

# 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 MINUTES

Meeting No. 289

June 9, 2016

#### 1.0 CALL TO ORDER/ROLL CALL

Chair Alicia Aguirre called the meeting to order at 6:30 p.m. Roll call was taken.

Elizabeth Lewis – Atherton

Doug Kim – Belmont

Ricardo Ortiz – Burlingame

Diana Colvin – Colma

Judith Christensen – Daly City

Lisa Gauthier – East Palo Alto

Larry May – Hillsborough (arrive 6:34 p.m.)

Gina Papan – Millbrae

Karen Ervin – Pacifica

Maryann Moise Derwin – Portola Valley

Alicia Aguirre – Redwood City

Irene O’Connell – San Bruno

Cameron Johnson – San Carlos and SMCTA

Diane Papan – San Mateo (arrive 6:45 p.m.)

Don Horsley – San Mateo County

Karyl Matsumoto – South San Francisco and SamTrans (arrive 6:32 p.m.)

Absent:

Brisbane

Colma

Foster City

Half Moon Bay

Menlo Park

Woodside

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  
Hilary Papendick – San Mateo County  
Josh Abram, Jeff Baird – 21 Elements  
Scott Hart – PG&E  
Jenee Littrell – SMCOE  
Michael Laughlin – Millbrae  
Ellen Barton – San Mateo County

3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

*Note: Public comment is limited to two minutes per speaker.*

Scott Hart – PG&E – Hosting a tour of the Gas Operation in San Ramon on July 7, 2016 at 9:15 a.m.  
An email follow up will be provided at a later time.

4.0 PRESENTATIONS/ ANNOUNCEMENTS

Hillary Papendick of San Mateo County provided a presentation on the OWL project, a visualization tool on sea level rise.

Josh Abrams of 21 Elements provided a 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.

Chair informed board members that hand-outs were provided to be added to the meeting agenda packet to be inserted between pages 102 and 103.

Board Member Horsley MOVED approval of Items 5.1, 5.2, 5.3, 5.4, 5.5, 5.6, 5.7, 5.8, 5.9, 5.10, 5.11, 5.12, 5.13, 5.14, 5.15, 5.16, 5.17, 5.18 and 5.19. Board Member O’Connell (San Bruno) SECONDED.  
**MOTION CARRIED 16-0.**

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

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. APPROVED

- 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. APPROVED
- 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. APPROVED
- 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. APPROVED
- 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. APPROVED
- 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. APPROVED
- 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. APPROVED
- 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
- 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
- 5.10 San Carlos Airport Land Use Compatibility Plan Consistency Review – City of San Carlos, Meridian 25 APPROVED
- 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 APPROVED

- 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. APPROVED
- 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. APPROVED
- 5.14 Receive an update of the California Transportation Commission (CTC) adopted 2016 State Transportation Improvement Plan (STIP). INFORMATION
- 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. APPROVED
- 5.16 Review and approve Resolution 16-27 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. APPROVED
- 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) APPROVED
- 5.18 Review and approval of the reallocation of \$108,820 in Transportation Development Act (TDA) Article 3 Funds for the City of East Palo Alto Pedestrian and Bicycle Improvements to Woodlands Neighborhood. APPROVED
- 5.19 Review and approval of the reallocation of 46,220 in Transportation Development Act (TDA) Article 3 Funds for the City of Redwood City Safe Routes to School Improvement Project. APPROVED
- 6.0 REGULAR AGENDA
- 6.1 Review and approval of C/CAG legislative policies, priorities, positions, and legislative update (A position may be taken on any legislation, including legislation not previously identified). NO ACTION

The June 9 C/CAG Legislative Committee meeting was canceled. There is no recommended action at this time.

Jean Higaki and Chair Aguirre provided an update of the C/CAG's legislative visit to Sacramento on June 8, 2016. C/CAG representatives Alicia Aguirre, Maryann Derwin, Catherine Carlton, and staff met with Assembly Member Mullin, Assembly Member Gordon, Assembly Member Frazier, Senator Beall, Senator Hill, Staff from Assembly Member Ting, and Cal STA Secretary Kelly. Discussions focused on

the need to pass a funding package for transportation and funding needs for stormwater management.

- 6.2 Review and approval of the reallocation of \$62,500 in Transportation Development Act (TDA) Article 3 Funds for the City of Millbrae Bicycle and Pedestrian Transportation Plan. APPROVED

Michael Laughlin, staff from City of Millbrae, presented the request for time extension to use the TDA Article funds to better coordinate with other related and on-going projects.

Board Member Lewis MOVED approval of Item 6.2. Board Member Papan (Millbrae) SECONDED. **MOTION CARRIED 16-0**

- 6.3 Review and approval of the C/CAG investment portfolio and accept the Quarterly Investment Report as of March 31, 2016 APPROVED

Board members suggested the Finance Committee to consider the feasibility of alternative investment portfolio mix, including investment outside of the LAIF funds and POOL funds.

Board Member O'Connell (San Bruno) MOVED approval of Item 6.3. Board Member Ortiz SECONDED. **MOTION CARRIED 16-0**

- 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). APPROVED

Board Member O'Connell (San Bruno) MOVED approval of Item 6.4. Board Member Gauthier SECONDED. **MOTION CARRIED 16-0**

- 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. APPROVED

Board Member O'Connell (San Bruno) MOVED approval of Item 6.5. Board Member Horsley SECONDED. **MOTION CARRIED 16-0**

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

Board Member Horsley MOVED approval of Item 6.6. Board Member May SECONDED.

A Super Majority Vote was taken by roll call. **MOTION CARRIED 16-0**. Results: 16 Agencies approving. This represents 76% of the Agencies representing 88% of the population.

- 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.

Board Member O'Connell (San Bruno) MOVED approval of Item 6.7. Board Member Horsley SECONDED. **MOTION CARRIED 16-0**

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

Sandy Wong, Executive Director, informed the C/CAG Board that through a collaborative effort between C/CAG and the San Mateo County Transportation Authority with other public and private partners, effort is underway for the US 101 Managed Lane project to receive \$3 million in private funds to augment the environmental study. [Managed lane is a general term for either carpool lane or express lane.]

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)

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)

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)

10.0 ADJOURNMENT – 8:00 p.m.