

# C/CAG

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

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### BOARD MEETING NOTICE

Meeting No. 287

- DATE:** Thursday, March 10, 2016
- TIME:** 6:30 P.M.
- PLACE:** San Mateo County Transit District Office  
1250 San Carlos Avenue, Second Floor Auditorium  
San Carlos, CA
- PARKING:** Available adjacent to and behind building.  
Please note the underground parking garage is no longer open.
- PUBLIC TRANSIT:** SamTrans  
Caltrain: San Carlos Station.  
Trip Planner: <http://transit.511.org>

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- 1.0 CALL TO ORDER/ ROLL CALL
- 2.0 **PLEDGE OF ALLEGIANCE**
- 3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA  
*Note: Public comment is limited to two minutes per speaker.*
- 4.0 PRESENTATIONS/ ANNOUNCEMENTS
- 4.1 Presentation from Commute.org.
- 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. 286 dated February 11, 2016 ACTION p. 1

- 5.2 Receive copy of executed agreement(s) executed by the C/CAG Chair or Executive Director consistent with C/CAG Procurement Policy:
- 5.2.1 Receive copy of executed Task Order EOA-02, issued to EOA, Inc. for an amount not to exceed \$247,027 for water quality monitoring services to the Countywide Water Pollution Program for Fiscal Year 2015-16. INFORMATION p. 7
- 5.2.2 Receive a copy of the accepted engagement letter from Bickmore for OPEB Actuarial Valuation Services. INFORMATION p. 27
- 5.3 Confirm the C/CAG Chair appointment of Ann Wengert to the C/CAG Finance Committee. ACTION p. 36
- 5.4 Review and approval of appointments of Adrienne Carr and William Chiang to serve on the Resource Management and Climate Protection (RMCP) Committee. ACTION p. 39
- 5.5 Review and approve the appointment of Kevin Mulder from the Metropolitan Transportation Commission to the Congestion Management Program Technical Advisory Committee (CMP TAC) ACTION p. 42
- 5.6 Review and approval of the reallocation of \$37,500 in Transportation Development Act (TDA) Article 3 Funds for the City of Belmont Comprehensive Bicycle and Pedestrian Plan ACTION p. 44
- 5.7 Review and approval of the reallocation of \$312,000 in Transportation Development Act Article 3 Funds for the City of San Mateo Bay to Transit Trail Phase 1 Project ACTION p. 47
- 5.8 Review and approve Resolution 16-04, authorizing the Executive Director to execute Task Orders with EOA, Inc., Larry Walker & Associates, and S. Groner & Associates in amounts not to exceed \$464,480, \$326,209, and \$250,000, respectively, for technical support services to the Countywide Water Pollution Program for Fiscal Year 2015-16. ACTION p. 51
- 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. 55
- 6.2 Review and approval of the C/CAG investment portfolio and accept the Quarterly Investment Report as of December 31, 2015. ACTION p. 62
- 6.3 Receive an update regarding the 2016 State Transportation Improvement Program (STIP) reduction, impacts to San Mateo County, and potential actions. ACTION p. 68
- 6.4 Receive a presentation and ceremonial check for calendar year 2015 San Mateo County Energy Watch program (SMCEW). INFORMATION p. 70
- 6.5 Appointments to C/CAG Committees:

- 6.5.1 Review and approval of an appointment to the Legislative Committee. ACTION p. 74
- 6.5.2 Review and approval of an elected official appointment to the Congestion Management & Environmental Quality Committee. ACTION p. 79
- 6.6 Review and approval of modification to the composition of the Resource Management and Climate Protection (RMCP) Committee by consolidating the business seats.  
(**Special Voting procedures apply**) ACTION p. 85
- 6.7 Election of a C/CAG Chairperson and a C/CAG Vice Chairperson. ACTION p. 88
- 7.0 COMMITTEE REPORTS
- 7.1 Committee Reports (oral reports)
- 7.2 Chairperson's Report
- 7.3 Board members Report
- 8.0 EXECUTIVE DIRECTOR'S REPORT
- 9.0 COMMUNICATIONS - Information Only
- 9.1 Letter from Mary Ann Nihart, Chair, City/County Association of Governments, to The Honorable Jim Beall, Chair, Senate Transportation and Housing Committee, dated and The Honorable Jim Frazier, Chair, Assembly Transportation Committee, dated 2/11/16. RE: 2016 STIP Fund Estimate p. 91
- 9.2 Letter from Mary Ann Nihart, Chair, City/County Association of Governments, to The Honorable Jim Frazier, Chair, Assembly Transportation Committee, dated 2/11/16. RE: SUPPORT for AB 1591 (Frazier) p. 93
- 9.3 Letter from Jeffrey Lacap, Transportation Programs Specialist, to Christopher Calfee, Senior Counsel, Governor's Office of Planning and Research (OPR), date 2/29/16. RE: Revised Proposal on Updates to the CEQA Guidelines on Evaluating Transportation Impacts in CEQA p. 94
- 9.4 Letter from Mary Ann Nihart, Chair, City/County Association of Governments, to The Honorable Kevin Mullin, Assembly Members Jim Frazier, Richard Gordon & Phil Ting, Senator Jerry Hill, dated 3/1/2016. RE: SUPPORT for AB 2126 (Mullin) p. 96
- 10.0 CLOSED SESSION
- 10.1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Subdivision (a) of Section 54956.9)

Name of case: W. Bradley Electric, Inc., for the benefit of MP Nexlevel of California, Inc., and MP Nexlevel of California, Inc., in its own capacity and as assignee of W. Bradley Electric, Inc. v. County

of San Mateo

11.0 RECONVENE IN OPEN SESSION

11.1 Report out on Closed Session.

12.0 ADJOURNMENT

Next scheduled meeting April 14, 2016

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

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

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

*Executive Director: Sandy Wong 650 599-1409*

*Administrative Assistant: Mima Guilles 650 599-1406*

## MEETINGS

March 10, 2016	C/CAG Board - SamTrans 2nd Floor Auditorium – 6:30 p.m.
March 10, 2016	Legislative Committee - SamTrans 2nd Floor Auditorium – 5:30 p.m.
March 17, 2016	CMP Technical Advisory Committee - SamTrans, 2nd Floor Auditorium - 1:15 p.m.
March 17, 2016	Stormwater Committee - SamTrans, 2nd Floor Auditorium - 2:30 p.m.
March 24, 2016	Airport Land Use Committee – 501 Primrose Road, Burlingame, CA – Council Chambers 4:00 p.m.
March 28, 2016	Administrators' Advisory Committee - 555 County Center, 5th Fl, Redwood City – 12:00p.m.
March 28, 2016	CMEQ Committee - San Mateo City Hall - Conference Room C - 3:00 p.m.
April 6, 2016	Water Committee – 55 West 3rd Avenue. San Mateo Library – 5:30 p.m.

# C/CAG

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### BOARD MEETING MINUTES

Meeting No. 286  
February 11, 2016

#### 1.0 CALL TO ORDER/ROLL CALL

Chair Mary Ann Nihart called the meeting to order at 6:30 p.m. Roll call was taken.

Elizabeth Lewis – Atherton  
Terry O’Connell – Brisbane  
Joseph Silva – Colma  
Judith Christensen – Daly City (arrived 6:40 p.m.)  
Lisa Gauthier – East Palo Alto  
Marina Fraser – Half Moon Bay  
Larry May – Hillsborough  
Menlo Park – Catherine Carlton  
Millbrae – Gina Papan  
Mary Ann Nihart – Pacifica  
Maryann Moise Derwin – Portola Valley  
Alicia Aguirre – Redwood City  
Irene O’Connell – San Bruno  
Diane Papan – San Mateo (departed 7:48 p.m.)  
Don Horsley – San Maeto County  
Karyl Matsumoto – South San Francisco and SamTrans  
Deborah Gordon – Woodside

Absent:

Belmont  
Burlingame  
Foster City  
San Carlos  
SMCTA

Others:

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

John Hoang – C/CAG Staff  
Tom Madelena – C/CAG Staff  
Jeff Lacap – C/CAG Staff  
Eliza Yu – C/CAG Staff  
Ellen Barton – San Mateo County  
Matt Robinson – Shaw/ Yoder/ Antwih  
Bill Chiang – PG&E  
Ann Schneider – Millbrae  
Rob Lawson – Burlingame  
Mark Stechbart – STIP  
Paula Bradley – San Bruno  
Matt Neuebaumer – San Bruno  
Marge Colapietro - Public

3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

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

Bill Chiang, PG&E, provided handouts on “Dig safely around underground utilities” and promoted the PG&E 24-hour Damage Prevention Hotline: (925) 328-5560.

4.0 PRESENTATIONS/ ANNOUNCEMENTS

None

5.0 CONSENT AGENDA

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

Board Member O’Connell (San Bruno) MOVED approval of Items 5.1, 5.2, 5.2.1, 5.2.2, 5.3, 5.4, 5.5, 5.6, 5.7, 5.8, 5.9, 5.10 and 5.11. Board Member Horsley SECONDED. **MOTION CARRIED 17-0.**

- 5.1 Approval of the minutes of regular business meeting No. 285 dated January 14, 2016 APPROVED
- 5.2 Receive copy of executed agreement(s) executed by the C/CAG Chair or Executive Director consistent with C/CAG Procurement Policy:
- 5.2.1 Receive a copy of the executed agreement with St. Francis Electric for Smart Corridor construction work in an amount not to exceed \$7,900, as executed by the Executive Director consistent with the C/CAG Procurement Policy. INFORMATION
- 5.2.2 Receive a copy of executed agreement between C/CAG and PG&E for the 2016 through 2018 calendar year program cycle for an amount of \$2,093,787. INFORMATION
- 5.3 Review and approval of Resolution 16-03 authorizing the C/CAG Chair to execute an agreement with DNV GL for climate action planning services for an amount not to exceed \$145,000 for calendar year 2016. APPROVED

- 5.4 SFO Comprehensive Airport Land Use Compatibility Plan Consistency Review – City of San Bruno, The Crossing Springhill Suites Hotel Project. APPROVED
- 5.5 SFO Comprehensive Airport Land Use Compatibility Plan Consistency Review – City of San Bruno, Development Plan Amendment and associated 1250 Grundy Lane Project. APPROVED
- 5.6 Review and accept the C/CAG Financial Statements (Audit) for the Year Ended June 30, 2015. APPROVED
- 5.7 Review and accept the C/CAG State Transportation Improvement Program (STIP) PPM Final Audit Report from January 1, 2014 through January 31, 2015. APPROVED
- 5.8 Review and accept the C/CAG Single Audit Report for the Year Ended June 30, 2015. APPROVED
- 5.9 Review and accept the AB 1546 Fund Financial Statements (Audit) for the Year Ended June 30, 2015. APPROVED
- 5 10 Review and accept the Measure M Fund Financial Statements (Audit) for the Year Ended June 30, 2015. APPROVED
- 5.11 Review and accept the Abandoned Vehicle Abatement (AVA) Program Fund Financial Statements (Audit) for the Year Ended June 30, 2015. APPROVED

6.0 REGULAR AGENDA

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

Jean Higaki presented two letters of support for the Board to consider. First letter is to echo California Transportation Commission (CTC) concerns to the legislature regarding the latest STIP fund estimate and to encourage the legislature to act on this funding crisis. Second letter is to support Jim Frazier’s aggressive transportation funding bill AB 1591. The legislative committee recommended sending both letters.

Matt Robinson discussed the bleak outlook of current transportation funding and the various transportation proposals introduced in the legislature last year and this year. He also discussed the status of a proposed initiative introduced to modify the fee structure of water projects which includes stormwater. Member Gordon announced that the legislative committee is still working on finalizing a “lobby day” date.

Board Member O’Connell (San Bruno) MOVED approval to send the two presented letters, Board Member Aguirre SECONDED. **MOTION CARRIED 17-0.**

- 6.2 Review and approval of the Alternative Fuel Readiness Plan for San Mateo County. APPROVED

John Hoang presented a brief update on the Alternative Fuel Readiness Plan for San Mateo County, which was presented to the Board in greater detail at the January meeting. A short promotional video

was also presented.

Public comment was provided by Ellen Barton.

Board Member Papan (Millbrae) MOVED approval of Item 6.2. Board Member May SECONDED. Special voting procedure was invoked. **MOTION CARRIED 17-0.**

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

Board Member Horsley MOVED approval of Item 6.3 Board Member O'Connell (San Bruno) SECONDED. **MOTION CARRIED 17-0.**

- 6.4 Appointments to C/CAG Committees:

- 6.4.1 Review and approval of the appointment of Councilmember Gina Papan of the City of Millbrae to the Legislative Committee. **APPROVED**

Board Member Carlton MOVED approval of Item 6.4.1 Board Member Gauthier SECONDED. **MOTION CARRIED 17-0.**

- 6.4.2 Review and approval of the appointment of Councilmember Ann Schneider from the City of Millbrae to the Bicycle and Pedestrian Advisory Committee (BPAC) elected official seat. **APPROVED**

Board Member Papan (Millbrae) MOVED approval of Item 6.4.2 Board Member Horsley SECONDED. **MOTION CARRIED 17-0.**

- 6.4.3 Review and approval of appointments to the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) for two-year terms. **APPROVED**

The Board received the following presentations from candidates regarding their respective interest in serving on BPAC:

A letter from Diana Lujan – South San Francisco  
In-person presentation from Marge Colapietro – Millbrae  
In-person presentation from Rob Lawson – Burlingame

Board Member Christensen MOVED approval of appointments of Lujan, Colapietro, and Lawson to serve on the BPAC for a two-year term. Board Member Gauthier SECONDED. **MOTION CARRIED 17-0.**

- 6.4.4 Review and approval of an elected official appointment to the Resource Management and Climate Protection Committee (RMCP). **APPROVED**

The Board received in-person presentations from the following two candidates:

Diane Papan, Council member from San Mateo.  
Ann Schneider, Council member from Millbrae.

Results from balloted votes were announced:

**Diane Papan – City of San Mateo**

Elizabeth Lewis – Atherton  
Joseph Silva – Colma  
Judith Christensen – Daly City  
Lisa Gauthier – East Palo Alto  
Catherine Carlton – Menlo Park  
Gina Papan – Millbrae  
Mary Nihart – Pacifica  
Maryann Moise Derwin – Portola Valley  
Irene O’Connell – San Bruno  
Marina Fraser – Half Moon Bay  
Diane Papan – San Mateo  
Don Horsley – San Mateo County  
Karyl Matsumoto – South San Francisco  
Deborah Gordon – Woodside

**Ann Schneider – City of Millbrae**

Terry O’Connell – Brisbane  
Larry May – Hillsborough  
Alicia Aguirre – Redwood City

Diane Papan had the highest votes 14-3 and has been elected to serve on the Resource Management and Climate Protection Committee (RMCP)

Board Member Lewis MOVED to accept the voting results. Board Member Horsley SECONDED. **MOTION CARRIED 17-0.**

- 6.5 Review and approval of Resolution 16-02 approving the population data to be used by C/CAG. APPROVED

Board Member Horsley MOVED approval of Item 6.5 Board Member May SECONDED. **MOTION CARRIED 17-0.**

- 6.6 Review the 2016 State Transportation Improvement Program (STIP), discuss impacts to San Mateo County, and potential actions. APPROVED

Public comment from Mark Stechbart, supports highway 1 widening, State problem and CTC should take care of the issue.

Board Member O’Connell (San Bruno) MOVED approval of Item 6.6 Board Member Gordon SECONDED. **MOTION CARRIED 17-0.**

- 6.7 Nominations for C/CAG Chair and Vice Chair for March Election of Officers. APPROVED

Board Member Gordon nominated Alicia Aguirre for C/CAG Chair  
Board Member Lewis seconded the nomination.

Board Member Matsumoto nominates Maryann Moise Derwin for Vice Chair  
Board Member Fraser seconded the nomination.

7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports)

7.2 Chairperson's Report

Chair Nihart announces the departure of Art Keisel from the C/CAG Finance Committee and asks for volunteer from the Board to serve on the committee. Person with strong financial background would be a plus.

In memory of former Council Member and Community Leader of Daly City, Carol Klatt, will be remembered and recognized for all her dedicated services and leadership. Carol Klatt will be missed by many.

7.3 Board members Report

8.0 EXECUTIVE DIRECTOR'S REPORT

9.0 COMMUNICATIONS - Information Only

9.1 Letter from Mary Ann Nihart, Chair, City/County Association of Governments, to All Councilpersons of San Mateo County Cities and Members of the Board of Supervisors, All City/ County Managers, dated 1/27/16. RE: C/CAG Committee Vacancies for Elected Official on Congestion Management & Environmental Quality (CMEQ) Committee and Legislative Committee.

9.2 Letter from Hal Bohner, Attorney for the Government Liaison Committee of Pacificans for Highway One Alternatives, to Sandy Wong, Executive Director, City/County Association of Governments, Jean Higaki, Staff, City/County Association of Governments, Jeff Lacap, Staff, City/County Association of Governments dated 2/3/16. RE: Termination of certain STIP / RTIP projects.

10.0 CLOSED SESSION

10.1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Subdivision (a) of Section 54956.9)

Name of case: W. Bradley Electric, Inc., for the benefit of MP Nexlevel of California, Inc., and MP Nexlevel of California, Inc., in its own capacity and as assignee of W. Bradley Electric, Inc. v. County of San Mateo

11.0 RECONVENE IN OPEN SESSION

11.1 There was no reportable action taken.

12.0 ADJOURNMENT – 8:16 p.m.

## C/CAG AGENDA REPORT

Date: March 10, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Receive copy of executed Task Order EOA-02, issued to EOA, Inc. for an amount not to exceed \$247,027 for water quality monitoring services to the Countywide Water Pollution Program for Fiscal Year 2015-16.

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

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### RECOMMENDATION

Receive copy of executed Task Order EOA-02, issued to EOA, Inc. for an amount not to exceed \$247,027 for water quality monitoring services to the Countywide Water Pollution Program for Fiscal Year 2015-16.

### FISCAL IMPACT

Up to \$247,027

### SOURCE OF FUNDS

NPDES and Measure M Stormwater funds

### BACKGROUND

In August 2015, C/CAG approved Resolution 15-21, authorizing 10 on-call contracts for technical support to the Countywide Water Pollution Prevention Program, authorizing the Executive Director to issue task orders for a cumulative amount not to exceed \$2.3 million in FY 2015-16, and further directing staff to report back to the C/CAG Board on task orders issued. Staff issued a master request for proposals on November 6, 2015 to the on-call consultants to address requirements in the revised Municipal Regional Permit (MRP), adopted by the Regional Water Board on November 19, 2015.

Upon receipt of proposals, staff formed a review panel including two members of the C/CAG Stormwater Committee to evaluate proposals and interview firms. Due to the timing of water quality monitoring requirements in the MRP, staff expedited review of the water quality monitoring proposals. Two proposals were received for monitoring services and the review panel selected EOA, Inc., as the recommended consultant to perform monitoring services. C/CAG's Executive Director issued Task Order EOA-02 to EOA, Inc., on January 4, which will ensure C/CAG's member agencies remain in compliance with the MRP's monitoring

requirements. The MRP mandates water quality monitoring throughout San Mateo County in an effort to determine long-term status and trends in creek health, evaluate specific pollutants of concern, including mercury and PCBs, and inform control measures for pollutant reduction. Task Order EOA-02 is attached.

**ATTACHMENTS**

1. Task Order EOA-02 (Water Quality Monitoring)

# C/CAG

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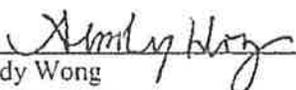
### TASK ORDER FORM

**Date/Start Date:** January 4, 2016  
**Consultant Name:** EOA, Inc.  
**Contract:** Countywide Water Pollution Prevention Program Technical Support - On-Call Contracts  
**Task Order No.:** EOA-02  
**Task Order Name:** Municipal Stormwater NPDES Permit Compliance Assistance  
**Scope of Work:** Water Quality Monitoring. See attached scope of work.  
**Deliverables:** See attached scope of work  
**Budgeted Cost:** Per attached budget, not to exceed \$247,027 for the second half of fiscal year 2015-16  
**Completion Date:** June 30, 2016

*The parties indicated herein agree to execute this Task Order per the scope indicated above. No payment will be made for any work performed prior to the execution of this Task Order. Unless otherwise indicated, receipt of this executed Task Order is your Notice to Proceed with the work specified herein.*

C/CAG

EOA, Inc.

  
Sandy Wong  
Executive Director

1-5-16  
Date

  
Don Eisenberg

3/1/2016  
Date

## TASK 7 – WATER QUALITY MONITORING

The EOA Project Team propose to implement all aspects of the required Water Quality Monitoring activities in including in MRP 2.0 provision C.8, beginning with the notice-to-proceed (anticipated January 4, 2016) through August 31, 2018. Tasks and budgets for each fiscal year period are described in the sections below. It is important to note that Water Quality Monitoring is conducted on a water year basis. Sampling is conducted between October 1 and September 30 of the named water year. Reports presenting the foregoing water year data are submitted to the Regional Water Board the following March 31. For example, for Water Year 2017 (i.e., October 1, 2016 – September 30, 2017) the final report is submitted March 31, 2108. Because the fiscal year ends in the middle of the water year, field sampling associated with a particular water year is split between two fiscal years.

### UNDERSTANDING AND SPECIALIZED EXPERIENCE

EOA has a deep understanding of the specific subtasks associated with Provision C.8 compliance in San Mateo County. This understanding has been acquired through over 20 years of experience managing and implementing all aspects of SMCWPPP's municipal NPDES monitoring requirements with a perfect record of compliance. Although some aspects of the monitoring requirements have become more prescriptive over the years, EOA has continually sought to improve monitoring efficiency and effectiveness at addressing management questions both in the short and long-term horizons. Our experience managing nearly all aspects of the MRP on behalf of SMCWPPP has allowed us to integrate water quality monitoring results with other compliance needs. For example, Pollutants of Concern (POC) Monitoring has been tailored to inform siting of



Green Infrastructure and Mercury/PCBs controls, and Creek Status Monitoring has targeted Public Information and Outreach needs (e.g., pet waste programs). Over the years, EOA has built solid relationships with the municipal staff who help direct monitoring through participation in the Watershed Assessment and Monitoring (WAM) Subcommittee (see Task 2), provide local institutional knowledge about land use and the municipal stormwater conveyance system, and use monitoring data to inform the adaptation and evolution of stormwater management programs.

EOA's relationships outside of C/CAG and its member agencies also improve Provision C.8 compliance, efficiency, and effectiveness for San Mateo municipalities. EOA manages all aspects of MRP compliance for the Santa Clara Valley Urban Runoff Pollution Prevention Program (SCVURPPP) and assists the Alameda and Contra Costa countywide programs with technical, logistical and planning aspects of their water quality monitoring programs. The BASMAA regional partners look to EOA as the Bay Area leader in providing insightful and cutting edge approaches to water quality monitoring. The SMCWPPP water quality monitoring program benefits from the knowledge gained from these ongoing experiences and efficiencies realized.

EOA also works closely with the San Francisco Estuary Institute (SFEI) which manages the San Francisco Estuary Regional Monitoring Program (RMP), and EOA staff participates on the RMP Technical Review Committee (TRC) and RMP Workgroups and Strategy teams on behalf of SMCWPPP and SCVURPPP. This participation helps to ensure that RMP monitoring effectively addresses the management questions of interest to SMCWPPP and all of the BASMAA regional partners. EOA staff relationships with experts on stream condition assessment (e.g., Southern California Coastal Water Research Project) provided the technical background necessary to make SMCWPPP one of the first Programs in the state to evaluate bioassessment monitoring data using the new California Stream Condition Index (CSCI). The CSCI has since been adopted in the reissued MRP and may become the basis of statewide or regional biological integrity objectives.



stream conditions report, and the regional PCBs in caulks/sealants study<sup>1</sup>. This task will include planning efforts in preparation for the Integrated Monitoring Report which must be submitted by March 31 of the fifth year of the permit. This task may also include occasionally attending relevant policy meetings (e.g., Bio-integrity Objectives Development, Bacteria Objectives, Nutrient Endpoints, Wetland/Riparian Policy, CalTrans Workplans) and/or commenting on related documents. It is assumed that the BASMAA MPC Committee will continue to meet monthly and the RMC Workgroup will meet bimonthly. These meetings take place at EOA's main office in Oakland which provides cost-effective opportunities for staff with specialized expertise (e.g., database management, field methods) to participate on an as-needed basis in select agenda items, offering a greater depth of regional coordination and leadership on behalf of SMCWPPP.

In accordance with provision C.8.b, all monitoring data must be SWAMP comparable, data quality must be consistent with the SWAMP Quality Assurance Project Plan (QAPP), and data collection and analytical methods must follow the SWAMP Standard Operating Procedures (SOPs). These requirements are included in the BASMAA QAPP and SOPs that were developed and maintained during MRP 1.0. It is assumed that BASMAA RMC participants will work together to update these documents to capture new MPR 2.0 requirements for Creek Status, Pollutants of Concern, and Pesticides and Toxicity Monitoring and that BASMAA will maintain these documents throughout the term of MRP 2.0. EOA will assist with the updates on behalf of C/CAG and its member agencies.

Subtask descriptions, associated deliverables and estimated costs by Fiscal Year are further described in Table 7.1.

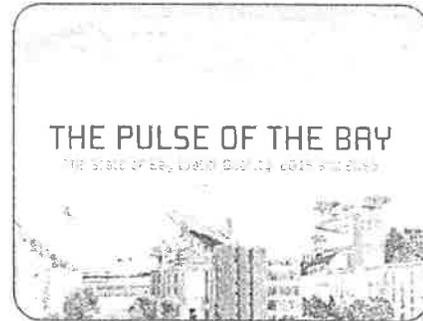
**Table 7.1. Proposed regional coordination tasks, deliverables and cost estimates for each applicable fiscal year.**

FISCAL YEAR	TASK DESCRIPTION	DELIVERABLE(S)	COST ESTIMATE
2015-16 (2ND HALF)	EOA will participate in six (6) monthly meetings of BASMAA's MPC Committee (6 hours per meeting) and three (3) bimonthly meetings of BASMAA's RMC Workgroup on behalf of C/CAG and its member agencies. EOA will work with regional partners to review pertinent policy documents and participate in related meetings. EOA will also contribute, on behalf of C/CAG and its member agencies, towards necessary updates to the BASMAA QAPP and SOPs.	<ul style="list-style-type: none"> <li>• Participation in meetings</li> <li>• Updated BASMAA QAPP and SOPs</li> <li>• Telephone and email communications and comments on pertinent regional documents.</li> </ul>	\$15,065
2016-17	In FYs 16-17 and 17-18, EOA will participate in twelve (12) monthly meetings each year of BASMAA's MPC Committee and six (6) bimonthly meetings of BASMAA's RMC Workgroup on behalf of C/CAG and its member agencies. EOA will work with regional partners to review pertinent policy documents and participate in related meetings.	<ul style="list-style-type: none"> <li>• Participation in meetings</li> <li>• Telephone and email communications and comments on pertinent regional documents.</li> </ul>	\$24,113
2017-18			\$24,113
2018-19 (2 MONTHS)	NA	NA	NA

<sup>1</sup> The regional PCBs in caulk/sealants study is required by Provision C.12.e but will be used towards compliance with Provision C.8.f (Pollutants of Concern Monitoring).

## SUBTASK 7.2: PARTICIPATE IN THE REGIONAL MONITORING PROGRAM

Provision C.8.c requires that Permittees "participate in implementing an Estuary receiving water monitoring program, at a minimum equivalent to the San Francisco Estuary Regional Monitoring Program by contributing their fair-share financially on an annual basis." The budget for this subtask does not include financial contributions to the RMP, but does include participation in various RMP Workgroups and Strategy Teams to provide input and leadership to the RMP with the goal of identifying opportunities to direct RMP funds and monitoring activities towards meeting both short- and long-term MRP 2.0 requirements.



On behalf of C/CAG and its member agencies, EOA will participate in the RMP's Sources, Pathways, and Loadings Workgroup (SPLWG) which ensures that RMP projects and products are relevant and help to answer management questions in the context of TMDLs and attainment of water quality standards. The SPLWG meets approximately twice yearly. EOA will also participate in Strategy Teams that inform the SPLWG such as the Small Tributary Loading Strategy Team (STLS) and the recently formed STLS Long-Term Trends Strategy Team, which are both anticipated to meet monthly during FY 2015/16<sup>2</sup>. STLS participation includes selection of stations where monitoring may take place and review of monitoring plans. EOA will ensure that STLS monitoring will maximize compliance with and address management questions related to Provisions C.8 (Pollutants of Concern Monitoring) and C.11/12 (Mercury/PCBs TMDLs). In recent years this has included assisting with the selection, mapping, and logistical facilitation of wet weather monitoring stations where pollutants of concern (e.g., PCBs and mercury) data are collected by the RMP. The data are being used to identify watersheds where PCBs and mercury control actions are likely to have the highest load reduction benefit.

EOA will also participate in the RMP's PCBs Strategy Team which integrates across RMP Workgroup areas and oversees special studies specifically designed to address PCBs in the San Francisco Bay (rather than tributaries to the Bay). After several years of little to no activity, in 2015, the PCBs Strategy Team began implementation of a multi-year study plan that includes collection of sediments from Bay margins and modeling (hydrologic and water quality) of high priority Bay margin areas. It is assumed that the PCBs Strategy Team will meet approximately two times per year during the contract period.

This subtask includes email and telephone communications and review of and comment on documents and RMP work products (e.g., Regional Watershed Spreadsheet Model report, PCB Synthesis update, monitoring reports). In addition, EOA will represent C/CAG and its member agencies or the BASMAA RMC in other Workgroups and Strategy Teams as the needs arise. For example, EOA staff could serve as the alternate BASMAA representative to the RMP Technical Review Committee, or participation may be needed on RMP's Nutrient Technical Workgroup or Emerging Contaminants Workgroup.

Subtask descriptions, associated deliverables and estimated costs by Fiscal Year are further described in Table 7.2.

<sup>2</sup> It is assumed that the STLS Long-Term Trends Strategy Team will reduce meeting frequency to approximately quarterly in FY 2016/17 after the Trends Strategy Document is finalized and will not meet in FY 2017/18.

**Table 7.2. Proposed Regional Monitoring Program support tasks, deliverables and cost estimates for each applicable fiscal year.**

FISCAL YEAR	TASK DESCRIPTION	DELIVERABLE(S)	COST ESTIMATE
2015-16 (2ND HALF)	EOA will participate in one (1) meeting of the RMP's SPLWG Workgroup, six (6) monthly meetings of the STLS Team, six (6) monthly meetings of the STLS Long-Term Trends Strategy Team, and one (1) meeting of the PCBs Strategy Team on behalf of C/CAG and its member agencies. It is assumed that approximately half of these meetings will be attended via conference call. EOA will also assist with selection of STLS monitoring stations and review and comment on RMP-related documents and work products.	<ul style="list-style-type: none"> <li>• Participation in meetings</li> <li>• Telephone and email communications.</li> <li>• Maps and tables describing recommended sampling stations.</li> <li>• Comments on pertinent RMP documents.</li> </ul>	\$13,734
2016-17	Each fiscal year, EOA will participate in two (2) meetings of the RMP's SPLWG Workgroup, twelve (12) monthly meetings of the STLS Team, four (4) quarterly meetings of the STLS Long-Term Trends Strategy Team, and two (2) meetings of the PCBs Strategy Team on behalf of C/CAG and its member agencies. It is assumed that approximately half of these meetings will be attended via conference call. EOA will also assist with selection of STLS monitoring stations and review and comment on RMP-related documents and work products.	<ul style="list-style-type: none"> <li>• Participation in meetings</li> <li>• Telephone and email communications.</li> <li>• Maps and tables describing recommended sampling stations.</li> <li>• Comments on pertinent RMP documents.</li> </ul>	\$21,440
2017-18			\$21,440
2018-19 (2 MONTHS)	NA	NA	NA

### SUBTASK 7.3: CREEK STATUS MONITORING

EOA will perform all aspects of the countywide Creek Status Monitoring program, in accordance with MRP Provision C.8.d. The primary objectives of Creek Status Monitoring are to gather information on whether numeric and narrative water quality objectives are being met in creeks and whether creek conditions are supporting designated beneficial uses (e.g., aquatic habitat, recreational uses). Creek Status Monitoring will follow the probabilistic and targeted designs that were developed by the BASMAA RMC during MRP 1.0 and are now specified in MRP 2.0.

Creek Status Monitoring is conducted on a water year basis (October 1 through September 30 of the named water year). Field activities associated with a given water year span two fiscal years, and data review and reporting occur during the second fiscal year.



## Probabilistic (Random) Design

The probabilistic design involves use of a master list<sup>3</sup> to randomly identify sample stations (i.e., the sample draw) for bioassessment monitoring. The random nature of the sampling design allows for statistically significant evaluation of ambient creek conditions within San Mateo County, regionwide, and statewide. Potential probabilistic stations from the "sample draw" are evaluated using a defined process that addresses site permissions, logistical considerations, and sampleability as described in the BASMAA RMC Creek Status and Long-Term Trends Monitoring Plan (BASMAA 2011). SMCWPPP is required to conduct bioassessment monitoring at ten sites per year<sup>4</sup>. EOA will conduct site evaluations to develop a list of ten sampleable probabilistic sites for each water year in the contract<sup>5</sup>. Site evaluations will include development of maps, communications with Creekside landowners to obtain permissions, acquisition of permits from agencies, and site reconnaissance visits in the fall to determine access and safety and to check for obstructions (e.g., culverts, grade controls) that would affect bioassessment results. The site evaluation results are tabulated each year and added to a regional database that will eventually be evaluated to determine the statistical confidence level in the full probabilistic dataset.

EOA will collect the types of screening-level biological, physical, and chemical water quality data at the ten probabilistic sites as required by Provision C.8.d.i. Field activities will include biological community sampling (benthic macroinvertebrate and algae bioassessments), full characterization of physical habitat, sonde measurements of general water quality parameters, and collection of water samples for laboratory analysis of nutrients. All sampling will be conducted by EOA's highly-experienced and SWAMP-trained field crew under our Scientific Collection Permit from the California Department of Fish and Wildlife. Bioassessments will be conducted during the index period (April 15 – June 30) according to the most recent version of SWAMP SOPs for Bioassessment. MRP 2.0 has increased the level-of-effort associated with bioassessment monitoring by adding some physical habitat measurements that were not required under MRP 1.0. It is assumed that EOA's four-person field crew can continue to complete an average of 1.5 bioassessments per day; however, a small contingency is built into the budget to account for the possibility of an extra day of field sampling resulting from the new requirements.

Provision C.8.d.i.(2) requires that all field crews participate in a SWAMP-approved inter-calibration exercise at least once during the permit term to ensure that bioassessment field measurement data are accurate, reliable, and comparable among the various countywide teams. In coordination with SMCWPPP's BASMAA RMC partners, this exercise will likely take place during the first year of the permit (FY 2015/16). In subsequent years, EOA's field crew will conduct an annual pre-season field practice session.



Benthic macroinvertebrate samples will be sent to BioAssessment Services in Folsom, CA for SAFIT Level 1 analysis. Algae samples will be sent to EcoAnalysts in Moscow, ID for species-level identification of soft-bodied algae and diatom algae. Nutrient samples will be sent to Caltest in Napa, CA for laboratory analysis. EOA has worked with these laboratories for many years to ensure that they will report data in SWAMP-comparable format and with quality controls required by the California Environmental Data Exchange Network (CEDEN) according to provision C.8.h.ii.

Chlorine monitoring required by provision C.8.d.ii will be conducted with a field spectrometer at the probabilistic sites concurrent with bioassessment monitoring.

<sup>3</sup> EOA has housed and managed the master list since it was developed in 2009 and will continue to do so throughout MRP 2.0.

<sup>4</sup> Beginning WY2017, SMCWPPP will have the option of selecting two of the ten required bioassessment sites on a targeted basis to evaluate temporal trends, creek response to management/restoration actions, or address other impacts to aquatic life condition.

<sup>5</sup> Site evaluations have already been conducted for WY2016 sampling.



### **Targeted Design**

The targeted design focuses on continuous water quality monitoring using multi-parameter probe measurements (i.e., pH, temperature, specific conductance, and dissolved oxygen) and temperature loggers, as well as grab samples for pathogen indicators. As the name implies, targeted monitoring can be conducted along any creek where data is needed. The focus will be on collecting general water quality and temperature data in creeks that currently or historically supported cold water fisheries. Pathogen indicator sampling will occur in creeks where recreational uses are likely or where the data can be used to support multiple uses (e.g., TMDLs, Stressor/Source Identification studies). During the site selection process maps are developed, permissions are obtained (if needed), and a site reconnaissance visit is conducted to confirm safe access. Continuous monitoring with the multi-parameter probes must be conducted at two stations per year during two two-week deployments (concurrent with bioassessment monitoring and summer). Temperature logging must be conducted at four stations per year from April through September. Pathogen indicator sampling must be conducted at five stations per year during the dry season.

### **Data Quality Objectives**

In accordance with provision C.8.b, all probabilistic and targeted monitoring data will be comparable with the State of California's Surface Water Ambient Monitoring Program's (SWAMP) data quality and will be consistent with the SWAMP and BASMAA Quality Assurance Project Plans (QAPPs), and data collection and analytical methods will follow the SWAMP and BASMAA Standard Operating Procedures (SOPs). EOA will keep abreast of SWAMP procedures which are continually reviewed and updated at the State level. We will confirm that all analytical laboratories participating in the contract are using the most current requirements.

Quality assurance and quality control (QA/QC) review (i.e., data validation) of Creek Status Monitoring data will be conducted according to the BASMAA QAPP which specifies quantitative and qualitative data quality objectives (DQOs) for accuracy, precision, and completeness. Data not meeting the defined DQOs will be corrected if possible and flagged as necessary. The data validation process takes several months to complete and typically occurs between August and December as field data sheets are entered, laboratory reports are received, and the online SWAMP and CEDEN data checkers are accessed. The resulting validated spreadsheets tabulating all Creek Status Monitoring data will be uploaded to the BASMAA Regional Monitoring Database which is currently managed and maintained by EOA.

Creek status monitoring subtask descriptions, associated deliverables and estimated costs by Fiscal Year are further described in Table 7.3.

**Table 7.3. Proposed Creek Status Monitoring tasks, deliverables and cost estimates for each applicable fiscal year.**

FISCAL YEAR	TASK DESCRIPTION	DELIVERABLE(S)	COST ESTIMATE
2015-16 (2ND HALF)	<ul style="list-style-type: none"> <li>• Communications with analytical laboratories</li> <li>• Participation in SWAMP inter-calibration exercises</li> <li>• Bioassessment monitoring at ten sites (WY2016)</li> <li>• Site evaluation of targeted monitoring sites</li> <li>• Spring deployment and retrieval of continuous monitoring sondes at two sites (WY2016)</li> <li>• Installation of temperature loggers at 4 sites (WY2016)</li> <li>• Collection of five pathogen indicator samples (WY2016).</li> </ul>	<ul style="list-style-type: none"> <li>• Email correspondence with laboratories</li> <li>• Completed bioassessment monitoring field forms</li> <li>• Completed field work as described in description to left.</li> </ul>	\$ 121,912
2016-17	<p><b>WY2016 tasks:</b></p> <ul style="list-style-type: none"> <li>• Summer deployment and retrieval of continuous monitoring sondes at two sites (WY2016).</li> <li>• Retrieval of four temperature loggers (WY2016).</li> <li>• QA/QC of Creek Status Monitoring data (WY2016).</li> </ul> <p><b>WY2017 tasks:</b></p> <ul style="list-style-type: none"> <li>• Site evaluation associated with selecting probabilistic and targeted monitoring sites.</li> <li>• Laboratory communications</li> <li>• Participation in pre-season bioassessment practice session.</li> <li>• Bioassessment monitoring at ten sites (WY2017).</li> <li>• Spring deployment and retrieval of continuous monitoring sondes at two sites (WY2017).</li> <li>• Installation of four temperature loggers (WY2017).</li> <li>• Collection of five pathogen indicator samples (WY2017).</li> </ul>	<ul style="list-style-type: none"> <li>• WY2016 Creek Status Monitoring data that has undergone QA/QC review for all parameters required in Provision C.8.d</li> <li>• Populated database with all data</li> <li>• Water Year 2017 site evaluation data</li> <li>• Completed bioassessment monitoring field forms</li> <li>• Completed field work as described in description to left.</li> </ul>	\$184,875
2017-18	<p><b>WY2017 tasks:</b></p> <ul style="list-style-type: none"> <li>• Summer deployment and retrieval of continuous monitoring sondes at two sites (WY2017).</li> <li>• Retrieval of four temperature loggers (WY2017).</li> <li>• QA/QC of Creek Status Monitoring data (WY2017).</li> </ul> <p><b>WY2018 tasks:</b></p> <ul style="list-style-type: none"> <li>• Site evaluation associated with selecting probabilistic and targeted monitoring sites.</li> <li>• Laboratory communications</li> <li>• Participation in pre-season bioassessment practice session.</li> <li>• Bioassessment monitoring at ten sites (WY2018).</li> <li>• Spring deployment and retrieval of continuous monitoring sondes at two sites (WY2018).</li> <li>• Installation of four temperature loggers (WY2018).</li> <li>• Collection of five pathogen indicator samples (WY2018).</li> </ul>	<ul style="list-style-type: none"> <li>• WY2017 Creek Status Monitoring data that has undergone QA/QC review for all parameters required in Provision C.8.d</li> <li>• Populated database with all data</li> <li>• Water Year 2017 site evaluation data</li> <li>• Completed bioassessment monitoring field forms</li> <li>• Completed field work as described in description to left.</li> </ul>	\$184,875
2018-19 (2 MONTHS)	NA	NA	NA

**SUBTASK 7.4: STRESSOR/SOURCE IDENTIFICATION PROJECTS**

Provision C.8.e requires that Permittees develop and maintain a list of candidate Stressor/Source Identification (SSID) Projects based on Creek Status and Pesticides and Toxicity Monitoring Data that exceed "triggers" identified in the MRP. SSID Projects must follow the stepwise process described in Provision C.8.e. As first step, a work plan describing the problem and how it will be investigated is developed. Step two includes implementation of the work plan which may include field (e.g., sample collection) and desktop (e.g., mapping, modeling) studies. Step three includes follow-up actions, as appropriate (e.g., implementation of new BMPs). Specific details of the SSID Projects will depend on what type of stressor (e.g., dissolved oxygen, pathogen indicators, temperature, condition index, and toxicity) is being investigated.

As a participant in the BASMAA RMC, SMCWPPP and its regional partners are required to initiate a combined total of eight new SSID Projects during the term of the MRP (one of which must investigate toxicity). In early 2016, on behalf of SMCWPPP, EOA will coordinate with the BASMAA RMC Workgroup to make decisions regarding how to parse out the required SSID Projects among the RMC partners and which stressors should be investigated. The goal is to develop an equitable plan with a variety of stressor investigations that will result in mutually beneficial conclusions. It is likely that SMCWPPP will be required to initiate one or two SSID Projects.

It is assumed that one SSID Project work plan will be developed in FY 2016/17. At this time, specific details of the SSID Project work plan are unknown and will depend on what type of stressor (e.g., dissolved oxygen, pathogen indicators, temperature, condition index and toxicity) is being investigated. The work plan will be submitted to C/CAG member agencies for review and comment. Upon finalization, the work plan will be submitted to the Water Board with the subsequent Urban Creeks Monitoring Report (UCMR) (see subtask 7.7). Field and desktop investigations may begin in FY 2016/17 and will continue through FY 2017/18; however the budget for these depends on type of stressor being investigated and therefore is highly uncertain at this time. A placeholder budget of \$10,000 is included to initiate the field investigation in FY 2016/17. Scheduling of the Final SSID Project Report will depend on the nature of the study and related findings. Due to the high level of uncertainty, it is not scoped and budgeted at this time. A placeholder budget of \$40,000 is included for these tasks in FY 2017/18 and will be further defined in the future after the work plan is developed.

The BASMAA RMC is also required to submit unified, regional-level SSID reports to the Water Board. On behalf of SMCWPPP, EOA will work with the BASMAA RMC Workgroup to decide on the format and content of the Regional SSID Report, and subsequently contribute to the development of the annual report. It is assumed that the Regional SSID Report will consist primarily of a large-format table describing the status and conclusions (if available) of all SSID Projects completed, underway, and planned. It will be submitted to the Water Board annually concurrent with the UCMR beginning March 31, 2017.

In accordance with Provision C.8.b, all SSID Monitoring data will be SWAMP comparable, data quality will be consistent with the SWAMP and BASMAA QAPPs, and data collection and analytical methods will follow the SWAMP and BASMAA SOPs.

QA/QC review (i.e., data validation) of SSID Monitoring data will be conducted according to the BASMAA QAPP which specifies quantitative and qualitative data quality objectives (DQOs) for accuracy, precision, and completeness. Data not meeting the defined DQOs will be corrected if possible and flagged as necessary. The data validation process takes several months to complete and typically occurs between August and December as field data sheets are entered, laboratory reports are received, and the online SWAMP and CEDEN data checkers are accessed. At this time the BASMAA Regional Monitoring Database is not set up for SSID data.

SSID subtask descriptions, associated deliverables and estimated costs by Fiscal Year are further described in Table 7.4.

**Table 7.4. Proposed SSID tasks, deliverables and cost estimates for each applicable fiscal year.**

FISCAL YEAR	TASK DESCRIPTION	DELIVERABLE(S)	COST ESTIMATE
2015-16 (2ND HALF)	EOA will develop a list of candidate SSID Projects and will work with SMCWPPP's RMC partners to make decisions regarding responsibilities for each countywide program.	<ul style="list-style-type: none"> <li>List of candidate SSID Projects for BASMAA RMC decision process</li> </ul>	\$2,411
2016-17	<p>EOA will update the list of candidate SSID Projects based on WY2016 Creek Status, Pollutants of Concern, and Pesticides and Toxicity Monitoring results. The list will be submitted with the WY2016 UCMR that is due to the Water Board by March 31, 2017. On behalf of C/CAG member agencies, EOA will work with the RMC to develop the Regional SSID Report which will be submitted concurrent with the WY2016 UCMR.</p> <p>During FY 2016/17, EOA will develop one SSID Project work plan. Details will be determined at a later date based on which type of stressor is being investigated. Following approval from C/CAG member agencies, the SSID Project work plan will be submitted to the Water Board with the annual UCMR by March 31, 2018. If appropriate, field and desktop investigations will commence in FY 2016/17 but are not budgeted at this time.</p>	<ul style="list-style-type: none"> <li>List of candidate SSID Projects for UCMR</li> <li>Regional SSID Report sections</li> <li>SSID Project work plan for C/CAG member agency approval</li> </ul>	\$33,631
2017-18	The SSID Project work plan that was developed in FY 2016/17 will be submitted to the Water Board with the WY2017 UCMR that is due by March 31, 2018. On behalf of C/CAG member agencies, EOA will work with the RMC to develop the Regional SSID Report which will be submitted concurrent with the WY2017 UCMR. During FY 2017/18, EOA will also implement (or continue implementing) the field and desktop studies described in the SSID Project work plan that was developed in FY 2016/17. SSID implementation will be budgeted after details of the work plan are developed. A placeholder budget of \$40,000 for this effort is included and will be further defined in the future.	<ul style="list-style-type: none"> <li>List of candidate SSID Projects for UCMR</li> <li>Regional SSID Report sections</li> </ul>	\$40,000
2018-19 (2 MONTHS)	NA	NA	NA

**SUBTASK 7.5: POLLUTANTS OF CONCERN MONITORING**

Provision C.8.f requires Pollutants of Concern (POC) Monitoring for PCBs, mercury, copper, emerging contaminants, and nutrients. The MRP defines yearly (i.e., water year) and total (i.e., permit term) minimum numbers of samples for each POC. Five priority POC management information needs are identified including Source Identification, Contributions to Bay Impairment, Management Action Effectiveness, Loads and Status, and Trends. The MRP specifies the minimum number of samples for each POC that must address each information need. Provision C.12 requires a regional PCBs in caulk monitoring study that can be used towards satisfying Provision C.8.f requirements. In addition, monitoring data collected by the RMP can be used towards satisfying Provision C.8.f requirements. SMCWPPP is in the process of developing a Draft POC Monitoring Framework that will describe anticipated compliance with Provision C.8.f requirements over the next five years. A more detailed plan for POC Monitoring in WY2016 is also being developed. It is assumed that both of these documents will be updated in FY 2015/16. The update to the WY2016 POC Monitoring Plan will include geographic information system (GIS) mapping tasks, reconnaissance visits, and coordination with municipal agency staff to select specific sample stations and assess safety and logistics.

WY2016 POC Monitoring will focus on identification of source areas of PCBs and mercury to the MS4 and San Francisco Bay, an immediate information need that meets requirements of Provision C.8.f and C.11/12. Results of the monitoring will be used to identify watersheds and management areas where PCBs and mercury control measures will be implemented during the permit term. WY2016 POC Monitoring will include wet weather sampling of catchments that contain relatively high proportions of land uses associated with PCBs. Eight composite water samples (consisting of five to eight aliquots) from six separate stations (e.g., outfalls, manholes, pump stations) will be collected during storm events. EOA will subcontract with Kinnetic Laboratories, Inc. (KLI) in Santa Cruz, CA for field services and ALS in Kelso, WA for laboratory analysis. If wet weather sampling goals cannot be met due to weather patterns or other logistical constraints, the remaining budget will be used to implement dry weather sampling of urban sediments from manholes, catch basin inlets, and street gutters<sup>6</sup>.

WY2016 POC Monitoring will also need to address minimum sampling requirements for copper and nutrients. It is possible that copper samples could be collected concurrent with wet weather sampling of PCBs and mercury. Bottom-of-the-watershed stations could be established for nutrient sampling, perhaps downstream and synoptic with a subset of probabilistic Creek Status Monitoring stations.



The cost estimate associated with WY2016 POC Monitoring is based on assumptions that may change after the details of the WY2016 POC Monitoring Plan are better defined. Details of WY2017 and WY2018 POC Monitoring have yet to be determined but are anticipated to be the same level-of-effort implemented in WY2016 and are budgeted as such.

In accordance with Provision C.8.b, all POC Monitoring data will be SWAMP comparable, data quality will be consistent with the SWAMP and BASMAA QAPPs, and data collection and analytical methods will follow the SWAMP and BASMAA SOPs.

QA/QC review (i.e., data validation) of POC Monitoring data will be conducted according to the BASMAA QAPP which specifies quantitative and qualitative data quality objectives (DQOs) for accuracy, precision, and completeness. Data not meeting the defined DQOs will be corrected if possible and flagged as necessary. The data validation process takes several months to complete and typically occurs between August and December as field data sheets are entered, laboratory reports are received, and the online SWAMP and CEDEN data checkers are accessed. The resulting validated spreadsheets tabulating all POC Monitoring data will be uploaded to the BASMAA Regional Monitoring Database which is managed and maintained by EOA and is currently being updated to house POC Monitoring data.

Reports summarizing, accounting, interpreting, and mapping POC Monitoring data will be developed under this subtask. The MRP requires two POC reporting documents. Provision C.8.h.iv requires submittal of an annual POC Monitoring Report by October 15 of each year (beginning 2016). The POC Monitoring Report focuses on describing the allocation of sampling efforts for the forthcoming water year and accounting of what was accomplished during the preceding water year. Samples collected through the RMP will also be included in the account. The timeline for the POC Monitoring Report (15 days after the end of the water year) is not sufficient to QA/QC the data and fully develop interpretations. Therefore, an additional POC Interpretive Monitoring Report presenting the data and analyses will be developed and submitted with the UCMR that is due March 31 of each year. Data interpretations will seek to address the management questions and will be used to refine POC Monitoring approaches in subsequent years. EOA will add the data to the existing GIS database which already contains PCBs collected over the past fifteen years and is continually updated as

<sup>6</sup> Dry weather sediment sampling was conducted on a large scale in WY2015 and provides a cost-effective approach to characterizing a large geographic area. It will likely be implemented in future years of POC Monitoring to target specific areas of interest and catchments with logistical constraints on water sampling (e.g., tidally influenced areas).

new information is obtained from a variety of sources. GIS maps will be developed and data will be analyzed using GIS tools as well as spreadsheet and statistical software.

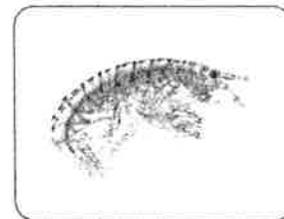
POC monitoring subtask descriptions, associated deliverables and estimated costs by Fiscal Year are further described in Table 7.5.

**Table 7.5. Proposed POC Monitoring tasks, deliverables and cost estimates for each applicable fiscal year.**

FISCAL YEAR	TASK DESCRIPTION	DELIVERABLE(S)	COST ESTIMATE
2015-16 (2ND HALF)	EOA will update the SMCWPPP POC Monitoring Framework and WY2016 POC Monitoring Plan. The WY2016 POC Monitoring Plan will be implemented by collecting water and sediment samples. Samples will be submitted for laboratory analysis.	<ul style="list-style-type: none"> <li>Updated POC Monitoring Framework</li> <li>Updated WY2016 POC Monitoring Plan</li> </ul>	\$88,874
2016-17	<p><b>WY2016 Tasks:</b></p> <ul style="list-style-type: none"> <li>QA/QC of POC Monitoring data (WY2016).</li> <li>Development of WY2016 POC Monitoring Report due Oct. 15, 2016.</li> <li>Development of WY2016 POC Interpretive Report due March 31, 2017.</li> </ul> <p><b>WY2017 Tasks:</b></p> <ul style="list-style-type: none"> <li>Refinement and implementation of WY2017 POC Monitoring approaches.</li> </ul>	<ul style="list-style-type: none"> <li>WY2016 POC Monitoring Report for Oct. 15, 2106 submittal</li> <li>WY2016 POC Monitoring data that has undergone QA/QC review for all parameters required in Provision C.8.f.</li> <li>WY2016 POC Interpretive Report for UCMR</li> </ul>	\$126,914
2017-18	<p><b>WY2017 Tasks:</b></p> <ul style="list-style-type: none"> <li>QA/QC of POC Monitoring data (WY2017).</li> <li>Development of WY2016 POC Monitoring Report due Oct. 15, 2017.</li> <li>Development of WY2016 POC Interpretive Report due March 31, 2018.</li> </ul> <p><b>WY2018 Tasks:</b></p> <ul style="list-style-type: none"> <li>Refinement and implementation of WY2018 POC Monitoring approaches.</li> </ul>	<ul style="list-style-type: none"> <li>WY2017 POC Monitoring Report for Oct. 15, 2106 submittal</li> <li>WY2017 POC Monitoring data that has undergone QA/QC review for all parameters required in Provision C.8.f.</li> <li>WY2017 POC Interpretive Report for UCMR</li> </ul>	\$126,914
2018-19 (2 MONTHS)	NA	NA	NA

#### SUBTASK 7.6: PESTICIDES AND TOXICITY MONITORING

EOA will perform all aspects of the required Pesticides and Toxicity Monitoring specified in MRP 2.0 provision C.8.g, which requires that Permittees conduct dry weather and wet weather monitoring of pesticides and toxicity in urban creeks. San Mateo County Permittees are required to sample one dry weather station per year for water column toxicity (five test organisms), sediment toxicity (two test organisms), and sediment chemistry (pesticides, PAHs, metals, total organic carbon, grain size). EOA, on behalf of C/CAG and its member agencies, will coordinate dry weather sampling with its RMC partners to capture cost savings on QA/QC samples (e.g., field duplicates, matrix spikes). It is assumed that dry



weather Pesticides and Toxicity Monitoring for WY2016 will take place in July 2016 (i.e., FY 2016/17); however, planning for the sampling will occur in the spring/early summer of FY 2015/16. The same schedule will apply to subsequent years. EOA will subcontract with KLI to conduct the sampling and KLI will contract with the analytical laboratories (Pacific EcoRisk and Caltest).

MRP 2.0 defines wet weather sampling requirements on a regional basis. The RMC must collect a total of ten wet weather samples over the permit term, with a minimum of six samples collected by the end of the third water year (WY2018). Wet weather samples must be analyzed for water toxicity (five test organisms) and water chemistry (pesticides). It is likely that C/CAG and its member agencies will be responsible for two of the ten required wet weather samples. It is assumed that wet weather Pesticides and Toxicity Monitoring by SMCWPPP will be implemented during a winter rain event in WY2018.

In accordance with Provision C.8.b, all Pesticides and Toxicity monitoring data will be SWAMP comparable, data quality will be consistent with the SWAMP and BASMAA QAPPs, and data collection and analytical methods will follow the SWAMP and BASMAA SOPs. Quality assurance and quality control (QA/QC) review (i.e., data validation) of Pesticides and Toxicity Monitoring data will be conducted according to the BASMAA QAPP which specifies quantitative and qualitative data quality objectives (DQOs) for accuracy, precision, and completeness. Data not meeting the defined DQOs will be corrected if possible and flagged as necessary. The data validation process takes several months to complete and typically occurs between August and December as field data sheets are entered, laboratory reports are received, and the online SWAMP and CEDEN data checkers are accessed. The resulting validated spreadsheets tabulating all Pesticides and Toxicity Monitoring data will be uploaded to the BASMAA Regional Monitoring Database which is managed and maintained by EOA.

Pesticide and toxicity monitoring subtask descriptions, associated deliverables and estimated costs by Fiscal Year are further described in Table 7.6.

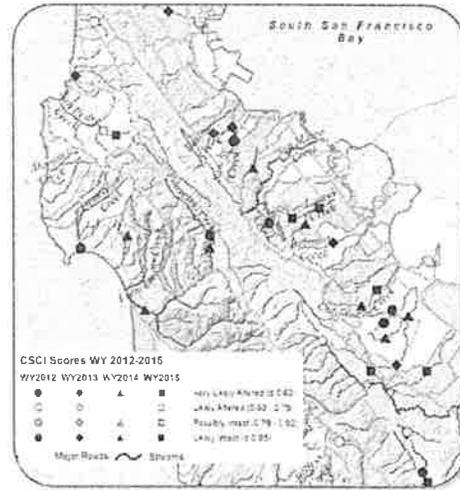
**Table 7.6. Proposed Pesticides and Toxicity Monitoring tasks, deliverables and cost estimates for each applicable fiscal year.**

FISCAL YEAR	TASK DESCRIPTION	DELIVERABLE(S)	COST ESTIMATE
2015-16 (2ND HALF)	<ul style="list-style-type: none"> <li>Telephone and email communications in preparation for FY 2016/17 (WY2016) pesticides and toxicity sample collection.</li> <li>Develop pesticide and toxicity monitoring plan in collaboration with MRC partners.</li> </ul>	<ul style="list-style-type: none"> <li>Pesticides and Toxicity Monitoring Plan</li> </ul>	\$5,031
2016-17	<p><b>WY2016 tasks:</b></p> <ul style="list-style-type: none"> <li>Dry weather pesticides and toxicity sampling at one station (WY2016).</li> <li>QA/QC of Pesticides and Toxicity Monitoring data (WY2016).</li> </ul> <p><b>WY2017 tasks:</b></p> <ul style="list-style-type: none"> <li>Telephone and email communications in preparation for FY 2017/18 (WY2017) pesticides and toxicity sample collection.</li> </ul>	<ul style="list-style-type: none"> <li>WY2016 Pesticides and Toxicity Monitoring data that has undergone QA/QC review for all parameters required in Provision C.8.g.</li> </ul>	\$18,112
2017-18	<p><b>WY2017 tasks:</b></p> <ul style="list-style-type: none"> <li>Dry weather pesticides and toxicity sampling at one station (WY2017).</li> <li>QA/QC of Pesticides and Toxicity Monitoring data (WY2017).</li> </ul> <p><b>WY2018 tasks:</b></p> <ul style="list-style-type: none"> <li>Telephone and email communications in preparation for FY 2018/19 (WY2018) pesticides and toxicity sample collection.</li> <li>Wet weather pesticides and toxicity sampling at one station (WY2018).</li> </ul>	<ul style="list-style-type: none"> <li>WY2017 Pesticides and Toxicity Monitoring data that has undergone QA/QC review for all parameters required in Provision C.8.g.</li> </ul>	\$26,623
2018-19 (2 MONTHS)	NA	NA	NA

**SUBTASK 7.7: PROVISION C.8 REPORTING**

Provision C.8.h requires annual and comprehensive reporting of data collected pursuant to Provision C.8, in SWAMP-comparable format as appropriate for submittal to the Water Board, and submittal of applicable data to the California Environmental Data Exchange Network (CEDEN). During the contract period, EOA will develop all required reporting materials for review and comment by C/CAG member agencies prior to Water Board submittal. Each monitoring deliverable is described below.

Electronic Monitoring Data Reports will be submitted annually (March 31) to the Regional Data Center (i.e., SFEI) for upload to CEDEN. The Electronic Monitoring Data reports will include all data that CEDEN can accept, which is limited to receiving water data. Examples of data exempt from this requirement include upland urban sediments and MS4 outfall data. Each Electronic Monitoring Data report will include monitoring results conducted pursuant to Provisions C.8.d (Creek Status), Provision C.8.e (SSID Projects), C.8.f (POCs), and C.8.g (Pesticides and Toxicity) for the preceding water year.



Urban Creeks Monitoring Reports (UCMR) will be submitted annually (March 31) to the Water Board. Each annual UCMR will summarize results and provide interpretations of data collected pursuant to Provisions C.8.d (Creek Status), Provision C.8.e (SSID Projects), C.8.f (POCs), and C.8.g (Pesticides and Toxicity) for the preceding water year. Bioassessment data will be evaluated using the California Stream Condition Index (CSCI). As the probabilistic dataset grows, statistically significant assessments of ambient stream conditions in San Mateo County can be made. Creek Status and Pesticides/Toxicity data will be compared to the “triggers” listed in the MRP. Triggers are numeric thresholds above (or below) which impacts to water quality may occur. They consist of water quality objectives from the Basin Plan as well as state and federal regulatory guidance and peer reviewed literature. Data exceeding the triggers will be compiled in the list of candidate SSID Projects. Monitoring stations and results will be presented in GIS maps and will be analyzed using spreadsheet and statistical software. The SSID and POC reporting elements will be developed as stand-alone reports under their respective subtasks described above and attached to the UCMR as appendices.

Pollutants of Concern Monitoring Reports will be submitted annually (October 15) to the Water Board per Provision C.8.h.iv. The POC Monitoring Reports will describe the allocation of sampling efforts for the forthcoming water year and what was accomplished during the preceding water year. Data and interpretations associated with the POC Monitoring Reports will be submitted with the Electronic Monitoring Data Report and UCMR.

An Integrated Monitoring Report must be submitted by March 31 of the fifth year of the permit term in lieu of the annual UCMR. This report is not due until March 31, 2020 (outside of the contract period); however, planning for the report in terms of data collection and reporting formats will be conducted throughout the contract period.

Provision C.8 reporting subtask descriptions, associated deliverables and estimated costs by Fiscal Year are further described in Table 7.7.



**Table 7.7. Proposed Provision C.8 reporting tasks, deliverables and cost estimates for each applicable fiscal year.**

FISCAL YEAR	TASK DESCRIPTION	DELIVERABLE(S)	COST ESTIMATE
2015-16 (2ND HALF)	EOA will begin planning for the WY2016 Electronic Monitoring Data Report, UCMR, and POC Monitoring Report. EOA will also begin planning for the Integrated Monitoring Report that is due by March 31, 2020.	<ul style="list-style-type: none"> <li>• NA</li> </ul>	NA
2016-17	EOA will develop the WY2016 Electronic Monitoring Data Report, UCMR, and POC Monitoring Report. Deliverables related to SSID and POC Monitoring will be developed separately under their subtasks but will be summarized in the UCMR and included as appendices. EOA will continue planning for the Integrated Monitoring Report.	<ul style="list-style-type: none"> <li>• WY2016 POC Monitoring Report (Oct. 15, 2016)</li> <li>• WY2016 Electronic Monitoring Data Report (Mar. 31, 2017)</li> <li>• WY2016 UCMR (Mar. 31, 2017)</li> </ul>	\$32,038
2017-18	EOA will develop the WY2017 Electronic Monitoring Data Report, UCMR, and POC Monitoring Report. Deliverables related to SSID and POC Monitoring will be developed separately under their subtasks but will be summarized in the UCMR and included as appendices. EOA will continue planning for the Integrated Monitoring Report.	<ul style="list-style-type: none"> <li>• WY2017 POC Monitoring Report (Oct. 15, 2017)</li> <li>• WY2017 Electronic Monitoring Data Report (Mar. 31, 2018)</li> <li>• WY2017 UCMR (Mar. 31, 2018)</li> </ul>	\$32,038
2018-19 (2 MONTHS)	NA	NA	NA

**COST ESTIMATE AND SCHEDULE**

The estimated costs for completion of subtasks outlined in this scope-of-work are included in Table 7.8, consistent with the guidelines in the RFP. The proposed schedule for completion of Task 7 (Water Quality Monitoring) subtasks is included in Table 7.9. The schedule is based on our current understanding of MRP 2.0 requirements and member agency needs. EOA will work closely with the Program Manager to review and (as necessary) modify the schedule prior to initiating subtasks, to ensure that both compliance and internal schedules are achieved.

**Table 7.8. Estimated costs for completion of Task 7 (Water Quality Monitoring) subtasks and deliverables for each applicable fiscal year.**

SubTask	EOA Staff Position											Subcontractors						Cost Estimate		
	Principle	Manager III	Manager II	Manager I	Senior III	Senior II	Senior I	Associate II	Associate I	Technician	Clerical	EOA Labor Subtotal	EOA Expenses	KLI Inc. Labor and Expenses	BioAssessment Services (BIMIs)	EcoAnalysts (Algae)	Caltest Laboratory		Microbiology Laboratory	ALS Laboratory
Hourly Rate:	\$215	\$202	\$199	\$197	\$181	\$160	\$144	\$134	\$109	\$88	\$65									
<b>Second Half of FY 2015/16</b>																				
7.1	Regional Level Coordination	0	0	0	60	0	16	0	0	0	6	\$14,770	\$295	\$0	\$0	\$0	\$0	\$0	\$0	\$15,065
7.2	Regional Monitoring Program Participation	0	6	0	62	0	0	0	0	0	0	\$13,426	\$308	\$0	\$0	\$0	\$0	\$0	\$0	\$13,734
7.3	Creek Status Monitoring	0	12	0	88	0	160	0	152	162	4	\$85,103	\$6,982	\$0	\$6,314	\$13,791	\$6,470	\$540	\$0	\$121,912
7.4	Stressor/Source Identification Projects	0	0	0	12	0	0	0	0	0	0	\$2,364	\$47	\$0	\$0	\$0	\$0	\$0	\$0	\$2,411
7.5	Pollutants of Concern Monitoring	0	8	0	66	0	58	0	56	8	0	\$32,794	\$1,261	\$37,488	\$0	\$0	\$1,128	\$0	\$11,220	\$88,874
7.6	Pesticides and Toxicity Monitoring	0	0	0	12	0	6	0	12	0	0	\$4,932	\$99	\$0	\$0	\$0	\$0	\$0	\$0	\$5,031
7.7	Reporting	0	0	0	0	0	0	0	0	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		0	26	0	300	0	240	0	220	170	4	\$153,389	\$8,992	\$37,488	\$6,314	\$13,791	\$7,598	\$540	\$11,220	\$247,027
<b>FY 2016/17</b>																				
7.1	Regional Level Coordination	0	0	0	120	0	0	0	0	0	0	\$23,640	\$473	\$0	\$0	\$0	\$0	\$0	\$0	\$24,113
7.2	Regional Monitoring Program Participation	0	12	0	94	0	0	0	0	0	0	\$20,942	\$498	\$0	\$0	\$0	\$0	\$0	\$0	\$21,440
7.3	Creek Status Monitoring	0	24	0	156	0	272	0	292	218	24	\$146,832	\$8,217	\$0	\$6,314	\$13,791	\$6,470	\$540	\$0	\$184,875
7.4	Stressor/Source Identification Projects	0	0	0	48	0	48	0	32	16	0	\$23,168	\$463	\$0	\$0	\$0	\$0	\$0	\$0	\$33,631
7.5	Pollutants of Concern Monitoring	0	46	0	132	0	36	0	156	48	12	\$67,972	\$1,359	\$40,000	\$0	\$0	\$1,128	\$0	\$11,220	\$126,914
7.6	Pesticides and Toxicity Monitoring	0	2	0	12	0	6	0	6	0	2	\$4,662	\$93	\$12,143	\$0	\$0	\$0	\$0	\$0	\$18,112
7.7	Reporting	0	16	0	40	0	40	0	52	60	6	\$31,410	\$628	\$0	\$0	\$0	\$0	\$0	\$0	\$32,038
		0	100	0	602	0	402	0	538	342	24	\$318,626	\$11,683	\$52,143	\$6,314	\$13,791	\$7,598	\$540	\$11,220	\$441,124
<b>FY 2017/18</b>																				
7.1	Regional Level Coordination	0	0	0	120	0	0	0	0	0	0	\$23,640	\$473	\$0	\$0	\$0	\$0	\$0	\$0	\$24,113
7.2	Regional Monitoring Program Participation	0	12	0	94	0	0	0	0	0	0	\$20,942	\$498	\$0	\$0	\$0	\$0	\$0	\$0	\$21,440
7.3	Creek Status Monitoring	0	24	0	156	0	272	0	292	218	24	\$146,832	\$8,217	\$0	\$6,314	\$13,791	\$6,470	\$540	\$0	\$184,875
7.4	Stressor/Source Identification Projects	0	0	0	0	0	0	0	0	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000
7.5	Pollutants of Concern Monitoring	0	46	0	132	0	36	0	156	48	12	\$67,972	\$1,359	\$40,000	\$0	\$0	\$1,128	\$0	\$11,220	\$126,914
7.6	Pesticides and Toxicity Monitoring	0	2	0	12	0	6	0	6	0	0	\$4,532	\$91	\$20,000	\$0	\$0	\$0	\$0	\$0	\$26,623
7.7	Reporting	0	16	0	40	0	40	0	52	60	6	\$31,410	\$628	\$0	\$0	\$0	\$0	\$0	\$0	\$32,038
		0	100	0	554	0	354	0	506	326	24	\$295,328	\$11,266	\$60,000	\$6,314	\$13,791	\$7,598	\$540	\$11,220	\$456,003



**C/CAG AGENDA REPORT**

Date: March 10, 2016  
TO: C/CAG Board of Directors  
From: Sandy Wong, Executive Director  
Subject: Receive a copy of the accepted engagement letter from Bickmore for OPEB Actuarial Valuation Services

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

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**RECOMMENDATION:**

That the C/CAG Board receive a copy of the accepted engagement letter from Bickmore for OPEB Actuarial Valuation Services.

**FISCAL IMPACT:**

The cost to prepare OPEB actuarial valuation is estimated at \$5,600.

**REVENUE SOURCES:**

Funding for OPEB actuarial valuation will come from C/CAG general fund.

**BACKGROUND/DISCUSSION:**

In 2012, C/CAG retained Bickmore & Associates to prepare the "Actuarial Valuation of Other Post-Employment Benefits (OPEB) Program" report. That Actuarial Report provided actuarial liability results for C/CAG as of the July 1, 2012 for other post-employment benefits (OPEB).

As required by Statement No. 45 of the Governmental Accounting Standards Board (GASB 45), a new actuarial valuation report is required for fiscal year beginning July 1, 2015.

**ATTACHMENT**

Accepted engagement letter from Bickmore for OPEB Actuarial Valuation Services.

# Bickmore

February 15, 2016

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

Re: Engagement Letter for OPEB Actuarial Valuation Services

Dear Ms. Wong:

As requested, we have prepared this proposal for Bickmore to prepare an updated actuarial valuation of other postemployment benefits (OPEB) liabilities under GASB 45 for the City/County Association of Governments of San Mateo County (the Association).

- The **valuation date** will be July 1, 2015, with the results expected to be applied for the Association's fiscal years ending June 30, 2016 and 2017.
- The **data request** will be similar to what we have requested for prior valuations. We will plan to begin work within one week of receiving all requested data and complete the valuation as soon as possible thereafter.
- Much of the **valuation process** will be similar to that followed in prior years. However, the 2015 valuation will require development and recognition of an "**implicit subsidy**" liability, which was not required in the 2012 valuation<sup>1</sup>. Depending on the quality of the initial data submitted, we generally prepare the draft report within 30-40 days following. The new calculations may about a week to the timeline, however.
- The attached page summarizes the **fees** we propose for this project. *Our quote reflects time required for the additional implicit subsidy analysis.* Our quote is also based on the assumption that there have been no changes in the amount or eligibility for benefits paid by the Association. If there have been changes, please let us know.

If you are comfortable with the project as outlined and the fees quoted, please return a signed dated copy back to us by email. **If you have any questions, please contact me** at (503) 419-0462 or at [cmacleod@bickmore.net](mailto:cmacleod@bickmore.net). We appreciate the opportunity to work with you and the Association on this assignment and look forward to hearing back from you.

Cordially,



Catherine L. MacLeod  
Director, Health & Benefit Actuarial Services  
Fellow, Society of Actuaries  
Member, American Academy of Actuaries  
Enrolled Actuary

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<sup>1</sup> A new OPEB accounting standard is also coming, but not expected to impact this 2015 valuation. Fees for any additional calculations required by a new OPEB standard, if required to be applied to FYE 2017 or FYE 2018, will be quoted later.

## About Us

Bickmore is a leading independent risk management, insurance, and actuarial consulting firm with clients in 33 states.

Formed in 1984, Bickmore is headquartered in California and has a staff of more than 100. Over 60% of our staff holds advanced degrees and professional designations in risk management, law, workers' compensation, accounting, actuarial, and loss and risk control.

Our professionals work together to provide clients with traditional risk management services such as coverage reviews, self-insured retention analysis, and claims consulting and non-traditional services such as data collection, self-insured group administration, program structure evaluation, and underwriting.

### Commitment to Service

Bickmore performs more than 250 consulting assignments annually. Our greatest mark of client satisfaction is repeat business, with 95% of clients engaging us for additional projects after completion of initial assignments.

### Independence

Bickmore does not sell insurance, nor are we affiliated with any such organization. This independence allows us to perform consulting activities free from actual or perceived conflicts of interest.

We are recognized for:

- Our technical expertise
- Our availability to our clients
- Our assistance in identifying and resolving issues
- Helping our clients understand our analysis and presenting our results in a meaningful way



## Bickmore Snapshot

- Established in 1984
- Headquartered in Sacramento, California
- Largest independent risk management consulting firm in Western U. S.

105 employees with over 60% holding advanced degrees and professional designations such as:

- Associate in Risk Management
- Juris Doctor
- Master of Business Administration
- Certified Public Accountant
- Fellow, Casualty Actuarial Society
- Fellow, Society of Actuaries
- Certified Safety Professional
- Workers' Compensation Claims Specialist
- Chartered Property Casualty Underwriter

### Risk Consulting Solutions

Claims Auditing and Consulting  
Enterprise Risk Management  
Risk Cost Management  
Risk Finance Program Design  
Expert Witness  
Risk Management Information Systems

Owner Controlled Insurance Programs  
Safety and Risk Control  
Employment Practices Risk Management  
Insurance Coverage Adequacy  
Carve-outs

### Actuarial and Risk Finance

Risk Retention Capacity Study  
Self-Insurance Reserve Setting  
Risk Finance Alternatives Comparison  
Risk Cost Allocation System Design  
Other Post Employment Benefits (OPEB)

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## Summary of Retiree Benefit Provisions From 2012 Valuation Report

**OPEB provided:** C/CAG has indicated that the only OPEB provided is medical coverage.

**Access to coverage:** Medical coverage is currently provided through CalPERS as permitted under the Public Employees' Medical and Hospital and Care Act (PEMHCA).

- This coverage requires the employee to satisfy the requirements for retirement under CalPERS, which requires attainment of age 50 (52 for miscellaneous PEPRAs employees) with 5 years of State or public agency service or approved disability retirement.
- If an eligible employee is not already enrolled in the medical plan, he or she may enroll within 60 days of retirement or during any future open enrollment period.
- Coverage may be continued at the retiree's option for his or her lifetime. A surviving spouse and other eligible dependents may also continue coverage.
- The employee must initiate his or her retirement warrant within 120 days of terminating employment with C/CAG to be eligible to continue medical coverage through C/CAG and be entitled to the employer subsidy described below.

**Benefits provided:** As a PEMHCA employer, C/CAG is obligated to contribute toward the cost of retiree medical coverage for the retiree's lifetime or until coverage is discontinued. It is our understanding that C/CAG has executed (or will execute) a resolution with CalPERS defining the level of its contribution toward the cost of medical plan premiums for *active and retired* employees to be the PEMHCA minimum employer contribution (MEC)<sup>2</sup>. The MEC is \$122 per month in 2015 and increased to \$125 per month in 2016. If a spouse is covered at the time of the retiree's death and is receiving a survivor pension benefit, this PEMHCA MEC benefit will continue for the surviving spouse's lifetime as well.

C/CAG provides a higher benefit for retirees who satisfy the following additional requirements:

- Executive management group: 5 or more years of service with C/CAG
- All other employees: 10 or more years of C/CAG service

For those meeting these additional requirements, C/CAG will pay 100% of the premium for the retiree only, but not more than 90% of the Kaiser Bay family premium (\$1,428.43 in 2012). If a spouse is covered and survives the retiree, the surviving spouse's benefit decreases to the PEMHCA minimum benefit described above.

**New Implicit Subsidy Liability:** In general, GASB 45 requires that a public employer report the value of projected retiree *claims* (not premiums) minus the projected value of the portion of premiums that retirees are required to contribute. In developing the projected retiree claims, the actuary is charged with considering how those retiree claims costs are likely to vary based on age.

Until now, GASB 45 included an exception for very small agencies in large community rated plans (such as CalPERS). This exception allowed the actuary to value (and employer to report) only the

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<sup>2</sup> It is our understanding that there is (or will be) a pre-tax flexible benefit plan in place which provides premiums in excess of the MEC for active employees and, further, that these additional payments are not required to be provided to retired employees to meet PEMHCA requirements.

projected value of retiree *premiums* minus the projected value of the portion of those premiums expected to be paid by the retirees.

This "community-rated plan" exception has been eliminated effective for valuations dated March 31, 2015 or later. Consequently, the July 2015 OPEB valuation for the Association should include this implicit subsidy liability analysis. Please let us know if you would like additional background about this new requirement.

## Professional Service Fees for This Project

Based on our understanding of the OPEB program as described on the preceding pages, Bickmore proposes the following fees for actuarial services.

July 2015 Actuarial Valuation Report \$ 5,600

The fee above includes the cost of evaluating both the explicit subsidy liability (\$4,300 to project retiree medical premiums to be paid by the Association) *plus* the implicit subsidy liability (\$1,300 to project the difference between future retiree medical *claims* and the future *premiums* expected to be charged for retiree coverage).

Results will be presented based on the Association's current funding policy for the fiscal years ending June 30, 2016 and 2017, with separate calculation of the explicit and implicit subsidy OPEB liability for active and retired employees. The fee above *includes* the cost for us to prepare the actuarial forms required by CERBT plus telephone conferences, as needed, to review report results with the Association.

### Optional services

Separate costs by subgroup	\$ 200 per sub-group
Development of different funding scenarios (e.g., various discount rates and/or different amortization periods)	250 for each scenario
Personal visit for report presentation	800

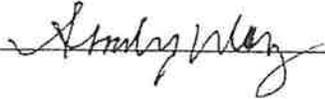
We believe the services described above will meet the Association's objectives for this project. We do not anticipate any other work related to the valuation which could result in additional charges, with the possible exception of the following:

- If benefits or eligibility are significantly different than on the prior valuation date.
- If the new GASB OPEB standard requires significant changes for FYE 2017.
- Consulting or actuarial projections relating to possible plan redesign.

Should they be needed, our 2016 hourly rates are:

<u>Consultant</u>	<u>2016 Hourly Rate</u>
Senior Actuarial Staff	\$ 280 - 330
Actuarial Staff	165
Administrative Staff	90

The information provided in this letter may be incorporated into a separate contract or the Association may indicate its acceptance of the above fees and timeline for this project with a binding signature and date entered below.

Accepted:  Date: 2-19-2016

Printed Name: Sandy Wong Title: Exec. Director

## Additional “Hidden” Retiree Medical Benefits

As a group, the *claim costs* for pre-Medicare retirees and disabled retirees are expected to be significantly higher than the premium rate charged. In other words, the retiree is getting a value greater than the actual premium.

The **implicit subsidy** is the term used to describe this hidden benefit for the retiree, that is, the difference between:

- (1) the expected or average retiree *claims* at each age minus
- (2) the actual *premium* charged.

## Summary of the Agency's OPEB Program Example: "Hidden" Retiree Medical Benefits

**Facts:**

Assume just one HMO medical plan in 2015.

<i>Premium for actives/pre-Medicare retirees:</i>	\$600/mo.
Premium for Medicare retirees;	\$300/mo.
<i>Active premium if no retirees covered:</i>	\$500/mo.
The Agency pays the PEMHCA minimum:	\$122/mo.

Without the retirees, the active premium would be \$100 per month less. This additional \$100 per month paid by the Agency for active employees is going to cover the higher claims for retirees.

Suppose the actual retiree claims are expected to vary by gender and age as shown in this chart:  
The "implicit subsidy" for a male age 60 would be  
\$739.65 (claims) - \$600 (premium) times 12  
= \$1,676 *this year.*

Sample Ages	HMO - Pre-Medicare	
	Male	Female
50	\$ 441.42	\$ 488.78
55	\$ 575.33	\$ 531.37
60	\$ 739.65	\$ 702.57
65	\$ 252.22	\$ 237.82
70	\$ 287.76	\$ 264.18
75	\$ 324.84	\$ 231.81
80	\$ 363.46	\$ 320.71

## Upcoming Changes in OPEB Liability Recognition

- Currently reported OPEB liabilities exclude the implicit subsidy, i.e., only the portion of retiree premiums expected to be paid directly by the Agency.
- The implicit subsidy liability must be added to the next valuation dated after March 30, 2015.
- In the earlier example of the one retiree, in 2015 (ignoring all benefits for this retiree in all future years)
  - Previously, the projected OPEB liability for that 1 retiree just with respect to 2015 benefits would have been \$1,464 (\$122 per month times 12).
  - Now, the projected OPEB liability for this retiree's 2015 benefits would be the sum of (a) the amount paid directly by the Agency plus (b) the difference between the expected 2015 retiree claims and 2015 premium charged by the insurer, i.e.,  $\$1,464 + \$1,676 = \$3,140$ .
- The implicit subsidy liability for the **plan** is the present value of this difference for **all** current retirees and expected future retirees for the current and **all** future years.

**C/CAG AGENDA REPORT**

Date: March 10, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Confirm the C/CAG Chair appointment of Ann Wengert to the C/CAG Finance Committee

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

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**RECOMMENDATION**

That the Board confirm the C/CAG Chair appointment of Ann Wengert to the C/CAG Finance Committee

**FISCAL IMPACT**

Unknown

**SOURCE OF FUNDS**

N/A

**BACKGROUND**

One seat on the C/CAG Finance Committee was vacated by former committee member Art Kiesel of Foster City.

An announcement was made at the February 11, 2016 C/CAG Board meeting asking for a volunteer to fill the vacant seat. It was requested that the volunteer have a strong background in finance and be either a C/CAG Board member or a former C/CAG Board member (not alternate). Requiring C/CAG Board membership was made since the finance committee member should be familiar with C/CAG programs and the program's impact on the budget. A strong finance background helps with review of the annual investment policy, budget review, and other technical financial issues.

Council member Ann Wengert, from the Town of Portola Valley, is a former C/CAG Board member with a strong background in finance. She has expressed interest in serving on the C/CAG Finance Committee.

The Finance Committee reviews and provides recommendations to the C/CAG Board on matters relating to quarterly investment reports, the C/CAG budget and budget assumptions, the annual investment policy, and other financial technical issues.

**ATTACHMENTS**

1. Statement from Ann Wengert

# Town of Portola Valley

Town Hall: 765 Portola Road, Portola Valley, CA 94028 Tel: (650) 851-1700 Fax: (650) 851-4677

Ann E. Wengert  
Councilmember  
Portola Valley Town Council  
765 Portola Road  
Portola Valley, CA 94028  
650-851-1700  
[awengert@portolavalley.net](mailto:awengert@portolavalley.net)

February 25, 2016

Mary Ann Nihart, Chair, Board of Directors  
City/County Association of Governments  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063

Dear Chair Nihart and Honored Members of the C/CAG Board,

I am writing to request your consideration for my appointment to the Finance Committee of the City/County Association of Governments. I believe that my public service background combined with my professional experience bring a depth of financial expertise to the important task of C/CAG's financial oversight.

I am in my ninth year of service as a member of the Town Council of Portola Valley and currently serve as the Town's alternate member to C/CAG. During my tenure on the Council, I have twice served as Mayor and have played a major role in overseeing the Town's financial management activities, acting as the Town Council liaison to our Town's highly respected Finance Committee. Portola Valley has a long tradition of fiscal conservatism that has resulted in consistently balanced budgets, strong cash reserves, as well as minimal long term expense growth. More recently, Portola Valley has adopted a fiscally proactive policy of reducing the Town's OPEB liabilities. Working with the Town's Finance Committee we are currently exploring additional investment alternatives to enhance the Town's return on investment for our most illiquid reserves in an effort to improve upon the low returns being generated in our LAIF accounts. In managing our cash reserves, the Town shares C/CAG's primary investment goals of: 1) safety of principal; 2) liquidity to meet needs; and 3) return on investment.

Professionally, I have served in real estate investment advisory and fiduciary roles to pension funds (including CALSTRS and NYPERS), institutional investors, and corporations. In addition, I previously served as the CEO of a real estate investment firm as well as Principal of an international real estate advisory firm. I continue my commercial real estate investment consulting activities today, advising non-profits, small businesses, and individuals in their investment, ownership and leasing activities. I hold an MBA in Finance from the Wharton School of Business of the University of Pennsylvania.

I am excited by the opportunity to serve the broader mission of the City/County Association of Governments and am committed to financial oversight that focuses on the organization's ongoing financial viability to ensure a continuation of CCAG's programs and activities that directly benefit our San Mateo County communities. Through the work of C/CAG's Finance Committee, I also look forward to gaining greater understanding of the organization's regional mission and initiatives.

Thank you for your consideration of my appointment to the C/CAG Finance Committee. I would be honored to serve on the Committee.

Sincerely,

A handwritten signature in cursive script that reads "Ann E. Wengert". The signature is written in black ink and is positioned above the printed name.

Ann E. Wengert  
Councilmember, Town of Portola Valley

## C/CAG AGENDA REPORT

Date: March 10, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of appointments of Adrienne Carr and William Chiang to serve on the Resource Management and Climate Protection (RMCP) Committee.

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

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### RECOMMENDATION

That the C/CAG Board of Directors review and approve the appointments of Adrienne Carr (Bay Area Water Supply and Conservation Agency – BAWSCA) and William Chiang (PG&E) to serve on the Resource Management and Climate Protection (RMCP) Committee.

### FISCAL IMPACT

None.

### BACKGROUND

The Resource Management and Climate Protection Committee (RMCP) is composed of fifteen seats, seven elected officials and eight stakeholder representatives from the following: energy, water, utility, nonprofit, large business, small business, chamber of commerce, and environmental.

The stakeholder representative seats for Water and Utility are currently filled by Nicole Sandkulla, Executive Director of BAWSCA and Kathy Lavezzo of PG&E, respectively. However, due to changes in work assignments as well as logistic issues, BAWSCA has requested to replace Ms. Sandkulla with Adrienne Carr, and PG&E has requested to replace Ms. Lavezzo with William Chiang, to represent their respective agencies.

Staff recommend the appointments of Adrienne Carr to serve on the RMCP committee representing Water, and William Chiang to serve on the RMCP committee representing Utility.

### ATTACHMENT

RMCP Committee Roster – February 2016

# 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*

<b>Resource Management and Climate Protection Committee</b> (February 2016)	
<b>Elected Officials (7)</b>	
Deborah Gordon – <b>Committee Chair</b> Former Mayor/Councilwoman Town of Woodside	Dave Pine Supervisor County of San Mateo – District
Maryann Moise Derwin – <b>Vice-Chair</b> Former Mayor/Councilwoman Portola Valley	Don Horsley Supervisor County of San Mateo – District 3
Pradeep Gupta Councilmember South San Francisco	Diane Papan Councilmember San Mateo
Rick DeGolia Vice Mayor Atherton	
<b>Stakeholder Representatives (8)</b>	
<b><u>Energy</u></b>	Vacant
<b><u>Water - BAWSCA</u></b>	Nicole Sandkulla, P.E. CEO and General Manager

## Resource Management and Climate Protection Committee

(February 2016)

<b><u>Utility – PG&amp;E</u></b>	Kathy Lavezzo Senior Account Manager Pacific Gas and Electric Company
<b><u>Nonprofit</u></b>	Robert Cormia Professor, Foothill - De Anza Community College
<b><u>Large Business</u></b>	vacant
<b><u>Small Business</u></b>	vacant
<b><u>Chamber of Commerce</u></b>	vacant
<b><u>Environmental</u></b>	Beth Bhatnagar Board Member Sustainable San Mateo County

## C/CAG AGENDA REPORT

Date: March 10, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approve the appointment of Kevin Mulder from the Metropolitan Transportation Commission to the Congestion Management Program Technical Advisory Committee (CMP TAC)

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

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### RECOMMENDATION

That the Board review and approve the appointment of Kevin Mulder from the Metropolitan Transportation Commission to the Congestion Management Program Technical Advisory Committee (CMP TAC).

### FISCAL IMPACT

None

### SOURCE OF FUNDS

N/a

### BACKGROUND

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

As approved by the C/CAG Board, the maximum number of TAC members is 25 and the total vary depending on vacancies and/or interest from the city staff. Currently there are 23 members with one vacancy reserved for MTC. To fill vacant positions, staff typically solicits C/CAG member agencies that are not currently represented on the Committee. Cities/Towns interested in being represented on the TAC are asked to submit a letter of interest to C/CAG for appointment consideration.

The appointment of Kevin Mulder fills the position reserved for MTC.

### ATTACHMENTS

1. Current CMP TAC Roster - 2016

## Current CMP TAC Roster – 2016

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

Note:

- 16 out of 21 jurisdictions are currently represented (16 Engineers, 4 Planners)
- One representative each for Caltrans, MTC, SMCTA/JBP/Caltrain, and C/CAG
- Not currently represented (Atherton, East Palo Alto, Half Moon Bay, Portola Valley, and Woodside)

## C/CAG AGENDA REPORT

Date: March 10, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of the reallocation of \$37,500 in Transportation Development Act (TDA) Article 3 Funds for the City of Belmont Comprehensive Bicycle and Pedestrian Plan

(For further information please contact Ellen Barton at 650-599-1420)

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### RECOMMENDATION

That the Board review and approve the reallocation of \$37,500 in Transportation Development Act (TDA) Article 3 Funds for the City of Belmont Comprehensive Bicycle and Pedestrian Plan.

### FISCAL IMPACT

\$37,500 (Funds were allocated during the FY 13/14 TDA Article 3 funding cycle.)

### SOURCE OF FUNDS

TDA3 funds are derived from the following sources:

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

### BACKGROUND/DISCUSSION

During the FY 13/14 TDA Article 3 funding cycle, the City of Belmont received a grant award of \$37,500 for the development of a Comprehensive Bicycle and Pedestrian Plan. The City has initiated the planning process. The City is in the process of developing a downtown specific plan which involves changes to the traffic circulation patterns in the downtown area. These changes will affect the routes and conditions for people walking and bicycling.

The downtown specific plan is expected to be completed at the end of 2016, while the deadline for completion of the TDA Article 3 funds is June 30, 2016.

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

The City of Belmont has requested a time extension for the grant funds to ensure that the aspects of the downtown specific plan that will affect walking and bicycling are appropriately included in the Comprehensive Bicycle and Pedestrian Plan.

Staff recommends approval to reallocate the \$37,500 to the FY 15/16 TDA Article 3 Program, which will enable the City of Belmont to retain the funds. With approval, staff will coordinate with the Metropolitan Transportation Commission for the reallocation of the funds. The reallocation will provide that the funds will become part of the FY 15/16 allocation, which will then have an expiration date of June 30, 2018.

The Bicycle and Pedestrian Advisory Committee (BPAC) reviewed the request from the City of Belmont at the February 25<sup>th</sup> BPAC meeting and recommended that the Board approve the time extension request.

#### **ATTACHMENTS**

- E-mail request from City of Belmont Public Works

Hi Tom

Below is the email that I sent to Cheryl requesting the extension and some additional information. Please let me know if there is anything else I can provide.

The City is currently developing the Belmont Village Specific Plan under the C/CAG Priority Development Area Planning Program. This plan will address circulation in the Belmont downtown area including pedestrian and bicycle circulation. In order to not duplicate effort and to leverage the work of both plans, the Comprehensive Pedestrian and Bicycle Plan is focusing on areas outside of downtown and plans incorporate pedestrian and bicycle recommendations in the Village Specific Plan for the downtown area. The current schedule for the Village Specific Plan calls for draft recommendations to be made by the end of June 2016 with final adoption at the end of 2016.

An extension to the grant deadline (June 30, 2016) for the Comprehensive Pedestrian and Bicycle Plan is being requested to allow for incorporation of the Village Specific Plan recommendations into the Pedestrian and Bicycle Program.

Thank you

Leticia Alvarez, P.E.  
Assistant Public Works Director/City Engineer  
City of Belmont

**From:** Leticia Alvarez  
**Sent:** Wednesday, November 25, 2015 9:36 AM  
**To:** Cheryl Chi ([cchi@mtc.ca.gov](mailto:cchi@mtc.ca.gov)) <[cchi@mtc.ca.gov](mailto:cchi@mtc.ca.gov)>  
**Subject:** Request for time extension

Good Morning Cheryl

The City of Belmont was allocated \$37,500 in TDA funds in May 2014 for the development of a Comprehensive Bicycle and Pedestrian Plan. The development of the plan is underway.

The City is also in the process of developing a downtown specific plan which involves changes to the circulation patterns including those of bikes and peds in the downtown area. The work on the downtown specific plan is expected to be completed at the end of 2016. The deadline for completion of the TDA work is June 30, 2016.

We would like to request an extension of the date so that we can include the downtown circulation changes in the plan. I would appreciate it if you could let me know what the process is for requesting a time extension.

Thank you

Leticia Alvarez, P.E.  
Assistant Public Works Director/City Engineer  
City of Belmont

## C/CAG AGENDA REPORT

Date: March 10, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of the reallocation of \$312,000 in Transportation Development Act Article 3 Funds for the City of San Mateo Bay to Transit Trail Phase 1 Project

(For further information please contact Ellen Barton at 650-599-1420)

---

### RECOMMENDATION

That the Board review and approve the reallocation of \$312,000 in Transportation Development Act (TDA) Article 3 Funds for the City of San Mateo Bay to Transit Trail Phase 1 Project.

### FISCAL IMPACT

\$312,000 (Funds were allocated during the FY 13/14 TDA Article 3 funding cycle.)

### SOURCE OF FUNDS

TDA3 funds are derived from the following sources:

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

### BACKGROUND/DISCUSSION

During the FY 11/12 Transportation Development Act (TDA) Article 3 funding cycle, the City of San Mateo received a grant award of \$312,000 for a project to construct Phase 1 of the Bay to Transit Trail along a city-owned drainage channel from Hayward Park Caltrain Station to the regional San Francisco Bay Trail. The City has completed significant design and permitting tasks required for the trail construction. However, the City has determined that ownership of a required easement was not correctly documented and an additional easement from an adjacent property owner is also required. Completion of the acquisition of the easements will require more time than permitted by the funding guidelines.

TDA Article 3 Program guidelines require that the funds be expended within three years or be rescinded. For the FY 11/12 TDA Article 3 Program the expiration date for the funds was June 30, 2014. The City of San Mateo requested a time extension in March of 2014. The BPAC reviewed and recommended approval of this time extension in April 2014. The C/CAG Board approved the time extension in May 2014 and the project was reallocated funds under the FY 13/14 TDA Article 3 funding cycle which provided for an expiration date of June 30, 2016.

The City of San Mateo has requested a second time extension for the grant funds to enable additional time for the acquisition of the required easements and to then construct the project. Completion of the

acquisition of the easements is now expected by December 2016.

Staff recommends approval to reallocate the \$312,000 to the FY 15/16 TDA Article 3 Program, which will enable the City of San Mateo to retain the funds. With approval, staff will coordinate with the Metropolitan Transportation Commission for the reallocation of funds. The reallocation will provide that the funds will become part of the FY 15/16 allocation which will then have an expiration date of June 30, 2018.

The Bicycle and Pedestrian Advisory Committee (BPAC) reviewed the request from the City of San Mateo at the February 25<sup>th</sup> BPAC meeting and recommended that the Board approve the time extension request.

#### **ATTACHMENTS**

- Letter from City of San Mateo on Bay to Transit Trail Phase 1 Project

DEPARTMENT OF PUBLIC WORKS  
Brad B. Underwood, P.E., L.S., Director



330 West 20th Avenue  
San Mateo, California 94403-1338  
Telephone (650) 522-7300  
FAX (650) 522-7301  
www.cityofsanmateo.org

VIA FACSIMILE: (650) 361-8227

February 4, 2016

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

Re: *Request for Reallocation of TDA Article 3 Funds Allocated to Bay to Transit Trail Phase I Project*

Dear Ms. Wong:

In December 2011, the Metropolitan Transportation Commission (MTC) approved a FY12/13 allocation of the Transportation Development Act (TDA) Article 3 funds to the City of San Mateo (City) for the Bay to Transit Trail Phase I project in the amount of \$312,000.

The overall Bay to Transit Trail project envisions the development of a paved two mile pedestrian and bicycle pathway along the existing city-owned creek drainage channel from the Hayward Park Caltrain Station to the regional San Francisco Bay Trail. Phase I was proposed to act as a demonstration for future Bay to Transit Trail development.

The Bay to Transit Trail Phase I project (Project) consists of two connecting pathway sections. Path A is an existing north-south pathway extending from the Hayward Park Caltrain Station parallel to the railroad tracks where pedestrian scale lighting and landscaping improvements are proposed. Path B is the existing dirt maintenance path along the top bank of the 16<sup>th</sup> Avenue drainage channel connecting from Path A to South Delaware Street where pedestrian scale lighting, fencing, pavement, and striping improvements are proposed.

Since receiving the grant, the City has proceeded with 100% PS&E design, obtained CEQA environmental clearance and coordinated with a Crime Prevention through Environmental Design (CPTED) specialist for the City's Police Department's concurrence.

During final design of the Project however, City Staff discovered that the property line was not along the fence line as was expected, but midway along the bank within the proposed improvements. Upon further research, two recorded parcel maps were also found to contain inconsistent information which further complicated the right-of-way issue.

The City hired Wilsey Ham to perform a record of survey to reconcile the inconsistency between the parcel maps, research the chain of title and deed references along the property line in question, and determine if there were any conflicts with the proposed improvements. In February 2014, Wilsey Ham's findings concluded that the City does not have the necessary right-of-way to construct the project. An easement from the adjacent United States Postal Service (USPS) property and an easement from the adjacent car wash property will need to be acquired.

Based on the above unforeseen information, in March 2014, the City requested that the awarded TDA Article 3 funds be reallocated to the following funding cycle. In May 2014, C/CAG approved the reallocation request to enable sufficient time for the acquisition of the necessary easements and to then construct the project.

The City proceeded with USPS easement request and submitted an easement request package as required by USPS procedures in July 2014. Early conversations previously indicated that the USPS easement request process would take between 6-12 months to approve and record the easement. However, the easement review process and associated negotiations have taken 19 months to date. The City is confident that negotiations for the USPS easement will be completed in the next few months. Discussions have been ongoing with the carwash property owner. However, the easement along that property has not been acquired yet.

Due to the lengthy USPS easement review process, the City would like to request that the TDA Article 3 funds in the amount of \$312,000 be reallocated in the following three year cycle (2016-2018) in order to complete easement acquisitions and then to construct the project. It is anticipated that all easement acquisitions will occur this calendar year. Additional work will be needed to finalize the construction documents for advertisement and renew the Lake and Streambed Alteration Agreement with the California Department of Fish and Wildlife which has since expired. Construction is anticipated to begin in Summer 2017.

Thank you for considering the City's time extension request. If you have any questions, please contact the project manager, Aaron Lam, Associate Engineer, at (650) 522-7320 or by email at [alam@cityofsanmateo.org](mailto:alam@cityofsanmateo.org).

Sincerely,



Gary Heap  
Engineering Manager

c: Ralph Braboy, Deputy Director of Public Works  
Tom Madalena, C/CAG of San Mateo County  
Ellen Barton, C/CAG of San Mateo County  
Chron/File

## C/CAG AGENDA REPORT

Date: March 10, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approve Resolution 16-04, authorizing the Executive Director to execute Task Orders with EOA, Inc., Larry Walker & Associates, and S. Groner & Associates in amounts not to exceed \$464,480, \$326,209, and \$250,000, respectively, for technical support services to the Countywide Water Pollution Program for Fiscal Year 2015-16.

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

### RECOMMENDATION

Review and approve Resolution 16-04, authorizing the Executive Director to execute Task Orders with EOA, Inc., Larry Walker & Associates, and S. Groner & Associates in amounts not to exceed \$464,480, \$326,209, and \$250,000, respectively, for technical support services to the Countywide Water Pollution Program for Fiscal Year 2015-16.

### FISCAL IMPACT

Up to \$1,040,689 (\$1,604,858 for all Task Orders issued to-date for Fiscal Year 2015-16)

### SOURCE OF FUNDS

NPDES and Measure M Stormwater funds

### BACKGROUND

In August 2015, C/CAG approved Resolution 15-21, authorizing 10 on-call contracts for technical support to the Countywide Water Pollution Prevention Program, authorizing the Executive Director to issue task orders for a cumulative amount not to exceed \$2.3 million in FY 2015-16, and further directing staff to report back to the C/CAG Board on task orders issued. Staff issued a master solicitation on November 6, 2015 to the on-call consultants to address new requirements included in the revised Municipal Regional Permit (MRP), adopted by the Regional Water Board on November 19, 2015.

Staff received proposals from nine of the 10 on-call consultants (the San Mateo County Division of Environmental Health ultimately declined not to participate as an on-call contractor). Staff formed a review panel including two members of the C/CAG Stormwater Committee to evaluate proposals and interview firms. Due to the timing of water quality monitoring requirements in the

MRP, staff expedited review of the monitoring proposals and issued Task Order EOA-02 to EOA, Inc., on January 4 to perform those services. A final recommendation on all other categories of technical support was unanimously supported by the C/CAG Stormwater Committee at its meeting on January 21. This recommendation includes EOA, Inc. supporting C/CAG in the categories of general support, subcommittee support, training, trash, and portions of the mercury & PCBs requirements, Larry Walker & Associates supporting C/CAG on green infrastructure planning, mercury and PCBs, stormwater resource planning, and assessing existing subcommittee and training programs, and S. Groner Associates supporting C/CAG on public outreach and engagement.

Staff has negotiated final scopes of work and budgets with the selected consultants and recommends the C/CAG Board approve Resolution 16-04, authorizing the Executive Director to execute Task Orders EOA-03, LWA-01, and SGA-01 with EOA, Inc., Larry Walker & Associates, and S. Groner Associates, in amounts not to exceed \$464,480, \$326,209, and \$250,000, respectively. The Task Orders are for work in Fiscal Year 2015-16 only, and new Task Orders will need to be issued for subsequent fiscal years in conjunction with adoption of the annual C/CAG Budget and establishment of the total available technical support budget for the Water Pollution Prevention program.

A table detailing the 2015-16 Water Pollution Prevention Program consultant budget vs task orders issued is attached, as is a table showing the breakdown of tasks among the selected consultant teams. Copies of each task order and the associated scopes of work and budgets are also provided via the C/CAG website at <http://ccag.ca.gov/committees/board-of-directors/> (Task Order EOA-01 was previously provided to the C/CAG Board in the November 2015 agenda packet and Task Order EOA-02 is provided to the C/CAG Board under a separate agenda item for this meeting).

#### ATTACHMENTS

1. Table 1: 2015-16 technical support budget vs. task orders issued
2. Table 2: Breakdown of 2015-16 tasks/consultants
3. Resolution 16-04

The below attachments are available on-line, as part of the March 10, 2016 Additional Meeting Materials, at: <http://ccag.ca.gov/committees/board-of-directors/>

4. Task Order EOA-03 (General Support, Subcommittee Support, Training, Trash, and portions of Mercury & PCBs)
5. Task Order LWA-01 (Portion of Subcommittee Support and Training, Green Infrastructure, Mercury & PCBs, and Stormwater Resource Planning)
6. Task Order SGA-01 (Outreach)

**Table 1: 2015-16 Technical Support Budget vs. Task Orders Issued**

		Initial Budget		
Task Order	Date Issued	Consultant	Tasks	Amount
EOA-01	10/7/15	EOA, Inc.	Interim technical support during RFP process (15-16) (previously reported to C/CAG Board)	\$317,142
EOA-02	1/4/16	EOA, Inc.	Water Quality Monitoring (15-16)	\$247,027
EOA-03	TBD	EOA, Inc.	General Support, Subcommittee Support, Training, Trash, and portions of Mercury & PCBs (15-16)	\$464,480
LWA-01	TBD	Larry, Walker & Associates	Portion of Subcommittee Support and Training, Green Infrastructure, Mercury & PCBs, and Stormwater Resource Planning (15-16)	\$326,209
SGA-01	TBD	S. Groner & Associates	Outreach (15-16)	\$250,000
<b>Total</b>				<b>\$1,604,858</b>

**Table 2: Breakdown of 2015-16 Tasks/Consultants**

Firm/Team	Task 1 – General Support	Task 2 – Subcommittee Support	Task 3 – Training	Task 4 – Annual Reporting	Task 5 – Green Infrastructure	Task 6 – Outreach	Task 7 – Water Quality Monitoring	Task 8 – Trash	Task 9 – Mercury & PCBs	Task 10 – Stormwater Resource Planning
EOA, Inc.	X	X	X	X			X	X	Port.	
Larry Walker & Associates (with Community Design + Architecture and Paradigm Environmental)		Portion	Portion		X				X	X
S. Groner Associates (with EOA)						X				

## **RESOLUTION 16-04**

### **AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE TASK ORDERS TASK ORDERS WITH EOA, INC., LARRY WALKER & ASSOCIATES, AND S. GRONER & ASSOCIATES IN AMOUNTS NOT TO EXCEED \$464,480, \$326,209, AND \$250,000, RESPECTIVELY, FOR TECHNICAL SUPPORT SERVICES TO THE COUNTYWIDE WATER POLLUTION PROGRAM FOR FISCAL YEAR 2015-16.**

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

**WHEREAS**, C/CAG administers the San Mateo Countywide Water Pollution Prevention Program to assist its member agencies in meeting mandated requirements of the San Francisco Bay Regional Water Quality Control Board's Municipal Regional Permit (MRP); and

**WHEREAS**, C/CAG and its member agencies recognize and support the need to implement pollution prevention programs to minimize the discharge of pollutants from municipal storm drain systems and C/CAG requires support from technical consultants in assisting its member agencies with meeting MRP requirements; and

**WHEREAS**, C/CAG previously approved execution of on-call contracts with qualified technical consultants; and

**WHEREAS**, C/CAG issued a master Request for Proposals to the on-call technical consultants and formed a review panel including members of the Stormwater Committee to review proposals and interview firms; and,

**WHEREAS**, C/CAG's Stormwater Committee unanimously supported C/CAG staff's recommendation on which on-call consultants should provide support to C/CAG and its member agencies for the various categories of required support; and

**WHEREAS**, C/CAG staff recommends task orders be issued to EOA, Inc., Larry Walker and Associates, and S. Groner Associates to support the Countywide Water Pollution Prevention Program; and

**NOW, THEREFORE BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that the Executive Director is authorized to execute Task Orders with EOA, Inc., Larry Walker and Associates, and S. Groner Associates in amounts not to exceed \$464,480, \$326,209, and \$250,000, respectively, for technical support services to the Countywide Water Pollution Program for Fiscal Year 2015-16.

**PASSED, APPROVED, AND ADOPTED, THIS 10TH DAY OF MARCH, 2016.**

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*Mary Ann Nihart, Chair*

**C/CAG AGENDA REPORT**

Date: March 10, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

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

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

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**RECOMMENDATION**

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

**FISCAL IMPACT**

Unknown.

**SOURCE OF FUNDS**

N/A

**BACKGROUND**

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

Attached is a letter of support for AB 2126 (Mullin), which would grant additional authority to Caltrans for an alternative project delivery method to be used to address congestion on major corridors such as the US 101. Our legislative advocate felt that it was important to provide early support for assembly member Mullin's effort so urgency procedures were followed. AB 2126 is consistent with the adopted 2016 Legislative Policies 5.9: "Support or sponsor efforts that finance and/ or facilitate operational improvements on the US 101 corridor."

**ATTACHMENTS**

1. March 2016 Legislative update from Shaw/ Yoder/ Antwih, Inc.
2. Letter of support for AB 2126 (Mullin)
3. Full Legislative information is available for specific bills at <http://leginfo.legislature.ca.gov/>



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

**DATE:** February 29, 2016  
**TO:** Board Members, City/County Association of Governments, San Mateo County  
**FROM:** Andrew Antwih and Matt Robinson, Shaw / Yoder / Antwih, Inc.  
**RE:** STATE LEGISLATIVE UPDATE – March 2016

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***Legislative Update***

The last day for bills to be introduced in the second half of the 2015-16 Legislative Session was February 19. We are in the process of reviewing the hundreds of new bills pending before the Legislature and will work with C/CAG staff to identify critical measures on which the C/CAG Board may want to adopt an advocacy position. For information related to active bills on which the C/CAG Board currently has a position, please see the Bills of Interest sections below. The Legislature will break for its weeklong Spring Recess on March 18.

***C/CAG Legislative Committee Visit***

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

***Transportation Funding***

As we reported last month, on January 6, the day before Governor Brown released his budget, Assembly Member Jim Frazier (D-Oakley), Chair of the Assembly Transportation Committee, announced a transportation funding package totaling almost \$7 billion in new investments in highways, local streets & roads, goods movement, and transit. **This bill, AB 1591, which is supported by the C/CAG Board,** would invest in California's transportation infrastructure by:

- Increasing the excise tax on gasoline by 22.5 cents per gallon (over \$3.3 billion annually) and indexing it against the Consumer Price Index every three years thereafter to be split 50/50 between the state and local transportation authorities for highway maintenance and rehabilitation, after a 5 percent set aside for aspiring self-help counties;
- Increasing the diesel fuel tax by 30 cents a gallon (\$840 million annually), indexing it, and dedicating it to the Trade Corridors Improvement Fund (TCIF);
- Increasing the vehicle registration fee by \$38 annually (\$1.254 billion annually) and directing those funds to road maintenance and rehabilitation;

- Imposing an electric vehicle surcharge of \$165 (\$35 million annually) directed to road maintenance and rehabilitation;
- Requiring repayment of outstanding transportation loans (\$879 million one-time) directly to cities and counties for road maintenance;
- Restoring the truck weight fees (\$1 billion annually for STIP, Local Streets and Roads, and the SHOPP; and,
- Allocating cap and trade revenue auctions, as follows:
  - 20% (approximately \$400 million annually) to the TCIF;
  - 10% (\$200 million annually) more for intercity rail and transit, for a total of 20% of the auction proceeds.

The following day, Governor Brown released his proposed 2016-17 budget. The Governor's Proposed Budget doubles down on the need to find a solution to the state's transportation infrastructure crisis and again highlights his proposal to invest \$36 billion in transportation over the next decade. The Governor's proposed transportation funding package includes "a combination of new revenues, additional investments of Cap and Trade auction proceeds, accelerated loan repayments, Caltrans efficiencies & streamlined project delivery, accountability measures, and constitutional protections for the new revenues," and would be split evenly between state and local transportation priorities.

The Governor's package focuses on maintenance and preservation, and also includes a significant investment in public transit. Specifically, the proposal includes annualized new revenues as follows:

- Road Improvement Charge—\$2 billion from a new \$65 fee on all vehicles, including hybrids and electrics;
- Stabilize Gasoline Excise Tax—\$500 million by setting the gasoline excise tax beginning in 2017 18 at the historical average of 18 cents, eliminating the current annual adjustments by the Board of Equalization, and adjusting the tax annually for inflation;
- Diesel Excise Tax—\$500 million from an 11 cent increase in the diesel excise tax beginning in 2017 18, adjusted annually for inflation;
- Cap and Trade—\$500 million in additional Cap and Trade proceeds for complete streets & transit; and,
- Caltrans Efficiencies—\$100 million in cost saving reforms.

Additionally, the Budget includes a General Fund commitment to transportation by accelerating \$879 million in loan repayments over the next four years. These funds would support additional investments in the Administration's competitive Transit and Intercity Rail Capital Program, trade corridor improvements, and repairs on local roads and the state highway system.

### ***CTC Adopts New STIP Estimate***

On January 20, the California Transportation Commission adopted a funding estimate for the State Transportation Improvement Program (STIP), used to add capacity/make improvements to the state highway system and fund regional priority projects. Then, on February 23, based on an estimate by Department of Finance for the price-based excise tax on gasoline, the Board of Equalization (BOE) acted to lower the gasoline excise tax by 2.2 cents to 9.8 cents/gallon. The price-based excise tax on gasoline is currently the only source of revenue for the STIP and the new amount, adopted by the BOE, would cut the revenue flowing to the STIP in half, down to

approximately \$150 million annually. This pending (and now realized) action resulted in the CTC adopting a 5-year STIP fund estimate that, given the current level of programming in the STIP and the revenue expected to come in, reduced the capacity for projects by \$750 million.

As a result, regional transportation agencies around the state, responsible for programming a portion of the projects in the STIP, would need to deprogram approximately \$565 million in projects, with the state deprogramming the rest. We are working to encourage the Legislature to act to remedy the action by both BOE and the CTC.

### ***Stormwater Initiative Cleared for Signature***

On January 19, *The California Water Conservation, Flood Control and Stormwater Management Act of 2016* was filed with the Attorney General's Office for title and summary by the League of California Cities, the California State Association of Counties, and the Association of California Water Agencies. If enacted by the voters, the initiative would establish an alternative fee process for water, flood control, stormwater, and sewer services; allowing local agencies to impose fees for these services unless a majority of impacted property owners protest the fee. The initiative has been cleared by the Attorney General for signature gathering in order to qualify the initiative for the November 2016 General Election. The proposed initiative would need to submit 585,407 valid signatures by August 2016.

### ***Special Session Bills***

#### **ABX1 1 (Alejo) Vehicle Weight Fees**

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

#### **SBX1 1 (Beall) Transportation Funding**

This bill, like the author's SB 16, would increase several taxes and fees, beginning in 2015, to address issues of deferred maintenance on state highways and local streets and roads. Specifically, this bill would increase both the gasoline and diesel excise taxes by 12 and 22 cents, respectively; increase the vehicle registration fee by \$35; create a new \$100 vehicle registration fee applicable to zero-emission motor vehicles; create a new \$35 road access charge on each vehicle; and repay outstanding transportation loans. As a result, transportation funding would increase by approximately \$3-\$3.5 billion per year. **The Board is in SUPPORT of this bill.**

#### **ABX1 7 (Nezarian) and SBX1 8 (Hill) Cap and Trade Increase for Rail and Transit**

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

### ***Regular Session Bills of Interest***

#### **ACA 4 (Frazier) Lower-Voter Threshold for Transportation Taxes**

This bill would lower voter approval requirements from two-thirds to 55 percent for the imposition of special taxes used to provide funding for transportation purposes. **The Board is in SUPPORT of this bill.**

**AB 516 (Mullin) Temporary License Plates**

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

**AB 779 (Garcia) Congestion Management Programs**

This bill would delete the level of service standards as an element of a congestion management program in infill opportunity zones and revise and recast the requirements for other elements of a congestion management program.

**AB 1591 (Frazier) Transportation Funding**

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

**AB 2126 (Mullin) Alternative Project Delivery**

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

# 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*

March 1, 2016

The Honorable Kevin Mullin  
Speaker Pro Tempore  
California State Assembly  
State Capitol, Room 3160  
Sacramento, CA 95814

### **RE: SUPPORT for AB 2126 (Mullin)**

Dear Assembly Member Mullin:

The City/County Association of Governments of San Mateo County (C/CAG), the Congestion Management Agency (CMA) for San Mateo County, is pleased to write to you today in **SUPPORT** of AB 2126. This bill would increase the number of projects on the state highway system for which Caltrans is authorized to use the Construction Manager/General Contractor (CM/GC) procurement method from six to 12.

For several years, C/CAG, along with our partners at the San Mateo County Transportation Authority, the Metropolitan Transportation Commission, and Caltrans, have studied a number of solutions designed to address congestion on US 101 between San Francisco and San Jose. Currently, this freeway ranks among the 10 worst congested locations in the San Francisco Bay Area, despite the existence of a number of commuter alternatives, including a robust private shuttle network and the parallel Caltrain system (which currently exceeds capacity during peak commute times). US 101, during peak hours, is classified with a level of service (LOS) grade of "F". Additionally, the US 101 corridor is home to the state's largest concentration of technology, green energy, and research & development companies, responsible for approximately 13 percent of California's jobs and almost 15 percent of the state's gross domestic product, despite only housing about 10 percent of the state's population.

In order to address congestion on US 101 and better serve the state's economic engine, C/CAG and its partner agencies are exploring ways to add capacity and improve service on US 101 by considering a high-occupancy vehicle lane or express lane along portions of the corridor. CM/GC has been identified as an alternative delivery method for the potential project in order to provide more certainty in terms of cost and schedule. Because this project is on the state highway system, Caltrans would be the project lead and needs additional CM/GC authority to access this procurement method. Caltrans has already identified six projects for the existing authorization under state law and therefore, this bill is necessary to allow Caltrans to construct additional projects in this manner.

We **SUPPORT** AB 2126 and appreciate your efforts to provide flexibility in project procurement, specifically as we look to address congestion issues on US 101 in San Mateo County. Please feel free to contact Sandy Wong, the C/CAG Executive Director, at [slwong@smcgov.org](mailto:slwong@smcgov.org) with any questions or concerns.

Sincerely,

A handwritten signature in cursive script, appearing to read "Mary Ann Nihart".

Mary Ann Nihart, Chair  
City/County Association of Governments of San Mateo County

Cc: Assembly Member Jim Frazier  
Assembly Member Richard Gordon  
Assembly Member Phil Ting  
Senator Jerry Hill

## C/CAG AGENDA REPORT

Date: March 10, 2016  
To: C/CAG Board of Directors  
From: Sandy Wong, Executive Director  
Subject: Review and approval of the C/CAG investment portfolio and accept the Quarterly Investment Report as of December 31, 2015.

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

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### RECOMMENDATION

That the C/CAG Board review and approve the C/CAG investment portfolio and accept the Quarterly Investment Report as of December 31, 2015.

### FISCAL IMPACT

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

### SOURCE OF FUNDS

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

### BACKGROUND

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

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

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

A summary of the October, November, and December 2015 earning rates are as follows:

	Local Agency Investment Fund (LAIF)	San Mateo County Investment Pool (COPOOL)
October	0.357%	0.785%
November	0.374%	0.785%
December	0.400%	0.766%

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

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

On February 24, 2016 the Finance Committee was scheduled to meet but a quorum was not met. C/CAG staff recommends no change to the investment portfolio at this time.

The current investment portfolio as of December 31, 2015 is as follows:

	9/30/2015		12/31/2015	
	Amount	Percent	Amount	Percent
LAIF	\$11,116,115	63%	\$12,324,374	61%
COPOOL	\$6,612,375	37%	\$8,024,431	39%
Total	\$17,728,490	100%	\$20,348,805	100%

**ATTACHMENTS**

1. Quarterly Investment Report as of December 31, 2015 from San Carlos

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

**Board of Directors Agenda Report**

**To: Sandy Wong, Executive Director**  
**From: Tracy Kwok, Financial Services Manager**  
**Date: February 4, 2016**

**SUBJECT: Quarterly Investment Report as of December 31, 2015**

**RECOMMENDATION:**

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

**ANALYSIS:**

The attached investment report indicates that on December 31, 2015, funds in the amount of \$20,348,805 were invested producing a weighted average yield of 0.53%. Of the total investment portfolio, 60.6% of funds were invested in the Local Agency Investment Fund (LAIF) and 39.4% in the San Mateo County Investment Pool (COPOOL). These percentages are within the range specified by the CCAG Board. Accrued interest earnings for this quarter totaled \$25,535. At the CCAG Finance Committee meeting in November, the Committee set a goal to keep the investment with the County at 40%-42% of the total pooled investment to earn higher interest. As a result, \$1.4 million was transferred to CCAG's County Investment Pool account.

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

	<b>Qtr Ended 12/31/15</b>	<b>Qtr Ended 9/30/15</b>	<b>Increase (Decrease)</b>
Total Portfolio	\$ 20,348,805	\$ 17,728,490	\$ 2,620,315
Weighted Average Yield	0.53%	0.47%	0.06%
Accrued Interest Earnings	\$ 25,535	\$ 20,314	\$ 5,221

CCAG's portfolio balance at the end of this quarter is \$2.6 million higher than the last quarter. The increase is related to the annual membership payments from the CCAG members and the DMV payments for Measure M.

Historical cash flow trends are compared to current cash flow requirements on an ongoing basis to ensure that C/CAG's investment portfolio will remain sufficiently liquid to meet all reasonably anticipated operating requirements. As of December 31, 2015, the portfolio contains sufficient liquidity to meet the next six months of expected expenditures by C/CAG. All investments are in compliance with the Investment Policy. Attachment 2 shows a historical comparison of the portfolio for the past nine quarters.

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

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

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

Attachments

1 – Investment Portfolio Summary for the Quarter Ended December 31, 2015

2 – Historical Summary of Investment Portfolio

**CITY & COUNTY ASSOCIATION OF GOVERNMENTS**

**SUMMARY OF ALL INVESTMENTS**  
For Quarter Ending December 31, 2015

Category	Weighted Average Interest Rate	Historical Book Value	% of Portfolio	GASB 31 ADJ Market Value
<b>Liquid Investments:</b>				
Local Agency Investment Fund (LAIF)	0.37%	12,324,374	60.6%	12,314,354
San Mateo County Investment Pool (COPOOL)	0.78%	8,024,431	39.4%	8,024,431
<b>Agency Securities</b>				
<i>none</i>				
<b>Total - Investments</b>	<b>0.53%</b>	<b>20,348,805</b>	<b>100%</b>	<b>20,338,785</b>
<b>GRAND TOTAL OF PORTFOLIO</b>	<b>0.53%</b>	<b>\$ 20,348,805</b>	<b>100%</b>	<b>\$ 20,338,785</b>
<b>Total Interest Earned This Quarter</b>				<b>25,535</b>
<b>Total Interest Earned (Loss) Fiscal Year-to-Date</b>				<b>45,849</b>

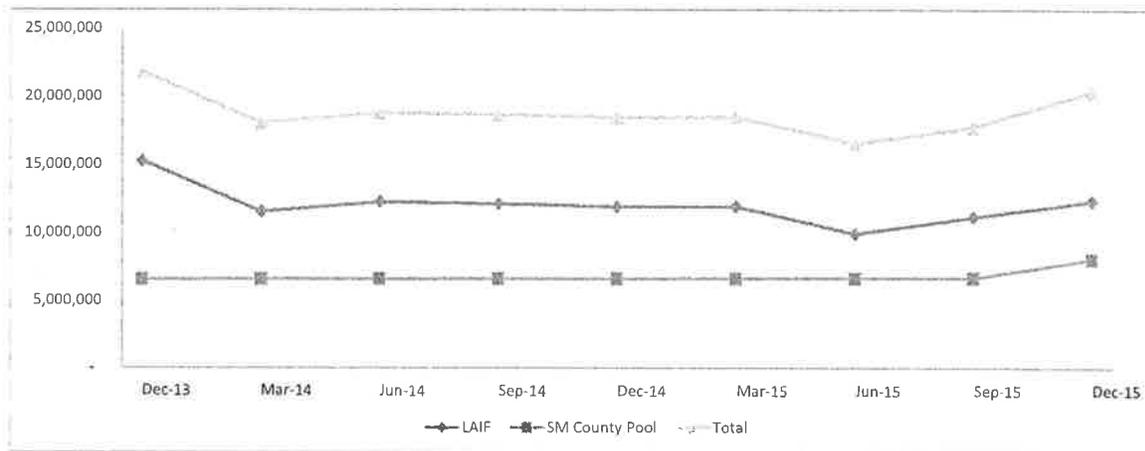
**Note: CCAG Board approved the following investment portfolio mix at its November 14, 2013 meeting:**

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

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

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

### City and County Association of Governments Historical Summary of Investment Portfolio December 31, 2015



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

#### City/County Association of Governments Investment Portfolio

	Dec-13	Mar-14	Jun-14	Sep-14	Dec-14	Mar-15	Jun-15	Sep-15	Dec-15
LAIF	15,263,408	11,523,029	12,230,010	12,086,243	11,893,287	11,900,778	9,908,457	11,116,115	12,324,374
SM County Pool	6,526,385	6,539,496	6,549,782	6,559,603	6,570,236	6,581,700	6,601,123	6,612,375	8,024,431
Total	21,789,793	18,062,525	18,779,792	18,645,846	18,463,523	18,482,478	16,509,580	17,728,490	20,348,805

At the CCAG Finance Committee meeting in November 2015, the Committee set a goal to keep the investment with the County at 40%-42% of the total pooled investment to earn higher interest. As a result, \$1.4 million was transferred to CCAG's County Investment Pool account.

## C/CAG AGENDA REPORT

Date: March 10, 2016

To: City/County Association of Governments Board of Directors

From: Sandy Wong, Executive Director

Subject: Receive an update regarding the 2016 State Transportation Improvement Program (STIP) reduction, impacts to San Mateo County, and potential actions.

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

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### RECOMMENDATION

That the C/CAG Board receive an update regarding the 2016 State Transportation Improvement Program (STIP) reduction, impacts to San Mateo County, and potential actions.

### FISCAL IMPACT

Reduction in the STIP will delete programmed projects from funding. Potential impacts to San Mateo County will be between \$10- \$31 million.

### SOURCE OF FUNDS

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

### BACKGROUND

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

On January 21, 2016; the CTC approved a revised fund estimate which reduced the STIP by \$754 million. According to CTC revised programming targets, the county programming share would have to be reduced by approximately \$10 million. However, because several other bay area counties do not have a capacity to reduce, San Mateo County may be forced to make further reductions to the program.

C/CAG sent a letter to Sacramento last month urging for a legislative solution to address this funding issue as well as a letter of support for AB 1591 (Frazier), which is an aggressive transportation funding proposal.

MTC staff intends to transmit a letter to CTC regarding the State's need to solve the STIP funding crisis; however, they will also include a list of \$81 million worth of programming that can be "delayed" to FY 2021-22 (one year outside the 2016 RTIP period). This proposal will be considered by the MTC Policy Advisory Council (PAC) on March 9, 2016 and by the full MTC Commission on March 23, 2016. C/CAG staff will provide further updates at the March 10, 2016 Board meeting.

#### ATTACHMENTS

1. None

## C/CAG AGENDA REPORT

Date: March 10, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Receive a presentation and ceremonial check for calendar year 2015 San Mateo County Energy Watch program (SMCEW).

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

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### RECOMMENDATION

That the C/CAG Board receive a presentation and ceremonial check for calendar year 2015 San Mateo County Energy Watch program (SMCEW).

### FISCAL IMPACT

None.

SMCEW program staff costs are paid for by funding under the C/CAG – PG&E Local Government Partnership (LGP) agreement. Additional matching funds, specifically for transportation-related Climate Action Planning efforts, come from C/CAG Congestion Relief Funds.

### BACKGROUND

San Mateo County Energy Watch is a local government partnership between C/CAG and Pacific Gas and Electric Company (PG&E). This program is managed and staffed by the County of San Mateo, Office of Sustainability. Other program partners include Ecology Action for “turnkey” lighting and refrigeration projects, El Concilio of San Mateo County for installation of energy and comfort improvements for moderate-income residential customers, and DNV GL for climate action initiatives.

San Mateo County Energy Watch, launched in 2009, was originally contracted to achieve energy savings in the municipal, non-profit, and residential program sectors. Over the years since, the program contract added schools, farms, nonprofit and small business sectors. In past years, SMCEW’s municipal program has completed energy efficiency benchmarking, audits, energy-efficiency projects, and climate action planning for the County, all 20 cities, and a number of special districts in San Mateo County.

In calendar year 2015, the program exceeded its energy savings goals and reduced its one-year running average cost per kilowatt hour of energy savings.

The program achieved 157% of its peak kilowatt savings goal and 165% of its kilowatt hour savings goal. Through November 2015, the program was achieving its Therms (natural gas) savings goal, which was zero Therms, but failed to meet its goal due to interactive affects as a result of a lot of interior lighting projects that were installed in December. Typical projects that were completed in 2015 included: lighting, boiler replacements, chillers and energy management systems.

## **Comprehensive Energy Recommendations for Cities**

Near the end of CY 2012, SMCEW began offering Comprehensive Energy Recommendations (CER) to local governments in collaboration with our nonprofit partner, Ecology Action. The CER approach combines multiple energy saving retrofit measures into a bundle of projects designed to, collectively, reduce the simple payback time of deeper energy saving projects, such as boiler replacements, that generally have long simple payback periods. The CER approach also includes promoting a PG&E-offered 0% On-Bill Financing opportunity, and a strategy of presenting energy efficiency as an investment. The program continued this approach in 2015.

## **Prop 39 Guidance for Public Schools**

Proposition 39 was passed in 2012, earmarking approximately \$500 million a year for five years to the public schools in California for energy efficiency projects. In follow-up legislation (Senate Bill 73), the California Energy Commission (CEC) was designated to lead a process with its counterpart state agencies to develop guidelines for distributing the funds in accordance with the Prop 39 statute. In 2013, SMCEW began collaborating with the San Mateo County Office of Education (SMCOE) to assist school districts with Prop 39 efforts.

In 2013, SMCEW and SMCOE met individually with 21 of the 23 school districts to help them develop a Prop 39 strategy. Ultimately, the program chose eight priority districts on the basis of need for technical assistance and staff to help attain the funds allocated to the district within the five-year Prop 39 program cycle.

In 2015, SMCEW assisted 9 school districts with energy audits and reports, and provided the required expenditure plan for one priority school district. So far, 11 school districts (out of 23) in San Mateo County have submitted expenditure plans for a total of \$5.5M. Much funding remains in the Prop 39 program for school districts in San Mateo County, so the SMCEW will continue its efforts in 2016, with the goal of every school district using their allocated funds from Prop 39.

Water conservation audits were also completed at three school sites in 2015, provided by the program's CivicSpark fellow, Megan Waters. Additional audits are being completed in 2016. Water conservation opportunities may also be included in Prop 39 expenditure plans.

## **Zero Energy Program**

In 2014, the SMCEW program began developing a tool kit for cities to help them "discover" zero energy construction as a possible goal for all new construction. Although much information is available about the value of building to zero net energy standards, there are few readily available resources and/or technical assistance to enable people to take action. The SMCEW program intends to provide this support in San Mateo County and serve as a model for the region.

In 2015, the SMCEW program hosted a two-day workshop and two webinars on zero energy, and drafted a zero energy action plan template for San Mateo County cities. Considerable effort will be made in 2016 to further develop these tools for San Mateo County Cities and to "intervene" in any municipal new construction projects to promote zero energy goals.

In 2015, three zero energy videos were completed, providing outreach tools on zero energy for San Mateo County cities.

## **Climate Action Planning**

In 2008 and 2009, C/CAG provided funding to the cities and County to complete 2005 greenhouse gas (GHG) emission inventories for their government operations and provided funding to County staff to complete community-scale emissions inventories with technical support from ICLEI. A logical next step was for cities to complete climate action plans. C/CAG recognized, however, that financial and resource constraints were preventing most small- and medium-size cities from developing climate action plans and that the difficult economic climate would likely continue into at least 2013. As a result, in 2010 C/CAG solicited support from the Bay Area Air Quality Management District (BAAQMD) and Pacific Gas and Electric Company (PG&E) to develop what has come to be known as the Regional Integrated Climate Action Planning Suite (RICAPS). (C/CAG matches those funds.)

The RICAPS tools consist of: Climate Action Plan Template, Proposed Measures Including Calculations and Selection Guide, Online Forecasting, Targeting, Calculating, and Tracking Tool, and Users Guide. In addition, the RICAPS program provides technical support via consultant DNV GL. Cities can get one-on-one assistance as well as attend monthly multi-city working group meetings. As of October 2014, all 20 cities and the County either have an adopted climate action plan, drafted climate action plan, or are working on a draft plan. SMCEW is now assisting cities with a series of new initiatives to support the implementation of climate action plans.

In 2015, the SMCEW program, with consulting from DNV GL, helped get two new climate action plans (CAPs) adopted, drafted two new CAPs, provided quantification for one CAP update to City Council, and provided support to get one CAP approval from a Planning Council. In addition, greenhouse gas inventories were completed for calendar year 2011, 2012, 2013 and 2014 is nearly complete, pending data from PG&E. Similar work on climate action planning will continue in 2016.

The countywide RICAPS working group continues to meet monthly on topics related to CAP implementation and planning, and other topics as requested by city staff. Meetings are not held in person four times a year and by webinar eight times per year.

## **Beacon Award**

To make the climate action efforts cities are making more visible to the public, the RICAPS program now includes supporting cities in participating in the Beacon Award. The Beacon Award is a program of the Institute for Local Government (ILG) recognizing and celebrating cities and counties that reduce greenhouse gas emissions and energy use; adopt policies and programs to address climate change; and promote sustainability. Participating cities and counties are recognized with Silver, Gold and Platinum Beacon Awards for achieving specified measurable reductions. The program also recognizes participants for interim accomplishments. C/CAG is registered as a Beacon Award Champion to assist interested cities in participating.

In 2015, C/CAG and the cities in San Mateo County made a big statement of the collaboration in our county on climate action by winning a number of Beacon Awards. Eleven local governments in San Mateo County participated in 2015. Two local governments received full Beacon Awards and nine other cities received Beacon Award Recognition. Finally, C/CAG was awarded for its outstanding efforts as a Beacon Award Champion.

## **Contracting for 2016**

C/CAG and PG&E have agreed on the budget and scope of work for 2016, with continued funding for the current level of staffing and long term strategic planning (climate action-related activities).

## **Ceremonial Check Presentation**

PG&E will present a ceremonial check to the C/CG Board. The amount of the check represents the total energy efficiency incentives (rebates) paid to PG&E ratepayers in San Mateo County for installed energy efficiency projects in calendar year 2015.

## **ATTACHMENT**

None.

**C/CAG AGENDA REPORT**

Date: March 10, 2016  
To: C/CAG Board of Directors  
From: Sandy Wong, Executive Director  
Subject: Review and approval of an appointment to the Legislative Committee  
(For further information or questions contact Jean Higaki at 599-1462)

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**RECOMMENDATION**

That the Board review and approve an appointment to the Legislative Committee

**FISCAL IMPACT**

Unknown

**SOURCE OF FUNDS**

N/A

**BACKGROUND**

Two elected seats on the Legislative Committee were vacated by former committee members Art Kiesel of Foster City, and Laurence May of Hillsborough. Recruitment letters were issued on December 10, 2015 to all elected officials in San Mateo County. One letter of interest was received by the January 15, 2016 deadline enabling one vacancy to be filled by Millbrae council member Gina Papan.

A recruitment letter for the second vacancy was sent out on January 27, 2016 with a due date of February 26, 2016. Councilmember Catherine Mahanpour of Foster City and Councilmember Mary Ann Nihart submitted letters of interest for the current vacancy.

The Legislative Committee provides advice and recommendations to the full C/CAG Board on all matters dealing with State legislation, ballot measures, and positions to take on specific bills. The Legislative Committee is also the liaison with C/CAG's advocating firm.

**ATTACHMENTS**

1. Roster for the Legislative Committee
2. Letter from Councilmember Mary Ann Nihart
3. Letter from Councilmember Catherine Mahanpour

## Legislative Committee 2016 Roster

Chair - Deborah Gordon  
 Vice Chair - Vacant  
 Staff Support: Jean Higaki (jhigaki@smcgov.org)  
 (650) 599-1462

Name	Representing
Irene O'Connell	City of San Bruno
Richard Garbarino	City of South San Francisco
Deborah Gordon	Town of Woodside
Catherine Carlton	City of Menlo Park
Karen Ervin	City of Pacifica
Mary Ann Nihart (C/CAG Chair)	City of Pacifica
Alicia Aguirre (C/CAG Vice Chair)	City of Redwood City
Gina Papan	City of Millbrae
Vacant	

The Legislative Committee is composed of seven City Council Members/Members of the Board of Supervisors appointed by the C/CAG Board plus the Chair and Vice Chair of C/CAG.



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## CITY OF PACIFICA

170 Santa Maria Avenue • Pacifica, California 94044-2506  
[www.cityofpacifica.org](http://www.cityofpacifica.org)

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**MAYOR**  
Sue Digre

**MAYOR PRO TEM**  
Mike O'Neill

**COUNCIL**  
Karen Ervin  
Mary Ann Nihart  
John Keener

### Scenic Pacifica

Incorporated Nov. 22, 1957

February 22, 2016

Board Members  
City and County Association of Governments  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063

Dear Colleagues:

I humbly ask your support in returning to a seat on the Legislative Committee where I began my service at the City and County Association of Governments (C/CAG). More than a year before I was appointed by my fellow councilmembers to serve as our Pacifica C/CAG representative, I was selected to serve on the Legislative Committee. When I became Vice Chair and then Chair, those positions are included as part of the Legislative Committee. During that time, I resigned my seat, which allowed another council member to serve. As my term as C/CAG Chair ends in March, I would like to continue my work on the Legislative Committee and ask for your vote to fill the current vacancy.

Keenly interested in legislative issues and process, I have taken an active role in the committee. During the past year, I worked with the committee chair to help organize and lead a lobbying day in Sacramento, where our small but effective delegation voiced our concerns and addressed key legislators in a number of areas of vital importance to San Mateo County. With the recently announced decrease in STIP funds, we must advocate even more strongly for our constituents and not shoulder a greater percentage of the reductions simply because some in our nine county region have already used all of their funds. In addition, we must support new funding sources, such as those proposed by State Senator Beale, to replace the diminishing gas tax and rebuild our failing infrastructure before our streets and roads reach critical levels of deterioration from which recovery would be much more costly and difficult. We are planning a return to Sacramento in April and we need individuals with broad knowledge of our resources and needs in San Mateo County as well as significant positive relationships and history with our representatives.

Water resources and management have become essential to our economic future in San Mateo County. Often funding sources have been insulated from one another with silos maintained by familiarity and complacency. Last year, we planted the seeds to enable possibilities for water management funding (especially storm water) within the design and installation of transportation projects, creating an ever more sustainable future. Again, with shrinking resources, it is critical we think creatively and push our representatives to do the same.

These are but a few of the reasons I would like to continue my work on the C/CAG Legislative Committee. There is much work to do and I am excited to continue our efforts. If you have any questions, please do not hesitate to call 650-359-7624 or email [nihartm@ci.pacifica.ca.us](mailto:nihartm@ci.pacifica.ca.us) Thank you for your consideration. It is an honor to serve with such dedicated and inspiring board members and staff.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mary Ann Nihart". The signature is fluid and cursive, with the first name "Mary" and last name "Nihart" clearly legible.

Mary Ann Nihart  
Councilmember, City of Pacifica



## *City of Foster City*

### ESTERO MUNICIPAL IMPROVEMENT DISTRICT

610 FOSTER CITY BOULEVARD  
FOSTER CITY, CA 94404-2222

January 19, 2016

Re: City/County Association of Governments Appointment to the Legislative Committee

Dear Members of the Board:

I am writing to express my interest in serving on the C/CAG Legislative Committee. I believe many of the issues facing the city I represent are regional issues affecting not only Foster City, but the entire Bay Area and beyond. We must work together as a unit to determine the appropriate solutions, and I believe this can be accomplished through the C/CAG Legislative Committee.

I am an attorney with a legal background in environmental and business law, and I believe I can offer a diverse perspective on the issues facing our cities and county. My legal experience spans over 16 years as an environmental and corporate law attorney. My environmental experience includes almost ten years of working with the U.S. EPA, assisting the agency with building cases against polluters of identified Superfund sites under CERCLA. I am well-versed in other environmental regulations, as well, such as the Clean Air Act and CEQA/NEPA, which I have taught at several Bay Area universities.

Most recently, my practice has included business consulting. Therefore, I am very aware of the business issues in our region, from traffic and housing to tax laws and rental challenges.

I appreciate your consideration of my appointment to the Legislative Committee. Please do not hesitate to contact me at (650) 286-3501 or at [cmahanpour@fostercity.org](mailto:cmahanpour@fostercity.org) if you have any questions or need additional information.

Respectfully,

Catherine Mahanpour  
Council Member, Foster City

## C/CAG AGENDA REPORT

**Date:** March 10, 2016

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

**From:** Sandy Wong, Executive Director

**Subject:** Review and approval of an elected official appointment to the Congestion Management & Environmental Quality Committee

(For further information or questions contact Jeff Lacap at 650-599-1455)

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### RECOMMENDATION

That the C/CAG Board review and approve the appointment of an elected official to the Congestion Management & Environmental Quality Committee.

### FISCAL IMPACT

None.

### BACKGROUND/DISCUSSION

The Congestion Management & Environmental Quality (CMEQ) Committee provides advice and recommendations to the C/CAG Board of Directors on all matters relating to traffic congestion management, travel demand management, coordination of land use and transportation planning, mobile source air quality programs, energy resources and conservation, and other environmental issues facing local jurisdictions in San Mateo County. Currently, there is one vacant seat on the CMEQ Committee for elected officials. The seat was vacated by Councilmember Barbara Pierce of Redwood City.

A recruitment letter for the vacant seat on the CMEQ Committee was sent to all elected officials in San Mateo County on January 27, 2016 with a due date of February 26, 2016. Three letters of interest were received from:

- Vice Mayor Charlie Bronitsky (City of Foster City)
- Councilmember Emily Beach (City of Burlingame)
- Councilmember Reuben Holober (City of San Carlos)

Staff has offered the opportunity for all candidates to speak before the C/CAG Board regarding their interest and qualifications for appointment to the CMEQ.

### ATTACHMENTS

- CMEQ Committee Roster
- Elected Official Letters of Interest

## CMEQ Roster

Chair: Richard Garbarino  
 Vice Chair: Mike O’Neill  
 Staff Support: Jeff Lacap ([jlacap@smcgov.org](mailto:jlacap@smcgov.org))  
 (650) 599-1455

Name	Representing
Alicia Aguirre	Metropolitan Transportation Commission (MTC)
Vacant	Elected Official
Charles Stone	City of Belmont
Elizabeth Lewis	City of Atherton
Irene O’Connell	City of San Bruno
Linda Koelling	Business Community
John Keener	City of Pacifica
Lennie Roberts	Environmental Community
Mike O’Neill	City of Pacifica
Adina Levin	Agencies with Transportation Interests
Rich Garbarino	City of South San Francisco
Rick Bonilla	City of San Mateo
Steve Dworetzky	Public Member
Wayne Lee	City of Millbrae
Douglas Kim	San Mateo County Transit District (SamTrans)
Elizabeth Scanlon	Peninsula Corridor Joint Powers Board (Caltrain)



*City of Foster City*

**ESTERO MUNICIPAL IMPROVEMENT DISTRICT**

610 FOSTER CITY BOULEVARD  
FOSTER CITY, CA 94404-2222

February 1, 2016

Re: City/County Association of Governments Appointment to the Congestion Management & Environmental Quality Committee

Dear Members of the Board:

I am writing to express my interest in serving on the C/CAG Congestion Management & Environmental Quality (CMEQ) Committee. I represent the City of Foster City located along State Route 92 at the terminus of the San Mateo Bridge and within the vicinity of the 92/101 interchange. I believe Foster City, and similar cities with east-west commutes and those outside of the transit corridor, are currently underrepresented in regional traffic matters, though equally impacted by commute traffic. As a member of the CMEQ Committee, I believe I could provide a voice for those cities like Foster City.

I have been a real estate and land use lawyer for 30 years. I served on the Foster City Planning Commission for 4 years and now on the Foster City City Council for 6 years with one term as mayor and two terms as vice-mayor. I have also served for two years as the Vice Chair of the Policy Committee for the Bay Area Water Supply and Conservation Agency and 1 year as the Chair. I am also currently the Vice-Chair of the South Bayside Waste Management Authority.

I have worked on traffic mitigation projects in both my professional and civic capacities and have a good understanding of the issues and the constraints. I have also taken a strong interest in environmental sustainability matters. I was instrumental in spearheading the installation of the first municipal solar array in Foster City and I continue to be a champion for green building practices and environmental policies. My commitment to traffic mitigation and environmental sustainability efforts make me well-suited for the CMEQ Committee.

I appreciate your consideration of my appointment to the CMEQ Committee. Please do not hesitate to contact me at (650) 286-3504 or at [cbronitsky@fostercity.org](mailto:cbronitsky@fostercity.org) if you have any questions or need additional information.

Respectfully,

Charlie Bronitsky  
Vice Mayor, Foster City



## The City of Burlingame

CITY HALL -- 501 PRIMROSE ROAD  
BURLINGAME, CALIFORNIA 94010-3997

TEL: (650) 558-7200  
FAX: (650) 342-8386  
[www.burlingame.org](http://www.burlingame.org)

ANN KEIGHRAN, MAYOR  
RICARDO ORTIZ, VICE MAYOR  
MICHAEL BROWNRIGG  
DONNA COLSON  
EMILY BEACH

February 25, 2016

Ms. Sandy Wong  
C/CAG Executive Director  
City/County Association of Governments  
555 County Center, 5th Floor  
Redwood City, CA 94063

Dear Ms. Wong:

Thank you for considering me for the open elected seat on C/CAG's Congestion Management and Environmental Quality Committee. I am sincerely interested in this appointment and feel that my perspective would bring value to the team.

As a Councilmember, my top priorities include infrastructure and city services that improve our quality of life. I believe forward-thinking transportation planning is an essential part of our community and economy, and will help us manage the Bay Area's rapid growth and bright future. Although cars will continue to be the predominant choice for transportation, smart infrastructure that moves people efficiently and provides convenient alternatives to the automobile will make a significant positive impact on our air quality, energy use, and congestion. Because transportation is a regional issue, I am keenly interested in this opportunity to serve on the CMEQ committee so that I can help support intelligent and practical solutions to these complex issues.

My family's lifestyle illustrates my commitment. We've remained a one-car family since we departed San Francisco to live in Burlingame. Our 10-year old car has only 91,000 miles on it. I am a recreational cyclist and travel to most city meetings on my bike. My husband commutes daily to San Francisco by bicycle and rides CalTrain home. We feel lucky to live in Burlingame where we enjoy an active pedestrian and cycling lifestyle with our children (ages 11 and 9) because it is convenient, supports the environment, and improves our personal health. I believe accessible and strong public transportation systems integrated with innovative pedestrian and bicycle safety measures are key ingredients for a strong, thriving, and balanced community. I want to help our region provide transportation choices that get people out of their cars, improve our air quality, reduce parking and traffic congestion, and promote a healthier general public.

Ms. Sandy Wong  
C/CAG Executive Director  
February 25, 2016  
Page Two

Prior to entering elected office, I worked as a U.S. Army Captain, technical sales executive in Silicon Valley, and non-profit executive for Burlingame's education foundation. I graduated from the University of Notre Dame (Notre Dame, IN) in 1996 with a B.A. in Government and Spanish.

I have a flexible schedule and can attend CMEQ's monthly meetings on Monday afternoons in San Mateo.

Thank you for your consideration.

Warm regards,

A handwritten signature in cursive script that reads "Emily Beach".

Emily Beach  
Councilmember  
City of Burlingame



*City of Millbrae*  
621 Magnolia Avenue, Millbrae, CA 94030

REUBEN D. HOLOBER  
Vice Mayor

February 19, 2016

Dear Honorable Colleagues,

I am writing to express interest in filling the vacancy on the C/CAG Congestion Management and Environmental Quality (CMEQ) Committee.

Traffic congestion and environmental quality are critical matters to me. As a commuter, I feel the impact that traffic has on all San Mateo County residents. I have served for the past year on the Commute.org (Peninsula Traffic Congestion Relief Alliance) Board and appreciate the organization's creative successes in providing shuttle service and promoting alternatives to single-occupancy vehicles. I have also served as an alternate to the Caltrain Local Policy Makers Group, working to ensure that all communities are represented in the modernization efforts.

With growth projected throughout the Bay Area in coming decades, we must continue collaborative efforts to improve our transportation system. While most emphasis has been on relieving the north-south commute, a fully integrated system must also address east-west transportation to expand mobility for all County residents.

During my tenure on the City Council, Millbrae was recognized with three California League of Cities Spotlight Awards for greenhouse gas reductions, energy savings, and sustainable practices. I supported and voted to install electric vehicle charging stations, join Peninsula SunShares for discounted solar power, and join the County's Community Choice Aggregation program. I worked to craft and recently approved the Millbrae Station Area Specific Plan to be a model for transit-oriented development on the Peninsula. The plan includes transportation demand management requirements for employers, improved pedestrian and bicycle connectivity, and limited parking for vehicular trip reduction.

I would be honored to serve on the Congestion Management and Environmental Quality Committee. My approach in listening to all perspectives in order to reach consensus combined with my experience seeking County-wide transportation solutions would benefit the committee. I very much look forward to continue working with you to improve quality of life in San Mateo County.

I respectfully ask for your support. Please feel free to call me at (650) 740-3777.

Sincerely,

A handwritten signature in black ink that reads "Reuben D. Holober". The signature is written in a cursive, flowing style.

Reuben D. Holober  
Vice Mayor

## C/CAG AGENDA REPORT

Date: March 10, 2016

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of modification to the composition of the Resource Management and Climate Protection (RMCP) Committee by consolidating the business seats (**Special voting procedures apply**)

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

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### RECOMMENDATION

That the C/CAG Board of Directors review and approve the modification to the composition of the Resource Management and Climate Protection (RMCP) Committee by consolidating the business seats.

### FISCAL IMPACT

None.

### BACKGROUND

The Resource Management and Climate Protection Committee (RMCP) is composed of fifteen seats, seven elected officials and eight stakeholder representative seats from the following: energy, water, utility, nonprofit, large business, small business, chamber of commerce, and environmental.

Three of the seats on the committee, large business, small business, and chamber of commerce have similar value to the committee, all providing a business perspective. These seats have been difficult to fill and have been vacant for some time, due to business representatives having difficulty making time in their schedules to attend meetings. In addition, committee members suspect that business representatives might be more interested in specific policies that have direct impacts on their business, rather than the broader countywide climate related discussions at the Committee. Hence, not cost-efficient for them to attend RMCP committee meetings. Poor attendance affects the ability of the committee to reach a quorum.

On February 17, 2016, the RMCP Committee met, discussed a staff recommendation to combine the large business, small business and chamber of commerce seats into one seat called “business”, and took action directing staff to bring this recommendation to the C/CAG Board for approval. Upon approval by the C/CAG Board, staff will update the RMCP Committee roster and recruit to fill the new business seat, reaching out to chamber of commerce leaders in San Mateo County.

### ATTACHMENT

RCMP Committee Roster – February 2016

# C/CAG

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

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

<b>Resource Management and Climate Protection Committee</b> (February 2016)	
<b>Elected Officials (7)</b>	
Deborah Gordon – <b>Committee Chair</b> Former Mayor/Councilwoman Town of Woodside	Dave Pine Supervisor County of San Mateo – District
Maryann Moise Derwin – <b>Vice-Chair</b> Former Mayor/Councilwoman Portola Valley	Don Horsley Supervisor County of San Mateo – District 3
Pradeep Gupta Councilmember South San Francisco	Diane Papan Councilmember San Mateo
Rick DeGolia Vice Mayor Atherton	
<b>Stakeholder Representatives (8)</b>	
<b><u>Energy</u></b>	Vacant
<b><u>Water - BAWSCA</u></b>	Nicole Sandkulla, P.E. CEO and General Manager

**Resource Management and Climate Protection Committee**

(February 2016)

<b><u>Utility – PG&amp;E</u></b>	Kathy Lavezzo Senior Account Manager Pacific Gas and Electric Company
<b><u>Nonprofit</u></b>	Robert Cormia Professor, Foothill - De Anza Community College
<b><u>Large Business</u></b>	vacant
<b><u>Small Business</u></b>	vacant
<b><u>Chamber of Commerce</u></b>	vacant
<b><u>Environmental</u></b>	Beth Bhatnagar Board Member Sustainable San Mateo County

# C/CAG AGENDA REPORT

**DATE:** March 10, 2016  
**TO:** C/CAG Board of Directors  
**FROM:** Sandy Wong, Executive Director  
**SUBJECT:** Election of a C/CAG Chairperson and a C/CAG Vice Chairperson  
[For further information please contact Sandy Wong at (650) 599-1409]

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## **RECOMMENDATION:**

That the C/CAG Board of Directors elect a Chairperson and Vice Chairperson.

## **FISCAL IMPACT:**

None.

## **BACKGROUND/DISCUSSION:**

The C/CAG By-Laws provides for the nomination of officers at the regular February Board meeting and the election of officers shall occur at the regular March Board meeting. This procedure allows time for the candidates to provide the Board Members with background information to assist them in casting their votes.

At the February 11, 2016 Board meeting, Alicia Aguirre was nominated for Chair, and Maryann Moise Derwin was nominated for Vice Chair.

No additional nominations may be submitted at the March 10<sup>th</sup> meeting. The Board can only accept additional nominees from the floor in the event there are not enough candidates for the available offices.

The vote of each Board Member must be declared publicly at the time of the Board meeting. Ordinarily, the recommended method for complying with this requirement is that Board Members fill out written ballots, the ballots are tallied, and then the contents of each ballot is read aloud at the meeting. In this instance, because there is only one nominee for each office, Staff recommends that the election be conducted through a voice vote.

## **ATTACHMENTS:**

Attachment 1: Background information for Alicia Aguirre  
Attachment 2: Background information for Maryann Moise Derwin

Mayor John D. Seybert  
Vice Mayor Ian Bain

Council Members  
Alicia C. Aguirre  
Janet Borgens  
Jeffrey Gee  
Diane Howard  
Shelly Masur



1017 MIDDLEFIELD ROAD  
Redwood City, California 94063  
Telephone (650) 780-7220  
FAX (650) 261-9102  
www.redwoodcity.org

February 18, 2016

Dear Colleagues:

I am writing to ask for your support for the Chair position on C/CAG. I have served on the C/CAG Board for the last few years and value the importance of this organization for our region.

We have made important decisions that benefit our cities and help improve the quality of life in general. Transportation is one of the main issues that we deal with and I am fortunate to serve as a Commissioner on Metropolitan Transportation Commission (MTC). I have built a positive relationship across the Bay Area and ensured my voice reflected the diversity of population, demographics, and geography that makes San Mateo County's cities unique and special. I have worked collaboratively to bring our County's fair share of funding to the right projects, so that we can effectively work to reduce traffic congestion, promote alternative transportation modes, improve our roadways, and have an overall positive impact on our economy.

Air quality is another area that C/CAG works on and I sit on the CMEQ board that addresses congestion management and environmental quality as a representative for MTC.

I also serve on the SBWMA board and we address another goal of C/CAG which is hazardous and solid waste as well as recycling.

Most recently, I have been appointed as Chair of the Legislative Committee on the Metropolitan Transportation Commission and will be traveling to Washington DC in March with my colleagues from the nine Bay Area counties to continue to advocate for much needed funding for this part of the country.

I am respectfully requesting your support for Chair of the C/CAG Board. Thank you again for your consideration, and please do not hesitate to contact me at 650-207-2622.

Sincerely,

A handwritten signature in cursive script that reads "Alicia C. Aguirre".

Alicia C. Aguirre  
Council Member

C: City Council, Redwood City

# TOWN of PORTOLA VALLEY

Town Hall: 765 Portola Road, Portola Valley, CA 94028 - Tel: (650) 851-1700 Fax: (650) 851-4677

February 29, 2016

City/County Association of Governments Governing Board  
c/o Mima Guilles, Executive Assistant  
City/County Association of Governments of San Mateo County  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063

Re: Letter Seeking Appointment for Vice Chair of C/CAG Board

Dear Honorable C/CAG Board Members:

Please accept this letter as application for the C/CAG Board vice chair position.

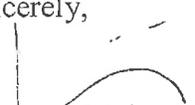
I have been a C/CAG Board member since 2008. In that first year I will confess to often sitting in a fog trying to decode acronyms and untangle funding streams in the byzantine world of transportation finance. But I eventually settled in, witnessing the broadening of C/CAG's scope beyond transportation to include a more robust suite of climate change programs, the creation of the new Water Committee, partnerships with other county agencies to help the cities produce and certify their respective housing elements, among many other examples.

I have been working with the community as a council member since 2005 when I was first elected to the Portola Valley Town Council and I'm serving my third term as mayor. I sit on two C/CAG committees: Resource Management Climate Protection (vice chair) and Water. I am also a member of the SMC Library JPA Governing Board (past chair), the SMC Library Donor Funds Subcommittee (current chair), the HEART Board and the Closing the Jobs/Housing Gap Task Force. I was a past secretary, vice chair and chair of the SMC Council of Cities and a member of the SMC Poet Laureate Advisory Committee. I have degrees in literature and writing and worked for many years as a freelance writer, but the work that has defined me for the past 26 years has been my role as a mother.

Since my life was broken open two months ago, I have been afforded the gift of perspective. Consequently, I believe that the way the twenty-one of us come together once a month, each representing a jurisdiction distinct in geography and demographics, to debate civilly, respecting each other's positions, and to collaboratively find solutions that work for the greater good, well, this is a rare and beautiful thing in modern day democratic government. In a time of decidedly uncivil public discourse, I am proud to be a small part of such an ethical governing body and I would be honored to serve as your vice chair.

Thank you for considering my candidacy for this position.

Sincerely,

  
Maryann Moise Derwin  
Mayor, Town of Portola Valley

## C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
OF SAN MATEO COUNTY

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February 11, 2016

The Honorable Jim Beall  
Chair, Senate Transportation and Housing  
Committee  
State Capitol, Room 2209  
Sacramento, CA 95814

The Honorable Jim Frazier  
Chair, Assembly Transportation Committee  
1020 N Street, Room 112  
Sacramento, CA 95814

**RE: 2016 STIP Fund Estimate**

Dear Chairs Beall and Frazier:

The San Mateo County City/County Association of Governments (C/CAG), the Congestion Management Agency (CMA) for San Mateo County, is writing to urge a legislative solution to the reduction in State Transportation Improvement Program (STIP) funding caused by recent adjustments to the price-based excise tax mandated by state law as a result of the 2010-11 gas tax swap. In addition to the STIP, cities and counties, as well as the State Highway Operation and Protection Program (SHOPP) are negatively impacted by the adjustment. This problem is only exacerbated by the continued redirection of truck weight fees to offset the cost of debt-service on transportation bonds.

As you are both aware, in March 2015, the State Board of Equalization (BOE) - responding to declining oil prices and lower fuel costs - adjusted the price-based excise tax on gasoline downward from 18 cents to 12 cents as required by state law. This adjustment resulted in the loss of \$350 million in STIP funding in 2015-16, and \$800 million in transportation funding overall. As oil prices continue to remain at the lowest levels the state has seen in years, it is presumed BOE is poised to take another action in March 2016 to further lower the price-based excise tax to 9.8 cents per gallon, which would further reduce the STIP by another \$150 million in 2016-17. The pending BOE action caused the California Transportation Commission, at its January 21 meeting, to adopt a 2016 STIP fund estimate acknowledging a programming capacity of negative \$750 million over the next five years. The CTC's action has triggered a need for regional and county-level transportation agencies to remove projects already programmed in the STIP, of which the impact to San Mateo County will be between \$10-\$31 million. Additionally, as mentioned above, the annual adjustment also has a similar effect on transportation dollars flowing directly to cities and counties for road maintenance. Cities and counties stand to lose an estimated \$150 million if the BOE again lowers the price-based excise tax.

As our state's existing transportation funding sources continue to diminish, we strongly encourage the Legislature to act quickly and remedy the negative impacts caused by the statutorily required adjustments to the STIP. We also ask that you remain steadfast in your

efforts to find new funding sources to address California's critical backlog of highway and road maintenance needs, as well as provide new funding for additional capacity in congested corridors, freight improvements, and alternative modes of transportation.

I thank both of you very much for your attention to this matter and C/CAG is happy to help in any way we can. Please feel free to contact Sandy Wong, the C/CAG Executive Director, at [slwong@smcgov.org](mailto:slwong@smcgov.org) with any questions or concerns.

Sincerely,



Mary Ann Nihart, Chair

City/County Association of Governments of San Mateo County

Cc: Governor Jerry Brown  
Secretary Brian Kelly  
Senator Jerry Hill  
Assembly Member Richard Gordon  
Assembly Member Kevin Mullin  
Assembly Member Phil Ting

# 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*

February 11, 2016

The Honorable Jim Frazier  
Chair, Assembly Transportation Committee  
1020 N Street, Room 112  
Sacramento, CA 95814

RE: **SUPPORT** for AB 1591 (Frazier)

Dear Assembly Member Frazier:

The City/County Association of Governments of San Mateo County (C/CAG), the Congestion Management Agency (CMA) for San Mateo County, is pleased to write to you today in **SUPPORT** of AB 1591. This bill would establish a multi-faceted transportation funding package, resulting in an approximately \$7 billion annual increase in transportation funding.

San Mateo County faces significant funding shortfalls to maintain our local streets & roads and improve the state highway system in our county. To fully address our local street and road funding shortfall, San Mateo County would need almost \$1.6 billion over the next 10 years. This bill, through a combination of fuel taxes, vehicle registration fees, Cap and Trade revenues, and revenue protections, would provide billions of dollars over that same timeframe to cities and counties and reestablish the state transportation improvement program (STIP). Of the new revenue generated, 47.5 percent would be distributed to cities and counties and substantial investments would be made in our state highways, in goods movement, and in transit. Additionally, this bill prevents the future borrowing of truck weight fees and eliminates the annual adjustments to the swap-based excise tax on gasoline.

We **SUPPORT** AB 1591 and appreciate your efforts to provide both state and local agencies the additional resources necessary to address our transportation infrastructure needs. Please feel free to contact Sandy Wong, the C/CAG Executive Director, at [slwong@smcgov.org](mailto:slwong@smcgov.org) with any questions or concerns.

Sincerely,



Mary Ann Nihart, Chair  
City/County Association of Governments of San Mateo County

Cc: Assembly Member Richard Gordon  
Assembly Member Kevin Mullin  
Assembly Member Phil Ting  
Senator Jerry Hill

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

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February 29, 2016

Christopher Calfee, Senior Counsel  
 Governor's Office of Planning and Research (OPR)  
 1400 Tenth Street  
 Sacramento, CA 95814

**RE: Revised Proposal on Updates to the CEQA Guidelines on Evaluating Transportation Impacts in CEQA**

Dear Mr. Calfee:

Thank you for providing an opportunity for the City/County Association of Governments of San Mateo County (C/CAG) to comment on the *Revised Proposal on Updates to the CEQA Guidelines on Evaluation Transportation Impacts in CEQA*. C/CAG staff reviewed the draft and participated in public workshops and discussions of the proposed changes to the CEQA guidelines sponsored by OPR and public agencies in the San Francisco Bay Area. We offer the following comments to the Technical Advisory portion of the Guidelines:

We appreciate including a list of projects that would not likely lead to a substantial or measurable increase in VMT. We also appreciate the case study of the highway capacity expansion project; however we would appreciate more examples of other types of transportation projects in the technical advisory. We recommend that OPR develop additional case studies that demonstrate the application of the CEQA guidelines which include analysis of modification to the following types of roadway projects: local arterial roadways, conventional highways, and freeway interchanges.

While reviewing the technical advisory we feel that the methodology for roadway projects seems oversimplified. An example is the fair share of VMT within the analysis. The fair share doesn't take into account the type of roadway project, where the project is located, or the usage of the proposed project (Roadway capacity project in rural vs. urban areas produce different VMT). We would like to see example methodologies that account for these factors.

Much emphasis was put on lead agencies to make the final decision on how to approach the guidelines. We think it would be helpful if different approaches were presented to help local agencies come to a final decision that is comprehensive and addresses the goals of the guidelines. A section within the technical advisory that presents various options would be helpful for lead agencies to construct customized guidelines.

We appreciate the opportunity to comment on the proposed technical guidance under the CEQA guidelines proposed by OPR.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jeffrey Lacap', written in a cursive style.

Jeffrey Lacap  
Transportation Programs Specialist

## C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
OF SAN MATEO COUNTY

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March 1, 2016

The Honorable Kevin Mullin  
Speaker Pro Tempore  
California State Assembly  
State Capitol, Room 3160  
Sacramento, CA 95814

**RE: SUPPORT for AB 2126 (Mullin)**

Dear Assembly Member Mullin:

The City/County Association of Governments of San Mateo County (C/CAG), the Congestion Management Agency (CMA) for San Mateo County, is pleased to write to you today in **SUPPORT** of AB 2126. This bill would increase the number of projects on the state highway system for which Caltrans is authorized to use the Construction Manager/General Contractor (CM/GC) procurement method from six to 12.

For several years, C/CAG, along with our partners at the San Mateo County Transportation Authority, the Metropolitan Transportation Commission, and Caltrans, have studied a number of solutions designed to address congestion on US 101 between San Francisco and San Jose. Currently, this freeway ranks among the 10 worst congested locations in the San Francisco Bay Area, despite the existence of a number of commuter alternatives, including a robust private shuttle network and the parallel Caltrain system (which currently exceeds capacity during peak commute times). US 101, during peak hours, is classified with a level of service (LOS) grade of "F". Additionally, the US 101 corridor is home to the state's largest concentration of technology, green energy, and research & development companies, responsible for approximately 13 percent of California's jobs and almost 15 percent of the state's gross domestic product, despite only housing about 10 percent of the state's population.

In order to address congestion on US 101 and better serve the state's economic engine, C/CAG and its partner agencies are exploring ways to add capacity and improve service on US 101 by considering a high-occupancy vehicle lane or express lane along portions of the corridor. CM/GC has been identified as an alternative delivery method for the potential project in order to provide more certainty in terms of cost and schedule. Because this project is on the state highway system, Caltrans would be the project lead and needs additional CM/GC authority to access this procurement method. Caltrans has already identified six projects for the existing authorization under state law and therefore, this bill is necessary to allow Caltrans to construct additional projects in this manner.

We **SUPPORT** AB 2126 and appreciate your efforts to provide flexibility in project procurement, specifically as we look to address congestion issues on US 101 in San Mateo County. Please feel free to contact Sandy Wong, the C/CAG Executive Director, at [slwong@smcgov.org](mailto:slwong@smcgov.org) with any questions or concerns.

Sincerely,



Mary Ann Nihart, Chair  
City/County Association of Governments of San Mateo County

Cc: Assembly Member Jim Frazier  
Assembly Member Richard Gordon  
Assembly Member Phil Ting  
Senator Jerry Hill