

# C/CAG

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

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

### AGENDA

#### Congestion Management & Environmental Quality (CMEQ) Committee

**Date:** Monday, November 22, 2010 3:00 p.m. to 5:00 p.m.  
**Place:** San Mateo City Hall  
330 West 20th Avenue, San Mateo, California  
Conference Room C (across from Council Chambers)

PLEASE CALL Sandy Wong (599-1409) IF YOU ARE UNABLE TO ATTEND.

- |    |  |                                     |               |
|----|--|-------------------------------------|---------------|
| 1. | Public comment on items not on the agenda  | Presentations are limited to 3 mins |               |
| 2. | Minutes of October 25, 2010 meeting.   | Action (Richardson)                 | Pages 1 - 3   |
| 3. | Measure M - \$10 Vehicle License Fee next steps  | Information (Hoang)                 | Verbal        |
| 4. | Review and recommend approval of a draft reauthorization of the San Mateo County Congestion Relief Program   | Action (Higaki)                     | Pages 4 - 13  |
| 5. | Recommend Support for the Sustainable Communities Strategy including formation and support of a Regional Housing Needs Allocation (RHNA) Sub-Region for San Mateo County including the 20 cities | Action (Napier)                     | Pages 14 - 20 |
| 6. | Executive Director Report  | Information (Napier)                |               |
| 7. | Member comments and announcements.   | Information (Richardson)            |               |
| 8. | Adjournment and establishment of next meeting date (January 31, 2011).   | Action (Richardson)                 |               |

**NOTE:** All items appearing on the agenda are subject to action by the Committee. Actions recommended by staff are subject to change by the Committee.

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

Other enclosures/Correspondence - None

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS COMMITTEE ON  
CONGESTION MANAGEMENT AND ENVIRONMENTAL QUALITY (CMEQ)**

**MINUTES  
MEETING OF OCTOBER 25, 2010**

The meeting was called to order by Chair Richardson in Conference Room A at City Hall of San Mateo at 3:02 pm.

Attendance sheet is attached.

**1. Public comment on items not on the agenda.**

None.

**2. Minutes of August 30, 2010 meeting.**

*Motion: To approve the Minutes of the August 30, 2010 meeting, Bigelow/Quigg.  
Motion was moved unanimously.*

**3. Recommend approval of the call for projects for the C/CAG 5<sup>th</sup> Cycle TOD Incentive Program.**

Tom Madalena presented the proposed call for projects for the 5<sup>th</sup> cycle Transit Oriented Development (TOD) housing incentive program. Approximately \$3 million dollars will be available for incentives. Tom also presented a proposed schedule as well as the eligibility criteria.

Member Koelling commented on the eligibility should include bus stops instead of just rail stations. Rich Napier, C/CAG Executive Director, responded that if bus stops are included in the eligibility, the incentive aspect of the program would be too diluted.

*Motion: To recommend approval of the call for projects for the 5<sup>th</sup> Cycle TOD Incentive Program, Bigelow/Pierce. Motion was moved unanimously.*

**4. Receive information and update on the Bay Area Sustainable Communities Strategy (SCS) Process (Information).**

A handout consisted of a copy of a letter from ABAG to bay area city managers re: "2014-2022 Regional Housing Need Allocation – Requirements to Form a Subregion" was provided at the meeting. Richard Napier provided a brief overview of the Bay Area Sustainable Communities Strategy (SCS) as it ties to the next Regional Housing Needs Allocation (RHNA). Richard stated that the last round of RHNA in San Mateo county was successful. He said this topic will be back on every future CMEQ meeting agenda.

Sandy Wong informed CMEQ regarding the four bay area agencies leading the Bay Area SCS. They are: ABAG, MTC, Air District, and BCDC. A kick off meeting took place on October 12, 2010 between the San Mateo County leaders who serve on the above four agency Boards and Commissions, along with executive staff and some city Planning Directors. At that meeting, it

was suggested that C/CAG should be the lead on RHNA, with input from the Grand Blvd Initiatives. Sandy also stated that future Federal and State transportation funding will be tied to SCS.

CMEQ members had the following comments:

- It is important to have C/CAG be the organization to coordinate SCS for San Mateo county.
- You can't live in the goals. Reality is people live in housing that are built by carpenters.
- How do cities become Priority Development Areas (PDA)?
- Must be mindful of coastal cities.
- A list of PDA cities is available on ABAG website.  
*[<http://www.bayareavision.org/initiatives/PDFs/PDA-List.pdf>]*

#### **5. Smart Corridor progress update (Information).**

Sandy Wong provided a brief project update on the Smart Corridor project. The Pilot project around the El Camino Real and County Expo area is currently under construction. The second project segment consists of various local streets perpendicular to and near the El Camino Real is in final design. C/CAG has signed an agreement with San Mateo County Public Works to administer the construction phase when it is ready for construction. The third project segment, which is just a few months behind the second segment, is along the El Camino Real itself and is being designed and constructed by Caltrans.

#### **6. Executive Director Report.**

Richard Napier announced that C/CAG will be receiving a MTC award on the San Mateo County Ramp Metering Program on October 27, 2010.

Richard also mentioned about the San Mateo County Measure M having various opinions stated in local papers.

#### **7. Member comments and announcements.**

- Member O'Connell mentioned the City of San Bruno is self-insured through ABAG. Based on the city's recent fire experience, she suggested others to look into the 2<sup>nd</sup> tier. She also thanked everyone for their support after the disaster.

#### **8. Adjournment and establishment of next meeting date.**

The next regular meeting is scheduled for November 22, 2010. Chair Richardson suggested if there is no action item, the meeting should be canceled.

Meeting was adjourned at 4:35 pm.

<b>CMEQ 2010 Attendance Record</b>						
<b>Name</b>	<b>Jan 25</b>	<b>Mar 29</b>	<b>May 24</b>	<b>Jun 28</b>	<b>Aug 30</b>	<b>Oct 25</b>
Arthur Lloyd	Yes	Yes	Yes	Yes	Yes	Yes
Barbara Pierce	Yes		Yes	Yes	Yes	Yes
Daniel Quigg	Yes	Yes	Yes		Yes	Yes
Gina Papan	Yes	Yes	Yes	Yes		
Heyward Robinson			Yes	Yes	Yes	
Irene O'Connell			Yes		Yes	Yes
Jim Bigelow	Yes	Yes	Yes		Yes	Yes
Lennie Roberts	Yes		Yes	Yes		Yes
Linda Koelling	Yes	Yes		Yes	Yes	Yes
Naomi Patridge	Yes	Yes			Yes	Yes
Onnolee Trapp	Yes	Yes		Yes	Yes	Yes
Richard Garbarino	Yes	Yes	Yes	Yes		Yes
Sepi Richardson	Yes	Yes	Yes	Yes	Yes	Yes
Steve Dworetzky	Yes	Yes		Yes	Yes	
Sue Lempert	Yes		Yes	Yes	Yes	Yes
Zoe Kersteen- Tucker	Yes	Yes		Yes		Yes
Vacant						
<b>Other attendees at October 25, 2010 meeting:</b>						
RNapier, SWong, TMadalena, JHigaki - C/CAG						
Joe Hurley - SMCTA						
Pat Dixon						

# C/CAG AGENDA REPORT

**Date:** November 22, 2010

**To:** Congestion Management & Environmental Quality Committee (CMEQ)

**From:** Richard Napier, Executive Director

**Subject:** Review and recommend approval of a draft reauthorization of the San Mateo County Congestion Relief Program

(For further information contact Richard Napier at 599-1420 or Jean Higaki at 599-1462)

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## **RECOMMENDATION**

Review and recommend approval of a draft reauthorization of the San Mateo County Congestion Relief Program.

## **FISCAL IMPACT**

If reauthorized, the Congestion Relief Plan will receive \$1.85 million per year for four years.

## **SOURCE OF FUNDS**

Annual funding to support the programs under the Congestion Relief Plan is derived primarily from C/CAG member assessment of \$1.85 million.

Annual matching funds for specific programs from the San Mateo County Transportation Authority are as follows:

- |   |   |                   |
|---|---|-------------------|
| - Local/ Employer shuttle service program | - | \$300,000 (up to) |
| - Ramp metering program                   | - | \$100,000 (up to) |
| - Intelligent Transportation Systems      | - | \$200,000 (up to) |

Local jurisdictions applying for the Local Transportation Services Program are required to provide a minimum 50% match for services provided.

State Transportation Improvement Program (STIP) and/ or Federal Congestion Mitigation and Air Quality (CMAQ) are additional potential sources of funds that are available through competitive grants. Competitive grant funds are not identified at this time.

## **BACKGROUND/DISCUSSION**

The San Mateo Congestion Relief Plan was first adopted by C/CAG on February 8, 2002 in response to traffic congestion measurements, at a number of locations throughout the County, which exceeded the standards adopted by C/CAG under the Congestion Management Program

(CMP). The CMP is a legal requirement (California Government Code Section 65089(b)(1)(A)), enforceable with financial penalties, and requiring deficiency plans when the congestion exceeds set standards. The Congestion Relief Plan was developed to serve as a Countywide Deficiency Plan.

The alternative to a Countywide Deficiency Plan would be for each individual jurisdiction to research, develop, fund, and implement its own Deficiency Plan. In 2002, the C/CAG Board determined that a countywide approach would be more cost-effective and provide more comprehensive benefits to the overall transportation system in the County. The adoption Congestion Relief Plan relieved all San Mateo County jurisdictions from having to fix the specific congested locations that triggered a deficiency, and any locations that might trigger a deficiency in the subsequent five years.

The C/CAG Board also saw the Congestion Relief Plan as an opportunity to create a program that could make an impact on congestion. The Congestion Relief Plan was developed to respect and support the economic development efforts made by local jurisdictions. Since economic prosperity tends to create severe traffic congestion which also threatens economic growth, the Congestion Relief Plan was designed to find ways to improve mobility Countywide and in every jurisdiction without halting economic growth.

The C/CAG Board authorizes the Congestion Relief Plan for a period of 4 years and all jurisdictions make financial contributions to the Plan based on population and trip generation. The last re-authorization in 2007 was based on 2006 population percentages and 2005 trip generation data. The proposed assessment is updated to reflect 2009 population data and is shown on Attachment A.

### **PROGRAM ENHANCEMENT**

The 2007 reauthorization of an annual \$1.85 million in member assessments for the Congestion Relief Plan was used in part to finance the following Programs:

1- Employer-Based Shuttle and Local Transportation Services Program	\$500,000
2- Travel Demand Management	\$550,000
3- Intelligent Transportation Systems	\$200,000
4- Ramp Metering	\$100,000
5- El Camino Real Planning Grants	\$500,000

It is proposed that the reauthorization of this program be held at the same 2007 member assessment level and that the Plan include the revised Programs as follows:

1- Employer-Based Shuttle and Local Transportation Services Program	\$500,000
2- Travel Demand Management	\$550,000
3- Intelligent Transportation Systems/ Freeway Operational Improvement Strategies	\$200,000
4- Ramp Metering	\$100,000

5- Linking Transportation and Land Use	
5A. El Camino Real Planning Grants	\$200,000
5B. Transportation Improvement Strategy to Reduce Green House Gases	\$100,000
5C. General Climate Action Plan Activities	\$50,000
5D. Sustainable Communities Strategy (SCS) Activities, Linking Housing with Transportation.	\$150,000

**ACCOMPLISHMENTS**

The following provides a list of the activities performed under the last authorization of the Congestion Relief Plan:

- 1- Funded Shuttle Programs and other local transportation services (Approximately \$1.4 million in shuttle services provided by jurisdictions per year)
- 2- Expanded Transportation Demand Management Programs (Commute incentives performed by the Peninsula Congestion Relief Alliance)
- 3- Leveraged funds to obtain a \$10 million grant to implement the “Smart Corridors project”
- 4- Implemented a MTC award winning Ramp Metering project.
- 5- Awarded \$200,000 (4 jurisdictions) in El Camino Real Planning Grants.

**SAN MATEO CONGESTION RELIEF PLAN BENEFITS**

Cities and County

Contribution to a Countywide Deficiency Plan is a fixed cost that provides immunity from localized deficiency plans. This approach is more fiscally efficient than each agency developing and implementing localized Deficiency Plans.

Much of the Congestion Relief Plan assessment fees are distributed back to local agencies in the form of planning grants, shuttle grants, use of the Peninsula Traffic Congestion Relief Alliance services at low or no cost, and installation of intelligent transportation system equipment for operational improvements at no cost.

**PROPOSED CONGESTION RELIEF PLAN REAUTHORIZATION**

Given the success of the Congestion Relief Plan programs, a similar Plan is proposed. Attachment B provides details on the existing and proposed Congestion Relief Program. The main difference is the addition of the Transportation Improvement Strategy to Reduce Green House Gases, Sustainable Communities Strategy (SCS) Activities, Linking Housing with Transportation, and General Climate Action Activities.

It is proposed that Congestion Relief Program assessments to the Cities and County remain at the same total level of \$1,850,000 as shown on Attachment A. The Congestion Relief Program costs are fixed for the term of the program. The assessment is based on the 1/1/09 Population and the 2005 Total Trip Generation. The Congestion Relief Program will continue to be considered a Countywide Deficiency Plan, providing immunity for the Cities and County from any deficiency plans for the 4-year term of this reauthorization.

## **ATTACHMENTS**

- Attachment A Congestion Relief Plan Assessment
- Attachment B Congestion Relief Plan Program Details



Congestion Relief Plan Assessment \*

Attachment A

	Population (as of 1/1/09)	% of Total Population	2005 % of Trip Generation	Average of Population & Trip Gen %	Member Assesment
Atherton	7,468	1.00%	1.50%	1.25%	\$23,137
Belmont	26,250	3.52%	3.30%	3.41%	\$63,080
Brisbane	3,938	0.53%	1.70%	1.11%	\$20,609
Burlingame	29,060	3.90%	5.00%	4.45%	\$82,290
Colma	1,623	0.22%	1.30%	0.76%	\$14,038
Daly City	107,099	14.36%	9.80%	12.08%	\$223,472
East Palo Alto	33,174	4.45%	2.40%	3.42%	\$63,342
Foster City	30,429	4.08%	4.30%	4.19%	\$77,513
Half Moon Bay	13,208	1.77%	1.00%	1.39%	\$25,630
Hillsborough	11,395	1.53%	1.00%	1.26%	\$23,382
Menlo Park	31,865	4.27%	6.30%	5.29%	\$97,793
Millbrae	21,536	2.89%	2.80%	2.84%	\$52,609
Pacifica	39,995	5.36%	3.40%	4.38%	\$81,051
Portola Valley	4,671	0.63%	1.10%	0.86%	\$15,968
Redwood City	77,819	10.43%	13.80%	12.12%	\$224,160
San Bruno	43,811	5.87%	3.70%	4.79%	\$88,559
San Carlos	28,839	3.87%	4.40%	4.13%	\$76,466
San Mateo	96,557	12.95%	14.50%	13.72%	\$253,873
South San Francisco	65,020	8.72%	9.20%	8.96%	\$165,737
Woodside	5,666	0.76%	1.00%	0.88%	\$16,277
San Mateo County	66,435	8.91%	8.50%	8.70%	\$161,017
<b>Assessment</b>	<b>745,858</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>\$1,850,000</b>

Other Resources (Transportation Authority) up to \$600,000

\* Assessment is based on the % of population and Countywide automobile trips generated by jurisdiction.

## SAN MATEO CONGESTION RELIEF PROGRAM DETAILS PROPOSED FOR REAUTHORIZATION

### 1. Employer-Based Shuttle Program and Local Transportation Services.

The Employer-Based Shuttle Program focuses on connecting employment centers to transit centers (both BART and Caltrain) and the Local Transportation Services Program provides funds for local jurisdictions or their designees to provide transportation services for its residents that meet the unique characteristics and needs of that jurisdiction. Under the Local program, jurisdictions have the flexibility to determine the best mix of services, which sometimes results in combining commuter service, school service, services for special populations, on-demand services, and mid day service.

Both Employer-Based Shuttle and Local Transportation Services Program funds are awarded through a competitive process. The program requires that each project sponsor provide a match of funds and in-kind services equal to 50% of the total service cost.

For both the Employer-Based Shuttle and Local Transportation Services Program, the San Mateo County Transportation Authority reimburses C/CAG up to 50% of funds it disperses for shuttle services upon invoice.

Proposed: There is no proposed change to program implementation. The annual fund level for the two programs is currently \$500,000 (\$120K for Employer-Based and \$380K for Local Transportation). It is proposed that the new authorization remain at the same level of funding.

### 2. Countywide Travel Demand Management Program.

The Countywide Travel Demand Management (TDM) Program is operated by the Peninsula Traffic Congestion Relief Alliance (Alliance). Examples of TDM type projects include but are not limited to voluntary trip reduction program, work with employers to reduce peak commute trips, employer based shuttle development and management, employer alternative commuting support services, school carpool programs, alternative commute incentive programs.

The Alliance has been extremely successful in meeting the needs of the individual communities, city and county governments, and employers throughout San Mateo County.

Proposed: There is no proposed change to program implementation. The annual fund level for this program is currently \$550,000. It is proposed that the new authorization remain at the same level of funding.

### **3. Countywide Intelligent Transportation System Program / Freeway Operational Improvement Strategies.**

Under the original Congestion Relief Plan a Countywide Intelligent Transportation System (ITS) Plan was developed. It is anticipated that funding under this Program will be used for consulting assistance to design and implement individual components of the ITS Plan.

Currently Caltrans is developing a Corridor System Management Plan (CSMP) which studies the US 101 Corridor from the San Francisco County line to Santa Clara County line. The CSMP identifies current management strategies, existing travel conditions and mobility challenges, corridor performance management, planning management strategies, and capital improvements. It is anticipated that funding under this Program may be used for consulting assistance to design and/ or implement individual components of the CSMP.

These funds may also be used for consultant services to study other freeway operational improvements within the County.

Proposed: This program is expanded to include transportation corridor study activities and freeway operational improvements within the County. The annual fund level for this program is currently \$200,000. It is proposed that the new authorization remain at the same level of funding.

### **4. Ramp Metering Program.**

Under the original Congestion Relief Plan a Ramp Metering Study was done for Route 101 (county line to county line) and Route 280 from Route 380 north to the county line. The program implementation is mostly complete with installation of all metering equipment. South bound Ramp meters, on Route 280, and US 101 meters, north of Route 92, have yet to be turned on. Funding under the reauthorized Congestion Relief Plan will be needed for the following:

- Designing the implementation of the remaining phase of the program.
- Consultant analysis and develop timing plans for meters that are not yet turned on.
- Conducting a before and after study to document the effects of implementing ramp metering.
- On going monitoring of the program.
- Fine-tuning and adjusting the program to respond to changes in traffic patterns.
- Conducting an education and community outreach effort about the program.

Proposed: There is only a minor expansion of to this program to include the development of timing plans. The annual fund level for this program is currently \$100,000. It is proposed that the new authorization remain at the same level of funding. The San Mateo County Transportation Authority matches these funds on a reimbursement basis.

### **5. Linking Transportation and Land Use.**

#### **5A. El Camino Real Planning Grants.**

On May 11, 2006, the C/CAG Board approved the El Camino Real Incentive Program and authorized the use of the Congestion Relief Plan as the funding source for the Program. Under this Program the jurisdictions along El Camino Real/ Mission Street will be eligible to receive up to \$50,000 as matching funds to support land use and transportation planning efforts along the corridor. The jurisdictions will also be eligible for an additional \$50,000 in matching funds to support the implementation of these plans. Some of the other activities that will be funded as part of the El Camino Real Incentive Program include the development of a corridor study and design of transportation system improvements to complement the land use changes adopted by the local jurisdictions, and as matching funds to secure outside grants to support the overall El Camino Real Program.

Proposed: There is no proposed change to program implementation. The annual fund level for this program is currently \$500,000. To date C/CAG has awarded only \$200,000 in four years. It is proposed that the new authorization level be reduced to \$200,000 to help fund other program expansions.

### **5B. Transportation Improvement Strategies to Reduce Green House Gases.**

The Transportation Improvement Strategies to Reduce Green House Gases is a program to provide matching funds to countywide regionally significant transportation projects that reduce green house gases. Example projects include the following:

- In 2010, the Air District in partnership ABAG, cities and counties, other government agencies, industry, and local businesses and non-profits obtained a grant for a \$9.9 million Electric Vehicle (EV) Infrastructure Readiness Pilot Project (“Project”) in support of EV deployment in the Bay Area. The project intends to fund the purchase and installation of EV chargers in high-demand travel corridors and other strategic locations to addresses one of the key adoption barriers to EV -- range anxiety.

According to the ABAG proposal, C/CAG will work with local stakeholders to deploy 50 charge points. These charge points will be located on transit nodes/ stations and on the El Camino Real Corridor, in public parking facilities, near major commercial and workplace centers.

Other entities are providing most of the match however C/CAG is contributing \$100,000 from this program for a portion of the project match.

- In October 2010, Metropolitan Transportation Commission (MTC) approved a \$4.29 million grant to fund a Regional Bike-sharing Pilot Program to deploy approximately 1,000 bicycles at up to 100 kiosk stations around the Bay Area. The Regional Bike Sharing Program will implement bike sharing along the peninsula transportation corridor: San Francisco, Redwood City, Mountain View, Palo Alto, and San Jose. C/CAG is contributing \$50,000 from this program for a portion the project match

Proposed: This is a proposed new program. It is proposed that the new authorization be set at \$100,000.

### **5C. General Climate Action Plan Activities.**

In 2009, the C/CAG Board formed Resource Management and Climate Protection (RMCP) Committee and supported the development of countywide climate change related programs. Program funds would be used to staff the RMCP Committee.

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

Other program activities include support for the Green Building Program and support for the Green Business Program.

Proposed: This is a proposed new program. It is proposed that the new authorization be set at \$50,000.

### **5D. Sustainable Communities Strategy (SCS) Activities, Linking Housing with Transportation.**

In 2008, state law SB 375 was approved which required the Metropolitan Transportation Commission (MTC) to develop a Sustainable Communities Strategy (SCS), which must factor in and integrate land use planning, transportation policies, and transportation investments.

California Air Resources Board (CARB) sets regional greenhouse gas emission targets by September 30, 2010 and each region must incorporate its target in its Regional Transportation Plan (RTP) and Regional Housing Needs Allocation (RHNA). Both RTP and RHNA plans must be consistent with the development pattern developed in the SCS.

At this point is unclear what activities the local agencies in the County will be subjected to however, it is felt that some funding should be set aside in anticipation of activities associated with this planning effort. One potential example activity would be to fund activities needed to form a RHNA sub region.

It is expected that Program funds would be used in part to staff RHNA efforts, develop affordable housing programs, and promote best practices to stimulate infill housing in the transit corridor and along El Camino Real. It is anticipated that projects of a similar nature would also be funded under this program.

Proposed: This is a proposed new program. It is proposed that the new authorization be set at \$150,000.

### **Total Funding**

The total funding from C/CAG Member Agencies under these options for reauthorization of the Congestion Relief Program is \$1,850,000. It is recommended that the Congestion Relief Program be reauthorized for an additional four years which will meet the requirements of a Countywide Deficiency Plan for the next two Congestion Management Program cycles (through June 30, 2015).

## C/CAG AGENDA REPORT

**Date:** November 22, 2010  
**To:** CMEQ  
**From:** Richard Napier, C/CAG Executive Director  
**Subject:** Review and approval of C/CAG staff support for the Sustainable Communities Strategy including formation and support of a Regional Housing Needs Allocation (RHNA) Sub-region for San Mateo County including the 20 cities.

(For further information or questions, contact Richard Napier at 650-599-1420)

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### **RECOMMENDATION:**

Coordinate and support the Sustainable Communities Strategy (SCS) in San Mateo County including working with all the relevant established initiatives including Grand Boulevard Initiative and 21 Elements. Work with the Cities and County to determine the interest in the Regional Housing Needs Allocation (RHNA) - Sub-regional delegation process. C/CAG would facilitate and staff this process if there is interest. Approval of budget to \$50,000.

### **FISCAL IMPACT:**

Less than \$50,000.

### **SOURCE OF FUNDS:**

Part of the annual Metropolitan Transportation Commission (MTC) Transportation Plus Land Use grant and San Mateo Congestion Relief Fund.

### **BACKGROUND/DISCUSSION:**

In 2006 and 2007 C/CAG and the County of San Mateo Housing Department worked cooperatively to facilitate the formation and operation of a sub-region for San Mateo County that included the 20 cities and the County. The purpose of the Sub-Region was to receive a Sub-Regional allocation for housing and for the Sub-Region to determine the housing allocation for each land use agency. These allocations were then used for each agency's 2007 Housing Elements. The process was successful and resulted in a much more positive engagement with the cities and the County.

SB 375 has established the requirement for a Sustainable Communities Strategy (SCS) to reduce the greenhouse gas emissions from small trucks and automobiles. The Bay Area regional agencies are responsible to work with counties and cities to develop the SCS. This is done by the Joint Policy Committee (JPC) that includes the Association of Bay Area Governments (ABAG), Metropolitan Transportation Commission (MTC), Bay Conservation Development Commission (BCDC), and Bay Area Air Quality Management District (BAAQMD). The goal of SCS is to link land use and transportation decisions. It is important that all the transportation and land use

agencies in San Mateo County work together to define what can realistically be accomplished in San Mateo County. Every eight years both the Sustainable Communities Strategy housing requirement and the Regional Housing Needs Assessment (RHNA) must be consistent. The establishment of the initial Sustainable Community Strategy will also include an update to the RHNA even though it was done in 2007. The new cycle will be eight years instead of seven. The SCS variables will include housing, employment, and specific location of each in order to reduce greenhouse gas emissions in the region.

On October 12, 2010 key elected officials and staff from agencies in San Mateo County met with regional staff including Steve Heminger (Executive Director of MTC) and Ezra Rapport (Executive Director of ABAG). It was emphasized since San Mateo County is pursuing most of the initiatives being advanced that the established initiatives should be used and linked together as appropriate. It was also suggested that C/CAG coordinate the effort and work with the Grand Boulevard Initiative (GBI) and County of San Mateo Department of Housing in pulling this together. By the end of the year the Joint Policy Committee would like to get from San Mateo County the following: 1- Visions and Policies 2- Input on the Baseline Jobs and Housing assumptions 3- Discussion of place types.

Staff is recommending that: 1- \$50,000 be allocated, and 2- C/CAG staff facilitate the support from San Mateo County for the regional Sustainable Communities Strategy. In addition given the success of the previous Sub-Regional Process it is recommended that a San Mateo Sub-Region be established for the SCS process.

Staff had discussions with ABAG and determined that the following needs to be done.

- 1- Must provide resolutions from all participating Cities and County by 3/16/11. It is not necessary to have the plan or process defined.

A meeting with the Planning Directors has been scheduled for 11/19/10 to discuss forming a Sub-Region and other aspects of the Sustainable Communities Strategy.

Based on this it is suggested that the Board direct C/CAG staff to work with the Cities and County to develop interest in this delegation process. It is reasonable to get the resolutions by 3/16/11. This will be taken to the City Managers at their January meeting. C/CAG staff has drafted a sample staff report and resolution to expedite the City/ County adoption of the resolutions. See attached. This would then be brought to the Board at the March meeting for status on the resolutions and final determination as to whether to pursue the Regional Housing Needs Allocation (RHNA) - Sub-regional delegation process.

C/CAG's role would primarily be as a facilitator and to provide staff support. All efforts would be coordinated with GBI and the County of San Mateo Department of Housing. The primary responsibility rests with the cities and the County that have the land use responsibility. A rough draft of a City/ County based San Mateo County SCS process is attached. This is a rough overview with details to be defined as the process proceeds.

#### **ATTACHMENTS:**

- Sample Staff Report and Resolution



Date: December XX, 2010

TO: City/ Town Council/ Board of Supervisors

FROM: City/ County Manager

Subject: Review and approval of Resolution No. XX authorizing the City/ County of XX to become a member of a Countywide Sub-Region, an entity that would locally administer ABAG's Regional Housing Needs Allocation Process (RHNA) as part of the regional Sustainable Communities Strategy.

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**RECOMMENDATION:**

Review and approval of Resolution No. XX authorizing the City/ County of XX to become a member of a Countywide Sub-Region, an entity that would locally administer ABAG's Regional Housing Needs Allocation Process (RHNA) ) as part of the regional Sustainable Communities Strategy in accordance with the staff recommendation.

**FINANCIAL IMPACT:**

In-lieu staff support provided under current approved budget. C/CAG will provide primary staff support. Will build upon or use current programs currently underway. May result in additional housing analysis by the City/ County; however, the cost for this is unknown at this time.

**SOURCE OF REVENUE:**

Planning/ Housing fees and revenue.

**BACKGROUND:**

In 2006 and 2007 the City/ County worked with C/CAG and the County of San Mateo Housing Department to facilitate the formation and operation of a Sub-region for San Mateo County that included the 20 cities and the County. The purpose of the Sub-Region was to receive a Sub-Regional allocation for housing and for the Sub-Region to determine the allocation for each land use agency. These allocations were then to be used for each agency's 2009 Housing Elements. The process was successful and resulted in a much more positive engagement with the cities and the County.

SB 375 has established the requirement for a Sustainable Communities Strategy to reduce the greenhouse gas emissions from small trucks and automobiles. This is being addressed at the regional level by the Joint Policy Committee (JPC) that includes the Association of Bay Area Governments (ABAG), Metropolitan Transportation Commission (MTC), Bay Conservation Development Commission (BCDC), and Bay

Area Air Quality Management District (BAAQMD). Part of this strategy is to link land use and transportation decisions. It is important that all the transportation and land use agencies in San Mateo County work together to define what can realistically be accomplished in San Mateo County. Every eight years the Sustainable Communities Strategy and the Regional Housing Needs Assessment (RHNA) must be consistent. The establishment of the initial Sustainable Community Strategy will also include an update to the RHNA even though it was done in 2007. The new cycle will be eight years instead of seven.

#### State Law

State law now allows cities within the County to join together to form a “sub-region”, a consortium that would administer the State mandated Regional Housing Needs Allocation (RHNA) program at the local level. Each member jurisdiction of a sub-region must submit a resolution to the Association of Governments (ABAG) requesting authority to locally administer the program by March 16, 2011. ABAG would then adopt a resolution approving the formation of the “sub-region.” This process would establish the housing numbers to be used in each city or county as part of the Housing Element update for 2012. C/CAG would like to form a sub-region consisting of all the cities and the County.

#### Composition of a “Sub-Region”

A “sub-region” may be comprised of two or more contiguous cities. The City/ County Association of Governments of San Mateo County (C/CAG) has indicated interest in supporting this effort if the individual cities and the County are interested. Therefore, C/CAG is coordinating the creation of a countywide “sub-region” that includes most if not all the cities and County. C/CAG is committed to provide facilitation and staff support as necessary

#### Timeline

The ‘sub-region needs to be formed by 3/16/2011.

#### Procedures

“Sub-regions” must follow the same substantive and procedural rules and guidelines that ABAG follows when distributing housing allocations. “Sub-regions” must also enter into an agreement with ABAG that specifies the process, timing, and other terms and conditions for administering the local housing needs determination process.

### **DISCUSSION:**

#### Increased Local Control

Creating a “sub-region” in San Mateo County to administer the allocation process significantly increases local control. Members of the “sub-region” will have the flexibility to negotiate with other members for adjustments to their allocations. Jurisdictions that want fewer units might offer incentives to other jurisdictions that might accept additional units. Incentives could include cash payments to help subsidize the cost of providing services for new development or the costs of roadway and transportation improvements. Or, perhaps, jurisdictions that want fewer units could be required to make cash payments to the Housing Endowment and Regional Trust of San Mateo County to help build more housing in the County. This concept of swap and credits is not possible under state law using the current ABAG process. However, swaps and credits can be developed through the sub-regional delegation process. Since it is also part of the Sustainable Communities Strategy the sub region will be balancing three variables Housing, Employment, and Location.

**ALTERNATIVES:**

- 1- Review and approval of Resolution No. XX authorizing the City/ County of XX to become a member of a Countywide Sub-Region, an entity that would locally administer ABAG’s Regional Housing Needs Allocation Process (RHNA) ) as part of the regional Sustainable Communities Strategy in accordance with the staff recommendation.
  
- 2- No action.

**SAMPLE AGENCY RESOLUTION OF SUPPORT**

**RESOLUTION NO. 11-XX**

**CITY COUNCIL{BOARD OF SUPERVISORS}, CITY OF X {COUNTY OF SAN MATEO}, STATE OF CALIFORNIA RESOLUTION SUPPORTING THE CITY OF X {COUNTY OF SAN MATEO} TO BECOME A MEMBER OF A COUNTYWIDE SUB-REGION, AN ENTITY THAT WOULD LOCALLY ADMINISTER ABAG'S REGIONAL HOUSING NEEDS ALLOCATION PROCESS (RHNA).**

WHEREAS, SB 375 requires the development of a Sustainable Community Strategy including consistency every eight years with the Regional Housing Needs Allocation process; and,

WHEREAS, the Association of Bay Areas Governments (ABAG) is required by State law to administer the Regional Housing Needs Allocation program in the Bay Area; and

WHEREAS, ABAG has begun preliminary work on developing the program with the objective of completing the program in August of 2012; and

WHEREAS, State law allows administration of the program to local jurisdictions who create sub-regions for the purposes of distributing housing need allocations among the members of the sub-region; and

WHEREAS, a sub-region is defined as two or more cities in a County or any combination of geographically contiguous local governments; and

WHEREAS, the **City of X {County of San Mateo}** desires to become part of a sub-region in San Mateo County; and

WHEREAS, the City/ County Association of Governments of San Mateo County (C/CAG) will facilitate and provide staff support; and

WHEREAS, each member of a sub-region must adopt a resolution authorizing its inclusion in the sub-region; and

WHEREAS, adopted resolutions must be sent to ABAG by vbbbb March 16, 2011; and

WHEREAS, ABAG must adopt a resolution approving the sub-region;

NOW, THEREFORE, BE IT RESOLVED that **City X {County of San Mateo}** agrees to participate in the process to establish realistic housing allocations among the sub-region (cities and the County) for use in the next housing element that is due in 2012. Adoption of this resolution indicates the **Council {Board's}** intention to participate in the sub-region process for San Mateo County and to designate the City/ County Association of

Governments of San Mateo County (C/CAG) as the official representative of the San Mateo County sub-region. This resolution is submitted to the Association of Bay Area Governments (ABAG) for inclusion in the Resolution designating the sub-region.