

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. 243

- DATE:** Thursday, February 9, 2012
- TIME:** **6:30 P.M. Board Meeting**
- 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 Bus: Lines 261, 295, 297, 390, 391, 397, PX, KX.
CalTrain: San Carlos Station.
Trip Planner: <http://transit.511.org>

- 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 Presentation from California Forward relative to their upcoming initiative on State Fiscal Reform.
- 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. 242 dated January 12, 2012. ACTION p. 1
- 5.2 Update on the San Mateo County Energy Watch, Local Government Partnership with Pacific Gas and Electric Company. INFORMATION p. 5
- 5.3 Review and approval of Resolution 12-08 Authorizing the C/CAG Chair to execute an agreement between C/CAG and the County of San Mateo, Department of Public Works, to Provide Staff Services for the Administration of the Climate Action Plan Template development in an Amount not to Exceed \$75,000 for Calendar Year 2012. ACTION p. 11
- 5.4 Review and Approval of Resolution 12-09, Authorizing the C/CAG Executive Director to Submit a Grant Proposal to the Strategic Growth Council for the Sustainable Community Planning Grants and Incentives Program, Round 2 for an amount up to \$1,000,000. ACTION p. 21

NOTE: All items on the Consent Agenda are approved/accepted by a majority vote. A request must be made at the beginning of the meeting to move any item from the Consent Agenda to the Regular Agenda.

6.0 REGULAR AGENDA

- 6.1 Review and approval of C/CAG Legislative policy, priorities, positions, and legislative update. (A position may be taken on any legislation, including legislation not previously identified.) ACTION p. 29
- 6.2 Review and adoption of Resolution 12-10 authorizing a contract between the Board of Administration California Public Employees Retirement System (CALPERS) and the Board of Directors City/ County Association of Governments of San Mateo County (C/CAG). ACTION p. 37
- 6.3 Update on the implementation of the San Mateo County Smart Corridor Project. INFORMATION p. 51
- 6.4 Review and approval of Resolution 12-12 accepting the South San Francisco/ San Bruno Community-Based Transportation Plan contingent upon the inclusion of final comments from the Cities of South San Francisco and San Bruno. ACTION p. 53
- 6.5 Review and approval of Resolution 12-13 to accept the “Countywide Transportation Plan for Low Income Populations”. ACTION p. 59
- 6.6 Nominations for C/CAG Chair and Vice Chair (2) for the March Election of Officers. ACTION p. 65

7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports).

7.2 Chairperson's Report

7.3 Boardmembers Report

8.0 EXECUTIVE DIRECTOR'S REPORT

9.0 COMMUNICATIONS - Information Only

Copies of communications are included for C/CAG Board Members and Alternates only. To request a copy of the communications, contact Nancy Blair at 650 599-1406 or nblair@co.sanmateo.ca.us or download a copy from C/CAG's website – www.ccag.ca.gov.

9.1 Letter from Richard Napier, Executive Director C/CAG, to Mr. Ezra Rapport, Executive Director, Association of Bay Area Governments, dated 1/23/12. Subject: Support for Association of Bay Area Governments application for Proposition 84 Planning and Monitoring Grant – Bay Area Green Infrastructure Master Planning Project: p. 71

9.2 Letter Bob Grassilli, C/CAG Chair, to All Councilpersons of San Mateo County Cities and members of the Board of Supervisors, dated 1/23/12. Subject: Vacancy on the Congestion Management and Environmental Quality Committee (CMEQ). p. 73

10.0 ADJOURN

Next scheduled meeting: March 8, 2012 Regular Board Meeting.

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 Nancy Blair 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: Richard Napier 650 599-1420 Administrative Assistant:
Nancy Blair 650 599-1406*

FUTURE MEETINGS

- February 9, 2012 Legislative Committee - SamTrans 2nd Floor Auditorium - 5:30 p.m.
- February 9, 2012 C/CAG Board - SamTrans 2nd Floor Auditorium - 6:30 p.m.
- February 10, 2012 Resource Management and Climate Protection Committee (RMCP)
- February 16, 2012 CMP Technical Advisory Committee - SamTrans 2nd Floor Auditorium - 3:00 p.m.
Conference Room C - 7:00 p.m.
- February 21, 2012 NPDES Technical Advisory Committee - to be determined - 10:00 a.m.
- February 21, 2012 Administrators' Advisory Committee - 555 County Center, 5th Fl, Redwood City – Noon
- February 23, 2012 Bicycle and Pedestrian Advisory Committee (BPAC) - San Mateo City Hall -
- February 27, 2012 CMEQ Committee - San Mateo City Hall - Conference Room C - 3:00 p.m.

C/CAG

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Meeting No. 242
January 12, 2012

1.0 CALL TO ORDER/ROLL CALL

Chair Grassilli called the meeting to order at 6:39 p.m. Roll Call was taken.

Jerry Carlson - Atherton
Christine Wozniak - Belmont
Sepi Richardson - Brisbane
Terry Nagel - Burlingame
Joseph Silva - Colma
David Canepa -Daly City
Carlos Romero - East Palo Alto
Art Kiesel - Foster City
Naomi Patridge - Half Moon Bay
Kirsten Keith - Menlo Park (6:35 p.m.)
Marge Colapietro - Millbrae
Mary Ann Nihart - Pacifica
Maryann Moise Derwin - Portola Valley
Rosanne Foust - Redwood City, San Mateo County Transportation Authority
Irene O'Connell -San Bruno
Bob Grassilli - San Carlos
Brandt Grotte - San Mateo (6:39 p.m.)
Don Horsley - San Mateo County (left 8:45 p.m.)
Karyl Matsumoto - South San Francisco, San Mateo County Transit District
Deborah Gordon - Woodside (left 7:00 p.m.)

Absent,
Tom Kasten - Hillsborough

Others:
Richard Napier, Executive Director, C/CAG
Sandy Wong, Deputy Director C/CAG
Inga Lintvedt, C/CAG Legal Counsel
John Hoang, C/CAG Staff
Jean Higaki, C/CAG Staff
Corinne Goodrich - SamTrans
Ronny Kraft - SamTrans
Seamus Murphy - Caltrans
Tom Madalena, C/CAG Staff

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Joe Kott, C/CAG Staff
Jim Cogan PG&E

4.0 PRESENTATIONS/ ANNOUNCEMENTS

4.1 SamTrans Service Plan update

4.2 Presentation on the Shuttle Business Practices Study

4.3 Update on CalTrain related issues

5.0 CONSENT AGENDA

Items 5.1 and 5.3 were removed from the Consent Agenda.

5.2 Review and Approval of Reallocation of \$83,500 in Transportation Development Act Article 3 Funds for the City of San Carlos' Old County Road Bike Lane Project. APPROVED

Board Member Carlson MOVED approval of Item 5.2. Board Member Grotte SECONDED. **MOTION CARRIED** 19-0.

5.1 Approval of the Minutes of Regular Business Meeting No. 241 dated December 08, 2011. APPROVED

Board Member Canepa MOVED approval of Item 5.1. Board Member Carlson SECONDED. **MOTION CARRIED** 19-0.

5.3 Review and approval of Resolution 12-07 authorizing the C/CAG Chair to execute Amendment No. 2 to the Cooperative Agreement with Caltrans for the Design Phase of the San Mateo County Smart. APPROVED

Board Member Richardson MOVED approval of Item 5.3. Board Member Carlson SECONDED. **MOTION CARRIED** 19-0.

6.0 REGULAR AGENDA

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

The Board asked that the Legislative Committee changes to the Legislative Policies for 2012 be incorporated and brought back to the Board for final approval.

The Board took a vote on Policy 3.1 d - Support of renewal of the \$4 vehicle license fee.

Board Member Horsley MOVED approval of Item 6.1 Policy 3.1 d. Board Member Nihart SECONDED. **MOTION CARRIED** 18-1. Board Member Grotte abstained.

- 6.2 Review and adoption of Resolutions 12-01 thru 12-06 Intention to Approve a Contract between the Board of Administration California Public Employees Retirement System (CALPERS) and the Board of Directors City/ County Association of Governments of San Mateo County (C/CAG). APPROVED

Resolution 12-01	Declaring C/CAG's intent to contract with CALPERS
Resolution 12-02	Paying and Reporting the Value of Employer Paid Contributions
Resolution 12-03	Tax Defer Member Paid Contributions (Employer Pickup)
Resolution 12-04	Pre-Tax Payroll Deduction Plan for Service Credit Purchases
Resolution 12-05	Transfer funds from the CALPERS Redwood City account to the CALPERS C/CAG Account
Resolution 12-06	Payment of Unfunded CALPERS Liability

Board Member Horsley MOVED approval of Resolutions 12-01, 12-02, 12-03, 12-04, 12-05, and 12-06. Board Member Richardson SECONDED. **MOTION CARRIED** 19-0.

- 6.3 Review and comments on the Draft Countywide Transportation Plan for Low Income Populations. ACTION

No action was taken.

7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports).

7.2 Chairperson's Report

7.3 Boardmembers Report

8.0 EXECUTIVE DIRECTOR'S REPORT

9.0 COMMUNICATIONS - Information Only

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- 9.1 Letter from Richard Napier, Executive Director C/CAG, to Leanne Provost, Chief, Office of Program and Technical Services, Caltrans Division of Aeronautics, dated 12/1/11. RE: Submittal of Required Material for a Caltrans Funding Allocation to Prepare an Update of the ALUCP for the environs of San Carlos Airport (SQL).

- 9.2 Letter from Richard Napier, Executive Director C/CAG, to Brent Butler, City of East Palo Alto, dated 12/28/11. RE: C/CAG Support for East Palo Alto Strategic Growth Council Planning Targeted Grant.

9.3 Letter from Richard Napier, Executive Director C/CAG, ML Gordon, City Manager, City of East Palo Alto, dated 12/29/11. RE: C/CAG Support for East Palo Alto Strategic Growth Council Planning Targeted Grant.

10.0 ADJOURN

Meeting adjourned at 8:56 p.m.

Next scheduled meeting: February 9, 2012 Regular Board Meeting.

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If you have any questions about the C/CAG Board Agenda, please contact C/CAG Staff:

*Executive Director: Richard Napier 650 599-1420 Administrative Assistant:
Nancy Blair 650 599-1406*

FUTURE MEETINGS

January 13, 2012	Legislative Committee - SamTrans 2 nd Floor Auditorium - 5:30 p.m.
January 13, 2012	C/CAG Board - SamTrans 2 nd Floor Auditorium - 6:30 p.m.
January 13, 2012	Resource Management and Climate Protection Committee (RMCP)
January 17, 2012	NPDES Technical Advisory Committee - to be determined - 10:00 a.m.
January 19, 2012	CMP Technical Advisory Committee - SamTrans 2 nd Floor Auditorium - 3:00 p.m. Conference Room C - 7:00 p.m.
January 23, 2012	Administrators' Advisory Committee - 555 County Center, 5 th Fl, Redwood City – Noon
January 26, 2012	Bicycle and Pedestrian Advisory Committee (BPAC) - San Mateo City Hall -
January 30, 2012	CMEQ Committee - San Mateo City Hall - Conference Room C - 3:00 p.m.

C/CAG AGENDA REPORT

Date: February 9, 2012
To: C/CAG Board of Directors
From: Kim Springer, County Staff to C/CAG
Subject: Update on the San Mateo County Energy Watch, Local Government Partnership with Pacific Gas and Electric Company
(For further information contact Kim Springer at 599-1412 or Richard Napier at 599-1420)

RECOMMENDATION

Receive an informational update on the San Mateo County Energy Watch (SMCEW), Local Government Partnership (LGP) with Pacific Gas and Electric Company (PG&E) for the 2010-2012 program cycle.

FISCAL IMPACT

All SMCEW program costs are paid for under the C/CAG – PG&E LGP agreement.

BACKGROUND/DISCUSSION

San Mateo County Energy Watch is a local government partnership between the City and County Association of Governments of San Mateo County (C/CAG) and Pacific Gas and Electric Company (PG&E). This program is managed and staffed by RecycleWorks, a program of the County of San Mateo. Other program partners include Ecology Action and El Concilio, either through contracts directly with PG&E or in contract to C/CAG. The three-year program cycle runs from January 1, 2010 through December 31, 2012.

San Mateo County Energy Watch accomplishes energy savings in the municipal, non-profit and residential program sectors. SMCEW's municipal program has completed energy audits and/or energy-efficiency projects in nearly all the cities and other public agencies in San Mateo County, including Belmont, Brisbane, Burlingame, Colma, Daly City, East Palo Alto, Foster City, Half Moon Bay, Hillsborough, Menlo Park, Millbrae, Pacifica, Redwood City, San Bruno, San Carlos, San Mateo, SamTrans, South Bayside Waste Management Authority, South San Francisco, Woodside and the County of San Mateo. SMCEW has completed projects for a variety of non-profit organizations, including food closets, home owners associations, and congregations.

San Mateo County Energy Watch's low-to-moderate-income (MIDI) residential sector program provides free weatherization and energy-efficiency retrofits to qualifying moderately low-income households (household incomes 200-400% above the federal poverty level). Measures include attic insulation, high-efficiency lighting, weather-stripping and caulking, low-flow showerheads,

ITEM 5.2

and faucet aerators. The MIDI program has used approximately \$140,000 of the \$150,000 budgeted for 2011. The funding level for 2012 has not yet been finalized.

Energy Savings Results:

According to San Mateo County Energy Watch record keeping, for 2011, the SMCEW program reached 99% of its kWh goal, 96% of the kW goal, and 20% of the Therms goal. Looking at the three-year program cycle as a whole, as of December 2011, SMCEW records show that the SMCEW program has accomplished 6.4 million kilowatt hours (64% of the kWh goal for the program), 957.6 peak kilowatts of energy savings (63% of the total kW goal), and approximately 15,190 Therms of energy savings (12% of the total Therms goal).

The program's "pipeline" is approximately 1.55 million kilowatt hours, 190 kilowatts of energy savings and approximately 35,252 Therms of energy savings. In addition, several cities and the County are considering large energy efficiency projects not currently reflected in the pipeline totals. A chart showing the San Mateo County Energy Watch savings verses goals for the 2010 through 2012 program cycle, and set a graphs showing progress towards energy savings goals from the 2011 program year are attached for your review with this staff report. Because the Therms savings are no in line with expectation, staff has developed a strategy to meet the goals by the end of the 2010-2012 program cycle.

Therms Goal Strategy:

Projects that yield Therms savings tend to be expensive and have long payback periods. To help cities and special districts move forward with these projects, San Mateo County plans to promote two tools:

1. PG&E's zero percent financing (<http://www.pge.com/obf/>). Cities can borrow \$250,000 per meter with no fees, payable over 10 years. Funds must go toward energy efficiency projects but not solar or demand response.
2. Energy Service Companies (ESCOs). These businesses provide a broad range of comprehensive energy solutions including designs and implementation of energy savings and power generation projects. ESCOs can usually provide financing for the suite of projects for a customer.

SMCEW will be giving presentations about these tools at upcoming meetings of the C/CAG TAC committee, C/CAG Board, and City Manager's Association. This topic will be on the agenda for the February RMCP meeting. In addition, SMCEW is planning a workshop about ESCOs early in the year.

In addition, with support from PG&E, staff plans to re-assess the three-year Therms savings goal, which was derived in part from what are called interactive effects of other energy efficiency efforts. For instance, when a building's interior lighting is replaced with more energy efficient systems, there is less heat produced by the new lighting. Less heat from lighting increases the need to heat the building with natural gas. These Therms of natural gas must be compensated for in the program. Now that the program is in its third year, staff will use actual electricity savings data to determine the accuracy of the 125,000 Therms savings goal, set at the beginning of the program.

Outreach:

Website. The new and improved Energy Watch website (www.smcenergywatch.com) went live on November 1. Because SMCEW email newsletters are now pointing to the website, it had more unique visitors in November (267) than any other month this year. December had the 2nd highest number of unique visitors for the year (247).

Email newsletters. Energy Watch sends out two versions of the monthly newsletter: The “general version” engages the public in getting more involved in energy efficiency and green building opportunities. The “municipal version” of the newsletter increases awareness of the Energy Watch program and regional opportunities related to energy efficiency and renewable energy (trainings, collaboration, events, etc.). The email newsletters have spurred increasingly more activity. The percentage of newsletters opened is gradually increasing, and percentage of click-throughs that go to the SMCEW website is strong. To sign up for the original version, go to: <http://bit.ly/pVzFcv>. To sign up for the municipal version, send an email to wklein@co.sanmateo.ca.us.

Nonprofit outreach. SMCEW’s AmeriCorps intern has created two short videos highlighting the experience of happy nonprofit customers of the program: Hillside Church of God in South San Francisco and Puente de la Costa Sur in Pescadero. These videos are now featured on the SMCEW website and will be a core part of an upcoming marketing push to the nonprofit community. Additional videos will be added soon. To see the videos, go to the nonprofit page: http://www.smcenergywatch.com/non_profits.shtml

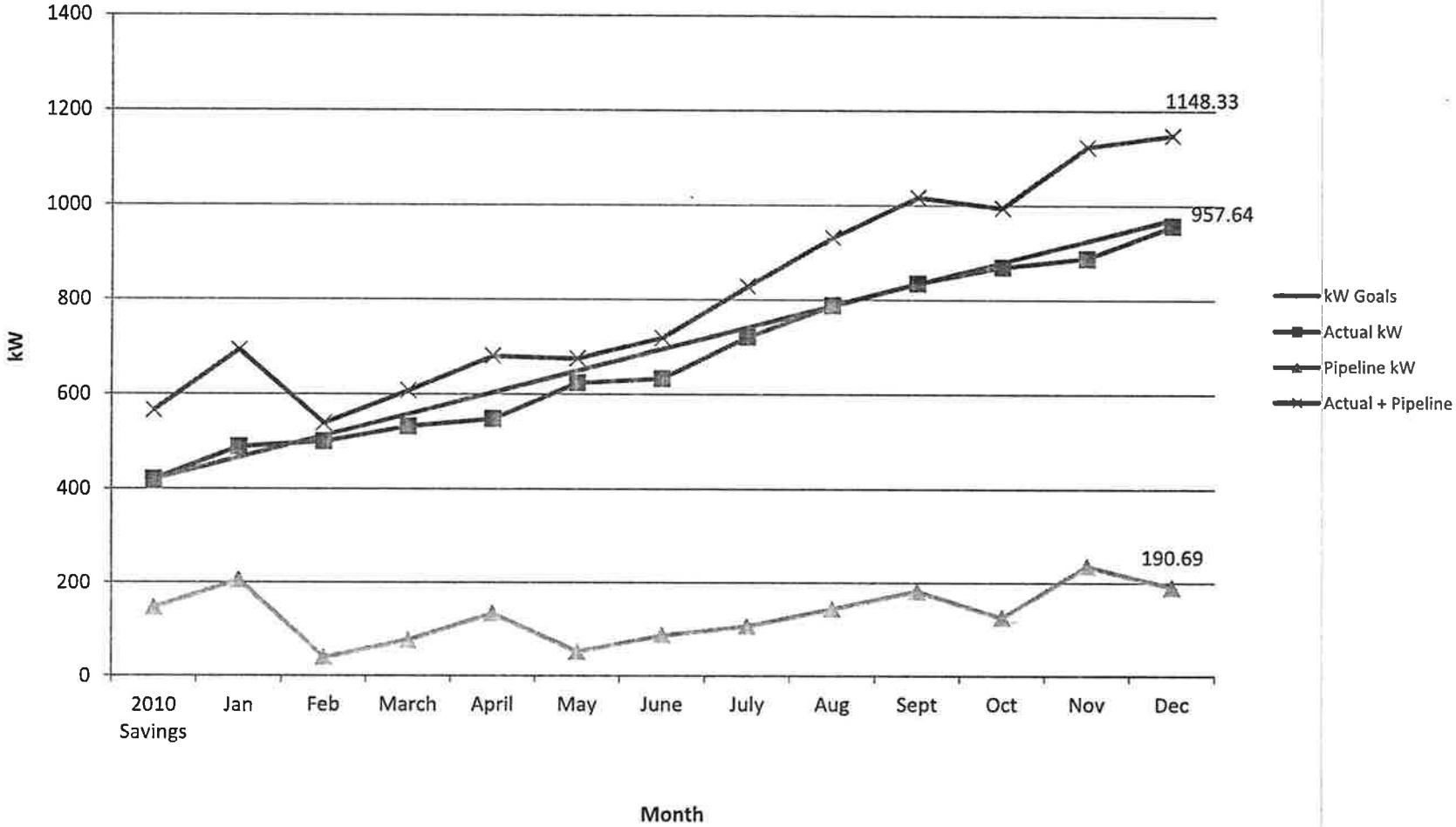
SMCEW will be giving a presentation to Thrive: The Alliance of Nonprofits in San Mateo County at that organization’s February 23 quarterly membership meeting. Thrive will also be co-hosting a follow-up brown-bag information session about SMCEW a few weeks later.

ATTACHMENT

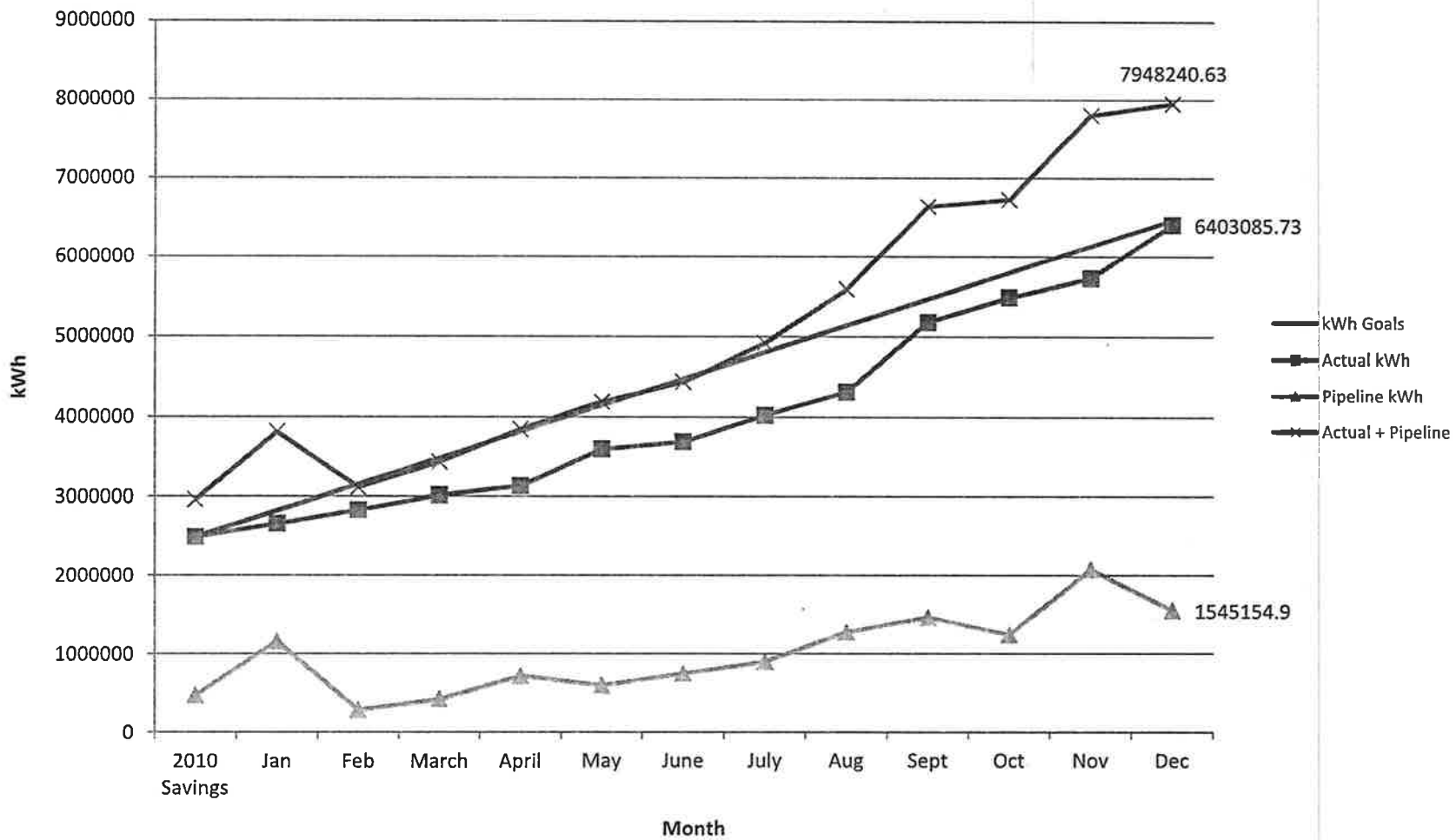
San Mateo County Energy Watch 2010-2012: Energy-Savings Goals vs. Energy-Savings Achieved

San Mateo County Energy Watch 2011

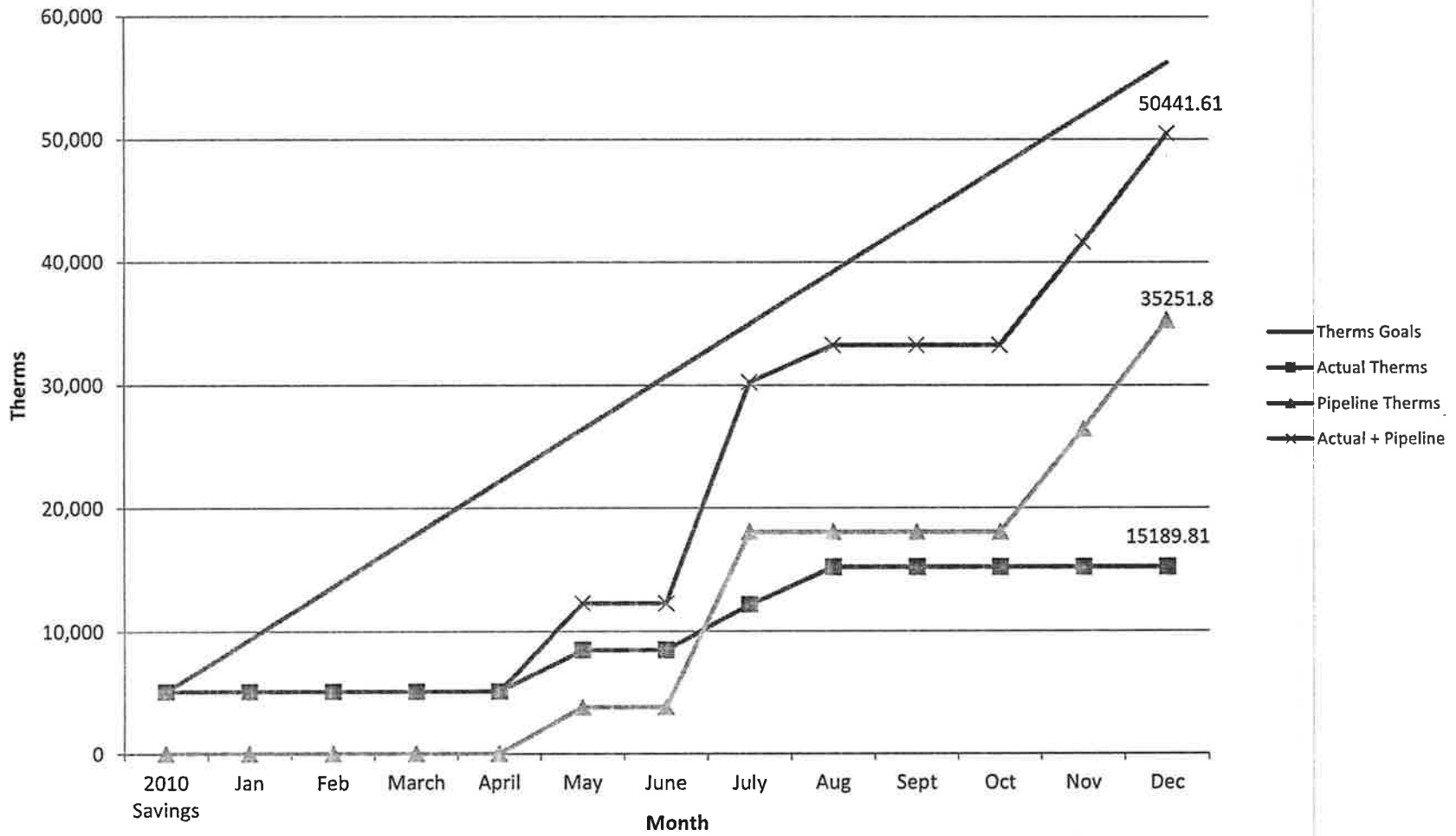
kW Savings Achieved vs. kW Savings Goals



San Mateo County Energy Watch 2011 kWh Savings Achieved vs. kWh Savings Goals



San Mateo County Energy Watch 2011 Therms Savings Achieved vs. Therms Savings Goals



C/CAG AGENDA REPORT

Date: February 9, 2012

To: City/County Association of Governments Board of Directors

From: Richard Napier, Executive Director

Subject: Review and Approval of Resolution 12-08 Authorizing the C/CAG Chair to Execute an Agreement between C/CAG and the County of San Mateo, Department of Public Works, to Provide Staff Services for the Administration of the Climate Action Plan Template development in an Amount not to Exceed \$75,000 for Calendar Year 2012.

For further information contact Richard Napier at (650)599-1420 or Kim Springer at (650)599-1412.

RECOMMENDATION

Adopt Resolution 12-08 authorizing the C/CAG Chair to execute an agreement between C/CAG and the County of San Mateo, Department of Public Works, to provide staff services for the administration of the Climate Action Plan (CAP) Template development in an amount not to exceed \$75,000 for calendar year 2012.

FISCAL IMPACT

Up to \$75,000.

SOURCE OF FUNDS

Funding for the CAP Template project comes from Congestion Relief funds and from grant funding from the BAAQMD and a Contract Work Authorization from PG&E.

BACKGROUND/DISCUSSION

Staff has attained, and the C/CAG Board has approved, funding from the BAAQMD in an amount of \$50,000 and PG&E in an amount of \$125,000 for this project. C/CAG has also agreed to match these funds. With matching funds from C/CAG, the total funding for this project is \$350,000.

To date, the funding spent or allocated for the CAP Template project is as follows:

County of San Mateo, DPW	Staff services invoiced or already paid (12/31/11)	\$56,207
KEMA Services, Inc.	CAP Template Document/Measures List	\$49,500
KEMA Services, Inc.	Technical Support to C/CAG and Five Cities	\$60,000
Hara Software, Inc.	First Year Annual Subscription	\$46,910
Hara Software, Inc.	Software Customization and Implementation	\$33,980
	Total	\$246,597

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The proposed \$75,000 is intended for County of San Mateo, Department of Public Works staff time to complete the deliverables set out in the PG&E portion of the grant agreement, namely to complete climate action plans in five cities. Staff is holding monthly meetings, with a group of approximately ten cities with the intent to overachieve the five-city goal.

ATTACHMENTS

- Resolution 12-08
- Agreement between C/CAG and the County of San Mateo, Department of Public Works, to Provide Staff Services for the Administration of the Climate Action Plan (CAP) Template development in an Amount not to Exceed \$75,000 for Calendar Year 2012

RESOLUTION NO. 12-08

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 CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AND THE COUNTY OF SAN MATEO, DEPARTMENT OF PUBLIC WORKS TO PROVIDE STAFF SERVICES FOR THE ADMINISTRATION OF THE CLIMATE ACTION PLAN TEMPLATE DEVELOPMENT IN AN AMOUNT NOT TO EXCEED \$75,000 FOR CALENDAR YEAR 2012.

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

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 of San Mateo (County) to provide staff services for a climate action plant (CAP) Template project related to the Bay Area Air Quality Management District, Climate Action Plan template Grant Agreement, Grant No. 2010-083 and Pacific Gas and Electric Company, Contract Work Authorization No. 2500458103(Grants); and

WHEREAS, the County is committed to providing staff services for the completion of the CAP Template project;

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 the County of San Mateo, Department of Public Works to provide staff services for the Climate Action Plan Template development in an amount not to exceed \$75,000 for calendar year 2012.

The C/CAG Board also authorizes the following:

- 1- Authorize the C/CAG Executive Director and Legal Counsel to negotiate the final agreement.

PASSED, APPROVED, AND ADOPTED THIS 9TH DAY OF FEBRUARY, 2012.

Bob Grassilli, Chair

**AGREEMENT BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO
COUNTY (C/CAG) AND THE COUNTY OF SAN MATEO, DEPARTMENT
OF PUBLIC WORKS TO PROVIDE STAFF SERVICES FOR A CLIMATE
ACTION PLAN TEMPLATE PROJECT IN AN AMOUNT NOT TO
EXCEED \$75,000 FOR CALENDAR YEAR 2012**

This Agreement entered this ____ Day of ____ 2012, 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, DEPARTMENT OF PUBLIC WORKS, of County Government as a 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 solid waste, resource conservation and climate protection; and

WHEREAS, C/CAG desires to obtain services from the COUNTY to provide staff services for a climate action plan template project related to Bay Area Air Quality Management District, Climate Action Plan Template Grant Agreement, Grant No. 2010-083 (Grant) and Pacific Gas and Electric Company , Contract Work Authorization No. 2500458103; and

WHEREAS, the COUNTY is committed to providing staff services for the Grant;

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, up to \$75,000. 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 costs as set out in Exhibit A from January 1, 2012 and shall terminate on December 31, 2012; 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 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 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.** With regard to the matters covered in this Agreement, this Agreement constitutes the sole agreement of the parties hereto and 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 Executive Director or a designated representative, and the Director of Public Works. 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 to Provide Staff Services for a Climate Action Plan Template on the day and year first above indicated.

County of San Mateo (COUNTY)

By _____
James C. Porter
County Department of Public Works - Director

Date

Approved as to Form By _____
County Counsel

Date

City/County Association of Governments (C/CAG)

By _____
Bob Grassilli
C/CAG Chair

Date

Approved as to Form By _____
C/CAG Legal Counsel

Date

Exhibit A

STAFF SERVICES FOR A CLIMATE ACTION PLAN TEMPLATE PROJECT

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. C/CAG desires to contract with the County of San Mateo, Department of Public Works (COUNTY) to provide staff services for the administration and project management of C/CAG's Climate Action Plan Template Project (Project) pursuant to the Scope of Work outlined in the Bay Area Air Quality Management District (BAAQMD) Grant Agreement Grant No. 2010-083 (Grant Agreement) between C/CAG and the BAAQMD and the Scope of Work outlined in the Pacific Gas and Electric Company, Contract Work Authorization No. 2500458103 (CWA). The Project will be funded through C/CAG and the Grant Agreement and CWA.
- 2.0 Management and Staffing Oversight - COUNTY shall provide staff support to C/CAG to accomplish deliverables as provided in Section 3.0 below. COUNTY shall provide project administration and project management to include: coordination of a working group of city staff, providing direction on procurement of consultants, managing the consultants, reviewing and commenting on consultant submittals, preparing and submitting required BAAQMD grant and CWA reports, and managing the Project in accordance with the stipulated timeline to ensure completion of the Project in accordance with the Scope of Work and Cost Schedule as outlined in the Grant Agreement and CWA, attached as separate documents to this agreement and scope of work.
- 3.0 Grant Scope of Work – the COUNTY shall:
 - 3.1 Support the completion of the scope of work as outlined in the Grant Agreement and CWA attached here to and referenced herein, up to a maximum amount of \$75,000 for this agreement.
- 4.0 Reporting - The COUNTY shall report to the C/CAG Board and other C/CAG committees and staff on activities and Project progress related to this scope of work upon request during the term of this agreement.
- 5.0 Payments - The COUNTY shall submit invoices for services provided along with supporting documentation including labor hours and rates for management and staffing. C/CAG shall pay invoices within 30 days of receipt.

C/CAG AGENDA REPORT

Date: February 9, 2012
To: City/County Association of Government Board of Directors
From: Kim Springer

Subject: Review and Approval of Resolution 12-09 Authorizing the C/CAG Executive Director to Submit a Grant Proposal to the Strategic Growth Council for the Sustainable Community Planning Grants and Incentives Program, Round 2 for an amount up to \$1,000,000.

(For further information, contact Kim Springer at 650-599-1412 or Richard Napier at 650-599-1420)

RECOMMENDATION

Adopt Resolution No.12-09 authorizing the C/CAG Executive Director to submit a grant proposal to the Strategic Growth Council for the Sustainable Community Planning Grants and Incentives Program, Round 2 (SGC Grant) for an amount up to \$1,000,000.

FISCAL IMPACT

There are no matching funds requirement in the SGC Grant. However, a local cost match, which can come from a variety of in-kind or already committed funds, will strengthen the proposal.

\$12,000 is the estimated staff cost to write and submit the proposal.

SOURCE OF FUNDS

Staff work for the completion of the SGC Grant proposal is through an agreement between C/CAG and the County of San Mateo, Department of Public Works from Congestion Relief Funds.

BACKGROUND/DISCUSSION

On September 16, 2010, the C/CAG Board adopted Resolution No. 10-53 giving the Chair authority to sign Grant Agreement 2010-083 between C/CAG and the BAAQMD for \$50,000 to complete a Climate Action Plan (CAP) Template project for the cities in San Mateo County and Cupertino. On March 10, 2011, the C/CAG Board adopted Resolution No. 11-11 for a PG&E Contract Work Authorization No. 2500458103 between C/CAG and PG&E for \$125,000 (Grants). With additional, matching funds from C/CAG, the total funding for this project is \$350,000.

Work has continued on the CAP Template project, which is now called RICAPS for Regionally Integrated Climate Action Planning Suite, and the associated deliverables for the Grant are being completed. The final report to the BAAQMD will be on February 29, 2012 and the final report to PG&E will be on December 31, 2012.

ITEM 5.4

As the various deliverables required for the Grants are coming together, staff has received multiple inquiries from other counties on the RICAPS project. To answer these questions and to gain feedback on potentially making RICAPS available to other counties, staff has made a number of presentations to groups such as: city manager associations (San Mateo County and Santa Clara County), Santa Clara County Association of Planning Officers, Association of Monterey Bay Area Governments and, most recently, the regional congestion management agency directors.

Noting the wide interest in RICAPS by other agencies, staff wishes to submit a proposal for the SGC Grant. A draft proposed scope of work for the proposal is included with this report as an attachment.

Attachments

- Resolution 12-09
- Sustainable Communities Planning Grant and Incentive Program, DRAFT Scope of Work

RESOLUTION NO. 12-09

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO SUBMIT A GRANT PROPOSAL TO THE STRATEGIC GROWTH COUNCIL FOR THE SUSTAINABLE COMMUNITY PLANNING GRANTS AND INCENTIVES PROGRAM, ROUND TWO, FOR AN AMOUNT UP TO \$1,000,000.

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

WHEREAS, C/CAG has entered into two grant agreements by action of the C/CAG Board: on September 16, 2010, by adopting Resolution No. 10-53, giving the Chair authority to sign Grant Agreement 2010-083 between C/CAG and the BAAQMD for \$50,000, and on March 10, 2011, adopting Resolution No. 11-11 for a PG&E Contract Work Authorization (Grant) No. 2500458103 between C/CAG and PG&E for \$125,000, to complete a Climate Action Plan (CAP) template project to help reduce staff time, costs and simplify and standardize the development of CAPs for the cities in San Mateo County and Cupertino; and

WHEREAS, C/CAG, contracted staff and consultants have made considerable progress on the CAP Template project, which has elicited interest from neighboring counties; and

WHEREAS, C/CAG staff desires to complete the goal of every city in San Mateo County completing a climate action plan and to offer the developed tools to neighboring counties through a grant proposal to the Strategic Growth Council titled: Regionally Integrated Climate Action Planning Suite (RICAPS), Phase II Implementation and Enhancement; and

WHEREAS, the Legislature and Governor of the State of California have provided funds for the Sustainable Communities Planning Grant and Incentives Program under the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84); and

WHEREAS, the Strategic Growth Council has been delegated the responsibility for the administration of this grant program, establishing necessary procedures; and

WHEREAS, said procedures require all award recipients commit to threshold requirements;

WHEREAS, said procedures established by the Strategic Growth Council require a resolution certifying the approval of application(s) by the Applicant's governing board before submission of said application(s) to the State; and

WHEREAS, the applicant, if selected, will enter into an agreement with the State of California to carry out the development of the proposal:

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Executive Director is

authorized to Submit a Grant Proposal to the Strategic Growth Council for the Sustainable Community Planning Grants and Incentives Program, Round Two for an amount up to \$1,000,000.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Directors also:

1. Approves the filing of an application for the Regionally Integrated Climate Action Planning Suite (RICAPS), Phase II Implementation and Enhancement proposal in order to become a more sustainable community; and
2. Certifies that applicant will have sufficient funds to develop the proposal or will secure the resources to do so; and
3. Certifies that the Proposal will comply with any applicable laws and regulations including being consistent with the State's Planning Priorities identified in Government Code section 65041.1 and summarized below:
 - a. Promote infill development and invest in existing communities
 - b. Protect, preserve and enhance agricultural land and natural resources; and
 - c. Encourage location and resource efficient new development; and
4. Certifies that threshold requirements outlined in the guidelines, including consideration of Ocean Protection Council Sea Level Rise Guidance, if applicable, will be met; and
5. Agrees to reduce, on as permanent a basis as feasible, greenhouse gas emissions consistent with California Global Warming Solutions Act of 2006 (Division 25.5 (commencing with Section 3850) of the Health and Safety Code); any applicable regional plan; and
6. Agrees to meet the Collaboration Requirements of the focus area applicable to the Proposal; and includes all required documents in the application package; and
7. Appoints the C/CAG Executive Director or designee, as agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned project(s).

PASSED, APPROVED, AND ADOPTED THIS 9TH DAY OF FEBRUARY, 2012.

Bob Grassilli, Chair

DRAFT

Regionally Integrated Climate Action Planning Suite (RICAPS)

Phase II Implementation and Enhancement

Scope of Work

The Regionally Integrated Climate Action Planning Suite (RICAPS) Phase II Implementation and Enhancement (RICAPS Phase II) proposal intends to complete Climate Action Plans (CAP) for the 10 remaining cities in San Mateo County. The project will enhance the RICAPS tools by expanding the list of measures and measure worksheets to enhance its applicability for counties with various different characteristics. , develop automated data entry for energy, incorporating additional sections to the CAP Template document, and further integrating the software tools with the CAP development process.

The proposal will also pilot the RICAPS tools to the other eight counties in the Bay Area. Meetings will be held in all eight counties to present RICAPS. After meeting with individual counties that have expressed interest in the tools, staff will select three counties to work with. Staff will help these additional counties launch the CAP development and/or resource tracking processes (for one year) for their county and cities.

The overall desired outcome will be to build upon RICAPS, an extremely flexible and practical set of tools for climate action planning, and to support all cities in San Mateo County and three other counties in making use of them. Since significant effort and local match funding has already been put into this project, SGC has the opportunity to support something that will have great impact and benefit for a large number of municipalities in San Francisco Bay Area Region and potentially beyond.

Grant funding will be used to provide the following:

- measure development for the RICAPS tool
- automated data entry for energy
- technical support for the San Mateo County cities
- staff time for meetings and outreach
- staff time to manage the procurement, contract completion and contract management
- funding for three counties' first year implementation and subscription to the RICAPS Hara ESS software.

Task 1: Technical Support for the 10 Remaining Cities in San Mateo County without a CAP

Deliverables:

1. CAP Technical Support RFP and vendor selection criteria
2. Vendor selection scoring
3. Completed CAP technical support contract

Task 1 Budget: \$150,000

Task 2: Meeting Series for Working Group of Remaining Cities in San Mateo County

Deliverables:

1. List of remaining cities and schedule of working group meetings
2. Attendee lists for each meeting
3. Completed climate action plans

Task 2 Budget: \$80,000

Task 3: Enhancement of Measures Lists for Multi County Benefit

Deliverables:

1. CAP measure list technical support RFP and vendor selection criteria
2. Vendor selection scoring
3. Completed CAP measure list tech support contract
4. Enhanced list of CAP measures

Task 3 Budget: \$60,000

Task 4: Automate Data Input for Energy

Deliverables:

1. HARA Contract for Modifications
2. Automated Data Input for Two Cities
3. Instructions for setting up for automated data input

Task 4 Budget: \$80,000

Task 5: Meeting Series for Eight (8) Bay Area Region Counties or Other Counties in the State

Deliverables:

1. Attendee list for each meeting
2. Description of successes, barriers and outcomes for each county
3. List of three (3) Selected counties for RICAPS implementation

Task 5 Budget: \$60,000

Task 6: Attendance at and Support of RICAPS Roll-Out Meetings for Cities in Three (3) Counties

Deliverables:

1. Attendee lists for meetings
2. Outreach materials for meetings

Task 6 Budget: \$40,000

Task 7: Support Procurement of and Compensation for RICAPS Hara EES Software for Three (3) Counties

Deliverables:

1. Establish working group of staff from three (3) selected counties
2. Developed Scope of Work for Implementation for Hara Software, Inc.
3. Completed and pay for Hara Software, Inc. contracts for three (3) counties for one year

Task 7 Budget: \$350,000

Total DRAFT Proposal Cost: \$820,000

C/CAG AGENDA REPORT

Date: February 9, 2012
To: C/CAG Board of Directors
From: Richard Napier, Executive Director
Subject: Review and approval of the final C/CAG Legislative Policies for 2012
(For further information or questions contact Richard Napier at 599-1420 or Sandy Wong at 599-1409)

RECOMMENDATION

That the C/CAG Board review and approve the final Legislative Policies for 2012.

FISCAL IMPACT

Many of the policies listed in the attached document have the potential to greatly increase or decrease the fiscal resources available to C/CAG member agencies.

SOURCE OF FUNDS

New legislation.

BACKGROUND/DISCUSSION

Each year, the C/CAG Board adopts a set of legislative policies to provide direction to its Legislative Committee, staff, and Lobbyist. In the past, the C/CAG Board established the policies that:

- Clearly defined a policy framework at the beginning of the Legislative Session.
- Identified specific policies to be accomplished during this session by the Lobbyist
- Limited the activities of C/CAG to areas where we can have the greatest impact.

The adoption of a list of policies will hopefully maximize the impact of having a Lobbyist represent C/CAG in Sacramento and will also significantly reduce the amount of C/CAG staff time needed to support the program.

On December 8, 2011, the C/CAG Board reviewed and commented upon an earlier draft set of Legislative Policies. Board comments are reflected in the revised set of Policies presented at the January 12, 2012 meeting.

ATTACHMENTS

Attachment A: Final C/CAG Legislative Policies for 2012

ITEM 6.1



ADVOCATION



SHAW/YODER/ANTWIH, inc.
LEGISLATIVE ADVOCACY • ASSOCIATION MANAGEMENT

January 31, 2012

TO: Board Members, City/County Association of Governments, San Mateo County
FROM: Advocation, Inc. – Shaw / Yoder / Antwih, Inc.

RE: STATE LEGISLATIVE UPDATE-JANUARY

On January 5, Governor Brown released his FY 2012-13 State Budget. He emphasizes that significant progress in trimming down the state's chronic budget deficit has been made by comparing a \$26.6 billion shortfall in FY 2011-12 and \$20 billion structural deficit to a \$9.2 billion gap in FY 2012-13 with future structural shortfalls of \$5 billion from the \$89 billion spending plan. The \$9.2 billion deficit is an 18-month forecast which includes a current year gap (FY 11-12) of \$4.1 billion. Unlike last year, the Governor has not called for a Special Session to address the deficit. Therefore, budget subcommittees are not expected to meet until later this Spring. The following is a summary of other topics of interest.

Redevelopment

The month of January represented the last month of existence for local Redevelopment Agencies (RDAs). The 2010 law eliminating the agencies, crafted as part of last year's budget package, takes effect on February 1. While some lawmakers have voiced support for reviving the agencies' main functions in new forms, a workable solution has not emerged since the state Supreme Court struck down the Legislature's first attempt at creating a successor to RDAs. A push to delay the dissolution date until April 15 has failed to gain traction in the Legislature. Senate President pro Tempore Darrell Steinberg is authoring SB 654 in order to allow local governments to keep and use redevelopment money earmarked for affordable housing projects.

High-Speed Rail

While decisions have yet to be made with respect to high-speed rail funding, there is an initiative that is circulating to eliminate high-speed rail. The text of the title and summary prepared by the Attorney General reads as follows:

ELIMINATION OF CALIFORNIA HIGH SPEED RAIL AUTHORITY. INITIATIVE CONSTITUTIONAL AMENDMENT. *Eliminates High Speed Rail Authority. Bars the State of California from paying for high speed rail unless the people pass a new constitutional amendment specifically altering this prohibition. Summary of estimate by Legislative Analyst and Director of Finance of fiscal impact on state and local government: State debt service savings of up to \$650 million annually from not using state bond funds to support high-speed rail. A one-time loss of \$3.3 billion in federal funds would reduce somewhat the level of economic activity in the state over the next several years, resulting in some reduction in state and local revenues. (11-0084.)*

Peter Seidel, the initiative author, has until June 21, 2012, to collect 807,615 signatures from registered voters to submit it to be qualified for the Nov. 6, 2012 General Election ballot.

Attachment A

FINAL C/CAG LEGISLATIVE POLICIES FOR 2012

Policy #1 -

Protect against the diversion of local revenues including the protection of redevelopment funds and programs.

- 1.1 Support League and CSAC Initiatives to protect local revenues.
- ~~1.2 Protect and preserve the 20% redevelopment housing funding set aside.~~
- 1.3~~2~~ Protect and preserve the vital functions of redevelopment agencies.
- 1.3 Work with the State to define vehicles and incentives to foster redevelopment.

Policy #2 -

Protect against increased local costs resulting from State action without 100% State reimbursement for the added costs.

- 2.1 Advocate for the appointment of Administration Officials who are sensitive to the fiscal predicament faced by local jurisdictions.
- 2.2 Oppose any State action that restricts local human resource (HR) decisions.
- 2.3 Oppose State action to restrict the ability of local jurisdictions to contract for services.
- 2.4 Advocate for State actions that are required to take into consideration the fiscal impact to local jurisdictions.
- 2.5 Require all State mandates to be 100% State reimbursed for added costs.
- 2.6 Ensure that adequate funding is made available by the State to address re-alignment responsibilities given to local jurisdictions.

Policy #3 -

Support actions that help to meet municipal stormwater permit requirements and secure stable funding to pay for current and future regulatory mandates.

- 3.1 Primary focus on securing additional revenue sources for both C/CAG and its member agencies for funding state and federally mandated stormwater compliance efforts.

- 3.6 Track stormwater-related regulatory initiatives that may impact member agencies, such as the proposed statewide trash policy, Caltrans stormwater permits, special exceptions for Areas of Special Biological Significance, and the Phase II General Permit.

Policy #4 -

Support lowering the 2/3rd super majority vote for local special purpose taxes and fees.

- 4.1 Support bills that reduce the vote requirements for special taxes and fees.
- 4.2 Oppose bills that impose restrictions on the expenditures, thereby reducing flexibility, for special tax category.
- 4.3 Support modification or elimination of Proposition 26 requirements.

Policy #5-

Encourage the State to protect transportation funding and develop an equitable cost-sharing arrangement to pay for any cost overruns on the construction of the Bay Bridge.

- 5.1 Urge the State to eliminate transfer of State transportation funds to the State General Fund.
- 5.2 Oppose efforts to divert any of the Regional Measure 2 funds to pay for any Bay Bridge cost overruns.
- 5.3 Support additional revenues for transportation funding.
- 5.4 Protect existing funding and support additional funding for maintenance of streets and roads.
- 5.5 Maintain funding for the State of California SHOPP program, which provides resources for maintenance of State highways.
- 5.6 Support revisions in the Peninsula Joint Powers Agreement that provide equitable funding among the Caltrain partners.
- 5.7 Support a dedicated funding source for Caltrain.

Policy #6 -

Advocate for revenue solutions to address State budget issues that are also beneficial to Cities/Counties

- 6.1 Support measures to ensure that local governments receive appropriate revenues to service local communities.

***Policy #7 -
Support reasonable climate action/Greenhouse Gas legislation***

- 7.1 Support incentive approaches toward implementing AB32.
- 7.2 Support county-based planning for sustainable communities in SB 375.
- 7.3 Oppose climate legislation that would conflict with or override projects approved by the voters.
- 7.4 Alert the Board on Support legislation that would require recording of vehicle miles of travel (VMT) as part of vehicle registration.
- 7.5 Support plastic bag ban.

***Policy #8 -
Support energy conservation***

- 8.1 Support local government partnerships to foster energy conservation, as well as the generation and use of renewable energy sources (wind, solar, etc.)

***Policy #9 –
Other***

- 9.1 Support/sponsor legislation to allow transportation planning funds to be used to fund comprehensive land use plans for airports.
- 9.2 Support efforts that will engage the business community in transportation demand management.

C/CAG AGENDA REPORT

Date: February 9, 2012

TO: C/CAG Board of Directors

From: Inga Lintvedt - C/CAG Legal Counsel

Subject: Review and adopt Resolution 12-10 Authorizing a Contract between the Board of Administration California Public Employees Retirement System (CALPERS) and the Board of Directors City/ County Association of Governments of San Mateo County (C/CAG)

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

Recommendation:

Review and adopt Resolution 12-10 Authorizing a Contract between the Board of Administration California Public Employees Retirement System (CALPERS) and the Board of Directors City/ County Association of Governments of San Mateo County (C/CAG), and authorizing execution by the C/CAG Chair as substantially attached hereto and as may be amended by the C/CAG Chair.

Fiscal Impact:

None.

Source of Revenue:

N/A.

Background/ Discussion:

On January 12, 2012, this Board adopted Resolutions 12-01 through 12-06, which declared C/CAG's intent to enter into the "Contract between the Board of Administration California Public Employees Retirement System (CALPERS) and the Board of Directors City/ County Association of Governments of San Mateo County (C/CAG)" (the "Final Contract") for CALPERS participation by C/CAG's Executive Director and Administrative Assistant.

CALPERS requires that approval of the Final Contract cannot occur until at least twenty (20) days after the adoption of the resolution of intention to enter into a contract with CALPERS. Over twenty (20) days have passed since C/CAG declared its intention to enter into the Final Contract, and this Resolution 12-10 now authorizes the C/CAG Chair to execute the Final Contract with CALPERS as substantially attached hereto but with any changes the Chair may deem necessary.

ITEM 6.2

C/CAG Board Action:

Staff recommends the Board approve Resolution 12-10 and its attachments, which authorize a contract between CALPERS and C/CAG, as substantially attached hereto and as may be amended as deemed necessary by the C/CAG Chair.

Attachment:

Minutes of C/CAG Board Meeting of January 12, 2012
Resolution 12-10 Resolution Authorizing a Contract

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*

Meeting No. 242
January 12, 2012

1.0 CALL TO ORDER/ROLL CALL

Chair Grassilli called the meeting to order at 6:39 p.m. Roll Call was taken.

Jerry Carlson - Atherton
Christine Wozniak - Belmont
Sepi Richardson - Brisbane
Terry Nagel - Burlingame
Joseph Silva - Colma
David Canepa -Daly City
Carlos Romero - East Palo Alto
Art Kiesel - Foster City
Naomi Patridge - Half Moon Bay
Kirsten Keith - Menlo Park (6:35 p.m.)
Marge Colapietro - Millbrae
Mary Ann Nihart - Pacifica
Maryann Moise Derwin - Portola Valley
Rosanne Foust - Redwood City, San Mateo County Transportation Authority
Irene O'Connell -San Bruno
Bob Grassilli - San Carlos
Brandt Grotte - San Mateo (6:39 p.m.)
Don Horsley - San Mateo County (left 8:45 p.m.)
Karyl Matsumoto - South San Francisco, San Mateo County Transit District
Deborah Gordon - Woodside (left 7:00 p.m.)

Absent,

Tom Kasten - Hillsborough

Others:

Richard Napier, Executive Director, C/CAG
Sandy Wong, Deputy Director C/CAG
Inga Lintvedt, C/CAG Legal Counsel
John Hoang, C/CAG Staff
Jean Higaki, C/CAG Staff
Corinne Goodrich - SamTrans
Ronny Kraft - SamTrans
Seamus Murphy - Caltrans
Tom Madalena, C/CAG Staff

Joe Kott, C/CAG Staff
Jim Cogan PG&E

4.0 PRESENTATIONS/ ANNOUNCEMENTS

4.1 SamTrans Service Plan update

4.2 Presentation on the Shuttle Business Practices Study

4.3 Update on CalTrain related issues

5.0 CONSENT AGENDA

Items 5.1 and 5.3 were removed from the Consent Agenda.

5.2 Review and Approval of Reallocation of \$83,500 in Transportation Development Act Article 3 Funds for the City of San Carlos' Old County Road Bike Lane Project. APPROVED

Board Member Carlson MOVED approval of Item 5.2. Board Member Grotte SECONDED. **MOTION CARRIED** 19-0.

5.1 Approval of the Minutes of Regular Business Meeting No. 241 dated December 08, 2011. APPROVED

Board Member Canepa MOVED approval of Item 5.1. Board Member Carlson SECONDED. **MOTION CARRIED** 19-0.

5.3 Review and approval of Resolution 12-07 authorizing the C/CAG Chair to execute Amendment No. 2 to the Cooperative Agreement with Caltrans for the Design Phase of the San Mateo County Smart. APPROVED

Board Member Richardson MOVED approval of Item 5.3. Board Member Carlson SECONDED. **MOTION CARRIED** 19-0.

6.0 REGULAR AGENDA

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

The Board asked that the Legislative Committee changes to the Legislative Policies for 2012 be incorporated and brought back to the Board for final approval.

The Board took a vote on Policy 3.1 d - Support of renewal of the \$4 vehicle license fee.

Board Member Horsley MOVED approval of Item 6.1 Policy 3.1 d. Board Member Nihart SECONDED. **MOTION CARRIED** 18-1. Board Member Grotte abstained.

- 6.2 Review and adoption of Resolutions 12-01 thru 12-06 Intention to Approve a Contract between the Board of Administration California Public Employees Retirement System (CALPERS) and the Board of Directors City/ County Association of Governments of San Mateo County (C/CAG). APPROVED

Resolution 12-01	Declaring C/CAG's intent to contract with CALPERS
Resolution 12-02	Paying and Reporting the Value of Employer Paid Contributions
Resolution 12-03	Tax Defer Member Paid Contributions (Employer Pickup)
Resolution 12-04	Pre-Tax Payroll Deduction Plan for Service Credit Purchases
Resolution 12-05	Transfer funds from the CALPERS Redwood City account to the CALPERS C/CAG Account
Resolution 12-06	Payment of Unfunded CALPERS Liability

Board Member Horsley MOVED approval of Resolutions 12-01, 12-02, 12-03, 12-04, 12-05, and 12-06. Board Member Richardson SECONDED. **MOTION CARRIED** 19-0.

- 6.3 Review and comments on the Draft Countywide Transportation Plan for Low Income Populations. ACTION

No action was taken.

7.0 COMMITTEE REPORTS

- 7.1 Committee Reports (oral reports).

- 7.2 Chairperson's Report

- 7.3 Boardmembers Report

8.0 EXECUTIVE DIRECTOR'S REPORT

9.0 COMMUNICATIONS - Information Only

Copies of communications are included for C/CAG Board Members and Alternates only. To request a copy of the communications, contact Nancy Blair at 650 599-1406 or nblair@co.sanmateo.ca.us or download a copy from C/CAG's website – www.ccag.ca.gov.

- 9.1 Letter from Richard Napier, Executive Director C/CAG, to Leanne Provost, Chief, Office of Program and Technical Services, Caltrans Division of Aeronautics, dated 12/1/11. RE: Submittal of Required Material for a Caltrans Funding Allocation to Prepare an Update of the ALUCP for the environs of San Carlos Airport (SQL).
- 9.2 Letter from Richard Napier, Executive Director C/CAG, to Brent Butler, City of East Palo Alto, dated 12/28/11. RE: C/CAG Support for East Palo Alto Strategic Growth Council Planning Targeted Grant.

9.3 Letter from Richard Napier, Executive Director C/CAG, ML Gordon, City Manager, City of East Palo Alto, dated 12/29/11. RE: C/CAG Support for East Palo Alto Strategic Growth Council Planning Targeted Grant.

10.0 ADJOURN

Meeting adjourned at 8:56 p.m.

Next scheduled meeting: February 9, 2012 Regular Board Meeting.

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 Nancy Blair 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: Richard Napier 650 599-1420 Administrative Assistant:
Nancy Blair 650 599-1406*

FUTURE MEETINGS

January 13, 2012	Legislative Committee - SamTrans 2 nd Floor Auditorium - 5:30 p.m.
January 13, 2012	C/CAG Board - SamTrans 2 nd Floor Auditorium - 6:30 p.m.
January 13, 2012	Resource Management and Climate Protection Committee (RMCP)
January 17, 2012	NPDES Technical Advisory Committee - to be determined - 10:00 a.m.
January 19, 2012	CMP Technical Advisory Committee - SamTrans 2 nd Floor Auditorium - 3:00 p.m. Conference Room C - 7:00 p.m.
January 23, 2012	Administrators' Advisory Committee - 555 County Center, 5 th Fl, Redwood City – Noon
January 26, 2012	Bicycle and Pedestrian Advisory Committee (BPAC) - San Mateo City Hall -
January 30, 2012	CMEQ Committee - San Mateo City Hall - Conference Room C - 3:00 p.m.

RESOLUTION 12-10

**RESOLUTION AUTHORIZING A CONTRACT BETWEEN THE BOARD OF
ADMINISTRATION CALIFORNIA PUBLIC EMPLOYEES RETIREMENT
SYSTEM (CALPERS) AND THE BOARD OF DIRECTORS CITY/ COUNTY
ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG)**

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
(C/CAG)**

RESOLUTION AUTHORIZING A CONTRACT

No. _____

WHEREAS, the Public Employees' Retirement Law provides for the participation of a Public Agency in the California Public Employees' Retirement System, making its employees members of said System; and

WHEREAS, the Board of Directors of the City/County of Governments of San Mateo County (C/CAG) on _____, _____, adopted a Resolution giving notice of intention to approve a contract providing for such participation; and

WHEREAS, the employees of said public agency, whose memberships in said Retirement System are contemplated, have approved said participation, by majority vote;

NOW, THEREFORE, BE IT RESOLVED, that a contract between the Board of Directors of the (C/CAG) and the Board of Administration, California Public Employees' Retirement System is hereby authorized, a copy of said contract being attached hereto and by such reference made a part hereof as though herein set out in full; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the presiding officer of said governing body is hereby authorized, empowered and directed to execute said contract for and on behalf of said public agency.

Adopted this _____ day of _____, _____.

Presiding Officer

Attest:

Clerk or Secretary



California
Public Employees' Retirement System



CONTRACT

**Between the
Board of Administration
California Public Employees' Retirement System
and the
Board of Directors
City/County Association of Governments of San
Mateo County (C/CAG)**



In consideration of the covenants and agreement hereafter contained and on the part of both parties to be kept and performed, the governing body of above public agency, hereafter referred to as "Public Agency", and the Board of Administration, Public Employees' Retirement System, hereafter referred to as "Board", hereby agree as follows:

1. All words and terms used herein which are defined in the Public Employees' Retirement Law shall have the meaning as defined therein unless otherwise specifically provided. "Normal retirement age" shall mean age 55 for local miscellaneous members.
2. Public Agency shall participate in the Public Employees' Retirement System from and after _____ making its employees as hereinafter provided, members of said System subject to all provisions of the Public Employees' Retirement Law except such as apply only on election of a contracting agency and are not provided for herein and to all amendments to said Law hereafter enacted except those, which by express provisions thereof, apply only on the election of a contracting agency.

3. Public Agency agrees to indemnify, defend and hold harmless the California Public Employees' Retirement System (CalPERS) and its trustees, agents and employees, the CalPERS Board of Administration, and the California Public Employees' Retirement Fund from any claims, demands, actions, losses, liabilities, damages, judgments, expenses and costs, including but not limited to interest, penalties and attorneys fees that may arise as a result of any of the following:
 - (a) Public Agency's election to provide retirement benefits, provisions or formulas under this Contract that are different than the retirement benefits, provisions or formulas provided under the Public Agency's prior non-CalPERS retirement program.
 - (b) Public Agency's election to amend this Contract to provide retirement benefits, provisions or formulas that are different than existing retirement benefits, provisions or formulas.
 - (c) Public Agency's agreement with a third party other than CalPERS to provide retirement benefits, provisions, or formulas that are different than the retirement benefits, provisions or formulas provided under this Contract and provided for under the California Public Employees' Retirement Law.
 - (d) Public Agency's election to file for bankruptcy under Chapter 9 (commencing with section 901) of Title 11 of the United States Bankruptcy Code and/or Public Agency's election to reject this Contract with the CalPERS Board of Administration pursuant to section 365, of Title 11, of the United States Bankruptcy Code or any similar provision of law.
 - (e) Public Agency's election to assign this Contract without the prior written consent of the CalPERS' Board of Administration.
 - (f) The termination of this Contract either voluntarily by request of Public Agency or involuntarily pursuant to the Public Employees' Retirement Law.
 - (g) Changes sponsored by Public Agency in existing retirement benefits, provisions or formulas made as a result of amendments, additions or deletions to California statute or to the California Constitution.
4. Employees of Public Agency in the following classes shall become members of said Retirement System except such in each such class as are excluded by law or this agreement:
 - a. Employees other than local safety members (herein referred to as local miscellaneous members).

5. Any exclusion(s) shall remain in effect until such time as the Public Employees' Retirement System determines that continuing said exclusion(s) would risk a finding of non-compliance with any federal tax laws or regulations. If such a determination is contemplated, the Public Employees' Retirement System will meet with the Public Agency to discuss the matter and coordinate any required changes or amendments to the contract.

In addition to the classes of employees excluded from membership by said Retirement Law, the following classes of employees shall not become members of said Retirement System:

- a. **SAFETY EMPLOYEES; AND**
 - b. **MEMBERS OF THE GOVERNING BODY FIRST ELECTED OR APPOINTED PRIOR TO JULY 1, 1994. (Elected or appointed officials who are first elected or appointed on or after July 1, 1994 or to a term of office not consecutive with a term held on June 30, 1994 are excluded pursuant to Government Code Section 20322).**
6. The percentage of final compensation to be provided for each year of credited prior and current service as a local miscellaneous member shall be determined in accordance with Section 21354.5 of said Retirement Law (2.7% at age 55 Full).
 7. Public Agency elects to be subject to the following optional provisions:
 - a. Section 20042 (One-Year Final Compensation).
 - b. Section 20903 (Two Years Additional Service Credit).
 8. Public Agency shall contribute to said Retirement System the contributions determined by actuarial valuations of prior and future service liability with respect to local miscellaneous members of said Retirement System.
 9. Public Agency shall also contribute to said Retirement System as follows:
 - a. Contributions required per covered member on account of the 1959 Survivor Benefits provided under Section 21574 of said Retirement Law. (Subject to annual change.) In addition, all assets and liabilities of Public Agency and its employees shall be pooled in a single account, based on term insurance rates, for survivors of all local miscellaneous members.

- b. A reasonable amount, as fixed by the Board, payable in one installment within 60 days of date of contract to cover the costs of administering said System as it affects the employees of Public Agency, not including the costs of special valuations or of the periodic investigation and valuations required by law.
 - c. A reasonable amount, as fixed by the Board, payable in one installment as the occasions arise, to cover the costs of special valuations on account of employees of Public Agency, and costs of the periodic investigation and valuations required by law.
10. Contributions required of Public Agency and its employees shall be subject to adjustment by Board on account of amendments to the Public Employees' Retirement Law, and on account of the experience under the Retirement System as determined by the periodic investigation and valuation required by said Retirement Law.
 11. Contributions required of Public Agency and its employees shall be paid by Public Agency to the Retirement System within fifteen days after the end of the period to which said contributions refer or as may be prescribed by Board regulation. If more or less than the correct amount of contributions is paid for any period, proper adjustment shall be made in connection with subsequent remittances. Adjustments on account of errors in contributions required of any employee may be made by direct payments between the employee and the Board.

BOARD OF ADMINISTRATION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BOARD OF DIRECTORS
CITY/COUNTY ASSOCIATION OF
GOVERNMENTS OF SAN MATEO
COUNTY (C/CAG)

BY _____
KAREN DE FRANK, CHIEF
EMPLOYER SERVICES DIVISION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY _____
PRESIDING OFFICER

Witness Date

Attest:

Clerk

CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM
Actuarial and Employer Services Branch
Public Agency Contract Services
P.O. Box 942709
Sacramento, CA 94229-2709
(888) CalPERS (225-7377)

**CERTIFICATION
OF
FINAL ACTION OF GOVERNING BODY**

I hereby certify that the _____ of the
(governing body)

(public agency)
considered and adopted on _____, _____, by an affirmative
(date)
vote of a majority of the members of said Governing Body, **Ordinance / Resolution** No.
_____ approving the attached contractual agreement between the Governing
Body of said Agency and the Board of Administration of the California Public
Employees' Retirement System, a certified copy of said **Ordinance / Resolution** in the
form furnished by said Board of Administration being attached hereto.

Adoption of the retirement benefit increase was not placed on the consent calendar.

Clerk/Secretary

Title

Date _____

C/CAG AGENDA REPORT

Date: February 9, 2012

To: City/County Association of Governments Board of Directors

From: Richard Napier, Executive Director

Subject: Update on the implementation of the San Mateo County Smart Corridor project

(For further information or questions contact Parviz Mokhtari at (408) 425- 2433)

RECOMENDATION

That the C/CAG Board receives this status update on the implementation of the San Mateo County Smart Corridor project.

FISCAL IMPACT

The initial limits of the project were along El Camino Real from Highway 380 on the north to Whipple Avenue on the south. Following staff recommendation to proceed with design of segment 3, the C/CAG Board at the regular meeting of August 11, 2011 approved contracts for design and preparation of the environmental documents. Addition of segment 3 will extend the limits of the project from Highway 380 to the Santa Clara county line. The following are the funds programed/allocated to the entire Smart Corridor Project (consisting of 5 separate projects)

State Transportation Improvement Program (STIP)	\$11,000,000 Previously Approved
Traffic Light Synchronization Program (TLSP)	\$10,000,000 Previously Approved
San Mateo County Transportation Authority	\$ 3,000,000 Previously Approved
C/CAG	\$ 1,000,000 Previously Approved
Federal funds for project 1 in City of San Mateo	\$ 1,000,000 Previously Approved
TLSP	\$ 7,500,000 Approved January 24, 2012
Pending approval by CTC in March 2012	<u>\$ 3,700,000</u> Pending Approval
Total	\$37,200,000

\$4,100,000 of these funds has been spent on design and preparation of the Environmental Document. Therefore; the remaining available funds for construction and construction support is

\$33,100,000

The 5 Smart Corridor separate projects are;

Project 1. This is the pilot project in City of San Mateo

Project 2. This project consists of all the local roads from San Bruno Avenue to the Santa Clara County line

Project 3. This project includes all Smart Corridor elements on State right of way from Highway 380 to Whipple Avenue in Redwood City

ITEM 6.3

Project 4. System Integration and all required hardware and software for the traffic signals operation are included in this project.

Project 5. Portions of segment 3 within State right of way from Whipple Avenue to Santa Clara County line.

STATUS UPDATE

The construction portion of the entire Smart Corridor project has been divided into the following projects:

- Project number 1 consists of El Camino Real and other major streets in the City of San Mateo from Hillsdale Boulevard to Highway 92 (**The pilot project**). This project is at 99% completion and will be completed by the end of February 2012
- Project number 2 includes all local arterials from San Bruno Avenue on the north to Santa Clara County line. Pending California Transportation Commission (CTC) approval of the additional \$3,700,000, the San Mateo County Department of Public Works is scheduling this project to go out to bid in April and the contract is awarded by the County Board of Supervisors in June 2012. Estimated completion date is September 2013.
- Project number 3 includes El Camino Real and all other locations within the State right-of-way (**State portion**). This project is ready to go out to bid and Caltrans is scheduled to award the contract in April 2012. The estimated completion date is June 2013.
- Project 4 includes System Integration and procurement of all hardware and software for traffic signal operation. Staff along with Caltrans staff is in process of finalizing the vendor selection process for the signal system and a request for proposal (RFP) has been developed for System Integration and it is anticipated that a consultant will be selected by September 2012.
- Project 5 is being designed by Caltrans staff and the schedule shows that the project can be advertised in June 2012 and begin construction in August 2012. It is estimated that the construction will be completed by May 2013.

Construction Cost Estimate

Project	Construction	Construction Support	Total
Project 1	\$ 2,300,000	\$ 200,000	\$ 2,500,000
Project 2	\$ 7,453,000	\$ 900,000	\$ 8,353,000
Project 3	\$10,200,000	\$1,530,000	\$11,730,000
Project 4	\$ 1,600,000 Signals	\$ 800,000 Integration	\$ 2,400,000
Project 5	\$ 6,968,200	\$1,049,200	\$ 8,017,400
Grand Total	\$28,521,200	\$4,479,200	\$33,000,400

The above Fiscal Impact indicates there is \$33,100,000 is available for construction. Therefore; if the construction cost is equal to the estimates, there will be \$99,600 available for any additional required work or the local share will be reduced by this amount.

ATTACHMENT

None.

C/CAG AGENDA REPORT

Date: February 9, 2012

To: City/County Association of Governments Board of Directors

From: Richard Napier, C/CAG Executive Director

Subject: Review and approval of Resolution 12-12 accepting the South San Francisco/ San Bruno Community-Based Transportation Plan contingent upon the inclusion of final comments from the Cities of South San Francisco and San Bruno.

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

RECOMMENDATION

Review and approval of Resolution 12-12 accepting the South San Francisco/ San Bruno Community-Based Transportation Plan contingent upon the inclusion of final comments from the Cities of South San Francisco and San Bruno.

FISCAL IMPACT

\$45,000 from C/CAG Congestion Relief Funds, which is included in the fiscal year 11/12 Budget.

SOURCE OF FUNDS

\$96,507 from a Caltrans Environmental Justice planning grant, \$60,000 from the Metropolitan Transportation Commission (MTC) Community Based Transportation Planning (CBTP) Program, and \$45,000 in C/CAG Local match from Congestion Relief Funds is funding the development of two planning documents, the "*Countywide Transportation Plan for Low Income Populations*" and the Community Based Transportation Plan for South San Francisco/ San Bruno.

BACKGROUND/DISCUSSION

In 2001, the Metropolitan Transportation Commission (MTC) developed a region wide Community Based planning program that identified several "Communities of Concern" within San Mateo County, in parts of Daly City, South San Francisco / San Bruno, North Central San Mateo, and East Palo Alto/ North Fair Oaks. MTC delegated the local level planning efforts to the Congestion Management Agency (C/CAG).

ITEM 6.4

MTC Guidelines specify that local level CBTPs are to utilize community outreach to identify, assess, and develop strategies to bridge gaps in the transportation service of these disadvantaged communities. Guidelines direct that the planning effort is to solicit input from residents, human service agencies, neighborhood associations, and other community-based organizations, to utilize their perspective in identifying potential strategies and solutions for addressing service gaps. The resulting CBTP is a planning tool, designed to guide potential project sponsors and designed to influence funding decisions of the MTC Lifeline Transportation Program.

The MTC Lifeline Transportation Program is a three year cycle funding program designed to fund short range projects that can bridge some of the transportation “gaps” faced by low income communities. The Lifeline Program was established with the goal to fund strategies developed in CBTPs. Findings emerging from one or more CBTPs or other relevant planning efforts may also be applied to other low-income areas, or otherwise be directed to serve low-income constituencies within the county, as applicable.

C/CAG utilized SamTrans as consultants, in preparing the South San Francisco/ San Bruno CBTP, based upon their successful development of the East Palo Alto, Daly City/ Bayshore, and North Central San Mateo CBTPs. SamTrans staff was also utilized for their key knowledge of the existing transit system, and their ability to confirm transit gaps identified during the CBTP process.

The nine transportation strategies emerging from the South San Francisco/ San Bruno outreach process includes:

1. Improve Transit Stop Amenities and Security
2. Improve Affordability of Public Transit for Low-Income Users
3. Improve Bicycle Amenities
4. Provide Free or Low-cost Bicycles
5. Improve Pedestrian Amenities
6. Increase Public Access to Information about Transportation Options
7. Increase SamTrans Bus Service
8. Improve Connectivity of Existing Transit Service
9. Improve Access to the South San Francisco Caltrain Station

The South San Francisco/ San Bruno CBTP is a concept level document intended to be used as a tool by potential implementing agencies. It does not commit any agency to implement a project however it does make an effort to identify agencies in the best position to implement listed strategies.

It should be understood that many of the concept level strategies proposed by the community would need to be vetted through a project analysis and development process prior to implementation. It should also be noted that the plan recognizes the fiscal and resource constraints faced by potential implementing agencies for many of the strategies. These limitations and constraints were reflected in a feasibility matrix associated with each strategy.

Projects emerging from strategies listed on the CBTP are at an advantage when seeking funds through the MTC Lifeline program or other funding programs, as there is a well documented planning process used to identify projects and there is documented community support for projects that support the listed strategies.

The South San Francisco/ San Bruno CBTP was presented to the South San Francisco city council on January 31, 2012. The CBTP will be presented to the San Bruno city council at their February 14, 2012 board meeting.

Because the Caltrans Environmental Justice planning grant, which is contributing funds to this effort, requires that the document be completed and delivered to Caltrans by February 28, 2012, and because the San Bruno city council is scheduled to meet after the C/CAG board meeting, staff is presenting the CBTP to the board with the contingency to include final comments from the cities of South San Francisco and San Bruno.

Planning staff from both South San Francisco and San Bruno have been active in the development of the CBTP, have reviewed the draft plan, and have provided comments which are incorporated in the current document.

It is hoped that the potential implementing agencies, identified in the CBTP, will apply for Lifeline Program funds to implement projects that support the strategies identified in this plan.

A copy of the South San Francisco/ San Bruno CBTP will be sent to MTC and Caltrans after acceptance by the C/CAG Board, and cities. SamTrans will also present this CBTP to their Board.

ATTACHMENTS

- Resolution 12-12
- South San Francisco/ San Bruno CBTP and Appendices is available electronically at: <http://www.ssfsbcbtp.com/p/documents.html>
- A paper copy of the South San Francisco/ San Bruno CBTP is provided to board members separate from the packet.

RESOLUTION 12-12

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) ACCEPTING THE SOUTH SAN FRANCISCO/ SAN BRUNO COMMUNITY-BASED TRANSPORTATION PLAN CONTINGENT UPON THE INCLUSION OF FINAL COMMENTS FROM THE CITIES OF SOUTH SAN FRANCISCO AND SAN BRUNO.

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

WHEREAS, the Metropolitan Transportation Commission has implemented the Community Based Transportation Planning Program to look at transportation needs in economically disadvantaged communities, and

WHEREAS, the Metropolitan Transportation Commission delegated local level planning efforts to the Congestion Management Agency (C/CAG) and the local transit operator (SamTrans), and

WHEREAS, C/CAG and San Mateo Transit District (SamTrans) have worked with the Cities of South San Francisco and San Bruno and community stakeholders to develop a Community Based Transportation Plan for the South San Francisco/ San Bruno Community of Concern.

NOW, THEREFORE, BE IT RESOLVED that the Chair of the Board of Directors of C/CAG is hereby authorized to accept the South San Francisco/ San Bruno Community-Based Transportation Plan contingent upon the inclusion of final comments from the Cities of South San Francisco and San Bruno.

PASSED, APPROVED, AND ADOPTED THIS 9TH DAY OF FEBRUARY 2012.

Bob Grassilli, C/CAG Chair

C/CAG AGENDA REPORT

Date: February 9, 2012

To: City/County Association of Governments Board of Directors

From: Richard Napier, C/CAG Executive Director

Subject: Review and approval of Resolution 12-13 to accept the “*Countywide Transportation Plan for Low Income Populations*”.

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

RECOMMENDATION

That the C/CAG Board review and approve of Resolution 12-13 to accept the “*Countywide Transportation Plan for Low Income Populations*”.

FISCAL IMPACT

\$45,000 from C/CAG Congestion Relief Funds, which is included in the fiscal year 11/12 Budget.

SOURCE OF FUNDS

\$96,507 from a Caltrans Environmental Justice planning grant, \$60,000 from the Metropolitan Transportation Commission (MTC) Community Based Transportation Planning (CBTP) Program, and \$45,000 in C/CAG Local match from Congestion Relief Funds is funding the development of two planning documents, the “*Countywide Transportation Plan for Low Income Populations*” and the Community Based Transportation Plan for South San Francisco/ San Bruno.

BACKGROUND/DISCUSSION

Community-Based Transportation Planning Services Using Caltrans and MTC funds

In March 11, 2010, the C/CAG Board approved Resolution 10-09 and amendment Resolution 11-38 authorizing the C/CAG Chair to execute a Funding Agreement with the San Mateo County Transit District (SamTrans) for an amount not to exceed \$200,000 for Community-Based Transportation Planning Services.

Under the agreement SamTrans is to deliver two planning documents. One plan, the “*Countywide Transportation Plan for Low Income Populations*,” addresses transportation needs for low-income populations countywide. The other plan, the “Community Based Transportation

Plan for South San Francisco and San Bruno,” addresses the transportation needs of an MTC identified “community of concern.”

Under the agreement, the Metropolitan Transportation Commission (MTC) Community Based Transportation Planning (CBTP) Program is providing \$60,000 in funds to mostly fund the South San Francisco and San Bruno CBTP. \$96,507 will come from a Caltrans Environmental Justice planning grant award to mostly fund the “*Countywide Transportation Plan for Low Income Populations*”. C/CAG is providing up to \$45,000 in local match from Congestion Relief Funds.

The Caltrans Environmental Justice planning grant requires that both final planning documents be completed and delivered to Caltrans by the end of February 28, 2012. In order to prepare the final “*Countywide Transportation Plan for Low Income Populations*” plan for the February board meeting, staff presented the draft plan at the January board meeting with a request that comments be received no later than January 20th, 2012.

Community Based Transportation Plan for South San Francisco and San Bruno

Planning staff from both South San Francisco and San Bruno have been active in the development of the CBTP. The CBTP will be presented to each respective City for acceptance. The CBTP will be presented to the C/CAG Board in February with a request to accept the plan conditioned, on the inclusion of final comment from both the Cities of South San Francisco and San Bruno.

“*Countywide Transportation Plan for Low Income Populations*”

During the development of past CBTPs it was discovered that the “communities of concern” identified by MTC do not include approximately 84% of the population living below the poverty line in San Mateo County. The objective of the “*Countywide Transportation Plan for Low Income Populations*” is to utilize community outreach to identify, assess, and develop strategies to bridge gaps in the transportation needs of these disadvantaged communities. The Countywide plan is a planning tool, designed to influence funding decisions of the MTC Lifeline Transportation Program, with the objective to fund strategies developed in the plan.

SamTrans is the sub-recipient and acting consultant, in preparing the “*Countywide Transportation Plan for Low Income Populations*”, based upon their successful development of the East Palo Alto, Daly City/ Bayshore, and North Central San Mateo CBTPs in addition to their key knowledge of the existing public transportation system, and their ability to confirm transit gaps identified during the outreach process.

The transportation strategies emerging from the outreach process includes:

1. Improve Transit Stop Amenities
2. Increase Public Understanding of How to Use Transit
3. Provide Free or Discounted Fares for Low-income Transit Users
4. Improve SamTrans Connections and Service (Operational Transit Improvements)
5. Improve Pedestrian Safety and Amenities
6. Improve Bicycle Safety and Amenities
7. Provide Free or Discounted Bicycles to Low-income Persons

8. Expand Existing Programs and Develop New Programs to Support Mobility
 - A. Create a Volunteer Driver Program
 - B. Reinstate the Emergency Taxi Voucher Program
 - C. Create Additional Shuttle Services
 - D. Supplement the Ways to Work Loan Program

The "*Countywide Transportation Plan for Low Income Populations*" is a concept level document intended to be used as a tool by potential implementing agencies. It does not commit any agency to implement a project; however it does make an effort to identify agencies that are in the best position to implement the listed strategies.

It should be understood that many of the concept level strategies proposed by the community would need to be vetted through a project analysis and development process prior to implementation. The plan recognizes the fiscal and resource constraints faced by potential implementing agencies for many of the strategies. These limitations and constraints were reflected in a feasibility matrix associated with each strategy.

Projects emerging from strategies listed on both the CBTP and Countywide Plan are at an advantage when seeking funds through the MTC Lifeline program or other funding programs, as there is a documented outreach based process, used to identify projects, and there is documented community support for the listed strategies. It is hoped that the potential implementing agencies, identified in the document, will apply for Lifeline Program funds or other program funds to implement projects that support the strategies identified in this plan.

ATTACHMENTS

- Resolution 12-13
- The "*Countywide Transportation Plan for Low Income Populations*" and Appendices is available electronically at:
<http://www.smclowincometransportationplan.com/p/documents.html>
- A paper copy of "*Countywide Transportation Plan for Low Income Populations*" is provided to board members separate from the packet.

RESOLUTION 12-13

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) TO ACCEPT THE "COUNTYWIDE TRANSPORTATION PLAN FOR LOW INCOME POPULATIONS"

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

WHEREAS, the Metropolitan Transportation Commission (MTC) has implemented the Community Based Transportation Planning Program to look at transportation needs in economically disadvantaged communities, and

WHEREAS, the Congestion Management Agency (C/CAG) and the local transit operator (SamTrans) have obtained a Caltrans Environmental Justice grant to supplement this effort by conducting an outreach based countywide plan for disadvantaged communities beyond areas identified as "communities of concern" by MTC, and

WHEREAS, C/CAG and San Mateo Transit District (SamTrans) have worked with the County's human services agencies and community stakeholders to develop a "*Countywide Transportation Plan for Low Income Populations*".

NOW, THEREFORE, BE IT RESOLVED that the Chair of the Board of Directors of C/CAG is hereby authorized to accept the "*Countywide Transportation Plan for Low Income Populations*".

PASSED, APPROVED, AND ADOPTED THIS 9TH DAY OF FEBRUARY 2012.

Bob Grassilli, C/CAG Chair

C/CAG AGENDA REPORT

DATE: February 9, 2012

TO: C/CAG Board of Directors

FROM: Richard Napier, Executive Director

SUBJECT: Nominations for C/CAG Chair and Vice Chair (2) for the March Election of Officers

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

RECOMMENDATION:

That the C/CAG Board of Directors make nominations for Chair and Vice Chair (2) for the March Election of Officers in accordance with the C/CAG By-Laws.

FISCAL IMPACT:

None.

REVENUE SOURCE:

None.

BACKGROUND/DISCUSSION:

At the June 2004 C/CAG Board meeting the By-Laws were changed to create a second Vice Chairperson and change the date of the election to March of each year.

The revised By-Laws established a process to have nominations at a prior meeting (February) and then have voting at the following meeting (March). The objective was to provide the Board Members with background information to assist them in casting their vote. Nominations shall only be made by voting members of the Board of Directors. The Chairperson and Vice Chairpersons shall be voting members of the Board, as well. Nominations do not require a second or vote to be a candidate. Nominations should be taken for the Chair and both Vice Chair positions. Nominations for officers of the Board of Directors shall be made from the floor only at the regular February Board meeting. Nominations and election of the Chairperson shall precede nominations and election of the Vice Chairpersons.

All candidates should provide background information in advance of the March Board meeting such that the material can be included in the packet for the Board's consideration. For those candidates nominated, please provide the background information to Nancy Blair (nblair@co.sanmateo.ca.us) by February 24, 2012.

ITEM 6.6

CURRENT OFFICERS:

Bob Grassilli has served one term as Chair and is eligible to serve another term.

Brandt Grotte has served one term as Vice Chair and is eligible to serve another term.

Carlos Romero has served one term as Vice Chair and is eligible to serve another term.

ATTACHMENTS:

1. Article IV of the Bylaws related to Officers.
2. Cover sheet for nominees to submit background information

ALTERNATIVES:

- 1 - That the C/CAG Board of Directors make nominations for Chair and Vice Chair (2) for the March Election of Officers in accordance with the C/CAG By-Laws.
- 2 - No action.

EXCERPT FROM THE
BYLAWS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS
OF SAN MATEO COUNTY

As Amended 6/10/04

~~ARTICLE IV. OFFICERS~~

Section 1. The officers of the Board of Directors shall consist of a Chairperson, and two Vice Chairpersons.

Section 2. The Chairperson and Vice Chairpersons shall be elected from among the nominees by the Board of Directors at the March meeting to serve for a term of twelve (12) months commencing on April 1. There shall be a two-term limit for each office. That is, a member may not serve more than two terms as the Chairperson, and not more than two terms as a Vice Chairperson. An officer shall hold his or her office until he or she resigns, is removed from office, is otherwise disqualified to serve, or until his or her successor qualifies and takes office.

Section 3. Nomination for officers of the Board of Directors shall be made from the floor only at the regular February Board meeting. Nominations shall be made only by voting members of the Board of Directors.

Section 4. The Chairperson and each Vice Chairperson must be a regularly designated, voting member (eg., not an alternate, or an ex-officio member) of the Board of Directors.

Section 5. Nominations and election of the Chairperson shall precede nominations and election of the Vice Chairpersons. Voting shall be public for all offices.

Section 6. The Chairperson shall preside at all meetings of the Board, may call special meetings when necessary, and shall serve as the principal executive officer. The Chairperson shall have such other powers, and shall perform such other duties which may be incidental to the office of the Chairperson, subject to the control of the Board.

Section 7. In the absence or inability of the Chairperson to act, the Vice Chairperson(s), in the

order of their seniority, shall exercise all of the powers and perform all of the duties of the Chairperson. The seniority of the Vice Chairpersons shall alternate monthly such that one Vice Chairperson shall have seniority over the other during April, June, August, October, December and February; and the other Vice Chairperson shall have such seniority during May, July, September, November, January and March. Each Vice Chairperson shall also have such other powers and shall perform such other duties as may be assigned by the Board of Directors.

Section 8. A special election to fill the vacant office shall be called by the Board of Directors if the Chairperson or any Vice Chairperson is unable to serve a full term of office.

Section 9. All officers shall serve without compensation.

Section 10. The Chairperson or any Vice Chairperson may be removed from office at any time by a majority vote of those members present at a duly constituted meeting of the Board.

Section 11. All Vice Chairpersons shall be members of the Administrators' Advisory Committee.

If nominated, please attach candidate background material and return a copy to:

C/CAG
Attn: Nancy Blair
555 County Center, 5th Floor
Redwood City, CA 94063

By: February 24, 2012

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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January 23, 2012

Ezra Rapport
Executive Director
Association of Bay Area Governments
101 Eighth Street
Oakland, CA 94607

C/O Ben Livsey
Environmental Specialist
San Francisco Estuary Partnership
1515 Clay Street, Suite 1400
Oakland, CA 94612

SUBJECT: SUPPORT FOR ASSOCIATION OF BAY AREA GOVERNMENTS APPLICATION FOR
PROPOSITION 84 PLANNING AND MONITORING GRANT— BAY AREA GREEN INFRASTRUCTURE
MASTER PLANNING PROJECT

Dear Ezra Rapport:

I am writing to express our support for the application submitted by the Association of Bay Area Governments (ABAG) for funding the Bay Area Green Infrastructure Master Planning Project. The City/County Association of Governments of San Mateo County (C/CAG) provides administrative and coordination support to all 21 jurisdictions in San Mateo County which are covered under the Municipal Regional Stormwater National Pollution Discharge Elimination System Permit (No. CAS612008) we are always looking at ways to implement low impact development (LID) projects in jurisdictions in our county. A significant factor inhibiting the implementation of LID projects is lack of planning information regarding where opportunity sites exist for LID retrofits and a mechanism for prioritizing long-term implementation of retrofit programs.

ABAG is proposing a project that will help address these issues within the San Francisco Bay Area, by developing tools and model programs that could also be utilized by other communities throughout the State. We are excited about the prospect of our jurisdictions having the ability to identify and prioritize suitable sites for LID projects, which will help us improve water quality, comply with stormwater permit requirements, and provide a valuable tool in the development of an alternative compliance/in-lieu fee program to advance the implementation of LID projects.

C/CAG will participate in the ABAG Bay Area Green Infrastructure Master Planning Project and provide in-kind staff support. In addition, C/CAG plans on using the results of this effort to inform our Stormwater program and funding allocation to green street projects in San Mateo County using the C/CAG motor vehicle fee dedicated for stormwater pollution prevention. C/CAG supports the proposal from ABAG.

Sincerely,


Richard Napier, Executive Director of C/CAG

ITEM 9.1

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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Date: January 23, 2012

To: All Councilpersons of San Mateo County Cities and Members of the Board of Supervisors

From: Bob Grassilli, Chair, City/County Association of Governments

Subject: **VACANCY ON THE CONGESTION MANAGEMENT AND ENVIRONMENTAL QUALITY COMMITTEE (CMEQ)**

The City/County Association of Governments (C/CAG) currently has one vacancy on the Congestion Management and Environmental Quality (CMEQ) Committee for elected officials of City Councils and/or the Board of Supervisors. Individuals wishing to be considered for appointment to this committee should send a letter of interest to:

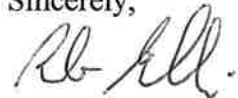
Richard Napier, C/CAG Executive Director
Attention: Sandy Wong, C/CAG Deputy Director
City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063
e-mail to slwong@co.sanmateo.ca.us

Individuals must be an elected official of one of the twenty City Councils in San Mateo County or an elected official of the County Board of Supervisors. The letter of interest should include the reasons why the individual wishes to be appointed and any particular experience, background or qualities that they feel would bring value to the CMEQ. All letters of interest will be considered by the C/CAG Board of Directors.

The Congestion Management and Environmental Quality Committee (CMEQ) provides advice and recommendations to the full C/CAG Board on all matters relating to transportation planning, congestion management, travel demand management, coordination of land use and transportation planning, mobile source air quality programs, energy resources and conservation, and other environmental issues facing the local jurisdictions in San Mateo County. The role of the CMEQ Committee also includes making recommendations to the C/CAG Board on the allocation of funding for specific projects and activities addressing these programmatic areas. The Committee meets on the last Monday of each month from 3:00 p.m. to 5:00 p.m. in the San Mateo City Hall. There is one vacancy on this Committee.

This vacancy is for individuals who are elected city councilpersons or elected members of the Board of Supervisors. If you would like to be considered for the CMEQ, or would like to nominate an elected official for appointment to the CMEQ, please submit your request by **February 28, 2012**.

Sincerely,



Bob Grassilli
C/CAG Chair

ITEM 9.2