

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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MEETING AGENDA **San Mateo Countywide Water Coordination** **Committee (SMCWCC)**

Date: Friday, November 30, 2018
7:30 a.m. to 9:00 a.m.
Place: San Mateo City Hall
Conference Room C (across from Council Chamber)
330 West 20th Avenue
San Mateo, CA

PLEASE CALL Reid Bogert (599-1433) IF YOU ARE UNABLE TO ATTEND

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|----|--|-------------------------------------|-------------|
| 1. | Public comment on items not on the agenda. | Presentations are limited to 3 mins | |
| 2. | Approval of minutes from the October 19, 2018 meeting. | Action (Pine) | Pages 1 - 4 |
| 3. | Receive update on the progress of Staff Advisory Team (SAT) and provide input on presenting the Flood and Sea Level Rise Draft Proposal for endorsement by the C/CAG Board of Directors and County Board of Supervisors. | Action (Staff) | Pages 5 - 8 |
| 4. | Member comments and announcements. | Information | |
| 5. | Set next meeting date (December 21, 2018). | Action (Pine) | Page 9 |
| 6. | Adjournment. | Action (Pine) | |

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

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

Countywide Water Coordination Committee

DRAFT MINUTES MEETING OF OCTOBER 19, 2018

Vice Chair Yarbrough-Gauthier called the meeting to order at 7:38 am at the San Mateo City Hall. Chair Pine joined the meeting directly and chaired the meeting.

Attendance sheet is attached.

1. Public Comments on items not on the agenda.

None.

2. Approval of minutes from the Sept 21, 2018 meeting.

Motion: Member Papan moved to approve the Sept 21, 2018 minutes as presented; Seconded by Member Yarbrough-Gauthier; Motion carried unanimously.

3. Receive update on the progress of Staff Advisory Team (SAT) and provide input on draft agency “Supposal.”

Chair Patterson and Executive Team Member Porter of the Staff Advisory Team (SAT) provided an overview of the draft “Supposal” for a new agency. The Supposal identifies the existing Flood Control District in San Mateo County as one feasible option for creating a new flood and shoreline protection agency. Several benefits were identified for using the existing Flood Control District as the mechanism to establish a new entity, including the ease of establishment, given the Flood Control District is already formed, and the fact that the entity already has countywide implementation and revenue generating authority. A modified Flood Control District would also have significant crossover between the flood and shoreline protection goals of the new entity and the existing flood control objectives of the current agency, though these objectives, authorities and responsibilities would need to be broadened under a new agency. Furthermore, the new entity would be poised to continue the “building block projects” currently being managed by the County’s Flood Resilience Program, which is due to sunset in June 2019. These are long-term, large-scale and collaborative projects that will require significant management and funding support in the future. An additional benefit of operating the new agency under a modified Flood Control District is that existing revenue in several established subzones could be used to support the new agency’s staffing needs in the initial years for any work implemented within those subzones. A primary early task of the new agency, however, would be to pursue a tractable long-term funding mechanism to fund staff and overhead, as well as leverage other funding sources (e.g., state and federal grants) for project design, permitting, construction, and maintenance. Finally, broadening the existing Flood Control District to address regional sea level rise, flooding, and stormwater issues linked to climate change would support local agencies on planning for the realities of a not too distant future, while taking an incremental approach as opposed to developing a new entity from the top down.

Committee members discussed key aspects of the proposed structure to support near-term outreach to cities and long-term success for the new agency, including:

- Issues of trust and governance under a new Board of Directors for the agency – there is a need to ensure the C/CAG member agencies have a voice at the table, but also do not make issues of quorum and governance of individual projects problematic. It was recommended that the C/CAG Water Coordination Committee make recommendations for the new Board (five to seven members) based on geographic representation and level of commitment and expertise, and that there be an application and voting process at the level of the C/CAG Board of Directors.
- Members agreed the “core services” agency would quickly require more than what the County can commit in the first three years of operation, and that a primary task needs to be seeking a reliable funding source early.
- Involving more agencies early on would bring down the cost per agency of supporting core services. This may include inviting external partners like SFO to engage with project-specific MOUs to support additional project build-out as well as securing state and federal funds. Additional and significant outreach funding would be required to support a funding initiative.
- The countywide stormwater program could conceivably be enveloped within the new agency; however, this would be a decision on behalf of C/CAG. It was recommended to begin a less complex level of operation and evaluate program modifications such as this at a later time. It was noted that the existing Flood Control District’s taxing authority currently funds a portion of the countywide stormwater program.
- Sea level rise efforts currently done by the County Office of Sustainability would remain under that group, since the long-term planning goals of that work are better suited there and different from the project-level implementation needed via this agency.
- Discussions about the staffing transition between the current Flood Control District and the new agency are needed. Only two existing positions of the initial staffing plan, however, would carry over directly to the new agency since the Flood Control District roles and responsibilities are currently shared across County Public Works staff. It was agreed the new director of the agency should have oversight of the hiring process for the initial staff.
- Examples from the San Francisquito Creek Joint Powers Authority demonstrate the need for projects to run funding packages with various federal, state, regional and local stakeholders, but also that a new source of local revenue is needed to secure matching funds for grant-funded projects.
- One suggestion for allocating costs would be to have a tiered costing design, where directly benefiting agencies pay at a higher level than indirectly benefiting agencies, perhaps assessed on an annual basis.
- It was recognized that an Enhanced Infrastructure Finance District may be a more convenient/cost-effective long-term funding approach because there would be less of a burden with establishing the district and it would leverage the growth of existing property tax revenue rather than proposing a new tax.
- Chair Pine recommended a new name for the proposed agency: Flood and Sea Level Rise Resiliency Agency, emphasizing the need for a forward-looking mission including “sea level rise” and honing in on the concept of “resiliency” rather than “protection,” again emphasizing a proactive approach to climate change.

4. Review and approve alternate date for the Water Coordination Committee meeting scheduled for November 16, 2018, due to holiday schedule.

Committee members agreed to move the November Water Coordination Committee from November 16, 2018 to November 30, 2018 to accommodate the holiday schedule.

Member comments and announcements (information item).

None.

7. Adjournment.

Meeting was adjourned at 8:50 AM. Next meeting is scheduled for November 30, 2018.

Countywide Water Coordination Committee Attendance									
Committee Member	Agency	1/17/2018	2/21/2018	4/18/2018	6/15/2018	7/20/2018	8/17/2018	9/21/2018	10/19/2018
Dave Pine (Chair)	County of San Mateo	X	X	X	X	X		X	X
Lisa Yarbrough-Gauthier (Vice Chair)	East Palo Alto	X	X		X	X			X
Sue Vaterlaus	Pacifica	X	X	X	X	X	X	X	X
Diane Papan	San Mateo		X		X		X	X	X
Mark Addiego	South San Francisco	X		X		X	X	X	X
Maryann Derwin	Chair of C/CAG	NA	NA	NA	X	X	X	X	X
Marie Chuang	Vice Chair of C/CAG	NA	NA	NA	X	X		X	X
Alicia Aguirre	Former Chair of C/CAG	NA	NA	NA	X	X	X	X	X
Others in attendance (Sept 21, 2018):									
Sandy Wong	C/CAG								
Matt Fabry	C/CAG								
Reid Bogert	C/CAG								
Brian Perkins	District Director, Congresswoman Jackie Speier's Office								
Erika Powell	SM County Flood Resilience								
Jim Porter	SM County Public Works								
Hilary Papendick	SM County Office of Sustainability								
Larry Patterson	City of San Mateo, City Manager								
Ellen Cross	Environmental Science Associates								
Len Materman	San Francisco Creek Joint Powers Authority								

C/CAG AGENDA REPORT

Date: November 30, 2018

To: San Mateo Countywide Water Coordination Committee

From: Sandy Wong, Executive Director of C/CAG

Subject: Receive a presentation and provide input on the Proposal for a Countywide Flood and Sea Level Rise Resiliency Agency

Recommendation:

That the Countywide Water Coordination Committee (Committee) receive a presentation and provide input on the Proposal for a Countywide Flood and Sea Level Rise Resiliency Agency.

Fiscal Impact:

Proposed funding for the Flood and Sea Level Rise Resiliency Agency will be shown in the proposal presentation.

Background:

As directed by this Committee, a Staff Advisory Team (SAT) was formed to develop a draft proposal by the end of the year for a new entity or agency that can compete for Federal, State, and other funding sources and better manage flooding, stormwater, and sea level rise at a countywide level. The SAT is supported by Environmental Science Associates (ESA) under contract to the County Department of Public Works.

At the October 19 meeting, the Committee discussed a draft “Supposal” for establishing a new agency using a modified version of the existing County Flood Control District. Since then, the SAT further developed the “Supposal” into a Draft Proposal for a Flood and Sea Level Rise Resiliency Agency (FSLRRA). The Draft Proposal includes governance structure, scope of services, funding plan and staffing needs, as well as effective communications and messaging around the purpose and value of the new agency. The SAT emphasized the need to address impending large-scale water issues in a coordinated fashion and to work collectively countywide.

At its November 8 meeting, the C/CAG Board of Directors received an information item on the concept of forming such new agency by modifying the existing San Mateo County Flood Control District. Additionally, two meetings have been scheduled to solicit input from all 20 cities. All City Managers and interested city staff and officials were invited (details in attached letter).

The following table details the current schedule for review and endorsement by the C/CAG

Board and County Board of Supervisors of the Proposal for the Flood and Sea Level Rise Resiliency Agency (FSLRRA). After endorsement by each of those agencies, the Proposal would be presented to all city and town councils for formal endorsement.

November 14 at 10:00 am at the Brisbane City Hall	City Managers and city representatives	Solicit input
November 30, 2018	Countywide Water Coordination Committee	Solicit input
December 3 at 9:30 am at the San Mateo Library	City Managers and city representatives	Solicit input
December 13, 2018	Staff Advisory Team (SAT)	Endorsement
December 21, 2018	Countywide Water Coordination Committee	Endorsement to C/CAG Board
January 10, 2019	C/CAG Board	Endorsement
January 29, 2019	County Board of Supervisors	Endorsement
February and beyond	20 Cities and Towns	Endorsement

At the November 30th meeting, the Draft Proposal will be presented to the Committee, including the proposed governance structure, transition plan and funding needs for the first three years of establishment of the FSLRRA, and other associated information. Committee members are encouraged to provide feedback on the Proposal as well as the timeline for seeking endorsement.

Attachments:

1. Staff Advisory Team (SAT) Roster
2. Letter from County Supervisor, Dave Pine, and C/CAG, Chair Maryann Derwin

**San Mateo Countywide Water Coordination Committee
Staff Advisory Team (SAT) Roster**

Member	Agency
Dave Pine	District 1 Supervisor
SAT Members	
Brian Perkins	District Director, Congresswoman Speier's Office
Danielle Lee	County Office of Sustainability
Deborah Hirst	Supervisor Horsley's office, County of San Mateo
Erika Powell	County Flood Resilience Program
Jeremy Dennis	Town Manager, Portola Valley
Jim Porter	Public Works Director, County of San Mateo
John Beiers or his appointees	County Counsel, County of San Mateo
John Doughty	Director of Public Works, Half Moon Bay
Larry Patterson (Co-Chair)	City Manager, San Mateo
Len Materman	San Francisquito Creek JPA
Matt Fabry	C/CAG Stormwater Committee
Melissa Stevenson Diaz	City Manager, Redwood City
Michael Barber	Supervisor Pine's Office, County of San Mateo
Michael Callagy (Co-Chair)	Deputy County Manager, County of San Mateo
Mike Futrell	City Manager, South San Francisco
Nicole Sandkulla	CEO and General Manager, BAWSCA
Sandy Wong	Executive Director, C/CAG
Van Ocampo	Public Works Director, Pacifica
ESA Facilitators	
Jim O'Toole	Project Manager
Ellen Cross	Strategic Facilitator
Ari Frink	Deputy Project Manager

October 17, 2018

To: San Mateo County City Managers

From: Supervisor David Pine, C/CAG Water Coordination Committee Chair
Councilmember Maryann Derwin, C/CAG Board Chair

Re: **Invitation to Staff and Councilmembers to Attend Meetings to Provide Additional Input on the Development of a San Mateo County Flood & Shoreline Protection Agency**

We are writing to invite you and members of your City/Town Councils to attend one of the following meetings to provide additional input on the development of a San Mateo County Flood & Shoreline Protection Agency (working title):

- **November 14th from 10:00 am to 12:00 pm**
City of Brisbane's Community Meeting Room (50 Park Place, Brisbane)
- **December 3rd from 9:30 am to 11:30 am**
San Mateo Public Library (55 W. Third Avenue, San Mateo)

The work to create a proposal for a San Mateo County Flood & Shoreline Protection Agency has been underway in earnest since May of this year. In August and September, meetings were held with all of the cities and towns in the County to gather input on their needs and priorities for such an agency. The upcoming meetings on November 14th and December 3rd will provide the cities and towns with the opportunity to furnish input on the work completed so far.

Attached you will find a two-page flyer explaining the need for such an agency and the process to develop a proposal by the end of this year for the C/CAG Board and the Board of Supervisors to review. Beginning in early 2019, the proposal would then be brought to each city and town in the County for consideration.

We also have attached a list of the elected officials, city, county and agency staff, and consultant team members who have been involved in this project.

We encourage you to distribute these two documents, along with the above meeting dates, to your councilmembers.

Planning to protect the County from flooding, sea level rise and coastal erosion is an enormous challenge. By creating a new agency, we believe we can put the foundation in place to begin addressing these issues in a collaborative and comprehensive way. We look forward to your continued input and participation in the important work of creating this new agency.

C/CAG AGENDA REPORT

Date: November 30, 2018

To: San Mateo Countywide Water Coordination Committee (SMCWCC)

From: Sandy Wong

Subject: Set next meeting date (December 21, 2018).

(For further information or questions, contact Reid Bogert at 650-599-1433)

RECOMMENDATION

Set next meeting date (December 21, 2018).

BACKGROUND

At the November 15, 2017 meeting and as amended at subsequent meetings, the committee approved the following calendar of meetings for 2018.

Water Committee
Wednesday at 7:30 AM – 9:00 AM
Jan 17
<i>February 21 (additional meeting added)</i>
March 21
<i>April 18 (additional meeting added)</i>
<i>May 16 (canceled)</i>
<i>June 15 (additional meeting added)</i>
July 18
<i>August 17 (additional meeting added)</i>
<i>September 19 (moved to September 21)</i>
<i>October 19 (additional meeting added)</i>
<i>November 21 (moved to November 30)</i>

Staff recommends the Committee add an additional meeting date for Friday, December 21, 2018 from 7:30 AM – 9:00 AM at San Mateo City Hall, Conference Room C located at 330 W 20th Ave, San Mateo. A proposed calendar of meetings for 2019 will be included on the December 21 agenda.

ATTACHMENTS

None.