



## Item No. 12 Town of Atherton

### **CITY COUNCIL STAFF REPORT – CONSENT AGENDA**

**TO: HONORABLE MAYOR AND CITY COUNCIL  
GEORGE RODERICKS, CITY MANAGER**

**FROM: ROBERT BARRON III, FINANCE DIRECTOR**

**DATE: MAY 20, 2020**

**SUBJECT: CREATION OF COUNTY MEASURE W TRANSPORTATION FUND**

#### **RECOMMENDATION**

Authorize the creation of County Measure W transportation fund.

#### **BACKGROUND**

Staff is requesting Council authorization for the creation of a new Town fund designation for County Measure W. On November 6, 2018, the voters of San Mateo County approved Measure W which authorized a new half-cent sales tax for thirty years to fund investment for transportation and public transit in accordance with the San Mateo County Congestion Relief Plan (Congestion Relief Plan). The agreement between the San Mateo County Transportation Authority and the Town for the distribution of Measure W funds outlines the requirements for distribution, use and reporting of the funds. The Congestion Relief Plan allocates 10% of the annual revenue to the County of San Mateo and the cities of the County for transportation investments. The distribution formula for these funds is based 50% on population and 50% on road miles (adjusted annually).

The Town of Atherton began receiving funds for Measure W in Fiscal Year 2019/20. The initial estimate funding allocated toward the Town is \$157,000 or 1.74% of County Wide funds. This funding is part of the Town CIP program. Based on the current COVID-19 emergency, staff estimates \$125,000 in funding. This is a reminder that Measure W is sales tax driven funding. The Town may use Measure W funds for street paving and pothole repair, bicycle/pedestrian safety projects, promoting alternative modes of transportation, planning and implementing traffic and safety projects including signal coordination, and implementing advanced technologies and communications of the roadway system. The agreement requires that if the Town has a Pavement Condition Index score (PCI) of less than 70, that funds be exclusively used for projects that will increase its PCI until such time as it reaches 70 or greater. The latest pavement assessment conducted in 2018 indicated the City's overall PCI was 74.

The County Measure W fund needs to be created to hold these appropriated congestion relief plan funds. *Council authorization is required to create a new fund within the Town financials.*

*This also follows our disclosure guidelines of the creation of new funds within our fiscal year independent audit workplan. This fund will hold all the remitted Measure W funds for the Town and its restricted use will be as stated above. These funds will be used for Street and Roads related purposes.*

This fund will be added to the Town's financial systems and will be considered a special revenue fund for the purpose of streets and road maintenance funding. *Staff recommends that this fund number be set as Fund 205 and be called County Measure W Fund.*

### **POLICY CONSIDERATIONS**

The establishment of the County Measure W, as a special revenue fund is a policy decision for the City Council. There is requirement that these funds be used for specific purposes that were designated by San Mateo County voters to fund investment for transportation and public transit in accordance with the San Mateo County Congestion Relief Plan.

These funds are implemented into the Town Capital improvement program and will assist in the Town's yearly street maintenance program funding. These funds will also assist in the Town contribution toward its streets and roads maintenance of effort. Every year the Town CIP is reviewed for yearly funding and 5-year infrastructure planning. Measure W will be a funding source for road maintenance for the next thirty years.

### **FISCAL IMPACT**

None.

### **PUBLIC NOTICE**

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but be not limited to, media outlets, school districts, Menlo Park Fire District, service provides (water, power, and sewer), and regional elected officials.

In addition, the Town keeps its financial information up to date via a transparency webpage.

<https://ca-atherton.civicplus.com/index.aspx?NID=269>