

# 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. 249

- DATE:** Thursday, September 13, 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>

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- 1.0 CALL TO ORDER/ ROLL CALL
- 2.0 **PLEDGE OF ALLEGIANCE**
- 3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA  
*Note: Public comment is limited to two minutes per speaker.*
- 4.0 PRESENTATIONS/ ANNOUNCEMENTS
  - 4.1 Alliance presentation.
- 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. 248 dated August 9, 2012.

ACTION p. 1

- 5.2 Review the attendance reports for the 2012 C/CAG Board and Committees. INFORMATION p. 7
- 5.3 Review and approval of Resolution 12-51 authorizing the C/CAG Chair to execute a funding agreement with the City of San Carlos for constructing a green street treatment retrofit project on Bransten Road for an amount not to exceed \$300,000. ACTION p. 19
- 5.4 Review and approval of the Independent Auditor's Reports and Schedule of Expenditures of Transportation Fund for Clean Air Program Manager Fund Projects for project period ended June 30, 2011. ACTION p. 41
- 5.5 Review and approval of Resolution 12-57 authorizing the C/CAG Chair to execute a cooperative agreement with San Mateo County Department of Housing for cooperative pursuit of housing solutions and to share costs for consulting and staff support services for FY2012-13 at a net cost to C/CAG of not to exceed \$125,00. ACTION p. 51
- 5.6 Review and approval of Resolution 12-58, authorizing stormwater pollution prevention expenditure programs for accumulated countywide \$4 Vehicle License Funds. ACTION p. 59

*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 policies, priorities, positions, and legislative update.  
(A position may be taken on any legislation, including legislation not previously identified.) ACTION p. 69
- 6.2 Smart Corridor
- 6.2.1 Review and approval of the update on the implementation of the San Mateo County Smart Corridor project. ACTION p. 73
- 6.2.2 Review and approval of Resolution 12-52 authorizing the C/CAG Chair to execute an agreement with Kimley-Horn and Associates, Inc. to provide all required software and hardware, including 5 years maintenance, for operation of all Smart Corridor traffic signals and to perform all related professional services for an amount not to exceed \$1,500,000. ACTION p. 77
- 6.3 Receive an overview of the OneBayArea Grant (OBAG) call for projects schedule. ACTION p. 81
- 6.4 Review and approve the definition of "proximate access" to a Priority Development Area (PDA) as it relates to the OneBayArea Grant (OBAG) Program. ACTION p. 85

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](mailto:nblair@co.sanmateo.ca.us) or download a copy from C/CAG's website – [www.ccag.ca.gov](http://www.ccag.ca.gov).

9.1

10.0 CLOSED SESSION

Public Employee Appointment

Title: Executive Director

11.0 ADJOURN

Next scheduled meeting: October 11, 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

Sept. 13, 2012	C/CAG Board - SamTrans 2 <sup>nd</sup> Floor Auditorium - 6:30 p.m.
Sept. 18, 2012	NPDES Technical Advisory Committee - to be determined - 10:00 a.m.
Sept. 14, 2012	Resource Management and Climate Protection Committee (RMCP)
Sept. 20, 2012	CMP Technical Advisory Committee - SamTrans 2 <sup>nd</sup> Floor Auditorium - 3:00 p.m. Conference Room C - 7:00 p.m.
Sept. 24, 2012	Administrators' Advisory Committee - 555 County Center, 5 <sup>th</sup> Fl, Redwood City – Noon
Sept. 24, 2012	CMEQ Committee - San Mateo City Hall - Conference Room C - 3:00 p.m.

# C/CAG

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Meeting No. 248  
August 9, 2012

### 1.0 CALL TO ORDER/ROLL CALL

Chair Grassilli called the meeting to order at 6:30 p.m. Roll Call was taken.

Christine Wozniak - Belmont  
Sepi Richardson - Brisbane  
Terry Nagel - Burlingame, San Mateo County Transportation Authority (6:33)  
David Canepa - Daly City  
Art Kiesel - Foster City  
Naomi Patridge - Half Moon Bay  
Marge Colapietro - Millbrae  
Mary An Nihart - Pacifica  
Maryann Moise Derwin - Portola Valley  
Rosanne Foust - Redwood City  
Bob Grassilli - San Carlos  
Brandt Grotte - San Mateo  
Don Horsley - San Mateo County  
Karyl Matsumoto - South San Francisco, San Mateo County Transit District  
Deborah Gordon - Woodside

Absent,

Atherton  
Colma  
East Palo Alto  
Hillsborough  
Menlo Park  
San Bruno

Others:

Richard Napier, Executive Director, C/CAG  
Sandy Wong, Deputy Director, C/CAG  
Nancy Blair, C/CAG  
Inga Lintvedt, C/CAG Legal Counsel  
Matt Fabry, C/CAG Staff  
John Hoang, C/CAG Staff  
Jean Higaki, C/CAG Staff  
Tom Madalena, C/CAG Staff  
Jim Bigelow, Redwood City/San Mateo County Chamber, CMEQ Member  
Jim Cogan, PG&E

**ITEM 5.1**

3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

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

Jim Cogan, PG&E, went over an email he had sent to C/CAG Board Members on 8/8/12. Email included the power point presentation that was presented at the 6/14/12 Board meeting. Included in the email were three quick reference spreadsheets, which provide mile points for each transmission line for the cities in San Mateo County.

5.0 CONSENT AGENDA Board Member Nagel MOVED approval Items 5.1, 5.3, 5.4, 5.5, 5.7, 5.8 and 5.9. Board Member Colapietro SECONDED. **MOTION CARRIED** 15-0. Board Members Wozniak, Nihart, and Foust abstained from Item 5.1.

5.1 Approval of the Minutes of Regular Business Meeting No. 247 dated June 14, 2012. APPROVED

5.3 Review and approval of Resolution 12-45 authorizing the C/CAG Chair to execute an amendment to the funding agreement between C/CAG and the City of East Palo Alto for traffic improvement projects on University Avenue and East Bayshore Road in the amount of \$197,610.33. APPROVED

5.4 Review and accept the revised funding recommendation for the Pacifica Weekend Community Shuttle for FY 2012/2013 and FY 2013/2014 in an amount of \$116,302. APPROVED

5.5 Receive information regarding the submission of grant applications, and approval of Resolution 12-46 authorizing the acceptance of allocated funds, and the execution of grant agreements with the San Mateo County Transportation Authority, for project feasibility studies and project study documents. APPROVED

5.7 Review and Approval of Resolution 12-49 Authorizing C/CAG Support of Amicus Curiae Briefs for Los Angeles and San Diego Municipal Stormwater Permit Unfunded Mandate Test Claim Appeals. APPROVED

5.8 Review and approval of Resolution 12-50 authorizing the C/CAG Chair to execute a contract with Ricondo and Associates for Airport Land Use Compatibility Planning professional services in support of the San Francisco International Airport Comprehensive Land Use Plan update for a total not to exceed \$46,000. APPROVED

5.9 Biennial review of the C/CAG Conflict of Interest Code (COI). APPROVED

Items 5.2, 5.2.1, 5.2.2, and 5.6 were removed from the Consent Calendar.

5.2 San Mateo County Energy Watch Program

5.2.1 Status Report on the San Mateo County Energy Watch Program. INFORMATION

- 5.2.2 Review and approval of Resolution 12-47 authorizing the C/CAG Chair to execute an agreement between C/CAG and the County of San Mateo for staff services for an Energy Upgrade California Scope of Work added to the San Mateo County Energy Watch, Contract Work Authorization for an amount not to exceed \$77,000. APPROVED

Board Member Nagel MOVED approval of Items 5.2.1 and 5.2.2. Board Member Matsumoto SECONDED. **MOTION CARRIED** 15-0.

- 5.6 Review and approval of Resolution 12-48 authorizing issuance of a request for proposals for Consulting Services to support a Countywide Funding Initiative for Stormwater Compliance Activities. ACTION

Board Member Gordon MOVED approval of Items 5.6. Board Member Horsley SECONDED. **MOTION CARRIED** 15-0.

## 6.0 REGULAR AGENDA

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

Gus Khouri, Legislative Advocate with Advocation, provided a summary of the activities in Sacramento, and answered questions.

The C/CAG Legislative Committee recommends:

Remain silent - SB 1339 (Yee)

Board Member Wozniak MOVED to remain silent on SB 1339. Board Member Colapietro SECONDED. **MOTION CARRIED** 15-0.

Support - SB 843 (Wolk) in concept, request it must include equitable pricing between the subscribers and nonsubscribers.

Board Member Horsley MOVED to support SB 843 as recommended. Board Member Nihart SECONDED. **MOTION CARRIED** 15-0.

Oppose - AB 542 (Allen)

Board Member Richardson MOVED to oppose AB 542. Board Member Horsley SECONDED. **MOTION CARRIED** 15-0.

League of California Cities Resolution deferring AB 32 and SB 375 implementation.- No Position

Board Member Richardson MOVED to oppose the League of California Cities Resolution deferring AB 32 and SB 375 implementation. Board Member Grotte SECONDED. **MOTION CARRIED** 15-0.

6.2 Metropolitan Transportation Commission (MTC) OneBayArea Grant.

6.2.1 Receive an overview of the OneBayArea Grant (OBAG) - Cycle 2 adopted by the Metropolitan Transportation Commission (MTC) and Association of Bay Area Governments (ABAG).  
APPROVED

Board Member Horsley MOVED to receive overview on the OneBayArea Grant. Board Member Canepa SECONDED. **MOTION CARRIED** 15-0.

6.2.2 Review and approval of the funding exchange framework for the OneBayArea Grant (OBAG) - Cycle 2 Local Streets and Roads Surface Transportation Program (STP) funds with San Mateo County Transportation Authority (SMCTA) State and Local Partnership Program (SLPP) funds.  
APPROVED

Board Member Horsley MOVED to authorize the framework of the OneBayArea Grant.  
Board Member Canepa SECONDED. **MOTION CARRIED** 15-0.

6.3 Executive Director Presentation on C/CAG's FY 11-12 Highlights. INFORMATION

Executive Director introduced C/CAG staff. Executive Director and Deputy Director provided an overview of C/CAG's fiscal year 2011-12.

## 7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports).

None.

7.2 Chairperson's Report

None.

7.3 Board Members Report

Board Member Nihart wanted to make the C/CAG Board aware that Pacifica is involved in a Coastal Regional Sediment Realignment project.

## 8.0 EXECUTIVE DIRECTOR'S REPORT

The California Transportation Committee (CTC) will be holding their September 26-27 meeting at the Hilton in Burlingame. There will be a reception on September 27. The Board is invited to attend. Addition information will be provided when available.

Smart Corridor: All the local routes will be under construction by late September or early October. There will be a ribbon cutting.



The Executive Director announced he will be retiring in mid-October.

9.0 COMMUNICATIONS - Information Only

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9.1 Letter from Richard Napier, Executive Director, C/CAG, to Honorable Jerry Hill, Assembly Member, Assembly District 19, dated 8/1/12. Re: AB 1456 Support.

9.2 Letter from Richard Napier, Executive Director, C/CAG, to Honorable Jerry Hill, Assembly Member, Assembly District 19, dated 8/1/12. Re: AB 478 Support.

10.0 ADJOURN

The meeting adjourned at 8:15 p.m.



# C/CAG AGENDA REPORT

**Date:** September 13, 2012  
**To:** City/County Association of Governments Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Review the attendance reports for the 2012 C/CAG Board and Committees.  
(For further information or questions contact Richard Napier at 599-1420)

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## RECOMMENDATION

That the C/CAG Board review and accept the attendance reports for the 2012 C/CAG Board and Committees.

## FISCAL IMPACT

None.

## SOURCE OF FUNDS

Not applicable.

## BACKGROUND/DISCUSSION

Periodically throughout the year the C/CAG Board receives reports of the attendance for the Board and its standing committees. There is no attendance requirement for the C/CAG Board because there is one seat designated for every member jurisdiction. However the C/CAG adopted attendance policy for its standing committees is as follows:

*“During any consecutive twelve month period, members will be expected to attend at least 75% of the scheduled meetings and not have more than three consecutive absences. If the number of absences exceed these limits, the seat may be declared vacant by the C/CAG Chair.”*

## ATTACHMENTS

Calendar year 2012 attendance reports for the following:

- C/CAG Board
- Congestion Management & Environmental Quality (CMEQ)
- The Airport Land Use Committee (ALUC).
- Bicycle and Pedestrian Advisory Committee (BPAC)
- Congestion Management Program Technical Advisory Committee (TAC)
- National Pollutant Discharge Elimination System Technical Advisory Committee (NPDES TAC)
- Legislative Committee Attendance Report
- Resource Management & Climate Protection Committee (RMCP) Attendance Report

**ITEM 5.2**

**C/CAG Attendance Report 2012**

Agency	Representative / Alternate	1/12/12	2/9/12	3/8/12	4/12/12	5/10/12	6/14/12	7/2012	8/9/12
Atherton	Jerry Carlson	X	X	X	R	X	X	N	
	Kathy McKeithen				E			O	
Belmont	Christine Wozniak	X		X	T	X			X
	Coralin Feierbach				R			M	
Brisbane	Clarke Conway			X	E	X	X		
	Sepi Richardson	X	X		A			E	X
Burlingame	Terry Nagel	X	X	X	T	X	X	E	X
	Michael Brownrigg							T	
Colma	Joseph Silva	X	X	X		X	X	I	
	Diana Colvin							N	
Daly City	David Canepa	X	X	X		X		G	X
	Carol Klatt							S	
East Palo Alto	Carlos Romero	X	X	X		X	X	C	
	Ruben Abrica							H	
Foster City	Art Kiesel	X	X	X		X	X	E	X
	Pam Frisella							D	
Half Moon Bay	Naomi Patridge	X	X	X		X	X	U	X
	Alan Alifano							E	
Hillsborough	Tom Kasten		X	X		X		D	
	Jay Benton								
Menlo Park	Kirsten Keith	X	X	X			X		X
	Peter Ohtaki					X			

**C/CAG Attendance Report 2012**

Agency	Representative / Alternate	1/12/12	2/9/12	3/8/12	4/12/12	5/10/12	6/14/12	7/2012	8/9/12
Millbrae	Marge Colapietro	X	X	X	R	X	X	N	X
	Gina Papan				E			O	
Pacifica	Mary Ann Nihart	X	X	X	T	X			X
	Len Stone				R		X	M	
Portola Valley	Maryann Moise Derwin	X	X	X	E	X	X	E	X
	Ted Driscoll				A			E	
Redwood City	Alicia Aguirre		X <sup>1</sup>		T	X	X	T	
	Rosanne Foust	X						N	X
San Bruno	Irene O'Connell	X	X			X	X	G	X
	Jim Ruane								
San Carlos	Bob Grassilli	X	X	X		X	X	S	X
	Andrew Klein, Mark Olbert							H	
San Mateo	Brandt Grotte	X	X	X		X	X	E	X
	Jack Matthews							D	
San Mateo County	Don Horsley	X	X	X			X	U	X
	Carole Groom							L	
South San Francisco	Karyl Matsumoto	X	X	X		X	X	E	X
	Kevin Mullin							D	
Woodside	Deborah Gordon	X	X						X
SMCTA	Rosanne Foust								X
	Terry Nagel	X	X	X		X	X		X
SamTrans	Karyl Matsumoto	X	X	X		X	X		X

<sup>1</sup> Jeff Ira.

CMEQ 2012 Attendance Record						
Name	Jan 30	Feb 27	Apr 30	May 21	Aug 27	
Arthur Lloyd	Yes	Yes	Yes	Yes	Yes	
Barbara Pierce	Yes	Yes	Yes	4:05 PM	Yes	
Gina Papan	Yes			Yes		
Irene O'Connell	Yes	Yes	Yes	Yes	Yes	
Jim Bigelow	Yes	Yes	Yes	Yes	Yes	
Kevin Mullin		Yes	Yes	Yes	Yes	
Lennie Roberts	Yes	Yes	Yes	Yes		
Nadia Holoher	Yes	Yes	Yes	Yes		
Naomi Patridge	Yes	Yes	Yes	Yes	Yes	
Onnolee Trapp	Yes	Yes	Yes	Yes	Yes	
Richard Garbarino	Yes	Yes	Yes	Yes	Yes	
Sepi Richardson		Yes	Yes	Yes	Yes	
Steve Dworetzky		Yes	Yes	Yes		
Zoe Kersteen- Tucker			Yes	Yes	Yes	
Mark Olbert	NA	NA		Yes	Yes	
Andy Cohen	NA	NA		Yes		

ALUC 2012 Attendance Record						
	Name	Feb 16	Mar 22	June 21	Aug 23	
Aviation Representative	Newman, Rich / Ford, Carol	Yes	Yes	Yes	Yes	
Pilot Association	Auld, George / Eddie Andreini, Jr.	Yes	Yes	Yes	Yes	
Brisbane	O'Connell, Terry / Miller, Raymond	Yes	Yes	Yes	Yes	
Burlingame	Keighran, Anne / Deal, Jerry		Yes		Yes	
Daly City	Buenaventura, Raymond	Yes	Yes		Yes	
Foster City	Perez, Herb / Okamoto, Steve					
Half Moon Bay	Alifano, Allan / Patridge, Naomi	Yes	Yes	Yes		
Millbrae	Gottschalk, Robert			Yes	Yes	
Redwood City	Gee, Jeffrey	Yes	Yes	Yes	Yes	
San Bruno	Ibarra, Ken / Medina, Rico		Yes	Yes	Yes	
San Carlos	Grocott, Matt / Grassilli, Bob			Yes		
South San Francisco	Mullin, Kevin / Garbarino, Rich		Yes	Yes	Yes	
County of San Mateo	Pine, Dave / Groom, Carole	Yes	Yes	Yes	Yes	

**BPAC 2012 ATTENDANCE REPORT**

<b>Name</b>	<b>April 26</b>	<b>August 23</b>	<b>September 27</b>	<b>October 25</b>
Matt Grocott	Yes	Yes		
Cathy Baylock	Yes	Yes		
Karyl Matsumoto	Yes	Yes		
Ian Bain	No	No		
Ken Ibarra	No	Yes		
Judi Mosqueda	Yes	Yes		
David Alfano	Yes	Yes		
Naomi Patridge	Yes	Yes		
Cory Roay	Yes	No		
Joel Slavitt	Yes	Yes		
Frank Markowitz	Yes	Yes		
Steve Schmidt	Yes	Yes		
Marge Colapietro	Yes	Yes		
Cathleen Baker	Yes	Yes		
Len Stone	Yes	No		

**Quorum = 8 + 4 elected officials**

**Yes = Present at meeting**

**No = Did not attend**



**2012 TAC Roster and Attendance**

<b>Member</b>	<b>Agency</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>
Jim Porter (Co-Chair)	San Mateo County Engineering	x	x	x	x
Joseph Hurley (Co-Chair)	SMCTA / PCJPB / Caltrain	x	x	x	x
Afshin Oskoui	Belmont Engineering	x	x	x	x
Randy Breault	Brisbane Engineering	x	x	x	x
Syed Murtuza	Burlingame Engineering	x		x	x
Bill Meeker	Burlingame Planning		x		
Lee Taubeneck	Caltrans			x	x
Sandy Wong	C/CAG	x	x	x	x
Robert Ovardia	Daly City Engineering	x	x	x	x
Tatum Mothershead	Daly City Planning	x	x	x	
Ray Towne	Foster City Engineering	x	x	x	x
Mo Sharma	Half Moon Bay Engineering	x	x	x	x
Chip Taylor	Menlo Park Engineering	x	x	x	x
Ron Popp	Millbrae Engineering			x	x
Van Ocampo	Pacifica Engineering	x	x	x	x
Peter Vorametsanti	Redwood City Engineering	x	x	x	x
Klara Fabry	San Bruno Engineering	x	x		x
Larry Patterson	San Mateo Engineering		x	x	x
Steve Monowitz	San Mateo County Planning	x			x
Dennis Chuck	South San Francisco Engineering	x	x	x	x
Gerry Beaudin	South San Francisco Planning	n/a	n/a	n/a	x
Paul Nagengast	Woodside Engineering	x	x	x	x
Kenneth Folan	MTC				

2012 NPDES TAC Attendance Record			Month											
AGENCY AND NAME	Telephone #	Email Address	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>SMCWPPP/ CCAG</b>														
Matt Fabry	599-1419	<a href="mailto:mfabry@co.sanmateo.ca.us">mfabry@co.sanmateo.ca.us</a>	X	X	X	X	X	X		X				
Richard Napier	599-1420	<a href="mailto:rnapiere@co.sanmateo.ca.us">rnapiere@co.sanmateo.ca.us</a>		X		X	X							
Sandy Wong	599-1409	<a href="mailto:slwong@co.sanmateo.ca.us">slwong@co.sanmateo.ca.us</a>								X				
<b>EOA, Inc.</b>														
Jon Konnan	510 832-2852 x111	<a href="mailto:jkonnann@eoainc.com">jkonnann@eoainc.com</a>	X	X	X	X	X	X		X				
Adam Olivieri	510-832-2852x115	<a href="mailto:awo@eoainc.com">awo@eoainc.com</a>												
<b>Regional Board</b>														
Sue Ma	510-622-2386	<a href="mailto:sma@waterboards.ca.gov">sma@waterboards.ca.gov</a>												
Selina Louie	510-622-2383	<a href="mailto:slouie@waterboards.ca.gov">slouie@waterboards.ca.gov</a>												
<b>Atherton</b>														
Steve Tyler	752-0570	<a href="mailto:styler@ci.atherton.ca.us">styler@ci.atherton.ca.us</a>					X	X		X				
<b>Belmont</b>														
Gilbert Yau	595-7425	<a href="mailto:gyau@belmont.gov">gyau@belmont.gov</a>												
Leticia Alvarez	595-7469	<a href="mailto:lavarez@belmont.gov">lavarez@belmont.gov</a>	X		X		X			X				
Dalia Corpus	595-7468	<a href="mailto:dcorpus@belmont.gov">dcorpus@belmont.gov</a>												
<b>Brisbane</b>														
Randy Breault	415-508-2130	<a href="mailto:rbreault@ci.brisbane.ca.us">rbreault@ci.brisbane.ca.us</a>	X				X							
Karen Kinser	415-508-2133	<a href="mailto:kkinser@ci.brisbane.ca.us">kkinser@ci.brisbane.ca.us</a>												
Shelley Romriell	415-508-2128	<a href="mailto:sromriell@ci.brisbane.ca.us">sromriell@ci.brisbane.ca.us</a>		X		X		X						
<b>Burlingame</b>														
Victor Voong	558-7230	<a href="mailto:vvoong@burlingame.org">vvoong@burlingame.org</a>	X	X	X	X	X	X		X				
Eva Justimbaste		<a href="mailto:eva.justimbaste@veoliawaterna.com">eva.justimbaste@veoliawaterna.com</a>					X	X						
Steve Daldrup		<a href="mailto:stephen.daldrup@veoliawaterna.com">stephen.daldrup@veoliawaterna.com</a>			X	X	X	X		X				
<b>Colma</b>														
Muneer Ahmed	757-8888	<a href="mailto:muneer.ahmed@colma.ca.gov">muneer.ahmed@colma.ca.gov</a>	X		X		X			X				
Brad Donohue				X		X		X						
Saied Mostafavi							X							
<b>Daly City</b>														
Cynthia Royer	991-8203	<a href="mailto:croyer@dalycity.org">croyer@dalycity.org</a>	X				X	X		X				
Jesse Myott	991-8054	<a href="mailto:jmyott@dalycity.org">jmyott@dalycity.org</a>		X	X									
<b>East Palo Alto</b>														
Michelle Daher	853-3165	<a href="mailto:mdaher@cityofepa.org">mdaher@cityofepa.org</a>	X	X	X	X	X	X						
<b>Foster City</b>														
Norm Dorais	286-3279	<a href="mailto:ndorais@fostercity.org">ndorais@fostercity.org</a>		X	X		X	X		X				
Mike McElligott	286-8140	<a href="mailto:mmcelligott@fostercity.org">mmcelligott@fostercity.org</a>												
<b>Half Moon Bay</b>														
Muneer Ahmed		<a href="mailto:muneer@csgengr.com">muneer@csgengr.com</a>	X		X		X			X				
Brad Donohue				X		X		X						
Laura Snideman									X					
<b>Hillsborough</b>														
Dave Bishop	375-7588	<a href="mailto:dbishop@hillsborough.net">dbishop@hillsborough.net</a>	X											
Jen Chen	375-7488	<a href="mailto:jchen@hillsborough.net">jchen@hillsborough.net</a>												
Catherine Chan		<a href="mailto:cchan@hillsborough.net">cchan@hillsborough.net</a>	X		X		X	X		X				
<b>Menlo Park</b>														
Rebecca Fotu	330-6765	<a href="mailto:rfotu@menlopark.org">rfotu@menlopark.org</a>	X	X	X	X	X	X		X				

\* January meeting held via conference call

2012 NPDES TAC Attendance Record			Month											
AGENCY AND NAME	Telephone #	Email Address	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Millbrae</b>														
Khee Lim	259-2347	<a href="mailto:klim@ci.millbrae.ca.us">klim@ci.millbrae.ca.us</a>	X					X		X				
Anthony Riddell	259-2337	<a href="mailto:ariddell@ci.millbrae.ca.us">ariddell@ci.millbrae.ca.us</a>												
Kelly O'Dea	259-2448	<a href="mailto:kodea@ci.millbrae.ca.us">kodea@ci.millbrae.ca.us</a>			X	X								
<b>Pacifica</b>														
Raymund Donguines	738-3768	<a href="mailto:donguinesr@ci.pacifica.ca.us">donguinesr@ci.pacifica.ca.us</a>	X	X	X	X	X	X		X				
Elizabeth Claycomb	738-7361	<a href="mailto:claycombe@ci.pacifica.ca.us">claycombe@ci.pacifica.ca.us</a>												
<b>Portola Valley</b>														
Howard Young	851-1700x214	<a href="mailto:hyoung@portolavalley.net">hyoung@portolavalley.net</a>		X								X		
<b>Redwood City</b>														
Marilyn Harang	780-7477	<a href="mailto:mharang@redwoodcity.org">mharang@redwoodcity.org</a>	X	X		X								
Peter Vorametsanti				X		X								
Harry Kwong	650-780-7473					X								
Terence Kyaw	780-7466	<a href="mailto:tkyaw@redwoodcity.org">tkyaw@redwoodcity.org</a>										X		
<b>San Bruno</b>														
Gino Quinn	616-7169	<a href="mailto:gquinn@sanbruno.ca.gov">gquinn@sanbruno.ca.gov</a>							X			X		
Joseph Cervantes	616-7068	<a href="mailto:jcervantes@sanbruno.ca.gov">jcervantes@sanbruno.ca.gov</a>										X		
Klara Fabry												X		
<b>San Carlos</b>														
Ray Chan		<a href="mailto:rchan@cityofsancarlos.org">rchan@cityofsancarlos.org</a>												
Jay Walter		<a href="mailto:jwalter@cityofsancarlos.org">jwalter@cityofsancarlos.org</a>												
<b>San Mateo, City</b>														
Shelli St. Clair	522-7342	<a href="mailto:sstclair@cityofsanmateo.org">sstclair@cityofsanmateo.org</a>	X	X	X		X	X				X		
Debra Bickel	522-7343	<a href="mailto:dbickel@cityofsanmateo.org">dbickel@cityofsanmateo.org</a>										X		
<b>San Mateo, County</b>														
Dermot Casey	372-6257	<a href="mailto:djcasey@co.sanmateo.ca.us">djcasey@co.sanmateo.ca.us</a>		X	X	X	X	X				X		
Julie Casagrande	599-1457	<a href="mailto:jcasagrande@co.sanmateo.ca.us">jcasagrande@co.sanmateo.ca.us</a>	X	X		X	X	X				X		
Mary Bell Austin	372-6259	<a href="mailto:maustin@co.sanmateo.ca.us">maustin@co.sanmateo.ca.us</a>												
Tim Swillinger	372-6245	<a href="mailto:tswillinger@co.sanmateo.ca.us">tswillinger@co.sanmateo.ca.us</a>												
Carole Foster		<a href="mailto:cfoster@smcgov.org">cfoster@smcgov.org</a>			X									
<b>So. San Francisco</b>														
Cassie Prudhel	829-3840	<a href="mailto:cassie.prudhel@ssf.net">cassie.prudhel@ssf.net</a>	X	X					X			X		
Rob Lecel	829-3882	<a href="mailto:rob.lecel@ssf.net">rob.lecel@ssf.net</a>			X	X	X							
<b>Woodside</b>														
Gratien Etchebehere	851-6790	<a href="mailto:getchebehere@woodsidetown.org">getchebehere@woodsidetown.org</a>					X							
Dong Nguyen	851-6790	<a href="mailto:dnguyen@woodsidetown.org">dnguyen@woodsidetown.org</a>			X	X		X						
<b>Caltrans</b>														
John Michels	510-622-5996	<a href="mailto:jmichels@caltrans.ca.gov">jmichels@caltrans.ca.gov</a>						X						
Karen Mai		<a href="mailto:kmai@caltrans.ca.gov">kmai@caltrans.ca.gov</a>						X						
<b>Guests/Public</b>														
Attendance			18	19	19	19	25	22	0	25	0	0	0	0

\* January meeting held via conference call

Legislative Committee 2012 Attendance Record						
Name	Jan 12	Feb 9	May 10	June 14	Aug 9	
Irene O'Connell	Yes			Yes		
Art Kiesel	Yes	Yes	Yes	Yes	Yes	
Andrew Cohen	Yes	Yes				
Bob Grassilli	Yes	Yes	Yes	Yes	Yes	
Deborah Gordon	Yes	Yes			Yes	
David Lim	Yes					
Don Horsley	Yes					
Gina Papan	Yes	Yes	Yes			
Jerry Carlson	Yes	Yes	Yes	Yes		
Kevin Mullin	Yes	Yes			Yes	
Mary Ann Nihart	Yes	Yes			Yes	
Sepi Richardson	Yes	Yes	Yes	Yes	Yes	
Tom Kasten		Yes	Yes			

## RMCP 2012 ATTENDANCE REPORT

\* = Voting member

Quorum = 4 voting members

Blank space = Did not attend.

NA = Not a member during that time.

X = Meeting cancelled.

ALT = Alternate sent to meeting.

Vacant = Committee position is/was vacant.

Meeting Date		Jan 13	Feb 10	Mar 9	Apr 13	May 11	Jun 7	Jul 13	Aug 9	Sept 14	Oct 14	Nov 9	Dec 14
Elected Officials *	Name												
	Deborah Gordon * Chair		X	YES	X	YES	YES	X	X				
	Maryann Moise Derwin * Vice - Chair		X	YES	X	YES	YES	X	X				
	Dave Pine *		X	YES	X	YES	YES	X	X				
	Barbara Pierce *	YES	X	YES	X	YES		X	X				
	Sepi Richardson *	YES	X	YES	X	YES	YES	X	X				
	Pedro Gonzalez *	YES	X	YES	X	YES	YES	X	X				
Stakeholder Representatives	Noelle Bell-Copley Energy	YES	X	YES	X	YES	YES	X	X				
	Nicole Sandkulla Water		X		X		ALT	X	X				
	Kathy Lavezzo Utility	YES	X	YES	X	YES	YES	X	X				
	Robert Cormia Nonprofit		X	YES	X	YES	YES	X	X				
	Lauren Swezey Large Business	YES	X	YES	X	YES		X	X				
	Eric Sevim Small Business		X		X			X	X				
	Jorge Jaramillo Chamber of Commerce	YES	X	YES	X	YES		X	X				



# C/CAG AGENDA REPORT

**Date:** September 13, 2012  
**To:** City/County Association of Governments Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Review and approval of Resolution 12-51 authorizing the C/CAG Chair to execute a funding agreement with the City of San Carlos for constructing a green street treatment retrofit project on Bransten Road for an amount not to exceed \$300,000.

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

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## **RECOMMENDATION**

Review and approve Resolution 12-51 authorizing the C/CAG Chair to execute a funding agreement with the City of San Carlos for constructing a green street treatment retrofit project on Bransten Road for an amount not to exceed \$300,000.

## **FISCAL IMPACT**

Execution of a funding agreement will commit \$300,000 in countywide \$4 Vehicle License Funds for stormwater pollution prevention programs. The proposed funding amount is included in the approved C/CAG budget for Fiscal Year 2012-13.

## **SOURCE OF FUNDS**

The source of funds is \$4 Vehicle License Funds designated for countywide stormwater pollution prevention programs.

## **BACKGROUND/DISCUSSION**

Provisions C.11 and C.12 of the Municipal Regional Permit (MRP) require various pilot projects to evaluate effectiveness of reducing mercury and polychlorinated biphenyls (more commonly called "PCBs") in discharges from municipal storm sewer systems. Mercury and PCBs are identified impairments in San Francisco Bay, with concentrations in fish tissues at levels posing human health concerns. Total Maximum Daily Loads, or TMDLs, have been adopted for San Francisco Bay by the Regional Water Quality Control Board that establish "waste load allocations" for the various sources of ongoing loads of mercury and PCBs to the Bay; a waste load allocation has been assigned to the urban runoff load and Provisions C.11 and C.12 are designed to implement the TMDL requirements and make progress toward achieving the overall

**ITEM 5.3**

load allocation. The MRP requirements for mercury and PCBs are almost identical, but PCBs are seen as the primary driver in the MRP and the focus for the various pilot projects.

One of the required pilot projects is to evaluate the feasibility of treating stormwater by retrofitting existing storm drain systems. The project proposed in San Mateo County is the “Bransten Road Green Street Treatment Retrofit” in the Pulgas Creek pump station watershed in San Carlos. The project location was selected based on elevated PCB concentrations in storm drain sediments along Bransten Road. Storm drain sediment samples indicate certain industrial areas in San Carlos are PCB hotspots; as such, all of the required PCB pilot projects in San Mateo County are planned for areas in San Carlos. The project consists of constructing specially designed landscaped “bulb-outs” or curb extensions along the roadway that will capture stormwater runoff, allowing it to pond up and gradually infiltrate through engineered soil mixtures, thereby removing suspended sediments, to which PCBs are found to bind. A monitoring program will evaluate effectiveness of the green street features in removing PCBs and mercury. Conceptual renderings of the proposed project are included in the proposed funding agreement (Attachment A).

In addition to meeting the C.11/C.12 requirement for a treatment retrofit pilot project, the proposed project will also help C/CAG member agencies collectively and cost-effectively comply with two other MRP Provisions:

- Provision C.3 requires ten pilot green street projects throughout the Bay Area, with at least two in San Mateo County. The proposed project would count as one of the two.
- Provision C.8 requires a Best Management Practice (or BMP) Effectiveness Investigation to evaluate the effectiveness of a BMP for stormwater treatment. The proposed project would satisfy this requirement.

Since the MRP requires a relatively small number of pilot projects throughout the Bay Area, these provisions are being implemented regionally through the Bay Area Stormwater Management Agencies Association (BASMAA) and locally through C/CAG’s Countywide Water Pollution Prevention Program on behalf of each of the 76 MRP co-permittees. Although BASMAA received a \$5 million grant from the U.S. Environmental Protection Agency to implement a significant portion of the Provision C.11/C.12 requirements Bay Area-wide, supplemental funding is required for individual projects and is the reason for the proposed funding agreement, included as Attachment A.

For the Bransten Road project, a portion of the \$5 million grant (approximately \$350K) is being used to fund the project design and water quality monitoring activities, but is insufficient to fully fund project construction. San Carlos staff has coordinated with property and business owners regarding potential project impacts and the current draft design (65 percent submittal) incorporates revisions based on community input. Final design should be completed by November 2012 and construction is anticipated to occur in spring and summer 2013. The NPDES Technical Advisory Committee recommended the C/CAG Board approve the proposed project at its May 2012 meeting. Funding for the proposed project will be from the countywide \$4 Vehicle License Funds and was included in the approved C/CAG 2012-13 budget.



**ATTACHMENTS**

- Resolution 12-51
- Attachment A – Funding Agreement with San Carlos



## **RESOLUTION NO. 12-51**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE A FUNDING AGREEMENT WITH THE CITY OF SAN CARLOS FOR CONSTRUCTING A GREEN STREET TREATMENT RETROFIT PROJECT ON BRANSTEN ROAD FOR AN AMOUNT NOT TO EXCEED \$300,000.**

**WHEREAS**, C/CAG is the agency responsible for the development and implementation of the Water Pollution Prevention Program (Countywide Program) for San Mateo County; and

**WHEREAS**, C/CAG's member agencies are required to comply with stormwater compliance regulations contained in the Municipal Regional Permit (MRP) issued by the San Francisco Bay Regional Water Quality Control Board; and

**WHEREAS**, the MRP requires pilot projects for evaluating effectiveness of removing mercury and polychlorinated biphenyls (PCBs) in urban runoff, including at least one pilot treatment retrofit project in San Mateo County and also requires pilot green street projects and best management practice effectiveness investigation projects in San Mateo County; and

**WHEREAS**, areas in San Carlos have been identified as PCB hot spots due to historical industrial uses and are potential ongoing sources of PCB loading to the San Francisco Bay; and

**WHEREAS**, C/CAG's Countywide Program has worked closely with the Bay Area Stormwater Management Agencies Association to develop a Green Street Treatment Retrofit Project on Bransten Road in San Carlos to achieve compliance with the MRP requirements listed above on behalf of C/CAG's member agencies; and

**WHEREAS**, \$300,000 in \$4 vehicle license funds for constructing the proposed project were included in C/CAG's adopted Fiscal Year 2012-13 budget; and

**NOW, THEREFORE, BE IT RESOLVED** that C/CAG hereby authorizes the Chair to execute a funding agreement with the City of San Carlos for constructing the Bransten Road Green Street Treatment Retrofit Project for an amount not to exceed \$300,000. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final terms of said agreement prior to its execution by the C/CAG Chair, subject to approval as to form by C/CAG Legal Counsel.

**PASSED, APPROVED, AND ADOPTED THIS 13TH DAY OF SEPTEMBER, 2012.**

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*Bob Grassilli, Chair*



Attachment A – Proposed Funding Agreement



**AGREEMENT BETWEEN  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
AND THE CITY OF SAN CARLOS**

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 City of San Carlos, hereinafter called "CITY."

**W I T N E S S E T H**

WHEREAS, C/CAG is prepared to award funding for the implementation of a "Green Street Treatment and Monitoring Retrofit Project for Removal of Mercury and Polychlorinated Biphenyls (PCBs)" (hereinafter "Project") intended to comply jointly with requirements mandated under Provisions C.3.b.iii, C.8.d.ii, and C.11/12.e of the Municipal Regional Stormwater Permit (Order R2-2009-0074, NPDES Permit No. CAS612008, adopted October 14, 2009 and revised November 28, 2011, hereinafter "MRP"); and

WHEREAS, the goal of the Project is to assess the effectiveness of removing mercury and PCBs from urban runoff through constructing and monitoring landscape-based stormwater management systems on Bransten Road in San Carlos; and.

WHEREAS, the proposed scope of work and funding are consistent with the adopted C/CAG Budget for Fiscal Year 2012-13 and, as designed, should achieve compliance with specific MRP requirements on behalf of all of C/CAG's member agencies;

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

1. **Services to be provided by CITY.** In consideration of the payments hereinafter set forth, the CITY shall provide services in accordance with the terms, conditions and specifications set forth herein and in Exhibit A attached hereto and by this reference made a part hereof.
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 make payment to CITY on a reimbursable basis in an amount not to exceed **three hundred thousand dollars (\$300,000.00)**. In the event that C/CAG makes any advance payments, CITY agrees to refund any amounts in excess of the amount owed by C/CAG at the time of termination of this Agreement.
3. **Relationship of the Parties.** It is understood that this is an Agreement by and between Independent Contractor(s) and is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture or association, or any other relationship whatsoever other than that of Independent Contractor.

4. **Non-Assignability.** CITY shall not assign this Agreement or any portion thereof to a third party without the prior written consent of C/CAG, and any attempted assignment without such prior written consent in violation of this Section automatically shall terminate this Agreement.
5. **Contract Term.** This Agreement shall be in effect as of \_\_\_\_\_ and shall terminate on December 31, 2013; provided, however, the C/CAG Chairperson may terminate this Agreement at any time for any reason by providing 30 days' notice to CITY. Termination to be effective on the date specified in the notice. In the event of termination under this paragraph, CITY shall be paid for all services provided to the date of termination.
6. **Hold Harmless/ Indemnity:** CITY shall indemnify and save harmless C/CAG from all claims, suits or actions resulting from the performance by CITY of its duties under this Agreement. C/CAG shall indemnify and save harmless CITY from all claims, suits or actions resulting from the performance by C/CAG of its duties 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. **Insurance:** CITY or its subcontractors performing the services on behalf of CITY shall not commence work under this Agreement until all Insurance required under this section has been obtained and such insurance has been approved by the C/CAG Staff. CITY shall furnish the C/CAG Staff with Certificates of Insurance evidencing the required coverage and there shall be a specific contractual liability endorsement extending the CITY's coverage to include the contractual liability assumed by CITY pursuant to this Agreement. These Certificates shall specify or be endorsed to provide that thirty (30) days notice must be given, in writing, to C/CAG of any pending change in the limits of liability or of non-renewal, cancellation, or modification of the policy.

Workers' Compensation and Employer Liability Insurance: the CITY shall have in effect, during the entire life of this Agreement, Workers' Compensation and Employer Liability Insurance providing full statutory coverage.

Liability Insurance: CITY shall take out and maintain during the life of this Agreement such Bodily Injury Liability and Property Damage Liability Insurance as shall protect CITY, 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 CITY or by any sub-contractor or by anyone directly or indirectly employed by either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall be not less than \$1,000,000 unless another amount is specified below and shows approval by C/CAG Staff.



Required insurance shall include:

		Required Amount	Approval by C/CAG Staff if Under \$1,000,000
a.	Comprehensive General Liability	\$ 1,000,000	
b.	Workers' Compensation	\$ Statutory	

C/CAG and its officers, agents, employees and servants shall be named as additional insured on any such policies of insurance, which shall also contain a provision that the insurance afforded thereby to C/CAG, its officers, agents, employees and servants shall be primary insurance to the full limits of liability of the policy, and that if C/CAG, or its officers and employees have other insurance against a loss covered by such a policy, such other insurance shall be excess insurance only.

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, the C/CAG Chairperson, at his/her 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.

8. Non-discrimination. CITY and its subcontractors performing the services on behalf of the CITY shall not discriminate or permit discrimination against any person or group of persons on the basis or race, color, religion, national origin or ancestry, age, sex, sexual orientation, marital status, pregnancy, childbirth or related conditions, medical condition, mental or physical disability or veteran's status, or in any manner prohibited by federal, state or local laws.
9. Accessibility of Services to Disabled Persons. CITY, 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.
10. Substitutions: If particular people are identified in Exhibit A as working on this Agreement, CITY 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.
11. Sole Property of C/CAG: Any system or documents developed, produced or provided under this Agreement shall become the sole property of C/CAG.

## **Exhibit A – Scope of Work**

The City of San Carlos shall complete construction of the Bransten Road Green Street Treatment Retrofit Project as designed in coordination with the Bay Area Stormwater Management Agencies Association's Clean Watersheds for a Clean Bay grant-funded project for pilot-scale projects that will evaluate the effectiveness of reducing PCBs and mercury in urban runoff. The project includes construction of landscaped curb extensions in multiple locations on both sides of Bransten Road, as shown in the attached conceptual drawings and following project description.

Project funding is provided on a reimbursable cost basis and is eligible for use for construction-related costs, including contractor and city staff costs.

The concept plan is a green street retrofit along Bransten Road. Curb extension bioretention facilities are proposed along Bransten Road between Old County Road and Industrial Road. The curb extension bioretention facilities are proposed to be similar to the stormwater curb extension illustrated in the Countywide Program's Sustainable Green Streets and Parking Lots Design Guidebook and the City of Portland design schematic. The curb extension bioretention facilities would include an underdrain where the storm drain is present and would not include an underdrain, if allowable, up-gradient of the existing storm drain.

Stormwater will flow into the facilities through a curb cut located at the upstream end of the curb extension. The outlet from the facilities will be an elevated curb cut at the downstream end, which will act like an overflow weir designed to provide for 12 inches of ponding depth across the facility. The facility cross-section will include 1.5 feet of bioretention media underlain by gravel to provide storage and potential infiltration below these facilities, provided it is allowable. Approximately 770 linear feet of curb extension bioretention facility without an underdrain are proposed upstream of the storm drain. Approximately 500 linear feet of curb extension bioretention with an underdrain are proposed. The curb extensions are proposed to be approximately 6.0 feet wide, yielding a proposed total area of curb extension bioretention without an underdrain of 4,620 square feet, and a proposed total area of curb extension bioretention with an underdrain of 3,000 square feet.



## **EXHIBIT B – Conceptual Project Drawings**



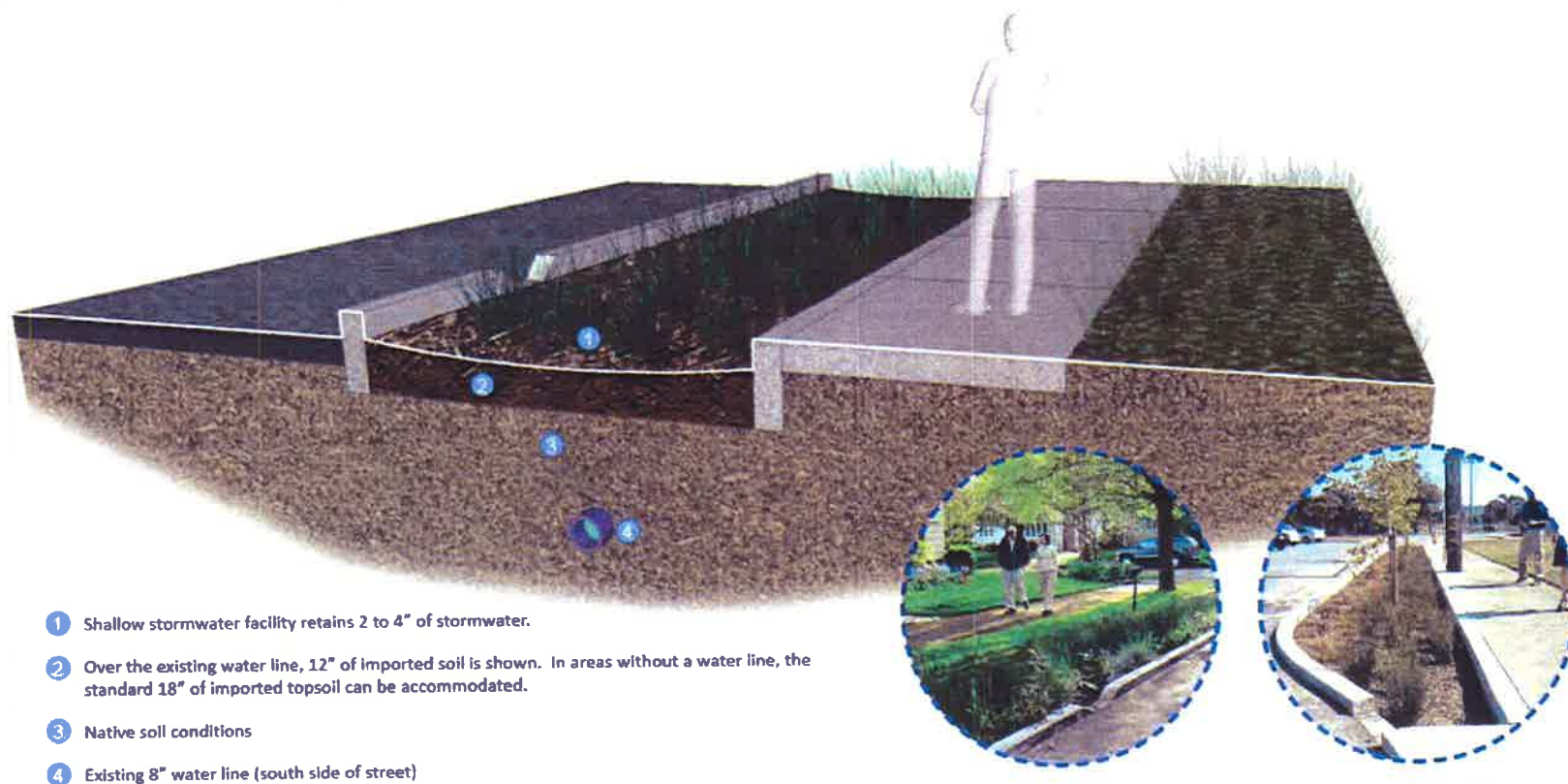


## Bransten Road Improvements: Proposed Stormwater Bioretention Swales

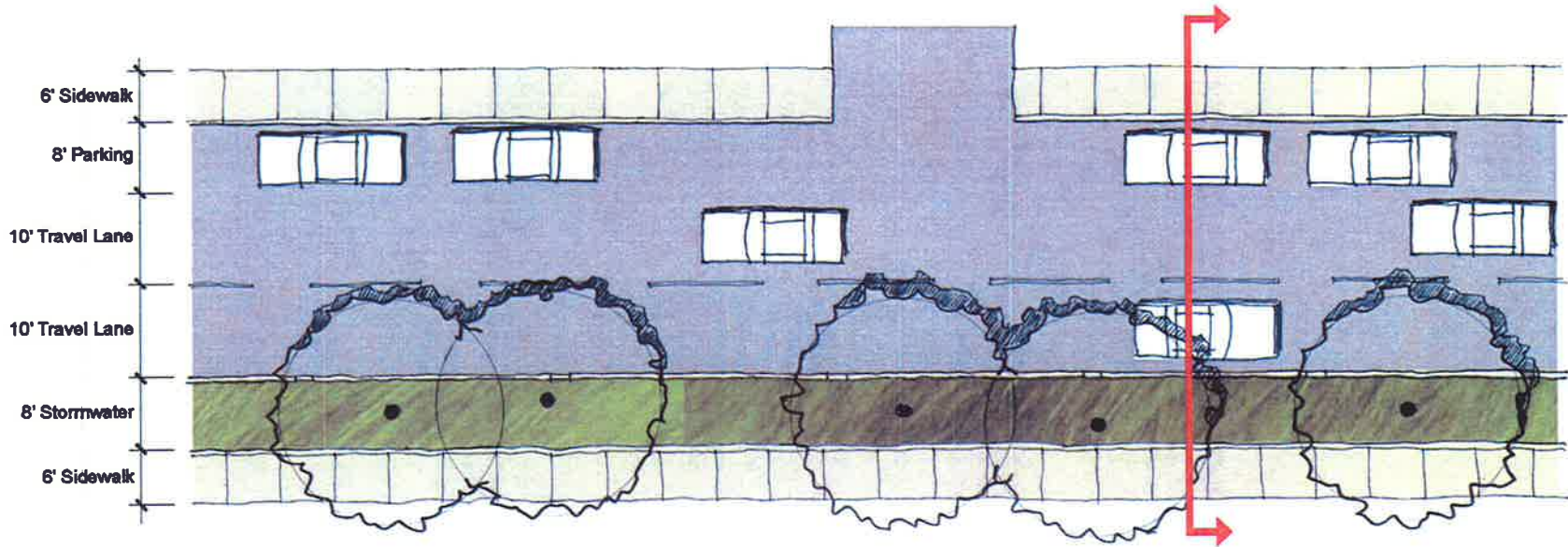
To address water quality concerns, including identified PCBs, the City of San Carlos proposes to construct stormwater swales along Bransten Road, between Old County Road and Industrial Road. This will promote infiltration and remove pollutants before the water enters the storm drain and flows to the Bay. The preliminary conceptual design is described below.

### Benefits of the “green street” project include:

- Control stormwater runoff by storing water in the landscape, reducing peak flows, and reducing overall volume of stormwater runoff.
- Remove sediments and other pollutants before water reaches the Bay.
- Enhance the appearance of the streetscape, which can increase property values.
- Help people learn about and connect with the natural environment in their daily activities.



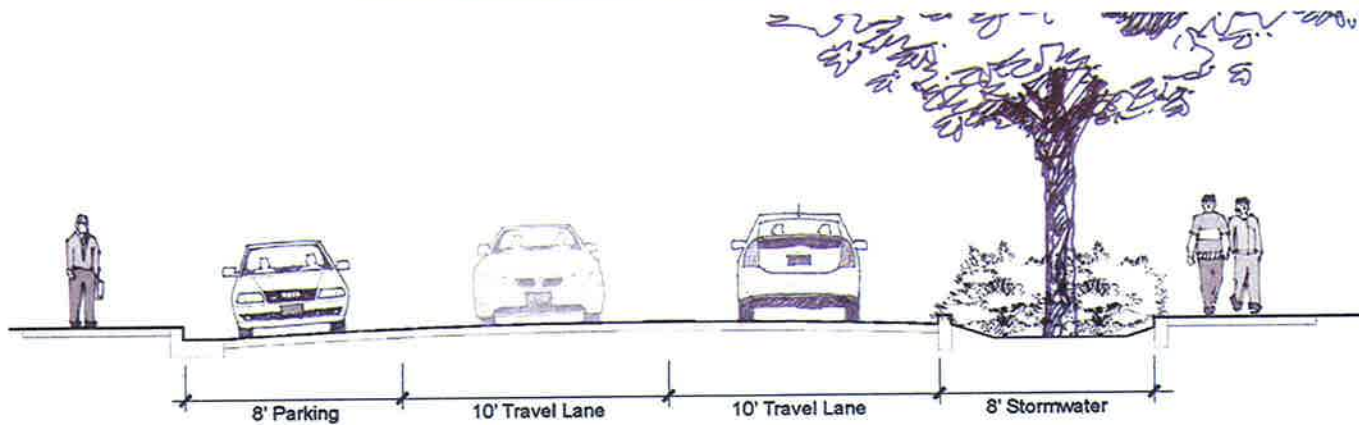
**Cutaway view of a bioretention swale.** Stormwater would flow into the swale and infiltrate into a layer of fast-draining bioretention soil, and the underlying soils. Where feasible, an underdrain below the bioretention soil would allow treated water to enter the storm drain system.



**Concept: Alternating Stormwater Swales and Parking Zones**

Scale: 1"=15'

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**Typical Cross Section**

N.T.S.



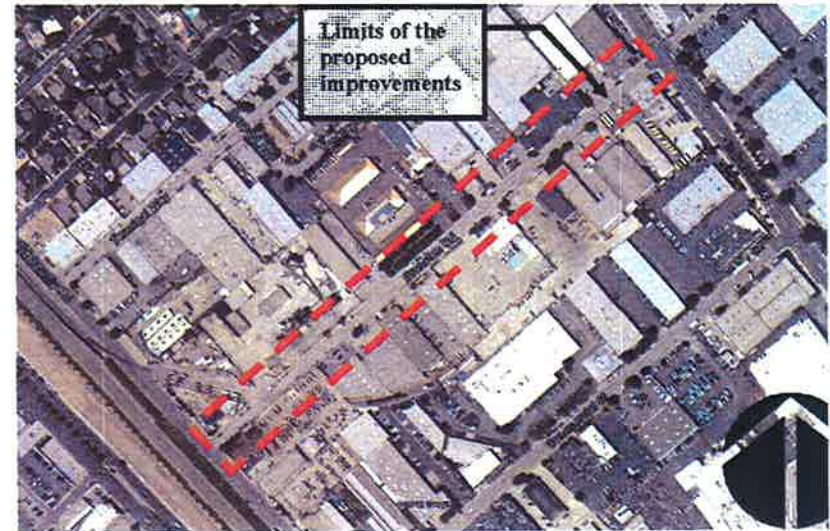


## Successful Green Street and Parking Lot Projects

The project is modeled after attractive green street and parking lot projects that have been built in Burlingame, Brisbane, Daly City, and other Bay Area locations. These projects have helped achieve water quality, localized flood control, and neighborhood enhancement goals. For more information, visit [www.flowstobay.org/ms\\_sustainable\\_streets.php](http://www.flowstobay.org/ms_sustainable_streets.php).

### Bransten Road Project Information:

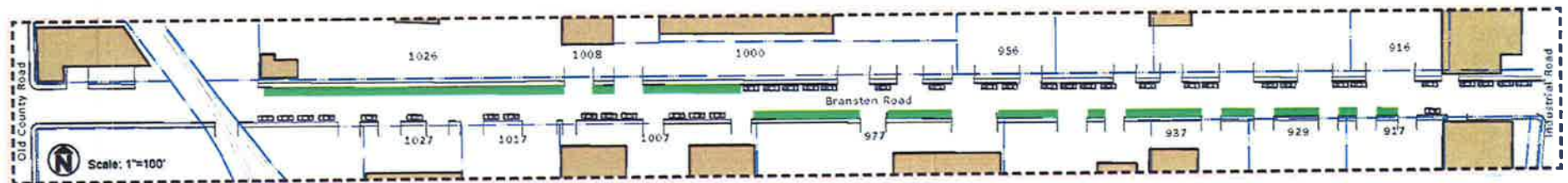
- The project is funded by the USEPA San Francisco Bay Water Quality Improvement Fund and the Measure M countywide vehicle license fee to fund congestion management and vehicle-related water quality improvement projects.
- Construction is proposed to begin in early 2013.
- Parking impact: If the preliminary design concept is implemented as shown below, it would remove 17 on-street automobile parking spaces from the north side of the street and 18 spaces from the south side, while preserving 40 spaces.



### For More Information or to Comment on the Project:

Contact for general questions or to submit comments: Victor Chen, Public Works Department, City of San Carlos, 600 Elm St., San Carlos, CA 94070, 650.802.4212, [VChen@cityofsancarlos.org](mailto:VChen@cityofsancarlos.org)

Contact for technical questions: Analette Ochoa, Senior Associate, WRECO, 925. 941.0017x206, [analette\\_ochoa@wreco.com](mailto:analette_ochoa@wreco.com)



**Preliminary conceptual design for Bransten Road green street improvements** (subject to change pending more information from site surveys and property owner coordination). Green shading indicates locations of proposed bioretention swales.





# C/CAG AGENDA REPORT

**Date:** September 13, 2012  
**To:** C/CAG Board of Directors  
**From:** Richard Napier  
**Subject:** Review and approval of the Independent Auditor's Reports and Schedule of Expenditures of Transportation Fund for Clean Air Program Manager Fund Projects for project period ended June 30, 2011.

(For further information or questions contact Tom Madalena at 599-1460)

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## **RECOMMENDATION**

That the C/CAG Board review and approve the Independent Auditor's Reports and Schedule of Expenditures of Transportation Fund for Clean Air Program Manager Fund Projects for project period ended June 30, 2011.

## **FISCAL IMPACT**

None

## **SOURCE OF FUNDS**

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

## **BACKGROUND/DISCUSSION**

As the Program Manager for the San Mateo County TFCA funds, C/CAG is responsible for the management and oversight of the funds at the county level. As a result, the Bay Area Air Quality Management District orders independent audits periodically to confirm that the oversight and management has been satisfactory. C/CAG completed an audit in January of 2012 for the project period ended June 30, 2011 and the findings of that audit are presented in the attached Independent Auditor's Reports and Schedule of Expenditures of Transportation Fund for Clean Air Program Manager Fund Projects.

**ITEM 5.4**

The audit was conducted for specified projects for the period from July 1, 2008 through June 30, 2011. CCAG staff finished the work with the auditor in January 2012. The auditor provided a draft audit for C/CAG staff to review on February 27, 2012. In April 2012 the auditor contacted C/CAG and stated that the Bay Area Air Quality Management District, the agency that commissioned the audit, had stated to the auditor that they wanted to wait until all nine of the Bay Area county TFCA Program audits were completed to issue final audit reports. The Bay Area Air Quality Management District also wanted to review the draft audits before the final audit reports were issued. The timing of the audit was controlled by the Bay Area Air Quality Management District, not C/CAG. C/CAG staff received the final audit from the auditor on September 5, 2012.

There were no findings reported in the audit.

### ATTACHMENTS

- Independent Auditor's Reports and Schedule of Expenditures of Transportation Fund for Clean Air Program Manager Fund Projects

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

**INDEPENDENT AUDITOR'S  
REPORTS AND SCHEDULE OF  
EXPENDITURES OF TRANSPORTATION  
FUND FOR CLEAN AIR PROGRAM  
MANAGER FUND PROJECTS**

**PROJECT PERIOD ENDED JUNE 30, 2011**

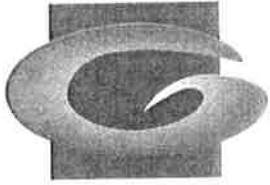
**CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF  
SAN MATEO COUNTY**

**TRANSPORTATION FUND FOR CLEAN AIR PROGRAM MANAGERS FUND**

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**Gilbert Associates, Inc.**  
CPAs and Advisors

## **INDEPENDENT AUDITOR'S REPORT**

**Board of Directors**  
**City/County Association of Governments of San Mateo County**  
**Redwood City, California**

**Board of Directors**  
**Bay Area Air Quality Management District**  
**San Francisco, California**

We have audited the accompanying Schedule of Expenditures of Projects (Schedule) of the City/County Association of Governments of San Mateo County (C/CAG) Transportation Fund for Clean Air (TFCA) Program Manager Fund Projects for the project period ended June 30, 2011. This Schedule is the responsibility of the C/CAG's management. Our responsibility is to express an opinion on this Schedule based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the Schedule is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the Schedule. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall Schedule presentation. We believe that our audit provides a reasonable basis for our opinion.

The accompanying Schedule was prepared to present expenditures of the C/CAG's TFCA funding as described in Note 1 and is not intended to be a complete presentation of the C/CAG's financial position or changes in financial position.

In our opinion, the Schedule referred to above presents fairly, in all material respects, the expenditures of the projects of the C/CAG's TFCA Program for the project period ended June 30, 2011, in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 4, 2012, on our consideration of the C/CAG's internal control over financial reporting pertaining to the C/CAG's TFCA Program and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

*Gilbert Associates, Inc.*

**GILBERT ASSOCIATES, INC.**  
**Sacramento, California**

**September 4, 2012**

---

2880 Gateway Oaks Drive, Suite 100 • Sacramento, CA 95833  
101 Parkshore Drive, Suite 100 • Folsom, CA 95630  
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**CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF  
SAN MATEO COUNTY**

**TRANSPORTATION FUND FOR CLEAN AIR PROGRAM MANAGER FUND**

**SCHEDULE OF EXPENDITURES OF PROJECTS  
FOR THE PROJECT PERIOD ENDED JUNE 30, 2011**

<u>Project Description</u>	<u>TFCA Project Number</u>	<u>Original TFCA Project Allocation</u>	<u>Final TFCA Project Allocation</u>	<u>Final Project Expenditures through 6/30/11</u>
<b>City/County Association of Governments of San Mateo County</b>				
Program Administration	08SM00	\$ 57,400	\$ 50,785	\$ 48,320
Program Administration	09SM00	53,536	51,044	29,242
<b>Peninsula Traffic Congestion Relief Alliance</b>				
County-Wide Voluntary Trip Reduction Program	08SM01	500,000	500,000	495,995
County-Wide Voluntary Trip Reduction Program	09SM01	449,000	449,000	431,400
<b>San Mateo County Transit District</b>				
Sam Trans Shuttle Bus Program	08SM02	636,000	636,000	630,938
Sam Trans Shuttle Bus Program	09SM02	<u>570,000</u>	<u>570,000</u>	<u>547,600</u>
Total		<u>\$ 2,265,936</u>	<u>\$ 2,256,829</u>	<u>\$ 2,183,495</u>

The accompanying notes are an integral part of this financial schedule.

# CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

## TRANSPORTATION FUND FOR CLEAN AIR PROGRAM MANAGER FUND

### NOTES TO THE SCHEDULE OF EXPENDITURES OF PROJECTS FOR THE PROJECT PERIOD ENDED JUNE 30, 2011

---

#### 1. PROGRAM DESCRIPTION

Health and Safety Code Sections 44223 and 44225 authorize a surcharge on the motor vehicle registration fee (surcharge) to be used by the Bay Area Air Quality Management District (Air District) and local governments specifically for programs to reduce air pollution from motor vehicles. The Department of Motor Vehicles collects the surcharge and allocates the amounts to the Air District. The Air District administers these funds through the Transportation Fund for Clean Air (TFCA) Program. Under the TFCA Program, money is allocated to two funds: (1) 60% is placed in the Regional Fund and allocated to agencies on a competitive basis by the Air District and (2) 40% is placed in the Program Managers Fund and allocated to designated agencies. Allowable projects under Health and Safety Code Section 44241 include the following:

- Ridesharing program
- Purchase or lease of clean fuel school and transit buses
- Feeder or shuttle bus service to rail and ferry stations and airports
- Arterial traffic management
- Demonstrations in congestion pricing of highways, bridges, and public transit
- Rail bus integration and regional transit information systems
- Low emission vehicle projects
- Bicycle facility improvement projects
- Physical improvements that support "Smart Growth" projects

#### Relationship to City/County Association of Governments of San Mateo County's Basic Financial Statements

The City/County Association of Governments of San Mateo County (C/CAG) is the designated Program Manager for the County of San Mateo, and accounts for TFCA Program activities within a special revenue fund. The accompanying Schedule of Expenditures of Projects (Schedule) represents only the TFCA Program Manager Funds allocated to C/CAG for certain projects and is not intended to present fairly the financial position and changes in financial position of the C/CAG in conformity with accounting principles generally accepted in the United States of America.

#### 2. PROGRAM MANAGER PROJECTS

The Schedule reports on certain TFCA projects selected by the Air District for audit. The projects in the Schedule represent projects funded through the Program Manager Fund and completed between July 1, 2008, and June 30, 2011. Projects may have started several years earlier.



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

**TRANSPORTATION FUND FOR CLEAN AIR PROGRAM MANAGER FUND**

**NOTES TO THE SCHEDULE OF EXPENDITURES OF PROJECTS  
FOR THE PROJECT PERIOD ENDED JUNE 30, 2011**

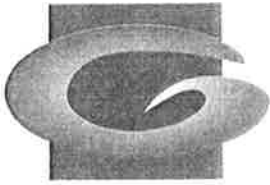
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**3. BASIS OF ACCOUNTING**

The TFCA Program funds are accounted for on a spending or current financial resources measurement focus and the modified accrual basis of accounting. Under this basis of accounting, expenditures are recorded in the accounting period in which the liability is incurred. Expenditures as noted in the Schedule represent only the amount funded by the Air District. Expenditures of matching and other funding sources are not included on the Schedule.

**4. INVESTMENT POOL**

C/CAG's Investment Policy allows it to invest in the state's Local Agency Investment Fund (LAIF) and the San Mateo County Investment Fund (SMCIF). LAIF is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. SMCIF is regulated by California Government Code Section 5600 under the oversight of the treasurer of the County of San Mateo. The relative shares in each pool are guided through the process outlined in the C/CAG Investment Policy. Day to day management of C/CAG's portfolio is conducted by the C/CAG Fiscal Agent Administrative Services Director and Finance Officer. The C/CAG Fiscal Agent has an investment committee that meets as necessary to discuss changes to the investment strategy. Any interest earned on TFCA cash deposits in the pools is used for TFCA Program Manager Fund projects.



**Gilbert Associates, Inc.**  
CPAs and Advisors

**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF  
THE SCHEDULE OF EXPENDITURES OF PROJECTS PERFORMED IN  
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS* AND  
REQUIREMENTS OF SECTION 44241 OF THE CALIFORNIA HEALTH AND  
SAFETY CODE**

**Board of Directors**  
**City/County Association of Governments of San Mateo County**  
**Redwood City, California**

**Board of Directors**  
**Bay Area Air Quality Management District**  
**San Francisco, California**

We have audited the Schedule of Expenditures of Projects (Schedule) of City/County Association of Governments of San Mateo County (C/CAG) Transportation Fund for Clean Air (TFCA) Program Manager Fund Projects for the project period ended June 30, 2011, and have issued our report thereon dated September 4, 2012. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

Management of the C/CAG is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered the C/CAG's internal control over financial reporting of the Schedule as a basis for designing our auditing procedures for the purpose of expressing our opinion on the Schedule, but not for the purpose of expressing an opinion on the effectiveness of the C/CAG's internal control over financial reporting of the Schedule. Accordingly, we do not express an opinion on the effectiveness of the C/CAG's internal control over financial reporting of the TFCA Program.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the C/CAG's Schedule will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting of the Schedule that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the C/CAG's Schedule is free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, including Section 44241 of the California Health and Safety Code, noncompliance with which could have a direct and material effect on the determination of Schedule amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit of the Schedule, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the C/CAG's Board of Directors and management, and the Bay Area Air Quality Management District's Board of Directors and management and is not intended to be and should not be used by anyone other than these specified parties.

*Gilbert Associates, Inc.*

**GILBERT ASSOCIATES, INC.**  
**Sacramento, California**

**September 4, 2012**

# C/CAG AGENDA REPORT

**Date:** September 13, 2012  
**To:** C/CAG Board of Directors  
**From:** Richard Napier  
**Subject:** Review and approval of Resolution 12- 57 authorizing the C/CAG Chair to execute a Cooperative Agreement with San Mateo County Department of Housing for cooperative pursuit of housing solutions and to share costs for consulting and staff support services for FY2012-13 at a net cost to C/CAG of not to exceed \$125,000  
(For further information or questions contact Rich Napier at 599-1420)

---

## **RECOMMENDATION**

That the C/CAG Board review and approve Resolution 12- 57 authorizing the C/CAG Chair to execute a Cooperative Agreement with San Mateo County Department of Housing for housing-related activities for FY2012-13 at a net cost to C/CAG of not to exceed \$125,000.

## **FISCAL IMPACT**

C/CAG has programmed \$125,000 for these activities.

## **FUND SOURCE**

Funding source for this program comes from C/CAG Congestion Relief Funds – Linking Housing with Transportation.

## **BACKGROUND/DISCUSSION**

### **Background:**

In 2007 C/CAG published the 2006 Housing Needs Study, which quantified a projected housing shortfall of between 35,000 and 50,000 homes through 2025. C/CAG then sponsored production and distribution of a booklet and slideshow that reached approximately 1,000 opinion leaders countywide. The Board asked staff to propose ways C/CAG might address the housing shortfall.

In 2009 the Board reviewed proposed housing-related activities in four broad topical areas and gave staff general direction. The topical areas were: 1) policy leadership; 2) promotion of housing in transit corridor; 3) cost-effective responses to State regulatory mandates related to housing; and 4) developing sources of local funding to help local governments meet housing goals. In response, staff brought back a suite of programs which the Board approved. Some of these programs are major projects managed by C/CAG directly such as the Transit Oriented Development (TOD) Incentive Program and the Corridor Study. Other programs are managed by cooperating agencies with partial sponsorship by C/CAG, for example the Economic and Housing Opportunity Study (ECHO) by SamTrans, and the collection of activities proceeding under contract with San Mateo County Department of Housing.

The intent of all these programs, taken together is as follows: C/CAG provides tools, technical support and financial incentives to help member jurisdictions plan and produce housing in the transit corridor, downtowns, station areas and El Camino Real at densities that support frequent

**ITEM 5.5**

public transit and reduce climate impact while strengthening local neighborhoods and the regional economy.

**Discussion:**

The purpose and scope of the proposed agreement between C/CAG and San Mateo County Department of Housing is summarized in the agreement recitals as follows:

Whereas, for more than fifteen years C/CAG has taken a leadership role in certain countywide policy matters related to the housing/transportation/land-use nexus, notably including the 1997 Housing Needs Study, 2007 Housing Needs Study, Transit Oriented Development Housing Incentive Program, Transit Corridor Planning Grant program, and more;

Whereas, in 2005, San Mateo County formed the Department of Housing (DoH) in part to further the emergence of a countywide housing strategy consensus, encourage the development of housing affordable to the full spectrum of households, and strengthen and support related initiatives led by affiliated organizations, notably including C/CAG;

Whereas, in 2006 through 2011, a successful collaboration between C/CAG and DoH (in concert with other able partners) has accomplished the following:

- Secured additional grant funding for C/CAG's Housing Needs Study;
- Developed and distributed a pamphlet and slideshow summarizing C/CAG's Housing Needs Study to 1,000 civic leaders;
- Developed and distributed policy primers promoting infill transit-oriented housing development consistent with C/CAG's Countywide Transportation Plan, outlining the housing implications of the aging of the County's population, and highlighting the environmental implications of housing policies;
- Organized and administered the successful Sub-Regional Housing Needs Allocation process for the 2007-2014 planning cycle, which attracted matching funding from Silicon Valley Community Foundation and won civic leadership awards, and are currently repeating the process of the 2014-2022 cycle;
- Represented San Mateo County on Bay Area FOCUS working committees and cooperated in-county to define "priority development areas" in the transportation corridor and support planning grant applications by C/CAG member jurisdictions;
- Conducted the 21 Elements project through which all C/CAG member jurisdictions cooperated to complete the state-mandated update of their respective housing elements;

The parties desire to continue their cooperative efforts through activities outlined in the FY2012-13 Workplan, attached as an exhibit to the proposed contract.

**ATTACHMENT**

- Resolution 12-57
- Cooperative Agreement between C/CAG and San Mateo County (Department of Housing).

## **RESOLUTION 12-57**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE THE COOPERATIVE AGREEMENT BETWEEN THE COUNTY OF SAN MATEO DEPARTMENT OF HOUSING AND CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY for COOPERATIVE PURSUIT OF HOUSING SOLUTIONS AND TO SHARE COSTS FOR CONSULTING AND STAFF SUPPORT SERVICES FOR FY 2012-13 AT A NET COST TO C/CAG OF NOT TO EXCEED \$125,000.**

**Whereas**, for more than fifteen years C/CAG has taken a leadership role in certain countywide policy matters related to the housing/transportation/land-use nexus, notably including the 1997 Housing Needs Study, 2007 Housing Needs Study, Transit Oriented Development Housing Incentive Program, Transit Corridor Planning Grant program; and,

**Whereas**, in 2005, San Mateo County formed the Department of Housing (DoH) in part to further the emergence of a countywide housing strategy consensus, encourage the development of housing affordable to the full spectrum of households, and strengthen and support related initiatives led by affiliated organizations, notably including C/CAG; and,

**Whereas**, in 2006 through 2011, a successful collaboration between C/CAG and DoH (in concert with other able partners) has accomplished the following:

- Secured additional grant funding for C/CAG's Housing Needs Study;
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- Organized and administered the successful Sub-Regional Housing Needs Allocation process for the 2007-2014 planning cycle, which attracted matching funding from Silicon Valley Community Foundation and won civic leadership awards, and are currently repeating the process of the 2014-2022 cycle;
- Represented San Mateo County on Bay Area FOCUS working committees and cooperated in-county to define "priority development areas" in the transportation corridor and support planning grant applications by C/CAG member jurisdictions;
- Conducted the 21 Elements project through which all C/CAG member jurisdictions cooperated to complete the state-mandated update of their respective housing elements;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County authorizing the Chair to execute the Cooperative Agreement with San Mateo County Department of Housing for cooperative pursuit of housing solutions and to share costs for consulting and staff support services for FY2012-13 at a net cost to C/CAG of not to exceed \$125,000.

**PASSED, APPROVED, AND ADOPTED THIS 13TH DAY OF SEPTEMBER 2012.**

---

Bob Grassilli, Chair



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

This Cooperative Agreement, effective as of July 1, 2012, is 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, by and through its Department of Housing, hereinafter called "DoH".

**W I T N E S S E T H**

Whereas, for more than fifteen years C/CAG has taken a leadership role in certain countywide policy matters related to the housing/transportation/land-use nexus, notably including the 1997 Housing Needs Study, 2007 Housing Needs Study, Transit Oriented Development Housing Incentive Program, Transit Corridor Planning Grant program, and more;

Whereas, in 2005, San Mateo County formed the Department of Housing (DoH) in part to further the emergence of a countywide housing strategy consensus, encourage the development of housing affordable to the full spectrum of households, and strengthen and support related initiatives led by affiliated organizations, notably including C/CAG;

Whereas, in 2006 through 2011, a successful collaboration between C/CAG and DoH (in concert with other able partners) has accomplished the following:

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- Developed and distributed policy primers promoting infill transit-oriented housing development consistent with C/CAG's Countywide Transportation Plan, outlining the housing implications of the aging of the County's population, and highlighting the environmental implications of housing policies;
- Organized and administered the successful Sub-Regional Housing Needs Allocation process for the 2007-2014 planning cycle, which attracted matching funding from Silicon Valley Community Foundation and won civic leadership awards, and are currently repeating the process of the 2014-2022 cycle;
- Represented San Mateo County on Bay Area FOCUS working committees and cooperated in-county to define "priority development areas" in the transportation corridor and support planning grant applications by C/CAG member jurisdictions;
- Conducted the 21 Elements project through which all C/CAG member jurisdictions cooperated to complete the state-mandated update of their respective housing elements;

Whereas, the parties desire to continue their cooperative efforts.



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

1. **Services and Activities.**

A. DoH will continue to closely coordinate with C/CAG on activities related to housing policy and planning, and to look for opportunities to further mutual objectives.

B. In particular, DoH and C/CAG will continue to cooperate to accomplish the projects outlined in Exhibit A, attached hereto. DoH and C/CAG may engage in cooperative efforts in other projects by mutual agreement. Specific project scopes shall be defined and agreed upon by C/CAG Executive Director and DoH Director.

2. **Payments.**

C/CAG will reimburse DoH for project related costs, at a cost to C/CAG not to exceed \$125,000 for fiscal year 2012-13. Direct costs include (a) DoH staff time, and (b) DoH contracts with consultants, with C/CAG Executive Director written approval. C/CAG and DoH will share DoH staff costs on a 50/50 basis (i.e., DoH reimbursements for staff costs are capped at 50% of directly-related staff costs).

3. **Relationship of the Parties.**

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

4. **Contract Term.** This Cooperative Agreement shall be in effect as of July 1, 2012 and shall terminate on June 30, 2013. The parties may extend, renew or amend the terms hereof, by mutual agreement in writing.

IN WITNESS WHEREOF, the parties hereto have affixed their hands to this Cooperative Agreement, effective as of July 1, 2012.

**SAN MATEO COUNTY**

By: \_\_\_\_\_  
Duane Bay Date  
Director, San Mateo County Department of Housing

By: \_\_\_\_\_  
John Maltbie Date  
County Manager, County of San Mateo

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

By: \_\_\_\_\_  
Bob Grassilli Date  
C/CAG Chairperson

C/CAG Legal Counsel (Approved as to Form)

By: \_\_\_\_\_  
\_\_\_\_\_, C/CAG Counsel

**Exhibit A**

<b>Initiative</b>	<b>Project</b>	<b>Tasks</b>
Grand Boulevard Initiative	Working Group Committee	Participate in Working Group Committee, particularly advocating housing production
21 Elements Project	GIS Corridor Mapping	Create and maintain web-based inventory of all housing sites identified in Housing Elements
	Sustainable Community Strategy	Provide linkage and advocacy to and for C/CAG member jurisdictions and ABAG/MTC processes
	Preparation for next Housing Needs / Element Cycle	<ul style="list-style-type: none"> <li>• Convene subregion and conduct subregional allocation process</li> <li>• Provide leadership and technical assistance to carry the 21 Elements project into next cycle, including a streamlined process for developing and gaining State approval of common sections to housing elements</li> </ul>
	Streamlining of Housing Program Administration Services Countywide	<ul style="list-style-type: none"> <li>• Convene countywide, multi-jxn dialog process on coordination / cooperation / consolidation of homebuyer assistance programs, housing rehab programs, and inclusionary ordinance (BMR) administration</li> </ul>
HEART	Dedicated Revenue Source for Affordable Housing	<ul style="list-style-type: none"> <li>• Participate in efforts to create a dedicated public revenue source for local matching funds for development of affordable housing; working with legislative staffs of HEART, C/CAG and County</li> </ul>

# C/CAG AGENDA REPORT

**Date:** September 13, 2012  
**To:** City/County Association of Governments Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Review and approval of Resolution 12-58, authorizing stormwater pollution prevention expenditure programs for accumulated countywide \$4 vehicle license funds.

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

---

## RECOMMENDATION

Review and approve Resolution 12-58, authorizing stormwater pollution prevention expenditure programs for accumulated countywide \$4 Vehicle License Funds (VLF).

## FISCAL IMPACT

As detailed below.

## SOURCE OF FUNDS

The source of funds is accumulated \$4 Vehicle License Funds designated for countywide stormwater pollution prevention programs.

## BACKGROUND/DISCUSSION

C/CAG's original \$4 vehicle license fee (VLF) went into effect during fiscal year 2005/06 and continues through the end of calendar year 2012. During this period, C/CAG has used the funds primarily for the Countywide Program's Green Streets and Parking Lots Program, funding the award-winning *San Mateo County Sustainable Green Streets and Parking Lots Design Guidebook* and five demonstration projects throughout the county (four of which have been built and one that is in the final design stage), but also to support technical consulting services related to trash reduction efforts under the Municipal Regional Permit (MRP). The C/CAG Board authorized unrestricted use of Measure M (\$10 VLF) for MRP compliance activities at its May 2012 meeting – this created an additional ongoing source of revenue for Countywide Program activities and relieves the need to maximize use of the \$4 VLF for Countywide Program permit compliance activities. The proposed expenditure plan for use of approximately \$2.6 million in remaining unallocated \$4 VLF funds has been vetted by the NPDES TAC in May, the public

**ITEM 5.6**

works directors in June, the Congestion Management Program TAC in July, and the Congestion Management and Environmental Quality Committee in August.

Under the recommended proposal, \$1.3 million would be distributed on a reimbursable basis to the member agencies using the Measure M allocation percentages for the purpose of meeting trash load reduction requirements in the MRP. The remainder of the accumulated funds would be utilized by C/CAG to fund a Geographic Information System (GIS) screening tool for green street sites and an alternative compliance plan/in-lieu fee program. In addition, \$1 million would be retained for future projects of countywide significance, including support on existing green street pilot projects to meet MRP compliance requirements, local match on future green street grant applications, or to help fund large trash capture devices upon completion of a study by the Countywide Program's main technical consultant, EOA, on opportunity sites for trash capture.

In order to help jurisdictions meet their mandatory trash load reduction requirements in the MRP, staff is proposing to only allow the \$1.3 million distribution to be used by jurisdictions to reduce trash loads via activities that have a clear nexus to vehicles or transportation infrastructure. The following load reduction methods from the Bay Area Stormwater Management Agencies Association Trash Load Reduction Tracking Method (Version 1.0) have a clear connection to vehicles and/or transportation infrastructure and would be eligible for funding under the existing \$4 VLF reimbursement categories of Street Sweeping, Storm Drain Inlet Cleaning, Street Side Runoff Treatment, and/or Managing Runoff from Street/Parking Lot Impervious Surfaces:

- CR-4 – Activities to Reduce Trash From Uncovered Loads
- CR-5 – Anti-littering and Illegal Dumping Enforcement Activities, as long as it is focused on littering or illegal dumping from vehicles or onto transportation infrastructure
- CR-6 – Improved Trash Bin/Container Management, as long as there is a clear nexus between the improved management and reduction of trash coming off of transportation infrastructure
- QF-1 – On-land Trash Cleanups (Volunteer and/or Municipal), as long as the cleanups are removing trash associated with vehicles or from transportation infrastructure
- QF-2 – Enhanced Future Street Sweeping
- QF-3a – Partial-capture Treatment Device: Curb Inlet Screens
- QF-3b – Partial-capture Treatment Device: Stormwater Pump Station Trash Rack Enhancements, as long as the drainage to the pump station includes runoff from transportation infrastructure or the trash racks remove trash associated with illegal dumping from vehicles or transportation infrastructure (such as from a bridge over a creek)
- QF-3c: Partial-capture Treatment Device: Litter Booms/Curtains, as long as the booms or curtains are capturing trash that is coming off of transportation infrastructure
- QF-4 – Enhanced Storm Drain Inlet Maintenance

- QF-5 – Full Capture Treatment Devices, as long as they are treating runoff from transportation infrastructure
- QF-6: Creek/Channel/Shoreline Cleanups (Volunteer and/or Municipal), as long as trash the cleanups are removing trash that has come off of transportation infrastructure (such as through catch basins and storm drains)

The remaining trash reduction methodologies (CR-1: Single-use Carryout Bag Ordinance, CR-2: Polystyrene Food Service Ware Ordinance, CR-3: Public Education and Outreach Programs, CR-7: Single Use Food and Beverage Service Ware Ordinance) have less obvious linkages to vehicles and/or transportation infrastructure and are not eligible for funding with the \$4 VLF (they are, however, eligible for funding under Measure M). Information on what reduction methodologies were selected by C/CAG's member agencies to meet the MRP's short-term load reduction requirements is included in Attachment B.

### ATTACHMENTS

- Resolution 12-58
- Attachment A – Proposal for Distribution of Accumulated \$4 Vehicle License Funds
- Attachment B – List of Trash Reduction Methods Identified in Short-Term Trash Load Reduction Plans
- Attachment C – Proposed Allocation Amounts for Local Distribution



**RESOLUTION NO. 12-58**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING STORMWATER POLLUTION PREVENTION EXPENDITURE PROGRAMS FOR ACCUMULATED COUNTYWIDE \$4 VEHICLE LICENSE FUNDS.**

**WHEREAS**, the City/County Association of Governments (C/CAG) manages the Countywide Water Pollution Prevention Program (Countywide Program); and,

**WHEREAS**, C/CAG'S \$4 Vehicle License Fee (VLF) Program authorizes funding of stormwater pollution prevention projects related to vehicles or vehicle infrastructure; and,

**WHEREAS**, approximately \$2.6 million in unencumbered countywide \$4 VLF funds for stormwater pollution prevention programs have accumulated since inception of the program; and,

**WHEREAS**, C/CAG's Stormwater and Congestion Management Technical Advisory Committees and the Congestion Management and Environmental Quality Committee reviewed and recommend approval by the C/CAG Board of the identified expenditure programs for the accumulated funds; and,

**WHEREAS**, C/CAG finds the proposed expenditure programs consistent with the intent and requirements of the Vehicle License Fee Program; and,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County that the expenditure programs described in Attachment A be authorized for funding using accumulated \$4 Vehicle License Funds.

**APPROVED AND ADOPTED THIS 13TH DAY OF SEPTEMBER, 2012.**

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*Bob Grassilli, Chair*





Attachment A – Proposal for Distribution of Accumulated \$4 Vehicle License Funds

<b>Component</b>	<b>Purpose</b>	<b>Description</b>	<b>Proposed Amount</b>
Local Distribution	Trash Load Reduction or Green Streets	Reimbursable-based funding for trash reduction activities that are designed to meet MRP load reduction requirements and consistent with regional trash load reduction methodologies and jurisdiction’s trash load reduction plans. Funds may also be used for green street projects that capture and treat roadway or parking lot runoff. Distribution will be based on Measure M allocation formula.	\$1,300,000
Countywide Program	Trash or Green Streets	Retain funding as local match for green street grand funding or local assistance for large trash capture device installation upon completion of opportunity study by EOA.	\$1,000,000
	Green Streets – Screening/Modeling Tool	Develop GIS-based screening tool to help municipalities identify feasible opportunity sites for green street and parking lot retrofits and model expected water quality and quantity benefits	\$250,000
	Green Streets – Countywide Alternative Compliance/In-Lieu Fee Program	Develop a countywide alternative compliance/in-lieu fee program to allow banking of developer funds for green street and parking lot retrofits in lieu of performing on-site stormwater management consistent with MRP Provisions C.3.e.	\$50,000
	<b>TOTAL</b>		<b>\$2,600,000</b>

Attachment B – List of Trash Reduction Methods Identified in Short-Term Trash Load Reduction Plans (Eligible categories highlighted)

Permittee	Source Control							Interception/Treatment				Cleanups	
	Single Use Bag Ordinance	Polystyrene Ordinance/Policy	Public Education & Outreach	Uncovered Load Management	Enhanced Illegal Dumping Enforcement	Private/Public Container Mgmt	Disposable Foodware Ordinance	Enhanced Street Sweeping	Litter Booms	Enhanced Storm Drain Maintenance	Full Capture Devices	Enhanced On-land Cleanups	Creek/Shoreline Cleanups
County of San Mateo	*	*	*	*	*	*		*		*	*	*	*
Town of Atherton	?		*	*	*	*					*	*	
City of Belmont	*		*	*	*					*		*	
City of Brisbane	*		*	*	*	*			*	*	*	*	
City of Burlingame	?	*	*	*	*	*				*		*	
Town of Colma	?	*	*	*	*					*	*	*	
City of Daly City	*	*	*	*						*		*	
City of East Palo Alto	*	*	*	*	*	*		*		*	*		
City of Foster City	?	*	*	*	*			*		*			
City of Half Moon Bay	?	*	*	*	*	*				*	*	*	
Town of Hillsborough	*	*	*	*					*		*	*	
City of Menlo Park	*	*	*			*				*			
City of Millbrae	*	*	*	*	*	*				*			
City of Pacifica	*	*	*	*	*					*	*	*	
Town of Portola Valley	*	*	*		*				*		*		
City of Redwood City	*	*	*	*	*	*				*		*	
City of San Bruno	?	*	*	*	*	*		*		*	*	*	
City of San Carlos	?		*		*					*	*	*	
City of San Mateo	?	*	*	*	*	*		*		*	*	*	
City of South San Francisco	?	*	*	*	*			*		*	*	*	
Town of Woodside	?		*	*	*	*				*		*	

Attachment C - Proposed Allocation Amounts for Local Distribution

<b>Municipality</b>	<b>Measure M Percentage Allocation</b>	<b>Distribution Using Measure M Percentages</b>
Atherton	2.36%	\$30,680
Belmont	3.29%	\$42,770
Brisbane	2.36%	\$30,680
Burlingame	3.95%	\$51,350
Colma	2.36%	\$30,680
Daly City	9.62%	\$125,060
East Palo Alto	3.06%	\$39,780
Foster City	3.12%	\$40,560
Half Moon Bay	2.36%	\$30,680
Hillsborough	2.81%	\$36,530
Menlo Park	4.50%	\$58,500
Millbrae	2.74%	\$35,620
Pacifica	4.84%	\$62,920
Portola Valley	2.36%	\$30,680
Redwood City	8.82%	\$114,660
San Bruno	4.76%	\$61,880
San Carlos	4.03%	\$52,390
San Mateo	11.02%	\$143,260
South San Francisco	7.17%	\$93,210
Woodside	2.36%	\$30,680
San Mateo County Unincorporated	12.15%	\$157,950
	100%	1,300,520



# C/CAG AGENDA REPORT

**Date:** September 13, 2012  
**To:** C/CAG Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Review and approval of C/CAG legislative policies, priorities, positions, and legislative update (A position may be taken on any legislation, including legislation not previously identified)

(For further information or questions contact Richard Napier at 599-1420 or Sandy Wong at 599-1409)

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## **RECOMMENDATION**

That the C/CAG Board review and approve of C/CAG legislative policies, priorities, positions, and legislative update (A position may be taken on any legislation, including legislation not previously identified).

## **FISCAL IMPACT**

None.

## **SOURCE OF FUNDS**

NA.

## **BACKGROUND/DISCUSSION**

The State legislature adjourned the 2011-12 regular session on August 31, 2012. Please see attachment on summary of update on State legislations of interest to C/CAG.

## **ATTACHMENTS**

- State Legislative Update – August



# ADVOCATION



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

September 4, 2012

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

**RE: STATE LEGISLATIVE UPDATE- AUGUST**

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The legislature adjourned the 2011-12 regular Session on Friday, August 31. Barring a Special Session, the legislature will reconvene in December with a new class of legislators. The following is a list of issues of interest to C/CAG that we have been monitoring over the course of the final weeks. The Governor has until September 30 to either sign or veto legislation.

**Proposition 1A-High Speed Rail Funding**

On July 6<sup>th</sup>, the legislature approved SB 1029, which appropriates funding for high-speed rail. The appropriation includes \$6 billion for the Central Valley (\$3.3 billion of which is a federal grant), \$1.1 billion for the “bookends”, primarily Caltrain and Metrolink and \$819 million for connectivity project funding (including \$106 million for intercity rail) for the 11 recipients identified in the list approved by the California Transportation Commission (CTC) on June 27<sup>th</sup>.

As a result, Caltrain will receive \$1.1 billion in Proposition 1A funding to use with local match dollars (\$1.428 billion total) to electrify its system along its existing right-of-way, implement positive train control, and purchase new rail cars. The improvements would be completed by 2019, a full 12 years before high-speed rail service is being contemplated in the area. Electrification will allow for member agencies to reduce their operating costs in half while increasing service from 45,000 to 70,000 riders per day.

The CTC has been granted authority by the Department of Finance (DOF) to issue allocations immediately to begin over the Fall. Unlike recent years, DOF is not waiting for a bond sale prior to funding a project. Instead, they will borrow against existing transportation pots and reimburse those sources within the fiscal year after a sale has occurred. This traditional strategy will help ensure that projects are expedited while reducing the state’s liability of incurring bond debt service.

**CTC Meeting**

We are pleased to report that San Mateo will be hosting the California Transportation Commission for its September 27<sup>th</sup> meeting. Your advocacy team is working with Caltrain, SamTrans, and SMCTA staff on making the event a success.

**Key Bills**

**1. AB 1780 (Bonilla)** assigns responsibilities, including cost-sharing responsibilities between local transportation planning agencies and Caltrans, for completion of project study reports (PSRs), or equivalent planning documents. It also directs Caltrans to review and approve PSRs or equivalent planning documents that are prepared by other entities for projects on the State Highway System. Mandates that, for state highway projects that are in an adopted regional transportation plan, a voter-approved county sales tax measure expenditure plan, or other voter-approved transportation program, Caltrans is to review and approve the PSR or

equivalent planning document at its own expense; for other projects, Caltrans's costs for review and approval of the PSRs or equivalent planning documents are to be paid by the entity performing the work.

PSRs and equivalent planning documents (referred to collectively as project initiation documents, or PIDS) are used to document the initial stages of a project's development. They contain specific information related to a project idea such as the identification of the transportation problem that is to be addressed, an evaluation of potential alternatives to address the problem, and the justification and description of the preferred solution. Each PSR also includes the estimated cost, scope, and schedule of the project-information needed to decide if, how, and when to fund the project. Existing law requires PSRs to be completed before a project can be included in an adopted STIP and the California Transportation Commission (CTC) administratively requires PSRs for projects to be included in the State Highway Operation and Protection Program.

Caltrans' efforts related to preparing and providing oversight for PIDS, including development of PSRs, have come under scrutiny in the last couple of years, focused largely on a significant over-production of PIDs and resultant wasteful costs. Much of the scrutiny was as a result of the Legislative Analyst's Office (LAO) budget analyses that identified deficiencies in the program, including (in addition to the over-production issue) a lack of any cost-sharing arrangements with other agencies for the development of PIDs. As a result, the Legislature requested Caltrans to collaborate with external stakeholders to identify ways to improve the project initiation process, including consideration of potential cost-sharing arrangements and a streamlined PID process.

Caltrans responded to LAO's concerns and recommendations by working with local agencies and the CTC to streamline PIDs. These efforts sought to ensure that PSRs did not include more information than was prudent to collect at the beginning stages of a project's development and that PSRs were not being done for more projects than could reasonably be expected to be developed.

Budget discussions are continuing this year and continue to focus on: 1) identifying the appropriate source of funding for PSRs and other planning documents; and 2) resolving the appropriate content and scope of these documents. Previous attempts by the Legislature to ensure that Caltrans be responsible for costs for locally-sponsored state highway projects have been twice vetoed by the Governor, who directed, instead, that Caltrans' costs for the work be reimbursed by local agencies.

A deal was finally reached with DOF to do the following:

- Specify that the PID development and oversight will not be charged indirect costs.
- Add reimbursement for locally-sponsored oversight and PID development
- Assumes SHA funding for state and joint sponsored projects.
- Contains language regarding cooperative agreements to reinforce the effort to create a standard agreement that will be easier for locals.

The contents of the agreement were inserted into AB 1477 (Budget) which has been enrolled to the Governor for consideration of a signature.

**2. SB 1339 (Yee)** authorizes the Metropolitan Transportation Commission (MTC) and the Bay Area Air Quality Management District (BAAQMD) to jointly adopt a commute benefit ordinance that requires covered employers operating within the common area of the 2 agencies with an average of 50 employees per week to offer those employees certain commute benefits.



Last year, MTC and BAAQMD sponsored similar legislation (SB 582) for purposes of authorizing a metropolitan planning organization (MPO), in conjunction with the local air quality management district, to adopt a regional commute benefit requirement, for businesses of 20 or more. SB 1339 raises the threshold to apply to companies/businesses that employ 50 people. The intent of the bill is to help reduce congestion, cut air pollution, and achieve the mandated transportation-related greenhouse gas reduction targets adopted by the Air Resources Board (ARB) in 2010, consistent with Senate Bill 375 (Steinberg, 2008).

The bill was enrolled to the Governor on August 22. He has until September 30 to sign or veto the legislation.

**3. SB 843 (Wolk)** establishes a new business model that would allow developers of renewable projects to sell electricity to customers of Investor Owned Utilities (IOUs).

The bill failed passage in the Assembly Utilities and Commerce Committee.

**4. ACA 23 (Perea)** this bill would amend the Constitution to lower the vote threshold, from 66% to 55%, for local transportation sales tax measures.

As expected, the bill died on the Assembly Floor because the author failed to acquire any Republican votes to meet the required two-thirds vote threshold.

# C/CAG AGENDA REPORT

**Date:** September 13, 2012  
**To:** City/County Association of Governments Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Review and approval of the update on the implementation of the San Mateo County Smart Corridors Project

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

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## RECOMENDATION

That the C/CAG Board review and approve the update on the implementation of the San Mateo County Smart Corridor project.

## FISCAL IMPACT

The entire Smart Corridor project limits are from Highway 380 on the north to the Santa Clara County line on the south. The following are the funds programed/allocated to the overall Smart Corridor Project (consisting of multiple separate projects)

State Transportation Improvement Program (STIP)	\$11,000,000
Traffic Light Synchronization Program (TLSP)	\$10,000,000
San Mateo County Transportation Authority	\$ 3,000,000
C/CAG (Vehicle License Fee)	\$ 1,600,000
Federal funds for project 1 in City of San Mateo	\$ 1,000,000
Additional TLSP	\$ 7,500,000 Approved January 24, 2012
Additional STIP	\$ 1,200,000 Pending CTC approval
<b>Total</b>	<b>\$35,300,000</b>

The five separate Smart Corridor projects are;

**Project 1.** This is the demonstration 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 and installation of some equipment on El Camino Real

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

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

**Project 5.** This project includes all Smart Corridor elements on El Camino Real and other State right of way from Whipple Avenue to the Santa Clara County line

**ITEM 6.2.1**

**CURRENT PROJECT STATUS:**

The following are the status of each of the five 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 has been completed.
- Project number 2 includes all local arterials from San Bruno Avenue on the north to Santa Clara County line. At the regular meeting of C/CAG Board of March 8, 2012, staff report indicated the construction cost estimate for the project, including 10% contingency to be \$7,452,363. The low bid submitted by W. Bradley Electric on July 31, 2012 was 7,820,470; adding 10% contingency brings the total construction estimate to \$8,602,517. To include design and construction support will bring the total estimated project cost to \$10,700,000. The County Board of Supervisors at the regular meeting of August 28, 2012, awarded the construction contract to W. Bradley Electric. The construction will begin in early October and will be completed in late 2013.
- Project number 3 includes El Camino Real and all other locations within the State right-of-way (**State portion**). The State has awarded the construction contract and the contractor has started construction and it will be completed by late 2013.
- Project 4 includes the Signal System and System Integration. The Signal System contract is presented to the C/CAG Board for approval. A request for proposal (RFP) for the System Integration has been prepared and it will be released shortly to select the consultant.
- Project 5 has been designed by Caltrans and it is estimated that the State will award the construction contract in late 2012 and the construction will begin in early 2013 and be completed by late 2013.

**Construction Cost Estimate**

<b>Project</b>	<b>Design&amp; Construction</b>	<b>Construction Support</b>	<b>Total</b>
Project 1	\$ 2,750,000	\$ 350,000	\$ 3,100,000
Project 2	\$ 9,600,000	\$1,100,000	\$10,700,000
Project 3	\$ 7,400,000	\$ 900,000	\$ 8,300,000
Project 5	\$ 7,600,000	\$1,000,000	\$ 8,600,000
<b>Sub-Total</b>	<b>\$27,350,000</b>	<b>\$3,350,000</b>	<b>\$30,700,000</b>

**Project 4:**

Signal System	\$1,500,000
System Integration, Operation Plan, Flush Plan and all other traffic analysis	\$1,500,000
Installation of fiber in City Halls and BART buildings	\$ 300,000
Project Management (Feb. 2009-Present)	<u>\$ 435,000</u>
<b>Sub-Total</b>	<b>\$3,735,000</b>
<b>Grand Total</b>	<b>\$34,435,000</b>

While the above Fiscal Impact indicates that the available revenue exceeds the above estimated cost, due to unforeseen circumstances the actual construction and implementation cost may exceed the above estimates and additional local funds may become necessary to complete the project.

Staff is working with Caltrans to schedule a ground breaking ceremony for early October.

**ATTACHMENT**

None



# C/CAG AGENDA REPORT

**Date:** September 13,2012

**To:** City/County Association of Governments Board of Directors

**From:** Richard Napier, Executive Director

**Subject:** Review and approval of Resolution 12-52 authorizing the C/CAG Chair to execute an agreement with Kimley-Horn and Associates, Inc. to provide all required software and hardware, including 5 years maintenance, for operation of all Smart Corridor traffic signals and to perform all related professional services for an amount not to exceed \$1,500,000.

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

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## **RECOMENDATION**

That the C/CAG Board review and approve Resolution 12-52 authorizing the C/CAG Chair to execute an agreement with Kimley-Horn and Associates, Inc. to provide all required software and hardware, including 5 years maintenance, for operation of all Smart Corridor traffic signals and to perform all related professional services for an amount not to exceed \$1,500,000.

## **FISCAL IMPACT**

This project will be funded by C/CAG local funds.

## **BACKGROUND**

For selecting a consultant for this project, a request for proposal (RFP) was prepared by staff, a consultant and Caltrans staff. Following release of the RFP, the following firms submitted proposals;

Kimley-Horn and Associates, Inc.  
TransCore  
Western Pacific Signal, LLC  
Siemens Industry, Inc.

All four proposals were reviewed and evaluated by the staff of C/CAG, Caltrans Headquarter, Caltrans District 4 and City of San Mateo. Following that evaluation, all four consultants were invited to an oral interview conducted by all who had reviewed and evaluated the proposals and all consultants were required to present their proposed

**ITEM 6.2.2**

hardware and software and demonstrate the system operation and efficiency of the program that will be operating all traffic signals. Following two full days of demonstration and oral interview, the program offered by Kimley-Horn was rated the best system for San Mateo County.

Following completion of the evaluation process, and upon adding the segment 3 (from Whipple Ave to the Santa Clara County Line including the cities of Redwood City, Atherton, Menlo Park and East Palo Alto) staff negotiated the fees submitted by Kimley-Horn and the amount of \$1,500,000 has been agreed upon by both parties.

### **ATTACHMENT**

- Resolution 12-52
- Agreement with Kimley-Horn & Associates, Inc (Available at <http://www.ccaq.ca.gov/ccag.html>)

## **RESOLUTION 12-52**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE CHAIR TO EXECUTE AN AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. TO PROVIDE ALL REQUIRED SOFTWARE AND HARDWARE, INCLUDING 5 YEARS MAINTENANCE, FOR OPERATION OF ALL SMART CORRIDOR TRAFFIC SIGNALS AND TO PERFORM ALL RELATED PROFESSIONAL SERVICES FOR AN AMOUNT NOT TO EXCEED \$1,500,000**

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

**WHEREAS**, The C/CAG Board at regular meeting of September 13, 2012 approved an agreement with Kimley-Horn and Associates for providing software and hardware for operation of all Smart Corridor traffic signals; and

**WHEREAS**, For selection of a consultant, a request for proposal (RFP) had been prepared and released; and

**WHEREAS**, Four proposals were received and were evaluated by C/CAG, City of San Mateo and California Department of Transportation staff; and

**WHEREAS**, Following evaluation of the proposals and oral interview and program demonstration, the program presented by Kimley-Horn and Associates was rated as the best for San Mateo County

**NOW, THEREFORE, BE IT RESOLVED** that the Chair is hereby authorized to execute an agreement with Kimley-Horn and Associates, Inc. to provide all required software and hardware, including 5 years maintenance, for operation of all Smart Corridor traffic signals and to perform all related professional services for an amount not to exceed \$1,500,000.

**PASSED, APPROVED, AND ADOPTED THIS 13TH DAY OF SEPTEMBER 2012.**

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Bob Grassilli, Chair





# C/CAG AGENDA REPORT

**Date:** September 13, 2012  
**To:** City/County Association of Governments Board of Directors  
**From:** Richard Napier, Executive Director  
**Subject:** Receive an overview of the OneBayArea Grant (OBAG) call for projects schedule.  
  
(For further information or questions contact Jean Higaki at 650-599-1462)

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## **RECOMMENDATION**

That the board receives an overview the OneBayArea Grant (OBAG) call for projects schedule.

## **FISCAL IMPACT**

Not applicable.

## **SOURCE OF FUNDS**

OBAG is composed of three fund sources, Surface Transportation Program (STP), Congestion Mitigation and Air Quality (CMAQ), and State Transportation Improvement Program-Transportation Enhancement (STIP-TE) funds.

## **BACKGROUND/DISCUSSION**

On May 17, 2012 the joint Metropolitan Transportation Commission (MTC) and Association of Bay Area Governments (ABAG) adopted Resolution No. 4035 outlining the “OneBayArea Grant.

For San Mateo County, there will be approximately the following amounts of federal funds:

- \$8 million – Surface Transportation Program (STP)
- \$13 million - Congestion Mitigation and Air Quality (CMAQ)
- \$2 million - State Transportation Improvement Program-Transportation Enhancement (STIP-TE)

Note: Federal Safe Routes to School Funds are not part of OBAG.

**ITEM 6.3**

Surface Transportation Program (STP) and State Transportation Improvement Program-Transportation Enhancement (STIP-TE)

At the August 9, 2012 the C/CAG board approved of the framework for Surface Transportation Program (STP) funds for Local Streets and Roads. On June 9, 2011, the C/CAG board approved a funding commitment of the State Transportation Improvement Program-Transportation Enhancement (STIP-TE) towards the construction of a “Grand Boulevard” project on the El Camino Real. Consequently, STP and STIP-TE funds will not be open to competition.

Congestion Mitigation and Air Quality (CMAQ)

Approximately \$13 million of OBAG is federal CMAQ funds. Projects applying for funds must meet both OBAG and CMAQ eligibility requirements. Eligible project types consist of bicycle /pedestrian improvements and transportation for livable communities (TLC). It is proposed that the CMAQ funds be split between two programs, \$6.5 million for bicycle /pedestrian improvements and \$6.5 million for TLC. Approximately \$2 million of the \$6.5 million in TLC funds will be set aside for commitments made under the C/CAG 5<sup>th</sup> Cycle Transit Oriented Development (TOD) program leaving \$4.5 million available for a call for projects.

Below is the proposed call for projects schedule for the Bicycle/ Pedestrian and TLC programs:

	<b>Bicycle/ Pedestrian Program</b>	<b>Transportation for Livable Communities</b>
<b>Action</b>	<b>Date</b>	<b>Date</b>
Public Workshop* at the BPAC meeting	September 27, 2012	September 27, 2012
Public Workshop* at the C/CAG Board meeting	October 11, 2012	October 11, 2012
Call for Projects approved by the Board	October 11, 2012	October 11, 2012
Call for Projects Issued to the Agencies/ Public Workshop held for project applicants	October 15, 2012	October 15, 2012
Application due date	Early November 2012	Early November 2012
Applications to TLC Selection Committee	December 14, 2012	December 14, 2012
Applications to BPAC Committee		December 22, 2012
TLC selection committee meeting to select TLC projects	December 22, 2012	
BPAC project selection process		January 2013
Present TLC Project list to the TAC & CMEQ	Jan - March 2013	
Present Project list to the Board		February/ March 2013
Project list to MTC	May 2013	May 2013
Project submissions due in FMS	Mid May 2013	Mid May 2013
	Mid July 2013	Mid July 2013

\* Public workshops are to inform the public of funding availability, to solicit project interest, and to comply with MTC public outreach requirements.

## Growth Strategy

As part of the OBAG guidelines MTC requires that staff develop evaluation criteria for projects that place an emphasis on supporting projects in PDAs with high housing growth, projects that support multi-modal access, projects located in Communities of Concern (COC), projects in affordable housing PDAs, and mitigation projects in PDAs that overlap with Air District “Community Air Risk Evaluation (CARE)” Communities.

## Public Outreach

C/CAG will be expected to inform stakeholders and the public about the opportunities for public comment on project ideas and to “assist” community –based organizations, communities of concern, and any other underserved community interested in having project submitted for funding.

To comply with outreach requirements, C/CAG plans on utilizing committee and board meetings to allow for public input. C/CAG will target the September BPAC meeting and October board meeting to host public workshops regarding funding opportunities, to solicit project ideas, and to adhere to MTC outreach policy. Staff also intends to perform additional outreach in the form of informational mailings to community based organizations.

As C/CAG is not a potential project sponsor, staff may need to direct/ refer any public entities, with project ideas, to partner with a local jurisdiction (Cities/ County).



# C/CAG AGENDA REPORT

**Date:** September 13, 2012

**To:** City/County Association of Governments Board of Directors

**From:** Richard Napier, Executive Director

**Subject:** Review and approve the definition of “proximate access” to a Priority Development Area (PDA) as it relates to the OneBayArea Grant (OBAG) Program.

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

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## RECOMMENDATION

That the C/CAG Board review and approve the definition of “proximate access” to a Priority Development Area (PDA) as it relates to the adopted OneBayArea Grant (OBAG) Program.

1. Project provides direct access to a PDA...example, a road, sidewalk, or bike lane that leads directly into a PDA; or
2. Project is within ½ mile of a PDA boundary. (Modified from C/CAG’s existing Transit Oriented Development program (TOD)); or
3. Project is located on a street that hosts a transit route, which directly leads to a PDA; or
4. Project is located within ½ mile of one or more stops for two or more public or shuttle bus lines, or within ½ mile of a rail station or regional transit station, that is connected to a PDA. (Modified from LEED. See attached); or
5. Project provides a connection between a Transit Oriented Development (TOD), as defined by C/CAG, and a PDA. (A C/CAG TOD is defined as a permanent high-density residential housing with a minimum density of 40 units per net acre, located within one-third (1/3) of a mile from a Caltrain or BART station or on a frontage parcel of the El Camino Real/Mission Street in San Mateo County.); or
6. Project is a bicycle/ pedestrian facility that is included in an adopted bicycle/pedestrian plan within San Mateo County and is a part of a network that leads to a PDA.

## FISCAL IMPACT

None.

## SOURCE OF FUNDS

Federal funds allocated by MTC via OBAG including: Congestion Mitigation and Air Quality (CMAQ), State Transportation Improvement Program-Transportation Enhancement (STIP-TE) funds, and Surface Transportation Program (STP) funds.

**ITEM 6.4**

## BACKGROUND/DISCUSSION

On May 17, 2012 the joint Metropolitan Transportation Commission (MTC) and Association of Bay Area Governments (ABAG) adopted Resolution No. 4035 outlining the “OneBayArea Grant.

Under the MTC Resolution No. 4035:

- For our county, 70% of all funds must be spent in PDA.
- Projects can count towards a PDA if it connects or provides “proximate access” to a PDA.
- To address PDAs, pedestrian and bike project eligibility will be expanded to not be limited to the regional bike network.

Note: At this time, ABAG/ MTC staff direction is that Rural Community Investment Areas (RCIA) is not considered a PDA in terms of funding eligibility.

PDA boundary delineation can be found at: <http://www.bayareavision.org/pda/san-mateo-county/>

### Discussion of “proximate access” to a Priority Development Area (PDA)

MTC has provided general guidance to CMAs in applying the definition of proximate access to PDAs (see attached).

Per MTC resolution 4035:

*Defining “proximate access to PDAs”: The CMAs make the determination for projects to count toward the PDA minimum that are not otherwise geographically located within a PDA. For projects not geographically within a PDA, CMAs are required to map projects and designate which projects are considered to support a PDA along with policy justifications. This analysis would be subject to public review when the CMA board acts on OBAG programming decisions. This should allow decision makers, stakeholders, and the public to understand how an investment outside of a PDA is to be considered to support a PDA and to be credited towards the PDA investment minimum target. MTC staff will evaluate and report to the Commission on how well this approach achieves the OBAG objectives prior to the next programming cycle.*

C/CAG staff solicited input, regarding definitions of “PDA proximity”, that would help stakeholders and the public understand how an investment, outside of a PDA, is to be considered to support a PDA and how that investment is to be credited towards the PDA investment minimum target.

On June 6, 2012 C/CAG staff sought input with some local city staff to develop an initial proposed definitions of “proximate access to a PDA”. This initial definition was presented for review and comment at the August 16, 2012 Congestion Management Program Technical Advisory Committee (CMP TAC), at the August 23, 2012 Bicycle and Pedestrian Advisory Committee (BPAC), and at the August 27, 2012 Congestion Management & Environment Quality Program Committee (CMEQ). Staff requested that any modifications or additional criteria be accompanied by a justification to support the proximity claim.

Upon input from the various committees, the current recommendation on the definition of proximate access to a PDA is proposed below. By meeting any one of the items below, a project would meet the definition proximate access to a PDA.

1. Project provides direct access to a PDA...example, a road, sidewalk, or bike lane that leads directly into a PDA; or
2. Project is within ½ mile of a PDA boundary. (Modified from C/CAG’s existing Transit Oriented Development program (TOD)); or
3. Project is located on a street that hosts a transit route, which directly leads to a PDA; or
4. Project is located within ½ mile of one or more stops for two or more public or shuttle bus lines, or within ½ mile of a rail station or regional transit station, that is connected to a PDA. (Modified from LEED. See attached); or
5. Project provides a connection between a Transit Oriented Development (TOD), as defined by C/CAG, and a PDA. (A C/CAG TOD is defined as a permanent high-density residential housing with a minimum density of 40 units per net acre, located within one-third (1/3) of a mile from a Caltrain or BART station or on a frontage parcel of the El Camino Real/Mission Street in San Mateo County.); or
6. Project is a bicycle/ pedestrian facility that is included in an adopted bicycle/pedestrian plan within San Mateo County and is a part of a network that leads to a PDA.

The CMP TAC requested no modification to the initially proposed definition of proximate access. The BPAC requested clarification that meeting any one of numbered items meets the definition of proximate access. The BPAC also requested to increase the 2nd item boundary distance to 1 mile, and modify item 6 to include an adopted county or city bicycle/ pedestrian plan. The CMEQ requested to keep the initial proposal as is with the exception of specifying a reasonable and consistent ½ mile distance among all of the items where distance is specified.

## ATTACHMENTS

1. MTC examples of projects that provide proximate access to PDAs
2. LEED Sustainable Sites – Public Transportation Access



## Attachment 2: Examples of Projects That Provide Proximate Access to a Priority Development Area

For illustration purposes, below are examples of projects outside of PDAs which may count towards OBAG minimum expenditures in PDAs, by providing proximate access to a PDA. The intention of these examples is to provide general guidance to CMAs in their discussions with their board, stakeholders, and the public about how to apply this definition.

Project Type	Eligible Examples
<b>Road Rehabilitation Program</b>	<ul style="list-style-type: none"> <li>• A continuous street rehabilitation project that directly connects to a PDA. A road project in the geographic vicinity of a PDA which leads to a PDA. (Ygnacio Valley Road within Walnut Creek both inside and outside of the PDA)</li> </ul>
<b>Bicycle / Pedestrian Program</b>	<ul style="list-style-type: none"> <li>• A bicycle lane / facility that is integral to a planned bicycle network (i.e. gap closures) that leads to a PDA (Alto Tunnel in Mill Valley).</li> <li>• A bicycle / pedestrian project that directly connects to a PDA; or in the geographic vicinity of a PDA that leads to a PDA. (Entire Embarcadero Rd Bicycle Lanes alignment in the City of Palo Alto which crosses over the El Camino Real PDA. Georgia Street Corridor Bicycle Improvements in Vallejo, small portion in PDA)</li> </ul>
<b>Safe Routes to Schools</b>	<ul style="list-style-type: none"> <li>• A project outside of a PDA that encourages students that reside in a PDA to walk, bike, or carpool to school. (District wide outreach and safety programs)</li> </ul>
<b>County TLC Program</b>	<ul style="list-style-type: none"> <li>• For enhancement / streetscape elements, the following projects may be supportive of PDAs although outside of their limits:               <ul style="list-style-type: none"> <li>○ PDA corridor gap closure (El Camino Real segments between PDAs in Sunnyvale and Santa Clara)</li> <li>○ PDA connection to a nearby significant transit node (North Berkeley BART station to University Avenue PDA)</li> </ul> </li> </ul>

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# Alternative Transportation

## Public Transportation Access

1 Point

\* Intent

Reduce pollution and land development impacts from automobile use.

### Requirements

Locate project within 1/2 mile of an existing—or planned and funded—commuter rail, light rail or subway station.

OR

Locate project within 1/4 mile of one or more stops for two or more public or campus bus lines usable by building occupants.

### Potential Technologies & Strategies

Perform a transportation survey of future building occupants to identify transportation needs. Site the building near mass transit.

