

# 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*

### C/CAG BOARD MEETING NOTICE

Meeting No. 295

- DATE:** Thursday, January 12, 2017
- 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 Receive a presentation on the Smart Mobility Project p. 1
  - 4.2 Overview of C/CAG Programs (and New Member Orientation)
- 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. 294 dated December 8, 2016. ACTION  
p. 2

- 5.2 Review and accept the 2016 Attendance Report for the C/CAG Board and Committees meetings. ACTION p. 8
- 5.3 Review and accept the C/CAG Basic Financial Statements (Audit) for the Year Ended June 30, 2016. ACTION p. 20
- 5.4 Review and accept the AB 1546 Financial Statements (Audit) for the Year Ended June 30, 2016 ACTION p. 29
- 5.5 Review and accept the Measure M Fund Financial Statements (Audit) for the Year Ended June 30, 2016. ACTION p. 36
- 5.6 Review and accept the C/CAG State Transportation Improvement Program (STIP) PPM Final Project Expenditure Audit Report from July 1, 2014 through October 1, 2015. ACTION p.43
- 5.7 Review and accept the C/CAG Single Audit Report for the Year Ended June 30, 2016 ACTION p. 52
- 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. 64
- 6.2 Review and approval of the C/CAG Annual Legislative Policies for 2017. ACTION p. 75
- 6.3 Action on Compensation Adjustment for Executive Director and review and approval of Resolution 17-01 authorizing the C/CAG Chair to execute Amendment No. 1 to the agreement between C/CAG and Executive Director. ACTION p. 80
- 7.0 COMMITTEE REPORTS
- 7.1 Committee Reports (oral reports)
- 7.2 Chairperson's Report
- 7.3 Board Members Report/ Communication
- 8.0 EXECUTIVE DIRECTOR'S REPORT
- 9.0 COMMUNICATIONS - Information Only
- 9.1 Letter from Alicia C. Aguirre, Chair, City/County Association of Governments, to Council Members from San Mateo County Cities and Towns, and Members of the San Mateo County Board of Supervisors, All City/County Managers, dated 12/9/16. RE: Solicitation of Elected Officials to Serve on C/CAG's Bicycle and Pedestrian Advisory Committee and Legislative Committee p. 84

- 9.2 Letter from Alicia C. Aguirre, Chair, City/County Association of Governments, to Council Members from San Mateo County Cities and Towns, and Members of the San Mateo County Board of Supervisors, dated 11/30/16. RE: Solicitation of Interested Parties to Serve on C/CAG's San Mateo Countywide Water Coordination Committee p. 86
- 9.3 Letter from Alicia C. Aguirre, Chair, City/County Association of Governments, to The Honorable Jim Frazier, Chair, Assembly Transportation Committee, dated 12/9/16. RE: SUPPORT for 28 (Frazier) p. 88
- 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.
- 121.0 ADJOURNMENT

Next scheduled meeting February 9, 2017

**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

January 12, 2017 C/CAG Board – SamTrans, 2nd Flr Auditorium – 6:30 p.m.  
January 12, 2017 Legislative Committee - SamTrans 2nd Floor Auditorium – 5:30 p.m.  
January 18, 2016 RMCP Committee – 155 Bovet Rd, 1st Flr Conference Rm, San Mateo – 2 p.m – 4 p.m.  
January 19, 2017 CMP Technical Advisory Committee – SamTrans, 2nd Floor Auditorium – 1:15 p.m. – 3 p.m.  
January 19, 2016 Stormwater Committee – SamTrans, 2nd Flr Auditorium – 2:30 p.m.  
January 23, 2017 Administrators’ Advisory Committee – 555 County Center, 5th Flr, Redwood City – 12 p.m.  
January 26, 2017 Airport Land Use Committee – 501 Primrose Road, Burlingame, CA – Council Chambers 4p.m.  
January 26, 2017 BPAC Committee - San Mateo City Hall – Conference Room – 7:00 p.m.  
January 30, 2017 CMEQ Committee – San Mateo City Hall – Conference Rm C – 3 p.m. – 5 p.m.

# C/CAG AGENDA REPORT

ITEM 4.1

Date: January 12, 2017  
To: City/County Association of Governments Board of Directors  
From: Sandy Wong, Executive Director  
Subject: Receive a presentation on the Smart Mobility Project

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

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## **RECOMMENDATION**

That the C/CAG Board receives a presentation on the Smart Mobility Project.

## **FISCAL IMPACT**

\$25,000 over two years

## **SOURCE OF FUNDS**

Congestion Relief Plan

## **BACKGROUND**

C/CAG partners with Joint Venture Silicon Valley (JVSV) to support the development of the Smart Mobility Project concept, which strives for the integration of transportation related technology, policies, programs, and procedures. One goal of the project is to explore ways to provide faster and more reliable commute options through public/private partnerships to accelerate the development and deployment of web-based transportation software applications, expanding access to alternative transportation options and reducing single-occupancy commutes.

The purpose of this presentation is to provide the C/CAG Board information on ideas, opportunities and challenges in addressing commute mode shift for traffic congestion relief and reduction in vehicle miles traveled. Potential solutions include concepts for the integration of enterprise commute trip reduction software with smartphone mobility aggregation, viability of pricing as a motivation for mode shift, availability of new commute options, as well as overcoming systematic obstacles.

## **ATTACHMENTS**

None

# C/CAG

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

### BOARD MEETING MINUTES

Meeting No. 294  
December 8, 2016

#### 1.0 CALL TO ORDER/ROLL CALL

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

Elizabeth Lewis – Atherton  
Doug Kim - Belmont  
Ricardo Ortiz – Burlingame  
Marina Fraser – Half Moon Bay  
Catherine Carlton – Menlo Park  
Gina Papan – Milbrae  
Mary Ann Nihart – Pacifica  
Maryann Moise Derwin – Portola Valley  
Alicia Aguirre – Redwood City  
Irene O’Connell – San Bruno  
Bob Grassilli – San Carlos  
Diane Papan – San Mateo (arrive 6:39 p.m.)  
Don Horsley – San Mateo County  
Karyl Matsumoto – South San Francisco and SamTrans  
Deborah Gordon - Woodside

Absent:

Brisbane  
Colma  
Daly City  
East Palo Alto  
Foster City  
Hillsborough

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  
Jeff Lacap – C/CAG Staff  
Eliza Yu – C/CAG Staff  
Reid Bogert – C/CAG Staff  
Kim Springer - SMC  
Bill Chiang – PG&E  
Matthew Robinson – Shaw/Yoder/Antwih  
Lorie Tinfow – Pacifica  
David Witkowski – Joint Venture Silicon Valley  
Russ Hancock – Joint Venture Silicon Valley  
Kara Gross – Joint Venture Silicon Valley

3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

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

None

4.0 PRESENTATIONS/ ANNOUNCEMENTS

4.1 Certificate of Appreciation to Joseph Silva, Councilmember of Town of Colma for his dedicated service to C/CAG.

4.2 Certificate of Appreciation to Marina Fraser, Councilmember of City of Half Moon Bay for her dedicated service to C/CAG.

4.3 Certificate of Appreciation to Mary Ann Nihart, Councilmember of City of Pacifica for her dedicated service to C/CAG.

4.4 Joint Venture Silicon Valley’s Smart Region Initiative.

Presentation was provided by Russ Hancock and David Witkowski of Joint Venture Silicon Valley regarding the Smart Region Initiative.

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 Horsley MOVED approval of Items 5.1, 5.2, 5.3, 5.4 and 5.5. Board Member Nihart SECONDED. **MOTION CARRIED 15-0-0.**

5.1 Approval of the minutes of regular business meeting No. 293 dated November 10, 2016.

APPROVED

5.2 Review and approval of the Finance Committee’s recommendation of no change to the C/CAG investment portfolio and accept the Quarterly Investment Report as of September 30, 2016

- 5.3 Review and approval of Resolution 16-37 authorizing the C/CAG Chair to execute an agreement with DNV GL Energy Services USA Inc. for climate action planning services for an amount not to exceed \$153,270 for calendar year 2017. APPROVED
- 5.4 Review and approval of Resolution 16-45 authorizing the C/CAG Chair to execute an agreement between Metropolitan Transportation Commission (MTC) and City/County Association of Governments of San Mateo County (C/CAG) for receipt of \$70,000 for performance of Regional Carpool Program Complementary Activities APPROVED
- 5.5 Review and approval of Resolution 16-46 authorizing the C/CAG Chair to execute an agreement between City/County Association of Governments of San Mateo County and Commute.org in an amount not to exceed \$70,000 for performance of the Regional Carpool Program Complementary Activities APPROVED
- 6.0 REGULAR AGENDA
- 6.1 Review and approval of appointments of public members to the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) to fill four vacant seats. APPROVED

The Board received the following letters from candidates regarding their respective interest in serving on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC):

David Stanek  
Casey Langenberger  
Matthew Self

In addition the Board received an in-person presentation from the following candidates:

Marina Fraser – City of Half of Bay  
Malcolm Robinson

Results from balloted votes were announced:

**Marina Fraser - City of Half Moon Bay (15 Votes)**  
 Elizabeth Lewis - Atherton  
 Doug Kim - Belmont  
 Ricardo Ortiz - Burlingame  
 Marina Fraser - Half Moon Bay  
 Catherine Carlton - Menlo Park  
 Gina Papan - Millbrae  
 Mary Ann Nihart - Pacifica  
 Maryann Moise Derwin - Portola Valley  
 Alicia Aguirre - Redwood City  
 Irene O'Connell - San Bruno  
 Bob Grassilli - San Carlos  
 Diane Papan - San Mateo  
 Don Horsley - San Mateo County

**Malcom Robinson (15 Votes)**  
 Elizabeth Lewis - Atherton  
 Doug Kim - Belmont  
 Ricardo Ortiz - Burlingame  
 Marina Fraser - Half Moon Bay  
 Catherine Carlton - Menlo Park  
 Gina Papan - Millbrae  
 Mary Ann Nihart - Pacifica  
 Maryann Moise Derwin - Portola Valley  
 Alicia Aguirre - Redwood City  
 Irene O'Connell - San Bruno  
 Bob Grassilli - San Carlos  
 Diane Papan - San Mateo  
 Don Horsley - San Mateo County



Karyl Matsumoto - South San Francisco  
Deborah Gordon - Woodside

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Deborah Gordon - Woodside

**Matthew Self (15 Votes)**

Elizabeth Lewis - Atherton  
Doug Kim - Belmont  
Ricardo Ortiz - Burlingame  
Marina Fraser - Half Moon Bay  
Catherine Carlton - Menlo Park  
Gina Papan - Millbrae  
Mary Ann Nihart - Pacifica  
Maryann Moise Derwin - Portola Valley  
Alicia Aguirre - Redwood City  
Irene O'Connell - San Bruno  
Bob Grassilli - San Carlos  
Diane Papan - San Mateo  
Don Horsley - San Mateo County  
Karyl Matsumoto - South San Francisco  
Deborah Gordon - Woodside

**David Stanek (11 Votes)**

Ricardo Ortiz - Burlingame  
Marina Fraser - Half Moon Bay  
Gina Papan - Millbrae  
Mary Ann Nihart - Pacifica  
Maryann Moise Derwin - Portola Valley  
Alicia Aguirre - Redwood City  
Irene O'Connell - San Bruno  
Bob Grassilli - San Carlos  
Don Horsley - San Mateo County  
Karyl Matsumoto - South San Francisco  
Deborah Gordon - Woodside

**Casey Langenberger (4 Votes)**

Elizabeth Lewis - Atherton  
Doug Kim - Belmont  
Catherine Carlton - Menlo Park  
Diane Papan - San Mateo

Marina Fraser, Malcolm Robinson, Matthew Self and David Stanek had the highest votes and have been elected to serve on the Bicycle and Pedestrian Advisory Committee (BPAC)

- 6.2 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

Matt Robinson from Shaw/ Yoder/ Antwih Inc. provided an update of the State Legislature. Topics covered were elections, transportation funding measure results, the status of the transportation funding bill.

The Legislative committee recommended that the C/CAG Board send a letter of support for AB 28. AB 28 (Frazier) would grant Caltrans the authority to permanently continue performing federal environmental responsibilities for highway projects under the National Environmental Policy Act (NEPA).

Board Member Gordon MOVED recommended sending a letter of support for AB 28. Board Member Papan (Millbrae) SECONDED. **MOTION CARRIED 15-0-0.**

- 6.3 Review and approval of Resolution 16-44 authorizing the C/CAG Chair to exercise the option to extend the contract with Shaw/Yoder/Antwih, Inc. to provide state legislative advocacy service for the same annual fee of \$72,000 in an amount not to exceed \$144,000 for the 2017 and 2018 legislative session.

APPROVED

Board Member Gordon MOVED approval of Item 6.3. Board Member Carlton SECONDED.  
**MOTION CARRIED 15-0-0.**

6.4 Review and approval of the C/CAG Annual Legislative Policies for 2017. NO ACTION

Item 6.4 was tabled until next month.

6.5 Review and accept the draft Countywide Stormwater Resource Plan and authorize the Executive Director to release it for public review and comment. APPROVED

Board Member Nihart MOVED approval of Item 6.5. Board Member Fraser SECONDED.  
**MOTION CARRIED 15-0-0.**

7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports)

7.2 Chairperson's Report

7.3 Board members Report

8.0 EXECUTIVE DIRECTOR'S REPORT

Sandy Wong, Executive Director, reported on the initial effort by C/CAG and County Department of Housing staff to enhance San Mateo county agencies' opportunity for affordable housing sustainable community grant funds.

9.0 COMMUNICATIONS - Information Only

9.1 Letter from Alicia C. Aguirre, 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 11/7/16. RE: C/CAG Bicycle and Pedestrian Advisory Committee Vacancies for Elected Officials

10.0 CLOSED SESSION

10.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Executive Director of C/CAG

10.2 Conference with Labor Negotiators

C/CAG Representatives: Alicia C. Aguirre

Unrepresented Employee: Executive Director

10.3 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 No reportable action was taken.

12.0 ADJOURNMENT – 8:32 p.m.

# C/CAG AGENDA REPORT

ITEM 5.2

Date: January 12, 2017

To: City/County Association of Governments Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and accept the 2016 Attendance Report for the C/CAG Board and Committees meetings. (For further information or questions contact Sandy Wong at 599-1409)

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## RECOMMENDATION

That the C/CAG Board review and accept the 2016 Attendance Report for the C/CAG Board and Committees meetings.

## FISCAL IMPACT

None

## SOURCE OF FUNDS

Not applicable

## BACKGROUND/DISCUSSION

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

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

## ATTACHMENTS

2016 Attendance Reports for the C/CAG Board and the following committees:

- C/CAG Board
- Airport Land Use Committee (ALUC).
- Bicycle and Pedestrian Advisory Committee (BPAC)
- Congestion Management & Environmental Quality (CMEQ)
- Congestion Management Program Technical Advisory Committee (TAC)
- Legislative Committee
- Finance Committee
- Resource Management & Climate Protection Committee (RMCP)
- Stormwater Committee
- Water Committee

**City/County Association of Governments (C/CAG) Board Attendance Report - 2016 January - December**

Agency	Representative/Alternate	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Atherton	Elizabeth Lewis	X	X	X		X	X			X		X	X
	Cary Wiest								X		X		
Belmont	Doug Kim	X		X		X	X		X	X		X	X
	Davina Hurt												
Brisbane	Terry O'Connell	X	X	X		X			X	X	X	X	
	Cliff Lentz												
Burlingame	Ricardo Ortiz			X		X	X		X	X	X	X	X
	Michael Brownrigg												
Colma	Joseph Silva		X	X						X	X		
	Diana Colvin					X	X		X				
Daly City	Judith Christensen		X				X		X	X	X		
	Michael Guingona												
East Palo Alto	Lisa Gauthier		X	X			X		X	X	X	X	
	Donna Rutherford					X							
Foster City	Herb Perez												
	Sam Hinki												
Half Moon Bay	Marina Fraser	X	X	X		X			X	X		X	X
	Rick Kowalczyk												
Hillsborough	Larry May		X				X			X	X		
	Marie Chuang	X							X				
Menlo Park	Catherine Carlton		X	X					X	X	X	X	X
	Ray Mueller												
Millbrae	Gina Papan		X	X		X	X			X		X	X
Pacifica	Mary Ann Nihart (Chair end Mar 2016)	X	X	X		X	Karen Ervin		X	X	Karen Ervin	X	X
Portola Valley	Maryann Moise Derwin		X	X		X	X		X	X	X	X	X
	Ann Wengert	X											
Redwood City	Alicia Aguirre (Chair begin May 2016)	X	X	X		X	X		X	X	X		X
	Diane Howard												
San Bruno	Irene O'Connell	X	X			X	X		X	X	X	X	X
	Jim Ruane												

**City/County Association of Governments (C/CAG) Board Attendance Report - 2016 January - December**

Agency	Representative/Alternate	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
San Carlos	Cameron Johnson	X		X			X		X	X			
	Bob Grassilli												X
San Mateo	Maureen Freschet			X		X			X			X	
	Diane Papan		X				X			X			X
San Mateo County	Don Horsley		X			X	X				X		X
	Dave Pine												
South San Francisco	Karyl Matsumoto	X	X	X		X	X		X	X	X	X	X
	Pradeep Gupta												
Woodside	Deborah Gordon	X	X	X		X			X		X		X
SMCTA	Cameron Johnson	X		X			X		X	X			
SamTrans	Karyl Matsumoto	X	X	X		X	X		X	X	X	X	X

**X - Committee Member Attended**

**■ No Board Meeting**

**Airport Land Use Committee (ALUC) Attendance Report - 2016 January - December**

Agency	Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
City of Brisbane	Terry O'Connell	X				X		X			X		
City of Burlingame	Ricardo Ortiz					X		X			X		
City of Daly City	Raymond Buenaventura	X											
City of Foster City	Catherine Mahanpour					X		X		X			
City of Half Moon Bay	Deborah Penrose									X	X		
City of Millbrae	Ann Schneider	X				X		X		X	X		
City of Redwood City	John Seybert												
City of San Bruno	Ken Ibarra	X								X			
City of San Carlos	Ron Collins	X				X		X		X	X		
County of San Mateo and Aviation Representative	Don Horsley												
City of South San Francisco	Liza Normandy	X				X		X			X		
Aviation Representative	Adam Kelly	X						X					
Half Moon Bay Airport Pilots Association	Dave Williams	X				X		X		X	X		

**X - Committee Member Attended**

**N/A - Not on Committee**

**■ No Committee Meeting**

**Bicycle and Pedestrian Advisory Committee (BPAC) Attendance Report - 2016 January - December**

Agency	Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Public (Millbrae)	Marge Colapietro		X			X			X		X		
Millbrae	Ann Schneider		X			X			X		X		
Half Moon Bay	Marina Fraser		X			X			X		X		
County of San Mateo	Don Horsley		X			X							
San Bruno	Ken Ibarra		X			X			X				
South San Francisco	Karyl Matsumoto		X			X			X				
Hillsborough	Laurence May								N/A		N/A		
Belmont	Eric Reed												
Foster City	Gary Pollard		X										
Pacifica	Karen Ervin		X			X			X		X		
Public (East Palo Alto)	Andrew Boone								N/A		N/A		
Public (San Carlos)	Julia Dzierwa		X						N/A		N/A		
Public (County)	Matthew Self		X			X					X		
Public (South San Francisco)	Daina Lujan		X								X		
Public (San Mateo)	Frank Markowitz								N/A		N/A		
Public (County)	Meredith Schneider								N/A		N/A		
Public (San Bruno)	Jeffrey Tong		X			X			X				
Public (Burlingame)	Rob Lawson		X			X			X				

N/A - Not on Committee

■ No Committee Meeting



**Congestion Management and Environmental Quality Committee (CMEQ) Attendance Report - 2016 January - December**

Agency	Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Metropolitan Transportation Commission	Alicia Aguirre	X			X		X		X	X			
City of Belmont	Charles Stone	X			X				X	X			
Town of Atherton	Elizabeth Lewis			X	X		X		X				
City of San Bruno	Irene O'Connell	X		X	X		X			X			
City of Burlingame	Emily Beach	NA		X	X		X		X	X			
Environmental Community	Lennie Roberts			X	X		X		X				
City of Pacifica	Mike O'Neill	X		X	X				X	X			
City of South San Francisco	Richard Garbarino	X		X	X		X						
Public	Steve Dworetzky	X								N/A			
Public	Josh Powell	N/A		N/A	N/A		N/A		N/A	X			
City of Millbrae	Wayne Lee			X			X		X	X			
City of San Mateo	Rick Bonilla			X	X				X	X			
City of Pacifica	John Keener	X		X	X		X		X	X			
Agencies with Transportation Interests	Adina Levin	X			X		X		X	X			
Business Community	Linda Koelling	X		X	X		X			X			
Peninsula Corridor Joint Powers Board (Caltrain)	Liz Scanlon	X		X									
San Mateo County Transit District (SamTrans)	Doug Kim	X		X			X			X			

X - Committee Member Attended

N/A - Not on Committee

■ No Committee Meeting

### Congestion Management Program Technical Advisory Committee (TAC) Attendance Report - 2016 January - December

Agency	Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
San Mateo County Engineering	Jim Porter (Co-Chair)			X			X						
SMCTA / PCJPB / Caltrain	Joseph Hurley (Co-Chair)	X		X	X		X			X			
Belmont Engineering	Afshin Oskoui	X		X	X		X		X	X			
Brisbane Engineering	Randy Breault			X	X		X		X	X			
Burlingame Engineering	Syed Murtuza	X		X	X		X		X	X			
Burlingame Planning	Bill Meeker												
C/CAG	Sandy Wong	X		X	X		X		X	X			
Colma Engineering	Brad Donohue	X					X			X			
Daly City Engineering	John Fuller			X	X		X		X	X			
Daly City Planning	Tatum Mothershead	X					X			X			
Foster City Engineering	Jeff Moneda	X		X	X		X		X	X			
Half Moon Bay Engineering	Peykan Abbassi	N/A		N/A	N/A		X			X			
Hillsborough Engineering	Paul Willis	X		X	X		X		X	X			
Menlo Park Engineering	Justin Murphy	X		X	X		X		X	X			
Millbrae Engineering	Ray Chan	N/A		N/A	N/A		X		X	X			
Pacifica Engineering	Van Ocampo	X			X					X			
Redwood City Engineering	Jessica Manzi	X		X	X		X		X	X			
San Bruno Engineering	Jimmy Tan	X		X			X		X				
San Carlos Engineering	Jay Walter	X		X	X		X		X				
San Mateo Engineering	Brad Underwood	X		X	X		X			X			
South San Francisco Engineering	Brian McMinn	X		X	X		X		X	X			
South San Francisco Planning	Billy Gross	X		X	X		X			X			
MTC	VACANT												
Caltrans	VACANT												

X - Committee Member Attended

N/A - Not on Committee

■ No Committee Meeting

**Legislative Committee Attendance Report - 2016 January - December**

Agency	Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Dec
Menlo Park	Catherine Carlton		X	X		X			X	X	X
Millbrae	Gina Papan		N/A			X				X	X
Pacifica	Karen Ervin			X		X			X	X	
Pacifica	Mary Ann Nihart (C/CAG Chair) - End March 2015		X	X		X			X	X	X
Portola Valley	Maryann Moise Derwin (C/CAG Vice Chair) - Starts March 2016		N/A	N/A		X			X	X	X
Redwood City	Alicia Aguirre (C/CAG Vice Chair) - Start March 2015 (C/CAG Chair) - Starts March 2016		X	X		X			X	X	X
San Bruno	Irene O'Connell		X	X		X			X	X	X
South San Francisco	Richard Garbarino			X		X					
Woodside	Deborah Gordon (Leg Chair)		X	X		X			X		X

**X - Committee Member Attended**

**N/A - Not on Committee**

**■ No Committee Meeting**

### Finance Committee Attendance Report - 2016 January - December

Agency	Name	Feb	May	Aug	Nov
Hillsborough	Jay Benton				X
San Carlos	Bob Grassilli	X	X	X	X
Pacifica	Mary Ann Nihart (C/CAG Chair) - End March 2015		N/A	N/A	N/A
Redwood City	Alicia Aguirre (C/CAG Vice Chair) - Start March 2015 (C/CAG Chair) - Starts March 2016	X		X	
Portola Valley	Maryann Moise Derwin (C/CAG Vice Chair) - Starts March 2016		X	X	X
Portola Valley	Ann Wengert	N/A	X		X

**X - Committee Member Attended**

**N/A - Not on Committee**

**Resource Management and Climate Protection Committee Attendance Report - 2016 January - December**

Agency	Name	Seat	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Woodside	Deborah Gordon	Committee Chair		X	X	X	X						X	
Portola Valley	Maryann Moise Derwin	Vice-Chair		X	X		X		X		X		X	
South San Francisco	Pradeep Gupta	Elected Official		X	X	X			X				X	
Atherton	Rick DeGolia	Elected Official		X	X				X		X		X	
County of San Mateo	Dave Pine	Elected Official		X		X	R		R		X		R	
County of San Mateo	Don Horsley	Elected Official		R		X	X							
City of San Mateo	Diane Pappan	Elected Official		X	X	X			X		X		X	
El Consilio of San Mateo County	Ortensia Lopez	Energy		V	V	V	V		V		V		V	
BAWSCA	Adrienne Carr	Water		X	X	X	X		X		X		X	
PG&E	Kathy Lavezzo/Bill Chiang	Utility		X	X	X	X				X			
Foothill - De Anza College	Robert Cormia	Non-profit									X		X	
	Vacant	Large Business/Chamber		V	V	V	V		V		V		V	
Sustainable SMC	Beth Bhatnagar	Environmental		R	R	X	R		X		X			

X - Committee Member Attended

R - Represented

■ No Committee Meeting

**Stormwater Committee Attendance Report - 2016 January - December**

Agency	Representative	Position	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Atherton	Vacant	Public Works Director												
Belmont	Afshin Oskoui	Public Works Director	X	O		X		X		X			X	
Brisbane	Randy Breault	Public Works Director/City Engineer		O		X		X		X			X	
Burlingame	Syed Murtuza	Public Works Director	X			O		X		X				
Colma	Brad Donohue	Director of Public Works and Planning		X				X		O				
Daly City	Patrick Sweetland	Director of Water & Wastewater	O	O		O		O		O			O	
East Palo Alto	Kamal Fallaha	City Engineer	O	O		O							O	
Foster City	Jeff Moneda	Public Works Director	X	X		X		X		X			X	
Half Moon Bay	Peykan Abbassi	City Engineer				X		X						
Hillsborough	Paul Willis	Public Works Director	X	X		X		X		X			X	
Menlo Park	Justin Murphy	Public Works Director	X	O		X		X		O			X	
Millbrae	Ray Chan	Public Works Director	X					O						
Pacifica	Van Ocampo	Public Works Director/City Engineer		X		X							X	
Portola Valley	Howard Young	Public Works Director												
Redwood City	Saber Sarwary	Supervising Civil Engineer	X	X				X		X			O	
San Bruno	Jimmy Tan	City Engineer	X	X				X		X			X	
San Carlos	Jay Walter	Public Works Director	X	X		X		X		X			X	
San Mateo	Brad Underwood	Public Works Director	X	O		X		X					O	
South San Francisco	Ray Towne	Public Works Director	X	O		X		X		X			X	
Woodside	Vacant	Deputy Town Manager/Town Engineer												
San Mateo County	Jim Porter	Public Works Director	O	X		O		X					X	
Regional Water Quality Control Board	Tom Mumley	Assistant Executive Officer		o		O								

X - Committee Member Attended

O - Other Jurisdictional Representative Attended

■ No Committee Meeting

### Water Committee Attendance Report - 2016 January - December

Agency	Representative	Jan	Feb	Mar	Apr	May	Jun	July	August	September	October	November	December
Atherton	Elizabeth Lewis	X	X		X				X				
Brisbane	Terry O'Connell	X	X	X	X	X			X				
Pacifica	Mary Ann Nihart	X	X	X	X				X				
Portola Valley	Maryann Derwin		X	X	X	X							
Redwood City	Alicia Aguirre			X	X	X			X				
San Bruno	Irene O'Connell	X	X	X	X	X			X				
San Mateo	Joe Goethals	X	X		X	X			X				
Woodside	Deborah Gordon		X	X	X	X			X				
County of San Mateo	Dave Pine	X	X	X	X	X			X				
County of San Mateo	Don Horsley		X						N/A				
BAWSCA, General Manager	Nicole Sandkulla	X	X	X	X				X				
San Bruno (City Manager)	Connie Jackson	X	X	X	X	X			X				
San Mateo (City Manager)	Larry Patterson	X	X	X	X	X			X				
SSF (City Manager)	Mike Futrell		X	X	X	X			X				

**X - Committee Member Attended**

**■ No Committee Meeting**

**C/CAG AGENDA REPORT**

Date: January 12, 2017  
To: City/County Association of Governments Board of Directors  
From: Sandy Wong, Executive Director  
Subject: Review and accept the C/CAG Basic Financial Statements (Audit) for the Year Ended June 30, 2016

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

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**RECOMMENDATION**

That the C/CAG Board review and accept the C/CAG Basic Financial Statements (Audit) for the Year Ended June 30, 2016.

**FISCAL IMPACT**

None.

**SOURCE OF FUNDS**

Member assessments, parcel fee, motor vehicle fee (TFCA/ AB1546/ Measure M), grants from State/ Federal Transportation programs, and other grants.

**BACKGROUND**

An independent audit was performed on C/CAG for the year ended June 30, 2015. No issues were identified that required correction. The auditor expressed the opinion that the C/CAG financial statements, in all material respects, the respective financial position of the governmental activities and each major fund of the C/CAG as of June 30, 2015, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Management's Discussion and Analysis is attached and included in the audit. The complete C/CAG Basic Financial Statements is provided on-line.

**ATTACHMENTS**

- Management's Discussion and Analysis for the Financial Statements (Audit) for the Year Ended June 30, 2016
- Full copy - C/CAG Financial Statements (Audit) for the Year Ended June 30, 2016  
– Provided on-line at: <http://ccag.ca.gov/committees/board-of-directors/>



City/County Association  
Of Governments  
Of San Mateo County, California

FINANCIAL STATEMENTS

For The Fiscal Year Ended June 30, 2016

For Full Report, Please visit:  
<http://ccag.ca.gov/committees/board-of-directors/>

## INDEPENDENT AUDITOR'S REPORT

To the Governing Board of City/County Association  
of Governments of San Mateo County  
Redwood City, California

### ***Report on the Financial Statements***

We have audited the accompanying financial statements of the governmental activities and each major fund of the City/County Association of Governments of San Mateo County (C/CAG) as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the C/CAG's basic financial statements as listed in the Table of Contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the C/CAG's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the C/CAG's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the C/CAG as of June 30, 2016, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Change in Accounting Principles**

Management adopted the provisions of Governmental Accounting Standards Board Statement No. 72, *Fair Value Measurement and Application*, which became effective during the year ended June 30, 2016 as discussed in Note 1e to the financial statements. There was no material effect on the financial statements.

The emphasis of this matter does not constitute a modification to our opinions.

## **Other Matters**

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and other Required Supplementary Information as listed in the Table of Contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated November 18, 2016, on our consideration of the C/CAG's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the C/CAG's internal control over financial reporting and compliance.

*Mare & Associates*

Pleasant Hill, California  
November 18, 2016

## MANAGEMENT'S DISCUSSION AND ANALYSIS

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The information presented in the "Management's Discussion and Analysis" is intended to be a narrative overview of the City/County Association of Governments of San Mateo County (C/CAG) financial activities for the fiscal year ended June 30, 2016. We encourage readers to consider this information in conjunction with the basic financial statements.

### FINANCIAL STATEMENT OVERVIEW

This discussion and analysis is intended to serve as an introduction to the C/CAG Annual Financial Report. The C/CAG basic financial statements are comprised of four components: 1) Government-wide Financial Statements, 2) Fund Financial Statements, 3) Notes to the Financial Statements, and 4) Required Supplementary Information.

### FINANCIAL HIGHLIGHTS

- C/CAG total net position was \$20.81 million, an increase of \$2.35 million or 12.75%.
- The combined C/CAG revenues were \$16 million, an increase of \$0.67 million or 4.37%.
- The combined C/CAG expenditures were \$13.65 million, a decrease of \$1.35 million or 9.01%.

**Government-wide Financial Statements:** The *Government-wide Financial Statements* are designed to provide readers with a broad overview of the C/CAG finances. These statements include *all* assets and liabilities, using the full *accrual basis of accounting*, which is similar to the accounting used by most private-sector companies. All revenues and expenses related to the current fiscal year are included regardless of when the funds are received or paid.

- The *Statement of Net Position* presents all of the C/CAG assets and deferred outflows of resources and liabilities and deferred inflows of resources, with the difference reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator to determine whether the financial position of the Agency is improving or deteriorating.
- The *Statement of Activities* presents information showing how the C/CAG net position changed during the fiscal year. All changes in net position (revenues and expenses) are reported when the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Accordingly, revenues and expenses are reported in this statement for items that will result in cash flows in future fiscal periods (e.g., uncollected revenues, and accrued but unpaid interest expenses).

The services of the Agency are considered to be governmental activities including General and special purpose Government. All Agency activities are financed with investment income, City/County fees, State/Federal/Regional grants, Motor Vehicle Fees, and County discretionary State/Federal Transportation funds.

**Fund Financial Statements:** A fund is a grouping of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives. The Agency used fund accounting to ensure and demonstrate compliance with finance-related legal

## MANAGEMENT'S DISCUSSION AND ANALYSIS

requirements. All of the C/CAG activities are reported in governmental funds. These funds are reported using modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental Fund Financial Statements provide a detailed view of the C/CAG operations. Governmental fund information helps to determine the amount of financial resources used to finance the C/CAG programs.

**Notes to the Financial Statements:** The notes provide additional information that is essential for a full understanding of the data provided in the Government-wide and Fund Financial Statements.

**Required Supplementary Information:** In addition to the basic financial statements and accompanying notes, this section contains C/CAG's budgetary comparison schedules for all major governmental funds and C/CAG's obligation for the provision of pension to its employees.

## FINANCIAL ANALYSIS

Net position is the excess of all the C/CAG's assets and deferred outflows of resources over liabilities and deferred inflows of resources. Net position may over time serve as a useful indicator of C/CAG financial position. The following table summarizes C/CAG's net position change from this year to last year.

**Table 1**  
**Statement of Net Position**  
**June 30, 2016 and June 30, 2015**

	2016	2015	\$ Change	% Change
Cash and investments (note 2)	\$ 21,546,519	\$ 17,300,222	\$ 4,246,297	24.54%
Accounts receivable and other assets	3,184,912	4,050,031	(865,119)	-21.36%
<b>Total Assets</b>	<b>24,731,431</b>	<b>21,350,253</b>	<b>3,381,178</b>	<b>15.84%</b>
Deferred outflows related to pension	117,765	49,003	68,762	140.32%
<b>Total Deferred Outflow</b>	<b>117,765</b>	<b>49,003</b>	<b>68,762</b>	<b>140.32%</b>
Current and other liabilities	3,621,416	2,569,448	1,051,968	40.94%
Long-term obligations	380,604	286,324	94,280	32.93%
<b>Total Liabilities</b>	<b>4,002,020</b>	<b>2,855,772</b>	<b>1,146,248</b>	<b>40.14%</b>
Deferred inflows related to pension	37,662	86,566	(48,904)	-56.49%
<b>Total Deferred Inflow</b>	<b>37,662</b>	<b>86,566</b>	<b>(48,904)</b>	<b>-56.49%</b>
<b>Net Position:</b>				
Restricted	\$ 20,870,647	\$ 18,683,845	\$ 2,186,802	11.70%
Unrestricted	(61,133)	(226,927)	165,794	73.06%
<b>Total Net Position</b>	<b>\$ 20,809,514</b>	<b>\$ 18,456,918</b>	<b>\$ 2,352,596</b>	<b>12.75%</b>

## MANAGEMENT'S DISCUSSION AND ANALYSIS

The total net position is \$20.81 million, an increase of \$2.35 million, or 12.75% from the prior fiscal year. Significant changes during the fiscal year are as follows:

Total assets increased by \$3.38 million or 15.84%, of which \$4.25 million is an increase in cash and investments as a result of the timing of Storm Water Program implementation which is part of the Measure M program. The available funds will gradually be drawn down once the project costs are expended. The completion of the Smart Corridor System Integration project also contributed to the increase with less payments incurred in the current fiscal year. The decrease of \$0.86 million or 21.36% in accounts receivable is due to the timing of the receipt of reimbursement from the Bay Area Air Quality Management and cost reimbursement submission for the Safe Route to School program.

Current and other liabilities increased by \$1.05 million or 40.94%. The increase in current and other liabilities is mainly due to the timing of San Mateo County Transit District submitting invoices for the Red-Wheels Program. The program is funded by the Measure M Fund Transit Operation Program. C/CAG's long-term obligations and proportionate shares of pension liability related deferred inflows and outflows have remained stable with a minimal decrease of \$0.02 million in comparison with the prior year. The change is affected by the proportionate shares of contributions and investment gains of the CalPERS retirement pool.

The majority of C/CAG's net position is subject to external restrictions, such as grantor's stipulations or enabling legislation, on how they may be used. The restricted assets were \$20.87 million of the total net position. Of this amount, \$8.14 million is restricted for Measure M, \$7.26 million is restricted for Congestion Management Program, \$2.92 million is restricted for AB1546 and \$1.65 million is restricted for NPDES. The remaining amount is related to other programs.

Unrestricted net position can be used to finance day-to-day operations without constraints established by other legal requirements or restrictions. Due to the requirement to report the net pension liability the unrestricted net position has a negative balance of \$0.06 million.

### Statement of Activities and Changes in Net Position

The Statement of Activities presents program revenues and expenses, and general revenues in detail. All of these are elements in the Changes in Governmental Net Position summarized in Table 2.

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

**Table 2  
Statement of Activities and Changes in Net Position  
June 30, 2016 and June 30, 2015**

	<b>2016</b>	<b>2015</b>	<b>\$ Change</b>	<b>% Change</b>
<b>Revenues</b>				
<b>Program Revenues:</b>				
Charges for services	\$ 12,352,301	\$ 11,227,087	\$ 1,125,214	10.02%
Operating grants and contributions	3,511,644	4,023,869	(512,225)	-12.73%
<b>General Revenues:</b>				
Investment Income	141,119	82,495	58,624	71.06%
<b>Total Revenues</b>	<b>\$ 16,005,064</b>	<b>\$ 15,333,451</b>	<b>\$ 671,613</b>	<b>4.38%</b>
<b>Expenses</b>				
AB 1546	91,627	1,077,979	(986,352)	-91.50%
Congestion management	3,441,004	4,284,512	(843,508)	-19.69%
Air quality (BAAQMD)	662,468	923,879	(261,411)	-28.29%
General government	343,589	488,993	(145,404)	-29.74%
Abandoned vehicle abatement	3,497	20,586	(17,089)	-83.01%
Measure M	6,979,999	6,238,245	741,754	11.89%
NPDES stormwater	1,504,115	1,346,323	157,792	11.72%
Energy Watch	626,169	623,270	2,899	0.47%
<b>Total Expenses</b>	<b>13,652,468</b>	<b>15,003,787</b>	<b>(1,351,319)</b>	<b>-9.01%</b>
<b>Inc (Dec) in Net Position</b>	<b>\$ 2,352,596</b>	<b>\$ 329,664</b>	<b>\$ 2,022,932</b>	<b>613.63%</b>
Beginning Net Position	18,456,918	18,445,150	11,768	0.06%
Restatement	-	(317,896)	317,896	-100%
<b>Ending Net Position</b>	<b>\$ 20,809,514</b>	<b>\$ 18,456,918</b>	<b>\$ 2,352,596</b>	<b>12.75%</b>

The overall change in net position in current fiscal year is an increase of \$2.35 million. The reasons for significant changes in the revenues and expenses are as follows:

The combined amount of charges for services increased by \$1.13 million or 10.02% compared to the prior year. Revenue from Measure M fund increased by \$1.29 million is due to the timing of receipt motor vehicle fee from Department of Motor Vehicle. The increase in Measure M fund is offset by the decrease of \$0.2 million in Congestion Management Program which is mainly due to a decrease in reimbursement for the Traffic Light Synchronization (TLSP) project. The TLSP project is completed and has received less reimbursement in fiscal year 2015-2016.

The combined amount of operating grants & contributions received in fiscal year 2015-2016 is \$3.51 million or 12.73% less than the prior year. The main factor for the decrease is associated with the completion of Smart Corridor System Integration Project which is part of Congestion Management Fund. C/CAG has received less reimbursement from the State Transportation Improvement Program in fiscal year 2015-2016.

## MANAGEMENT'S DISCUSSION AND ANALYSIS

Investment income increased by \$0.06 million or 71.06% compared to the prior year. The increase is a result of higher interest earnings.

Program expenses totaled \$13.65 million in the fiscal year 2015-2016, a decrease of \$1.35 million or 9.01% from the prior year's expenses of \$15 million. Significant changes in the expenses of C/CAG's programs from the prior year are as follows:

- The decrease of \$0.99 million or 91.5% in Transportation/Environmental Fund (AB1546) is due to the fund distribution to members for the Supplemental Trash Program in fiscal year 2014-2015, only minimal distribution incurred in the current year.
- Congestion Management Program expenses decreased by \$0.84 million or 19.69%. The decrease is due to the completion of the Smart Corridor System Integration Project; the majority of the construction was performed through fiscal year 2014-2015. The remaining work was performed and completed in fiscal year 2015-2016 with less expenses incurred.
- Abandon Vehicle Abatement program ended as of May 31, 2013 by statute. The fund is completely closed with no more fund balance left in the program.
- The Bay Area Air Quality program expenses decreased by \$0.26 million or 28.29% mainly because of reduced funding allocated to the San Mateo County Transit District. The reduction is a result of a cost-effective analysis for the shuttle services provided by the San Mateo County Transit District.
- General Government expenses decreased by \$0.15 million or 29.74%. The decrease is associated with the timing of recording the pension contributions as required by the new GASB guidelines in fiscal year 2014-2015.
- The increase in expenses of \$0.74 million or 11.89% in the Measure M fund is due to the timing of member agencies submitting reimbursement requests for Congestion Traffic Management.
- NPDES program expenses increased by \$0.16 million or 11.72%. The increases of consulting costs were associated with the implementation of mandated programs in Municipal Regional Permits which were reissued for a new five-year term in November 2015.

For a description of each of the Agency's programs see Note 1 to financial statements.

## CONTACTING THE C/CAG FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, and creditors with a general overview of the C/CAG finances. If you have any questions about this report or need additional information, please contact the Executive Director of the City/County Association of Governments of San Mateo County at 555 County Center Fifth Floor, Redwood City, CA 94063 or the C/CAG Financial Agent which is the Finance Department at the City of San Carlos, 600 Elm Street, San Carlos, CA 94070.



**C/CAG AGENDA REPORT**

Date: January 12, 2017  
To: City/County Association of Governments Board of Directors  
From: Sandy Wong, Executive Director  
Subject: Review and accept the AB 1546 Fund Financial Statements (Audit) for the Year Ended June 30, 2015

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

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**RECOMMENDATION**

That the C/CAG Board review and accept the AB 1546 Fund Financial Statements (Audit) for the Year Ended June 30, 2016.

**FISCAL IMPACT**

None.

**SOURCE OF FUNDS**

Dedicated motor vehicle fee.

**BACKGROUND**

A separate independent audit was performed on the AB 1546 Fund for the year ended June 30, 2016. No issue was identified that require correction.

The auditor expressed their opinion that the AB 1546 financial statements present fairly, in all material respects, the respective financial position of the AB 1546 Fund, as of June 30, 2016, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**ATTACHMENTS**

- Excerpts from AB 1546 Fund audit report.
- Full copy – AB 1546 Fund Financial Statement (Audit)  
(Available on-line: <http://ccag.ca.gov/committees/board-of-directors/>)

City/County Association  
Of Governments  
Of San Mateo County, California

AB 1546 FUND

Financial Statements  
Fiscal Year Ended June 30, 2016

Provided separately on-line at:  
<http://ccag.ca.gov/committees/board-of-directors/>

## INDEPENDENT AUDITOR'S REPORT

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

### ***Report on the Financial Statements***

We have audited the accompanying financial statements of the AB 1546 Fund of the City/County Association of Governments of San Mateo County, (C/CAG) as of and for the year ended June 30, 2016, and the related notes to the financial statements.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the AB 1546 Fund of the City/County Association of Governments of San Mateo County, as of June 30, 2016, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## ***Emphasis of a Matter***

As described in Note 1 to the financial statements, the financial statements present only the AB 1546 Fund and do not purport to, and do not, present fairly the financial position of the C/CAG as of June 30, 2016, and the changes in its financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

## ***Change in Accounting Principles***

Management adopted the provisions of Governmental Accounting Standards Board Statement No. 72, *Fair Value Measurement and Application*, which became effective during the year ended as discussed in Note 1d to the financial statements.

The emphasis of this matter does not constitute a modification to our opinions.

## ***Other Matters***

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has elected not to do the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this information.

## ***Restriction of Use***

Our report is intended solely for the information and use of the C/CAG and is not intended to be and should not be used by anyone other than these specified parties.

## Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 18, 2016 on our consideration of C/CAG's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering C/CAG's internal control over financial reporting and compliance.

*Maze & Associates*

Pleasant Hill, California  
November 18, 2016

CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
OF SAN MATEO COUNTY

AB 1546 FUND  
GOVERNMENTAL FUND BALANCE SHEET  
JUNE 30, 2016

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	<u>AB 1546 Fund</u>
<b>ASSETS</b>	
Cash (Note 2)	\$ 2,922,985
Accounts receivable	<u>28</u>
<b>Total Assets</b>	<u><u>\$ 2,923,013</u></u>
<b>LIABILITIES</b>	
Accounts payable	<u>\$ 242</u>
<b>Total Liabilities</b>	<u>242</u>
<b>FUND BALANCE</b>	
Restricted for AB 1546	<u>2,922,771</u>
<b>Total Fund Balance</b>	<u>2,922,771</u>
<b>Total Liabilities and Fund Balance</b>	<u><u>\$ 2,923,013</u></u>

See accompanying notes to financial statements.

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

**AB 1546 FUND  
STATEMENT OF GOVERNMENTAL FUND  
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
FOR THE FISCAL YEAR ENDED JUNE 30, 2016**

	<b>AB 1546 Fund</b>
<b>REVENUES</b>	
From other agencies	\$ 1,510
Investment income	19,118
<b>Total Revenues</b>	<u>20,628</u>
<b>EXPENDITURES</b>	
Distributions	50,976
Professional services	39,470
Administrative services	1,181
<b>Total Expenditures</b>	<u>91,627</u>
Excess (Deficiency) of Revenues Over (under) Expenditures	(70,999)
<b>OTHER FINANCING SOURCES (USES)</b>	
Transfers out	<u>(248)</u>
<b>Total Other Financing Sources (Uses)</b>	<u>(248)</u>
NET CHANGE IN FUND BALANCE	(71,247)
FUND BALANCE AT BEGINNING OF YEAR	<u>2,994,018</u>
<b>FUND BALANCE AT END OF YEAR</b>	<u><u>\$ 2,922,771</u></u>

See accompanying notes to financial statements.

## C/CAG AGENDA REPORT

Date: January 12, 2017

To: City/County Association of Governments Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and accept the Measure M Fund Financial Statements (Audit) for the Year Ended June 30, 2015

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

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### RECOMMENDATION

That the C/CAG Board review and accept the Measure M Fund Financial Statements (Audit) for the Year Ended June 30, 2016.

### FISCAL IMPACT

None.

### SOURCE OF FUNDS

Dedicated motor vehicle fee.

### BACKGROUND

A separate independent audit was performed on the Measure M Fund for the year ended June 30, 2016. No issue was identified that require correction.

The auditor expressed their opinion that the Measure M financial statements present fairly, in all material respects, the respective financial position of the Measure M Fund, as of June 30, 2016, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ATTACHMENTS

- Excerpts from Measure M Fund audit report.
- Full copy – Measure M Fund Financial Statement (Audit)  
(Available on-line: <http://ccag.ca.gov/committees/board-of-directors/>)



City/County Association  
Of Governments  
Of San Mateo County, California

MEASURE M FUND

Financial Statements  
Fiscal Year Ended June 30, 2016

Provided separately on-line at:  
<http://ccag.ca.gov/committees/board-of-directors/>

## INDEPENDENT AUDITOR'S REPORT

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

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the Measure M Fund of the City/County Association of Governments of San Mateo County, (C/CAG) as of and for the year ended June 30, 2016, and the related notes to the financial statements.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Measure M Fund of the City/County Association of Governments of San Mateo County, as of June 30, 2016, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Emphasis of a Matter***

As described in Note 1 to the financial statements, the financial statements are prepared in accordance with Government Code Section 65089.20 which requires financial statements that present only the Measure M Fund and do not purport to, and do not, present fairly the financial position of the C/CAG as of June 30, 2016, and the changes in its financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

### ***Change in Accounting Principles***

Management adopted the provisions of Governmental Accounting Standards Board Statement No. 72, *Fair Value Measurement and Application*, which became effective during the year ended June 30, 2016 as discussed in Note 1d to the financial statements.

The emphasis of this matter does not constitute a modification to our opinion.

### ***Other Matters***

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has elected not to do the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this information.

### ***Restriction of Use***

Our report is intended solely for the information and use of the C/CAG and is not intended to be and should not be used by anyone other than these specified parties.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated November 18, 2016 on our consideration of C/CAG's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering C/CAG's internal control over financial reporting and compliance.

*Maze & Associates*

Pleasant Hill, California  
November 18, 2016

CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
OF SAN MATEO COUNTY

MEASURE M FUND  
GOVERNMENTAL FUND BALANCE SHEET  
JUNE 30, 2016

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	<u>Measure M Fund</u>
<b>ASSETS</b>	
Cash	\$ 8,648,063
Accounts receivable	<u>1,707,737</u>
<b>Total Assets</b>	<u><u>\$ 10,355,800</u></u>
<b>LIABILITIES</b>	
Accounts payable	\$ 804,101
Accrued liabilities	<u>1,408,716</u>
<b>Total Liabilities</b>	<u>2,212,817</u>
<b>FUND BALANCE</b>	
Restricted for Measure M	<u>8,142,983</u>
<b>Total Fund Balance</b>	<u>8,142,983</u>
<b>Total Liabilities and Fund Balance</b>	<u><u>\$ 10,355,800</u></u>

See accompanying notes to financial statements.

CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
OF SAN MATEO COUNTY

MEASURE M FUND  
STATEMENT OF GOVERNMENTAL FUND  
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
FOR THE FISCAL YEAR ENDED JUNE 30, 2016

	<u>Measure M Fund</u>
<b>REVENUES</b>	
From other agencies	\$ 7,821,283
Cost reimbursement	672,223
Investment income	56,553
<b>Total Revenues</b>	<u>8,550,059</u>
<b>EXPENDITURES</b>	
Distributions	4,987,112
Professional services	1,950,907
Administrative services	41,980
<b>Total Expenditures</b>	<u>6,979,999</u>
Excess (Deficiency) of Revenues Over (under) Expenditures	1,570,060
<b>OTHER FINANCING SOURCES (USES)</b>	
Transfers out	<u>(221,372)</u>
<b>Total Other Financing Sources (Uses)</b>	<u>(221,372)</u>
NET CHANGE IN FUND BALANCE	1,348,688
FUND BALANCE/NET POSITION AT BEGINNING OF YEAR	<u>6,794,295</u>
<b>FUND BALANCE/NET POSITION AT END OF YEAR</b>	<u><u>\$ 8,142,983</u></u>

See accompanying notes to financial statements.

## C/CAG AGENDA REPORT

Date: January 12, 2017

To: City/County Association of Governments Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and accept the C/CAG State Transportation Improvement Program (STIP) PPM Final Project Expenditure Audit Report from July 1, 2014 through October 1, 2015

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

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### RECOMMENDATION

That the C/CAG Board review and accept the C/CAG State Transportation Improvement Program (STIP) PPM Final Project Expenditure Audit Report from July 1, 2014 through October 1, 2015.

### FISCAL IMPACT

None.

### SOURCE OF FUNDS

State Transportation Improvement Program (STIP) Planning, Programming & Monitoring (PPM) funds come from State transportation grant.

### BACKGROUND

C/CAG received a State grant for Planning, Programming & Monitoring (PPM) fund from the State Transportation Improvement Program (STIP), in an amount of \$353,000 for fiscal year 2014-2015. This grant was expended during the period from July 2014 through October 2015.

To comply with grantor's requirement, an independent audit was performed on this state grant. Final Project Expenditure Audit Report is shown in the attachment. No issues were identified that required correction.

The auditor expressed their opinion that the financial statements present fairly, in all material respects, the Final Project Expenditure Report as of October 1, 2015, and the respective changes in financial position for the period of July 1, 2014 through October 1, 2015, then ended in conformity with accounting principles generally accepted in the United States of America.

### ATTACHMENTS

- C/CAG State Transportation Improvement Program (STIP) Planning, Programming, & Monitoring (PPM) Final Project Expenditure Audit Report From July 1, 2014 through October 31, 2015

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

**STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP)  
PLANNING, PROGRAMMING & MONITORING PROGRAM (PPM)  
FINAL PROJECT EXPENDITURE AUDIT REPORT**

**FROM JULY 1, 2014  
THROUGH OCTOBER 1, 2015**



CITY/COUNTY ASSOCIATION  
OF GOVERNMENTS OF SAN MATEO COUNTY

STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP)  
PLANNING, PROGRAMMING & MONITORING (PPM)  
FROM JULY 1, 2014 THROUGH OCTOBER 1, 2015

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## INDEPENDENT AUDITORS' REPORT

To the Governing Board of the City/County Association  
of Governments of San Mateo County  
Redwood City, California

### **Report on Financial Statements**

We have audited the accompanying Final Project Expenditure Report for Project Number PPM15-6419(021) (the Program) of the City/County Association of Governments of San Mateo County, California, (C/CAG), for the period of July 1, 2014 through October 1, 2015, and the related notes to the report.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial report in accordance with the State Transportation Improvement Program (STIP) Planning, Programming, and Monitoring Program (PPM) Fund Transfer Agreement for State Funded Projects; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial report that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

**Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the Final Project Expenditure Report as of October 1, 2015, and the respective changes in financial position for the period of July 1, 2014 through October 1, 2015, then ended in conformity with accounting principles generally accepted in the United States of America.

**Emphasis of a Matter**

As described in Note 2 to the Final Project Expenditure Report for Project Number PPM15-6419(021), the financial report is prepared in accordance with STIP Planning, Programming & Monitoring Program (PPM) which requires a financial report that presents only the Program and does not purport to, and does not, present fairly the financial position of the C/CAG as of June 30, 2016, and the changes in its financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

**Other Matters**

Our report is intended solely for the information and use of the City/County Association of Governments of San Mateo County, California, and the State of California and is not intended to be and should not be used by anyone other than these specified parties.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated November 18, 2016 on our consideration of the C/CAG's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the C/CAG's internal control over financial reporting and compliance.

*Maze & Associates*

Pleasant Hill, California  
November 30, 2016

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

**FINAL PROJECT EXPENDITURE REPORT  
PROJECT NUMBER PPM 15-6419(021)  
FROM JULY 1, 2014  
THROUGH OCTOBER 3, 2015**

State Funds Allocated:	\$	<u>353,000</u>
Expenditures Incurred:		
Project Costs:		
Preliminary Engineering	\$	353,000
Sources and Amounts of Additional Funds Used (Local Fund):		<u>-</u>
State Funds Allocated but Not Used		<u>-</u>

See Accompanying Notes to Financial Statements

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO  
COUNTY

STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) PLANNING,  
PROGRAMMING & MONITORING (PPM)  
PPM15-6419(021) FINAL AUDIT  
REPORT  
NOTES TO FINAL PROJECT EXPENDITURE REPORT

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**Note 1: Project Description**

PPM is defined as the project planning, programming and monitoring activities related to development of the Regional Transportation Improvement Program (RTIP) and the STIP as required, and for the monitoring of project implementation for projects approved in the STIP.

**Note 2: Basis of Presentation**

The STIP PPM Fund Transfer Agreement for State Funded Projects authorizes the use of monies received by the state for certain purposes. Reimbursement requests are submitted to the State to release funds directly to the City/County Association of Governments of San Mateo County (C/CAG). The amounts distributed to the C/CAG are maintained in the C/CAG's Congestion Management Fund. The expenditures and revenues of other activities of the C/CAG have not been included in this report. This report is presented in accordance with the STIP PPM Fund Transfer Agreement for State Funded Projects.

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE  
WITH APPLICABLE REQUIREMENTS AND ON INTERNAL  
CONTROL OVER COMPLIANCE**

To the Governing Board of the City/County  
Association of Governments of San Mateo County  
Redwood City, California

**Report on Compliance**

We have audited the Final Project Expenditure Report for State Transportation Improvement Program (STIP) Planning, Programming, and Monitoring Program (PPM) Project Number PPM15-6419(021) (Final Project Expenditure Report) with the types of compliance requirements for the period of July 1, 2014 through October 1, 2015.

***Management's Responsibility***

Management is responsible for compliance with the requirements of State Transportation Improvement Program (STIP) Planning, Programming & Monitoring Program (PPM).

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for the Final Project Expenditure Report based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in the Government Auditing Standards, issued by the Comptroller General of the United States; and the requirements of State Transportation Improvement Program (STIP) Planning, Programming & Monitoring Program (PPM). Those standards and requirements require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a material effect on Final Project Expenditure Report occurred. An audit includes examining, on a test basis, evidence about C/CAG's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the Final Project Expenditure Report. However, our audit does not provide a legal determination of C/CAG's compliance with those requirements.

***Opinion***

In our opinion, the C/CAG complied, in all material respects, with the requirements referred to above that are applicable to the Final Project Expenditure for the period of July 1, 2014 through October 1, 2015.

**Report on Internal Control Over Compliance**

The management of C/CAG is responsible for establishing and maintaining effective internal control over compliance with the type of compliance requirements referred to above. In planning and performing our audit, we considered the C/CAG's internal control over compliance with the types of requirements to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the C/CAG's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of Final Project Expenditure Report on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that a material noncompliance will not be prevented, or detected and corrected on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements, specified by State Transportation Improvement Program (STIP) Planning, Programming, and Monitoring Program (PPM). Accordingly, this communication is not suitable for any other purpose.

*Mare & Associates*

Pleasant Hill, California  
November 30, 2016

**C/CAG AGENDA REPORT**

Date: January 12, 2017  
To: City/County Association of Governments Board of Directors  
From: Sandy Wong, Executive Director  
Subject: Review and accept the C/CAG Single Audit Report for the Year Ended June 30, 2016

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

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**RECOMMENDATION**

That the C/CAG Board review and accept the C/CAG Single Audit Report for the Year Ended June 30, 2016.

**FISCAL IMPACT**

None.

**SOURCE OF FUNDS**

Federal transportation funds.

**BACKGROUND**

An independent Single Audit Report was performed on C/CAG for the year ended June 30, 2016. The Single Audit is specifically for Federal funds received. A Single Audit is required when an agency received \$500,000 or more in federal awards. During that fiscal year, C/CAG had a total of \$1,501,607 in expenditures of federal funds.

The audit did not disclose any significant deficiencies, or material weaknesses or instances of noncompliance material to the basic financial statements. The audit did not disclose any findings or questioned costs required to be reported in accordance with Uniform Guidance. The auditor expressed their opinion that the C/CAG complied, in all material respects, with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2016.

**ATTACHMENTS**

- Single Audit Report for Year Ended June 30, 2016.



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

**SINGLE AUDIT REPORT  
FOR THE YEAR ENDED JUNE 30, 2016**

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

**SINGLE AUDIT REPORT  
For The Year Ended June 30, 2016**

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

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
For The Year Ended June 30, 2016**

**SECTION I—SUMMARY OF AUDITOR’S RESULTS**

**Financial Statements**

Type of auditor’s report issued on whether the financial statements were prepared in accordance with GAAP: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified?        Yes    X    No
- Significant deficiency(ies) identified?        Yes    X    None Reported

Noncompliance material to financial statements noted?        Yes    X    No

**Federal Awards**

Type of auditor’s report issued on compliance for major programs: Unmodified

Internal control over major programs:

- Material weakness(es) identified?        Yes    X    No
- Significant deficiency(ies) identified?        Yes    X    None Reported

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?        Yes    X    No

Identification of major programs:

<u>CFDA#(s)</u>	<u>Name of Federal Program or Cluster</u>
<u>20.205</u>	<u>Highway Planning and Construction</u>

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee?    X    Yes        No

## **SECTION II – FINANCIAL STATEMENT FINDINGS**

Our audit did not disclose any significant deficiencies, or material weaknesses or instances of noncompliance material to the basic financial statements. We have also issued a separate Memorandum on Internal Control dated November 18, 2016 which is an integral part of our audits and should be read in conjunction with this report.

## **SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

Our audit did not disclose any findings or questioned costs required to be reported in accordance with Uniform Guidance.

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**For the Fiscal Year Ended June 30, 2016**

<u>Federal Grantor/ Pass-Through Grantor/Program or Cluster Title</u>	<u>Federal CFDA Number</u>	<u>Pass-Through Identifying Number</u>	<u>Pass-Through To Subrecipients</u>	<u>Federal Expenditures</u>
Department of Transportation Pass-Through Programs From:				
Metropolitan Transportation Commission				
Highway Planning and Construction				
Planning and Programming	20.205	STPCML6084(175)		\$706,088
Regional Ridesharing and Bicycling Program	20.205	STPCM-6084(155)		70,000
California Department of Transportation				
Highway Planning and Construction				
Safe Routes to School Cycle 2	20.205	STPCML-6419(020)	\$672,222	672,222
C/CAG Priority Development Area (PDA) Parking Policy Technical Assistance Program	20.205	STPLNI-6419(022)		<u>53,297</u>
Total Department of Transportation Pass-Through Programs			<u>672,222</u>	<u>1,501,607</u>
Total Expenditures of Federal Awards			<u><u>\$672,222</u></u>	<u><u>\$1,501,607</u></u>

See Accompanying Notes to Schedule of Expenditures of Federal Awards

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

**NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
For The Year Ended June 30, 2016**

**NOTE 1 – REPORTING ENTITY**

The Schedule of Expenditure of Federal Awards (the Schedule) includes expenditures of federal awards for the City/County Association of Governments of San Mateo County (C/CAG), California

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements, regardless of the measurement focus applied. All governmental funds are accounted for using the modified accrual basis of accounting. Expenditures of Federal Awards reported on the Schedule are recognized when incurred.

**NOTE 3 – INDIRECT COST ELECTION**

The C/CAG has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

**NOTE 4 – SUBRECIPIENTS**

Of the federal expenditures presented in the Schedule, the C/CAG provided federal awards to subrecipients as follows:

<u>CFDA Number</u>	<u>Program Name</u>	<u>Amount Provided to Subrecipients</u>
20.205	Highway Planning and Construction	\$672,222

**INDEPENDENT AUDITOR'S REPORT ON  
INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN  
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH *GOVERNMENT AUDITING STANDARDS***

To the Governing Board of the City/County Association  
Of Governments of San Mateo County  
Redwood City, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the basic financial statements of City/County Association Of Governments of San Mateo County (C/CAG), as of and for the year ended June 30, 2016, and the related notes to the financial statements, and have issued our report thereon dated November 18, 2016. Our report included an emphasis of a matter paragraph disclosing the implementation of new accounting principles.

***Internal Control Over Financial Reporting***

In planning and performing our audit of the financial statements, we considered the C/CAG's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of C/CAG's internal control. Accordingly, we do not express an opinion on the effectiveness of C/CAG's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the C/CAG's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### ***Compliance and Other Matters***

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

We have also issued a separate Memorandum on Internal Control dated November 18, 2016 which is an integral part of our audit and should be read in conjunction with this report.

### ***Purpose of this Report***

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the C/CAG's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the C/CAG's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Mare & Associates*

Pleasant Hill, California  
November 18, 2016



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR  
FEDERAL PROGRAM; REPORT ON INTERNAL CONTROL OVER COMPLIANCE;  
AND REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
REQUIRED BY THE UNIFORM GUIDANCE**

To the Governing Board of the City/County Association  
Of Governments of San Mateo County  
Redwood City, California

***Report on Compliance for Each Major Federal Program***

We have audited City/County Association of Governments of San Mateo County (C/CAG) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the C/CAG's major federal programs for the year ended June 30, 2016. The C/CAG's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of the C/CAG's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the C/CAG's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the C/CAG's compliance.

### ***Opinion on Each Major Federal Program***

In our opinion, the C/CAG complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2016.

### ***Report on Internal Control Over Compliance***

Management is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the C/CAG's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the C/CAG's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

### ***Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance***

We have audited the financial statements of the governmental activities and each major fund of the C/CAG as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the C/CAG's basic financial statements. We issued our report thereon dated November 18, 2016 which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements.

The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

*Marc & Associates*

Pleasant Hill, California  
December 16, 2016

## C/CAG AGENDA REPORT

Date: December 8, 2016

To: City/County Association of Governments 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 response to questions, contact Jean Higaki at 650-599-1462)

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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.

The Legislative session is at recess and reconvened on January 4, 2017. Legislative updates will be provided verbally at the January 12, 2016 C/CAG board meeting.

Attached is a summary of the currently proposed transportation funding bills and senate committee assignments for the 2017/18 legislative session.

### ATTACHMENTS

1. Summary of proposed Transportation Funding bills
2. Senate committee assignments for the for the 2017/18 legislative session.
3. Full Legislative information is available for specific bills at <http://leginfo.legislature.ca.gov/>

Funding Package Elements	AB 1 (Frazier)	Amount Generated/Purpose	SB 1 (Beall)	Amount Generated/Purpose
<b>Taxes</b>				
Gas Excise Tax	12 cpg, plus index	\$1.8 billion, plus index	6-12 cpg, plus index	\$1.8 billion, plus index in year 3
End BOE "True-up"	7.3 cpg	\$1.1 billion	7.3 cpg	\$1.1 billion
Diesel Excise Tax	20 cpg, plus index	\$600 million	20 cpg	\$600 million
VRF	\$38 per vehicle	\$1.3 billion	-	\$1.3 billion
ZEV vehicle fees	\$165 per ZEV (start in 2nd year)	\$21 million	\$100	Est. \$13 million
Diesel sales tax	3.5% increase (from 1.75% to 5.25%)	\$263 million	4.0% increase (from 1.75% to 5.75%)	Est. \$300 million: - \$263 million for STA - \$40 million for IC and commuter rail
<b>Other Revenue Sources</b>				
Truck Weight Fees	\$100 million, increasing over five years	\$500 million, by 2021	\$100 million, Increasing over five years	\$500 million, by 2021
Cap/Trade	From Unallocated Cap and Trade	\$300 million	Doubles set-asides for TIRCP and LCTOP	Nets \$300 million if auctions produce \$2 billion annually
Redirect Miscellaneous Trans. revenues		\$185 million		\$185 million
CT Efficiencies		\$70 million		\$70 million
Accelerate GF Loan Repayments		\$706 million (one-time)		\$706 million (one-time)
<b>Total Amount</b>	<b>\$6 billion, plus \$706 million, one-time</b>			<b>\$6 billion, plus \$706 million, one-time</b>
<b>Expenditures</b>				
Maintenance and Road Repairs	State= \$1.9 billion; Locals= \$2.4 billion		50/50 split state and local roads	
Trade Corridors	\$600 million		\$600 million (diesel tax)	
Self Help	\$200 million, annually		\$200 million, annually	
Transit	\$563 million, transit capital and operations		- \$263 million for STA - \$40 million for IC and commuter rail -\$300 million, Cap and Trade	
Active Transportation	\$80 million, annually, plus CT efficiency savings		\$80 million, annually, plus CT efficiency savings	

Reforms & Process Improvements				
Environmental Process Improvements	For work within existing right of way; Advance Mitigation Program (AMP)		For work within existing right of way; Advanced Mitigation Program (AMP);	\$30 million, annual, 4 years for AMP
NEPA Delegation	Extended permanently		Extended permanently	
CTC Independence	- Separate from CalSTA; - SHOPP oversight		- Separate from CalSTA; - SHOPP oversight	
Expenditure Efficiency	Office of Inspector General (OIG)		Office of Inspector General (OIG)	
Labor Shortage			Workforce, job training, & Opportunity Act (Pre-Apprenticeship Programs)	
Various, (To be in a companion bill(s) or other means)	-Constitutional Amendment to reduce voter threshold from local transportation taxes; -Constitutional Amendment to protect new revenues		- Extend Construction Manager/General Contractor project delivery until 2025; - expanding Caltrans' federal exchange/state match program; - providing greater flexibility to allow contracting for engineering & right-of-way work; - incorporating regional transportation agencies in the process of programming SHOPP funds; - updating Caltrans' encroachment permit threshold; - requiring Caltrans to develop a plan to increase participation of small and disadvantage businesses; and - requiring CTC to provide a summary to the legislature.	

12/9/16

# California Senate Leader de León Announces Committee Assignments for the 2017-2018 Regular Session

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Wednesday, December 21, 2016

**SACRAMENTO** - California Senate President pro Tempore Kevin de León (D-Los Angeles) has announced his leadership members and nominees for Senate standing committee chairs and members, forming a legislative team focused on job creation, long-term economic growth, and protecting the historic progress California has made in the last decade.

Designated committee chairs and membership will be formally adopted by the Senate Rules Committee when it convenes on January 11, 2017.

***Majority Leader:***

Senator Bill Monning (D-Carmel)

***Majority Whip:***

Senator Nancy Skinner (D-Berkeley)

***Democratic Caucus Chair:***

Senator Connie Leyva (D-Chino)

***Democratic Caucus Vice-Chair:***

Senator Mike McGuire (D-Healdsburg)

***Agriculture (<http://sagri.senate.ca.gov/>)***

Senator Cathleen Galgiani (D-Stockton), Chair

Senator Scott Wilk (R-Santa Clarita), Vice Chair

Senator Tom Berryhill (R-Stanislaus)

Senator Bill Dodd (D-Napa)

Senator Richard Pan (D-Sacramento)

***Appropriations (<http://sapro.senate.ca.gov/>)***

Senator Ricardo Lara (D-Bell Gardens), Chair

Senator Patricia Bates (R-Laguna Niguel), Vice Chair

Senator Jim Beall (D-San Jose)

Senator Steve Bradford (D-Gardena)

Senator Jerry Hill (D-San Mateo)

Senator Jim Nielsen (R-Tehama)

Senator Scott Wiener (D-San Francisco)

***Banking and Financial Institutions (<http://sbnk.senate.ca.gov/>)***

Senator Bill Dodd (D-Napa), Chair

Senator Andy Vidak (R-Hanford), Vice Chair

Senator Cathleen Galgiani (D-Stockton)

Senator Ben Hueso (D-San Diego)

Senator Ricardo Lara (D-Bell Gardens)

Senator Mike Morrell (R-Inland Empire)

Senator Anthony Portantino (D-La Cañada-Flintridge)

***Budget and Fiscal Review (<http://sbud.senate.ca.gov/>)***

Senator Holly Mitchell (D-Los Angeles), Chair

Senator Jim Nielsen (R-Tehama), Vice Chair

Senator Ben Allen (D-Santa Monica)

Senator Joel Anderson (R-San Diego)

Senator Jim Beall (D-San Jose)

Senator Steve Glazer (D-Contra Costa)

Senator Mike McGuire (D-Healdsburg)

Senator Tony Mendoza (D-Artesia)

Senator Bill Monning (D-Carmel)

Senator John Moorlach (R-Costa Mesa)

Senator Janet Nguyen (R-Garden Grove)

Senator Richard Pan (D-Sacramento)

Senator Anthony Portantino (D-La Cañada-Flintridge)

Senator Richard Roth (D-Riverside)

Senator Nancy Skinner (D-Berkeley)

Senator Jeff Stone (R-Temecula)

Senator Bob Wieckowski (D-Fremont)



***Budget Subcommittee No. 1 on Education***

Portantino (Chair), Allen and Moorlach

***Budget Subcommittee No. 2 on Resources, Environmental Protection, Energy and Transportation***

Wieckowski (Chair), McGuire, Mendoza and Nielsen (Vice Chair)

***Budget Subcommittee No. 3 on Health and Human Services***

Pan (Chair), Monning and Stone

***Budget Subcommittee No. 4 on State Administration and General Government***

Roth (Chair), Glazer and Nguyen

***Budget Subcommittee No. 5 on Corrections, Public Safety and the Judiciary***

Skinner (Chair), Beall and Anderson

***Business, Professions and Economic Development (<http://sbp.senate.ca.gov/>)***

Senator Jerry Hill (D-San Mateo), Chair

Senator Patricia Bates (R-Laguna Niguel), Vice Chair

Senator Bill Dodd (D-Napa)

Senator Cathleen Galgiani (D-Stockton)

Senator Steve Glazer (D-Contra Costa)

Senator Ed Hernandez (D-West Covina)

Senator Josh Newman (D-Fullerton)

Senator Richard Pan (D-Sacramento)

Senator Scott Wilk (R-Santa Clarita)

***Education (<http://sedn.senate.ca.gov/>)***

Senator Ben Allen (D-Santa Monica), Chair

Senator Scott Wilk (R-Santa Clarita), Vice Chair

Senator Cathleen Galgiani (D-Stockton)

Senator Connie Leyva (D-Chino)

Senator Tony Mendoza (D-Artesia)

Senator Richard Pan (D-Sacramento)

Senator Andy Vidak (R-Hanford)

***Elections and Constitutional Amendments (<http://selc.senate.ca.gov/>)***

Senator Henry Stern (D-Canoga Park), Chair

Senator Joel Anderson (R-San Diego), Vice Chair

Senator Ben Allen (D-Santa Monica)

Senator Bob Hertzberg (D-Los Angeles)

Senator Connie Leyva (D-Chino)

***Energy, Utilities and Communications (<http://seuc.senate.ca.gov/>)***

Senator Ben Hueso (D-San Diego), Chair

Senator Mike Morrell (R-Inland Empire), Vice Chair

Senator Steve Bradford (D-Gardena)

Senator Anthony Cannella (R-Ceres)

Senator Ted Gaines (R-El Dorado)

Senator Bob Hertzberg (D-Los Angeles)

Senator Jerry Hill (D-San Mateo)

Senator Mike McGuire (D-Healdsburg)

Senator Nancy Skinner (D-Berkeley)

Senator Henry Stern (D-Canoga Park)

Senator Scott Wiener (D-San Francisco)

***Environmental Quality (<http://senv.senate.ca.gov/>)***

Senator Bob Wieckowski (D-Fremont), Chair

Senator Andy Vidak (R-Hanford), Vice Chair

Senator Patricia Bates (R-Laguna Niguel)

Senator Jerry Hill (D-San Mateo)

Senator Ricardo Lara (D-Bell Gardens)

Senator Nancy Skinner (D-Berkeley)

Senator Henry Stern (D-Canoga Park)

***Governance and Finance (<http://sgf.senate.ca.gov/>)***

Senator Mike McGuire (D-Healdsburg), Chair

Senator Janet Nguyen (R-Garden Grove), Vice Chair

Senator Jim Beall (D-San Jose)

Senator Ed Hernandez (D-West Covina)

Senator Bob Hertzberg (D-Los Angeles)

Senator Ricardo Lara (D-Bell Gardens)

Senator John Moorlach (R-Costa Mesa)

***Governmental Organization (<http://sgov.senate.ca.gov/>)***

Senator Steve Glazer (D-Contra Costa), Chair

Senator Tom Berryhill (R-Stanislaus), Vice Chair

Senator Steve Bradford (D-Gardena)

Senator Anthony Cannella (R-Ceres)

Senator Bill Dodd (D-Napa)

Senator Ted Gaines (R-El Dorado)

Senator Cathleen Galgiani (D-Stockton)

Senator Jerry Hill (D-San Mateo)

Senator Ben Hueso (D-San Diego)

Senator Ricardo Lara (D-Bell Gardens)

Senator Tony Mendoza (D-Artesia)

Senator Anthony Portantino (D-La Cañada-Flintridge)

Senator Andy Vidak (R-Hanford)

***Health (<http://shea.senate.ca.gov/>)***

Senator Ed Hernandez (D-West Covina), Chair

Senator Janet Nguyen (R-Garden Grove), Vice Chair

Senator Toni Atkins (D-San Diego)

Senator Connie Leyva (D-Chino)

Senator Holly Mitchell (D-Los Angeles)

Senator Bill Monning (D-Carmel)

Senator Josh Newman (D-Fullerton)

Senator Jim Nielsen (R-Tehama)

Senator Richard Roth (D-Riverside)

***Human Services (<http://shum.senate.ca.gov/>)***

Senator Scott Wiener (D-San Francisco), Chair

Senator Tom Berryhill (R-Stanislaus), Vice Chair

Senator Steve Glazer (D-Contra Costa)

Senator Josh Newman (D-Fullerton)

Senator Janet Nguyen (R-Garden Grove)

***Insurance (<http://sins.senate.ca.gov/>)***

Senator Tony Mendoza (D-Artesia), Chair

Senator Ted Gaines (R-El Dorado), Vice Chair

Senator Tom Berryhill (R-Stanislaus)

Senator Steve Glazer (D-Contra Costa)

Senator Ed Hernandez (D-West Covina)

Senator Holly Mitchell (D-Los Angeles)

Senator Josh Newman (D-Fullerton)

Senator Anthony Portantino (D-La Cañada-Flintridge)

Senator Richard Roth (D-Riverside)

***Judiciary (<http://sjud.senate.ca.gov/>)***

Senator Hannah-Beth Jackson (D-Santa Barbara), Chair

Senator John Moorlach (R-Costa Mesa), Vice Chair

Senator Joel Anderson (R-San Diego)

Senator Bob Hertzberg (D-Los Angeles)

Senator Bill Monning (D-Carmel)

Senator Henry Stern (D-Canoga Park)

Senator Bob Wieckowski (D-Fremont)

***Labor and Industrial Relations (<http://sir.senate.ca.gov/>)***

Senator Steve Bradford (D-Gardena), Chair

Senator Jeff Stone (R-Temecula), Vice Chair

Senator Toni Atkins (D-San Diego)

Senator Hannah-Beth Jackson (D-Santa Barbara)

Senator Holly Mitchell (D-Los Angeles)

***Legislative Ethics (<http://seth.senate.ca.gov/>)***

Senator Ed Hernandez (D-West Covina), Chair

Senator Mike Morrell (R-Inland Empire), Vice Chair

Senator Patricia Bates (R-Laguna Niguel)

Senator Ted Gaines (R-El Dorado)

Senator Bill Monning (D-Carmel)

Senator Bob Wieckowski (D-Fremont)

***Natural Resources and Water (<http://sntr.senate.ca.gov/>)***

Senator Bob Hertzberg (D-Los Angeles), Chair

Senator Jeff Stone (R-Temecula), Vice Chair

Senator Ben Allen (D-Santa Monica)

Senator Toni Atkins (D-San Diego)

Senator Ben Hueso (D-San Diego)

Senator Hannah-Beth Jackson (D-Santa Barbara)

Senator Bill Monning (D-Carmel)

Senator Henry Stern (D-Canoga Park)

Senator Andy Vidak (R-Hanford)

***Public Employment and Retirement (<http://sper.senate.ca.gov/>)***

Senator Richard Pan (D-Sacramento), Chair

Senator Mike Morrell (R-Inland Empire), Vice Chair

Senator Connie Leyva (D-Chino)

Senator John Moorlach (R-Costa Mesa)

Senator Anthony Portantino (D-La Cañada-Flintridge)

***Public Safety (<http://spsf.senate.ca.gov/>)***

Senator Nancy Skinner (D-Berkeley), Chair

Senator Joel Anderson (R-San Diego), Vice Chair

Senator Steve Bradford (D-Gardena)

Senator Hannah-Beth Jackson (D-Santa Barbara)

Senator Holly Mitchell (D-Los Angeles)

Senator Jeff Stone (R-Temecula)

Senator Scott Wiener (D-San Francisco)

***Rules (<http://srul.senate.ca.gov/>)***

Senator Kevin de León (D-Los Angeles), Chair

Senator Anthony Cannella (R-Ceres), Vice Chair

Senator Toni Atkins (D-San Diego)

Senator Tom Berryhill (R-Stanislaus)

Senator Connie Leyva (D-Chino)

***Transportation and Housing (<http://stran.senate.ca.gov/>)***

Senator Jim Beall (D-San Jose), Chair

Senator Anthony Cannella (R-Ceres), Vice Chair

Senator Ben Allen (D-Santa Monica)

Senator Toni Atkins (D-San Diego)

Senator Patricia Bates (R-Laguna Niguel)

Senator Ted Gaines (R-El Dorado)

Senator Mike McGuire (D-Healdsburg)

Senator Tony Mendoza (D-Artesia)

Senator Mike Morrell (R-Inland Empire)

Senator Richard Roth (D-Riverside)

Senator Nancy Skinner (D-Berkeley)

Senator Bob Wieckowski (D-Fremont)

Senator Scott Wiener (D-San Francisco)

***Veterans Affairs (<http://svet.senate.ca.gov/>)***

Senator Josh Newman (D-Fullerton), Chair

Senator Jim Nielsen (R-Tehama), Vice Chair

Senator Bill Dodd (D-Napa)

Senator Ben Hueso (D-San Diego)

Senator Janet Nguyen (R-Garden Grove)

Senator Richard Roth (D-Riverside)

Senator Scott Wilk (R-Santa Clarita)

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## **C/CAG AGENDA REPORT**

Date: January 12, 2016

To: City/County Association of Governments Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of the C/CAG Annual Legislative Policies for 2017

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

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### **RECOMMENDATION**

That the C/CAG Board review and approve the C/CAG Annual Legislative Policies for 2017.

### **FISCAL IMPACT**

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

### **SOURCE OF FUNDS**

New legislation

### **BACKGROUND**

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

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

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

Recommendations received from the Legislative Committee and C/CAG Board on December 8, 2016 were incorporated. Any further recommended changes from the Legislative Committee will be presented verbally to the Board.

### **ATTACHMENTS**

1. Draft C/CAG Legislative Policies for 2017

## DRAFT C/CAG LEGISLATIVE POLICIES FOR 2017

### ***Policy #1 -***

***Protect against the diversion of local revenues and promote equitable distribution of state/regional resources and revenues.***

- 1.1 Support League, CSAC, and other initiatives to protect local revenues.
- 1.2 Provide incentives and tools to local government to promote economic vitality and to alleviate blighted conditions.
- 1.3 Support the reinstatement of state funding for economic development and affordable housing.
- 1.4 Pursue and support efforts that direct state and regional funds equitably to ensure a return to source.

### ***Policy #2 -***

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

- 2.1 Support State actions that take into consideration the fiscal impact to local jurisdictions, by ensuring that adequate funding is made available by the State, for delegated re-alignment responsibilities and by ensuring that all State mandates are 100% reimbursed.
- 2.2 Oppose State actions that delegate responsibilities to local jurisdictions without full reimbursement for resulting costs.

### ***Policy #3 -***

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

- 3.1 Primary focus on securing additional revenue sources for both C/CAG and its member agencies for funding state- and federally mandated stormwater compliance efforts.
  - a. Support additional efforts to exempt storm sewers from the voting requirements imposed by Proposition 218, similar to water, sewer, and refuse services; or efforts to reduce the voter approval threshold for special taxes related to stormwater management.
  - b. Advocate for inclusion of water quality and stormwater management as a priority for funding in new sources of revenues (e.g. water bonds) and protect against a geographically unbalanced North-South allocation of resources.
  - c. Track and advocate for resources for stormwater management in State and Federal grant and loan programs.



- d. Support efforts to identify regulatory requirements that are unfunded state mandates and ensure provision of state funding for such requirements.
  - e. Pursue and support efforts that address stormwater issues at statewide or regional levels and thereby reduce the cost share for C/CAG and its member agencies and limit the need to implement such efforts locally.
- 3.2 Support efforts to secure statewide legislation mandating abatement of polychlorinated biphenyls (PCBs) in building materials prior to demolition of relevant structures, in accordance with requirements in the San Francisco Bay Regional Water Quality Control Board's Municipal Regional Permit.
  - 3.3 Pursue and support efforts that control pollutants at the source and extend producer responsibility, especially in regard to trash and litter control.
  - 3.4 Support efforts to place the burden/ accountability of reporting, managing, and meeting municipal stormwater requirements on the responsible source rather than the cities or county, such as properties that are known pollutant hot spots and third party utility purveyors.
  - 3.5 Advocate for integrated, prioritized, and achievable stormwater regulations that protect water quality and beneficial uses and account for limitations on municipal funding.
  - 3.6 Pursue and support pesticide regulations that protect water quality and reduce pesticide toxicity.

***Policy #4 -***

***Advocate and support an integrated approach to funding.***

- 4.1 Advocate for an integrated approach to both funding and project types for statewide and regional infrastructure efforts including stormwater management, transportation, and affordable housing.
- 4.2 Advocate for efforts that breakdown funding silos and provide flexibility in funding sources to enable a holistic approach to fund programs and projects.

***Policy #5 -***

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

- 5.1 Support constitutional amendments that reduce the vote requirements for special taxes and fees.
- 5.2 Oppose bills that impose restrictions on the expenditures, thereby reducing flexibility, for special tax category.
- 5.3 Support modification or elimination of the Proposition 26 two-thirds requirements.

***Policy #6-  
Protect and support transportation funding.***

- 6.1 Oppose the transfer of additional State transportation funds to the State General Fund and support the redirection of truck weight fees to the State Highway Account
- 6.2 Support stabilizing and indexing the STIP and new revenues for transportation across all modes.
- 6.3 Protect existing funding and support additional funding for maintenance of streets and roads and oppose the any negative adjustments by the Board of Equalization to the excise tax on gasoline.
- 6.4 Monitor and engage in the implementation of the “Road User Charge.”
- 6.5 Protect existing funding and support new funding for the State of California SHOPP program, which provides resources for maintenance of State highways. Proposed new funding for the SHOPP program should not be proposed at the expense of the STIP.
- 6.6 Support revisions in the Peninsula Joint Powers Agreement that provide equitable funding among the Caltrain partners.
- 6.7 Support a dedicated funding source for the operation of Caltrain and **monitor the implementation of High Speed Rail.**
- 6.8 Support efforts to secure the appropriation and allocation of “cap and trade” revenues to support San Mateo County needs.
- 6.9 Support or sponsor efforts that finance and/ or facilitate operational improvements on the US 101 corridor.
- 6.10 Support the development of an expenditure plan for a potential countywide sales tax measure to fund transportation in San Mateo County.
- 6.11 Support the development of a new bridge toll program (Regional Measure 3) and ensure an appropriate share of new revenues is available for projects in San Mateo County.

***Policy #7 -  
Advocate for revenue solutions to address State budget issues that are also beneficial to Cities/  
Counties***

- 7.1 Support measures to ensure that local governments receive appropriate revenues to service local communities.
- 7.1 Support measures and policies that encourage and facilitate public private partnerships.**

***Policy #8 -***

***Support reasonable climate protection action, Greenhouse Gas reduction, and energy conservation legislation***

- 8.1 Support incentive approaches toward implementing AB32 and SB 32.
- 8.2 Oppose climate legislation that would conflict with or override projects approved by the voters.
- 8.3 Support funding for both transportation and housing investments, which support the implementation of SB 375, so that housing funds are not competing with transportation funds.
- 8.4 Monitor the regulatory process for implementing SB 743 and impacts the new regulations may have on congestion management plans.
- 8.5 Alert the Board on legislation that would require recording of vehicle miles of travel (VMT) as part of vehicle registration.
- 8.6 Support local government partnerships to foster energy conservation, as well as the generation and use of renewable and/ or clean energy sources (wind, solar, etc.).
- 8.7 Support efforts to improve the disadvantage community screening tools used by the state on the allocation of “cap and trade” and other state funding programs to ensure that San Mateo county needs are reflected.

***Policy #9 -***

***Protection of water user rights***

- 9.1 Support the Bay Area Water Supply and Conservation Association (BAWSCA) efforts in the protection of water user rights for San Mateo County users.

***Policy #10 –***

***Other***

- 10.1 Support/sponsor legislation that identifies revenue to fund airport/land use compatibility plans.
- 10.2 Support efforts that will engage the business community in mitigating industry impacts associated with stormwater, transportation congestion, affordable housing, greenhouse gas emissions, and energy consumption.

## C/CAG AGENDA REPORT

Date: January 12, 2017

To: City/County Association of Governments Board of Directors

From: Nirit Eriksson, C/CAG Legal Counsel

Subject: Action on Compensation Adjustment for Executive Director and review and approval of Resolution 17-01 authorizing the C/CAG Chair to execute Amendment No. 1 to the agreement between C/CAG and Executive Director

(For further information or response to questions, contact Nirit Eriksson at 650 363-4461)

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### RECOMMENDATION

That the C/CAG Board take an action on compensation adjustment for the Executive Director and approve Resolution 17-01 authorizing the C/CAG Chair to execute Amendment No. 1 to the agreement between C/CAG and Executive Director.

### FISCAL IMPACT

Funding for C/CAG staff is budgeted in the C/CAG annual budget.

### BACKGROUND

At the May 8, 2014 meeting, the C/CAG Board approved the terms for the agreement between C/CAG and Sandy Wong, Executive Director. At the June 12, 2014 meeting, the C/CAG Board approved Resolution 14-32 authorizing the C/CAG Chair to execute an agreement between C/CAG and Sandy Wong for service as Executive Director. That agreement was set to expire December 16, 2016.

On December 8, 2016, the C/CAG Board conducted a conference with labor negotiators in a closed session. However, no action was taken at that meeting. It is recommended the C/CAG Board take an action on compensation adjustment for the Executive Director, and approve Resolution 17-01 authorizing the C/CAG Chair to execute amendment No. 1 to the agreement between C/CAG and Sandy Wong for service as Executive Director.

### ATTACHMENTS

- Resolution 17-01
- Amendment No. 1 to the agreement between C/CAG and Sandy Wong for service as Executive Director.

## **RESOLUTION 17-01**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY  
(C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO. 1  
TO THE AGREEMENT BETWEEN C/CAG AND SANDY WONG FOR SERVICE AS  
EXECUTIVE DIRECTOR**

\* \* \* \* \*

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

**WHEREAS**, C/CAG has selected Sandy Wong as the Executive Director; and

**WHEREAS**, on May 8, 2014, the C/CAG Board of Directors approved the terms of an agreement between C/CAG and Sandy Wong for service as Executive Director; and

**WHEREAS**, on June 12, 2014, the C/CAG Board of Directors approved Resolution 14-32 authorizing the C/CAG Chair to execute an agreement between C/CAG and Sandy Wong for service as Executive Director; and

**WHEREAS**, the C/CAG Board of Directors has evaluated the Executive Director's annual performance; and

**WHEREAS**, the Compensation Committee has made a recommendation to the C/CAG Board on Executive Director compensation; and

**WHEREAS**, on December 8, 2016, the C/CAG Board of Directors convened a closed session conference with labor negotiators; and

**WHEREAS**, C/CAG and Executive Director desire to amend said agreement.

**NOW, THEREFORE, BE IT RESOLVED** that the City/County Association of Governments of San Mateo County (C/CAG) authorizing the Chair to execute amendment No. 1 to the agreement between C/CAG and Sandy Wong for service as Executive Director.

**PASSED, APPROVED, AND ADOPTED THIS 12TH DAY OF JANUARY 2017.**

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*Alicia C. Aguirre, Chair*

**AMENDMENT NO. 1 TO THE AGREEMENT BETWEEN  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY  
AND  
SANDY WONG FOR SERVICE AS EXECUTIVE DIRECTOR**

This Amendment No. 1 (“Amendment”) to the Agreement between the City/County Association of Governments of San Mateo County and Sandy Wong for Service as Executive Director (“Agreement”) is entered into by and between the City/County Association of Governments of San Mateo County (“C/CAG”), and Sandy Wong (“Executive Director”).

WITNESSETH

WHEREAS, C/CAG desires to continue to employ Sandy Wong as the Executive Director of C/CAG; and

WHEREAS, Executive Director desires to continue to perform services for C/CAG on the terms and conditions contained in the Agreement, subject to changes described in this Amendment; and

WHEREAS, Executive Director has reviewed and accepted this Amendment.

NOW, THEREFORE, IT IS HEREBY AGREED by C/CAG and Executive Director that:

1. The term of the Agreement shall be extended by three years, such that the Agreement shall be effective from December 17, 2013, through December 16, 2019.
2. For the period of December 17, 2016, through December 16, 2017, as compensation for services under the Agreement, Executive Director shall receive an annual salary of \_\_\_\_\_, and be eligible for a performance bonus of up to five percent (5%) of that annual salary.
3. For services performed under the Agreement during the period of December 17, 2015, through December 16, 2016, Executive Director shall receive a performance bonus of Five Thousand Four Hundred Sixty Five Dollars and Twenty Two Cents (\$5,465.22), equal to three percent (3%) of the annual salary of \$182,174 then in effect.
4. Except as expressly amended herein, all other provisions of the Agreement dated June 12, 2014, shall remain in full force and effect.
5. This Amendment, once executed by both parties, shall be effective as of December 17, 2016.

IN WITNESS WHEREOF, C/CAG and Executive Director, by their duly authorized representatives, have affixed their hands.

Executive Director

\_\_\_\_\_  
By: Sandy Wong

\_\_\_\_\_  
Date:

City/County Association of Governments of San Mateo County (C/CAG)

\_\_\_\_\_  
By: C/CAG Chair

\_\_\_\_\_  
Date:

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

\_\_\_\_\_  
Date:

# C/CAG

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

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Date: December 9, 2016

To: Council Members from San Mateo County Cities and Towns, and Members of the San Mateo County Board of Supervisors  
All City/County Managers

From: Alicia C. Aguirre, C/CAG Chair

Subject: **Solicitation of Elected Officials to Serve on C/CAG’s Bicycle and Pedestrian Advisory Committee and Legislative Committee**

The City/County Association of Governments of San Mateo County (C/CAG) will have **two vacant seats** on the Bicycle and Pedestrian Advisory Committee (BPAC) and **two vacant seats** on the Legislative Committee for elected officials of City Councils and/or the Board of Supervisors. Individuals must be an elected official on one of the twenty City and Town Councils in San Mateo County or an elected official on the San Mateo County Board of Supervisors.

Individuals wishing to be considered for appointment to either the BPAC or Legislative Committee should send a letter of interest by no later than **January 20, 2017** to:

Sandy Wong, C/CAG Executive Director  
 City/County Association of Governments  
 555 County Center, 5<sup>th</sup> Floor  
 Redwood City, CA 94063  
 or e-mail to [slwong@smcgov.org](mailto:slwong@smcgov.org)

About the **Bicycle and Pedestrian Advisory Committee (BPAC):**

The BPAC provides advice and recommendations to the full C/CAG Board on all matters relating to bicycle and pedestrian facilities planning, and selection of projects for state and federal funding. This Committee has approximately six meetings per year. The BPAC meets on the fourth Thursday of the month from 7:00 p.m. to 9:00 p.m. in San Mateo City Hall.

About the **Legislative Committee:**

The Legislative Committee provides advice and recommendations to the full C/CAG Board on matters dealing with State Legislation, ballot measures, and positions to take on specific bills. The Committee is also the liaison with C/CAG’s Lobbyist in Sacramento. The Committee meets at 5:30 p.m. on the second Thursday of the month, immediately before the regular C/CAG Board meeting. The Committee generally cancels its meetings when the State Legislature is in recess.



If you would like to be considered for either the BPAC or Legislative Committee, please submit your letter of interest by **January 20, 2017**. Appointments will be considered at the February 9, 2017 C/CAG Board of Directors meeting.

If you have any questions about either the BPAC or Legislative Committee, or have any questions about the appointment process, please feel free to contact the respective C/CAG Staff as follows:

For BPAC:

Eliza Yu

650-599-1453

[eyu@smcgov.org](mailto:eyu@smcgov.org)

For Legislative Committee:

Jean Higaki

650-599-1462

[jhigaki@smcgov.org](mailto:jhigaki@smcgov.org)

Sincerely,

A handwritten signature in black ink on a light-colored background. The signature is cursive and reads "Alicia C. Aguirre".

Alicia C. Aguirre  
C/CAG Chair

# C/CAG

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

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Date: November 30, 2016

To: Council members from San Mateo County Cities and Towns, and Members of the San Mateo County Board of Supervisors

From: Alicia Aguirre, C/CAG Chair

Subject: **SOLICITATION OF INTERESTED PARTIES TO SERVE ON C/CAG'S  
SAN MATEO COUNTYWIDE WATER COORDINATION COMMITTEE**

C/CAG is currently recruiting elected officials in San Mateo County to serve on the newly created *San Mateo Countywide Water Coordination Committee*.

The *San Mateo Countywide Water Coordination Committee* will have five seats: four seats for elected officials from among the twenty City and Town Councils in San Mateo County and one seat for a member of the County Board of Supervisors, representing the following regions of the county, respectively:

- North
- Central
- South
- Coastside
- Unincorporated County

Individuals wishing to be considered for appointment to this committee should send a letter of interest stating why you wish to be appointed and any particular experience, background, or qualities that you feel would bring value to the committee. Letters of interest must be received by **January 18, 2017** and can be sent to:

Attention: Sandy Wong, C/CAG Executive Director  
City/County Association of Governments  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063  
(650) 599-1409  
e-mail to [slwong@smcgov.org](mailto:slwong@smcgov.org)

All candidates will be considered by the C/CAG Board of Directors at the February 9, 2017 meeting, and will be provided an opportunity to speak to the Board regarding their qualifications and interest in participating on the committee.

### **Committee Background:**

Due to the interrelated nature of various water issues and the number of organizations involved, San Mateo County elected officials identified the need to increase coordination, communication, and collaboration with respect to water-related initiatives in order to improve efficiency and maximize funding opportunities, including seeking Federal and State grants. The *San Mateo Countywide Water Coordination Committee* will initially focus on opportunities for collaboration on the following issues: Stormwater quality, flood control, and sea level rise.

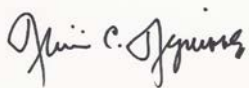
The *San Mateo Countywide Water Coordination Committee* will promote and increase cross-jurisdiction communication, provide leadership, develop partnerships, and reduce redundancy between current and future efforts related to stormwater, flood control, and sea level rise. However, each of the cities and the County will continue to manage, and retain all decision making authority for, their respective projects and initiatives. The overarching objective is to protect infrastructures, assets, and the environment; improve safety; secure broad public support for programs/projects; and meet regulatory mandates.

### **Committee Roles and Responsibilities:**

1. Provide a forum to share information and conduct joint outreach, education, and stakeholder engagement efforts.
2. Compile and disseminate information on funding opportunities.
3. Advocate for/seek, and assist San Mateo County jurisdictions to seek, federal, state, regional, and private funds.
4. Compile, share, and be a central repository for information concerning stormwater, flood control, and sea level rise projects in the county. Make use of existing information resources as much as possible.
5. Assist San Mateo County jurisdictions to collaborate and/or conduct joint planning, studies, and projects.
6. Develop, and/or assist San Mateo County jurisdictions to develop, planning policies and guidelines related to stormwater, flood control, and sea level rise.
7. Conduct research and analysis to inform San Mateo County jurisdictions.

It is anticipated the *San Mateo Countywide Water Coordination Committee* will meet quarterly. Following each meeting a written report would be prepared and distributed to all C/CAG members, Mayors, the Board of Supervisors, City Managers, Directors of Public Works and key County staff. In addition, the *San Mateo Countywide Water Coordination Committee* would make a presentation each year to the full C/CAG Board and the County Board of Supervisors.

Sincerely,



Alicia C. Aguirre  
C/CAG Chair

CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
OF SAN MATEO COUNTY

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December 9, 2016

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

RE: **SUPPORT** for AB 28 (Frazier)

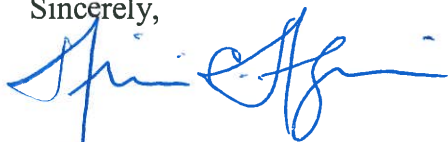
Dear Assembly Member Frazier:

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 28 (Frazier). This bill would grant Caltrans the authority to continue performing federal environmental responsibilities for highway projects under the National Environmental Policy Act (NEPA) and other federal laws.

The authority for Caltrans to assume NEPA assignment currently exists, but is set to expire on December 31, 2016, at which time Caltrans would stop issuing NEPA approvals for projects on or adjacent to the federal highway system, or funded with federal dollars. In San Mateo County, a number of federally funded bicycle and pedestrian projects could be affected in the cities of South San Francisco, San Mateo, Redwood City, and East Palo Alto. A delay in extending the NEPA authority would significantly delay the final environmental approvals needed to advance these important projects.

Therefore, we **SUPPORT** AB 28 and appreciate your efforts to address this matter urgently. Please feel free to contact Sandy Wong, C/CAG's Executive Director, at [slwong@smcgov.org](mailto:slwong@smcgov.org) with any questions or concerns.

Sincerely,



Alidia C Aguirre, Chair  
City/County Association of Governments of San Mateo County

Cc: Assembly Member Marc Berman  
Assembly Member Kevin Mullin  
Assembly Member Phil Ting  
Senator Jerry Hill