

# C/CAG

## CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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### C/CAG BOARD MEETING NOTICE and SAN MATEO COUNTY AIRPORT LAND USE COMMISSION MEETING NOTICE

Meeting No. 313

- DATE:** Thursday, November 8, 2018
- TIME:** **6:30 P.M.**
- 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  
Caltrain: San Carlos Station.  
Trip Planner: <http://transit.511.org>

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- 1.0 CALL TO ORDER/ ROLL CALL
- 2.0 **PLEDGE OF ALLEGIANCE**
- 3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA  
*Note: Public comment is limited to two minutes per speaker.*
- 4.0 PRESENTATIONS/ ANNOUNCEMENTS
  - 4.1 Receive a presentation on the San Mateo County Safe Routes to School FY 2017-18 Annual Report and present Certifications of Appreciation to winners of the International Walk to School Day Poster Contest. p. 1
- 5.0 ACTION TO SET AGENDA AND APPROVE CONSENT AGENDA ITEMS

This item is to set the final consent and regular agenda, and to approve the items listed on the consent agenda. All items on the consent agenda are approved by one action. 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.

- 5.1 Approval of the Minutes of regular business meeting No. 312 dated October 11, 2018. ACTION  
p. 10
- 5.2 Review and approval of Resolution 18-61 authorizing the C/CAG Chair to execute a Contract Work Authorization between C/CAG and Pacific Gas and Electric Company for the San Mateo County Energy Watch calendar year 2019 program in an amount of \$318,808. ACTION  
p. 14
- 5.3 Review and approval of Resolution 18-62 authorizing the C/CAG Chair to execute an agreement between C/CAG and the County of San Mateo for staff services for the Regionally Integrated Climate Action Planning Suite (RICAPS) project for calendar year 2019 for an amount not to exceed \$50,000. ACTION  
p. 17
- 5.4 Review and approval of Resolution 18-63 determining that the City of Burlingame's General Plan Update is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. ACTION  
p. 20
- 5.5 Review and approval of the appointment of Richard Chiu from the City of Daly City to serve on C/CAG's Stormwater and Congestion Management Program Technical Advisory Committees. ACTION  
p. 41
- 5.6 Review and approval of Resolution 18-64 authorizing the C/CAG Executive Director to respond to CPUC filings related to and in support of the San Mateo County Energy Watch, PG&E Local Government Partnership program. ACTION  
p. 46
- 5.7 Review and approve Resolution 18-65 authorizing the C/CAG Chair to execute an agreement with Paradigm Environmental in an amount not to exceed \$942,221 for development of the Caltrans grant-funded Countywide Sustainable Streets Master Plan. ACTION  
p. 49
- 5.8 Review and approve Resolution 18-66 authorizing the Executive Director to execute Amendment No. 1 to Task Order LWA-04 with Larry Walker Associates, revising the scope at an additional cost not to exceed \$10,825 for technical support to the Countywide Water Pollution Prevention Program. ACTION  
p. 53
- 6.0 REGULAR AGENDA
- 6.1 Review and approval of the Follow-Up Action Plan of the San Mateo Countywide Transportation Plan 2040 (SMCTP 2040). ACTION  
p. 58
- 6.2 Receive an update on the Countywide Water Coordination committee effort. INFORMATION  
p. 61

- 6.3 Receive a briefing on the managed lane information gathering field trip to LA Metro. INFORMATION  
p. 62
- 6.4 Review and approval of members serving on the Compensation Committee. ACTION  
p. 65
- 7.0 COMMITTEE REPORTS
- 7.1 Committee Reports (oral reports)
- 7.2 Chairperson's Report
- 7.3 Board Members Report/ Communication
- 8.0 EXECUTIVE DIRECTOR'S REPORT
- 9.0 COMMUNICATIONS - Information Only
- 10.0 ADJOURNMENT

Next scheduled meeting December 13, 2018

**PUBLIC NOTICING:** All notices of C/CAG regular Board meetings, standing committee meetings, and special meetings will be posted at the San Mateo County Transit District Office, 1250 San Carlos Ave., San Carlos, CA, and on C/CAG's website at: <http://www.ccag.ca.gov>.

**PUBLIC RECORDS:** Public records that relate to any item on the open session agenda for a regular Board meeting, standing committee meeting, or special meeting are available for public inspection. Those public records that are distributed less than 72 hours prior to a regular Board meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members, of the Board. The Board has designated the City/County Association of Governments of San Mateo County (C/CAG), located at 555 County Center, 5th Floor, Redwood City, CA 94063, for the purpose of making public records available for inspection. Such public records are also available on C/CAG's website at: <http://www.ccag.ca.gov>.

**PUBLIC PARTICIPATION:** Public comment is limited to two minutes per speaker. Persons with disabilities who require auxiliary aids or services in attending and participating in this meeting should contact Mima Guilles at (650) 599-1406, five working days prior to the meeting date.

If you have any questions about this agenda, please contact C/CAG staff:

Executive Director: Sandy Wong (650) 599-1409  
Administrative Assistant: Mima Guilles (650) 599-1406

## C/CAG AGENDA REPORT

Date: November 8, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Receive a presentation on the San Mateo County Safe Routes to School FY 2017-18 Annual Report and present Certifications of Appreciation to winners of the International Walk to School Day Poster Contest.

(For further information contact Sara Muse at 650-599-1460)

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### RECOMMENDATION

That the C/CAG Board receive a presentation on the San Mateo County Safe Routes to School FY 2017-18 Annual Report and present Certifications of Appreciation to winners of the International Walk to School Day Poster Contest.

### BACKGROUND

The San Mateo County Safe Routes to School Program (SRTS Program) is funded by a combination of federal Congestion Mitigation and Air Quality Improvement (CMAQ) funds and local Measure M funds. C/CAG has contracted with the San Mateo County Office of Education (SMCOE) to administer the SRTS Program since 2011. SMCOE prepares the Annual Report to report on activities within each fiscal year and projected goals for the next year. Copies of the Report will be distributed at the meeting.

As part of this item, Certificates of Appreciation will be presented to the following four schools awarded Winners of the International Walk to School Day Poster Contest.

- M.H. Tobias Elementary School – “Keep Green” Poster by Ravenne Sanchez, Alexander Alfajora, Aiko Dobashi, and Ian To (4<sup>th</sup> grade);
- El Granada School – “Walk” Poster by Ella Reuss and Preston Lorenson (4<sup>th</sup> grade);
- Burlingame Intermediate School – “Kids walking on earth” Poster by Delaney Leung (7<sup>th</sup> grade);
- Hatch Elementary School – “Kids walking on colorful earth” Poster by Dalia Hatch (2<sup>nd</sup> grade).

### ATTACHMENTS

1. International Walk to School Day Poster Contest Winning Posters (Available on-line at: <http://ccag.ca.gov/committees/board-of-directors/>)
2. Certificates of Appreciation for Winners of the International Walk to School Day Poster Contest

# C/CAG

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### **A PRESENTATION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) EXPRESSING APPRECIATION TO AIKO DOBASHI OF M.H. TOBIAS ELEMENTARY SCHOOL**

### **FOR HER DEDICATED SERVICE TO THE SAN MATEO COUNTY SAFE ROUTES TO SCHOOL PROGRAM**

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

**Whereas**, C/CAG administers the San Mateo County Safe Routes to School Program (Program), and

**Whereas**, C/CAG contracts said Program with the San Mateo County Office of Education (SMCOE), and

**Whereas**, SMCOE released the International Walk to School Day Poster Contest in September 2018, and

**Whereas**, Aiko Dobashi of M.H. Tobias Elementary School, 4<sup>th</sup> grade, worked in collaboration with three of her classmates and submitted the “Keep Green” Poster, and

**Whereas**, The “Keep Green” Poster was one of four poster winners for the International Walk to School Day Poster Contest, and

**Whereas**, Aiko has shown leadership and creativity in implementing Safe Routes to School in San Mateo County, and

**Now, therefore**, the Board of Directors of C/CAG hereby resolves that C/CAG expresses its appreciation to Aiko Dobashi of M.H. Tobias Elementary School for his participation in the San Mateo County Safe Routes to School International Walk to School Day Poster Contest.

**PASSED, APPROVED, AND ADOPTED THIS 8<sup>TH</sup> DAY OF NOVEMBER, 2018.**

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*Maryann Moise Derwin, Chair*

# C/CAG

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### A PRESENTATION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) EXPRESSING APPRECIATION TO ALEXANDER ALFAJORA OF M.H. TOBIAS ELEMENTARY SCHOOL

#### FOR HIS DEDICATED SERVICE TO THE SAN MATEO COUNTY SAFE ROUTES TO SCHOOL PROGRAM

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

**Whereas**, C/CAG administers the San Mateo County Safe Routes to School Program, and

**Whereas**, C/CAG contracts said Program with the San Mateo County Office of Education (SMCOE), and

**Whereas**, SMCOE released the International Walk to School Day Poster Contest in September 2018, and

**Whereas**, Alexander Alfajora of M.H. Tobias Elementary School, 4<sup>th</sup> grade, worked in collaboration with three of his classmates and submitted the “Keep Green” Poster, and

**Whereas**, The “Keep Green” Poster was one of four poster winners for the International Walk to School Day Poster Contest, and

**Whereas**, Alexander has shown leadership and creativity in implementing Safe Routes to School in San Mateo County, and

**Now, therefore**, the Board of Directors of C/CAG hereby resolves that C/CAG expresses its appreciation to Alexander Alfajora of M.H. Tobias Elementary School for his participation in the San Mateo County Safe Routes to School International Walk to School Day Poster Contest.

**PASSED, APPROVED, AND ADOPTED THIS 8<sup>TH</sup> DAY OF NOVEMBER, 2018.**

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*Maryann Moise Derwin, Chair*

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### A PRESENTATION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) EXPRESSING APPRECIATION TO IAN TO OF M.H. TOBIAS ELEMENTARY SCHOOL

#### FOR HIS DEDICATED SERVICE TO THE SAN MATEO COUNTY SAFE ROUTES TO SCHOOL PROGRAM

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

**Whereas**, C/CAG administers the San Mateo County Safe Routes to School Program, and

**Whereas**, C/CAG contracts said Program with the San Mateo County Office of Education (SMCOE), and

**Whereas**, SMCOE released the International Walk to School Day Poster Contest in September 2018, and

**Whereas**, Ian To of M.H. Tobias Elementary School, 4<sup>th</sup> grade, worked in collaboration with three of his classmates and submitted the “Keep Green” Poster, and

**Whereas**, The “Keep Green” Poster was one of four poster winners for the International Walk to School Day Poster Contest, and

**Whereas**, Ian has shown leadership and creativity in implementing Safe Routes to School in San Mateo County, and

**Now, therefore**, the Board of Directors of C/CAG hereby resolves that C/CAG expresses its appreciation to Ian To of M.H. Tobias Elementary School for his participation in the San Mateo County Safe Routes to School International Walk to School Day Poster Contest.

**PASSED, APPROVED, AND ADOPTED THIS 8<sup>TH</sup> DAY OF NOVEMBER, 2018.**

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*Maryann Moise Derwin, Chair*

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### **A PRESENTATION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) EXPRESSING APPRECIATION TO RAVENNE SANCHEZ OF M.H. TOBIAS ELEMENTARY SCHOOL**

### **FOR HER DEDICATED SERVICE TO THE SAN MATEO COUNTY SAFE ROUTES TO SCHOOL PROGRAM**

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

**Whereas**, C/CAG administers the San Mateo County Safe Routes to School Program, and

**Whereas**, C/CAG contracts said Program with the San Mateo County Office of Education (SMCOE), and

**Whereas**, SMCOE released the International Walk to School Day Poster Contest in September 2018, and

**Whereas**, Ravenne Sanchez of M.H. Tobias Elementary School, 4<sup>th</sup> grade, worked in collaboration with three of her classmates and submitted the “Keep Green” Poster, and

**Whereas**, The “Keep Green” Poster was one of four poster winners for the International Walk to School Day Poster Contest, and

**Whereas**, Ravenne has shown leadership and creativity in implementing Safe Routes to School in San Mateo County, and

**Now, therefore**, the Board of Directors of C/CAG hereby resolves that C/CAG expresses its appreciation to Ravenne Sanchez of M.H. Tobias Elementary School for her participation in the San Mateo County Safe Routes to School International Walk to School Day Poster Contest.

**PASSED, APPROVED, AND ADOPTED THIS 8<sup>TH</sup> DAY OF NOVEMBER, 2018.**

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*Maryann Moise Derwin, Chair*



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### A PRESENTATION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) EXPRESSING APPRECIATION TO ELLA REUSS OF EL GRANADA SCHOOL

### FOR HER DEDICATED SERVICE TO THE SAN MATEO COUNTY SAFE ROUTES TO SCHOOL PROGRAM

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

**Whereas**, C/CAG administers the San Mateo County Safe Routes to School Program, and

**Whereas**, C/CAG contracts said Program with the San Mateo County Office of Education (SMCOE), and

**Whereas**, SMCOE released the International Walk to School Day Poster Contest in September 2018, and

**Whereas**, Ella Reuss of El Granada School, 4<sup>th</sup> grade, submitted artwork to the “Walk” Poster, and

**Whereas**, The “Walk” Poster was one of four poster winners for the International Walk to School Day Poster Contest, and

**Whereas**, Ella has shown leadership and creativity in implementing Safe Routes to School in San Mateo County, and

**Now, therefore**, the Board of Directors of C/CAG hereby resolves that C/CAG expresses its appreciation to Ella Reuss of El Granada School for her participation in the San Mateo County Safe Routes to School International Walk to School Day Poster Contest.

**PASSED, APPROVED, AND ADOPTED THIS 8<sup>TH</sup> DAY OF NOVEMBER, 2018.**

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*Maryann Moise Derwin, Chair*

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### A PRESENTATION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) EXPRESSING APPRECIATION TO PRESTON LORENSON OF EL GRANADA SCHOOL

### FOR HIS DEDICATED SERVICE TO THE SAN MATEO COUNTY SAFE ROUTES TO SCHOOL PROGRAM

\*\*\*\*\*

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

**Whereas**, C/CAG administers the San Mateo County Safe Routes to School Program, and

**Whereas**, C/CAG contracts said Program with the San Mateo County Office of Education (SMCOE), and

**Whereas**, SMCOE released the International Walk to School Day Poster Contest in September 2018, and

**Whereas**, Preston of El Granada School, 4<sup>th</sup> grade, submitted the “Walk” Poster, and

**Whereas**, The “Walk” Poster was one of four poster winners for the International Walk to School Day Poster Contest, and

**Whereas**, Preston has shown leadership and creativity in implementing Safe Routes to School in San Mateo County, and

**Now, therefore**, the Board of Directors of C/CAG hereby resolves that C/CAG expresses its appreciation to Preston Lorensen of El Granada School for his participation in the San Mateo County Safe Routes to School International Walk to School Day Poster Contest.

**PASSED, APPROVED, AND ADOPTED THIS 8<sup>TH</sup> DAY OF NOVEMBER, 2018.**

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*Maryann Moise Derwin, Chair*

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### A PRESENTATION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) EXPRESSING APPRECIATION TO DELANEY LEUNG OF BURLINGAME INTERMEDIATE SCHOOL

#### FOR HER DEDICATED SERVICE TO THE SAN MATEO COUNTY SAFE ROUTES TO SCHOOL PROGRAM

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

**Whereas**, C/CAG administers the San Mateo County Safe Routes to School Program, and

**Whereas**, C/CAG contracts said Program with the San Mateo County Office of Education (SMCOE), and

**Whereas**, SMCOE released the International Walk to School Day Poster Contest in September 2018, and

**Whereas**, Delaney Leung of Burlingame Intermediate School, 7<sup>th</sup> grade, submitted the “Kids walking on earth” Poster, and

**Whereas**, The “Kids walking on earth” Poster was one of four poster winners for the International Walk to School Day Poster Contest, and

**Whereas**, Delaney has shown leadership and creativity in implementing Safe Routes to School in San Mateo County, and

**Now, therefore**, the Board of Directors of C/CAG hereby resolves that C/CAG expresses its appreciation to Delaney Leung of Burlingame Intermediate School for her participation in the San Mateo County Safe Routes to School International Walk to School Day Poster Contest.

**PASSED, APPROVED, AND ADOPTED THIS 8<sup>TH</sup> DAY OF NOVEMBER, 2018.**

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*Maryann Moise Derwin, Chair*

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### A PRESENTATION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) EXPRESSING APPRECIATION TO DALIA MENDEZ-RUIZ OF HATCH ELEMENTARY SCHOOL

### FOR HER DEDICATED SERVICE TO THE SAN MATEO COUNTY SAFE ROUTES TO SCHOOL PROGRAM

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

**Whereas**, C/CAG administers the San Mateo County Safe Routes to School Program, and

**Whereas**, C/CAG contracts said Program with the San Mateo County Office of Education (SMCOE), and

**Whereas**, SMCOE released the International Walk to School Day Poster Contest in September 2018, and

**Whereas**, Dalia Mendez of Hatch Elementary School, 2<sup>nd</sup> grade, submitted the “Kids walking on colorful earth” Poster, and

**Whereas**, The “Kids walking on colorful earth” Poster was one of four poster winners for the International Walk to School Day Poster Contest, and

**Whereas**, Dalia has shown leadership and creativity in implementing Safe Routes to School in San Mateo County, and

**Now, therefore**, the Board of Directors of C/CAG hereby resolves that C/CAG expresses its appreciation to Dalia Mendez of Hatch Elementary School for her participation in the San Mateo County Safe Routes to School International Walk to School Day Poster Contest.

**PASSED, APPROVED, AND ADOPTED THIS 8<sup>TH</sup> DAY OF NOVEMBER, 2018.**

*Maryann Moise Derwin, Chair*

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### BOARD MEETING MINUTES

Meeting No. 312  
October 11, 2018

#### 1.0 CALL TO ORDER/ROLL CALL

Chair Maryann Moise Derwin called the meeting to order at 6:40 p.m. Roll call was taken.

Atherton	– Elizabeth Lewis
Belmont	– Doug Kim (arrive 6:50 p.m. / depart 7:54 p.m.)
Brisbane	– Karen Cunningham
Burlingame	– Ricardo Ortiz (arrive 6:43 p.m.)
East Palo Alto	– Lisa Gauthier
Half Moon Bay	– Debbie Ruddock
Hillsborough	– Marie Chuang
Menlo Park	– Catherine Calrton (arrive 7:00 p.m. / depart 8:04 p.m.)
Pacific	– John Keener (arrive 7:00 p.m.)
Portola Valley	– Maryann Moise Derwin
Redwood City	– Alicia Aguirre (depart 8:36 p.m.)
San Bruno	– Irene O’Connell (depart 8:33 p.m.)
South San Francisco	– Karyl Matsumoto – SamTrans & TA
Woodside	– Deborah Gordon

Absent:

Colma  
Daly City  
Foster City  
Millbrae  
San Carlos  
San Mateo  
San Mateo County

Others:

Sandy Wong	– C/CAG Executive Director
Mima Guilles	– C/CAG Staff
Matthew Sanders	– C/CAG Legal Counsel
John Hoang	– C/CAG Staff
Jean Higaki	– C/CAG Staff

Matt Fabry – C/CAG Staff  
 Reid Bogert – C/CAG Staff  
 Sara Muse – C/CAG Staff  
 Jeff Lacap – C/CAG Staff  
 Susy Kalkin – C/CAG Staff  
 Kim Springer – San Mateo County  
 Kim Comstock – Commute.org  
 April Chan – SMCTA  
 Christy Wegener – SMCTA  
 Allison Chan – Save The Bay  
 Other members of the public attended.

3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

*Note: Public comment is limited to two minutes per speaker.*

None.

4.0 PRESENTATIONS/ ANNOUNCEMENTS

- 4.1 Received a presentation on Save the Bay’s Bay-Smart Communities Campaign, presented by Allison Chan.
- 4.2 Received a presentation on SamTrans Business Plan, presented by Christy Wegener.

5.0 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.

Board Member Aguirre MOVED approval of Items 5.1, 5.2., 5.3, 5.4 and 5.5. Board Member Lewis SECONDED. **MOTION CARRIED 14-0-0**

- 5.1 Approval of the Minutes of regular business meeting No. 311 dated September 13, 2018. APPROVED
- 5.2 Review and approval of Resolution 18-57 authorizing the C/CAG Chair to execute Contract Change Order No. 2 to the Master Service Agreement between C/CAG and PG&E for San Mateo County Energy Watch, extending the end date to December 31, 2019 and replacing the General Conditions. APPROVED
- 5.3 Review and approval of Resolution 18-58 authorizing the C/CAG Chair to execute an agreement between C/CAG and 2050 Partners, Inc. for a feasibility study for job order contracting for an amount not to exceed \$35,000 through December 31, 2018, and waiving the RFP process. APPROVED
- 5.4 Review and approve Resolution 18-59 authorizing the Executive Director to execute Amendment No. 2 to Task Order URD-01 with Urban Rain Design, extending the term through June 30, 2019 at an additional cost not to exceed \$9,931 for technical support to the Countywide Water Pollution Prevention Program. APPROVED

- 5.5 Receive a copy of amended Task Order EOA-05, issued to Eisenberg, Olivieri, and Associates for technical support to the Countywide Water Pollution Prevention Program, extending the term through July 31, 2018 at no additional cost, as executed by the Executive Director in accordance with C/CAG's procurement policy. APPROVED

6.0 REGULAR AGENDA

- 6.1 Received a final update on the completed Carpool Incentive Pilot Program in FY 2017-18. INFORMATION

The Board received a presentation from John Hoang and Sara Muse, C/CAG staff.

- 6.2 Review and approval of Resolution 18-60 authorizing the C/CAG Chair to execute an agreement with the Peninsula Traffic Congestion Relief Alliance (Commute.org) for the Carpool Incentive Program 2.0 in the amount of \$375,000. APPROVED

The Board received a presentation from Kim Comstock of the Peninsula Traffic Congestion Relief Alliance (Commute.org) on the Carpool Incentive Program.

Board Member Carlton MOVED approval of Items 6.2. Board Member O'Connell SECONDED.  
**MOTION CARRIED 14-0-0**

- 6.3 Receive presentation on C/CAG's Countywide Stormwater Program. INFORMATION

The Board received a presentation from Matt Fabry, C/CAG staff.

- 6.4 Receive presentation on the Transportation Projects Mapping Tool posted on the C/CAG website. INFORMATION

The Board received a presentation from Jeff Lacap, C/CAG staff.

7.0 COMMITTEE REPORTS

Board Member Aguirre shared the MTC Map of the Month, showing the possible 2027 effects of the passage of California Proposition 6 on future Bay Area pavement condition.

- 7.1 Committee Reports (oral reports)

- 7.2 Chairperson's Report

A reminder from the Chair regarding an email that was sent by Jeremy Dennis, Town Manager of Portola Valley, on the review documents for Sandy Wong, C/CAG Executive Director. Due by October 31, 2018.

- 7.3 Board Members Report/ Communication

8.0 EXECUTIVE DIRECTOR'S REPORT

Sandy Wong, Executive Director, provided the following brief update:

- a) Countywide Water Coordination Staff Advisory Team effort.
- b) A list of current C/CAG contract was provided to Board members at the meeting.

- c) A field trip to visit the LA Metro Express lanes has been scheduled for October 12th.
- d) The US 101 Managed Lanes Workshop has been scheduled for Nov. 16<sup>th</sup> at 1:00 PM.

9.0 COMMUNICATIONS - Information Only

- 9.1 Letter from Alicia Aguirre, Metropolitan Transportation Commission (MTC), Commissioner and Warren Slocum, Metropolitan Transportation Commission (MTC), Commissioner, dated September 26, 2018. RE: The important work MTC is doing to support and improve mobility for San Mateo County residents in partnership with local groups like C/CAG and county transportation agencies.
- 9.2 Letter from Executive Directors of the Bay Area Congestion Management Agencies, dated October 2, 2018. RE: Selecting the next Executive Director for the Metropolitan Transportation Commission (MTC)

10.0 ADJOURNMENT – 8:38 p.m.



## C/CAG AGENDA REPORT

ITEM 5.2

Date: November 8, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 18-61 authorizing the C/CAG Chair to execute a Contract Work Authorization between C/CAG and Pacific Gas and Electric Company for the San Mateo County Energy Watch calendar year 2019 program in an amount of \$318,808.

(For further information, contact Kim Springer at 650-599-1412)

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### **RECOMMENDATION**

That the C/CAG Board review and approve Resolution 18-61 authorizing the C/CAG Chair to execute a Contract Work Authorization between C/CAG and Pacific Gas and Electric Company for the San Mateo County Energy Watch calendar year 2019 program in an amount of \$318,808.

### **FISCAL IMPACT**

This agreement allows C/CAG to receive up to \$318,808 from PG&E for the calendar year 2019 program cycle.

### **SOURCE OF FUNDS**

Funding for the San Mateo County Energy Watch is provided by the PG&E Local Government Partnership.

### **BACKGROUND**

The San Mateo County Energy Watch (SMCEW) Local Government Partnership (LGP) with PG&E began on January 1, 2009, using Public Goods Funds under the auspices of the California Public Utilities Commission (CPUC). Since the original program cycle, which ended on December 31, 2009, PG&E has contracted with C/CAG for the SMCEW for four additional program cycles, 2010-2012, 2013-2014, 2015, and the current 2016-18 program cycle, which ends on December 31, 2018.

The CPUC and PG&E had intended to begin a new “rolling” program cycle for eight years beginning in 2019. Though many CPUC decisions on the longer program cycle have been adopted, the CPUC is still responding to comments, and PG&E is still preparing for that program transition, which is expected to begin in 2020. Therefore, calendar year 2019 is considered a transition year for the program.

The calendar year 2019 budget of \$318,808 provided to C/CAG by PG&E represents a 54% decrease compared to the annual budget for the 2016-18 calendar year cycle. This reduction is due to new CPUC and associated PG&E decisions, causing a shift of use of Public Goods Funds to what they perceive to be a more cost-effective portfolio.

Staff continues to work regionally with other Local Government Partnerships to find solutions in response to the large reduction in funding proposed by PG&E for the program. There remain some

open questions about procedure since the CPUC has not yet officially approved the PG&E calendar 2019 budget for local government partnership. However, the CWA for the San Mateo County Program expires on December 31, 2018. Hence, the execution of the 2019 CWA is needed to continue the program.

Management and staffing for the SMCEW is provided by the County of San Mateo, under a separate staffing agreement between C/CAG and the County.

Resolution No. 18-61 and the Contract Work Authorization document are included as attachments to this staff report. It is recommended that the C/CAG Executive Director be authorized to negotiate final terms, subject to C/CAG legal counsel approval, prior to execution by the C/CAG Chair.

#### **ATTACHMENTS**

1. Resolution 18-61
2. Contract Work Authorization between C/CAG and PG&E for the San Mateo County Energy Watch. Available on-line at: <http://ccag.ca.gov/committees/board-of-directors/>

**RESOLUTION NO. 18-61**

**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 CONTRACT WORK AUTHORIZATION BETWEEN C/CAG AND PACIFIC GAS AND ELECTRIC COMPANY FOR THE SAN MATEO COUNTY ENERGY WATCH CALENDAR YEAR 2019 PROGRAM IN AN AMOUNT OF \$318,808**

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

**WHEREAS**, the C/CAG Board adopted Resolution No. 08-46 at its October 2008 meeting authorizing the C/CAG Chair to executing the first Agreement between C/CAG and Pacific Gas & Electric (PG&E) launching a 2009 program cycle of the San Mateo County Energy Watch; and

**WHEREAS**, the C/CAG Board adopted Resolution 09-55 on November 12, 2009, Resolution 12-68 on December 13, 2012, Resolution 14-52 on November 13, 2014, and Resolution 15-49 on December 10, 2015 for programs years 2010-2012, 2013-2014, 2015, and 2016-2018, respectively; and

**WHEREAS**, since 2016, the California Public Utilities Commission (CPUC) has been working towards an eight-year rolling energy efficiency portfolio cycle, but has not finalized aspects of the new program cycle or budgets; and

**WHEREAS**, 2019 is intended to be a transition year to 2020 with a reduced budget due to reprioritization of Public Goods Funds by the CPUC and PG&E, and

**WHEREAS**, the County, C/CAG and PG&E wish to continue to provide energy efficiency programs for municipalities, small and medium businesses, and schools in San Mateo County under the San Mateo County Energy Watch program.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to execute a Contract Work Authorization between C/CAG and Pacific Gas and Electric Company for the San Mateo County Energy Watch calendar year 2019 program in an amount of \$318,808, and the Executive Director is further authorized to negotiate final terms, subject to C/CAG legal counsel approval, prior to execution by the Chair.

**PASSED, APPROVED, AND ADOPTED THIS 8TH DAY OF NOVEMBER 2018.**

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*Maryann Moise Derwin, Chair*

## C/CAG AGENDA REPORT

Date: November 8, 2018

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 18-62 authorizing the C/CAG Chair to execute an agreement between C/CAG and the County of San Mateo for staff services for the Regionally Integrated Climate Action Planning Suite (RICAPS) project for calendar year 2019 for an amount not to exceed \$50,000.

(For further information contact Sandy Wong at 650-599-1409)

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### RECOMMENDATION

That the C/CAG Board review and approve Resolution 18-62 authorizing the C/CAG Chair to execute an agreement between C/CAG and the County of San Mateo for staff services for the Regionally Integrated Climate Action Planning Suite (RICAPS) project for calendar year 2019 for an amount not to exceed \$50,000.

### FISCAL IMPACT

Up to \$50,000.

### SOURCE OF FUNDS

Congestion Relief funds in the amount of \$50,000.

### BACKGROUND

On September 16, 2010 the C/CAG Board adopted Resolution 10-53 authorizing the C/CAG Chair to execute an agreement with the BAAQMD to receive a \$50,000 grant, launching the C/CAG Climate Action Plan Template and Tool project. On March 7, 2011, the C/CAG Board adopted Resolution No. 11-11 for a PG&E Contract Work Authorization No. 2500458103 between C/CAG and PG&E for \$125,000. The total grant funding for Climate Action Plan Template was \$175,000, and with C/CAG's commitment to match funds, the total project budget was \$350,000 through calendar year 2012. The project eventually came to be known as the Regionally Integrated Climate Action Planning Suite (RICAPS).

C/CAG began contracting with the County of San Mateo to provide staff services for RICAPS for \$60,000 in 2012, \$50,000 in 2013, and subsequently every year through 2018 in an annual amount of \$40,000. The current agreement for staff services for the RICPAS project end December 31, 2018. The County is requesting additional funding for calendar year 2019 due to the reduction in funding from PG&E for these types of services to cities. The funds for staff services come from Congestion Relief

Funds, serving as a match to the PG&E Local Government Partnership grant. Since climate action planning support is given for all sectors of emissions: energy, transportation, solid waste and other emissions, PG&E has asked that C/CAG provide additional funding for emissions outside of those that are energy-related, such as transportation, tied to development of climate action plans for cities in San Mateo County. The goal of RICAPS is for every city in San Mateo County and the County to have adopted plans to reduce greenhouse gas emissions, a means to track individual jurisdiction and countywide progress, and to provide ongoing implementation and technical support.

Resolution 18-62 and the Staff Services Agreement are provided as attachments to this staff report.

#### **ATTACHMENTS**

1. Resolution 18-62
2. Staff Services Agreement between C/CAG and County of San Mateo - Available on-line at: <http://ccag.ca.gov/committees/board-of-directors/>

**RESOLUTION NO. 18-62**

**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 AN AGREEMENT BETWEEN C/CAG AND THE COUNTY OF SAN MATEO FOR STAFF SERVICES FOR THE REGIONALLY INTEGRATED CLIMATE ACTION PLANNING SUITE (RICAPS) PROJECT FOR CALENDAR YEAR 2019 FOR AN AMOUNT NOT TO EXCEED \$50,000**

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

**WHEREAS**, C/CAG, by action of the Board, entered into grant agreements with the Bay Area Air Quality Management District and PG&E to fund Climate Action Planning starting in September 2010 and has continued to receive funding from PG&E to support climate action efforts countywide through Contract Work Authorizations (CWAs) in 2010- 2012, 2013-2014, 2015 and, most recently, 2016-2018; and

**WHEREAS**, PG&E asks that C/CAG provide matching funds for development of climate action plans to compensate for sectors of emissions in those plans, outside of energy-related emissions; and

**WHEREAS**, progress continues to be made and deliverables for the CWAs continue to be completed by C/CAG staff and County of San Mateo through an existing staffing agreement that expires on December 31, 2018; and

**WHEREAS**, C/CAG desires to continue the RICAPS project on behalf of all member agencies, and for County of San Mateo staff to continue work on the Program and explore additional grant funding for Climate Planning for San Mateo County cities.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to execute an Agreement between C/CAG and the County of San Mateo for staff services for the Regionally Integrated Climate Action Planning Suite project for an amount not to exceed \$50,000 for calendar year 2019, and further authorize the Executive Director to negotiate final terms of the agreement prior to execution by the Chair, subject to C/CAG legal counsel approval as to form.

**PASSED, APPROVED, AND ADOPTED THIS 8TH DAY OF NOVEMBER, 2018.**

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*Maryann Moise Derwin, Chair*

## C/CAG AGENDA REPORT

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 18-63 determining that the City of Burlingame's General Plan Update is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

(For further information contact Susy Kalkin at 650-599-1467)

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### RECOMMENDATION

That the C/CAG Board, acting as the Airport Land Use Commission, approve Resolution 18-63 determining that the proposed policies and provisions contained in the City of Burlingame General Plan Update are consistent with the applicable airport/land use policies and criteria contained in the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport (SFO ALUCP) subject to the following conditions:

**1. Amend language of the following draft General Plan Policies, as shown in double underline/strikeout, to more clearly reflect the policies of the SFO ALUCP:**

- a. CS-4.9: Airport Disclosure Notices  
 Require that all new development ~~within an airport defined over flight zone provide deed notices disclosing airport over flights and noise upon transfer of title to residents and property owners~~ comply with the real estate disclosure requirements of state law. Section 11010 of the Business and Professions Code requires people offering subdivided property for sale or lease to disclose the presence of all existing and planned airports within two miles of the property (Cal. Bus. and Prof. Code Section 110010(b)(13). The law requires that, if the property is within an "airport influence area" designated by the airport land use commission, the following statement must be included in the notice of intention to offer the property for sale:

**Notice of Airport in Vicinity**

This property is presently located in the vicinity of an airport, within what is known as an airport influence area. For that reason, the property may be subject to some of the annoyances or inconveniences associated with proximity to airport operations (for example: noise, vibration, or odors). Individual sensitivities to those annoyances can vary from person to person. You may wish to consider what airport annoyances, if any, are associated with the property before you complete your purchase and determine whether they are acceptable to you.

- b. CS-8.3 Airport Land Use Commission Review  
 Ensure all applicable plans, ordinances, and development applications are reviewed by the City/County Association of Governments Board of Directors, acting as the ~~for~~

San Mateo County's Airport Land Use Commission, for a determination of consistency with the most current Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport, as required by State law.

**2. Add two new policies to the Community Safety Element Noise Section:**

**b. A policy to require that all future land use actions and/or associated development conforms to the relevant height, aircraft noise, and safety policies and compatibility criteria contained in the most recently adopted version of the Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.**

**3. Amend Policy CS-5.4 to reflect adherence to the requirements of SFO ALUCP Policy AP-4 Other Flight Hazards.**

**BACKGROUND**

The City of Burlingame has recently completed a draft General Plan update. Since the entire city is located within Airport Influence Area (AIA) B for San Francisco International Airport, the area subject to formal CCAG/ALUC review, consistent with the requirements of California Public Utilities Code Section 21676(b), the City of Burlingame has referred its General Plan Update to C/CAG, acting as the San Mateo County Airport Land Use Commission, for a determination of consistency with the SFO ALUCP.

**DISCUSSION**

***SFO ALUCP Consistency Evaluation***

The SFO ALUCP includes policies regarding establishment of: A) an Airport Influence Area, with related real estate disclosure requirements and Airport Land Use Commission review authority; B) noise compatibility policies and criteria; C) safety policies and criteria; and D) airspace protection policies. The following sections briefly summarize these policies and describe how the Burlingame General Plan addresses each.

**A) Airport Influence Area** – The SFO ALUCP contains policies related to two Airport Influence Areas (AIAs), Area A and Area B. AIA A identifies an area where real estate disclosure requirements exist to identify proximity to SFO and potential annoyances or inconveniences that may result. AIA B is the project referral area, requiring formal action by the Airport Land Use Commission.

**The draft Burlingame General Plan includes the following related policies:**

➤ **CS-4.9: Airport Disclosure Notices**

Require that all new development within an airport-defined over-flight zone provide deed notices disclosing airport over-flights and noise upon transfer of title to residents and property owners.”



➤ CS-8.3: Airport Land Use Commission Review

CCAG/ALUC staff, in consultation with SFO Planning staff and City of Burlingame staff, recommends the following language edits (shown in double underline/strikeout) to these draft policies to more clearly reflect the policies of the SFO ALUCP:

CS-4.9: Airport Disclosure Notices (*Revised*)

Require that all new development ~~within an airport defined over flight zone provide deed notices disclosing airport over flights and noise upon transfer of title to residents and property owners~~ comply with the real estate disclosure requirements of state law. Section 11010 of the Business and Professions Code requires people offering subdivided property for sale or lease to disclose the presence of all existing and planned airports within two miles of the property (Cal. Bus. and Prof. Code Section 110010(b)(13). The law requires that, if the property is within an “airport influence area” designated by the airport land use commission, the following statement must be included in the notice of intention to offer the property for sale:

**Notice of Airport in Vicinity**

This property is presently located in the vicinity of an airport, within what is known as an airport influence area. For that reason, the property may be subject to some of the annoyances or inconveniences associated with proximity to airport operations (for example: noise, vibration, or odors). Individual sensitivities to those annoyances can vary from person to person. You may wish to consider what airport annoyances, if any, are associated with the property before you complete your purchase and determine whether they are acceptable to you.

CS-8.3 Airport Land Use Commission Review (*Revised*)

Ensure all applicable plans, ordinances, and development applications are reviewed by the City/County Association of Governments Board of Directors, acting as the for San Mateo County’s Airport Land Use Commission, for a determination of consistency with the most current Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport, as required by State law.

- B) **Noise Policy Consistency Analysis** – The SFO ALUCP contains Noise Compatibility Policies, which establish noise compatibility zones (defined by the CNEL 65, 70 and 75 dB contours), define land use compatibility criteria within these zones, and determine circumstances where the granting of an aviation easement is required.

**The draft Burlingame General Plan includes the following airport noise related policies:**

➤ CS-4.7: Airport and Heliport Noise

Monitor noise impacts from aircraft operations at San Francisco International Airport and Mills-Peninsula Medical Center, and implement applicable noise abatement policies and procedures as outlined in the Airport Noise Ordinance and Airport Land Use Compatibility Plan.

➤ CS-4.8: Airport Noise Evaluation and Mitigation

Require project applicants to evaluate potential airport noise impacts if the project is located within the 60 CNEL contour line of San Francisco International Airport (as mapped in the Airport Land Use Compatibility Plan). All projects shall be required to mitigate impacts to comply with the interior and exterior noise standards established by the Airport Land Use Compatibility Plan

**Add a new policy to the Community Safety Element Noise Section to reflect the requirements of SFO ALUCP Policy NP-3 Grant of Avigation Easement, specifically acknowledging the applicability, timing and content of an avigation easement.**

- C) **Safety Policy Consistency Analysis** – The SFO ALUCP includes five sets of safety zones and sets forth compatibility criteria for each of these zones. As shown on Attachment 4, portions of Burlingame lie within Safety Zones 2, 3 and 4.

**The draft Burlingame General Plan contains the following policy broadly addressing both safety and air space protection:**

➤ CS-8.1: Land Use Safety Compatibility and Airspace Protection Criteria

Consider all applicable Federal statutes (including 49 U.S.C. 47107), Federal regulations (including 14 Code of Federal Regulations 77 et seq.), the Federal Aviation Administration (FAA) Airport Compliance Manual, FAA Advisory Circulars, other forms of written guidance, and State law with respect to criteria related to land use safety and airspace protection when evaluating development applications within the Airport Influence Area of the San Francisco International Airport and Mill-Peninsula Medical Center helipad.

- D) **Airspace Protection Policy Consistency Analysis** – 14 Code of Federal Regulations (CFR) Part 77, *Safe, Efficient Use and Preservation of the Navigable Airspace*, governs the FAA’s review of proposed construction exceeding certain height limits, defines airspace obstruction criteria, and provides for FAA aeronautical studies of proposed construction. Airspace Protection policies in the SFO ALUCP require compliance with these requirements.

As noted above, the draft Burlingame General Plan includes Policy CS-8.1, which specifically cites these requirements.

The SFO ALUCP also contains an additional policy to reflect the need to review land uses with specific characteristics that might affect aircraft operations.

**AP-4 OTHER FLIGHT HAZARDS ARE INCOMPATIBLE**

Proposed land uses with characteristics that may cause visual, electronic, or wildlife hazards, particularly bird strike hazards, to aircraft taking off or landing at the Airport or in flight are incompatible in Area B of the Airport Influence Area. They may be permitted only if the

uses are consistent with FAA rules and regulations. Proof of consistency with FAA rules and regulations and with any performance standards cited below must be provided to the Airport Land Use Commission (C/CAG Board) by the sponsor of the proposed land use action. Specific characteristics that may create hazards to aircraft in flight and which are incompatible include...

(f) Any use that creates an increased attraction for wildlife, particularly large flocks of birds, that is inconsistent with FAA rules and regulations, including, but not limited to, FAA Order 5200.5A, *Waste Disposal Sites On or Near Airports*, FAA Advisory Circular 150.5200-33B, *Hazardous Wildlife Attractants On or Near Airports*, and any successor or replacement orders or advisory circulars. Exceptions to this policy are acceptable for wetlands or other environmental mitigation projects required by ordinance, statute, court order, or Record of Decision issued by a federal agency under the National Environmental Policy Act.

**The draft Burlingame General Plan contains the following policy, that as written may conflict with policy AP-4.**

➤ Policy CS-5.4: Wetland Buffer

Identify setback areas and parklands suitable for creation of a wetland buffer, and require new developments in the Bayfront area to assist in restoring wetlands areas.

Because wetlands are likely to attract wildlife, it is recommended that Policy CS-5.4 be amended to reflect the additional need to comply with the requirements of SFO ALUCP Policy AP-4 Other Flight Hazards.

***Airport Land Use Committee Meeting***

The Airport Land Use Committee considered this item at its October 25, 2018 meeting, and voted unanimously to find the project conditionally compatible with the SFO ALUCP, subject to the recommended conditions outlined in the staff report, as well as an additional condition clarifying that Burlingame will comply with all noise, safety and airspace protection policies outlined in the most current ALUCP for SFO.

**ATTACHMENTS**

1. Resolution 18-63
2. Application materials from Burlingame
3. Comment letter from SFO Planning Director
4. Land Use Plan w/ Noise contour
5. SFO ALUCP Exh IV-9 Safety Zones

## **RESOLUTION 18-63**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY, ACTING AS THE SAN MATEO COUNTY AIRPORT LAND USE COMMISSION, DETERMINING THAT THE CITY OF BURLINGAME GENERAL PLAN UPDATE IS CONDITIONALLY CONSISTENT WITH THE COMPREHENSIVE AIRPORT LAND USE COMPATIBILITY PLAN FOR THE ENVIRONS OF SAN FRANCISCO INTERNATIONAL AIRPORT**

**RESOLVED**, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), acting as the San Mateo County Airport Land Use Commission (ALUC); that,

**WHEREAS**, California Public Utilities Code Section 21676(b) requires that prior to the amendment of a general plan or specific plan, or the adoption or approval of a zoning ordinance, a local agency shall first refer the proposed action to the Airport Land Use Commission for a determination of consistency with the applicable Airport Land Use Plan; and,

**WHEREAS**, the City of Burlingame has submitted its General Plan update to C/CAG, acting as the San Mateo County Airport Land Use Commission, for a determination of consistency with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport (SFO ALUCP); and

**WHEREAS**, the entire City of Burlingame is located within Area B of the Airport Influence Area (AIA) for San Francisco International Airport, the area subject to formal CCAG/ALUC Review; and

**WHEREAS**, the SFO ALUCP four sets of airport/land use compatibility policies and criteria in the SFO ALUCP relate to the content of the Burlingame General Plan update: (a) defining Airport Influence Areas, with related real estate disclosure requirements and Airport Land Use Commission review authority; (b) aircraft noise impacts; (c) safety compatibility criteria; and (d) height of structures/airspace protection, as discussed below:

- (a) Airport Influence Area – The SFO ALUCP contains policies related to two Airport Influence Areas (AIAs), Area A and Area B. AIA A identifies an area where real estate disclosure requirements exist to identify proximity to SFO and potential annoyances or inconveniences that may result. AIA B is the project referral area, requiring formal action by the Airport Land Use Commission.

The draft Burlingame General Plan includes the following related policies:

**CS-4.9: Airport Disclosure Notices**

Require that all new development within an airport-defined over-flight zone provide deed notices disclosing airport over-flights and noise upon transfer of title to residents and property owners.”

**CS-8.3: Airport Land Use Commission Review**

Ensure all applicable plans, ordinances, and development applications are reviewed by the City/County Association of Governments for San Mateo County’s Airport Land Use Commission, as required by State law.”

Subject to language edits to these two policies outlined in Exhibit A, which add clarity to the real estate disclosure requirements and Airport Land Use Commission Review authority and process, the draft Burlingame General Plan would be consistent with the SFO ALUCP Airport Influence Area Policies.

- (b) Noise Policy Consistency Analysis – The SFO ALUCP contains Noise Compatibility Policies, which establish noise compatibility zones (defined by the CNEL 65, 70 and 75 dB contours), define land use compatibility criteria within these zones, and determine circumstances where the granting of an aviation easement is required.

The draft Burlingame General Plan includes the following airport noise related policies:

**CS-4.7: Airport and Heliport Noise**

Monitor noise impacts from aircraft operations at San Francisco International Airport and Mills-Peninsula Medical Center, and implement applicable noise abatement policies and procedures as outlined in the Airport Noise Ordinance and Airport Land Use Compatibility Plan.

**CS-4.8: Airport Noise Evaluation and Mitigation**

Require project applicants to evaluate potential airport noise impacts if the project is located within the 60 CNEL contour line of San Francisco International Airport (as mapped in the Airport Land Use Compatibility Plan). All projects shall be required to mitigate impacts to comply with the interior and exterior noise standards established by the Airport Land Use Compatibility Plan

Subject to these policies and the addition of a new policy to reflect the requirements of SFO ALUCP Policy NP-3 Grant of Avigation Easement, the draft Burlingame General Plan would be consistent with the SFO ALUCP Noise Policies.

- (c) Safety Policy Consistency Analysis – The SFO ALUCP includes five sets of safety zones and sets forth compatibility criteria for each of these zones.

The draft Burlingame General Plan contains the following policy broadly addressing both safety and air space protection:

**CS-8.1: Land Use Safety Compatibility and Airspace Protection Criteria**

Consider all applicable Federal statutes (including 49 U.S.C. 47107), Federal regulations (including 14 Code of Federal Regulations 77 et seq.), the Federal Aviation Administration (FAA) Airport Compliance Manual, FAA Advisory Circulars, other forms of written guidance, and State law with respect to criteria related to land use safety and airspace protection when evaluating development applications within the Airport Influence Area of the San Francisco International Airport and Mill-Peninsula Medical Center helipad.

Subject to this policy and the addition of a new policy to require that all future land use actions and/or associated development conforms to the relevant height, aircraft noise, and safety policies and compatibility criteria contained in the most recently adopted version of the Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport, the draft Burlingame General Plan would be consistent with the SFO ALUCP Safety Policies.

- (d) Airspace Protection Policy Consistency Analysis – 14 Code of Federal Regulations (CFR) Part 77, *Safe, Efficient Use and Preservation of the Navigable Airspace*, governs the FAA’s review of proposed construction exceeding certain height limits, defines airspace obstruction criteria, and provides for FAA aeronautical studies of proposed construction. Airspace Protection policies in the SFO ALUCP require compliance with these requirements.

As noted above, the draft Burlingame General Plan includes Policy CS-8.1, which cites these requirements.

In addition, the SFO ALUCP also contains Policy AP-4 Other Flight Hazards, addressing, among others, uses that create an increased attraction for wildlife, particularly large flocks of birds, which might affect aircraft operations.

The draft Burlingame General Plan contains the following policy, that as written may conflict with policy AP-4.

**Policy CS-5.4: Wetland Buffer**

Identify setback areas and parklands suitable for creation of a wetland buffer, and require new developments in the Bayfront area to assist in restoring wetlands areas.

Because wetlands are likely to attract wildlife, Policy CS-5.4 is to be amended to reflect the additional need to comply with the requirements of SFO ALUCP Policy AP-4 Other Flight Hazards. Subject to this modification, and the addition of the new policy noted in section (c) above, the draft Burlingame General Plan would be consistent with the Airspace Protection Policies of the SFO ALUCP.

**WHEREAS**, at their October 25, 2018 meeting, and based on the factors and conditions listed above, the Airport Land Use Committee recommended that the C/CAG Board of Directors, acting as the Airport Land Use Commission, determine that the Burlingame General Plan Update is consistent with the applicable provisions of the SFO ALUCP; and,

**NOW THEREFORE BE IT RESOLVED**, by the Board of Directors of the City/County Association of Governments of San Mateo County, acting as the San Mateo County Airport Land Use Commission, that subject to the conditions in Exhibit A, attached, the Burlingame General Plan Update is determined to be consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

**PASSED, APPROVED, AND ADOPTED, THIS 8TH DAY OF NOVEMBER 2018.**

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*Maryann Moise Derwin, Chair*

**Resolution 18-63 – Conditions of Approval:**

1. **Amend language of the following draft Burlingame General Plan Policies, as shown in double underline/strikeout:**
  - a. CS-4.9: Airport Disclosure Notices
 

Require that all new development ~~within an airport defined over flight zone provide deed notices disclosing airport over flights and noise upon transfer of title to residents and property owners~~ comply with the real estate disclosure requirements of state law. Section 11010 of the Business and Professions Code requires people offering subdivided property for sale or lease to disclose the presence of all existing and planned airports within two miles of the property (Cal. Bus. and Prof. Code Section 110010(b)(13). The law requires that, if the property is within an “airport influence area” designated by the airport land use commission, the following statement must be included in the notice of intention to offer the property for sale:

**Notice of Airport in Vicinity**  
This property is presently located in the vicinity of an airport, within what is known as an airport influence area. For that reason, the property may be subject to some of the annoyances or inconveniences associated with proximity to airport operations (for example: noise, vibration, or odors). Individual sensitivities to those annoyances can vary from person to person. You may wish to consider what airport annoyances, if any, are associated with the property before you complete your purchase and determine whether they are acceptable to you.
  - b. CS-8.3 Airport Land Use Commission Review
 

Ensure all applicable plans, ordinances, and development applications are reviewed by the City/County Association of Governments Board of Directors, acting as the ~~for~~ San Mateo County’s Airport Land Use Commission, for a determination of consistency with the most current Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport, as required by State law.
2. **Add two new policies to the Community Safety Element Noise Section:**
  - a. A policy to reflect the requirements of SFO ALUCP Policy NP-3 Grant of Avigation Easement, specifically acknowledging the applicability, timing and content of an avigation easement, and
  - b. A policy to require that all future land use actions and/or associated development conforms to the relevant height, aircraft noise, and safety policies and compatibility criteria contained in the most recently adopted version of the Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.
3. **Amend Policy CS-5.4 to reflect adherence to the requirements of SFO ALUCP Policy AP-4 Other Flight Hazards.**



APPLICATION FOR LAND USE CONSISTENCY DETERMINATION  
San Mateo County Airport Land Use Commission  
C/CAG ALUC

APPLICANT INFORMATION			
Agency: <b>City of Burlingame</b>			
Project Name: <b>General Plan Update</b>			
Address: <b>Citywide</b>		APN: <b>N/A</b>	
City: <b>Burlingame</b>	State: <b>CA</b>	ZIP Code: <b>94010</b>	
Staff Contact: <b>Kevin Gardiner</b>	Phone: <b>650-558-7253</b>	Email: <b>kgardiner@burlingame.org</b>	
PROJECT DESCRIPTION			
<b>Comprehensive update of the City of Burlingame General Plan.</b>			
<b>The Draft General Plan may be downloaded at <a href="http://www.burlingame.org/generalplan">www.burlingame.org/generalplan</a>.</b>			
REQUIRED PROJECT INFORMATION			

For General Plan, Specific Plan or Zoning Amendments and Development Projects:

A copy of the relevant amended sections, maps, etc., together with a detailed description of the proposed changes, sufficient to provide the following:

1. Adequate information to establish the relationship of the project to the three areas of Airport Land Use compatibility concern (ex. a summary of the planning documents and/or project development materials describing how ALUCP compatibility issues are addressed):
  - a) Noise: Location of project/plan area in relation to the noise contours identified in the applicable ALUCP.
    - Identify any relevant citations/discussion included in the project/plan addressing compliance with ALUCP noise policies.
  - b) Safety: Location of project/plan area in relation to the safety zones identified in the applicable ALUCP.
    - Include any relevant citations/discussion included in the project/plan addressing compliance with ALUCP safety policies.
  - c) Airspace Protection:
    - Include relevant citations/discussion of allowable heights in relation to the protected airspace/proximity to airport, as well as addressment of any land uses or design features that may cause visual, electronic, navigational, or wildlife hazards, particularly bird strike hazards.



- If applicable, identify how property owners are advised of the need to submit Form 7460-1, *Notice of Proposed /Construction or Alteration* with the FAA.

2. Real Estate Disclosure requirements related to airport proximity
3. Any related environmental documentation (electronic copy preferred)
4. Other documentation as may be required (ex. related staff reports, etc.)

Additional information For Development Projects:

1. 25 sets of scaled plans, no larger than 11" x 17"
2. Latitude and longitude of development site
3. Building heights relative to mean sea level (MSL)

ALUCP Plans can be accessed at <http://ccag.ca.gov/plansreportslibrary/airport-land-use/>

Please contact C/CAG staff at 650 599-1467 with any questions.

<b><i>For C/CAG Staff Use Only</i></b>
<b><i>Date Application Received</i></b>
<b><i>Date Application Deemed Complete</i></b>
<b><i>Tentative Hearing Dates:</i></b>
- <b><i>Airport Land Use Committee</i></b>
- <b><i>C/CAG ALUC</i></b>

**Application for Land Use Consistency Determination  
City of Burlingame General Plan Update  
Required Project Information**

- 1. Adequate information to establish the relationship of the project to the three areas of Airport Land Use compatibility concern (ex. a summary of the planning documents and/or project development materials describing how ALUCP compatibility issues are addressed):**

A number of goals, policies and programs applicable to Noise, Safety, and Airspace Protection are included in the Draft General Plan Community Safety Element:

**Goal CS-4: Protect residents and visitors to Burlingame from excessive noise and disruptive ground vibration.**

**Policy CS-4.7: Airport and Heliport Noise**

**Policy CS-4.8: Airport Noise Evaluation and Mitigation**

Require project applicants to evaluate potential airport noise impacts if the project is located within the 60 CNEL contour line of San Francisco International Airport (as mapped in the Airport Land Use Compatibility Plan). All projects shall be required to mitigate impacts to comply with the interior and exterior noise standards established by the Airport Land Use Compatibility Plan.

**Policy CS-4.9: Airport Disclosure Notices**

Require that all new development within an airport-defined over-flight zone provide deed notices disclosing airport over-flights and noise upon transfer of title to residents and property owners.

**Goal CS-8: Minimize the community's exposure to aircraft safety hazards associated with San Francisco International Airport and Mills-Peninsula Medical Center.**

**CS-8.1: Land Use Safety Compatibility and Airspace Protection Criteria**

Consider all applicable Federal statutes (including 49 U.S.C. 47107), Federal regulations (including 14 Code of Federal Regulations 77 et seq.), the Federal Aviation Administration (FAA) Airport Compliance Manual, FAA Advisory Circulars, other forms of written guidance, and State law with respect to criteria related to land use safety and airspace protection when evaluating development applications within the Airport Influence Area of the San Francisco International Airport and Mill-Peninsula Medical Center helipad.

**CS-8.2: Airport Land Use Compatibility Plan**

Require development projects within the Airport Influence Area designated in the Airport Land Use Compatibility Plan of the San Francisco International Airport to comply with all applicable Federal statutes (including 49 U.S.C. 47107), Federal regulations (including 14 Code of Federal Regulations 77 et seq.), the FAA's Airport Compliance Manual, FAA Advisory Circulars, other forms of written guidance, and State law with respect to criteria related to land use safety and airspace protection.

**CS-8.3: Airport Land Use Commission Review**

Ensure all applicable plans, ordinances, and development applications are reviewed by the City/County Association of Governments for San Mateo County's Airport Land Use Commission, as required by State law.

**2. Real Estate Disclosure requirements related to airport proximity**

Draft General Plan Policy CS-4.9 (Airport Disclosure Notices) requires that all new development within an airport-defined over-flight zone provide deed notices disclosing airport over-flights and noise upon transfer of title to residents and property owners.

**3. Any related environmental documentation (electronic copy preferred)**

A Draft Environmental Impact Report (DEIR) has been prepared for the Draft General Plan. The DEIR may be downloaded at [https://www.envisionburlingame.org/app\\_pages/view/17](https://www.envisionburlingame.org/app_pages/view/17).

Airport-related environmental issues are addressed in:

- Chapter 11 – Hazards and Hazardous Materials, pages 11-2 through 11-13
- Chapter 14 – Land Use and Planning, page 14-10
- Chapter 15 – Noise and Vibration, pages 15-6, pages 15-15 through 15-21, and pages 15-49 through 15-50.

future noise contours for Burlingame and key areas were noise is anticipated to be an issue currently or in the future.

Vibration concerns are like noise concerns because excessive or prolonged exposure to vibration can result in adverse health impacts. In Burlingame, train operations produce vibrations that affect properties along the rail line.

The following goal and policies aim to minimize human exposure to excessive noise by evaluating noise exposure risks, planning placement of new land uses in consideration of the noise environment, and incorporating appropriate mitigation measures on a project-by-project basis.

**Goal CS-4:** Protect residents and visitors to Burlingame from excessive noise and disruptive ground vibration.

#### **CS-4.1: Locating Noise-sensitive Uses**

Locate noise-sensitive uses such as homes, schools, hospitals, libraries, religious institutions and convalescent homes away from major sources of noise. [DR]

#### **CS-4.2: Residential Noise Standards**

Require the design of new residential development to comply with the following noise standards:

- The maximum acceptable interior noise level for all new residential units (single-family, duplex, mobile home, multi-family, and mixed use units) shall be an Ldn of 45 dB with windows closed.
- For project locations that are primarily exposed to noise from aircraft, Caltrain, and BART operations, the maximum instantaneous noise level in bedrooms shall not exceed 50dB(A) at night (10:00 P.M. to 7:00 A.M.), and the maximum instantaneous

noise level in all interior rooms shall not exceed 55dB(A) during the day (7:00 am to 10:00 pm) with windows closed.

Require the design of new office developments and similar uses to achieve a maximum interior noise standard of 45dBA Leq (peak hour). [DR]

#### **CS-4.4: Motel, Hotel, Nursing Home and Hospital Noise Standards**

Require the design of new motels, hotels, nursing homes, hospitals and other similar uses to comply with the following noise standards:

- The maximum acceptable interior noise level for sleeping areas shall be an Ldn of 45 dB with windows closed.
- For project locations that are primarily exposed to aircraft, Caltrain and BART noise, the maximum instantaneous noise level in sleeping areas shall not exceed 50dB(A) at night (10:00 P.M. to 7:00 A.M.) and 55dB(A) during the day (7:00 A.M. to 10:00 P.M.) with windows closed. [DR]

#### **CS-4.5: Noise Mitigation and Urban Design**

Consider the visual impact of noise mitigation measures; require solutions that do not conflict with urban design goals and policies included in the General Plan. [DR]

#### **CS-4.6: Freeway Sound Walls**

Coordinate with Caltrans to ensure new sound walls and landscaping strips are attractive along State Route 101 to protect adjacent areas from excessive freeway noise in conjunction with any new freeway project. [AC]

#### **CS-4.7: Airport and Heliport Noise**

Monitor noise impacts from aircraft operations at San Francisco International Airport and Mills-Peninsula Medical Center, and implement applicable noise abatement policies and procedures as outlined in the

Airport Noise Ordinance and Airport Land Use Compatibility Plan.  
[AC/DR]

#### **CS-4.8: Airport Noise Evaluation and Mitigation**

Require project applicants to evaluate potential airport noise impacts if the project is located within the 60 CNEL contour line of San Francisco International Airport (as mapped in the Airport Land Use Compatibility Plan). All projects shall be required to mitigate impacts to comply with the interior and exterior noise standards established by the Airport Land Use Compatibility Plan. [AC/DR]

#### **CS-4.9: Airport Disclosure Notices**

Require that all new development within an airport-defined over-flight zone provide deed notices disclosing airport over-flights and noise upon transfer of title to residents and property owners. [DR]

#### **CS-4.10: Construction Noise Study**

Require development projects subject to discretionary approval to assess potential construction noise impacts on nearby sensitive uses and to minimize impacts on those uses consistent with Municipal Code provisions. [DR]

#### **CS-4.11: Train Noise**

Require that all new development within 1,000 feet of the rail line to provide deed notices disclosing noise impacts upon transfer of title to residents and property owners. [DR]

#### **CS-4.12: Vibration Impact Assessment**

Require a vibration impact assessment for proposed projects in which heavy-duty construction equipment would be used (e.g., pile driving, bulldozing) within 200 feet of an existing structure or sensitive receptor. If applicable, require all feasible mitigation measures to be implemented to ensure that no damage or disturbance to structures or sensitive receptors would occur. [DR]

The following goal and policies address airport and heliport safety, land use compatibility, and interagency coordination related to aircraft operations.

**Goal CS-8:** Minimize the community's exposure to aircraft safety hazards associated with San Francisco International Airport and Mills-Peninsula Medical Center,

### **CS-8.1: Land Use Safety Compatibility and Airspace Protection Criteria**

Consider all applicable Federal statutes (including 49 U.S.C. 47107), Federal regulations (including 14 Code of Federal Regulations 77 et seq.), the Federal Aviation Administration (FAA) Airport Compliance Manual, FAA Advisory Circulars, other forms of written guidance, and State law with respect to criteria related to land use safety and airspace protection when evaluating development applications within the Airport Influence Area of the San Francisco International Airport and Mill-Peninsula Medical Center helipad. [DR]

### **CS-8.2: Airport Land Use Compatibility Plan**

Require development projects within the Airport Influence Area designated in the Airport Land Use Compatibility Plan of the San Francisco International Airport to comply with all applicable Federal statutes (including 49 U.S.C. 47107), Federal regulations (including 14 Code of Federal Regulations 77 et seq.), the FAA's Airport Compliance Manual, FAA Advisory Circulars, other forms of written guidance, and State law with respect to criteria related to land use safety and airspace protection. [AC/DR]

### **CS-8.3: Airport Land Use Commission Review**

Ensure all applicable plans, ordinances, and development applications are reviewed by the City/County Association of Governments for San Mateo County's Airport Land Use Commission, as required by State law. [AC/MP/DR]



October 16, 2018

Susy Kalkin, Transportation Program Specialist  
C/CAG – City/County Association of Governments of San Mateo County  
555 County Center, Fifth Floor  
Redwood City, CA 94063

**Subject: City of Burlingame Application for Land Use Consistency Determination for Envision Burlingame- Burlingame General Plan Update**

Dear Ms. Kalkin:

San Francisco International Airport (Airport) appreciates the opportunity to review and comment on the City of Burlingame’s application for Land Use Consistency Determination for Envision Burlingame – Burlingame General Plan Update (Draft, August 2017), submitted to the City/County Association of Governments of San Mateo County (C/CAG) acting in its capacity as the Airport Land Use Commission (ALUC). There are three policies in the Community Safety Element of the General Plan Update that as proposed are inconsistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport (CALUCP, October 2012).

**Policy CS-4.9 Airport Disclosure Notices**

Require that all new development within an airport-defined over-flight zone provide deed notices disclosing airport over-flights and noise upon transfer of title to residents and property owners.

The Airport recommends that Policy CS-4-9, to be consistent with Airport Influence Area (AIA) IP-1 Airport Influence Area A – Real Estate Disclosure Area, of the CALUCP, should read:

Require that all new development, the real estate disclosure requirements of state law apply. Section 11010 of the Business and Professions Code requires people offering subdivided property for sale or lease to disclose the presence of all existing and planned airports within two miles of the property (Cal. Bus. And Prof. Code Section 11010(b)(13). The law requires that, if the property is within an “airport influence area” designated by the airport land use commission, the following statement must be included in the notice of intention to offer the property for sale:

**Notice of Airport in Vicinity**

*This property is presently located in the vicinity of an airport, within what is known as an airport influence areas. For that reason, the property may be subject to some of the annoyances or inconveniences associated with proximity to airport operations (for example: noise, vibration, or odors). Individual sensitivities to those annoyances can vary from person to person. You may wish to consider what airport annoyances, if any, are associated with the property before you complete your purchase and determine whether they are acceptable to you.*

**Policy CS-5.4: Wetland Buffer**

Identify setback areas and parklands suitable for creation of a wetland buffer, and require new developments in the Bayfront area to assist in restoring wetlands areas.



Wetlands are attractive to many types of wildlife, including many which rank high on the list of species that pose a hazard to safe aircraft operations at Airports. Locating new wetlands in close proximity to the Airport poses wildlife hazards to arriving and departing aircraft. A policy recommending creation of wetlands would be inconsistent with the CALUCP, AP-4 Other Flight Hazards are Incompatible, which states, "... (f) Any use that creates an increased attraction for wildlife, particularly large flocks of birds, that is inconsistent with FAA rules and regulations, including, but not limited to, FAA Order 5200.5A, *Waste Disposal Sites On or Near Airports*, FAA Advisory Circular 150/5200-33B, *Hazardous Wildlife Attractants On or Near Airports*, and any successor or replacement orders or advisory circulars. Exceptions to this policy are acceptable for wetlands or other environmental mitigation projects required by ordinance, statute, court order, or Record of Decision issued by a federal agency under the National Environmental Policy Act. (CALUCP, Page IV-59, October 2012)

**Policy CS-8.3: Airport Land Use Commission Review**

Ensure all applicable plans, ordinances, and development applications are reviewed by the City/County Association of Governments for San Mateo County's Airport Land Use Commission as required by State law.

The Airport recommends that Policy CS-8.3 should be revised to clearly state that the Airport Land Use Commission review is to determine whether the proposed action is consistent or not consistent with the Airport Land Use Compatibility Plan (ALUCP), with the Airport Land Use Commission (C/CAG Board) Consistency Determination Process (CALUCP, GP- 12, page III-15, October 2012).

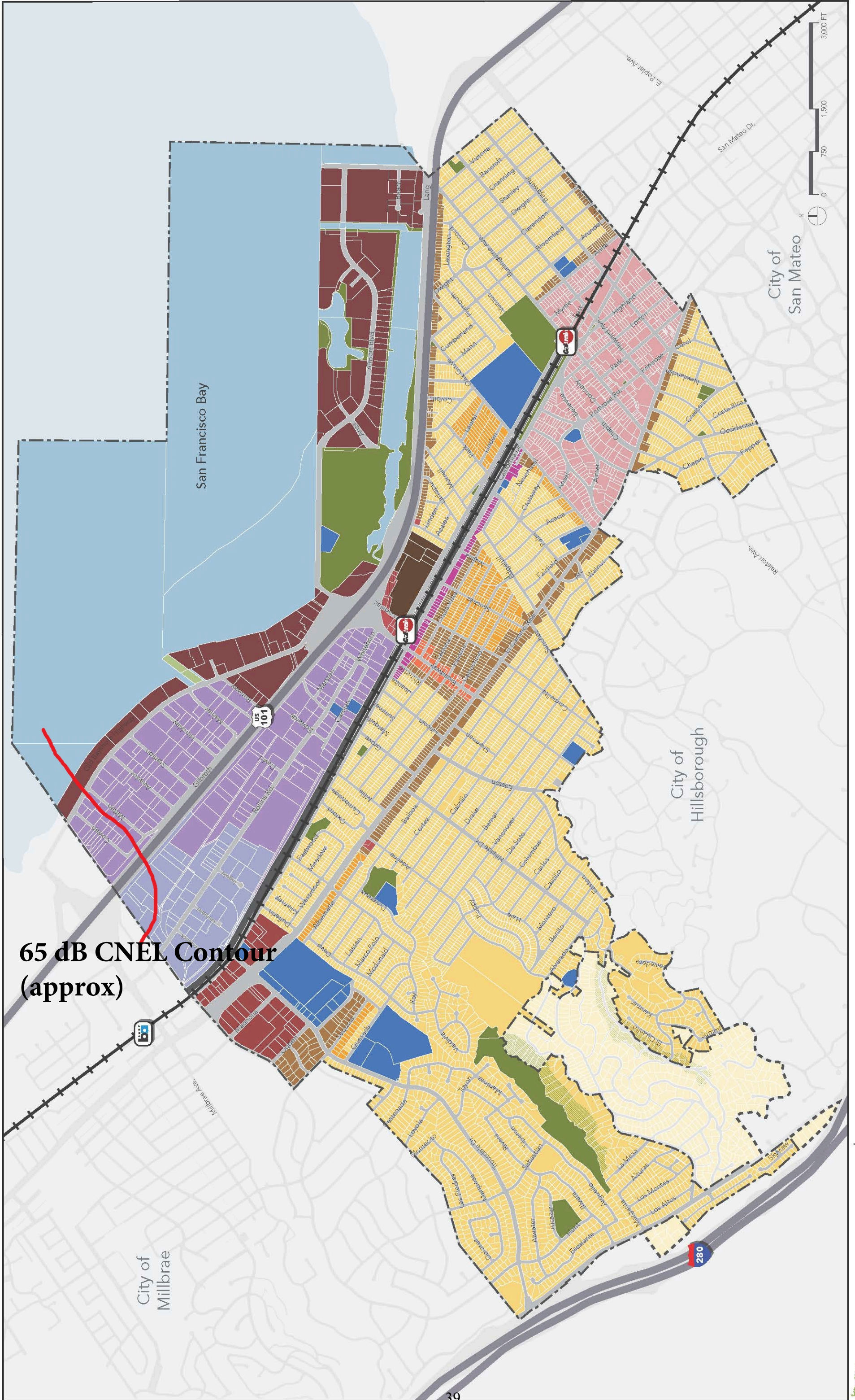
The Airport appreciates ALUC's consideration of these comments. If I can be of assistance as ALUC considers Burlingame's application for Land Use Consistency Determination for the Burlingame General Plan Update, please do not hesitate to contact me at (650) 821-7867 or at [john.bergener@flysfso.com](mailto:john.bergener@flysfso.com).

Sincerely,



John Bergener  
Airport Planning Director  
San Francisco International Airport  
Bureau of Planning and Environmental Affairs

cc: Kevin Gardiner, Community Development Director, Burlingame  
Nixon Lam, SFO BPEA, Environmental Affairs Manager



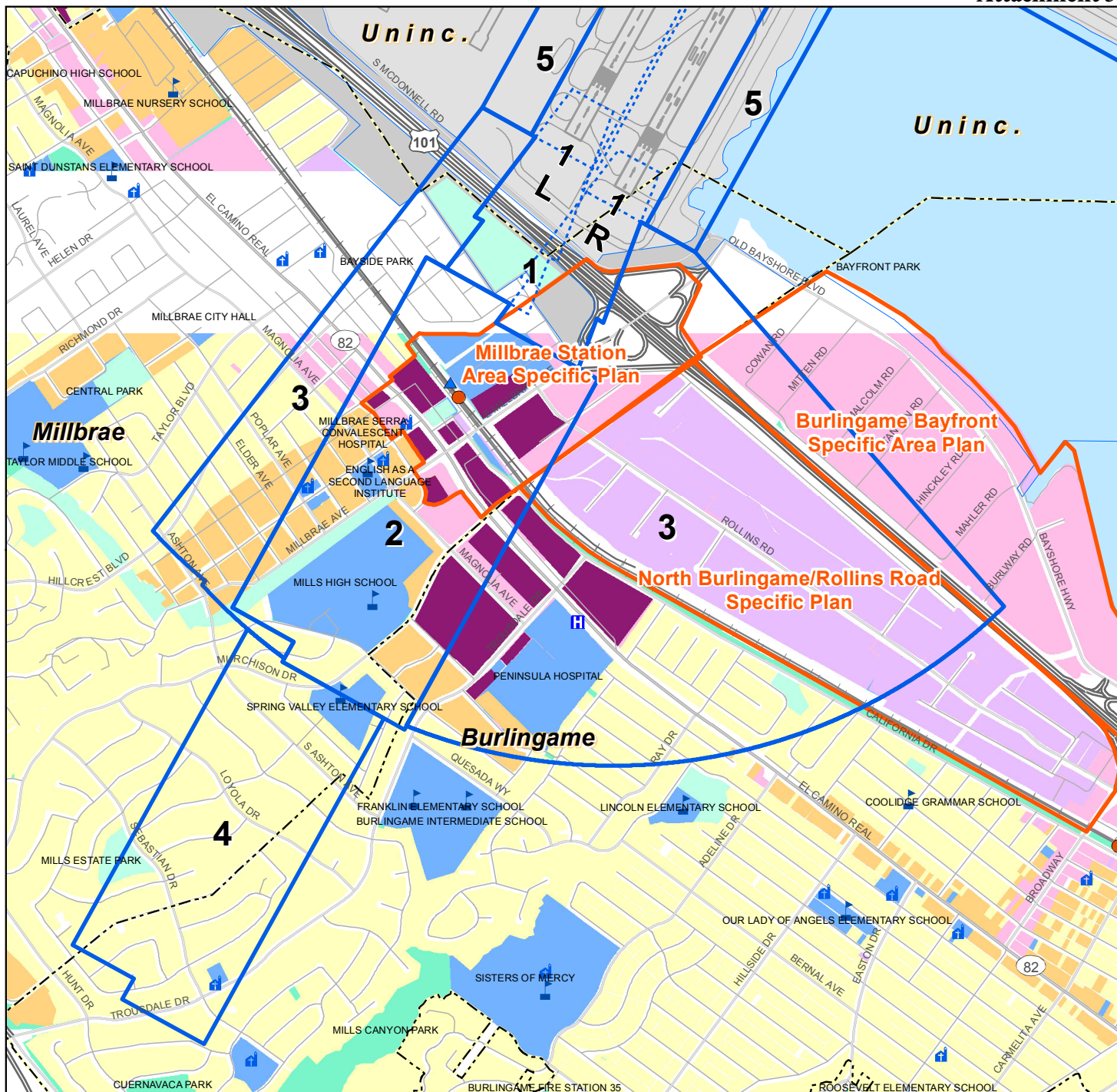
**65 dB CNEL Contour  
(approx)**

**Burlingame General Plan  
DIVISION  
ENVIRONMENTAL SERVICES**

**Figure CC-1 Land Use Plan**

Low Density Residential	California Mixed Use	Downtown Specific Plan	Public/Institutional	Low Density Residential-SOI	City
Medium Density Residential	General Commercial	Live/Work	Baylands	Multi-family Residential-SOI	SOI
Medium/high Density Res.	Bayfront Commercial	Innovation Industrial	Parks and Recreation	Open Space Easement	
			Open Space Easement	Rail Corridor	
			Rail Corridor	Open Space Easement-SOI	

Scale: 0, 750, 1,500, 3,000 FT



**LEGEND**

**Safety Compatibility Zones**

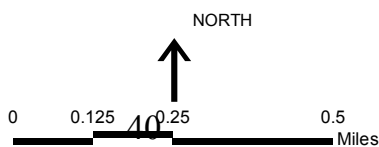
- 1 - Runway Protection Zone-Object Free Area
- 2 - Inner Approach/Departure Zone
- 3 - Inner Turning Zone
- 4 - Outer Approach/Departure Zone
- 5 - Sideline Zones
- Internal boundaries of ALP-defined areas
- Specific Plan Area
- Airport Property
- ▲ BART Station
- CALTRAIN Station
- 🏫 School
- 🕌 Place of Worship
- 🏥 Hospital
- Municipal Boundary
- Railroad
- Freeway
- Major Road
- Road

**Planned Land Use Per General Plans**

- Public
- Multi-Family Residential
- Single Family Residential
- Mixed Use
- Transit Oriented Development
- Commercial
- Industrial, Transportation, and Utilities
- Local Park, Golf Course, Cemetery
- Regional Park or Recreation Area
- Open Space

**Sources:**

- Local Plans:**
- San Bruno General Plan, December 2008
  - South San Francisco General Plan, 1998



## C/CAG AGENDA REPORT

Date: November 8, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of the appointment of Richard Chiu from the City of Daly City to serve on C/CAG's Stormwater and Congestion Management Program Technical Advisory Committees.

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

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### RECOMMENDATION

That the C/CAG Board review and approve the appointment of Richard Chiu from the City of Daly City to serve on C/CAG's Stormwater and Congestion Management Program Technical Advisory Committees.

### FISCAL IMPACT

None.

### SOURCE OF FUNDS

N/A

### BACKGROUND

The Stormwater Committee provides policy and technical advice and recommendations to the C/CAG Board of Directors and direction to technical subcommittees on all matters relating to stormwater management and compliance with associated regulatory mandates from the State Water Resources Control Board and San Francisco Bay Regional Water Quality Control Board. The Stormwater Committee includes a designated seat for each member agency and a non-voting seat for the Regional Water Quality Control Board for a total of 22 members.

The Congestion Management Program Technical Advisory Committee (CMP TAC), provide technical expertise for the Congestion Management and Environmental Quality (CMEQ) Committee and the C/CAG Board. The TAC is made up of engineers and planners from local jurisdictions in addition to one representative each from Caltrans, SMCTA/Peninsula Corridor JPB/Caltrain, MTC, and C/CAG. As approved by the C/CAG Board, the maximum number of TAC members is 25 and the total varies depending on vacancies and/or interest from the city staff. Typically, when a seat becomes vacant on the CMP TAC, C/CAG staff will solicit agencies not represented regarding interest in being added to the committee.

The City of Daly City is requesting the appointment of Richard Chiu, Public Works Director, to replace John Fuller, former Public Works Director who has retired, on the Stormwater Committee and CMP TAC. The appointment will replace a member previously representing the same city.

**ATTACHMENTS**

1. Current Stormwater Committee Roster
2. Current CMP TAC Roster
3. Letter from City of Daly City

### Current Stormwater Committee Roster – 2018

No.	Municipality/Agency	Representative
1	Atherton	Robert Ovadia
2	Belmont	Afshin Oskoui
3	Brisbane	Randy Breault (Chair)
4	Burlingame	Syed Murtuza
5	Colma	Brad Donohue
6	Daly City	<i>John Fuller*</i>
7	East Palo Alto	Kamal Fallaha
8	Foster City	Norm Dorais
9	Half Moon Bay	Maziar Bozorginia
10	Hillsborough	Paul Willis
11	Menlo Park	Justin Murphy
12	Millbrae	Khee Lim
13	Pacifica	Van Ocampo
14	Portola Valley	Howard Young
15	Redwood City	Saber Sarwary
16	San Bruno	Jimmy Tan
17	San Carlos	Steven Machida
18	San Mateo	Brad Underwood
19	South San Francisco	Eunejune Kim
20	Woodside	Sean Rose
21	San Mateo County	Jim Porter
22	Regional Water Quality Control Board	Dr. Tom Mumley

*\* Current Representative to be replaced with new appointment*

**Current CMP TAC Roster – 2018**

<b>No.</b>	<b>Agency</b>	<b>Representative</b>
1	San Mateo County Engineering	Jim Porter (Co-Chair)
2	SMCTA / PCJPB / Caltrain	Joseph Hurley (Co-Chair)
3	Atherton Engineering	Robert Ovidia
4	Belmont Engineering	Afshin Oskoui
5	Brisbane Engineering	Randy Breault
6	Burlingame Engineering	Syed Murtuza
7	C/CAG	Sandy Wong
8	Colma Engineering	Brad Donohue
9	Daly City Engineering	<i>John Fuller*</i>
10	Daly City Planning	Tatum Mothershead
11	Foster City Engineering	Norm Dorais
12	Hillsborough Engineering	Paul Willis
13	Half Moon Bay Engineering	Maziar Bozorginia
14	Menlo Park Engineering	Justin Murphy
15	Millbrae Engineering	Khee Lim
16	Pacifica Engineering	Van Ocampo
17	Redwood City Engineering	Jessica Manzi
18	San Bruno Engineering	Jimmy Tan
19	San Carlos Engineering	Steven Machida
20	San Mateo Engineering	Brad Underwood
21	South San Francisco Engineering	Eunejune Kim
22	South San Francisco Planning	Billy Gross
23	Woodside Engineering	Sean Rose
24	MTC	Vacant
25	Caltrans	Vacant

*\* Current Representative to be replaced with new appointment*



# CITY OF DALY CITY

333 - 90TH STREET  
DALY CITY, CA 94015-1895  
PHONE: (650) 991-8000

October 15, 2018

Ms. Sandy Wong, Executive Director  
City/County Association of Governments of San Mateo County  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063

**Subject: Replacement of Daly City Engineering Representative on the City/County Association of Governments of San Mateo County Technical Advisory Committee and Stormwater Committee**

Dear Ms. Wong,

The City of Daly City is requesting the appointment of Mr. Richard Chiu, Jr., Director of Public Works, to replace Mr. John L. Fuller, former Director of Public Works, on the Technical Advisory Committee and Stormwater Committee for the City/County Association of Governments of San Mateo County.

If you have any questions, you can contact me at (650) 991-8127.

Sincerely,

Shawna Maltbie  
Interim City Manager

cc: Richard Chiu, Jr., Director of Public Works  
John Hoang, City/County Association of Governments of SMC  
Matt Fabry, City/County Association of Governments of SMC



## C/CAG AGENDA REPORT

ITEM 5.6

Date: November 8, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 18-64 authorizing the C/CAG Executive Director to respond to CPUC filings related to and in support of the San Mateo County Energy Watch, PG&E Local Government Partnership program.

(For further information contact Sandy Wong at 650-599-1409)

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### **RECOMMENDATION**

That the C/CAG Board review and approve Resolution 18-64 authorizing the C/CAG Executive Director to respond to CPUC filings related to and in support of the San Mateo County Energy Watch, PG&E Local Government Partnership program.

### **FISCAL IMPACT**

None.

### **SOURCE OF FUNDS**

Funding for the San Mateo County Energy Watch is provided by the PG&E Local Government Partnership.

### **BACKGROUND**

The San Mateo County Energy Watch (SMCEW) Local Government Partnership with PG&E began on January 1, 2009, using Public Goods Funds under the auspices of the California Public Utilities Commission (CPUC). Since the original program cycle, which ended on December 31, 2009, PG&E has contracted with C/CAG for the SMCEW for four additional program cycles, 2010-2012, 2013-2014, 2015, and the current 2016-18 program cycle, which ends on December 31, 2018. C/CAG is in the process of contracting with PG&E for calendar year 2019.

The CPUC began a process for redesigning the use of Public Good Funds in early 2016, with the goal of doubling energy efficiency outcomes and making these efforts more cost effective in California. In the process, the CPUC adopted a decision shifting Public Goods Fund programs from 20% to 60% competitively bid, third-party programs, away from Local Government Partnership and long-term strategic planning program efforts. PG&E's response was to reduce Energy Watch program funding by approximately 50% across PG&E's territory. As a result, the proposed calendar year 2019 program budget is a 54% cut from current (2018) budget.

The CPUC continues to consider changes to Public Goods Fund and Local Government Partnership programs that may affect C/CAG's SMCEW program with PG&E. Participating in these proceedings

requires submitting pleadings on short timeframes, i.e., between C/CAG Board meetings. Accordingly, the C/CAG Executive Director would like the authority to, on behalf of C/CAG, become a party to CPUC proceedings related to the SMCEW, as well as comment on decisions and file letters of support or protests to the filings of other stakeholders in those proceedings. These responses may be filed either individually or jointly with other agencies or stakeholders.

Resolution 18-64, an attachment to this staff report, provides the C/CAG Executive Director authority to respond in support of the San Mateo County Energy Watch Program.

**ATTACHMENT**

Resolution 18-64

**RESOLUTION NO. 18-64**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE EXECUTIVE DIRECTOR TO RESPOND TO CPUC FILINGS RELATED TO AND IN SUPPORT OF THE SAN MATEO COUNTY ENERGY WATCH, PG&E LOCAL GOVERNMENT PARTNERSHIP PROGRAM**

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

**WHEREAS**, C/CAG's San Mateo County Energy Watch Program (Program) has been the Local Government Partnership with PG&E for energy-efficiency services to municipalities, schools, business, and some residential customers in San Mateo County since January 2009; and

**WHEREAS**, the California Public Utilities Commission (CPUC) is undertaking a process to redesign energy-efficiency programs, including the allocation of funding from Public Goods Funds, and adopted decisions that may adversely affect both the Program and its budget; and

**WHEREAS**, there will be needs and opportunities for the C/CAG Executive Director, on behalf of C/CAG, to comment on or communicate with the CPUC, individually or jointly with other agencies or organizations, on decisions and other Program-related matters in order to timely assert C/CAG's interests in the CPUC's proceedings; and

**WHEREAS**, the C/CAG Executive Director desires the authority of the C/CAG Board to represent the Program before the CPUC.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County that the Executive Director is hereby authorized to respond to CPUC filings related to and in support of the San Mateo County Energy Watch, PG&E Local Government Partnership Program.

**PASSED, APPROVED, AND ADOPTED THIS 8TH DAY OF NOVEMBER, 2018.**

---

*Maryann Moise Derwin, Chair*

## C/CAG AGENDA REPORT

Date: November 8, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approve Resolution 18-65 authorizing the C/CAG Chair to execute an agreement with Paradigm Environmental in an amount not to exceed \$942,221 for development of the Caltrans grant-funded Countywide Sustainable Streets Master Plan.

(For further information or questions, contact Matthew Fabry at 650-599-1419)

---

### RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 18-65, authorizing the C/CAG Chair to execute an agreement with Paradigm Environmental in an amount not to exceed \$942,221 for development of the Caltrans grant-funded Countywide Sustainable Streets Master Plan.

### FISCAL IMPACT

Not to exceed \$942,221, of which no more than 11.47% will come from C/CAG as local match.

### SOURCE OF FUNDS

Caltrans awarded C/CAG \$986,300 from its SB 1-funded Climate Change Adaptation Planning Grant Program, and C/CAG committed to provide up to \$145,185 in local matching funds from the \$4 vehicle registration fee revenue designated for countywide stormwater pollution prevention projects.

### BACKGROUND

C/CAG was awarded a \$986,300 Adaptation Planning Grant by Caltrans to develop a Countywide Sustainable Streets Master Plan (Master Plan) that prioritizes street segments throughout the county for integrating green stormwater infrastructure with other planned investments and community priorities. The grant program requires a local match of at least 11.47%. The project includes the following key tasks:

- Community Engagement
- Climate Adaptation Risk Analysis on Local Transportation Network
- High-Resolution Data Analysis and Fine-Scale Drainage Delineation
- Prioritization of Sustainable Streets Opportunities and Development of Master Plan
- Project Concepts
- Web-based Sustainable Streets Project Implementation Mapping and Tracking Tool

The project is intended to evaluate climate change impacts to precipitation in terms of managing runoff from the roadway network throughout the county and prioritize opportunities for integrating green stormwater infrastructure with other planned investments to help adapt the roadway network and

downstream infrastructure to these impacts. Other planned investments include member agency plans for bicycle and pedestrian and Safe Routes to School improvements, pavement maintenance and reconstruction, utility replacement, etc. The Master Plan will prioritize the specific roadway segments that make the most sense for integrating green infrastructure in five-, 10-, and 20-year time horizons and will include up to 10 project concepts to help member agencies pursue funding for implementation. The project will take advantage of the County's recently acquired high-resolution aerial surveying data to develop improved drainage mapping throughout the county and a web-based mapping and tracking tool will be created to demonstrate progress over time in managing stormwater runoff and future climate change risks. Although the grant is focused on climate change adaptation, the work products will directly support C/CAG member agencies' Green Infrastructure Planning efforts required under the Municipal Regional Permit.

C/CAG released a Request for Proposals on August 30, 2018 to solicit consultant support for implementing the project. The Request for Proposals was posted on C/CAG's website, emailed out to known interested parties, and advertised through regional and statewide distributions by the Bay Area Stormwater Management Agencies Association and the California Stormwater Quality Association. Staff held a pre-proposal meeting on September 13 that was attended by representatives of four firms.

Proposals were due on September 25 and C/CAG received two proposals: one from Paradigm Environmental (teamed with Lotus Water, Alta Planning + Design, EOA, Urban Rain|Design, Community Design + Architecture, and Northwest Hydraulic Consultants) and one from Tetra Tech. Staff convened a five-person selection committee consisting of representatives from C/CAG, the County Health System, County Office of Sustainability, and the City of Burlingame. The committee reviewed proposals and interviewed both teams. The selection committee evaluated the teams based on the following criteria:

- Overall approach and understanding
  - Experience with similar kinds of work
  - Cost-effectiveness of proposal and timeline
  - Staff qualifications
  - Capability of developing innovative or advanced techniques
  - Familiarity with state and federal procedures

Based on the combined scoring of proposals and interview results, the selection committee recommended the Paradigm Environmental team and staff checked provided references. On October 18, the C/CAG Stormwater Committee approved a recommendation for the C/CAG Board of Directors to execute a funding agreement with the Paradigm Environmental team.

C/CAG has an executed grant agreement with Caltrans and received a Notice to Proceed on October 1, 2018. The project needs to be completed by the end of February 2021, with all final project reimbursements submitted to Caltrans by April 28, 2021. Staff recommends the C/CAG Board approve Resolution 18-65 (Attachment 1), authorizing the C/CAG Chair to execute a funding agreement in an amount not to exceed \$942,221 with Paradigm Environmental (Attachment 2) and further authorizing the Executive Director to negotiate the final scope and terms of the agreement, subject to approval as to form by C/CAG Legal Counsel.

It is important to note that the Paradigm Environmental proposal is for \$942,221, \$189,264 less than the combined total of the approved Caltrans grant (\$986,300) and C/CAG-committed local matching funds (\$145,185). To take full advantage of the allocated grant funds, staff anticipates coming back to the Board in the future with a proposed contract amendment to allocate additional funds, if needed, to supplement the existing proposed scope of work once staff has a better sense of where additional funds are needed to

augment or supplement an existing task. Examples of where additional funding may be beneficial include expanded community engagement efforts, producing additional project concepts, filling data gaps when compiling countywide datasets for drainage delineation or opportunity prioritization, or increasing functionality of the web-based tracking tool. Any contract amendment would be vetted with Caltrans staff to ensure consistency with the grant program prior to coming to the C/CAG Board for consideration.

#### **ATTACHMENTS**

1. Resolution 18-65
2. Proposed Funding Agreement with Paradigm Environmental  
(Available on-line at: <http://ccag.ca.gov/committees/board-of-directors/>)

## **RESOLUTION 18-65**

### **RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE A FUNDING AGREEMENT FOR AN AMOUNT NOT TO EXCEED \$942,221 WITH PARADIGM ENVIRONMENTAL TO DEVELOP THE COUNTYWIDE SUSTAINABLE STREETS MASTER PLAN**

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

**WHEREAS**, C/CAG administers the Countywide Water Pollution Prevention Program to support its member agencies on regulatory requirements for stormwater management in the Municipal Regional Permit issued by the San Francisco Bay Regional Water Quality Control Board; and

**WHEREAS**, Caltrans awarded C/CAG \$986,300 from its Adaptation Planning Grant Program to develop a Countywide Sustainable Streets Master Plan for integrating green stormwater infrastructure into the countywide roadway network to help adapt to precipitation-based climate change impacts and to support C/CAG member agencies' Green Infrastructure Plans required by the Municipal Regional Permit; and

**WHEREAS**, C/CAG is required to provide a minimum 11.47% local match and committed \$145,185 in revenue from the \$4 vehicle registration fee revenue dedicated to stormwater pollution prevention programs; and

**WHEREAS**, C/CAG requires consultant services to develop the Countywide Sustainable Streets Master Plan and associated project deliverables; and

**WHEREAS**, Pursuant to C/CAG's procurement policy, C/CAG implemented a Request for Proposals process under which C/CAG received two proposals and a five-member selection committee reviewed both proposals and interviewed both proposal teams; and

**WHEREAS**, the selection committee evaluated the proposals and the teams based on their overall approach, understanding, and experience with similar kinds of work, cost-effectiveness and timeline, staff qualifications, capability of developing innovative or advanced techniques, and familiarity with state and federal procedures; and

**WHEREAS**, the selection committee recommended a team of consultants led by Paradigm Environmental to develop the Countywide Sustainable Streets Master Plan; and

**WHEREAS**, C/CAG's Stormwater Committee, at its October 18, 2018 meeting, recommended the C/CAG Board execute a funding agreement with Paradigm Environmental;

**NOW THEREFORE BE IT RESOLVED**, that the C/CAG Chair is authorized to execute a funding agreement with Paradigm Environmental in an amount not to exceed \$942,221; and

**BE IT FURTHER RESOLVED** that the Executive Director is authorized to negotiate the final terms of the agreement prior to execution, subject to approval as to form by C/CAG legal counsel.

**PASSED, APPROVED, AND ADOPTED, THIS 8TH DAY OF NOVEMBER 2018.**

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*Maryann Moise Derwin, Chair*

## C/CAG AGENDA REPORT

Date: November 8, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, C/CAG Executive Director

Subject: Review and approve Resolution 18-66 authorizing the Executive Director to execute Amendment No. 1 to Task Order LWA-04 with Larry Walker Associates, revising the scope at an additional cost not to exceed \$10,825 for technical support to the Countywide Water Pollution Prevention Program.

(For further information contact Matthew Fabry at 650 599-1419)

### RECOMMENDATION

Review and approve Resolution 18-66 authorizing the Executive Director to execute Amendment No. 1 to Task Order LWA-04 with Larry Walker Associates, revising the scope at an additional cost not to exceed \$10,825 for technical support to the Countywide Water Pollution Prevention Program.

### FISCAL IMPACT

Not to exceed \$10,825.

### SOURCE OF FUNDS

Sufficient funds are budgeted in the NPDES (Stormwater) account as part of the overall Countywide Water Pollution Prevention Program budget.

### BACKGROUND

Resolution 15-21 authorized the C/CAG Chair to execute on-call consultant contracts to support the Countywide Water Pollution Prevention Program. Resolution 18-27 authorized the Executive Director to execute Task Order LWA-04 with Larry Walker Associates to provide technical support services under its on-call contract, including green infrastructure planning support via a subcontract with Community Design + Architecture (CDA). CDA is developing green infrastructure guidance documents to support C/CAG member agencies in developing their local green infrastructure plans, as required by the Municipal Regional Permit. CDA requires additional funding to finalize and integrate the guidance material with other C/CAG support products being prepared by other consultants. Proposed Resolution 18-66 authorizes the Executive Director to execute Amendment No. 1 to the existing task order to increase the not-to-exceed funding amount by \$10,825 to cover the remaining scope of work.

Details on the revised budget for the proposed task order amendment are included in Attachment 2.

### ATTACHMENTS

1. Resolution 18-66
2. Amendment No. 1 to Task Order LWA-04



## **RESOLUTION 18-66**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY  
AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT NO. 1 TO TASK ORDER  
LWA-04 WITH LARRY WALKER ASSOCIATES, ADDING AN ADDITIONAL COST NOT TO EXCEED  
\$10,825 FOR TECHNICAL SUPPORT TO THE COUNTYWIDE WATER POLLUTION PREVENTION  
PROGRAM**

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

**WHEREAS**, C/CAG administers the San Mateo Countywide Water Pollution Prevention Program (Countywide Program) to assist its member agencies in meeting mandated requirements for managing pollution in stormwater runoff; and

**WHEREAS**, C/CAG's member agencies are regulated under the San Francisco Bay Regional Water Quality Control Board Municipal Regional Permit, which mandates control programs for keeping pollution out of stormwater discharges; and

**WHEREAS**, C/CAG approved Resolution 15-21 authorizing on-call contracts for technical support to the Countywide Program; and

**WHEREAS**, C/CAG approved Resolution 18-27 authorizing Task Order LWA-04 with Larry Walker Associates to provide support under its on-call contract; and

**WHEREAS**, Larry Walker Associates' subcontractor Community Design + Architecture requires additional funding to finalize the scope of work for green infrastructure guidance materials under Task Order LWA-04;

**NOW, THEREFORE BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG) that the Executive Director is authorized to execute Amendment No. 1 to Task Order LWA-04 with Larry Walker Associates, adding at an additional cost not to exceed \$10,825.

**PASSED, APPROVED, AND ADOPTED, THIS 8TH DAY OF NOVEMBER 2018.**

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*Maryann Moise Derwin, Chair*

**AMENDED TASK ORDER FORM**  
(AMENDMENT NO. 1 – Approved via Resolution 18-66)  
(Amendments Underlined and Strikethrough)

**Date/Start Date:** July 1, 2018

**Consultant Name:** Larry Walker Associates

**Contract:** Countywide Water Pollution Prevention Program Technical Support

**Task Order No.:** LWA-04

**Task Order Name:** Municipal Stormwater NPDES Permit Compliance Assistance

**Scope of Work:** Green Infrastructure and Mercury & PCBs

**Deliverables:** See attached scope of work

**Budgeted Cost:** Per attached Fiscal Year 2018-19 scope of work, not to exceed ~~\$314,000~~324,825  
(\$10,825 added to budget for Community Design +Architecture's scope)

**Completion Date:** June 30, 2019

*The parties indicated herein agree to execute this amendment to the Task Order per the underlined change indicated above. No payment will be made for any work performed prior to the start date of this Task Order. Unless otherwise indicated, receipt of this executed Task Order is your Notice to Proceed with the work specified herein.*

C/CAG

LWA

\_\_\_\_\_  
Sandy Wong, Executive Director      Date

\_\_\_\_\_  
Date

EXHIBIT A

Scope of Work and Budget

**CURRENT CD+A BUDGET**

Task	Scope of Work Fiscal Year 2018-19 (12 Months) (July 2018-June 2019)	CD+A							CD+A Sub-Total	Remaining as of 10/10
		Erickson	Goldade	Singh	Urban	Jr Urban	Total	Direct		
		Principal	Assoc. Princ.	Senior Assoc.	Designer	Designer	Hours	Costs		
		\$242	\$162	\$128	\$91	\$63				
<b>5</b>	<b>Green Infrastructure Planning</b>									
5.1	Countywide approach to assist member agencies in developing GI Plans									
a	Support ongoing GI Committee	48	60				108	\$ 290	\$21,626	\$ 20,984
c	Finalize guidelines, standard specifications, and design details	28	48			56	132	\$ 125	\$18,205	\$ -
e	Develop 2020 and 2030 C.3 regulated new and redevelopment projections using the C/CAG method	8	0	24	24		56	\$ -	\$ 7,192	\$ -
5.2	Support education and outreach materials	14	22		24	22	82	\$ 200	\$10,722	\$ 10,722
5.4	Assist member agencies determine retrofit targets						0	\$ -	\$ -	
5.6	C/CAG, BASMAA, and team coordination	14	26				40	\$ -	\$ 7,600	\$ 3,785
<b>9</b>	<b>Mercury and PCBs Load Reduction</b>									
9.6	Develop final phase of a RAA	8					8	\$ -	\$ 1,936	\$ 1,936
9.7	Assist customizing the regional PCBs Building Demolition Management Program and assessment methods						0	\$ -	\$ -	
9.9	C/CAG, BASMAA, and team coordination						0	\$ -	\$ -	
9.10	MRP reissuance support						0	\$ -	\$ -	
		120	156	24	48	78	426	\$ 615	\$67,281	\$ 37,427

**REQUESTED REVISION TO CD+A BUDGET**

Revised effort description	CD+A							CD+A Sub-Total	Adjusted Remaining as of 10/10
	Erickson	Goldade	Singh	Urban	Jr Urban	Total	Direct		
	Principal	Assoc. Princ.	Senior Assoc.	Designer	Designer	Hours	Costs		
	\$242	\$162	\$128	\$91	\$63				
Following Oct Mtg, Connie and Urban Designer will prepared for and attend meetings	8	32	0	32	0	0	\$ 280	\$10,110	\$ 9,468
Tasks below with additional work from Urban Rain Design will create the "consolidated" guideline document	68	150	0	107	56	380	\$ 115	\$53,970	\$ 35,765
Create introduction to combined document and finalize Ch. 1 sections based on P&O sections	3	16		16		35		\$ 4,774	
Ch. 2 of combined document CD+A leads 5 sections and reviews URD lead sections (6 sections)	16	40		22		78		\$12,354	
Ch. 3 of combined document CD+A leads 4 sections and reviews URD lead sections (6 sections)	4.5	20		9		33		\$ 5,103	
Ch. 4 "mesh up" of general design section, and finishing Sustainable Streets sections, including text rework given text shifted to Ch. 2	14	20		26		60		\$ 8,994	
Update/Finalize Glossary and Reference sections, and Appendices 1, 2, and 3	0	0		10		10		\$ 910	
Compile full document, set page #s, create table of contents, and overall QA/QC	2	6		24		32		\$ 3,640	
Additional time added for one round of revisions to draft projections	9	0	30	24		63	\$ -	\$ 8,202	\$ 1,010
Reassigned this budget						0	\$ -	\$ -	\$ -
Reassigned a portion of this budget	8	24				32	\$ -	\$ 5,824	\$ 2,009
Reassigned this budget						0	\$ -	\$ -	\$ -
						0	\$ -	\$ -	
						0	\$ -	\$ -	
						0	\$ -	\$ -	
						0	\$ -	\$ -	
	92	206	30	163	56	475	\$ 395	\$78,106	\$ 48,251
									<b>Additional budget Request \$ 10,825</b>

## C/CAG AGENDA REPORT

Date: November 8, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of the Follow-Up Action Plan of the San Mateo Countywide Transportation Plan 2040 (SMCTP 2040).

(For further information, contact Sara Muse at 650-599-1460)

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### RECOMMENDATION

That the C/CAG Board review and approve the Follow-Up Action Plan of the San Mateo Countywide Transportation Plan 2040 (SMCTP 2040).

### FISCAL IMPACT

The cost to develop the SMCTP 2040 Follow-Up Action Plan is \$64,592.

### SOURCE OF FUNDS

C/CAG Transportation Fund.

### BACKGROUND

The C/CAG Board approved Resolution 17-05 adopting the San Mateo Countywide Transportation Plan 2040 (SMCTP 2040) at the February 9, 2017 meeting and subsequently, at the March 9, 2017 meeting, the Board was provided a list of “next steps” to be performed as follow-up strategies for implementing the SMCTP 2040. At the July 13, 2017, the Board received an update and provided input on follow-up activities for the formation of a Working Group for the implementation phase of the SMCTP 2040.

The key recommendations considered for the follow-up phase of the SMCTP 2040 included:

- Conduct supplemental meetings, public outreach, and engagement with stakeholders;
- Review key recommendations;
- Consider additional input for implementation phase;
- Generate a coordinated action plan;

Because the SMCTP 2040 has been adopted, no modifications or edits to the document were recommended in the Follow-Up Process.

### SMCTP 2040 Follow-Up Working Group Membership

After receiving direction from the Board at the July 13, 2017 meeting, staff convened the SMCTP

2040 Follow-Up Working Group comprised of 20 interested members from the community, advocacy groups, C/CAG Board members, and transportation officials to advise staff how to refine strategies for the SMCTP 2040 Follow-Up Action Plan. The Working Group met a total of five times over the course of the Follow-Up process to provide input on the following:

- Alignment of funding with vision statement established by the SMCTP 2040;
- Consider additional strategies to analyze equity;
- Consider potential performance measures and targets to support goals, vision, and objectives set out by the SMCTP 2040.

### SMCTP 2040 Follow-Up Action Plan

The SMCTP 2040 Follow-Up Action Plan (Action Plan), included as Attachment 1, provides San Mateo County jurisdictions, leaders, and stakeholders a roadmap for implementing and tracking the SMCTP 2040. The Action Plan will serve as a guiding tool for C/CAG and its member agencies to ensure appropriate modifications are discussed during the next CTP update. The Action Plan is intended to be a living document that can be modified, as necessary.

The Action Plan has nine (9) Chapters. The “Action Plan Priorities” chapter discusses actions to improve implementation as it relates to tracking performance measures outlined in the SMCTP 2040, specifically, person throughput, accessibility, and safety. Such performance tracking will be implemented through pilot projects to be developed. For each chapter, a formal list of one to three performance measures were identified to be tracked over time as part of the implementation process. The focused list allows C/CAG staff to track success of the performance measures, make any appropriate modifications, and limit the amount of data needed by member agencies. To track the success of performance measures, C/CAG will rely on data provided by member agencies as part of a Data Request Form (Appendix A of the Action Plan).

### *Outreach and On-Going Collaboration with Member Agencies*

The Action Plan recommends additional outreach by convening the SMCTP 2040 Implementation Group to provide feedback on the Action Plan’s implementation. The group will assist C/CAG by ensuring the appropriate data and performance measures/targets are utilized to ensure performance measures are being met. The group will also assess if and why certain performance measures are not met and will maintain a list of recommended edits and additions to the performance measures.

C/CAG, and the SMCTP 2040 Implementation Group, will proactively communicate with member agencies, particularly regarding Appendix A of the Action Plan: Data Request for Member Agencies. The Action Plan is a living document and modifications can be updated periodically to reflect current best practices, address new technologies, and availability of data from member agencies.

Staff presented the Draft Final SMCTP 2040 Follow-Up Action Plan to the Congestion Management Program Technical Advisory Committee (TAC) on October 18, 2018 and the Congestion Management and Environmental Quality Committee (CMEQ) on October 29, 2018. The TAC approved staff’s request to approve the SMCTP 2040 Follow-Up Action Plan with the condition that Appendix A: Data Request for Member Agencies changes to a draft form to ensure collaboration with member agencies on data needs.

The CMEQ Committee also recommended approval of the Action Plan, reiterating the need to track progress and performance measures and that future projects be shaped to accomplish the vision and goals identified in the Plan.

Staff recommends the C/CAG Board approve the SMCTP 2040 Follow-Up Action Plan.

#### **ATTACHMENTS**

1. SMCTP 2040 Follow-Up Action Plan (*The document is available for download at the C/CAG Website at: <http://ccag.ca.gov/committees/board-of-directors/> )*

**C/CAG AGENDA REPORT**

Date: November 8, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Receive an update on the Countywide Water Coordination committee effort.

(For further information, contact Sandy Wong at 650-599-1409)

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**RECOMMENDATION**

That the C/CAG Board receive an update on the Countywide Water Coordination committee effort.

**BACKGROUND**

At the September 2018 C/CAG Board meeting, the Board received an update on the San Mateo Countywide Water Coordination committee progress. The Board was informed of the Staff Advisory Team's (SAT) effort in the development of a draft proposal for a countywide entity focused on integrated flood resiliency, sea level rise, and regional stormwater management, and to better compete for federal, state, regional, and other funding sources.

The SAT's goal is to prepare a draft new agency proposal by this December, with the approval by the Water Committee, for presentation to the C/CAG Board and the County Board of Supervisors in January 2019.

Since September, after obtaining initial input via outreach to all 20 cities through five informational meetings, and based on the framework and tools developed by SAT with ESA consultant's assistance, a preliminary draft proposal has been prepared. It is currently undergoing review, and will be discussed at two upcoming workshops with city managers and other city representatives, scheduled for November 14<sup>th</sup> at 10 am in Brisbane and December 3<sup>rd</sup> at 9:30 am in San Mateo.

Staff will present some elements of the draft agency proposal at the November 8 C/CAG Board meeting as information.

**ATTACHMENT**

1. None.



## C/CAG AGENDA REPORT

Date: November 8, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Receive a briefing on the managed lane information gathering field trip to LA Metro.

(For further information, contact Jean Higaki at 650-599-1462)

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### RECOMMENDATION

That the C/CAG Board receive a briefing on the managed lane information gathering field trip to LA Metro.

### FISCAL IMPACT

This is an information item.

### SOURCE OF FUNDS

N/A

### BACKGROUND

On October 12, 2018, representatives from the San Francisco County Transportation Authority (SFCTA), C/CAG, and the San Mateo Transportation Authority (SMCTA) visited LA Metro to tour an express lane project that has been in operation since 2012.

The tour included experience traveling on the express lanes, viewing tolling equipment in operations, and visiting the operations and customer service center. The afternoon included a presentation of LA Metro's various incentive programs, enforcement policies, and expansion plans. Officials shared their experience and challenges associated with the initial implementation of their express lanes and described the public support and success of their current operations. There was also a discussion held with Michael Manville, a professor from UCLA who researches transportation equity and congestion pricing.

Below are some highlights from the morning tour and afternoon discussions:

#### Morning Tour Highlights

1. Constructed the I-110 (14 miles) in 2012 and I-10 (11 miles) in 2013.
2. These were not new lanes. These facilities converted high occupancy vehicle into express lanes with entry and exit at designated locations. Some are double express lanes.

3. LA Metro runs their express lanes like a business where travel time reliability in the lane is their product. The lanes are operated to maintain level of service, not to maximize revenue.
4. After operations and maintenance expenses, there are set asides for transit operations and Caltrans maintenance.
5. To date, \$50 mil in grants have been provided to reinvest in the corridors (within 3 a mile radius). These grants included new bus stations, bus station upgrades, bike lockers, and a 1<sup>st</sup>/ last mile bikeshare program.
6. LA Metro contracts \$3.3 million annually with CHP for enforcement but are piloting two video occupancy detectors (VOD) at strategic high violation locations. Currently VOD is still just an aid for CHP.
7. 42 million trips a year (115,000/day) are taken on the express lanes, 2/3 of which are on the I-110.
8. 702,500 toll accounts have been opened since inception and an average of 5,600 are added each month.
9. The average AM peak toll prices are \$6.86 on I-110 and \$6.21 on I-10. PM peak toll prices are lower.
10. The current maximum price to drive the full express lane length is \$22.50 for the I-110 and \$26.20 for the I-10.

#### Afternoon Discussion Highlights

1. Metro has several incentive programs in place:
  - a. Transit rewards – Customers (account holders) can get credit for travel on buses that use express lanes (even non-METRO buses). After 16 trips customers get \$5 in toll credit. Approximately \$180,000 in credit has been issued to date.
  - b. Carpool Loyalty Program – Carpoolers are automatically entered to win a gift card (monthly drawings). One just needs to be a customer. \$45,000 in gift cards were distributed to date.
  - c. Low Income Assistance Program – The eligibility criteria is two times the federal poverty rate which they state is similar to that of utility lifeline criteria.
    - i. The program is open to LA County residents
    - ii. Participants receive a \$25 toll credit upon enrollment
    - iii. The \$1/month service fee is waived

There are currently 17,049 low income assistance accounts with approximately 3,000 added a year. 75% of these account holders who use the express lanes are carpoolers and are not paying tolls.

2. Future planned programs
  - a. Clean Air Vehicle (CAV) discount program - CAVs will be charged a discounted rate.
  - b. Explore issuing toll credits for shifting travel outside of peak period on north bound I-110.
3. Professor Manville stated that on the surface there is the common perception that congestion pricing isn't fair and unfairly burdens the poor. However, it is an assumption that the status quo is

fair which is not that obvious when one start to observe effects of congestion on air quality along areas that are normally inhabited by low income residents.

- a. It was cited how congestion pricing might be a fairer way to pay for transportation, as the very low income community tends to be more transit dependent, tends to carpool at higher rates than the wealthy, and tends to travel off peak more.
  - b. The low-income community can also benefit from reliable travel options during critical times such as late child care pick up penalties or critical work appointments.
  - c. If excess net revenues can be directed to services that the low-income communities use, such as transit, it could provide more choices and help low income communities.
4. In August 2018, a customer survey of 81,748 Metro Express Lanes customers was conducted. Surveys were sent to all customers with a valid email on file:
- a. They received an 89-90% satisfaction rate with system performance in terms of speed and travel time on the express lanes.
  - b. Customers were asked to rank the importance of different ways to mitigate traffic congestion. If they could only choose one thing, 41% of customers believe that expanding Express Lanes onto other corridors would be the best way to mitigate congestion. 37.5% chose local roadway improvements, 12.4% chose transit improvements, and 8.8% chose active transportation improvements.
  - c. When ranking strategies as high or low importance, 75% of customers ranked local roadway improvement and 68% ranked Express Lane expansion as high importance. 33% of customers ranked transit and 24% of customers ranked active transportation improvements (walking and biking) as high importance.
5. LA Metro has plans to expand Express Lanes to I-405, I-605, and I-105.

## **ATTACHMENTS**

None

## C/CAG AGENDA REPORT

Date: November 8, 2018

To: City/County Association of Governments of San Mateo County Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of members serving on the Compensation Committee.

(For further information, contact Sandy Wong at 650-599-1409)

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### **RECOMMENDATION**

That the C/CAG review and approve members serving on the Compensation Committee.

### **BACKGROUND**

C/CAG Bylaws Article VI Section 1 specifies the Board of Directors may establish and appoint members to committees and advisory boards wherever necessary, and that one of the standing committees is the Review and Compensation committee. Further, Article V Section 3 specifies the Board of Directors shall develop a process for the review of the performance of the Executive Director on an annual basis.

In 2017, the following C/CAG Board members served on the Review and Compensation committee: Alicia Aguirre, Maryann Moise Derwin, Deborah Gordon, Marie Chuang, and David Canepa.

It has been past practice that the Board Chair and Vice Chair serve on this committee. In addition, although not required, past Chair(s) serving on this committee provides continuity and historic perspective. It is anticipated this committee meets once a year.

### **ATTACHMENT**

1. None.