

# 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 FINANCE COMMITTEE MEETING AGENDA

<b>Date:</b> Wednesday, April 26, 2023	<b>Join by Zoom Meeting:</b> <a href="https://us02web.zoom.us/j/86202886235?pwd=QXhqZmsvUG1yZEt0d3JUQXILRjFSZz09">https://us02web.zoom.us/j/86202886235?pwd=QXhqZmsvUG1yZEt0d3JUQXILRjFSZz09</a>
<b>Time:</b> 12:00 p.m.	<b>Zoom Meeting ID:</b> 862 0288 6235
<b>Location:</b> San Mateo City Hall Conference Room C 300 W. 20th Ave San Mateo, CA 94403	<b>Password:</b> 168301
	<b>Join by Phone:</b> (669) 900-6833

#### \*\*\*HYBRID MEETING - IN-PERSON AND BY VIDEOCONFERENCE\*\*\*

This meeting of the C/CAG Finance Committee will be held in person and by teleconference pursuant to Government Code Section 54953(e). Members of the public will be able to participate in the meeting remotely via the Zoom platform or in person at the location above. For information regarding how to participate in the meeting, either in person or remotely, please refer to the instructions at the end of the agenda.

\*\*\*\*\*

1. CALL TO ORDER/ROLL CALL Chair Colson No materials
2. PUBLIC COMMENT ON RELATED ITEMS NOT ON THE AGENDA Chair Colson No materials  
*Note: Public comment is limited to two minutes per speaker. Please refer to the instructions at the end of this agenda for details regarding how to provide public comments. Members of the public who wish to address the Committee should complete a speaker's slip to make a public comment in person or raise their hand in Zoom to speak virtually*
3. Approval of minutes of February 15, 2023 meeting. (Action) Wever Page 1-3
4. Review the initial draft, assumptions, and input on the C/CAG Fiscal Year 2023/24 Program Budget and Member Fees. (Information) Charpentier Page 4-17

#### ADJOURN

The next regularly scheduled meeting will be on May 24, 2023.

---

**PUBLIC NOTICING:** All notices of C/CAG regular Board meetings, standing committee meetings, and special meetings will be posted at the San Mateo County Court Yard, 555 County Center, Redwood City, CA, and on C/CAG's website at: <http://www.ccag.ca.gov>.

**PUBLIC RECORDS:** Public records that relate to any item on the open session agenda for a regular Finance Committee meeting, standing committee meeting, or special meeting are available for public inspection. Those public records that are distributed less than 72 hours prior to a regular Finance Committee meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members, of the Finance Committee. The Finance Committee 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 public records available for inspection. Such public records are also available on C/CAG's website at: <http://www.ccag.ca.gov>. Please note that C/CAG's office is temporarily closed to the public; please contact Kim Wever at (650) 599-1451 to arrange for inspection of public records.

**PUBLIC PARTICIPATION DURING VIDEOCONFERENCE MEETINGS:** Persons with disabilities who require auxiliary aids or services to participate in this meeting should contact Kim Wever at (650) 599-1451, five working days prior to the meeting date.

**ADA REQUESTS:** Persons with disabilities who require auxiliary aids or services to participate in this meeting should contact Kim Wever at (650) 599-1451 or [kwever@smcgov.org](mailto:kwever@smcgov.org) by 10:00 a.m. prior to the meeting date.

**PUBLIC PARTICIPATION DURING HYBRID MEETINGS:** During hybrid meetings of the Finance Committee, members of the public may address the Committee as follows:

Written comments should be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to [kwever@smcgov.org](mailto:kwever@smcgov.org).
2. Your email should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received at least 2 hours prior to the meeting, it will be provided to the C/CAG Finance Committee members and made publicly available on the C/CAG website along with the agenda. We cannot guarantee that emails received less than 2 hours before the meeting will be made publicly available on the C/CAG website prior to the meeting, but such emails will be included in the administrative record of the meeting.

Spoken comments will be accepted during the meeting in person and through Zoom. Public comments will be taken first by speakers in person, followed by via Zoom. Please read the following instructions carefully:

**\*In-person participation:**

1. If you wish to speak to the C/CAG Finance Committee, please fill out a speaker's slip located on the 2nd floor auditorium side table against the wall. If you have anything that you wish distributed to the Committee and included in the official record, please hand it to the C/CAG staff who will distribute the information to the Committee members and staff.

**\*Remote participation:**

Spoken comments will be accepted during the meeting through Zoom. Please read the following instructions carefully:

1. The C/CAG Finance Committee meeting may be accessed through Zoom at the online location indicated at the top of this agenda.
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
3. You will be asked to enter an email address and name. We request that you identify yourself by your name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When C/CAG Staff or Co-Chairs call for the item on which you wish to speak, click on "raise hand." Staff will activate and unmute speakers in turn. Speakers will be notified shortly before they are called on to speak. If calling in via phone, press \*9 to raise your hand and when called upon press \*6 to unmute.
5. When called, please limit your remarks to the time allotted.

*If you have any questions about this agenda, please contact Sean Charpentier at [scharpentier@smcgov.org](mailto:scharpentier@smcgov.org) or Kim Wever at [kwever@smcgov.org](mailto:kwever@smcgov.org)*

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
FINANCE COMMITTEE  
MEETING MINUTES  
February 15, 2023**

In compliance with the provisions of the Government Code section 54953(e), this meeting was conducted via remote conferencing

**Committee Members Attending:**

Davina Hurt (City of Belmont)  
Ricardo Ortiz (City of Burlingame)  
Carlos Romero (City of East Palo Alto)  
Donna Colson (City of Burlingame)  
Adam Rak (City of San Carlos)

**Guests or Staff Attending:**

Grace Zhang – Maze & Associates Staff  
Carrie Tam– City of San Carlos Finance Staff  
Sean Charpentier, Kaki Cheung, Kim Wever – C/CAG Staff

**1. Call to order**

At 12:02 P.M. Chair Colson called the Finance Committee meeting to order.

**2. Brief overview of teleconference meeting procedures**

C/CAG staff Kim Wever described how the Finance Meeting would run virtually.

**3. Public comment on related items not on the agenda.**

There were no public comments regarding items not on the agenda.

**4. Approval of minutes of November 30, 2022 meeting. (Action)**

*Motion – To approve the minutes of the November 30, 2022 Finance Committee meeting, Romero/Hurt. Roll Call was taken. All members in attendance voted to approve. Motion passed 5-0*

**5. Receive copies of monthly investment statements for October, November and December 2022. (Information)**

Committee members reviewed the investment statements, cash flow reports, and the investment summary page.

**6. Review of the quarterly investment report and recommend modifications to the C/CAG investment portfolio as needed. (Action)**

C/CAG Executive Director Sean Charpentier provided a summary of the quarterly investment report.

Member Romero inquired about the distribution of investments between the U.S. treasury and corporate notes. He suggested that adjustment can be made to the portfolio to reduce risk. Chair Colson added that she believed the CoPool funds address the risk by setting a cap on corporate note investment. More research and investigation will have to be made before reporting findings to the Committee. Chair Colson also suggested that the staff invite representatives from CoPool and LAIF funds to our Committee meetings once a year.

Vice Chair Rak asked if C/CAG investment policy only allows investing in LAIF and CoPool. Executive Director Sean Charpentier responded that staff will research on the history of selecting LAIF and CoPool. Member Ortiz stated that C/CAG did review other options in the past, but the fees were too high.

*Motion – To recommend no change to the C/CAG investment portfolio. The Committee guided staff to continue monitoring the interest rates, Ortiz/Rak. Roll Call was taken. All members in attendance voted to approve. Motion passed 5-0*

**7. Accept the C/CAG Single Audit Report for the Year Ended June 30, 2022. (Action)**

C/CAG Executive Director Sean Charpentier stated that there were not any notable findings in the audit. He corrected a typo on PDF page 6 (page 2 of the audit) that should say “did not”. He welcomed Grace Zhang, a representative from Maze & Associates, the accounting firm that performed the annual audits.

Grace Zhang reported that the audit was clean and consistent. Ms. Zhang appreciated staff’s support and provided a smooth procedure.

*Motion – To accept the C/CAG Single Audit Report for the Year Ended June 30, 2022, Hurt/Ortiz. Roll Call was taken. All members in attendance voted to approve. Motion passed 5-0*

**8. Receive a presentation on AB 2449 and Updated Requirements for Brown Act Meetings. (Information)**

C/CAG Executive Director Sean Charpentier provided a summary on AB 2449 and the updated requirements for Brown Act Meetings. Starting March 1<sup>st</sup>, 2023, C/CAG Board and Committees will be returning to in-person. C/CAG will be streaming the meeting online through Zoom and Owls for the public. Staff has booked the Finance Committee’s original location at County Center, Redwood City, but will continue research other locations for ease of travel. AB 2449 allows a member of a Brown Act body including the Finance Committee to participate remotely under the streamlined teleconference procedures in either “just causes” or “emergencies circumstances”. C/CAG is also pursuing legislative solutions that would provide more flexibility for remote meetings.

**9. Receive C/CAG's Draft 2 Year Workplan. (Information)**

C/CAG Executive Director Sean Charpentier presented C/CAG's Draft 2 Year Workplan and highlighted programs and projects that the Finance Committee would be interested in.

Member Hurt added that Committee Member can email her any additional priorities.

**10. Adjournment.**

The meeting adjourned at approximately 12:48 P.M.

## C/CAG AGENDA REPORT

Date: April 26, 2023

To: C/CAG Finance Committee

From: Sean Charpentier, Executive Director

Subject: Review the initial draft, assumptions, and input on the C/CAG Fiscal Year 2023/24 Program Budget and Member Fees.

(For further information or questions contact Sean Charpentier at [scharpentier@smcgov.org](mailto:scharpentier@smcgov.org))

---

### RECOMMENDATION

That the C/CAG Finance Committee review the initial draft, assumptions, and input on the C/CAG Fiscal Year 2023/24 Program Budget and Member Fees.

### FISCAL IMPACT

In accordance with the proposed C/CAG 2023/24 Program Budget.

### SOURCE OF FUNDS

Funding sources for C/CAG include member assessments, cost reimbursement from partners, grants, regional/state/federal transportation and other funds, property tax/fee, Department of Motor Vehicle fees, State or Federal earmarks, and interest.

### BACKGROUND

Each year, the C/CAG Board reviews the draft annual budget and member fees in the month of May and approves the final version in June.

Table 1: Budget Summary Comparison

	Expenditures	Revenues	Ending Balance
Adopted 2022/23	\$26,673,837	\$16,153,905	\$14,764,443
Projected 2022/23	\$18,105,259	\$15,666,951	\$26,049,224
Draft 2023/24	\$38,926,544	\$28,633,992	\$15,956,672

For fiscal year 2023/24, it is proposed that the total member fees and assessments as follows:

- Member Fees (including General Fund and Gas Tax Fees) – Pursuant to Budget Guidance approved in C/CAG Resolution 22-04, an annual increase that is consistent with the most recent regional Consumer Price Index (CPI) at a rate not to exceed 3% is authorized. The CPI adjustment provides stability for C/CAG's ongoing operations, and to avoid the future need of a large increase to make up for inflation. The annual 2022 regional Consumer Price Index rate was 5.6%. Per the resolution, the Fiscal Year 2023-24 C/CAG membership fees will set to increase by the maximum of 3%.
- Congestion Relief Program Assessment – For Fiscal Year 2023-24, staff proposes to keep the same aggregate amount at \$1,850,000. Jurisdictions' contributions reflect minor

changes because C/CAG updated the proportionate County trip data with the most recent information from the C/CAG/Valley Transportation Authority Travel Demand Model. This assessment is authorized by the C/CAG Board every four years. The proposed increase in this assessment for future years includes a 5% increase next year (FY 2024/25) to reflect the decline in purchasing power since the underlying fee has not been increased since 2007. Additionally, in each of the subsequent two years of the assessment period, the fee is to be escalated by CPI, with a ceiling of 3%. This is to attempt maintaining the current levels of service and investment.

For budgeting purposes, the draft member fees for each individual member agency were sent to City and County Managers on April 6, 2023.

The Draft C/CAG Fiscal Year 2023/24 Program Budget and Member Fees are being presented to the Finance Committee for review at its April 26, 2023 meeting. Any recommendations from the Finance Committee will be reported to the C/CAG Board at the May 11, 2023 meeting. Final C/CAG Fiscal Year 2023/24 Program Budget and Fees will be submitted to C/CAG Board for approval on June 8, 2023.

#### Major Organizational FY 22/23 Accomplishments and FY23/24 Goals:

Major FY 22/23 accomplishments for C/CAG include:

1. Completion of the Shared Micromobility Feasibility Study.
2. Made major progress on the Equity Study.
3. Updated the C/CAG Congestion Relief Plan for a new reauthorization covering FY24-FY27.
4. Opening of the express lanes between Whipple Ave. and I-380.
5. Applied for more than \$40M in SB1 Funding for 92/101 Area Improvements.
6. Secured the following funding:
  - a) \$2.4M in member directed funding for the San Bruno Regional Multi-Benefit Stormwater Project;
  - b) \$3.36 M in Environmental Protection Agency (EPA) grant for regional trash monitoring; and
  - c) \$760,000 for planning a 3.7 mile buffered bike lane on El Camino Real in Millbrae and San Bruno.
7. Returned to in-person meetings and added live streaming to all C/CAG Board and Committee meetings.
8. Allocated \$36.5M in One Bay Area Grant (OBAG) Cycle 3 and associated funding to two programs and ten projects across the County.
9. Completion of the Northern Cities Smart Corridor project design.

Major new or updated initiatives for FY 23/24 include:

1. Fill vacant positions and strengthen the organization with administrative and/or finance capacity.
2. Complete and begin implementing the Equity Study.
3. Initiate the implementation of two shared micromobility pilots in the county (Daly City/Colma/Broadmoor and Redwood City/North Fair Oaks).
4. Ongoing support for Municipal Regional Stormwater Permit (MRP) 3.0 implementation, including increased water quality monitoring efforts; implementing sustainable streets and regional stormwater projects.
5. Advance One Watershed Integrated infrastructure planning.

6. Initiating the following studies and plans:
  - a) C/CAG Strategic Plan update.
  - b) GHG Mitigation Plan.
  - c) Dumbarton Project Initiation Document (PID) Feasibility Study.
  - d) Planning for 3.7 mile of buffered bike lane on El Camino Real.
  - e) Update of MTC's 2050 Plan Bay Area Regional Transportation Plan.
7. Complete the following planning efforts:
  - a) Two Community Based Transportation Plans.
  - b) Congestion Management Plan 2023 Update.
  - c) Countywide Local Roads and Streets Safety Plan.
8. Capital Projects:
  - a) Begin construction of the Northern Cities Smart Corridor project.
  - b) 92/101 Area Improvements: complete design, secure necessary funding, and initiate construction.
  - c) Managed Lane North of I-380: Continue progress on Project Approval/Environmental Document (PA/ED). Enter into cooperative agreement with Caltrans and partners for an Integrated Team for the next phase (PS&E).
  - d) 92/101 Direct Connector: Initiate PA/ED.
9. Funding Activities:
  - a) Biennial State Transportation Improvement Program (STIP) Update (Amount TBD)
  - b) \$5M of Lifeline Transportation Call for Projects
  - c) Transportation Development Act (TDA) Article 3 Call for Projects

The proposed FY 23/24 Budget reflects the ongoing work tasks and priorities that were identified in the Draft 2-Year Work Plan presented to the C/CAG Board of Directors at the January 2023 meeting. See attachment 3 for the updated 2-year workplan. There have been two additions to the workplan based on Board input.

1. Row 10 was added to include updating the website.
2. Row 50 was updated to reflect support for member agency projects, including grade separations.

#### Assumptions and Highlights on Draft FY 2023/24 Budget:

C/CAG manages its funds by grouping related revenues and expenditures into ten specific Program Funds. This includes General Fund, Transportation Fund, Smart Corridor Fund, Stormwater (NPDES) Fund, Measure M (\$10 Vehicle Registration Fee) Fund, and etc.

The General Fund is set up to cover C/CAG general overhead related revenues/expenditures. The allowable expenses, such as legal and accounting fees and printing costs, are shared by the other C/CAG program funds prorated based on the proportionate share. Airport/Land Use (ALUC) related expenses are fully funded by the General Fund.

#### **Revenues** - Primary sources of funds:

1. Member fees – As described on page 1 above, assessments for this year reflect a 3% increase.
2. Vehicle registration fees and property taxes – C/CAG levies a \$10 vehicle registration fee for transportation and stormwater runoff programs. C/CAG receives certain property tax for



the stormwater program. C/CAG also receives a portion of the Air District levied vehicle registration fee. For the FY 2023-24 budget, it is assumed the overall revenues will be substantially the same as last year.

3. Grants – C/CAG receives two types of grants:
  - a. On-going planning grants: MTC provides a five-year grant for various transportation planning and programming related activities and projects, allocated on an annual basis. Any unspent amount can be rollover. Revenue is on a reimbursable basis.
  - b. Project specific grants: This type of grant is for a specific project, typically on a reimbursable basis. A noticeable difference this year is that the Smart Corridor “Grants” line item reflects \$10.3M of funding for the construction of the northern cities Smart Corridor project.

### **Expenditures – various:**

#### Staffing costs: “Administrative Services” and Professional Services” line items

C/CAG needs additional staffing support for administrative/finance functions, and transportation programming and planning. Regarding currently budgeted positions, C/CAG is recruiting for the Stormwater Director position and will start recruiting for the Deputy Director position shortly. The proposed budget includes an additional position for a Program Specialist.

In addition to standard escalations, these line items reflect a shift from budgeting based on actual personal costs to budgeting based on the highest Step for each position (Step E), and additional overhead costs from the County.

#### Consultant Services:

A majority of the expenditures are for consultants. The term “new” denotes consulting costs that were not included in the current year budget.

The major consultant costs that are not mentioned above are:

1. Finance Consultant/Extra Help: C/CAG does not have dedicated finance staff. The budget includes \$150,000 for a finance consultant to assist C/CAG in financial activities and identifying its finance needs.
2. New- Funding for Penn Media audio-visual services for services and/or equipment to assist C/CAG Board and Committees with the provision of audio-visual services.
3. Contract for Fiscal Agent Services with San Carlos.

#### Distributions

This line item is typically for transfers of funding to other organizations such as Commute.org. It also includes \$13M to the cities leading the construction phase for the Smart Corridor program.

#### Express Lane JPA

The SMCEL-JPA draft budget anticipates that the operating, maintenance, and administrative costs can be covered by toll revenue from the express lanes. The SMCEL-JPA will continue to use a joint staffing model, with staff from C/CAG and the SMCTA. Accordingly, the FY 23/24 C/CAG budget does not include an operating loan. It includes approximately \$555,000 in staffing costs that are funded with a commensurate amount of toll revenues.

## Other

There is currently approximately \$600,000 of OPEB (Other Post-Employment Benefits) Unfunded Accrued Liability (UAL). OPEB benefits are typically for retiree health coverage. At the October 18, 2021, Finance Committee, the Finance Committee recommended a goal of amortizing the UAL in a period of 10 years. Staff do not recommend making an amortizing payment at the June 2023 Budget adoption. Once there is financial staff or consulting capacity, staff will work on a longer term C/CAG budget projection that will analyze the potential timing for payment amortization.

## **ATTACHMENTS**

1. Proposed C/CAG Member Fee for Fiscal Year 2023/24
2. Adopted FY 2022-2023 C/CAG Program Budget: Revenues, Expenditures, and Changes in Fund Balance
3. Projected FY 2022-2023 C/CAG Program Budget: Revenues, Expenditures, and Changes in Fund Balance
4. Projected FY 2023-24 C/CAG Program Budget: Revenues, Expenditures, and Changes in Fund Balance
5. C/CAG Two Year Workplan

Draft C/CAG Member Fees - FY 2023-2024<sup>1</sup>

Agency	Population <sup>3</sup>	Percent of Population	General Fund Fee <sup>2</sup>	Gas Tax Fee <sup>2</sup>	Total Member Fee
Atherton	6,718	0.902%	\$ 2,689	\$ 4,005	\$ <b>6,694</b>
Belmont	27,203	3.653%	\$ 10,890	\$ 16,216	\$ <b>27,107</b>
Brisbane	4,721	0.634%	\$ 1,890	\$ 2,814	\$ <b>4,704</b>
Burlingame	30,283	4.067%	\$ 12,123	\$ 18,052	\$ <b>30,176</b>
Colma	1,370	0.184%	\$ 548	\$ 817	\$ <b>1,365</b>
Daly City	102,875	13.815%	\$ 41,185	\$ 61,325	\$ <b>102,510</b>
East Palo Alto	28,963	3.889%	\$ 11,595	\$ 17,265	\$ <b>28,860</b>
Foster City	33,056	4.439%	\$ 13,234	\$ 19,705	\$ <b>32,939</b>
Half Moon Bay	11,308	1.519%	\$ 4,527	\$ 6,741	\$ <b>11,268</b>
Hillsborough	11,018	1.480%	\$ 4,411	\$ 6,568	\$ <b>10,979</b>
Menlo Park	33,034	4.436%	\$ 13,225	\$ 19,692	\$ <b>32,917</b>
Millbrae	22,512	3.023%	\$ 9,012	\$ 13,420	\$ <b>22,432</b>
Pacifica	37,533	5.040%	\$ 15,026	\$ 22,374	\$ <b>37,400</b>
Portola Valley	4,289	0.576%	\$ 1,717	\$ 2,557	\$ <b>4,274</b>
Redwood City	82,344	11.058%	\$ 32,965	\$ 49,087	\$ <b>82,052</b>
San Bruno	42,656	5.728%	\$ 17,077	\$ 25,428	\$ <b>42,505</b>
San Carlos	29,837	4.007%	\$ 11,945	\$ 17,786	\$ <b>29,731</b>
San Mateo	103,779	13.936%	\$ 41,547	\$ 61,864	\$ <b>103,411</b>
South San Francisco	64,492	8.661%	\$ 25,819	\$ 38,445	\$ <b>64,263</b>
Woodside	5,212	0.700%	\$ 2,087	\$ 3,107	\$ <b>5,194</b>
San Mateo County	61,459	8.253%	\$ 24,604	\$ 36,637	\$ <b>61,241</b>
<b>TOTAL</b>	<b>744,662</b>	<b>100.000%</b>	<b>\$ 298,116</b>	<b>\$ 443,905</b>	<b>\$ 742,021</b>

**NOTES:**

1. C/CAG member fees are comprised of two components: General Fund and Gas Tax.
2. Per CCAG Resolution 22-04, C/CAG member fees for both the General Fund and the Gas Tax portions are to increase by the annual regional Consumer Price Index (CPI), with a max at 3%.
3. Individual jurisdiction's share is based on new population data from Dept of Finance, 1/1/2022, adopted by CCAG Resolution 23-07.

Draft Congestion Relief Program (CRP) Assessment - FY 2023-2024<sup>1</sup>

Agency	Percent of Population <sup>2</sup>	Total Trips <sup>2</sup>	% of Trips	Congestion Relief
Atherton	0.902%	32,815	0.617%	\$ <b>14,055</b>
Belmont	3.653%	166,620	3.134%	\$ <b>62,785</b>
Brisbane	0.634%	66,207	1.245%	\$ <b>17,385</b>
Burlingame	4.067%	313,808	5.903%	\$ <b>92,223</b>
Colma	0.184%	50,528	0.951%	\$ <b>10,494</b>
Daly City	13.815%	554,083	10.423%	\$ <b>224,205</b>
East Palo Alto	3.889%	143,743	2.704%	\$ <b>60,990</b>
Foster City	4.439%	263,851	4.964%	\$ <b>86,974</b>
Half Moon Bay	1.519%	93,359	1.756%	\$ <b>30,292</b>
Hillsborough	1.480%	55,931	1.052%	\$ <b>23,419</b>
Menlo Park	4.436%	354,196	6.663%	\$ <b>102,668</b>
Millbrae	3.023%	145,056	2.729%	\$ <b>53,205</b>
Pacifica	5.040%	208,298	3.918%	\$ <b>82,869</b>
Portola Valley	0.576%	36,833	0.693%	\$ <b>11,737</b>
Redwood City	11.058%	735,787	13.842%	\$ <b>230,320</b>
San Bruno	5.728%	296,184	5.572%	\$ <b>104,525</b>
San Carlos	4.007%	251,045	4.723%	\$ <b>80,747</b>
San Mateo	13.936%	818,876	15.405%	\$ <b>271,405</b>
South San Francisco	8.661%	461,262	8.677%	\$ <b>160,375</b>
Woodside	0.700%	43,111	0.811%	\$ <b>13,976</b>
San Mateo County	8.253%	224,172	4.217%	\$ <b>115,351</b>
<b>TOTAL</b>	<b>100.000%</b>	<b>5,315,765</b>	<b>100.000%</b>	<b>\$ 1,850,000</b>

**NOTES:**

1. Total CRP (countywide total) assessment is at the same level as prior years, at \$1,850,000. The Trip Generation Data has been updated to reflect the latest information from 2019.
2. Congestion Relief Fee is calculated based on population (Dept of Finance 2022) and trips generated (C/CAG/VTA travel demand model 2019), 50% each, respectively.

Draft NPDES Member Fee<sup>1,2,4</sup>

Agency	NPDES Basic <sup>3</sup>	NPDES	TOTAL NPDES
Atherton			
Belmont			
Brisbane	0 \$	11,884 \$	\$ <b>11,884</b>
Burlingame			
Colma	0 \$	4,056 \$	\$ <b>4,056</b>
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	0 \$	124,885 \$	\$ <b>124,885</b>
South San Francisco			
Woodside	\$ 9,013	\$ 10,445	\$ <b>19,458</b>
San Mateo County			
<b>TOTAL</b>	<b>\$ 9,013</b>	<b>\$ 151,269</b>	<b>\$ 160,282</b>

**NOTES:**

1. NPDES assessments shown above are for INFO ONLY.
- 2- Agencies not listed are collected by the Flood Control Dist.
- 3- Basic fees for Brisbane, Colma, San Mateo are collected by the Flood Control District.
4. NPDES assessments are based on total parcels in each jurisdiction.

06/03/22	C/CAG PROGRAM BUDGET: REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE										
							FY 2022-23				
	Administrative	Transportation	EL-JPA	SMCRP	Smart	LGP Energy	TFCA	NPDES	DMV Fee (\$4)	Measure M	Total
	Program	Programs		Program	Corridor	Watch			Program	(DMV Fee \$10)	
	(General Fund)										
<b>BEGINNING BALANCE</b>	<b>1,018,305</b>	<b>2,811,440</b>	<b>1,620,792</b>	<b>2,465,528</b>	<b>474,671</b>	<b>412,038</b>	<b>1,215,592</b>	<b>1,882,003</b>	<b>547,349</b>	<b>12,790,057</b>	<b>25,237,775</b>
<b>PROJECTED REVENUES</b>											
Interest Earnings	5,000	5,000	10,000	30,000	1,000	2,000	7,000	12,000	2,500	80,000	154,500
Member Contribution	289,433	430,975	0	1,850,000	0	0	0	152,295	0	263,000	2,985,703
Cost Reimbursements	0	0	0	0	0	0	0	0	0	0	0
MTC/ Federal Funding	0	1,362,500	0	0	0	0	0	0	0	626,241	1,988,741
Grants	0	465,740	0	0	230,000	490,000	0	0	0	200,000	1,385,740
DMV Fee	0	0	0	0	0	0	1,045,400	0	0	6,768,000	7,813,400
NPDES Fee	0	0	0	0	0	0	0	1,540,821	0	0	1,540,821
TA Cost Share	0	0	0	0	0	0	0	0	0	50,000	50,000
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	235,000	0	0	0	0	0	0	0	0	235,000
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	0	0	0	0	0	0	0	0
<b>Total Revenues</b>	<b>294,433</b>	<b>2,499,215</b>	<b>10,000</b>	<b>1,880,000</b>	<b>231,000</b>	<b>492,000</b>	<b>1,114,000</b>	<b>1,705,116</b>	<b>2,500</b>	<b>7,987,241</b>	<b>16,153,905</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>1,312,738</b>	<b>5,310,655</b>	<b>1,630,792</b>	<b>4,345,528</b>	<b>705,671</b>	<b>904,038</b>	<b>2,329,592</b>	<b>3,587,119</b>	<b>549,849</b>	<b>20,777,298</b>	<b>41,453,280</b>
<b>PROJECTED EXPENDITURES</b>	<b>Administrative</b>	<b>Transportation</b>	<b>EL-JPA</b>	<b>SMCRP</b>	<b>Smart</b>	<b>LGP Energy</b>	<b>TFCA</b>	<b>NPDES</b>	<b>DMV Fee (\$4)</b>	<b>Measure M</b>	<b>Total</b>
	<b>Program</b>	<b>Programs</b>		<b>Program</b>	<b>Corridor</b>	<b>Watch</b>			<b>Program</b>	<b>(DMV Fee \$10)</b>	
	<b>(General Fund)</b>										
Administration Services	106,000	199,000	111,218	66,000	86,000	16,000	2,000	36,000	0	47,000	669,218
Professional Services	169,000	1,373,000	263,833	149,000	0	61,000	65,000	488,000	0	198,000	2,766,833
Consulting Services	483,000	2,250,000	0	336,000	1,280,000	647,500	108,000	1,872,422	404,000	2,331,000	9,711,922
Supplies	11,000	2,000	0	0	0	0	0	0	0	0	13,000
Prof. Dues & Memberships	1,750	22,000	0	3,000	0	0	0	22,465	0	500	49,715
Conferences & Meetings/Trainings	15,500	5,000	0	1,000	1,000	10,000	0	6,000	0	7,000	45,500
Printing/ Postage	10,000	6,000	0	0	0	0	0	0	0	0	16,000
Publications	4,000	3,000	0	0	0	0	0	0	0	0	7,000
Distributions	0	0	0	860,000	3,917,000	0	1,511,000	40,000	125,000	5,864,000	12,317,000
OPEB Trust	55,000	0	0	0	0	0	0	0	0	0	55,000
Miscellaneous	13,700	1,000	0	1,000	0	0	0	1,000	0	0	16,700
Bank Fee	3,500	0	0	0	0	0	0	0	0	0	3,500
Audit Services	22,500	0	0	0	0	0	0	0	2,500	2,500	27,500
Loan to SMCEL JPA	0	0	974,949	0	0	0	0	0	0	0	974,949
<b>Total Expenditures</b>	<b>894,950</b>	<b>3,861,000</b>	<b>1,350,000</b>	<b>1,416,000</b>	<b>5,284,000</b>	<b>734,500</b>	<b>1,686,000</b>	<b>2,465,887</b>	<b>531,500</b>	<b>8,450,000</b>	<b>26,673,837</b>
<b>TRANSFERS</b>											
Transfers In	0	0	1,050,000	0	4,767,000	150,000	0	40,000	0	0	6,007,000
Transfers Out	0	0	0	1,965,000	0	0	0	0	0	4,057,000	6,022,000
Administrative Allocation	-638,108	371,521	0	50,812	0	18,198	15,835	123,840	0	57,902	0
<b>Total Transfers</b>	<b>-638,108</b>	<b>371,521</b>	<b>-1,050,000</b>	<b>2,015,812</b>	<b>-4,767,000</b>	<b>-131,802</b>	<b>15,835</b>	<b>83,840</b>	<b>0</b>	<b>4,114,902</b>	<b>15,000</b>
<b>NET CHANGE</b>	<b>37,591</b>	<b>-1,733,306</b>	<b>-290,000</b>	<b>-1,551,812</b>	<b>-286,000</b>	<b>-110,698</b>	<b>-587,835</b>	<b>-844,611</b>	<b>-529,000</b>	<b>-4,577,661</b>	<b>-10,534,932</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>TOTAL USE OF FUNDS</b>	<b>256,842</b>	<b>4,232,521</b>	<b>300,000</b>	<b>3,431,812</b>	<b>517,000</b>	<b>602,698</b>	<b>1,701,835</b>	<b>2,549,727</b>	<b>531,500</b>	<b>12,564,902</b>	<b>26,688,837</b>
<b>ENDING FUND BALANCE</b>	<b>1,055,896</b>	<b>1,078,134</b>	<b>1,330,792</b>	<b>913,716</b>	<b>188,671</b>	<b>301,340</b>	<b>627,757</b>	<b>1,037,392</b>	<b>18,349</b>	<b>8,212,396</b>	<b>14,764,443</b>
<b>Restricted Fund Balance</b>	<b>0</b>	<b>1,078,134</b>		<b>913,716</b>	<b>188,671</b>	<b>301,340</b>	<b>0</b>	<b>1,037,392</b>	<b>18,349</b>	<b>8,212,396</b>	<b>11,749,998</b>
<b>RESERVE FUND</b>											
Beginning Reserve Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000
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	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance.											
2- See individual fund summaries and fiscal year comments for details on Miscellaneous expenses.											
3- SMCRP - San Mateo Congestion Relief Program; TFCA - Transportation Fund For Clean Air; NPDES - National Pollutant Discharge Elimination System; Abatement.											
EL-JPA - SMC Express Lanes JPA; DMV - Department of Motor Vehicles.											

04/21/23	C/CAG PROJECTED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE										
							FY 2022-23				
	Administrative	Transportation	EL-JPA	SMCRP	Smart	LGP Energy	TFCA	NPDES	DMV Fee (\$4)	Measure M	Total
	Program	Programs		Program	Corridor	Watch			Program	(DMV Fee \$10)	
	(General Fund)										
<b>BEGINNING BALANCE</b>	<b>1,127,187</b>	<b>3,271,875</b>	<b>2,884,876</b>	<b>3,434,286</b>	<b>2,171,031</b>	<b>454,380</b>	<b>1,415,352</b>	<b>1,588,002</b>	<b>538,376</b>	<b>11,090,583</b>	<b>27,975,947</b>
<b>PROJECTED REVENUES</b>											
Interest Earnings	17,017	27,824	837	45,139	17,667	4,227	11,342	17,000	4,802	100,624	246,479
Member Contribution	289,433	430,975	0	1,850,000	0	0	0	152,646	0	263,000	2,986,054
Cost Reimbursements	0	0	0	0	0	0	0	0	0	0	0
MTC/ Federal Funding	0	1,362,500	0	0	0	0	0	0	0	626,241	1,988,741
Grants	16,200	465,740	0	0	0	289,291	0	0	0	0	771,231
DMV Fee	0	0	0	0	0	0	1,045,400	0	714	6,700,000	7,746,114
NPDES Fee	0	0	0	0	0	0	0	1,541,165	0	0	1,541,165
TA Cost Share	0	0	102,168	0	0	0	0	0	0	50,000	152,168
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	235,000	0	0	0	0	0	0	0	0	235,000
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>322,650</b>	<b>2,522,039</b>	<b>103,005</b>	<b>1,895,139</b>	<b>17,667</b>	<b>293,518</b>	<b>1,056,742</b>	<b>1,710,811</b>	<b>5,516</b>	<b>7,739,865</b>	<b>15,666,951</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>1,449,836</b>	<b>5,793,914</b>	<b>2,987,881</b>	<b>5,329,425</b>	<b>2,188,698</b>	<b>747,898</b>	<b>2,472,094</b>	<b>3,298,813</b>	<b>543,892</b>	<b>18,830,448</b>	<b>43,642,898</b>
<b>PROJECTED EXPENDITURES</b>											
	Administrative	Transportation	EL-JPA	SMCRP	Smart	LGP Energy	TFCA	NPDES	DMV Fee (\$4)	Measure M	Total
	Program	Programs		Program	Corridor	Watch			Program	(DMV Fee \$10)	
	(General Fund)										
Administration Services	76,939	156,182	113,658	65,415	49,598	3,588	0	5,777	0	22,632	493,789
Professional Services	247,570	1,311,247	189,538	127,995	0	215,000	22,387	258,350	0	153,147	2,525,233
Consulting Services	70,583	660,616	0	307,769	398,268	187,500	136,496	1,743,490	30,000	2,065,371	5,600,093
Supplies	5,013	0	0	0	0	0	0	0	0	0	5,013
Prof. Dues & Memberships	1,500	4,600	0	0	0	0	0	28,000	0	0	34,100
Conferences & Meetings	0	7,715	0	0	1,000	1,500	0	1,200	0	1,401	12,816
Printing/ Postage	141	0	0	0	0	0	0	0	0	0	141
Publications	2,160	0	0	0	0	0	0	0	0	0	2,160
Distributions	0	0	0	904,980	1,211,463	0	1,009,000	25,000	0	5,282,500	8,432,943
OPEB Trust	9,307	0	0	0	0	0	0	0	0	0	9,307
Miscellaneous	183	0	0	0	0	0	0	0	0	0	183
Bank Fee	307	0	0	0	0	0	0	0	0	0	307
Audit Services	11,727	0	0	0	0	0	0	0	0	2,500	14,227
Loan to SMCEL JPA	0	0	974,949	0	0	0	0	0	0	0	974,949
<b>Total Expenditures</b>	<b>425,429</b>	<b>2,140,360</b>	<b>1,278,145</b>	<b>1,406,159</b>	<b>1,660,329</b>	<b>407,588</b>	<b>1,167,882</b>	<b>2,061,816</b>	<b>30,000</b>	<b>7,527,551</b>	<b>18,105,259</b>
<b>TRANSFERS</b>											
Transfers In	0	0	1,050,000	150,000	2,753,000	0	0	40,000	0	150,000	4,143,000
Transfers Out	0	0	0	1,950,000	0	0	0	0	0	2,043,000	3,993,000
Administrative Allocation	-638,108	371,521	0	50,812	0	18,198	15,835	123,840	0	18,198	(39,704)
<b>Total Transfers</b>	<b>-638,108</b>	<b>371,521</b>	<b>-1,050,000</b>	<b>1,850,812</b>	<b>-2,753,000</b>	<b>18,198</b>	<b>15,835</b>	<b>83,840</b>	<b>0</b>	<b>1,911,198</b>	<b>(189,704)</b>
<b>NET CHANGE</b>	<b>535,329</b>	<b>10,158</b>	<b>-125,140</b>	<b>-1,361,833</b>	<b>1,110,338</b>	<b>-132,268</b>	<b>-126,975</b>	<b>-434,845</b>	<b>-24,484</b>	<b>-1,698,884</b>	<b>(2,248,604)</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>-212,679</b>	<b>2,511,881</b>	<b>228,145</b>	<b>3,431,812</b>	<b>-1,092,671</b>	<b>425,786</b>	<b>1,183,717</b>	<b>2,145,656</b>	<b>30,000</b>	<b>9,438,749</b>	<b>18,090,396</b>
<b>ENDING FUND BALANCE</b>	<b>1,662,516</b>	<b>3,282,033</b>	<b>2,759,736</b>	<b>2,394,335</b>	<b>3,281,369</b>	<b>322,112</b>	<b>1,288,377</b>	<b>1,153,157</b>	<b>513,892</b>	<b>9,391,699</b>	<b>26,049,224</b>
<b>RESERVE FUND</b>											
Beginning Reserve Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000
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
<b>Ending Reserve Balance</b>	<b>40,000</b>	<b>800,000</b>	<b>0</b>	<b>300,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120,000</b>	<b>0</b>	<b>340,000</b>	<b>1,600,000</b>
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance											
2- See individual fund summaries and fiscal year comments for details on Miscellaneous expenses.											
3- SMCRP - San Mateo Congestion Relief Program; TFCA - Transportation Fund For Clean Air; NPDES - National Pollutant Discharge Elimination System; Abatement.											
AVA - Abandoned Vehicle Abatement; DMV - Department of Motor Vehicles.											

04/21/23	C/CAG PROGRAM BUDGET: REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE											
	FY 2023-24											
	Administrative Program (General Fund)	Transportation Programs	EL-JPA	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	DMV Fee (\$4) Program	Measure M (DMV Fee \$10)	Total	
<b>BEGINNING BALANCE</b>	<b>1,662,516</b>	<b>3,282,033</b>	<b>2,759,736</b>	<b>2,394,335</b>	<b>3,281,369</b>	<b>322,112</b>	<b>1,288,377</b>	<b>1,153,157</b>	<b>513,892</b>	<b>9,391,699</b>	<b>26,049,224</b>	
<b>PROJECTED REVENUES</b>												
Interest Earnings	5,000	5,000	25,000	30,000	1,000	2,000	7,000	12,000	2,500	80,000	169,500	
Member Contribution	298,116	443,905	0	1,850,000	0	0	0	160,282	0	300,000	3,052,303	
Cost Reimbursements	0	0	532,603	0	0	0	0	0	0	0	532,603	
MTC/ Federal Funding	0	1,362,500	0	0	0	0	0	0	0	706,268	2,068,768	
Grants	0	465,740	0	0	10,312,000	720,000	0	1,725,000	0	0	13,222,740	
DMV Fee	0	0	0	0	0	0	1,020,400	0	0	6,700,000	7,720,400	
NPDES Fee	0	0	0	0	0	0	0	1,582,678	0	0	1,582,678	
TA Cost Share	0	0	0	0	0	0	0	0	0	50,000	50,000	
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	235,000	0	0	0	0	0	0	0	0	235,000	
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>303,116</b>	<b>2,512,145</b>	<b>557,603</b>	<b>1,880,000</b>	<b>10,313,000</b>	<b>722,000</b>	<b>1,027,400</b>	<b>3,479,960</b>	<b>2,500</b>	<b>7,836,268</b>	<b>28,633,992</b>	
<b>TOTAL SOURCES OF FUNDS</b>	<b>1,965,632</b>	<b>5,794,178</b>	<b>3,317,339</b>	<b>4,274,335</b>	<b>13,594,369</b>	<b>1,044,112</b>	<b>2,315,777</b>	<b>4,633,117</b>	<b>516,392</b>	<b>17,227,967</b>	<b>54,683,216</b>	
<b>PROJECTED EXPENDITURES</b>												
Administration Services	120,000	214,000	205,889	66,000	86,000	16,000	2,000	36,000	0	47,000	792,889	
Professional Services	146,853	1,830,886	326,714	301,170	0	82,103	63,364	458,812	0	205,019	3,414,921	
Consulting Services	552,655	2,386,338	0	1,551,838	991,000	850,000	0	3,395,300	384,000	2,435,723	12,546,854	
Supplies	11,000	2,000	0	0	0	0	0	0	0	0	13,000	
Prof. Dues & Memberships	19,250	22,000	0	3,000	0	0	0	28,000	0	500	72,750	
Conferences & Meetings/Trainings	15,500	5,000	0	1,000	1,000	10,000	0	6,000	0	7,000	45,500	
Printing/ Postage	10,000	6,000	0	0	0	0	0	0	0	0	16,000	
Publications	4,000	3,000	0	0	0	0	0	0	0	0	7,000	
Distributions	0	0	0	1,079,200	12,812,000	0	2,297,730	25,000	125,000	5,577,500	21,916,430	
OPEB Trust	55,000	0	0	0	0	0	0	0	0	0	55,000	
Miscellaneous	13,700	2,000	0	1,000	0	0	0	1,000	0	0	17,700	
Bank Fee	3,500	0	0	0	0	0	0	0	0	0	3,500	
Audit Services	22,500	0	0	0	0	0	0	0	0	2,500	25,000	
Loan to SMCEL JPA	0	0	0	0	0	0	0	0	0	0	0	
<b>Total Expenditures</b>	<b>973,958</b>	<b>4,471,224</b>	<b>532,603</b>	<b>3,003,208</b>	<b>13,890,000</b>	<b>958,103</b>	<b>2,363,094</b>	<b>3,950,112</b>	<b>509,000</b>	<b>8,275,242</b>	<b>38,926,544</b>	
<b>TRANSFERS</b>												
Transfers In	0	0	0	200,000	691,000	150,000	0	40,000	0	0	1,081,000	
Transfers Out	0	0	0	841,000	0	0	0	0	0	40,000	881,000	
Administrative Allocation	-603,441	371,414	0	66,689	0	17,819	11,872	89,873	0	45,774	0	
<b>Total Transfers</b>	<b>-603,441</b>	<b>371,414</b>	<b>0</b>	<b>707,689</b>	<b>-691,000</b>	<b>-132,181</b>	<b>11,872</b>	<b>49,873</b>	<b>0</b>	<b>85,774</b>	<b>-200,000</b>	
<b>NET CHANGE</b>	<b>-67,401</b>	<b>-2,330,493</b>	<b>25,000</b>	<b>-1,830,897</b>	<b>-2,886,000</b>	<b>-103,922</b>	<b>-1,347,566</b>	<b>-520,025</b>	<b>-506,500</b>	<b>-524,748</b>	<b>-10,092,552</b>	
<b>TRANSFER TO RESERVES</b>		0	0	0	0	0	0	0	0	0	0	
<b>TOTAL USE OF FUNDS</b>	<b>370,517</b>	<b>4,842,638</b>	<b>532,603</b>	<b>3,710,897</b>	<b>13,199,000</b>	<b>825,922</b>	<b>2,374,966</b>	<b>3,999,985</b>	<b>509,000</b>	<b>8,361,016</b>	<b>38,726,544</b>	
<b>ENDING FUND BALANCE</b>	<b>1,595,115</b>	<b>951,540</b>	<b>2,784,736</b>	<b>563,438</b>	<b>395,369</b>	<b>218,190</b>	<b>-59,189</b>	<b>633,132</b>	<b>7,392</b>	<b>8,866,951</b>	<b>15,956,672</b>	
<b>Restricted Fund Balance</b>	<b>0</b>	<b>951,540</b>		<b>563,438</b>	<b>395,369</b>	<b>218,190</b>	<b>0</b>	<b>633,132</b>	<b>7,392</b>	<b>8,866,951</b>	<b>11,636,011</b>	
<b>RESERVE FUND</b>												
Beginning Reserve Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000	
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	
Ending Reserve Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000	
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance.												
2- See individual fund summaries and fiscal year comments for details on Miscellaneous expenses.												
3- SMCRP - San Mateo Congestion Relief Program; TFCA - Transportation Fund For Clean Air; NPDES - National Pollutant Discharge Elimination System; Abatement.												
EL-JPA - SMC Express Lanes JPA; DMV - Department of Motor Vehicles.												

## C/CAG Draft 2 YR workplan

## Color CODING KEY

## Key Categories

Required Activities By Statute or Role or Ownership

Discretionary Actions Necessary to accomplish C/CAG's Mission/Goals

Discretionary Actions Not Yet Started

			2023				2024				2025
			1Qtr	2Qtr	3Qtr	4Qtr	1Qtr	2Qtr	3Qtr	4Qtr	1Qtr
1	<b>Agency wide efforts</b>										
2	Measure M Management (General)	Manage Measure M (\$10 Vehicle License Fee) including planning, admin, and annual formula distributions.	X	X	X	X	X	X	X	X	X
3	General Financial/Organizational Tasks (contracts, HR, CALPERs, financial management, Audits, Finance Committee Investment policies)		X	X	X	X	X	X	X	X	X
4	General Time Spent Managing and attending Committees (CMEQ, TAC, BPAC, AAC, Stormwater, Finance)		X	X	X	X	X	X	X	X	X
5	Airport Land Use Commission Activities and Committee	ALUC Meetings, project review, and ALUCP Management.	X	X	X	X	X	X	X	X	X
6	21- Elements support	C/CAG is a major partner in supporting 21 Elements efforts.									
7	<b>C/CAG Equity Assessment and Plan</b>	<b>Equity Assessment underway</b>	X	X	X						
8	State and Federal Advocacy Program	State advocacy (Shaw Yoder Antwih Schmelzer & Lange) for tracking and commenting on legislation and pursuing funding; & Federal Funding advocacy (Ken Brown & Associates)	X	X	X	X	X	X	X	X	X
9	C/CAG Strategic Plan Development	Will initiate as Equity Study concludes					X	X	X	X	X
10	C/CAG Update Website	TBD							X	X	X
11											
12	<b>Stormwater Program</b>										
13	Regional Water Board MRP Compliance	Managing Regional Water Permit for all permittees (21) in San Mateo County, including 5 Year contract with EOA and coordinating annual compliance.	X	X	X	X	X	X	X	X	X
14	Multi Benefit Regional Projects	Continue to support Orange Memorial Park project in SSF; Implement recent \$2.4m Federal Earmark for project in San Bruno; Red Morton Park in Redwood City; and Twin Pines project in Belmont. Initiate design on future regional projects.	X	X	X	X	X	X	X	X	X
15	Exploring Risk-based Integrated Water Management		X	X	X	X	X	X	X	X	X
16	Exploration of Stormwater Funding/Financing		X	X	X	X	X	X	X	X	X
17	Phase II Green Infrastructure Tracking & Mapping Tool		X	X	X	X	X	X	X	X	X
18	Pilot Bulk Rain Barrel Rebates	Annual project to distribute approximately 800+ rain barrels. See press release and coverage in Agenda #9 Communications.	X	X	X	X	X	X	X	X	X
19	Scaling Schoolyard Greening Efforts	Green infrastructure investments in 12 schools	X	X	X	X	X	X	X	X	X
20											
21	<b>Energy and Climate Program</b>										
22	San Mateo County Energy Watch (SMCEW)		X	X	X	X	X	X	X	X	X
23	Climate Action Planning (RICAPS)		X	X	X	X	X	X	X	X	X
24	Laundry to Landscape Program		X	X	X	X	X	X	X	X	X
25	Carbon Neutrality Plan								X	X	X
26											

## C/CAG Draft 2 YR workplan

### Color CODING KEY

#### Key Categories

Required Activities By Statute or Role or Ownership

Discretionary Actions Necessary to accomplish C/CAG's Mission/Goals

Discretionary Actions Not Yet Started

			2023				2024				2025
			1Qtr	2Qtr	3Qtr	4Qtr	1Qtr	2Qtr	3Qtr	4Qtr	1Qtr
27											
28	<b>Transportation Plans/Studies C/CAG LEAD</b>										
29	Community Based Transportation Plans (Daly City & Southern SMC)	MTC required transportation plans for Equity Priority Communities. Delayed by Covid, but will complete in 2023.	X	X							
30	Congestion Management Plan Biannual Update	Required update of Congestion Management Plan every two years to monitor traffic on CMP Network and Companion Network.	X	X	X	X					
31	Congestion Relief Plan Update	Update of Congestion Relief Plan and Fee that occurs every 4 years. CRP provides funding for Commute.org, shuttles, congestion reduction plans and policies.	X	X							
32	MTC RTP PBA 2050 Update	Every 4 years MTC must update its RTP Plan Bay Area. This update is intended to be a "focused" update. RTP is a 30 year plan that identifies over \$5.1 billion in San Mateo County projects.					X	X	X	X	X
33	County Transportation Plan Update (CTP)	Countywide update to the Countywide Transportation Plan. Required by MTC to connect Countywide efforts to the RTP PBA.					X	X	X	X	X
34	Dumbarton Corridor Feasibility Study and Plan (Pre PID)	Study to identify alternatives to connect the Dumbarton Bridge to the Highway 101 Express Lanes. Roadway and ATP only. Alternatives will then be studied in greater detail in a PID. Starting vendor recruitment. \$500k	X	X	X	X	X	X			
35	Local Roadway Safety Plan	Countywide Local Roadway Safety Plan will identify safety improvement in Cities and ensure jurisdictions are eligible for certain types of MTC funding as well as making the County more competitive for certain types of Federal Funding. Recruiting vendor now. Estimated \$400k	X	X	X	X	X				
36	Planning Buffered Bike Lane El Camino Real San Bruno/Millbrae	Planning and design for 3.7 mile of buffered bike lane along ECR in San Bruno and Millbrae. Funded with \$760k budget request from then Asm. Mullin.		X	X	X	X	X	X	X	X
37	VMT/GHG Mitigation Plan and Program	Planning for a GHG/VMT Mitigation Program. Funded by Caltrans Planning Grant. \$670k. Recruiting consultant now.	X	X	X	X	X				
38	E Bike Strategic Plan	Future project for E Bike study to build on C/CAG Countywide Bicycle Plan by identifying best E-Bike routes, analyzing potential E bike connections to Coastside and potential equity incentives for E Bikes. May seek Federal Earmark.							X	X	X
39	Countywide Adaptive Traffic Signal Synchronization Plan and Implementation	Identify key corridors and routes to implement adaptive signal timing; prioritize signal timing for transit vehicles and emergency vehicles; install bicycle detection software; and leverage technology to better control and manage traffic flow. May seek federal earmark funding.							X	X	X



## C/CAG Draft 2 YR workplan

### Color CODING KEY

#### Key Categories

Required Activities By Statute or Role or Ownership

Discretionary Actions Necessary to accomplish C/CAG's Mission/Goals

Discretionary Actions Not Yet Started

			2023				2024				2025
			1Qtr	2Qtr	3Qtr	4Qtr	1Qtr	2Qtr	3Qtr	4Qtr	1Qtr
40											
41	<b>Transportation Plans/Studies C/CAG Supporting Role</b>										
42	Countywide Autonomous Vehicle Strategic Plan (SMCTA)	Identify the current state of AV in San Mateo County, establish a shared-vision for AV deployment, identify opportunities and challenges for AV deployment in the county, and to develop an AV action plan with prioritized next steps that align with potential funding availability.	X	X	X	X	X				
43	US 101 Multimodal Strategy (SMCTA)	Develop a strategy and conduct outreach to create a multimodal package of projects to be added to or bundled with and complement the existing highway projects.	X	X	X	X	X	X	X		
44											
45	<b>Transportation Programs</b>										
46	Ongoing STIP, RTIP, MEASURE M, OBAG, Federal Project Delivery, and other required admin activities	Assist cities with regional, state, and Federal Funding. Currently assisting member agencies with the delivery of approx \$195m in funding throughout the County	X	X	X	X	X	X	X	X	X
47	Safe Routes To School Program	The (SRTS) Program is a collaborative effort between (C/CAG and the San Mateo County Office of Education (SMCOE). The program encourages and enables school children to walk and bicycle to school by implementing projects and activities that improve the health, well-being, and safety of children, resulting in less traffic congestion and vehicle emissions caused by school-related travel.	X	X	X	X	X	X	X	X	X
48	TDM Policy Management	C/CAG's Countywide TDM policy is used by a majority of the Cities.	X	X	X	X	X	X	X	X	X
49	Shuttles	C/CAG supports shuttle investment.	X	X	X	X	X	X	X	X	X
50	Regional Support and Advocacy at MTC/ABAG and Caltrans for regional priorities.	Coordinate with multiple staff level committees, brief MTC Commissioners on relevant issues, support member agency <u>roadway, multimodal, and grade separation applications.</u>									
51	Transportation Fund for Clean Air County Program Manager Fund Management	C/CAG distributes Air District funds to qualifying projects that reduce air pollution, greenhouse gas emissions, and traffic congestion by improving transportation options.	X	X	X	X	X	X	X	X	X
52	Big Data (StreetLight Data) Services	C/CAG manages a joint countywide subscription to StreetLight Data, allowing users to access big data to perform robust transportation analytics.	X	X	X	X					
53	Micromobility (Bikeshare/Scooter share) Program Implementation	C/CAG Board adopted the Shared Micromobility Feasibility Study and Implementation Plan in December 2022. C/CAG will form a Governance Committee of participating pilot jurisdictions to finalize the program guidelines and procure vendor to launch the pilot. Pilot is anticipated to be operational in 2024.	X	X	X	X	X	X	X	X	X
54											

## C/CAG Draft 2 YR workplan

Color CODING KEY
Key Categories
Required Activities By Statute or Role or Ownership
Discretionary Actions Necessary to accomplish C/CAG's Mission/Goals
Discretionary Actions Not Yet Started

			2023				2024				2025
			1Qtr	2Qtr	3Qtr	4Qtr	1Qtr	2Qtr	3Qtr	4Qtr	1Qtr
55	<b>Calls For Projects/Funding</b>										
56	Lifeline STA County Block Call For Projects	Will initiate as soon as CBTP are completed. Line 26			X	X	X	X			
57	TDA Article 3	Provide planning and capital funding for active transportation projects. Will facilitate FY24-25 Call for Projects in beginning 2023 Q4.				X	X	X	X	X	
58	Measure M Countywide Transportation Innovative Grant Program	A new Countywide Competitive Pilot Program dedicated to fund nimble Senior Mobility, ITS/Smart Corridor, Safe Routes to School, and Stormwater Management projects.				X	X	X	X	X	X
59	2023 STIP Update	Required update for County Formula Share STIP Funds.		X	X	X					
60											
61	<b>Smart Corridor Projects (C/CAG Lead)</b>										
62	Smart Corridor Ongoing Maintenance	Maintenance for fixtures and of Fiberoptic line that currently spans from East Palo Alto to San Bruno.	X	X	X	X	X	X	X	X	X
63	Proj- Smart Corridor SSF Const	Support construction of Smart Corridor in SSF, including providing funding. Construction cost estimated at \$8.5M and anticipate completion by end of 2023.	X	X	X	X	X				
64	Proj Smart Corridor N Cities PSE	Advance PSE for remaining Smart Corridor segment.	X	X							
65	Proj Smart Corridor N Cities Const	Support construction of Smart Corridor in Brisbane, Daly City, and Colma, including providing funding. Construction cost estimated at \$12.6M and anticipate construction advertisement in summer 2023.			X	X	X	X	X		
66											
67	<b>Express Lane I 380 To Santa Clara County Line (Co-Sponsor with SMCTA)</b>										
68	Construction	Section between Whipple and Santa Clara County line is open for tolling. Section between Whipple and I380 is still under construction and is anticipated to commence tolling in early 2023. \$585m	X	X							
69											
70	<b>Managed Lane North of I 380 (Co-Sponsor with SMCTA)</b>										
71	PAED (Planning)	Project would extend the managed lanes north of I 380 to the SM/SF county line and close the remaining gap in SMC along 101. Total Project Cost Estimated at \$315.5M (Construction estimated at \$272.2M)	X	X	X	x	X	X			
72	PSE (Design) 12/2024 - 12/2026									X	X
73	Construction 8/2027 - 8/2029										
74											
75	<b>92/101 Multi Modal Area Improvements (Co-Sponsor with SMCTA)</b>										
76	PSE (Design)	Project would improve 92/101 Interchange at 4 locations, construction buffered bike lane along Fashion Island Blvd, and a mobility hub interchange. Construction Cost Est \$47m with a shortfall of \$40m)	X	X	X	X					
77	Construction								X	X	X
78											

## C/CAG Draft 2 YR workplan

Color CODING KEY
Key Categories
Required Activities By Statute or Role or Ownership
Discretionary Actions Necessary to accomplish C/CAG's Mission/Goals
Discretionary Actions Not Yet Started

			2023				2024				2025
			1Qtr	2Qtr	3Qtr	4Qtr	1Qtr	2Qtr	3Qtr	4Qtr	1Qtr
79	<b>92/101 Direct Connector (Co-Sponsor with SMCTA)</b>										
80	PAED (Planning)	Project is analyzing options to provide a direct connector between Hwy 92 and the Hwy 101 express lanes to encourage transit and HOVs. Total Proj Cost Est \$195.3M - Construction cost est is \$165M		X	X	X	X	X	X	X	X
81	PSE (Design) 1/2025 - 12/2026										
82	Construction 5/2027 - 4/2029										
83											
84	<b>San Mateo County Express Lane JPA (101 Express Lanes)</b>										
85	Northern Segment Toll Commencement	Commence toll operation from Whipple Road to I-380.	X	X							
86	FY Budget Preparation	Prepare program budget.	X	X			X	X			X
87	Equity Program Oversight	Oversee equity progme with Samaritan House that distributes \$100 Clipper Cards or \$100 FasTrak Transponders.	X	X	X	X	X	X	X	X	X
88	Expenditure Plan	State Required expenditure plan before any net revenue is			X	X	X	X			
89	Organizational Assessment	Founding JPA requires an organizational assessment regarding the administrative structure of the organization.			X	X	X	X	X	X	X
90	Organizational Admin and Management		X	X	X	X	X	X	X	X	X
91	Express Lane Program Operation	Ongoing management of the \$78m in operational and maint contracts.	X	X	X	X	X	X	X	X	X
92	Ongoing management of Express Lanes Asset Database	Develop a database that enables strategic and systematic process of maintaing, upgrading and expanding assets to support Express Lane operation. Designed to focus on resource allocation and planning.	X	X	X	X	X	X	X	X	X
93											