosted a public workshop in San Mateo County to advertise the update of Plan Bay Area 2040.

Projects included in Plan Bay area 2040 are for planning purposes only however, projects not listed in the plan cannot compete for Federal, State of California, or regional discretionary funding. In addition, projects that are 100% locally funded and have regional significance must be included in the plan for air quality conformity purposes.

Schedule

On April 29, 2015, the Metropolitan Transportation Commission (MTC) adopted guidance for the call for projects. Projects/programs seeking future regional, state or federal funding through the planning horizon year for Plan Bay Area 2040 must be submitted for consideration in the adopted plan. Sponsors of multi-county projects submitted projects directly to MTC. MTC anticipates that Plan Bay Area 2040 will be adopted in the late spring/ early summer of 2017.

C/CAG staff initiated a call for projects within San Mateo County on May 15, 2015 with a deadline of project submittals by July 3, 2015. Extensive outreach was performed including a press release, an applicant workshop for city/ county staff, a public hearing noticed in local papers, presentations at public meetings. On September 10, 2015 the C/CAG Board adopted Resolution 15-40 endorsing a list of 62 projects submitted to MTC for inclusion in the update of Plan Bay area 2040.

Project Cost versus Financial Constraint

In September 2015, most funding sources were not constrained and revenue projections were still being developed by MTC. It was expected that the project total cost for several projects would need to be revised during the MTC project level assessment process with a possibility that some projects and programs, further out in development, would be revised to include only early phases of funding in this RTP.

In May 2016, MTC staff provided the revenue forecast and projections, and that San Mateo County's combined total budget is $3.19 billion. Because the original submitted list of projects submitted by C/CAG to MTC in September 2015 was not financially constrained, about 18 projects need financial revisions so that the overall submittal fits within the most recent imposed financial constraint budget. C/CAG staff has been working with sponsors whose projects are being revised. No projects are proposed to be dropped from the list.

Because the regional revenue projections will not be finalized until the actual adoption of Plan Bay Area 2040, MTC may further revise the revenue projections and further project refinements may be necessary.

Targets of Plan Bay Area 2040

Plan Bay Area 2040 is based on qualitative and quantitative performance targets against which MTC will measure and evaluate various land use scenarios and transportation investments and policies. Projects that do not adequately support the regional targets may need justifications to remain in Plan Bay Area 2040.

MTC is in the process of conducting "project level performance assessments" for all projects over $100 million. A "project-level performance assessment" is used to identify projects and programs that

advance the Plan Bay Area 2040 goals and support the land use strategy. Methodologies for quantitative and qualitative performance measures for transportation projects have been applied towards large projects and low and high performing projects have been identified. Low performing projects will need to go through a "compelling case" process in order to stay on Plan Bay Area 2040. Down scoping or including only environmental phases of projects may allow low performing projects to stay on the RTP without need a need to go through the compelling case process.

Next Step – Scenario Analysis and Preferred Scenario

MTC will also conduct "scenarios analysis" based on the cumulative impacts of submitted projects. The "detailed scenario assessment", performed after the "project-level performance assessment," will capture the interactions among transportation projects and land use. The MTC/ ABAG adoption of a preferred scenario anticipated this fall will influence the regions investments in projects.

The update of Plan Bay Area 2040 is scheduled for adoption during the late spring/ early summer of 2017. It is anticipated that the plan will continue to be updated every four (4) years with no mid-term amendment.

ATTACHMENTS

1. List of San Mateo County project revisions to be submitted to the MTC for inclusion in the update of Plan Bay Area 2040.

San Mateo Project Revisions Proposed for Inclusion in the Plan Bay Area 2010 Update

Project Sponsor	Project Title	Total Est Cost from 9/10/15 Submittal	Total Revised Cost
San Mateo City/County Association of Governments (CCAG)	County-wide Implementation of bicycle/pedestrian enhancements	$ 163.0	$ 126.0
San Mateo City/County Association of Governments (CCAG)	Implement incentive programs to support transit-oriented development	$ 60.0	$ 65.0
San Mateo City/County Association of Governments (CCAG)	County-wide Local streets and roads operations and maintenance	$ 1,169.0	$ 970.0
San Mateo City/County Association of Governments (CCAG)	Improve operations at U.S. 101 near Route 92 - Phased	$ 55.0	$ 48.3
San Mateo City/County Association of Governments (CCAG)	County-wide Implementation of Transportation for Livable Communities Program	$ 55.0	$ 65.0
San Mateo City/County Association of Governments (CCAG)	County-wide Implementation of Transportation Environmental Enhancements	$ 9.0	$ 6.0
San Mateo City/County Association of Governments (CCAG)	Implement a complete streets design for Mission Street/El Camino Real as part of Grand Boulevard Initiative - Phased	$ 59.0	$ 40.0
Belmont	Ralston Avenue Corridor Improvements - Phased	$ 16.0	$ 9.0
San Mateo County	Westbound slow vehicle lane on Route 92 between Route 35 and I-280 - Environmental Phase	$ 25.0	$ 10.0
San Mateo City/County Association of Governments (CCAG)	County-wide implementation of local circulation improvements and traffic management programs countywide	$ 33.0	$ 25.0
San Mateo City/County Association of Governments (CCAG)	Modify existing lanes on U.S. 101 to accommodate HOV/T lane	$ 243.0	$ 315.0
Daly City	Construct streetscape improvements on Mission Street (Route 82) and Geneva Avenue - Phase	$ 64.0	$ 21.0
Brisbane	Reconstruct U.S. 101/Candlestick Point interchange to full all-directional interchange - Environmental phase	$ 226.0	$ 15.0
Brisbane	Construct a 6-lane arterial from Geneva Avenue/Bayshore Boulevard intersection to U.S. 101/Candlestick Point interchange - Environmental phase	$ 100.0	$ 5.0
San Bruno	Improve local access at I-280/I-380 from Sneath Lane to San Bruno Avenue to I-380 - Environmental only	$ 32.0	$ 4.0
San Mateo County Transit District (SamTrans)	Make incremental increase in SamTrans paratransit service - Phase	$ 377.0	$ 287.9
San Mateo County Transit District (SamTrans)	Add new rolling stock and infrastructure to support SamTrans bus rapid transit along El Camino Real- Phase	$ 228.0	$ 123.0
Water Emergency Transportation Authority (WETA)/ Redwood City	Redwood City/South Bay Ferry Terminal for Private Ferry Service	$ 266.0	$ 30.0

C/CAG AGENDA REPORT

Date: June 09, 2016

TO: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of the "*Actuarial Report on GASB 45 Retiree Benefit Valuation as of July 1, 2015*" and approval of Resolution 16-21 authorizing the prefunding of other post-employment benefits (OPEB) through the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS in an amount of $27,000 for fiscal year 2015-16.

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

RECOMMENDATION:

That the C/CAG Board review and approve the "*Actuarial Report on GASB 45 Retiree Benefit Valuation as of July 1, 2015*" and further approve Resolution 16-21 authorizing the prefunding of other post-employment benefits (OPEB) through the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS in an amount of $27,000 for fiscal year 2015-16.

FISCAL IMPACT:

$27,000.

REVENUE SOURCES:

Funding sources for C/CAG OPEB comes from various C/CAG funds similar to those funds for C/CAG employee salaries and benefits.

BACKGROUND/DISCUSSION:

In June 2004 the Government Accounting Standards Board (GASB) adopted accounting and financial reporting standards, GASB Statement Number 45, providing requirements for the accounting and financial reporting by employers for post-employment benefits other than pensions (OPEB). C/CAG provides post-employment benefit in the form of health insurance for retirees. GASB 45 requires the recognition of the cost of post-employment benefits during the years of an employee's active years of service.

C/CAG retained Bickmore & Associates to prepare the "*Actuarial Report on GASB 45 Retiree Benefit Valuation as of July 1, 2015*". The primary purposes of the report are to develop the value of future OPEB expected to be provided by C/CAG, and the current OPEB liability and the annual OPEB expense to be reported in C/CAG's financial statements for fiscal years ending June 30, 2016 and June 30, 2017. The report is required to be submitted to the California Employers' Retiree Benefit Trust (CERBT) to satisfy filing requirements for the trust. This report includes the "implicit subsidy" liability, a new requirement under GASB 45.

Tables 1A and 1C on pages 13 and 15 of the report (attached) summarized the C/CAG actuarial liabilities as well as the Annual Required Contributions (ARC) for fiscal years 2016 and 2017, respectively. For fiscal year 2016, the ARC is $50,790. However, since C/CAG has been paying the monthly medical premiums for its retirees during that 12 months period in a total amount of $16,383. Also, C/CAG received a credit of $8,341 in the current year's implicit subsidy, hence, the resulting net total ARC is $26,066. Staff recommends investing $27,000 in the CERBT trust to fully cover the net ARC for fiscal year ending June 30, 2016.

This report was presented to the Finance Committee on May 25, 2016. The Finance Committee recommended approval of the report and the investment of $27,000 in the CERBT of the CalPERS Trust for fiscal year ending June 30, 2016.

Additional historic background information:

In 2012, for the first time, C/CAG retained Bickmore & Associates, an actuarial firm to prepare an actuarial valuation of Other Post-Employment Benefit (OPEB) programs for fiscal years ending June 30, 2014 and June 30, 2015.

On September 12, 2013, the C/CAG Board considered prefunding the entire C/CAG actuarial liability of Other Post-Employment Benefit (OPEB) at $184,359 and directed staff to explore irrevocable trust options. On June 11, 2015, the C/CAG Board approved Resolution 15-33 authorizing an agreement and election of C/CAG to prefund OPEB through CalPERS – California Employers' Retiree Benefit Trust Program (CERBT). On June 11, 2015, the C/CAG Board also approved a funding policy in an amount of $30,000 to cover the Annual Required Contribution (ARC) as initial investment into the CERBT trust and selected Asset Allocation Strategy 2.

Funds deposited into an irrevocable trust may only be used to pay retiree medical benefits. However, should C/CAG stop prefunding retiree medical benefits, it may withdraw funds from the trust, as needed, to pay retiree medical benefits. Also, if C/CAG were ever able to completely extinguish its retiree medical liability, any funds remaining in the trust would be returned to C/CAG.

ATTACHMENTS

1. Resolution 16-21
2. Summary tables from Draft Actuarial Report:
    a. Table 1A – ARC calculation for FYE 2016
    b. Table 1B – Expected OPEB disclosures for FYE 2016
    c. Table 1C – ARC calculation for FYE 2017
    d. Table 1D – Expected OPEB disclosures for FYE 2017
    e. (full draft report is available on-line at: http://ccag.ca.gov/committees/board-of-directors/)

RESOLUTION 16-21

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE PREFUNDING OF OTHER POST EMPLOYMENT BENEFITS (OPEB) THROUGH THE CALIFORNIA EMPLOYERS' RETIREE BENEFIT TRUST PROGRAM (CERBT) OF CALPERS FOR FISCAL YEAR 2015-16 IN AN AMOUNT OF $27,000.

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

WHEREAS, CalPERS, C/CAG's retirement system, has a trust program to receive and invest contributions made to fund other post-employment benefits (OPEB); and

WHEREAS, C/CAG has established an OPEB trust via the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS for retiree medical benefits, approved by C/CAG Resolution 15-33 on June 11, 2015; and

WHEREAS, C/CAG has deposited $30,000 in the CalPERS trust (CERBT) in June 2015; and

WHEREAS, C/CAG in interested in prefunding the calculated Annual Required Contribution (ARC) for fiscal year 2015-16 in the amount of $27,000 in the CalPERS trust.

NOW, THEREFORE, BE IT RESOLVED that the City/County Association of Governments of San Mateo County (C/CAG) Board of Directors authorize prefunding its Other Post Employment Benefits (OPEB) for fiscal year 2015-16 through CERBT of CalPERS in an amount of $27,000.

PASSED, APPROVED, AND ADOPTED, THIS 9TH DAY OF JUNE 2016.

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Alicia C. Aguirre, Chair

Table 1A
ARC Calculation for FYE 2016

This table develops the ARC for C/CAG's fiscal year ending June 30, 2016 determined on a prefunding basis. Calculations are shown separately, and in total, relating to Explicit and Implicit OPEB benefits.

Funding Policy	**Prefunding Basis**		
Valuation date	**7/1/2015**		
Subsidy	Explicit	Implicit	Total
For fiscal year beginning	7/1/2015	7/1/2015	7/1/2015
For fiscal year ending	6/30/2016	6/30/2016	6/30/2016
Expected long-term return on assets	6.5%	6.5%	6.5%
Discount rate	6.5%	6.5%	6.5%
Number of Covered Employees			
Actives	2	1	2
Retirees	2	2	2
Total Participants	4	3	4
Actuarial Present Value of Projected Benefits			
Actives	$ 122,975	$ 47,727	$ 170,702
Retirees	184,521	16,619	201,140
Total APVPB	307,496	64,346	371,842
Actuarial Accrued Liability (AAL)			
Actives	19,912	8,257	28,169
Retirees	184,521	16,619	201,140
Total AAL	204,433	24,876	229,309
Actuarial Value of Assets	30,000	-	30,000
Unfunded AAL (UAAL)	174,433	24,876	199,309
Normal Cost	14,447	5,127	19,574
Amortization method	Level Dollar	Level Dollar	Level Dollar
Initial amortization period (in years)	10	10	10
Remaining period (in years)	9	9	9
Determination of Amortization Payment			
UAAL	$ 174,433	$ 24,876	$ 199,309
Factor	7.0888	7.0888	7.0888
Payment	24,607	3,509	28,116
Annual Required Contribution (ARC)			
Normal Cost	14,447	5,127	19,574
Amortization of UAAL	24,607	3,509	28,116
Interest to fiscal year end	2,539	561	3,100
Total ARC at fiscal year end	41,593	9,197	50,790
Projected covered payroll	$ 239,064	$ 239,064	$ 239,064
Normal Cost as a percent of payroll	6.0%	2.1%	8.2%
ARC as a percent of payroll	17.4%	3.8%	21.2%
ARC per active ee	20,797	9,197	25,395

Table 1B
Expected OPEB Disclosures for FYE 2016

This table develops the annual OPEB expense, estimates the expected OPEB contributions and projects the net OPEB obligation as of June 30, 2016 based on the assumed prefunding policy described in this report.

	Prefunding Basis		
Fiscal Year End	**6/30/2016**	**6/30/2016**	**6/30/2016**
Subsidy	Explicit	Implicit	Total
1. Calculation of the Annual OPEB Expense			
a. ARC for current fiscal year	$ 41,593	$ 9,197	$ 50,790
b. Interest on Net OPEB Obligation (Asset)	2,257	-	2,257
c. Adjustment to the ARC	(5,217)	-	(5,217)
d. **Annual OPEB Expense (a. + b. + c.)**	38,633	9,197	47,830
2. Calculation of Expected Contribution			
a. Estimated payments on behalf of retirees	16,383	-	16,383
b. Estimated current year's implicit subsidy	-	8,341	8,341
c. Estimated contribution to OPEB trust	25,210	856	26,066
d. **Total Expected Employer Contribution**	41,593	9,197	50,790
3. Change in Net OPEB Obligation *(1.d. minus 2.d.)*	(2,960)	-	(2,960)
Net OPEB Obligation (Asset), beginning of fiscal year	34,728	-	34,728
Net OPEB Obligation (Asset) at fiscal year end	31,768	-	31,768

In the table above, we assumed that C/CAG would contribute 100% of the total ARC of $50,790.

- We assumed that C/CAG would take credit for the $8,341 current year's implicit subsidy as an OPEB contribution by shifting recognition of this amount from an active healthcare expense to a retiree healthcare benefit expense. If so, this would reduce C/CAG's additional cash outlay to fund the full ARC to $42,449.
- Funding 100% of the ARC may require adjusting the estimated $26,066 contribution to the trust if actual retiree benefit payments are higher or lower than projected payments of $16,383 shown above.

Additional notes on the calculations above:

- Interest on the net OPEB obligation (or asset), shown above in item 1.b. is equal to the applicable discount rate (6.5%) multiplied by the net OPEB obligation (or asset) at the beginning of the year.
- The Adjustment to the ARC, shown above in item 1.c., is always the opposite sign of the net OPEB obligation or asset and exists to avoid double-counting of the amounts previously expensed but imbedded in the current ARC. This adjustment is calculated as *the opposite of* the net OPEB obligation (or asset) at the beginning of the year, plus interest on that amount (item 1.b.) with the sum then divided by the same amortization factor used to determine the ARC for this year (see the prior page for these factors).

Table 1C
ARC Calculation for FYE 2017

In this table, the July 1, 2015 valuation results have been adjusted (rolled forward) one year based on the underlying actuarial assumptions. These results are used to develop the annual required contribution (ARC) for the fiscal year ending June 30, 2017.

Funding Policy	**Prefunding Basis**		
Valuation date	**7/1/2015**		
Subsidy	Explicit	Implicit	Total
For fiscal year beginning	7/1/2016	7/1/2016	7/1/2016
For fiscal year ending	6/30/2017	6/30/2017	6/30/2017
Expected long-term return on assets	6.5%	6.5%	6.5%
Discount rate	6.5%	6.5%	6.5%
Number of Covered Employees			
Actives	2	1	2
Retirees	2	2	2
Total Participants	4	3	4
Actuarial Present Value of Projected Benefits			
Actives	$ 130,938	$ 50,829	$ 181,767
Retirees	179,427	9,358	188,785
Total APVPB	310,365	60,187	370,552
Actuarial Accrued Liability (AAL)			
Actives	36,562	14,254	50,816
Retirees	179,427	9,358	188,785
Total AAL	215,989	23,612	239,601
Actuarial Value of Assets	57,160	856	58,016
Unfunded AAL (UAAL)	158,829	22,756	181,585
Normal Cost	14,917	5,294	20,211
Amortization method	Level Dollar	Level Dollar	Level Dollar
Initial amortization period (in years)	10	10	10
Remaining period (in years)	8	8	8
Determination of Amortization Payment			
UAAL	$ 158,829	$ 22,756	$ 181,585
Factor	6.4845	6.4845	6.4845
Payment	24,494	3,509	28,003
Annual Required Contribution (ARC)			
Normal Cost	14,917	5,294	20,211
Amortization of UAAL	24,494	3,509	28,003
Interest to fiscal year end	2,562	572	3,134
Total ARC at fiscal year end	41,973	9,375	51,348
Projected covered payroll	$ 246,834	$ 246,834	$ 246,834
Normal Cost as a percent of payroll	6.0%	2.1%	8.2%
ARC as a percent of payroll	17.0%	3.8%	20.8%
ARC per active ee	20,987	9,375	25,674

Table 1D
Expected OPEB Disclosures for FYE 2017

The following exhibit develops the annual OPEB expense, estimates the expected OPEB contributions and projects the net OPEB obligation as of June 30, 2017 reflecting the assumed prefunding policy.

	Prefunding Basis		
Fiscal Year End	**6/30/2017**	**6/30/2017**	**6/30/2017**
Subsidy	Explicit	Implicit	Total
1. Calculation of the Annual OPEB Expense			
a. ARC for current fiscal year	$ 41,973	$ 9,375	$ 51,348
b. Interest on Net OPEB Obligation (Asset)	2,065	-	2,065
c. Adjustment to the ARC	(5,218)	-	(5,218)
d. **Annual OPEB Expense (a. + b. + c.)**	38,820	9,375	48,195
2. Calculation of Expected Contribution			
a. Estimated payments on behalf of retirees	17,714	-	17,714
b. Estimated current year's implicit subsidy	-	9,382	9,382
c. Estimated contribution to OPEB trust	24,259	(7)	24,252
d. **Total Expected Employer Contribution**	41,973	9,375	51,348
3. Change in Net OPEB Obligation *(1.d. minus 2.d.)*	(3,153)	-	(3,153)
Net OPEB Obligation (Asset), beginning of fiscal year	31,768	-	31,768
Net OPEB Obligation (Asset) at fiscal year end	28,615	-	28,615

In the table above, we assumed that C/CAG would contribute 100% of the total ARC of $51,348.

- We assumed that C/CAG would take credit for the $9,382 current year's implicit subsidy as an OPEB contribution by shifting recognition of this amount from an active healthcare expense to a retiree healthcare benefit expense. If so, this would reduce C/CAG's additional cash outlay to fund the full ARC to $41,966.
- Funding 100% of the ARC may require adjusting the estimated $24,252 contribution to the trust if actual retiree benefit payments are higher or lower than projected payments of $17,714 shown above

Notes on calculations above:

- Interest on the net OPEB obligation (or asset), shown above in item 1.b. is equal to the applicable discount rate (6.5%) multiplied by the net OPEB obligation (or asset) at the beginning of the year.
- The Adjustment to the ARC, shown above in item 1.c., is always the opposite sign of the net OPEB obligation or asset and exists to avoid double-counting of the amounts previously expensed but imbedded in the current ARC. This adjustment is calculated as *the opposite of* the net OPEB obligation (or asset) at the beginning of the year, plus interest on that amount (item 1.b.) with the sum then divided by the same amortization factor used to determine the ARC for this year (see the prior page for these factors).

Glossary

Actuarial Accrued Liability (AAL) – Total dollars required to fund all plan benefits attributable to service rendered as of the valuation date for current plan members and vested prior plan members; see "Actuarial Present Value"

Actuarial Funding Method – A procedure which calculates the actuarial present value of plan benefits and expenses, and allocates these expenses to time periods, typically as a normal cost and an actuarial accrued liability

Actuarial Present Value Projected Benefits (APVPB) – The amount presently required to fund all projected plan benefits in the future, it is determined by discounting the future payments by an appropriate interest rate and the probability of nonpayment.

Actuarial Value of Assets –The actuarial value of assets is the value used by the actuary to offset the AAL for valuation purposes. The actuarial value of assets may be the market value of assets or may be based on a methodology designed to smooth out short-term fluctuations in market values.

Aggregate – An actuarial funding method under which the excess of the actuarial present value of projected benefits over the actuarial accrued liability is levelly spread over the earnings or service of the group forward from the valuation date to the assumed exit date, based not on individual characteristics but rather on the characteristics of the group as a whole

Annual Required Contribution (ARC) – The amount the employer would contribute to a defined benefit OPEB plan for a given year, it is the sum of the normal cost and some amortization (typically 30 years) of the unfunded actuarial accrued liability

Annual OPEB Expense – The OPEB expense reported in the Agency's financial statement, which is comprised of three elements: the ARC, interest on the net OPEB obligation at the beginning of the year and an ARC adjustment.

Attained Age Normal Cost (AANC) – An actuarial funding method where, for each plan member, the excess of the actuarial present value of benefits over the actuarial accrued liability (determined under the unit credit method) is levelly spread over the individual's projected earnings or service forward from the valuation date to the assumed exit date

CalPERS – Many state governments maintain a public employee retirement system; CalPERS is the California program, covering all eligible state government employees as well as other employees of other governments within California who have elected to join the system

Defined Benefit (DB) – A pension or OPEB plan which defines the monthly income or other benefit which the plan member receives at or after separation from employment

Defined Contribution (DC) – A pension or OPEB plan which establishes an individual account for each member and specifies how contributions to each active member's account are determined and the terms of distribution of the account after separation from employment

Glossary (Continued)

Discount Rate – The rate of return that could be earned on an investment in the financial markets; for GASB 45 purposes, the discount rate should be based on the expected long-term yield of investments used to finance the benefits. The discount rate is used to adjust the dollar value of future projected benefits into a present value equivalent as of the valuation date.

Entry Age Normal Cost (EANC) – An actuarial funding method where, for each individual, the actuarial present value of benefits is levelly spread over the individual's projected earnings or service from entry age to the last age at which benefits can be paid

Excise Tax – The Affordable Care Act created a 40% excise tax on the value of "employer sponsored coverage" that exceeds certain thresholds. The tax is first effective is 2020.

Explicit Subsidy – The projected dollar value of future retiree healthcare costs expected to be paid directly by the Employer, e.g., the Employer's payment of all or a portion of the monthly retiree premium billed by the insurer for the retiree's coverage

Frozen Attained Age Normal Cost (FAANC) – An actuarial funding method under which the excess of the actuarial present value of projected benefits over the actuarial accrued liability (determined under the unit credit method) is levelly spread over the earnings or service of the group forward from the valuation date to the assumed exit date, based not on individual characteristics but rather on the characteristics of the group as a whole

Frozen Entry Age Normal Cost (FEANC) – An actuarial funding method under which the excess of the actuarial present value of projected benefits over the actuarial accrued liability (determined under the entry age normal cost method) is levelly spread over the earnings or service of the group forward from the valuation date to the assumed exit date, based not on individual characteristics but rather on the characteristics of the group as a whole

Financial Accounting Standards Board (FASB) – A private, not-for-profit organization designated by the Securities and Exchange Commission (SEC) to develop generally accepted accounting principles (GAAP) for U.S. public corporations

Government Accounting Standards Board (GASB) – A private, not-for-profit organization which develops generally accepted accounting principles (GAAP) for U.S. state and local governments; like FASB, it is part of the Financial Accounting Foundation (FAF), which funds each organization and selects the members of each board

Health Care Trend – The assumed rate(s) of increase in future dollar values of premiums or healthcare claims, attributable to increases in the cost of healthcare; contributing factors include medical inflation, frequency or extent of utilization of services and technological developments.

Implicit Subsidy – The projected difference between future retiree claims and the premiums to be charged for retiree coverage; this difference results when the claims experience of active and retired employees are pooled together and a 'blended' group premium rate is charged for both actives and retirees; a portion of the active employee premiums subsidizes the retiree premiums.

Glossary (Concluded)

Net OPEB Obligation (Asset) - The net OPEB obligation (NOO) represents the accumulated shortfall of OPEB funding since GASB 45 was implemented. If cumulative contributions have exceeded the sum of the prior years' annual OPEB expenses, then a net OPEB asset results.

Non-Industrial Disability (NID) – Unless specifically contracted by the individual Agency, PAM employees are assumed to be subject to only non-industrial disabilities.

Normal Cost – Total dollar value of benefits expected to be earned by plan members in the current year, as assigned by the chosen funding method; also called current service cost

Other Post-Employment Benefits (OPEB) – Post-employment benefits other than pension benefits, most commonly healthcare benefits but also including life insurance if provided separately from a pension plan

Pay-As-You-Go (PAYGO) – Contributions to the plan are made at about the same time and in about the same amount as benefit payments and expenses coming due

PEMHCA – The Public Employees' Medical and Hospital Care Act, established by the California legislature in 1961, provides community-rated medical benefits to participating public employers. Among its extensive regulations are the requirements that a contracting Agency contribute toward medical insurance premiums for retired annuitants and that a contracting Agency file a resolution, adopted by its governing body, with the CalPERS Board establishing any new contribution.

Plan Assets – The value of cash and investments considered as 'belonging' to the plan and permitted to be used to offset the AAL for valuation purposes. To be considered a plan asset, GASB 45 requires (a) the assets to be segregated and restricted in a trust or similar arrangement, (b) employer contributions to the trust to be irrevocable, (c) the assets be dedicated to providing benefits to retirees and their beneficiaries, and (d) that the assets be legally protected from creditors of the employer and/or plan administrator. See also "Actuarial Value of Assets"

Projected Unit Credit (PUC) – An actuarial funding method where, for each individual, the projected plan benefit is allocated by a consistent formula from entry date to assumed exit date

Public Agency Miscellaneous (PAM) – Non-safety public employees.

Select and Ultimate – Actuarial assumptions which contemplate rates which differ by year initially (the select period) and then stabilize at a constant long-term rate (the ultimate rate)

Unfunded Actuarial Accrued Liability (UAAL) – The excess of the actuarial accrued liability over the actuarial value of plan assets

Unit Credit (UC) -- An actuarial funding method where, for each individual, the unprojected plan benefit is allocated by a consistent formula from entry date to assumed exit date

Vesting – As defined by the plan, requirements which when met make a plan benefit nonforfeitable on separation of service before retirement eligibility

C/CAG AGENDA REPORT

Date: June 9, 2016

TO: C/CAG Board of Directors

From: Sandy Wong, Executive Director - C/CAG

Subject: Review and approval of Resolution 16-22 approving the C/CAG Fiscal Year 2016-17 Program Budget and Member 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 of Directors review and approve Resolution 16-22 approving the C/CAG Fiscal Year 2016-17 Program Budget and Member Fees. Special voting procedures apply.

FISCAL IMPACT:

In accordance with the proposed C/CAG 2016-17 Program Budget.

REVENUE SOURCES:

Funding sources for C/CAG include member assessments, cost reimbursement from partners, grants, local, regional, State, and Federal funds, property tax/fee, Department of Motor Vehicle fees, State - Federal earmarks, and interest.

BACKGROUND:

Each year, the C/CAG Board reviews the draft annual budget and member fees in the month of May and approves the final in June.

At the February 11, 2016 C/CAG meeting, the C/CAG Board approved Resolution 16-02 approving the population data to be used by C/CAG. The propose FY 2016-17 member fees are based on the population data adopted by resolution 16-02.

On May 12, 2016, the C/CAG Board reviewed the initial draft and assumptions for the C/CAG fiscal year 2016-17 program budget and member fees. It was proposed that the total member fee for general fund be increased by 5% (or $13,126 countywide), and that the member fee from gas tax be the same as last year. It was also noted that on May 14, 2015, the C/CAG Board approved Resolution 15-14 authorizing the San Mateo County Congestion Relief Plan (CRP) for four years through June 30, 2019. Hence, the CRP assessment is the same as last year.

At the February 11, 2016 C/CAG meeting, the C/CAG Board approved Resolution 16-02 approving the population data to be used by C/CAG. The propose FY 2016-17 member fees are based on the population data adopted by resolution 16-02.

On May 25, 2016, the Finance Committee reviewed the draft budget and recommended approval. The Finance Committee also made some suggestions on how to improve the presentation of the budget for clarity.

Changes made to the budget after the May 12, 2016 C/CAG Board meeting are summarized here:

1. Projected actual data on all fund sheets through June 30, 2016 has been updated to reflect more up-to-date information.
2. In FY 2015-16, there is $450,000 in TFCA funds unspent due a recent decision from the Air District that part of a SamTrans project does not meet cost-effectiveness criteria.
3. Transfer from Measure M to Smart Corridor FY 2016-17 has been increased from $400K to $636K to cover it north expansion.
4. Budget for consulting services in the Congestion Relief Plan fund has been reduced to match with more reasonable assumption.
5. Budget for consulting services in the NPDES (Stormwater) fund has been reduced (defer part of the funding initiative efforts to future year).
6. $145K was moved from "distribution" to "consulting services" within the AB 1546 fund to cover the need consulting service to meet new MRP requirements.
7. A note has been added to the Abandon Vehicle Abatement (AVA) program FY 2016-17 sheet – Recommending the **closure** of this fund in FY 2016-17.
8. For each of the ten program funds, comparison between the budgeted amounts for FY 2015-16 versus FY 2016-17 has been provided to compare apples with apples. Also, notes have been added to explain certain large differences.
9. On each of the program fund sheets, one line has been added to note whether the ending fund balance is a "Restricted Fund Balance" or not.

ATTACHMENTS

- Resolution 16-22
- Entire Budget Book is provided under separate cover, available on-line at: http://ccag.ca.gov/committees/board-of-directors/
- C/CAG Member Fee for Fiscal Year 2016-17.
- FY 2015-16 C/CAG Projected Statement of Revenues, Expenditures, and Changes in Fund Balance.
- FY 2016-17 C/CAG Projected Statement of Revenues, Expenditures, and Changes in Fund Balance.

RESOLUTION 16-22

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) ADOPTING THE C/CAG 2016-17 PROGRAM BUDGET AND MEMBER FEES

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

WHEREAS, C/CAG is authorized as a Joint Powers Agency to provide services for member agencies; and

WHEREAS, C/CAG is required to adopt a program budget and establish fees annually; and

WHEREAS, on February 11, 2016, C/CAG has adopted Resolution 16-02 approving the population data to be used by C/CAG programs; and

WHEREAS, an initial C/CAG 2016-17 Program Budget and fees has been proposed at the May 12, 2016 C/CAG Board meeting;

NOW, THEREFORE, BE IT RESOLVED that the City/County Association of Governments of San Mateo County (C/CAG) Board of Directors adopts the C/CAG 2016-17 Program Budget and Member Fees, subject to special voting procedures.

PASSED, APPROVED, AND ADOPTED, THIS 9TH DAY OF JUNE 2016.

_____

Alicia C. Aguirre, Chair

C/CAG Member Fees
Fiscal Year 2016-17

C/CAG Member FEE FY 2016-2017

Agency	% Population (as of 1/1/15)	General Fund Fee	Gas Tax Fee	Total Fee
		$275,651	$410,452	$686,104
Atherton	0.92%	$2,538	$3,780	$6,318
Belmont	3.55%	$9,790	$14,578	$24,368
Brisbane	0.60%	$1,662	$2,475	$4,137
Burlingame	3.97%	$10,940	$16,290	$27,230
Colma	0.20%	$542	$807	$1,348
Daly City	14.05%	$38,728	$57,666	$96,394
East Palo Alto	3.87%	$10,664	$15,880	$26,544
oster City	4.30%	$11,855	$17,653	$29,508
alf Moon Bay	1.60%	$4,411	$6,568	$10,979
illsborough	1.52%	$4,180	$6,224	$10,404
lenlo Park	4.42%	$12,178	$18,134	$30,312
lillbrae	3.04%	$8,381	$12,479	$20,860
Pacifica	5.12%	$14,110	$21,010	$35,120
Portola Valley	0.60%	$1,657	$2,467	$4,124
Redwood City	10.87%	$29,954	$44,602	$74,555
San Bruno	5.90%	$16,254	$24,203	$40,457
San Carlos	3.91%	$10,779	$16,050	$26,828
San Mateo	13.47%	$37,124	$55,279	$92,403
South San Francisco	8.79%	$24,227	$36,075	$60,303
Woodside	0.74%	$2,027	$3,019	$5,046
San Mateo County	8.58%	$23,650	$35,215	$58,865
TOTAL	100	$275,651	$410,452	$686,104

NOTES:

1. C/CAG member fees are comprised of two portions: General Fund and Gas Tax.
2. For FY 2016-17, C/CAG member fees for General Fund portion is proposed to increase by 5% ($13,126 countywide, from $262,525 to $275,651).
   For the Gas Tax portion, there is no change from previous fiscal year.
3. Individual jurisdiction's share is based on new population data from Department of Finance, 1/1/2015, and adopted by C/CAG Board.

CONGESTION RELIEF PROGRAM (CRP) ASSESSMENT FY 2016-17

Agency	Population	% of Trip Generation	Congestion Relief
Atherton	0.921%	0.89%	$16,762
Belmont	3.552%	3.08%	$61,358
Brisbane	0.603%	0.77%	$12,703
Burlingame	3.969%	5.49%	$87,503
Colma	0.197%	0.83%	$9,539
Daly City	14.049%	10.15%	$223,837
East Palo Alto	3.869%	2.16%	$55,747
Foster City	4.301%	3.99%	$76,700
Half Moon Bay	1.600%	1.77%	$31,155
Hillsborough	1.516%	1.08%	$24,043
Menlo Park	4.418%	5.43%	$91,074
Millbrae	3.040%	2.91%	$55,036
Pacifica	5.119%	4.07%	$84,960
Portola Valley	0.601%	0.58%	$10,967
Redwood City	10.866%	12.62%	$217,246
San Bruno	5.897%	5.80%	$108,233
San Carlos	3.910%	4.19%	$74,923
San Mateo	13.468%	15.47%	$267,684
South San Francisco	8.789%	8.72%	$161,990
Woodside	0.735%	0.77%	$13,923
San Mateo County	8.580%	9.22%	$164,615
TOTAL	100.000%	100.0%	$1,850,000

1- Total CRP (countywide total) is the same as prior years at $1,850,000.
However, individual agency fees have changed based on annual update of population data.

2- 50% based on trips generated from jurisdiction, 50% based on population.

06/01/16

C/CAG PROJECTED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

FY 2015-16

	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	**96,960**	**2,076,274**	**3,637,170**	**1,152,530**	**128,130**	**238,289**	**1,660,431**	**2,710**	**2,994,018**	**6,794,295**	**18,780,807**
PROJECTED REVENUES											
nterest Earnings	3,300	5,000	13,500	0	0	4,075	10,500	0	10,000	30,000	**76,375**
Member Contribution	262,525	410,452	1,850,000	0	0	0	122,155	0	0	0	**2,645,132**
Cost Reimbursements-SFIA	0	0	0	0	0	0	0	0	0	0	**0**
MTC/ Federal Funding	0	777,757	0	0	0	0	0	0	0	635,000	**1,412,757**
Grants	0	0	53,064	0	619,678	0	0	0	0	0	**672,742**
DMV Fee	0	0	0	0	0	1,062,859	0	786	1,287	6,700,000	**7,764,932**
NPDES Fee	0	0	0	0	0	0	1,370,866	0	0	0	**1,370,866**
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	348,140	0	44,538	0	0	0	0	0	0	**392,678**
Assessment	0	0	0	0	0	0	0	0	0	0	**0**
TLSP	0	0	0	685,206	0	0	0	0	0	0	**685,206**
	0	0	0	0	0	0	0	0	0	0	**0**
Total Revenues	265,825	1,541,349	1,916,564	729,744	619,678	1,066,934	1,503,521	786	11,287	7,365,000	**15,020,688**
TOTAL SOURCES OF FUNDS	362,785	3,617,623	5,553,734	1,882,274	747,808	1,305,223	3,163,952	3,496	3,005,305	14,159,295	**33,801,495**
PROJECTED EXPENDITURES	Administrative Program (General Fund)	Transportation Programs	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	AVA	DMV Fee Program	Measure M (DMV Fee)	Total
Administration Services	58,106	99,740	38,552	46,167	10,194	3,913	25,931	985	1,980	34,632	**320,200**
Professional Services	179,887	692,433	66,303	237,275	358,825	27,215	106,008	0	0	136,132	**1,804,078**
Consulting Services	42,838	379,588	694,460	1,171,811	271,771	0	1,339,482	0	36,970	2,040,412	**5,977,332**
Supplies	2,854	500	0	0	0	0	0	0	0	0	**3,354**
Prof. Dues & Memberships	0	0	0	0	0	0	42,298	0	0	0	**42,298**
Conferences & Meetings	9,709	2,000	0	66	4,062	0	5,000	0	0	0	**20,837**
Printing/ Postage	13,855	0	0	0	0	0	2,500	0	0	0	**16,355**
Publications	2,531	1,812	0	0	378	0	0	0	0	4,900	**9,621**
Distributions	0	70,000	360,979	0	0	623,300	26,000	0	50,976	4,630,139	**5,761,394**
OPEB Trust	27,000	0	0	0	0	0	0	0	0	0	**27,000**
Miscellaneous	500	0	0	0	0	0	1,000	0	0	0	**1,500**
Bank Fee	3,263	0	0	0	0	0	0	0	0	0	**3,263**
Audit Services	25,500	0	0	0	0	0	0	2,500	2,500	2,500	**33,000**
Project Management	0	0	0	0	0	0	0	0	0	0	**0**
Total Expenditures	366,043	1,246,073	1,160,294	1,455,319	645,230	654,428	1,548,219	3,485	92,426	6,848,715	**14,020,232**
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	(200,480)	99,144	13,123	0	46,185	4,575	16,513	0	248	21,372	**680**
Total Transfers	(200,480)	99,144	213,123	(200,000)	(153,815)	4,575	16,513	0	248	221,372	**680**
NET CHANGE	100,262	196,132	543,147	(525,575)	128,263	407,931	(61,211)	(2,699)	(81,387)	294,913	**999,776**
TRANSFER TO RESERVES	3,346	218,137	20,000	0	0	0	-80,903	0	-50000	20,000	**130,580**
TOTAL USE OF FUNDS	168,909	1,563,354	1,393,417	1,255,319	491,415	659,003	1,483,829	3,485	42,674	7,090,087	**14,151,492**
ENDING FUND BALANCE	**193,876**	**2,054,269**	**4,160,317**	**626,955**	**256,393**	**646,220**	**1,680,123**	**11**	**2,962,631**	**7,069,208**	**19,650,003**
RESERVE FUND											
Beginning Reserve Balance	43,346	181,863	100,000	0	0	0	200,903	0	50,000	100,000	**676,112**
Reserve Transfers In	0	218,137	20,000	0	0	0	0	0	0	20,000	**258,137**
Reserve Transfers Out	3,346	0	0	0	0	0	80,903	0	50,000	0	**134,249**
Ending Reserve Balance	40,000	400,000	120,000	0	0	0	120,000	0	0	120,000	**800,000**

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.

6/01/16

C/CAG PROGRAM BUDGET: REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

FY 2016-17

	Administrative Program (General Fund)	Transportation Programs	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	AVA	DMV Fee Program	Measure M (DMV Fee)	Total
EGINNING BALANCE	**193,876**	**2,054,269**	**4,160,317**	**626,955**	**256,393**	**646,220**	**1,680,123**	**11**	**2,962,631**	**7,069,208**	**19,650,003**
ROJECTED EVENUES											
nterest Earnings	3,300	5,000	13,500	0	0	4,000	10,500	0	6,000	28,000	**70,300**
Member Contribution	275,651	410,452	1,850,000	0	0	0	126,543	0	0	0	**2,662,646**
Cost Reimbursements-SFIA	0	0	0	0	0	0	0	0	0	0	**0**
MTC/ Federal Funding	0	820,000	0	0	0	0	0	0	0	252,000	**1,072,000**
Grants	0	0	0	0	698,000	0	0	0	0	0	**698,000**
DMV Fee	0	0	0	0	0	1,110,717	0	0	0	6,700,000	**7,810,717**
NPDES Fee	0	0	0	0	0	0	1,388,565	0	0	0	**1,388,565**
A 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**
PM-STIP	0	300,000	0	0	0	0	0	0	0	0	**300,000**
ssessment	0	0	0	0	0	0	0	0	0	0	**0**
LSP	0	0	0	0	0	0	0	0	0	0	**0**
	0	0	0	0	0	0	0	0	0	0	**0**
otal Revenues	278,951	1,535,452	1,863,500	0	698,000	1,114,717	1,525,608	0	6,000	6,980,000	**14,002,228**
OTAL SOURCES OF FUNDS	472,827	3,589,721	6,023,817	626,955	954,393	1,760,937	3,205,731	11	2,968,631	14,049,208	**33,652,231**
ROJECTED XPENDITURES	Administrative Program (General Fund)	Transportation Programs	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	AVA	DMV Fee Program	Measure M (DMV Fee)	Total
dministration Services	76,000	125,000	40,000	30,000	10,000	4,000	35,000	0	0	35,000	**355,000**
rofessional Services	232,940	900,000	60,000	270,000	463,940	45,000	183,286	0	0	223,000	**2,378,166**
onsulting Services	70,000	415,000	1,109,460	943,000	326,220	0	1,734,712	0	145,000	1,470,351	**6,213,743**
upplies	4,000	2,000	0	0	0	0	0	0	0	0	**6,000**
rof. Dues & Memberships	1,750	1,000	0	0	0	0	40,948	0	0	0	**43,698**
onferences & Meetings	12,500	5,000	1,000	0	2,000	0	5,500	0	0	0	**26,000**
rinting/ Postage	17,000	6,000	0	0	0	0	2,500	0	0	0	**25,500**
ublications	4,000	3,000	0	0	1,000	0	0	0	0	0	**8,000**
istributions	0	70,000	1,010,000	0	0	1,224,000	26,000	0	1,772,702	4,402,500	**8,505,202**
PEB Trust	30,000	0	0	0	0	0	0	0	0	0	**30,000**
liscellaneous	5,500	1,000	1,000	0	0	0	1,000	0	0	0	**8,500**
ank Fee	3,500	0	0	0	0	0	0	0	0	0	**3,500**
udit Services	22,500	0	0	0	0	0	0	0	2,500	0	**25,000**
roject Management	0	0	0	0	0	0	0	0	0	0	**0**
otal Expenditures	479,690	1,528,000	2,221,460	1,243,000	803,160	1,273,000	2,028,946	0	1,920,202	6,130,851	**17,628,309**
RANSFERS											
ransfers In	0	0	0	636,500	200,000	0	0	0	0	0	**836,500**
ransfers Out	0	0	200,000	0	0	0	0	0	0	636,500	**836,500**
dministrative Allocation	-234,005	112,914	11,016	0	52,209	5,031	24,046	0	0	28,421	**-368**
otal Transfers	-234,005	112,914	211,016	-636,500	-147,791	5,031	24,046	0	0	664,921	**-368**
ET CHANGE	33,266	-105,462	-568,976	-606,500	42,631	-163,314	-527,384	0	-1,914,202	184,228	**-3,625,713**
RANSFER TO RESERVES		0	0	0	0	0	0	0	0	0	**0**
OTAL USE OF FUNDS	**245,685**	1,640,914	2,432,476	606,500	655,369	1,278,031	2,052,992	0	1,920,202	6,795,772	**17,627,941**
NDING FUND BALANCE	**227,142**	**1,948,807**	**3,591,341**	**20,455**	**299,024**	**482,906**	**1,152,739**	**11**	**1,048,429**	**7,253,436**	**16,024,290**
estricted Fund Balance	**0**	**2,166,944**	**3,591,341**	**20,455**	**299,024**	**482,906**	**1,152,739**	**11**	**1,048,429**	**7,253,176**	**16,015,025**
ESERVE FUND											
eginning Reserve Balance	40,000	400,000	120,000	0	0	0	120,000	0	0	120,000	**800,000**
eserve Transfers In	0	0	0	0	0	0	0	0	0	0	**0**
eserve Transfers Out		0	0	0	0	0		0	0	0	**0**
nding Reserve Balance	40,000	400,000	120,000	0	0	0	120,000	0	0	120,000	**800,000**

ote: 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: June 9, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approve Resolution 16-16 authorizing the C/CAG Executive Director to execute Task Orders with Eisenberg, Olivieri, and Associates, Inc., Larry Walker & Associates, and S. Groner Associates, Inc., in amounts not to exceed $1,376,257, $632,025, and $325,000, respectively, for technical support services to the Countywide Water Pollution Program for Fiscal Year 2016-17.

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

RECOMMENDATION

Review and approve Resolution 16-16 authorizing the C/CAG Executive Director to execute Task Orders with Eisenberg, Olivieri, and Associates, Inc., Larry Walker & Associates, and S. Groner Associates, Inc., in amounts not to exceed $1,376,257, $632,025, and $325,000, respectively, for technical support services to the Countywide Water Pollution Program for Fiscal Year 2016-17.

FISCAL IMPACT

Up to $2,333,282

SOURCE OF FUNDS

NPDES, Measure M, and AB1546 Stormwater funds

BACKGROUND

In August 2015, C/CAG approved Resolution 15-21, authorizing 10 on-call contracts for technical support to the Countywide Water Pollution Prevention Program, authorizing the Executive Director to issue task orders for a cumulative amount not to exceed $2.3 million in FY 2015-16, and further directing staff to report back to the C/CAG Board on task orders issued. Staff issued a master solicitation on November 6, 2015 to the on-call consultants to address new requirements included in the revised Municipal Regional Permit (MRP), adopted by the Regional Water Board on November 19, 2015.

Five task orders were issued by the Executive Director for Fiscal Year 2015-16, as detailed in Table 1, for a total of $1.6 million (Note: support services for 15-16 under the new on-call contracts was for approximately half of the fiscal year). Staff negotiated final scopes of work and

budgets with the selected consultants for Fiscal Year 2016-17 and recommends the C/CAG Board authorize the Executive Director to execute Task Orders EOA-04, LWA-02, and SGA-02 with EOA, Inc., Larry Walker & Associates, and S. Groner Associates, in amounts not to exceed $1,376,257, $632,025, and $325,000, respectively. The Task Orders are for work in Fiscal Year 2016-17 only, and Task Orders for future fiscal years will be brought to the C/CAG Board in conjunction with adoption of the annual C/CAG Budget. Sufficient funds are incorporated into the NPDES, Measure M, and AB1546 budgets to support the proposed Task Orders. Table 2 details the draft Fiscal Year 2016-17 stormwater consulting budget and proposed task orders.

It is important to note, C/CAG will be significantly reducing current stormwater-related fund balances during Fiscal Year 2016-17 as a result of increased compliance costs associated with the Municipal Regional Permit. As such, there will be limited carryover of funding to 2017-18, which will likely necessitate cuts in the services C/CAG is able to provide its member agencies in regard to technical support through the Countywide Water Pollution Prevention Program (Countywide Program). Staff plans to bring preliminary proposed options for cutting Countywide Program tasks to the Stormwater Committee in June and will bring recommendations to the C/CAG Board at future meetings in preparation for adoption of the Fiscal Year 2017-18 budget. As budget cuts are necessary, staff anticipates starting with Countywide Program activities that are not directly associated with Municipal Regional Permit compliance, such as support for the various stormwater subcommittees and annual training programs, but will work with the Stormwater Committee and subcommittees to develop an approach that is supported by C/CAG's member agencies.

Due to the large number of pages, copies of each proposed task order and associated scopes of work and budgets are provided via the C/CAG website at http://ccag.ca.gov/committees/board-of-directors/.

ATTACHMENTS

1. Table 1: 2015-16 technical support budget vs. task orders issued
2. Table 2: 2016-17 proposed task orders and budget
3. Resolution 16-16

The below attachments are available on-line, as part of the June 9, 2016 Additional Meeting Materials, at: http://ccag.ca.gov/committees/board-of-directors/

4. Web Only: Task Order EOA-04 (General Support, Subcommittee Support, Training, Trash, and portions of Mercury & PCBs)
5. Web Only: Task Order LWA-02 (Green Infrastructure, Mercury & PCBs, and Stormwater Resource Planning)
6. Web Only: Task Order SGA-02 (Outreach)

Table 1: 2015-16 Technical Support Budget vs. Task Orders Issued

			2015-16 Technical Support Budget (NPDES and Measure M Funds)	$2,300,000
Task Order	**Date Issued**	**Consultant**	**Tasks**	**Amount**
EOA-01	10/7/15	EOA, Inc.	Interim technical support during RFP process (15-16)	$317,142
EOA-02	1/4/16	EOA, Inc.	Water Quality Monitoring (15-16)	$247,027
EOA-03	3/10/16	EOA, Inc.	General Support, Subcommittee Support, Training, Trash, and portions of Mercury & PCBs (15-16)	$464,480
LWA-01	3/10/16	Larry, Walker & Associates	Portion of Subcommittee Support and Training, Green Infrastructure, Mercury & PCBs, and Stormwater Resource Planning (15-16)	$326,209
SGA-01	3/10/16	S. Groner & Associates	Outreach (15-16)	$250,000
			Total	**$1,604,858**

Table 2: 2016-17 Technical Support Budget vs. Proposed Task Orders

			Proposed 2016-17 Technical Support Budget (combination of NPDES, Measure M, and AB1546 Funds)	$2,787,102
Task Order	**Date Issued**	**Consultant**	**Tasks**	**Amount**
EOA-04	Pending Board Approval	EOA, Inc.	General Support, Subcommittee Support, Training, Trash, and portions of Mercury & PCBs	$1,376,257
LWA-02	Pending Board Approval	Larry, Walker & Associates	Green Infrastructure, Mercury & PCBs, and Stormwater Resource Planning	$632,025
SGA-02	Pending Board Approval	S. Groner & Associates	Outreach	$325,000
			Total	**$2,333,282**

RESOLUTION 16-16

AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE TASK ORDERS WITH EISENBERG, OLIVIERI, AND ASSOCIATES, INC., LARRY WALKER & ASSOCIATES, AND S. GRONER & ASSOCIATES IN AMOUNTS NOT TO EXCEED $1,376,257, $632,025, AND $325,000, RESPECTIVELY, FOR TECHNICAL SUPPORT SERVICES TO THE COUNTYWIDE WATER POLLUTION PROGRAM FOR FISCAL YEAR 2016-17.

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

WHEREAS, C/CAG administers the San Mateo Countywide Water Pollution Prevention Program to assist its member agencies in meeting mandated requirements of the San Francisco Bay Regional Water Quality Control Board's Municipal Regional Permit (MRP); and

WHEREAS, C/CAG and its member agencies recognize and support the need to implement pollution prevention programs to minimize the discharge of pollutants from municipal storm drain systems and C/CAG requires support from technical consultants in assisting its member agencies with meeting MRP requirements; and

WHEREAS, C/CAG previously approved on-call contracts with qualified technical consultants; and

WHEREAS, C/CAG issued a master Request for Proposals to the on-call technical consultants for scopes of work and budgets through Fiscal Year 2017-18; and,

WHEREAS, C/CAG, upon recommendation by its Stormwater Committee, selected Eisenberg, Olivieri, and Associates, Inc., Larry Walker and Associates, and S. Groner Associates to support the Countywide Water Pollution Prevention Program under the on-call contracts; and

WHEREAS, C/CAG staff negotiated final scopes of work and budgets with Eisenberg, Olivieri, and Associates, Inc., Larry Walker and Associates, and S. Groner Associates to support the Countywide Water Pollution Prevention Program in 2016-17; and

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that the C/CAG Executive Director is authorized to execute Task Orders with EOA, Inc., Larry Walker and Associates, and S. Groner Associates in amounts not to exceed $1,376,257, $632,025, and $325,000, respectively, for technical support services to the Countywide Water Pollution Program for Fiscal Year 2016-17.

PASSED, APPROVED, AND ADOPTED, THIS 9TH DAY OF JUNE, 2016.

Alicia Aguirre, Chair

C/CAG

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May 12, 2016

The Honorable Lois Wolk
California State Senate
State Capitol, Room 3086
Sacramento, CA 95814

RE: **OPPOSE** SB 885 (Wolk)

Dear Senator Wieckowski:

On behalf of the City/County Association of Governments of San Mateo County (C/CAG), I must regrettably inform you of C/CAG's **OPPOSITION to SB 885 (Wolk),** which would require design professionals used on public works projects to only defend against claims and lawsuits stemming from the "negligence, recklessness, or willful misconduct of the design professional." The bill would also obligate the design professional to reimburse reasonable defense costs incurred by public agencies and will be limited only to the design professional's degree of fault as determined by a court, arbitration, or negotiated settlement.

This bill unnecessarily places a financial burden on local government entities engaged in the construction of public works projects by requiring these agencies to front all, or a portion of, the costs incurred from defending against litigation on public works projects for which a design professional has been found to be wholly, or partially, responsible. While the bill provides for reimbursement of any legal costs accrued as a result of the design professional's level of involvement, the reimbursement occurs only after a determination is made by a court, arbitrator, or through a settlement. This leaves local agencies to shoulder the cost while a level of fault is determined. If the level of fault, and thus the fair share of defense costs, is not satisfactory to the local agency, it must take additional steps to recover its costs, which will surely prove to be another arduous process.

While we believe that a design professional should not have to defend against claims unrelated to the design professional's involvement in a public works project, we do not agree that these same professionals should be excused from any responsibility in defending claims in which they bare some or all of the responsibility until after a court has ruled that such is true. Local agency budgets are already stretched extremely thin and paying for litigation on behalf of design professionals is not something that is easily borne.

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For the reasons stated above, we must respectfully **OPPOSE** SB 885. Please feel free to contact Sandy Wong, the C/CAG Executive Director, at slwong@smcgov.org with any questions or concerns.

Sincerely,

Alicia Aguirre, Chair
City/County Association of Governments of San Mateo County

Cc: Assembly Member Richard Gordon
Assembly Member Kevin Mullin
Assembly Member Phil Ting
Senator Jerry Hill

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May 12, 2016

The Honorable Bob Wieckowski
California State Senate
State Capitol, Room 3086
Sacramento, CA 95814

RE: **OPPOSE** SB 1170 (Wieckowski)

Dear Senator Wieckowski:

On behalf of the City/County Association of Governments of San Mateo County (C/CAG), which manages the San Mateo Countywide Water Pollution Prevention Program (Program), I must regrettably inform you of C/CAG's **OPPOSITION to SB 1170 (Wieckowski)** related to stormwater pollution prevention. Unfortunately, as currently written, SB 1170 raises significant concerns related to our ability to meet the goals established by San Mateo County's Program and meet our National Pollution Discharge Elimination System (NPDES) permit requirements.

In San Mateo County, the Program is a partnership between C/CAG, each incorporated city and town in the county, and the County of San Mateo, which share a common NPDES permit. The County and the 20 cities and towns in San Mateo County are all permittees under one regional urban stormwater NPDES permit, which also regulates municipalities in Contra Costa, Alameda, and Santa Clara Counties, as well as the cities of Fairfield, Suisun City, and Vallejo.

On projects that encompass at least one acre of land, Stormwater Pollution Prevention Plans (SWPPPs) must be developed to ascertain potential sources of stormwater pollution on construction sites and identify the control measures needed to be taken during the construction process. SWPPPs must be written, amended, and certified by qualified personnel who are knowledgeable in the principles and practice of erosion and sediment controls and possess the skills needed to assess conditions at the construction site that could impact stormwater quality. C/CAG and our local agencies rely on the expertise of qualified SWPPP developers, known as QSDs, to conduct this work, as agencies do not have the resources nor the regular workload required to employ such personnel throughout the year.

SWPPPs are currently created in accordance with the general contractor's construction plans. As construction progresses, SWPPPs must often be modified to accommodate the constantly changing conditions of a construction site. The general contractor is in the best position to create the construction plan and contract for the corresponding SWPPP. A general contractor-developed SWPPP can incorporate an optimal construction sequence selected by the contractor, thereby maximizing efficiency and reducing costs.

SB 1170 would turn this standing process on its head by prohibiting public agencies from contracting with the general contractor to develop a SWPPP and statutorily restricting the

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agencies' remaining options to an engineer or architect. A separate entity developing a SWPPP would have to assume a sequence of work that might occur under one construction scenario but not another. Public agencies do not have the direct control over the day-to-day construction, let alone the expertise, to perform this function.

Ultimately, the success or failure of a SWPPP lies with the general contractor carrying out the plan. If the legislature statutorily shifts the development and liability of the SWPPP to the public agency, or to a design professional or architect, it will create confusion and conflict within the public works process. SB 1170 will only further disconnect the entity responsible for the development of the SWPPP from the entity that performs the work related to the SWPPP.

Fro the reasons stated above, we must **OPPOSE** SB 1170. Please feel free to contact Sandy Wong, the C/CAG Executive Director, at slwong@smcgov.org with any questions or concerns.

Sincerely,

Alicia Aguirre, Chair
City/County Association of Governments of San Mateo County

Cc: Assembly Member Richard Gordon
Assembly Member Kevin Mullin
Assembly Member Phil Ting
Senator Jerry Hill

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May 23, 2016

The Honorable Cristina Garcia
Member, Committee on Natural Resources
State Capitol, Room 2013
Sacramento, CA 95814

RE: **SUPPORT** for AB 2293 (Garcia)

Dear Assembly Member Garcia:

The City/County Association of Governments of San Mateo County (C/CAG), which is the Congestion Management Agency (CMA) for San Mateo County, and which also administers other programs such as San Mateo Countywide stormwater, energy efficiency, and water conservation programs, is pleased to write to you today in **SUPPORT** of AB 2293 and encourage use of Greenhouse Gas Reduction Fund (GGRF) funds outside of the AHSCP.

This bill would establish funding for a Green Assistance Program (GAP) under CalEPA, which is consistent with the legislative priorities of C/CAG; the GAP coordinating with existing local programs to reduce greenhouse gas emissions with new funding from the GGRF. As noted above, the GAP would be funded from the from GGRF revenues and allows funding to be directed from the Affordable Housing and Sustainable Communities Program (AHSCP). C/CAG believes, given our state's affordable housing crisis, that the state make as much funding available as possible to address the issue of affordable housing. Therefore, C/CAG prefers that the GAP be funded using GGRF revenues outside of the AHSCP.

The San Mateo County Green Business Program and the California Green Business Network (CAGBN), which administers the statewide California Green Business Program, provides considerable assistance to local businesses to enable them to do their part to meet the State's greenhouse gas reduction goals in AB 32. The local program promotes alternative transportation choices for business employees, reductions in stormwater system pollution, energy and water conservation, and waste reduction opportunities.

Currently, the local program and CAGBN only receive funding from annual fees from participating local governments and federal grant funds to help ready the program's database and other assets for expansion into five additional states in the US. The programs receive no funding from the State of California. San Mateo County, based on CalEnviroScreen, has one community (Daly City) that qualifies as a disadvantaged community, but the State of California has many others. The CAGBN is challenged to provide assistance to California communities that have expressed interest in establishing a local program because of the cost associated with providing assistance to organize and launch a new local program. Access to GGRF funds for the local

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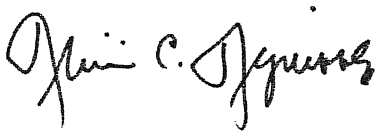
community would greatly reduce this challenge.

Collectively, through the California Green Business Program, businesses save annually:

- 822,677 metric tons of CO2 from energy efficiency, water conservation, and waste reduction
- 124,312,888 gallons of water
- 419,947 tons of waste diverted from landfill
- $30 million in utility savings

We **SUPPORT** AB 2293 and appreciate your efforts to provide both state and local programs the additional resources necessary to address our greenhouse gas reduction, stormwater pollution prevention, energy and water conservation, and solid waste goals. Please feel free to contact Sandy Wong, the C/CAG Executive Director, at slwong@smcgov.org with any questions or concerns.

Sincerely,



Alicia Aguirre, Chair
City/County Association of Governments of San Mateo County

Cc: Assembly Member Richard Gordon
Assembly Member Kevin Mullin
Senator Jerry Hill
Assembly Member Lorena Gonzalez

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