

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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

Meeting No. 327

DATE: Thursday, February 13, 2020

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>

- 1.0 CALL TO ORDER/ ROLL CALL
- 2.0 PLEDGE OF ALLEGIANCE
- 3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA
Note: Public comment is limited to two minutes per speaker.
- 4.0 PRESENTATIONS/ ANNOUNCEMENTS
 - 4.1 Receive notice on the March 12 “Green Streets for Sustainable Communities”
symposium and the March 31 “Shore to Shore: Envisioning San Mateo County’s
Resilient Water Future” summit. p. 1
 - 4.2 Receive a presentation on the San Mateo County Safe Routes to School FY 2018-2019
Annual Report. p. 2
 - 4.3 Receive a presentation and update on the US 101 Express Lanes project. p. 3

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. 326 dated December 12, 2019. ACTION p. 5
- 5.2 Review and accept the 2019 attendance report for the C/CAG Board and Committee meetings. ACTION p. 11
- 5.3 Review and approval of Resolution 20-08 authorizing the approval of the Fiscal Year 2020/21 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) County Program Manager Fund for San Mateo County. ACTION p. 23
- 5.4 Receive a copy of the executed First Amendment to the funding agreement between SamTrans and C/CAG for the US-101 Mobility Action Plan providing for a six-month time extension only, in accordance with C/CAG procurement policy. ACTION p. 27
- 5.5 Review and approval of Resolution 20-01 determining that the Skyway Center Project in San Carlos, including Zoning Ordinance Amendment, Planned Development Permit and related entitlements, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport. ACTION p. 30
- 5.6 Review and approval of the appointments of Tom Francis, Water Resource Manager at Bay Area Water Supply and Conservation Agency, and Kristen Jensen, Senior Vice President at Community Bank of the Bay, to the Resource Management and Climate Protection (RMCP) Committee. ACTION p. 48
- 5.7 Review and approval of agreements for Project Approval and Environmental Document Phase of the US 101 SR92 Interchange Near-Term Area Improvement Project:
 - 5.7.1 Review and approval of Resolution 20-02 authorizing the C/CAG Chair to execute the Memorandum of Understanding (MOU) with San Mateo County Transportation Authority (SMCTA) for the Project Approval & Environmental Document (PA&ED) Phase of the US 101/SR92 Interchange Near-Term Area Improvement Project. ACTION p. 56
 - 5.7.2 Review and approval of Resolution 20-03 authorizing the C/CAG Chair to execute the COOPERATIVE AGREEMENT between CALTRANS, San Mateo County Transportation Authority (SMCTA) and C/CAG for the Project Approval & Environmental Document (PA&ED) Phase of the US 101/SR92 Interchange Near-Term Area Improvement Project. ACTION p. 67
- 5.8 Review and approval of agreements for Project Approval and Environmental Document Phase of the US 101 Manage Lanes from I-380 to the San Mateo/San Francisco County Line (North of I-380):

5.8.1 Review and approval of Resolution 20-04 authorizing the C/CAG Chair to execute the Memorandum of Understanding (MOU) with San Mateo County Transportation Authority (SMCTA) to co-sponsor the Project Approval & Environmental Document Phase of the US 101 Managed Lane Project, north of I-380. ACTION p. 71

5.8.2 Review and approval of Resolution 20-05 authorizing the C/CAG Chair to execute the Cooperative Agreement (Coop) between Caltrans, San Mateo County Transportation Authority (SMCTA) and C/CAG for the Project Approval & Environmental Document Phase of the US 101 Managed Lane Project north of I-380. ACTION p 83

5.9 Review and approval of Resolution 20-07 authorizing the C/CAG Chair to execute Amendment No. 3 to Iteris Smart Corridor ITS Network Monitoring and Maintenance Support Agreement to add \$140,272 for a new total amount of \$287,016 and a time extension through June 30, 2022. ACTION p. 88

6.0 REGULAR AGENDA

6.1 Review and approval of the appointment of one public member to the Congestion Management & Environmental Quality Committee. ACTION p. 91

6.2 Review and approve of the C/CAG legislative policies, priorities, positions, and legislative update (A position may be taken on any legislation, including legislation not previously identified). ACTION p. 97

6.3 Review and approve the Annual C/CAG Legislative Policies for 2020. ACTION p. 102

6.4 Review and accept the Measure M Fiscal Year 2018/19 Performance Report. ACTION p. 109

6.5 Review and approval of Resolution 20-06 authorizing the C/CAG Carpool 2020 Incentives Program for up to \$700,000 and authorizing the Chair to execute individual agreements with Peninsula Traffic Congestion Relief Alliance (Commute.org) and Waze Carpool. ACTION p. 118

6.6 Review and approve the approach to a fiscally constrained list of projects to be submitted to the Metropolitan Transportation Commission (MTC) for the update of the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) also known as Plan Bay Area 2050 ACTION p. 132

6.7 Nominations for C/CAG Chair and Vice Chair for the March 2020 Election of Officers. ACTION p. 142

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 March 12, 2020

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

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

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

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

Executive Director: Sandy Wong (650) 599-1409

Administrative Assistant: Mima Guilles (650) 599-1406

C/CAG AGENDA REPORT

Date: February 13, 2020

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

From: Sandy Wong, Executive Director

Subject: Receive notice on the March 12 “Green Streets for Sustainable Communities” symposium and the March 31 “Shore to Shore: Envisioning San Mateo County’s Resilient Water Future” summit.

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

RECOMMENDATION

That the C/CAG Board receive notice on the March 12 “Green Streets for Sustainable Communities” symposium and the March 31 “Shore to Shore: Envisioning San Mateo County’s Resilient Water Future” summit.

BACKGROUND

C/CAG staff is involved in planning two upcoming events that may be of interest to C/CAG Board members and agency staff. The first is the March 12 “Green Streets for Sustainable Communities” symposium being held at the Mountain View Community Center from 9 am to 3:30 pm. The event is being organized by Transportation Choices for Sustainable Communities in honor of the vision and work of the late Dr. Joseph Kott who was also a former C/CAG staff member. The symposium is intended to provide attendees with an integrated vision for creating roadways that function as complete streets, green streets, eco-corridors, and people habitat. The symposium is intended for Bay Area policy leaders, technical experts, and neighborhood and environmental advocates. More information can be found at www.transportchoice.org/events and registration is at <https://www.eventbrite.com/e/green-streets-for-sustainable-communities-symposium-tickets-88960556419>.

The second event is the “Shore to Shore: Envisioning San Mateo County’s Resilient Water Future,” to be held from 8 am to 12:30 pm in the Bayview Room at the College of San Mateo on March 31. C/CAG staff is also helping to plan this event, which is a follow-up to the well-attended “Floods, Droughts, Rising Seas, Oh My!” water summit in March 2018. The current summit focuses on envisioning a resilient water future for managing future storms, floods, and sea level rise, and, like the 2018 event, will include a large poster session highlighting water projects throughout the county. Registration is at www.ShoretoShore2020.eventbrite.com.

ATTACHMENTS

None

C/CAG AGENDA REPORT

Date: February 13, 2020
To: City/County Association of Governments of San Mateo County Board of Directors
From: Sandy Wong, Executive Director
Subject: Receive a presentation on the San Mateo County Safe Routes to School FY 2018-2019 Annual Report.

(For further information, contact Mikaela Hiatt at 650-599-1453.)

RECOMMENDATION

That the C/CAG BPAC receive a presentation on the San Mateo County Safe Routes to School FY 2018-2019 Annual Report.

BACKGROUND

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

ATTACHMENTS

1. FY 2018-2019 Safe Routes to School Annual Report (available online at <http://ccag.ca.gov/board-of-directors/>)

C/CAG AGENDA REPORT

Date: February 13, 2020

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

From: Sandy Wong, Executive Director

Subject: Receive a presentation and update on the US 101 Express Lanes project.

(For further information, contact Van Ocampo at 650-599-1460)

RECOMMENDATION

That the C/CAG Board receive a presentation and update on the US 101 Express Lanes Project.

FISCAL IMPACT

None. This is an information item only.

SOURCE OF FUNDS

N/A

BACKGROUND

The US 101 Express Lanes Project (Project) will create 44 miles (22 miles in each direction) of new express lanes along the US 101 corridor in San Mateo County, between the County Line with Santa Clara and Interstate 380 (I-380) in San Bruno. The Project is jointly sponsored by C/CAG, the San Mateo County Transportation Authority (SMCTA) and Caltrans.

Construction of the Project is being done in three phases under four separate construction contracts. The first contract involved modification to the existing High Occupancy Vehicle (HOV) lanes, between the County Line with Santa Clara and Whipple Avenue in Redwood City (southern segment). Construction of the southern segment began in March of 2019 and is almost complete.

The second contract will add new lane segments from Whipple Avenue to I-380 (northern segment). Construction had just started for the northern segment and will take two years to complete.

The third contract is for Toll System Integration (TSI). This includes the installation of the hardware and software necessary to operate the toll system. Design for this contract began in September 2019, with Bay Area Infrastructure Financing Authority (BAIFA) utilizing a contract with TransCore. Installation for the TSI on the southern segment is currently scheduled to begin in May 2020, while it will be a year later for the northern segment.

The fourth contract is a small follow up landscape contract to replace vegetation that will be removed in the northern segment contract. The landscape contract will begin after completion of the northern segment, anticipated in late 2022.

Due to the magnitude of the project's footprint, cost, and potential impacts to the traveling public and neighboring communities, the Project Team has been, and will continue to provide updates on the project's progress as well as community outreach efforts.

The public may also obtain up-to-date information about this project through the following:

- 1) Project website: **101express.com**
- 2) To sign-up for periodic updates via email, please email 101express@dot.ca.gov
- 3) Follow the project on twitter **@CaltransD4**
- 4) By phone: **Call Alejandro Lopez at (510)286-4948**

ATTACHMENTS:

Power Point presentation (available on-line at <http://ccag.ca.gov/board-of-directors/>)

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BOARD MEETING MINUTES

Meeting No. 326
December 12, 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	– Davina Hurt
Burlingame	– Ricardo Ortiz (6:40 p.m.)
Daly City	– Roderick Daus-Magbual
Foster City	– Sam Hindi
Hillsborough	– Marie Chuang
Menlo Park	– Catherine Carlton
Millbrae	– Gina Papan (depart 7:55 p.m.)
Pacifica	– Sue Vaterlaus
Portola Valley	– Maryann Moise Derwin
Redwood City	– Alicia Aguirre
San Bruno	– Rico Medina
San Carlos	– Adam Rak (6:38 p.m.)
San Mateo County	– David Canepa
South San Francisco	– Karyl Matsumoto
Woodside	– Ned Fluet
SMCTA (Non-Voting)	– Karyl Matsumoto
SamTrans (Non-voting)	– Josh Powell

Absent:

Brisbane
Colma
East Palo Alto
Half Moon Bay
San Mateo

Others:

Sandy Wong	– C/CAG Executive Director
Mima Guilles	– C/CAG Clerk
Melissa Adrikopoulos	– C/CAG Legal Counsel
John Hoang	– C/CAG Staff
Jean Higaki	– C/CAG Staff
Matt Fabry	– C/CAG Staff
Susy Kalkin	– C/CAG Staff

Jeff Lacap	– C/CAG Staff
Reid Bogert	– C/CAG Staff
Mikaela Hiatt	– C/CAG Staff
Kimberly Wever	– C/CAG Staff
Kim Springer	– San Mateo County
Matt Robinson	– Shaw/Yoder/Antwih
Andrew Antwih	– Shaw/Yoder/Antwih
Peter Drekmeier	– Tuolumne River Trust

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.

Board Member, G. Papan (Millbrae) announced of the new FasTrak Flex for electric cars. You get half off on the bridge tolls and other benefits.

4.0 PRESENTATIONS/ ANNOUNCEMENTS

4.1 Certificate of Appreciation to Irene O’Connell for her years of dedicated service to C/CAG.

Chair Derwin announced the appreciation to Irene O’Connell for her years of dedicated service to C/CAG. Executive Director Wong read a message from member O’Connell who was out of town and unable to attend in person. In her statement, Member O’Connell stated it is her honor and privileged to have served on C/CAG for so long, and the opportunity to work with such great colleagues to accomplish so much and look forward to hearing more successes from this board in the future.

4.2 Certificate of Appreciation to Jean Higaki for her years of dedicated service to C/CAG.

Chair Derwin announced the appreciation to Jean Higaki for her years of dedicated service to C/CAG. Ms. Higaki addressed the Board with her emotional remarks. She expressed her appreciation for being able to assist C/CAG member agencies to solve problems and get projects accomplished. She also thanked the C/CAG Board for its “trademark” of collaboration whereby every jurisdiction has a seat at the table.

4.3 Receive a presentation on water supply and a few things you might want to know.

The C/CAG Board received a presentation from Mr. Peter Drekmeier of the Tuolumne River Trust, on water supply and the Bay Delta Water Quality Control Plan.

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 Aguirre MOVED approval of Items 5.1, 5.2, 5.3, 5.4, 5.5, 5.6, 5.7, 5.8, 5.9.1, 5.9.2 and 5.10. Board Member Ortiz SECONDED, Board Member Hindi abstained. **MOTION CARRIED 15-0-1.** Member

- 5.1 Approval of the minutes of regular business meeting No. 325 dated November 14, 2019. APPROVED
- 5.2 Review and approval of the Joint Call for Projects for the C/CAG and San Mateo County Transportation Authority Shuttle Program for Fiscal Years 20/21 & 21/22. APPROVED
- 5.3 Review and accept the C/CAG Financial Statements (Audit) for Fiscal Year Ended June 30, 2019, the Memorandum on Internal Control, and the Required Communications for the Year Ended June 30, 2019. APPROVED
- 5.4 Review and accept the C/CAG Single Audit Report for the Year Ended June 30, 2019. APPROVED
- 5.5 Review and accept the C/CAG State Transportation Improvement Program (STIP) Planning, Programming & Monitoring Program (PPM) Final Project Expenditure Audit Report from August 17, 2017 through September 30, 2018. APPROVED
- 5.6 Review and accept the Measure M Fund Financial Statements (Audit) for the Year Ended June 30, 2019. APPROVED
- 5.7 Review and approval of the appointment of Brian Levenson, resident of Redwood City, to fill one vacant public member seat on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) for a two-year term. APPROVED
- 5.8 Review and approval of the appointment of Adam Rak to the Legislative Committee. APPROVED
- 5.9 Review and approval of materials related to receiving state grant funding for multi-benefit regional stormwater capture projects.
 - 5.9.1 Review and approve allocating \$2.94 million in grant funding from the California Natural Resources Agency to five projects to advance multi-benefit, regional stormwater management in San Mateo County. APPROVED
 - 5.9.2 Review and approval of Resolution 19-57 approving the application for \$2.94 million in grant funding from the California Natural Resources Agency for multi-benefit regional stormwater capture projects and authorizing the Executive Director to negotiate and execute a grant agreement for receipt of said funds and submit all necessary documents to fulfill grant requirements. APPROVED
- 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 September 30, 2019. APPROVED

6.0 REGULAR AGENDA

- 6.1 Review and approve of the C/CAG legislative policies, priorities, positions, and legislative update (A position may be taken on any legislation, including legislation not previously identified). NO ACTION

Matt Robinson and Andrew Antwih (Shaw/Yoder/Antwih, Inc.), C/CAG's legislative advocates, provided a legislative update on Bills that are being tracked as the second year of this two-year legislative cycle commencing on January 6, 2020.

SB 50 (Weiner) and SB 278 (Beall) on FASTER will need to be moved out of the Senate by January 31 to be included in the regular Bill session and considered for signing by the governor in 2020. Staff will track these Bills in early 2020. C/CAG's advocates will be attending a conference on planned amendments to SB 50, including a proposed interim period for local governments to update local land use and housing policies to comply with state guidance, in-lieu of being subject to the original provisions of SB 50.

Mr. Robinson also made remarks on the upcoming retirement of staff Jean Higaki, and wished her happy retirement.

- 6.2 Review and approval of the Annual C/CAG Legislative Policies for 2020. NO ACTION

Reid Bogert, C/CAG staff, provided a report of the discussion at the Legislative Committee on the proposed Annual 2020 C/CAG Legislative Policies. The Legislative Committee discussed several minor edits and additional policy recommendations to address climate change, bike and pedestrian funding, and improved regional transportation agency interconnectivity. This item will be returned to the Board at its next meeting.

- 6.3 Review and approval of the 2020 C/CAG Board meeting calendar. APPROVED

Board Member Lewis MOVED to adopt the 2020 C/CAG Board meeting calendar with the modification of the October 8th meeting to move to October 15th. Board Member Canepa SECONDED. **MOTION CARRIED 16-0-0.**

Sandy Wong made a correction on item 6.3 as the year should be 2020 not 2019. She also recommends making minimal changes to the 2020 calendar.

Board Member, Aguirre, comments on the February 13th Board meeting that it may conflict with the President's Day long holiday weekend.

Board Member, Matsumoto comments on December 10th Board meeting that it may conflict with Hanukah and April 9th may conflict with Passover.

Chair Derwin suggest we leave the calendar as is for now and discuss it on the next Board meeting.

- 6.4 Receive a presentation on the Countywide Stormwater Program. INFORMATION

Reid Bogert, C/CAG staff, made a presentation on the Countywide Stormwater Program.

7.0 COMMITTEE REPORTS

7.1 Chairperson's Report

None.

7.2 Board Members Report/ Communication

None.

8.0 EXECUTIVE DIRECTOR'S REPORT

Sandy Wong, Executive Director, reported that the recruitment process to backfill the position to be vacated by Ms. Higaki is currently on-going.

9.0 COMMUNICATIONS - Information Only

9.1 Letter from Maryann Moise Derwin, Chair, City/County Association of Governments, to All Councilpersons of San Mateo County Cities and Members of the Board of Supervisors, cc'd All City/County Managers of San Mateo County, dated 11/13/19. RE: C/CAG Committee Vacancies for Elected Officials

9.2 Letter from Rosanne Foust, President & CEO, SAMCEDA, to Honorable Chair Don Horsley, Members of the Board of Directors, dated 11/20/19. RE: The San Mateo County Economic Development Association (SAMCEDA) strongly supports the final draft staff proposal for the TA Strategic Plan 2020-2024

10.0 CLOSED SESSION

10.1 Public Employee Performance Evaluation.

Title: Executive Director of C/CAG.

10.2 Conference with Labor Negotiators.

C/CAG Representatives: Maryann Moise Derwin.

Unrepresented Employee: Executive Director.

11.0 RECONVENE IN OPEN SESSION

11.1 Report out on any actions taken during the Closed Session.

No reportable action was taken in closed session.

12.0 Action on Compensation Adjustment for Executive Director and review and approval of Resolution 19-81 authorizing the C/CAG Chair to execute Amendment No. 2 to the agreement between C/CAG and Executive Director. APPROVED

Chair Derwin informed the Executive Director (ED), Sandy Wong, that the Board appreciates her accomplishments in 2019, and her willingness to take on the extra duties through the process of

setting up the FSLRRD as well as providing services to the Express Lanes JPA. Based on the ED's overall performance, the Board offered the ED a 5% pay increase (consists of 3% cost-of-living adjustment and 2% merit), and a 5% bonus. Ms. Wong accepted the offer and addressed the Board with her thankful remarks and recognized all C/CAG staff for their contributions.

Chair Derwin also announced that the Board will extend the contract with the ED for one more year and update the terms. She and the Vice Chair will meet with the ED to discuss goal setting.

Board Member Ortiz MOVED approval of the Compensation Committee's recommendation as described in Resolution 19-81 authorizing the C/CAG Chair to execute Amendment No. 2 to the agreement between C/CAG and Executive Director. Board Member Rak SECONDED.

MOTION CARRIED 15-0-1. Alternate Board Member Medina Abstained.

13.0 ADJOURNMENT – 8:42 p.m.

C/CAG AGENDA REPORT

Date: February 13, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and accept the 2019 attendance report for the C/CAG Board and Committee meetings.

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

RECOMMENDATION

That the C/CAG Board review and accept the 2019 attendance reports for the C/CAG Board and Committee meetings.

FISCAL IMPACT

None

SOURCE OF FUNDS

Not applicable

BACKGROUND

Periodically, the C/CAG Board receives reports of the attendance for the Board and its standing committees. Since each member jurisdiction appoints its C/CAG representative and alternate, C/CAG has not set an attendance requirement for Board meetings. However, the C/CAG Board adopted the following attendance policy for its standing committees:

“During any consecutive twelve month period, members will be expected to attend at least 75% of the scheduled meetings and not have more than three consecutive absences. If the number of absences exceed these limits, the seat may be declared vacant by the C/CAG Chair.”

The attached attendance reports are provided for your acceptance.

ATTACHMENTS

Calendar year 2019 attendance reports for the following:

- Airport Land Use Committee (ALUC)
- Bicycle and Pedestrian Advisory Committee (BPAC)
- C/CAG Board
- Congestion Management & Environmental Quality (CMEQ)
- Congestion Management Program Technical Advisory Committee (TAC)
- Legislative Committee

- Finance Committee
- Resource Management & Climate Protection Committee (RMCP)
- Stormwater Committee
- San Mateo County Water Coordination Committee

Airport Land Use Committee (ALUC) Attendance Report - 2019

Agency	Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
City of Brisbane	Terry O'Connell	X			X				X				
City of Burlingame	Ricardo Ortiz	X			X				X				
City of Daly City	Roderick Daus-Magbual												
City of Foster City	Sanjay Gehani								X				
City of Half Moon Bay	Adam Eisen												
City of Millbrae	Ann Oliva	X			X				X				
City of Redwood City	Shelly Masur	X			X								
City of San Bruno	Laura Davis	X			X				Y				
City of San Carlos	Adam Rak	Y							X				
County of San Mateo and Aviation Representative	Warren Slocum												
City of South San Francisco	Mark Nagales	X			X				X				
Aviation Representative	Carol Ford	X			X								
Half Moon Bay Airport Pilots Association	Dave Williams	X			X				X				

- X - Committee Member Attended
- Y - Designated Alternate Attended
- N/A - Not on Committee
- No Committee Meeting
- ▣ No Quorum

Bicycle and Pedestrian Advisory Committee (BPAC) Attendance Report - 2019

Agency	Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Millbrae	Ann Schneider			X			X			X	X		
County of San Mateo	Don Horsley			X			X			X	X		
South San Francisco	Karyl Matsumoto			X	X		X			X	X		
Public (Daly City)	Alan Uy				X		X			X	X		
Foster City	Herb Perez						X			X	X		
Portola Valley	Ann Wengert			X	X		X			X	X		
Brisbane	Karen Cunningham			X	X		X			X	X		
Burlingame	Emily Beach			X	X		X			X	X		
Public (Millbrae)	Marge Colapietro			X	X		X			X	X		
Public (Redwood City)	Matthew Self			X	X		X			X	X		
Public (San Bruno)	Malcolm Robinson			X	X						X		
Public (Half Moon Bay)	Marina Fraser			X	X		X			X	X		
Public (South San Francisco)	Daina Lujan						X			X	X		
Public (Redwood City)	Jamie Axt				X					N/A	N/A		

- X - Committee Member Attended**
- Y - Designated Alternate Attended**
- N/A - Not on Committee**
-  **No Committee Meeting**
-  **No Quorum**

City/County Association of Governments (C/CAG) Board Attendance Report - 2019

Agency	Representative/Alternate	Jan	Feb	Mar	Apr C/CAG Retreat	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Atherton	Elizabeth Lewis	X	X	X		X	X	X		X	X	X	X
	Cary Wiest												
Belmont	Doug Kim	X	X	X		X	X	X					
	Davina Hurst											X	X
Brisbane	Cliff Lentz	X	X				X	X		X	X	X	
	Madison Davis			X									
Burlingame	Ricardo Ortiz	X	X	X		X	X	X		X	X		X
	Emily Beach												
Colma	Diana Colvin	X	X			X	X	X		X	X	X	
	John Goodwin												
Daly City	Roderick Daus-Magbual		X				X				X		X
	Raymond Buenaventura												
East Palo Alto	Lisa Gauthier	X	X	X		X	X				X		
	Donna Rutherford												
Foster City	Sam Hindi	X	X	X			X	X		X	X		X
	Herb Periz												
Half Moon Bay	Debbie Ruddock	X	X			X	X			X	X	X	
	Harvey Rarback			X									
Hillsborough	Marie Chuang	X	X	X			X	X		X	X	X	X
	Shawn Christianson												
Menlo Park	Catherine Carlton		X			X	X	X		X			X
	Betsy Nash			X									
Millbrae	Gina Papan	X	X	X		X	X	X		X		X	X
	Reuben Holofer										X		
Pacifica	Sue Vaterlaus	X	X	X		X	X	X		X	X		X
	Deirdre Martin												
Portola Valley	Maryann Moise Derwin	X	X	X		X	X	X		X	X	X	X
	Ann Wengert												
Redwood City	Alicia Aguirre	X	X			X	X	X		X	X	X	X
	Diane Howard												
San Bruno	Irene O'Connell	X	X	X		X	X			X	X	X	
	Rico Medina							X					X
San Carlos	Adam Rak		X			X		X		X	X	X	X
	Laura Parmer-Lohan			X			X						
San Mateo	Diane Papan	X	X	X		X	X			X	X	X	
	Joe Goethals												
San Mateo County	David Canepa	X	X	X		X	X	X				X	X
	Dave Pine												
South San Francisco	Karyl Matsumoto		X	X		X	X	X		X	X	X	X
	Pradeep Gupta												
Woodside	Ned Fluet	X	X	X		X	X	X		X	X	X	X
	Daniel Yost												
SMCTA	Karyl Matsumoto	X SamTrans & TA	X SamTrans & TA	X SamTrans & TA		X	X	X		X	X	X	X
SamTrans	Josh Powell	N/A	N/A	N/A		X	X	X		X		X	X

X - Committee Member Attended
Y - Designated Alternate Attended

N/A - Not on Committee
■ No Committee Meeting

 No Quorum

Congestion Management and Environmental Quality (CMEQ) Attendance Report - 2019


Agency	Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Metropolitan Transportation Commission	Gina Papan		N/A	X	X				X		X		
City of Redwood City	Shelly Masur		X	X	X		X				X		
Town of Atherton	Elizabeth Lewis		X		X	X			X		X		
City of San Bruno	Irene O'Connell			X	X	X	X		X		X		
City of Burlingame	Emily Beach		X	X	X	X	X		X		X		
Environmental Community	Lennie Roberts		X	X	X	X			X		X		
City of Pacifica	Mike O'Neill					X	X		X				
City of South San Francisco	Richard Garbarino		X	X			X		X		X		
Public	Josh Powell		X	X	X								
City of Millbrae	Wayne Lee		X	X	X	X	X		X				
City of San Mateo	Rick Bonilla			X	X		X		X		X		
Agencies with Transportation Interests	Adina Levin		X	X	X	X	X				X		
Business Community	Linda Koelling		X	X	X	X	X		X		X		
San Mateo County Transit District (SamTrans)	Pete Ratto		X	X	X	X	X		X		X		
City of Belmont	Julia Mates		N/A	X	X						X		
Peninsula Corridor Joint Powers Board (Caltrain)	Vacant												

X - Committee Member Attended

Y - Designated Alternate Attended

N/A - Not on Committee

 **No Committee Meeting**

 **No Quorum**

Congestion Management Program Technical Advisory Committee (TAC) Attendance Report - 2019

Agency	Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
San Mateo County Engineering	Jim Porter (Co-Chair)					X	X		X	X	X	X	
SMCTA / PCJPB / Caltrain	Joseph Hurley (Co-Chair)		X	X	X	X	X			X	X	X	
Atherton Engineering	Robert Ovadia			X	X	X	X		X	X	X	X	
Belmont Engineering	Afshin Oskoui		X	X	X	X	X		X	X		X	
Brisbane Engineering	Randy Breault				X	X	X		X	X		X	
Burlingame Engineering	Syed Murtuza		X	X	X	X	X			X	X	X	
C/CAG	Sandy Wong			X	X	X	X		X	X	X	X	
Colma Engineering	Brad Donohue		X		X				X	X	X	X	
Daly City Engineering	Richard Chiu		X	X	X	X	X		X	X		X	
Daly City Planning	Tatum Mothershead		X	X	X	X	X			X	X	X	
Half Moon Bay Engineering	Maz Bozorginia					X	X		X		X		
Hillsborough Engineering	Paul Willis		X	X	X	X	X		X	X	X	X	
Foster City Engineering	Norm Dorais					X	X		X	X	X		
Menlo Park Engineering	Nikki Nagaya/Justin Murphy			X	X	X	X		X	X	X	X	
Millbrae Engineering	Khee Lim				X								
Pacifica Engineering	Sam Bautista			X	X		X		X		X		
Redwood City Engineering	Jessica Manzi		X	X	X	X	X			X		X	
No Committee Meeting	Jimmy Tan		X		X		X		X	X	X		
	Steven Machida		X	X	X		X		X	X	X	X	
San Mateo Engineering	Brad Underwood		X		X	X	X		X	X		X	
South San Francisco Engineering	Eunejune Kim		X	X	X		X		X	X			
South San Francisco Planning	Billy Gross		X	X	X	X	X		X		X	X	
Woodside Engineering	Sean Rose		X	X		X	X				X		
MTC	James Choe		N/A	N/A	X	X	X		X	X	X	X	
Caltrans	VACANT												

X - Committee Member Attended

Y - Designated Alternate Attended

N/A - Not on Committee

 **No Committee Meeting**

 **No Quorum**

Legislative Committee Attendance Report - 2019


Agency	Name	Jan	Feb	Mar	Mar Special Meeting	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Atherton	Elizabeth Lewis	N/A	N/A	X		X	X	X	X		X			X
Foster City	Catherine Mahanpour (Leg Vice Chair)	X		X	X	X		X	X		X			X
Hillsborough	Marie Chuang (C/CAG Vice Chair)	X	X	X	X	X		X	X		X			X
Menlo Park	Catherine Carlton		X		X	X	X	X	X		X			X
Millbrae	Gina Papan	X	X		X	X		X	X		X			X
Pacifica	Sue Vaterlaus	X	X	X	X	X	X	X	X		X			X
Portola Valley	Maryann Moise Derwin (C/CAG Chair)	X	X	X	X	X	X	X	X		X			X
Redwood City	Shelly Masur	X		X		X	X		X		X			X
San Bruno	Irene O'Connell (Leg Chair)	X	X	X	X	X	X	X	X		X			N/A
South San Francisco	Richard Garbarino	X	X	X		X	X							

X - Committee Member Attended

Y - Designated Alternate Attended

N/A - Not on Committee

 No Committee Meeting

 No Quorum

Finance Committee Attendance Report - 2019


Agency	Name	Feb	May	Aug	Dec
Hillsborough	Jay Benton	X	X		X
Hillsborough	Marie Chuang (C/CAG Vice Chair) (Committee Vice Chair)	X	X	X	X
Portola Valley	Maryann Moise Derwin (C/CAG Chair)		X	X	X
Portola Valley	Ann Wengert (Committee Chair)	X	X	X	X
Burlingame	Ricardo Ortiz	X	X		

X - Committee Member Attended

Y - Designated Alternate Attended

N/A - Not on Committee

 **No Committee Meeting**

 **No Quorum**

Resource Management and Climate Protection Committee (RMCP) Attendance Report - 2019

Agency	Name	Seat	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Woodside	Deborah Gordon	Elected Official - Committee Chair	X		N/A		N/A			N/A		N/A	N/A	
Portola Valley	Maryann Moise Derwin	Elected Official - Committee Vice-Chair	X		N/A		N/A			N/A		N/A	N/A	
Portola Valley	Maryann Moise Derwin	Elected Official - Committee - Chair	N/A		X		X			X		X	X	
South San Francisco	Pradeep Gupta	Elected Official	X		N/A		N/A			N/A		N/A	N/A	
Atherton	Rick DeGolia	Elected Official	X				X			X			X	
Burlingame	Donna Colson	Elected Official	N/A		N/A		X			X		X		
Menlo Park	Drew Combs	Elected Official	N/A		N/A		X							
Redwood City	Janet Borgens	Elected Official	N/A		N/A		X					X	X	
County of San Mateo	Dave Pine	Elected Official			N/A		N/A			N/A		N/A	N/A	
County of San Mateo	Don Horsley	Elected Official												
City of San Mateo	Diane Papan	Elected Official	X		X		X			X				
El Concilio of San Mateo County	Ortensia Lopez	Energy	X							X		X		
BAWSCA	Adrienne Carr	Water	X		N/A		N/A			N/A		N/A	N/A	
BAWSCA	Adrienne Carr	Water - Committee Vice Chair			X		X			X		X	X	
PG&E	Bill Chiang	Utility	X				X							
Foothill - De Anza College	Robert Cormia	Non-profit								N/A		N/A	N/A	
Public - Nonprofit Community	Doug Silverstein	Non-profit	N/A		N/A		N/A			X		X	X	
No Committee Meeting	Beth Bhatnagar	Environmental	X		R					N/A		N/A	N/A	
	Christine Zaugg	Environmental	N/A		N/A		N/A			X			X	
	vacant	Business/Chamber of Commerce	N/A		N/A	N/A	N/A			N/A		N/A	N/A	

X - Committee Member Attended

R - Represented

N/A - Not in Committee

 No Committee Meeting

 No Quorum

Stormwater Committee Attendance Report - 2019

Agency	Representative	Position	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Atherton	Robert Ovadia	Public Works Director				X				X	X		X	
Belmont	Afshin Oskoui	Public Works Director		X		X				X	X		X	
Brisbane	Randy Breault	Public Works Director/City Engineer		O		X				X	X		X	
Burlingame	Syed Murtuza	Public Works Director		X		O				O			O	
Colma	Brad Donohue	Director of Public Works and Planning		X		X				X	X		X	
Daly City	Richard Chiu	Public Works Director				X				X	X		X	
East Palo Alto	Kamal Fallaha	City Engineer		X										
Foster City	Norm Dorais	Public Works Director		X						X	X			
Half Moon Bay	Maziar Bozorginia	Acting City Engineer		X						X				
Hillsborough	Paul Willis	Public Works Director		X		X				X	X			
Menlo Park	Nikki Nagaya	Public Works Director		O		X				X	X		X	
Millbrae	Khee Lim	Public Works Director												
Pacifica	Sam Bautista	Public Works Director/City Engineer				O					O			
Portola Valley	Howard Young	Public Works Director								X				
Redwood City	Saber Sarwary	Supervising Civil Engineer		X		X					O			
San Bruno	Jimmy Tan	City Engineer				X				X	X			
San Carlos	Steven Machida	Public Works Director		X		X				X	X		X	
No Committee Meeting	Brad Underwood	Public Works Director		X		X				X	X		X	
	Eunejune Kim	Public Works Director		X										
Woodside	Sean Rose	Deputy Town Manager/Town Engineer												
San Mateo County	Jim Porter	Public Works Director				O				X	X		X	
Regional Water Quality Control Board	Tom Mumley	Assistant Executive Officer												

X - Committee Member Attended

O - Other Jurisdictional Representative Attended

■ No Committee Meeting

N/A - Not on Committee

□ No Quorum

San Mateo Countywide Water Coordination Committee Attendance Report - 2019

Agency	Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
County of San Mateo	Dave Pine (Chair)	X	X	X	X	X							
City of East Palo Alto	Lisa Gauthier (Vice Chair)	X	X	X	X								
City of Pacifica	Sue Vaterlaus	X	X	X	X	X							
City of San Mateo	Diane Papan	X	X	X	X								
City of South San Francisco	Mark Addiego	X	X	X		X							
Chair of C/CAG	Maryann Derwin		X	X	X	X							
Vice Chair of C/CAG	Marie Chuang	X		X	X	X							
Former Chair of C/CAG	Alicia Agguire			X	X	X							

X - Committee Member Attended

O - Other Jurisdictional Representative Attended

■ No Committee Meeting

N/A - Not on Committee

☒ No Quorum

C/CAG AGENDA REPORT

Date: February 13, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 20-08 authorizing the approval of the Fiscal Year 2020/21 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) County Program Manager Fund for San Mateo County.

(For further information, contact Kim Wever at 650-599-1451)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-08 authorizing the approval of the Fiscal Year 2020/21 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 \$1,404,195 (Admin. - \$69,195; Projects - \$1,335,000)

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 2021 is utilized for the FY 2020/21 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.

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. During FY 2016/17 the SamTrans' Shuttle Program allocation of TFCA funds were reduced substantially using that year's Cost Effectiveness calculations. 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 2019/20, as summarized in the table below, in addition to the Voluntary Trip Reduction Program and SamTrans Shuttle Program, funds were distributed towards continuing the C/CAG Carpooling Incentive Program and/or a new innovative pilot project.

	TFCA Funds FY 2019/20
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	\$1,314,079

FY 2020/21 Funding Recommendations

There is a total \$1,404,195 available for FY 2020/21. The increase in funding is attributed to rolled over unspent funds from previous cycle, variation in interest rate, and revenue estimate by BAAQMD. The recommended administration budget is \$69,195 (approx. 5.2%, the maximum allowable is 6.25%) with the remaining \$1,335,000 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 \$300,000 for the BART Shuttle Program. Commute.org's amount remains at the same level. SamTrans BART Shuttle Program requested to be increased as allowed by the new Cost Effectiveness (C-E) calculations. C/CAG reviewed their request and recommends an increase of \$150,000. The remaining \$435,000 is recommended to be allocated towards continuing the Carpooling Incentive Program as well as 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 2020/21 TFCA County Program Manager fund is shown below:

	<u>TFCA Funds FY 20/21</u>
Administration	\$69,195
Commute.org - Countywide Voluntary Trip Reduction	\$600,000
SamTrans BART Shuttle	\$300,000
Carpool Incentives Program / Innovative Pilot Project	\$435,000
Total	<u>\$1,404,195</u>

The recommended Fiscal Year 2020/21 Expenditure Plan for TFCA County Program Manager Fund was brought to the Congestion Management Program Technical Advisory Committee (TAC) on January 16, 2020 and the Congestion Management and Environmental Quality Committee (CMEQ) on January 27, 2020. The TAC and CMEQ both reviewed and recommended approval of the Fiscal Year 2020/21 Expenditure Plan for the TFCA County Program Manager Fund.

ATTACHMENTS

1. Resolution 20-08

RESOLUTION 20-08

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 2020/21 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 2020/21 for San Mateo County is \$1,404,195; and

WHEREAS, C/CAG will act as the Program Manager for \$1,335,000 of TFCA funds; and

WHEREAS, C/CAG plans to allocate \$300,000 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 \$435,000 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 2020/21 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 13th DAY OF FEBRUARY 2020.

Maryann Moise Derwin, Chair

C/CAG AGENDA REPORT

Date: February 13, 2020

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

From: Sandy Wong, C/CAG Executive Director

Subject: Receive a copy of the executed First Amendment to the funding agreement between SamTrans and C/CAG for the US-101 Mobility Action Plan providing for a six-month time extension only, in accordance with C/CAG procurement policy.

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

RECOMMENDATION

That the C/CAG Board of Directors receive a copy of the executed First Amendment to the funding agreement between SamTrans and C/CAG for the US-101 Mobility Action Plan (MAP) providing for a six-month time extension only, in accordance with C/CAG procurement policy.

FISCAL IMPACT

The MAP project is funded through equal contributions from C/CAG, SamTrans, SFCTA, VTA and MTC in the amount of \$50,000 each, for a total project budget of \$250,000. C/CAG's contribution was approved by the Board in July 2018.

BACKGROUND

As a companion effort to the US 101 Managed Lanes project, C/CAG, together with partner agencies SamTrans, Santa Clara VTA, MTC, and San Francisco County TA, has undertaken work to develop a Mobility Action Plan aimed at exploring strategies to increase vehicle occupancy rates and otherwise reduce congestion throughout the US 101 corridor from San Jose to San Francisco. SamTrans is the project manager and contract administrator. In July 2018 the C/CAG Board authorized execution of a funding agreement with SamTrans to participate in the funding of the Plan in the amount of \$50,000, with a contract term due to expire on December 31, 2019.

Work on the project began in November 2018 and was anticipated to be finalized by the end of 2019. However, while much work has been completed and the project continues to progress, additional time is needed to finish the project. Therefore, SamTrans has requested a six-month time extension to June 30, 2020; no additional funds are requested.

In accordance with C/CAG's procurement process, the Executive Director may authorize up to a one-year time extension of a contract if there is no change in the contract amount. Therefore, the Executive Director has authorized this six-month time extension, included as Attachment 1.

ATTACHMENTS

1. First Amendment to the funding agreement between SamTrans and C/CAG for the US-101 Mobility Action Plan

FIRST AMENDMENT TO FUNDING AGREEMENT
Between
SAN MATEO COUNTY TRANSIT DISTRICT
and
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
for the
US-101 MOBILITY ACTION PLAN

THIS FIRST AMENDMENT to the Funding Agreement Between the San Mateo County Transit District (“DISTRICT”) and the City/County Association of Governments of San Mateo County (“C/CAG”) for the US-101 Mobility Action Plan (“AGREEMENT”) is effective upon execution by the District and the C/CAG.

WHEREAS, the DISTRICT and C/CAG entered into the AGREEMENT, dated October 1, 2018, to develop the US-101 Mobility Action Plan (“PROJECT”); and

WHEREAS, the term of the AGREEMENT is set to expire on December 31, 2019 and the parties desire to extend the term through June 30, 2020.

NOW, THEREFORE, the parties agree as follows:

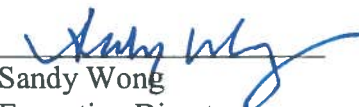
1. Section III. “Term” is replaced in its entirety with the following:

This AGREEMENT shall commence on the Effective Date and remain in effect through: (i) the DISTRICT's full expenditure of C/CAG's contribution of funds as set forth in Section II, FUNDING AND METHOD OF PAYMENT; (ii) June 30, 2020; or (iii) the completion of the PROJECT, whichever occurs first.

2. Except as provided in this First Amendment, the terms and conditions of the underlying AGREEMENT remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this First Amendment on the dates set forth below.

City/County Association of Governments
Of San Mateo County

By: 
Sandy Wong
Executive Director

10/30/19
Date

San Mateo County Transit District

By: 
Jim Harnett
General Manager/CEO

12/17/19
Date

ATTEST



A handwritten signature in blue ink, appearing to read "M. Seaman", written over a horizontal line.


APPROVED AS TO FORM



A handwritten signature in black ink, appearing to read "M. A.", written over a horizontal line.

C/CAG Attorney

APPROVED AS TO FORM



A handwritten signature in blue ink, appearing to read "Janice", written over a horizontal line.

Attorney for the District

C/CAG AGENDA REPORT

Date: February 13, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 20-01 determining that the Skyway Center Project in San Carlos, including Zoning Ordinance Amendment, Planned Development Permit and related entitlements, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.

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

RECOMMENDATION

That the C/CAG Board of Directors, acting as the Airport Land Use Commission, adopt Resolution 20-01 determining that the Skyway Center Project, including Zoning Ordinance Amendment, Planned Development Permit and related entitlements, is consistent with the applicable airport land use policies and criteria contained in the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport (San Carlos ALUCP), subject to the following conditions:

1. Prior to issuance of a building permit, the project sponsor shall provide documentation to the City of San Carlos to substantiate that the project has been designed to achieve an interior noise level within the offices of 50 dB or lower.
2. The City of San Carlos shall include language in its Zoning Ordinance Amendment to prohibit aboveground fuel storage of more than 10,000 gallons on property located within Safety Zone 5.
3. Prior to issuance of a building permit, the project sponsor shall file Form 7460-1, *Notice of Proposed Construction or Alteration*, with the FAA, and provide to the City of San Carlos an FAA determination of no hazard to air navigation.
4. The City of San Carlos shall require that the project sponsor comply with the real estate disclosure requirements outlined in Airport Influence Area Policy 1 of the San Carlos ALUCP.

BACKGROUND

The City of San Carlos is processing an application for a project at 655 Skyway Road, directly adjacent to the San Carlos Airport, which entails demolition of the existing flight center and construction of a new flight center comprised of two 2-story office buildings with an adjoining lobby area (22,710 sq. ft total) along the frontage of the site, and attached hangars extending along both side property lines to the rear of the site abutting the airport. Maximum building heights would be 34'-4". Entitlements include, among others, a zoning amendment to allow hangars as a conditionally permissible use in the zone, and a Planned Development Permit, which is also a Zoning Ordinance Amendment. The project falls within Airport Influence Area (AIA) B, the Project referral area.

California Government Code Section 65302.3 states that a local agency General Plan, Zoning Ordinance and/or any affected specific plan must be consistent with the applicable airport/land use criteria in the relevant adopted Airport Land Use Compatibility Plan (ALUCP). Accordingly, the City of San Carlos has referred the subject amendments to C/CAG, acting as the San Mateo County Airport Land Use Commission, for a determination of consistency with the San Carlos ALUCP.

DISCUSSION

I. ALUCP Consistency Evaluation

Three sets of airport/land use compatibility policies in the San Carlos ALUCP relate to the proposed Zoning and General Plan Amendment: (a) noise compatibility policies and criteria, (b) safety policies and criteria, and (c) airspace protection policies. The following sections address each issue.

(a) Noise Policy Consistency Analysis

Pursuant to Noise Policy 1 of the San Carlos ALUCP, the projected 60dB CNEL contour defines the noise impact area for the San Carlos Airport. As shown on Attachment 3, the office portion of the Project Area is located within the 65dB CNEL noise contour, while the hangars extend into the 70 dB CNEL contour. In accordance with the Noise Compatibility Criteria contained in Table 4-3 of the ALUCP, office use is considered compatible within this area subject to a requirement that the building be designed to achieve an interior noise level of 50 dB or lower, which has been included as a condition as follows:

- Prior to issuance of a building permit, the project sponsor shall provide documentation to the City of San Carlos to substantiate that the project has been designed to achieve an interior noise level within the offices of 50 dB or lower.

Hangars are not a noise sensitive use and so are considered compatible within all noise contours.

(b) Safety Policy Consistency Analysis

Runway Safety Zones - The San Carlos ALUCP includes six sets of safety zones and related land use compatibility policies and criteria. As shown on Attachment 4, the office portion of the project lies within Safety Zone 6, the Traffic Pattern Zone, and the hangar portion lies within Safety Zone 5, the Sideline Zone.

Zone 6 – Office Use. In accordance with Safety Compatibility Criteria Table 4-4 and Policy 3e of the San Carlos Airport ALUCP, new office development is compatible and is not restricted for safety reasons in Zone 6.

Zone 5 – Hangar Use. While hangars are not specifically included in the Safety Compatibility Criteria Table, the ALUCP states that land uses that are not listed should be evaluated using criteria for similar listed uses. Both warehouses and parking garages, which are considered similar to the hangar use, are listed as uses that are compatible within Zone 5.

While not included in the subject application, there is an additional restriction in Safety Zone 5 for aboveground fuel storage, which potentially could be considered an ancillary use to a flight center or hangar use. Therefore, the following condition is recommended:

- The City of San Carlos shall include language in its Zoning Ordinance Amendment to prohibit aboveground fuel storage of more than 10,000 gallons on property located within Safety Zone 5.

(c) Airspace Protection Policy Consistency Analysis

The San Carlos ALUCP incorporates the provisions in Title 14 of the Code of Federal Regulations Part 77 (14 CFR Part 77), “Objects Affecting Navigable Airspace,” as amended, to establish height restrictions and federal notification requirements related to proposed development within the 14 CFR Part 77 airspace boundaries for San Carlos Airport. The regulations contain three key elements: (1) standards for determining obstructions in the navigable airspace and designation of imaginary surfaces for airspace protection, (2) requirements for project sponsors to provide notice to the Federal Aviation Administration (FAA) of certain proposed construction or alteration of structures that may affect the navigable airspace, and (3) the initiation of aeronautical studies, by the FAA, to determine the potential effect(s), if any, of the proposed construction or alteration of structures on the subject airspace.

As shown on Attachment 5, the Project Area is located directly adjacent to the airport in an area where all projects are subject to FAA notification requirements. Accordingly, the following condition of approval is included:

- Prior to issuance of a building permit, the project sponsor shall file Form 7460-1, *Notice of Proposed Construction or Alteration*, with the FAA, and provide to the City of San Carlos an FAA determination of no hazard to air navigation.

II. Airport Influence Area A – Real Estate Disclosure Area

The Project Area is located within both the Airport Influence Area (AIA) A & B boundaries for San Carlos Airport. Within an AIA, the real estate disclosure requirements of state law apply. The law requires a statement to be included in the property transfer documents that (1) indicates the subject property is located within an airport influence area (AIA) boundary and (2) that the property may be subject to certain impacts from airport/aircraft operations.

As this disclosure requirement is not included in the application materials, the following condition is proposed:

- The City of San Carlos shall require that the project sponsor comply with the real estate disclosure requirements outlined in Airport Influence Area Policy 1 of the San Carlos ALUCP.

Airport Land Use Committee

The Airport Land Use Committee discussed the project at its January 23, 2020 meeting and recommended it be determined consistent with the SFO ALUCP subject to the four conditions referenced above.

ATTACHMENTS

1. Resolution 20-01
2. ALUCP application, together with related project description and exhibits.
3. Exh. 4-2 - San Carlos Airport ALUCP - Future Conditions (2035) Aircraft Noise Contours
4. Exh. 4-3 San Carlos Airport Safety Zones.
5. Exh 4-4a – FAA Notification Form 7460-1 Filing Requirements

RESOLUTION 20-01

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY, ACTING AS THE SAN MATEO COUNTY AIRPORT LAND USE COMMISSION, DETERMINING THAT THE SKYWAY CENTER PROJECT IN SAN CARLOS, INCLUDING ZONING ORDINANCE AMENDMENT, PLANNED DEVELOPMENT PERMIT AND RELATED ENTITLEMENTS, IS CONDITIONALLY CONSISTENT WITH THE APPLICABLE AIRPORT LAND USE POLICIES AND CRITERIA CONTAINED IN THE COMPREHENSIVE AIRPORT LAND USE COMPATIBILITY PLAN FOR THE ENVIRONS OF SAN CARLOS AIRPORT

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

WHEREAS, California Government Code Section 65302.3 states that a local agency General Plan, Zoning Ordinance and/or any affected specific plan must be consistent with the applicable airport/land use criteria in the relevant adopted Airport Land Use Compatibility Plan (ALUCP); and

WHEREAS, the proposed Skyway Center Project, 655 Skyway Road, San Carlos, is located within Airport Influence Area B of the San Carlos Airport, the area subject to formal C/CAG/ALUC review; and

WHEREAS, the City of San Carlos has referred the Skyway Center Project including Zoning Ordinance Amendment, Planned Development Permit and related entitlements (Project) to C/CAG, acting as the San Mateo County Airport Land Use Commission, for a determination of consistency with the San Carlos ALUCP; and

WHEREAS, three sets of airport/land use compatibility policies and criteria in the San Carlos ALUCP relate to the Project: (a) noise compatibility policies and criteria; (b) safety policies and criteria; and (c) airspace protection policies, as discussed below:

(a) Noise Policy Consistency Analysis - Pursuant to Noise Policy 1 of the San Carlos ALUCP, the projected 60dB CNEL contour defines the noise impact area for the San Carlos Airport. The office portion of the Project Area is located within the 65dB CNEL noise contour, while the hangars extend into the 70 dB CNEL contour. In accordance with the Noise Compatibility Criteria contained in Table 4-3 of the ALUCP, office use is considered compatible within this area subject to a requirement that the building be designed to achieve an interior noise level of 50 dB or lower, which is included herein as a condition of the consistency determination. Hangars are not a noise sensitive use and so are compatible within all noise contours.

(b) Safety Policy Consistency Analysis - The San Carlos ALUCP includes six sets of safety zones and related land use compatibility policies and criteria. The office portion of the project lies within Safety Zone 6, the Traffic Pattern Zone, and the hangar portion lies within Safety Zone 5, the Sideline Zone.

In accordance with Safety Compatibility Criteria Table 4-4 and Policy 3e of the San Carlos Airport ALUCP, new office development is compatible and is not restricted for safety reasons in Zone 6.

Hangars are determined to be similar to warehouses and parking garages which are listed as uses that are compatible within Zone 5.

Safety Zone 5 includes a prohibition for aboveground fuel storage or more than 10,000 gallons. As this use could be considered ancillary to a flight center or hangar use a condition reflecting this prohibition is included herein to ensure compatibility with the Safety policies and criteria of the San Carlos ALUCP.

(c) Airspace Protection Policy Consistency Analysis - The San Carlos ALUCP incorporates the provisions in Title 14 of the Code of Federal Regulations Part 77 (14 CFR Part 77), "Objects Affecting Navigable Airspace," as amended, to establish height restrictions and federal notification requirements related to proposed development within the 14 CFR Part 77 airspace boundaries for San Carlos Airport. The regulations contain three key elements: (1) standards for determining obstructions in the navigable airspace and designation of imaginary surfaces for airspace protection, (2) requirements for project sponsors to provide notice to the Federal Aviation Administration (FAA) of certain proposed construction or alteration of structures that may affect the navigable airspace, and (3) the initiation of aeronautical studies, by the FAA, to determine the potential effect(s), if any, of the proposed construction or alteration of structures on the subject airspace.

The Project Area is located directly adjacent to the airport in an area where all projects are subject to FAA notification requirements. Accordingly, the project sponsor will be required to comply with this requirement, which is included herein as a condition of the consistency determination.

WHEREAS, the Project Area is located within the Airport Influence Area for San Carlos Airport, where the real estate disclosure requirements of state law apply which provide that a statement be included in any property transfer documents that (1) indicates the subject property is located within an airport influence area (AIA) boundary and (2) that the property may be subject to certain impacts from airport/aircraft operations. As neither the Project application materials nor the San Carlos City Codes specifically address this requirement, it is included herein as a condition of the consistency determination; and

WHEREAS, at its January 23, 2020 meeting, based on the factors listed above and subject to the conditions identified, the Airport Land Use Committee recommended that the C/CAG Board of Directors, acting as the Airport Land Use Commission, determine that the Project is consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport; and,

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments for San Mateo County, acting as the San Mateo County Airport Land Use Commission, that subject to the conditions contained in Exhibit A, attached, the proposed Project is determined to be consistent with the applicable airport land use policies and criteria contained in the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF FEBRUARY 2020.

Maryann Moise Derwin, Chair

Resolution 20-1 – Conditions of Consistency Determination:

1. *Prior to issuance of a building permit, the project sponsor shall provide documentation to the City of San Carlos to substantiate that the project has been designed to achieve an interior noise level within the offices of 50 dB or lower.*
2. *The City of San Carlos shall include language in its Zoning Ordinance Amendment to prohibit aboveground fuel storage of more than 10,000 gallons on property located within Safety Zone 5.*
3. *Prior to issuance of a building permit, the project sponsor shall file Form 7460-1, Notice of Proposed Construction or Alteration, with the FAA, and provide to the City of San Carlos an FAA determination of no hazard to air navigation.*
4. *The City of San Carlos shall require that the project sponsor comply with the real estate disclosure requirements outlined in Airport Influence Area Policy 1 of the San Carlos ALUCP.*



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

APPLICANT INFORMATION

Agency:	City of San Carlos		
Project Name:	655 Skyway		
Address:	655 Skyway	APN:	046-081-550
City:	San Carlos	State:	CA
		ZIP Code:	94070
Staff Contact:	Andrea Mardesich	Phone:	(650) 802-4258
		Email:	amardesich@cityofsanCarlos.org
PROJECT DESCRIPTION	Senior planner		

Demolition of Existing Building: Hangars
Construction of 2 story office (22,710 s.f.)
new General services building (792 s.f.)
Two New Hangars (47,540 s.f.)
associated site improvements

REQUIRED PROJECT INFORMATION

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

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

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

a) Noise: Location of project/plan area in relation to the noise contours identified in the applicable ALUCP.

- Identify any relevant citations/discussion included in the project/plan addressing compliance with ALUCP noise policies.

b) Safety: Location of project/plan area in relation to the safety zones identified in the applicable ALUCP.

- Include any relevant citations/discussion included in the project/plan addressing compliance with ALUCP safety policies.

c) Airspace Protection:

- Include relevant citations/discussion of allowable heights in relation to the protected airspace/proximity to airport, as well as addressment of any land uses or design features that may cause visual, electronic, navigational, or wildlife hazards, particularly bird strike hazards.

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

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

Additional information For Development Projects:

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

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

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

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



30 October 2019

Project Summary

Proposed Office Building, Hangar, and Tenant Lounge

Skyway Center

San Carlos Airport

655 Skyway Road

San Carlos, CA

The Skyway Center at San Carlos Airport is a new Office Building and Aviation Facility to replace the existing 1960's era San Carlos Flight Center, which is 10 years beyond the end of its service life. The new facility is designed to replace the existing office building with a more modern, environmentally sustainable building to better meet the need of the current business environment and zoning intent. The aviation component of the project also replaces the existing facility with a structure and layout to accommodate a wider, significantly more valuable, quieter and fuel efficient range of aircraft as well as an increased flexibility in hangar sizes. The layout of the facility will improve onsite circulation and safety for both vehicles and aircraft as well as provide for a Tenant Lounge for the hangar tenants. Aside from the improved operational aspects of the facility, a primary goal of the design is to create a progressive facility that sets the tone for future development while also providing a positive asset to the community and the City of San Carlos.

Improvement Summary

Building Improvements

The Skyway Center site is located just south of the Hiller Aviation Museum on Skyway Road. The existing facility includes a C-shaped two-story Office, two t-hangar buildings and associated parking and airside improvements, which were constructed in 1969. All existing buildings and site improvements on the 3.49-acre property will be removed to accommodate the new facility. The new facility will include the following building improvements with net increase of 22,152 SF.

Demolition

Office (two-story)	25,740 SF
Hangar 1	11,600 SF
<u>Hangar 2</u>	<u>11,550 SF</u>
TOTAL	48,890 SF

Proposed

North Office (two-story)	8,000 SF
Lounge/Lobby (two-story)	3,710 SF
<u>South Office (two-story)</u>	<u>11,000 SF</u>
SUB-TOTAL OFFICE:	22,710 SF



North Hangar	16,630 SF
South Hangar	30,910 SF
<u>GSE Building</u>	<u>792 SF</u>
SUB-TOTAL HANGAR	48,332 SF

PROJECT TOTAL 71,042 SF

Parking

The site will maintain vehicular access from Skyway Road with landscaping and vehicle parking placed within the on-site public utility easements that parallel the roadway. 46 parking spaces are planned for this parking area with another 32 spaces located adjacent to the North Hangar along the north end of the site. These parking areas will be located on the landside of the project. Airside access is being provided via an Aircraft Operations Area (AOA) gate located on the northeast corner of the site. An additional 14 parking spaces are provided airside and are located on the east side of the South Hangar. Total onsite parking will be 88 standard spaces and 2 ADA spaces. Total required parking is 89 spaces. This is based upon using the city standard parking ratio office use and “warehouse” parking requirements for the hangar areas as no “hangar” ratio is provided for in the City requirements. This ratio is in line with a reasonable staff count and what JRMA has seen used in other jurisdictions.

Aircraft Access Ramp and Taxilane

The aircraft access will be via the taxiway at the east to an east-west on-site 70’ wide internal taxilane between North Hangar and South Hangar. The south side of South Hangar will also have access to an offsite taxilane via an in-place 50-year agreement with the County of San Mateo, which owns the adjacent land to the south. These hangars are also designed to eliminate the southern access if required and provide all access via the north hangar doors upon conclusion of the 50-year access agreement. An additional aircraft ramp area will be placed at the east side of the North Hangar to allow for aircraft staging. A total of 34,658 SF of the site (22.8%) will be used for aircraft circulation.

Landscaping

Although landscaping is typically minimized at aviation facilities to reduce the potential damage to aircraft by FOD (foreign object debris) and bird habitats, it is recognized that landscaping should be integrated into the project. To reduce the impact on aircraft operations, and maximize the effect of the landscaping, it has been placed at the west side of the site adjacent to Skyway Road and within the on-site parking at this area. A total of 5,745 SF of the landscaping (3.8% of the site) is placed at this location. It is anticipated that native landscaping will be used to reduce the need for water and maintenance.

Exterior Design

The exterior design of the facility will be modern with the use of architectural metal wall panels, translucent light panels and accent wall materials. A shed roof type massing is proposed for the project to mimic a progressive look similar to a Research and Development “loft-style” setting. The building massing and heights are carefully designed to ensure that conformance to FAA FAR Part 77 airspace requirements are adhered to. Once the project design commences, a 7460 application will be filed with



the FAA to verify that relevant point data is within envelope requirements. This will also be coordinated with the County.

Community Benefits

The project will provide benefits to the City of San Carlos and the local community in the form an environmentally-conscious facility that will reduce the amount of local resources used by the current inefficient buildings, as well as providing a modern facility to further enhance the current GCI zone. Some of the site design benefits included in the project are multiple vehicle changing stations to promote low-emissions forms of transportation and native landscaping to reduce irrigation demand. The building, both office and hangars, are designed to promote significant natural lighting for a healthier interior environment. Also, all building roofs will be a “cool roof” color to reduce the heat island effect and will be solar ready. The office building will also have a Lounge space that will be available for special events. An additional community benefit is the exclusion of helicopter and charter aircraft operations for the site. A unique aspect to the project is that each hangar will be named after historic female aviators. We feel this will not only honor these aviators but also provide an education opportunity for the community.

Summary

The Skyway Center provides an excellent path forward to benefit the City of San Carlos, its residents and the aviation community. Its development will ensure a new home for business as well as a wider range and quantity of aircraft and enhance the character of the area through a thoughtful and progressive design. The Planned Development approach is reasonable given the unique location of the site while maintaining its current use. The economic benefit to the City is best realized through the continuation of this aviation use and the transition of the existing facility into one that will serve the community for decades to come.

Summary Prepared by
JRMA Architects and Engineers

A handwritten signature in blue ink, appearing to read 'Dan Bianco'.

Dan Bianco, AIA
President
CA Architect C25349

PROJECT INFORMATION

PROJECT DESCRIPTION:
NEW MULTIHANGAR AVIATION FACILITY AND SITE IMPROVEMENTS
TO REPLACE EXISTING AVIATION FACILITY

SITE INFORMATION:

LOCATION:
655 SKYWAY ROAD
SAN CARLOS, CA

ZONING: GCI
APN: 046-081-550
JPN: 046-008-081-55A

HANGAR OCCUPANCY: S-1

TENANT LOUNGE/OFFICE OCCUPANCY: B

GSE BUILDING OCCUPANCY: S-1

CONSTRUCTION TYPE (ALL BUILDINGS): II-B

NFPA 409 CLASSIFICATION: GROUP II HANGARS

MAXIMUM FIRE AREA: NORTH HANGAR: 16,630 S.F.
SOUTH HANGAR: 30,910 S.F.

FIRE SUPPRESSION: FULLY SPRINKLERED

FOAM SUPPRESSION: NOT REQUIRED PER
CRC SECTION
412.4.6 EXCEPTION

SITE SUMMARY

BUILDING FOOTPRINT:	71,042 S.F.	46.7%
LANDSCAPE:	5,745 S.F.	3.8%
PARKING/DRIVE:	31,108 S.F.	20.5%
RAMP:	34,658 S.F.	22.8%
SIDEWALK:	6,109 S.F.	4.0%
OTHER PAVED AREA:	3,310 S.F.	2.2%
TOTAL:	(3.49 ACRES) 151,972 S.F.	100.0%

BUILDING SUMMARY

PROPOSED

NORTH HANGAR:	16,630 S.F.
SOUTH HANGAR:	30,910 S.F.
GSE BUILDING (2-STORY):	8,000 S.F.
LOUNGE LOBBY (2-STORY):	3,710 S.F.
SOUTH OFFICE (2-STORY):	11,000 S.F.
TOTAL:	71,042 S.F.

EXISTING BUILDING AREA TO BE REMOVED

TOTAL:	48,890 S.F.
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PARKING SUMMARY

PARKING REQUIRED:

OFFICE:	1 SPACE PER 300 S.F.
WAREHOUSE (HANGAR):	(FIRST 10,000 S.F.) 1 SPACE PER 2,000 S.F. (ABOVE 10,000 S.F.) 1 SPACE PER 5,000 S.F.
OFFICE (HANGAR & GSE):	22,710 S.F. / 300 X 1.0 = 75,70 STALLS
WAREHOUSE (HANGAR & GSE):	10,000 S.F. / 2,000 X 1.0 = 5,00 STALLS 38,332 S.F. / 5,000 X 1.0 = 7,67 STALLS
TOTAL:	71,042 S.F. (88.37) 89 STALLS

NOTE: PARKING RATIO SHOWN FOR HANGAR IS ASSUMED. NO HANGAR PARKING REQUIREMENTS ARE PROVIDED IN ZONING CODE

PARKING PROVIDED:

STANDARD PARKING SPACES:	88
ADA PARKING SPACES:	2
TOTAL:	90

PROJECT TEAM

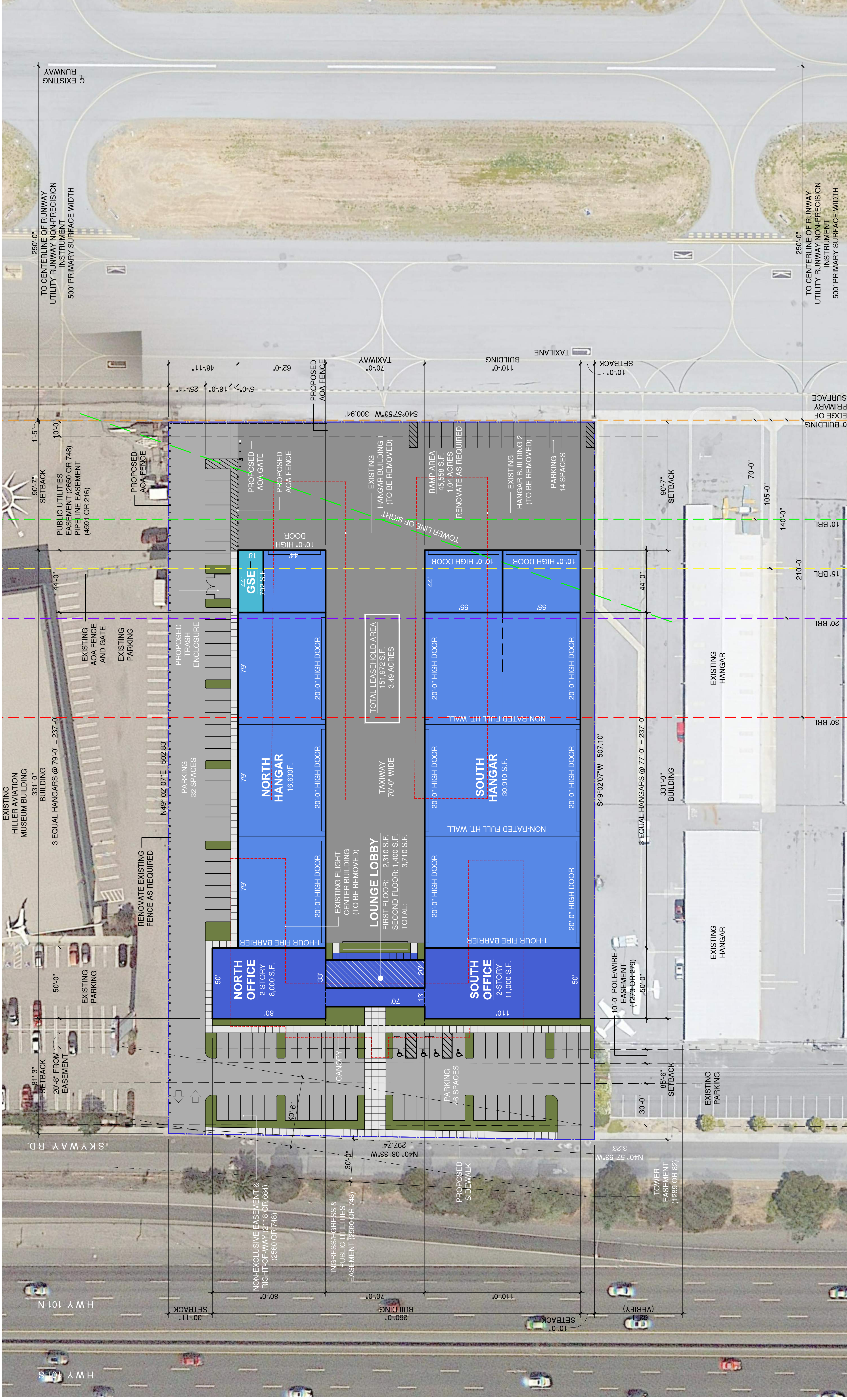
OWNER:
SKYWAY CENTER
177 BOYET ROAD, SUITE 600
SAN MATEO, CA 94402
CONTACT: MARTIN EISENBERG
TEL: 650.638.2373
EMAIL: martineisenberg@gmail.com

CONTRACTOR/APPLICANT:

CENTREX CONSTRUCTION
8250 SW HUNZIKER STREET
TIGARD, OR 97223
CONTACT: TOM LARSON
TEL: 503.684.0443
EMAIL: tlarsen@centrex.com

ARCHITECT:

JRMA
2700 SATURN STREET
BREA, CA 92821
CONTACT: DAN BIANCO, AIA
TEL: 714.524.1870
EMAIL: danb@jrma.com



VICINITY MAP

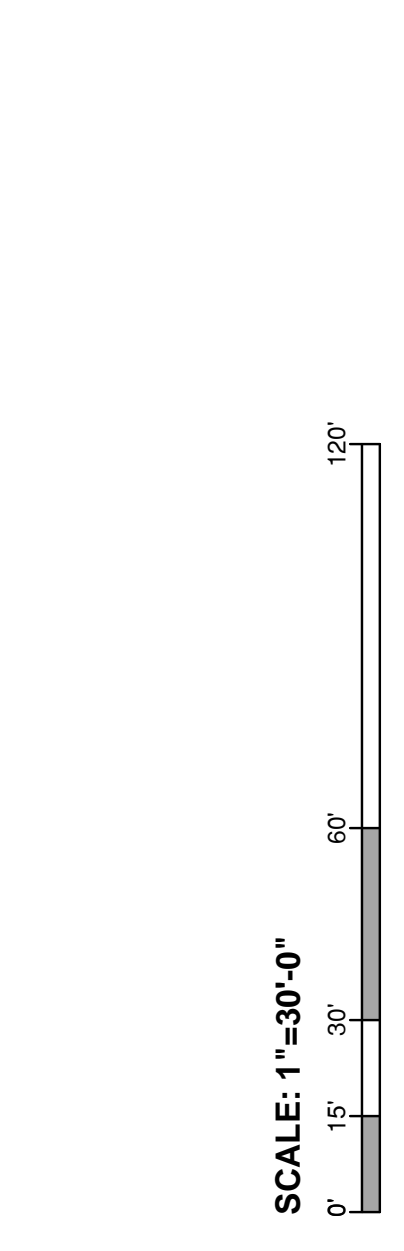
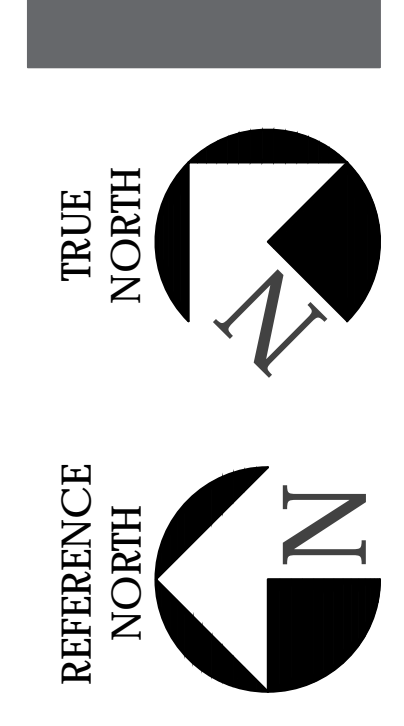
NOT TO SCALE



LEGEND

	PROPOSED HANGAR		PROPERTY LINE
	PROPOSED OFFICE/LOUNGE		EXISTING CHAIN LINK FENCE
	PROPOSED OFFICE SECOND FLOOR		PROPOSED AOA FENCE
	PROPOSED GSE BUILDING		EASEMENT LINE
	PROPOSED LANDSCAPING		ADA ACCESSIBLE SPACES
	AC PAVING		(E) EXISTING BUILDING AREA TO BE REMOVED
	RAMP PAVING		
	STRIPING		
	CONCRETE WALKWAY		

PROPOSED MASTER SITE PLAN - SCHEME 8
Skyway Center
Proposed Hangars, Tenant Lounge, and GSE Building
655 Skyway Road, San Carlos Airport, San Carlos, CA



A1.1
Job No. 5396
10.29.2019
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Sunset View of North Office and South Office from Skyway Road



Aerial Evening View Looking Northeast



Sunrise Airside View of North Hangar



View of North Office and Lounge Lobby from Parking Area



Aerial View Looking West



Aerial View Looking Northeast



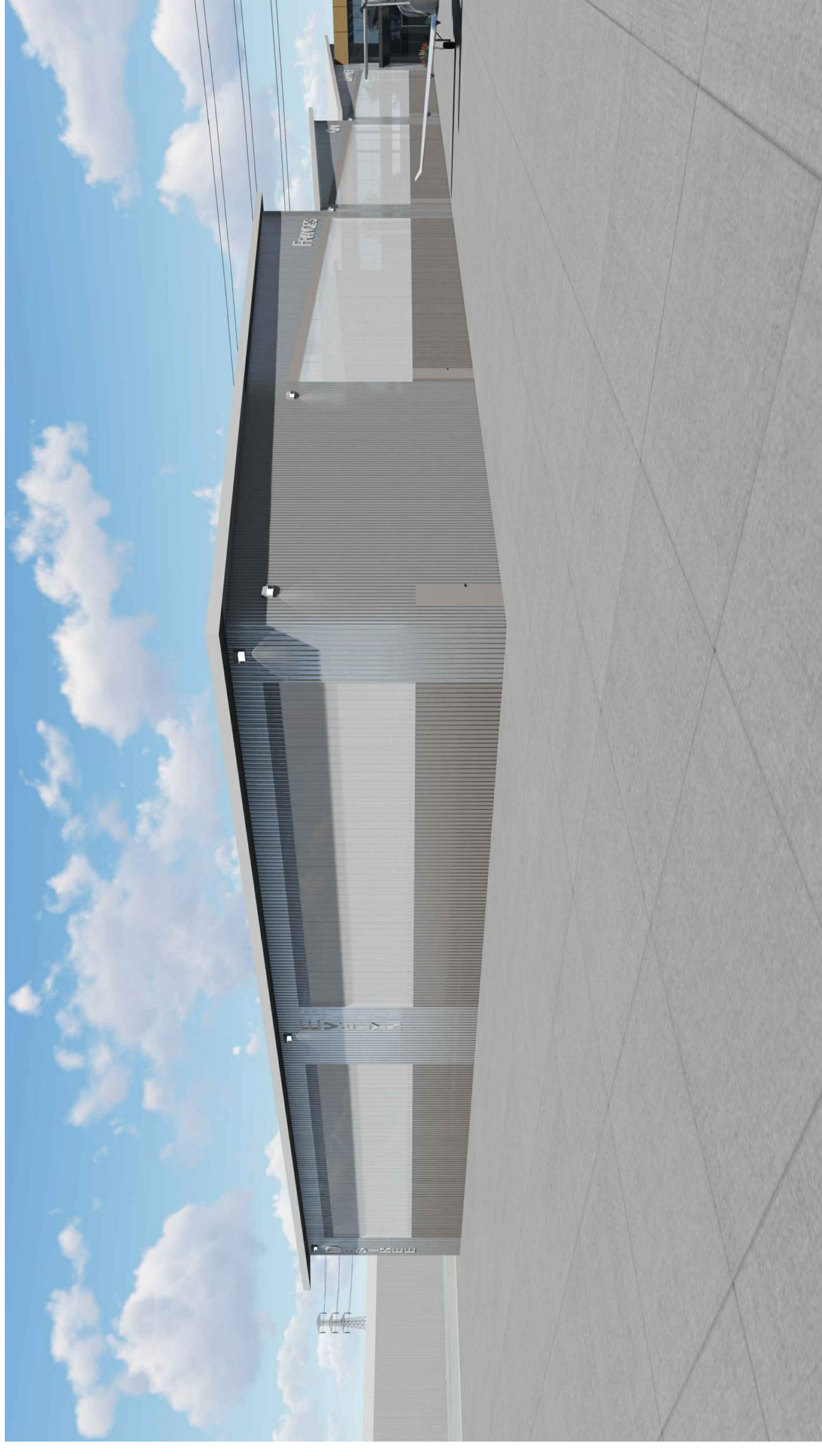
Airside View of GSE and North Hangar



Airside View of Lounge Lobby and North Hangar



Airside View of GSE and North Hangar



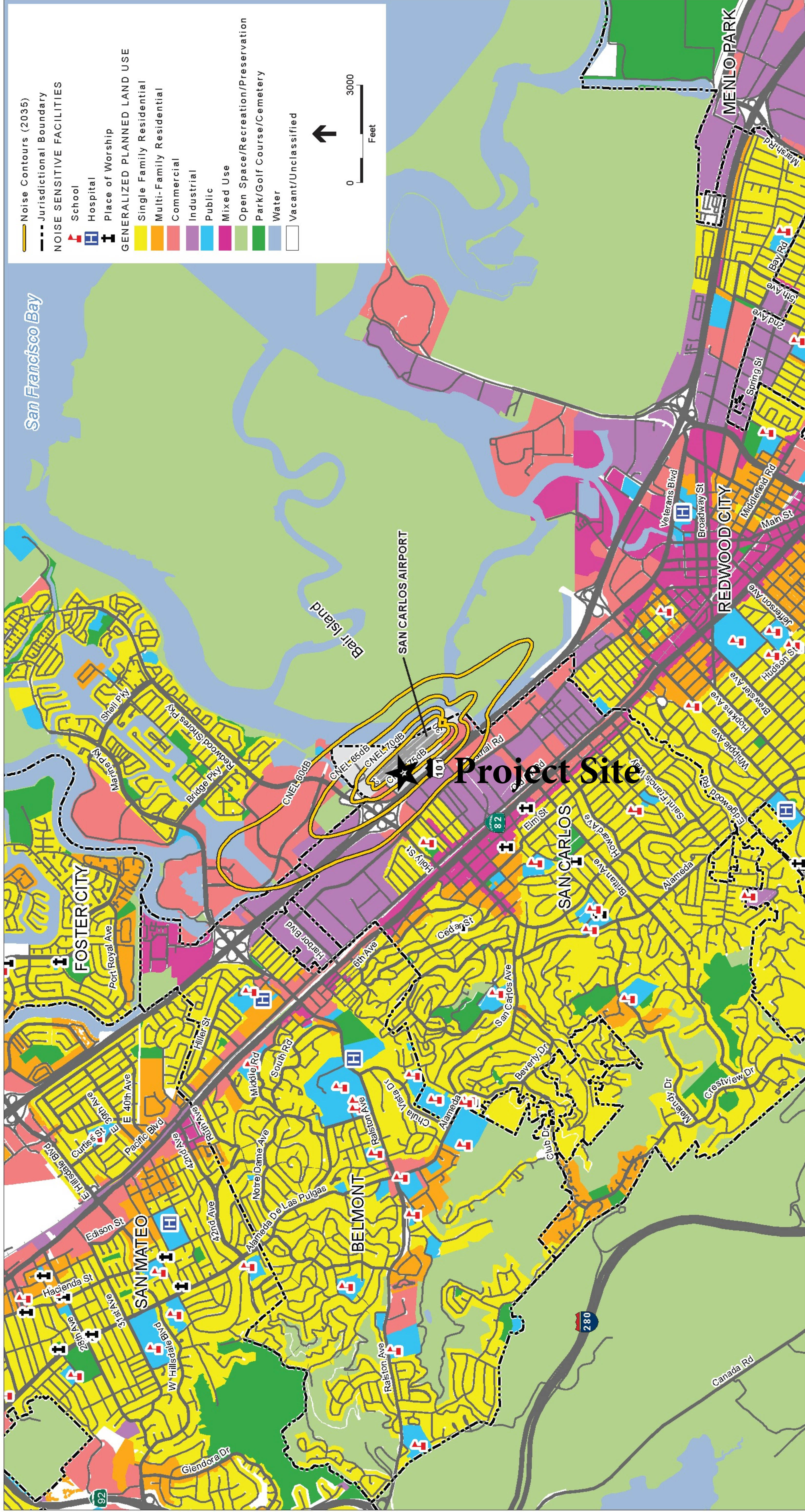
Airside View of South Hangar



Airside View of South Hangar Looking West

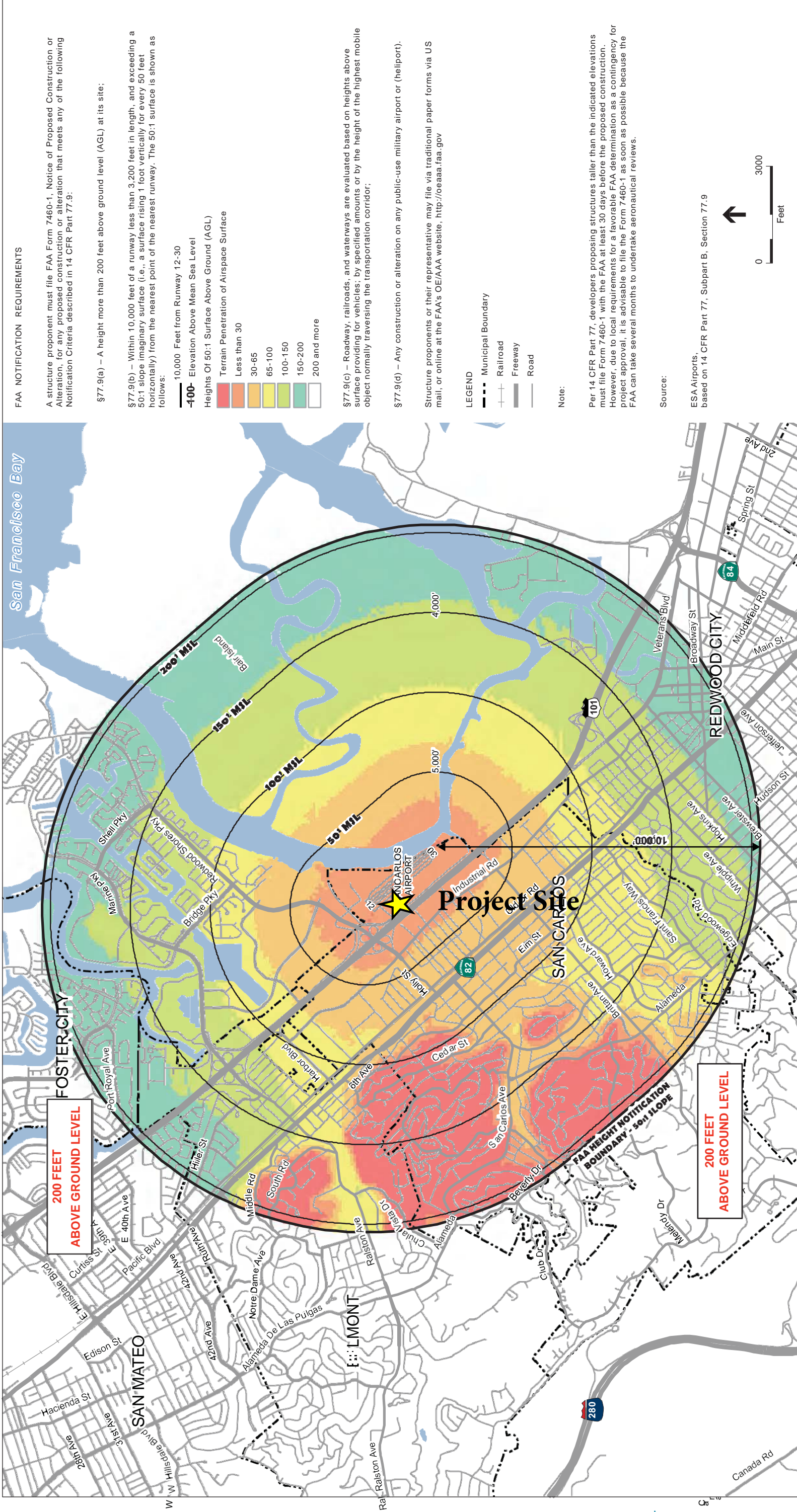


View of North Office, Lounge Lobby and South Office from Skyway Road



SOURCE: Belmont, 1982; San Mateo County, 1986; Foster City, 1993; Menlo Park, 1994; San Carlos, 2009; City of San Mateo, 2010; Redwood City, 2010; ESRI, 2014; ESA Airports, 2015





FAA NOTIFICATION REQUIREMENTS

A structure proponent must file FAA Form 7460-1, Notice of Proposed Construction or Alteration, for any proposed construction or alteration that meets any of the following Notification Criteria described in 14 CFR Part 77.9:

- §77.9(a) – A height more than 200 feet above ground level (AGL) at its site;
- §77.9(b) – Within 10,000 feet of a runway less than 3,200 feet in length, and exceeding a 50:1 slope imaginary surface (i.e., a surface rising 1 foot vertically for every 50 feet horizontally) from the nearest point of the nearest runway. The 50:1 surface is shown as follows:



§77.9(c) – Roadway, railroads, and waterways are evaluated based on heights above surface providing for vehicles; by specified amounts or by the height of the highest mobile object normally traversing the transportation corridor;

§77.9(d) – Any construction or alteration on any public-use military airport or (heliport).

Structure proponents or their representative may file via traditional paper forms via US mail, or online at the FAA's OEAAA website. <http://oeaaa.faa.gov>

- LEGEND**
- Municipal Boundary
 - Rail road
 - Freeway
 - Road

Note:

Per 14 CFR Part 77, developers proposing structures taller than the indicated elevations must file Form 7460-1 with the FAA at least 30 days before the proposed construction. However, due to local requirements for a favorable FAA determination as a contingency for project approval, it is advisable to file the Form 7460-1 as soon as possible because the FAA can take several months to undertake aeronautical reviews.

Source:

ESA Airports, based on 14 CFR Part 77, Subpart B, Section 77.9



SOURCE: USGS, 1999-2013; ESRI, 2014; San Mateo County Planning and Building Department, 2014; ESA Airports, 2014

C/CAG AGENDA REPORT

Date: February 13, 2020

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 Tom Francis of BAWSCA and Kristen Jensen of the San Mateo Chamber/Community Bank of the Bay to the C/CAG Resource Management and Climate Protection (RMCP) Committee to fill the vacancies representing water and business/chamber, respectively.

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

RECOMMENDATION

That the C/CAG Board review and approve the appointments of Tom Francis of Bay Area Water Supply and Conservation Agency (BAWSCA) and Kristin Jensen of the San Mateo Chamber and the Community Bank of the Bay to fill the vacant seats on the Resource Management and Climate Protection (RMCP) Committee, representing “water” and “business/chamber of commerce”, respectively.

FISCAL IMPACT

None.

SOURCE OF FUNDS

N/A

BACKGROUND

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.

The Resource Management and Climate Protection Committee (RMCP) is composed of seven elected official and six representative seats from each of the following: energy, water, utility, nonprofit, business/chamber of commerce, and environmental organization, for a total of 13 seats. Originally called the Utilities Sustainability Task Force (USTF), it developed a San Mateo County Energy Strategy for the county, which was adopted by every city in San Mateo County in 2009. The RMCP Committee provides information and recommendations to CMEQ and the C/CAG Board on items related to resource conservation and climate action. The Committee also tracks the progress of two main C/CAG programs, the San Mateo County Energy Watch (SMCEW) and the Regionally Integrated Climate Action Planning Suite (RICAPS).

Two seats on the RMCP Committee are currently vacant, one for Water, recently vacated by Adrienne Carr, formerly of BAWSCA, and one for Business/Chamber of Commerce. A recruitment letter was

issued on January 10, 2020 for the vacancies. The letter indicated that the deadline for letters of interest was January 30, 2020. The letter was widely cast, by email, to water agencies and chambers of commerce.

By the deadline, letters of interest have been received from Tom Francis, Water Resource Manager at BAWSCA, and Kristin Jensen, Senior Vice President at Community Bank of the Bay and current board member of the San Mateo Area Chamber of Commerce. Staff recommends the C/CAG Board appoint Tom Francis and Kristin Jensen to the RMCP committee.

ATTACHMENTS

1. December 2019 Roster for the Resource Management and Climate Protection (RMCP) Committee
2. Letter of Interest – Tom Francis, BAWSCA.
3. Letter of Interest – Kristin Jensen, Community Bank of the Bay

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*

Resource Management and Climate Protection Committee (May 2019)	
Elected Officials (7)	
Maryann Moise Derwin – <u>Committee Chair</u> Councilmember Portola Valley mderwin@portolavalley.net	
Don Horsley Vice President County of San Mateo – District 3 dhorsley@smcgov.org	Drew Combs Councilmember Menlo Park dcombs@menlopark.org
Rick DeGolia Councilmember Atherton rdegolia@ci.atherton.ca.us	Diane Papan Councilmember San Mateo Dpapan@cityofsanmateo.org
Janet Borgens Councilmember Redwood City jborgens@redwoodcity.org	Donna Colson Mayor Burlingame dcolson@burlingame.org
<u>Stakeholder Representatives (5)</u>	
<u>Energy</u>	Ortensia Lopez – Executive Director El Concilio of San Mateo County or10sie@el-concilio.com
<u>Water</u>	VACANT

Resource Management and Climate Protection Committee (May 2019)	
<u>Utility</u>	Bill Chiang Government Relations Pacific Gas and Electric Company william.chiang@pge.com
<u>Nonprofit</u>	Doug Silverstein Leader Green County San Mateo doug@greensmc.org
<u>Business/Chamber of Commerce</u>	VACANT
<u>Environmental</u>	Christine Zaugg Executive Director Sustainable San Mateo County christine@sustainablesanmateo.org

<u>RMCP Committee Staff</u>	
<u>C/CAG:</u>	Sandy Wong Executive Director slwong@smgov.org (650) 599-1409
<u>County of San Mateo Office of Sustainability:</u>	Kim Springer Resource Conservation Programs Manager Energy-Water Programs kspringer@smgov.org (650) 599-1412



January 28, 2020

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

RE: Letter of Interest – Water Agency Representative on the RMCP Committee

Dear Ms. Wong,

This letter serves to note my interest in filling the existing opening as the Water Agency Representative on the City/County Association of Governments of San Mateo County's (C/CAG) Resource Management and Climate Protection Committee (RMCP Committee).

Since the fall of 2016, I have served as the Water Resources Manager for the Bay Area Water Supply and Conservation Agency (BAWSCA). BAWSCA represents the interests of 24 cities and water districts and two private utilities in Alameda, San Mateo and Santa Clara counties that purchase water on a wholesale basis from San Francisco's Regional (Hetch Hetchy) Water System (SF RWS). BAWSCA is the only entity having authority under state law to directly represent the needs of the cities, water districts and private utilities (wholesale customers) that depend on the SF RWS. BAWSCA also has the authority to coordinate water conservation, supply and recycling activities for its agencies; acquire water and make it available to other agencies on a wholesale basis; finance projects, including improvements to the regional water system; and build facilities jointly with other local public agencies or on its own to carry out the agency's purposes. BAWSCA is a firm supporter of C/CAG and the RMCP Committee, having had representatives sit on the RMCP Committee over the years.

I believe that my knowledge of the water supply needs and interests of the water agencies that serve the bulk of the residents of San Mateo County will prove of use to the RMCP Committee. I further believe that having access to the wealth of information that BAWSCA houses will serve as a valuable resource to the RMCP Committee.

By way of personal background, prior to working for BAWSCA, I worked as a Senior Engineer for East Bay Municipal Utility District (EBMUD), responsible for the development of new sources of water supply including groundwater, rainwater, and desalination projects. Earlier in my career, I was employed by Ducks Unlimited, Inc., serving as their lead regional engineer for the western United States on wetland enhancement and waterfowl habitat creation projects. I've also worked as a consultant leading projects that include dam and spillway design and construction, floodplain delineation, and urban flood control / drainage planning. In terms of serving on citizen committees, I was the chair of the City of Berkeley's Public Works Committee (the City where I reside). I have a BS in Civil Engineering from South Dakota State University, an MS in Civil Engineering from Purdue University, and an MBA from Emory University.

City/County Association of Governments
RMPC Committee Application
Attn: Ms. Sandy Wong
Page 2

If I am selected to fill the open seat on the RMCP Committee, I commit to regularly attending the meetings held, and I am aware that the meetings are held each month in afternoon hours.

If you have further questions regarding my interest in serving on the RMCP Committee, please do not hesitate to contact me at (650) 349-3000.

Regards,

A handwritten signature in blue ink that reads "Thomas B. Francis". The signature is written in a cursive style with a large initial 'T' and 'F'.

Tom Francis, P.E.
Water Resources Manager
Bay Area Water Supply and Conservation Agency

Cc: Nicole Sandkulla, BAWSCA CEO / GM



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

Dear Sandy:

Cheryl Angeles, the CEO of the San Mateo Chamber, suggested I submit a letter to be considered for appointment to serve on the RMCP Committee. Your committee interests me very much.

I am currently on the Chamber's Board of Directors. Previously, I served as Chairman of the Board for two years.

I am a Senior Vice President at Community Bank of the Bay working out of our San Mateo Branch.

My bank established the Bay Area Green Fund in 2006 and our bank is certified as a Green Business.

I am also on the Climate Change Committee at the San Mateo Rotary Club.

A close family friend, Daniel Richter, is the Legislative Director of the Citizen's Climate Lobby in Washington DC. He keeps us posted on the bi-partisan accomplishments he and 1000 volunteers make every day.

I am a Bay Area Native. Born at Stanford. I grew up in Menlo Park and have lived on the coast for 33 years.

Please let me know if you need more information about me.

Thank you for your consideration.



Kristin Jensen

650-868-7149/ kjensen@bankcbb.com

C/CAG AGENDA REPORT

Date: February 13, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 20-02 authorizing the C/CAG Chair to execute the Memorandum of Understanding (MOU) with San Mateo County Transportation Authority (SMCTA) for the Project Approval & Environmental Document (PA&ED) Phase of the US 101/SR92 Interchange Near-Term Area Improvement Project.

(For further information, contact Van Ocampo at 650-599-1460)

RECOMMENDATION

Review and approve Resolution 20-02, authorizing the C/CAG Chair to execute the Memorandum of Understanding (MOU) with San Mateo County Transportation Authority (SMCTA) for the Project Approval & Environmental Document (PA&ED) Phase of the US 101/SR92 Interchange Near-Term Area Improvement Project.

It is also recommended that the C/CAG Board authorize the Executive Director to negotiate the final terms of said MOU prior to its execution by the C/CAG Chair, subject to approval as to form by legal counsel.

FISCAL IMPACT

Execution of the MOU has no Fiscal Impact. The Project PA&ED Phase is estimated to cost \$2.411 Million and funding has been previously approved by the C/CAG Board via the approval of the State Transportation Improvement Program (STIP) Fund.

SOURCE OF FUNDS

N/A

BACKGROUND

The US 101/SR 92 Interchange (Interchange) is a major facility that serves both regional traffic and local street connections. During AM and PM peak traffic periods, motorists experience substantial delay and congestion at the Interchange (and its vicinity), caused by heavy traffic volume, inadequate capacity, and inefficient weaving and merging at the ramp connectors.

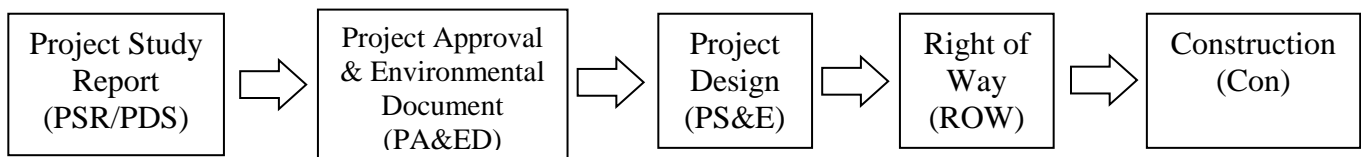
For general information regarding Caltrans highway project approval process, please see typical chart on the next page.

On August 9, 2012, C/CAG Board approved Resolution 12-46 authorizing the acceptance of funds and execution of grant agreements with SMCTA for project feasibility studies and project study documents associated with four highway projects, including the US 101/SR 92 Interchange Improvement Preliminary Planning Study (PPS). In June of 2016, the PPS, which studied the traffic congestion and identified a number of short-term and long-term alternatives to address congestion and safety concerns at the Interchange (and its vicinity) was completed. Short-Term “Area” Improvements focus on non-complex alternatives that improve local access from US 101 and provide operational improvements that reduces weaving conflicts and improve safety, with relatively low implementation costs while Long-term “Direct Connector” Improvements are more complexed, involves construction of new structures, takes longer time and costly.

The Project Study Report/Project Development Supports (PSR/PDS) for the Short-Term “Area” Improvements, which identifies the project scope, schedule, capital outlay and support costs needed to complete the environmental and design phases, has been approved by Caltrans, and this project is ready to proceed with the Project Approval and Environmental Document (PA&ED) phase.

CALTRANS’ PROJECT APPROVAL PROCESS (TYPICAL)

Projects must follow the sequential process shown below:



AGENCY ROLES AND RESPONSIBILITIES

C/CAG and SMCTA are co-sponsors of this Project and the attached MOU documents the project scope, project description, funding, term of the MOU, and responsibilities of the co-sponsoring agencies during the PA&ED Phase. Caltrans will be the Implementing Agency for the PA&ED Phase. The Roles and Responsibilities of each agency (C/CAG, SMCTA and CALTRANS) are being documented through a Cooperative Agreement, which is also for approval by the C/CAG Board under a separate agenda item.

ATTACHMENTS

1. Resolution 20-02
2. Memorandum of Understanding (MOU) between San Mateo County Transportation Authority and City/County Association of Governments of San Mateo County for the US 101/SR92 Interchange Near-Term Area Improvements Project PA&ED Phase

RESOLUTION 20-02

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 MEMORANDUM OF UNDERSTANDING (MOU) WITH THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY (SMCTA) FOR THE PROJECT APPROVAL AND ENVIRONMENTAL DOCUMENT PHASE OF THE US 101/SR 92 INTERCHANGE AREA IMPROVEMENTS PROJECT

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

WHEREAS, C/CAG received \$500,000 in Measure A funds as part of the 2012 Highway Program Call for Projects, for the Preliminary Planning phase of the US 101/SR 92 Interchange Area Improvements; and

WHEREAS, C/CAG, in partnership with SMCTA, City of Foster City, and City of San Mateo, completed a Preliminary Planning Study (PPS) in June 2016 that identified multiple short-term and long-term improvement needs to address existing and future traffic congestion in the vicinity of the US 101/SR 92 Interchange and vicinity; and

WHEREAS, SMCTA, in coordination with C/CAG, City of San Mateo, and City of Foster City, implemented the Project Initiation Document (PID) phase and completed a Caltrans approved Project Study Report/ Project Development Support (PSR-PDS) in October 2019 which allows the Project to advance to the Project Approval and Environmental Document (PA&ED) phase; and

WHEREAS, the Cities of Foster City and San Mateo requested that C/CAG and/or the TA sponsor the subsequent phases of the Project; and

WHEREAS, C/CAG and SMCTA wish to continue the partnership and co-sponsor the PA&ED phase of the Project with Caltrans as the implementing agency; and

WHEREAS, on C/CAG administers State Transportation Improvement Program (STIP) funds for San Mateo County; and

WHEREAS, on October 10, 2019, the C/CAG Board of Directors adopted Resolution 19-72 to direct \$2,411,000 in State Transportation Improvement Program (STIP) funds toward the environmental phase of the Project; and

WHEREAS, C/CAG and SMCTA desire to execute an MOU between C/CAG and SMCTA to document their co-sponsorship role for the PA&ED Phase of the US 101/SR 92 Interchange Area Improvements Project; and

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association

of Governments of San Mateo County that on behalf of C/CAG the Chair is authorized to execute a Memorandum of Understanding (MOU) with the San Mateo County Transportation Authority for the Project Approval and Environmental Document phase for the US 101/SR 92 Interchange Area Improvements Project and also that the Executive Director is authorized to negotiate the final terms of said MOU prior to its execution by the C/CAG Chair, subject to approval as to form by legal counsel.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF FEBRUARY 2020.

Maryann Moise Derwin, Chair

Memorandum of Understanding (MOU)
between
San Mateo County Transportation Authority
and
City/County Association of Governments of San Mateo County

for US 101/ SR 92 Interchange Area Improvements Project
PA&ED Phase

This Memorandum of Understanding (MOU) is entered into as of the ___ day of _____, 2020, by and between the San Mateo County Transportation Authority (TA and Co-Sponsor) and City/County Association of Governments of San Mateo County (C/CAG and Co-Sponsor), each of which is referred to herein individually as "Party" and jointly as "Parties."

RECITALS

WHEREAS, on November 2, 2004, the voters of San Mateo County approved the continuation of the collection and distribution by the TA of the Measure A half cent transaction and use tax for an additional 25 years to implement the 2004 Transportation Expenditure Plan, beginning January 1, 2009 (Measure A); and

WHEREAS, at the request of C/CAG and as part of the 2012 Highway Program Call for Projects, the TA allocated \$500,000 in Measure A funds through Resolution 2012-17 for the Preliminary Planning phase of the US 101/SR 92 Interchange Area Improvements; and

WHEREAS, TA in partnership with C/CAG, City of Foster City, and City of San Mateo, completed a Preliminary Planning Study (PPS) in June 2016 that identified multiple short-term and long-term improvement needs to address existing and future traffic congestion in the vicinity of the US 101/SR 92 interchange; and

WHEREAS, the Parties desire to scope the short-term and long-term improvements into two separate projects to better streamline project delivery; and

WHEREAS, the Cities of Foster City and San Mateo desire to collectively co-sponsor the development of the Project Initiation Document (PID) phase; and

WHEREAS, on October 9, 2017, the TA issued a call for projects for the Highway Program; and

WHEREAS, in response to the call for projects, the Cities of Foster City and San Mateo requested that the TA provide \$630,000 in Measure A funds for the PID phase of the US101/SR92 Interchange Area Improvements Project (Project) to address short-term improvement needs; and

WHEREAS, the Project meets the intent of the 2004 Transportation Expenditure Plan and the TA's Strategic Plan 2014-2019; and

WHEREAS, on February 1, 2018, the TA's Board of Directors programmed and allocated up to \$630,000 from the Measure A Key Congested Areas Category for the PID phase of the Project through Resolution 2018-05; and

WHEREAS, the TA, in coordination with C/CAG, City of San Mateo, and City of Foster City, implemented the PID phase and completed a Caltrans approved Project Study Report/ Project Development Support (PSR-PDS) in October 2019 which allows the Project to advance to the environmental (PA&ED) phase; and

WHEREAS, the Cities of Foster City and San Mateo requested that C/CAG and/or the TA sponsor the subsequent phases of the Project; and

WHEREAS, the TA and C/CAG wish to continue the partnership in co-sponsoring the PA&ED phase in San Mateo County; and

WHEREAS, on October 3, 2019, the TA Board of Directors amended the 2004 Measure A Transportation Expenditure Plan to include the TA as an eligible sponsor of the Project under the Key Congested Areas Highway Program Category through Resolution 2019-25; and

WHEREAS, on October 10, 2019, the C/CAG Board of Directors adopted Resolution 19-72 to direct \$2,411,000 in State Transportation Improvement Program (STIP) funds toward the environmental phase of the Project; and

WHEREAS, the Parties desire collectively to have Caltrans complete the Scope of Work as described in Section A.2, below.

Now, THEREFORE, the Parties to this MOU agree as follows:

A. Project Scope and Description

1. Project Scope. The Project is the implementation of US 101/ SR 92 interchange area improvements to address short-term improvement needs.
2. Scope of Work. The Scope of Work is the preparation and completion of a Caltrans approved environmental document for the Project Approval and Environmental Document (PA&ED)/ environmental phase.
3. Limited to Scope of Work. This MOU is intended to cover only the Scope of Work. Further roles and responsibilities for subsequent phases of work on, or other tasks related to, the Project will be determined by negotiations between the Parties.

B. Funding and Payment

1. Funding Commitment. C/CAG will provide \$2,411,000 of STIP funds for the Scope of Work.
2. Insufficient Funding. In the event that additional funding is needed to complete the Scope of Work, the TA and C/CAG will work collectively to identify the additional amounts needed. The Parties will work together to identify potential sources of funding, as well as obtain the necessary funds to complete the Scope of Work.

C. Term

1. Term of Agreement. This MOU is effective upon execution, and will terminate upon the earliest of: (a) termination by C/CAG or the TA pursuant to section C-3, (b) April 30, 2022, or (c) 6 months after PA&ED approval by Caltrans.
2. Time of Performance. The Scope of Work must be completed no later than October 31, 2021.
3. Termination by the Parties. Either Party may at any time terminate the MOU by giving ten (10) days' written notice to the other Party. The other Party may continue work on the Project. However, in case of termination, neither Party may seek nor be entitled to receive further reimbursement from the other Party for any costs or expenses incurred in connection with the Scope of Work nor termination of this MOU.

D. TA Responsibilities

1. TA may, at its discretion, review the work products and deliverables produced by Caltrans for the Scope of Work, including reports, designs, drawings, plans, specifications, schedules and other materials.
2. TA will keep C/CAG apprised of corridor developments, such as award of contracts or potential changes that may affect the scope, schedule, or budget of the Project or Scope of Work.
3. TA will attend regular meetings of a Project Development Team (PDT) comprised of various Caltrans functional units, C/CAG and representatives from involved local and regional entities to provide input and guidance on the Scope of Work.
4. TA will consult with C/CAG where necessary/appropriate.
5. TA is solely responsible for all costs, including staff time, needed to fulfill its responsibilities set forth in this Section D.
6. TA will share all project and meeting materials, including PowerPoint presentations, prepared by TA and/or Caltrans with C/CAG for review and obtain C/CAG's approval prior to publishing materials or presenting such materials at meetings.

E. C/CAG Responsibilities

1. C/CAG may, at its discretion, review the work products and deliverables produced by Caltrans for the Scope of Work, including reports, designs, drawings, plans, specifications, schedules and other materials.
2. C/CAG may, at its discretion, review and audit invoices and other documentation of expenditures for the Scope of Work to be provided by Caltrans.
3. C/CAG will attend regular meetings of a Project Development Team (PDT) comprised of various Caltrans functional units, TA and representatives from involved local and regional entities to provide input and guidance on the Scope of Work.
4. C/CAG will consult with TA where necessary/appropriate.
5. C/CAG is solely responsible for all costs, including staff time, needed to fulfill its responsibilities set forth in this Section E.
6. C/CAG will share all project and meeting materials, including PowerPoint presentations, prepared by C/CAG and/or Caltrans with TA for review and obtain TA's approval prior to publishing materials or presenting such materials meetings.

F. Third Party Roles

1. Third Party Roles. The Parties will enter into a separate cooperative agreement with Caltrans for Caltrans to complete the Scope of Work (Cooperative Agreement). The Cooperative Agreement will list the terms and conditions, roles and responsibilities of the three parties associated with review and approval of the environmental document.

G. Indemnification

1. Each of the Parties will indemnify, hold harmless and defend the other Party and its directors/councilmembers, officers, employees and agents (collectively, "Indemnitees") against all liability, claims, suits, actions, costs or expenses related to performance of the Scope of Work or the Project, including but not limited to those arising from loss of or damage to property, and injuries to or death of any person (including but not limited to the property or employees of each Party) when arising out of or resulting from any act or omission by the indemnifying Party, its agents, employees, contractors or subcontractors in connection with any aspect of the Project, including Project design, construction and/or maintenance.
2. Each of the Parties will also fully release, indemnify, hold harmless and defend the other Party and Indemnitees from and against any and all claims or suits that may be brought by any of the Indemnifying Party's contractors or subcontractors performing work in connection with or related to the Project.

3. The indemnifying Party's obligation to defend includes the payment of all reasonable attorneys' fees and all other costs and expenses of suit, and if any judgment is rendered, or settlement entered, against any Indemnitee, the indemnifying Party must, at its expense, satisfy and discharge the same. Indemnitees may require the indemnifying Party to obtain counsel satisfactory to the Indemnitees.
4. This indemnification will survive termination or expiration of this MOU.

H. Miscellaneous

1. Ownership of Work. All reports, designs, drawings, plans, specifications, schedules, studies, memoranda, and other documents assembled for or prepared by or for; in the process of being assembled or prepared by or for; or furnished to the TA or C/CAG by Caltrans under this MOU, are the joint property of the TA and C/CAG. Each Party is entitled to copies and access to these materials during the progress of the Project and upon completion of the Scope of Work or termination of this MOU. Both Parties may retain a copy of all material produced under this MOU for use in their general activities.
2. Attribution to the TA and C/CAG. TA must include attribution that indicates work was funded by State Transportation Improvement Program (STIP) Funds administered by C/CAG. Both TA and C/CAG must include attribution that indicates work is sponsored by both parties. This provision applies to any presentation or publication issued for this Project by either Party. Acceptable forms of attribution include TA and C/CAG branding on Project-related documents, construction signs, public information materials, and any other applicable documents.
3. No Waiver. No waiver of any default or breach of any covenant of this MOU by either Party will be implied from any omission by either Party to take action on account of such default if such default persists or is repeated. Express waivers are limited in scope and duration to their express provisions. Consent to one action does not imply consent to any future action.
4. Assignment. No Party can assign, transfer or otherwise substitute its interest or obligations under this MOU without the written consent of the other Party.
5. Governing Law. This MOU is governed by the laws of the State of California as applied to contracts that are made and performed entirely in California.
6. Modifications. This MOU may only be modified in a writing executed by both Parties.
7. Disputes. If a question arises regarding interpretation of this MOU or its performance, or the alleged failure of a Party to perform, the Party raising the question or making the allegation must give written notice thereof to the other Party. The Parties will promptly meet in an effort to resolve the issues raised. If the Parties fail to resolve the issues raised, alternative forms of dispute resolution, including mediation or binding arbitration, may be pursued by mutual agreement. It is the intent of the Parties to the extent possible that litigation be avoided as a method of dispute resolution.

8. Attorneys' Fees. In the event legal proceedings are instituted to enforce any provision of this MOU, the prevailing Party in said proceedings will be entitled to its costs, including reasonable attorneys' fees, in addition to such other remedies to which it may be entitled.
9. Relationship of the Parties. It is understood that this is an MOU by and between independent contractors and is not intended to and does not create the relationship of agent, servant, employee, partnership, joint venture or association, or any other relationship whatsoever other than that of independent contractor.
10. Warranty of Authority to Execute MOU. Each Party to this MOU represents and warrants that each person whose signature appears hereon is duly authorized and has the full authority to execute this MOU on behalf of the entity that is a Party to this MOU.
11. Severability. If any portion of this Agreement, or the application thereof, is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining portions of this MOU, or the application thereof, will remain in full force and effect.
12. Counterparts. This MOU may be executed in counterparts.
13. Entire MOU. This MOU constitutes the entire agreement between the Parties pertaining to its subject matter and supersedes any prior or contemporaneous written or oral agreement between the Parties on the same subject.
14. Notices. All notices affecting any of the clauses of this MOU must be in writing and mailed postage prepaid by certified or registered mail, return receipt requested, or by personal delivery or overnight courier, to the appropriate address indicated below or at such other place(s) that either Party may designate in written notice to the other. Notices will be deemed received upon delivery if personally served, one (1) day after mailing if delivered via overnight courier, or two (2) days after mailing if mailed as provided above.

To TA: San Mateo County Transportation Authority
 1250 San Carlos Avenue
 P.O. Box 3006
 San Carlos, CA 94070 – 1306
 Attn: Michelle Cheung, Assistant Project Manager

To C/CAG: City/County Association of Governments
 555 County Center, 5th Floor
 Redwood City, CA 94063 – 1665
 Attn: Van Ocampo, Transportation Systems Coordinator

IN WITNESS WHEREOF, the Parties have hereunder subscribed their names the day and year indicated below.

CITY/COUNTY ASSOCIATION OF GOVERNMENTS (C/CAG)

By: _____

Name: Maryann Moise Dervin _____

Its: C/CAG - Chair _____

Approved as to Form:

Melissa Andrikopoulos - Legal Counsel for C/CAG

SAN MATEO COUNTY TRANSPORTATION AUTHORITY

By: _____

Name: Jim Hartnett

Its: Executive Director

Attest:

Dora Seamans
Authority Secretary

Approved as to Form:

Legal Counsel for the TA

C/CAG AGENDA REPORT

Date: February 13, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 20-03 authorizing the C/CAG Chair to execute the COOPERATIVE AGREEMENT between CALTRANS, San Mateo County Transportation Authority (SMCTA) and C/CAG for the Project Approval & Environmental Document (PA&ED) Phase of the US 101/SR92 Interchange Near-Term Area Improvement Project.

(For further information, contact Van Ocampo at 650-599-1460)

RECOMMENDATION

Review and approve Resolution 20-03 authorizing the C/CAG Chair to execute the COOPERATIVE AGREEMENT between CALTRANS, SMCTA and C/CAG for the Project Approval & Environmental Document (PA&ED) Phase of the US 101/SR92 Interchange Near-Term Area Improvement Project.

It is also recommended that the C/CAG Board authorize the Executive Director to negotiate the final terms of said agreements prior to its execution by the C/CAG Chair, subject to approval as to form by legal counsel.

FISCAL IMPACT

There is no direct Fiscal Impact to C/CAG. The Project PA&ED Phase is estimated to cost \$2.411 Million and funding has been previously approved by the C/CAG Board via the approval of the State Transportation Improvement Program (STIP). Caltrans is the Implementing Agency for the PA&ED phase and will get reimbursed by STIP Funds directly.

SOURCE OF FUNDS

State Transportation Improvement Program (STIP) Funds

BACKGROUND

The US 101/SR 92 Interchange (Interchange) is a major facility that serves both regional traffic and local street connections. During AM and PM peak traffic periods, motorists experience substantial delay and congestion at the Interchange (and its vicinity), caused by heavy traffic volume, inadequate capacity, and inefficient weaving and merging at the ramp connectors.

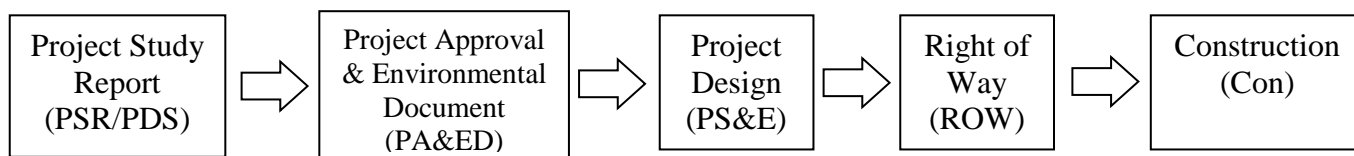
For general information regarding Caltrans highway project approval process, please see typical chart below.

On August 9, 2012, C/CAG Board approved Resolution 12-46 authorizing the acceptance of funds and execution of grant agreements with SMCTA for project feasibility studies and project study documents associated with four highway projects, including the US 101/SR 92 Interchange Improvement Preliminary Planning Study (PPS). In June of 2016, the PPS, which studied the traffic congestion and identified a number of short-term and long-term alternatives to address congestion and safety concerns at the Interchange (and its vicinity) was completed. Short-Term “Area” Improvements focus on non-complex alternatives that improve local access from US 101 and provide operational improvements that reduces weaving conflicts and improve safety, with relatively low implementation costs while Long-term “Direct Connector” Improvements are more complexed, involves construction of new structures, takes longer time and costly.

The Project Study Report/Project Development Supports (PSR/PDS) for the Short-Term “Area” Improvements, which identifies the project scope, schedule, capital outlay and support costs needed to complete the environmental and design phases, has been approved by Caltrans, and this project is ready to proceed with the Project Approval and Environmental Document (PA&ED) phase.

CALTRANS’ PROJECT APPROVAL PROCESS (TYPICAL)

Projects must follow the sequential process shown below:



AGENCY ROLES AND RESPONSIBILITIES

The Cities of San Mateo and Foster City were co-sponsors of the Project Initiation Document (PID) phase that completed the PSR-PDS and allows the Project to advance to the PA&ED phase. Since then, both cities have requested for C/CAG and/or SMCTA to sponsor the subsequent phases of the Project.

C/CAG and SMCTA are the co-sponsors for the PA&ED phase while Caltrans will be the Implementing Agency. C/CAG has allocated \$2.411 Million of STIP Funds to reimburse Caltrans for their work related to the PA&ED phase. The attached Cooperative Agreement between Caltrans, C/CAG and SMCTA outlines the role and responsibilities of all parties and it also allows Caltrans to begin the work on the PA&ED phase, which is expected to be completed by Fall of 2021.

ATTACHMENTS

1. Resolution 20-03
2. COOPERATIVE AGREEMENT between CALTRANS, SMCTA and C/CAG (available on-line at <http://ccag.ca.gov/board-of-directors/>)

RESOLUTION 20-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE A COOPERATIVE AGREEMENT WITH CALTRANS AND THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY (SMCTA) FOR THE PROJECT APPROVAL AND ENVIRONMENTAL DOCUMENT PHASE OF THE US 101/SR 92 INTERCHANGE NEAR-TERM AREA IMPROVEMENTS PROJECT

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

WHEREAS, C/CAG received \$500,000 in Measure A funds as part of the 2012 Highway Program Call for Projects, for the Preliminary Planning phase of the US 101/SR 92 Interchange Area Improvements; and

WHEREAS, C/CAG, in partnership with SMCTA, City of Foster City, and City of San Mateo, completed a Preliminary Planning Study (PPS) in June 2016 that identified multiple short-term and long-term improvement needs to address existing and future traffic congestion in the vicinity of the US 101/SR 92 Interchange and vicinity; and

WHEREAS, SMCTA, in coordination with C/CAG, City of San Mateo, and City of Foster City, implemented the Project Initiation Document (PID) phase and completed a Caltrans approved Project Study Report/ Project Development Support (PSR-PDS) in October 2019 which allows the Project to advance to the Project Approval and Environmental Document (PA&ED) phase; and

WHEREAS, on C/CAG administers State Transportation Improvement Program (STIP) funds for San Mateo County; and

WHEREAS, on October 10, 2019, the C/CAG Board of Directors adopted Resolution 19-72 to direct \$2,411,000 in STIP funds toward the PA&ED phase of the Project; and

WHEREAS, the Cities of Foster City and San Mateo requested for C/CAG and/or SMCTA to sponsor the subsequent phases of the Project; and

WHEREAS, C/CAG and SMCTA wish to continue the partnership and co-sponsor the PA&ED phase of the Project, with Caltrans as the implementing agency; and

WHEREAS, a Cooperative Agreement with Caltrans and the SMCTA is required to document the obligations and responsibilities for the PA&ED phase; and

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 Cooperative Agreement with Caltrans and San Mateo County Transportation Authority for the

Project Approval and Environmental Document phase of the US 101/SR 92 Interchange Near-Term Area Improvements Project and further authorize the Executive Director to negotiate the final terms of said Cooperative Agreement prior to its execution by the C/CAG Chair, subject to approval as to form by legal counsel.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF FEBRUARY 2020.

Maryann Moise Derwin, Chair

C/CAG AGENDA REPORT

Date: February 13, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 20-04 authorizing the C/CAG Chair to execute the Memorandum of Understanding (MOU) with San Mateo County Transportation Authority (SMCTA) to co-sponsor the Project Approval & Environmental Document Phase of the US 101 Managed Lane Project, north of I-380.

(For further information, contact Van Ocampo at 650-599-1460)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-04 authorizing the C/CAG Chair to execute the Memorandum of Understanding (MOU) with San Mateo County Transportation Authority (SMCTA) to co-sponsor the Project Approval & Environmental Document (PA&ED) Phase of the US 101 Managed Lane Project, north of I-380.

It is also recommended that the C/CAG Board authorize the Executive Director to negotiate the final terms of said MOU prior to its execution by the C/CAG Chair, subject to approval as to form by legal counsel.

FISCAL IMPACT

C/CAG staff time.

SOURCE OF FUNDS

C/CAG staff time is funded by C/CAG transportation funds.

BACKGROUND

On August 9, 2012 C/CAG Board approved Resolution 12-46 authorizing the acceptance of allocated funds and execution of grant agreements with SMCTA for project feasibility studies and project study documents associated with four grant applications submitted by C/CAG staff to the SMCTA Highway Program. One of these applications was to develop a Project Study Report (PSR) for an auxiliary lane on US 101 from Oyster Point to the San Francisco County Line. In October 2012, C/CAG was awarded Measure A funds to develop a PSR for the said auxiliary lane. SMCTA prepared the PSR and was approved by Caltrans in early June 2015.

For general information regarding Caltrans highway project approval process, please see typical chart on the next page.

In May 2015, SMCTA issued another Highway Program call for projects where C/CAG, as the project sponsor, was awarded \$8 Million to complete the environmental phase of the auxiliary lane,

with SMCTA as the implementing agency. During that time, the US 101 Managed Lane project, south of I-380, was expanded to include an express lane alternative to better align the Project with the managed lanes concepts developed for the corridor.

In June 2016, SMCTA took action to become a co-sponsor of the US 101 Managed Lane Project. Project scoping meetings were held in August of the same year where several inquiries about plans for a Managed Lane north of I-380 were received by Caltrans, SMCTA, and C/CAG. Per Caltrans' policy, a Project Study Report-Project Development Study (PSR-PDS), which precedes the environmental study, must include all feasible alternative solutions. Since the previous study that was approved in 2015 only included auxiliary lane alternatives, it must be modified to include a managed lane option to ensure that corridor continuity is considered.

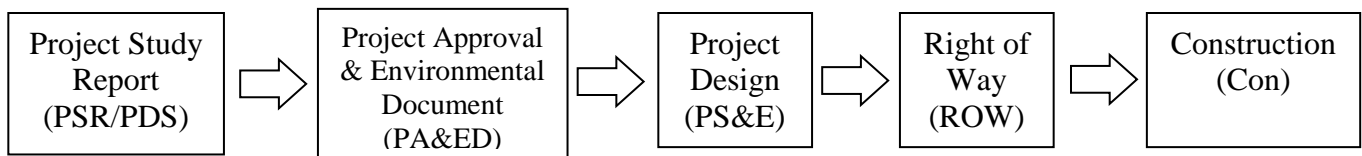
At about the same time, San Francisco County Transportation Authority (SFCTA) approached C/CAG and SMCTA about jointly funding a Managed Lane PSR-PDS from I-380 to downtown San Francisco via US 101 (in San Mateo and San Francisco County) and the I-280 (in San Francisco County).

On December 14, 2017 C/CAG Board approved the reallocation of \$1,000,000, which is supposed to be for the environmental phase of the auxiliary lane project, towards the development of a joint PSR-PDS with SFCTA that extends the southern project limit from Oyster Point to I-380 and includes a Managed Lane alternative. SFCTA led the efforts in producing the new PSR-PDS, which superseded the previous 2015 report and included auxiliary lane alternatives. Caltrans approved the new PSR-PDS in October 2019 and the Project is now ready proceed with the Project Approval and Environmental Document (PA&ED) Phase.

Staff from SFCTA, SMCTA, C/CAG and Caltrans discussed how to proceed with the PA&ED phase and decided that, due to the varying policies of the two counties related to Express Lanes and to better streamline the project delivery, it will be best to proceed separately with the project limits set at logical termini near the county border. San Mateo County will utilize an integrated team comprised of Caltrans, C/CAG and SMCTA's consultants, similar to the set-up for the US 101 Express Lanes Project south of I-380. C/CAG and SMCTA will continue with the co-sponsorship relationship to north of I-380, while Caltrans will be the implementing agency. The attached MOU between C/CAG and SMCTA documents the project's co-sponsorship role for the PA&ED phase of the US 101 Managed Lane project north of I-380.

CALTRANS' PROJECT APPROVAL PROCESS (TYPICAL)

Projects typically must follow the sequential process shown below:



ATTACHMENTS

- 1.) Resolution 20-04
- 2.) Memorandum of Understanding (MOU) between C/CAG and San Mateo County Transportation Authority co-sponsoring the Project Approval and Environmental Document Phase of the US 101 Managed Lane Project, north of I-380.

RESOLUTION 20-04

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY (SMCTA) FOR THE PROJECT APPROVAL AND ENVIRONMENTAL PHASE OF THE US 101 MANAGED LANE PROJECT NORTH OF I-380

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

WHEREAS, on October 2012, C/CAG was awarded SMCTA Measure A funds to develop a Project Study Report for the for an auxiliary lane on US 101 from Oyster Point to the San Francisco County Line which was completed in June 2015; and

WHEREAS, on October 2015, this project was awarded \$8,000,000 in SMCTA Measure A funding to complete the environmental phase of the auxiliary lane project on US 101 from Oyster Point to the San Francisco County Line, with C/CAG being the project sponsor and SMCTA the implementing agency; and

WHEREAS, the approved Project Study Report only included auxiliary lane alternatives and must be modified to include a managed lane option to ensure that corridor continuity is considered; and

WHEREAS, San Francisco County Transportation Authority (SFCTA), SMCTA and C/CAG collaborated and jointly funded a Managed Lane Project Study Report from I-380 to downtown San Francisco via the US 101 (in San Mateo and San Francisco County) and the I-280 (in San Francisco County); and

WHEREAS, on December 14, 2017 the C/CAG Board approved of reallocating \$1,000,000 in allocated environmental phase funds towards the development of a joint Project Study Report - Project Development Study (PSR-PDS) with SFCTA that extends the southern project limit from Oyster Point to I-380 and includes a Managed Lane alternative; and

WHEREAS, SFCTA led the efforts in producing the new PSR-PDS, which superseded the previous 2015 report and included auxiliary lane alternatives; and

WHEREAS, Caltrans approved the new PSR-PDS in October 2019 and the Project is now ready proceed with the Project Approval and Environmental Document (PA&ED) Phase.

WHEREAS, SFCTA, SMCTA, C/CAG and Caltrans wishes to proceed with the PA&ED phase as separate projects, with limits set at logical termini near the county border, to better

streamline the project delivery; and

WHEREAS, C/CAG and SMCTA desire to execute an MOU to document the Managed Lane project's co-sponsorship role for the PA&ED phase of the US 101 Managed Lane Project, north of I-380.

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 Memorandum of Understanding (MOU) with the San Mateo County Transportation Authority for the Project Approval and Environmental Document phase of the US 101 Managed Lane Project, north of I-380, and further authorize the Executive Director to negotiate the final terms of said MOU prior to its execution by the C/CAG Chair, subject to approval as to form by legal counsel.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF FEBRUARY 2020.

Maryann Moise Derwin, Chair

Memorandum of Understanding (MOU)
between
San Mateo County Transportation Authority
and
City/County Association of Governments of San Mateo County

for US 101 Managed Lanes North Project PA&ED Phase

This Memorandum of Understanding (MOU) is entered into as of the ___ day of _____, 2020, by and between the San Mateo County Transportation Authority (TA) and City/County Association of Governments of San Mateo County (C/CAG), each of which is referred to herein individually as "Party" and jointly as "Parties."

RECITALS

WHEREAS, on November 2, 2004, the voters of San Mateo County approved the continuation of the collection and distribution by the TA of the Measure A half cent transaction and use tax for an additional 25 years to implement the 2004 Transportation Expenditure Plan, beginning January 1, 2009 (Measure A); and

WHEREAS, at the request of C/CAG and as part of the 2012 Highway Program Call for Projects, the TA allocated \$1 million of funding through Resolution 2012-17 and prepared a Project Initiation Document (PID) for the 101 Auxiliary Lanes (Oyster Point to San Francisco County Line) Project that was approved by Caltrans in June 2015; and

WHEREAS, on October 1, 2015, as part of a Highway Program Call for Projects, the TA's Board of Directors programmed and allocated Measure A funds to C/CAG for the environmental phases of two projects on the 101 Corridor: the US 101 Auxiliary Lanes (Oyster Point to San Francisco County Line) Project and US 101 Staged HOT Lanes now renamed the "101 Managed Lanes Project" (Whipple to I-380) through Resolution 2015-19; and

WHEREAS, work on the US 101 Auxiliary Lanes Project did not advance because during scoping for the environmental phase of the project, the TA and C/CAG recognized the need to consider managed lanes north of I-380 to better align the project with the managed lanes concepts developed for the corridor south of the I-380, address the growing congestion problem, and improve person throughput; and

WHEREAS, the TA and C/CAG have been collaborating with the San Francisco County Transportation Authority (SFCTA) on strategies to extend managed lanes north of I-380 into San Francisco; and

WHEREAS, SFCTA requested at coordination meetings that TA and C/CAG jointly fund a Project Study Report – Project Development Support (PSR-PDS) to study the managed lane concepts from I-380 to downtown San Francisco through US 101 (in San Mateo County and San Francisco County) and I-280 (in San Francisco County); and

WHEREAS, the Caltrans-approved PSR-PDS for the PID phase of the US 101 Auxiliary Lanes Project did not include managed lanes as a project alternative, and the PSR-PDS must be modified to include managed lanes in order to advance the project to environmental phase per Caltrans policy; and

WHEREAS, the Parties desired to collectively participate in the development of a PSR-PDS implemented by the SFCTA; and

WHEREAS, on January 4, 2018, the TA Board of Directors, with the concurrence of C/CAG, reallocated \$1 million of the \$8 million in Measure A funds that were previously allocated for the environmental phase of the US 101 Auxiliary Lane Project to the PID phase of the 101-280 Managed Lanes (I-380 to 5th and King Streets) Project ("US 101 Managed Lanes North Project" or "Project") pursuant to Resolution 2018-02; and

WHEREAS, on March 14, 2018, the TA and SFCTA entered into a funding agreement which provided up to \$250,000 of the \$1 million in reallocated Measure A funds for TA staff support for the Project and provided to SFCTA up to \$750,000 or 50% of the costs associated with PSR-PDS, whichever is less, for reimbursement of expenditures related to the PSR-PDS; and

WHEREAS, on June 12, 2018, the Parties entered into Memorandum of Understanding for the PID phase and subsequently completed the work; and

WHEREAS, the PSR-PDS for the Project was approved by Caltrans in October 2019 which allows the Project to advance to the environmental phase; and

WHEREAS, Caltrans, SFCTA, TA and C/CAG have now agreed to divide the Project by County, and the TA and C/CAG will be the sponsoring, funding and implementing agencies for the environmental phase of the Project within San Mateo County, and SFCTA will be the sponsoring, funding and implementing agency for the environmental phase of the Project within San Francisco County; and

WHEREAS, the cost of completing the environmental phase within San Mateo County is estimated at \$8 million; and

WHEREAS, on November 7, 2019, the TA Board of Directors reallocated \$7 million of the \$8 million in Measure A funds that were previously allocated for the environmental phase of the US 101 Auxiliary Lane Project to the environmental phase of the Project and allocated an additional \$1 million to the Project through Resolution 2019-29; and

WHEREAS, at the TA's request, C/CAG reviewed and concurred with the TA's reallocation on February 13, 2020 and the allocation of additional funds to the Project; and

WHEREAS, the Project meets the intent of the 2009 Transportation Expenditure Plan and the TA's Strategic Plan 2014-2019.

Now, **THEREFORE**, the Parties to this MOU agree as follows:

A. Project Scope and Description

1. Project Scope. The Project is the implementation of a managed lane on US 101 from I-380 interchange into a logical termini near the San Mateo/San Francisco County Line, which will be determined through the environmental phase.
2. Scope of Work. Preparation and completion of a Caltrans approved environmental document for the Project Approval and Environmental Document (PA&ED)/environmental phase.
3. Limited to Scope of Work. This MOU is intended to cover only the Scope of Work. Further roles and responsibilities for subsequent phases of work on, or other tasks related to, the Project will be determined by negotiations between the Parties.

B. Funding and Payment

1. Funding Commitment. The TA will provide \$8 million of Measure A funds for the completion of the Scope of Work (Measure A Funds). C/CAG will not receive Measure A Funds for the Scope of Work and will bear its own costs relative to this Project.
2. Insufficient Funding. In the event that additional funding is needed to complete the Scope of Work, the TA and C/CAG will work collectively to identify the additional amounts needed and potential sources of funding.

C. Term

1. Term of Agreement. This MOU is effective upon execution, and will terminate upon the earliest of: (a) termination by C/CAG or the TA pursuant to section C-3 or C-4, or (b) July 31, 2022.
2. Time of Performance. The Scope of Work must be completed no later than January 31, 2022.
3. Termination by the Parties. Either Party may at any time terminate the MOU by giving ten (10) days' written notice to the other Party. The other Party may continue work on the Project. However, in case of termination, neither Party may seek nor be entitled to receive further reimbursement from the other Party for any costs or expenses incurred in connection with the Scope of Work nor termination of this MOU.
4. Expiration of TA Financial Obligations. Any and all financial obligations of the TA pursuant to this MOU will expire upon the expenditure of the TA's maximum contribution to the Project as established in Section B.1 above or upon termination of this MOU under Section C.

D. TA Responsibilities

1. The TA will implement, perform and complete the Scope of Work, either through its consultants and/or Caltrans.
2. The TA will make available to the Project up to \$8 million of Measure A funds for the Scope of Work.
3. For purposes of delivering the Scope of Work, the TA agrees to:
 - a. Provide technical oversight for performance of the Scope of Work to be completed by Caltrans and/or TA's consultants;
 - b. Procure and administer the consultant/ contractor services to complete the Scope of Work;
 - c. Keep C/CAG apprised of developments, such as award of contracts or potential changes that may affect the scope, schedule, or budget of the Project or Scope of Work;
 - d. Attend regular meetings of a Project Development Team (PDT) comprised of various Caltrans functional units, C/CAG, and representatives from involved local and regional entities to provide input and guidance on the Scope of Work; and
 - e. Consult with C/CAG where necessary/appropriate.
4. The TA will review, process, and audit (at its discretion) invoices and other documentation of expenditures for work performed under this MOU. The TA will also track the accumulation and expenditure of Measure A funds allocated for the Scope of Work, and process other documentation of expenditures in compliance with TA accounting and budgeting requirements.

E. C/CAG Responsibilities

1. C/CAG may, at its discretion, review any professional services agreements, change orders and any other agreements that the TA has entered into for the performance of the Scope of Work; however, the TA retains ultimate authority over contracting and related decisions.
2. C/CAG may, at its discretion, review the work products and deliverables produced by Caltrans and/or TA's contractors/consultants for the Scope of Work, including reports, designs, drawings, plans, specifications, schedules and other materials.
3. C/CAG may, at its discretion, review and audit invoices and other documentation of expenditures for the Scope of Work; however, the TA retains ultimate authority for expenditure of Measure A funds on the Project.
4. C/CAG will actively participate in the PDT meetings related to the Scope of Work.

5. C/CAG is solely responsible for all costs, including staff time, needed to fulfill its responsibilities set forth in this Section E.

F. Third Party Roles

1. Third Party Roles. Caltrans is responsible for completion of a portion of the Scope of Work.
 - a. For the purposes of delivering the Scope of Work, Caltrans will be responsible for executing a Cooperative Agreement with TA and C/CAG to deliver the Scope of Work and to list the terms and conditions, roles and responsibilities associated with review and approval of the environmental document.

G. Indemnification

1. Each of the Parties will indemnify, hold harmless and defend the other Party and its directors/councilmembers, officers, employees and agents (collectively, "Indemnitees") against all liability, claims, suits, actions, costs or expenses related to performance of the Scope of Work or the Project, including but not limited to those arising from loss of or damage to property, and injuries to or death of any person (including but not limited to the property or employees of each Party) when arising out of or resulting from any act or omission by the indemnifying Party, its agents, employees, contractors or subcontractors in connection with any aspect of the Project, including Project design, construction and/or maintenance.
2. Each of the Parties will also fully release, indemnify, hold harmless and defend the other Party and Indemnitees from and against any and all claims or suits that may be brought by any of the Indemnifying Party's contractors or subcontractors performing work in connection with or related to the Project.
3. The indemnifying Party's obligation to defend includes the payment of all reasonable attorneys' fees and all other costs and expenses of suit, and if any judgment is rendered, or settlement entered, against any Indemnatee, the indemnifying Party must, at its expense, satisfy and discharge the same. Indemnitees may require the indemnifying Party to obtain counsel satisfactory to the Indemnitees.
4. This indemnification will survive termination or expiration of this MOU.

H. Miscellaneous

1. Ownership of Work. All reports, designs, drawings, plans, specifications, schedules, studies, memoranda, and other documents assembled for or prepared by or for; in the process of being assembled or prepared by or for; or furnished to the TA or C/CAG under this MOU, are the joint property of the TA and C/CAG. Each Party is entitled to copies and access to these materials during the progress of the Project and upon completion of the Scope of Work or termination of this MOU. Both Parties may retain a copy of all material produced under this MOU for use in their general activities.

2. Attribution to the TA and C/CAG. C/CAG must include attribution that indicates work was funded by Measure A Funds from the TA. Both TA and C/CAG must include attribution that indicates project is sponsored by both parties. This provision applies to any project, or publication, that was funded in part or in whole by Measure A Funds. Acceptable forms of attribution include TA branding on Project-related documents, construction signs, public information materials, and any other applicable documents.
3. No Waiver. No waiver of any default or breach of any covenant of this MOU by either Party will be implied from any omission by either Party to take action on account of such default if such default persists or is repeated. Express waivers are limited in scope and duration to their express provisions. Consent to one action does not imply consent to any future action.
4. Assignment. No Party can assign, transfer or otherwise substitute its interest or obligations under this MOU without the written consent of the other Party.
5. Governing Law. This MOU is governed by the laws of the State of California as applied to contracts that are made and performed entirely in California.
6. Modifications. This MOU may only be modified in a writing executed by both Parties.
7. Disputes. If a question arises regarding interpretation of this MOU or its performance, or the alleged failure of a Party to perform, the Party raising the question or making the allegation must give written notice thereof to the other Party. The Parties will promptly meet in an effort to resolve the issues raised. If the Parties fail to resolve the issues raised, alternative forms of dispute resolution, including mediation or binding arbitration, may be pursued by mutual agreement. It is the intent of the Parties to the extent possible that litigation be avoided as a method of dispute resolution.
8. Attorneys' Fees. In the event legal proceedings are instituted to enforce any provision of this MOU, the prevailing Party in said proceedings will be entitled to its costs, including reasonable attorneys' fees, in addition to such other remedies to which it may be entitled.
9. Relationship of the Parties. It is understood that this is an MOU by and between independent contractors and is not intended to and does not create the relationship of agent, servant, employee, partnership, joint venture or association, or any other relationship whatsoever other than that of independent contractor.
10. Warranty of Authority to Execute MOU. Each Party to this MOU represents and warrants that each person whose signature appears hereon is duly authorized and has the full authority to execute this MOU on behalf of the entity that is a Party to this MOU.
11. Severability. If any portion of this Agreement, or the application thereof, is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining portions of this MOU, or the application thereof, will remain in full force and effect.
12. Counterparts. This MOU may be executed in counterparts.

13. Entire MOU. This MOU constitutes the entire agreement between the Parties pertaining to its subject matter and supersedes any prior or contemporaneous written or oral agreement between the Parties on the same subject.
14. Notices. All notices affecting any of the clauses of this MOU must be in writing and mailed postage prepaid by certified or registered mail, return receipt requested, or by personal delivery or overnight courier, to the appropriate address indicated below or at such other place(s) that either Party may designate in written notice to the other. Notices will be deemed received upon delivery if personally served, one (1) day after mailing if delivered via overnight courier, or two (2) days after mailing if mailed as provided above.

To TA: San Mateo County Transportation Authority
1250 San Carlos Avenue
P.O. Box 3006
San Carlos, CA 94070 – 1306
Attn: Joseph Hurley, Director

To C/CAG: City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063 – 1665
Attn: Van Ocampo, Transportation Systems Coordinator

IN WITNESS WHEREOF, the Parties have hereunder subscribed their names the day and year indicated below.

CITY/COUNTY ASSOCIATION OF GOVERNMENTS (C/CAG)

By: _____

Name: Maryann Moise Derwin

Its: C/CAG - Chair

Approved as to Form:

Melissa Andrikopoulos - Legal Counsel for C/CAG

SAN MATEO COUNTY TRANSPORTATION AUTHORITY

By: _____

Name: Jim Hartnett

Its: Executive Director

Attest:

Authority Secretary

Approved as to Form:

Legal Counsel for the TA

C/CAG AGENDA REPORT

Date: February 13, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 20-05 authorizing the C/CAG Chair to execute the Cooperative Agreement (Coop) between Caltrans, San Mateo County Transportation Authority (SMCTA) and C/CAG for the Project Approval & Environmental Document Phase of the US 101 Managed Lane Project north of I-380.

(For further information, contact Van Ocampo at 650-599-1460)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-05 authorizing the C/CAG Chair to execute the Cooperative Agreement (Coop) between Caltrans, San Mateo County Transportation Authority (SMCTA) and C/CAG for the Project Approval & Environmental Document (PA&ED) Phase of the US 101 Managed Lane Project north of I-380.

It is also recommended that the C/CAG Board authorize the Executive Director to negotiate the final terms of said Coop prior to its execution by the C/CAG Chair, subject to approval as to form by legal counsel.

FISCAL IMPACT

The PA&ED phase of the Project is estimated at \$8 Million and will be funded by Measure A sales tax.

SOURCE OF FUNDS

Measure A sales tax.

BACKGROUND

On August 9, 2012 C/CAG Board approved Resolution 12-46 authorizing the acceptance of allocated funds and execution of grant agreements with SMCTA for project feasibility studies and project study documents associated with four grant applications submitted by C/CAG staff to the SMCTA Highway Program. One of these applications was to develop a Project Study Report (PSR) for an auxiliary lane on US 101 from Oyster Point to the San Francisco County Line. In October 2012, C/CAG was awarded Measure A funds to develop a PSR for the said auxiliary lane. SMCTA prepared the PSR and was approved by Caltrans in early June 2015.

For general information regarding Caltrans highway project approval process, please see typical chart towards the end of this staff report.

In May 2015, SMCTA issued another Highway Program call for projects where C/CAG, as the project sponsor, was awarded \$8 Million to complete the environmental phase of the auxiliary lane, with SMCTA as the implementing agency. During that time, the US 101 Managed Lane project, south of I-380, was expanded to include an express lane alternative to better align the Project with the managed lanes concepts developed for the corridor.

In June 2016, SMCTA took action to become a co-sponsor of the US 101 Managed Lane Project. Project scoping meetings were held in August of the same year where several inquiries about plans for a Managed Lane north of I-380 were received by Caltrans, SMCTA, and C/CAG. Per Caltrans' policy, a Project Study Report-Project Development Study (PSR-PDS), which precedes the environmental study, must include all feasible alternative solutions. Since the previous study that was approved in 2015 only included auxiliary lane alternatives, it must be modified to include a managed lane option to ensure that corridor continuity is considered.

At about the same time, the City and County of San Francisco was also working on a similar project, San Francisco County Transportation Authority (SFCTA), C/CAG and SMCTA worked collaboratively and jointly funded a Managed Lane PSR-PDS from I-380 to downtown San Francisco via US 101 (in San Mateo and San Francisco County) and the I-280 (in San Francisco County).

On December 14, 2017 C/CAG Board approved the reallocation of \$1,000,000, which is supposed to be for the environmental phase of the auxiliary lane, towards the development of a joint PSR-PDS with SFCTA that extends the southern project limit from Oyster Point to I-380 and includes a Managed Lane alternative. SFCTA led the efforts in producing the new PSR-PDS, which superseded the previous 2015 report and included auxiliary lane alternatives. Caltrans approved the new PSR-PDS in October 2019 and the Project is now ready proceed with the Project Approval and Environmental Document (PA&ED) Phase.

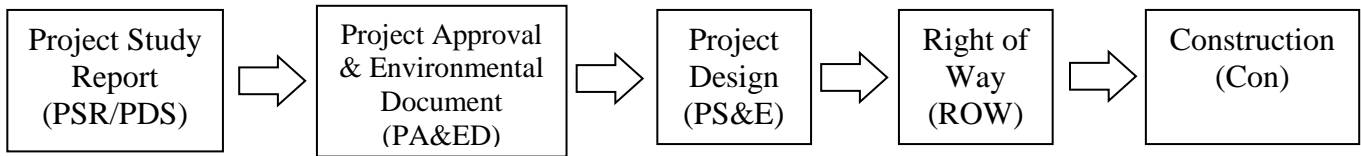
Staff from SFCTA, SMCTA, C/CAG and Caltrans discussed how to proceed with the PA&ED phase and decided that, due to the varying policies of the two counties related to Express Lanes and to better streamline the project delivery, it will be best to proceed separately with the project limits set at logical termini near the county border. San Mateo County will utilize an integrated team comprised of Caltrans, C/CAG and SMCTA's consultants, similar to the set-up for the US 101 Express Lanes Project south of I-380. C/CAG and SMCTA will continue with the co-sponsorship relationship to north of I-380, while Caltrans will be the implementing agency.

It is estimated that PA&ED phase will cost \$8 Million. With the concurrence of C/CAG, SMCTA Board reallocated \$7 million, out of the \$8 million in Measure A funds previously allocated for the PA&ED phase of the US 101 Auxiliary Lane Project, to this project. Further, SMCTA Board allocated an additional \$1 million to make the funding whole.

The Cooperative Agreement between Caltrans, C/CAG and SMCTA not only outlines the role and responsibilities of all parties, it also allows the integrated team to begin the work on the PA&ED phase.

CALTRANS' PROJECT APPROVAL PROCESS (TYPICAL)

Projects must follow the sequential process shown below:



ATTACHMENTS

- 1.) Resolution 20-05
- 2.) DRAFT Cooperative Agreement between Caltrans, C/CAG, and SMCTA for the Project Approval and Environmental Document Phase of the US 101 Managed Lane Project north of I-380 (available for review on-line at: <http://ccag.ca.gov/board-of-directors/>).

RESOLUTION 20-05

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE A COOPERATIVE AGREEMENT WITH CALTRANS AND THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY (SMCTA) FOR THE PROJECT APPROVAL AND ENVIRONMENTAL PHASE OF THE US 101 MANAGED LANE PROJECT NORTH OF I-380

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

WHEREAS, on October 2012, C/CAG was awarded SMCTA Measure A funds to develop a Project Study Report for the for an auxiliary lane on US 101 from Oyster Point to the San Francisco County Line which was completed in June 2015; and

WHEREAS, on October 2015, this project was awarded \$8,000,000 in SMCTA Measure A funding to complete the environmental phase of the auxiliary lane project on US 101 from Oyster Point to the San Francisco County Line, with C/CAG being the project sponsor and SMCTA the implementing agency; and

WHEREAS, the approved Project Study Report only included auxiliary lane alternatives and must be modified to include a managed lane option to ensure that corridor continuity is considered; and

WHEREAS, San Francisco County Transportation Authority (SFCTA), SMCTA and C/CAG collaborated and jointly funded a Managed Lane Project Study Report from I-380 to downtown San Francisco via the US 101 (in San Mateo and San Francisco County) and the I-280 (in San Francisco County); and

WHEREAS, on December 14, 2017 the C/CAG Board approved of reallocating \$1,000,000 in allocated environmental phase funds towards the development of a joint Project Study Report - Project Development Study (PSR-PDS) with SFCTA that extends the southern project limit from Oyster Point to I-380 and includes a Managed Lane alternative; and

WHEREAS, SFCTA led the efforts in producing the new PSR-PDS, which superseded the previous 2015 report and included auxiliary lane alternatives; and

WHEREAS, Caltrans approved the new PSR-PDS in October 2019 and the Project is now ready proceed with the Project Approval and Environmental Document (PA&ED) Phase.

WHEREAS, SFCTA, SMCTA, C/CAG and Caltrans wishes to proceed with the PA&ED phase as separate projects, with Project Limits set at logical termini near the county border, to

better streamline the project delivery; and

WHEREAS, C/CAG and SMCTA wish to continue with the co-sponsorship role to the PA&ED phase of the Project, with Caltrans as the implementing agency; and

WHEREAS, a Cooperative Agreement with Caltrans and the SMCTA is required to document the obligations and responsibilities for the PA&ED phase; and

WHEREAS, C/CAG, SMCTA and Caltrans, desire to execute a Cooperative Agreement to document the Managed Lane project's co-sponsorship and implementing agency roles for the PA&ED phase of the US 101 Managed Lane Project, north of I-380.

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 Cooperative Agreement with Caltrans and San Mateo County Transportation Authority for the Project Approval and Environmental Document phase of the US 101 Managed Lane Project, north of I-380, and further authorize the Executive Director to negotiate the final terms of said Cooperative Agreement prior to its execution by the C/CAG Chair, subject to approval as to form by legal counsel.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF FEBRUARY 2020.

Maryann Moise Derwin, Chair

C/CAG AGENDA REPORT

Date: February 13, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 20-07 authorizing the C/CAG Chair to execute Amendment No. 3 to Iteris Smart Corridor ITS Network Monitoring and Maintenance Support Agreement to add \$140,272 for a new total amount of \$287,016 and a time extension through June 30, 2022.

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

RECOMMENDATION

That the Board review and approval of Resolution 20-07 authorizing the C/CAG Chair to execute Amendment No. 3 to Iteris Smart Corridor ITS Network Monitoring and Maintenance Support Agreement to add \$140,272 for a new total amount of \$287,016 and a time extension through June 30, 2022.

FISCAL IMPACT

Amendment No. 3 adds \$140,272 for a new total of \$287,016.

SOURCE OF FUNDS

Measure M – Smart Corridor/Intelligent Transportation System (ITS)

BACKGROUND

The C/CAG sponsored San Mateo County Smart Corridor project upgraded and interconnected traffic signal infrastructure on behalf of ten (10) cities, the unincorporated County, and Caltrans in addition to deploying Intelligent Transportation System (ITS) equipment such as closed-circuit television (CCTV) cameras, trailblazer/arterial dynamic message signs, and vehicle detection system on predefined designated local streets and state routes. The Smart Corridor provides local cities and Caltrans day to day traffic management capabilities in addressing recurrent traffic congestion as well as provide Caltrans abilities for managing the system during major incidents. The Smart Corridor, in operation since summer 2016, extends from I-380 in San Bruno to the Santa Clara County Line in East Palo Alto along El Camino Real and includes major local streets connecting to US-101.

In June 2018, per Resolution 18-39, C/CAG entered into a two-year agreement with Iteris for fiscal years (FYs) 2018/19 and 2019/20 in the amount of \$112,306 to provide ITS Network Monitoring and Maintenance Support to proactively monitor the operational status of all communication links and field devices. Services provided by Iteris include monitoring the entire network, isolating problems and issues, and closely coordinating with the maintenance contractor activities in servicing of infrastructure

and field devices, as well as the KITS signal system contractor. The Agreement included four (4) Tasks: 1) Project Administration and Management, 2) Smart Corridor Network Monitoring, 3) Smart Corridor Network Monitoring Software, and 4) As-Built Drawings, totaling \$112,306. The agreement terminates on June 30, 2020.

Amendment No. 1, which adjusted the budget between Tasks 2, 3 and 4 with no cost increase, was executed on January 23, 2019. The Board approved Resolution 19-58 in September 2019 for Amendment No. 2, which added Tasks 5 to address unanticipated “As-Needed” services and support to C/CAG, stakeholder agencies and other C/CAG maintenance contractors per the direction of the C/CAG Project Manager, in an amount up to \$34,438, which increased the total agreement cost to \$146,744.

Staff is proposing Amendment No. 3 to this Agreement, which extends the Agreement an additional two (2) years, starting July 1, 2020 through June 30, 2022, and adding the below budget to the existing Tasks:

- Tasks 1- Project Administration and Management (\$16,400); and
- Task 2 – Smart Corridor Network Monitoring (\$74,984)

In addition, Amendment No. 3 will add a new Task 6 for Smart Corridor Program Management, in an amount of \$48,888. For Task 6, consultant will act as an extension of C/CAG staff, assisting with the management of the day-to-day activities including overseeing the maintenance contractor and traffic management system consultant. Altogether, the new contract total for all tasks is \$287,016.

Below is a summary of the tasks and budget:

Task	Description	Previous Total*	Amend 3	New Total
1	Project Admin & Management	\$13,613	\$16,400	\$30,013
2	Smart Corridor Network Monitoring	\$40,620	\$74,984	\$115,604
3	Smart Corridor Network Monitoring Software Upgrades	\$34,011	\$0	\$34,011
4	As-Built Drawings	\$24,062	\$0	\$24,062
5	As-Needed Services	\$34,438	\$0	\$34,438
6	Smart Corridor Program Management	n/a	\$48,888	\$48,888
	TOTAL	\$146,744	\$140,272	\$287,016

*Includes original Agreement and Amendments 1 & 2

Additional details and description can be found in the Amendment No. 3.

ATTACHMENTS

1. Resolution 20-07
2. Amendment No. 3 (Available online at <http://ccag.ca.gov/board-of-directors/>)

RESOLUTION 20-07

**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
AMENDMENT NO. 3 TO THE ITERIS SMART CORRIDOR ITS NETWORK MONITORING
AND MAINTENANCE SUPPORT AGREEMENT TO ADD \$140,272 FOR A NEW TOTAL
AMOUNT OF \$287,016 AND A TIME EXTENSION THROUGH JUNE 30, 2022**

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

WHEREAS, the C/CAG sponsored San Mateo County Smart Corridor Project (Smart Corridor) is an Intelligent Transportation System (ITS) project that extends 20 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, in addition to installation of fiber optic communication network, equipment deployed as part of the Smart Corridor project include interconnected traffic signal system, close circuit video cameras, trailblazer/arterial dynamic message signs, and vehicle detection systems; and

WHEREAS, per Memorandum of Understandings (MOUs) executed between C/CAG, Caltrans, and the cities, C/CAG is responsible for maintaining Smart Corridor specific ITS infrastructure and communication network deployed within the cities' right-of-way; and

WHEREAS, In June 2018, C/CAG entered into a 2-Year agreement with Iteris for Smart Corridor network monitoring and maintenance support an amount not to exceed \$112,306; and

WHEREAS, Amendment No. 1 was executed on January 23, 2019, to adjust budgets between the existing tasks with no cost increase and Amendment No. 2 added \$34,438 for unanticipated As-Needed services for a new total amount of \$146,744; and

WHEREAS, C/CAG and Iteris desire to enter into Amendment No. 3 to add \$140,272 for Program Management Services as well as addition budgets for Project Management and Network Monitoring task for a new total amount of \$287,016 and a time extension through June 30, 2022.

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 Amendment No. 3 to the Agreement between C/CAG and Iteris Inc. for Smart Corridor ITS network monitoring and maintenance support to add \$140,272 for a new total amount of \$287,016 and a time extension through June 30, 2022. Be it further resolve that the C/CAG Executive Director is authorized to negotiate the final terms of the said agreement prior to its execution by the C/CAG Chair, subject to approval as to form by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED THIS 13TH DAY OF FEBRUARY, 2020.

Maryann Moise Derwin, Chair

C/CAG AGENDA REPORT

Date: February 13, 2020

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 one public member to the Congestion Management & Environmental Quality Committee.

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

RECOMMENDATION

That the C/CAG Board review and approve the appointment of one public member to the Congestion Management & Environmental Quality Committee.

FISCAL IMPACT

None.

BACKGROUND/DISCUSSION

The Congestion Management & Environmental Quality (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. Currently, there is one vacant seat on the CMEQ Committee for a public member. The seat was vacated by Josh Powell.

A recruitment letter for the vacant public seat on the CMEQ Committee was sent to all interested parties in San Mateo County on January 13, 2020 with a due date of January 31, 2020. The recruitment letter was also posted on the C/CAG website. Three letters of interest were received from:

- Jessica Alba, resident of Redwood City
- Greg Anderson, resident of Brisbane
- Rich Nahass, resident of Pacifica

All candidates are invited to address the C/CAG Board regarding their interest and qualifications for appointment to the CMEQ Committee.

There are also currently two vacancies representing elected officials from any jurisdiction within San Mateo County. C/CAG staff will issue a recruitment letter later this month and any letters of interest received by the deadline will be forwarded to the C/CAG Board for review and appointment at a future meeting.

ATTACHMENTS

- CMEQ Committee Roster
- Letters of Interest from Jessica Alba, Greg Anderson, and Rich Nahass

CMEQ Roster

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

Name	Representing
Emily Beach (Burlingame City Council Member)	Elected Official
Shelly Masur (Redwood City Council Member)	Elected Official
Mike O’Neill (Pacifica City Council Member)	Elected Official
Rich Garbarino (South San Francisco City Council Member)	Elected Official
Rick Bonilla (San Mateo City Council Member)	Elected Official
Wayne Lee (Millbrae City Council Member)	Elected Official
Julia Mates (Belmont City Council Member)	Elected Official
Gina Papan (MTC Commissioner)	Metropolitan Transportation Commission (MTC)
Linda Koelling	Business Community
Lennie Roberts	Environmental Community
Adina Levin	Agencies with Transportation Interests
Peter Ratto	San Mateo County Transit District (SamTrans) (Ex-Officio)
<i>Vacant</i>	<i>Peninsula Corridor Joint Powers Board (Caltrain) (Ex-Officio)</i>
<i>Vacant</i>	<i>Elected Official</i>
<i>Vacant</i>	<i>Elected Official</i>
<i>Vacant</i>	<i>Public Member</i>

Jeff Lacap
C/CAG
555 County Center, 5th Floor
Redwood City, CA 94063

January 24, 2020

RE: VACANCY ON THE C/CAG CMEQ COMMITTEE

Dear Mr. Lacap,

I am writing to express my sincere interest in serving as the public member on the CMEQ Committee. Having lived in San Mateo County since 2004 and led and advised on numerous transportation projects in San Francisco, San Mateo, and Santa Clara counties over that same time period, it would be an honor to serve on this Committee.

After more than 15 years in consulting, I joined Stanford University in 2017 as an internal and external liaison on transportation policy matters. Prior to Stanford, I was a sustainable transportation planner at Nelson\Nygaard Consulting Associates and Trivector Traffic, two thought leaders on transportation solutions that put people first. While leading various planning efforts throughout North America, my passion has become increasingly motivated by improving transportation options in the Bay Area and particularly on the Peninsula.

Throughout my professional journey, I have forged strong relationships with leaders and senior staff members in most public agencies and business member organizations in the Bay Area. I am regularly invited to workshops and committees organized by MTC, SPUR, Bay Area Council, Silicon Valley Leadership Group, and other public and member organizations on efforts related to transportation projects, policy, and regulations. I am currently Vice Chair on Caltrain's Bicycle Advisory Committee and Chair of ACT's Board of Trustees, which is charged with establishing a national certification program for Transportation Demand Management (TDM) professionals.

I fully recognize that the CMEQ Committee makes recommendations to the C/CAG Board on all matters relating to transportation planning, congestion management, travel demand management, project funding allocation, 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. I look forward to learning more about C/CAG's priorities for the coming decade and providing valuable input on all matters listed above as well as new topics that may arise at the County level. Please do not hesitate to reach out for additional details or to set up a phone call.

With kind regards,

Jessica Alba

24 January 2020

Greg Anderson
349 San Bruno Ave.
Brisbane CA 94005
greg.anderson@greenknowe.org

Jeff Lacap
C/CAG
555 County Center, 5th Floor
Redwood City, CA 94063

Dear Mr. Lacap and honorable members of the City/County Association of Governments,

I am writing to express an interest in serving on the Congestion Management and Environmental Quality Committee. My wife and I both have served on local Commissions and Committees of various sorts for many years. Citizen involvement in civic matters has always been important, and the present is in particular a critical time for shaping the future. There are things that we can do at a local level that can make an impact, and over the long term, local action can grow and spread to make a real difference. I feel that the CMEQ fills a valuable role in San Mateo County, and I am excited about the opportunity to advise policy makers in this capacity.

In my home town of Brisbane, I served on the Planning Commission for nearly three years, from July 2015 until March 2018. During this time, the primary activity of the Commission was reviewing the environmental impact report for a very large development proposal. In service to the city, I read thousands of pages of documentation, and the Commission held over a dozen public hearings on the topic. Prior to my appointment to the Planning Commission, I was the Vice-Chair of a Citizen's Committee established by the Brisbane City Council for the purpose of reviewing and providing feedback on the Draft Environmental Impact report. In this capacity, I organized the twenty four members into subcommittees to review the chapters of the DEIR over ten group meetings. I am also grateful to the City of Brisbane for hosting the Citizen's Academy, an eight-week program that provided an overview of City operations, that I attended in 2011.

At home, my wife and I raise backyard chickens, grow as much of our own food as we can, and are always looking for more ways to introduce more sustainable processes into our lives.

I hope that I will be selected to contribute on this committee. I look forward to hearing your decision.

Sincerely,

A handwritten signature in black ink that reads "Greg Anderson". The signature is written in a cursive, flowing style.

Greg Anderson

January 26, 2020

Jeff Lacap
City/County Association of Governments (C/CAG)
555 County Center, 5th Floor
Redwood City, CA 94063

Dear Mr. Lacap,

My name is Rick Nahass. I am writing, with my interest, in response to the C/CAG public member open seat on the Congestion Management and Environmental Quality (CMEQ) Committee. I am a strong proponent of mass transit in San Mateo County, especially as a daily commuter between Pacifica and Foster City, almost always using public transit (SamTrans, BART, Commute.org shuttle) or carpooling (Scoop).

Transit, Environment and Community experience include:

- Engaged with Pacifica, Half Moon Bay and Foster City Councils and City Managers, Chambers of Commerce and Employers to advocate for a single direct commute shuttle from the San Mateo Coast to the major employer locations in Foster City (<https://coastcommute.org/about/>)
- Provided public and private events and merchant contacts to 511.org Planner responsible for coast side carpool research and advocacy campaign. Communicated results to Pacifica City Council and City Manager Office.
- Co-coordinator of **Pacifica Pedals the Coast** (<http://pacificapedals.coastcommute.org/>) bicycle event to solicit suggestions on improving bike/pedestrian access as input into Pacifica Bicycle & Pedestrian PB&R Master Plan.
- Member of Pacifica Climate Committee focusing on transportation.
- Editor and Technical Support for the Pacifica Progressive Alliance newsletter, **Pacifica Voice** (<https://www.pacificavoice.us/>).

Thank you for your consideration.



Rick Nahass
392 Brighton Road
Pacifica, CA 94044
650 580-5141

C/CAG AGENDA REPORT

Date: February 13, 2020

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

From: Sandy Wong, Executive Director

Subject: 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).

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

RECOMMENDATION

That the C/CAG Board of Directors 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).

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 the committee meeting are reported to the Board.

The legislature reconvened January 6, 2020.

ATTACHMENTS

1. January 2020 Legislative report from Shaw/ Yoder/ Antwih, Inc.
2. Full Legislative information is available for specific bills at <http://leginfo.legislature.ca.gov/>



January 31, 2020

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

FM: Matt Robinson & Andrew Antwih, Shaw Yoder Antwih Schmelzer & Lange

RE: **STATE LEGISLATIVE UPDATE – February 2020**

Legislative Update

The Legislature reconvened for the second year of the 2019-2020 Regular Legislative Session on January 6th. Governor Newsom released his proposed State Budget for the 2020-2021 Fiscal Year on January 10th and is currently scheduled to deliver his second State of the State address on February 19th. The Legislature has until Friday, January 31st to approve all bills from their house of origin to the second house. Legislators will also face a February 21st deadline to introduce new bills for the 2020 Legislative Year. We provide an initial list of the most relevant legislation that we are tracking for C/CAG; listed under ***Bills of Interest***, below.

SB 50 Fails Passage

As we reported on January 30, SB 50 (Wiener) failed to receive the necessary votes to pass out of the Senate. The bill garnered 18 votes in support, 3 short of the necessary 21, receiving bipartisan support (and opposition). While SB 50 is done for the 2019-20 session, we don't believe the book is closed on a housing production bill in 2020. In fact, in her closing remarks on the Floor today, Senate President Pro Tem Atkins stated to her colleagues that there will be a production bill in 2020. Her statement is below:

“So here's the thing: we need a housing production bill. We need a housing production bill that includes consensus solutions so we can help solve our housing affordability crisis. Despite the work Senator Wiener and SB 50's advocates have made, the debate and the vote today showed this particular vehicle isn't it. The opponents of SB 50 have real concerns, but have offered no substantive alternative with the same kind of scope of SB 50. Things have to change. We need to reset the conversation. So I am making the commitment to you today that in the coming weeks I will be meeting with stakeholders on all sides to find a way forward on a housing production bill that can pass both houses and get the Governor's signature.”

Governor Newsom also expressed his strong desire to see a housing production bill land on his desk in 2020.

Proposed Budget Released

On January 10, Governor Newsom released his FY 2020-21 Proposed Budget. The Governor's Budget highlights several of the Administration's priorities, including proposals for homelessness, housing, wildfire response and recovery, education, and healthcare. The Proposed Budget also projects a surplus of \$5.6 billion, but the Governor was quick to note the potential for a recession in the coming years. The state is projected to have approximately \$21 billion in reserves at the end of the next fiscal year.

The Governor again references his recent Executive Order on Climate Change, stating in the Budget Summary that the budget reflects his priorities to address both short- and long-term climate risks, including "decarbonization in the state's largest sector of emissions by providing clean vehicles, clean fuels, low-carbon transportation options, and transit-oriented development, with enhanced prioritization on short-term environmental and public health benefits in disadvantaged and vulnerable communities."

To help move the needle, the budget proposes creating the Climate Catalyst Fund, which will be administered by the Infrastructure and Economic Development Bank and will finance investments in low-carbon transportation (amongst other things) through low-interest loans. The budget proposes to invest \$1 billion in General Fund revenues over the next four years in the Fund. Additionally, the budget includes one-time appropriations of \$150 million to the California Air Resources Board for Clean Trucks, Buses and Off-Road Freight and \$51 million for the California Energy Commission's Alternative and Renewable Fuel and Vehicle Technology Fund, which aims to accelerate deployment of electric vehicle charging infrastructure for light-, medium- and heavy-duty vehicles and can be accessed by a variety of local government fleet owners.

The Budget Summary goes on to say that in addition to investing in new transportation options (transit, high-speed rail, and active transportation), it is "critically important to maintain and restore California's aging road infrastructure. Well-maintained roads reduce wear and tear and also increase the fuel efficiency of vehicles. However, these investments alone will not make a meaningful dent in the state's climate goals, and must be paired with specific programs intended to reduce overall vehicle miles traveled."

The Fiscal Year 2020-21 Governor's Budget represents the third full year of revenues from Senate Bill 1 (Beall and Frazier), which is expected to provide \$5 billion in the coming fiscal year (an increase of about \$400 million over the current fiscal year) for various transportation programs.

Local Streets and Roads

The FY 2020-21 Proposed Budget provides approximately \$3 billion in funding to cities and counties for local streets and roads. Of that amount, approximately \$1.26 billion is a result of SB 1. This represents a total increase of \$120 million for local agencies.

STIP

Additionally, the State Transportation Improvement Program (STIP) is pegged to receive an estimated \$591 million in FY 2020-21. This is an increase of approximately \$38 million over the current year.

Transit

The Budget estimates the State Transit Assistance (STA) Program would receive approximately \$804 million in FY 2020-21, an increase of approximately \$37 million over where the current year (FY 2019-20) is now projected to finish based on updated Department of Finance forecasts. Intercity and Commuter Rail would receive an estimated \$270 million in the coming fiscal year. Cap and Trade funding will provide an additional \$125 million to the Low-Carbon Transit Operations Program, which is distributed using the STA formula. Lastly, the Transit and Intercity Rail Capital Program is expected to receive approximately \$494 million in FY 2020-21 from a combination of SB 1 and Cap and Trade revenues.

Goods Movement

The Trade Corridors Enhancement Program will continue to receive its share of SB 1 revenues, getting an estimated \$323 million in FY 2020-21. The programming cycle for these funds is currently underway at the CTC.

Governor's Executive Order on Homelessness

On January 8, Governor Newsom signed an [Executive Order](#) aimed at strengthening the state's response to the homelessness crisis. The Executive Order, which would focus the state's resources on prevention and early intervention, moving people off the streets and providing them service, and on creating new temporary housing, creates the California Access to Housing and Services Fund, makes state land assets available for temporary housing, and stands up a state crisis response team. The Executive Order also requests all counties, cities, public transit agencies, special districts, school districts, tribal governments, and non-governmental actors, including businesses, faith-based organizations, and other non-profit agencies, to examine their own ability to provide shelter and house homeless individuals on a short-term emergency basis and coordinate with local authorities to provide shelter and house individuals.

Importantly, the press release that accompanies the Executive Order previewed that the Governor would request an additional \$1 billion in state funding as part of his propose FY 2020-21 state budget to combat homelessness. \$750 million of that funding would be directed to the California Access to Housing and Services Fund noted above.

Bills of Interest

SB 45 (Allen) Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2020.

This bill would enact the Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2020, which, if approved by the voters, would authorize the issuance of general obligation bonds in the amount of \$5.5 billion pursuant to the State General Obligation Bond Law to finance projects for a wildfire prevention, safe drinking water, drought preparation, and flood protection program. Stormwater projects are eligible for over \$400 million in funding. If approved by the Legislature, the bond would be on the November 3, 2020 ballot.

SB 50 (Wiener) Planning and Zoning: Housing Development: Incentives.

This bill, on or before January 1, 2023, would authorize residential developers to build four- to five-story apartment complexes in neighborhoods with rail stops and eases local restrictions on building homes near frequently used bus stops. The bill was amended on January 6 to delay implementation of these provisions in potentially sensitive communities and to exempt from these provisions a local government that has developed a local flexibility plan that affirmatively furthers fair housing, achieves a standard of

transportation efficiency, and increases overall housing capacity for lower, moderate and above moderate incomes. **This bill failed by passage by the deadline for bills introduced in 2019.**

SB 278 (Beall) FASTER Spot Bill

This bill represents the legislative vehicle for a potential FASTER Bay Area framework and expenditure plan.

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.

C/CAG AGENDA REPORT

Date: February 13, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approve the Annual C/CAG Legislative Policies for 2020.

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve the Annual C/CAG Legislative Policies for 2020.

FISCAL IMPACT

Many of the policies listed in the attached document have the potential to increase or decrease the fiscal resources available to C/CAG member agencies.

SOURCE OF FUNDS

New legislation

BACKGROUND

Each year, the C/CAG Board adopts a set of legislative policies to provide direction to its Legislative Committee, staff, and legislative advocates. In the past, the C/CAG Board established policies that:

- Clearly defined a policy framework at the beginning of the Legislative Session.
- Identified specific policies to be accomplished during this session by C/CAG's legislative advocates.
- Limited the activities of C/CAG to areas where we can have the greatest impact.

At its January 9 meeting, the Legislative Committee discussed the proposed C/CAG Legislative Policies for 2020 and requested staff work with C/CAG's legislative advocates to make several modifications and consolidate policies where it made sense. Based on input from the Legislative Committee, staff have revised the policies included herein as Attachment 1.

Recommendations from the Legislative Committee on February 13, 2020 will be presented verbally to the Board.

ATTACHMENTS

1. Draft C/CAG Legislative Policies for 2020

C/CAG LEGISLATIVE POLICIES FOR ~~2019~~2020

Policy #1 -

Protect against the diversion of local revenues, ~~and~~ promote equitable distribution of state/regional resources and revenues, and protect against increased local cost resulting from State actions.

- 1.1 Support League, CSAC, and other initiatives to protect local revenues.
- 1.2 Provide incentives and tools to local government to promote economic vitality.
- 1.3 Support appropriate new funding or the reinstatement of state funding for economic development and affordable housing, including the use of tax-increment financing or “Redevelopment 2.0.”
- 1.4 Pursue and support efforts that direct state and regional funds equitably to ensure a return to source.

2.1.5 Support State actions that take into consideration the fiscal impact to local jurisdictions, by ensuringensures that adequate funding is made available by the State, for delegated re-alignment responsibilities and by ensuringensures that all State mandates are 100% reimbursed.

2.21.6 Oppose State actions that delegate responsibilities to local jurisdictions without full reimbursement for resulting costs.

Policy #2 -

Protect against increased loss of local costs resulting from land use authority from State action without 100% State reimbursement for the resulting costs.

- 2.1 Support State actions that provide funding for local agencies to plan, incentivize, and mitigate for future housing development.
- 2.2 Support State actions that allow flexibility for local agencies to pool resources and share credit on their housing production reports.
- 2.2 Oppose State actions that would inhibit local agencies’ ability to make decisions that address the specific needs of that community.
- 2.3 Oppose State actions that would withhold funding (including transportation) from jurisdictions based on housing production performance outcomes.

2.4 Alert the Legislative Committee and C/CAG Board on legislation that impacts local housing and land-use authority and oppose any legislation that would usurp a local government's authority regarding land-use decisions.

2.5 Support/sponsor legislation that identifies revenue to fund airport/land use compatibility plans.

~~2.1 Support State actions that take into consideration the fiscal impact to local jurisdictions, by ensuring that adequate funding is made available by the State, for delegated re-alignment responsibilities and by ensuring that all State mandates are 100% reimbursed.~~

~~2.2 Oppose State actions that delegate responsibilities to local jurisdictions without full reimbursement for resulting costs.~~

Policy #3 -

Support actions that help to meet municipal stormwater permit requirements and secure stable funding to pay for current and future regulatory mandates.

3.1 Primary focus on securing additional revenue sources for both C/CAG and its member agencies for funding state- and federally mandated stormwater compliance efforts.

- a. Advocate for funding for implementing the San Mateo County Stormwater Resource Plan, [San Mateo County Sustainable Streets Master Plan](#), and local Green Infrastructure Plans, and advocate to support long-term reductions in harmful bacteria, trash, plastics, mercury, PCBs, and other pollutants discharging to the Bay and Ocean and to reduce flooding, recharge groundwater, adapt to a changing climate, and enhance communities.
- b. Advocate for inclusion of water quality and stormwater management as a priority for funding in new sources of revenues (e.g. water bonds) and protect against a geographically unbalanced North-South allocation of resources.
- c. Track and advocate for resources for stormwater management in State and Federal grant and loan programs.
- d. Support efforts to identify regulatory requirements that are unfunded state mandates and ensure provision of state funding for such requirements.
- e. Pursue and support efforts that address stormwater issues at statewide or regional levels and thereby reduce the cost share for C/CAG and its member agencies and limit the need to implement such efforts locally.
- f. Advocate for better integration between parallel statewide efforts to manage stormwater for water quality improvement, long-term climate change adaptation, and groundwater recharge.
- g. Support legislative efforts to provide additional funding for stormwater projects in San Mateo County, including funding for regional stormwater management efforts through the San Mateo County Flood and Sea Level Rise Resiliency District.
- f.

- 3.2 Support efforts to secure statewide legislation mandating abatement of polychlorinated biphenyls (PCBs) in building materials prior to demolition of relevant structures, in accordance with requirements in the San Francisco Bay Regional Water Quality Control Board’s Municipal Regional Permit.
- 3.3 Pursue and support efforts that control pollutants at the source and extend producer responsibility, especially in regard to trash and litter control, including microplastics and tire wear byproducts.
- 3.4 Support efforts to place the burden/ accountability of reporting, managing, and meeting municipal stormwater requirements on the responsible source rather than the cities or county, such as properties that are known pollutant hot spots and third-party utility purveyors.
- 3.5 Advocate for integrated, prioritized, and achievable stormwater regulations that protect water quality and beneficial uses and account for limitations on municipal funding.
- 3.6 Pursue and support pesticide and rodenticide regulations that protect water quality and reduce pesticide toxicity.

~~Support legislative efforts to provide additional funding for stormwater projects in San Mateo County.~~

***Policy #4 -
Advocate and support an integrated approach to funding.***

- 4.1 Advocate for appropriate and effective integrated approaches to both funding and project types for statewide and regional infrastructure efforts including stormwater management, transportation, and affordable housing.
- 4.2 Advocate for efforts that provide flexibility in funding sources to enable a holistic approach to fund programs and projects.

***Policy #5 -
Support lowering the 2/3rd super majority vote for local special purpose taxes and fees.***

- 5.1 Support constitutional amendments that reduce the vote requirements for special taxes and fees.
- 5.2 Oppose bills that impose restrictions on the expenditures, thereby reducing flexibility, for special tax category.

***Policy #6-
Protect and support transportation funding.***

- 6.1 Support efforts that protect transportation revenues from being pledged, transferred, or used for non-transportation purposes.

- 6.2 Support the implementation of SB 1 (Road Repair and Accountability Act of 2017) programs and monitor the implementation of Executive Order N-19-19, which calls for aligning transportation spending with the state’s climate goals.
- 6.3 Monitor and engage in the implementation of the SB 1077 “Road User Charge.”
- 6.4 Support revisions in the Peninsula Joint Powers Agreement that provide equitable funding among the Caltrain partners.
- 6.5 Support a dedicated funding source for the operation of Caltrain and monitor the implementation of High Speed Rail.
- 6.6 Support legislation that identifies funding for active transportation and bike/pedestrian infrastructure projects, including multi-benefit projects that integrate transportation improvements with green stormwater infrastructure.
- ~~6.7~~ Support efforts to secure the appropriation and allocation of “cap and trade” revenues to support San Mateo County needs.
- ~~6.8~~ Support or sponsor efforts that finance and/ or facilitate operational improvements on the US 101 corridor, including the 101 Express Lane project.
- ~~6.9~~ Support alternative contracting methods, such as Public Private Partnerships, that could result in project cost savings.
- ~~6.10~~ Monitor the development of the new bridge toll program (Regional Measure 3) and advocate for an appropriate share of new revenues for projects in San Mateo County.
- 6.11 Monitor and engage in the effort to seek voter approval for a regional funding measure for transportation.
- 6.12 Support efforts that incentivize ridership and improve integration & connectivity among Bay Area transit systems.

Policy #7 -

Advocate for revenue solutions to address State budget issues that are also beneficial to Cities/ Counties

- 7.1 Support measures to ensure that local governments receive appropriate revenues to service local communities.
- 7.2 Support measures and policies that encourage and facilitate public private partnerships.

Policy #8 -

Support reasonable climate protection action, Greenhouse Gas reduction, and energy conservation legislation

- 8.1 Support incentive approaches toward implementing AB 32 (California Global Warming Solutions Act of 2006), SB 32 (extension of the target date and goals), and AB 398 (Cap and

Trade), and legislation that supports electrification of infrastructure and the adoption of alternative fuel technologies.

- 8.2 ~~Oppose~~ Monitor climate legislation that would conflict with or override projects approved by the voters.
- 8.3 Support funding for both transportation and housing investments, which support the implementation of SB 375 (Sustainable Communities and Climate Protection Act of 2008), so that housing funds are not competing with transportation funds.
- 8.4 Monitor the regulatory process for implementing SB 743 (Evaluation of Transportation Impacts in CEQA) and impacts the new regulations may have on congestion management plans.
- 8.5 ~~Alert the Board on~~ Support legislation that would require recording of vehicle miles of travel (VMT) as part of vehicle registration and initiatives to provide VMT and vehicle data from the DMV to evaluate trends in community greenhouse gas emissions and transit project outcomes.
- 8.6 Support efforts that ensure continued funding for local government partnerships to foster energy conservation, ~~as well as their~~ expand funding for generation and use of renewable and/ or clean energy sources (wind, solar, etc.).
- 8.7 Work to initiate legislation that provides new funding for building energy electrification, transition to electric vehicles, or other greenhouse gas reducing initiatives, in support of local government climate action plans.
- 8.8 ~~7~~ Support efforts to improve the disadvantage community screening tools used by the state on the allocation of “cap and trade” and other state funding programs to ensure that San Mateo county needs are ~~reflected~~ addressed.
- 8.9 ~~8~~ Support legislation that supports Peninsula Clean Energy (PCE) objectives and oppose proposed legislation that impairs that effort.
- 8.10 Support legislation that provides local government access to data necessary for completing greenhouse gas emission inventories, or legislation that requires the State to make use and emissions data and community-scale greenhouse gas emission inventories publicly available.

8.101 Support efforts that will engage the business community in making contributions to community improvements associated with stormwater, transportation congestion relief and mobility options, affordable housing, greenhouse gas emissions reductions, and energy savings.

8.1+2 Support legislative efforts to create a unified voice in San Mateo County and to manage integrated water issues including sea level rise, flooding, coastal erosion, and stormwater vulnerabilities.

8.123 Support legislation to provide funding and policy guidance on wildfire preparedness and emergency response to local jurisdictions.

8.134 Monitor efforts to address emergency preparedness and response activities by PG&E.

***Policy #9 -
Protection of water user rights***

9.1 Support the Bay Area Water Supply and Conservation Association (BAWSCA) efforts in the protection of water user rights for San Mateo County users.

***Policy #10—
Other***

~~10.1— Support/sponsor legislation that identifies revenue to fund airport/land use compatibility plans.—~~

~~10.2— Alert the Legislative Committee and C/CAG Board on legislation that impacts local housing and land use authority and oppose any legislation that would usurp a local government's authority regarding land use decisions.~~

~~10.3— Support efforts that will engage the business community in making contributions to community improvements associated with stormwater, transportation congestion relief and mobility options, affordable housing, greenhouse gas emissions reductions, and energy savings.———~~

~~10.4— Support legislative efforts to create a unified voice in San Mateo County and to manage integrated water issues including sea level rise, flooding, coastal erosion, and stormwater vulnerabilities.———~~

C/CAG AGENDA REPORT

Date: February 13, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and accept the Measure M Fiscal Year 2018/19 Performance Report.

(For further information, contact Kim Wever at 650-599-1451)

RECOMMENDATION

That the C/CAG Board review and accept the Measure M Fiscal Year 2018/19 Performance Report.

FISCAL IMPACT

\$7,770,414 (actual revenue FY 2018/19 not including interest)

SOURCE OF FUNDS

Measure M - \$10 Vehicle Registration Fee (VRF)

BACKGROUND

The C/CAG sponsored Measure M; approved by the voters of San Mateo County in 2010, impose an annual fee of ten dollars (\$10) on motor vehicles registered in San Mateo County for transportation-related traffic congestion and water pollution mitigation programs. It was estimated that Measure M would generate approximately \$6.7 million annually and \$167 million total over the 25-year period between May 2011 and May 2036. Per the Expenditure Plan, 50% of the net proceeds will be allocated to cities/County for local streets and roads and 50% will be used for Countywide Transportation Programs such as transit operations/senior mobility, intelligent transportation system (ITS)/Smart Corridors, safe routes to school (SRTS), and stormwater pollution prevention.

In March 2011, the C/CAG Board approved the initial 5-Year Implementation Plan for FY 2011-2016. The Plan, which was amended in May 2012, provided an estimate of funds that would be allocated to jurisdictions for local streets and roads as well as established allocation percentages for administration and the countywide transportation programs. The allocations for the Countywide Transportation Programs were originally derived based on anticipated needs and estimated implementation cost to fund each respective programs and projects, annually and over the 5-Year implementation period. It was intended that the Countywide Transportation Programs be re-evaluated at the end of every five (5) period to determine whether the initial funding level (allocations) was adequate or whether adjustments are needed based on the actual expenditures incurred over the 5-Year period.

In May 2016, the Board adopted Resolution 16-11 authorizing the approval of the Measure M 5-Year Implementation Plan (Fiscal Year 2017-2021). As shown below, the FY 2017-2021 Implementation Plan maintains the same criteria as the initial plan, including the assumption that estimated revenue will remain at \$6.7 million annually, although actual revenue will vary yearly.

**Measure M 5-Year Implementation Plan
Fiscal Year 2017/18 – 2020/21**

Program Description	Allocation	Annual Revenue (Million)	5-Year Revenue (Million)
▪ Program Administration	5% of total revenue	\$0.34	\$1.70
<i>Net Available for Programs (after Program Administration deduction)</i>			
▪ Local Streets and Roads	50%	\$3.18	\$15.90
▪ Transit Operations and/or Senior Transportation	22%	\$1.40	\$7.00
▪ Intelligent Transportation System (ITS) and Smart Corridors	10%	\$0.64	\$3.18
▪ Safe Routes to Schools (SRTS)	6%	\$0.38	\$1.90
▪ National Pollutant Discharge Elimination System (NPDES) and Municipal Regional Permit (MRP)	12%	\$0.76	\$3.82
Total Revenue		\$6.70	\$33.50

The Measure M Fiscal Year 2018/19 Performance Report was brought to the Congestion Management Program Technical Advisory Committee (TAC) on January 16, 2020 and the Congestion Management and Environmental Quality Committee (CMEQ) on January 27, 2020. Both the TAC and CMEQ Committees reviewed and recommended acceptance of the Measure M Fiscal Year 2018/2019 Performance Report.

ATTACHMENTS

1. Measure M Fiscal Year 2018/19 Performance Report (February 2020)
2. Measure M Fiscal Year 2018/19 Performance Report PowerPoint Presentation Slides (available on-line at <http://ccag.ca.gov/board-of-directors/>)

MEASURE M - \$10 VEHICLE REGISTRATION FEE

FISCAL YEAR 2018-19 ANNUAL PERFORMANCE REPORT

February 2020

REVENUE

The Fiscal Year 2018-19 period starts July 1, 2018 and ends June 30, 2019. As part of the latest 5-Year Implementation Plan (FY2017/18 – 2020/21), the annual program budget is estimated at \$6.7 million with average monthly revenue of \$560,000. The actual total revenue received during the Fiscal Year 2018-19 is \$7,770,414. The following tables summarize the actual revenue received by C/CAG as of June 30, 2019, and accrued interest income for FY 2018/19 and total to date. Interest is accumulated and will be reallocated to the countywide programs in future years. The amount allocated to the various program categories is the total revenue received, excluding interest earned and after subtracting 5% from the top for program administration, as summarized below.

Funds allocated under Administration pays for program management and administration activities. Per the adopted Measure M 5-Year Implementation Plan, unexpended allocation for program administration will be reallocated to the countywide programs in future years, similar to the accumulated interest.

REVENUE	FY 2018-19	Total to Date²
Total VRF Collected	\$7,774,301	\$58,989,770
DMV fees	(\$3,887)	(\$85,566)
Total Revenue To C/CAG¹	\$7,770,414	\$58,904,204

ADMINISTRATION	FY 2018-19	Total to Date
Program Administration 5%	(\$388,521)	(\$2,945,210)
County Assessors Election Costs		(\$549,527)
Net Available for Programs	\$7,381,893	\$55,409,467

1) Interest not included in distribution (FY 2018-19: \$341,951; Total to Date: \$686,885)

2) Total to Date is shown for information only and includes amounts from inception to June 30, 2019

Net funds available over the Fiscal Year 2018-19 for distribution, after subtracting five percent for program administration, and the actual expenditure for each program category are summarized below.

ALLOCATION		FY 2018-19	Total to Date*
Jurisdiction	50%	\$3,690,947	\$27,704,733
<i>Local Streets and Roads (Traffic Congestion Management/Stormwater Pollution Prevention)</i>			
Countywide Transportation Programs			
A) Transit Operations/Senior Programs	22%	\$1,624,017	\$12,190,083
B) ITS / Smart Corridor	10%	\$738,189	\$5,540,947
C) Safe Routes to School	6%	\$442,914	\$3,324,5680
D) NPDES and MRP admin and projects	12%	\$885,827	\$6,351,728
Total Allocation		\$7,381,893	\$55,409,467

EXPENDITURES		FY 2018-19	Total to Date
Administration		\$112,760	\$1,724,973
Jurisdiction		\$3,357,538	\$24,269,809
<i>Local Streets and Roads (Traffic Congestion Management/Stormwater Pollution Prevention)</i>			
Countywide Transportation Programs			
A) Transit Operations/Senior Programs		\$1,401,033	\$11,634,908
B) ITS / Smart Corridor		\$0	\$1,702,409
C) Safe Routes to School		\$138,848	\$2,030,978
D) NPDES and MRP admin and projects		\$967,070	\$6,351,728
Total Expenditures		\$6,457,052	\$47,714,805

*Total to Date is shown for information only and includes amounts from inception to June 30, 3019

Local Streets and Roads

Funds for local streets and roads are allocated to jurisdictions to reimburse expenditures related to traffic congestion management or stormwater pollution prevention related activities. Allocations are issued biennially for funds collected from July to December and from January to June of each fiscal year, after funds are collected for each six-month period. For the Fiscal Year 2018-19, C/CAG has allocated \$3.7 million with nearly \$3.5 million claimed by the local jurisdictions. Forty-eight percent (48%) of the total distribution were reimbursed to jurisdictions for street resurfacing and congestion management related projects with 52% of the funds used to reimburse stormwater pollution prevention related activities such as street sweeping, storm drain inlet cleaning, and Municipal Regional Permit (MRP) compliance. The total allocations and reimbursements (through January 2, 2020) are as follows.

Jurisdiction	%	FY 2018-19 Allocation	Reimbursement		
			Stormwater	Traffic	Total
ATHERTON	2.03%	\$ 75,000	\$ -	\$ 75,000	\$ 75,000
BELMONT	3.37%	\$ 124,499	\$ 62,249	\$ 62,249	\$ 124,499
BRISBANE	2.03%	\$ 75,000	\$ 21,600	\$ -	\$ 21,600
BURLINGAME	4.08%	\$ 150,773	\$ 150,773	\$ -	\$ 150,773
COLMA	2.03%	\$ 75,000	\$ -	\$ -	\$ -
DALY CITY	9.54%	\$ 352,269	\$ -	\$ 352,269	\$ 352,269
EAST PALO ALTO	3.02%	\$ 111,572	\$ 118,079	\$ -	\$ 118,079*
FOSTER CITY	3.20%	\$ 117,943	\$ -	\$ 117,943	\$ 117,943
HALF MOON BAY	2.03%	\$ 75,000	\$ -	\$ 75,000	\$ 75,000
HILLSBOROUGH	2.91%	\$ 107,380	\$ -	\$ 107,380	\$ 107,380
MENLO PARK	4.74%	\$ 174,853	\$ 174,853	\$ -	\$ 174,853
MILLBRAE	2.78%	\$ 102,670	\$ 102,670	\$ -	\$ 102,670
PACIFICA	4.75%	\$ 175,319	\$ 162,233	\$ 12,710	\$ 174,942
PORTOLA VALLEY	2.03%	\$ 75,000	\$ -	\$ -	\$ -
REDWOOD CITY	9.23%	\$ 340,582	\$ 340,582	\$ -	\$ 340,582
SAN BRUNO	4.83%	\$ 178,157	\$ 89,078	\$ 89,043	\$ 178,121
SAN CARLOS	4.08%	\$ 150,499	\$ 81,281	\$ 69,218	\$ 150,499
SAN MATEO	11.45%	\$ 422,538	\$ 139,203	\$ 283,335	\$ 422,538
SOUTH SAN FRANCISCO	7.27%	\$ 268,351	\$ 144,930	\$ 123,420	\$ 268,351
WOODSIDE	2.03%	\$ 75,000	\$ -	\$ 75,000	\$ 75,000
SAN MATEO COUNTY	12.56%	\$ 463,542	\$ 213,193	\$ 250,349	\$ 463,542
Total	100.00%	\$ 3,690,946	\$ 1,800,726	\$ 1,692,915	\$ 3,493,641

* Reimbursement includes balance from previous year's allocations

Countywide Transportation Programs

A) Transit Operations/Senior Mobility Programs

Funds for this category are currently used for paratransit (disabled and senior) service including Senior Mobility programs.

C/CAG provides the San Mateo Transit District (SamTrans) \$1.4 million annually to partially fund the RediWheels and Senior Mobility programs. SamTrans' annual paratransit service budget is over \$19 million. The programs are summarized as follows:

- Senior Mobility Program promotes and coordinates community transit; provides rides through community-based transportation; encourages the use of transit; provides information and assistance of older drivers; and promotes improvements to remove barriers to pedestrian activities by older adults.
- The RediWheels program is a fixed-route paratransit service for persons with disabilities who cannot independently use regular SamTrans bus service. The RediWheels service is provided on the bayside of the County (RediCoast on the coast side). SamTrans offers paratransit customers a financial incentive to use the services by allowing ADA (American with Disabilities Act) certified customers and personal care attendants to ride all regular fixed-route SamTrans trip without paying a fare.

Performance measures to assess effectiveness of the RediWheels program regarding ridership and contractor are provided below.

Shuttle Service	FY 2018-19
Total Revenue Hours ¹	40,103
Total Ridership (one-way trips)	76,859
Individual Riding ²	2,139
Cost Per Rider	\$56.17
<hr/>	
Contractor	FY 2018-19
Productivity (Passengers/hr.) [Std. 1.7]	1.92
On Time Performance [90%]	91%
Miles between preventable accidents [70,000]	43,183
Complaints per thousand riders [2.5]	0.63
Telephone hold time (minutes) [1.5]	1.1

1) Quarterly

2) Number of enrolled individual RediWheels users who rode

In addition to providing funds to RediWheels, C/CAG has allocated up to \$100,000 in Measure M Transit Operations and Senior Mobility program funding to supplement the funding C/CAG received from the Metropolitan Transportation Commission (MTC) to update two of the County's Community-Based Transportation Plans (CBTP). CBTPs are designed specifically to identify transportation needs in designated Communities of Concern, including areas with concentrated populations of low income, limited English proficiency, minority, zero vehicle households, seniors, disabled, single parent households or severely rent-burdened households.

B) Intelligent Transportation System (ITS)/Smart Corridor

Funds are being accumulated under this program category to be used for the San Mateo County Smart Corridor project construction and maintenance in addition to funding other countywide ITS projects. The Smart Corridor project deploys and integrates ITS elements, including communication network, signal system upgrade, signage and close circuit cameras along state routes (El Camino Real) and major local streets enabling Caltrans and local cities to implement strategies to manage recurring and non-recurring traffic congestion to reduce delays and improve mobility. The initial project extends from I-380 to the Santa Clara County line and includes local arterials connecting US 101 and SR 82 (El Camino Real).

C/CAG is extending the Smart Corridor project to the northern County in the Cities of South San Francisco and Brisbane along US 101 and City of Daly City and Town of Colma along I-280. Currently, these projects are in the environmental and design phases. Construction for these projects are anticipated to begin in FY 2020-21, therefore, some Measures M funds are being budgeted to be combined with other state funding. For FY 2018-19, no Measure M funds were expended since there was still a balance from the prior years' budget in the ITS/Smart Corridor fund. Maintenance cost during the FY 2018-19 was approximately \$293,000, which included preventative maintenance activities and repairs of the communication network and equipment as needed. Funds are being reserved for future maintenance needs, estimated at up to \$5.5 million over the next 10 years. For ITS, it is anticipated available funds will be allocated towards a program to provide cities funds for replacing and/or deploying new equipment for traffic management.

C) Safe Routes to School (SRTS)

The San Mateo County SRTS Program is a countywide effort to promote activities that increase the number of students walking, biking and carpooling to schools as ways of promoting students' health and fitness, in addition to reducing traffic congestion around schools and improving air quality. The program focuses on non-infrastructure project outreach activities such as education, encouragement, and evaluation. C/CAG subcontracts to the San Mateo County Office of Education (COE) for the day-to-day program management. The overall SRTS Program, funded by a combination of STP/CMAQ and matching funds from Measure M, is budgeted annually to include administration and indirect costs for COE staff and funds provided to the schools in the form of grants.

The FY 2018-19 program was based on the comprehensive 6 E's model: education, encouragement, engineering, enforcement, evaluation, and equity. These activities were delivered via school assemblies, bicycle and pedestrian rodeos, bike clubs, family bike nights, walking school buses, bike trains, International Walk to School Day, National Bike to School Day, Golden Sneaker Contests, and more. 90 schools from 15 districts participated in the program.

For the FY 2017-18 program, federal funds were not available until late 2017; however, to continue implementing the program between September – December 2017, C/CAG used local Measure M funds to support SMCOE staff time. Local funds did not include any funding for school site grants since they are paid for by federal funds. Federal funds were eventually secured and made available to school districts in early 2018.

Due to the delay, the deadline for districts/schools to spend grant funds was extended until June 30, 2019. In the second half of the fiscal year, districts utilized the approved vendors for education and encouragement activities, participated in National Bike to School Day, the 1st annual bike rack decorating contest, and a new mini-grant program to provide funds to schools not currently participating in the program.

Fiscal Year 2018-19 continued the programs that ran through 2017-18, including bike rodeos, classes and assemblies, encouragement events, and walk and bike audits. The federal CMAQ funds for this fiscal year helped cover the school site grants, administration costs, and other non-infrastructure program support to COE. Local Measure M money was used to fund walk audits and promote other Safe Routes to School programs.

Funding is provided to schools for non-infrastructure projects such as outreach and education activities and walkability/bikability audits. Measure M funds also support small capital infrastructure projects located on school sites such as signage, safety measures within school parking lots, bike lockers/racks, and other improvements addressing bicyclist and pedestrian access to/from school as well as promoting safe driving practices. A summary of participants and types of activities provided are as follows:

FY 2018-19 Report Numbers

Participation	Total
School Districts	15
Individual Schools	90

Activities/Events	Total
Educational Bicycle Rodeos	62
Assemblies and Classes	329
Encouragement Events	401
Walk and Bike Audits	5

Student hand tallies and parent surveys conducted in Spring of 2017-18 & 2018-19 School Years indicated the following mode split:

	Family Car	Walk	Bike	Transit	School Bus	Carpool	Other
Spring, 2017-18 School Year	60%	20%	4.3%	2.2%	5.5%	7.4%	0.6%
Spring, 2018-19 School Year	62.4%	18.7%	4.1%	2.7%	4.8%	6.5%	0.6%

Source: SRTS Annual Report 2019; 2017-18 data was based on information from 10 districts and 44 schools. 2018-19 data is based on information from 14 districts and 65 schools.

D) National Pollutant Discharge Elimination System (NPDES)/Municipal Regional Permit (MRP)

Funds accumulating under this program category are designated for pollution mitigation programs and projects, as allowed under Measure M's authorizing legislation, Government Code Section 65089.20. C/CAG utilizes Measure M funding (\$4 million from FY 2016-17 to FY 2020-21, approximately \$800k annually) for consultant support in meeting Municipal Regional Permit (MRP) requirements which includes the following technical support activities: Water quality monitoring, mercury/PCBs controls, trash load reduction, public information and outreach, general education/training/guidance/regional involvement & coordination, and annual reporting. Overall, Measure M funds in this program category have helped ensure C/CAG's member agencies stay in compliance with requirements in the MRP. C/CAG performs all the mandated water quality monitoring in San Mateo County, most of stormwater-related public education and outreach, and significant efforts to support member agencies in achieving mandated reductions in mercury and PCBs (polychlorinated biphenyls), trash, and urban pesticides. In addition, Measure M funds support C/CAG's consultant efforts to educate and train member agency staffs in implementing their local stormwater control programs, as well as support annual reporting of regional, countywide, and local stormwater management efforts.

In Fiscal Year 2018-19, funds supported seven technical subcommittees, 6 training workshops, performance of 670 on-land visual assessments at 220 sites to verify effectiveness of member agency trash load reduction actions, completion of Phase I and II Reasonable Assurance Analysis modeling reports to calculate baseline PCBs loading in San Mateo County and evaluate cost-optimized green infrastructure scenarios to meet long-term water quality goals for all member agencies, completion of the Green Infrastructure Design Guide and typical details and specifications to support green infrastructure implementation, establishment of local programs to manage PCBs in building materials during demolition, collection and analysis of water and sediment samples throughout the county, and review of all 21 member agency annual reports.

Area of Support/Permit Provision	Typical % of Expenditures
Water quality monitoring	38
Mercury/PCBs controls/Reasonable Assurance Analysis	17
Trash load reduction	10
Green infrastructure planning	16
General education, trainings, and guidance, and regional involvement & coordination	17
Annual reporting	2
Total	100

C/CAG AGENDA REPORT

Date: February 13, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 20-06 authorizing the C/CAG Carpool 2020 Incentives Program for up to \$700,000 and authorizing the Chair to execute individual agreements with Peninsula Traffic Congestion Relief Alliance (Commute.org) and Waze Carpool.

(For further information, contact Mikaela Hiatt at 650-599-1453.)

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 20-06 authorizing the C/CAG Carpool 2020 Incentives Program for up to \$700,000 and authorizing the Chair to execute individual agreements with Peninsula Traffic Congestion Relief Alliance (Commute.org) and Waze Carpool.

FISCAL IMPACT

A total of \$700,000 is budgeted for the Carpool 2020 program.

SOURCE OF FUNDS

Transportation Fund for Clean Air (TFCA) Funds

- \$510,000 FY 2019/20 (Approved – Resolution 19-03)
- \$190,000 FY 2020/21 (*Pending approval of Resolution 20-08 by C/CAG as part of the TFCA Program*)

BACKGROUND

Carpooling is an increasingly important means of transportation for congestion relief. C/CAG initially implemented a Carpool program in San Mateo County in Fiscal Year 2017-18, titled “Carpool! in San Mateo County”, in partnership with Scoop where each carpool trip had a \$2 subsidy for each the driver and rider. C/CAG spent a total of \$893,000 subsidizing nearly 226,282 carpool trips during the program. The following Fiscal Year 2018/19, C/CAG partnered with Commute.org to launch Carpool 2.0, a rewards-based program administered by Commute.org. The program launched in fall 2018 and is currently in progress.

For the Carpool 2.0 program, riders who took 10 carpool trips could receive a \$25 gift card and continue receiving these rewards up to \$100 a person total. Carpool riders could either record their trips through the Waze Carpool app, the Scoop app, or self-log through the Commute Tracker application once they linked their account to the STAR platform. This program is still on-going and will continue through December 2020 and be folded into the new Carpool 2020 Incentive Program.

Carpool 2020

For Carpool 2020, staff is proposing a threefold program that pilots a variety of incentive programs all to increase carpooling in San Mateo County comprised of the following three (3) components:

1. Employer Incentives - Scoop
2. Driver Incentives – Waze Carpool
3. Rewards Based Incentives (Carpool 2.0) – Commute.org (continuation of Carpool 2.0)

1. Employer Incentives

For the Employer Incentives, Scoop will reach out to employers and encourage them to apply for their Managed Carpool Program, where Scoop matches the rides for employees who live near each other and work at the same company, with a C/CAG funded and Commute.org administered \$10,000 grant fund towards the “Free Commutes” add-on. The “Free Commutes” program is an option to all employers to entirely subsidize the cost of their employees’ trips. The employer will have to commit to the Managed Carpool Program with Scoop, and then have the option to apply for the C/CAG funded Grant. C/CAG will agree to cover the first \$10,000 of free ride costs otherwise charged to the employer, should the employer agree to sign on to the Managed Carpool Program for the duration of one year. The employer when charged a monthly invoice from Scoop, will include the data summary of that month from the program and track the total spend up to the stated \$10,000. C/CAG funds in this scenario go fully towards covering the cost of the trip for the employee.

2. Driver Incentives

For the Driver Incentives, Waze Carpool will encourage their users to sign up with Commute.org’s program and additionally offer bonus incentives to drivers and an extra incentive to existing riders. New drivers will receive about a \$5 bonus per ride they give during their first two weeks on the platform. Budget permitting, existing riders and drivers with Waze Carpool will pay \$1 less than the estimated price.

3. Rewards Based Incentives

For the Rewards Based Incentives, which is a continuation of the Carpool 2.0 as implemented by Commute.org, carpoolers link their Waze Carpool and Scoop accounts to the STAR platform in order to receive \$25 gift cards up to \$100 total each for every 10 trips recorded with either verified carpooling app. Returning users also can enter into quarterly drawings for prizes in the form of \$100 e-gift cards. For this iteration, users will no longer be able to manually log their trips.

Funding and Agreements

The Employer Incentives program will require C/CAG to enter into a funding agreement with Commute.org in an amount up to \$300,000. Commute.org will reimburse eligible employers for carpool trips for up to the first \$10,000 for implementing the Employer Managed Carpool Program and Commute.org will invoice C/CAG for reimbursement costs.

For the Driver Incentives program, C/CAG will enter into a funding agreement directly with Waze Carpool for an amount up to \$150,000. Waze Carpool will invoice C/CAG for incentives (driver bonuses) paid out to drivers utilizing the Waze Carpool app for each carpool trip provided. The driver can earn a \$5 bonus per carpool trip provided. Addition \$1 discount may also be offered to existing riders commuting to and from San Mateo County, as needed, to encourage more carpool trips.

Regarding the Rewards-based Incentive Program, or Carpool 2.0, C/CAG and Commute.org has a

current funding agreement for \$400,000 for the which C/CAG contributes \$375,000 and Commute.org contributes \$25,000 to implement the program. The Rewards-based program funding expires in June 2020. As of this writing, there is approximately \$190,000 remaining in the agreement, which is expected to be exhausted by June 2020. When appropriate later in the year, it is anticipated that the funding agreement will be amended to add up to \$250,000 (estimated by Commute.org) to continue the program through December 2020.

All three components of the Carpool 2020 Incentive Program will be evaluated monthly to determine commuter behavior and that funds are expended in a cost-effective manner. Adjustments to any or all program elements, if any, will be made on an on-going basis.

Schedule

It is the intent that the Carpool 2020 Incentive Program be implemented in the February/March 2020 timeframe, with the execution of the respective funding agreements listed above. For the Driver Incentives and Rewards-based incentives programs, it is expected that the program will continue for a one-year period from the date the funding agreement is executed. For the Employer incentive program, employers have until May 2020 to commence with the intent that the program be effective for a one-year period with the end date of June 30, 2021 or earlier.

Committee Inputs

On January 16, 2020, the C/CAG Technical Advisory Committee (TAC) recommended approval of the Carpool 2020 program recommendation with a request to extend the Employer Incentive Program to employers who are a part of a small business or business district and prioritize companies who do not have an existing TDM program. On January 27, 2020, the C/CAG Congestion Management and Environmental Quality (CMEQ) Committee recommended approval of the Carpool 2020 program with the incorporated comments from the TAC.

For your information, Attachments 1, 2 and 3 provides more detailed fact sheets that describes each individual program under the Carpool 2020 Incentive Program. Please see the following table, Carpool 2020 Program Overview, for a summary of the Program and each component.

Carpool 2020 Program Overview		
1. Employer Incentives	2. Driver Incentives	3. Rewards Based Incentives
Who Manages		
Scoop	Waze Carpool	Commute.org
How it works		
Employers purchase Scoop’s “Managed Carpool Program” with the option of the employer receiving \$10,000 of promotion for the “Free Commutes” add-on through a Grant Application. The employer applies for the grant which is administered by Commute.org. The grant will be available for up to 30 employers. (See Attachment 3 for more information.)	Waze Carpool encourages new drivers by offering \$5 bonus per ride given during the first two weeks on the platform. Existing Waze Carpool users are offered \$1 off per ride. (See Attachment 2 for more information.)	Commute.org issues \$25 rewards for every 10 trips a user takes through a verified carpool app up to \$100 each. Returning users will be able to max out both Carpool 2.0 and Carpool 2020 benefits. STAR Platform users able to participate in quarterly drawings.
Total Budget		
Up to \$300,000	Up to \$150,000	Up to \$250,000*
How money will be spent?		
\$300,000 for 30 employers Max \$10,000 to each employer who qualifies through the Grant Application	<ul style="list-style-type: none"> - <i>First month of partnership only:</i> \$5 bonus for any trip taken by new drivers to/from San Mateo during their first 2 weeks of Waze Carpool - <i>As long as budget permits:</i> \$1 off rides to riders taking trips > 15 miles, which account for >90% of rides starting or ending in San Mateo (estimated to last 10-12 months) 	\$100 per user and \$100 per quarter for prizes <i>*The Carpool 2.0 is currently in progress and has a current fund balance of approximately \$190,000, as of January 2020. The proposed \$250,000 will be added to the program as needed.</i>
Additional Information		
<i>How can C/CAG be sure that the program will not be run just until C/CAG money is expended?</i>	<i>How will this program be sure to integrate Commute.org’s platform?</i>	<i>What happens to returning users who did not reach their full rewards in 2019?</i>

<p>Employers must first agree to join the Managed Carpool Program provided through Scoop. The \$10,000 covered of free rides offered by C/CAG is an incentive for the duration of an entire year.</p>	<p>Encourage new drivers to sign up with Commute.org's platform to earn extra rewards. Waze will also push Commute.org's platform to all users.</p>	<p>Users are allowed to re-enroll in the Carpool 2020 program to receive a new set of benefits enlisted through Carpool 2020.</p>
<p><i>How will this program be sure to integrate Commute.org's platform?</i></p>	<p><i>Will there be a cap on rides a driver can give?</i></p>	<p><i>Why is the self reporting element removed?</i></p>
<p>-Encourage employees to sign up with the STAR platform to earn rewards. -Enter into mutual contract with Commute.org running the Program Grant Applications</p>	<p>New drivers will only be able to access these benefits during the first two weeks of joining the app. There is not limit on the amount of rides a driver gives during this period in an effort to create habit.</p>	<p>Commute.org found self reported trips difficult to verify and is thus transitioning to verified trips through apps such as Waze Carpool and Scoop.</p>

ATTACHMENTS

1. Resolution 20-06
2. Employer Based Incentive Program - Scoop
3. Driver Based Incentive Program – Waze Carpool
4. Rewards Based Incentive Program – Commute.org

RESOLUTION 20-06

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CARPOOL 2020 INCENTIVES PROGRAM FOR UP TO \$700,000 AND AUTHORIZING THE CHAIR TO EXECUTE INDIVIDUAL AGREEMENTS WITH PENINSULA TRAFFIC CONGESTION RELIEF ALLIANCE (COMMUTE.ORG) AND WAZE CARPOOL.

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

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

WHEREAS, C/CAG desires to implement the C/CAG Carpool 2020 Incentives Program (Program) which consists of three components: 1) ; Employer Incentives, 2) Driver Incentives, and 3) Rewards Based Incentives (Carpool 2.0); and

WHEREAS, a total of \$700,000 in funds from the TFCA program is budgeted for the Program; and

WHEREAS, C/CAG plans to continue partnership with Peninsula Traffic Congestion Relief Alliance (Commute.org) to complete the Carpool 2.0 Incentives Program as part of the Carpool 2020 Incentives Program; and

WHEREAS, C/CAG plans to enter into a separate agreement with Commute.org to reimburse costs for grants to employers that receives grant funds as part of implementing the Scoop Managed Carpool Program setting forth the responsibilities of each party; and

WHEREAS, C/CAG plans to enter into a funding agreement with Waze Carpool for the Drive Incentives program component setting forth the responsibilities of each party.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County authorizes the C/CAG Carpool 2020 Incentives Program for up to \$700,000 and authorizes the Chair to execute individual agreements with Peninsula Traffic Congestion Relief Alliance (Commute.org) and Waze Carpool. 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 all parties, subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED THIS 13TH DAY OF FEBRUARY 2020.

Maryann Moise Derwin, Chair

Attachment 1 Employer Based Incentives - Scoop

The Scoop Carpool element of the Carpool 2020 program will focus on reaching out to employers to better serve the commuters moving to and from San Mateo County businesses. Scoop offers a Managed Carpool Program for employers that would allow Scoop to match employees who live near each other with carpool rides to work. Reaching out to employers is an effective means of meeting a broad base of potentially viable carpoolers.

Scoop will deliver a carpooling program for San Mateo County commuters. Responsibilities are as follows.

Employer Based Incentive Program

C/CAG's role in this project is to act solely as the funding source for the Program. C/CAG will enter into contract with Commute.org who will be responsible for releasing the Grant Application and entering into contract with each company who chooses to sign up for Scoop's Managed Carpool Program, meets the necessary criteria to participate, and opts in to the "Free Commutes" add-on of which C/CAG offers to cover the first \$10,000 of costs for the duration of a one-year contract.

C/CAG of San Mateo County will delegate responsibility to Commute.org for the following deliverables related to the Program:

\$10,000 Grant Program

- All employers in San Mateo County are eligible.
- Companies with no standing TDM requirement will be prioritized.
- C/CAG to provide a \$10,000 towards Scoop's "Free Commutes" add-on service to the Managed Carpool Program. Program administered by Commute.org.
- Employers must purchase the standard Scoop Managed Carpool Program in order to be eligible for the \$10,000 bonus to the "Free Commutes" add-on.
- Grant is open until May 31, 2020
- Final date of program expenditure is June 30, 2021

Scoop will be responsible for the following elements of the Program:

- Making available mobile applications to support the Program, enabling commuters who want to carpool to or from work San Mateo County to have convenient online access to other commuters who take personal vehicles to or

from work and who are looking for other commuters to share driving expenses

- Making Scoop available throughout San Mateo County
- Fielding employee carpool requests and matching employees to carpool (together with the mobile applications, the “Services”)
- Determining the amount of cost to be shared with the driver by the passengers for each carpooling trip
- Accepting payments from the vehicle passengers by charging their credit cards on file with Scoop’s mobile application (via Stripe, a 3rd party payment processor) for employers in San Mateo County who do not qualify for the “Free Commutes” add-on through the Grant Application process, but still purchase the Managed Carpool Program package
- Reimbursing the carpool drivers after trips taken based on the amount of cost shared by their carpooling passengers^[MH1]
- Providing customer support directly to carpool drivers and passengers related to scheduling trips, taking trips, and sharing the cost of the trip
- Providing marketing materials to encourage usage of the Program by commuters
- Performing the technical tasks to launch Scoop to the entirety of San Mateo County. These tasks include but are not limited to: building the mapping and routing per city, setting pricing for every route, adjust matching algorithm, and ensuring Scoop’s internal practices scale across County.
- Facilitating and managing the GRH reimbursement for San Mateo County commuters
- Promote the Commute.org platform

Scoop and Commute.org would agree to mutually promote each other’s programs and manage the promotion with C/CAG’s funding contribution. This money would cover Scoop’s matching carpool cost for employees through the “Free Commutes” add-on and reduce the overall cost for individual carpoolers to zero dollars.

The Call for Project

Once an employer has signed up with Scoop’s Managed Carpool Program, they will have the opportunity to apply for C/CAG’s Grant Application. C/CAG to release a Call for Project via Commute.org which will include the following:

- Project information, to include:

- Program eligibility requirements
- Program mechanics (i.e. up to \$10k in grant funding against “Free Commutes” spend in 2020, how to apply, application deadline)
- Submission process and requirements
- Grant application
- Contract that employer needs to sign and send to Commute.org to be accepted which will include an employer commitment to:
 - Purchase a Scoop Managed Carpool program and Free Commutes add-on with a minimum one-year contract
 - Market and promote the Scoop carpool program throughout the duration of their contract
 - Share aggregated monthly reports with Commute.org and C/CAG for all months in which C/CAG funds Free Commutes spend
 - Fund the Scoop Managed Carpool Program for the entirety of the 1-year contract, even after \$10,000 C/CAG funds are depleted

Employers to submit the Call for Project information and begin discussions with Scoop directly to procure services.

The program would be available to employers until May 31, 2020. Program funding will be available until a final deadline of June 30, 2021.

Financial and Reporting Flow:

- C/CAG to contract directly with Commute.org who will manage the program
- Employers to enter into a contract with Scoop for the Managed Carpool Program. Employers then apply for the Grant Application through Commute.org and enter into contract with Commute.org once awarded the grant.
- Scoop to invoice employers on a monthly basis for “Free Commutes” spend
- Employers to forward monthly invoices and aggregated reports to Commute.org
- Commute.org to send one check per invoice to employers for eligible spend up to \$10,000 per employer
- Commute.org invoice C/CAG quarterly with aggregated spend and send necessary data deliverables provided by employer monthly, outlined as follows.

Data Deliverables

Scoop will share the aggregated monthly data reports with employers who will share the data with Commute.org who will then pass the data along to C/CAG for data analysis. Additionally, C/CAG requires that the following data be shared in the forms of reporting monthly and submitted with invoices from Scoop to employers for the purpose of reimbursement requests from employers to Commute.org. This data includes but is not limited to:

- Total Registered Users
- New Registered Users
- One-Way Trips Taken
- Unique Matched users
- Tons of CO2 Saved
- Rider Miles Saved

Program Cost

With a maximum of 30 employers participating in the program, the maximum expenditure for this program is \$300,000.

Attachment 2 Driver Based Incentives – Waze Carpool

About Waze Carpool

Waze Carpool is a peer-to-peer service making carpooling easier, more convenient and fun. This helps expand transportation options and access for residents and reduces traffic congestion and emissions for all.

Waze Carpool makes it easy to find the right people to ride with – users can view other Carpoolers' profiles before they ride together. They can filter by coworkers or same gender. This keeps riders in complete control. Waze technology then calculates and coordinates pickup and drop-off routes and timing, so it's the most efficient ride every time. The Waze driver and rider experiences are linked so people know when their car is there. Drivers get reimbursed for gas & wear and tear on the cars directly through the app, up to the IRS max of \$0.58/mile.

Driver-Based Incentive Program

The Waze Carpool element in the Carpool 2020 program will integrate Carpool driver incentives to encourage more carpoolers overall. In order to operate a functional carpool program, there needs to be more carpool drivers to match the demand of carpool riders. Waze Carpool will implement driver bonuses for new users that allow drivers to earn a \$5 bonus for every ride they give during the first two weeks on the platform. Additionally, Waze Carpool will offer a \$1 discounted ride to existing riders moving to and from San Mateo County budget permitting.

Existing Users

Budget permitting, Waze Carpool would target the existing users and promote further growth for existing users on the platform by offering a \$1 discount per ride for riders.

New Users

Waze Carpool would incentivize new drivers by offering a \$5 bonus to every driver for each ride they give within the first two weeks of driving with Waze Carpool.

Program Flow

Waze Carpool will release push notifications and other marketing pushes to advertise to users that the incentives are available. Users will access the rewards until they meet their cap (i.e. drivers will receive their bonuses only during the first two weeks). The program will run for the duration of one year. Waze Carpool and C/CAG will monitor the budget to ensure the funds last the duration of program.

Waze Carpool & C/CAG financial and reporting flow:

- C/CAG to contract directly with Waze Carpool

- Waze Carpool oversee incentive administration for the duration of one year
- Waze Carpool to invoice C/CAG quarterly, including a summary report sheet with the following data deliverables monthly

Data Deliverables

Waze Carpool will report the following to C/CAG for the needs of reporting the necessary data consistently to show program success. This data includes but is not limited to:

- Total Registered Users
- New Registered Users
- One-Way Trips Taken
- Unique Matched users
- Tons of CO2 Saved
- Rider Miles Saved

Program Cost

Cost estimate up to \$150,000 for the Driver-Based Incentive element of the Carpool 2020 program.

Attachment 3 Rewards-Based Incentive Program – Commute.org

The Commute.org element of the Carpool 2020 program would incorporate the same incentives that were rolled out in the Carpool 2.0 program. Riders who link their Waze Carpool or Scoop accounts with the STAR platform are eligible to receive a \$25 gift card for every 10 carpool trips they complete up to \$100 each or 40 trips. For those riders who participated in the Carpool 2.0 program but did not receive the full amount of \$100 worth of gift card benefits, they will still be able to access the full rewards offered in the Carpool 2020 program. Additionally, riders who have been loyal to the Commute.org incentives will be entered into quarterly drawings for prizes such as vacation packages and other monetary prizes. Each carpool trip a user takes will count for one name entry drawing.

Commute.org will no longer be including the Commute Tracker part of trip recording. The new program will only allow trips recorded through verified apps like Waze Carpool or Scoop app to qualify for the rewards.

Commute.org and C/CAG financial and reporting flow:

- Commute.org to contract directly with C/CAG for the rewards-based incentives
- Commute.org oversee rewards program from the duration of one year
- Commute.org invoice C/CAG monthly, including a summary sheet maintaining the previous cycle's data deliverables
- Commute.org to oversee and manage contracts between employers and Commute.org for the Scoop Grant Application and "Free Commutes" incentive
- Commute.org to submit one single invoice to C/CAG monthly with data deliverables from all employers

Program Cost

Through the current Carpool 2.0 program, there is approximately \$190,000 remaining as of January 2020. It is anticipated that these funds will be exhausted by June 2020, at which time the agreement between C/CAG and Commute.org will be amended to add up to \$250,000 to continue the program through December 2020.

C/CAG AGENDA REPORT

Date: February 13, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approve the approach to a fiscally constrained list of projects to be submitted to the Metropolitan Transportation Commission (MTC) for the update of the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) also known as Plan Bay Area 2050

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

RECOMMENDATION

That the C/CAG Board review and approve the approach to a fiscally constrained list of projects to be submitted to the Metropolitan Transportation Commission (MTC) for the update of the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) also known as Plan Bay Area 2050.

FISCAL IMPACT

No direct fiscal impact to C/CAG.

SOURCE OF FUNDS

N/A

BACKGROUND

Metropolitan Transportation Commission (MTC) is continuing 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. It is important to note that Plan Bay Area 2050 will not make any funding commitment towards any specific transportation projects but sets a high-level roadmap for future transportation investments.

Regionally-Significant Projects Category

In early 2019, The Metropolitan Transportation Commission (MTC) requested the assistance of each of the nine Bay Area Congestion Transportation Agencies (CTA's) to coordinate transportation project submittals for their county. C/CAG is the designated County Transportation Agency for San Mateo County, formerly known as a Congestion Management Agency (CMA). Projects/programs seeking future regional, state or federal funding through the planning horizon year of 2050 must be submitted for consideration in the adopted plan.

On March 4, 2019, the Metropolitan Transportation Commission (MTC) adopted guidance for the request for regionally-significant transportation projects. Regionally-significant project means a transportation project that is adding capacity to a facility which serves regional transportation needs. At that time, MTC provided San Mateo County with a target of \$4.578 billion for regionally-significant projects only.

C/CAG staff initiated a call for projects within San Mateo County on March 15, 2019 with a deadline of project submittals by April 10, 2019. Extensive outreach was performed including an applicant workshop for city/county staff, a public hearing noticed in local papers and on NextDoor, and presentations at public meetings. On June 13, 2019 the C/CAG Board adopted Resolution 19-51 endorsing a list of 32 regionally-significant projects submitted to MTC for project performance review and to be considered for inclusion in the Plan Bay Area 2050 totaling \$4.545 billion.

Programmatic Investments Category

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, grade separation projects). Programmatic investments are exempt projects, which means the project is exempt from regional transportation air-quality conformity requirements. Having a project listed under a programmatic category enables project sponsors to still be eligible for both State and Federal funding and show consistency with Plan Bay Area 2050

During the project submittal process in Summer 2019 described above, MTC did not ask for a programmatic investment submittal. For illustrative purposes, Attachment 1 shows the programmatic categories and their associated costs from the previous Plan Bay Area 2040 update for San Mateo County which had a total cost of \$1.057 billion.

Financial Constraint

As required by federal and state planning regulations, Plan Bay Area 2050 will be a fiscally constrained plan. This means the proposed transportation project costs cannot exceed the reasonably expected transportation revenues forecasted over the planning horizon.

As part of the initial project submittal process in 2019, MTC was in the midst of developing revenue projections and the county target of \$4.578 billion provided was only for regionally-significant projects. It was expected that the project total cost for both regionally-significant and programmatic investments would need to be revised during the MTC project level assessment process with a possibility that some projects and programs, particularly those that are in early conceptual stages, would be revised to include only early phases of funding in this RTP.

On January 2, 2020, MTC staff provided the revised revenue forecast and projections, and that San Mateo County's combined total budget for both regionally-significant and programmatic investments is \$5.261 billion.

In addition, the revenue forecast has been split into two 15-year periods ("Bins"): revenues generated from FY21 through FY35 ("Bin 1") and revenues generated from FY36 to FY50 ("Bin 2"). Staff will need to sort the projects into the Bins based on their respective completion date.

Proposed Approach

Based on the above new request from MTC and the new revenue forecast, C/CAG staff proposes to revise the San Mateo County list of projects using the follow approach to develop the Final Draft San Mateo County List for C/CAG Board approval at the March meeting to be submitted to MTC by March 27, 2020:

1. Develop a list of Programmatic Investment categories, with their associated costs, similar to that from Plan Bay Area 2040. The current needs of each programmatic category will be assessed, and project costs may be revised as well.
2. Work with project sponsors to review cost estimates for regionally significant projects that meet the criteria listed below.
3. Coordinate with cross-county project sponsors and MTC staff on large regional projects.

Because the original list of projects submitted by C/CAG to MTC in June 2019 were only regionally-significant projects, these projects will need financial revisions so that the overall submittal fits within this most recent imposed fiscally constraint budget of \$5.261 billion to include both regionally-significant and programmatic investments. C/CAG staff proposes to revise project costs of regionally significant projects that meet all the criteria below:

- Project was a new project submitted during the request for regionally significant projects in June 2019
- Project has a completion date of 2030 or beyond
- Project is in the conceptual or planning phase

The C/CAG Congestion Management Program Technical Advisory Committee (CMP TAC) review and recommended the approval of the above approach at their January 16th meeting.

When presented at their January 27th meeting, the C/CAG Congestion Management and Environmental Quality Committee (CMEQ) provided comments on the approach but did not take action.

Next Steps

Based on the approach described above, C/CAG staff will present a revised list for C/CAG Board review and endorsement in March; this will include revised project costs and programmatic categories.

Staff requests that the C/CAG Board review and approve the approach to a fiscally constrained list of projects to be submitted to the Metropolitan Transportation Commission (MTC) for the update of the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) also known as Plan Bay Area 2050. Because the revenue projections will not be finalized until the actual adoption of Plan Bay Area 2050, MTC may further revise the revenue projections and further project refinements may be necessary.

ATTACHMENTS

1. Sample List of Programmatic Categories for San Mateo County from Plan Bay Area 2040
2. June 2019 C/CAG List of Regionally Significant Projects submitted to MTC for inclusion in the update of Plan Bay Area 2050

**Attachment 1 - Programmatic Categories from Plan Bay Area 2040
(For Illustrative Purpose Only)**

RTP ID	Programmatic Category	Programmatic Category Description	PBA 2040 Cost (\$ in millions)
17-06-0001	Bicycle and Pedestrian Program	Projects in this category are new bicycle (on-street and off-street) and pedestrian facilities, and facilities that connect existing network gaps, including but not limited to new multi-purpose pedestrian/bicycle bridges over US 101 and sidewalk gap closures	\$247
17-06-0002	County Safety, Security and Other	Projects in this category address safety and security needs of San Mateo County including county-wide implementation of Safe Routes to School Program	\$41
17-06-0003	Multimodal Streetscape	Projects in this category implement multimodal or complete streets elements, including but not limited to projects along facilities such as El Camino Real, Bay Road, Ralston Avenue, University Avenue, Middlefield Road, Palmetto Avenue, Mission Street, Geneva Avenue, and Carolan Avenue	\$289
17-06-0004	Minor Roadway Expansions	This category includes roadway capacity increasing projects (new roadways, widening or extensions of existing roadways) on minor roads such as Blomquist Street, California Drive, Railroad Avenue, Manor Drive, and Alameda de las Pulgas	\$58
17-06-0005	Roadway Operations	County-wide Implementation of non-capacity Increasing local road Intersection modifications and channelization countywide and County-wide implementation of local circulation improvements and traffic management programs countywide	\$64
17-06-0006	County-wide Intelligent Transportation System (ITS) and Traffic Operation System Improvements	Installation of transportation system management improvements such as Intelligent Transportation System (ITS) elements and TOS equipment throughout San Mateo County.	\$93
17-06-0039	Grade Separations	This project includes grade separations of the Caltrain right of way at approximately 2 to 3 high priority locations in San Mateo County, including 25th Avenue. This project is based on San Mateo County's Measure A grade separation category.	\$265
Total			\$1,057

Attachment 2 - List of Regionally Significant Projects Submitted to MTC - June 2019

RTP ID	Project Title	Project Sponsor	System	Mode	Project Description	Opening Date/Completion Date of Project	Comments
17-06-0017	Route 101/Holly St Interchange Access Improvements	San Carlos	Street/Highway Facility	Highway	The proposed project would convert the existing full cloverleaf configuration to a partial cloverleaf design by eliminating two of the existing loop off-ramps of the interchange, and realign the diagonal on- and off-ramps into signalized T-intersections with local streets. A new pedestrian and bicycle over crossing will be constructed in the south side of Holly Street Interchange.	2021	In Construction
17-06-0007	US-101 Express Lanes: I-380 to Whipple	San Mateo City/County Association of Governments (CCAG)	Street/Highway Facility	Highway	Modify existing lanes on U.S. 101 to accommodate a managed lane	2022	In Construction
17-06-0010	Improve U.S. 101/Woodside Road interchange	Redwood City	Street/Highway Facility	Highway	Modifies the Woodside Road Interchange at US 101.	2025	Design Phase
17-06-0023	Route 1 Improvements in Half Moon Bay	Half Moon Bay	Street/Highway Facility	Highway	In Half Moon Bay, On Route 1: Improve safety and reduce congestion by providing protected left and right turn lanes, warranted traffic signals, roundabouts, two through lanes only at signalized intersections, Class I bike lanes, pathways, bus stops, traffic signal interconnects, safety lighting, median and channelization improvements.	2020	Design Phase
17-06-0025	US 101/University Ave. Interchange Improvements	East Palo Alto	Street/Highway Facility	Highway	On University Avenue across US-101, between Woodland Avenue and Donohoe Street; Add bike lanes and sidewalk and modify the NB and SB off-ramps to eliminate pedestrian/bicycle conflicts and improve traffic operations.	2021	Design Phase
17-06-0004	Hwy 1 / Manor Drive Overcrossing Improvement	Pacifica	Street/Highway Facility	Highway	Widen existing Manor Drive Overcrossing and signalize the intersections of Palmetto Drive/Manor Drive and Oceana Drive/Manor Drive. Construct new northbound on-ramp at Hwy 1 and Milagra Drive.	2030	Planning Phase
17-06-0008	Add northbound and southbound modified auxiliary lanes and/ or implementation of managed lanes on U.S. 101 from I-380 to San Francisco County line	San Mateo City/County Association of Governments (CCAG)	Street/Highway Facility	Highway	Add northbound and southbound modified auxiliary lanes and/or implementation of managed lanes on U.S. 101 from I-380 to San Francisco County line.	2024	Planning Phase
17-06-0009	Improve operations at U.S. 101 near Route 92 - Phased	San Mateo City/County Association of Governments (CCAG)	Street/Highway Facility	Highway	US 101 operational improvements near Route 92. Project may have phased construction.	2026	Planning Phase
17-06-0011	US 101 Produce Avenue Interchange	South San Francisco	Street/Highway Facility	Highway	Construct a new interchange on US 101 at Produce Avenue, connecting Utah Avenue on the east side of US 101 to San Mateo Avenue on the west side of US 101. This will allow for reconfiguration of the existing southbound ramps at Produce Ave and Airport Blvd, as well incorporation of the northbound off- and on- ramps at S. Airport Blvd into the interchange design.	2024	Planning Phase

Attachment 2 - List of Regionally Significant Projects Submitted to MTC - June 2019

RTP ID	Project Title	Project Sponsor	System	Mode	Project Description	Opening Date/Completion Date of Project	Comments
17-06-0012	U.S. 101 Interchange at Peninsula Avenue	San Mateo (City)	Street/Highway Facility	Highway	Construct new southbound on- and off-ramps at US-101/Peninsula Avenue	2023	Planning Phase
17-06-0016	Improve access to and from the west side of Dumbarton Bridge on Route 84 connecting to U.S. 101 per Gateway 2020 Study and Dumbarton Corridor Transportation Studies - Phased	San Mateo City/County Association of Governments (CCAG)	Street/Highway Facility	Highway	Improve access to /from the west side of Dumbarton Bridge (Route 84 connecting to U.S. 101) per Gateway 2020 Study and Dumbarton Corridor Transportation Studies (Phased implementation of short term projects. Environmental phase only for long term projects).	2040	Planning and Implementation Phase
17-06-0020	Hwy 1 operational & safety improvements in County Midcoast (acceleration/deceleration lanes; turn lanes; bike lanes; pedestrian crossings; and trails)	San Mateo County	Street/Highway Facility	Highway	Operational and safety improvements for vehicles, transit, bicycles, and pedestrians, along the Highway 1 corridor between Half Moon Bay and Pacifica. This could include acceleration lanes, deceleration lanes, recreational and commuter parking, turn lanes, bike lanes, intersection control, including roundabouts, enhanced crossings, and trail network improvements.	2020	Planning Phase
17-06-0021	Environmental Studies for 101/Candlestick Interchange	Brisbane	Street/Highway Facility	Highway	Planning and environmental analysis of the reconstruction of 101/Candlestick Interchange to full all-directional interchange with a single point cross street connection. Project would provide all-direction ramp movements controlled by new signalized intersections at the cross street connections. Interchange would join an improved Harney Way to the east, and would join the Geneva Avenue Extension to the west. Accommodate E/W crossing of planned BRT facility.	2025	Planning Phase
17-06-0024	Reconstruct U.S. 101/Sierra Point Parkway interchange (includes extension of Lagoon Way to U.S. 101)	Brisbane	Street/Highway Facility	Highway	Reconstruct a partial interchange and provide improved access to Brisbane, Bayshore Blvd and proposed Brisbane Baylands project. Lagoon Way extension connects to the reconstructed interchange and provides improved access to Brisbane, Daly City, and the pending 600-acre Brisbane Baylands development.	2030	Planning Phase
17-06-0029	Add new rolling stock and infrastructure to support SamTrans bus rapid transit along El Camino Real- Phase	San Mateo County Transit District (SamTrans)	Public Transit Facility	Transit	This project will institute new rolling stock and infrastructure necessary to accommodate BRT along El Camino Real	2040	Planning Phase
17-06-0035	I-280 improvements near D Street exit	Daly City	Street/Highway Facility	Highway	Improve the on and off-ramps and approaches for I-280 near the D Street exit in Daly City	2025	Planning Phase
17-06-0037	Widen Millbrae Avenue between Rollins Road and U.S. 101 southbound on-ramp and resurface intersection of Millbrae Avenue and Rollins Road	Millbrae	Street/Highway Facility	Local Project	Widen Millbrae Avenue between Rollins Road and US101 Southbound On Ramp and resurface the intersection of Millbrae Avenue and Rollins Road.	2022	Planning Phase
17-06-0038	Construct a 6-lane arterial from Geneva Avenue/Bayshore Boulevard intersection to U.S. 101/Candlestick Point interchange - Environmental phase	Brisbane	Street/Highway Facility	Local Project	Planning and environmental analysis of a 6-lane arterial from the Geneva Avenue at Bayshore Boulevard to 101/Candlestick Interchange. Grade separation at the Caltrain and Tunnel Ave, Class II bike lanes, on-street parking (travel lanes during peak periods), and sidewalks. Sections will be reserved for an exclusive lane BRT facility that connects to the Bayshore Multimodal Station and provides through service to BART Balboa Station.	2025	Planning Phase
17-06-0040	Extend Blomquist Street over Redwood Creek to East Bayshore and Bair Island Road	Redwood City	Street/Highway Facility	Local Project	Redwood City Blomquist Street Extension and Blomquist Bridge over Redwood Creek	2023	Planning Phase

Attachment 2 - List of Regionally Significant Projects Submitted to MTC - June 2019

RTP ID	Project Title	Project Sponsor	System	Mode	Project Description	Opening Date/Completion Date of Project	Comments
17-06-0030	Environmental Clearance and Design of the Redwood City Ferry Terminal and Service	Redwood City	Public Transit Facility	Transit	Planning and environmental analysis of the construction of a new ferry terminal, purchase of 3 new high-speed ferry vessels, and operation of new ferry service between Redwood City and San Francisco.		Conceptual Phase
17-06-0014	Reconstruct U.S. 101/Willow Road interchange	Menlo Park	Street/Highway Facility	Highway	The project proposes to reconstruct the existing US 101/Willow Road (Route 114) Interchange within the existing alignment to a partial cloverleaf interchange. Project includes class I bike paths and class II bike lanes.	2021	In Construction; cost reduced for remaining
17-06-0019	State Route 92-82 (El Camino) Interchange Improvement	San Mateo (City)	Street/Highway Facility	Highway	Widen the existing ramps and reconfigure the existing interchange from a full cloverleaf to a partial cloverleaf. Pedestrian and bicycle improvements would be included as part of the project.	2021	Project is completed; cost reduced for
17-06-0013	Reconstruct U.S. 101/Broadway interchange*	Burlingame	Street/Highway Facility	Highway	Reconstructs the US 101/Broadway interchange.	2017	Project is completed
17-06-0015	Construct auxiliary lanes (one in each direction) on U.S. 101 from Marsh Road to Embarcadero Road*	Caltrans	Street/Highway Facility	Highway	Add northbound and southbound auxiliary lanes.	2015	Project is completed
17-06-0018	Improve local access at I-280/I-380 from Sneath Lane to San Bruno Avenue to I-380— Environmental only*	San Bruno	Street/Highway Facility	Highway	Environmental assessment of local access improvements at the existing I-280 / I-380 interchange located in the City of San Bruno. The project would provide access to I-380 from the two main east-west secondary roads of Sneath Lane and San Bruno Avenue.		Project will not move forward
17-06-0022	Westbound slow vehicle lane on Route 92 between Route 35 and I-280— Environmental Phase	San Mateo County	Street/Highway Facility	Highway	Planning and environmental analysis of a westbound slow vehicle lane on Route 92 between Route 35 and I-280		Project will not move forward
17-06-0027	Implement supporting infrastructure and Automated Transit Signal Priority to support SamTrans express rapid bus service along El Camino Real	San Mateo County Transit District (SamTrans)	Bicycle/Pedestrian Facility	Transit	This project will institute necessary infrastructure and Automated Transit Signal Priority necessary to accommodate express rapid bus service along the length of El Camino Real from Palo Alto to Daly City.		Project is in construction
17-06-0034	Construct Route 1 (Calera Parkway) northbound and southbound lanes from Fassler Avenue to Westport Drive in Pacifica*	Pacifica	Street/Highway Facility	Highway	The Calera Parkway project will widen Highway 1 from four lanes to six lanes, from approximately 1,500 feet south of Fassler Avenue to approximately 2,300 feet north of Reina Del Mar Avenue, a distance of 1.3 miles, and will add a 16ft wide landscaped median between concrete barriers from San Marlo Way to Reina Del Mar Avenue	2021	Project will not move forward
17-06-0031	Redwood City Street Car Project	Redwood City	Public Transit Facility	Transit	New transit service between Downtown and Stanford in Redwood City	2035	Project will not move forward

Attachment 2 - List of Regionally Significant Projects Submitted to MTC - June 2019

RTP ID	Project Title	Project Sponsor	System	Mode	Project Description	Opening Date/Completion Date of Project	Comments
17-06-0032	Route 1 San Pedro Creek Bridge Replacement and Creek Widening Project*	Pacifica	Street/Highway Facility	Highway	Replace San Pedro Creek Bridge on CA 1 with a longer bridge and widen the creek channel for 100 year storm flow capacity. Provide for a class 1 multi-purpose trail on the eastern side.	2015	Project is completed
17-06-0033	Widen Route 92 between SR 1 and Pilarcitos Creek alignment, includes widening of travel lanes and shoulders*	Half Moon Bay	Street/Highway Facility	Highway	Widens shoulders and travel lanes to standard widths. Straighten curves at few locations.	2025	Project will not move forward
17-06-0036	Widen Skyline Boulevard (Route 35) to 4 lane roadway from I-280 to Sneath Lane - Phased*	San Bruno	Street/Highway Facility	Highway	Widens Skyline Blvd. (SR 35) between I-280 and Sneath Lane. It is currently the last portion of what is otherwise a four lane roadway along Skyline Blvd. The project widens approximately 1.3 miles of the roadway into four lanes.	25	Project will not move forward
NEW	Introduce network of regional express bus routes	San Mateo County Transit District (SamTrans)	Public Transit Facility	Transit	Purchase electric buses to use in running expanded express bus service utilizing the San Mateo County Express Lanes project; construct improvements at the US-101/SR-92 interchange park-and-ride; add secure bike parking and improved bus stop facilities at key stop locations.	2022	Planning Phase
NEW	Redwood City Transit Center Expansion Project	Redwood City	Public Transit Facility	Transit	Expand and potentially relocate Redwood City Caltrain Station	2025	Conceptual/Planning Phase
NEW	El Camino Real Road Diet	Millbrae	Street/Highway Facility	Local Project	El Camino Real currently has three lanes in each direction with high traffic speeds and volume. The improvement concept for El Camino Real reflects the objectives of the Grand Boulevard Initiative, which focuses on making the corridor more comfortable for all road users from motorists and bus riders to bicyclists and pedestrians by reducing travel lane, widening sidewalks, and adding bike lanes.	2025	Planning Phase
NEW	Pilot Hovercraft Ferry Service from Foster City	Foster City	Street/Highway Facility	Transit	Implement a pilot hovercraft service from Foster City (destination TBD) to relieve congestion and reduce carbon emissions. Includes: 2x 30 person high speed hovercraft, two basic hoverports, supporting infrastructure, and all feasibility study, environmental and regulatory costs. O&M costs will be partially offset by farebox recovery	2021	Planning Phase
NEW	Dumbarton Rail Corridor	San Mateo County Transit District (SamTrans)	Public Transit Facility	Transit	Passenger rail connecting to Redwood City and the Peninsula Corridor and Newark/Union City/Fremont in the East Bay via existing Dumbarton Rail Bridge Corridor. Reconstruction of the Dumbarton Rail Bridge is a critical aspect of the multimodal program which facilitates substantial, additional transit capacity across the San Francisco Bay, thus providing alternative transportation options for residents of the East Bay who travel to employment centers throughout the Peninsula.	2028	Transformative multi county project and won't be counted towards the San Mateo County financial target at this time.

Attachment 2 - List of Regionally Significant Projects Submitted to MTC - June 2019

RTP ID	Project Title	Project Sponsor	System	Mode	Project Description	Opening Date/Completion Date of Project	Comments
NEW*	<i>El Camino Real/Westbound I-380 Ramps Intersection (exit to northbound El Camino Real) Upgrade</i>	<i>San Bruno</i>	<i>Street/Highway Facility</i>	<i>Auto</i>	<i>The El Camino Real/Westbound I-380 Ramps Intersection project is proposed to improve intersection operations and decrease expected future delays due to growth in vehicle traffic by adding an additional right-turn lane access from westbound I-380 onto northbound El Camino Real.</i>	<i>2035</i>	<i>Conceptual Phase</i>
NEW*	<i>Regional Hovercraft Ferry Network</i>	<i>Foster City</i>	<i>Street/Highway Facility</i>	<i>Transit</i>	<i>Implement a region-wide hovercraft ferry network connecting all 9 bay area counties, as well as OAK and SFO; to relieve congestion and reduce carbon emissions. Includes: 18 new hoverports, 25 locally-built high speed 80 passenger hovercraft, all supporting infrastructure, and all environmental and regulatory costs. O&M costs will be offset by farebox recovery, with target ratio of 80%.</i>	<i>2030</i>	<i>Conceptual Phase</i>
NEW*	<i>El Camino Real Complete Streets Improvements</i>	<i>Atherton</i>	<i>Street/Highway Facility</i>	<i>Local Project</i>	<i>El Camino Real currently has three lanes in each direction and though there are transit stops, it does not have bike lanes or pedestrian facilities to access. The improvement concept for El Camino Real reflects the objectives of the Grand Boulevard Initiative, which focuses on making the corridor more comfortable for all road users from motorists and bus riders to bicyclists and pedestrians by reducing travel lanes, providing dedicated facilities for active transportation modes (cyclists and pedestrians).</i>	<i>2030</i>	<i>Conceptual Phase</i>
NEW*	<i>Eastbound I-380 Freeway Expansion</i>	<i>San Bruno</i>	<i>Street/Highway Facility</i>	<i>Auto</i>	<i>The Eastbound I-380 Freeway Expansion project is proposed to decrease expected future delays due to growth in vehicle traffic by widening the freeway between I-280 and US 101.</i>	<i>2035</i>	<i>Conceptual Phase</i>
NEW*	<i>Interstate 380 Congestion Improvements</i>	<i>San Bruno</i>	<i>Street/Highway Facility</i>	<i>Auto</i>	<i>The Interstate 380 Congestion Improvements project is proposed to improve the safety and operation on I-380 and improve weaving around the El Camino Real interchange while minimizing impact to local traffic circulation by modifying the I-380/I-280/I-101 interchange through the construction of auxiliary lanes, new local exit ramps and/or collector-distributor roads.</i>	<i>2035</i>	<i>Conceptual Phase</i>
NEW*	<i>HSR Millbrae SFO Station</i>	<i>Millbrae</i>	<i>Public Transit Facility</i>	<i>Transit</i>	<i>Construct 4-level underground parking structure podium in preparation for future High Speed Rail Millbrae SFO station at the northeast corner of Millbrae Ave and El Camino Real as part of the Millbrae Station Area Specific Plan. Project will include electronic wayfinding signage along US101 and Interstate 280 providing direction and real time transit information to attract SOV and promote transit use in the region.</i>	<i>2030</i>	<i>Planning Phase</i>
NEW*	<i>Millbrae SFO Guideway Improvement</i>	<i>Millbrae</i>	<i>Public Transit Facility</i>	<i>Transit</i>	<i>Improve existing guideway between Millbrae Station and SFO Station to accommodate new trains to provide seamless transit between Millbrae Station/future High Speed Rail Station and SFO Station.</i>	<i>2030</i>	<i>Conceptual Phase</i>
NEW*	<i>Grand Avenue Off- Ramp Realignment</i>	<i>South San Francisco</i>	<i>Street/Highway Facility</i>	<i>Highway</i>	<i>Construct an elevated off ramp that connects to the Grand / Dubuque intersection</i>	<i>2030</i>	<i>Conceptual Phase</i>
NEW*	<i>Railroad Avenue Extension</i>	<i>South San Francisco</i>	<i>Street/Highway Facility</i>	<i>Local Project</i>	<i>Construct a new local road connection between Littlefield Avenue and Linden Avenue, include a two lane facility that crosses US 101 and Caltrain ROW.</i>	<i>2038</i>	<i>Planning Phase</i>
NEW*	<i>3rd Avenue/US101 Interchange</i>	<i>San Mateo (City)</i>	<i>Interchange Modification</i>	<i>Vehicle</i>	<i>Reconstruct US101/3rd Ave Interchange</i>	<i>2030</i>	<i>Conceptual Phase</i>
NEW*	<i>Local Road Connection from I-380 Terminus/N Access Road to "The East Side" of South San Francisco</i>	<i>South San Francisco</i>	<i>Street/Highway Facility</i>	<i>Local Project</i>	<i>Construct a new local road connection between the I-380 terminus/ N. Access Road with the "The East Side" area of South San Francisco. This project will include a water bridge connection.</i>	<i>2035</i>	<i>Conceptual Phase</i>
NEW*	<i>Sierra Point Connection</i>	<i>South San Francisco</i>	<i>Street/Highway Facility</i>	<i>Local Project</i>	<i>Construct a new local road connection between the Veterans Blvd. and Shoreline Court, include a two lane bridge connection.</i>	<i>2045</i>	<i>Conceptual Phase</i>
NEW*	<i>Hillsdale Transit Center</i>	<i>San Mateo (City)</i>	<i>Transit Improvements</i>	<i>Transit</i>	<i>Build multimodal station access for relocated Hillsdale Caltrain station. Plan is envisioned to include station area access, bicycle station, kiss and ride, bus/shuttle access, and potential mixed-use development</i>	<i>2030</i>	<i>Planning Phase</i>

***** Project was a new submission from June 2019, has an opening date of 2030 or later, and is in the conceptual or planning phase. Staff will focus efforts on revising the costs of these projects in order to fiscally-constrain the list of projects based on the revised revenue forecast provided by MTC staff.

C/CAG AGENDA REPORT

DATE: February 13, 2020

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

FROM: Sandy Wong, Executive Director

SUBJECT: Nominations for C/CAG Chair and Vice Chair for the March 2020 Election of Officers
(For further information, please contact Sandy Wong at 650 599-1409)

RECOMMENDATION:

That the C/CAG Board of Directors make nominations for Chair and Vice Chair for the March 2020 Election of Officers in accordance with the C/CAG By-Laws.

FISCAL IMPACT:

None.

REVENUE SOURCE:

None.

BACKGROUND/DISCUSSION:

The C/CAG By-Laws established a process to have nominations for officers at the February meeting and then have voting at the following meeting, in March. The objective was to provide Board Members with background information to assist them in casting their votes. Nominations shall only be made by voting members of the Board of Directors. The Chairperson and Vice Chairpersons shall be voting members of the Board, as well. Nominations do not require a second or vote. Nominations for officers of the Board of Directors shall be made from the floor only at the regular February Board meeting. Nominations of the Chairperson shall precede nominations of the Vice Chairperson.

All candidates should provide background information in advance of the March Board meeting such that the material can be included in the packet for the Board's consideration. For those candidates nominated, please provide the background information to Mima Guilles (mguilles@smcgov.org) by February 21, 2020.

CURRENT OFFICERS:

Maryann Moise Derwin has served two terms as Chair and is not eligible to serve another term as Chair.

Marie Chuang has served two terms as Vice Chair and is not eligible to serve another term as Vice Chair.

ATTACHMENTS:

1. Article IV of the Bylaws related to Officers.
2. Cover sheet for nominees to submit background information

ARTICLE IV. OFFICERS

Section 1. The officers of the Board of Directors shall consist of a Chairperson and one Vice Chairperson.

Section 2. 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. An officer shall hold his or her office until he or she resigns, is removed from office, is otherwise disqualified to serve, or until his or her successor qualifies and takes office.

Section 3. Nomination for officers of the Board of Directors shall be made from the floor only at the regular February Board meeting. Nominations shall be made only by voting members of the Board of Directors.

Section 4. The Chairperson and Vice Chairperson must be a regularly designated, voting member (e.g., not an alternate, or an ex-officio member) of the Board of Directors.

Section 5. Nominations and election of the Chairperson shall precede nominations and election of the Vice Chairperson. Voting shall be public for all offices.

Section 6. The Chairperson shall preside at all meetings of the Board, may call special meetings when necessary, and shall serve as the principal executive officer. The Chairperson shall have such other powers, and shall perform such other duties which may be incidental to the office of the Chairperson, subject to the control of the Board.

Section 7. In the absence or inability of the Chairperson to act, the Vice Chairperson shall exercise all of the powers and perform all of the duties of the Chairperson. The Vice Chairperson shall also have such other powers and shall perform such other duties as may be assigned by the Board of Directors.

Section 8. A special election to fill the vacant office shall be called by the Board of Directors if

the Chairperson or the Vice Chairperson is unable to serve a full term of office.

Section 9. All officers shall serve without compensation.

Section 10. The Chairperson or the Vice Chairperson may be removed from office at any time by a majority vote of those members present at a duly constituted meeting of the Board.

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*

Due Date: February 21, 2020

DATE:

TO: Attn: Mima Guilles
555 County Center, 5th Floor
Redwood City, CA, 94063

RE: C/CAG Candidate background material for C/CAG Chair or Vice Chair
nominations

The attached is candidate background material for your information.

From: