

PARAMETERS AND GUIDELINES
Streets and Highways Code Section 30917,
Subdivisions (a) and (b)
Chapter 406, Statutes of 1988
Special Election--Bridges

I. Summary of Mandate

Chapter 406, Statutes of 1988, added section 30113, and Chapter 4 (commencing with Section 30910) to Division 17 of the Streets and Highways (Sts. & Hy.) Code. Subdivisions (a) and (b) of section 30917 of the **Sts. & Hy.** Code require that the City and County of San Francisco, and the Counties of Alameda, Contra Costa, **Marin**, San Mateo, Santa Clara, and Solano determine whether the residents of those counties approve a uniform toll of one dollar (\$1) for Class I vehicles by holding a special election to be conducted in each of these counties and the city and county. This section further requires that the special election be consolidated with the November 8, 1988, general election and provides the specific question language to be asked on the ballots.

Prior to the enactment of Chapter 406, Statutes of 1988, there was no requirement for the designated counties to hold a special election on the toll bridge schedule.

II. Commission on State Mandates Decision

On May 25, 1989, the Commission on State Mandates determined that Chapter 406, Statutes of 1988, subdivisions (a) and (b) of section 30917 of the **Sts. & Hy.** Code, imposed a higher level of service and thus a reimbursable state mandate by requiring that the City and County of San Francisco, and the Counties of Alameda, Contra Costa, **Marin**, San Mateo, Santa Clara, and Solano hold a special election on a proposed toll schedule recommended by the Metropolitan Transportation Commission for specified bridges.

The Commission found that there is no provision in the Elections Code addressing a county's authority to obtain reimbursement for the costs of this special election from any other sources.

III. Eligible Claimants

Only the City and County of San Francisco, and the Counties of Alameda, Contra Costa, **Marin**, San Mateo, Santa Clara, and Solano incurred costs as a result of this mandate and are eligible to claim reimbursement for those costs.

IV. Period of Reimbursement

Chapter 406, Statutes of 1988, became effective August 15, 1988 as an urgency measure. Government Code Section 17557 states that a test claim must be submitted on or before November 30 following a given fiscal year to establish eligibility for that fiscal year. The test claim for this mandate was filed by the County of Alameda on September 16, 1988. Therefore, reimbursement claims may be filed for costs incurred on or after August 15, 1988.

Actual costs for fiscal year 1988-89 only shall be included in each claim. Pursuant to Government Code (GC) Section 17561 (d) (3), all claims for reimbursement of costs shall be submitted within 120 days of the date of notification by the State Controller of the enactment of the claims bill.

If the total costs for fiscal year 1988-89 do not exceed two hundred dollars (\$200.00), no reimbursement shall be allowed, except as otherwise allowed by GC Section 17564.

V. Reimbursable Costs

A. Scope of Mandate

The designated counties and the city and county shall be reimbursed for one-time costs associated with the implementation and conduct of the special toll bridge election, as specified by subdivisions (a) and (b) of section 30917 of the Sts. & Hy. Code, which was consolidated with the November 8, 1988 general election.

For each eligible claimant meeting the above criteria, the following cost items are reimbursable.

B. Reimbursable Activities

1. Coordination of sample ballot pamphlets among Registrar's of designated counties.
2. Review and proofing of arguments and rebuttals for word count and content.
3. Preparation of pagination for sample ballot printing and mark-up of measure for typesetter.
4. Type setting and printing activities for sample ballot.
5. Preparation and publication of legal notices.

6. Respond to oral and written public inquiries concerning this specific measure.
7. Clerical staff typing and/or other clerical preparation of election material.
8. Other administrative or direct support activities such as supervisors' review time, etc.

VI. Claim Preparation and Submission

Each claim for reimbursement pursuant to this mandate must be timely filed, in accordance with Section 17560 of the Government Code, and a listing of each item for which reimbursement is claimed under this mandate must be provided.

Claim detail should include the following:

A. Salaries and Employee Benefits

Show mandated functions performed, the employee's name, the job classification, time spent devoted to the function, productive hourly rate(s) and benefits.

B. Services and Supplies

Only expenditures identified as a direct cost resulting from the mandate can be claimed. List cost of materials that have been consumed or expended specifically for the purpose of this mandate.

c. Allowable Overhead Costs

Counties and the city and county have the option of using 10 percent of direct labor as indirect costs or preparing a departmental rate for the program using the Indirect Cost Rate Proposal Method. The proposal must be prepared in accordance with Office of Management and Budget Circular A-87 (OMB A-87).

VII. Supporting Data

For auditing purposes, all costs claimed must be traceable to source documents and/or worksheets that show evidence of and the validity of such costs. These documents must be kept on file by the agency submitting the claim for a period of no less than three years from the date of the final payment of the claim pursuant to this mandate, and made available at the request of the

State Controller or his agent. Selection of appropriate data is the responsibility of the claimant.

VIII. Offsetting Savings and Other Reimbursements

Any offsetting savings the claimant experiences as a direct result of this statute must be deducted from the costs claimed. In addition, reimbursement for this mandate received from any source, e.g., federal, state, etc., shall be identified and deducted from this claim.

IX. State Controller's Office **Required** Certification

An authorized representative of the claimant will be required to provide a certification of claim, as specified in the State Controller's claiming instructions, for those costs mandated by the state contained herein.

WP 0238g