C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS
OF SAN MATEO COUNTY

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

BOARD MEETING NOTICE

Meeting No. 190

DATE:	Thursday, May 10, 2007
TIME:	7:00 P.M. Board Meeting
PLACE:	San Mateo County Transit District Office 1250 San Carlos Avenue, Second Floor Auditorium San Carlos, CA
PARKING:	Available adjacent to and behind building. Please note the underground parking garage is no longer open.
PUBLIC TRANSIT:	SamTrans Bus: Lines 261, 295, 297, 390, 391, 397, PX, KX. CalTrain: San Carlos Station

****

1.0 CALL TO ORDER/ ROLL CALL

2.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA
Note: Public comment is limited to two minutes per speaker.

3.0 ANNOUNCEMENTS/ PRESENTATIONS

3.1 State Legislative Issues - Senator Leland Yee

4.0 CONSENT AGENDA

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

4.1 Review and approval of the Minutes of Regular Business Meeting No. 188 dated April 12, 2007.
ACTION p. 1

4.2 Status report on the Transit Oriented Development Housing Incentive funds paid and the specific transportation project supported. INFORMATION p. 5

4.3 Status report on the Local Streets and Roads allocation estimates from the State Infrastructure Bonds by City/ County. INFORMATION p. 9

555 COUNTY CENTER, 5TH FLOOR, REDWOOD CITY, CA 94063 PHONE: 650.599.1420 FAX: 650.361.8227

4.4 Review and approval of the grant application to the U.S. Department of Transportation (DOT) under the Intelligent Transportation Systems (ITS) Operational Testing to Mitigate Congestion Program for the US 101 and Interstate 280 Integrated Transportation Incident Management Project for a grant of $8M and a $2M local match for a total project cost of $10M. ACTION p. 13

4.5 Review and approval of the Transportation Fund for Clean Air (TFCA) Program Audit for specified projects for the period July1, 2000 thru June 30, 2006. ACTION p. 33

4.6 Review and Approval of Resolution 07-13 authorizing the C/CAG Chair to execute a Funding Agreement with SamTrans for an amount not to exceed $60,000 and Resolution 07-14 authorizing the C/CAG Chair to execute a Funding Agreement with the Metropolitan Transportation Commission (MTC) for an amount not to exceed $60,000 for Community Based Transportation Planning Services. ACTION p. 49

NOTE: All items on the Consent Agenda are approved/accepted by a majority vote. A request must be made at the beginning of the meeting to move any item from the Consent Agenda to the Regular Agenda.

5.0 REGULAR AGENDA

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

5.1.1 Support for Senate Bill (SB) 286 (Lowenthal and Dutton), Transportation Bonds: Implementation. ACTION p. 75

5.2 Initial draft, assumptions, and input on the C/CAG 2006-07 Program Budget and Fees.ACTION p. 89

5.3 Review and approval of Resolution 07-12 authorizing the C/CAG Chair to execute the necessary agreements with the State of California/Ford Motor Company, Air Products, San Mateo County Transportation Authority (TA), San Mateo County Transit District (SamTrans), Santa Clara Valley Transportation Authority (VTA), the Peninsula Congestion Relief Alliance and West Valley College for a Hydrogen Internal Combustion Engine (HICE) Shuttle Vehicle, to provide Caltrain shuttle service for two years up to a total of, not to exceed, $250,000 net cost to C/CAG. ACTION p. 151

6.0 COMMITTEE REPORTS

6.1 Committee Reports (oral reports).

6.2 Chairperson's Report.

7.0 EXECUTIVE DIRECTOR'S REPORT

8.0 COMMUNICATIONS - Information Only

Copies of communications are included for C/CAG Board Members and Alternates only. To request a copy of the communications, contact Nancy Blair at 650 5991406 or nblair@co.sanmateo.ca.us or download a copy from C/CAG's website – www.ccag.ca.gov.

8.1 Letter from David Carbone, ALUC Staff, to Valerie Young, Contract Planner, City of Redwood City, dated 3/16/07. Re: C/CAG Airport Land Use Committee (ALUC) Staff Comments on the Draft Mitigated Negative Declaration and Initial Study for the North Main Street Precise Plan February 2007. p. 165

8.2 Letter from Richard Napier, Executive Director C/CAG, to Mr. Mike Scanlon, Transportation Authority, SamTrans, dated 3/23/07. Re: 613 Reauthorization of the $4 Vehicle Fee for San Mateo County. p. 169

8.3 Letter from Richard Napier, Executive Director C/CAG, to Mr. Dan Cruey, Samceda, City Managers, County Manager, dated 3/28/07. Re: 613 Reauthorization of the $4 Vehicle Fee for San Mateo County. p. 171

8.4 Letter from Richard Napier, Executive Director C/CAG, to Honorable Ira Ruskin, State Capital, to Honorable Pedro Nava, Chair, Assembly Transportation Committee, dated 4/2/07. Re: Assembly Bill (AB) 468 - Revisions to the Abandoned Vehicle Abatement Program. p. 223

8.5 Letter from Richard Napier, Executive Director C/CAG, to Honorable Joseph S. Simitian, State Capital - Room 2080, to Honorable Alan Lowenthal, Chair, Senate Transportation Committee, dated 4/2/07 Re: Support of C/CAG Sponsored Senate Bill (SB) 613. p. 225

8.6 Letter from Deborah C. Gordon, Chair, C/CAG to Honorable Joseph Simitian, State Senate District 11, dated 4/11/07. Re: Letter of Thanks for Sponsoring SB 613 - Reauthorization of AB 1546.p. 229

8.7 Letter from Deborah C. Gordon, Chair, C/CAG to Honorable Alan Lowenthal, Chairman, Senate Transportation Committee, dated 4/11/07. Re: Letter of Thanks for Support on SB 613 - Reauthorization of $4 Motor Vehicle Fee for San Mateo County. p. 231

8.8 Letter from Deborah C. Gordon, Chair, C/CAG to Honorable Ira Ruskin, State Assembly 21st District, dated 4/11/07. Re: Letter of Thanks for Sponsoring AB 468 - Abandoned Vehicle Abatement.p. 233

8.9 Letter from Deborah C. Gordon, Chair, C/CAG to Honorable Pedro Nava, Chairman Assembly Transportation Committee, dated 4/11/07. Re: Letter of Thanks for AB 468 - Abandoned Vehicle Abatement. p. 235

8.10 Letter from Deborah C. Gordon, Chair, C/CAG to Honorable Mark Green, Chairman, Dumbarton Rail Corridor Policy Committee, dated 4/12/07. Subject: Support for the Dumbarton Rail project. p. 237

8.11 Letter from Richard Napier, Executive Director C/CAG, to Honorable Senator Leland Yee, State Assembly, 8th District, dated 4/16/07. Re: Support for SB 279 - Sale of Vehicles on State Highways. p. 239

8.12 Letter from Richard Napier, Executive Director C/CAG, to Mr. Craig Duehring, California Air Resources Board, dated 4/18/07. Re: C/CAG Proposal to support the Ford HICE Shuttle in San Mateo County. p. 241

8.13 Letter from David Carbone, ALUC Staff, to Barbara E. Lichman, Chevalier, Allen, & Lichman, LLP, to Elaine Yoahannan, Jacobs Consultancy, to Jeanette V. Coffman, Coffman Associates, to Ken Brody, Mead & Hunt, dated April 17, 2007. Re: Inclusion of Your Firm/Team on the Consultant "Short List" and a Request for Proposal (RFP), Re: Preparation of a Comprehensive Airport/Land Use Compatibility Plan for the Environs of San Francisco International Airport. p. 247

8.14 Letter from Michael J. Scanlon, General Manager/CEO, SamTrans, to the Honorable Joe Simitian, California State Senate, dated 4/19/07. Re: Support for SB 613 (Simitian) - Local Governments: Vehicle Fee for Congestion and Stormwater Management. p. 255

9.0 MEMBER COMMUNICATIONS

10.0 ADJOURN

Next scheduled meeting: June 14, 2007 Regular Board Meeting

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

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

If you have any questions about the C/CAG Board Agenda, please contact C/CAG Staff:

Executive Director: Richard Napier 650 599-1420 Administrative Assistant: Nancy Blair 650 599-1406

FUTURE MEETINGS

May 2, 2007	2020 Peninsula Gateway Corridor Study TAC - 2:00 P.M.
May 9, 2007	2020 Peninsula Gateway Corridor Study PAC - 4:00 P.M.
May 10, 2007	Legislative Committee - SamTrans 2nd Floor Auditorium - 5:00 P.M.
May 10, 2007	C/CAG Board - SamTrans 2nd Floor Auditorium - 7:00 P.M.
May 15, 2007	NPDES Technical Advisory Committee - Atherton - 10:00 a.m.
May 17, 2007	CMP Technical Advisory Committee - SamTrans 2nd Floor Auditorium
May 17, 2007	Utilities Working Group - 155 Bovet Rd., San Mateo - 2:45 P.M.
May 21, 2007	CMEQ Committee - San Mateo City Hall - Conference Room C - 3:00 P.M.
May 24, 2007	Airport Land Use Commission - Burlingame City Hall - Council Chambers
May 24, 2007	Bikeways and Pedestrian Advisory Committee - San Mateo City Hall - Conference Room C
June 4, 2007	Administrators' Advisory Committee - 555 County Center, 5th Floor, Redwood City - 8:00 A.M.

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Meeting No. 188
April 12, 2007

1.0 CALL TO ORDER/ROLL CALL

Chair Gordon called the meeting to order at 6:08 p.m. Roll call was taken.

James Janz - Atherton
Phil Mathewson - Belmont
Sepi Richardson - Brisbane
Rosalie O'Mahony - Burlingame
Larry Formalejo - Colma
Sal Torres - Daly City
Patricia Foster - East Palo Alto (6:07)
Pam Frisella - Foster City
Tom Kasten - Hillsborough
Kelly Fergusson - Menlo Park
Gina Papan - Millbrae (6:14)
Jim Vreeland - Pacifica
Diane Howard - Redwood City
Brandt Grotte - San Mateo
Rose Jacobs-Gibson - County of San Mateo (6:13)
Karyl Matsumoto - South San Francisco
Deborah Gordon - Woodside

Absent:

Half Moon Bay
Portola Valley
San Bruno
San Carlos

Others:

Richard Napier, Executive Director - C/CAG
Sandy Wong, Deputy Director - C/CAG
Nancy Blair, Administrative Assistant - C/CAG
Miruni Soosaipillai, C/CAG - Legal Counsel
Tom Madalena, C/CAG Staff
John Hoang, C/CAG Staff
Diana Shu, C/CAG Staff
Dave Carbone, C/CAG Staff
Matt Fabry, C/CAG Staff

ITEM 4.1

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Jim Bigelow, Redwood City/San Mateo County Chamber, Menlo Park Chamber
Steve Heminger, MTC
Duane Bay, Director, San Mateo Department of Housing
Judith Christensen, City of Daly City
Jerry Carlson, Town of Atherton
Beth Liu, City of San Carlos
Pat Dixon, SMCTA - CAC
Arne Croce, City of San Mateo
Sue Lempert, MTC
Brian Moura, City of San Carlos
Barbara Pierce, City of Redwood City
Bill Dickenson, City of Belmont

3.0 ANNOUNCEMENTS/ PRESENTATIONS

Richard Napier, Executive Director, stated that a groundbreaking for the 3rd to Millbrae project was held on 3/27/07.

4.0 CONSENT AGENDA

Board Member O'Mahony MOVED approval of Consent Items 4.1, 4.3, 4.5, 4.6, and 4.8. Board Member Kasten SECONDED. **MOTION CARRIED** 15-0.

4.1 Review and approval of the Minutes of Regular Business Meeting No. 187 dated March 8, 2007. ACTION

4.3 Review and approval of Resolution 07-10 adopting the San Mateo County Transportation Development Act (TDA) Article 3 Program for Fiscal Year 2007/08 (FY 2007/08) for $1,696,592. ACTION

4.5 Supplemental information regarding phase 1 ramp metering implementation. INFORMATION

4.6 Review and approval of support letter for Dumbarton Rail Corridor project. ACTION

4.8 Review and Approval of Payment Authorizations for the Abandoned Vehicle Abatement Program Ending December 31, 2006. ACTION

Items 4.2, 4.4, and 4.7 were removed from the Consent Calendar.

4.2 Review and approval of Resolution 07-09 authorizing the adoption of the 2007-08 Expenditure Program for the Transportation Fund for Clean Air (TFCA) for San Mateo County. ACTION

As Program Manager for the TFCA funds, C/CAG allocates the funds to shuttle and Travel Demand Management (TDM) projects in San Mateo County operated by SamTrans, the City of Menlo Park, and the Peninsula Traffic Congestion Relief Alliance (Alliance).

Board Member Mathewson MOVED to approve Item 4.7. Board Member Grotte SECONDED. **MOTIONED CARRIED** 15-0.

4.4 Review and approval of Resolution 07-11 recognizing the Honorable James M. Vreeland, Jr., Council Member Pacifica, for his service as C/CAG Chair from April 2005 to March 2007. ACTION

The Board presented James M. Vreeland, Jr., with a plaque, and thanked him for his dedicated service as C/CAG Chair.

Board Member Torres MOVED to approve Item 4.7. Board Member Formalejo SECONDED. **MOTIONED CARRIED** 17-0.

4.7 Review and approval of authorization for C/CAG staff to negotiate with the State of California, San Mateo County Transit District, and the San Mateo County Transportation Authority for a Hydrogen Internal Combustion Engine (HICE) Shuttle Vehicle up to $250,000. ACTION

C/CAG has the opportunity to access a Hydrogen Internal Combustion Engine (HICE) fifteen (15) passenger shuttle vehicle for two years. The California Air Resources Board (CARB) would like assurances that the fuel will be available such that the vehicle can be immediately placed into service. Staff will negotiate with the State of California, SamTrans, and the SMCTA to provide that assurance, in order to have the shuttle be awarded to C/CAG.

Board Member Kasten MOVED to approve Item 4.7. Board Member Howard SECONDED. **MOTIONED CARRIED** 17-0.

5.0 REGULAR AGENDA

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

5.1.1 Review of C/CAG Legislative Position on SB 279 (Yee). ACTION

Board Member Howard asked if there could be a Public Outreach to educate the public regarding SB 279.

Board Member Howard MOVED to approve Item 5.1.1. Board Member Formalejo SECONDED. **MOTIONED CARRIED** 17-0.

6.0 COMMITTEE REPORTS

6.1 Committee Reports (oral reports).

6.2 Chairperson's Report.

7.0 EXECUTIVE DIRECTOR'S REPORT

Richard Napier announced Sandy Wong's promotion to Deputy Director.

8.0 COMMUNICATIONS - Information Only

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8.1 Letter from Richard Napier, Executive Director C/CAG, to Lee Taubeneck, District Deputy Director, Caltrans District 4, dated 3/13/07. Re: Project Study Report (PSR) Needs for San Mateo County.

8.2 Letter from Richard Napier, Executive Director C/CAG, to Therese McMillan, Deputy Executive Director, Policy, MTC. Re: 2020 Peninsula Gateway Corridor Study - Phase 2.

8.3 Letter from Richard Napier, Executive Director C/CAG, to Henry Gardner, Executive Director, ABAG, dated 3/27/07. Re: Final Methodology for Determining Housing Needs Shares for the San Mateo County Sub-region.

9.0 MEMBER COMMUNICATIONS

10.0 ADJOURN

Meeting adjourned at 6:30.

C/CAG AGENDA REPORT

Date: May 10, 2007

To: C/CAG Board of Directors

From: Richard Napier, Executive Director

Subject: STATUS REPORT ON THE TRANSIT ORIENTED DEVELOPMENT HOUSING INCENTIVE FUNDS PAID AND THE SPECIFIC TRANSPORTATION PROJECT SUPPORTED

(For further information contact Richard Napier at 599-1420 or Sandy Wong at 599-1409)

RECOMMENDATION

That the C/CAG Board receive the status update on the Transit Oriented Development (TOD) Housing Incentive program funds paid and the specific transportation projects supported.

FISCAL IMPACT

None.

SOURCE OF FUNDS

NA.

BACKGROUND/DISCUSSION

The C/CAG Transit Oriented Development (TOD) Housing Incentive Program is currently in its third (3rd) cycle. During the 1st cycle, one transportation project was completed. During the 2nd cycle, five transportation projects were completed. For the 3rd cycle, housing projects must be under construction by May 12, 2007 in order for the respective transportation projects to be eligible for funding.

ATTACHMENT

- C/CAG TOD Incentive Program Summary.

ITEM 4.2

F:\users\ccag\WPDATA\TOD\Status Update to Board May 10 2007.doc

C/CAG TOD Incentive Program Summary

Cycle	Jurisdiction	Housing Project	Transportation Project	Amount Awarded	Amount Committed
TOD 1st Cycle	Redwood City	Franklin Street Project	Roosevelt Ave Landscaping	$707,000	
TOD 2nd Cycle	Millbrae	Glenborough /Pauls	Hillcrest Blvd repaving	$236,000	
TOD 2nd Cycle	San Bruno	The Crossings	Various streets rehabilitation	$529,000	
TOD 2nd Cycle	County	Colma BART Apartments	Pescadero Creek Road Resurfacing	$310,000	
TOD 2nd Cycle	San Mateo	Prometheus at Third Ave	3rd and 4th Ave pedestrian and streetscape improvements	$410,000	
TOD 2nd Cycle	South SF	McLellan Drive Residential Development	BART Linear Park Phase 1	$590,280	
TOD 2nd Cycle	City of Menlo Park	Oak Grove Plaza Housing Project	None	$0	$55,339
TOD 2nd Cycle	City of Millbrae	Green Banker	None	$0	$61,488
TOD 2nd Cycle	City of Millbrae	Village properties	None	$0	$213,977
TOD 2nd Cycle	San Bruno	The Crossing (Senior Housing)	None	$0	$122,975
TOD 2nd Cycle	San Mateo	Palm Court	None	$0	$39,352
TOD 3rd Cycle	Burlingame	California Murchison Project	To Be Identified by Sponsor	TBD	$45,360
TOD 3rd Cycle	Daly City	Landmark Plaza Development	To Be Identified by Sponsor	TBD	$229,020
TOD 3rd Cycle	Daly City	American Baptist Homes of the West	To Be Identified by Sponsor	TBD	$54,530
TOD 3rd Cycle	Menlo Park	O'Brien at Derry Lane	To Be Identified by Sponsor	TBD	$278,222
TOD 3rd Cycle	Millbrae	Belamor	To Be Identified by Sponsor	TBD	$320,332
TOD 3rd Cycle	Redwood City	Walnut Street Condominiums	To Be Identified by Sponsor	TBD	$35,460
TOD 3rd Cycle	Redwood City	Monigomery Villas	To Be Identified by Sponsor	TBD	$163,590
TOD 3rd Cycle	San Bruno	Paragon Apartments	To Be Identified by Sponsor	TBD	$383,132
TOD 3rd Cycle	San Bruno	Village at the Crossing	To Be Identified by Sponsor	TBD	$396,340
TOD 3rd Cycle	San Bruno	San Bruno Plaza	To Be Identified by Sponsor	TBD	$61,466
TOD 3rd Cycle	San Carlos	1000 El Camino Real	To Be Identified by Sponsor	TBD	$181,886
TOD 3rd Cycle	San Mateo	Palm Residences	To Be Identified by Sponsor	TBD	$37,086
TOD 3rd Cycle	San Mateo	Delaware Place	To Be Identified by Sponsor	TBD	$335,104
TOD 3rd Cycle	SSF	SSF BART Station Transit Village	To Be Identified by Sponsor	TBD	$177,012

NOTE: 3rd cycle TOD program commitments were made in May 2005. Deadline for project sponsors to identify transportation projects is May 2007.

C/CAG AGENDA REPORT

Date: May 10, 2007

To: C/CAG Board of Directors

From: Richard Napier, Executive Director

Subject: STATUS REPORT ON THE LOCAL STREETS AND ROAD ALLOCATION ESTIMATES FROM THE STATE INFRASTRUCTURE BONDS BY CITY/COUNTY

(For further information contact Richard Napier at 599-1420 or Sandy Wong at 599-1409)

RECOMMENDATION

That the C/CAG Board receive the status report on the Local Streets and Road allocation estimates from the State Infrastructure Bonds by city/county.

FISCAL IMPACT

None.

SOURCE OF FUNDS

NA.

BACKGROUND/DISCUSSION

The attached information is provided for information only. Data was extracted from information published by the Metropolitan Transportation Commission (MTC).

Proposition 1A will bring the Bay Area approximately $274 million annually. Starting from FY 2008/09 and annually thereafter (growing along with gasoline sales tax revenue), it will include $106 million for local streets and roads, $118 million for major highway and transit improvements, and $50 million for bus and rail operations and improvements.

ATTACHMENT

- Funding Estimates for Local Streets & Road Improvements.

ITEM 4.3

Funding Estimates for Local Streets & Road Improvements		
	Prop 1A	Prop 1B
	FY 2008/09 (Estimate)[1,2]	TOTAL DIRECT DISTRIBUTIONS [3,4]
		(Over a Ten-Year Period)
ATHERTON	$ 67,049	$ 400,000
BELMONT	$ 236,804	$ 814,868
BRISBANE	$ 34,568	$ 400,000
BURLINGAME	$ 261,493	$ 899,824
COLMA	$ 14,542	$ 400,000
DALY CITY	$ 967,787	$ 3,330,257
EAST PALO ALTO	$ 296,218	$ 1,019,315
FOSTER CITY	$ 276,062	$ 949,959
HALF MOON BAY	$ 117,617	$ 404,733
HILLSBOROUGH	$ 101,238	$ 400,000
MENLO PARK	$ 283,910	$ 976,964
MILLBRAE	$ 191,443	$ 658,776
PACIFICA	$ 357,671	$ 1,230,784
PORTOLA VALLEY	$ 42,037	$ 400,000
REDWOOD CITY	$ 702,500	$ 2,417,375
SAN BRUNO	$ 383,302	$ 1,318,981
SAN CARLOS	$ 260,966	$ 898,013
SAN MATEO	$ 870,796	$ 2,996,500
SOUTH SAN FRANCISCO	$ 570,812	$ 1,964,222
WOODSIDE	$ 50,845	$ 400,000
TOTAL FOR ALL CITIES	**$ 6,087,661**	**$ 22,280,571**
San Mateo County	**$ 4,809,285**	**$18,472,879**

1. Based on January 2006 Population Projections from the DOF, and the latest statistics
2. on county roads and maintained vehicles from the State Controller.
3. Sources: City calculations provided by the League of California Cities based on population data from January 2006.
4. County calculations provided by the California State Association of Counties.

C/CAG AGENDA REPORT

Date: May 10, 2007

To: City/County Association of Governments Board of Directors

From: Richard Napier, Executive Director

Subject: Review and approval of the grant application to the U.S. Department of Transportation (DOT) under the Intelligent Transportation Systems (ITS) Operational Testing to Mitigate Congestion Program for the US 101 and Interstate 280 Integrated Transportation Incident Management Project for a grant of $8M and a $2M local match for a total project cost of $10M

(For further information contact John Hoang at 650-363-4105)

RECOMMENDATION

That the C/CAG Board review and approve the grant application to the U.S. Department of Transportation (DOT) under the Intelligent Transportation Systems (ITS) Operational Testing to Mitigate Congestion Program for the US 101 and Interstate 280 Integrated Transportation Incident Management Project for a grant of $8M and a $2M local match for a total project cost of $10M.

FISCAL IMPACT

If the project is selected, C/CAG will receive a total of $8M distributed by federal fiscal years: FY07/08 ($1.2M), FY08/09 ($3.6M), and FY09/10 ($3.2M). Local match funds requirements of 20 percent will total $2M.

SOURCE OF FUNDS

Funds for the local match portion for this project will be from the AB1546 Program, Congestion Relief Plan, State Transportation Improvement Program (STIP), and the San Mateo County Transportation Authority.

BACKGROUND/DISCUSSION

The US DOT issued a request for applications for projects to be funded under the ITS Operational Testing to Mitigate Congestion Program (OTMC). The overall objective of the program is to facilitate the operational testing of innovative and aggressive congestion reduction strategies incorporating ITS systems that can demonstrate measurable reductions in congestion levels in the testing areas.

C/CAG submitted a project to integrate freeway and arterial operations and management, including sharing of information between local jurisdictions and Caltrans, establishing coordination between traffic management, emergency response, and transit services during traffic incidents on the freeways. The proposed "US 101 and Interstate 280 Integrated Transportation Incident Management Project" was also identified in the Metropolitan Transportation Commission's (MTC) concurrent application to the US DOT for the Urban Partnership Agreement (UPA). This is a program that encourages metropolitan areas to

ITEM 4.4

pursue near-term comprehensive congestion reduction policies through deployment of advanced technologies. Although being part of a designated "Urban Partner" does not guarantee funding the US DOT indicated that priority may be given to projects in the selected Urban Partnership Area.

C/CAG submitted the ITS-OTMC application on April 30, 2007. The selected projects will be announced on or about August 8, 2007.

ATTACHMENT

- ITS-OTMC Application for the "US 101 and Interstate 280 Integrated Transportation Incident Management Project"

INTELLIGENT TRANSPORTATION SYSTEMS (ITS) OPERATIONAL TESTING TO MITIGATE CONGESTION

US 101 AND INTERSTATE 280 INTEGRATED TRANSPORTATION INCIDENT MANAGEMENT PROJECT

FOR
SAN MATEO COUNTY

FUNDING OPPORTUNITY NUMBER: RFA Number DTFH61-07-00111

Submitted by:

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

Date:

APRIL 30, 2007

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I: Background, Problem and Technical Approach

The "US 101 and Interstate 280 Integrated Transportation Incident Management" Project, located in San Mateo County, serves a major 26-mile corridor connecting San Francisco to the Silicon Valley. The corridor includes two parallel freeways (U.S. 101 and I-280) plus a parallel State Route 82 (El Camino Real) that functions as an urban arterial "Main Street" through major cities. Combined, U.S. 101, I-280 and El Camino Real serve nearly 500,000 vehicles per day. These routes includes lateral connections at Interstate 380 and State Route 92, portions of which is part of the San Mateo Bridge that links to the East Bay. San Francisco International Airport is located along this corridor, and the corridor is served by commuter rail (Caltrain), BART, and local and express buses.

The project will integrate freeway and arterial operations, share information between Caltrans and local agencies operating the arterial network, establish coordinated activities between traffic management and emergency response and enhance transit service. Project components may include a sub-regional transportation management center, closed circuit television cameras, adaptive ramp metering, route guidance systems, emergency vehicle pre-emption, transit priority and smart parking facilities. The project, which will open in 2009, is expected to increase average freeway and arterial speed by 15 percent and decrease incidents by 10 percent. Transit travel times are expected to decrease by 25 percent.

This project is listed as part of the San Francisco Bay Area Urban Partnership Program proposed by the Metropolitan Transportation Commission (MTC) under the Multi-Modal Operations for Congestion Management element.

The C/CAG (City/County Association of Government) for San Mateo County will be the lead agency for this project. C/CAG is a Joint Powers Agency composed of the County of San Mateo and all twenty cities within the County. Acting as the Congestion Management Agency, C/CAG is involved in planning, funding, and programming for transportation related projects and programs for the County. Jurisdictions within San Mateo County includes:

- County of San Mateo, Town of Atherton*, City of Belmont*, City of Brisbane*, City of Burlingame*, Town of Colma*, City of Daly City*, City of East Palo Alto*, City of Foster City*, City of Half Moon Bay, Town of Hillsborough, City of Menlo Park*, City of Millbrae*, City of Pacifica, Town of Portola Valley, City of Redwood City*, City of San Bruno*, City of San Carlos*, City of San Mateo*, City of South San Francisco*, and the City of Woodside

Cities identified with an asterisk (*) are located adjacent to the US 101 and/or Interstate 280 corridor and are active partner agencies for this project. The Public Works, Fire, and Police Departments are involved in the Incident Management Committee and will provide technical oversight to the development of the project. Each jurisdiction will be responsible for the operations and maintenance of their respective infrastructure.

Other participating agencies which are also part of the Incident Management Committee and will be actively involved with the project includes the following:

- San Mateo County Transportation Authority (SMCTA)
- San Mateo County Transit District (SamTrans)
- California Department of Transportation (Caltrans)
- California Highway Patrol (CHP)
- San Mateo County Office of Emergency (OES)
- San Francisco International Airport (SFO)
- Metropolitan Transportation Commission (MTC)

The above agencies and jurisdictions, as part of the Incident Management Committee, will oversee the project implementation and operational testing activities. The Committee reports to the Congestion Management Program Technical Advisory Committee (CMP TAC). The CMP TAC is comprised of Public Works Directors, City Engineers, and City Planners from jurisdictions within San Mateo County.

Per the San Mateo County Intelligent Transportation System (ITS) Strategic Plan, C/CAG is currently developing the Incident Management - Alternative Routes Plan for US 101 and portions of Interstate 280. The Traffic Incident Management Plan focuses on establishing alternate routes for the US 101 and Interstate 280 corridor in instances of a major traffic incident occurrence. These routes will be utilized for the duration of the traffic incident and until the freeway segment is reopened to traffic. The implemented plan will improve the ability of local transportation and emergency services agencies to exchange information and coordinate effectively to detect and respond to traffic incidents, which will lower incident clearance times and decrease the time it takes restore traffic services.

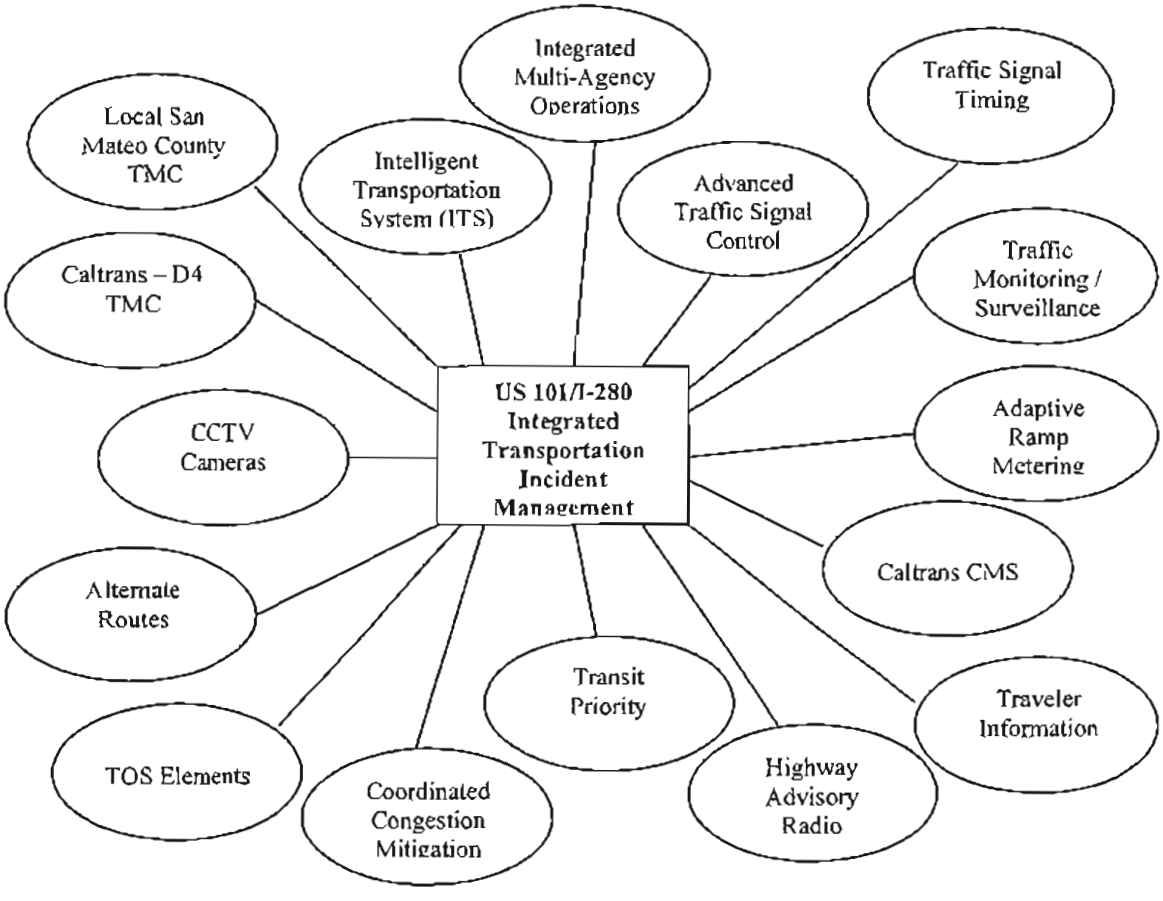
In addition to the alternate routes, the completed Plan will also identify an integrated solution for capital improvement elements and establishing near-term and long-term ITS related capital improvement project opportunities that will enhance inter-jurisdictional traffic system coordination and operations. ITS infrastructure field elements will include CCTV cameras, regional transportation management center, route guidance signage, emergency vehicle preemption and others. These elements will improve and enhance the operations of implemented alternative routes, identifying potential ITS infrastructure projects, describing the type, location, and overall systems integration opportunities. Associated with the alternative route plan will be the development of performance criteria to measure the effectiveness of the established objectives, benefits and training materials.

Under the ITS umbrella is the development of the Incident Management Plan. Selective elements/components of the Plan will include new technologies that incorporate current acceptable arterial management applications and innovative new technology together to address a wide spectrum of issues to create a unified and effective system for mitigating and managing traffic congestion, traffic incidents, and air quality. By incorporation a systematic approach to the management of various transportation modes with and defined

corridor, we hope to increase interagency in a unified manner to develop an implement an effective program such as an advance traffic management system.

Emerging/advanced technologies that will be considered to solve congestion problem will includes the following ITS congestion mitigation technologies that will be integrated and operationally tested.

Project Components



Elements of the project includes implementation of the following infrastructure and systems:

Elements	Description
CCTV Camera Deployment	Consistent with Strategic Plan to deploy CCTV cameras at key locations
Traffic Signal Interconnect	Interconnect signals for remote access and control
Adaptive Ramp Metering	System that uses real-time traffic demand to proactively operate ramp meters and create a balanced approach to traffic management for freeways and arterials
Web-based Traveler Information (local, integrate with 511)	Similar to East Bay SMART Corridors, provide integrated traveler information for local arterials as well as adjacent freeway
Bus Rapid Transit (BRT)/Rapid Bus	Includes deployment of transit priority and a system to provide a rapid transit system along El Camino Real, may include dedicated right-of-way
Transportation Management Center (TMC)	Centralized management facility for monitoring and managing traffic flow throughout the County, system would be integrated with Bay Area Center-to-Center network and provide coordinated management with emergency operations
BRT Master Plan	Plan to define BRT concept, goals/objectives, functional requirements, O&M parameters, and funding for BRT system
Security Master Plan	Plan to define security concepts, goals/objectives, functional requirements, integration, O&M parameters, stakeholders, and funding for security near airport, water reservoirs, and other key facilities
Parking Master Plan	Plan to define concepts, goals/objective, functional requirements, system applications, O&M parameters, stakeholders, and funding for a parking management system
TMC Master Plan	Plan to define TMC concepts, goals/objectives, functional requirements, O&M parameters, stakeholders, number of TMCs, and funding for a TMC

The proposed timeline for implementing the ITS congestion mitigation technologies for the US 101 / Interstate 280 Transportation Incident Management Project are divided into defined tasks including with the development of the Systems Engineering Management Plan, conceptual designs, project design and construction phases, and system integration and enhancements. The tasks are identified as follows:

No	Task	Start	End	Deliverables	Results after deployed
1	Systems Engineering	Oct-07	Mar-08	SEMP, Concept of Operations	Project Framework
2	Conceptual Design (30%)	Apr-08	Jun-08	30% PS&E, communications schematic	Design consensus and initiated PS&E
3	PS&E (Field elements and communications network)	Jul-08	Mar-09	PS&E	Completed design of PS&E
4	Project Construction	Feb-09	Apr-10	Field Equipment Deployment	System of ITS field elements
5	System Integration	Feb-10	Jul-10	Software Development	Integrated System
6	System Operational Enhancements	Jul-10	Sep-10	Signal Timing Modifications, Transit Service Enhancements	Enhanced Transit, Traffic, and Emergency Operations

The monitoring and evaluation efforts for the operational testing projects will commence during the system integration phases and will include data collection and analysis plans for monitoring the system before the program is implemented. Once the systems integration is completed, testing will commence through established performance measures, scenario based training, and monitoring actual and transportation incidents. Monitoring and documentation of the program and performance measures will be on-going as part of the implemented performance measures.

C/CAG's Incident Management – Alternative Route Plan, currently underway, have created a subcommittee to the C/CAG Technical Advisory Committee, named the Incident Management Committee (IMC). The IMC includes the public works, fire, and police departments from the participating cities. In addition, other members include the Caltrans Operations and Traffic Management divisions, CHP, MTC, and the County OES. This coordination effort demonstrates that the stakeholders' cooperation and commitments to this addressing incident management, congestion management issues and implementing integrated ITS solutions to mitigate congestion.

Project Oversight Committee Structure

City/County Association of Governments (C/CAG) Board of Directors

Congestion Management Program (CMP) Technical Advisory Committee

Incident Management Committee

Agencies

- California Department of Transportation (Caltrans)
- California Highway Patrol (CHP)
- San Mateo County Office of Emergency (OES)
- San Francisco International Airport (SFO)
- Metropolitan Transportation Commission (MTC)
- San Mateo County Transportation Authority (SMCTA)
- San Mateo County Transit District (SamTrans)

Jurisdictions (Public Works, Fire, and Police Departments)

- County of San Mateo
- Town of Atherton
- City of Belmont
- City of Brisbane
- City of Burlingame
- Town of Colma
- City of Daly City
- City of East Palo Alto
- City of Foster City
- City of Menlo Park
- City of Millbrae
- City of Redwood City
- City of San Bruno
- City of San Carlos
- City of San Mateo
- City of South San Francisco

(Jurisdictions listed above are adjacent to US 101 and/or Interstate 280. Other jurisdictions participates on an as need basis)

Through legislation C/CAG has implemented a Vehicle Registration Fee Program (AB1546) authorizing a four-dollar vehicle license fees in San Mateo County to provide funding for congestion management and storm water pollution prevention. The program was implemented in July 2005. We are currently requesting the reauthorization of the Bill to extend the funding an additional ten years. C/CAG has successfully developed and implemented programs to address congestion management on a Countywide bases and at the local jurisdiction levels. Countywide programs implementation includes and implementation of Intelligent Transportation Systems (ITS) components including Incident Management, upgrading of signal controllers and video detection systems. Local programs benefiting individual local jurisdictions includes the deployment of ITS, improving roadway operations, and also replacing and upgrading traffic signal equipments.

Congestion Management Programs	Performance Measure
Cities and County programs for traffic congestion management programs includes the following projects:	
• Local shuttles/transportation	Number of passengers transported.
• Road resurfacing/reconstruction	Miles/fraction of miles of roads improved.
• Deployment of Local Intelligent Transportation Systems (ITS)	Number of ITS components installed/ implemented.
• Roadway operations such as: • Restriping • Signal timing, coordination, etc. • Signage	Miles/fraction of miles of roads improved.
• Replacement and/or upgrading of traffic signal hardware / software	Number of units replaced and/or upgraded.
Countywide Programs includes the following projects:	
• Traffic Incident Management Implementation • Signal controller upgrades to replace older controller cabinets with the new Model 2070 or comparable model • Video detection system upgrade is the installation of new Closed Circuit Television (CCTV) cameras on signal heads to replace the in-pavement detection loops.	

This project is located in San Mateo County under the following Congressional Districts:

- 12th Congressional District – Congressman Tom Lantos
- 14th Congressional District – Congresswoman Anna G. Eshoo

The proposed management and staffing plans are as follows:

- Richard Napier, Executive Director
- Sandy Wong, Deputy Director
- John Hoang, Project Manager

The Point of Contact for this project is indicated as follows:

Name: John Hoang
Title: Project Manager
E-mail: jhoang@co.sanmateo.ca.us
Phone: 650-363-4105

II. Operational Testing Value

The US 101 / I-280 Integrated Transportation Incident Management project involves the deployment and integration of ITS elements in such a way that the transportation agencies and emergency responders can proactively manage recurring and non-recurring congestion experienced throughout San Mateo County. With the addition of an ITS network and the orientation of the existing roadway network will make it possible for the transportation and emergency stakeholders to strategically coordinate in a way that will allow for effective rerouting or traffic around incidents, creating a more reliable transit network, and accurately advising drivers of traffic conditions.

The US 101 / I-280 Integrated Transportation Incident Management project has the potential of using ITS technology to solve the congestion problems within San Mateo County. Here are some of the potential measures that will be achieved by this project:

- When a major incident occurs on the freeway, an alternate traffic route will be designated. The route will be highlighted by LED route guidance signs located at each decision point along the alternate route. These will be used in conjunction with Caltrans' Changeable Message Signs to keep freeway traffic moving through the corridor.
- Adaptive Ramp Metering implemented at existing ramp meters will create a proactive approach to metering operations. The ramp metering will adapt to meet historical traffic conditions rather than react to changing conditions.
- A Rapid Bus corridor will be developed along El Camino Real, the major parallel arterial to US 101 and the Caltrain rail corridor. This will allow SamTrans buses to maintain a more accurate schedule by utilizing transit priority at traffic signals and queue jumper lanes at major intersections.
- There are many small municipalities within San Mateo County. All of them have needs for better traffic management but do not have the resources or funding. A Regional Transportation Management Center (TMC) will provide a central facility for transportation stakeholders to strategically manage traffic throughout San Mateo County in a coordinated approach.
- The Regional TMC will be integrated with Emergency Operations Centers through the County and will have the ability to share data and video between facilities. This will create a reduction in response time to incidents and will also improve the identification and management of incidents and incident traffic through viewing of CCTV cameras on the freeways and arterials.

The stakeholders within San Mateo County have established a partnership for enhancing coordinated incident management activities through the use of ITS elements that are part of the Integrated Transportation Incident Management project. The stakeholders have also identified other system enhancements that have the potential to drastically improve the traffic flow throughout the County. The congestion mitigation strategies being deployed on this project are described below:

- Increase transit capacity by deploying a transit priority and rapid bus system for improving transit performance along El Camino Real.
- Increase traffic throughput and reduce travel time during incidents by actively utilizing a route guidance system to direct traffic off of the freeway and onto an arterial route to bypass a freeway incident.
- Improve response time of emergency vehicles to an incident by equipping emergency responders with traffic conditions and route information that could impact time-to-respond.
- Deploy management strategies for managing traffic flow during freeway incidents.
- Equip transportation agencies to proactively manage special event traffic from a regional transportation management center.
- Implement adaptive ramp metering to maximize the traffic flow on the freeway.

All of the components described in this project will function together as a cohesive system in order to provide full benefits to the users of the transportation network. While some of the ITS elements have demonstrated success in relieving congestion elsewhere, individual elements cannot be fully successful unless they function within a system. The Integrated Transportation Incident Management project will integrate operations and operational strategies function as a complete system.

Beginning at the Regional TMC, this facility will have staff monitoring conditions along the major freeway and arterial routes using CCTV cameras. The Regional TMC will be integrated into the Bay Area Center-to-Center network to communicate with the Caltrans District 4 TMC, San Francisco SFgo TMC, and Silicon Valley Smart Corridors TMC to share data and video between TMCs. District 4 will be in close contact as Changeable Message Signs are activated to provide en route traveler information; while San Francisco and Silicon Valley are adjacent to San Mateo County and share many regional routes. Coordination between these systems will be essential to providing seamless coordination along regional corridors such as US 101, Interstate 280, and El Camino Real.

A typical freeway incident scenario would involve the following coordination that would be achieved by this project:

- Local transportation agency to activate route guidance signs along alternate route.
- Local transportation agency coordinates with Caltrans to activate appropriate changeable message signs to alert drivers of incident and alternate route.
- Caltrans and local transportation agencies monitor traffic on freeway and alternate route to adjust management as necessary.
- Local transportation agencies coordinate with local police and fire to respond to incidents and station personnel at strategic locations along alternate routes.
- For long duration incidents, transportation and public safety agencies would collocate at Regional TMC to function as an Emergency Operations Center.

The innovative solutions on this project relate to the integration of transportation management with emergency operations. The emergency responders will be equipped with in-vehicle access to CCTV camera video to proactively monitor emergency route conditions. Alternate emergency routes can be immediately identified.

Route guidance signs used during incidents or special events will provide drivers with a clearly identified alternate route to bypass and incident. Drivers will identify the alternate route with a route guidance sign located at an exit ramp. Signs are located at all decision points along the alternate route until the drivers are routed back to the freeway downstream from the incident. For severe incidents (freeway closed more than 4 hours), alternate routes will be more substantial diversions and include lateral freeway segments between US 101 and Interstate 280.

Local traffic will also benefit from route guidance signs. Signs will be placed at locations approaching the alternate route to alert drivers of an activated alternate route. This will capture and reroute drivers before reaching an incident on the freeway.

Adaptive ramp metering will optimize the traffic flow entering the freeway. This system will proactively anticipate changes in traffic flow to provide balance in queuing and impacts to flow on the freeways and arterials. San Mateo County has already implemented ramp metering along most of US 101 and Interstate 280. Adding adaptive ramp metering capabilities will enhance the value of ramp metering along these corridors.

San Mateo County is uniquely situated between two other metropolitan counties. The County is home to the San Francisco International Airport (SFO). There are two major freeway corridors and one major arterial that runs the length of the County and into adjacent San Francisco County and Santa Clara County. There are lateral freeways that connect all of the major corridors. Transportation agencies and public safety agencies are developing an integrated network for enhanced coordination and response. All of these characteristics and the improvements realized by developing the Integrated Transportation Incident Management system will benefit other metropolitan areas by:

- Creating a central facility (Regional TMC) that will manage freeway and arterial traffic conditions and communicate with other Regional and State TMCs.
- Demonstrating how a route guidance system can proactively improve traffic throughput and decrease driving times.
- Equipping emergency responders with real-time congestion information to reduce response time to incidents.
- Enabling transportation agencies to coordinate with airport operations at SFO for ingress and egress traffic.
- Enabling San Mateo County with direct coordination with the San Francisco and San Jose areas during emergency evacuation procedures.
- Enabling transportation agencies to coordinate with emergency responders to manage incidents and incident congestion more effectively.

PART III: Budget

Budget itemized by task, phase and funding year

No	Task	Cost	Year 1			Year 2			Year 3		
			FY 07/08			FY 08/09			FY 09/10		
			TOTAL	Federal	Local	TOTAL	Federal	Local	TOTAL	Federal	Local
1	Systems Engineering	$ 600,000	$ 600,000	$ 480,000	$ 120,000						
2	Conceptual Design (30%)	$ 600,000	$ 600,000	$ 480,000	$ 120,000						
3	PS&E (Field elements and communications network)	$ 800,000	$ 300,000	$ 240,000	$ 60,000	$ 500,000	$ 400,000	$ 100,000			
4	Project Construction	$ 6,000,000				$ 4,000,000	$ 3,200,000	$ 800,000	$ 2,000,000	$ 1,600,000	$ 400,000
5	System Integration	$ 1,000,000							$ 1,000,000	$ 800,000	$ 200,000
6	System Operational Enhancements	$ 1,000,000							$ 1,000,000	$ 800,000	$ 200,000
	TOTAL	$ 10,000,000	$ 1,500,000	$ 1,200,000	$ 300,000	$ 4,500,000	$ 3,600,000	$ 900,000	$ 4,000,000	$ 3,200,000	$ 800,000

Finance and revenue plan

Revenue	Total	Year 1	Year 2	Year 3
Federal	$ 8,000,000	$ 1,200,000	$ 3,600,000	$ 3,200,000
Local (Non-Federal)	$ 2,000,000	$ 300,000	$ 900,000	$ 800,000
In-Kind		$ 100,000	$ 100,000	$ 100,000
AB1546		$ 100,000	$ 300,000	$ 200,000
Congestion Relief Plan		$ 50,000	$ 250,000	$ 300,000
Congestion Mgt Prgm		$ 50,000	$ 100,000	$ 100,000
Other			$ 150,000	$ 100,000
TOTAL	$ 10,000,000	$ 1,500,000	$ 4,500,000	$ 4,000,000

Estimated cost

Expenditures	Total	Year 1	Year 2	Year 3
Personnel	$ 300,000	$ 100,000	$ 100,000	$ 100,000
Professional Services	$ 2,300,000	$ 1,400,000	$ 450,000	$ 450,000
Construction Services	$ 700,000		$ 350,000	$ 350,000
Capital Cost				
Regional TMC	$ 1,000,000		$ 1,000,000	
CCTV Cameras	$ 1,800,000		$ 1,400,000	$ 400,000
HAR	$ 150,000		$ 150,000	
CMS	$ 1,000,000		$ 1,000,000	
Route Guidance Signs	$ 1,400,000			$ 1,400,000
EVP	$ 500,000			$ 500,000
Communication Infr.	$ 700,000			$ 700,000
Operating Cost	$ 150,000		$ 50,000	$ 100,000
TOTAL	**$ 10,000,000**	**$ 1,500,000**	**$ 4,500,000**	**$ 4,000,000**

The City/County Association of Government's (C/CAG) DUNS number is **015616030**
C/CAG has completed an A-133 Single Audit in the past.

C/CAG AGENDA REPORT

Date: May 10, 2007

To: C/CAG Board of Directors

From: Richard Napier

Subject: Review and approval of the Transportation Fund for Clean Air (TFCA) Program Audit for specified projects for the period July 1, 2000 through June 30, 2006.

(For further information or questions contact Tom Madalena at 599-1460)

RECOMMENDATION

That the C/CAG Board review and approve the Transportation Fund for Clean Air (TFCA) Program audit in accordance with staff recommendation.

FISCAL IMPACT

None

SOURCE OF FUNDS

The Bay Area Air Quality Management District (Air District) is authorized under Health and Safety code Section 44223 and 44225 to levy a fee on motor vehicles. Funds generated by the fee are referred to as the Transportation Fund for Clean Air (TFCA) funds and are used to implement projects to reduce air pollution from motor vehicles. Health and Safety Code Section 44241(d) stipulates that forty percent (40%) of funds generated within a county where the fee is in effect shall be allocated by the Air District to one or more public agencies designated to receive the funds, and for San Mateo County, C/CAG has been designated as the overall Program Manager to receive the funds.

BACKGROUND/DISCUSSION

As the Program Manager for the TFCA funds, C/CAG is responsible for the management and oversight of the funds at the County level. As a result, C/CAG goes through periodic independent audits to confirm that the oversight and management has been satisfactory. We recently went through an audit and the findings of that audit are presented in the attached Independent Auditor's Reports and Schedule of Expenditures of Program Manager Fund Projects. The audit was conducted for specified projects for the period from July 1, 2000 through June 30, 2006.

ITEM 4.5

The audit did have one finding in relation to the Annual Report that is required by the Bay Area Air Quality Management District. In fiscal year 2002/2003 the annual report was submitted three days

late. It should be noted that this finding was discovered and reported during the last audit in 2004. C/CAG recognized this finding during the last audit and has since taken steps ensure that it does not happen again. There were no other findings discovered during the audit.

ATTACHMENTS

- TFCA Independent Auditor's Reports and Schedule of Expenditures of Program Manager Fund Projects

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

Transportation Fund for Clean Air Program Manager Fund

Independent Auditor's Reports and
Schedule of Expenditures of Program Manager Fund Projects

For Specified Projects Conducted for the Period from July 1, 2000 through June 30, 2006

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

Transportation Fund for Clean Air Program Manager Fund

For Specified Projects Conducted for the Period from
July 1, 2000 through June 30, 2006

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

Board of Directors
Bay Area Air Quality Management District
San Francisco, California

INDEPENDENT AUDITOR'S REPORT

We have audited the accompanying Schedule of Expenditures of Program Manager Fund Projects (financial statement) of the City/County Association of Governments of San Mateo County's (C/CAG) Transportation Fund for Clean Air (TFCA) Program for specified projects conducted for the period from July 1, 2000 through June 30, 2006. This financial statement is the responsibility of C/CAG's management. Our responsibility is to express an opinion on this financial statement based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of C/CAG's internal control over reporting as it pertains to the TFCA Program. Accordingly, we express no such opinion. An audit also includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement, assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The financial statement was prepared to present the activities of C/CAG's TFCA Program, as described in Note A, and does not purport to, and does not, present fairly the changes in C/CAG's financial position for the period from July 1, 2000 through June 30, 2006 in conformity with accounting principles generally accepted in the United States of America.

In our opinion, the financial statement referred to in the first paragraph presents fairly, in all material respects, the expenditures of Program Manager Fund projects of C/CAG's TFCA Program for specified projects conducted for the period from July 1, 2000 through June 30, 2006, in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report, starting on page 6, dated March 16, 2007, on our consideration of C/CAG's internal control over financial reporting pertaining to the TFCA Program and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Macias Gini & O'Connell LLP

Certified Public Accountants
Walnut Creek, California

March 16, 2007

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

Transportation Fund For Clean Air Program Manager Fund

Schedule of Expenditures of Program Manager Fund Projects

For Specified Projects Conducted for the Period from
July 1, 2000 through June 30, 2006

Sponsor Project Description	Project Number	Project Allocation (Original)	Project Allocation (Final)	Project Expenditures	Project Status	Project Completion Date*
City of Menlo Park						
Non-Peak Shuttle	00SM04	$ 30,000	$ 30,000	$ 30,000	Completed	6/30/2001
Dumbarton Express Shuttle	00SM05	32,000	32,000	32,000	Completed	6/30/2001
Sand Hill Shuttle	00SM07	27,370	27,370	21,911	Completed	6/30/2001
Off-Peak Shuttle	01SM03	30,000	30,000	30,000	Completed	6/30/2002
Non-Peak Shuttle	02SM02	30,732	30,000	30,000	Completed	6/30/2003
Mid-Day Shuttle	03SM02	30,732	30,732	30,732	Completed	6/30/2004
Mid-Day Shuttle	04SM01	35,000	35,000	35,000	Completed	6/30/2005
City of San Mateo						
Free Commuter Shuttle	00SM02	32,500	32,500	32,500	Completed	6/30/2001
Peninsula Congestion Relief Alliance						
Countywide Rideshare Program	00SM01	293,210	293,210	293,210	Completed	6/30/2001
Voluntary Trip Reduction Program	02SM03	310,767	310,767	310,767	Completed	6/30/2003
Voluntary Trip Reduction Program	03SM03	736,464	736,464	736,464	Completed	6/30/2004
Voluntary Trip Reduction Program	04SM02	350,000	350,000	350,000	Completed	6/30/2005
San Mateo County Transit District (SamTrans)						
SamTrans Shuttles to BART	02SM01	428,353	428,353	428,353	Completed	6/30/2003
SamTrans Shuttle Bus Program	03SM01	471,544	471,544	471,544	Completed	6/30/2004
SamTrans Shuttle Bus Program	04SM03	495,000	495,000	495,000	Completed	6/30/2005
SamTrans/Peninsula Congestion Relief Alliance						
SamTrans Shuttle Bus Program and TDM/TSM Program	01SM01	775,578	775,578	775,578	Completed	6/30/2002
Totals		$ 4,109,250	$ 4,108,518	$ 4,103,059		

NOTES:

- Amounts with dashes ("-") represent zero amounts.
* The project completion dates report the "construction completion dates", which represents the final date that TFCA Project expenditures are eligible for reimbursement.

The accompanying notes are an integral part of this financial statement.

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

Transportation Fund for Clean Air Program Manager Fund

Notes to the Schedule of Expenditures of Program Manager Fund Projects

For Specified Projects Conducted for the Period from
July 1, 2000 through June 30, 2006

NOTE A - PROGRAM DESCRIPTION

The California Health and Safety Code Sections 44223 and 44225 authorize a surcharge on the motor vehicle registration fee (surcharge) to be used by the Bay Area Air Quality Management District (the Air District) and local governments specifically for programs to reduce air pollution from motor vehicles. The Department of Motor Vehicles collects the surcharge and subvenes the amounts to the Air District. The Air District administers these funds through the Transportation Fund for Clean Air (TFCA) Program. Under the TFCA Program, money is allocated to two funds: (1) 60% is placed in the Regional Fund and allocated to entities on a competitive basis by the Air District and (2) 40% is placed in the Program Manager Fund and allocated to designated agencies (known as Program Managers). Program Managers are responsible for allocating funds to eligible agencies within a specific geographic area. For the subject period, allowable projects under Health and Safety Code Section 44241 included the following:

- Ridesharing programs
- Purchase or lease of clean fuel buses for school and transit operators
- Feeder or shuttle bus service to rail and ferry stations and airports
- Arterial traffic management
- Demonstrations in congestion pricing of highways, bridges and public transit
- Rail-bus integration and regional transit information systems
- Low-emission vehicle based projects
- Bicycle facility improvement projects
- Physical improvements that support "Smart Growth" projects

Relationship to C/CAG's Basic Financial Statements

The City/County Association of Governments of San Mateo County (C/CAG) is the designated Program Manager for C/CAG of San Mateo and maintains a separate sub-ledger within a special revenue fund to account for activities of the TFCA Program. Accordingly, the TFCA Program was included in a special revenue fund of C/CAG's basic financial statements.

The schedule of expenditures of Program Manager Fund projects (the Schedule) represents only the activities of C/CAG's TFCA Program and is not intended to present fairly the financial position and changes in financial position of C/CAG in conformity with accounting principles generally accepted in the United States of America.

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

Transportation Fund for Clean Air Program Manager Fund

Notes to the Schedule of Expenditures of Program Manager Projects

For Specified Projects Conducted for the Period from
July 1, 2000 through June 30, 2006

NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies mentioned below reflect accounting policies and practices unique to either state and local governments or C/CAG's TFCA Program Manager Fund.

Program Manager Projects

The Schedule reports on certain TFCA projects selected by the Air District for audit. The Schedule covers TFCA Program expenditures for specified projects conducted for the period from July 1, 2000 through June 30, 2006.

Basis of Accounting

The expenditures of the TFCA Program are accounted for in a special revenue fund using the modified accrual basis of accounting. Under this basis of accounting, revenues are recorded when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred.

Investment Pool

C/CAG's investment policy allows it to invest in the State's Local Agency Investment Fund (LAIF). Therefore, C/CAG management has directed the City of San Carlos to invest all TFCA Program cash deposits with LAIF. On June 30, 2006, C/CAG's investment with LAIF was $735,434. However, the value of the pool shares in LAIF that may be withdrawn is determined on an amortized cost basis, which is different than the fair value of C/CAG's position in the pool. Investment in LAIF is reported at fair value.

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916.928.4500

2175 N California Boulevard, Suite 645
Walnut Creek, CA 94596
925.274.0190

515 S Figueroa Street, Suite 325
Los Angeles, CA 90071
213.286.6400

402 West Broadway, Suite 400
San Diego, CA 92101
619.573.1112

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

Board of Directors
Bay Area Air Quality Management District
San Francisco, California

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF A FINANCIAL SCHEDULE PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS AND REQUIREMENTS OF SECTION 44241 OF THE CALIFORNIA HEALTH AND SAFETY CODE

We have audited the Schedule of Expenditures of Program Manager Fund Projects (financial statement) of the City/County Association of Governments of San Mateo County's (C/CAG) Transportation Fund for Clean Air (TFCA) Program for specified projects conducted for the period from July 1, 2000 through June 30, 2006, and have issued our report thereon dated March 16, 2007. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered C/CAG's internal control over the TFCA Program's financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statement and not to provide an opinion on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

Compliance and Other Matters

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

This report is intended for the information and use of the Board of Directors and management of the Bay Area Air Quality Management District and C/CAG and is not intended to be and should not be used by anyone other than these specified parties.

Macias Gini & O'Connell LLP
Certified Public Accountants
Walnut Creek, California

March 16, 2007

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
Transportation Fund for Clean Air Program Manager Fund

Schedule of Findings and Recommendations

For Specified Projects Conducted for the Period from
July 1, 2000 through June 30, 2006

Finding 2006-1
ANNUAL REPORT

According to the funding agreement between the Bay Area Air Quality Management District (the Air District) and C/CAG, C/CAG is required to submit a report to the Air District within four months of the end of each fiscal year. During our compliance audit, we noted that the annual report for fiscal year 2002/03 was submitted 3 days late (Note: Since that year all Annual Reports have been submitted on time).

Recommendation:

We recommend C/CAG develop procedures to ensure the annual reports are filed in a timely manner or obtain written approval for an extension from the Air District.

Management Response:

C/CAG concurs with the finding. C/CAG will initiate the annual report process in September in order to meet the Air District's deadline.

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

Transportation Fund for Clean Air Program Manager Fund

Status of Prior Year Findings and Recommendations

For Specified Projects Conducted for the Period from
July 1, 2000 through June 30, 2006

The status of prior year findings and recommendations is presented to assist in evaluating whether C/CAG has taken appropriate corrective action to address findings and recommendations from previous audits.

Finding 2002-1

C/CAG, submitted its annual report after the deadline set by the Bay Area Air Quality Management District.

Status:

See Finding 2006-1.

C/CAG AGENDA REPORT

Date: May 10, 2007

To: City/County Association of Governments Board of Directors

From: Richard Napier, C/CAG Executive Director

Subject: Review and Approval of Resolution 07-13 authorizing the C/CAG Chair to execute a Funding Agreement with SamTrans for an amount not to exceed $60,000 and Resolution 07-14 authorizing the C/CAG Chair to execute a Funding Agreement with the Metropolitan Transportation Commission (MTC) for an amount not to exceed $60,000 for Community Based Transportation Planning Services.

(For further information contact Richard Napier at 599-1420)

RECOMMENDATION

Review and Approval of

1. Resolution 07-13 authorizing the C/CAG Chair to execute a Funding Agreement with the San Mateo County Transit District (SamTrans) for an amount not to exceed $60,000 and
2. Resolution 07-14 authorizing the C/CAG Chair to execute a Funding Agreement with the Metropolitan Transportation Commission (MTC) for an amount not to exceed $60,000 for Community Based Transportation Planning Services..

FISCAL IMPACT

None.

SOURCE OF FUNDS

Per attached agreement, funds to prepare a CBTP will be provided through the MTC Community Based Transportation Plan (CBTP) Program.

BACKGROUND/DISCUSSION

In 2001, MTC identified several Areas of Concern in the Bay Area. Three of these areas of concern are located in San Mateo County. An Area of Concern is one in which there is a population of low-income ($25,000 or less/year) residents. East Palo Alto, Daly City and the San Bruno/ South San Francisco each have an Area of Concern.

ITEM 4.6

With the assistance of SamTrans, East Palo Alto completed their CBTP plan in 2004 and the City of East Palo Alto approved it in 2005. The CBTP is a planning tool which helps low income communities develop strategies to bridge gaps in transportation needs.

As a direct result of the East Palo Alto CBTP, the city was eligible for Low Income Flexible Transportation Program (LIFT) which funded these programs[1]:

Cycle 1 Funding:

Sponsor	Project	Description	Amount Funded	Duration
San Mateo Human Service Agency	East Palo Shuttle and Mobility Manager	Fixed Route & Mobility Manager	$120,670	7/1/02 – 7/1/04

Cycle 2 Funding:

Samtrans (San Mateo County)	East Palo Alto Express Service	Fixed Route	$580,808	1/1/04-12/31/06

As the Congestion Management Agency for San Mateo, C/CAG was requested by MTC to administer a similar program for the City of Daly City's Area of Concern. C/CAG staff has discussed the possibility of preparing a CBTP with SamTrans based upon their successful experience with East Palo Alto and their key role in bridging any transit gaps identified by the CBTP process. SamTrans staff has agreed to prepare a CBTP for an amount not to exceed $60,000. See Attachment A.

Meanwhile, funding for this program will be provided through MTC contingent upon approval of final deliverables as identified in Attachment B.

ATTACHMENTS

- Resolution 07-13
- Attachment A Funding Agreement Between SamTrans and C/CAG
- Resolution 07-14
- Attachment B Funding Agreement Between MTC and C/CAG

[1] http://www.mtc.ca.gov/planning/lifeline/lift.htm

RESOLUTION 07-13

* * * * * * * * * * * *

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE A FUNDING AGREEMENT WITH THE SAN MATEO COUNTY TRANSIT DISTRICT (SAMTRANS) FOR COMMUNITY-BASED TRANSPORTATION PLANNING SERVICES FOR AN AMOUNT NOT TO EXCEED $60,000.

* * * * * * * * * * * * * * * * *

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

WHEREAS, the Metropolitan Transportation Commission (MTC) has implemented the Community Based Transportation Planning Program to look at transportation needs in economically disadvantaged communities, and

WHEREAS, the Metropolitan Transportation Commission recognizes the need to consider this at the County level and wishes to involve the Congestion Management Agency (C/CAG) and the local transit operator (SamTrans), and

WHEREAS, C/CAG and SamTrans wish to work with the City of Daly City to develop a Community Based Transportation Plan for the City of Daly City, and

WHEREAS, SamTrans will provide the primary services for the Community Based Transportation Planning pilot project, and

WHEREAS, C/CAG will support SamTrans in this effort, and

WHEREAS, C/CAG wishes to contract with SamTrans for services to implement a Community-Based Transportation Plan,

NOW, THEREFORE, BE IT RESOLVED that the Chair of the Board of Directors of C/CAG is hereby authorized and directed to execute an agreement with the San Mateo County Transit District for Community-Based Transportation Planning Services for an amount not to exceed $60,000. This agreement is subject to approval as to form by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED THIS 10th DAY OF May 2007.

_____

Deborah C. Gordon, C/CAG Chair

FUNDING AGREEMENT
SAN MATEO COUNTY TRANSIT DISTRICT
AND CITY/COUNTY ASSOCIATION OF GOVERNMENTS
FOR COMMUNITY BASED TRANSPORTATION PLANNING SERVICES

THIS AGREEMENT is entered into as of the 10th day of May, 2007, by and between the San Mateo County Transit District, a public agency (SamTrans) and the City/ Association of Governments (C/CAG), a public joint powers agency.

WITNESSETH

WHEREAS, the Metropolitan Transportation Commission has implemented the Community Based Transportation Planning Program to look at transportation needs in economically disadvantaged communities, and

WHEREAS, the Metropolitan Transportation Commission recognizes the need to consider this at the County level and wishes to involve the Congestion Management Agency (C/CAG) and the local transit operator (SamTrans), and

WHEREAS, C/CAG and SamTrans wish to work with the City of Daly City to develop a Community Based Transportation Plan, and

WHEREAS, SamTrans will provide the primary services for the Community Based Transportation Planning project,

NOW, THEREFORE, the parties hereto agree as follows:

1. SCOPE OF SERVICES

SamTrans agrees to perform the tasks outlined in Attachment A, Community-Based, Transportation Plan-City of Daly City, Scope of Work.

C/CAG will provide general support as necessary to assist SamTrans in these tasks.

2. TIME OF PERFORMANCE

The services funded by this agreement shall commence on or after a Notice to Proceed has been issued by C/CAG to SamTrans and shall be completed by June 30, 2008, unless earlier terminated as hereinafter provided. Either party may terminate the Agreement without cause by providing thirty (30) days advanced written notice to the other.

3. FUNDING AND METHOD OF PAYMENT

a. C/CAG agrees to pay SamTrans up to $60,000 for the purpose of funding these services described in Exhibit A, Scope of Work.
b. SamTrans shall submit billings, accompanied by the activity reports and by invoices issued by consultants as proof that services were rendered and paid for by SamTrans. Upon receipt of the monthly invoice and its accompanying documentation, C/CAG shall pay the amount claimed under this agreement within thirty (30) days of receipt of the invoice
c. Subject only to duly executed amendments, it is expressly understood and agreed that in no event will the total funding commitment under this agreement exceed the sum of $60,000, unless revised in writing by C/CAG.
d. C/CAG's obligations under this agreement are contingent upon its execution of a funding agreement with MTC for this project.

4. AMENDMENTS

Any changes in the services to be performed under this Agreement shall be incorporated in written amendments, which shall specify the changes in work performed and any adjustments in compensation and schedule. All amendments shall be executed by the C/CAG Executive Director or a designated representative, and the SamTrans General Manager/CEO or a designated representative. No claim for additional compensation or extension of time shall be recognized unless contained in a duly executed amendment.

5. NOTICES

All notices or other communications to either party by the other shall be deemed given when made in writing and delivered or mailed to such party at their respective addresses a follows:

To C/CAG:
Attention: Richard Napier
City/County Association of Governments 555 County Center, 5th Floor
Redwood City, CA 94063

To SamTrans:
Attention: Corinne Goodrich
San Mateo County Transit District 1250 San Carlos Avenue
San Carlos, CA 94907-1 506

INDEPENDENT CONTRACTOR

C/CAG and its employees, agents and consultants shall be deemed independent contractors of SamTrans. Nothing herein shall be deemed to create any joint venture or partnership arrangement between SamTrans and C/CAG.

IN WITNESS WHEREOF, the Agreement has been executed by the parties hereto the day and year first written above.

CITY/COUNTY ASSOCIATION OF GOVERNMENTS	SAN MATEO COUNTY TRANSIT DISTRICT
_____	_____
Deborah C. Gordon, C/CAG Chair	Mike Scanlon, General Manager /CEO

Approved as to form:

_____	_____
Miruni Soosaipillai C/CAG Counsel	SamTrans Attorney

ATTACHMENT A
COMMUNITY-BASED TRANSPORTATION PLAN
DALY CITY
SCOPE OF WORK

BACKGROUND

The goal of MTC's Community-Based Planning Program is to advance the findings of two reports completed for the 2001 Regional Transportation Plan (RTP) update. The Lifeline Transportation Network Report (Lifeline) identified transit needs in economically disadvantaged communities throughout the San Francisco Bay Area, and recommended community-based transportation planning as a first step to address them. Likewise, the Environmental Justice Report for the 2001 RTP also identified the need for MTC to support local planning efforts in low-income communities throughout the region. To initiate the program, MTC adopted Community-based Transportation Planning (CBTP) program guidelines in 2002 to serve as a blueprint for implementation. Following the adoption of the guidelines, MTC launched a pilot program in five counties that was completed in 2004. Based on the positive results of the pilot, MTC will continue to implement community-based transportation planning in the remaining communities identified in the program guidelines, including Daly City.

MTC supports a collaborative planning process under the auspices of the Congestion Management Agency (CMA) in each county. The City /County Association of Governments of San Mateo County (C/CAG), as the CMA for San Mateo County, has designated the San Mateo County Transit District (SamTrans) as the appropriate agency to lead this effort in the county. C/CAG will execute a funding agreement and associated work scope for the planning process with MTC and SamTrans, and will oversee and participate in the process.

SamTrans has created a draft work scope to accomplish the following goals from a collaborative planning process:

1) Analysis and confirmation or recommended revisions to the Lifeline Transit Routes and service gaps identified for Daly City in the Lifeline Transportation Network Report
2) Identification and prioritization of the most critical temporal and spatial gaps to be addressed in Daly City as recommended by a community-based stakeholder committee
3) Identification of potential gaps that are best met through the provision of additional fixed route service
4) Identification of other strategies and solutions to address the gaps

SamTrans will document the results of the planning process in working papers and a draft final report that will be furnished to all participating agencies and individuals. The final report will be an action plan that explores ways to implement proposed solutions.

Task 1: Project Budget and Schedule

C/CAG will engage SamTrans who shall prepare a budget and schedule to complete the tasks

associated with this planning project. C/CAG, through SamTrans, will submit project budget and schedule to MTC for its approval.

Deliverable #1a: Draft Project Budget and Schedule
Deliverable #1b: Final Project Budget and Schedule

C/CAG, through SamTrans, shall perform the following Project activities:

Task 2 – Initiate Collaborative Planning Process
Establish community-based project stakeholders: identify community based organizations or agencies that represent the interests of Daly City residents to participate in the planning process. Community-based organizations (CBOs) participating in the project should support and reflect the ethnic and demographic makeup of the residents in the project area. In addition to local CBOs, the Stakeholder Committee will likely include residents of the area, local business representatives, representatives from local schools, Daly City public officials and/or staff, or other County agency staff as appropriate (i.e. Department of Social Services).

Establish a technical advisory committee (TAC): a TAC will also be facilitated for the project, and will consist of representation from C/CAG, SamTrans, City of Daly City, County Social Services, and MTC to 1) review and finalize work products prior to presentation to the stakeholders and 2) monitor the schedule and completion of tasks and work products.

Deliverable #2: Memorandum summarizing participants on the Stakeholder Committee, including identification of CBOs representing all relevant groups to be consulted during the outreach process, and the TAC.

TASK 3: SUMMARIZE TRANSIT GAPS IN DALY CITY
Review and confirm boundaries of the community based on the Lifeline Transportation Network Report (Lifeline) and input from the community. Provide a description of the project area, including residential demographics (auto ownership, race/ethnicity, gender, age, income status, etc.), information related to the existing transportation network, and information regarding recent or proposed economic or housing development in the area. Summarize the transportation gaps identified in the Lifeline Report, as well as other relevant plans that identify transportation gaps in the project area.

Deliverable #3: Memorandum describing 1) the project area (demographics, existing transportation network and approved, proposed or planned development) and 2) transportation gaps from the Lifeline Report and other relevant plans covering the project area. A map of the project area will be included with the Memorandum.

TASK 4: ESTABLISH COMMUNITY OUTREACH STRATEGY
Based on the transportation gaps identified in Task 3, meet with stakeholders to confirm outreach objectives and determine appropriate outreach strategies to effectively obtain input from community members. Strategies may include, but are not limited to, hosting project-specific public meetings and workshops, attending regularly scheduled CBO meetings to present project information and solicit feedback, attending public events based in the

neighborhoods, conducting focus groups and interviews, distributing surveys, and establishing project-related telephone hotlines/websites. More than one strategy may be implemented to effectively reach residents within the communities. Review proposed strategies with stakeholders and facilitate consensus on proposed approach. Develop schedule to execute outreach plan.

Deliverable #4: Memorandum detailing any additional CBOs to be consulted during the outreach process not previously identified in Task 2, outreach strategies and measures to determine participation (i.e. number of meetings held, number of attendees, number of returned surveys, etc.), and a timeline for outreach execution and completion.

TASK 5: CONDUCT COMMUNITY OUTREACH TO PRIORITIZE COMMUNITY-IDENTIFIED TRANSPORTATION GAPS. PROPOSE SOLUTIONS TO CLOSE GAPS.
Execute community outreach campaign utilizing strategies approved in Task 4. Inform and educate participants about the goals of the community-based transportation planning process. Facilitate discussions with the goal of reaching consensus to prioritize the gaps identified in Task 3 and any additional gaps identified by the community. Gather input from community members on solutions to mitigate gaps. Solutions may include fixed-route options, shuttle services, guaranteed ride home programs, auto-oriented options, bicycle alternatives, or in some cases, capital enhancements such as bus shelters, benches or other amenities. Solutions may also relate to improving transportation information resources or educating community residents about existing transportation options. As needed, provide information about solutions to address community-identified needs that the community may not be familiar with, such as car sharing, or strategies that may be successful in other communities. Establish priority, such as high, medium or low for gap-mitigation solutions.

Deliverable #5: Memorandum summarizing 1) outreach process (strategies, level of community participation); 2) list of community-prioritized gaps; and 3) description of proposed solutions for filling the gaps. Provide a list containing names and mailing addresses of both CBOs and residents that participated in the outreach process for use in future transportation-related outreach efforts.

Task 6: Evaluate feasibility of implementing proposed solutions and recommend implementation strategies
In conjunction with the TAC, establish criteria for evaluating the feasibility of proposed solutions (i.e. cost effectiveness, potential funding availability, reasonableness of implementation schedule, etc.). Facilitate consensus among stakeholders on the evaluation criteria. Review potential solutions based on how well they meet the agreed-upon criteria. Document solutions that do not meet the criteria, indicating why they will not advance for further analysis. Evaluate the implementation feasibility of the proposed viable solutions including cost estimates, lead agency, potential funding sources, timelines, etc., and include any operational, institutional or funding constraints (both public and private resources) that need to be addressed to ensure successful implementation. Educate stakeholders and the community about how new and innovative solutions could meet the transportation needs they have identified.

Deliverable #6: Memorandum summarizing the feasibility of each proposed solution based on agreed-upon criteria. Recommend implementation strategies based on these factors.

Task 7: Prepare Final Community-Based Transportation Plan
Prepare report comprising final Community-Based Transportation Plan.

Deliverable #7: The Final Report will consolidate all technical memorandums and maps into one draft final report. Comments received on technical memorandums and draft reports will be incorporated. The final Community-Based Transportation Plan will contain the following elements:

- Planning area description, demographics and map
- Summary of the community outreach process including all CBOs and outreach strategies involved as well as the outreach results (i.e. number/type of events, attendance, number of returned surveys, etc.)
- List of amendments to the Lifeline Transit Network as appropriate
- List of community-prioritized transportation gaps
- List of feasible, community-supported solutions to close gaps
- Assessment of operational, institutional and funding constraints needed to be addressed in order to ensure successful implementation
- Cost estimates for each proposed solution
- Outline for implementation action plan, including agency responsibilities
- List of potential public and private funding sources to support solution implementation.

The C/CAG, through SamTrans, will provide one unbound original and electronic copy of the final report to both C/CAG and MTC.

Task 8: Present Final Community-based Transportation Plan Results
Present the results of the final community-based transportation plan to stakeholders, transit agencies, the C/CAG Board, and others, up to a maximum of seven presentations.

RESOLUTION 07-14

* * * * * * * * * * * *

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE A FUNDING AGREEMENT WITH THE METROPOLITAN TRANSPORTATION AUTHORITY (MTC) FOR COMMUNITY-BASED TRANSPORTATION PLANNING SERVICES FOR AN AMOUNT UP TO $60,000.

* * * * * * * * * * * * * * * * *

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

WHEREAS, the Metropolitan Transportation Commission (MTC) has implemented the Community Based Transportation Planning Program to identify transportation needs in economically disadvantaged communities, and

WHEREAS, the Metropolitan Transportation Commission recognizes the need to consider this at the County level and wishes to involve the Congestion Management Agency (C/CAG), and

WHEREAS, C/CAG and MTC wish to work with the City of Daly City to develop a Community Based Transportation Plan for the City of Daly City, and

WHEREAS, MTC will provide $60,000 to C/CAG to prepare a Community Based Transportation Planning pilot project as per the attached agreement.

NOW, THEREFORE, BE IT RESOLVED that the Chair of the Board of Directors is hereby authorized and directed to execute an agreement with MTC for Community-Based Transportation Planning Services for an amount up to $60,000. This agreement is subject to approval as to form by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED THIS 10th DAY OF May 2007.

_____

Deborah C. Gordon, C/CAG Chair

FUNDING AGREEMENT
BETWEEN METROPOLITAN TRANSPORTATION COMMISSION AND THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY FOR PLANNING ASSISTANCE FOR COMMUNITY-BASED TRANSPORTATION PLAN

THIS AGREEMENT is made and entered into as of the 10th day of May 2007, by and between the Metropolitan Transportation Commission (herein called "MTC"), a regional transportation planning agency established pursuant to California Government Code § 66500 *et seq.*, and the City/County Association of Governments of San Mateo County (herein called "RECIPIENT").

WITNESSETH

WHEREAS, MTC has adopted Resolution No. 3440 to establish program guidelines to implement a Community-Based Transportation Planning Program (CBTP); and

WHEREAS, CBTP program guidelines serve as a blueprint for CBTP implementation; and

WHEREAS, MTC will complete plans in all communities identified in the program guidelines; and

WHEREAS, RECIPIENT has agreed to participate in the CBTP program by creating a Community-Based Transportation Plan for Daly City ("the Project"); and

WHEREAS, MTC has agreed to provide funding for this planning effort, and has reserved FHWA Planning funds in FY 2006-2007 to fund this program;

NOW, THEREFORE, the parties hereto agree as follows:

1. SCOPE OF WORK

RECIPIENT agrees to perform, or engage a consultant to perform, the Project activities described in Attachment A, Scope of Work, attached hereto and incorporated herein by this reference as though set forth in full. RECIPIENT agrees, in addition, to provide all necessary staff support to deliver the activities in Attachment A.

2. TIME OF PERFORMANCE

The activities funded by this Agreement shall commence on or after May 10, 2007 and RECIPIENT shall complete them by June 30, 2008, unless earlier terminated as hereinafter provided.

3. FUNDING AND METHOD OF PAYMENT

A. MTC agrees to provide RECIPIENT up to sixty thousand dollars ($60,000) from FHWA Planning funds for the purpose of funding the Project described in Attachment A.

B. Payment to RECIPIENT shall be due upon acceptance of the project deliverables and/or milestones set out in Attachment A. The amount due upon acceptance by MTC's Project Manager of **Deliverable #1b Final Project Budget and Schedule**, as described in Attachment A, is sixty thousand dollars ($60,000). Following such acceptance, this agreement shall be modified to incorporate amounts to be paid to RECIPIENT per deliverable or milestone.

C. Payment shall be made within thirty (30) days after receipt by MTC of an acceptable invoice, which shall be subject to the review and approval of MTC's Project Manager. RECIPIENT shall deliver or mail invoice to MTC, as follows:

Accounting Department
Metropolitan Transportation Commission
Joseph P. Bort MetroCenter
101 -- 8th Street
Oakland, CA 94607-4700

D. Subject only to duly executed amendments, it is expressly understood and agreed that in no event will the total compensation to be paid under this Agreement exceed the sum of sixty thousand dollars ($60,000).

4. MEETINGS

RECIPIENT agrees to invite MTC to participate in all public meetings and project team meetings held in connection with this project.

5. IDENTIFICATION OF DOCUMENTS

RECIPIENT will ensure that all public documents related to the project, including reports and press releases, state that the project is funded by the Metropolitan Transportation Commission.

6. COMPLIANCE WITH LAWS

RECIPIENT shall comply with any and all laws, statutes, ordinances, rules, regulations or requirements of the federal, state, or local government, and any agency thereof, which relate to or in any manner affect the performance of this Agreement. Circular 4220.1E of the Federal Transit Administration (FTA), 49 CFR Part 18, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," and the Federal Transit Administration Master Agreement (Form FTA MA(13), October 1, 2006) are each incorporated herein by reference as though set forth in full, and shall govern this Agreement except as otherwise provided herein. Those requirements imposed upon MTC as "Recipient" are hereby imposed upon RECIPIENT, and those rights reserved by DOT, FTA or Government are hereby reserved by MTC.

7. RESTRICTIONS ON USE OF FUNDS

RECIPIENT agrees to use funds received pursuant to this Agreement only for the Project.

8. CONTRACT COPIES

RECIPIENT shall submit to MTC's Project Manager, a copy of any third-party contract exceeding $5,000 for any portion of Attachment A, Scope of Work.

9. TERMINATION

MTC may terminate this Agreement without cause upon ten (10) days prior written notice. If MTC terminates this Agreement without cause, RECIPIENT will be entitled to payment for costs incurred for incomplete deliverables or milestones through the effective date of termination, not to exceed the maximum amount payable for such deliverables or milestones. If RECIPIENT fails to perform as specified in this Agreement, MTC may terminate this Agreement for cause by written notice and RECIPIENT will be entitled only to costs incurred up through the effective date of termination for work acceptable to MTC, not to exceed the maximum amount payable for such work produced under this Agreement.

10. RETENTION OF RECORDS

RECIPIENT agrees to keep all records pertaining to the project being funded for audit purposes for a minimum of three (3) years following final payment to RECIPIENT or four (4)

years following the fiscal year of the last expenditure under this Agreement, whichever is longer, in accordance with generally accepted accounting principles.

11. AUDITS

RECIPIENT agrees to grant MTC, the U.S. Department of Transportation, FHWA, the Controller General of the United States, the State of California and their authorized representatives access to the RECIPIENT's books and records for the purpose of verifying that funds are properly accounted for and proceeds are expended in accordance with the terms of this Agreement. All documents shall be available for inspection at any time while the Project is underway and for the retention period specified in Article 10.

12. EQUAL EMPLOYMENT OPPORTUNITY

In accordance with Title VI of the Civil Rights Act, as amended (42 U.S.C. § 2000d); Section 303 of the Age Discrimination Act of 1975, as amended (42 U.S.C. § 6102); Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132); and 49 U.S.C. § 5332 for FHWA-funded projects, RECIPIENT agrees that it will not, on the grounds of race, religious creed, color, national origin, age, physical disability or sex, discriminate or permit discrimination against any employee or applicant for employment.

13. DISADVANTAGED BUSINESS ENTERPRISES (DBE)

It is the policy of MTC and the U.S. Department of Transportation to ensure nondiscrimination in the award and administration of DOT-assisted contracts and to create a level playing field on which disadvantaged business enterprises, as defined in 49 Code of Federal Regulations Part 26, can compete fairly for contracts and subcontracts relating to MTC's procurement and professional services activities.

RECIPIENT shall not discriminate on the basis of race, color, national origin or sex in the performance of this agreement. RECIPIENT shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by RECIPIENT to carry out these requirements is a material breach of contract, which may result in the termination of this agreement or such other remedy as MTC deems appropriate.

14. STATE ENERGY CONSERVATION PLAN

RECIPIENT shall comply with all mandatory standards and policies relating to energy efficiency that are contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. § 6321).

15. TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

RECIPIENT agrees to comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000(d)) and the regulations of the Department of Transportation issued thereunder (49 CFR Part 21).

16. ACCESS REQUIREMENTS FOR INDIVIDUALS WITH DISABILITIES

RECIPIENT agrees to comply with all applicable requirements of the Americans with Disabilities Act of 1990 (ADA), 42 U.S.C. § 12101 et seq.; Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794; Section 16 of the Federal Transit Act, as amended, 49 U.S.C. § 5310(f); and their implementing regulations.

17. DEBARMENT

RECIPIENT certifies that neither it, nor any of its participants, principals or subcontractors is or has been debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions, as they are defined in 49 CFR Part 29, by any Federal agency or department.

18. AMENDMENTS

Any changes in the project activities to be performed under this Agreement shall be incorporated in written amendments, which shall specify the changes in work performed and any adjustments in compensation and schedule. All amendments shall be executed by the MTC Executive Director or a designated representative and RECIPIENT. No claim for additional compensation or extension of time shall be recognized unless contained in a duly executed amendment.

19. NOTICES

All notices or other communications to either party by the other shall be deemed given when made in writing and delivered or mailed to such party at their respective addresses as follows:

To MTC: Attention: Therese Knudsen

Metropolitan Transportation Commission
101 - 8th Street
Oakland, CA 94607-4700

To RECIPIENT:

Attention: Diana Shu
San Mateo City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto as of the day and year first written above.

METROPOLITAN TRANSPORTATION COMMISSION	CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG)
Steve Heminger, Executive Director	Deborah C. Gordon, Chair C/CAG

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ATTACHMENT A
COMMUNITY-BASED TRANSPORTATION PLAN
DALY CITY
SCOPE OF WORK

BACKGROUND

The goal of MTC's Community-Based Planning Program is to advance the findings of two reports completed for the 2001 Regional Transportation Plan (RTP) update. The Lifeline Transportation Network Report (Lifeline) identified transit needs in economically disadvantaged communities throughout the San Francisco Bay Area, and recommended community-based transportation planning as a first step to address them. Likewise, the Environmental Justice Report for the 2001 RTP also identified the need for MTC to support local planning efforts in low-income communities throughout the region. To initiate the program, MTC adopted Community-based Transportation Planning (CBTP) program guidelines in 2002 to serve as a blueprint for implementation. Following the adoption of the guidelines, MTC launched a pilot program in five counties that was completed in 2004. Based on the positive results of the pilot, MTC will continue to implement community-based transportation planning in the remaining communities identified in the program guidelines, including Daly City.

MTC supports a collaborative planning process under the auspices of the Congestion Management Agency (CMA) in each county. The City /County Association of Governments of San Mateo County (C/CAG), herein named as RECIPIENT, as the CMA for San Mateo County, has designated the San Mateo County Transit District (SamTrans) as the appropriate agency to lead this effort in the county. C/CAG will execute a funding agreement and associated work scope for the planning process with MTC and SamTrans, and will oversee and participate in the process.

SamTrans has created a draft work scope to accomplish the following goals from a collaborative planning process:

1) Analysis and confirmation or recommended revisions to the Lifeline Transit Routes and service gaps identified for Daly City in the Lifeline Transportation Network Report
2) Identification and prioritization of the most critical temporal and spatial gaps to be addressed in Daly City as recommended by a community-based stakeholder committee
3) Identification of potential gaps that are best met through the provision of additional fixed route service
4) Identification of other strategies and solutions to address the gaps

SamTrans will document the results of the planning process in working papers and a draft final report that will be furnished to all participating agencies and individuals. The final report will be an action plan that explores ways to implement proposed solutions.

Task 1: Project Budget and Schedule

RECIPIENT will engage SamTrans who shall prepare a budget and schedule to complete the tasks associated with this planning project. RECIPIENT, through SamTrans, will submit project budget and schedule to MTC for its approval.

Deliverable #1a: Draft Project Budget and Schedule
Deliverable #1b: Final Project Budget and Schedule

RECIPIENT, through SamTrans, shall perform the following Project activities:

Task 2 – Initiate Collaborative Planning Process
Establish community-based project stakeholders: identify community based organizations or agencies that represent the interests of Daly City residents to participate in the planning process. Community-based organizations (CBOs) participating in the project should support and reflect the ethnic and demographic makeup of the residents in the project area. In addition to local CBOs, the Stakeholder Committee will likely include residents of the area, local business representatives, representatives from local schools, Daly City public officials and/or staff, or other County agency staff as appropriate (i.e. Department of Social Services).

Establish a technical advisory committee (TAC): a TAC will also be facilitated for the project, and will consist of representation from C/CAG, SamTrans, City of Daly City, County Social Services, and MTC to 1) review and finalize work products prior to presentation to the stakeholders and 2) monitor the schedule and completion of tasks and work products.

Deliverable #2: Memorandum summarizing participants on the Stakeholder Committee, including identification of CBOs representing all relevant groups to be consulted during the outreach process, and the TAC.

Task 3: Summarize transit gaps in Daly City
Review and confirm boundaries of the community based on the Lifeline Transportation Network Report (Lifeline) and input from the community. Provide a description of the project area, including residential demographics (auto ownership, race/ethnicity, gender, age, income status, etc.), information related to the existing transportation network, and information regarding recent or proposed economic or housing development in the area. Summarize the transportation gaps identified in the Lifeline Report, as well as other relevant plans that identify transportation gaps in the project area.

Deliverable #3: Memorandum describing 1) the project area (demographics, existing transportation network and approved, proposed or planned development) and 2) transportation gaps from the Lifeline Report and other relevant plans covering the project area. A map of the project area will be included with the Memorandum.

Task 4: Establish community outreach strategy
Based on the transportation gaps identified in Task 3, meet with stakeholders to confirm outreach objectives and determine appropriate outreach strategies to effectively obtain input from community members. Strategies may include, but are not limited to, hosting project-specific public meetings and workshops, attending regularly scheduled CBO meetings to present project information and solicit feedback, attending public events based in the neighborhoods, conducting focus groups and interviews, distributing surveys, and establishing project-related telephone hotlines/websites. More than one strategy may be implemented to effectively reach residents

within the communities. Review proposed strategies with stakeholders and facilitate consensus on proposed approach. Develop schedule to execute outreach plan.

Deliverable #4: Memorandum detailing any additional CBOs to be consulted during the outreach process not previously identified in Task 2, outreach strategies and measures to determine participation (i.e. number of meetings held, number of attendees, number of returned surveys, etc.), and a timeline for outreach execution and completion.

Task 5: Conduct community outreach to prioritize community-identified transportation gaps. Propose solutions to close gaps.

Execute community outreach campaign utilizing strategies approved in Task 4. Inform and educate participants about the goals of the community-based transportation planning process. Facilitate discussions with the goal of reaching consensus to prioritize the gaps identified in Task 3 and any additional gaps identified by the community. Gather input from community members on solutions to mitigate gaps. Solutions may include fixed-route options, shuttle services, guaranteed ride home programs, auto-oriented options, bicycle alternatives, or in some cases, capital enhancements such as bus shelters, benches or other amenities. Solutions may also relate to improving transportation information resources or educating community residents about existing transportation options. As needed, provide information about solutions to address community-identified needs that the community may not be familiar with, such as car sharing, or strategies that may be successful in other communities. Establish priority, such as high, medium or low for gap-mitigation solutions.

Deliverable #5: Memorandum summarizing 1) outreach process (strategies, level of community participation); 2) list of community-prioritized gaps; and 3) description of proposed solutions for filling the gaps. Provide a list containing names and mailing addresses of both CBOs and residents that participated in the outreach process for use in future transportation-related outreach efforts.

Task 6: Evaluate feasibility of implementing proposed solutions and recommend implementation strategies

In conjunction with the TAC, establish criteria for evaluating the feasibility of proposed solutions (i.e. cost effectiveness, potential funding availability, reasonableness of implementation schedule, etc.). Facilitate consensus among stakeholders on the evaluation criteria. Review potential solutions based on how well they meet the agreed-upon criteria. Document solutions that do not meet the criteria, indicating why they will not advance for further analysis. Evaluate the implementation feasibility of the proposed viable solutions including cost estimates, lead agency, potential funding sources, timelines, etc., and include any operational, institutional or funding constraints (both public and private resources) that need to be addressed to ensure successful implementation. Educate stakeholders and the community about how new and innovative solutions could meet the transportation needs they have identified.

Deliverable #6: Memorandum summarizing the feasibility of each proposed solution based on agreed-upon criteria. Recommend implementation strategies based on these factors.

Task 7: Prepare Final Community-Based Transportation Plan

Prepare report comprising final Community-Based Transportation Plan.

Deliverable #7: The Final Report will consolidate all technical memorandums and maps into one draft final report. Comments received on technical memorandums and draft reports will be incorporated. The final Community-Based Transportation Plan will contain the following elements:

- Planning area description, demographics and map
- Summary of the community outreach process including all CBOs and outreach strategies involved as well as the outreach results (i.e. number/type of events, attendance, number of returned surveys, etc.)
- List of amendments to the Lifeline Transit Network as appropriate
- List of community-prioritized transportation gaps
- List of feasible, community-supported solutions to close gaps
- Assessment of operational, institutional and funding constraints needed to be addressed in order to ensure successful implementation
- Cost estimates for each proposed solution
- Outline for implementation action plan, including agency responsibilities
- List of potential public and private funding sources to support solution implementation.

The RECIPIENT, through SamTrans, will provide one unbound original and electronic copy of the final report to both C/CAG and MTC.

Task 8: Present Final Community-based Transportation Plan Results
Present the results of the final community-based transportation plan to stakeholders, transit agencies, the C/CAG Board, and others, up to a maximum of seven presentations.

CONTRACT APPROVAL SHEET

AGENCY:		MTC		
NAME OF CONTRACTOR/CONSULTANT:		C/CAG		
PROJECT TITLE:	Daly City CBTP			
	Amount	Approval by Committee (specify) or ED	Committee Approval Date Attach most recent Committee memo	Funding Source(s)
Original contract	$60,000	Admin – 9/2005		FHWA PL
Amend #1				
Amend #2				
Amend #3				
WORK ITEM #:	1311	SOLE SOURCE:		
FISCAL YEARS:	FY 06/07	No ☐✓ de ie 2 check marks.If yes, attach sole source justification reviewed by OGC & signed by mgr.		

File new contracts at j/contract/contract new/ [name of agency or project]. All amendments go in same folder as original contract.

REVIEW LIST

Project Manager: _____ Date: _____
Therese Knudsen

Section Director: _____ Date: _____
Doug Kimsey

Contract Administration: _____ Date: _____
Denise Rodrigues[1]

IT Review: _____ Date: _____
Joel Markowitz[2]

Office of the General Counsel: _____ Date: _____
Melanie J. Morgan/Cynthia Segal

Deputy Executive Director: _____ Date: _____
Therese McMillan[3]/Andrew Fremier[4]

Deputy Executive Director: _____ Date: _____
Ann Flemer[5]

Finance Section: _____ Date: _____
Brian Mayhew

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[1] Includes DBE review for all federally-funded contracts.
[2] IT review for information technology projects affecting MTC's network and computers.
[3] Reviews contracts from Planning, Programming & Allocations, and Legislation & Public Affairs.
[4] Reviews contracts from Bridge Oversight & Operations and other BATA-funded contracts.
[5] Reviews all contracts from all sections.

C/CAG AGENDA REPORT

Date: May 10, 2007

To: Legislative Committee (and C/CAG Board)

From: Richard Napier, C/CAG Executive Director

Subject: SUPPORT FOR SENATE BILL (SB) 286 (LOWENTHAL AND DUTTON), TRANSPORTATION BONDS: IMPLEMENTATION

(For further information contact Richard Napier at 599-1420 or Diana Shu at 650-599-1414)

RECOMMENDATION

Recommend that the Board approve a motion to support SB 286 to encourage the Legislature to expedite the allocation of the Local Street and Road Improvement funds to cities and counties starting in Fiscal Year 2007-08.

FISCAL IMPACT

Allocation of the $2 billion in local street and road funds under Proposition 1B is estimated to be approximately $22 million for the 20 cities and $18.5 million for the county over the life of the bond. SB 286 proposes to allocate these funds in two cycles over a four-year period.

SOURCE OF FUNDS

Proposition 1B

BACKGROUND

SB 286 is the vehicle for authorizing the allocation of Proposition 1B Transportation Bond funds to cities and counties for local street and road purposes. The voters approved Proposition 1B in November 2006, as the transportation component of a package of investments in California infrastructure.

DISCUSSION

Proposition 1B, approved by the voters in November 2006, authorized the issuance of $19.925 billion of general obligation bonds for a comprehensive package of transportation investments. Of this amount, $2 billion has been designated for local street and road purposes and will be allocated one-half to cities and one-half to counties. The county share is based on a formula that includes 75% by number of registered vehicles,

ITEM 5.1.1

and 25% by number of miles of maintained roads. The city share is based on the total population of the cities.

Per Proposition 1B, the Controller is required to allocate to each city a minimum of $400,000. After which, the remaining funds will be distributed on the basis of population. Due to the minimum allocation of $400,000 to cities, counties may receive less than 50% of their total allotment in the first cycle but will receive the balance in the second cycle.

This bill ensures timely expenditure of funds and will require cities and counties to:

1. Provide a list of projects expected to be funded with bond funds
2. Submit documentation of expenditure of bond funds to Department of Finance.

ATTACHMENTS

1. Table #1 Estimated Allocation of Funds by City
2. Bill Analysis SB 286
3. Amended text of Bill SB 286 (current version) pages 1, 11-

ALTERNATIVES

1. Vote to Support
2. Vote to Support in concept
3. Vote to Support if amended
4. Vote to Oppose

Staff Recommends Alternative #1.

Attachment 1
Table 1 Estimated Allocation of Funds by Cities
Prop 1 B Local Streets and Road Fund estimated distribution

Jurisdiction	Population	Total Bond Revenue estimated [1] $2 Billion Amount	Cycle 1 estimated $1 Billion Amount	Cycle 2 estimated $1 Billion Amount
County of San Mateo		$ 18,472,879.00	$ 7,768,194.00	$ 10,704,685.00
Atherton	7262	$ 400,000.00	$ 400,000.00	$ -
Belmont	25648	$ 814,868.00	$ 407,434.00	$ 407,434.00
Brisbane	3744	$ 400,000.00	$ 400,000.00	$ -
Burlingame	28322	$ 899,824.00	$ 449,912.00	$ 449,912.00
Colma	1575	$ 400,000.00	$ 400,000.00	$ -
Daly City	104820	$ 3,330,257.00	$ 1,665,128.50	$ 1,665,128.50
East Palo alto	32083	$ 1,019,315.00	$ 509,657.50	$ 509,657.50
Foster city	29900	$ 949,959.00	$ 474,979.50	$ 474,979.50
Half Moon Bay	12739	$ 404,733.00	$ 400,000.00	$ 4,733.00
Hillsborough	10965	$ 400,000.00	$ 400,000.00	$ -
Menlo Park	30750	$ 976,964.00	$ 488,482.00	$ 488,482.00
Millbrae	20735	$ 658,776.00	$ 400,000.00	$ 258,776.00
Pacifica	38739	$ 1,230,784.00	$ 615,392.00	$ 615,392.00
Portola Valley	4553	$ 400,000.00	$ 400,000.00	$ -
Redwood City	76087	$ 2,417,375.00	$ 1,208,687.50	$ 1,208,687.50
San Bruno	41515	$ 1,318,981.00	$ 659,490.50	$ 659,490.50
San Carlos	28265	$ 898,013.00	$ 449,006.50	$ 449,006.50
San Mateo	94315	$ 2,996,500.00	$ 1,498,250.00	$ 1,498,250.00
South San Francisco	61824	$ 1,964,222.00	$ 982,111.00	$ 982,111.00
Woodside	5507	$ 400,000.00	$ 400,000.00	$ -
Total for Cities	659348	$ 22,280,571.00	$ 12,608,531.00	$ 9,672,040.00
Grand Total		$ 40,753,450.00	$ 20,376,725.00	$ 20,376,725.00

Notes:
Cycle 1 plus Cycle 2 = total Bond Revenue
For county portion cycle 1 and 2 are estimated based on the total for each cycle.
Actual figures may vary depending on population tables used.

[1] http://www.californiacityfinance.com/TrAllocSB1266_060505.pdf

BILL ANALYSIS
SB 286

SENATE TRANSPORTATION & HOUSING COMMITTEE

BILL NO: SB 286
SENATOR ALAN LOWENTHAL, CHAIRMAN
AUTHOR:
Lowenthal
VERSION: 4/9/07
Analysis by: Art Bauer FISCAL: Yes
Hearing date: April 24, 2007

SUBJECT:

Transportation bonds: implementation

DESCRIPTION:

This bill establishes procedures for the allocation of up to $2 billion of bond proceeds from the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, SB 1266 (Perata), Chapter 25, Statutes of 2006, that are deposited in the Local Street and Road Improvement, Congestion Relief, and Traffic Safety Account of 2006 for use by cities and counties.

ANALYSIS:

On November 7, 2006, California voters approved Proposition 1B, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, which authorized the issuance of $19.925 billion in general obligation bonds to invest in high-priority improvements to the state's surface transportation system and to finance strategies to improve air quality. Among the fourteen programs contained in Proposition 1B is the Local Street and Road Improvement, Congestion Relief, and Traffic Safety Account of 2006 (Account) for which $2 billion has been set aside for local governments-$1 billion for cities and $1 billion for counties. Proposition 1B provides minimal guidance on how to allocate the Account's funds. This bill is intended to provide a detailed statutory framework governing the allocation of funds.

Existing law:

1) Authorizes $1 billion for counties and establishes an allocation formula for distributing the funds among the counties with 75 percent of the funds apportioned on the basis of each county's proportional share of registered motor vehicles and 25 percent of the funds apportioned on the basis of each county's proportional share of county maintained roads.

2) Authorizes $1 billion for cities and establishes an allocation formula for disturbing the funds among the cities on the basis of each cities proportional share of the population of all cities in the state. Each city is guaranteed as a minimum $400,000.

3) Requires that Account's funds shall be used by cities and counties for reducing traffic congestion, improve traffic safety, street and highway maintenance, roadway rehabilitation, drainage control facilities, traffic control devices, maintenance and construction of facilities that will expand transit ridership, and as a local match for state or federal transportation funds for projects that further the purposes of this program.

4) Authorizes the Controller to verify that a city's or county's expenditure of funds complies with the program expenditure requirements.

This bill :

Rewrites the allocation formula for distributing the cities' share of funds by requiring that the Controller shall allocate to each city a minimum of $400,000. After this has occurred, the remaining funds are to be allocated on the basis of population.

Authorizes the Controller to allocate, upon appropriation by the Legislature, the Account's funds to cities and counties, according to the formulas in Proposition 1B and in this bill in two cycles over a period of four years. The first two-year cycle of payments shall be made no later than January 1, 2008 and the second cycle of payments shall be made no later than January 1, 2010.

Authorizes the Controller to allocate to a city or county more than 50 percent of the funds its entitled to by formula in the first two-year cycle, if the local agency can demonstrate that the funds can be spent on an eligible project in that cycle.

Includes transit guideways among the authorized projects for which cities and counties may use the Account's funds, but prohibits the use of the funds for transit operating subsidies.

Requires cities and counties, upon the appropriation of the Account's funds, to submit to the Department of Finance a list projects included in the applicants adopted budget that are expected to be funded with the bond revenue.

Requires cities and counties to report annually to the Department of Finance on the expenditure of bond funds, including the project name, the location of the project, the amount of expenditures, the completion date, and the project's estimated useful life.

Requires the Department of Finance to publish the reports from the cities and counties on its website.

COMMENTS:

1) Purpose . The purpose of this bill is to establish a procedure for allocating the Account's funds, as well as a procedure to ensure the funds are used by the cities and counties consistent with the objectives of Proposition 1B.

2) Background . This bill is important to cities and counties because they are foregoing their allocation of Proposition 42 for this fiscal year and next to reimburse the State Highway Account (SHA) for an advance they received from the SHA in fiscal year 2001-02 and fiscal year 2002-03, when the sales tax on gasoline was diverted to the General Fund. This bill will offset the gap in funding that local governments are encountering.

3) Allocation formula assumes full funding . The allocation formula in this bill assumes full funding of the $2 billion provided in Proposition 1B for Account's over two cycles. The first cycle is for fiscal year 2007-08 and the second cycle is for fiscal year 2009-2010. In the first cycle, the

counties will not receive their full share of Account's funds due to the $400,000 minimum guaranteed to the cities. The counties agree with this situation. Should the appropriations for the Account's be structured differently, the allocation formula in this bill will have to be revisited. For example, if the Governor's proposal, which would have cities and counties equally share $600 million in fiscal year 2007-2008, $300 million in fiscal year 2008-2009, and $150 million for 2009-2010 and each fiscal year thereafter until the entire Account's is allocated, were enacted, the formula in this bill would be unworkable as there are insufficient revenues in any single year to meet its requirements.

4) Timely expenditure of funds . One of the objectives of Proposition 1B was to have projects constructed as quickly as possible. This demonstrates to the public that there is a desire to use the funds as quickly as possible. Moreover, the timely use of funds also reduces the impact of construction cost inflation. The Committee may wish to amend the bill to require that cities and counties shall spend the Account's funds within three of receiving an allocation from the Controller.

5) Proposed Technical amendments . The Controller's office has requested technical amendments to clarify the reimbursement process should a city or county use the funds inconsistently with the purposes of Proposition 1B. The amendment requires that the city or to reimburse the state only for the amount of funds found to be used inappropriately and not all funds received. The amendment rewrites the section that begins on page 11, line 23.

POSITIONS: (Communicated to the Committee before noon on Wednesday,
April 18, 2007)

SUPPORT: California State Association of Counties, Sponsor
League of California Cities, Sponsor
Mayors' and Councilmembers' Association of Sonoma County
City of Long Beach
City of Thousand Oaks
City of Rancho Cucamonga
City of Alhambra
City of Wasco
City of Fremont

City of San Diego
City of Menlo Park
City of Huntington Beach
City of Torrance
City of Martinez
Sixty-two other cities

OPPOSED: None received.

BILL NUMBER: SB 286 AMENDED
BILL TEXT

AMENDED IN SENATE APRIL 9, 2007

INTRODUCED BY ~~Senator~~ ~~Dutton~~
Senators Lowenthal and Dutton

FEBRUARY 15, 2007

An act to amend Sections 8879.23 and 8879.28 of the Government Code, relating to transportation bonds *, and declaring the urgency thereof, to take effect immediately* .

LEGISLATIVE COUNSEL'S DIGEST

SB 286, as amended, ~~Dutton~~ *Lowenthal*
. Transportation bonds: implementation.

Proposition 1B, approved by the voters at the November 2006, general election, enacts the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, which authorizes the issuance of $19.925 billion of general obligation bonds for various transportation purposes, including $2 billion to be allocated by the Controller to cities and counties, by formula, for local street and road purposes, subject to appropriation by the Legislature.

This bill would require the bond funds for local street and road purposes to be allocated by the Controller in 2 cycles that cover 4 years, with the 1st cycle of payments to be made to eligible local agencies not later than January 1, 2008, and the 2nd cycle of payments to be made not later than January 1, 2010, as specified. The bill would also require the Controller to use the population figures from the Department of Finance as of January 1, 2007, in making allocations to cities. *The bill would require an applicant for these funds to submit a list of projects expected to be funded with bond funds to the Department of Finance, as specified, and to report various information to the Department of Finance.* The bill would make other related changes.

This bill would declare that it is to take effect immediately as an urgency statute.

Vote: ~~majority~~ *2/3* . Appropriation: no. Fiscal committee: yes. State-mandated local program: no.

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:.

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(1) (1) Two billion dollars ($2,000,000,000) shall be deposited in the Local Street and Road Improvement, Congestion Relief, and Traffic Safety Account of 2006, which is hereby created in the fund. The proceeds of bonds deposited into that account shall be available, upon appropriation by the Legislature, for the purposes specified in this subdivision, to the Controller for administration and allocation in the fiscal year in which the bonds are issued and sold.

The Controller shall allocate the funds to eligible local agencies in two cycles that cover four years, in order to allow each eligible local agency to spend the funds in two periods of two years each. The Controller shall allocate at least one-half of each allocation amount in the first cycle of payments, which shall be made no later than January 1, 2008, except that each city shall receive at least four hundred thousand dollars ($400,000), as described in subparagraph (B) of paragraph (2). If an eligible local agency is able to demonstrate that more than one-half of its share of funds under this subdivision is able to be spent on eligible projects in the first two-year cycle, the Controller shall allocate up to the full amount to the local agency. The Controller shall allocate the remaining portion of an eligible local agency's share of funds under this subdivision in the second cycle of payments, which shall be made no later than January 1, 2010. The money in the account, and any interest or other return on money in the account, shall be allocated in the following manner:

(A) Fifty percent to the counties, including a city and county, in accordance with the following formulas:

(i) Seventy-five percent of the funds payable under this subparagraph shall be apportioned among the counties in the proportion that the number of fee-paid and exempt vehicles that are registered in the county bears to the number of fee-paid and exempt vehicles registered in the state.

(ii) Twenty-five percent of the funds payable under this subparagraph shall be apportioned among the counties in the proportion that the number of miles of maintained county roads in each county bears to the total number of miles of maintained county roads in the state. For the purposes of apportioning funds under this clause, any roads within the boundaries of a city and county that are not state highways shall be deemed to be county roads.

(B) Fifty percent to the cities, including a city and county, apportioned among the cities in the proportion that the total population of the city bears to the total population of all the cities in the state, provided, however, that the Controller shall allocate a minimum of four hundred thousand dollars ($400,000) to each city, pursuant to this subparagraph.

(2) Funds received under this subdivision shall be deposited as follows in order to avoid the commingling of those funds with other local funds:

(A) In the case of a city, into the city account that is designated for the receipt of state funds allocated for local streets and roads.

(B) In the case of an eligible county, into the county road fund.

(C) In the case of a city and county, into a local account that is designated for the receipt of state funds allocated for local streets and roads.

(3) For the purpose of allocating funds under this subdivision to cities and a city and county, the Controller shall use the population estimates prepared by the Demographic Research Unit of the Department of Finance as of January 1, 2007. For a city that incorporated after January 1, 1998, that does not appear on the most recent population estimates prepared by the Demographic Research Unit, the Controller shall use the population determined for that city under Section 11005.3 of the Revenue and Taxation Code.

(4) Funds apportioned to a city, county, or city and county under this subdivision shall be used for improvements to transportation

facilities that will assist in reducing local traffic congestion and further deterioration, improving traffic flows, or increasing traffic safety that may include, but not be limited to, street and highway pavement maintenance, rehabilitation, installation, construction and reconstruction of necessary associated facilities such as drainage and traffic control devices, or the maintenance, rehabilitation, installation, construction and reconstruction of facilities that expand ridership on transit systems, safety projects to reduce fatalities, or as a local match to obtain state or federal transportation funds for similar purposes. *Projects to be funded pursuant to this subdivision shall be consistent with the requirements applicable to funds subject to Section 1 of Article XIX of the California Constitution or shall be other transit projects consistent with this paragraph, but may not include the funding of transit operating costs.*

(5) A city, county, or city and county shall submit to the Department of Finance, upon appropriation of bond funds by the Legislature, a list of projects expected to be funded with bond funds pursuant to an adopted city or county budget. The list shall not limit the flexibility of the applicant to fund projects in accordance with local needs and priorities consistent with paragraph (4) of subdivision (1) of Section 8879.23 of the Government Code. All projects funded with these bond funds shall be included within the city, county, or city and county budget that is adopted by the applicable city council or board of supervisors at a regular public meeting.

(6) A city, county, or city and county shall submit documentation of expenditure of bond funds made available under this subdivision to the Department of Finance, including the name of each project, the location, the amount of the expenditure, and the completion date and estimated useful life. The documentation shall be made available at the end of each fiscal year until the bond funds are accounted for. The information provided shall be posted on the Internet Web site of the Department of Finance.

~~(5)~~

(7) At the conclusion of each fiscal year during which a city or county expends the funds it has received under this subdivision, the Controller may verify the city's or county's compliance with paragraph (4). Any city or county that has not complied with paragraph (4) shall reimburse the state for the funds it received during that fiscal year. Any funds withheld or returned as a result of a failure to comply with paragraph (4) shall be reallocated to the other counties and cities whose expenditures are in compliance.

SEC. 2. Section 8879.28 of the Government Code is amended to read:

8879.28. Upon request of the board stating that funds are needed for purposes of this chapter, the committee shall determine whether or not it is necessary or desirable to issue bonds authorized pursuant to this chapter in order to carry out the actions specified in Section 8879.23, and, if so, the amount of bonds to be issued and sold. Successive issues of bonds may be authorized and sold to carry out those actions progressively, and are not required to be sold at any one time. Bonds may bear interest subject to federal income tax. For purposes of this section, the committee shall consider the request of the Controller relative to issuance of bonds authorized

pursuant to subdivision (l) of Section 8879.23.

SEC. 3. This act is an urgency statute necessary for the immediate preservation of the public peace, health, or safety within the meaning of Article IV of the Constitution and shall go into immediate effect. The facts constituting the necessity are:

In order to ensure that the funds made available by this act are appropriated in the Budget Act of 2007, it is necessary that this act take effect immediately.

C/CAG AGENDA REPORT

Date: May 10, 2007

TO: C/CAG Board of Directors

From: Richard Napier, Executive Director - C/CAG

Subject: Initial draft of the C/CAG 2007-08 Program Budget and Fees

(For further information or response to question's, contact Richard Napier at 650 599-1420)

Recommendation:

Review and provide comments on the initial draft of the C/CAG 2007-08 Program Budget and Fees in accordance with the staff recommendation.

Fiscal Impact:

In accordance with the proposed C/CAG 2007-08 Program Budget.

Revenue Sources:

Funding sources for C/CAG include but are not limited to the following:

	Source	Amount	% Total
1-	Member Assessments (General and Gas Tax)	$ 610,410	6.2
2-	Member Congestion Relief Match	$ 350,000	N/A
3-	Member San Mateo Congestion Relief Fee	$ 1,850,000	18.0
4-	Metropolitan Transportation Commission Funds	$ 770,000	7.5
5-	State Transportation Improvement Program Funds (Controlled)	$15,000,000	N/A
6-	Federal STP/ CMAQ Funds (Controlled)	$ 6,200,000	N/A
7-	Transportation Authority Partnerships	$ 587,500	5.7
8-	Valley Transportation Authority	$ 75,000	0.73
9-	Transportation Fund for Clean Air (Motor Vehicle Fee)	$ 991,138	9.7
10-	San Mateo Flood Control District Fee/ General Fund	$ 1,431,518	14.0
11-	State TDA Article 3 (Controlled)	$ 600,000	N/A
12-	AVA Service Fee	$ 680,000	6.6
13-	AB 1546 (Motor Vehicle Fee)	$ 2,632,669	25.7
14-	Planning, Programming, and Monitoring (STIP)	$ 467,000	4.6
15-	Federal Earmark	$ 0	0.0
16-	FAA Grant	$ 40,000	0.39
17-	Interest.	$ 92,000	0.9

ITEM 5.2

Background/Discussion:

Staff has developed the C/CAG Program Budget for 2007-08. Refer to the Budget Summary in Attachment A. The complete detailed Budget will be provided in a separate attachment for reference for the June Board Meeting. See Attachment B for Member Assessments. The Member Assessments have been increased 5% in FY 07-08. The Member Assessments should also be increased 5% in FY 08-09. A comparison of the FY 2006-07 Projection vs. FY 2006-07 Updated Budget is also provided (Attachment E). Key Budget Definitions/ Acronyms is provided in Attachment F. The C/CAG Budget will be introduced at the 5/10/07 C/CAG Board Meeting for comments. It is recommended that the Board approve the Budget at the 6/14/07 Board Meeting.

C/CAG 2007-08 Program Budget Assumptions:

The following are the initial Budget assumptions. The C/CAG Board at the 5/10/07 Board Meeting will provide additional direction on the assumptions to be used to develop the final Budget.

1- The Member Assessments have been increased 5% in FY 07-08. The Member Assessments should also be increased 5% in FY 08-09. Balancing the General Fund remains problematic. With additional grants coming into Fund 02 (Congestion Management), should consider redistributing the member assessments between Fund 02 and Fund 01 (General Fund). This would move funds into the General Fund to improve its Ending Balance.
2- The Cities/ County will use their complete AB 1546 allocation within FY 07-08.
3- The San Mateo County Congestion Relief Program will fund the administrative and professional support required to implement the programs.
4- The San Mateo County Congestion Relief Program will fund the El Camino Real Incentive Program.
5- In FY 06-07 recommend transferring the funds in Fund 3 of $77,789 to Fund 2 (Congestion Management). This yields an FY 06-07 Ending Balance of $76,177.
6- The grant from the Metropolitan Transportation Commission has been increased from $390,000 to $525,000. This will help Fund 02 (Congestion Management).
7- In FY 07-08 the Planning Programming and Management will increase from $67,000 to $467,000. This will help Fund 02 (Congestion Management).
8- In FY 07-08 would receive approximately 100% of Revenue for AB 1546 Program.
9- In FY 07-08 will have significant implementation of the Regional Projects for the AB 1546 Program.
10- In FY 07-08 will have 100% implementation of the Hydrogen Shuttle for the AB 1546 Program. Assumed the TA will fund half of the cost.
11- In FY 07-08 will begin receiving funds from the Federal Aviation Administration (FAA) grant for $300,000 to fund the Airport Land Use Commission function. This will eliminate these costs from the General Fund and help balance it.
12- The C/CAG Board approved a policy that stated that the Transportation Programs Fund,

TFCA Fund, and NPDES Fund should pay a proportionate share of certain General Fund cost. These transfers are reflected in both the FY 06-07 Projections and FY 07-08 Budget.

C/CAG 2007-08 Program Budget Overview:

Revenues increased 19.51% and Expenditures increased 30.56%. The Revenues increased due to an increase in member assessments, increase in grant funding, and the increase in the San Mateo Congestion Relief Program. The increase in Expenditures of $2,266,912 is primarily due to an increase in the Congestion Relief Program of $1,118,072 (Shuttle, Ramp Metering and ITS Projects) and AB 1546 Program of $759,861 (Hydrogen Shuttle Program and County Projects). Ending Fund Balance increased 9.73%. The Reserves between FY 06-07 and FY 07-08 remain the same. The cost for the lobbyist is included in the budget for Congestion Management ($36,000) and NPDES ($36,000).

FY 2006-07 Budget Comparison - See Attachment E.

Member Assessments:

The Member Assessments have been increased 5% in FY 07-08. The Member Assessments should also be increased 5% in FY 08-09. Additionally the proposed Budget continues to pay for the lobbyist ($72,000) without an increase in Member Assessment. This is effectively a 10% savings to Member Agencies.

Administrative Program Fund	$250,024 (General Fund)
Transportation Programs Fund	$390,907 (Gas Tax or General Fund)
Total C/CAG Assessments	$640,931.

Assessments are made based on population. Basis is the State Department of Finance data released 1/01/06

NPDES Agency Direct	$ 209,561 (Some City General Funds)
NPDES Flood Control District	$1,221,957
Total NPDES	$1,431,518

It is recommended that a fee and surcharge be applied of $1,431,518. (Note: NPDES fees may increase slightly above this due to approved inflation factors. This will be included in the City/ County adopting resolutions.)

See Attachment B for Member Assessments.

San Mateo County Congestion Management Program:

The San Mateo County Congestion Management Program (Fund 02) fund balance should improve. The increase in MTC funds of $135,000 and the increase in Planning Programming

and Management funds of $360,000 improve the fund balance for FY 07-08. This fund will continue to fund many of the core C/CAG Transportation Projects.

San Mateo County Transportation/ Environmental Program (AB 1546):

The C/CAG Board approved the San Mateo County Transportation/ Environmental Program. For FY 07-08 it is assumed that all the allocations to each agency will be made. It also assumes that the Regional programs will be funded in FY 07-08. The delay in funding is the cause for the rising fund balance. The Hydrogen shuttle will be funded in FY 07-08. The Transportation Authority staff has proposed to the TA Board that the TA partner with C/CAG for this shuttle and pay half the cost. The AB 1546 revenue will end on 1/1/09 unless the requested 10-year extension (SB 613) is granted.

C/CAG - Member Fees Highly Leveraged and Cost Savings:

The member dues and fees are highly leveraged. Attachment C provides a Graphical Representation of the C/CAG Budget and visually illustrates the leveraged capacity (Less SMCRP). The FY 07-08 Revenue is leveraged 4.06 to 1. Including the funds that C/CAG controls, such as State and Federal Transportation funds, increases the leverage to 14.29 to 1.

Through the C/CAG functions revenues are provided to member agencies that in most cases exceed the Member Assessments or fees. Furthermore it would be more costly for the program to be performed by individual agencies than through C/CAG. Developing cost and program efficiency through collective efforts is the whole basis for C/CAG.

Funds provided by the Transportation Authority were coordinated with the TA staff and confirmed that the TA budget is consistent.

Committee Recommendations:

The Technical Advisory Committee (TAC) will review the Budget on 5/17/07. The Congestion Management and Environmental Quality Committee will review the Budget on 5/21/07. The Finance Committee will meet on 5/17/07 to review and comment on the detailed Budget.

Attachments:

Attachment A - City/County Association of Governments 2007-08 Program Budget Summary
Attachment B - Member Assessments
Attachment C - Graphical Representation of C/CAG Budget
Attachment D - Resolution 07-14 adopting the C/CAG 2007-08 Program Budget and Fees
Attachment E - FY 2006 - 07 Projection vs. FY 2006 - 07 Updated Budget
Attachment F - Key Budget Definitions/ Acronymns

Alternatives:

1- Review and provide comments on the initial draft of the C/CAG 2007-08 Program Budget and Fees in accordance with the staff recommendation.

2- Review and provide comments on the initial draft of the C/CAG 2007-08 Program Budget and Fees in accordance with the staff recommendation with modifications.

3- No action.

ATTACHMENT A

City/County Association of Governments 2007-08 Program Budget Summary

CCAG

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

CITY/COUNTY ASSOCIATION OF GOVERNMENTS
2007 - 2008 PROGRAM BUDGET
JULY 1, 2007 - JUNE 30, 2008

Adopted: June 14, 2007

555 COUNTY CENTER, 5TH FLOOR, REDWOOD CITY, CA 94063 PHONE: 650.599.1420 FAX: 650.361.8227

05/01/07

CHANGES IN C/CAG BUDGET BY FISCAL YEAR

	Projected Actual FY 2006-07	Budgeted FY 2007-08	Budget Change	Budget % Change
BEGINNING BALANCE	**$4,716,779**	**$5,881,233**	**$1,164,454**	**24.69%**
RESERVE BALANCE	$194,249	$194,249	$0	0.00%
PROJECTED REVENUES				
Interest Earnings	$87,000	$92,000	$5,000	5.75%
Member Contribution	$2,117,087	$2,700,492	$583,405	27.56%
Cost Reimbursements-VTA	$203,506	$75,000	($128,506)	-63.15%
MTC/ ISTEA Funding	$595,000	$770,000	$175,000	29.41%
Grants	$20,000	$40,000	$20,000	100.00%
DMV Fee	$4,181,293	$4,303,807	$122,514	2.93%
NPDES Fee	$1,205,134	$1,221,957	$16,823	1.40%
TA Cost Share	$232,845	$587,500	$354,655	152.31%
Miscellaneous	($125,570)	$0	$125,570	100.00%
Street Repair Funding	$0	$0	$0	0.00%
PPM-STIP	$67,000	$467,000	$400,000	597.01%
Assessment	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
Total Revenues	$8,583,295	$10,257,756	$1,674,460	19.51%
TOTAL SOURCES OF FUNDS	$13,300,074	$16,138,989	$2,838,915	21.35%
PROJECTED EXPENDITURES				
Administration Services	$324,208	$360,000	$35,792	11.04%
Professional Services	$895,370	$1,205,599	$310,229	34.65%
Consulting Services	$2,590,361	$3,088,320	$497,959	19.22%
Supplies	$48,745	$58,500	$9,755	20.01%
Prof. Dues & Memberships	$204,500	$204,500	$0	0.00%
Conferences & Meetings	$11,000	$10,500	($500)	-4.55%
Printing/ Postage	$32,500	$40,500	$8,000	24.62%
Publications	$2,500	$0	($2,500)	-100.00%
Distributions	$3,256,657	$4,653,334	$1,396,677	42.89%
Street Repair	$0	$0	$0	0.00%
Miscellaneous	$46,500	$58,000	$11,500	24.73%
Bank Fee	$1,500	$1,500	$0	0.00%
Audit Services	$5,000	$5,000	$0	0.00%
	$0	$0	$0	0.00%
Total Expenditures	$7,418,841	$9,685,753	$2,266,912	30.56%
TRANSFERS				
Transfers In	$562,375	$66,796	($495,578)	-88.12%
Transfers Out	$562,375	$66,796	($495,578)	-88.12%
Total Transfers	$0	$0	$0	0.00%
NET CHANGE	$1,164,454	$572,003	($592,452)	-50.88%
TRANSFER TO RESERVES	$0	$0	$0	0.00%
TOTAL USE OF FUNDS	$7,418,841	$9,685,753	$2,266,912	30.56%
ENDING FUND BALANCE	**$5,881,233**	**$6,453,236**	**$572,003**	**9.73%**
RESERVE FUND BALANCE	$194,249	$194,249	$0	0.00%
NET INCREASE (Decrease) IN FUND BALANCE	$1,164,454	$572,003	($592,452)	-50.88%

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

05/01/07	PROJECTED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE								
				FY 2006-07	C/CAG PROJECTION				
	General Fund	Transportation Programs	SMCRP Program	TFCA	NPDES	AVA	AB 1546 Program		Total
BEGINNING BALANCE	**($13,941)**	**$74,694**	**$665,683**	**$202,987**	**$1,190,047**	**$558,760**	**$2,138,549**		**$4,716,779**
RESERVE BALANCE	$43,346	$50,000	$0	$0	$100,903	$0	$0		**$194,249**
PROJECTED REVENUES									
Interest Earnings	$1,000	$0	$10,000	$4,000	$40,000	$2,000	$30,000		**$87,000**
Member Contribution	$238,118	$372,292	$1,300,000	$0	$206,677	$0	$0		**$2,117,087**
Cost Reimbursements-VTA	$0	$76,000	$127,506	$0	$0	$0	$0		**$203,506**
MTC/ ISTEA Funding	$0	$595,000	$0	$0	$0	$0	$0		**$595,000**
Grants	$20,000	$0	$0	$0	$0	$0	$0		**$20,000**
DMV Fee	$0	$0	$0	$1,068,421	$0	$525,000	$2,587,872		**$4,181,293**
NPDES Fee	$0	$0	$0	$0	$1,205,134	$0	$0		**$1,205,134**
TA Cost Share	$0	$182,845	$50,000	$0	$0	$0	$0		**$232,845**
Miscellaneous	$0	($125,570)	$0	$0	$0	$0	$0		**($125,570)**
Street Repair Funding	$0	$0	$0	$0	$0	$0	$0		**$0**
PPM-STIP	$0	$67,000	$0	$0	$0	$0	$0		**$67,000**
Assessment	$0	$0	$0	$0	$0	$0	$0		**$0**
	$0	$0	$0	$0	$0	$0	$0		**$0**
	$0	$0	$0	$0	$0	$0	$0		**$0**
Total Revenues	$259,118	$1,167,567	$1,487,506	$1,072,421	$1,451,811	$527,000	$2,617,872		**$8,583,295**
TOTAL SOURCES OF FUNDS	$245,177	$1,242,261	$2,053,189	$1,275,408	$2,641,858	$1,085,760	$4,756,421		**$13,300,074**
PROJECTED EXPENDITURES									
Administration Services	$110,000	$120,000	$30,740	$7,000	$15,000	$12,000	$29,468		**$324,208**
Professional Services	$120,000	$417,870	$184,000	$21,000	$123,500	$2,000	$27,000		**$895,370**
Consulting Services	$1,200	$527,000	$660,000	$272,000	$1,038,900	$0	$91,261		**$2,590,361**
Supplies	$46,500	$2,000	$245	$0	$0	$0	$0		**$48,745**
Prof. Dues & Memberships	$500	$0	$0	$0	$204,000	$0	$0		**$204,500**
Conferences & Meetings	$6,000	$3,000	$500	$0	$1,500	$0	$0		**$11,000**
Publications	$22,000	$5,500	$0	$0	$5,000	$0	$0		**$32,500**
TFCA Distributions	$1,500	$0	$1,000	$0	$0	$0	$0		**$2,500**
Distributions	$0	$0	$345,943	$861,970	$20,000	$680,000	$1,348,744		**$3,256,657**
AVA Distributions	$0	$0	$0	$0	$0	$0	$0		**$0**
Miscellaneous	$8,000	$35,000	$2,500	$0	$1,000	$0	$0		**$46,500**
	$1,500	$0	$0	$0	$0	$0	$0		**$1,500**
	$5,000	$0	$0	$0	$0	$0	$0		**$5,000**
	$0	$0	$0	$0	$0	$0	$0		**$0**
Total Expenditures	$322,200	$1,110,370	$1,224,928	$1,161,970	$1,408,900	$694,000	$1,496,473		**$7,418,841**
TRANSFERS									
Transfers In	$65,929	$77,789	$0	$418,857	$0	$0	$0		**$562,375**
Transfers Out	$0	$133,503	$0	$421,907	$6,964	$0	$0		**$562,375**
Total Transfers	($65,929)	$55,714	$0	$3,250	$6,964	$0	$0		**$0**
NET CHANGE	$2,847	$1,483	$262,578	($92,799)	$35,947	($167,000)	$1,121,399		**$1,164,454**
TRANSFER TO RESERVES	$0	$0	$0	$0	$0	$0	$0		**$0**
TOTAL USE OF FUNDS	$256,271	$1,166,084	$1,224,928	$1,165,220	$1,415,864	$694,000	$1,496,473		**$7,418,841**
ENDING FUND BALANCE	**($11,094)**	**$76,177**	**$828,261**	**$110,188**	**$1,225,994**	**$391,760**	**$3,259,948**		**$5,881,233**
RESERVE FUND BALANCE	$43,346	$50,000	$0	$0	$100,903	$0	$0		**$194,249**
NET INCREASE (Decrease) IN FUND BALANCE As of June 30, 2006	$2,847	$1,483	$262,578	($92,799)	$35,947	($167,000)	$1,121,399		**$1,164,454**

Note. Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance
See individual fund summaries and fiscal year comments for details on Miscellaneous expenses.

	$110,000	$120,000		$7,000	$15,000				$252,000
% Basis	0.436507937	0.476190476		0.027777778	0.059523811				100%
Admin Cost Sharing									
Legal Services	$27,000								
Accounting Services	$52,000								
Office Space	$38,000								
Total	$117,000								
	$51,071.43	$55,714.29		$3,250.00	$6,964.29				$117,000
Transfer Out		$55,714.29		$3,250.00	$6,964.29				
Transfer In	$65,928.57								

06/01/07 PROJECTED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

FY 2007-08 PROGRAM BUDGET

	General Fund	Transportation Programs	SMCRP Program	TFCA	NPDES	AVA	AB 1546 Program		Total
BEGINNING BALANCE	**($11,094)**	**$76,177**	**$828,261**	**$110,188**	**$1,225,994**	**$391,760**	**$3,259,948**		**$5,881,233**
RESERVE BALANCE	$43,346	$50,000	$0	$0	$100,903	$0	$0		**$194,249**
PROJECTED REVENUES									
Interest Earnings	$1,000	$0	$10,000	$4,000	$45,000	$2,000	$30,000		**$92,000**
Member Contribution	$250,024	$390,907	$1,850,000	$0	$209,561	$0	$0		**$2,700,492**
Cost Reimbursements-VTA	$0	$75,000	$0	$0	$0	$0	$0		**$75,000**
MTC/ ISTEA Funding	$0	$670,000	$100,000	$0	$0	$0	$0		**$770,000**
Grants	$40,000	$0	$0	$0	$0	$0	$0		**$40,000**
DMV Fee	$0	$0	$0	$991,138	$0	$680,000	$2,632,669		**$4,303,807**
NPDES Fee	$0	$0	$0	$0	$1,221,957	$0	$0		**$1,221,957**
TA Cost Share	$0	$137,500	$350,000	$0	$0	$0	$100,000		**$587,500**
Miscellaneous	$0	$0	$0	$0	$0	$0	$0		**$0**
Street Repair Funding	$0	$0	$0	$0	$0	$0	$0		**$0**
PPM-STIP	$0	$467,000	$0	$0	$0	$0	$0		**$467,000**
Assessment	$0	$0	$0	$0	$0	$0	$0		**$0**
	$0	$0	$0	$0	$0	$0	$0		**$0**
	$0	$0	$0	$0	$0	$0	$0		**$0**
Total Revenues	$291,024	$1,740,407	$2,310,000	$995,138	$1,476,618	$682,000	$2,762,669		**$10,257,756**
TOTAL SOURCES OF FUNDS	$279,930	$1,816,584	$3,138,261	$1,105,326	$2,702,512	$1,073,760	$6,022,617		**$16,138,989**
PROJECTED EXPENDITURES									
Administration Services	$118,000	$130,000	$40,000	$12,000	$15,000	$15,000	$30,000		**$360,000**
Professional Services	$125,000	$560,000	$300,000	$37,099	$123,500	$0	$60,000		**$1,205,599**
Consulting Services	$25,000	$735,000	$1,200,000	$0	$1,078,320	$0	$50,000		**$3,088,320**
Supplies	$58,500	$2,000	$0	$0	$0	$0	$0		**$58,500**
Prof. Dues & Memberships	$500	$0	$0	$0	$204,000	$0	$0		**$204,500**
Conferences & Meetings	$8,000	$3,000	$0	$0	$1,500	$0	$0		**$10,500**
Printing/ Postage	$25,000	$5,500	$0	$0	$10,000	$0	$0		**$40,500**
Publications	$0	$0	$0	$0	$0	$0	$0		**$0**
Distributions	$0	$0	$203,000	$1,029,000	$25,000	$680,000	$2,116,334		**$4,053,334**
Street Repair	$0	$0	$0	$0	$0	$0	$0		**$0**
Miscellaneous	$6,000	$1,000	$0	$0	$1,000	$50,000	$0		**$58,000**
Bank Fee	$1,500	$0	$0	$0	$0	$0	$0		**$1,500**
Audit Services	$5,000	$0	$0	$0	$0	$0	$0		**$5,000**
	$0	$0	$0	$0	$0	$0	$0		**$0**
Total Expenditures	$368,500	$1,436,500	$2,343,000	$1,078,099	$1,458,320	$745,000	$2,256,334		**$9,685,753**
TRANSFERS									
Transfers In	$66,795	$0	$0	$0	$0	$0	$0		**$66,795**
Transfers Out	$0	$55,309	$0	$5,105	$6,382	$0	$0		**$66,796**
Total Transfers	($66,795)	$55,309	$0	$5,105	$6,382	$0	$0		**$0**
NET CHANGE	($10,680)	$248,598	($33,000)	($88,066)	$11,816	($63,000)	$506,335		**$572,003**
TRANSFER TO RESERVES	$0	$0	$0	$0	$0	$0	$0		**$0**
TOTAL USE OF FUNDS	**$301,704**	$1,491,809	$2,343,000	$1,083,204	$1,464,702	$745,000	$2,256,334		**$9,685,753**
ENDING FUND BALANCE	**($21,774)**	**$324,775**	**$796,261**	**$22,122**	**$1,237,810**	**$328,760**	**$3,766,283**		**$6,453,236**
RESERVE FUND BALANCE	$43,346	$50,000	$0	$0	$100,903	$0	$0		**$194,249**
NET INCREASE (Decrease) IN FUND BALANCE As of June 30, 2007	($10,680)	$248,598	($33,000)	($88,066)	$11,816	($63,000)	$506,335		**$572,003**

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance
See individual fund summaries and fiscal year comments for details on Miscellaneous expenses.

	$118,000	$130,000		$12,000	$15,000				$275,000
% Basis	0.429090909	0.472727273		0.043636364	0.054545455				100%
Admin Cost Sharing									
Legal Services	$27,000								
Accounting Services	$52,000								
Office Space	$38,000								
Total	$117,000								
	$50,203.64	$55,309.09		$5,105.45	$6,381.82				$117,000
Transfer Out		$55,309.09		$5,105.45	$6,381.82				
Transfer In	$66,795.36								

CITY/COUNTY ASSOCIATION OF GOVERNMENTS
2007-08 PROGRAM BUDGET
JULY 1, 2007 - JUNE 30, 2008
(by fund)

ADMINISTRATIVE PROGRAM - GENERAL FUND

PROGRAM DESCRIPTION: The General Fund finances the administrative functions of C/CAG.

Issues: There is a 5% increase in member assessment for FY 07-08 and an updating of the population to the Ca. Department of Finance 1/1/06 estimate. Will likely need to increase member assessment 5% in FY 08-09. The Airport Land Use Commission grant of $300,000 will help somewhat although the bulk of it will go into increased scope of work. Even though a net increase in the General Fund is projected for FY 07-08 it will still be slightly negative due to the carry forward negative balance.

Reserves: Important to have adequate reserves. Current level of $43,346 is approximately 15% of expenditures. Would like to increase to 25% in the future.

ESTIMATED BEGINNING BALANCE		**($11,094)**	
RESERVE BALANCE			$43,346
PROJECTED REVENUES			
Interest Income	$1,000		
Member Assessments (General Fund) (See Attachment B)	$250,024		
Grants	$40,000		
TOTAL PROJECTED REVENUES	$291,024	$291,024	
TOTAL SOURCES OF FUNDS		$279,930	
PROPOSED EXPENDITURES			
Administrative Services	$118,000		
Professional Services	$125,000		
Consulting Services	$25,000		
Supplies[1]	$56,500		
Professional Dues & Memberships	$500		
Conferences & Meetings	$6,000		
Publications	$22,500		
Miscellaneous	$6,000		
Bank Fee	$1,500		
Audit Services	$5,000		
TOTAL EXPENDITURES	$368,500	$368,500	
TRANSFERS	($66,796)	($66,796)	
NET CHANGE	($10,680)		
TRANSFER TO RESERVES	$0		
TOTAL USE OF FUNDS		$301,704	
ENDING FUND BALANCE (6/30/07)		**($21,774)**	
RESERVE FUND BALANCE			$43,346

[1]Includes office lease and operating expenses.

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

CHANGES IN GENERAL FUND BUDGET(01) BY FISCAL YEAR				
	Projected Actual FY 2006-07	Budgeted FY 2007-08	Budget Change	Budget % Change
BEGINNING BALANCE	**($13,941)**	**($11,094)**	**$2,847**	**20.42%**
RESERVE BALANCE	$43,346	$43,346	$0	0.00%
PROJECTED REVENUES				
Interest Earnings	$1,000	$1,000	$0	0.00%
Member Contribution	$238,118	$250,024	$11,906	5.00%
Cost Reimbursements-VTA	$0	$0	$0	0.00%
MTC/ ISTEA Funding	$0	$0	$0	0.00%
Grants	$20,000	$40,000	$20,000	100.00%
DMV Fee	$0	$0	$0	0.00%
NPDES Fee	$0	$0	$0	0.00%
TA Cost Share	$0	$0	$0	0.00%
Miscellaneous	$0	$0	$0	0.00%
Street Repair Funding	$0	$0	$0	0.00%
PPM-STIP	$0	$0	$0	0.00%
Assessment	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
Total Revenues	$259,118	$291,024	$31,906	12.31%
TOTAL SOURCES OF FUNDS	$245,177	$279,930	$34,753	14.17%
PROJECTED EXPENDITURES				
Administration Services	$110,000	$118,000	$8,000	7.27%
Professional Services	$120,000	$125,000	$5,000	4.17%
Consulting Services	$1,200	$25,000	$23,800	1983.33%
Supplies	$46,500	$56,500	$10,000	21.51%
Prof Dues & Memberships	$500	$500	$0	0.00%
Conferences & Meetings	$6,000	$6,000	$0	0.00%
Printing/ Postage	$22,000	$25,000	$3,000	13.64%
Publications	$1,500	$0	($1,500)	-100.00%
Distributions	$0	$0	$0	0.00%
Street Repair	$0	$0	$0	0.00%
Miscellaneous	$8,000	$6,000	($2,000)	-25.00%
Bank Fee	$1,500	$1,500	$0	0.00%
Audit Services	$5,000	$5,000	$0	0.00%
	$0	$0	$0	0.00%
Total Expenditures	$322,200	$368,500	$46,300	14.37%
TRANSFERS				
Transfers In	$65,929	$66,796	$868	1.32%
Transfers Out	$0	$0	$0	0.00%
Total Transfers	($65,929)	($66,796)	($868)	-1.32%
NET CHANGE	$2,847	($10,680)	($13,526)	-475.18%
TRANSFER TO RESERVES	$0	$0	$0	0.00%
TOTAL USE OF FUNDS	$256,271	$301,704	$45,432	17.73%
ENDING FUND BALANCE	**($11,094)**	**($21,774)**	**($10,680)**	**-96.26%**
RESERVE FUND BALANCE	$43,346	$43,346	$0	0.00%
NET INCREASE (Decrease) IN FUND BALANCE	$2,847	($10,680)	($13,526)	-475.18%

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

05/01/07 | FY 2006-07 | ESTIMATED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

ADMINISTRATIVE PROGRAM - GENERAL FUND (C001)

BEGINNING BALANCE		($13,941)								($13,941)		
RESERVE BALANCE		$43,346										$43,346
PROJECTED REVENUES		General Operation C1341000	ALUC C1342000	Waste Management C1343000				ADMINISTRATIVE PROGRAM GENERAL FUND				
Interest Earnings	409100	$1,000						$1,000				
Member Contribution	4610XX	$238,118						$238,118				
Cost Reimbursements-VTA	440304							$0				
MTC/ ISTEA Funding	481022							$0				
Grants	420501		$20,000					$20,000				
DMV Fee	420602							$0				
NPDES Fee	460002							$0				
TA Cost Share	491023							$0				
Miscellaneous	480008							$0				
Street Repair Funding	490003							$0				
PPM-STIP	420604							$0				
Assessment	420603							$0				
								$0				
								$0				
Total Revenues		$239,118	$20,000	$0	$0	$0	$0	$259,118				
TOTAL SOURCES OF FUNDS										$245,177		
PROJECTED EXPENDITURES		General Operation C1341000	ALUC C1342000	Waste Management C1343000				ADMINISTRATIVE PROGRAM GENERAL FUND				
Administration Services	520314	$100,000	$8,000	$4,000				$110,000				
Professional Services	520320	$80,000	$40,000					$120,000				
Consulting Services	520303	$1,200						$1,200				
Supplies	520201	$45,000	$1,500					$46,500				
Prof. Dues & Memberships	520501	$500						$500				
Conferences & Meetings	520503	$3,000	$2,500	$500				$6,000				
Printing/ Postage	520204	$22,000						$22,000				
Publications	520504	$500	$1,000					$1,500				
Distributions	522724							$0				
Street Repair	522725							$0				
Miscellaneous	520509	$6,000	$1,000	$1,000				$8,000				
Bank Fee	520202	$1,500						$1,500				
Audit Services	520301	$5,000						$5,000				
								$0				
Total Expenditures		$264,700	$52,000	$5,500	$0	$0	$0	$322,200				
TRANSFERS												
Transfers In		$65,929						$65,929				
Transfers Out								$0				
Total Transfers		($65,929)	$0	$0	$0	$0	$0	($65,929)				
NET CHANGE		$40,347	($32,000)	($5,500)	$0	$0	$0	$2,847				
TRANSFER TO RESERVES								$0				
TOTAL USE OF FUNDS										$256,271		
ENDING FUND BALANCE										($11,094)		
RESERVE FUND BALANCE												$43,346

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

ADMINISTRATIVE PROGRAM - GENERAL FUND (01)
FY 2007-08 PROGRAM BUDGET
JULY 1, 2007 - JUNE 30, 2008

BEGINNING BALANCE		($11,094)									($11,094)		
RESERVE BALANCE		$43,346											$43,346
PROJECTED REVENUES		General Operation C1341000	ALUC C1342000	Waste Management C1343000					ADMINISTRATIVE PROGRAM GENERAL FUND				
Interest Earnings	409100	$1,000							$1,000				
Member Contribution	4810XX	$250,024							$250,024				
Cost Reimbursements-VTA	440304								$0				
MTC/ ISTEA Funding	481022								$0				
Grants	420501		$40,000						$40,000				
DMV Fee	420602								$0				
NPDES Fee	480002								$0				
TA Cost Share	481023								$0				
Miscellaneous	480008								$0				
Street Repair Funding	480003								$0				
PPM-STIP	420604								$0				
Assessment	420603								$0				
									$0				
									$0				
Total Revenues		$251,024	$40,000	$0	$0	$0	$0		$291,024				
TOTAL SOURCES OF FUNDS											$279,930		
PROJECTED EXPENDITURES		General Operation C1341000	ALUC C1342000	Waste Management C1343000					ADMINISTRATIVE PROGRAM GENERAL FUND				
Administration Services	520314	$105,000	$8,000	$5,000					$118,000				
Professional Services	520320	$85,000	$40,000						$125,000				
Consulting Services	520303		$25,000						$25,000				
Supplies	520201	$55,000	$1,500						$56,500				
Prof. Dues & Memberships	520501	$500							$500				
Conferences & Meetings	520503	$3,000	$2,500	$500					$6,000				
Printing/ Postage	520204	$24,000	$1,000						$25,000				
Publications	520504								$0				
Distributions	522724								$0				
Street Repair	522725								$0				
Miscellaneous	520509	$4,000	$1,000	$1,000					$6,000				
Bank Fee	520202	$1,500							$1,500				
Audit Services	520301	$5,000							$5,000				
									$0				
Total Expenditures		$283,000	$79,000	$6,500	$0	$0	$0		$368,500				
TRANSFERS													
Transfers In		$66,796							$66,796				
Transfers Out		$0							$0				
Total Transfers		($66,796)	$0	$0	$0	$0	$0		($66,796)				
NET CHANGE		$34,820	($39,000)	($6,500)	$0	$0	$0		($10,680)				
TRANSFER TO RESERVES									$0				
TOTAL USE OF FUNDS											$301,704		
ENDING FUND BALANCE											($21,774)		
RESERVE FUND BALANCE													$43,346

Note Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

CITY/COUNTY ASSOCIATION OF GOVERNMENTS
2007-08 PROGRAM BUDGET
JULY 1, 2007 - JUNE 30, 2008
(by fund)

TRANSPORTATION PROGRAMS FUND

PROGRAM DESCRIPTION: Transportation Programs includes Fund 02 Congestion Management Program, Bikeways and Pedestrian Advisory Committee (BPAC) and TDA Fund Management. Includes Street Repair Program (Fund 03) that reimburses agencies for repairs of local roads that are used by buses. The Peninsula 2020 Corridor study and partial support for the lobbyist are included in this Fund.

Issues: There is a 5% increase in member assessment for FY 07-08 and an updating of the population to the Ca. Department of Finance 1/1/06 estimate. Will need to increase member assessment 5% in FY 08-09. Coordinated the C/CAG budget with the Transportation Authority Budget for consistency. In FY 06-07 transferred the funds in Fund 3 of $77,789 to Fund 2 (Congestion Management).

Reserves: Maintained the $50,000 reserves in the Congestion Management Program. Need to try to develop adequate reserves of $200,000 over time for the Congestion Management Program.

ESTIMATED BEGINNING BALANCE		$76,177	
RESERVE BALANCE			$50,000
PROJECTED REVENUES			
Interest Earnings	$0		
Member Contribution (CMP 111)	$390,907		
Miscellaneous	$0		
ISTEA Funding	$670,000		
PPM-STIP	$467,000		
Grants/ VTA	$75,000		
TA Cost Share	$137,500		
TOTAL PROJECTED REVENUES	$1,740,407	$1,740,407	
TOTAL SOURCES OF FUNDS		$1,816,584	
PROJECTED EXPENDITURES			
Administration	$130,000		
Professional Services	$560,000		
Consulting Services	$735,000		
Supplies	$2,000		
Conferences & Meetings	$3,000		
Publications	$5,500		
Miscellaneous	$1,000		
TOTAL EXPENDITURES	$1,436,500	$1,436,500	
TRANSFERS	$55,309	$55,309	
NET CHANGE	$248,598		
TRANSFER TO RESERVES	$0		
TOTAL USE OF FUNDS		$1,491,809	
ENDING FUND BALANCE (6/30/07)		$324,775	
RESERVE FUND BALANCE			$0

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance.
TA provides funding for potential TA requested studies.

VTA and TA provide reimbursements for Peninsula 2020 Gateway Study

05/01/07	CHANGES IN TRANSPORTATION PROGRAMS (FUNDS 02/03) BUDGET BY FISCAL YEAR				
	Projected Actual FY 2006-07	Budgeted FY 2007-08	Budget Change	Budget % Change
BEGINNING BALANCE	**$74,694**	**$76,177**	**$1,483**	**1.99%**
RESERVE BALANCE	$50,000	$50,000	$0	0.00%
PROJECTED REVENUES				
Interest Earnings	$0	$0	$0	0.00%
Member Contribution	$372,292	$390,907	$18,615	5.00%
Cost Reimbursements-VTA	$76,000	$75,000	($1,000)	-1.32%
MTC/ ISTEA Funding	$595,000	$670,000	$75,000	12.61%
Grants	$0	$0	$0	0.00%
DMV Fee	$0	$0	$0	0.00%
NPDES Fee	$0	$0	$0	0.00%
TA Cost Share	$182,845	$137,500	($45,345)	-24.80%
Miscellaneous	($125,570)	$0	$125,570	100.00%
Street Repair Funding	$0	$0	$0	0.00%
PPM-STIP	$67,000	$467,000	$400,000	597.01%
Assessment	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
Total Revenues	$1,167,567	$1,740,407	$572,839	49.08%
TOTAL SOURCES OF FUNDS	$1,242,261	$1,816,584	$574,322	46.23%
PROJECTED EXPENDITURES				
Administration Services	$120,000	$130,000	$10,000	8.33%
Professional Services	$417,870	$560,000	$142,130	34.01%
Consulting Services	$527,000	$735,000	$208,000	39.47%
Supplies	$2,000	$2,000	$0	0.00%
Prof. Dues & Memberships	$0	$0	$0	0.00%
Conferences & Meetings	$3,000	$3,000	$0	0.00%
Publications	$5,500	$5,500	$0	0.00%
TFCA Distributions	$0	$0	$0	0.00%
Distributions	$0	$0	$0	0.00%
AVA Distributions	$0	$0	$0	0.00%
Miscellaneous	$35,000	$1,000	($34,000)	-97.14%
	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
Total Expenditures	$1,110,370	$1,436,500	$326,130	29.37%
TRANSFERS				
Transfers In	$77,789	$0	($77,789)	-100.00%
Transfers Out	$133,503	$55,309	($78,194)	-58.57%
Total Transfers	$55,714	$55,309	($405)	-0.73%
NET CHANGE	$1,483	$248,598	$247,115	16664.80%
TRANSFER TO RESERVES	$0	$0	$0	0.00%
TOTAL USE OF FUNDS	$1,166,084	$1,491,809	$325,725	27.93%
ENDING FUND BALANCE	**$76,177**	**$324,775**	**$248,598**	**326.34%**
RESERVE FUND BALANCE	$50,000	$50,000	$0	0.00%
NET INCREASE (Decrease) IN FUND BALANCE	$1,483	$248,598	$247,115	16664.80%

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

05/01/07

ESTIMATED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

TRANSPORTATION PROGRAMS (FUNDS C002/03)

		FY 2006-07												
BEGINNING BALANCE		($3,096)							($3,096)	$77,789			$74,694	
RESERVE BALANCE		$50,000							$50,000					$50,000
PROJECTED REVENUES		Congestion Management C2346000	CTP C2347000	BPAC C2348000	SFIA C2349000	T-Plus C2350000	2020 Gate C2368000	Rideshare C2364000	Total Fund (C002)	Street Repair Fund (C003) C3351000	**TRANSPORTATION PROGRAMS FUND**			
Interest Earnings	409100								$0		$0			
Member Contribution	4810XX	$372,292							$372,292		$372,292			
Cost Reimbursements-VTA	440304						$76,000		$76,000		$76,000			
MTC/ ISTEA Funding	481022	$525,000						70000	$595,000		$595,000			
Grants	420501								$0		$0			
DMV Fee	420602								$0		$0			
NPDES Fee	450002								$0		$0			
TA Cost Share	481023	$144,845					$38,000		$182,845		$182,845			
Miscellaneous	480000	($125,570)							($125,570)		($125,570)			
Street Repair Funding	480003								$0		$0			
PPM-STIP	420604	$67,000							$67,000		$67,000			
Assessment	420603								$0		$0			
									$0		$0			
									$0		$0			
Total Revenues		$983,567	$0	$0	$0	$0	$114,000	$70,000	$1,167,567	$0	$1,167,567			
TOTAL SOURCES OF FUNDS									$1,164,472	$77,789			$1,242,261	
PROJECTED EXPENDITURES		Congestion Management C2346000	CTP C2347000	BPAC C2348000	SFIA C2349000	T-Plus C2350000	2020 Gate C2368000	Rideshare C2364000	Total Fund (C002)	Street Repair Fund (C003)	**TRANSPORTATION PROGRAMS FUND**			
Administration Services	520314	$120,000	$0	$0					$120,000		$120,000			
Professional Services	520320	$417,870	$0	$0					$417,870		$417,870			
Consulting Services	520303	$305,000					$152,000	$70,000	$527,000		$527,000			
Supplies	520201	$2,000							$2,000		$2,000			
Prof. Dues & Memberships	520501								$0		$0			
Conferences & Meetings	520503	$3,000							$3,000		$3,000			
Printing/ Postage	520204	$5,500							$5,500		$5,500			
Publications	520504								$0		$0			
Distributions	522724								$0		$0			
Street Repair	522725								$0		$0			
Miscellaneous	520509	$35,000						$0	$35,000		$35,000			
Bank Fee	520202								$0		$0			
									$0		$0			
									$0		$0			
Total Expenditures		$888,370	$0	$0	$0	$0	$152,000	$70,000	$1,110,370	$0	$1,110,370			
TRANSFERS														
Transfers In		$77,789							$77,789		$77,789			
Transfers Out		$55,714							$55,714	$77,789	$133,503			
Total Transfers		($22,075)	$0	$0	$0			$0	($22,075)	$77,789	$56,714			
NET CHANGE		$117,272	$0	$0	$0	$0	($38,000)	$0	$79,272	($77,789)	$1,483			
TRANSFER TO RESERVES									$0		$0			
TOTAL USE OF FUNDS									$1,088,295	$77,789			$1,166,084	
ENDING FUND BALANCE									$76,177	$0			$76,177	
RESERVE FUND BALANCE														$50,000

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

05/01/07

TRANSPORTATION PROGRAMS (FUNDS 02/03)

FY 2007-08 PROGRAM BUDGET

JULY 1, 2007 - JUNE 30, 2008

BEGINNING BALANCE		$76,177							$76,177	$0			$76,177	
RESERVE BALANCE		$50,000					0		$50,000	$0				$50,000
PROJECTED REVENUES		Congestion Management	CTP	BPAC	SFIA	T-Plus	2020 Gate.	Rideshare	Total Fund (C002)	Street Repair Fund (C003)	TRANSPORTATION PROGRAMS FUND			
		C2346000	C2347000	C2348000	C2349000	C2350000	C2368000	C2364000		C3351000				
Interest Earnings	409100								$0		$0			
Member Contribution	4810XX	$390,907							$390,907		$390,907			
Cost Reimbursements-VTA	440004						$75,000		$75,000		$75,000			
MTC/ ISTEA Funding	481022	$525,000					$75,000	$70,000	$670,000		$670,000			
Grants	420501								$0		$0			
CMV Fee	420602								$0		$0			
NPDES Fee	480002								$0		$0			
TA Cost Share	481023	$100,000					$37,500		$137,500		$137,500			
Miscellaneous	480008								$0		$0			
Street Repair Funding	480003								$0		$0			
FPM-STIP	420604	$467,000							$467,000		$467,000			
Assessment	420603								$0		$0			
									$0		$0			
									$0		$0			
Total Revenues		$1,482,907	$0	$0	$0	$0	$187,500	$70,000	$1,740,407	$0	$1,740,407			
TOTAL SOURCES OF FUNDS									$1,816,584	$0			$1,816,584	
PROJECTED EXPENDITURES		Congestion Management	CTP	BPAC	SFIA	T-Plus	2020 Gate.	Rideshare	Total Fund (C002)	Street Repair Fund (C003)	TRANSPORTATION PROGRAMS FUND			
		C2346000	C2347000	C2348000	C2349000	C2350000	C2368000	C2364000		C3351000				
Administration Services	520314	$130,000							$130,000		$130,000			
Professional Services	520320	$560,000							$560,000		$560,000			
Consulting Services	520305	$365,000		$75,000			$225,000	$70,000	$735,000		$735,000			
Supplies	520201	$2,000							$2,000		$2,000			
Prof. Dues & Memberships	520501								$0		$0			
Conferences & Meetings	520503	$3,000							$3,000		$3,000			
Printing/ Postage	520204	$5,500							$5,500		$5,500			
Publications	520504								$0		$0			
Distributions	522724								$0		$0			
Street Repair	522725								$0		$0			
Miscellaneous	520509	$1,000							$1,000		$1,000			
Bank Fee	520202								$0		$0			
Audit Services	520301								$0		$0			
									$0		$0			
Total Expenditures		$1,066,500	$0	$75,000	$0	$0	$225,000	$70,000	$1,436,500	$0	$1,436,500			
TRANSFERS														
Transfers In									$0		$0			
Transfers Out		$55,309							$55,309		$55,309			
Total Transfers		$55,309	$0	$0	$0	$0	$0	$0	$55,309	$0	$55,309			
NET CHANGE		$361,098	$0	($75,000)	$0	$0	($37,500)	$0	$248,598	$0	$248,598			
TRANSFER TO RESERVES									$0		$0			
TOTAL USE OF FUNDS									$1,491,809	$0			$1,491,809	
ENDING FUND BALANCE									$324,775	$0			$324,775	
RESERVE FUND BALANCE														$50,000

Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance
2- Need to get Planning , Programming and Management funding from the STIP or MTC.

CITY/COUNTY ASSOCIATION OF GOVERNMENTS
2007-08 PROGRAM BUDGET
JULY 1, 2007 - JUNE 30, 2008
(by fund)

SAN MATEO CONGESTION RELIEF PLAN PROGRAM FUND

PROGRAM DESCRIPTION: The San Mateo Congestion Relief Plan (SMCRP) is composed of seven programs whose goal is to move San Mateo County forward to meet the Countywide Transportation Plan requirement to increase transit ridership from 6% to 20% and reduce automobile usage from 94 to 80%. The plan focuses on the operating efficiency of the transportation system through shuttles, Transportation Demand Management, Intelligent Transportation Systems and creating incentives for the cities and county to develop transportation friendly land use. C/CAG will work jointly with SamTrans, the Transportation Authority, and the Peninsula Congestion Relief Alliance in the implementation of this program. The program was reauthorized in FY 06-07.

Issues: SamTrans/ Transportation Authority will determine their level of participation as part of their annual budget process. C/CAG and TA staff coordinated the SamTrans/ TA contribution for FY 07-08. Primary focus has been on local shuttles. There is currently less demand for employer shuttles.

Reserves: Current reserve is $0. Not important to develop a reserve since the projects are adjusted to fit the funds available.

ESTIMATED BEGINNING BALANCE		**$828,261**	
RESERVE BALANCE			$0
PROJECTED REVENUES			
Interest Earnings	$10,000		
Member Contribution (Gas Tax - See Attachment B)	$1,850,000		
Cost Reimbursements			
TA (Note 1)	$350,000		
MTC	$100,000		
TOTAL PROJECTED REVENUES	$2,310,000	$2,310,000	
TOTAL SOURCES OF FUNDS		$3,138,261	
PROJECTED EXPENDITURES			
Administration	$40,000		
Professional Services	$300,000		
Consulting Services (Studies)	$1,200,000		
ITS - $450,000			
Ramp Metering - $200,000			
Countywide TDM - $550,000			
Distributions	$803,000		
Local Shuttles - $350,000			
Employer Shuttles - $153,000			
ECR Incentive Program - $300,000			
TOTAL EXPENDITURES	$2,343,000	$2,343,000	
TRANSFERS	$0	$0	
NET CHANGE	($33,000)		
TRANSFER TO RESERVES	$0		
TOTAL USE OF FUNDS		$2,343,000	
ENDING FUND BALANCE (6/30/07)		**$795,261**	
RESERVE FUND BALANCE			$0

Note 1 Funds proposed by TA staff. Budget will be adjusted if necessary to reflect final approved amount

2 Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

05/01/07	CHANGES IN SMCRP PROGRAM FUNDS (04) BUDGET BY FISCAL YEAR				
	Projected Actual FY 2006-07	Budgeted FY 2007-08	Budget Change	Budget % Change
BEGINNING BALANCE	**$565,683**	**$828,261**	**$262,578**	**46.42%**
RESERVE BALANCE	$0	$0	$0	0.00%
PROJECTED REVENUES				
Interest Earnings	$10,000	$10,000	$0	0.00%
Member Contribution	$1,300,000	$1,850,000	$550,000	42.31%
Cost Reimbursements-VTA	$127,506	$0	($127,506)	-100.00%
MTC/ ISTEA Funding	$0	$100,000	$100,000	0.00%
Grants	$0	$0	$0	0.00%
DMV Fee	$0	$0	$0	0.00%
NPDES Fee	$0	$0	$0	0.00%
TA Cost Share	$50,000	$350,000	$300,000	600.00%
Miscellaneous	$0	$0	$0	0.00%
Street Repair Funding	$0	$0	$0	0.00%
PPM-STIP	$0	$0	$0	0.00%
Assessment	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
Total Revenues	$1,487,506	$2,310,000	$822,494	55.29%
TOTAL SOURCES OF FUNDS	$2,053,189	$3,138,261	$1,085,072	52.85%
PROJECTED EXPENDITURES				
Administration Services	$30,740	$40,000	$9,260	30.12%
Professional Services	$184,000	$300,000	$116,000	63.04%
Consulting Services	$660,000	$1,200,000	$540,000	81.82%
Supplies	$245	$0	($245)	-100.00%
Prof. Dues & Memberships	$0	$0	$0	0.00%
Conferences & Meetings	$500	$0	($500)	-100.00%
Printing/ Postage	$0	$0	$0	0.00%
Publications	$1,000	$0	($1,000)	-100.00%
Distributions	$345,943	$803,000	$457,057	132.12%
Street Repair	$0	$0	$0	0.00%
Miscellaneous	$2,500	$0	($2,500)	-100.00%
Bank Fee	$0	$0	$0	0.00%
Audit Services	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
Total Expenditures	$1,224,928	$2,343,000	$1,118,072	91.28%
TRANSFERS				
Transfers In	$0	$0	$0	0.00%
Transfers Out	$0	$0	$0	0.00%
Total Transfers	$0	$0	$0	0.00%
NET CHANGE	$262,578	($33,000)	($295,578)	-112.57%
TRANSFER TO RESERVES	$0	$0	$0	0.00%
TOTAL USE OF FUNDS	$1,224,928	$2,343,000	$1,118,072	91.28%
ENDING FUND BALANCE	**$828,261**	**$795,261**	**($33,000)**	**-3.98%**
RESERVE FUND BALANCE	$0	$0	$0	0.00%
NET INCREASE (Decrease)	$262,578	($33,000)	($295,578)	-112.57%

Note Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

06/01/07		FY 2006-07	ESTIMATED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE									
				SMCRP PROGRAM FUNDS (C004)								
BEGINNING BALANCE		$565,683									$565,683	
RESERVE BALANCE		$0										$0
PROJECTED		Shuttles	Shuttles	Local Trans.	TDM	ITS	Ramp	ECR	Congestion	SMCRP PROGRAM		
REVENUES		Employer	Local	Support	Countywide	Plan	Metering	Incentive	Relief Plan	FUNDS (40/41/42/43/44/45/46)		
		C4364000	C4382000	C4364000	C4385000	C4386000	C4387000	C4383000	C4353000			
Interest Earnings	409100								10000	$10,000		
Member Contribution	4610XX		$500,000		$500,000	$200,000	$100,000			$1,300,000		
Cost Reimbursements-VTA	440304	$44,973	$82,533							$127,506		
MTC/ ISTEA Funding	481022									$0		
Grants	420501									$0		
DMV Fee	420602									$0		
NPDES Fee	480002									$0		
TA Cost Share	481023						$50,000			$50,000		
Miscellaneous	480008									$0		
Street Repair Funding	480003									$0		
PPM-STIP	420604									$0		
Assessment	420603									$0		
										$0		
										$0		
Total Revenues		$44,973	$582,533	$0	$500,000	$200,000	$150,000	$0	$10,000	$1,487,506		
TOTAL SOURCES OF FUNDS											$2,053,189	
PROJECTED		Shuttles	Shuttles	Local Trans	TDM	ITS	Ramp	ECR	Congestion	SMCRP PROGRAM		
EXPENDITURES		Employer	Local	Support	Countywide	Plan	Metering	Incentive	Relief Plan	FUNDS (40/41/42/43/44/45/46)		
		C4364000	C4382000	C4364000	C4385000	C4386000	C4387000	C4383000	C4353000			
Administration Services	520314								$30,740	$30,740		
Professional Services	520320								$184,000	$184,000		
Consulting Services	520303				$500,000	$60,000	$100,000			$660,000		
Supplies	520201	245								$245		
Prof. Dues & Memberships	520501									$0		
Conferences & Meetings	520503	500								$500		
Printing/ Postage	520204									$0		
Publications	520504	1000								$1,000		
Distributions	522724	$89,946	$255,997							$345,943		
Street Repair	522725									$0		
Miscellaneous	520509	$2,500								$2,500		
Bank Fee	520202									$0		
Audit Services	520301									$0		
										$0		
Total Expenditures		$94,191	$255,997	$0	$500,000	$60,000	$100,000	$0	$214,740	$1,224,928		
TRANSFERS												
Transfers In										$0		
Transfers Out										$0		
Total Transfers		$0	$0	$0	$0	$0	$0	$0		$0		
NET CHANGE		($49,218)	$326,536	$0	$0	$140,000	$50,000	$0		$262,578		
TRANSFER TO RESERVES										$0		
TOTAL USE OF FUNDS											$1,224,928	
ENDING FUND BALANCE											$828,261	
RESERVE FUND BALANCE												$0

Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance.
2- Transfer in of $104,000 was a loan to the AB 1546 Program that will be paid back in FY 05-06.

05/01/07

SMCRP PROGRAM FUND (04)
FY 2007-08 PROGRAM BUDGET
JULY 1, 2007 - JUNE 30, 2008

BEGINNING BALANCE		$828,261									$828,261	
RESERVE BALANCE		$0										$0
PROJECTED REVENUES		Shuttles Employer C4384000	Shuttles Local C4382000	Local Trans. Support C4354000	TDM Countywide C4385000	ITS Plan C4386000	Ramp Metering C4987000	ECR Incentive C4383000	Congestion Relief Plan C4353000	SMCRP PROGRAM FUNDS (40/41/42/43/44/45/46)		
Interest Earnings	409100								$10,000	$10,000		
Member Contribution	481DXX		$500,000		$550,000	$200,000	$100,000	$500,000		$1,850,000		
Cost Reimbursements-VTA	440304									$0		
MTC/ ISTEA Funding	481022					$100,000				$100,000		
Grants	420501									$0		
DMV Fee	420602									$0		
NPDES Fee	480002									$0		
TA Cost Share	481023		$150,000			$100,000	$100,000			$350,000		
Miscellaneous	480008									$0		
Street Repair Funding	480003									$0		
FPM-STIP	420604									$0		
Assessment	420603									$0		
										$0		
										$0		
Total Revenues		$0	$650,000	$0	$550,000	$400,000	$200,000	$500,000	$10,000	$2,310,000		
TOTAL SOURCES OF FUNDS											$3,138,261	
PROJECTED EXPENDITURES		Shuttles Employer C4384000	Shuttles Local C4382000	Local Trans Support C4354000	TDM Countywide C4385000	ITS Plan C4386000	Ramp Metering C4387000	ECR Incentive C4383000	Congestion Relief Plan C4353000	SMCRP PROGRAM FUNDS (40/41/42/43/44/45/46)		
Administration Services	520314								$40,000	$40,000		
Professional Services	520320								$300,000	$300,000		
Consulting Services	520303				$550,000	$450,000	$200,000			$1,200,000		
Supplies	520201									$0		
Prof. Dues & Memberships	520501									$0		
Conferences & Meetings	520503									$0		
Printing/ Postage	520204									$0		
Publications	520504									$0		
Distributions	522724	$153,000	$350,000					$300,000		$803,000		
Street Repair	522725									$0		
Miscellaneous	520509									$0		
Bank Fee	520202									$0		
Audit Services	520301									$0		
										$0		
Total Expenditures		$153,000	$350,000	$0	$550,000	$450,000	$200,000	$300,000	$340,000	$2,343,000		
TRANSFERS												
Transfers In										$0		
Transfers Out										$0		
Total Transfers		$0	$0	$0	$0	$0	$0	$0		$0		
NET CHANGE		($153,000)	$300,000	$0	$0	($50,000)	$0	$200,000	($330,000)	($33,000)		
TRANSFER TO RESERVES										$0		
TOTAL USE OF FUNDS											$2,343,000	
ENDING FUND BALANCE											$795,261	
RESERVE FUND BALANCE												$0

Note 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

CITY/COUNTY ASSOCIATION OF GOVERNMENTS
2007-08 PROGRAM BUDGET
JULY 1, 2007 - JUNE 30, 2008
(by fund)

TFCA PROGRAM FUND

Program Description: The Bay Area Air Quality Management District (BAAQMD) is charged under AB 434 to levy a surcharge on motor vehicle registration fees to fund projects and programs to reduce air pollution. This provides the revenues for the Transportation Fund for Clean Air (TFCA) Program. Forty (40) percent of the revenues generated within San Mateo County are allocated to C/CAG to be used to fund local programs implementing specified transportation control measures to improve air quality in the San Francisco Bay Area.

Issues: A minimum of Thirty (30) percent of the funds are set aside for the County Transportation Demand Management (TDM) Agencies with the remaining competed. The FY 2005-06 focus for the competed funds is on shuttle programs.

Reserves: Current reserve is $0. Not important to develop a reserve since the projects are adjusted to fit the funds available.

ESTIMATED BEGINNING BALANCE[1]		**$110,188**	
RESERVE BALANCE			**$0**
PROJECTED REVENUES			
Interest Earnings	$4,000		
TFCA Motor Vehicle Fee Revenue[2]	$991,138		
TOTAL PROJECTED REVENUES	$995,138	$995,138	
TOTAL SOURCES OF FUNDS		$1,105,326	
PROPOSED EXPENDITURES			
Administration Services	$12,000		
Professional Services	$37,099		
Supplies	$0		
Conferences & Meetings	$0		
TFCA Distributions (See Attached Details)	$1,029,000		
TOTAL EXPENDITURES	$1,078,099	$1,078,099	
NET CHANGE	($88,066)		
TOTAL TRANSFERS	$5,105	$5,105	
TRANSFER TO RESERVE	$0		
TOTAL USE OF FUNDS		$1,083,204	
ENDING FUND BALANCE (6/30/07)		**$22,122**	
RESERVE FUND BALANCE			**$0**

[1] TFCA Funds are good for two years. Programming issues, interest and cost reimbursement result in a balance carried forward

[2] Estimate for 2007-08 is $1,078,099 direct into San Mateo.

[3] Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

05/01/07	CHANGES IN TFCA FUND (24/25/26/27/28) BUDGET BY FISCAL YEAR			
	Projected Actual FY 2006-07	Budgeted FY 2007-08	Budget Change	Budget % Change
BEGINNING BALANCE	**$202,987**	**$110,188**	**($92,799)**	**-45.72%**
RESERVE BALANCE	$0	$0	$0	0.00%
PROJECTED REVENUES				
Interest Earnings	$4,000	$4,000	$0	0.00%
Member Contribution	$0	$0	$0	0.00%
Cost Reimbursements	$0	$0	$0	0.00%
ISTEA Funding	$0	$0	$0	0.00%
Grants	$0	$0	$0	0.00%
DMV Fee	$1,068,421	$991,138	($77,283)	-7.23%
TFCA	$0	$0	$0	0.00%
NPDES	$0	$0	$0	0.00%
AVA	$0	$0	$0	0.00%
Miscellaneous	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
Total Revenues	$1,072,421	$995,138	($77,283)	-7.21%
TOTAL SOURCES OF FUNDS	$1,275,408	$1,105,326	($170,082)	-13.34%
PROJECTED EXPENDITURES				
Administration Services	$7,000	$12,000	$5,000	71.43%
Professional Services	$21,000	$37,099	$16,099	76.66%
Consulting Services	$272,000	$0	($272,000)	-100.00%
Supplies	$0	$0	$0	0.00%
Prof. Dues & Memberships	$0	$0	$0	0.00%
Conferences & Meetings	$0	$0	$0	0.00%
Publications	$0	$0	$0	0.00%
TFCA Distributions	$0	$0	$0	0.00%
Distributions	$861,970	$1,029,000	$167,030	19.38%
AVA Distributions	$0	$0	$0	0.00%
Miscellaneous	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
Total Expenditures	$1,161,970	$1,078,099	($83,871)	-7.22%
TRANSFERS				
Transfers In	$418,657	$0	($418,657)	-100.00%
Transfers Out	$421,907	$5,105	($416,802)	-98.79%
Total Transfers	$3,250	$5,105	$1,855	57.09%
NET CHANGE	($92,799)	($88,066)	$4,732	5.10%
TRANSFER TO RESERVES	$0	$0	$0	0.00%
TOTAL USE OF FUNDS	$1,165,220	$1,083,204	($82,016)	-7.04%
ENDING FUND BALANCE	**$110,188**	**$22,122**	**($88,066)**	**-79.92%**
RESERVE FUND BALANCE	$0	$0	$0	0.00%
NET INCREASE (Decrease) IN FUND BALANCE	($92,799)	($88,066)	$4,732	5.10%

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

05/01/07		FY 2006-07	ESTIMATED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE												
				TFCA PROGRAM FUNDS (C024/25/26/27/28)											
BEGINNING BALANCE		$0	$217,640	($14,853)	$0	$0	$0						$202,987		
RESERVE BALANCE		$0	$0	$0	$0	$0	$0								$0
PROJECTED REVENUES		Fund Cycle FY 03-04 C2436700	Fund Cycle FY 04-05 C2536900	Fund Cycle FY 05-06 C2637800	Fund Cycle FY 06-07 C2739200	Fund Cycle FY 07-08 C28XXXXX					BAAQMD AB 434 PROGRAM FUND				
Interest Earnings	409100				$4,000						$4,000				
Member Contribution	481DXX										$0				
Cost Reimbursements-VTA	440304										$0				
MTC/ ISTEA Funding	481022										$0				
Grants	420601										$0				
DMV Fee	420602				$1,068,421						$1,068,421				
NPDES Fee	460002										$0				
TA Cost Share	481023										$0				
Miscellaneous	480008										$0				
Street Repair Funding	480003										$0				
PPM-STIP	420604										$0				
Assessment	420603										$0				
											$0				
											$0				
Total Revenues		$0	$0	$0	$1,072,421	$0	$0	$0	$0	$0	$1,072,421				
TOTAL SOURCES OF FUNDS													$1,275,408		
PROJECTED EXPENDITURES		Fund Cycle FY 03-04 C2436700	Fund Cycle FY 04-05 C2536900	Fund Cycle FY 05-06 C2637800	Fund Cycle FY 06-07 C2739200	Fund Cycle FY 07-08 C28XXXXX					BAAQMD AB 434 PROGRAM FUND				
Administration Services	520314				$7,000						$7,000				
Professional Services	520320				$21,000						$21,000				
Consulting Services	520303				$272,000						$272,000				
Supplies	520201										$0				
Prof. Dues & Memberships	520501										$0				
Conferences & Meetings	520503										$0				
Printing/ Postage	520204										$0				
Publications	520504										$0				
Distributions	522724			$1,970	$860,000						$861,970				
Street Repair	522725										$0				
Miscellaneous	520509										$0				
Bank Fee	520202										$0				
Audit Services	520301										$0				
											$0				
Total Expenditures		$0	$0	$1,970	$1,160,000	$0	$0	$0	$0	$0	$1,161,970				
TRANSFERS															
Transfers In				$217,640	$201,017						$418,657				
Transfers Out			$217,640	$201,017	$3,250						$421,907				
Total Transfers		$0	$217,640	($16,623)	($197,767)	$0	$0	$0	$0	$0	$3,250	All transfers within AB 434 Funds			
NET CHANGE		$0	($217,640)	$14,653	$110,188	$0	$0	$0	$0	$0	($82,799)				
TRANSFER TO RESERVES											$0				
TOTAL USE OF FUNDS													$1,165,220		
ENDING FUND BALANCE		$0	$0	($0)	$110,188	$0	$0	$0	$0	$0			$110,188		
RESERVE FUND BALANCE															0

Note Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

05/01/07

TFCA PROGRAM FUND
FY 2007-08 PROGRAM BUDGET
JULY 1, 2007 - JUNE 30, 2008

BEGINNING BALANCE		$0	$0	($0)	$110,188	$0	$0	$0	$0	$0			$110,188		
RESERVE BALANCE		$0	$0	$0	$0	$0									$0
PROJECTED REVENUES		Fund Cycle FY 03-04 C2436700	Fund Cycle FY 04-05 C2536900	Fund Cycle FY 05-06 C2637800	Fund Cycle FY 06-07 C2739200	Fund Cycle FY 07-08 C28XXXXX					BAAQMD AB 434 PROGRAM FUND				
Interest Earnings	409100					$4,000					$4,000				
Member Contribution	4810XX										$0				
Cost Reimbursements-VTA	440304										$0				
MTC/ ISTEA Funding	481022										$0				
Grants	420501										$0				
DMV Fee	420602					$991,138					$991,138				
NPDES Fee	480002										$0				
TA Cost Share	481023										$0				
Miscellaneous	480008										$0				
Street Repair Funding	480003										$0				
PPM-STIP	420604										$0				
Assessment	420603										$0				
											$0				
											$0				
Total Revenues		$0	$0	$0	$0	$995,138	$0	$0	$0	$0	$995,138				
TOTAL SOURCES OF FUNDS													$1,105,326		
PROJECTED EXPENDITURES		Fund Cycle FY 03-04 C2436700	Fund Cycle FY 04-05 C2536900	Fund Cycle FY 05-06 C2637800	Fund Cycle FY 06-07 C2739200	Fund Cycle FY 07-08 C28XXXXX					BAAQMD AB 434 PROGRAM FUND				
Administration Services	520314					$12,000					$12,000				
Professional Services	520320					$37,099					$37,099				
Consulting Services	520303										$0				
Supplies	520201										$0				
Prof. Dues & Memberships	520501										$0				
Conferences & Meetings	520503										$0				
Printing/ Postage	520204										$0				
Publications	520504										$0				
Distributions	522724				$0	$1,029,000					$1,029,000				
Street Repair	522725										$0				
Miscellaneous	520509										$0				
Bank Fee	520202										$0				
Audit Services	520301										$0				
											$0				
Total Expenditures		$0	$0	$0	$0	$1,078,099	$0	$0	$0	$0	$1,078,099				
TRANSFERS															
Transfers In											$0				
Transfers Out						$5,105					$5,105				
Total Transfers		$0	$0	$0	$0	$5,105	$0	$0	$0	$0	$5,105	All transfers within AB434 Funds			
NET CHANGE		$0	$0	$0	$0	($88,066)	$0	$0	$0	$0	($88,066)				
TRANSFER TO RESERVES											$0				
TOTAL USE OF FUNDS													$1,083,204		
ENDING FUND BALANCE		$0	$0	($0)	$110,188	($88,066)	$0	$0	$0	$0			$22,122		
RESERVE FUND BALANCE															0

Note Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

CITY/COUNTY ASSOCIATION OF GOVERNMENTS
2007-08 PROGRAM BUDGET
JULY 1, 2007 - JUNE 30, 2008
(by fund)

NPDES STORMWATER MANAGEMENT PLAN PROGRAM FUND

PROGRAM DESCRIPTION: The National Pollutant Discharge Elimination System (NPDES) program is a response to the mandate imposed by federal/ state legislation and the San Francisco Bay Regional Water Quality Control Board (RWQCB) requiring a San Mateo County stormwater discharge permit. The Cities/ County have joined together with C/CAG as co-permittee agencies for the Stormwater Pollution Prevention Program (STOPP).

Issues: Need to legislatively address the ability to generate revenue. The budget includes supplement fee of $633,056 and additional scope of work required by the Regional Water Quality Control Board. Have not fully implemented the expanded programs. Because of risk associated with permit renewal $75,000 is included in the budget to address this issue.

Reserves: Current reserves are $100,903. Need to try to increase the reserves to $200-250,000 over next few years.

ESTIMATED BEGINNING BALANCE		$1,225,994	
RESERVE BALANCE			$100,903
PROJECTED REVENUES			
Interest Earnings	$45,000		
Member Contribution	$209,561		
NPDES Fee[1] (See Attachment B)	$1,221,957		
TOTAL PROJECTED REVENUES	$1,476,518	$1,476,518	
TOTAL SOURCES OF FUNDS		$2,702,512	
PROPOSED EXPENDITURES			
Administration Services	$15,000		
Professional Services	$123,500		
Consulting Services[2]	$1,078,320		
Supplies	$0		
Professional Dues & Membership[3]	$204,000		
Printing & Postage	$1,500		
Publications	$10,000		
NPDES Distributions	$25,000		
Miscellaneous	$1,000		
TOTAL EXPENDITURES	$1,458,320	$1,458,320	
NET CHANGE	$11,816		
TRANSFERS	$6,382	$6,382	
TRANSFER TO RESERVES	$0		
TOTAL USE OF FUNDS		$1,464,702	
ENDING FUND BALANCE (6/30/07)		$1,237,810	
RESERVE FUND BALANCE			$100,903

[1]NPDES Fee - Assumed the same contribution rate as 2005-06 plus a supplemental fee of $624,008.
[2]Consulting services are provided by EOA.
[3]Consists of Permits and Regional Assessment fees.

[1]Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance.

05/01/07	CHANGES IN NPDES FUND (07) BUDGET BY FISCAL YEAR			
	Projected Actual FY 2006-07	Budgeted FY 2007-08	Budget Change	Budget % Change
BEGINNING BALANCE	**$1,190,047**	**$1,225,994**	**$35,947**	**3.02%**
RESERVE BALANCE	$100,903	$100,903	$0	0.00%
PROJECTED REVENUES				
Interest Earnings	$40,000	$45,000	$5,000	12.50%
Member Contribution	$206,677	$209,561	$2,884	1.40%
Cost Reimbursements-VTA	$0	$0	$0	0.00%
MTC/ ISTEA Funding	$0	$0	$0	0.00%
Grants	$0	$0	$0	0.00%
DMV Fee	$0	$0	$0	0.00%
NPDES Fee	$1,205,134	$1,221,957	$16,823	1.40%
TA Cost Share	$0	$0	$0	0.00%
Miscellaneous	$0	$0	$0	0.00%
Street Repair Funding	$0	$0	$0	0.00%
PPM-STIP	$0	$0	$0	0.00%
Assessment	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
Total Revenues	$1,451,811	$1,476,518	$24,707	1.70%
TOTAL SOURCES OF FUNDS	$2,641,858	$2,702,512	$60,654	2.30%
PROJECTED EXPENDITURES				
Administration Services	$15,000	$15,000	$0	0.00%
Professional Services	$123,500	$123,500	$0	0.00%
Consulting Services	$1,038,900	$1,078,320	$39,420	3.79%
Supplies	$0	$0	$0	0.00%
Prof. Dues & Memberships	$204,000	$204,000	$0	0.00%
Conferences & Meetings	$1,500	$1,500	$0	0.00%
Printing/ Postage	$5,000	$10,000	$5,000	100.00%
Publications	$0	$0	$0	0.00%
Distributions	$20,000	$25,000	$5,000	25.00%
Street Repair	$0	$0	$0	0.00%
Miscellaneous	$1,000	$1,000	$0	0.00%
Bank Fee	$0	$0	$0	0.00%
Audit Services	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
Total Expenditures	$1,408,900	$1,458,320	$49,420	3.51%
TRANSFERS				
Transfers In	$0	$0	$0	0.00%
Transfers Out	$6,964	$6,382	($582)	-8.36%
Total Transfers	$6,964	$6,382	($582)	-8.36%
NET CHANGE	$35,947	$11,816	($24,131)	-67.13%
TRANSFER TO RESERVES	$0	$0	$0	0.00%
TOTAL USE OF FUNDS	$1,415,864	$1,464,702	$48,838	3.45%
ENDING FUND BALANCE	**$1,225,994**	**$1,237,810**	**$11,816**	**0.96%**
RESERVE FUND BALANCE	$100,903	$100,903	$0	0.00%
NET INCREASE (Decrease) IN FUND BALANCE	$35,947	$11,816	($24,131)	-67.13%

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

05/01/07		FY 2006-07	ESTIMATED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE										
				NPDES PROGRAM FUND (07)									
BEGINNING BALANCE		$1,190,047									$1,190,047		
RESERVE BALANCE		$100,903											$100,903
PROJECTED REVENUES		New Devel. & Site Control	Public Info. & Participation	Comm.&Indus. Illicit Discharge	Municipal Main. Activities	Collaborative Monitoring	Permit Renewal Participation	Program Administration	Regional Dues/ Monit.	NPDES PROGRAMS FUND			
		C7357000	C7358000	C7359000	C7360000	C7361000	C7362000	C7356000	C73XXXXX				
Interest Earnings	409100							$40,000		$40,000			
Member Contribution	481XXX							$206,677		$206,677			
Cost Reimbursements-VTA	440304									$0			
MTC/ ISTEA Funding	481022									$0			
Grants	420501									$0			
DMV Fee	420602									$0			
NPDES Fee	480002							$1,205,134		$1,205,134			
TA Cost Share	481023									$0			
Miscellaneous	480008									$0			
Street Repair Funding	480003									$0			
PPM-STIP	420604									$0			
Assessment	420600									$0			
										$0			
										$0			
Total Revenues		$0	$0	$0	$0	$0	$0	$1,451,811	$0	$1,451,811			
TOTAL SOURCES OF FUNDS											$2,641,858		
PROJECTED EXPENDITURES		New Devel. & Site Control	Public Info. & Participation	Comm.&Indus. Illicit Discharge	Municipal Main. Activities	Collaborative Monitoring	Permit Renewal Participation	Program Administration	Regional Dues/ Monit	NPDES PROGRAMS FUND			
		C7357000	C7358000	C7359000	C7360000	C7361000	C7362000	C7356000	C73XXXXX				
Administration Services	520314							15000		$15,000			
Professional Services	520320							80000	43500	$123,500			
Consulting Services	520303	222900	285000	174000	69000	203000	25000	60000		$1,038,900			
Supplies	520201									$0			
Prof. Dues & Memberships	520501								204000	$204,000			
Conferences & Meetings	520503							1500		$1,500			
Printing/ Postage	520204							5000		$5,000			
Publications	520504									$0			
Distributions	522724		15000					5000		$20,000			
Street Repair	522725									$0			
Miscellaneous	520509							1000		$1,000			
Bank Fee	520202									$0			
Audit Services	520301									$0			
										$0			
Total Expenditures		$222,900	$300,000	$174,000	$69,000	$203,000	$25,000	$167,500	$247,500	$1,408,900			
TRANSFERS													
Transfers In										$0			
Transfers Out								$6,964		$6,964			
Total Transfers		$0	$0	$0	$0	$0	$0	$6,964		$6,964			
NET CHANGE		($222,900)	($300,000)	($174,000)	($69,000)	($203,000)	($25,000)	$1,277,347		$35,947			
TRANSFER TO RESERVES										$0			
TOTAL USE OF FUNDS											$1,415,864		
ENDING FUND BALANCE											$1,225,994		
RESERVE FUND BALANCE													$100,903

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

05/01/07

NPDES PROGRAMS FUND (07)
FY 2007-08 PROGRAM BUDGET
JULY 1, 2007 - JUNE 30, 2008

BEGINNING BALANCE		$1,225,994										$1,225,994	
RESERVE BALANCE		$100,903											$100,903
PROJECTED REVENUES		New Devel. & Site Control	Public Info. & Participation	Comm.&Indus Illicit Discharg	Municipal Main. Activities	Collaborative Monitoring	Permit Renewal Participation	Program Administration	Regional Dues/ Monit	NPDES PROGRAMS FUND			
		C7357000	C7358000	C7359000	C7360000	C7361000	C7362000	C7356000	C73XXXXX				
Interest Earnings	409100							$45,000		$45,000			
Member Contribution	4810XX							$209,561		$209,561			
Cost Reimbursements-VTA	440304									$0			
MTC/ ISTEA Funding	481022									$0			
Grants	420601									$0			
DMV Fee	420602									$0			
NPDES Fee	480002							$1,221,957		$1,221,957			
TA Cost Share	481023									$0			
Miscellaneous	480008									$0			
Street Repair Funding	480003									$0			
PPM-STIP	420504									$0			
Assessment	420603									$0			
										$0			
Total Revenues		$0	$0	$0	$0	$0	$0	$1,476,518	$0	$1,476,518			
TOTAL SOURCES OF FUNDS												$2,702,512	
PROJECTED EXPENDITURES		New Devel. & Site Control	Public Info. & Participation	Comm.&Indus Illicit Discharg	Municipal Main. Activities	Collaborative Monitoring	Permit Renewal Participation	Program Administration	Regional Dues/ Monit.	NPDES PROGRAMS FUND			
		C7357000	C7358000	C7359000	C7360000	C7361000	C7362000	C7356000	C73XXXXX				
Administration Services	520314							15000		$15,000			
Professional Services	520320							80000	43500	$123,500			
Consulting Services	520303	186000	311320	174000	69000	203000	75000	60000		$1,078,320			
Supplies	520201									$0			
Prof. Dues & Memberships	520501								204000	$204,000			
Conferences & Meetings	520503							1500		$1,500			
Printing/ Postage	520204							10000		$10,000			
Publications	520504									$0			
Distributions	522724		15000					10000		$25,000			
Street Repair	522725									$0			
Miscellaneous	520509							1000		$1,000			
Bank Fee	520202									$0			
Audit Services	520301									$0			
										$0			
Total Expenditures		$186,000	$326,320	$174,000	$69,000	$203,000	$75,000	$177,500	$247,500	$1,458,320			
TRANSFERS													
Transfers In										$0			
Transfers Out								$6,382		$6,382			
Total Transfers		$0	$0	$0	$0	$0	$0	$6,382		$6,382			
NET CHANGE		($186,000)	($326,320)	($174,000)	($69,000)	($203,000)	($75,000)	$1,292,636		$11,816			
TRANSFER TO RESERVES										$0			
TOTAL USE OF FUNDS												$1,464,702	
ENDING FUND BALANCE												$1,237,810	
RESERVE FUND BALANCE													$100,903

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

CITY/COUNTY ASSOCIATION OF GOVERNMENTS
2007-08 PROGRAM BUDGET
JULY 1, 2007 - JUNE 30, 2008
(by fund)

ABANDONED VEHICLE ABATEMENT SERVICE AUTHORITY FUND

PROGRAM DESCRIPTION: The objective of the Abandoned Vehicle Abatement (AVA) Program is to assist the Cities and County in the abatement of abandoned vehicles. These revenues provide cost recovery for the expenses incurred by member jurisdictions related to the abatement of abandoned vehicles. The County and 17 Cities participate in this program. The City of San Carlos provides administrative (Regional Services Authority) and finance support for the program.

Issues: AVA funds are distributed to those agencies (18) participating, based half on population and half on proportionate share of vehicles abated.

Reserves: Current reserve is $0. Not important to develop a reserve since the projects are adjusted to fit the funds available.

ESTIMATED BALANCE[1]		**$391,760**	
RESERVE BALANCE			$0
PROJECTED REVENUES			
Interest Earnings	$2,000		
Abandoned Vehicle Abatement Fee Revenues[2]	$680,000		
TOTAL PROJECTED REVENUES	$682,000	$682,000	
TOTAL SOURCES OF FUNDS		$1,073,760	
PROPOSED EXPENDITURES			
Administration Services	$15,000		
Professional Services	$0		
AVA Distributions[3] (See Attached Distributions)	$680,000		
Miscellaneous	$50,000		
TOTAL EXPENDITURES	$745,000	$745,000	
NET CHANGE	($63,000)		
TRANSFER TO RESERVES	$0		
TOTAL USE OF FUNDS		$745,000	
ENDING FUND BALANCE[4] **(6/30/07)**		**$328,760**	
RESERVE FUND BALANCE			$0

[1]AB 135, effective January 1, 1996, requires rebating surplus funds back to the State of California 90 days after the preceding year ends. Surplus generated prior to this date is not affected.
[2]Assumed the same contribution rate as 2006-07
[3]The same agency reimbursement level as 2006-07 was assumed.

[4] Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance.

05/01/07	CHANGES IN AVA FUND (09) BUDGET BY FISCAL YEAR			
	Projected Actual FY 2006-07	Budgeted FY 2007-08	Budget Change	Budget % Change
BEGINNING BALANCE	**$558,760**	**$391,760**	**($167,000)**	**-29.89%**
RESERVE BALANCE	$0	$0	$0	0.00%
PROJECTED REVENUES				
Interest Earnings	$2,000	$2,000	$0	0.00%
Member Contribution	$0	$0	$0	0.00%
Cost Reimbursements-VTA	$0	$0	$0	0.00%
MTC/ ISTEA Funding	$0	$0	$0	0.00%
Grants	$0	$0	$0	0.00%
DMV Fee	$525,000	$680,000	$155,000	29.52%
NPDES Fee	$0	$0	$0	0.00%
TA Cost Share	$0	$0	$0	0.00%
Miscellaneous	$0	$0	$0	0.00%
Street Repair Funding	$0	$0	$0	0.00%
PPM-STIP	$0	$0	$0	0.00%
Assessment	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
Total Revenues	$527,000	$682,000	$155,000	29.41%
TOTAL SOURCES OF FUNDS	$1,085,760	$1,073,760	($12,000)	-1.11%
PROJECTED EXPENDITURES				
Administration Services	$12,000	$15,000	$3,000	25.00%
Professional Services	$2,000	$0	($2,000)	-100.00%
Consulting Services	$0	$0	$0	0.00%
Supplies	$0	$0	$0	0.00%
Prof Dues & Memberships	$0	$0	$0	0.00%
Conferences & Meetings	$0	$0	$0	0.00%
Printing/ Postage	$0	$0	$0	0.00%
Publications	$0	$0	$0	0.00%
Distributions	$680,000	$680,000	$0	0.00%
Street Repair	$0	$0	$0	0.00%
Miscellaneous	$0	$50,000	$50,000	0.00%
Bank Fee	$0	$0	$0	0.00%
Audit Services	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
Total Expenditures	$694,000	$745,000	$51,000	7.35%
TRANSFERS				
Transfers In	$0	$0	$0	0.00%
Transfers Out	$0	$0	$0	0.00%
Total Transfers	$0	$0	$0	0.00%
NET CHANGE	($167,000)	($63,000)	$104,000	62.28%
TRANSFER TO RESERVES	$0	$0	$0	0.00%
TOTAL USE OF FUNDS	$694,000	$745,000	$51,000	7.35%
ENDING FUND BALANCE	**$391,760**	**$328,760**	**($63,000)**	**-16.08%**
RESERVE FUND BALANCE	$0	$0	$0	0.00%
NET INCREASE (Decrease) IN FUND BALANCE	($167,000)	($63,000)	$104,000	62.28%

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

05/01/07 FY 2006-07 ESTIMATED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

AVA PROGRAM FUND (09)

BEGINNING BALANCE		$558,760								$558,760			
RESERVE BALANCE		$0										$0	
PROJECTED REVENUES		AVA Program C9365000							ABANDON VEHICLE PROGRAM FUND				
Interest Earnings	409100	$2,000							$2,000				
Member Contribution	4810XX								$0				
Cost Reimbursements-VTA	440304								$0				
MTC/ ISTEA Funding	481022								$0				
Grants	420501								$0				
DMV Fee	420502	$525,000							$525,000				
NPDES Fee	480002								$0				
TA Cost Share	481023								$0				
Miscellaneous	480008								$0				
Street Repair Funding	480003								$0				
PPM-STIP	420604								$0				
Assessment	420603								$0				
									$0				
									$0				
Total Revenues		$527,000	$0	$0	$0	$0	$0		$527,000				
TOTAL SOURCES OF FUNDS											$1,085,760		
PROJECTED EXPENDITURES		AVA Program C9365000							ABANDON VEHICLE PROGRAM FUND				
Administration Services	520314	$12,000							$12,000				
Professional Services	520320	$2,000							$2,000				
Consulting Services	520330								$0				
Supplies	520201								$0				
Prof. Dues & Memberships	520501								$0				
Conferences & Meetings	520503								$0				
Printing/ Postage	520204								$0				
Publications	520504								$0				
Distributions	522724	$680,000							$680,000				
Street Repair	522725								$0				
Miscellaneous	520509								$0				
Bank Fee	520202								$0				
Audit Services	520301								$0				
									$0				
Total Expenditures		$694,000	$0	$0	$0	$0	$0		$694,000				
TRANSFERS													
Transfers In									$0				
Transfers Out									$0				
Total Transfers		$0	$0						$0				
NET CHANGE		($167,000)	$0	$0	$0	$0	$0		($167,000)				
TRANSFER TO RESERVES									$0				
TOTAL USE OF FUNDS											$694,000		
ENDING FUND BALANCE											$391,760		
RESERVE FUND BALANCE												$0	

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

05/01/07

ABANDON VEHICLE PROGRAM FUND (09)
FY 2007-08 PROGRAM BUDGET
JULY 1, 2007 - JUNE 30, 2008

BEGINNING BALANCE		$391,760								$391,760	
RESERVE BALANCE		$0									$0
PROJECTED REVENUES		AVA Program C9365000						ABANDON VEHICLE PROGRAM FUND			
Interest Earnings	409100	$2,000						$2,000			
Member Contribution	4810XX							$0			
Cost Reimbursements-VTA	440304							$0			
MTC/ ISTEA Funding	481022							$0			
Grants	420501							$0			
DMV Fee	420602	$680,000						$680,000			
NPDES Fee	480002							$0			
TA Cost Share	481023							$0			
Miscellaneous	480008							$0			
Street Repair Funding	480003							$0			
PPM-STIP	420604							$0			
Assessment	420603							$0			
								$0			
								$0			
Total Revenues		$682,000	$0	$0	$0	$0	$0	$682,000			
TOTAL SOURCES OF FUNDS										$1,073,760	
PROJECTED EXPENDITURES		AVA Program C9365000						ABANDON VEHICLE PROGRAM FUND			
Administration Services	520314	$15,000						$15,000			
Professional Services	520320							$0			
Consulting Services	520303							$0			
Supplies	520201							$0			
Prof, Dues & Membership	520501							$0			
Conferences & Meetings	520503							$0			
Printing/ Postage	520204							$0			
Publications	520504							$0			
Distributions	522724	$680,000						$680,000			
Street Repair	522725							$0			
Miscellaneous	520509	$50,000						$50,000			
Bank Fee	520202							$0			
Audit Services	520301							$0			
								$0			
Total Expenditures		$745,000	$0	$0	$0	$0	$0	$745,000			
TRANSFERS											
Transfers In								$0			
Transfers Out								$0			
Total Transfers		$0	$0	$0	$0	$0	$0	$0			
NET CHANGE		($63,000)	$0	$0	$0	$0	$0	($63,000)			
TRANSFER TO RESERVES								$0			
TOTAL USE OF FUNDS										$745,000	
ENDING FUND BALANCE										$328,760	
RESERVE FUND BALANCE											$0

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

CITY/COUNTY ASSOCIATION OF GOVERNMENTS
2007-08 PROGRAM BUDGET
JULY 1, 2007 - JUNE 30, 2008
(by fund)

SAN MATEO COUNTY ENVIRONMENTAL/ TRANSPORTATION PILOT PROGRAM - AB 1546

PROGRAM DESCRIPTION: A C/CAG sponsored initiative AB 1546 was signed into law by the Governor and took effect on January 1, 2005 that provides authorization for the City/County Association of Governments of San Mateo County to impose an annual fee of up to $4 on motor vehicles registered within San Mateo County for a program for the management of traffic congestion and storm-water pollution within San Mateo County. The Board authorized the implementation of a $4 fee beginning 7/1/05. Both traffic congestion and storm-water pollution programs include support for local programs and new countywide programs.

Issues: An allocation for each agency is provided to support the local programs. Delay in implementation of new countywide programs (50% of funds) for both congestion relief and storm-water pollution programs have resulted in the large increasing fund balance. As these programs are implemented the fund balance will be significantly reduced. Funds expire 1/1/09. C/CAG is pursuing a 10 year reauthorization (SB 613).

Reserves: Current reserve is $0. Not important to develop a reserve since the projects are adjusted to fit the funds available.

ESTIMATED BEGINNING BALANCE		**$3,259,948,**	
RESERVE BALANCE			$0
PROJECTED REVENUES			
Interest Income	$30,000		
DMV Fee	$2,632.669		
TA Cost Share	$100,000		
TOTAL PROJECTED REVENUES	$2,762,669	$2,762,669	
TOTAL SOURCES OF FUNDS		$6,022,617	
PROPOSED EXPENDITURES			
Administrative Services	$30,000		
Professional Services	$60,000		
Consulting Services	$50,000		
Supplies[1]			
Professional Dues & Memberships			
Conferences & Meetings			
Publications			
Distribution	$2,116,334		
TOTAL EXPENDITURES	$2,256,334	$2,256,334	
TRANSFERS	$0	$0	
NET CHANGE	$506,335		
TRANSFER TO RESERVES			
TOTAL USE OF FUNDS		$2,256,334	
ENDING FUND BALANCE (6/30/07)		**$3,766,283**	
RESERVE FUND BALANCE			$0

Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance
2- Assumed full allocation to Cities/ County

05/01/07	CHANGES IN AB 1546 PROGRAM FUND (08) BUDGET BY FISCAL YEAR			
	Projected Actual FY 2006-07	Budgeted FY 2007-08	Budget Change	Budget % Change
BEGINNING BALANCE	**$2,138,549**	**$3,259,948**	**$1,121,399**	**52.44%**
RESERVE BALANCE	$0	$0	$0	0.00%
PROJECTED REVENUES				
Interest Earnings	$30,000	$30,000	$0	0.00%
Member Contribution	$0	$0	$0	0.00%
Cost Reimbursements-VTA	$0	$0	$0	0.00%
MTC/ ISTEA Funding	$0	$0	$0	0.00%
Grants	$0	$0	$0	0.00%
DMV Fee	$2,587,872	$2,632,669	$44,797	1.73%
NPDES Fee	$0	$0	$0	0.00%
TA Cost Share	$0	$100,000	$100,000	0.00%
Miscellaneous	$0	$0	$0	0.00%
Street Repair Funding	$0	$0	$0	0.00%
PPM-STIP	$0	$0	$0	0.00%
Assessment	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
Total Revenues	$2,617,872	$2,762,669	$144,797	5.53%
TOTAL SOURCES OF FUNDS	$4,756,421	$6,022,617	$1,266,196	26.62%
PROJECTED EXPENDITURES				
Administration Services	$29,468	$30,000	$532	1.81%
Professional Services	$27,000	$60,000	$33,000	122.22%
Consulting Services	$91,261	$50,000	($41,261)	-45.21%
Supplies	$0	$0	$0	0.00%
Prof. Dues & Memberships	$0	$0	$0	0.00%
Conferences & Meetings	$0	$0	$0	0.00%
Printing/ Postage	$0	$0	$0	0.00%
Publications	$0	$0	$0	0.00%
Distributions	$1,348,744	$2,116,334	$767,590	56.91%
Street Repair	$0	$0	$0	0.00%
Miscellaneous	$0	$0	$0	0.00%
Bank Fee	$0	$0	$0	0.00%
Audit Services	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
Total Expenditures	$1,496,473	$2,256,334	$759,861	50.78%
TRANSFERS				
Transfers In	$0	$0	$0	0.00%
Transfers Out	$0	$0	$0	0.00%
Total Transfers	$0	$0	$0	0.00%
NET CHANGE	$1,121,399	$506,335	($615,064)	-54.85%
TRANSFER TO RESERVES	$0	$0	$0	0.00%
TOTAL USE OF FUNDS	$1,496,473	$2,256,334	$759,861	50.78%
ENDING FUND BALANCE	**$3,259,948**	**$3,766,283**	**$506,335**	**15.53%**
RESERVE FUND BALANCE	$0	$0	$0	0.00%
NET INCREASE (Decrease) IN FUND BALANCE	$1,121,399	$506,335	($615,064)	-54.85%

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

05/01/07 FY 2006-07 ESTIMATED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

AB 1546 PROGRAM FUND (08)

BEGINNING BALANCE		$2,138,549										$2,138,549		
RESERVE BALANCE		$0												$0
PROJECTED REVENUES		Administration DMV C8376000	Administration C/CAG C8377000	Cong. Man. Local C8371000	Cong. Man Regional C8372000	Cong. Man. Alter. Fuel C8373000	NPDES Local C8374000	NPDES Regional C8375000			AB 1546 PROGRAM FUND			
Interest Earnings	409100		$30,000								$30,000			
Member Contribution	4810XX										$0			
Cost Reimbursements-VTA	440304										$0			
MTC/ISTEA Funding	481022										$0			
Grants	420501										$0			
DMV Fee	420602			$646,968	$323,484	$323,484	$646,968	$646,968			$2,587,872			
NPDES Fee	480002										$0			
TA Cost Share	481023										$0			
Miscellaneous	460008										$0			
Street Repair Funding	490023										$0			
PPM-STIP	420604										$0			
Assessment	420603										$0			
											$0			
											$0			
Total Revenues		$0	$30,000	$646,968	$323,484	$323,484	$646,968	$646,968	$0		$2,617,872			
TOTAL SOURCES OF FUNDS												$4,756,421		
PROJECTED EXPENDITURES		Administration DMV C8376000	Administration C/CAG C8377000	Cong. Man Local C8371000	Cong. Man. Regional C8372000	Cong. Man Alter. Fuel C8373000	NPDES Local C8374000	NPDES Regional C8375000			AB 1546 PROGRAM FUND			
Administration Services	520314		$8,000		$5,468	$16,000					$29,468			
Professional Services	520320		$12,000	$5,000	$5,000			$5,000			$27,000			
Consulting Services	520303				$60,000	$31,261					$91,261			
Supplies	520201										$0			
Prof. Dues & Memberships	520501										$0			
Conferences & Meetings	520503										$0			
Printing/ Postage	520204										$0			
Publications	520504										$0			
Distributions	522724			$575,134	$0	$125,000	$647,610	$0			$1,348,744			
Street Repair	522725										$0			
Miscellaneous	520509										$0			
Bank Fee	520202										$0			
Audit Services	520301										$0			
											$0			
Total Expenditures		$0	$20,000	$581,134	$70,468	$172,261	$647,610	$5,000	$0		$1,496,473			
TRANSFERS														
Transfers In											$0			
Transfers Out											$0			
Total Transfers		$0	$0	$0	$0	$0	$0	$0	$0		$0			
NET CHANGE		$0	$10,000	$65,834	$253,016	$151,223	($842)	$641,968	$0		$1,121,399			
TRANSFER TO RESERVES											$0			
TOTAL USE OF FUNDS												$1,496,473		
ENDING FUND BALANCE												$3,259,948		
RESERVE FUND BALANCE														$0

Note 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance
2- Transfer out of $104,000 was a loan from the Congestion Relief Program Fund (04) that will be repaid in FY 05-06
3- Administrative expenditures includes a one-time DMV set up fee of $100,280

05/01/07

AB 1546 PROGRAM
FY 2007-08 PROGRAM BUDGET
JULY 1, 2007 - JUNE 30, 2008

BEGINNING BALANCE		$3,259,948										$3,259,948		
RESERVE BALANCE		$0												$0
PROJECTED REVENUES		Administration DMV C8376000	Administration C/CAG C8377000	Cong. Man Local C8371000	Cong. Man Regional C8372000	Cong. Man. Alter. Fuel C8373000	NPDES Local C8374000	NPDES Regional C8375000			AB 1546 FUND			
Interest Earnings	409100		$30,000								$30,000			
Member Contribution	4810XX										$0			
Cost Reimbursements-VTA	440304										$0			
MTC/ ISTEA Funding	481022										$0			
Grants	420501										$0			
DMV Fee	420602			$658,167	$329,084	$329,084	$658,167	$658,167			$2,632,669			
NPDES Fee	480002										$0			
TA Cost Share	481023					$100,000					$100,000			
Miscellaneous	480008										$0			
Street Repair Funding	480003										$0			
PPM-STIP	420604										$0			
Assessment	420603										$0			
											$0			
											$0			
Total Revenues		$0	$30,000	$658,167	$329,084	$429,084	$658,167	$658,167	$0		$2,762,669			
TOTAL SOURCES OF FUNDS												$6,022,617		
PROJECTED EXPENDITURES		Administration DMV C8376000	Administration C/CAG C8377000	Cong. Man Local C8371000	Cong. Man. Regional C8372000	Cong. Man Alter. Fuel C8373000	NPDES Local C8374000	NPDES Regional C8375000			AB 1546 FUND			
Administration Services	520314		$10,000		$5,000	$10,000		$5,000			$30,000			
Professional Services	520320		$20,000		$10,000	$20,000		$10,000			$60,000			
Consulting Services	520303					$50,000					$50,000			
Supplies	520201										$0			
Prof. Dues & Memberships	520501										$0			
Conferences & Meetings	520503										$0			
Printing/ Postage	520204										$0			
Publications	520504										$0			
Distributions	522724			$658,167	$200,000	$400,000	$658,167	$200,000			$2,116,334			
Street Repair	522725										$0			
Miscellaneous	520509										$0			
Bank Fee	520202										$0			
Audit Services	520301										$0			
											$0			
Total Expenditures		$0	$30,000	$658,167	$215,000	$480,000	$658,167	$215,000	$0		$2,256,334			
TRANSFERS														
Transfers In											$0			
Transfers Out											$0			
Total Transfers		$0	$0	$0	$0	$0	$0	$0	$0		$0			
NET CHANGE		$0	$0	$0	$114,084	($50,916)	$0	$443,167	$0		$506,335			
TRANSFER TO RESERVES											$0			
TOTAL USE OF FUNDS												$2,256,334		
ENDING FUND BALANCE												$3,766,283		
RESERVE FUND BALANCE														$0

Note 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

ATTACHMENT B

MEMBER ASSESSMENTS
(5% Increase over FY 06-07)

MEMBER ASSESSMENTS APPROVED

Agency	% Popul. (as of 1/1/06)	General Fund Assessment $250,024	Gas Tax Assessment $390,907	% of Trip Generation	Congestion Relief	Total w/o NPDES	NPDES Basic (1)	NPDES Extended (1)	NPDES Total (1)	Total w/NPDES
Atherton	1.00%	$2,507	$3,920	1.34%	$24,845	$31,273	$10,906	$8,737	$19,642	$50,915
Belmont	3.54%	$8,856	$13,846	3.56%	$65,884	$88,586	$30,446	$24,390	$54,836	$143,422
Brisbane (2)	0.52%	$1,293	$2,021	1.18%	$21,775	$25,089	$8,664	$6,941	$15,604	$40,693
Burlingame	3.91%	$9,779	$15,290	5.79%	$107,193	$132,262	$34,339	$27,509	$61,849	$194,110
Colma	0.22%	$544	$850	0.50%	$9,224	$10,618	$2,933	$2,350	$5,283	$15,901
Daly City	14.48%	$36,193	$56,587	10.79%	$199,610	$292,390	$81,553	$65,332	$146,885	$439,275
East Palo Alto	4.43%	$11,078	$17,320	2.30%	$42,633	$71,031	$17,681	$14,165	$31,846	$102,877
Foster City	4.13%	$10,324	$16,141	4.90%	$90,679	$117,145	$32,692	$26,190	$58,881	$176,026
Half Moon Bay	1.76%	$4,399	$6,877	1.27%	$23,451	$34,727	$18,581	$14,885	$33,466	$68,193
Hillsborough	1.51%	$3,786	$5,919	1.27%	$23,491	$33,197	$14,105	$11,300	$25,405	$58,601
Menlo Park	4.25%	$10,618	$16,600	5.57%	$103,109	$130,327	$42,985	$34,436	$77,422	$207,749
Millbrae	2.86%	$7,160	$11,194	3.27%	$60,419	$78,772	$22,529	$18,048	$40,577	$119,349
Pacifica	5.35%	$13,376	$20,913	3.50%	$64,742	$99,031	$45,183	$36,196	$81,379	$180,410
Portola Valley	0.63%	$1,572	$2,458	0.41%	$7,607	$11,637	$7,227	$5,790	$13,017	$24,654
Redwood City	10.51%	$26,272	$41,076	13.42%	$248,197	$315,544	$78,175	$62,627	$140,801	$456,346
San Bruno	5.73%	$14,335	$22,412	5.55%	$102,604	$139,350	$42,460	$34,015	$76,475	$215,826
San Carlos	3.90%	$9,760	$15,259	4.77%	$88,246	$113,264	$39,176	$31,384	$70,560	$183,824
San Mateo	13.03%	$32,566	$50,916	16.11%	$298,110	$381,592	$94,938	$76,055	$170,993	$552,584
South San Francisco	8.54%	$21,347	$33,376	8.99%	$166,325	$221,048	$73,973	$59,260	$133,233	$354,281
Woodside (3)	0.76%	$1,901	$2,973	0.60%	$11,189	$16,063	$9,046	$7,247	$16,293	$32,357
San Mateo County	8.94%	$22,359	$34,958	4.90%	$90,667	$147,985	$82,636	$66,200	$148,836	$296,821
TOTAL	100	$250,024	$390,907	99.99%	$1,850,000	$2,490,931	$790,227	$633,056	$1,423,283	$3,914,214

1- Funds collected based on parcels through San Mateo County Flood Control District except for Brisbane and Woodside

2- Brisbane pays for NPDES Extended from City Funds

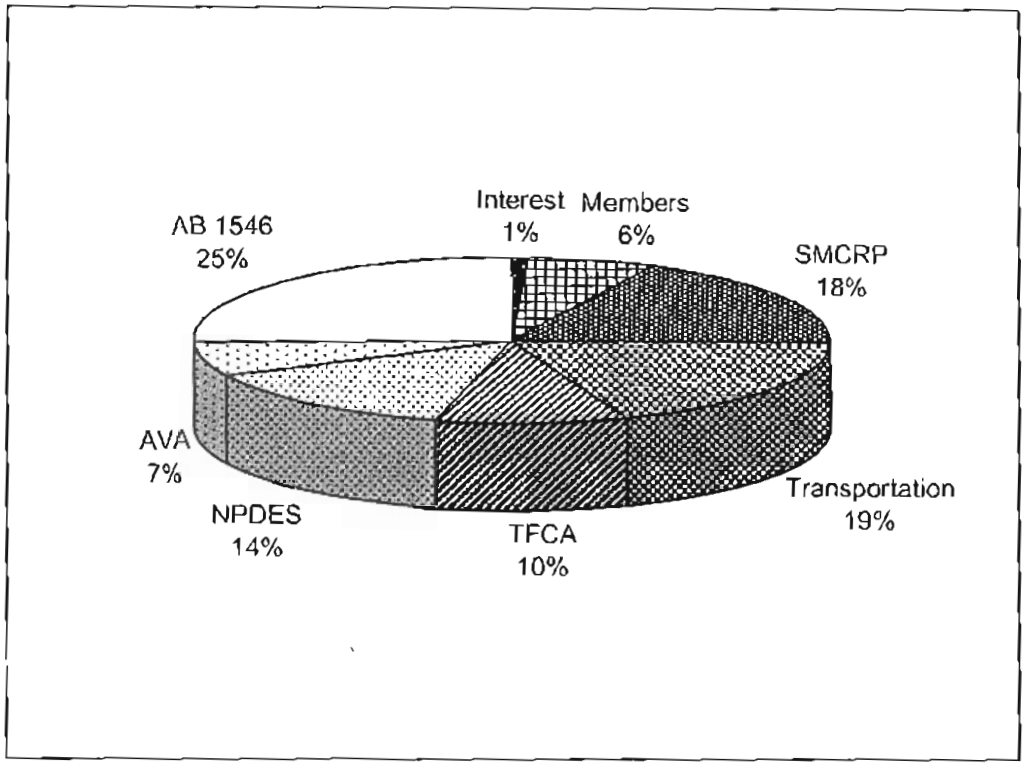
3- Woodside pays for Both NPDES Basic and NPDES Extended from City Funds

4- Note NPDES will be increased slightly due to approved inflation factors. This will be included in the adopting resolutions.

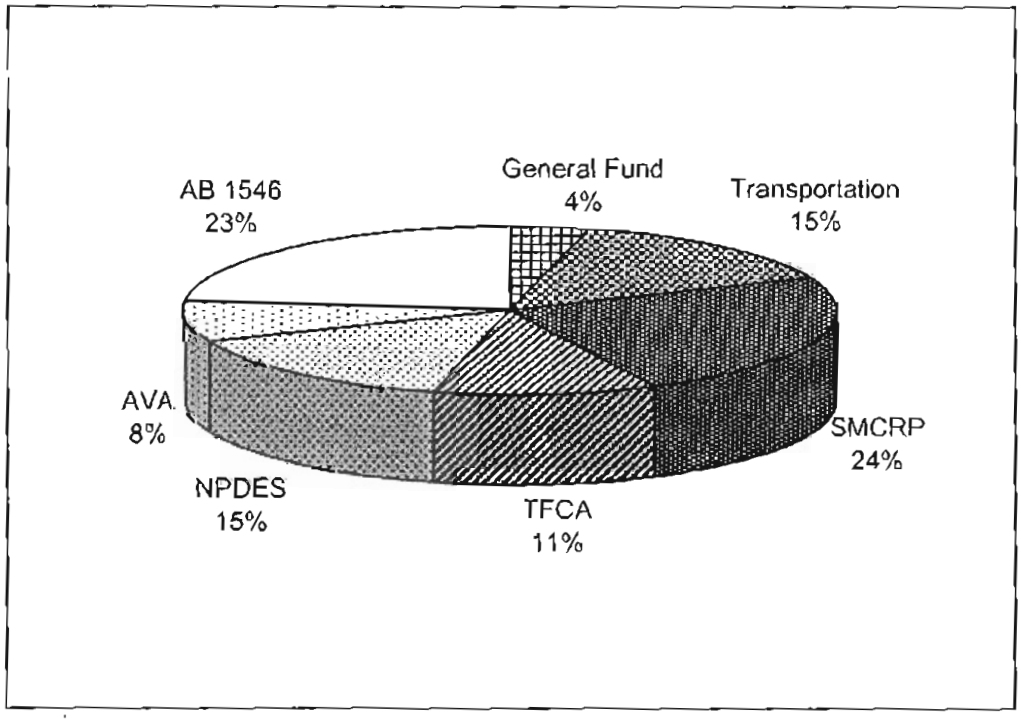
ATTACHMENT C

Graphical Representation of C/CAG Budget

C/CAG REVENUES FY 2007-08

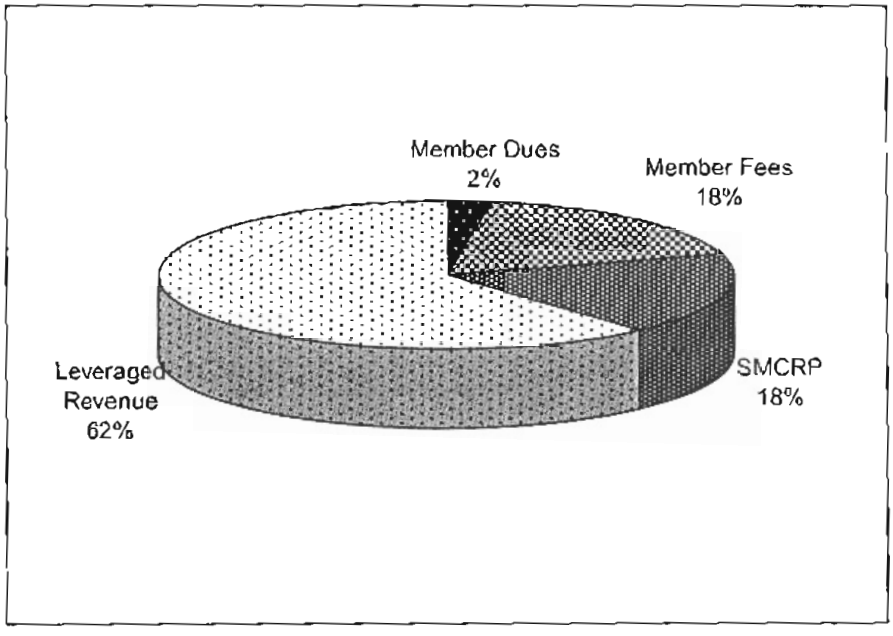


C/CAG EXPENDITURES FY 2007-08



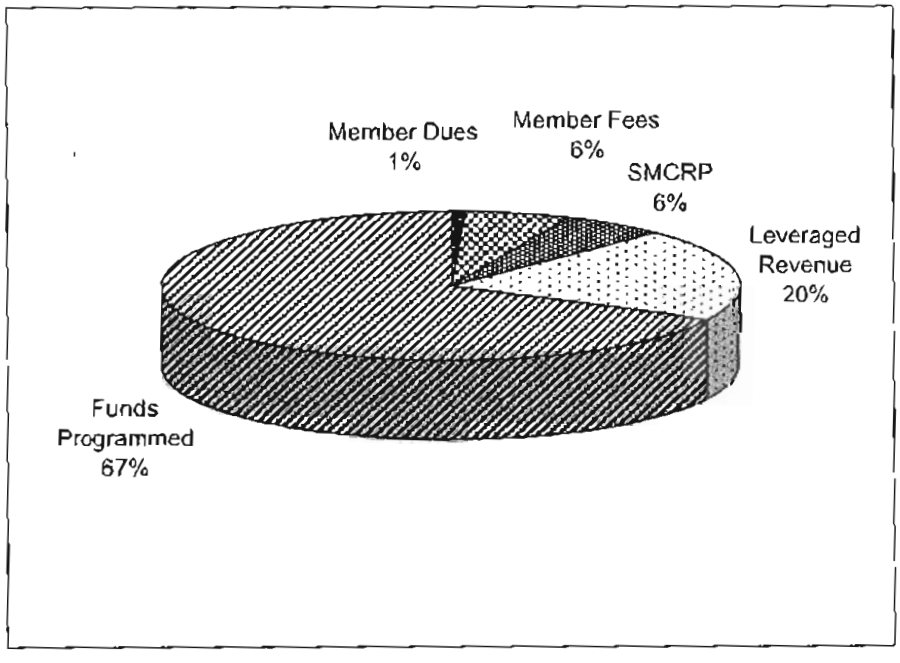
C/CAG MEMBER DUES/ FEES HIGHLY LEVERAGED

C/CAG REVENUES FY 2007-08



Leverage= $8,407,756/$2,072,449= 4.06 to 1
(Less SMCRP Funds)

C/CAG CONTROLLED FUNDS FY 2007-08



Leverage=$29,607,756/$2,072,449=14.29 to 1
(Less SMCRP Funds)

ATTACHMENT D

Resolution 07-14 adopting the C/CAG 2007-08 Program Budget and Fees

RESOLUTION 07-14

* * * * * * * * * * * *

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) ADOPTING THE C/CAG 2007-08 PROGRAM BUDGET AND FEES

* * * * * * * * * * * * * * * * *

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

WHEREAS, C/CAG is authorized as a Joint Powers Agency to provide services for member agencies; and

WHEREAS, C/CAG is required to adopt a program budget and establish fees annually; and

WHEREAS, C/CAG must use the latest population data available from the State of California, dated 1/01/06, in establishing the member assessments; and

WHEREAS, a C/CAG 2007-08 Program Budget and fees has been proposed;

NOW, THEREFORE, BE IT RESOLVED that the City/County Association of Governments of San Mateo County (C/CAG) adopts the C/CAG 2007-08 Program Budget and Fees.

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF JUNE 2007.

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James M. Vreeland, Jr., Chair

ATTACHMENT E

FY 2006 - 07 Projection vs. FY 2006 - 07 Updated Budget

05/01/07	C/CAG FY 2006-07 PROJECTION VS FY 2006- 07 UPDATED BUDGET			
	Updated Budgeted FY 2006-07	Projected Actual FY 2006-07	Budget Change	Budget % Change
BEGINNING BALANCE	**$3,630,327**	**$4,716,779**	**$1,086,452**	**29.93%**
RESERVE BALANCE	$144,249	$194,249	$50,000	34.66%
PROJECTED REVENUES				
Interest Earnings	$38,000	$87,000	$49,000	128.95%
Member Contribution	$1,881,343	$2,117,087	$235,744	12.53%
Cost Reimbursements-VTA	$0	$203,506	$203,506	0.00%
MTC/ ISTEA Funding	$390,000	$595,000	$205,000	52.56%
Grants	$487,500	$20,000	($467,500)	-95.90%
DMV Fee	$300,000	$4,181,293	$3,881,293	1293.76%
NPDES Fee	$1,114,289	$1,205,134	$90,845	8.15%
TA Cost Share	$1,388,456	$232,845	($1,155,611)	-83.23%
Miscellaneous	$680,000	($125,570)	($805,570)	-118.47%
Street Repair Funding	$1,980,000	$0	($1,980,000)	-100.00%
PPM-STIP	$70,000	$67,000	($3,000)	-4.29%
Assessment	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
	$0	$0	$0	0.00%
Total Revenues	$9,269,441	$8,583,295	($686,146)	-7.40%
TOTAL SOURCES OF FUNDS	$12,899,768	$13,300,074	$400,306	3.10%
PROJECTED EXPENDITURES				
Administration Services	$485,499	$324,208	($161,291)	-33.22%
Professional Services	$1,094,133	$895,370	($198,763)	-18.17%
Consulting Services	$3,943,518	$2,590,361	($1,353,157)	-34.31%
Supplies	$48,500	$48,745	$245	0.61%
Prof Dues & Memberships	$36,600	$204,500	$167,900	458.74%
Conferences & Meetings	$8,500	$11,000	$2,500	29.41%
Printing/ Postage	$37,999	$32,500	($5,499)	-14.47%
Publications	$1,075,000	$2,500	($1,072,500)	-99.77%
Distributions	$2,103,518	$3,256,657	$1,153,139	54.82%
Street Repair	$675,000	$0	($675,000)	-100.00%
Miscellaneous	$6,000	$46,500	$40,500	675.00%
Bank Fee	$0	$1,500	$1,500	0.00%
Audit Services	$0	$5,000	$5,000	0.00%
	$0	$0	$0	0.00%
Total Expenditures	$9,514,267	$7,418,841	($2,095,426)	-22.02%
TRANSFERS				
Transfers In	$88,254	$562,375	$474,121	537.23%
Transfers Out	$88,254	$562,375	$474,121	537.23%
Total Transfers	$0	$0	$0	0.00%
NET CHANGE	($244,826)	$1,164,454	$1,409,280	575.63%
TRANSFER TO RESERVES	$0	$0	$0	0.00%
TOTAL USE OF FUNDS	$9,514,267	$7,418,841	($2,095,426)	-22.02%
ENDING FUND BALANCE	**$3,385,501**	**$5,881,233**	$2,495,732	73.72%
RESERVE FUND BALANCE	$144,249	$194,249	$50,000	34.66%
NET INCREASE (Decrease) IN FUND BALANCE	($244,826)	$1,164,454	$1,409,280	575.63%
Note. Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance				

ATTACHMENT F

Key Budget Definitions/ Acronyms

Key Budget Definitions/ Acronyms

AB 434 - Transportation Fund for Clean Air Program
AB 1546 Program - San Mateo County Environmental/ Transportation Pilot Program
AVA - Abandoned Vehicle Abatement
BAAQMD - Bay Area Air Quality Management District
BPAC - Bicycle and Pedestrian Advisory Committee
C/CAG - City/ County Association of Governments
CMAQ - Congestion Management and Air Quality
CMP 111 - Congestion Management Program (Proposition 111)
DMV - Department of Motor Vehicles
ISTEA - Intermodal Surface Transportation Equity Act
ITS - Intelligent Transportation Study
Measure A - San Mateo County Sales Tax for Transportation
MTC - Metropolitan Transportation Commission
Normalized - Years in a multi-year analysis all referred to a base year.
NPDES - National Pollutant Discharge Elimination System
Peninsula 2020 Gateway Study - San Mateo and Santa Clara County study on Highway 101 and access to the Dumbarton Bridge.
PPM - Planning Programming and Monitoring
RWQCB - San Francisco Bay Area Regional Water Quality Control Board
SFIA - San Francisco International Airport
SMCRP - San Mateo Congestion Relief Plan Program
STIP - State Transportation Improvement Program (State and Federal Transportation Funds)
STOPPP - Storm-water Pollution Prevention Program
STP - Surface Transportation Program (Federal Funds)
TA - Transportation Authority
TAC - Congestion Management Technical Advisory Committee
TDA - Transportation Development Act Article III Funding
TFCA - Transportation Fund for Clean Air (Also known as AB 434)
VTA - Santa Clara Valley Transportation Authority

C/CAG AGENDA REPORT

Date: May 10, 2007

To: City/County Association of Governments Board of Directors

From: Richard Napier, C/CAG Executive Director

Subject: **Review and approval of Resolution 07-12 authorizing the C/CAG Chair to execute the necessary agreements with the State of California/Ford Motor Company, Air Products, San Mateo County Transportation Authority (TA), San Mateo County Transit District (SamTrans), Santa Clara Valley Transportation Authority (VTA), the Peninsula Congestion Relief Alliance and West Valley College for a Hydrogen Internal Combustion Engine (HICE) Shuttle Vehicle, to provide Caltrain shuttle service for two years up to a total of, not to exceed, $250,000 net cost to C/CAG.**

(For further information contact Richard Napier at 599-1420)

RECOMMENDATION

That the Board review and approval of Resolution 07-12 authorizing the C/CAG Chair to execute the necessary agreements with the State of California/Ford Motor Company, Air Products, San Mateo County Transportation Authority (TA), San Mateo County Transit District (SamTrans), Santa Clara Valley Transportation Authority (VTA), the Peninsula Congestion Relief Alliance and West Valley College for a Hydrogen Internal Combustion Engine (HICE) Shuttle Vehicle, to provide Caltrain shuttle service for two years up to a total of, not to exceed, $250,000 net cost to C/CAG.

FISCAL IMPACT

$250,000 per year to be budgeted for the Alternative Fuel Program in the FY 2007/08 and FY 2008/09 C/CAG budget. The net cost to C/CAG is $125,000 per year after the TA reimbursement of $125,000 if approved by the TA Board.

SOURCE OF FUNDS

AB 1546 Countywide Congestion Management Program Funds and San Mateo County Transportation Authority Funds and Transportation Authority Measure A Local Sales Tax, if approved.

ITEM 5.3

BACKGROUND

March 30, 2007, the California Air Resources Board (CARB) contacted C/CAG regarding the possibility of awarding a Hydrogen Internal Combustion Engine (HICE) Shuttle Vehicle to C/CAG with the provision that an adequate hydrogen fuel supply was available such that it could be immediately placed into service upon delivery.

On April 12, 2007, the board approved C/CAG staff to negotiate with the State of California, San Mateo County Transit District, (SamTrans), and the San Mateo County Transportation Authority (SMCTA) for an HICE Shuttle Vehicle.

On April 19, 2007, after investigating the feasibility of the project, C/CAG staff responded to CARB's requirement that fuel will be available to operate the shuttle by July 1, 2007 contingent upon sufficient notice that the shuttle will be awarded to C/CAG.

On April 27, 2007 CARB management tentatively agreed to award C/CAG a HICE Shuttle Vehicle. Contracts are being finalized and will be sent to C/CAG for review. The contract will most likely be with Ford Motor Company. The draft agreement is provided separately.

DISCUSSION

The California Air Resources Board (CARB) has agreed to host an HICE Shuttle Vehicle to the San Mateo Hydrogen Highway Project on the basis that C/CAG can provide sufficient hydrogen to fuel the vehicle by July 1, 1007. This shuttle represents the first hydrogen vehicle for San Mateo County.

Initially, the Pacific Gas and Electric (PG&E) Station at San Carlos would have provided the fuel required to operate the shuttle. However, since CARB is still negotiating the contract with the state General Services Administration, it is the staff's belief that the shuttle will be available before the station is ready.

As a result, staff considered two options:

- Option #1 – find a site which already provides hydrogen fuel
- Option #2 – provide a temporary tube trailer with hydrogen fuel and dispenser at a local site

With the Board's approval, C/CAG staff began discussions with Air Products to provide, on lease, a tube trailer. The proposed site is the Parking Company of America (PCA) maintenance site in East Palo Alto. The estimated cost of providing a tube trailer at this site is $300K.

Concurrently, C/CAG staff began discussions with the Santa Clara Valley Transportation Authority (SCVTA) to determine the feasibility of fueling at the SCVTA site in Milpitas. The cost of fueling at SCVTA is estimated at $18.50/ per kg or $65K for two years.

C/CAG staff also discussed the possibility of entering into a contract with SMCTA to sponsor up to 50% of the costs of installing, operating, maintaining, and other costs associated with the hydrogen shuttle program.

In addition to fuel costs the following partnerships are required to operate and maintain the shuttle:

Shuttle Vehicle Lease – CARB/Ford Motor Company
The state grant will cover the cost lease plus major service of the vehicle. The estimated cost is $250K per year for two years. After which, the vehicle will be returned to Ford Motor Company. C/CAG will enter into an agreement with CARB/Ford Motor Company to cover the costs of the lease and for major vehicle service only.

Maintenance of Vehicle – SCVTA and Ford Motor Company
There are two components to vehicle servicing:

1. Ford Motor Company will provide major service requirements: engine checkups, hydrogen system checks, etc.
2. Minor service requirements: door jams, tire rotations, etc. will need to be provided by the user. It may be necessary to contract with SCVTA to provide this service on a cost reimbursement basis because current public safety rules require that all hydrogen-fueled vehicles be maintained in a hydrogen certified garage. The PCA maintenance station at East Palo Alto does not qualify for this type of certification. The SCVTA station and maintenance facility in Milpitas is already certified for hydrogen.

Fuel – SCVTA and SMCTA
The SCVTA fueling station is a liquid hydrogen station. Fuel for this station is delivered by Air Products from a plant in Sacramento. The cost of the fuel is approximately $10 per kilogram but because the fuel needs to be placed in the buses in a gaseous state, the actual cost of the fuel in the bus is approximately double the delivery cost.

For this project, two options are available:

1. Fuel the bus directly from the Milpitas station which is located approximately 15 miles from the PCA Maintenance Yard in East Palo Alto. This reduces the effective range of the vehicle by approximately 20% in the most likely scenario.
2. Have the fuel delivered to the East Palo Alto Yard by contracting with Air Products to deliver the fuel on a tube trailer. There is an additional cost of locating a special dispenser at Milpitas to allow this transfer.

Operations and Management of Shuttle – Peninsula Congestion Relief Alliance (Alliance)
C/CAG staff recommends entering into an agreement with the Alliance to provide operations and management of the shuttle in order to schedule operators and routes. The Alliance plans to contract with the Parking Company of America (PCA) to operate the shuttles. C/CAG will then reimburse the Alliance for all administrative time and driver costs associated with this vehicle up to a maximum amount of $100K per year.

Educational Outreach – West Valley College
One component of the CARB shuttle grant is that C/CAG will provide an educational outreach program for the shuttle. C/CAG will work with West Valley College or a San Mateo college to provide the educational outreach. A Memorandum of Understanding (MOU) will need to be drafted for this effort.

Marketing – SMCTA
As part of the introduction of hydrogen vehicles in San Mateo County, C/CAG staff recommends working with the TA to provide marketing, public relation news releases, and design for the shuttle in an effort to bring awareness of alternative fuel programs to the county.

Training – Ford Motor Company and Air Products
Ford Motor Company will provide training to personnel working on the vehicle. Air Products (or other gas supplier) will provide training for personnel working around the station at Milpitas and at East Palo Alto.

ACTION REQUIRED:

It is requested that the Board authorize the C/CAG staff to negotiate with the stakeholders to finalize the implementation and appropriate agreements with the C/CAG cost to not exceed $250K for the two-year program.

Due to the CARB requirement that the shuttle be placed into active service immediately after delivery to C/CAG, staff recommends that the board approve Resolution 07-12 to authorize, in advance, the C/CAG Chair to execute agreements with the agencies stated above for a total amount not to exceed $250K to maintain and operate an HICE Shuttle in San Mateo County.

C/CAG Legal Counsel will review and sign-off on all agreements prior to submittal to the C/CAG Chair.

ALTERNATIVES:

(1) Accept staff recommendations to permit the C/CAG Chair to execute the contracts within the above limits after review by C/CAG Counsel.
(2) Accept staff recommendations to permit the C/CAG Chair to execute the contracts with modifications within the above limits after review by C/CAG Counsel.
(3) No Action.

Staff recommends alternative (1)

ATTACHMENT:

1. TABLE 1: Estimated Costs for the Hydrogen Shuttle
2. CARB Letter
3. Draft Ford Agreement (separate package)

Attachment

TABLE 1: ESTIMATED COSTS FOR THE HYDROGEN SHUTTLE

Task	Agreement	Reimbursement by CARB	Costs to C/CAG	Costs to SMCTA
Shuttle Vehicle Lease	Ford and C/CAG	State Grant ($250K/yr = $500K)	$0	$0
Maintenance of Vehicle – major service	Ford Motor Company	State Grant	$0	$0
Maintenance of Vehicles – minor service	TBD Possibly SCVTA	$0	50% of actual costs $17K/yr[1]	50% of actual costs $17K/yr
Fuel	SCVTA	$0	50% of actual costs $15.5K/yr[2]	50% of actual costs $15.5K/yr
Operations and Management of Shuttle	Peninsula Congestion Relief Alliance	$0	50% of actual costs $50K/yr	50% of actual costs $50K/yr
Educational Outreach	Mission College	$0 (Other CARB Grants)	$1.5K/yr	$1.5K/yr
Installation of Dispensing Station at East Palo Alto	TBD Possibly Air Products	$0	$50K 1st yr	$50K 1st yr
Rental Costs and maintenance costs of Tube Trailer and station	TBD Possibly Air Products	$0	50% of actual costs NTE $13.5K/yr	50% of actual costs NTE $13.5K/yr
Marketing	SamTrans	$0	$5K/yr	$5K/yr
Total Costs		**State Grant $250K/yr**	**$150K for 1st yr $100K for 2nd yr**	**$150K for 1st yr $100K for 2nd yr**

[1] November 2006, "Santa Clara Valley Transportation Authority and San Mateo County Transit District Fuel Cell Transit Buses: Evaluation Results" page 68 (Estimated costs for a 17 month period was $48K per bus).

[2] Air Products Proposal April 20, 2007 estimated costs of delivering fuel to East Palo Alto from southern California was estimated to be $123K for two years. If fuel is delivered from Milpitas, the cost for delivering the fuel may be reduced by 50% but the cost of installing a dispensing unit to fill the tube trailer may bring the costs to be equal to or higher than $123K for two years. Dispenser at Milpitas is not included in these estimates.

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

April 18, 2007

Mr. Craig Duehring
California Air Resources Board
1001 I-Street
Sacramento, CA 95814

RE: C/CAG Proposal to support the Ford HICE Shuttle in San Mateo County

Dear Craig:

Thank you so much for giving us the opportunity to possibly use one of the new E450 Ford Hydrogen Internal Combustion Engine (HICE) Vehicles. The City/ County Association of Governments of San Mateo County (C/CAG) is excited with the idea of having the demonstration hydrogen vehicle in San Mateo County.

Per the conference calls with you on March 30 and April 6 C/CAG has been evaluating the actions necessary to make certain that the shuttle is immediately placed into service upon receipt in July. The results of this evaluation clearly show that with the options available to the San Mateo County team we are in a position to place the vehicle in service in July.

Detailed facts about the proposed service and fueling options are attached. The following provides the key factors that indicate the minimal risk of placing the vehicle into service.

1- The vehicle is proposed to provide demonstration demand responsive transit service to and from Caltrain rail stations where latent demand exists.
2- Fuel for vehicle can be provided immediately by the VTA Milpitas site. This site is significantly under utilized. The most impact it will have is to reduce the shuttle range by 20 miles. Since the site is currently operating, there is no risk that fuel will not be available by the July delivery.
3- Permanent fuel for the shuttle will be provided either by a station to be sited at the East Palo Alto PCA facility or the San Carlos PG&E site.
4- The San Mateo Peninsula Congestion Relief Alliance will manage the shuttle by contract with Parking Company of America for operation.
5- Funding for placing the vehicle into shuttle service will be provided by the City/ County Association of Governments of San Mateo County (C/CAG). The Board approved this commitment at its Board Meeting on 4/12/07. The staff of the San Mateo County Transportation Authority (TA) has indicated interest in also participating in the program.

It is our understanding that the Ford HICE vehicle will be available to us by July 1, 2007 and that C/CAG and/ or the shuttle operator will need to enter into an agreement with Ford Motor Company.

Furthermore, C/CAG would intend to enter into an agreement with the Santa Clara Valley Transit Authority to purchase hydrogen fuel from their Milpitas site until either the East Palo Alto temporary station or the San Carlos Station comes on line.

Hopefully we have outlined the steps and estimated time frame in order to provide you the necessary assurances that C/CAG can immediately place the vehicle into shuttle service.

The San Mateo County team can begin work as soon as a written commitment is received from the State that that C/CAG will be awarded this vehicle. Should you have any questions, please call me at 650-599-1420 or Diana Shu at 650 599-1414. Your consideration of the C/CAG proposal is appreciated.

Sincerely,

Richard Napier

Richard Napier,
Executive Director, C/CAG
Attachment

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY HYDROGEN SHUTTLE PROPOSAL

Requirements:
Shuttle Parameters

Shuttle Funding	City/ County Association of Governments, San Mateo County Transportation Authority, and CARB (Vehicle)
Shuttle Manager	Peninsula Congestion Relief Alliance
Shuttle Operator	Parking Company of America (PCA)
Shuttle Route (potential)	Demand responsive service to Caltrain Stations
Shuttle Route Length	TBD but no more than 60 Miles per Day
Shuttle Route Rider-ship	Approximately 12-30 per day
Shuttle Storage	160 Demeter Rd., East Palo Alto

Shuttle Vehicle

Vehicle	Ford HICE (Provided by State)
Maintenance	Ford (Provided by State)
Range	150 Miles
Capacity	15 Passenger
Fuel Capacity	30 kg

Options:
Hydrogen Fueling – Option #1

Location	Valley Transportation Authority – Milpitas
Site Preparation	None Required
Installation	None Required
Permitting	None Required. Currently Permitted.
Operation	Valley Transportation Authority – Milpitas

Maintenance	Valley Transportation Authority – Milpitas
Capacity	Greater than 300 kg
Distance to Fuel	15 Miles One-Way
Availability	Currently in operation below capacity.
July 2007 Risk	None. Fuel is currently available at this location

Hydrogen Fueling – Option #2

Location	160 Demeter Rd., East Palo Alto PCA Storage Yard
Site Preparation	Route Power and Build Pad
Installation	Air products
Permitting	Building (4 –6 months – East Palo Alto) and Fire (4-8 weeks – Menlo Park Fire District) Required
Operation	PCA and Air Products
Maintenance	Air Products
Capacity	300KG
Distance to Fuel	Less than 5 miles (one-way)
Availability (Projected)	August 1, 2007
July 2007 Risk	Medium to High Likely available in August 2007 Use VTA site until available

Hydrogen Fueling San Carlos PG&E - Option #3

Location	Industrial Road San Carlos PG&E Site
Site Preparation	Route Power and Build Pad
Installation	PG&E and Contractors

HYDROGEN SHUTTLE PROPOSAL

Permitting	Building (4 weeks - San Carlos) and Fire (4-8weeks - South County Fire District) Required
Operation	PG&E
Maintenance	PG&E and Contractors
Capacity	30KG per day
Distance to Fuel	Less than 5 miles (one-way)
Availability (Projected)	December, 2007
July 2007 Risk	High Not available until December 2007 Use VTA or East Palo Alto site until available

RESOLUTION 07-12

AUTHORIZING THE C/CAG CHAIR TO EXECUTE THE NECESSARY AGREEMENTS WITH THE STATE OF CALIFORNIA/FORD MOTOR COMPANY, AIR PRODUCTS, SAN MATEO COUNTY TRANSPORTATION AUTHORITY (TA), SAN MATEO COUNTY TRANSIT DISTRICT (SAMTRANS), SANTA CLARA VALLEY TRANSPORTATION AUTHORITY (VTA), THE PENINSULA CONGESTION RELIEF ALLIANCE AND WEST VALLEY COLLEGE FOR A HYDROGEN INTERNAL COMBUSTION ENGINE (HICE) SHUTTLE VEHICLE, TO PROVIDE CALTRAIN SHUTTLE SERVICE FOR TWO YEARS UP TO A TOTAL OF, NOT TO EXCEED, $250,000 NET COST TO C/CAG.

WHEREAS, the City/County Association of Governments (C/CAG) of San Mateo County is a Joint Powers Authority created by the Cities and the County; and,

WHEREAS, the State of California through the California Air Resources Board (CARB)/ Ford Motor Company is prepared to enter into an agreement with C/CAG to provide a Hydrogen Internal Combustion Engine (HICE) Shuttle Vehicle for a period of two years; and

WHEREAS, CARB has required C/CAG to provide hydrogen to fuel this shuttle at the time of delivery to C/CAG; and

WHEREAS, C/CAG will need to enter into contract with CARB/Ford Motor Company as recipient of the hydrogen shuttle grant for a two year lease on the shuttle and maintenance for the shuttle's propulsion system; and

WHEREAS, C/CAG will need to enter into contract with the San Mateo County Transportation Authority (SMCTA) as a partner in the hydrogen vehicle program; and

WHEREAS, C/CAG will need to enter into contract with the Santa Clara Valley Transportation Authority (SCVTA) in order to provide maintenance and fuel for the shuttle; and

WHEREAS, C/CAG will need to enter into contract with the San Mateo County Transit Authority (SamTrans) in order to provide marketing and oversight for the shuttle; and

WHEREAS, C/CAG will need to enter into contract with the Peninsula Congestion Alliance (Alliance) for storage, management and operations of the shuttle; and

WHEREAS, C/CAG will need to enter into contract with the Air Products to install a tube trailer and to provide maintenance on the hydrogen dispensing station and tube trailer; and

WHEREAS, C/CAG will need to provide a Memorandum of Understanding (MOU) to West Valley College to provide an educational outreach program to satisfy a requirement of the hydrogen shuttle award; and

WHEREAS, the shuttle will be available on July 1, 2007; and

WHEREAS, contracts may need to be negotiated and executed before the next board meeting in order to meet the July 1, 2007 delivery date.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County authorizes the Chair, in advance after review from the C/CAG legal counsel, to execute agreements for C/CAG between agencies listed on Attachment A for a net amount to C/CAG, not to exceed, $250,000 for the operation and maintenance of an HICE Shuttle Vehicle.

PASSED, APPROVED, AND ADOPTED THIS 10TH DAY OF MAY 2007.

Deborah C. Gordon, Chair