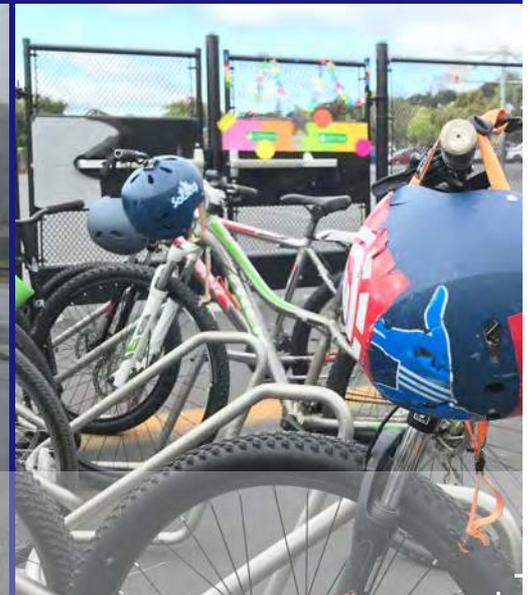


# C/CAG

City/County Association of Governments  
of San Mateo County

## ANNUAL REPORT | FY 2017-2018



## Message from the Chair:

On behalf of the Board of Directors, I am pleased to present this 24th Annual Report for the City/County Association of Governments of San Mateo County (C/CAG). C/CAG provides a unique forum for the 21 member agencies, including each of the 20 cities and San Mateo County, to collaborate on solutions to resolve critical local, countywide, and regional issues that impact the quality of life of every person who lives, works or travels through our beautiful county.

### C/CAG Officers:



Maryann Moise Derwin, Chair  
Town of Portola Valley, CA

Marie Chuang, Vice Chair  
Town of Hillsborough, CA

Sandy Wong, Executive Director

This Annual Report provides a snapshot of the wide array of projects, collaborations, programs and planning efforts C/CAG has been involved in during the past year, but I wanted to highlight two particular achievements that I am proud to report: the results of the carpool incentive program which was begun last year, and the Water Summit which was held last March.

The innovative Carpool In San Mateo County! Pilot Program began in July 2017, utilizing a \$1,000,000 C/CAG investment to incentivize and facilitate ridesharing through use of mobile carpooling applications. The results of the program indicate carpooling trips increased significantly, with 452,564 one-way trips logged, representing a reduction of an estimated 5 million vehicle miles and 2,298 tons of CO2 emissions! A modified version of the program will proceed into the next fiscal year, incorporating “lessons learned” from the pilot program, so we look forward to continued success.

Under the leadership of the San Mateo Countywide Water Coordination Committee, C/CAG and the County of San Mateo, the Water Summit, dubbed “Floods, Droughts, Rising Seas, Oh My!”, provided a forum to educate attendees about various water-related issues in San Mateo County, such as flooding, stormwater quality, rising sea level, groundwater management, coastside water challenges, and finance and governance. The event was very successful, drawing over 300 participants and spurring a “next step” effort to create a single agency to focus on integrated flood resiliency, sea level rise, and regional stormwater water management efforts, to enable us to speak with a larger, unified voice and thereby better compete for related federal, state, regional and other funding.

Please share the report with your friends and neighbors, and feel free to contact us for additional information or visit the C/CAG website at [www.ccag.org](http://www.ccag.org).

Warm Regards,

A handwritten signature in black ink, appearing to read 'Maryann Moise Derwin'.

Maryann Moise Derwin  
Chair, C/CAG Board of Directors



**About C/CAG**

The City/County Association of Governments of San Mateo County (C/CAG), is an independent public agency governed by a 21-member board of directors consisting of one county supervisor and one city council member from each of the twenty cities and towns within the County. Initially formed to address common issues among members, to prepare and monitor specific state mandated plans related to congestion management, integrated solid waste management, airport land use and hazardous waste management, over time it has evolved to address a number of additional issues that affect the quality of life of the community, including broader multi-modal transportation, air quality, climate change, stormwater runoff, and transportation/land use linkage. C/CAG provides a unique forum for the cities and the County to collaborate on common issues to develop cost-effective solutions.

C/CAG is the designated Congestion Management Agency (CMA) in San Mateo County, with commensurate responsibility for administration of certain State and Federal transportation funds to cities, the County and other agencies. As the CMA, C/CAG is also responsible for the development and implementation of the county-wide Congestion Management Program (CMP), a comprehensive program designed to reduce auto-related congestion through capital improvements, travel demand management, and coordinated land use planning among all local jurisdictions.

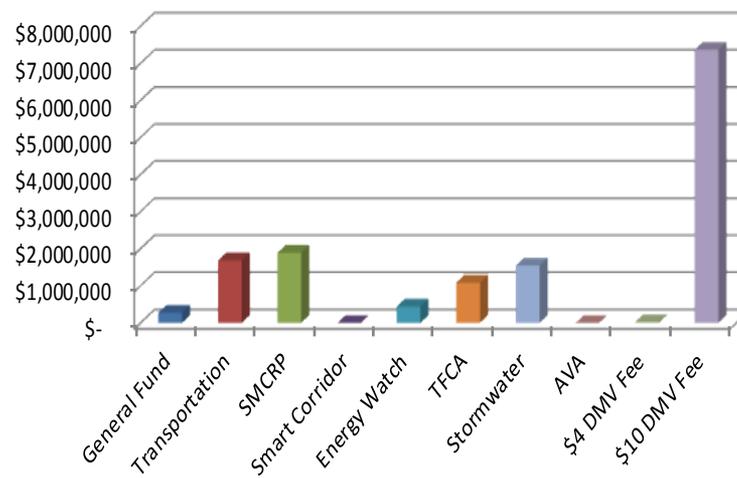
In addition, as noted, C/CAG undertakes additional activities, implements a number of additional programs, and provides staff support for a variety of committees related to these efforts:

<b>Functions/Countywide Plans</b>	<b>Committees</b>
<ul style="list-style-type: none"> <li>• State Legislative Advocacy</li> <li>• Congestion Management Program</li> <li>• Comprehensive Airport Land Use Compatibility Plans</li> <li>• San Mateo County Congestion Relief Plan (SMCRP)</li> <li>• Collaboration between stormwater pollution management, flood control and sea level rise efforts</li> <li>• Integrated Solid Waste Management Plan (review and comment)</li> <li>• Transportation Fund for Clean Air (TFCA) Program</li> <li>• Countywide Water Pollution Prevention Program</li> <li>• Environment/Transportation Pilot Program</li> <li>• San Mateo County Energy Watch</li> <li>• San Mateo County Priority Development Area (PDA) Investment and Growth Strategy</li> <li>• Countywide Transportation Plan</li> <li>• Countywide Bicycle Pedestrian Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Administrator’s Advisory Committee</li> <li>• Airport Land Use Committee (ALUC)</li> <li>• Bicycle &amp; Pedestrian Advisory Committee (BPAC)</li> <li>• Congestion Management &amp; Environmental Quality Committee (CMEQ)</li> <li>• Congestion Management Program Technical Advisory Committee (CMP TAC)</li> <li>• Countywide Transportation Plan Working Group</li> <li>• Finance Committee</li> <li>• Legislative Committee</li> <li>• Ramp Metering Technical Working Group</li> <li>• Resource Management &amp; Climate Protection Committee (RMCP)</li> <li>• Smart Corridor Stakeholders Committee</li> <li>• Stormwater Committee</li> <li>• Countywide Water Coordination</li> </ul>

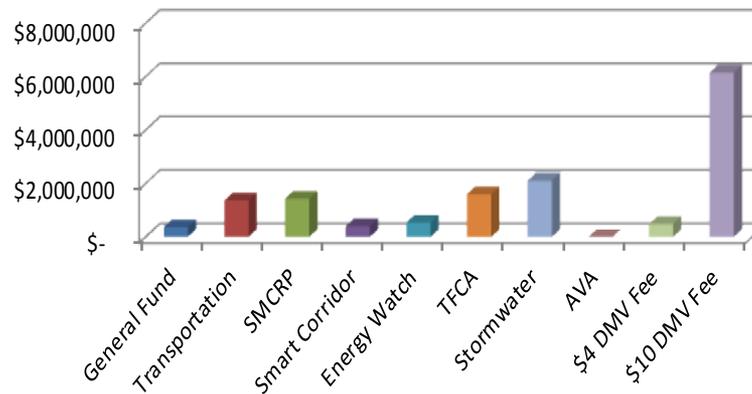
## Revenue and Expenses

The Revenues and Expenditures are shown for the various C/CAG programs. All the programs are managed such that the total expenditures do not exceed the available revenue. In the cases depicted here, where the expenditures exceed the revenue, there is a balance that is carried forward to cover the excess.

### Revenues FY 2017-2018



### Expenditures FY 2017-2018



**SMCRP** - San Mateo County Congestion Relief Program  
**TFCA** - Transportation Fund for Clean Air  
**AVA** - Abandoned Vehicle Abatement  
**DMV Fee** - Motor Vehicle Registration Fee

## C/CAG Projected Statement of Revenues, Expenditures, and Changes in Fund Balance FY 2017-2018

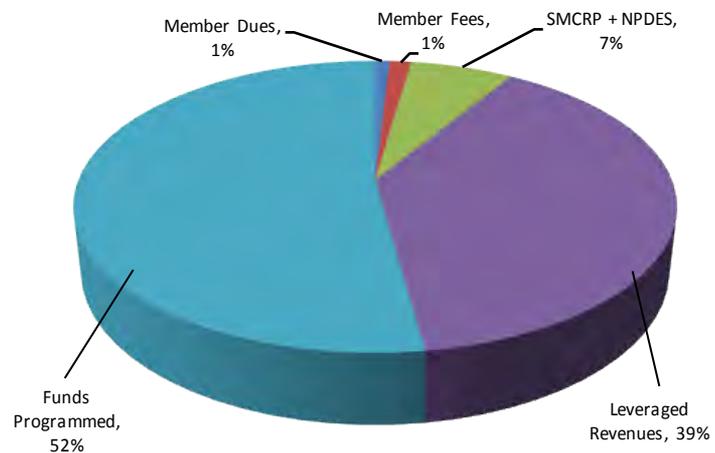
	Administrative Program (General Fund)	Transportation Programs	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	AVA	DMV Fee (\$4) Program	Measure M (DMV Fee \$10)	Total
<b>Beginning Balance</b>	<b>340,478</b>	<b>2,209,538</b>	<b>4,931,553</b>	<b>441,915</b>	<b>298,510</b>	<b>1,017,134</b>	<b>1,134,797</b>	<b>0</b>	<b>2,936,752</b>	<b>7,660,342</b>	<b>20,971,019</b>
<b>PROJECTED REVENUES</b>											
Interest Earnings	2,064	18,409	44,981	0	650	10,226	12,000	0	24,057	70,000	182,387
Member Contribution	275,651	410,452	1,850,000	0	0	0	129,518	0	0	0	2,665,621
Cost Reimbursements-SFIA	0	0	0	0	0	0	0	0	0	0	0
MTC/ Federal Funding	0	965,123	0	0	0	0	0	0	0	207,747	1,172,870
Grants	0	0	0	0	444,000	0	0	0	0	0	444,000
DMV Fee	0	0	0	0	0	1,079,043	0	0	1,452	7,090,000	8,170,495
NPDES Fee	0	0	0	0	0	0	1,411,277	0	0	0	1,411,277
TA Cost Share	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous/ SFIA	0	0	0	0	0	0	0	0	0	0	0
Street Repair Funding	0	0	0	0	0	0	0	0	0	0	0
PPM-STIP	0	296,879	0	0	0	0	0	0	0	0	296,879
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
<b>Total Revenues</b>	<b>277,715</b>	<b>1,690,863</b>	<b>1,894,981</b>	<b>0</b>	<b>444,650</b>	<b>1,089,269</b>	<b>1,552,795</b>	<b>0</b>	<b>25,509</b>	<b>7,367,747</b>	<b>14,343,529</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>618,193</b>	<b>3,900,401</b>	<b>6,826,534</b>	<b>441,915</b>	<b>743,160</b>	<b>2,106,403</b>	<b>2,687,592</b>	<b>0</b>	<b>2,962,261</b>	<b>15,028,089</b>	<b>35,314,548</b>
<b>PROJECTED EXPENDITURES</b>											
Administration Services	76,120	128,131	57,451	46,478	23,296	5,736	26,394	0	2,388	37,013	403,007
Professional Services	184,870	827,704	40,045	0	244,248	39,411	307,096	0	0	106,151	1,749,525
Consulting Services	15,422	342,674	426,700	357,000	223,661	684,000	1,726,223	0	185,000	1,022,097	4,982,777
Supplies	2,000	500	0	0	0	0	0	0	0	0	2,500
Prof. Dues & Memberships	750	0	0	0	0	0	43,948	0	0	0	44,698
Conferences & Meetings	10,000	2,000	0	0	0	0	5,000	0	0	60	17,060
Printing/ Postage	12,000	0	0	0	0	0	2,000	0	0	0	14,000
Publications	0	1,812	0	0	0	0	0	0	0	0	1,812
Distributions	0	70,000	910,000	0	50,000	872,860	2,000	0	296,000	4,987,773	7,188,633
OPEB Trust	44,631	0	0	0	0	0	0	0	0	0	44,631
Miscellaneous	500	0	0	0	0	0	500	0	0	0	1,000
Bank Fee	3,325	0	0	0	0	0	0	0	0	0	3,325
Audit Services	20,000	0	0	0	0	0	0	0	2,500	2,500	25,000
Project Management	0	0	0	0	0	0	0	0	0	0	0
<b>Total Expenditures</b>	<b>369,618</b>	<b>1,372,821</b>	<b>1,434,196</b>	<b>403,478</b>	<b>541,205</b>	<b>1,602,007</b>	<b>2,113,161</b>	<b>0</b>	<b>485,888</b>	<b>6,155,594</b>	<b>14,477,968</b>
<b>TRANSFERS</b>											
Transfers In	0	0	0	100,000	100,000	0	0	0	0	0	200,000
Transfers Out	0	0	200,000	0	0	0	0	0	0	0	200,000
Administrative Allocation	(216,703)	112,263	11,451	0	31,423	5,303	39,168	0	280	16,815	0
<b>Total Transfers</b>	<b>(216,703)</b>	<b>112,263</b>	<b>211,451</b>	<b>(100,000)</b>	<b>(68,577)</b>	<b>5,303</b>	<b>39,168</b>	<b>0</b>	<b>280</b>	<b>16,815</b>	<b>0</b>
<b>NET CHANGE</b>	<b>124,800</b>	<b>205,779</b>	<b>249,334</b>	<b>(303,478)</b>	<b>(27,978)</b>	<b>(518,041)</b>	<b>(599,534)</b>	<b>0</b>	<b>(460,659)</b>	<b>1,195,338</b>	<b>(134,439)</b>
<b>TRANSFER TO RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL USE OF FUNDS</b>	<b>152,915</b>	<b>1,485,084</b>	<b>1,645,647</b>	<b>303,478</b>	<b>472,628</b>	<b>1,607,310</b>	<b>2,152,329</b>	<b>0</b>	<b>486,168</b>	<b>6,172,409</b>	<b>14,477,968</b>
<b>ENDING FUND BALANCE</b>	<b>465,278</b>	<b>2,415,317</b>	<b>5,180,887</b>	<b>138,437</b>	<b>270,532</b>	<b>499,093</b>	<b>535,263</b>	<b>0</b>	<b>2,476,093</b>	<b>8,855,680</b>	<b>20,836,580</b>
<b>RESERVE FUND</b>											
Beginning Reserve Balance	40,000	400,000	120,000	0	0	0	120,000	0	0	120,000	800,000
Reserve Transfers In	0	0	0	0	0	0	0	0	0	0	0
Reserve Transfers Out	0	0	0	0	0	0	0	0	0	0	0
Ending Reserve Balance	40,000	400,000	120,000	0	0	0	120,000	0	0	120,000	800,000

### C/CAG Member Dues/Fees Highly Leveraged

#### Leverage:

Including C/CAG controlled funds: \$30,011,929 / \$2,665,621 = 11.26 to 1

Excluding C/CAG controlled funds: \$11,677,908 / \$2,665,621 = 5.38 to 1



## Program Performance

Highlighted below and subsequent pages are the notable FY17/18 accomplishments in the general areas of A) Countywide Transportation B) San Mateo Countywide Water Pollution Prevention Program C) San Mateo County Energy Watch Program



## A) Countywide Transportation

### Projects

**US 101 Express Lane:** In collaboration with project partners, completed the environmental study for the segment between East Palo Alto and SFO; Selected the construction management general contractor for the accelerated delivery of the project; Received \$220M in Senate Bill 1, Road Repair and Accountability Act of 2017 funds; Partnered with multiple agencies to initiated the study phase for the segment of north of SFO.

**US 101/Willow Road Interchange:** Began construction, provided \$19.5M in STIP funds.

**US 101/Broadway Interchange:** Completed construction, provided \$23.2M in STIP funds.

**US 101/Woodside Road Interchange:** Right-of-way acquisition, provided \$8M in STIP funds.

**US 101/Produce Avenue Interchange:** Design, provided \$5M in STIP funds.

**Smart Corridor:** Completed project studies for expansion into Brisbane, Colma and Daly City; Initiated the environmental phase for expansion into South San Francisco; Programmed \$12M in State Transportation Improvement Program (STIP) funds towards North County expansion efforts.

**South San Francisco Grand Boulevard Improvement:** Kaiser Way to McLellan Rd.– Awarded \$2M in STIP funds for construction.

**“Carpool In San Mateo County!”:** Reduced GHG emission;  
Reduced 5 million rider miles.



**Assistance to Member Agencies:** Assisted local jurisdictions with the completion of roadway rehabilitation, bicycle/pedestrian and street enhancement projects totaling approximately \$7.2M funded through the 2018 One Bay Area Grant program (OBAG2). Facilitated the delivery of various bicycle/active transportation projects funded by Active Transportation Program (ATP) and State Transportation Improvement Program (STIP).

## Countywide Transportation - cont.



### Funding

**Lifeline Funding:** Awarded \$1.7M to eligible projects in San Mateo County

**Measure M:** Distributed \$3.7M to local jurisdictions for road maintenance and stormwater pollution prevention; Provided \$1.83M to help fund SamTrans' paratransit services (RediWheels) and senior mobility programs.

**Transportation Fund for Clean Air (TFCA):** Allocated \$110K to SamTrans to help fund the BART Shuttle Program; Allocate \$700K towards the countywide Carpool Program; Allocated \$600K to Commute.org for countywide transportation demand management (TDM) services.

**Congestion Relief Plan (CRP):** Provided \$510K to Commute.org for countywide TDM services; Allocated \$352K for the San Mateo County Shuttle Program; The approximately \$3.6M program, funded jointly with the San Mateo County Transportation Authority, served more than 1.1M passengers; Provided \$87,500 – Linking Housing with Transportation funds – to help fund the “21 Elements” effort.

**Transportation Development Act (TDA) Article 3:** Distributed \$2.26M to various jurisdictions for bicycle and pedestrian projects.

### Transportation Planning

**SB 743:** Planned and hosted working meetings for member jurisdictions to address the mandated transition from Level of Service (LOS) to vehicle miles travelled (VMT) in traffic impact analyses.

**Affordable Housing and Sustainable Communities:** Co-hosted Technical Assistance workshop with the San Mateo County Department of Housing

**Congestion Management Plan (CMP):** Completed the 2017 Plan update; Reviewed TDM Plans from local jurisdictions for compliance with the Land Use Guidelines.

**San Mateo County Transportation Plan (CTP):** Initiated development of a follow-up Action Plan for the CTP, including formation of a Working Group.

**Airport Land Use Commission:** Implemented policies as adopted in the Airport Land Use Compatibility Plans (ALUCPs) for the three airports located in the county: Half Moon Bay, San Carlos, and San Francisco International; Reviewed and prepared recommendations for ALUC action related to land use policy applications submitted by member agencies for determinations of consistency with the applicable ALUCP.

**Grant Writing Technical Assistance Program (GW-TAP):** Created a program to help cities compete for grants. Provided \$88,130 in CRF funding to assist six (6) agencies to submit applications for the Active Transportation Program Cycle 4 (ATP Cycle 4) grant program.

**Safe Route to School:** Programmed \$927K for Safe Routes to School program.





## B) Countywide Water Pollution Prevention Program

C/CAG and its member agencies continued their efforts to reduce pollutants in stormwater runoff. Highlights include:

**Green Infrastructure Planning:** Continued developing model green infrastructure planning documents to support member agencies in adopting local plans by September 2019.

**Grant Funding:** Received \$986,300 from Caltrans to develop a countywide Sustainable Streets Master Plan to prioritize locations for managing stormwater runoff and adapting the transportation network to climate change impacts.

**Water Quality Monitoring:** Continued monitoring local creeks, including tracking pollutants of concern, such as pesticides, mercury, and polychlorinated biphenyls (PCBs).

**Trash:** Continued efforts to help member agencies reduce trash and litter in storm drains, including performing visual assessments to verify effectiveness of local efforts.

**Rain Barrel Rebates:** Continued partnering with the Bay Area Water Supply and Conservation Agency to provide countywide rain barrel rebates to help conserve water and reduce stormwater pollution.

**Call for Projects:** Awarded \$2.1 million to 10 member agencies for integrated Safe Routes to School/stormwater projects to enhance safety and improve water quality.



## C) San Mateo County Energy Watch

**SMC Energy Watch – Surpassed energy savings goals:** Achieved 8.3M kilowatt hours of energy savings and 942.8 peak kilowatts of demand reduction since the beginning of the 2016-2018 calendar year program cycle.

Partnered with the San Mateo County and Peninsula Library systems to offer the “Check-It-Out” Home Energy and Water Saving Toolkit. Achieved 487 checkouts since the April 2017 program launch.

**Support for K-12 Public Schools:** Helped schools access Proposition 39 funds by leveraging no-cost audits from a variety of programs, including SMC Energy Watch’s turnkey lighting retrofit program.

Created a marketing campaign highlighting the upgrades at schools using Proposition 39 funding.

**Climate Action via the Regionally Integrated Climate Action Planning Suite (RICAPS):**

Provide technical assistance for cities finalizing and updating climate action plans (CAPs) using RICAPS tools, and supported cities in implementing CAPs through monthly multi-city working group meetings and individual technical assistance.

**Energy strategy:** Launched update to the San Mateo County Energy Strategy 2012. The (updated) San Mateo County Energy and Water Strategy 2025 will provide a framework for San Mateo County to meet the county’s current and future energy and water needs.

**SMCEW Website:** Began complete redesign and overhaul of the SMCEW website with launch set for October 2018.

# 2018 - 2019 Goals

Complete the environmental phase and initiate the design phase for the Smart Corridors expansion into South San Francisco

Initiate the environmental study for the Smart Corridors expansion in Daly City, Brisbane and Colma.

Assist member agencies to deliver Federal, State, Regional funded transportation projects

Complete two additional parking studies under the Priority Development Area (PDA) Parking Policy Technical Assistance Program

Assist member agencies in transitioning traffic impact analysis to vehicle miles traveled (VMT) from level of service (LOS) as imposed under Senate Bill 743

Prepare the 2019 Congestion Management Program (CMP) update along with an additional complementary report containing additional performance measures in San Mateo County

Initiate updates to the Community Based Transportation Plans (CBTP) for the Daly City/ Colma area and the East Palo Alto/ Redwood City area

Begin work on the Caltrans-funded countywide Sustainable Streets Master Plan

Finish modeling green infrastructure implementation scenarios in San Mateo County

Finalize green infrastructure guidance documents to support member agencies' Green Infrastructure Plans

Engage and educate the public on stormwater pollution prevention

Assist C/CAG member agencies on housing related issues; Continue to co-sponsor the 21-Element Project to provide education, research, outreach, and collaboration on housing production, protection, and preservation

Execute countywide campaigns to assist small business, city, nonprofit, farm, and school customers in reducing energy use through the San Mateo County Energy Watch program

Support cities and county in climate action planning and reporting annual progress

Initiate the update of the San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP)

Adopt the San Mateo Countywide Transportation Follow-Up Action Plan

Develop the FY 2019-20 Transportation Development Act Article 3 (TDA 3) Program Call for Projects

Implement the Carpool Incentive Program 2.0

Complete the Land Use Impact Analysis Program Update

As Co-Sponsor of the US 101 Express Lanes project, determine ownership and authority for the express lane facility. Continue project design; Begin construction for the early segment.

Identify regional significant candidate projects from San Mateo County project sponsors for inclusion in Plan Bay Area 2050

Collaborate with all member agencies on a countywide proposal for an agency to focus on flood and sea level rise protection by 2100

# C/CAG

City/County Association of Governments  
of San Mateo County



## C/CAG Board Members

(as of June 2018)

<b>Maryann Derwin</b> , Chair, Portola Valley	<b>Juslyn Manalo</b> , Daly City	<b>Alicia C. Aguirre</b> , Redwood City
<b>Marie Chuang</b> , Vice Chair, Hillsborough	<b>Herb Perez</b> , Foster City	<b>Irene O'Connell</b> , San Bruno
<b>Elizabeth Lewis</b> , Atherton	<b>Lisa Gauthier</b> , East Palo Alto	<b>Mark Olbert</b> , San Carlos
<b>Doug Kim</b> , Belmont	<b>Deborah Ruddock</b> , Half Moon Bay	<b>Diane Papan</b> , San Mateo
<b>Cliff Lentz</b> , Brisbane	<b>Catherine Carlton</b> , Menlo Park	<b>Karyl Matsumoto</b> , SSF, SMCTA & TA
<b>Ricardo Ortiz</b> , Burlingame	<b>Gina Papan</b> , Millbrae	<b>Deborah Gordon</b> , Woodside
<b>Diana Colvin</b> , Colma	<b>John Keener</b> , Pacifica	<b>David Canepa</b> , Board of Supervisors