

# C/CAG

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

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

### C/CAG BOARD MEETING NOTICE

Meeting No. 317

- DATE:** Thursday, March 14, 2019
- 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.
- 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 Certificate of Appreciation to Deborah Gordon for her years of dedicated service to C/CAG. p. 1
  - 4.2 Receive a presentation on the Caltrain Business Plan. p. 2
- 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. 316 dated February 14, 2019. ACTION p. 3
- 5.2 Review and approval of Resolution 19-03 authorizing the approval of the Fiscal Year 2019/20 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) County Program Manager Fund for San Mateo County. ACTION p. 9
- 5.3 Review and approval of Resolution 19-11 authorizing the C/CAG Chair to execute Amendment No. 2 to the agreement with the San Mateo County Superintendent of Schools for the San Mateo County Safe Routes to School Program adjusting the budget to accommodate changes in staff time at no extra cost. ACTION p. 13
- 5.4 Review and approval of Resolution 19-12 authorizing the C/CAG Chair to execute an Agreement with the San Mateo County Superintendent of Schools to administer and manage the San Mateo County Safe Routes to School Program in an amount not to exceed \$591,400 for FY 2019-20. ACTION p. 16
- 5.5 Receive an update on the County of San Mateo's Safe Routes to School/Green Stormwater Infrastructure grant project. INFORMATION p. 19
- 5.6 Review and approval of appointments on the BPAC committee.
- 5.6.1 Review and approval of the appointment of Councilmember Karen Cunningham (Brisbane) to fill one vacant elected official seat on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC). ACTION p. 21
- 5.6.2 Review and approval of the re-appointments of Marina Fraser, Malcolm Robinson, Matthew Self, and the appointment of Alan Uy to fill four vacant public member seats on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) for two-year terms. ACTION p. 24
- 5.7 Receive a copy of the Feasibility Study on Energy Efficiency Job Order Contracting for San Mateo County Cities. INFORMATION p. 38
- 5.8 Review and approval of Resolution 19-13 authorizing the C/CAG Chair to execute an agreement with Placeworks in the amount of \$168,809 to update the Bayshore and East Palo Alto Community Based Transportation Plans, and to further authorize the Executive Director to enter into contracts with local Community Based Organizations for expanded Community Outreach in an aggregate amount not to exceed \$30,000. ACTION p. 40
- 5.9 Review and approval of Resolution 19-17 authorizing the C/CAG Chair to execute a funding agreement with City of Menlo Park for \$374,000 and reallocating funds from Willow Road to the Haven Avenue Improvement Project. ACTION p. 47
- 5.10 Review and approval of the Finance Committee's recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of December 31, 2018. ACTION p. 51
- 5.11 Review and approval of Resolution 19-14 authorizing the C/CAG Chair to execute an agreement with Kimley-Horn to provide Project Approval and Environmental Document

(PA&ED) Services for the Smart Corridor Northern Cities in an amount not to exceed \$581,000. ACTION p. 57

5.12 Review and approval of the appointments of MTC Commissioner Gina Papan and Belmont City Councilmember Julia Mates (Belmont) to the Congestion Management & Environmental Quality (CMEQ) Committee. ACTION p. 62

5.13 Review and approval of the appointments of Burlingame Mayor Donna Colson and Redwood City Councilmember Janet Borgens to the Resource Management and Climate Protection (RMCP) Committee. ACTION p. 66

5.14 Review and approval of a request from the City of Menlo Park to accept a modified Crosstown shuttle route, comprised of the previously funded M1 Midday and M2 Belle Haven routes, as compliant with the funding agreements for both the San Mateo County Shuttle Programs and the MTC Lifeline Transportation Program. ACTION p. 72

## 6.0 REGULAR AGENDA

6.1 Review and approve C/CAG legislative policies, priorities, positions, and legislative update (a position may be taken on any legislation, including legislation not previously identified). ACTION p. 77

6.2 Review and approval of Resolution 19-15 adopting the definition of northern, central, southern, and coastal areas of San Mateo County for the purpose of representation on the proposed San Mateo County Flood and Sea Level Rise Resiliency District Board of Directors. ACTION p. 88

6.3 Receive an update on the US 101 Express Lanes Ad Hoc committee progress. ACTION p. 92

6.4 Receive a presentation on the C/CAG Request for Regionally Significant Projects and outreach process in response to the Metropolitan Transportation Commission's development of Plan Bay Area 2050. INFORMATION p. 95

6.5 Receive a presentation from PG&E on the Community Wildfire Safety Program (CWSP) and public safety power shutoff (PSPS). INFORMATION p. 101

6.6 Election of a C/CAG Chairperson and a C/CAG Vice Chairperson. ACTION p. 102

## 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 April 11, 2019

**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

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

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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 DEBORAH GORDON FOR HER DEDICATED SERVICE TO C/CAG

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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**, Deborah Gordon has served on the C/CAG Board from 2001 through 2018 and served as Chair from 2007 through 2009, and

**Whereas**, Deborah Gordon has served as Chair of the C/CAG Legislative Committee for more than a decade, and has served on the C/CAG Finance Committee and Administrators Advisory Committee, and

**Whereas**, Deborah Gordon has served as the Chair of the C/CAG Utilities and Sustainability Task Force and the eventual C/CAG Resource Management and Climate Protection (RMCP) Committee since its formation in 2010 through 2018, and

**Whereas**, Deborah Gordon’s vision and wisdom provided thoughtful insight and direction to the county on how it could utilize new technologies, energy resources, and plan for investment in infrastructures, and

**Whereas**, Deborah Gordon’s professionalism, regional consensus building vision, and ability to keep decorum on difficult issues have been a great asset to C/CAG and to the people of San Mateo County.

**Now, therefore**, the Board of Directors of C/CAG hereby resolves that C/CAG expresses its appreciation to Deborah Gordon for her years of dedicated public service to the people of San Mateo County and wishes her happiness and success in all her future endeavors.

**PASSED, APPROVED, AND ADOPTED THIS 14<sup>TH</sup> DAY OF MARCH, 2019.**

*Maryann Moise Derwin, Chair*

## C/CAG AGENDA REPORT

Date: March 14, 2019  
To: City/County Association of Governments of San Mateo County Board of Directors  
From: Sandy Wong, C/CAG Executive Director  
Subject: Receive a presentation on the Caltrain Business Plan  
  
(For further information, contact Sandy Wong at 650-599-1409)

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### **RECOMMENDATION**

That the C/CAG Board receive a presentation on the Caltrain Business Plan.

### **FISCAL IMPACT**

None.

### **SOURCE OF FUNDS**

N/A.

### **BACKGROUND**

Representatives from Caltrain will provide an update on the service planning work that has been developed for the Caltrain Business Plan. The Plan addresses the future potential of the railroad over the next 20-30 years and assess the benefits, impacts, and costs of different service visions, building the case for investment and a plan for implementation.

### **ATTACHMENT**

None.

# C/CAG

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### BOARD MEETING MINUTES

Meeting No. 316  
February 14, 2019

#### 1.0 CALL TO ORDER/ ROLL CALL

Chair Maryann Moise Derwin called the meeting to order at 6:30 p.m. Roll call was taken.

- Atherton – Elizabeth Lewis
- Belmont – Doug Kim
- Brisbane – Cliff Lentz
- Burlingame – Ricardo Ortiz
- Colma – Diana Colvin
- Daly City – Roderick Daus–Magbual
- East Palo Alto – Lisa Gauthier (Arrived 6:37 p.m.)
- Foster City – Sam Hindi
- Half Moon Bay – Debbie Ruddock
- Hillsborough – Marie Chuang
- Menlo Park – Catherine Carlton
- Millbrae – Gina Papan
- Pacifica – Sue Vaterlaus
- Portola Valley – Maryann Moise Derwin
- Redwood City – Alicia Aguirre
- San Bruno – Irene O’Connell
- San Carlos – Adam Rak (Arrived 6:37 p.m.)
- San Mateo – Diane Papan
- South San Francisco – Karyl Matsumoto – SamTrans & TA
- Woodside – Ned Fluet

Absent:

San Mateo County

Others:

- Sandy Wong – C/CAG Executive Director
- Mima Guilles – C/CAG Clerk
- 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
Susy Kalkin	– C/CAG Staff
Kim Springer	– San Mateo County
Joe Hurley	– SMCTA
April Chan	– SMCTA
Tony Harris	– PointC
Andrew B. Fremier	– MTC
Drew	– Public

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

None.

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.

Board Member Lewis MOVED approval of Items 5.1, 5.2, 5.3, 5.4, 5.5, 5.6, 5.7, 5.8, 5.9, 5.10.1 and 5.10.2. Board Member O’Connell SECONDED. **MOTION CARRIED 18-0-0**

- 5.1 Approval of the Minutes of regular business meeting No. 315 dated January 10, 2019. APPROVED
- 5.2 Review and accept the 2018 attendance report for the C/CAG Board and Committee meetings. APPROVED
- 5.3 Receive a copy of executed Contract Change Order No. 2 to Master Service Agreement and a copy of executed Contract Work Authorization between C/CAG and PG&E for Calendar Year 2019 for the San Mateo County Energy Watch Program. INFORMATION
- 5.4 Review and approval of Resolution 19-04 authorizing the C/CAG Chair to execute a cooperative agreement between Caltrans, the San Mateo County Transportation Authority (SMCTA), and C/CAG for the construction phase of the US 101 Express Lane (Southern Segment) Project from Matadero Creek in Santa Clara County to Whipple Ave. in Redwood City. APPROVED
- 5.5 Review and approval of Resolution 19-05 determining that the proposed project at 500 Sylvan Avenue, San Bruno, including related rezoning and Planned Development Permit,



is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. APPROVED

5.6 Receive Amendment No. 1 to the Iteris Smart Corridor ITS Network Monitoring and Maintenance Support agreement executed by the Executive Director in accordance with C/CAG Procurement Policy. INFORMATION

5.7 Review and approval of the appointment of Board Member Ricardo Ortiz, Burlingame Councilmember, to the C/CAG Finance Committee. APPROVED

5.8 Review and approve Resolution 19-06 authorizing the C/CAG Chair to execute an agreement with the San Mateo County Office of Education for an amount not to exceed \$25,000 for the 2019 teacher training institute focused on stormwater pollution prevention. APPROVED

5.9 Review and approval of Resolution 19-07 authorizing the C/CAG Chair to execute an agreement with CoPLAN to provide traffic monitoring services for the 2019 Congestion Management Program (CMP) update in an amount not to exceed \$71,833 waiving the RFP process. APPROVED

5.10 2019 State Highway System Congestion and Safety Performance Assessment:

5.10.1 Review and approval of Resolution 19-08 authorizing the C/CAG Chair to execute an agreement with CoPLAN to update the State Highway System Congestion and Safety Performance Assessment for San Mateo County for 2019 in an amount not to exceed \$92,135. APPROVED

5.10.2 Review and approval of Resolution 19-09 authorizing the C/CAG Chair to execute a Funding Agreement with the San Mateo County Transportation Authority for the 2019 State Highway System Congestion and Safety Performance Assessment for San Mateo County Update in an amount not to exceed \$46,068. APPROVED

## 6.0 REGULAR AGENDA

6.1 Review and approval of an appointment to the Legislative Committee to fill one vacant seat. ACTION

Jean Higaki reported that the Legislative Committee has one vacant seat for elected officials. Three letters of interest were received from the following candidates. She invited candidates to address the Board.

Julia Mates – Belmont  
Debbie Ruddock – Half Moon Bay  
Elizabeth Lewis – Atherton

Sandy Wong stated that candidates are invited to address the Board, although addressing the Board is not required. In addition, the February 14<sup>th</sup> Board meeting date was not included in the recruitment letter. Hence, Councilmember Mates had pre-scheduled commitment and unable to

be at this meeting. And that Mates encouraged board members to consider her written statement of interest included in the packet.

Board member Ruddock, Councilmember of Half Moon Bay, and Board member Lewis, Councilmember of Atherton, provided their verbal statements regarding interest in serving on the Legislative Committee, respectively.

C/CAG members casted their votes. Results from balloted votes were announced:

**8 Votes - Debbie Ruddock - Half Moon Bay**

Belmont - Doug Kim  
Colma - Diana Colvin  
Daly City - Roderick Daus-Magbual  
Half Moon Bay - Debbie Ruddock  
Hillsborough - Marie Chuang  
Portola Valley - Maryann Moise Derwin  
SSF - Karyl Matsumoto  
Woodside - Ned Fluet

**9 Votes - Elizabeth Lewis - Atherton**

Atherton - Elizabeth  
Brisbane - Cliff Lentz  
Burlingame - Ricardo Ortiz  
East Palo Alto - Lisa Gauthier  
Menlo Park - Catherine Carlton  
Millbrae - Gina Papan  
Pacifica - Sue Vaterlaus  
San Bruno - Irene O'Connell  
San Mateo - Diane Papan

**3 Votes - Julia Mates - Belmont**

Foster City - Sam Hindi  
Redwood City - Alicia Aguirre  
San Carlos - Adam Rak

**Absent** – San Mateo County

Councilmember Elizabeth Lewis, Atherton, with the highest votes and was elected to serve on the C/CAG Legislative Committee.

- 6.2 Review and approve C/CAG legislative policies, priorities, positions, and legislative update (a position may be taken on any legislation, including legislation not previously identified).

APPROVED

Jean Higaki provided an update from the February 14 legislative committee meeting. Topics included scheduling the annual trip to Sacramento on April 23, 2019, receiving a presentation about the work of “Home For All” in San Mateo County, and receiving a briefing from Senator Scott Wiener about SB 50.

Matt Fabry provided a copy of proposed San Mateo County Flood and Sea Level Rise Resiliency District Act (proposed modification to California Code, Water Code Appendix, Chapter 87). This proposed Act is a outcome of the proposal for a new agency for flood and sea level rise endorsed by both the C/CAG Board and the County Board of Supervisors in January. Matt requested for comments by February 19, 2019 to be incorporated into the initial draft legislation, since the deadline to submit bills is Feb 22<sup>nd</sup>. However, there will be opportunities to comment on bills after they are published.

Irene O’Connell suggested that members visit the Home for All website. Irene further clarified that Senator Wiener stated that his proposed legislation has no connections between housing production and the receipt of gas tax funds. The Senator is also open to constructive suggestions which can be emailed to his staff.

Board Member G. Papan (Millbrae) MOVED to continue legislative discussions. Board Member Vaterlaus SECONDED. **MOTION CARRIED 20-0-0**

- 6.3 Receive a presentation on the draft San Mateo County Energy and Water Strategy 2025. INFORMATION

The C/CAG Board received an update from Kim Springer, San Mateo County Energy Watch, on the draft San Mateo County Energy and Water Strategy 2025. The C/CAG Resource Management Climate Protection Committee (RMCP) oversees the development of this document.

Maryann Moise Derwin announced that there are two (2) vacant seats for elected official on the Resource Management Climate Protection Committee (RMCP), and encouraged interested individuals to send a letter of interest to the Executive Director.

- 6.4 Review and approval of Resolution 19-10 approving the direction for the owner and operator for the San Mateo County US 101 Express Lanes Project; and direct the Ad Hoc committee members to develop recommendation on the details for a proposed new JPA to assure equality between C/CAG and TA. APPROVED

Board Member Carlton MOVED to approve the direction of the owner and operator for the San Mateo County US 101 Express Lanes Project; and direct the ad hoc committee members to develop recommendation on the details for a proposed new JPA to assure equality between C/CAG at TA. Board Member O'Connell SECONDED. **MOTION CARRIED 20-0-0**

- 6.5 Nominations for C/CAG Chair and Vice Chair for March 2019 Election of Officers. ACTION

Executive Director Sandy Wong stated that in accordance with C/CAG bylaws, nominations for Chair should precede the nominations for Vice Chair. And nominations do not require a second. All nominations shall be made on the floor at the February C/CAG regular meeting. Election will take place at the March regular meeting for new officers to take effect as of April.

Board Member Matsumoto nominated Maryann Moise Derwin of Portola Valley for C/CAG Chair.

Board Member Kim nominated Marie Chuang of Hillsborough for C/CAG Vice Chair.

## 7.0 COMMITTEE REPORTS

- 7.1 Committee Reports (oral reports).

Gina Papan shared materials from MTC on State Transit Assistance (STA) and State of Good Repair (GSR) program funds distribution policy, from the Programming and Allocation 2/13/2019 meeting. (Electronic copies are available on-line).

Catherine Carlton shares her trip from Dubai where she's a part of a smart city group. Big discussion there was dedicated lanes for autonomous vehicles.

Gina Papan adds that SFO has been working on their traffic flow, able to park 30 minutes for free to pick up passenger, will have separate lanes for the independents (ubers, lyfts, etc.).

Cliff Lentz reported on a League of Cities Peninsula meeting regarding CASA, and suggested further discussion on CASA with a San Mateo County focus. Sandy Wong informed the Board that staff is working with Home for All staff planning on a joint convening.

## 7.2 Chairperson's Report.

Maryann Moise Derwin shared her positive experience at the Carpool 2.0 Launch event co-hosted by Commute.Org and C/CAG at Genentech.

## 7.3 Board Members Report/ Communication.

## 8.0 EXECUTIVE DIRECTOR'S REPORT

Sandy Wong, Executive Director, extended her welcome to new C/CAG Board members and offered anyone for one-on-one C/CAG orientation.

## 9.0 COMMUNICATIONS - Information Only

## 10.0 ADJOURNMENT

## C/CAG AGENDA REPORT

Date: March 14, 2019

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

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 19-03 authorizing the approval of the Fiscal Year 2019/20 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) County Program Manager Fund for San Mateo County.

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

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### RECOMMENDATION

That the C/CAG Board review and approve Resolution 19-03 authorizing the approval of the Fiscal Year 2019/20 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) County Program Manager Fund for San Mateo County.

### FISCAL IMPACT

The total amount available is \$1,314,079

### SOURCE OF FUNDS

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

### BACKGROUND

The BAAQMD County Program Manager Fund Expenditure Plan Guidance for TFCA (Guidance) for Fiscal Year 2020 is utilized for the FY 2019/20 Program. Cost Effectiveness (C-E), as defined in the Guidance, is used as screening criteria for all projects considered for allocation under the TFCA program. For instance, ridesharing projects must result in a C-E of less than \$150,000 per weighted ton of reduced emissions. Existing Shuttle/Feeder bus Service must show a C-E of less than \$200,000 per weighted ton of reduced emissions and alternative fuel vehicles must have a maximum C-E of \$250,000.

For the past several years, C/CAG has allocated the TFCA funds to projects implemented by the San Mateo County Transit District (SamTrans) and Commute.org. Funds provided to SamTrans historically help fund the SamTrans Shuttle Program for the BART shuttles, which provide peak commute period shuttle service from BART stations to employment sites in San Mateo County. Funds provided to Commute.org help fund the Countywide Voluntary Trip Reduction Program, which is a program that provides incentives to reduce single occupant vehicle trips and includes carpool/vanpool/school incentives as well as the addition of the countywide Guaranteed Ride Home program for the upcoming year. Commute.org also manages shuttles on behalf of member cities.

In FY 2018/19, as summarized in the table below, in addition to the Voluntary Trip Reduction Program and SamTrans Shuttle Program, funds were distributed to the C/CAG Countywide Carpooling Incentives Program 2.0. Annual average amount allocated to C/CAG is approximately \$1.1 million.

	TFCA Funds FY 2018/19
Administration	\$56,094
Commute.org - Countywide Voluntary Trip Reduction	\$600,000
SamTrans BART Shuttle	\$110,000
Carpool Incentives Program 2.0	\$375,000
Total	<u>\$1,141,094</u>

***FY 2019/20 Funding Recommendations***

There is a total of \$1,314,079 available for FY 2019/20. The funding includes rolled over unspent funds from previous cycle, variation in interest rate, and revenue estimate by BAAQMD. The estimated administration budget is \$54,079 (approx. 4.1%, the maximum allowable is 6.25%) with the remaining \$1,260,000 available for projects. For each funding cycle, staff consults with SamTrans and Commute.org to identify projects that are deemed most cost-effective in achieving the TFCA program objectives.

For this cycle, it is recommended that Commute.org receive an allocation of \$600,000 for the Countywide Trip Reduction Program. It is also recommended that the SamTrans Shuttle Program receive an allocation of \$150,000 for the BART Shuttle Program. Commute.org’s amount remains at the same level as the past two years and SamTrans amount increased by \$40,000 from last year. The remaining \$510,000 is recommended to be allocated towards continuing the Carpooling Incentive Program and a new innovative pilot project, to be determined. These funding recommendations are subject to submission of an acceptable work plan and C-E calculations to BAAQMD to qualify for use of the funds.

A summary of the recommended Fiscal Year 2019/20 TFCA County Program Manager fund is shown below:

	<u>TFCA Funds</u> <u>FY 19/20</u>
Administration	\$54,079
Commute.org - Countywide Voluntary Trip Reduction	\$600,000
SamTrans BART Shuttle	\$150,000
Carpool Incentives Program / Innovative Pilot Project	\$510,000
Total	<u>\$1,314,079</u>

**ATTACHMENTS**

1. Resolution 19-03

## RESOLUTION 19-03

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE ADOPTION OF THE FISCAL YEAR 2019/20 EXPENDITURE PLAN FOR THE TRANSPORTATION FUND FOR CLEAN AIR (TFCA) COUNTY PROGRAM MANAGER FUND FOR SAN MATEO COUNTY

**WHEREAS**, the City/County Association of Governments has been designated the Transportation Fund for Clean Air (TFCA) Program Manager for San Mateo County; and

**WHEREAS**, the Board of Directors of the City/County Association of Governments has approved certain projects and programs for funding through San Mateo County's 40 percent local share of Transportation Fund for Clean Air (TFCA) revenues; and

**WHEREAS**, the total TFCA funds available from the Bay Area Quality Management District in Fiscal Year 2019/20 for San Mateo County is \$1,314,079; and

**WHEREAS**, C/CAG will act as the Program Manager for \$1,260,000 of TFCA funds; and

**WHEREAS**, C/CAG plans to allocate \$150,000 of TFCA County Program Manager funds to the San Mateo County Transit District (SamTrans) for the SamTrans Shuttle Program; and

**WHEREAS**, C/CAG plans to allocate \$600,000 of TFCA County Program Manager funds to the Peninsula Traffic Congestion Relief Alliance (Commute.org) for the Countywide Voluntary Trip Reduction Program; and

**WHEREAS**, C/CAG plans to allocate \$510,000 of TFCA County Program Manager funds for the C/CAG carpooling incentives program and other innovative pilot projects for San Mateo County commuters, which will be defined further and brought back to the Board for approval; and

**WHEREAS**, the projects included in this expenditure plan will be evaluated using the cost-effectiveness worksheet provided by the Bay Area Air Quality Management District to determine that they meet the required cost-effectiveness threshold. All proposed expenditures will be consistent with the *Clean Air Plan* and Section 44241(b) of the California Health and Safety Code.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Staff is authorized to submit the Fiscal Year 2019/20 Expenditure Plan for the TFCA County Program Manager Fund for San Mateo County to the Bay Area Air Quality Management District.

**PASSED, APPROVED, AND ADOPTED THIS 14<sup>th</sup> DAY OF MARCH 2019.**

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*Maryann Moise Derwin, Chair*



## C/CAG AGENDA REPORT

Date: March 14, 2019

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

From: Sandy Wong, C/CAG Executive Director

Subject: Review and approval of Resolution 19-11 authorizing the C/CAG Chair to execute Amendment No. 2 to the agreement with the San Mateo County Superintendent of Schools for the San Mateo County Safe Routes to School Program adjusting the budget to accommodate changes in staff time at no extra cost.

(For further information, contact Jeff Lacap at 650-599-1455)

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### RECOMMENDATION

That the C/CAG Board review and approve Resolution 19-11 authorizing the C/CAG Chair to execute Amendment No. 2 to the agreement with the San Mateo County Superintendent of Schools for the San Mateo County Safe Routes to School Program adjusting the budget to accommodate changes in staff time at no extra cost.

### FISCAL IMPACT

Amendment No. 2 has no fiscal impacts. The agreement amount (including the additional \$10,104 from Amendment No. 1) is \$927,204.

### SOURCE OF FUNDS

Surface Transportation Program/Congestion Management and Air Quality (STP/CMAQ) and Measure M (\$10 Vehicle Registration Fee).

### BACKGROUND

#### Safe Routes to School Program

The overall goal of the San Mateo County Safe Routes to School Program (SRTS Program) is to enable and encourage children to walk or bicycle to schools by implementing projects and activities to improve health and safety, and also reduce traffic congestion due to school-related travels. The Program, initiated in June 2011, is typically funded by a combination of federal funds received from the One Bay Area Grant 2 (OBAG 2) Program and local match Measure M (\$10 Vehicle Registration Fee). In addition to providing student safety education, outreach, encouragement, and evaluation activities, the Program includes performing walk and bike audits to document factors that impacts safe walking and bicycling as well as traffic congestion attributed to school-related travels.

## Agreement with San Mateo County Office of Education (SMCOE)

On December 14, 2017, the C/CAG Board approved the Agreement with SMCOE to continue administering the Program, in an amount not to exceed \$917,100, for remaining FY 2017-18 and FY 2018-19 (1.5 years). On February 8, 2018, the C/CAG Board approved Amendment No. 1 with SMCOE adding \$10,104 unspent funds from previous cycle for a new total of \$927,204 for FY 2017-18 and FY 2018-19.

C/CAG and SMCOE have determined there is excess funds in the Administration budget in the amount of \$18,000 for the remainder of the contract. An adjustment to accommodate the budget to move funds from Administration to the Grant Program and Materials is reflected in Exhibit B of Amendment No. 2. The total project cost remains the same at \$927,204.

### **ATTACHMENTS**

1. Resolution 19-11
2. Amendment No. 2 to Agreement with C/CAG and San Mateo County Office of Education (*The document is available for download at the C/CAG website at: <http://ccag.ca.gov/committees/board-of-directors/> )*

## **RESOLUTION 19-11**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO. 2 TO THE AGREEMENT WITH THE SAN MATEO COUNTY SUPERINTENDENT OF SCHOOLS  
FOR THE SAN MATEO COUNTY SAFE ROUTES TO SCHOOL PROGRAM  
ADJUSTING THE BUDGET TO ACCOMMODATE CHANGES IN STAFF TIME AT NO EXTRA COST**

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

**WHEREAS**, C/CAG is the designated administrator for the San Mateo County Safe Routes to School (SRTS) Program and the overall goal of the SRTS is to enable and encourage children to walk or bicycle to school by implementing projects and activities to improve health and safety; and

**WHEREAS**, on December 14, 2017 the C/CAG Board approved an Agreement between C/CAG and San Mateo County Superintendent of Schools, also referred to as San Mateo County Office of Education (SMCOE) to manage the SRTS Program in an amount not to exceed \$907,100 for remaining FY 2017-2018 and FY 2018-2019 (1.5 years); and

**WHEREAS**, on February 8, 2018 the C/CAG Board approved Amendment No. 1 adding \$10,104 in unspent funds, for a new total amount of \$927,204, including \$785,100 in STP/CMAQ funds and \$142,104 in Measure M funds; and

**WHEREAS**, C/CAG has determined that excess funds in the Administration budget in the amount of \$18,000 for the remainder of the contract should be allocated to the Grant Program and Materials costs; and

**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 Amendment No. 2 with San Mateo County Superintendent of Schools for the San Mateo County Safe Routes to School Program adjusting the budget to accommodate changes in staff time at no extra cost.

**PASSED, APPROVED, AND ADOPTED, THIS 14<sup>TH</sup> DAY OF MARCH 2019.**

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*Maryann Moise Derwin, Chair*

## C/CAG AGENDA REPORT

Date: March 14, 2019

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

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 19-12 authorizing the C/CAG Chair to execute an Agreement with the San Mateo County Superintendent of Schools to administer and manage the San Mateo County Safe Routes to School Program in an amount not to exceed \$591,400 for FY 2019-20.

(For further information, please contact Jeff Lacap at 650-599-1455)

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### RECOMMENDATION

That the C/CAG Board review and approve Resolution 19-12 authorizing the C/CAG Chair to execute an Agreement with the San Mateo County Superintendent of Schools to administer and manage the San Mateo County Safe Routes to School Program in an amount not to exceed \$591,400 for FY 2019-20.

### FISCAL IMPACT

\$591,400.

### SOURCE OF FUNDS

\$523,400 in Congestion Management and Air Quality (CMAQ) funds and \$68,000 in local Measure M (\$10 vehicle registration fee) funds.

### BACKGROUND

#### Safe Routes to School Program

The goal of the San Mateo County Safe Routes to School (SRTS) Program is to enable and encourage children to walk, bicycle, carpool, and utilize transit as means of getting to school. The Program achieves this goal by supporting schools to implement projects and activities that decrease traffic congestion around school sites, reduce school-related travel emissions, and improve the health, well-being, and safety of student participants.

C/CAG, as the Congestion Management Agency (CMA), is the designated agency for San Mateo County that receives federal Surface Transportation Program/Congestion Management and Air Quality (STP/CMAQ) funds, including funds designated for the SRTS Program. C/CAG administers the SRTS funds, serving as fiscal agent for the SRTS Program. The San Mateo County Superintendent of Schools, also referred to as San Mateo County Office of Education (SMCOE), serves as the lead agency managing the day-to-day operations and project implementation activities.

The C/CAG-sponsored SRTS Program, initiated in June 2011, is funded by a combination of federal Surface Transportation Program/Congestion Management and Air Quality (STP/CMAQ) funds and local matching funds from Measure M.

#### Agreement with the San Mateo County Office of Education

In 2010, MTC implemented the Climate Initiatives Program for the New Federal Transportation Act Cycle 1 STP/CMAQ funding program (OBAG 1) including a Regional Safe Routes to School element which funded countywide safe routes to school programs in the region. In June 2013, C/CAG entered into an agreement with SMCOE for a 3-Year funding agreement for FY 2013-2014 through FY 2015-2016 in the amount of \$2,992,000. The funding provided by MTC for FY 2013-2014 through FY 2015-2016 was under the OBAG 1 (One Bay Area Grant) program. The C/CAG Board approved the agreement with SMCOE to continue administering the program for FY 2016-2017 on June 9, 2016.

On June 8, 2017, the C/CAG Board approved the Agreement with SMCOE for a time extension only for FY 2016-2017, at no additional cost, through December 31, 2017. On September 14, 2017 the C/CAG Board approved Amendment No. 3 with SMCOE for an additional amount of \$120,000 of Measure M funds, with a completion date of December 31, 2017. Said amendment No. 3 was funded by C/CAG Measure M local fund as a stop-gap measure while the new OBAG 2 Federal fund was being approved.

On December 14, 2017, the C/CAG Board approved the Agreement with SMCOE to continue administering the Program, in an amount not to exceed \$917,100, for remaining FY 2017-18 and FY 2018-19 (1.5 years). On February 8, 2018, the C/CAG Board approved Amendment No. 1 with SMCOE adding \$10,104 unspent funds from previous cycle for a new total of \$927,204 for FY 2017-2018 and FY 2018-2019.

Staff recommends authorizing the FY 2019-2020 contract with SMCOE to continue implementing the program. The contract will be effective July 1, 2019 through August 31, 2020.

#### **ATTACHMENTS**

1. Resolution 19-12
2. Agreement between C/CAG and the San Mateo County Superintendent of Schools (*The document is available for download at the C/CAG website at: <http://ccag.ca.gov/committees/board-of-directors/> )*

## RESOLUTION 19-12

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AN AGREEMENT WITH THE SAN MATEO COUNTY SUPERINTENDENT OF SCHOOLS TO ADMINISTER AND MANAGE THE SAN MATEO COUNTY SAFE ROUTES TO SCHOOL PROGRAM IN AN AMOUNT NOT EXCEED \$591,400 FOR FY 2019-20**

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

**WHEREAS**, C/CAG is the designated Congestion Management Agency (CMA) responsible for the development and implementation of the Congestion Management Program for San Mateo County; and

**WHEREAS**, C/CAG and the San Mateo County Superintendent of Schools (Superintendent) wish to enter into an agreement to implement the program for FY 2019-2020 in the amount of \$591,400; and

**WHEREAS**, C/CAG has determined that the San Mateo County Superintendent of Schools will serve as the lead agency to implement the program; and

**WHEREAS**, the overall goal of the Safe Routes to School Program is to enable and encourage children to walk or bicycle to school by implementing projects and activities to improve health and safety;

**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 the agreement between C/CAG and the San Mateo County Superintendent of Schools for the San Mateo County Safe Routes to School Program for an amount not to exceed \$591,400 for FY 2019-20. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final scope and terms of the Agreement and related materials prior to execution by both parties, subject to legal counsel approval as to form.

**PASSED, APPROVED, AND ADOPTED, THIS 14<sup>TH</sup> DAY OF MARCH 2019.**

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*Maryann Moise Derwin, Chair*

## C/CAG AGENDA REPORT

Date: March 14, 2019

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

From: Sandy Wong, Executive Director

Subject: Receive an update on the County of San Mateo's Safe Routes to School/Green Stormwater Infrastructure grant project.

(For further information, contact Reid Bogert at 650-599-1433)

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### RECOMMENDATION

That the C/CAG Board receive an update on the County of San Mateo's Safe Routes to School/Green Stormwater Infrastructure grant project.

### FISCAL IMPACT

None

### SOURCE OF FUNDS

N/A

### BACKGROUND

In July 2017, C/CAG issued a joint call for projects for the Safe Routes to School and Green Streets Infrastructure Pilot Program to fund projects in San Mateo County that demonstrate an integrated approach to building infrastructure that makes it safer to walk and bike to school, which also addressing water quality through green stormwater infrastructure. The Fair Oaks Community School Green Infrastructure and Safe Routes to School Improvements Project was selected through a competitive process to receive funding based on the funding criteria outlined in the call for projects.

C/CAG Board Resolution 17-63 awarded the County of San Mateo a \$250,000 grant to construct the Fair Oaks Community School Green Infrastructure and Safe Routes to School Improvements Project, which includes pedestrian and green infrastructure improvements in the public right-of-way adjacent to the Fair Oaks Community School. County staff were nearing completion of final designs for the project when the Redwood City School District (District) announced closure of several elementary schools, including Fair Oaks Community School. As such, County and C/CAG staff met to discuss whether the grant project should proceed.

County staff informed C/CAG staff that Connect Community Charter School has been using the Fair Oaks Community School campus for its operations (K-8) and will continue to do so for the foreseeable future. In addition, the District is considering a recommendation to move KIPP Excelencia Community Prep (a TK-8 public charter school) to the Fair Oaks Community School campus to accommodate KIPP's projected growth in attendance. There are also athletic fields at the Fair Oaks campus that will presumably continue to be used by the District. Students that attended Fair Oaks Community School are prioritized to attend Taft Elementary, about a mile away in Redwood City.

Given the ongoing charter school operations, potential for additional charter school operations, and that students living near the Fair Oaks campus may end up walking to nearby Taft Elementary, or other nearby schools within the District, C/CAG staff agreed to the County staff request to proceed with implementing their grant project as originally planned at this location. C/CAG staff agreed this project will still provide Safe Routes to School and stormwater benefits and meets the intent of this pilot program as outlined in the grant guidelines.

**ATTACHMENTS**

None



## C/CAG AGENDA REPORT

Date: March 14, 2019

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 Councilmember Karen Cunningham (Brisbane) to fill one vacant elected official seat on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC).

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

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### RECOMMENDATION

That the C/CAG Board review and approve the appointment of Councilmember Karen Cunningham (Brisbane) to fill one vacant elected official seat on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC).

### FISCAL IMPACT

None.

### SOURCE OF FUNDS

Not applicable.

### BACKGROUND

The Bicycle and Pedestrian Advisory Committee (BPAC) provides advice and recommendations to the full C/CAG Board on all matters relating to bicycle and pedestrian facilities planning, and selection of projects for state and federal funding. The BPAC consists of 15 members comprised of eight (8) elected officials and seven (7) public members. The BPAC membership policy (adopted in March 2006) states that no more than two (2) members, either elected or public, should reside in the same jurisdiction.

Currently, there are two (2) elected members vacancies on the BPAC due to Councilmember Deidre Martin (Pacifica) stepping down and Councilmember Gary Pollard (Foster City) termed out of the city council. A request for letters of interest was released in December 2018 and early February 2019 for individuals interested in serving on the BPAC representing elected officials. C/CAG received one (1) letter of interest from Councilmember Karen Cunningham of Brisbane.

The appointment of Councilmember Karen Cunningham (Brisbane) to fill a seat as an Elected Member would not conflict with the membership policy.

### ATTACHMENTS

1. Bicycle and Pedestrian Advisory Committee (BPAC) Roster (Feb 2019)
2. Letter of Interest from Councilmember Karen Cunningham (Brisbane)

# Bicycle and Pedestrian Advisory Committee (BPAC) 2019 Members

Updated February 2019

## ELECTED OFFICIALS

Member Name	Jurisdiction Represented
1. Emily Beach	City of Burlingame
2. Herb Perez	City of Foster City
3. Ann Schneider	City of Millbrae
4. Don Horsley	County of San Mateo (Unincorporated)
5. Karyl Matsumoto	City of South San Francisco
6. Ann Wengert	Town of Portola Valley
7. <i>(vacant)</i>	
8. <i>(vacant)</i>	

## PUBLIC MEMBERS

1. Daina Lujan	City of South San Francisco
2. Marge Colapietro	City of Millbrae
3. Jamie Axt	City of Redwood City
4. Marina Fraser*	City of Half Moon Bay
5. Malcolm Robinson*	City of San Bruno
6. Matthew Self*	County of San Mateo
7. <i>(vacant)</i>	

*\*Two-year term expired January 2019*

Dec 21, 2018

Sandy Wong, C/CAG Executive Director  
City/County Association of Governments  
555 County Center, 5th Floor  
Redwood City, CA 94063

Dear Sandy

Please accept this as my letter of interest in the Bicycle and Pedestrian Advisory Committee. Brisbane has a lot to offer the entire population of San Mateo County and I believe we should have a seat at the table regarding these issues. I hope you will consider me for this vacancy

Regards

Karen Cunningham BS. MFA  
City Council Member  
Brisbane CA

## C/CAG AGENDA REPORT

Date: March 14, 2019

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

From: Sandy Wong, Executive Director

Subject: Review and approval of the re-appointments of Marina Fraser, Malcolm Robinson, Matthew Self, and the appointment of Alan Uy to fill four vacant public member seats on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) for two-year terms.

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

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### RECOMMENDATION

That the C/CAG Board review and approve the re-appointments of Marina Fraser, Malcolm Robinson, Matthew Self, and the appointment of Alan Uy to fill four vacant public member seats on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) for two-year terms.

### FISCAL IMPACT

None.

### SOURCE OF FUNDS

Not applicable.

### BACKGROUND

The Bicycle and Pedestrian Advisory Committee (BPAC) provides advice and recommendations to the full C/CAG Board on all matters relating to bicycle and pedestrian facilities planning, and selection of projects for state and federal funding. The BPAC consists of 15 members comprised of eight (8) elected officials and seven (7) public members. Public members on the BPAC are appointed for two-year terms with no term limits. The BPAC membership policy (adopted in March 2006) states that no more than two (2) members, either elected or public, should reside in the same jurisdiction.

Currently, there are four (4) public members seats on the BPAC available for appointments. The four vacant seats are available due to the recent end of the two-year terms (as of January 2019), for Marina Fraser, Malcolm Robinson, Matthew Self, and a previously unfilled vacancy. An announcement was released in early February 2019 requesting individuals interested in being on the BPAC representing public members to submit letters of interests. C/CAG received letters of interest from the following:

- Marina Fraser, resident of City of Half Moon Bay
- Malcolm Robinson, resident of City of San Bruno
- Matthew Self, resident of County of San Mateo – unincorporated
- Alan Uy, resident of City of Daly City

The appointments of Marina Fraser (Half Moon Bay), Malcom Robinson (San Bruno), Matthew Self (County of San Mateo) and Alan Uy (Daly City) to fill vacancies for the Public Members for two-year terms would not conflict with the membership policy.

#### **ATTACHMENTS**

1. Bicycle and Pedestrian Advisory Committee (BPAC) Roster – February 2019
2. C/CAG BPAC Public Member Vacancy Call for Applicants
3. Letter of Interest from Marina Fraser (resident of Half Moon Bay)
4. Letter of Interest from Malcom Robinson (resident of San Bruno)
5. Letter of Interest from Matthew Self (resident of County of San Mateo - unincorporated)
6. Letter of Interest from Alan Uy (resident of Daly City)

# Bicycle and Pedestrian Advisory Committee (BPAC) 2019 Members

Updated February 2019

## ELECTED OFFICIALS

Member Name	Jurisdiction Represented
1. Emily Beach	City of Burlingame
2. Herb Perez	City of Foster City
3. Ann Schneider	City of Millbrae
4. Don Horsley	County of San Mateo (Unincorporated)
5. Karyl Matsumoto	City of South San Francisco
6. Ann Wengert	Town of Portola Valley
7. <i>(vacant)</i>	
8. <i>(vacant)</i>	

## PUBLIC MEMBERS

1. Daina Lujan	City of South San Francisco
2. Marge Colapietro	City of Millbrae
3. Jamie Axt	City of Redwood City
4. Marina Fraser*	City of Half Moon Bay
5. Malcolm Robinson*	City of San Bruno
6. Matthew Self*	County of San Mateo
7. <i>(vacant)</i>	

*\*Two-year term expired January 2019*

# C/CAG

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

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

### **C/CAG Bicycle and Pedestrian Advisory Committee Public Member Vacancy Call for Applicants**

The City/County of Governments of San Mateo County (C/CAG) currently has vacancies for public members on the Bicycle and Pedestrian Advisory Committee (BPAC). There are currently four (4) vacant seats available for public members due to one vacant seat that is unfilled and three (3) incumbents whose two-year appointment term have recently ended. The 3 incumbent BPAC members may apply for reappointment if they desire. C/CAG will be filling a total of four (4) public seats altogether.

The BPAC provides advice and recommendations to the C/CAG Board of Directors (Board) on all matters relating to bicycle and pedestrian facilities planning and on the selection of projects for certain state and federal funding. Meetings are held on the fourth Thursday of the month from 7:00 p.m. to 9:00 p.m. in San Mateo City Hall. The BPAC has approximately six meetings per year.

Individuals wishing to be considered for appointment to the BPAC should send a letter of interest and responses to application questions included in Attachment A **no later than 5:00 pm on Wednesday, February 20, 2019 to:**

John Hoang, Program Director  
City/County Association of Governments of San Mateo County  
555 County Center, 5th Floor  
Redwood City, CA 94063  
or e-mail to [jhoang@smcgov.org](mailto:jhoang@smcgov.org)

The letter of interest should include the reasons why the individual wishes to be appointed and any particular experience, background or qualities that they feel would bring value to the BPAC. All letters of interest will be considered by the C/CAG Board of Directors.

The BPAC is a 15 member committee, comprised of both public and elected members. However, no more than two members can reside in the same jurisdiction. There are currently two members that reside in Millbrae and South San Francisco, and as a result, no new members from Millbrae and South San Francisco can be appointed.

The appointment term is for two years. Members may apply for reappointment at the end of his/her term. Appointments will be considered at the March 14, 2019 Board meeting. If there is still a public member vacancy on the BPAC after the February 20, 2019 deadline, this recruitment will remain open until filled.

## **Attachment A: BPAC Member Application**

Please provide brief answers to the following questions to be considered for appointment to the C/CAG BPAC public member position. Applicants must also submit a letter of interest.

1. What expertise/experience do you have pertaining to serving on this committee?
2. Why do you want to serve on this committee?
3. What special strengths would you bring to the committee?
4. What is the role of the countywide Bicycle and Pedestrian Advisory Committee?
5. Have you ever attended a meeting of this committee? If so, when?
6. The C/CAG BPAC meets on the fourth Thursday of the month from 7:00 – 9:00 p.m., do you have other commitments that will keep you from attending meetings?
7. Are you a member of any other committees/organizations?
8. Please mention the City in which you reside.



Honorable Chair Moise Derwin  
Honorable Vice Chair Chuang  
Honorable C/CAG Directors

Marina Fraser Letter of Interest Re-appointment to BPAC 2019

Dear Directors,

I respectfully submit my application to continue serving on the Bicycle Pedestrian Advisory Committee.

Having served on the committee for the past four years, both as an elected official and now as a public member, I have been fully engaged in the activities of reviewing grants and policy decisions of the committee.

As a former City Councilmember of Half Moon Bay for 13 years, and serving as a Director of CCAG for many years, I understand the complex world of Local and Regional Government and the value of working together collaboratively to improve the life of San Mateo County residents. Currently as Chair of BPAC, I have come before the C/CAG board representing the Committee on extensive discussions held around the various grant applications and project selections.

Advocating Safe bicycle routes, Pedestrian walkability and transportation alternatives are a priority for me. Not only recreationally, but for those who travel to school, to work, we need to continue to provide the safe passageway and accessibility for our youth and Senior population.

Thank you for this opportunity to be re-appointed to another two year term as a public member of BPAC. If you have any questions, feel free to contact me.

Regards,

Marina

Marina Fraser  
Half Moon Bay  
650-861-0453

To: Directors of CCAG,

From: Marina Fraser

Subject: Re-Appointment to BPAC, Public position 2019

1. What expertise/experience do you have pertaining to serving on this BPAC committee?

I have had the privilege of serving on BPAC for four years. The first term as an elected representative ( Half Moon Bay City Council) and the second term in the Public position. I am currently in my second year year as Chair of BPAC.

2. Why do you want to serve on this committee?

After serving on the Half Moon Bay City Council for 13 years, where I served 3 terms as Mayor, these past two years as a community member have given me the freedom and to continue things I'm passionate about. Safe cycling, pedestrian walkability, flexibility in transportation alternatives for youth and workers is important for all Cities to pursue.

The BPAC Directors I serve with are actively engaged in promoting bicycle safety, as well as sharing information on best practices and policies to encourage walking and riding for youth and adults.

I would like to encourage all of us to find the short and long term solutions for creating safe and healthy ways to walk and circulate to schools, shops, and neighborhoods.

3. What special strengths would you bring to this committee?

I have participated in bike advocacy conferences and workshops, to learn how we in our cities can make safe improvements to encourage healthy sustainable modes of transportation. Also actively seeking out information from across the country on innovative Bike Safety activities, sharing with my fellow Directors to incorporate into their own Cities events.

In my own community, I found that people would ride a bike instead of using the car to shop in our downtown area if they had a safe place to park the bike. I worked with a community member for a generous donation to purchase bike racks. With a matching grant from Commute.org, we were able to leverage that donation to bike racks throughout the community.

I also encouraged our Pumpkin Festival committee to add a Bike Parking Station for visitors to the annual Half Moon Bay Pumpkin Festival. A double win as visitors ride bikes to the Festival instead of using cars by having secured bike parking. With a local non profit benefitting from operating the Bike Parking Station!

4. What is the role of the countywide Bicycle and Pedestrian Advisory Committee?

The San Mateo County Bicycle and Pedestrian Advisory Committee (SMCBPAC) is responsible for reviewing policies, programs and priorities related to walking and bicycling for transportation. The Committee develops and implements an annual work plan focused on neighborhoods in the

unincorporated areas of the county. The annual work plan may include reviewing existing conditions, collaborating with Safe Routes to Schools programs, developing recommendations for improved standards or plans.

5. Have you ever attended a meeting of this committee, if so, when?

It has been a pleasure to serve on BPAC for four years now. I have been Chair of BPAC, for the past two years. I am honored that my fellow Directors of BPAC choose to extend my term as Chair for a second year.

6. The C/CAG BPAC meets on the fourth Thursday of the month from 7:00 - 9:00pm, do you have other commitments that will keep you from attending meetings?

No conflicts

7. Are you a member of any other committees/organizations?

Chair, C/CAG- BPAC  
SAMTRANS Board Director, Coastside Representative President, FOUNDATION for San Mateo County Libraries Friends of the Half Moon Bay Library

8. Please mention the City in which you reside.

Half Moon Bay

I thank you for your consideration and would appreciate your support in selecting me to the public position on BPAC.

If you have any any questions, feel free to contact me.

Best,

Marina

Marina Fraser  
Half Moon Bay

February 18, 2019

Board of Directors  
John Hoang, Program Director  
City/County Association of Governments of San Mateo County  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063

Dear To Whom It May Concern,

My name is Malcolm Robinson. Please reappoint me to the San Mateo County C/CAG Bicycle Pedestrian Advisory Committee as a Public Member for another term. I have served on the Committee since appointment in December 2016, and I have a perfect attendance record.

As a 49 year San Mateo County resident I have a long history of hiking and biking in San Mateo County and beyond. I have relied on bicycles for transport to work and recreation as a youth and young adult. Today my wife and I ride bikes for recreation every weekend. My wife does not like to ride in auto traffic, so we rely on SMC's network of Class I and Class II trails. I think this trail network should be greatly expanded to provide a healthy transport alternative.

I was on the San Bruno BPAC and helped develop the San Bruno Walk and Bike Plan. C/CAG is about to undertake a rewrite of Plan 2011 and I am very interested in participating in that effort.

My background is in international transportation and logistics as a Director and consultant. I have traveled to and worked in 47 countries. Many projects involved supporting employees who rode bicycles to work. I am a Six Sigma Black Belt Project Manager. I am thorough and detail oriented, and make every effort to be a happy balanced participant at meetings.

Please allow me to continue to serve San Mateo County and improve our trail transport network. Thanks in advance for your consideration.

Kind Regards,

Malcolm Robinson

## **Attachment A: BPAC Member Application**

**1. What expertise/experience do you have pertaining to serving on this committee?**

My wife and I ride bikes each weekend. Usually we ride the Sawyer Camp Trail or Bayside Trail on Saturday, and the Coastal Trail from Fitzgerald Marine Preserve to the Ritz and back each Sunday.

Having served on the C/CAG BPAC the last two years, I have gained experience in County government, and the various sources of funding for BPAC projects. I have read and researched each funding request in detail, and have scored projects based on priorities of the Comprehensive BPAC Plan 2011.

I served on the San Bruno BPAC, and helped create the San Bruno Walk and Bike Plan.

My 40 year career in Transportation has given me insight into how people get around. For example, setting up operations in the Netherlands required providing covered bicycle parking for employees.

**2. Why do you want to serve on this committee?**

To ensure that San Mateo County (SMC) offers healthy transport alternatives to the automobile, and to create a comprehensive countywide Class I & II & III trail network.

The SMC Plan 2011 is to be rewritten, and this is a great opportunity to ensure the transport needs of SMC residents have attractive and practical and healthy alternatives.

**3. What special strengths would you bring to the committee?**

As noted above: Experience in SMC BPAC process; 45 years' riding and hiking in SMC; Managed global operations with diverse people; Play the role of an informed and happy balanced participant.

**4. What is the role of the countywide Bicycle and Pedestrian Advisory Committee?**

I think the Vision Statement of the Plan 2011 says it best, to create "an interconnected system of safe, convenient and universally accessible bicycle and pedestrian facilities, for both transportation and recreation."

**5. Have you ever attended a meeting of this committee? If so, when?**

I have attended every meeting since appointment to the Committee in 2016.

**6. The C/CAG BPAC meets on the fourth Thursday of the month from 7:00 – 9:00 p.m., do you have other commitments that will keep you from attending meetings?**

No, and I plan to maintain my perfect attendance record.

**7. Are you a member of any other committees/organizations?**

Yes, I am a member of the following: San Bruno Community Preparedness Committee, San Bruno Amateur Radio Club; BMW MOA and RA; and the American Legion.

**8. Please mention the City in which you reside.**

I live in San Bruno.

# C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
OF SAN MATEO COUNTY

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

## **Bicycle and Pedestrian Advisory Committee Public Membership Application**

### APPLICANT:

Matthew Self  
631 Handley Trail  
Emerald Hills, CA 94063

### LETTER OF INTEREST:

I have served two terms as a public member on the C/CAG BPAC and am currently the vice-chair of the committee. I continue to feel that the work of the committee is incredibly valuable, and I am proud to have been able to contribute to that work. During my two terms, I have participated in the project scoring for five funding calls that recommended awards to 44 projects totaling over \$20 million. These projects are critical projects that make real improvements to safety and ease of active transportation throughout the County.

Given that the funding calls are oversubscribed, it is very important to ensure that the proposals are thoroughly reviewed to ensure that public funds are applied in the most efficient way possible. For the TDA/3 scoring, I was one of the most prepared committee members. I reviewed the documents in detail and made personal visits to several projects that weren't part of the group van tour.

Because of this extra level of effort and interest in reviewing projects, the committee twice selected me to serve as the BPAC's representative to the SMCTA's 2015 and 2017 Measure A Pedestrian and Bicycle Program evaluation panel.

After four years, I am still very excited about the work of the committee and hope to continue contributing by leveraging my experience, enthusiasm, and attention to detail.

### APPLICATION QUESTIONS:

#### 1. What expertise/experience do you have pertaining to serving on this committee?

I have served two prior terms on the C/CAG BPAC and am currently vice-chair of the committee. In Redwood City, I advocated for the creation of a bike/ped committee and then served as one of the initial members and chair of the new Complete Streets Advisory Committee. I served two terms on the committee before resigning when I moved outside of the City limits.

#### 2. Why do you want to serve on this committee?

555 County Center, 5<sup>th</sup> Floor, Redwood City, CA 94063 PHONE: 650.599.1460 FAX: 650.361.8227

# C/CAG

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

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

During my two terms on the BPAC I feel that I have been very effective and impactful and would like to do more to help improve pedestrian and bicycle infrastructure in the County.

### 3. What special strengths would you bring to the committee?

In addition to reviewing the applications for TDA/3 and OBAG-2 grants, I also participated as the BPAC representative to the review and scoring of the SMC Measure A Bike/Ped 2015 and 2017 grants. I read all of the applications in detail and visit as many of the project sites as I can.

### 4. What is the role of the countywide Bicycle and Pedestrian Advisory Committee?

The BPAC advises the C/CAG Board on how public funds can be most effectively allocated to improve bicycle and pedestrian facilities within San Mateo County. It also helps coordinate activities among the local city bike/ped committees for more effective overall results.

### 5. Have you ever attended a meeting of this committee? If so, when?

My attendance record on the committee has been very strong. Since 2015, I have only had one planned absence from the committee meetings.

### 6. The C/CAG BPAC meets on the fourth Thursday of the month from 7:00 – 9:00 p.m., do you have other commitments that will keep you from attending meetings?

I am available on Thursday evenings.

### 7. Are you a member of any other committees/organizations?

I am a member of the Silicon Valley Bicycle Coalition and am also a Board member of Silicon Valley Mountain Bikers.

### 8. Please mention the City in which you reside.

I reside in unincorporated San Mateo County.

# Alan Uy

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200 Canterbury Avenue, Daly City, CA 94015 | alanjnuy3@gmail.com

**February 10, 2019**

Mr. John Hoang  
Program Director  
City and County Association of Governments of San Mateo County  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063

**Dear Mr. John Hoang:**

I am applying as a public member to be part of the C/CAG Bicycle and Pedestrian Advisory Committee. I am currently on the BPAC for the City of Daly City and would like to continue giving productive feedback regarding bicycle and pedestrian facilities and doing my part as a public servant to improving safety and mobility choices for our region.

I am a licensed professional Traffic Engineer working for the San Francisco Municipal Transportation Agency. On a daily basis, I work with improving bicycle and pedestrian facilities in the form of installing Class IV bikeways, bike signals, raised crosswalks, and bulb-outs. In this committee, I would be eager to learn and share methods and best practices to improve our regional infrastructure.

Lastly, I am a multimodal user; I walk, I ride my bike, I take transit, I drive. I understand the need for improving comfort, cohesion, and safety of our streets to encourage others to take a second glance at becoming multimodal. As a committee member, I'd be eager to bring this all to the table during discussion.

San Mateo County is my home and I am passionate in providing safe, comfortable, and well-connected routes for biking and walking. As a member of this advisory committee, I could bring my skills closer to home and to do my part as a resident on ensuring safe and comfortable biking and walking.

Thank you for your consideration,

  
Alan Uy



## **Attachment A: BPAC Member Application**

### **1. What expertise/experience do you have pertaining to serving on this committee?**

I bring 8 years of transportation engineering experience, 5 of them working with the City and County of San Francisco. My duties revolve around improving bicycle, transit, and pedestrian safety and comfort, heavily applying our Vision Zero and Transit First policies. Recent accomplishments involve designing and constructing new transit boarding islands and bike signals, upgrading bike facilities to Class IV parking-protected bikeways, and finding ways to improve pedestrian facilities in a quick and effective way. I currently serve on the BPAC for the City of Daly City.

### **2. Why do you want to serve on this committee?**

San Mateo County is my home and I am passionate in providing safe, comfortable, and well-connected routes for biking and walking. As a member of this advisory committee, I could bring my skills closer to home and do my part as a resident on ensuring safe, cohesive, and comfortable biking and walking infrastructure.

### **3. What special strengths would you bring to the committee?**

As a traffic engineer in San Francisco and also in tune with the publications of the National Association of City Transportation Officials, I bring the latest best practices for bike and pedestrian facilities. I would be eager to learn and share methods and best practices to improve our regional infrastructure.

### **4. What the role of the countywide Bicycle and Pedestrian Advisory Committee?**

To provide constructive feedback on transportation projects and aim for the highest level of safety, cohesion, and comfort within the constraints presented.

### **5. Have you ever attended a meeting of this committee? If so, when?**

Until being involved with the BPAC of the City of Daly City, I didn't know how to get involved with the San Mateo County BPAC. However, I have attended numerous committees, public hearing, and legislative meetings as part of my job in San Francisco.

### **6. The C/CAG BPAC meets on the fourth Thursday of the month from 7-9PM; do you have other commitments that will keep you from attending meetings?**

No.

### **7. Are you a member of any other committees and organizations?**

I am a member of the BPAC for the City of Daly City.

### **8. Please mention the City in which you reside.**

Daly City.

## C/CAG AGENDA REPORT

Date: March 14, 2019

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

From: Sandy Wong, Executive Director

Subject: Receive a copy of the Feasibility Study on Energy Efficiency Job Order Contracting for San Mateo County Cities.

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

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### RECOMMENDATION

That the C/CAG Board receive a copy of the Feasibility Study on Energy Efficiency Job Order Contracting for San Mateo County Cities.

### FISCAL IMPACT

Funding for the feasibility study, in the amount of \$35,000, comes from PG&E Local Government Partnership implementation funds.

### BACKGROUND/DISCUSSION

At the October 11, 2018 C/CAG Board meeting, the Board approved Resolution 18-58 authorizing the contract with 2050 Partners, Inc. to prepare a feasibility study for job order contracting, as a part of the San Mateo County Energy Watch program.

The process of implementing energy efficiency (EE) measures at local government sites requires a multi-step process that, depending on the project scope, can take between six months and two years to complete. Job Order Contracting (JOC) is a method that can greatly reduce the time to move from specifications to installation by streamlining the contracting process. JOC typically involves establishing a list of contracting services, such as installing lighting fixtures or replacing heating and air conditioning systems, into a book of services that multiple contractors can bid on all at once, and in advance of the need for the services.

2050 Partners conducted meetings with cities to assess their interest in JOC. Input from additional meetings with JOC contractor stakeholders were obtained and integrated into a final Study report, "Job Order Contracting Program Feasibility Study" dated December 21, 2018.

The results of the feasibility study are as follows:

- 10 out of 20 cities were interviewed to assess their familiarity and receptivity to JOC.
- City need in terms of project types, technical assistance, and barriers to implementing EE measures.
- Most cities have already updated indoor and outdoor lighting at their facilities and lighting

districts, with four cities interviewed interested in heating, ventilation and air conditioning projects.

- Cities were mostly receptive to a JOC approach to procuring EE service, once vetted by legal staff. JOC presents an opportunity in terms of time savings for both large and small city processes.
- Cities depend on the technical assistance provided through the San Mateo County Energy Watch program to help move EE projects to completion.
- Cities are also interested in renewable energy and EV charging infrastructure projects.

The findings of the study are as follows:

- Cities can leverage already-available JOCs in San Mateo County through the Gordian-Sourcewell procurement network.
- C/CAG should have a contingency plan to provide EE technical services to cities, in the case that changes under the SMCEW local government partnership program can no longer provide these services to cities, the main source in 2019 being PG&E.
- JOCs do not apply well to renewable energy or EV charging infrastructure projects.

A link to the JOC Feasibility Study final report on the C/CAG website is provided below.

## **ATTACHMENT**

1. Job Order Contracting Program Feasibility Study for San Mateo County Energy Watch, provided on-line at: <http://ccag.ca.gov/committees/board-of-directors/>

## C/CAG AGENDA REPORT

Date: March 14, 2019

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

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 19-13 authorizing the C/CAG Chair to execute an agreement with Placeworks in the amount of \$168,809 to update the Bayshore and East Palo Alto Community Based Transportation Plans, and to further authorize the Executive Director to enter into contracts with local Community Based Organizations for expanded Community Outreach in an aggregate amount not to exceed \$30,000.

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

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### RECOMMENDATION

That the C/CAG Board review and approve Resolution 19-13 authorizing the C/CAG Chair to execute an agreement with Placeworks in the amount of \$168,809 to update the Bayshore and East Palo Alto Community Based Transportation Plans, and to further authorize the Executive Director to enter into contracts with local Community Based Organizations for expanded Community Outreach in an aggregate amount not to exceed \$30,000.

### FISCAL IMPACT

\$120,000 will come from MTC CBTP funding, and \$78,809 will come from the 22% Measure M funds for Transit Operations and Senior Mobility programs, for a total of \$198,809.

### BACKGROUND

Launched in 2002, the Metropolitan Transportation Commission's (MTC) Community Based Transportation Plan (CBTP) Program evolved out of two regional studies completed in 2001: one on the Lifeline Transportation Network (LTN), and the other on Environmental Justice (EJ). The LTN study identified travel needs and challenges in low-income communities and recommended establishing a regional program to fund community-based planning in disadvantaged communities. Similarly, the EJ study identified the need for MTC to support local planning efforts in low-income communities. MTC has defined these as Communities of Concern (CoCs).

Since inception of the CBTP Program, C/CAG has produced CBTPs for four communities: East Palo Alto (2005), Bayshore (2008), North Central San Mateo (2011), and San Bruno/South San Francisco (2012).

In January 2018, MTC issued new program guidelines for the 2017-2021 CBTP Cycle and provided a funding allocation to prepare or update CBTPs (MTC Resolution No. 4316). The guidelines encourage prioritization of efforts to: 1) develop new CBTPs for areas that do not have a plan, or 2) update plans that are more than five years old.

## DISCUSSION

Following MTC's guidelines, staff proposes to update the two oldest CBTPs, East Palo Alto and Bayshore. Based on MTC's newest maps outlining CoCs, as shown on Attachment 2, the geographies of the Plans are to be expanded somewhat: the East Palo Alto Plan area is to include contiguous CoCs in Redwood City, Menlo Park and portions of unincorporated San Mateo County; and the Bayshore Plan will incorporate additional CoCs that are located within Daly City and unincorporated San Mateo County.

The project is anticipated to kick-off in late March/early April 2019 and conclude in approximately 18 months. The proposed framework includes the following:

1. **Project Management Team/Oversight** – Identify key stakeholders to include in a Steering Committee (ex. SamTrans, SMC Human Services, SMC Public Health, Community Based Organizations (CBOs). Establish a Technical Advisory Group to provide technical expertise throughout the planning process.
2. **Outreach and Engagement** – Community outreach will be conducted with support from project CBOs and other Steering Committee and Technical Working Group members as appropriate. A mix of innovative and traditional outreach methods will be used to reach broader audiences. These strategies may include online surveys, on-the-ground engagement (pop-up events), and community meetings. All outreach materials, activities, and advertisements will be available in additional languages.
3. **Document Existing Conditions** – Establish baseline conditions including updated demographic data, identification of existing mobility services in the planning areas, review of background documents, and base mapping of relevant features (community facilities, major transportation infrastructure, transit, bike/ped plans, local area plans, etc.)
4. **Conduct Community Needs Assessment** – Working with stakeholder group and community members, identify key local, sub-regional and regional destinations for residents and workers in the CoCs (e.g., job centers, schools, medical and community facilities, grocery stores, etc.), and gaps in existing transportation services and infrastructure to access these destinations, as well as barriers to filling these gaps.
5. **Develop Transportation Strategies and Implementation Plans** – Develop a list of potential multimodal projects and programs to address the mobility needs identified in the needs assessment. Establish evaluation criteria to prioritize the projects and programs, and identify cost estimates, potential funding sources, implementation timeframes and responsible agencies for implementation.
6. **Create Monitoring and Evaluation Process** – Develop a process to track progress and funding on implementation of the transportation strategies, including a standardized template.
7. **Plan Adoption** – C/CAG and local jurisdictions must formally adopt the CBTPs and commit to including the recommendations and action plans in their respective planning and funding plans.

## Consultant Selection

To assist C/CAG staff, a Request for Qualifications was issued in early January to solicit qualifications and select a consultant to update both the Bayshore and the East Palo Alto CBTPs. One proposal was received, from Placeworks, which met all submittal requirements, including a clear understanding of the project objectives and requirements, strong experience in developing CBTPs in other communities, and solid recommendations from local references. Staff therefore recommends approval of a consultant services agreement with Placeworks to prepare the Plan updates.

## Community Based Organization Outreach Funding

Given that meaningful community outreach and engagement are the foundations of this planning effort, staff is also recommending that additional funding, not to exceed a combined total of \$30,000, be allocated to allow staff, on an as needed basis, to engage specific Community Based Organizations to assist with the outreach process. These organizations often have the ability to access segments of the community that otherwise would not be engaged, and/or to draw out greater participation from these neighborhoods. MTC's guidelines recognize the importance of these organizations in this process and specifically encourage CMAs to set aside funding to support local CBO engagement in this process.

## **ATTACHMENTS**

1. Resolution 19-13
2. CBTP Area Maps
3. Draft Contract available online: <http://ccag.ca.gov/committees/board-of-directors/>

## **RESOLUTION 19-13**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AN AGREEMENT WITH PLACEWORKS IN THE AMOUNT OF \$168,809 TO UPDATE THE BAYSHORE AND EAST PALO ALTO COMMUNITY BASED TRANSPORTATION PLANS, AND TO FURTHER AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO CONTRACTS WITH LOCAL COMMUNITY BASED ORGANIZATIONS FOR EXPANDED COMMUNITY OUTREACH IN AN AGGREGATE AMOUNT NOT TO EXCEED \$30,000.**

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

**WHEREAS**, the Metropolitan Transportation Commission (MTC), the regional transportation agency for the San Francisco Bay Area, established guidelines to launch and implement the Community-based Transportation Planning (CBTP) Program in 2002 to identify transportation needs in economically disadvantaged communities throughout the San Francisco Bay Area; and

**WHEREAS**, in January 2018, the MTC issued new Planning Program Guidelines and funding grant opportunities for Bay Area Congestion Management Agencies to develop or update CBTP plans; and

**WHEREAS**, the City/County Association of Governments of San Mateo County (C/CAG) is the Congestion Management Agency for San Mateo County; and

**WHEREAS**, C/CAG has previously completed CBTPs for East Palo Alto (2005), Bayshore (2008), North Central San Mateo (2011) and San Bruno/South San Francisco (2012); and

**WHEREAS**, C/CAG has determined that updates are warranted for the Bayshore and East Palo Alto Community Based Transportation Plans in accordance with MTC's 2018 Guidelines, necessitating the use of consultant services; and

**WHEREAS**, C/CAG staff issued a Request for Qualification in January 2019 to select a consultant to update the two CBTPs and received one proposal, from Placeworks, which met all submittal requirements, including a clear understanding of the project objectives and requirements, strong experience in developing CBTPs in other communities, and solid recommendations from local references; and

**WHEREAS**, MTC's guidelines recognize the importance of these Community Based Organizations in the community engagement process for the CBTP efforts and specifically encourage Congestion Management Agencies to set aside funding to support local CBO engagement in this process; and

**WHEREAS**, C/CAG wishes to have the flexibility to engage specific Community Based Organizations to assist with the outreach process as they often have the ability to access segments of the community that otherwise would not be engaged, and/or to draw out greater participation from these neighborhoods.

**NOW THEREFORE BE IT RESOLVED**, that the Board of Directors of the City/County Association of Governments of San Mateo County Authorizes the C/CAG Chair to Execute an Agreement with Placeworks

in the amount of \$168,809 to update the Bayshore and East Palo Alto Community Based Transportation Plans, and to further authorize the Executive Director to enter into contracts with local Community Based Organizations for expanded Community Outreach in an aggregate amount not to exceed \$30,000.

**PASSED, APPROVED, AND ADOPTED, THIS FOURTEENTH DAY OF MARCH 2019.**

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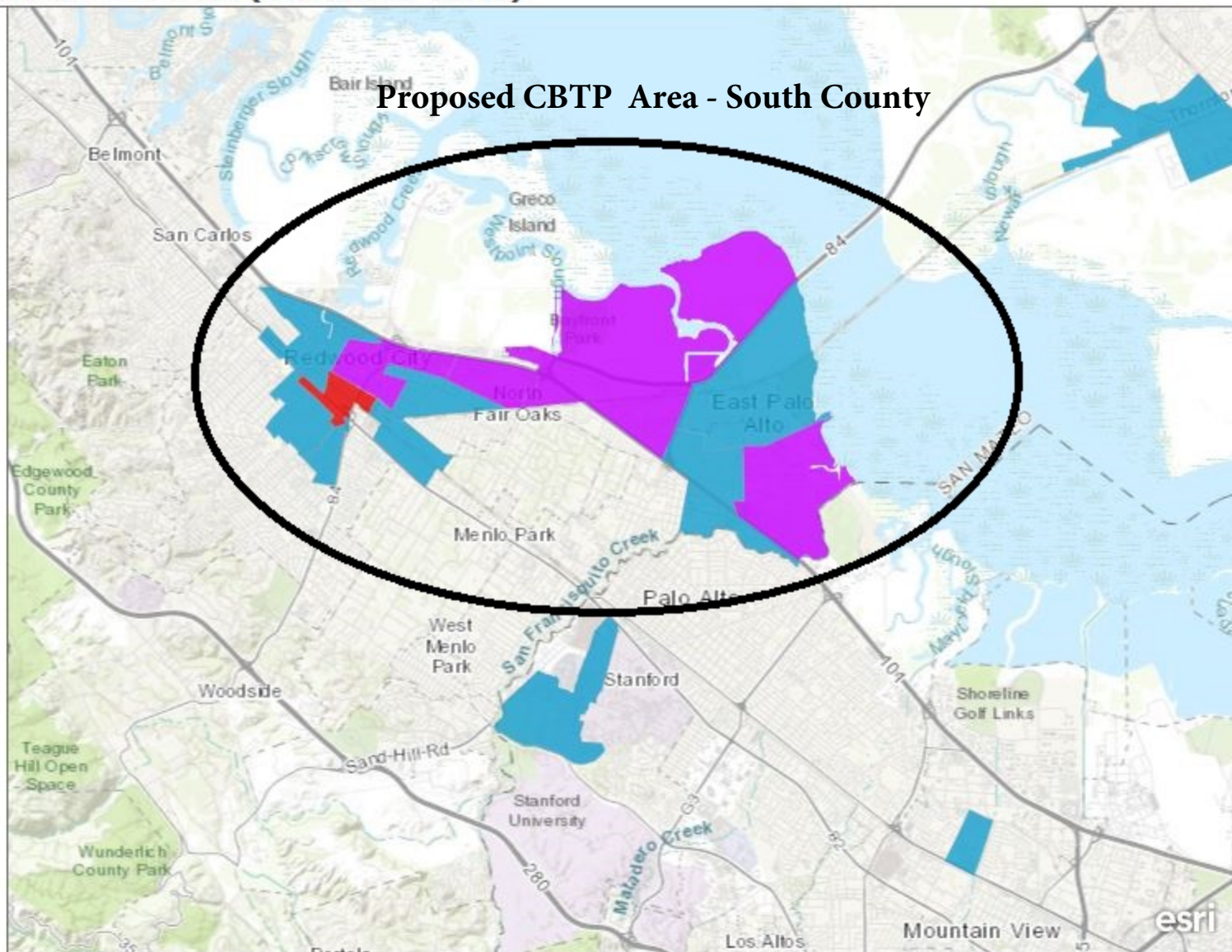
*Maryann Moise Derwin, Chair*



# MTC Communities of Concern in 2018 (ACS 2012 - 2016)

MTC Communities of Concern (ACS 2012-2016) (2018)

- Highest
- Higher
- High



This map represents the most recent updates for Communities of Concern. This map supersedes all other previous maps that represent COCs.

A topographic map of the San Bruno Mountain area, showing various neighborhoods and landmarks. Two regions are highlighted in blue: a large area on the left side of the mountain, and a smaller area on the right side. A large black oval encircles the left-side blue area. A smaller black oval encircles the right-side blue area. The text 'Proposed Daly City CBTP Area' is centered over the map. The map includes labels for 'SAN MATEO', 'SAN FRANCISCO', 'SAN BRUNO MOUNTAIN', and 'SAN FRANCISCO BAY'. Major roads like Highway 35, Highway 82, and Highway 101 are also shown.

**Proposed Daly City  
CBTP Area**

## C/CAG AGENDA REPORT

Date: March 14, 2019

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

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 19-17 authorizing the C/CAG Chair to execute a funding agreement with City of Menlo Park for \$374,000 and reallocating funds from Willow Road to the Haven Avenue Improvement Project.

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

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### RECOMMENDATION

That the C/CAG Board review and approve Resolution 19-17 authorizing the C/CAG Chair to execute a funding agreement with City of Menlo Park for \$374,000 and reallocating funds from Willow Road to the Haven Avenue Improvement Project.

### FISCAL IMPACT

\$374,000 (Total project cost is approximately \$1,400,000)

### SOURCE OF FUNDS

AB 1546 (\$4 Vehicle Registration Fee) – Regional Congestion Management

### BACKGROUND

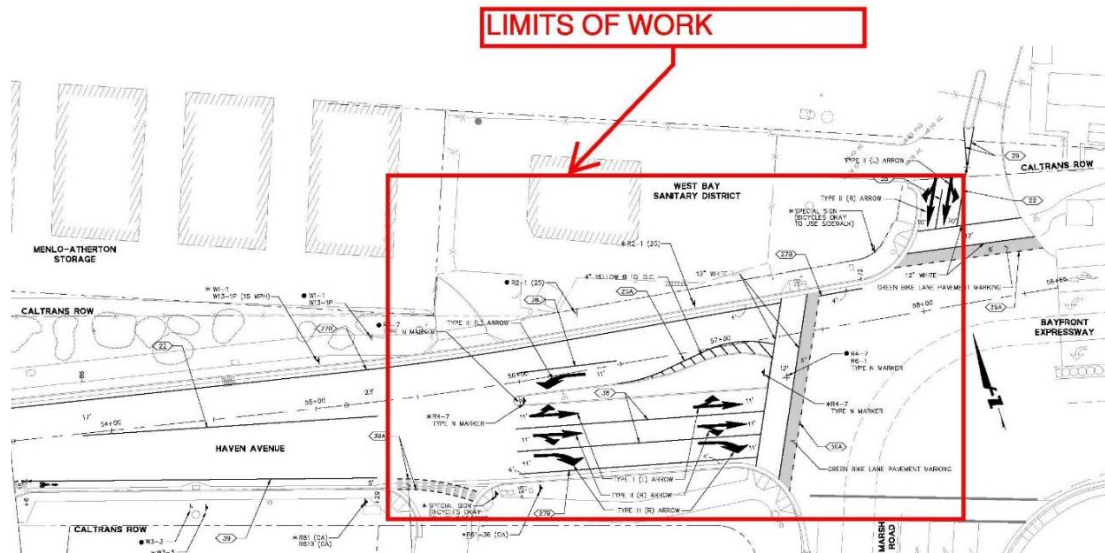
#### *City of Menlo Park Haven Avenue Improvement Project*

The City of Menlo Park is proposing to construct roadway improvements along Haven Avenue in Menlo Park. A portion of the proposed improvements which extend along Haven Avenue, include traffic signal modification and roadway geometry reconfiguration to the Marsh Road/Bayfront Expressway/Haven Avenue intersection. This major city intersection serves regional traffic from and to the Dumbarton Bridge, State Highway 101, and areas of the San Mateo County and Redwood City accessed by northern portion of Haven Avenue. The intersection improvements will increase vehicular capacity in a very congested Bay Area corridor, as well as providing safer pedestrian and bicycle accessibility.

According to City of Menlo Park, the project has completed the design phase and the City is seeking funding for the construction phase. The construction cost for the segment shown below, which is the area with the most impacts to the regional traffic, is approximately \$1.4 million and the City has secured \$830,000 in funding from city and developer funds and is seeking funding assistance from C/CAG to close the funding gap.

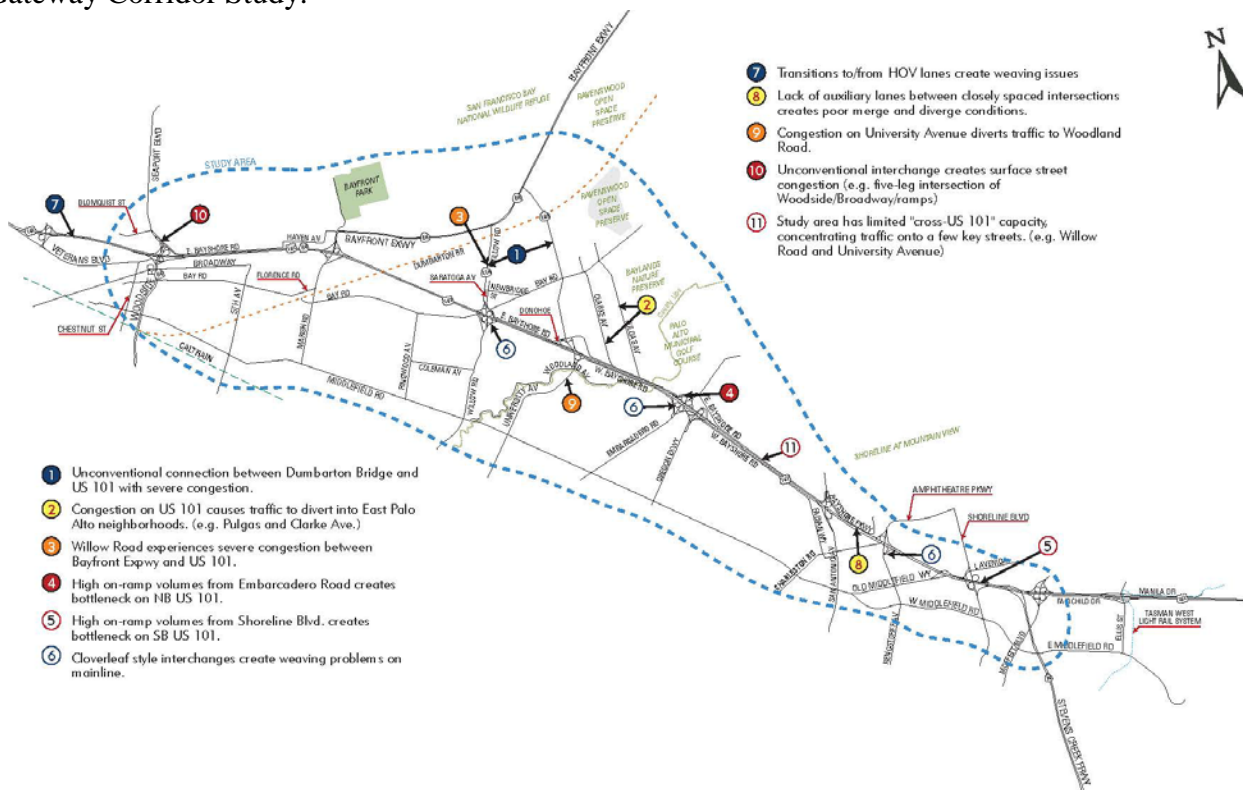
The following map identifies the portion of the project that funding is specifically allocated for.





**Regionally Significant Project**

Menlo Park’s Haven Avenue project is located within the area of the 2020 Peninsula Gateway Corridor Study. The purpose of the Study, which was a C/CAG led Study that was completed in 2008, was to identify short, medium and long-term options for addressing congestion issues relating to the approaches to the Dumbarton Bridge and Highway 101 between Routes 84 and 85. The objective of the study was to define and evaluate traffic improvements in the study area that address the Study goals which includes: facilitating access; enhancing economic opportunities; optimizing use of existing infrastructure; reducing congestion and local community impacts; and minimizing environmental impacts on sensitive resources. Near-term recommendations from the Study included implementing roadway improvement projects that include Intelligent Transportation System (ITS) and arterial managements and signal improvements. The following diagram shows the limits of the 2020 Peninsula Gateway Corridor Study.



### ***C/CAG Funding - AB1546 Regional Congestion Management***

The C/CAG sponsored Assembly Bill 1546 (AB 1546) imposed an annual motor vehicle registration fee (VRF) of four dollars (\$4) in San Mateo County to fund traffic congestion management and stormwater pollution prevention programs. Collection of the \$4 VRF began July 1, 2005 and ended January 1, 2013. Twenty-five percent of the funds are dedicated to Countywide Traffic Congestion Management. Per Resolutions 12-71 and 14-18, funds were reserved as local match for regionally significant projects for specific projects that addresses regional traffic congestion such as ITS, Smart Corridor, mitigating regional traffic on key corridors and areas of the county between US-101 and the Dumbarton Bridge in the cities of Menlo Park and East Palo Alto. Specifically, \$700,000 was allocated for the Willow Road Improvement. To date, \$374,000 remains unspent. The City has requested to redirect the funds to the Haven Avenue Improvement project because the Willow Road project was funded by other grants.

It is recommended that C/CAG provide matching funds of \$374,000 from the AB1546 Regional Congestion Management. The estimated construction cost of the segment of the Haven Avenue project identified above is approximately \$1.4 million. The City has secured \$830,000 funding and will seek out the remaining balance fully fund the project.

The C/CAG Congestion Management Program Technical Advisory Committee (CMP TAC), at its February 21, 2019 meeting, recommended funding for this project. At the February 25, 2019, meeting, the Congestion Management and Environmental Quality (CMEQ) Committee also recommended funding this project.

### **ATTACHMENTS**

1. Resolution 19-17
2. Draft funding Agreement with City of Menlo Park (<http://ccag.ca.gov/committees/board-of-directors/>)

## RESOLUTION 18-45

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE CHAIR TO EXECUTE A FUNDING AGREEMENT WITH THE CITY OF MENLO PARK FOR \$374,000 AND REALLOCATING FUNDS FROM WILLOW ROAD TO THE HAVEN AVENUE IMPROVEMENT PROJECT**

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

**WHEREAS**, C/CAG is the designated Congestion Management Agency responsible for the development and implementation of the Congestion Management Program for San Mateo County; and

**WHEREAS**, the 2020 Peninsula Gateway Corridor Study, completed in July 2008, identified near, medium, and long-term options for addressing traffic congestion issues relating to the approaches and connections to the Dumbarton Bridge and US 101 vicinity; and

**WHEREAS**, the Willow Road and University Avenue Traffic Operations Study recommended near-term projects at the Willow Road/Newbridge Street and Willow Road/Bayfront Expressway intersections to improve traffic operations; and

**WHEREAS**, per Resolution 12-71, the C/CAG Board of Directors authorized the AB 1546 Countywide Traffic Congestion Management Fund Expenditure Plan which set aside up to \$700,000 to help fund projects located on regionally significant roadways such as Willow Road to reduce traffic congestion and improve safety; and

**WHEREAS**, Resolution 14-18 allocated additional AB 1546 (\$4 Vehicle Registration Fee) funds to the Countywide Traffic Congestion Management Program; and

**WHEREAS**, the City of Menlo Park request the reallocation of \$374,000 of the remaining unspent funds from Willow Road to the Haven Avenue Improvement Project, which is located within the regionally significant area.

**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 Funding Agreement with City of Menlo Park the amount of \$374,000. Be it further resolved that the C/CAG Director is authorized to negotiate the final scope and terms of the Agreement and related materials prior to execution by both parties, subject to legal counsel approval as to form.

**PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF MARCH, 2019.**

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*Maryann Moise Derwin, Chair*

## C/CAG AGENDA REPORT

Date: March 14, 2019

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

From: Sandy Wong, Executive Director

Subject: Review and approval of the Finance Committee’s recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of December 31, 2018.

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

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### RECOMMENDATION

That the C/CAG Board review and approve the Finance Committee’s recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of December 31, 2018.

### FISCAL IMPACT

Potential for higher or lower yields and risk associated with C/CAG investments.

### SOURCE OF FUNDS

The Investment portfolio includes all C/CAG funds held by the C/CAG Financial Agent (City of San Carlos).

### BACKGROUND

According to the C/CAG Investment Policy adopted on September 13, 2018:

*“The portfolio should be analyzed not less than quarterly by the C/CAG Finance Committee, and modified as appropriate periodically as recommended by the Finance Committee and approved by the C/CAG Board, to respond to changing circumstances in order to achieve the Safety of Principal.”*

The Finance Committee will seek to provide a balance between the various investments and maturities to give C/CAG the optimum combination of Safety of Principal, necessary liquidity, and optimal yield based on cash flow projections.

A summary of the October, November, and December 2018 earning rates are as follows:

	Local Agency Investment Fund (LAIF)	San Mateo County Investment Pool (COPOOL)
October	2.144%	2.066%
November	2.208%	2.134%
December	2.291%	2.220%

On November 14, 2013 the C/CAG Board approved the C/CAG investment portfolio as follows:

Local Agency Investment Fund (LAIF) 50% to 70%  
 San Mateo County Investment Pool (COPOOL) 30% to 50%

On November 28, 2018, the Finance Committee reviewed the investment portfolio and removed the investment goal as established by the committee on November 20, 2015, in consideration of LAIF outperforming the COPOOL. The committee removed the goal to respond to the yields of higher performing accounts consistent with the Board approved investment range and subject to the committee’s quarterly review and recommendations.

On December 13, 2018, the C/CAG Board approved of no change to the investment portfolio.

The investment portfolio as of December 31, 2018 is as follows:

	9/30/2018		12/30/2018	
	Amount	Percent	Amount	Percent
LAIF	\$14,152,699	60%	\$16,728,451	69%
COPOOL	\$9,590,815	40%	\$7,436,613	31%
Total	\$23,743,514	100%	\$24,165,064	100%

On February 27, 2019, the Finance Committee reviewed the investment portfolio and recommended no change to the investment portfolio. The Finance Committee directed staff to review the reserve policy and consider revisions. There was also a suggestion that staff develop programs to spend down non-committed fund balances.

**ATTACHMENTS**

1. Quarterly Investment Report as of December 31, 2018 from San Carlos



**C/CAG**  
**CITY/COUNTY ASSOCIATION OF GOVERNMENTS**  
of San Mateo County

**Board of Directors Agenda Report**

**To: Sandy Wong, Executive Director**  
**From: Carrie Tam, Financial Services Manager**  
**Date: February 27, 2019**

**SUBJECT: Quarterly Investment Report as of December 31, 2018**

**RECOMMENDATION:**

It is recommended that the C/CAG Board review and accept the Quarterly Investment Report.

**ANALYSIS:**

The attached investment report indicates that on December 31, 2018, funds in the amount of \$24,165,064 were invested producing a weighted average yield of 2.32%. Of the total investment portfolio, 69.2% of funds were invested in the Local Agency Investment Fund (LAIF) and 30.8% in the San Mateo County Investment Pool (COPOOL). These percentages are within the range specified by the C/CAG Board. Accrued interest earnings for this quarter totaled \$140,770. On November 28, 2018, the C/CAG Finance Committee reviewed the investment portfolio and removed the November 20, 2015 investment goal in consideration of LAIF outperforming the County Pool. The committee removed the previous goal to respond to the yields of higher performing accounts consistent with the Board approved investment range and subject to the committee’s quarterly review and recommendations. The portfolio mix reflects the Board approved percentage invested in the County Investment Pool and LAIF.

Below is a summary of the changes from the prior quarter:

	<b>Qtr Ended 12/31/18</b>	<b>Qtr Ended 9/30/18</b>	<b>Increase (Decrease)</b>
Total Portfolio	\$ 24,165,064	\$ 23,743,514	\$ 421,550
Weighted Average Yield	2.32%	2.07%	0.25%
Accrued Interest Earnings	\$ 140,770	\$ 121,551	\$ 19,219

There was an increase of \$0.4 million in the portfolio balance this quarter compared to the previous quarter mainly due to cash receipts offset by cash disbursements in the second quarter for Measure M. The allocation shift in investment pools from the County Pool to LAIF and the slightly higher weighted average yield resulted in slightly higher interest earnings for this quarter.

Historical cash flow trends are compared to current cash flow requirements on an ongoing basis to ensure that C/CAG’s investment portfolio will remain sufficiently liquid to meet all reasonably anticipated operating requirements. As of December 31, 2018, the portfolio contains sufficient liquidity to meet the next six months of expected expenditures by C/CAG. All investments are in compliance with the Investment Policy. Attachment 2 shows a historical comparison of the portfolio for the past nine quarters.

The primary objective of the investment policy of C/CAG remains to be the SAFETY OF PRINCIPAL. The permitted investments section of the investment policy also states:

*Local Agency Investment Fund (LAIF) which is a State of California managed investment pool, and San Mateo County Investment pool, may be used up to the maximum permitted by California State Law. A review of the pool/fund is required when they are part of the list of authorized investments.*

The Investment Advisory Committee has reviewed and approved the attached Investment Report.

Attachments

- 1 – Investment Portfolio Summary for the Quarter Ended December 31, 2018
- 2 – Historical Summary of Investment Portfolio

**CITY & COUNTY ASSOCIATION OF GOVERNMENTS**

**SUMMARY OF ALL INVESTMENTS**  
For Quarter Ending December 31, 2018

Category	Weighted Average Interest Rate	Historical Book Value	% of Portfolio	GASB 31 ADJ Market Value
<b>Liquid Investments:</b>				
Local Agency Investment Fund (LAIF)	2.40%	16,728,451	69.2%	16,712,578
San Mateo County Investment Pool (COPOOL)	2.14%	7,436,613	30.8%	7,436,613
<b>Agency Securities</b>				
<i>none</i>				
<b>Total - Investments</b>	<b>2.32%</b>	<b>24,165,064</b>	<b>100%</b>	<b>24,149,191</b>
<b>GRAND TOTAL OF PORTFOLIO</b>	<b>2.32%</b>	<b>\$ 24,165,064</b>	<b>100%</b>	<b>\$ 24,149,191</b>
<b>Total Interest Earned This Quarter</b>				<b>140,770</b>
<b>Total Interest Earned (Loss) Fiscal Year-to-Date</b>				<b>262,321</b>

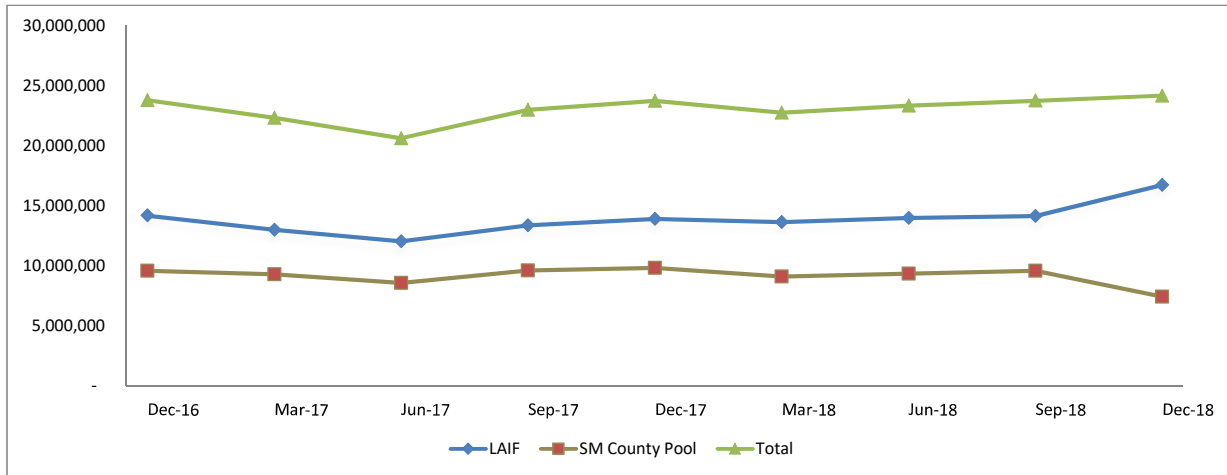
**Note: CCAG Board approved the following investment portfolio mix at its November 14, 2013 meeting:**

LAIF - 50% to 70%  
COPOOL - 30% to 50%

On November 28, 2018, the C/CAG Finance Committee reviewed the investment portfolio and removed the November 20, 2015 investment goal in consideration of LAIF outperforming the COPOOL. The committee removed the previous goal to respond to the yields of higher performing accounts consistent with the Board approved investment range and subject to the committee's quarterly review and recommendations.

\*Difference in value between Historical Value and Market Value may be due to timing of purchase. Investments in the investment pools may have been purchased when interest rates were lower or higher than the end date of this report. As interest rates increase or decrease, the value of the investment pools will decrease or increase accordingly. However, interest rate fluctuations does not have any impact to CCAG's balance in the investment pools. The market values are presented as a reference only.

### City and County Association of Governments Historical Summary of Investment Portfolio December 31, 2018



Note: The chart type has been changed from Column to Line after receiving feedback from CCAG's Finance Committee

#### City/County Association of Governments Investment Portfolio

	Dec-16	Mar-17	Jun-17	Sep-17	Dec-17	Mar-18	Jun-18	Sep-18	Dec-18
LAIF	14,186,530	13,010,532	12,034,768	13,363,368	13,896,995	13,637,606	13,988,892	14,152,699	16,728,451
SM County Pool	9,591,037	9,313,634	8,586,974	9,611,660	9,838,593	9,117,611	9,350,753	9,590,815	7,436,613
<b>Total</b>	<b>23,777,567</b>	<b>22,324,166</b>	<b>20,621,742</b>	<b>22,975,028</b>	<b>23,735,588</b>	<b>22,755,217</b>	<b>23,339,645</b>	<b>23,743,514</b>	<b>24,165,064</b>

On November 28, 2018, the C/CAG Finance Committee reviewed the investment portfolio and removed the November 20, 2015 investment goal in consideration of LAIF outperforming the COPOOL. The committee removed the previous goal to respond to the yields of higher performing accounts consistent with the Board approved investment range and subject to the committee's quarterly review and recommendations.

## C/CAG AGENDA REPORT

Date: March 14, 2019

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

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 19-14 authorizing the C/CAG Chair to execute an agreement with Kimley-Horn to provide Project Approval and Environmental Document (PA&ED) Services for the Smart Corridor Northern Cities in an amount not to exceed \$581,000.

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

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### RECOMMENDATION

That the C/CAG Board review and approve Resolution 19-14 authorizing the C/CAG Chair to execute an agreement with Kimley-Horn to provide Project Approval and Environmental Document (PA&ED) Services for the Smart Corridor Northern Cities in an amount not to exceed \$581,000.

### FISCAL IMPACT

\$581,000.

### SOURCE OF FUNDS

STIP (State Transportation Improvement Program) programmed in Fiscal Year 2018/19

### BACKGROUND

The C/CAG sponsored San Mateo County Smart Corridor (Smart Corridor) project implements Intelligent Transportation System (ITS) equipment such as an interconnected traffic signal system, close circuit television (CCTV) cameras, trailblazer/arterial dynamic message signs, and vehicle detection system on predefined designated local streets and state routes to provide local cities and Caltrans day to day traffic management capabilities in addressing recurrent traffic congestion as well as provide Caltrans capabilities for managing the system during non-recurring traffic congestion cause by diverted traffic due to major incidents on the freeway.

The Smart Corridor key features and benefits include:

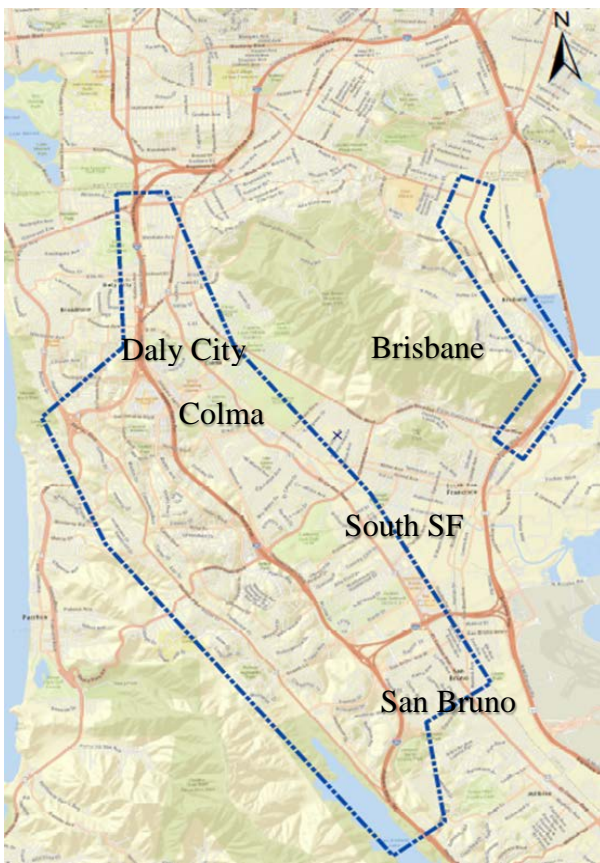
- Interconnected communication network
- Provides infrastructure for countywide traffic management system
- Allows shared control and operation improving cross jurisdictional traffic management
- Enables cities and Caltrans to proactively manage day-to-day traffic utilizing
- Manages arterial traffic during major incidents on freeway
- Identifies alternative route with timing optimized for incident management
- Enables local event management signal timing options for El Camino Real (non-incident)
- Allows cities/Caltrans access to monitor all videos and signal to optimize normal operations
- Upgraded local signal controllers and signal system software
- Signal priority and pre-emption ready

The use of the Smart Corridor tools during incidents is expected to result in operational improvements such as:

- decrease in travel time, decrease in total delay, reduction in number of stops, increase in average speed, and reduction in secondary accidents.

### ***San Mateo County Smart Corridor Northern Cities – Daly City, Brisbane, and Colma***

The San Mateo County Smart Corridor Project Northern Cities Expansion project (proposed project) is a joint effort by the cities of Daly City, Brisbane, Colma, as well as South San Francisco and San Bruno, the City/County Association of Governments of San Mateo (C/CAG), and the California Department of Transportation (Caltrans District 4) to address traffic congestion along U.S. 101. The goal is to improve and monitor traffic flow within the corridor during normal operations by better integrating freeway and local arterials, and to proactively manage and optimize signal operations along predetermined Smart Corridor Routes to balance traffic flow and reduce congestion along U.S. 101 during major traffic incidents. The proposed project would accomplish this through the installation of tools and systems including cameras, informational signs, other traffic operation systems elements, and an interconnect between local and State traffic signal systems to and from U.S. 101 and on local streets within South San Francisco. The project builds on the previously completed phases of the Smart Corridor. The vicinity map is shown below in **Figure 1**.



**FIGURE 1:** Vicinity Map

Project Limits are as follows:

- Bayshore Blvd: US 101 (SF County Line) to Oyster Point Blvd
- Tunnel Ave: Beatty Ave to Bayshore Blvd
- Beatty Ave: US 101 to Tunnel Ave
- Lagoon Rd: US 101 to Tunnel Ave
- Junipero Serra Blvd: John Daly Blvd to Avalon Dr
- SR 1: I-280 to SR 35 (Skyline Blvd)
- SR 35 (Skyline Boulevard): John Daly Blvd to I-280
- SR 82 (El Camino Real): John Daly Blvd to San Bruno Ave
- Hickey Blvd: SR 35 (Skyline Blvd) to I-280
- Westborough Blvd: SR 35 (Skyline Blvd) to SR 82
- Sneath Lane: SR 35 (Skyline Blvd) to SR 82
- Serramonte Blvd: Junipero Serra Boulevard to SR 82 (El Camino Real) – communications connection to Public Works Building
- 90<sup>th</sup> Street: Junipero Serra Blvd to Edgeworth Ave – communications connection to Public Works Building
- Westlake Ave from Junipero Serra Blvd to the Daly City Corporation Yard – communications connection
- 111 Grand Avenue, Oakland, CA (Caltrans District 4)

***Project Approval and Environmental Document (PA&ED) Services***

This project will utilize federal State Transportation Improvement Program (STIP) funds, therefore, must comply with state and federal laws under the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA). Environmental studies, which is the Project Approval and Environmental Document (PA&ED) and conducted to analyze the effect and impacts of various project alternatives, will need to be approved by Caltrans, as required by the California Transportation Commission (CTC), prior to CTC approving funds for the project to advance to the design phase.

In accordance with the C/CAG adopted Procurement Policy, a Request for Qualifications (RFP) was released on February 13, 2019, seeking a consultant to provide Project Approval and Environmental Document (PA&ED) Services. The consultant would provide support services for environmental clearance process.

C/CAG received one (1) proposal by the February 27, 2019 deadline. A four (4) member evaluation panel consisting of Brad Donohoe (Colma), Shirley Chan (Daly City), Justin Yuen (Brisbane), and John Hoang (C/CAG) was convened to review the consultant’s proposal including evaluating the proposal, qualifications, scope of work, and cost. The panel also felt that Kimley-Horn’s familiarity with the Smart Corridor, past work experienced specific to the Smart Corridor and C/CAG, and having completed the Project Study Report (PSR) for this project would help the project.

Based on the scoring results and overall quality of the proposal and qualifications of the consultant, and per the panel endorsement, it is recommended that Kimley-Horn be selected to provide PA&ED Services for the Smart Corridor Northern Cities. It is recommended that C/CAG enter into agreement with Kimley-Horn to perform the work for an amount up to \$581,000.

***Additional project information - Smart Corridors Phasing:***

As shown in **Table 1** and **Figure 2**, the Smart Corridor project is divided into multiple phases along the freeways located in the county, as indicated below:

**TABLE 1: Smart Corridor Phases and Status Summary Table**

<b>Phase</b>	<b>Limits</b>	<b>Cities</b>	<b>Status</b>
I	US-101 and adjacent local streets between I-380 and Millbrae Avenue	San Bruno, Millbrae	Construction Complete
II	US-101 and adjacent local streets between Millbrae Avenue and Holly Street	Millbrae, Burlingame, San Mateo, Belmont, San Carlos	Construction Complete
III	US-101 and adjacent local streets between Holly St and the S.C. Co. line	San Carlos, Redwood City, Atherton, Menlo Park, EPA	Construction Complete
IV	US 101 and adjacent local streets between S.F. County line and I-380. I-280 between Trousdale Dr. and SR 92. SR 92 between I-280 to ECR	South San Francisco, Brisbane San Bruno, San Mateo (I-280)	A portion of this phase will be included in the Northern Cities PAED study.

V	I-280 and adjacent local streets between S.F. County line and Trousdale Dr.	Daly City, South San Francisco, Colma, San Bruno	A portion of this phase will be included in the Northern Cities PAED study.
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**Figure 2: Smart Corridor Project Phases**

**ATTACHMENTS**

1. Resolution 19-14
2. Agreement with Kimley-Horn *(The document is available for download at the C/CAG website at: <http://ccag.ca.gov/committees/board-of-directors/>)*



**RESOLUTION 19-14**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE AN AGREEMENT WITH KIMLEY-HORN TO PROVIDE PROJECT APPROVAL AND ENVIRONMENTAL DOCUMENT (PA&ED) SERVICES FOR THE SMART CORRIDOR NORTHERN CITIES IN AN AMOUNT NOT TO EXCEED \$581,000**

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

**WHEREAS**, C/CAG is the designated Congestion Management Agency responsible for the development and implementation of the Congestion Management Program for San Mateo County; and

**WHEREAS**, the C/CAG sponsored San Mateo County Smart Corridor Project (Smart Corridor) is an Intelligent Transportation System (ITS) project that extends 25 miles along El Camino Real and major local streets connecting to US-101 and enables cities and the California Department of Transportation (Caltrans) to proactively manage daily traffic and non-recurring traffic congestion cause by diverted traffic due to major incidents on the freeway; and

**WHEREAS**, the Smart Corridor Northern Extension continues the implementation efforts along the US 101 corridor to the San Francisco County line and on Interstate 280 from Interstate 380 to the San Francisco County line in the cities of Daly City, Brisbane, Colma, and portions of South San Francisco and San Bruno; and

**WHEREAS**, the Project Study Report (PSR) for this project was completed on October 2017 and State Transportation Improvement Program (STIP) funds were programmed for the Project Approval and Environmental Documents (PA&ED), Design, and Construction phases; and

**WHEREAS**, PA&ED must be completed and approved by Caltrans, as required by state and federal laws under CEQA and NEPA, prior to California Transportation Commission (CTC) approving funds for the project to advance to the design phase; and

**WHEREAS**, C/CAG has determined that Kimley-Horn has the qualifications and experience to perform the work and desires to enter into agreement with Kimley-Horn for Smart Corridor Smart Corridor Northern Cities PA&ED Services in an amount not to exceed \$581,000.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Chair is authorized to execute the Agreement between C/CAG and Kimley-Horn for Smart Corridor Northern Cities PA&ED Services in an amount not to exceed \$581,000. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final scope and terms of the Agreement and related materials prior to execution by both parties, subject to legal counsel approval as to form.

**PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF MARCH, 2019.**

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*Maryann Moise Derwin, Chair*

## C/CAG AGENDA REPORT

**Date:** March 14, 2019

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

**From:** Sandy Wong, Executive Director

**Subject:** Review and approval of the appointments of MTC Commissioner Gina Papan and Belmont City Councilmember Julia Mates (Belmont) to the Congestion Management & Environmental Quality (CMEQ) Committee.

(For further information or questions contact Jeff Lacap at 599-1455)

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### RECOMMENDATION

That the C/CAG Board review and approve the appointments of MTC Commissioner Gina Papan and Belmont City Councilmember Julia Mates to the Congestion Management & Environmental Quality (CMEQ) Committee

### FISCAL IMPACT

None.

### SOURCE OF FUNDS

N/A.

### BACKGROUND

The CMEQ Committee provides advice and recommendations to the C/CAG Board of Directors on all matters relating to traffic congestion management, travel demand management, coordination of land use and transportation planning, mobile source air quality programs, energy resources and conservation, and other environmental issues facing local jurisdictions in San Mateo County.

There is one vacant seat on the CMEQ Committee for elected officials. The seat was vacated by Councilmember John Keener of Pacifica. A recruitment letter for the vacant seat on the CMEQ Committee was sent to all elected officials in San Mateo County on February 4, 2019 with a due date of February 28, 2019. One letter of interest was received from Belmont Councilmember Julia Mates prior to the recruitment deadline.

There is also one seat on the CMEQ Committee for a Metropolitan Transportation Commission (MTC) representative vacated by former MTC Commissioner Alicia Aguirre. Staff contacted Gina Papan, City of Millbrae Council Member, who now represents the Cities of San Mateo County on the MTC Commission. MTC Commissioner Papan has expressed interest in serving on the CMEQ Committee.

## **ATTACHMENTS**

- Roster for the CMEQ Committee
- Letter from Councilmember Julia Mates

# CMEQ Roster

Chair: Richard Garbarino  
 Vice Chair: Mike O’Neill  
 Staff Support: Jeff Lacap ([jlacap@smcgov.org](mailto:jlacap@smcgov.org))  
 (650) 599-1455

<b>Name</b>	<b>Representing</b>
Emily Beach	City of Burlingame
Shelly Masur	City of Redwood City
Elizabeth Lewis	Town of Atherton
Irene O’Connell	City of San Bruno
Linda Koelling	Business Community
Lennie Roberts	Environmental Community
Mike O’Neill	City of Pacifica
Adina Levin	Agencies with Transportation Interests
Rich Garbarino	City of South San Francisco
Rick Bonilla	City of San Mateo
Josh Powell	Public Member
Wayne Lee	City of Millbrae
Peter Ratto	San Mateo County Transit District (SamTrans)
<i>Vacant</i>	Peninsula Corridor Joint Powers Board (Caltrain)
<i>Vacant</i>	Elected Official
<i>Vacant</i>	Metropolitan Transportation Commission (MTC)

February 28, 2019

Dear C/CAG Board:

I am very interested in joining the C/CAG's Congestion Management and Environmental Quality Committee (CMEQ) committee. Having served on the City Council of Belmont for over a year, I have examined the various organizations in the region within which I like to become more involved and I would like to get involved in C/CAG and its endeavors. I am interested in transportation demand management and coordination of land use planning and transportation. Given my interest in these issues and experience in land use planning, I believe I would add value to the discussion and the committee.

Thank you for your consideration. Please do not hesitate to contact me with any questions.

Sincerely,

Julia Mates

## C/CAG AGENDA REPORT

Date: March 14, 2019

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

From: Sandy Wong, Executive Director

Subject: Review and approval of the appointments of Burlingame Mayor Donna Colson and Redwood City Councilmember Janet Borgens to the Resource Management and Climate Protection (RMCP) Committee.

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

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### RECOMMENDATION

That the C/CAG Board review and approve the appointments of Burlingame Mayor Donna Colson and Redwood City Councilmember Janet Borgens to the Resource Management and Climate Protection (RMCP) Committee.

### FISCAL IMPACT

None.

### SOURCE OF FUNDS

N/A

### BACKGROUND

Two elected seats on the RMCP Committee were vacated by former committee members Deborah Gordon, Town of Woodside, and Pradeep Gupta, City of South San Francisco. Recruitment letters were issued on December 18 and February 4, 2019 for the vacancies. The second letter indicated that the deadline for letters of interest was February 28, 2019 and that the recruitment would remain open until any remaining vacant seats are filled.

Letters of interest have been received from Donna Colson, Mayor of the City of Burlingame, and Janet Borgens, Councilmember of the City of Redwood City. Staff recommends the C/CAG Board appoint Mayor Colson and Councilmember Borgens to the RMCP committee.

The Resource Management and Climate Protection (RMCP) Committee provides advice and recommendations to the full C/CAG Board and provides updates to the Congestion Management and Environmental Quality (CMEQ) Committee on matters related to energy, water, and climate action efforts in San Mateo County.

Most recently, Supervisor Dave Pine has stepped down from the committee due to his availability to attend regular meetings. Since the recruitment letter dated February 4, 2019 indicates that the recruitment would remain open until any remaining vacant seats are filled. Staff will bring forward to the C/CAG Board any forthcoming letters of interest, if any, for the Board's consideration at a future meeting.

## **ATTACHMENTS**

1. Roster for the Resource Management and Climate Protection (RMCP) Committee
2. Letter of Interest from Burlingame Mayor Donna Colson.
3. Letter of Interest from Redwood City Councilmember Janet Borgens,

# C/CAG

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

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

<b>Resource Management and Climate Protection Committee</b> (February 2019)	
<b>Elected Officials (7)</b>	
<b>Committee Chair - OPEN</b>	Vacant
Maryann Moise Derwin – <b>Vice-Chair</b> Mayor Portola Valley <a href="mailto:mderwin@portolavalley.net">mderwin@portolavalley.net</a> Home (650) 851-8074 Cell (650) 279-7251	Don Horsley Vice President County of San Mateo – District 3 <a href="mailto:dhorsley@smcgov.org">dhorsley@smcgov.org</a> Office (650) 363-4569
Rick DeGolia Councilmember Atherton <a href="mailto:rdegolia@ci.atherton.ca.us">rdegolia@ci.atherton.ca.us</a> Office (650) 793-2800	Diane Papan Councilmember San Mateo <a href="mailto:Dpapan@cityofsanmateo.org">Dpapan@cityofsanmateo.org</a> Cell (415) 377-4462
Vacant	
<b><u>Stakeholder Representatives (5)</u></b>	
<b><u>Energy</u></b>	Ortensia Lopez – Executive Director El Concilio of San Mateo County <a href="mailto:or10sie@el-concilio.com">or10sie@el-concilio.com</a> Office (650) 373-1087
<b><u>Water</u></b>	Adrienne Carr – Sr. Water Resource Spec. Bay Area Water Supply and Cons. Agency <a href="mailto:acarr@bawasca.org">acarr@bawasca.org</a> Office (650) 349-3000



<b>Resource Management and Climate Protection Committee</b> (February 2019)	
<b><u>Utility</u></b>	Bill Chiang Government Relations Pacific Gas and Electric Company <a href="mailto:william.chiang@pge.com">william.chiang@pge.com</a> Cell (650)339-1627 Office (650)598-7392
<b><u>Nonprofit</u></b>	Robert Cormia Professor, Foothill - De Anza Community College <a href="mailto:CormiaRobert@foothill.edu">CormiaRobert@foothill.edu</a> (650)747-1588
<b><u>Business/Chamber of Commerce</u></b>	Vacant
<b><u>Environmental</u></b>	Beth Bhatnagar Board Member Sustainable San Mateo County <a href="mailto:bethbh@comcast.net">bethbh@comcast.net</a> (650) 638-2323

<b><u>RMCP Committee Staff</u></b>	
<b><u>C/CAG:</u></b>	Sandy Wong Executive Director <a href="mailto:swong@smgov.org">swong@smgov.org</a> (650) 599-1420
<b><u>County of San Mateo Office of Sustainability:</u></b>	Kim Springer Resource Conservation Programs Manager Energy-Water Programs <a href="mailto:kspringer@smcgov.org">kspringer@smcgov.org</a> (650) 599-1412



DONNA COLSON, MAYOR  
EMILY BEACH, VICE MAYOR  
ANN KEIGHRAN  
RICARDO ORTIZ  
MICHAEL BROWNRIGG

## The City of Burlingame

CITY HALL -- 501 PRIMROSE ROAD  
BURLINGAME, CALIFORNIA 94010-3997

TEL: (650) 558-7201  
[www.burlingame.org](http://www.burlingame.org)

February 21, 2019

Ms. Sandy Wong, C/CAG Executive Director  
City/County Association of Governments  
555 County Center, 5th Floor  
Redwood City, CA 94063

Dear Ms. Wong:

It is my pleasure to submit a formal letter of interest for one of the two vacant positions on the **Resource Management and Climate Protection (RMCP) Committee**.

I was elected to the Burlingame City Council in 2015 and presently serve as Mayor. At the Council's January 2019 Goal Setting Session, we agreed to prioritize Sea Level Rise as one of our major infrastructure initiatives and will be working closely with our neighboring Bayfront cities to determine a path forward. We are also supporting the County Task Force initiative to develop a longer-term regional strategic plan. Serving on this C/CAG committee would dovetail well with this work and create an important link between the various entities focused on these important policy issues.

By way of background, I presently serve on the Executive Committee and am Chair of the Audit and Finance Committee for Peninsula Clean Energy, our local CCA. I also serve on the SMC Home For All Steering Committee and on the Housing and Community Development Commission. My 25 year business background is in institutional financial management. In Burlingame I serve on the Audit Committee, the Parks and Recreation Masterplan Committee and will co-lead our Sea Level Rise and Climate Action ad-hoc committee. Outside of public service, my philanthropic work includes leadership positions at Filoli Estate and Gardens where, as a working farm, we are conducting innovative work on water and land use practices. Filoli is owned by the National Trust For Historic Preservation in Washington DC and it is my honor to serve on their board where national conservation and sustainability issues are paramount.

It would be an honor to join the Resource Management and Climate Protection Committee. I am available at the prescribed meeting times and commit to a high level of participation. Thank you for consideration of my application. I look forward to hearing from you.

Kindly,

Donna Colson  
Mayor

Mayor Ian Bain  
Vice Mayor Diane Howard



1017 MIDDLEFIELD ROAD  
Redwood City, California 94063  
Telephone (650) 780-7220  
[www.redwoodcity.org](http://www.redwoodcity.org)

Council Members  
Alicia C. Aguirre  
Janet Borgens  
Giselle Hale  
Shelly Masur  
Diana Reddy

February, 26, 2019

Honorable Mayors, Vice Mayors, and City Council Members:

I want to officially submit my letter of interest for the vacant seat on C/CAG's Resource Management and Climate Protection (RMCP) Committee.

It is no secret that we are experiencing a climate change. More than ever, it is imperative that we as policy makers make decisions that control and counter those impacts to our environment. By continuing to improve the sustainability of our community by creating and updating our Climate Action Plans we can continue to be leaders in the reduction of greenhouse gas emissions and other climate activity. I want to work on those focused goals by encouraging all to implement energy saving projects in all our communities.

Sea level rise will be an area of concern that we as policy makers will need to consider as we navigate our continued growth.

I attend discussions frequently on issues related to our changing environment so I can be educated and ready to support and champion best practices in development for all of San Mateo County by providing resource opportunities to all communities on energy efficiency programs.

I am currently assigned by Mayor Bain to be a liaison for the City to the C/CAG Resource Management and Climate Protection Committee and therefore believe an appointment by the C/CAG board would be the most effective way to perform this assignment. In addition, I am also assigned to our City Council Environmental Initiatives subcommittee and participated in Redwood City's Climate Action Plan update.

I respectfully ask for your support to be selected for this committee.

Thank you for your consideration.

A handwritten signature in cursive script that reads 'Janet Borgens'.

Janet Borgens  
Redwood City, City Council

## C/CAG AGENDA REPORT

Date: March 14, 2019

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

From: Sandy Wong, Executive Director

Subject: Review and approval of a request from the City of Menlo Park to accept a modified Crosstown shuttle route, comprised of the previously funded M1 Midday and M2 Belle Haven routes, as compliant with the funding agreements for both the San Mateo County Shuttle Programs and the MTC Lifeline Transportation Program.

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

### RECOMMENDATION

That the C/CAG Board approve the request from the City of Menlo Park to accept a modified Crosstown shuttle route, comprised of the previously funded M1 Menlo Midday and M2 Belle Haven routes, as compliant with the funding agreements for both the San Mateo County Shuttle Programs and the MTC Lifeline Transportation Program.

### FISCAL IMPACT

None. Existing funding agreements are in place.

### BACKGROUND

In December 2017 and January 2018, respectively, Calls for Projects were issued for both the Joint C/CAG and San Mateo County Transportation Authority Shuttle Program and the MTC Lifeline Transportation Program for FY18/19 & 19/20. Menlo Park applied for and received partial funding from both programs for a new commuter shuttle route, the M1 Crosstown, which was to have begun service in July 2018. The approved allocations for the two-year cycle were \$774,168 from the C/CAG and TA Shuttle Program and \$494,346 from the Lifeline Program.

The M1 Crosstown shuttle was intended to combine and adjust two previously funded community shuttle routes, the M1 Menlo Midday and the M2 Belle Haven (see Attachment 1, Route Maps). In general, the Menlo Midday shuttle serves the west side of Menlo Park from El Camino Real to I-280, connecting the Sharon Heights and West Menlo Park neighborhoods to the downtown area, while the Belle Haven shuttle connects the Belle Haven neighborhood on the east side of Menlo Park, identified by MTC as a Community of Concern, with access to grocery stores, banks and medical facilities and other services in the central part of the city.

Due to a systemwide driver shortage encountered since the beginning of this fiscal year, the Crosstown shuttle has not yet been implemented to replace the previous routes, and therefore the City of Menlo Park has submitted a request that the Board accept the existing M1 & M2 routes as a “modified” Crosstown route for funding purposes under the funding agreements until such time as the approved Crosstown route can be implemented (see Attachment 2). They note that while Menlo Park

looks forward to implementing the expanded/enhanced route once the driver issue is resolved they have a critical need at this point to continue serving the previous routes to the best of their ability, in particular the Belle Haven route, which provides a long-established, critical service to a disadvantaged segment of the community.

Staff is supportive of Menlo Park's request since the modifications are due to factors outside of their control (driver shortages at their vendor, MV Transportation); the core service will continue, albeit at a reduced rate; and the Belle Haven neighborhood, a designated Community of Concern, will continue to be provided service, consistent with the mission of the Lifeline program to fund projects which improves the mobility of low-income residents.

#### **ATTACHMENTS**

1. Shuttle route maps
2. Letter from Menlo Park

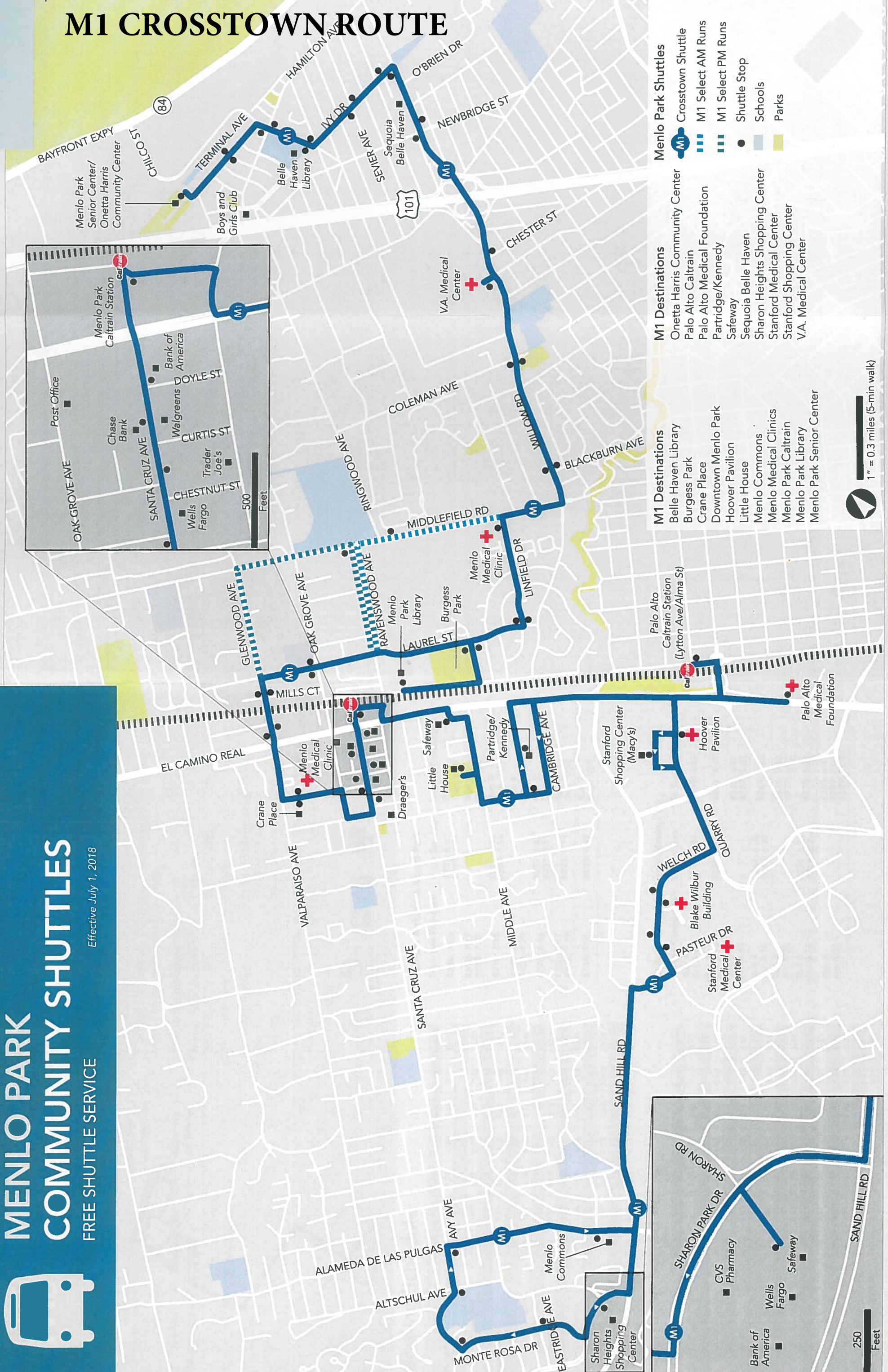
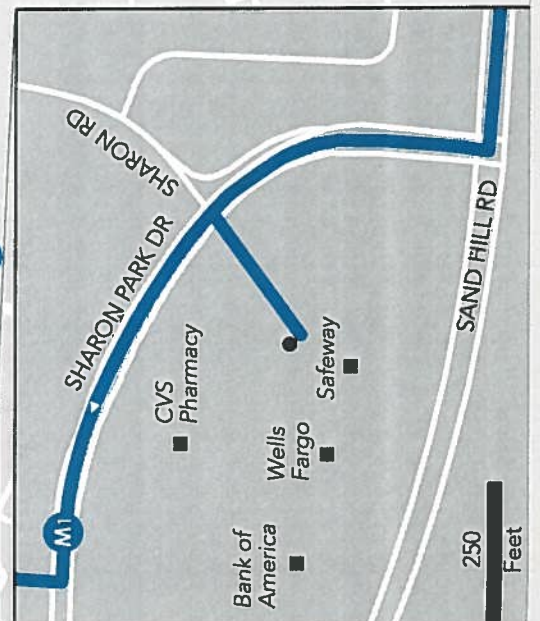
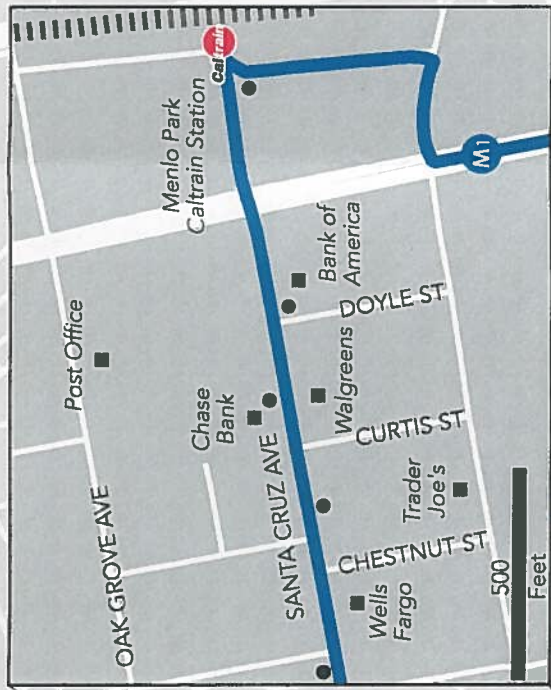
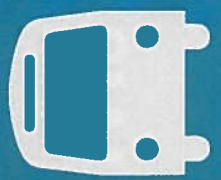


# M1 CROSSTOWN ROUTE

## MENLO PARK COMMUNITY SHUTTLES

FREE SHUTTLE SERVICE

Effective July 1, 2018



- M1 Destinations**
  - Onetta Harris Community Center
  - Palo Alto Caltrain
  - Palo Alto Medical Foundation
  - Partridge/Kennedy Safeway
  - Sequoia Belle Haven
  - Sharon Heights Shopping Center
  - Stanford Medical Center
  - Stanford Shopping Center
  - V.A. Medical Center
- M1 Destinations**
  - Belle Haven Library
  - Burgess Park
  - Crane Place
  - Downtown Menlo Park
  - Hoover Pavilion
  - Little House
  - Menlo Commons
  - Menlo Medical Clinics
  - Menlo Park Caltrain
  - Menlo Park Library
  - Menlo Park Senior Center
- Menlo Park Shuttles**
  - Crosstown Shuttle
  - M1 Select AM Runs
  - M1 Select PM Runs
  - Shuttle Stop
  - Schools
  - Parks

1" = 0.3 miles (5-min walk)

250 Feet

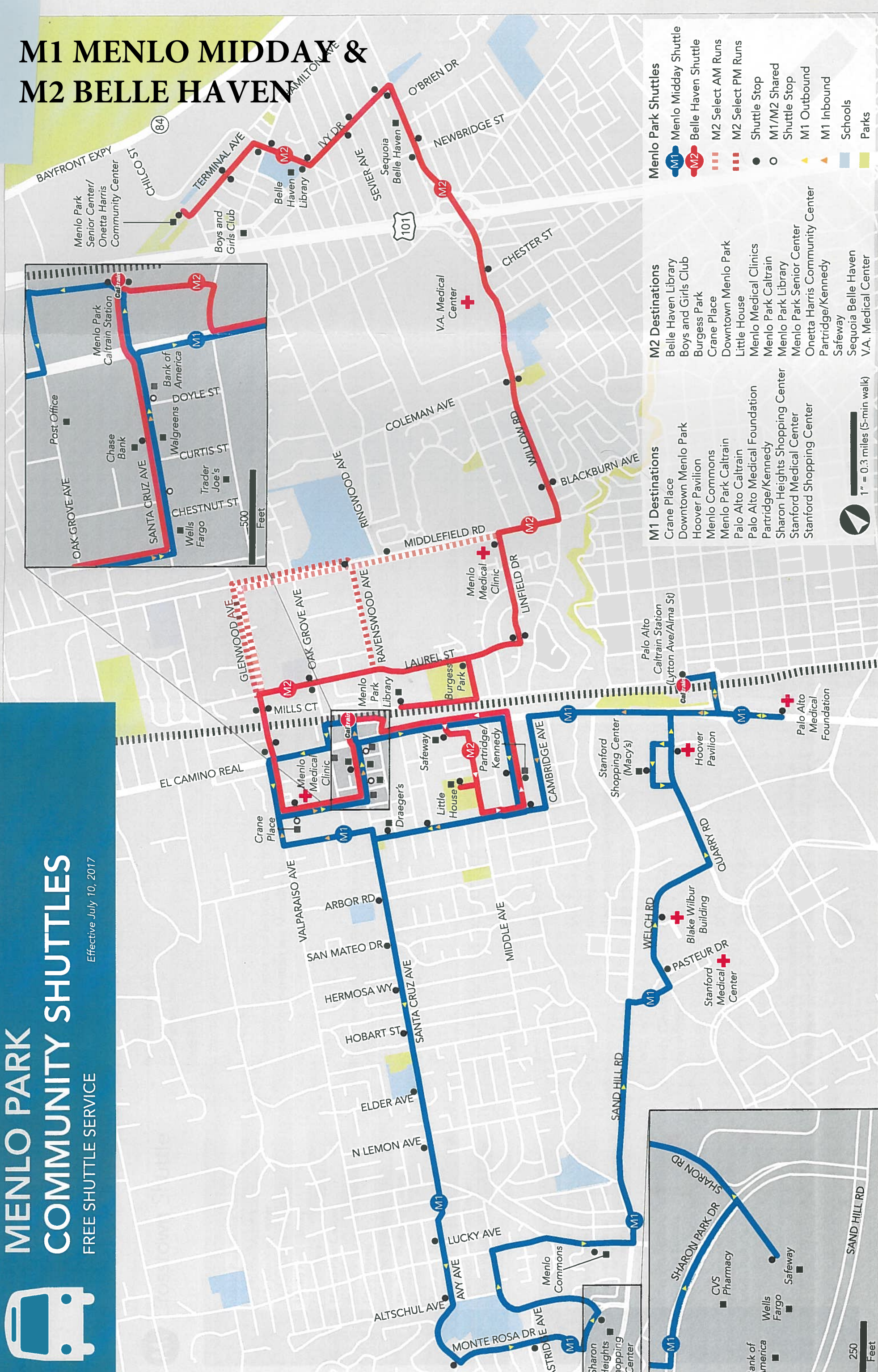
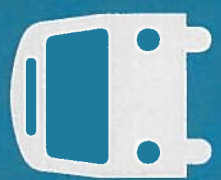


# M1 MENLO MIDDAY & M2 BELLE HAVEN

## MENLO PARK COMMUNITY SHUTTLES

FREE SHUTTLE SERVICE

Effective July 10, 2017

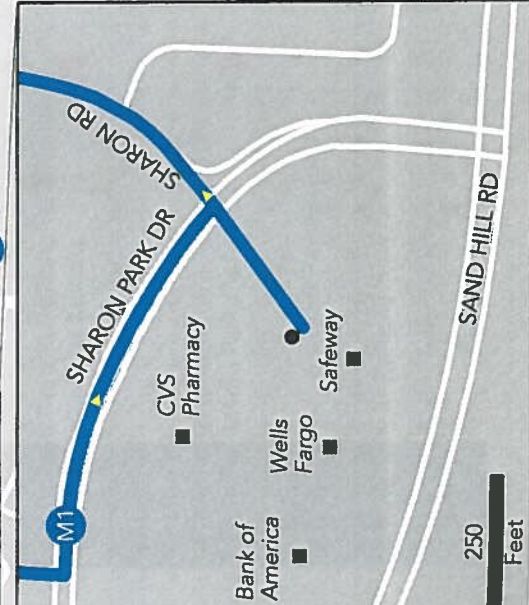


- Menlo Park Shuttles**
- M1 Menlo MIDDAY Shuttle
  - M2 Belle Haven Shuttle
  - M2 Select AM Runs
  - M2 Select PM Runs
  - Shuttle Stop
  - M1/M2 Shared Shuttle Stop
  - M1 Outbound
  - M1 Inbound
  - Schools
  - Parks

- M2 Destinations**
- Belle Haven Library
  - Boys and Girls Club
  - Burgess Park
  - Crane Place
  - Downtown Menlo Park
  - Little House
  - Menlo Medical Clinics
  - Menlo Park Caltrain
  - Menlo Park Library
  - Menlo Park Senior Center
  - Onetta Harris Community Center
  - Partridge/Kennedy
  - Safeway
  - Sequoia Belle Haven
  - V.A. Medical Center
- M1 Destinations**
- Crane Place
  - Downtown Menlo Park
  - Hoover Pavilion
  - Menlo Commons
  - Menlo Park Caltrain
  - Palo Alto Caltrain
  - Palo Alto Medical Foundation
  - Partridge/Kennedy
  - Sharon Heights Shopping Center
  - Stanford Medical Center
  - Stanford Shopping Center



1" = 0.3 miles (5-min walk)



250 Feet



March 6, 2019

Sandy Wong  
C/CAG  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063

**SUBJECT: CROSSTOWN SHUTTLE FUNDING**

Dear Ms. Wong,

For 20 years, the “Midday” shuttle has connected the Belle Haven neighborhood with downtown Menlo Park, the main library, senior centers, grocery stores, and medical facilities. This shuttle serves limited English proficient and low-income residents in Belle Haven in addition to many seniors along the route.

The “Midday” shuttle expanded in March 2017 from two vehicles to three. The one-vehicle “M1-Menlo Midday” connects Sharon Heights and downtown in the midday, while the two-vehicle “M2-Belle Haven” connects Belle Haven and downtown all-day. The “Crosstown” shuttle will combine the M1 and M2 to offer all-day service between Sharon Heights and Belle Haven via downtown Menlo Park with stops in Palo Alto for medical facilities.

Due to driver shortages at our vendor, MV Transportation, the M2 shuttle has been “temporarily” running on one vehicle since October 2017, and the M1 was recently suspended in September 2018 due to ongoing issues. The one remaining M2 shuttle has been a valuable lifeline service to its target population while the City waits to implement the Crosstown service.

The City of Menlo Park respectfully requests that C/CAG continue funding this community shuttle through its San Mateo County Shuttle Program and MTC Lifeline Transportation Program. Although the current route is a “modified” Crosstown route, it is the core service that has served Menlo Park residents – including vulnerable populations – for 20 years and many years to come.

If you have any questions, please call Nicholas Yee at (650) 330-6754.

Sincerely,



Nicholas Yee  
Transportation Demand Management Coordinator



## C/CAG AGENDA REPORT

Date: March 14, 2019

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

From: Sandy Wong, Executive Director

Subject: Review and approval of C/CAG legislative policies, priorities, positions, and legislative update (A position may be taken on any legislation, including legislation not previously identified).

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

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### RECOMMENDATION

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

### FISCAL IMPACT

Unknown.

### SOURCE OF FUNDS

N/A

### BACKGROUND

The C/CAG Legislative Committee receives monthly written reports and oral briefings from the C/CAG's State legislative advocates. Important or interesting issues that arise out of that meeting are reported to the Board.

There is a recommendation to support the following bills:

SB 128 (Beall) Enhanced Infrastructure Financing Districts: Bonds: Issuance - Existing law authorizes the public financing authority to issue bonds for these purposes upon approval by 55% of the voters voting on a proposal to issue the bonds. This bill would instead authorize the public financing authority to issue bonds for these purposes without submitting a proposal to the voters.

SB 137 (Dodd) Federal Transportation Funds: State Exchange Programs - Existing law provides for the exchange of federal and state transportation funds between local entities and the state under certain circumstances. This bill would authorize the Department of Transportation to allow certain federal transportation funds that are allocated as local assistance to be exchanged for Road Maintenance and Rehabilitation Program funds appropriated to the department.

AB 252 (Daly) Caltrans NEPA Delegation - Existing law, until January 1, 2020, provides that the State of California consents to the jurisdiction of the federal courts regarding the compliance, discharge, or enforcement of the responsibilities it assumed as a participant in the program. This bill would extend the operation of these provisions indefinitely.

ACA 1 (Aguiar-Curry) Local Government Financing - Affordable Housing and Public Infrastructure: Voter Approval - This constitutional amendment would lower the necessary voter threshold from a two-thirds supermajority to 55 percent to approve local general obligation bonds and special taxes for affordable housing and public infrastructure projects.

AB 825 (Mullin) San Mateo County Flood and Sea Level Rise Resiliency District - Existing law, the San Mateo County Flood Control District Act, establishes the San Mateo County Flood Control District for the purpose of controlling the floodwater and stormwater of the County of San Mateo. This bill would modify the District to change the name to the Flood and Sea Level Rise Resiliency Agency, revise the governance to a seven-member board including five city council representatives and two county supervisors, expanding authorities to address sea level rise, and updating funding and financing authorities to reflect changes in the State Constitution since the Act was first written. At the time of printing, AB 825 was still a spot bill awaiting processing in the legislature. Staff will provide a verbal update and/or handouts with the latest information at the meeting.

#### **ATTACHMENTS**

1. March 2019 Legislative update from Shaw/ Yoder/ Antwih, Inc.
2. Draft Letter in support of SB 128 (Beall)
3. Draft Letter in support of SB 137 (Dodd)
4. Draft Letter in support of AB 252 (Daly)
5. Draft Letter in support of ACA 1 (Aguiar-Curry)
6. Full Legislative information is available for specific bills at <http://leginfo.legislature.ca.gov/>



**SHAW/YODER/ANTWIH, inc.**  
LEGISLATIVE ADVOCACY • ASSOCIATION MANAGEMENT

**DATE:** March 4, 2019  
**TO:** Board Members, City/County Association of Governments, San Mateo County  
**FROM:** Andrew Antwih and Matt Robinson, Shaw / Yoder / Antwih, Inc.  
**RE:** STATE LEGISLATIVE UPDATE – March 2019

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***Legislative Update***

The Legislature had until February 22 to introduce bills for consideration in the first year of the 2019-20 Legislative Session. Approximately 2700 bills – many of them “spot” or placeholder bills – were introduced by the deadline. We are tracking a number of bills for C/CAG, some of which are identified under ***Bills of Interest*** below.

***Bills of Interest***

**SB 4 (McGuire and Beall) Planning and Zoning for Housing. \***

This bill would a neighborhood multifamily project or eligible TOD project to submit an application for a ministerial approval process. The bill would define a “neighborhood multifamily project” to mean a project to construct a multifamily unit of up to 2 residential dwelling units in a nonurban community, as defined, or up to 4 residential dwelling units in an urban community, as defined, that meets local height, setback, and lot coverage zoning requirements as they existed on July 1, 2019. The bill would define an “eligible TOD project” as a project located in an urban community, as defined, that meets specified height requirements, is located within 1/2 mile of an existing or planned transit station parcel or entrance, and meets other floor area ratio, density, parking, and zoning requirements. The bill also requires an eligible TOD project development proponent to develop a plan that ensures transit accessibility to the residents of the development in coordination with the applicable local transit agency. The bill would require specified TOD projects to comply with specified affordability, prevailing wage, and skilled and trained workforce requirements. The bill would also define “eligible parcel” to mean a parcel located within a city or county that has unmet regional housing needs and has produced fewer housing units than jobs over a specified period; is zoned to allow residential use and qualifies as an infill site; is not located within a historic district, coastal zone, very high fire hazard severity zone, or a flood plain; the development would not require the demolition of specified types of affordable housing; the parcel is not eligible for development under existing specified transit-oriented development authorizations; and the parcel in question has been fully reassessed on or after January 1, 2021, to reflect its full cash value.

**SB 5 (Beall) Local-State Sustainable Investment Incentive Program. \***

This bill would establish the Local-State Sustainable Investment Incentive Program, which would be administered by the Sustainable Investment Incentive Committee. The bill would authorize a city, county, city and county, joint powers agency, enhanced infrastructure financing district, affordable housing authority, community revitalization and investment authority or transit village development district to apply to the Committee to participate in the program and would authorize the Committee to approve or deny applications for projects meeting specific criteria. Upon approval of a project

application, the bill would require the Committee to issue an order directing the county auditor to reduce the total amount of ad valorem property tax revenue otherwise required to be contributed to the county's ERAF from the applicant by the annual reduction amount approved. The bill would require a county auditor, if the applicant is an enhanced infrastructure financing district, affordable housing authority, transit village development district, or community revitalization investment authority, to transfer to the district or authority an amount of property tax revenue equal to the reduction amount approved by the Committee.

**SB 18 (Skinner) Keep Californians Housed Act. \***

This bill, no later than January 1, 2021, would require the department to develop and publish on its Internet Web site, and to annually update, a guide to all state laws pertaining to landlords and the landlord-tenant relationship. The bill would also require the department to survey each city in this state to determine which cities, if any, provide resources or programs to inform landlords of their legal rights and obligations and to post on its Internet Web site a list of those cities which, in the judgment of the department, have the most robust resources and programs. This bill contains other related provisions and other existing laws.

**SB 50 (Wiener) Planning and Zoning: Housing Development: Equitable Communities Incentives. \***

This bill would require a city, county, or city and county to grant upon request an equitable communities incentive when a development proponent seeks and agrees to construct a residential development, as defined, that satisfies specified criteria, including, among other things, that the residential development is either a job-rich housing project or a transit-rich housing project, as those terms are defined; the site does not contain, or has not contained, housing occupied by tenants or accommodations withdrawn from rent or lease in accordance with specified law within specified time periods; and the residential development complies with specified additional requirements under existing law. The bill would require that a residential development eligible for an equitable communities incentive receive waivers from maximum controls on density and automobile parking requirements greater than 0.5 parking spots per unit, up to 3 additional incentives or concessions under the Density Bonus Law, and specified additional waivers if the residential development is located within a 1/2-mile or 1/4-mile radius of a major transit stop, as defined. The bill would authorize a local government to modify or expand the terms of an equitable communities incentive, provided that the equitable communities incentive is consistent with these provisions.

**SB 128 (Beall) Enhanced Infrastructure Financing Districts: Bonds: Issuance.**

Existing law authorizes the public financing authority to issue bonds for these purposes upon approval by 55% of the voters voting on a proposal to issue the bonds. This bill would instead authorize the public financing authority to issue bonds for these purposes without submitting a proposal to the voters. The bill would require the resolution to issue bonds to contain specified information related to the issuance of the bonds. *We recommend C/CAG SUPPORT this measure.*

**SB 137 (Dodd) Federal Transportation Funds: State Exchange Programs.**

Existing federal law apportions transportation funds to the states under various programs, including the Surface Transportation Program and the Highway Safety Improvement Program, subject to certain conditions on the use of those funds. Existing law provides for the allocation of certain of those funds to local entities. Existing law provides for the exchange of federal and state transportation funds between local entities and the state under certain circumstances. This bill would authorize the Department of Transportation to allow the above-described federal transportation funds that are allocated as local assistance to be exchanged for Road Maintenance and Rehabilitation Program funds appropriated to the department. *We recommend C/CAG SUPPORT this measure.*

**AB 11 (Chiu) Community Redevelopment Law of 2019. \***

This bill, the Community Redevelopment Law of 2019, would authorize cities and counties to create agencies that would use tax increment financing to fund affordable housing and infrastructure projects. This bill takes a similar approach to the tax increment financing structure used by the former redevelopment agencies.

**AB 69 (Ting) Land Use: Accessory Dwelling Units. \***

Existing law requires a local agency to submit the accessory dwelling unit ordinance to the Department of Housing and Community Development within 60 days after adoption and authorizes the department to review and comment on the ordinance. This bill would authorize the department to submit written findings to a local agency as to whether the local ordinance complies with state law, and to notify the Attorney General if the ordinance violates state law. The bill would require a local agency to consider the department's findings and would authorize the local agency to amend its ordinance to comply with state law or adopt a resolution with findings explaining why the ordinance complies with state law and addressing the department's findings.

**AB 252 (Daly) Caltrans NEPA Delegation**

Existing law, until January 1, 2020, provides that the State of California consents to the jurisdiction of the federal courts regarding the compliance, discharge, or enforcement of the responsibilities it assumed as a participant in the program. This bill would extend the operation of these provisions indefinitely. ***We recommend C/CAG SUPPORT this measure.***

**AB 825 (Mullin) San Mateo County Flood Control District**

Existing law, the San Mateo County Flood Control District Act, establishes the San Mateo County Flood Control District for the purpose of controlling the floodwater and stormwater of the County of San Mateo. This bill would modify the District to change the name to the Flood and Sea Level Rise Resiliency Agency, revise the governance to a seven-member board including five city council representatives and two county supervisors, expanding authorities to address sea level rise, and updating funding and financing authorities to reflect changes in the State Constitution since the Act was first written. ***We recommend C/CAG SUPPORT this measure.***

**AB 847 (Grayson) Transportation Funding to Incentivize Housing**

This bill would require HCD to review each production report submitted by a city or county in to determine if that city or county has met the applicable minimum housing production goal for the reporting period. The bill would redirect transportation revenues currently used for debt-service (e.g. vehicle weight fees) to be apportioned by the Controller to cities and counties if they have been certified by HCD to have met their very low-income housing goals or low-income housing goals.

**AB 1413 (Gloria) Local Sales Tax Measures**

Existing law authorizes, upon approval of two-thirds of the voters, to impose a retail transaction and use tax for specified transportation purposes. This bill would authorize a local agency to impose a tax applicable to only a portion of its county if two-thirds of the voters voting on the measure within the portion of the county to which the tax would apply.

**AB 1568 (McCarty) Loss of Transportation Funding for Failure to Meet Housing Production Targets**

This bill would require HCD to review each production report submitted by a city or county in to determine if that city or county has met the applicable minimum housing production goal for the reporting period. If a local agency fails to meet their production targets, the bill would require the Controller to withhold Road Maintenance and Rehabilitation Account funding for that jurisdiction and deposit those funds in a separate escrow account for each city or county that is not in compliance. The bill would require the Controller to distribute the funds to the local agency when they are found to comply.

**ACA 1 (Aguir-Curry) Local Government Financing: Affordable Housing and Public Infrastructure: Voter Approval.**

This constitutional amendment would lower the necessary voter threshold from a two-thirds supermajority to 55 percent to approve local general obligation bonds and special taxes for affordable housing and public infrastructure projects. ***We recommend C/CAG SUPPORT this measure.***

*Bills marked with an \* are being tracked by MTC as implementing elements of the CASA Compact. These bills are not sponsored by MTC. The above list does not include all bills MTC has identified as others are currently "spot" bills and lack substance.*

# C/CAG

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

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March 14, 2019

The Honorable Jim Beall  
California State Senate  
State Capitol, Room 2082  
Sacramento, CA 95814

RE: **SUPPORT** for Senate Bill 128 (Beall)

Dear Senator Beall:

The City/County Association of Governments of San Mateo County (C/CAG), the Congestion Management Agency (CMA) for San Mateo County, is pleased to write to you in **SUPPORT** of your bill, SB 128, which would eliminate the voter-approval requirement for bonds issued to fund projects within an Enhanced Infrastructure Financing District (EIFD).

Existing law authorizes a local agency or agencies, that formed an EIFD, to issue bonds upon approval by 55% of the voters voting within an EIFD to fund certain project types, including transportation improvements. This bill would instead authorize the local agency to issue bonds for the allowable projects without submitting a proposal to the voters.

By removing the vote-threshold, this bill would provide a city, county or special district with a renewed ability to generate new revenue to fund much-needed local infrastructure projects that increase access to housing, jobs & schools, reduce traffic congestion and improve air quality.

We **SUPPORT** SB 128 and appreciate your efforts to make it easier for local agencies to access additional funding as the state and local agencies continue to face significant shortfalls. Please feel free to contact Sandy Wong, the C/CAG Executive Director, at [slwong@smcgov.org](mailto:slwong@smcgov.org) with any questions or concerns.

Sincerely,

Maryann Moise Derwin, Chair  
City/County Association of Governments of San Mateo County

Cc: Assembly Member Marc Berman  
Assembly Member Kevin Mullin  
Assembly Member Phil Ting  
Senator Jerry Hill

# C/CAG

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March 14, 2019

The Honorable Bill Dodd  
California State Senate  
State Capitol, Room 4032  
Sacramento, CA 95814

RE: **SUPPORT** for Senate Bill 137 (Dodd)

Dear Senator Dodd:

The City/County Association of Governments of San Mateo County (C/CAG), the Congestion Management Agency (CMA) for San Mateo County, is pleased to write to you in **SUPPORT** of your bill, SB 137, which would expand the state's Match Exchange Program to reduce the cost and regulatory hurdles of transportation projects.

All transportation projects in the state funded with federal, state, regional or local revenues, are required to go through the California Environmental Quality Act (CEQA). If the project includes any amount of federal funding, state and local agencies must also go through the National Environmental Policy Act (NEPA). Undergoing federal environmental review in addition to state review is nearly duplicative and time consuming.

By expanding the Match Exchange Program to regions with populations over 200,000, and expanding to other Federal Surface Transportation programs, such as the Safe Routes to School Program, Highway Safety Improvement Program, and local bridge projects, state and local agencies could see the benefit of having state and local funding stretched further.

We **SUPPORT** SB 137 and appreciate your efforts to streamline the delivery of state transportation projects. Please feel free to contact Sandy Wong, the C/CAG Executive Director, at [slwong@smcgov.org](mailto:slwong@smcgov.org) with any questions or concerns.

Sincerely,

Maryann Moise Derwin, Chair  
City/County Association of Governments of San Mateo County

Cc: Assembly Member Marc Berman  
Assembly Member Kevin Mullin  
Assembly Member Phil Ting  
Senator Jerry Hill



# C/CAG

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March 14, 2019

The Honorable Tom Daly  
California State Assembly  
State Capitol, Room 3120  
Sacramento, CA 95814

RE: **SUPPORT** for AB 252 (Daly)

Dear Assembly Member Daly:

The City/County Association of Governments of San Mateo County (C/CAG), the Congestion Management Agency (CMA) for San Mateo County, is pleased to write to you today in **SUPPORT** of your bill, AB 252. This bill would grant Caltrans the authority to continue performing federal environmental responsibilities for highway projects under the National Environmental Policy Act (NEPA) and other federal laws.

The authority for Caltrans to assume NEPA assignment currently exists, but is set to expire on December 31, 2019, at which time Caltrans could stop issuing NEPA approvals for projects on or adjacent to the federal highway system or funded with federal dollars. In San Mateo County, numerous bicycle and pedestrian, transit access, and roadway rehabilitation projects could be affected in approximately 16 out of our 21 local jurisdictions. A delay in extending the NEPA authority would significantly delay the final environmental approvals needed to advance these important projects.

Therefore, we **SUPPORT** AB 252 and appreciate your efforts to extend the authorization. Please feel free to contact Sandy Wong, C/CAG's Executive Director, at [slwong@smcgov.org](mailto:slwong@smcgov.org) with any questions or concerns.

Sincerely,

Maryann Moise Derwin, Chair  
City/County Association of Governments of San Mateo County

Cc: Assembly Member Marc Berman  
Assembly Member Kevin Mullin  
Assembly Member Phil Ting  
Senator Jerry Hill

# C/CAG

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March 14, 2019

The Honorable Cecilia Aguiar-Curry  
California State Assembly  
State Capitol, Room 5144  
Sacramento, CA 95814

RE: **SUPPORT** for Assembly Constitutional Amendment 1 (Aguiar-Curry)

Dear Assembly Member Aguiar-Curry:

The City/County Association of Governments of San Mateo County (C/CAG), the Congestion Management Agency (CMA) for San Mateo County, is pleased to write to you today in **SUPPORT** of ACA 1. This measure would lower the voter-threshold for the imposition, extension or increase of a special tax by a local government for affordable housing and infrastructure purposes, from two-thirds to 55 percent.

As you know, the California Constitution conditions the imposition of a special tax by a city, county, or special district upon the approval of two-thirds of the voters of the city, county, or special district voting on that tax. In recent years, this supermajority requirement has resulted in several major local transportation sales tax proposals narrowly failing passage. For example, Measure X (2016) in nearby Contra Costa County received 62.5 percent approval and Measure B (2016) in Sacramento County received 64.81 percent approval, just short of the 66.7 percent voter-threshold. Both measures would have passed decisively under the revised voter-threshold proposed by this constitutional amendment. San Mateo County, through Measure W (2018), voted to assess a half-cent sales tax to fund transportation improvements in the County, but the election was very close, winning with 66.87 percent. In the coming years, we may be looking to invest more local funding to address the maintenance needs of our local streets & roads and transit systems.

By lowering the voter-threshold for a special tax for local projects from two-thirds to 55 percent, this constitutional amendment would provide a city, county or special district with a renewed ability to generate new revenue to fund much-needed local infrastructure and housing projects that increase access to housing, jobs & schools, reduce traffic congestion and improve air quality.

We **SUPPORT** ACA 1 and appreciate your efforts to make it easier for local agencies to access additional funding as the state and local agencies continue to face significant shortfalls. Please feel free to contact Sandy Wong, the C/CAG Executive Director, at [slwong@smcgov.org](mailto:slwong@smcgov.org) with any questions or concerns.

Sincerely,

Maryann Moise Derwin, Chair  
City/County Association of Governments of San Mateo County

Cc: Assembly Member Marc Berman  
Assembly Member Kevin Mullin  
Assembly Member Phil Ting  
Senator Jerry Hill

## C/CAG AGENDA REPORT

Date: March 14, 2019

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

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 19-15 adopting the definition of northern, central, southern, and coastal areas of San Mateo County for the purpose of representation on the proposed San Mateo County Flood and Sea Level Rise Resiliency District Board of Directors.

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

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### RECOMMENDATION

That the C/CAG Board Review and approve Resolution 19-15 adopting the definition of northern, central, southern, and coastal areas of San Mateo County for the purpose of representation on the proposed San Mateo County Flood and Sea Level Rise Resiliency District Board of Directors.

### FISCAL IMPACT

None

### BACKGROUND

In January 2019, the C/CAG Board approved Resolution 19-01, endorsing the proposal for the San Mateo County Flood and Sea Level Rise Resiliency Agency. That proposal calls for revising the existing San Mateo County Flood Control District Act to change, among other things, the governance structure from the Board of Supervisors to a seven-member board that includes five city council appointees and two county supervisors. The proposal calls for C/CAG to appoint the city representatives, four of which would be from northern, central, southern, and coastal geographic areas and the fifth being at-large. The two supervisors would be appointed by the Board of Supervisors, with one being a coastal representative and the second at-large.

In February, C/CAG's Countywide Water Coordination Committee (Water Committee) reviewed several options for defining the four geographic areas (see Attachment 2). These included delineations based on existing approaches used by C/CAG and the San Mateo County Transportation Authority, an approach based on general watershed boundaries, and an approach attempting to balance as much as possible population and number of cities within each area. After some discussion, the Water Committee supported the latter approach, attempting to balance population and number of cities, delineated as follows:

- Northern Area: Brisbane, Burlingame, Colma, Millbrae, San Bruno, South San Francisco (six cities, population 172k)
- Central Area: Belmont, Foster City, Hillsborough, San Carlos, San Mateo (five cities, population 206k)
- Southern Area: Atherton, East Palo Alto, Menlo Park, Portola Valley, Redwood City, Woodside (six cities, population 170k)
- Coastal Area: Daly City, Half Moon Bay, Pacifica (three cities, population 160k)

Staff recommends the C/CAG Board approve Resolution 19-15, formalizing these geographic delineations for the purpose of soliciting and appointing candidates to serve on the proposed Flood and Sea Level Rise Resiliency District board of directors, or in the alternative provide direction to staff on a revised approach.

#### **ATTACHMENTS**

1. Resolution 19-15
2. Options presented to Water Committee for defining geographic boundaries

## **RESOLUTION 19-15**

### **RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY ADOPTING THE DEFINITION OF NORTHERN, CENTRAL, SOUTHERN, AND COASTAL AREAS OF SAN MATEO COUNTY FOR THE PURPOSE OF REPRESENTATION ON THE PROPOSED SAN MATEO COUNTY FLOOD AND SEA LEVEL RISE RESILIENCY DISTRICT BOARD OF DIRECTORS.**

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

**WHEREAS**, C/CAG convened its Countywide Water Coordination Committee (Committee) to investigate opportunities for greater communication, collaboration, and coordination on integrated water issues, including flood, sea level rise, and stormwater management; and

**WHEREAS**, the Committee recommended the C/CAG Board endorse a proposal for creating the San Mateo County Flood and Sea Level Rise Resiliency District; and

**WHEREAS**, the C/CAG Board approved Resolution 19-01, endorsing the proposal; and

**WHEREAS**, the proposal calls for modifying through legislation the existing County Flood Control District, changing its governance to include five city and two county elected officials, expanding its authorities to address sea level rise and coastal erosion, clarifying its funding and financing authorities to be consistent with current state regulations and constitutional restrictions, and changing its name to the San Mateo County Flood and Sea Level Rise Resiliency District (District); and

**WHEREAS**, the proposed governing board for the Agency would include five city council representatives, three of which would represent the north, central, and south bayside areas, one of which would represent the coastal area, and one at-large, all to be appointed by the C/CAG Board of Directors, and two County Supervisors, one of which would represent the coastal area and one at-large to be appointed by the Board of Supervisors; and

**WHEREAS**, the Committee evaluated options for defining the geographic areas for city council representatives on the proposed Agency Board and recommends an option that balances to the extent possible the population and number of cities in each area.

**NOW THEREFORE BE IT RESOLVED**, that the C/CAG Board of Directors hereby declares, for the purposes of soliciting and appointing city council representatives to the proposed Flood and Sea Level Rise Resiliency District Board of Directors, the following geographic areas are defined to include the specified cities:

Northern Area: Brisbane, Burlingame, Colma, Millbrae, San Bruno, South San Francisco  
Central Area: Belmont, Foster City, Hillsborough, San Carlos, San Mateo  
Southern Area: Atherton, East Palo Alto, Menlo Park, Portola Valley, Redwood City, Woodside  
Coastal Area: Daly City, Half Moon Bay, Pacifica

**PASSED, APPROVED, AND ADOPTED, THIS 14TH DAY OF MARCH 2019.**

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*Maryann Moise Derwin, Chair*

<b>Delineation</b>	<b>San Mateo Transportation Authority</b>	<b>C/CAG Countywide Water Coordination Committee</b> (not formally defined for recruitment, but designations staff used for selection that are generally tied to watershed areas)	<b>Semi-Watershed-based Option</b>	<b>Alternate to balance population and number of cities</b>
North	Brisbane, Colma, Daly City, Pacifica, San Bruno, South San Francisco	Brisbane, Colma, <b>Daly City</b> , San Bruno, South San Francisco	Brisbane, Colma, Daly City, San Bruno, South San Francisco (five cities, population 227k)	Brisbane, Burlingame, Colma, Millbrae, San Bruno, South San Francisco (six cities, population 172k)
Central	Belmont, Burlingame, Foster City, Half Moon Bay, Hillsborough, Millbrae, San Mateo	Belmont, Burlingame, Foster City, Hillsborough, Millbrae, San Mateo	Belmont, Burlingame, Foster City, Hillsborough, Millbrae, San Mateo (six cities, population 230k)	Belmont, Foster City, Hillsborough, San Carlos, San Mateo (five cities, population 206k)
South	Atherton, East Palo Alto, Menlo Park, Portola Valley, Redwood City, San Carlos, Woodside	Atherton, East Palo Alto, Menlo Park, Portola Valley, Redwood City, San Carlos, Woodside	Atherton, East Palo Alto, Menlo Park, Portola Valley, Redwood City, San Carlos, Woodside (seven cities, population 200k)	Atherton, East Palo Alto, Menlo Park, Portola Valley, Redwood City, Woodside (six cities, population 170k)
Coastal		Pacifica, Half Moon Bay, <b>Daly City</b>	Pacifica, Half Moon Bay (two cities, population 51k)	Daly City, Half Moon Bay, Pacifica (three cities, population 160k)

## C/CAG AGENDA REPORT

Date: March 14, 2019

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

From: Sandy Wong, Executive Director

Subject: Receive an update on the US 101 Express Lanes Ad Hoc committee progress.

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

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### RECOMMENDATION

That the C/CAG Board of Directors receive an update on the US 101 Express Lanes Ad Hoc committee progress.

### FISCAL IMPACT AND SOURCE OF FUNDS

N/A.

### BACKGROUND

At the February 14, 2019 C/CAG Board meeting, the Board passed Resolution 19-10 approving the direction for the owner and operator for the San Mateo County US 101 Express Lanes project, and directed the Ad Hoc committee members to develop recommendation on the details for a proposed new JPA to assure equality between C/CAG and the TA.

The Joint Ad Hoc committee met on March 1, 2019 and has agreed upon the Joint Powers Authority (JPA) framework for the TA and C/CAG as co-owners of the San Mateo 101 Express Lanes. The framework includes the proposed terms for JPA powers, obligations, organization, governance, functions, as well as other provisions. Staff will provide verbal update to the C/CAG at the March 14<sup>th</sup> Board meeting.

At the March 1, 2019 Joint Ad Hoc Committee meeting, the committee passed a motion to approve the JPA framework as presented by legal counsel staff of TA and C/CAG. The committee received presentations on examples staffing model, and engaged in a discussion on JPA staffing. The committee directed staff to make a JPA staffing recommendation for consideration at the next meeting scheduled for March 22, 2019. The Joint Ad Hoc Committee targets to make recommendations to the respective boards on a final draft JPA agreement at the next meeting.

### ATTACHMENTS

1. March 1, 2019 Joint Ad Hoc Agenda, and Additional Meeting Materials (including Draft JPA framework) are available on-line at: <http://ccag.ca.gov/committees/board-of-directors/>
2. Additional project history.



### **Additional Project History:**

In 2012, C/CAG, as the Project Sponsor, applied for and was awarded \$2 million TA Measure A Highway Program funds to develop a Project Initiation Document (PID) to extend High-Occupancy Vehicle lanes (HOV) Study on US 101 from Whipple to the I-380 interchange.

On May 4, 2015, the California State Department of Transportation (Caltrans) approved a Project Initiation Document (PID) for a project that proposed to extend existing High Occupancy Vehicle (HOV) lanes on the Highway 101 Corridor in San Mateo County 14.5 miles from Whipple Road to the Interstate 380 interchange.

In May 2015, as the project sponsor, C/CAG applied for and was awarded \$8.5 million TA Measure A Highway Program funds to prepare the Environmental Study and Project Report for the project.

Based on stakeholder input, an express lane option was added to the project scope (for the environmental study) in addition to the carpool lane option.

In June 2016, work began on the environmental phase of the 101 Corridor Managed Lanes Project which proposed to modify US101 resulting in 22.5 miles of managed lanes in each direction from Santa Clara County to I-380. An integrated project delivery team including staff from Caltrans, TA, C/CAG, and consultants was formed to implement the project.

Given the complexity, large size, and regional nature of the project, partnership and collaboration between C/CAG and the SMCTA is required to ensure success. It was recommended that C/CAG and the SMCTA serve as co-sponsors of the project.

On November 10, 2016 the C/CAG Board approved a resolution to co-sponsor the environmental phase of the US 101 Managed Lane Project with the TA.

C/CAG has since programmed a total of \$33.5 million in STIP funds and \$9.5 million in Federal earmark repurposed funds for the project, which is matched by various funding sources, including SB 1, regional bridge tolls, local, and private sector funding.

After extensive outreach and public review, the environmental document, which reports the benefits and impacts that are anticipated to be realized with the implementation of the project, was finalized and certified by Caltrans in November 2018.

On November 16, 2018, the C/CAG and TA held a Joint Workshop including options for owner and operator for the express lanes.

At the December 2018 meetings, the TA and C/CAG Boards selected different owner/operator options and provided inconsistent direction for their respective staffs. Staff of the two agencies recommended that the Joint Ad Hoc Committee confer and recommend the appropriate actions for the TA and C/CAG Boards to consider at their respective Board meetings on February 7 and February 14, 2019.

In January 2019, the project's name was changed from "Managed Lanes" to "Express Lanes" to facilitate public outreach.

## Joint Ad Hoc Committee of 101 Managed Lanes Project

On December 21, 2018, upon recommendation from their respective staff, the Chairs of C/CAG and TA conferred and each appointed three ad hoc members from their respective boards to serve as Ad Hoc committee members. They are: Alicia Aguirre, Diane Papan, and Doug Kim from the C/CAG Board; Don Horsley, Emily Beach, and Maureen Freschet from the TA Board.

The six-member Joint Ad Hoc committee met on January 2, January 25, and February 1, 2019.

During that time, BAIFA staff offered the new option for C/CAG and TA to retain ownership of the Project and enter into agreement with BAIFA to operate the Project, subject to the approval by the California Transportation Commission (CTC), per Assembly Bill AB 194 (Frazier), Chapter 687.

At the January 25, 2019 Joint Ad Hoc committee meeting, the committee approved a motion to support the new option for C/CAG and TA to co-own the express lanes while contracting with BAIFA for operation, as long as the two boards agree on the details on how to manage the joint ownership.

At the February 1, 2019 Joint Ad Hoc committee meeting, the committee approved a motion to recommend the C/CAG and TA boards to form a Joint Powers Authority (JPA) for ownership of the Project, and agreed that the Joint Ad Hoc committee will continue to develop details for the JPA to assure equality between C/CAG and TA.

At the March 1, 2019 Joint Ad Hoc meeting, the committee passed a motion to approve the JPA framework as presented by legal counsel staff of TA and C/CAG. The committee received presentations on examples staffing model and engaged in a discussion on staffing. The committee directed staff to make a JPA staffing recommendation for consideration at the next meeting scheduled for March 22, 2019.

## C/CAG AGENDA REPORT

Date: March 14, 2019

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

From: Sandy Wong, Executive Director

Subject: Receive a presentation on the C/CAG Request for Regionally Significant Projects and outreach process in response to the Metropolitan Transportation Commission's development of Plan Bay Area 2050.

(For further information or questions contact Jeff Lacap at 650-599-1455)

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### RECOMMENDATION

That the C/CAG Board receive a presentation on the C/CAG Request for Regionally Significant Projects and outreach process in response to the Metropolitan Transportation Commission's development of Plan Bay Area 2050.

### FISCAL IMPACT

Unknown.

### SOURCE OF FUNDS

N/A

### BACKGROUND

Metropolitan Transportation Commission (MTC) has initiated the update of its long-range Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), to be adopted in the summer of 2021. The RTP/SCS, also known as Plan Bay Area 2050, will detail how the San Francisco Bay Area's transportation system will be maintained, improved and expanded to the horizon year of 2050. The Plan Bay Area is updated every four (4) years and typically with no mid-term amendment. The last RTP/SCS update was performed in 2017.

Plan Bay Area 2050 is a state-mandated, integrated long-range transportation, land-use and housing plan that will support a growing economy, provide housing and transportation choices, and reduce transportation-related pollution in the San Francisco Bay Area.

Per MTC Request for Regionally-Significant Projects Guidance:

*“For regionally-significant projects to progress from an idea to implementation or construction, project sponsors must demonstrate the project assumptions are consistent with Plan Bay Area 2050 and its environmental assessments (e.g., regional transportation-air quality conformity, program environmental impact report). Therefore, all regionally-significant*

*projects anticipated to open by 2050 that will seek federal, state, or regional funding or that will require federal or state actions (e.g., project-level transportation-air quality conformity, National Environmental Policy Act (NEPA), California Environmental Quality Act (CEQA) must be submitted for consideration during this Request for Regionally-Significant Projects.”*

MTC requests the assistance of each of the nine Bay Area Congestion Transportation Agencies (CTA's), also known as Congestion Management Agencies (CMA's), to coordinate project proposals for their county. The purpose of the Plan Bay Area 2050 Request for Regionally Significant Projects process is to assemble an array of capacity-expanding, regionally-significant projects and programmatic categories of smaller projects for prioritization in the region's long-range plan. The Plan Bay Area 2050 Request for Regionally Significant Projects will build upon Plan Bay Area 2040 (adopted in 2017), the Bay Area's adopted 2019 Transportation Improvement Program (TIP), and MTC Horizon's Request for Transformative Projects.

### C/CAG Request for Regionally-Significant Projects

Project sponsors will be requested to submit regionally significant projects which are defined as follows:

- **Regionally-significant project** means a transportation project (other than an exempt project) that is adding capacity to a facility which serves regional transportation needs including at a minimum the principal arterial system and all fixed guideway transit facilities.
  - In the context of Plan Bay Area 2050, a project proposal will be deemed regionally-significant if it meets any of the following:
    - Expands or extends the principal arterial system (length must be greater than ¼ mile)
    - Expands or extends a roadway to become part of the principal arterial system (length must be greater than ¼ mile)
    - Reduces the number of lanes (e.g., road diet) of the principal arterial system (length must be greater than ¼ mile)
    - Adds new or expands access to the principal arterial system (e.g., new interchanges or interchange modifications that add capacity)
    - Extends or expands the fixed guideway transit infrastructure
    - Adds new or expands transit stations or terminals, including parking facilities
    - Expands transit fleets or service levels (e.g., increased frequency, hours of operation)
    - Alters the cost for users of the transportation system (e.g., cordon pricing, tolling, transit fares).
    - Total estimated cost (capital + operating and maintenance) is greater than \$250 million

### Programmatic Investments

Programmatic Investments are a collection of like transportation projects (other than regionally significant projects) identified by a single listing in the Plan, often grouped by purpose and geography (e.g. pavement preservation, bicycle/pedestrian facilities, intersection improvements). Projects that are considered Programmatic Investments do not have to be submitted for individual listing. Projects that increase capacity of the transportation system but fail to meet the regionally-significant criteria listed above will be considered programmatic investments (e.g., minor highway improvements, widening of

local streets). See Attachment 1 for programmatic category project types. Project sponsors should consult Attachment 1 to determine if their project should be submitted. C/CAG Staff should be consulted if there are questions about a project's fit within the programmatic categories.

MTC will issue a spreadsheet populated with existing data from the current RTP/SCS, State Transportation Improvement Program (STIP), and TIP. C/CAG staff will ask project sponsors to review and update project information if necessary. This includes any changes to the scope of work, schedule, or revenue sources.

MTC has developed an initial target of expected revenues for each county. The total cost of all the projects collected will need to be constrained within this target. Because of this financial constraint, larger projects with longer lead times may be programmed in the outer years of the RTP/SCS with partially funded phases, such as the planning or environmental phases.

MTC will take the projects collected from this request and perform a project performance assessment against three scenarios that will shape a final scenario for Plan Bay Area 2050. Projects that are not covered under a programmatic category and that will seek federal, state, or regional funding or require federal or state action (e.g., project level conformity, NEPA, CEQA) must be included in the plan to progress to implementation. In addition, projects that are 100% locally funded and have regional significance must still be included in the plan and analyzed by the region.

#### Tentative Schedule and Outreach

C/CAG anticipates releasing the Request for Regionally Significant Projects after the March 14, 2019 C/CAG Board of Directors Meeting. To comply with outreach requirements, C/CAG plans on utilizing committee meetings to allow for public input. A public meeting is scheduled to be held at the April 29, 2019 CMEQ meeting to provide an opportunity for public comment on the list of projects that will be submitted for consideration in Plan Bay Area 2050 and to adhere to MTC outreach policy. A list of submitted projects will be presented to the CMP TAC and CMEQ in May and presented to the C/CAG Board, for an endorsement, in June 2019.

The request for projects and project updates will be sent to C/CAG Board members, City Managers, Public Works Directors, Planning Directors, the Congestion Management Program Technical Advisory Committee (CMP TAC), the Congestion Management and Environmental Quality (CMEQ) committee, the Bicycle and Pedestrian Advisory Committee (BPAC) committee, the San Mateo County Transportation Authority (SMCTA), SamTrans, Caltrain, the Water Emergency Transportation Authority (WETA), BART, and the Golden Gate National Recreation Area (GGNRA) request for projects announcement will also be posted on the C/CAG website. A workshop for San Mateo County project sponsors is tentatively scheduled for March 20<sup>th</sup>, 2019.

Project sponsors should be a public agency such as a city/town, the county, transit operator, a transportation agency in San Mateo County, or Caltrans. Other entities must secure a public agency sponsor to submit projects. C/CAG staff may need to direct/refer any other entities with project ideas to partner with a public agency who would be responsible to conduct the environmental review, approve final design, and approve right-of-way requirements.

Below is the anticipated schedule showing C/CAG’s process schedule. MTC anticipates that Plan Bay Area 2050 will be adopted in the summer of 2021.

Schedule Task	Date
Review and Solicit Input on Draft Request for Projects Guidance	MTC PTAC: January 2019 Regional RAWG: March 2019
C/CAG Staff Coordination Meeting with SMCTA/SamTrans/JBP	February 2019
MTC Issues Request for Regionally Significant Projects Guidance Letter to CTAs	Late February 2019
CMP TAC – Outreach and Process Review	February 21, 2019
CMEQ – Outreach and Process Review	February 25, 2019
C/CAG Board - Outreach and Process Review	March 14, 2019
C/CAG issues a request for regionally significant projects to all identified project sponsors	March 15, 2019
Workshop for San Mateo County Project Sponsors	Tentatively scheduled for the week of March 18th, 2019
Deadline for Project Sponsors to submit projects to C/CAG	April 10, 2019
CMP TAC – Review of Draft Project List	April 18, 2019
CMEQ – Review of Draft Project List and Public Hearing	April 29, 2019
C/CAG to Finalize List of Projects Based on Sponsor Submittals and Public Hearing	Early May 2019
CMP TAC –Review of the final project list	May 16, 2019
CMEQ – Review of the final project list	May 20, 2019
C/CAG Board –Endorsement of the project list	June 13, 2019
Project Submittals Due to MTC	June 28, 2019
MTC Conducts Project-Level Performance Assessment	Fall 2019

**ATTACHMENTS**

1. MTC Plan Bay Area 2050: Draft Programmatic Categories
2. The full ‘Request for Regionally-Significant Projects Guidance’ document issued by MTC can be found on the C/CAG website: <http://ccag.ca.gov/committees/board-of-directors/>)

## Attachment B – Draft Programmatic Categories

The proposed programmatic categories and example project types are listed below:

Category	Systems	Project Types
Minor Highway Improvements	<ul style="list-style-type: none"> <li>State Highway</li> </ul>	<ul style="list-style-type: none"> <li>minor highway extension or new lane (less than ¼ mile);</li> <li>interchange modification (no additional capacity)</li> </ul>
Minor Roadway Improvements	<ul style="list-style-type: none"> <li>Local Road</li> </ul>	<ul style="list-style-type: none"> <li>minor local road extension or new lane (less than ¼ mile)</li> </ul>
Minor Transit Improvements	<ul style="list-style-type: none"> <li>Public Transit</li> </ul>	<ul style="list-style-type: none"> <li>minor/routine expansions to fleet and service;</li> <li>purchase of ferry vessels (that can be accommodated by existing facilities or new CE facilities);</li> <li>construction of small passenger shelters and information kiosks;</li> <li>small-scale/CE bus terminals and transfer points;</li> <li>public transit-human services projects and programs (including many Lifeline Transportation Program projects);</li> <li>ADA compliance;</li> <li>noise mitigation;</li> <li>landscaping;</li> <li>associated transit improvements (including bike/pedestrian access improvements);</li> <li>alternative fuel vehicles and facilities</li> </ul>
Minor Freight Improvements	<ul style="list-style-type: none"> <li>Freight</li> </ul>	<ul style="list-style-type: none"> <li>construction of new, or improvements to existing, rest areas and truck weigh stations;</li> <li>improvements to existing freight terminals (not expansion)</li> </ul>
New Bicycle & Pedestrian Facilities	<ul style="list-style-type: none"> <li>Local Road</li> <li>State Highway</li> </ul>	<ul style="list-style-type: none"> <li>new and extended bike and pedestrian facilities</li> </ul>
Preservation/Rehabilitation	<ul style="list-style-type: none"> <li>Local Road</li> <li>State Highway</li> <li>Public Transit</li> <li>Tollway</li> <li>Freight</li> </ul>	<ul style="list-style-type: none"> <li>pavement resurfacing and/or rehabilitation;</li> <li>bike/pedestrian facilities rehabilitation;</li> <li>non-pavement rehabilitation;</li> <li>preventive maintenance;</li> <li>emergency repair;</li> <li>bridge rehabilitation, replacement or retrofit with no new capacity;</li> <li>transit vehicle rehabilitation or replacement;</li> <li>reconstruction or renovation of transit buildings and structures;</li> <li>rehabilitation or reconstruction of track structures, track, and trackbed in existing rights-of-way;</li> <li>construction of new bus or rail storage/maintenance facilities (in industrial locations with adequate transportation capacity);</li> <li>modernization or minor expansions of transit structures and facilities outside existing right-of-way, such as bridges, stations, or rail yards;</li> <li>purchase of office and shop and operating equipment for existing facilities;</li> <li>purchase of operating equipment for vehicles, such as farebox, lifts, radios;</li> <li>purchase of support vehicles;</li> <li>toll bridge rehabilitation, replacement, or retrofit with no new capacity;</li> <li>freight track and terminal rehabilitation</li> </ul>
Routine Operations & Maintenance	<ul style="list-style-type: none"> <li>Local Road</li> <li>State Highway</li> <li>Public Transit</li> <li>Tollway</li> </ul>	<ul style="list-style-type: none"> <li>routine patching and pothole repair;</li> <li>litter control, sweeping and cleaning;</li> <li>signal operations;</li> <li>communications;</li> <li>lighting;</li> <li>transit operations and fare collection;</li> <li>transit preventive maintenance;</li> <li>toll operations &amp; fare collection</li> </ul>
Management Systems	<ul style="list-style-type: none"> <li>Local Road</li> <li>State Highway</li> <li>Public Transit</li> <li>Tollway</li> </ul>	<ul style="list-style-type: none"> <li>incident management;</li> <li>signal coordination;</li> <li>ITS;</li> <li>TOS/CMS;</li> </ul>

		<ul style="list-style-type: none"> <li>• ramp metering;</li> <li>• transit management systems;</li> <li>• automatic passenger counters;</li> <li>• CAD-AVL;</li> <li>• fare media;</li> <li>• Transit Sustainability Project;</li> <li>• construction or renovation of power, signal, and communications systems;</li> <li>• toll management systems;</li> <li>• toll media</li> </ul>
<b>Safety &amp; Security</b>	<ul style="list-style-type: none"> <li>• Local Road</li> <li>• State Highway</li> <li>• Public Transit</li> <li>• Freight</li> </ul>	<ul style="list-style-type: none"> <li>• railroad/highway crossings and warning devices;</li> <li>• hazardous location or feature;</li> <li>• shoulder improvements; sight distance;</li> <li>• Highway Safety Improvement Program implementation;</li> <li>• Safe Routes to Schools projects and programs;</li> <li>• traffic control devices other than signalization;</li> <li>• guardrails, median barriers, crash cushions; pavement marking;</li> <li>• fencing;</li> <li>• skid treatments;</li> <li>• lighting improvements;</li> <li>• widening narrow pavements with no added capacity;</li> <li>• changes in vertical and horizontal alignment;</li> <li>• transit safety and communications and surveillance systems;</li> <li>• rail sight distance and realignments for safety;</li> <li>• safety roadside rest areas;</li> <li>• truck climbing lanes outside urban area;</li> <li>• emergency truck pullovers</li> </ul>
<b>Travel Demand Management</b>	<ul style="list-style-type: none"> <li>• Local Road</li> <li>• State Highway</li> <li>• Other</li> </ul>	<ul style="list-style-type: none"> <li>• car and bike share;</li> <li>• alternative fuel vehicles and facilities;</li> <li>• parking programs;</li> <li>• carpool/vanpool, ridesharing activities;</li> <li>• information, marketing and outreach;</li> <li>• traveler information</li> </ul>
<b>Intersection Improvements</b>	<ul style="list-style-type: none"> <li>• Local Road</li> </ul>	<ul style="list-style-type: none"> <li>• intersection channelization;</li> <li>• intersection signalization at individual intersections</li> </ul>
<b>Multimodal Streetscape Improvements</b>	<ul style="list-style-type: none"> <li>• Local Road</li> </ul>	<ul style="list-style-type: none"> <li>• minor bicycle and/or pedestrian facility gap closure;</li> <li>• ADA compliance;</li> <li>• landscaping;</li> <li>• lighting;</li> <li>• streetscape improvements;</li> <li>• minor road diet (less than ¼ mile)</li> </ul>
<b>Land Use</b>	<ul style="list-style-type: none"> <li>• Other</li> </ul>	<ul style="list-style-type: none"> <li>• land conservation projects;</li> <li>• TOD housing projects</li> </ul>
<b>Planning</b>	<ul style="list-style-type: none"> <li>• Other</li> </ul>	<ul style="list-style-type: none"> <li>• planning and research that does not lead directly to construction</li> </ul>
<b>Emission Reduction Technologies</b>	<ul style="list-style-type: none"> <li>• Other</li> </ul>	



## C/CAG AGENDA REPORT

Date: March 14, 2019

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

From: Sandy Wong, C/CAG Executive Director

Subject: Receive a presentation from PG&E on the Community Wildfire Safety Program (CWSP) and public safety power shutoff (PSPS).

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

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### **RECOMMENDATION**

That the C/CAG Board receive a presentation from PG&E on the Community Wildfire Safety Program (CWSP) and public safety power shutoff (PSPS).

### **FISCAL IMPACT**

None.

### **SOURCE OF FUNDS**

N/A.

### **BACKGROUND**

Representatives from PG&E will present their ongoing efforts related to reducing the risk of wildfires throughout PG&E's service territory, including vegetation management, utility infrastructure inspections and proactive electrical shutoffs.

### **ATTACHMENT**

NONE.

## C/CAG AGENDA REPORT

**DATE:** March 14, 2019

**TO:** City/County Association of Governments of San Mateo County Board of Directors

**FROM:** Sandy Wong, Executive Director

**SUBJECT:** Election of a C/CAG Chairperson and a C/CAG Vice Chairperson

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

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### **RECOMMENDATION:**

That the C/CAG Board of Directors elect a Chairperson and Vice Chairperson. The vote can be by acclamation or a written ballot depending on the preference of the Board.

### **FISCAL IMPACT:**

None.

### **BACKGROUND/DISCUSSION:**

In accordance with C/CAG by-laws, officers of the Board of Directors shall consist of a Chairperson, and a Vice Chairperson. The Chairperson and Vice Chairperson shall be elected from among the nominees by the Board of Directors at the March meeting to serve for a term of twelve (12) months commencing on April 1. There shall be a two-term limit for each office. That is, a member may not serve more than two consecutive terms as the Chairperson, and not more than two consecutive terms as Vice Chairperson.

Nomination of officers is conducted at the regular February Board meeting, and elections of officers occur at the regular March Board meeting. This procedure was to allow time for the candidates to provide the Board Members with background information to assist them in casting their votes.

At the February 14, 2019 Board meeting, Board member Maryann Moise Derwin was nominated for Chairperson; Board member Maire Chuang was nominated for Vice Chairperson. Both candidates are eligible to serve, if elected.

No additional nominations may be submitted at the March 14<sup>th</sup> meeting. The Board can only accept additional nominees from the floor in the event there are not enough candidates for the available offices.

Election of the Chairperson shall precede election of the Vice Chairperson. The voting shall be public. According to legal counsel, this can be done by hand or in writing as long as the Board member's name appears on the ballot and it becomes part of the official record. Written ballots will be available if the Board wants to use them.

**ATTACHMENTS:**

Attachment 1: Background information for Board member Maryann Moise Derwin, Portola Valley

Attachment 2: Background information for Board member Marie Chuang, Hillsborough

# Town of Portola Valley

Town Hall: 765 Portola Road, Portola Valley, CA 94028 Tel: (650) 851-1700 Fax: (650) 851-4677

March 4, 2019

City/County Association of Governments Governing Board  
c/o Mima Guilles, Executive Assistant  
City/County Association of Governments of San Mateo County  
555 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063

Re: Letter Seeking Appointment for Chair of C/CAG Board

Dear Honorable C/CAG Board Members:

Thank you for the opportunity to serve as C/CAG Board Chair for the past year. Please accept this letter as application to serve the last year of my term.

In the past twelve months, CCAG has shepherded projects large and small. We completed the first “Carpool in San Mateo County” rideshare incentive pilot program and launched “Carpool 2.0.” We created our first Grant Writing Technical Assistance program, started a CCAG newsletter, revamped the evaluation form for the Executive Director’s annual performance review and added the first ever 360 staff reviews. We co-hosted the “Floods, Droughts & Rising Seas, Oh My!” water summit, and helped develop projects that integrated stormwater infrastructure with Safe Routes to Schools improvements. The Resource Management Climate Protection Committee staff completed a draft version of “Energy & Water Strategy 2025” while the Countywide Water Coordination Committee’s Staff Advisory Team developed a draft proposal for a new water agency--the Flood and Sea Level Rise Resiliency Agency (FSLRR). Overshadowing all of this extraordinary work loomed the infamous US 101 Managed Lanes project for which we received over \$220 million in funding. After many months of raucous debate, in February of 2019 we finally approved an owner/operator model and governing structure for the project in alignment with the SMC Transportation Authority board.

2018 brought the passage of two transportation measures that will significantly help San Mateo County—Regional Measure 3 on the June ballot, and the county’s Measure W on the November ballot. And, we were all much relieved when the statewide campaign to repeal SB1 was defeated!

Looking ahead, we will continue our work on the behemoth Managed Lanes project and the new FSLRR agency. On the hot button topic of housing, I anticipate hands-on involvement with our lobbyist and legislators following MTC’s adoption of the CASA compact, the predicted enabling legislation and Governor Newsom’s commitment to solving the affordable housing puzzle.

For those of you who are new to the board, I have been a C/CAG Board member since 2008 and a Portola Valley Town Council member since 2005, serving as mayor three times. Currently I sit on the C/CAG Resource Management Climate Protection Committee, the C/CAG Finance Committee, the C/CAG Legislative Committee, the Countywide Water Coordination Committee and the Grand Boulevard Initiative Task Force. I am a member of the SMC Library JPA Governing Board (past chair), and an ex-officio member of the newly formed Foundation for San Mateo County Libraries board. I served on the HEART of SMC board for many years and I was a past secretary, vice chair and chair of the SMC Council of Cities as well as a member of the SMC Poet Laureate Advisory Committee. I was a member of the county’s Closing the Jobs/Housing Gap Task Force and worked with Home For All when Portola Valley was granted a coveted position in their pilot cities program. I came to local politics through activism in the schools when my boys were young but my background is in the arts—I have an undergraduate degree in literature and a master’s degree in creative writing.

As for CCAG, I have deeply appreciated the democratic nature of our board and the manner in which we work together across twenty jurisdictions distinct in geography and demographics, with the sole purpose of finding solutions for the greater good. Unquestionably, the Managed Lanes project tested our collective resolve, and there were nights after meetings when I questioned my effectiveness in containing your impassioned discordant convictions and wondered how the frayed threads would ever be pulled together again. But a month later, there you all were, happily chatting it up over cookies at 6:25pm, friends and colleagues ready to come to a unanimous vote on an issue previously fraught with conflict. I've heard it said that we are an unruly bunch, but to me, you are the finest example of democracy-in-action in the county.

I would be honored to serve one final year as your chair. Thank you for considering my candidacy.

Sincerely,



Maryann Moise Derwin  
Current Chair, C/CAG  
Council member, Town of Portola Valley



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**HILLSBOROUGH**  
*California*

March 1, 2019

Honorable Colleagues,

Re: Vice Chair for City/County Association of Governments of San Mateo County  
(C/CAG)

I am writing to ask for your support as I seek re-appointment as Vice Chair on the C/CAG Board. The issues C/CAG advocates for and the policy decisions it makes greatly impact the lives of the people we have the honor to represent. The Joint Powers Authority engages in transportation, air quality, storm water runoff, airport/land use compatibility planning, hazardous waste, solid waste and recycling. I am passionate and committed to the work C/CAG does and enjoy working towards finding sustainable solutions that will address outcomes of the County's phenomenal growth.

I have served on the C/CAG Board as Vice Chair last year and both as Board member and alternate for the past four years. I have a deep knowledge and experience of the complexity and collaboration with different government entities working both as Chair and Board of Director on the Central County Fire Department which is a joint Fire District. I also serve and have served on various city and regional bodies. I believe to be effective we need to identify measurable results, set goals and build consensus.

I promise to listen, be accessible, think creatively and work collaboratively with all cities from San Mateo County.

Thank you for your nomination. I would be honored to earn your vote. Please feel free to contact me at [mchuang@hillsborough.net](mailto:mchuang@hillsborough.net), 650-477-6523 (cell) or 650-375-7412 (work) if you would like to discuss my candidacy.

Respectfully,

A handwritten signature in blue ink that reads "Marie Chuang".

Marie Chuang  
Councilmember