

County of San Mateo
Flood and Sea Level Rise Resiliency Advisory Committee
MINUTES
September 9, 2019

1. Call to Order/Roll Call

Chair Dave Pine called the meeting to order at 4:08 p.m. Interim Clerk Boland took roll call.

Committee Members Present:

Dave Pine, Representing Board of Supervisors, At-Large (Chair)
Debbie Ruddock, Representing Coastside (Vice Chair) (Arrived at 4:12 p.m.)
Donna Colson, Representing Northern San Mateo County cities
Maryann Moise Derwin, Representing San Mateo County cities at-large
Diane Papan, Representing Central San Mateo County cities

Committee Members Absent:

Don Horsley, Representing Board of Supervisors, District 3
Lisa Gauthier, Representing Southern San Mateo County cities

Staff Present:

Larry Patterson, Interim Executive Director
Justin Mates, Esq., County Counsel
Jim Porter, County of San Mateo Director of Public Works
Rochelle Kiner, Deputy Director, Public Works
Ann Stillman, Deputy Director, Public Works
Erika Powell, Flood Resiliency Program Manager
Danielle Lee, Deputy Director, Office of Sustainability
Christine Boland, Interim Clerk

2. Public Comment

None

3. Action to Set the Agenda

Motion/Second: Colson/Derwin moved to set the agenda.

Ayes: Colson, Derwin, Papan, Pine

Noes: None

Absent/Abstain: Gauthier, Horsley, Ruddock

Motion Passed: 4-0-3

4. Approval of Consent Agenda

4.1 Approval of Minutes of August 5, 2019 Advisory Committee Meeting

Motion/Second: Derwin/Papan moved to adopt the Consent Agenda.

Ayes: Colson, Derwin, Papan, Pine

Noes: None

Absent/Abstain: Gauthier, Horsley, Ruddock

Motion Passed: 4-0-3

5. Presentations

5.1 Resilient by Design Financing Guide

Chair Pine introduced Bob Spenser, Urban Economics, who provided an lengthy presentation on resiliency funding and financing. Mr. Spenser provided an overview of the Resilient by Design (“RbD”) Finance Guide produced by municipal advisory firm, NHA Advisors, for a similar project where he acted as project manager.

Mr. Spenser discussed strategies contained in the Guide that he felt could be helpful when the Committee moved forward seeking financing. He discussed the critical role of local funding for advance planning and pre-development, partnerships with public owners of critical vulnerable assets, obtaining federal grants and seeking private philanthropy. Mr. Spenser discussed alternative and innovative funding sources and state initiatives.

At 4:12 p.m., Member Ruddock entered the meeting.

Further, Mr. Spenser provided an outline of the types of funding that would be necessary to accomplish the list of Public Works’ current “MOU” projects and how to afford such projects using potential parcel tax or property-related fees. He displayed a chart proposing \$10 and \$15 respectively, per parcel, resulting in annual revenues of \$2.1m and \$3.1m. Other local funding options were discussed, including Mello-Roos, property tax increment and/or development impact fees as a way to pay for ongoing maintenance of the current projects.

Chair Pine called for public comment. The following speakers provided commentary on the presentation:

Matt (no last name provided)

Brian Perkins, representative from Congressman Jackie Speier’s Office

Erika Powell, Flood Resiliency Program Manager

Len Materman, San Francisquito Creek Joint Powers Authority

Mr. Spenser responded to questions of Committee members regarding possible earmarking of their respective cities’ transient occupancy (hotel) taxes and local sales taxes.

5.2 Existing Countywide Flood Control District

Jim Porter, Director of Public Works, provided a comprehensive presentation on the four current flood control districts/zones; San Francisquito Creek Flood Control District, San Bruno Creek Flood Control Zone, Colma Creek and Ravenswood. He noted that the Ravenswood flood control district is currently inactive.

He discussed the history and formation of each zone, the revenue each zone produces, fund balances and future capital needs, such as new pump stations, for each respective zone. He discussed the sensitive habitats in the zones and the biologists and consultants that are used to work with the habitats. Mr. Porter reviewed the issues related to each zone that crews must address such as ongoing maintenance, trash removal, homeless encampment issues and graffiti abatement.

Committee members discussed important policy decisions that would be forthcoming as the Advisory Committee transforms into a Special District, including how the new Special District would work with the San Francisquito Joint Powers Agency and Colma Creek advisory committee.

Chair Pine suggested scheduling a site visit one or more of the flood control districts in the near future.

6. Regular Agenda

6.1 Authorize Interim CEO to negotiate agreement with local agency to provide financial services to and act as fiscal agent for the Flood and Sea Level Rise Resiliency District

Larry Patterson, Interim CEO, discussed the need to establish financial services prior to the official start up of the Flood and Sea Level Rise District. Two cities have been approached to ascertain their capacity to provide such services. Mr. Patterson noted that the South Bayside Waste Management Authority has recently issued a Request for Proposals for identical needs and there may be synergy in utilizing the successful firm to provide financial services. He noted that a separate agency may be needed to perform payroll services.

Mr. Patterson discussed several positions that are critical to have in place at the District's start up, such as a Management Analyst and Accounting Manager. He referred to their job descriptions contained in the agenda packet. Committee Member Ruddock discussed the issue of recruiting staff prior to hiring the Chief Executive and suggested holding off on the hiring of staff positions.

After further discussion, consensus was reached recruit for the Chief Executive Officer first prior to recruiting staff, but to retain financial and payroll services as soon as possible.

6.2 Consider Alternative Approach to Flood and Sea Level Rise Investment Strategy Development

Mr. Patterson recalled that a draft Request for Proposals (RFQ) was developed for the Investment Strategy. The RFQ envisioned the selection of a single consulting team that would perform the work associated with all key elements of the Investment Strategy, including countywide flood and sea level rise planning, project development, engineering and public engagement. At the last meeting, the Advisory Committee expressed concern with the approach, given the limited annual budget during the start-up of the agency. Mr. Patterson proposed two new options: 1) Pursue an "all inclusive" consultant contract and postpone additional MOU projects, or 2) Pursue existing and additional MOU projects and use consultants, as needed, for specific project and public engagement needs.

After Committee discussion, consensus was reached to pursue Option 2 with the RFQ for consultant firms in Option 1, above, to be placed on hold for the time being.

7. Interim CEO Report

Mr. Patterson provided details on the general agency needs for the first day of operation, namely, office space, computers, website design and hosting, IT services and payroll. Coincidentally, the South Bayside Waste Management Authority has gone out to competitive bid for similar services and there could be synergy in utilizing the same consultant the authority has selected.

Regarding office space, Mr. Patterson discussed the need for appx. 1,400 square feet of built-out space, ideally near public transit, for a three-year initial period. He added there would be a need for legal, human resources and administrative support in the future. Mr. Patterson stated he anticipated a lengthy consent calendar at the agency's initial meeting in January.

Mr. Patterson provided an update on Assembly Bill 825, a bill that creates the Flood Control District as a Special District. It is currently on the Governor's desk awaiting approval.

8. Program Reports

8.1 Flood Control District Engineer's Report

No report.

8.2 Flood Resiliency Program Manager's Report

No report.

9. Advisory Committee Reports

9.1 Chair's Report

Chair Pine announced that the Flood and Sea Level Rise Resiliency Advisory Committee received its first stewardship award from the Floodplain Management Association. He noted that he is keeping an eye out in Sacramento for activity surrounding a resource bond for flood control endeavors.

9.2 Ad Hoc CEO Recruitment Subcommittee Report

Chair Pine, with subcommittee members Colson and Papan, reported they met recently to discuss the recruitment of the CEO position, compensation and retirement plan. The Committee has retained Avery & Associates to create a brochure and begin the recruitment.

9.3 Committee Member Reports

None.

10. Items for Future Agenda

Chair Pine briefly discussed several items for the next agenda, including a presentation on the Flood Resiliency program and other items.

11. Adjournment

The meeting adjourned at 5:55 p.m.