

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
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C/CAG BOARD MEETING NOTICE

Meeting No. 329

DATE: Thursday, May 14, 2020

TIME: 6:30 P.M.

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter-in-Place Orders issued by the San Mateo County Health Officer and the Governor, and the CDC's social distancing guidelines, which discourage large public gatherings, C/CAG meetings will be conducted via remote conferencing. Members of the public may observe or participate in the meeting remotely via one of the options below.

Join by Zoom:

<https://us02web.zoom.us/j/87397343779?pwd=VnFzWmd6Q3oydTRDM0VJdHRrMmtKQT09>

Meeting ID: 873 9734 3779

Password: 002620

Join by Phone:

(669) 900-6833

Meeting ID: 873 9734 3779

Persons who wish to address the C/CAG Board on an item to be considered at this meeting, or on items not on this agenda, are asked to submit written comments to mguilles@smcgov.org. Spoken public comments will also be accepted during the meeting through Zoom. Please see instructions for written and spoken public comments at the end of this agenda.

1.0 CALL TO ORDER/ ROLL CALL

2.0 BRIEF OVERVIEW OF TELECONFERENCE MEETING PROCEDURES

3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Note: Public comment is limited to two minutes per speaker. Please refer to the instructions at

the end of this agenda for details regarding how to provide public comments during a videoconference meeting.

4.0 PRESENTATIONS/ ANNOUNCEMENTS

4.1 Certificate of Appreciation to Maryann Moise Derwin, Vice Mayor of Town of Portola Valley for her Leadership as the Chair of C/CAG. ACTION p. 1

4.2 Receive an update on the construction of the U.S. 101 Express Lanes Project. ACTION p. 2

5.0 ACTION TO SET AGENDA AND APPROVE CONSENT AGENDA ITEMS

This item is to set the final consent and regular agenda, and to approve the items listed on the consent agenda. All items on the consent agenda are approved by one action. There will be no separate discussion on these items unless members of the Board, staff or public request specific items to be removed for separate action.

5.1 Approval of the minutes of regular business meeting No. 328 dated April 9, 2020. ACTION p. 4

5.2 Review and approval of Resolution 20-16 authorizing the C/CAG Chair to execute Amendment No. 3 to the Agreement with the Santa Clara Valley Transportation Authority for the Countywide Transportation Travel Demand Model services for no cost time extension until June 30, 2022. ACTION p. 12

5.3 Receive copy of agreement(s) executed by the C/CAG Chair or Executive Director consistent with C/CAG Procurement Policy:

5.3.1 Receive copies of executed contract amendments providing no-cost time extensions for six Safe Routes to School/Green Streets Infrastructure Pilot Program projects for the following jurisdictions: Brisbane, Colma, East Palo Alto, Menlo Park, Pacifica and Redwood City. INFORMATION p. 15

5.4 Review and approval of the appointments of Justin Yuen, resident of South San Francisco, to fill one vacant public member seat for a two year term, and Janet Borgens, Councilmember of Redwood City, to fill one vacant elected member seat on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC). ACTION p. 23

5.5 Review and approval of the appointment of Redwood City Councilmember Diana Reddy to the Congestion Management & Environmental Quality (CMEQ) Committee. ACTION p. 30

5.6 Review and approval of Resolution 20-21, authorizing the application for \$97,671 in grant funding from the California Resilience Challenge for the Resilient San Carlos Schoolyards project and further 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. ACTION p. 33

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). ACTION p. 49
- 6.2 Review and approval of Resolution 20-17 authorizing the Executive Director to execute the funding agreement with the Bay Area Quality Management District (BAAQMD) to accept the \$300,000 Transportation Fund for Clean Air (TFCA) Regional Fund award for Rideshare to Transit Pilot project and authorizing the use of local matching funds up to \$279,000. ACTION p. 54
- 6.3 Review and approval of agreements associated with the San Mateo County Energy Watch PG&E Local Government Partnership Program for a three-year program cycle from fiscal year 2020/21 through fiscal year 2022/23:
- 6.3.1 Review and approval of Resolution 20-18 authorizing the C/CAG Chair to execute an agreement between C/CAG and Pacific Gas and Electric Company for the San Mateo County Energy Watch Local Government Partnership Program for fiscal years 2020/21 through 2022/23 in a total amount of \$972,000. ACTION p. 60
- 6.3.2 Review and approval of Resolution 20-19 authorizing the C/CAG Chair to execute an agreement between C/CAG and the County of San Mateo Office of Sustainability for staffing services of the San Mateo County Energy Watch Local Government Partnership Program for fiscal years 2020/21 through 2022/23 in a total amount not to exceed \$476,980. ACTION p. 63
- 6.4 Review and approval of the project list for funding under the Joint C/CAG and San Mateo County Transportation Authority Shuttle Program for FY 2020/2021 and FY 2021/2022, and approval of Resolution 20-20 authorizing the C/CAG Chair to execute a funding agreement with the City of Menlo Park for an amount not to exceed \$1,085,699 for the two-year period. ACTION p. 66
- 6.5 Receive information on the preparation of a draft list of projects for potential Economic Stimulus legislation and provide input. INFORMATION p. 78
- 6.6 Review the initial draft, assumptions, and input on the C/CAG Fiscal Year 2020/21 Program Budget and Member Fees. ACTION p. 84
- 6.7 C/CAG Board Members share information and practices responding to COVID-19. INFORMATION p. 89

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

- 9.1 Letter from Sandy Wong, Executive Director, City/County Association of Governments, to The Honorable Elaine L. Chao, Secretary, U.S. Department of Transportation, dated 4/14/20. RE: BUILD Grant for Burlingame Broadway Station Project.

10.0 ADJOURNMENT

Next scheduled meeting June 11, 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>. Please note that C/CAG's office is temporarily closed to the public; please contact Mima Guilles at (650) 599-1406 to arrange for inspection of public records.

PUBLIC PARTICIPATION DURING VIDEOCONFERENCE MEETINGS: Persons with disabilities who require auxiliary aids or services to participate in this meeting should contact Mima Guilles at (650) 599-1406, five working days prior to the meeting date.

Written comments should be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to mguilles@smcgov.org.
2. Your email should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received at least 2 hours prior to the meeting, it will be provided to the C/CAG Board members, made publicly available on the C/CAG website along with the agenda, and read aloud by C/CAG staff during the meeting. We cannot guarantee that emails received less than 2 hours before the meeting will be read during the meeting, but such emails will be included in the administrative record of the meeting.

Spoken comments will be accepted during the meeting through Zoom. Please read the following instructions carefully:

1. The C/CAG Board meeting may be accessed through Zoom at the online location indicated at the top of this agenda.
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
3. You will be asked to enter an email address and name. We request that you identify yourself by your name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When the C/CAG Clerk or Chair call for the item on which you wish to speak, click on "raise hand." The Clerk will activate and unmute speakers in turn. Speakers will be notified shortly before they are called on to speak.
5. When called, please limit your remarks to the time allotted.

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

Executive Director: Sandy Wong (650) 599-1409

Clerk of the Board: Mima Guilles (650) 599-1406

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A PRESENTATION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) EXPRESSING APPRECIATION TO MARYANN MOISE DERWIN FOR HER LEADERSHIP AS THE CHAIR OF C/CAG

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

Whereas, Maryann Moise Derwin has served as Mayor for the Town of Portola Valley in 2008, 2012 and 2016 and is currently Vice Mayor, and

Whereas, Maryann Moise Derwin has been serving on the C/CAG Board of Directors, representing the Town of Portola Valley since 2008, and

Whereas, during that time, Maryann Moise Derwin has served as C/CAG Chair from April 2018 to April 2020, as instrumental leader in the successful creation of the San Mateo County Express Lanes Joint Powers Authority, and the San Mateo County Flood and Sea Level Rise Resiliency District, and

Whereas, Maryann Moise Derwin has served on the C/CAG Finance, Legislative, Administrator’s Advisory, Resource Management and Climate Protection Committees, and

Whereas, Maryann Moise Derwin represents, or has represented, the Town of Portola Valley on many local and regional bodies because she values the importance of Town representation, and

Whereas, Maryann Moise Derwin is a champion for sustainability and climate protection, an advocate for affordable housing, children, and the underprivileged, and

Whereas, Maryann Moise Derwin is an inclusive, collaborative, courageous, dedicated, and effective leader in San Mateo County.

Now, therefore, the Board of Directors of C/CAG hereby resolves that C/CAG expresses its appreciation to Maryann Moise Derwin for her dedicated leadership as the Chair of C/CAG.

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF MAY, 2020.

Marie Chuang, Chair

C/CAG AGENDA REPORT

Date: May 14, 2020
To: City/County Association of Governments of San Mateo County Board of Directors
From: Sandy Wong, Executive Director
Subject: Receive an update on the construction of the U.S. 101 Express Lanes Project.
(For further information or questions, contact Van Dominic Ocampo at 650-599-1460)

RECOMMENDATION

That the C/CAG Board of Directors receive a presentation and update on the US 101 Express Lanes project. No Board action is required.

FISCAL IMPACT

This is an information item. There is no fiscal impact related to receiving the information.

SOURCE OF FUNDS

N/A

BACKGROUND

The 101 Express Lanes Project is jointly sponsored by Caltrans, the City/County Association of Governments of San Mateo County (C/CAG) and the San Mateo County Transportation Authority (TA). This Project will result in the creation of 44 miles (22 miles in each direction) of new express lanes along the US101 corridor in San Mateo County between the San Mateo - Santa Clara County line and Interstate 380 (I-380) in South San Francisco. The goal is to reduce congestion and improve mobility on US 101 by incentivizing the use of public transit, carpools, and other shared-ride options, while also creating a new revenue stream from individuals willing to pay a fee to drive in the express lanes. Net revenues generated can be used for additional transportation enhancements in the corridor.

In June 2019, the San Mateo County Express Lanes Joint Powers Authority (SMCELJPA) was established as the owner of the express lanes. The SMCELJPA Board is comprised of members from the C/CAG and TA Boards.

In August 2019, the California Transportation Commission (CTC) unanimously approved the application submitted by the San Mateo County Express Lanes Joint Powers Authority (SMCELJPA) to develop and operate a toll facility on US 101 in San Mateo County.

The 101 Express Lanes Project is to be delivered through three major construction contracts.

The first contract, which began in March 2019, will provide the roadway infrastructure modification to the existing HOV lanes between the San Mateo/Santa Clara County Line and Whipple Avenue in Redwood City. Construction is substantially complete with only punch list items remaining.

The second contract will add new lanes from Whipple Avenue to I-380. Construction started last March 2020 and is expected to be completed in 2022. Due to the current light volume of traffic along the corridor, brought about by the Shelter-in-Place order, lane closures have been extended to provide the contractor longer work windows to increase productivity. The contractor is now able to occupy the lanes from 7:00 p.m. to 6:30 a.m. from Sunday to Thursday.

The third contract is the Toll System Integration which includes the installation of tolling hardware and software necessary to operate the toll system. This work is being done under contract with Bay Area Infrastructure and Financing Authority (BAIFA) utilizing their contractor, Transcore. The toll system construction is scheduled to begin in June 2020 for the southern segment.

SMCEL-JPA Board, during its March 2020 meeting, approved the opening of the Express Lanes project in two phases. The portion south of Whipple Avenue will be timed with the opening of VTA's express lanes in late 2021, while the segment north of Whipple Avenue to I-380 is expected to open a year later.

Staff is currently working on the plan for the public outreach associated with the opening of the Express Lanes.

Due to the magnitude of the project's footprint, cost and impacts to the traveling public and neighboring community, the Board has requested periodic updates on the project's progress and community outreach efforts.

ATTACHMENT

101 San Mateo Express Lanes Update PowerPoint Presentation

C/CAG

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BOARD MEETING MINUTES

Meeting No. 328
April 9, 2020

In compliance with Governor's Executive Order N-29-20, and pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer, this meeting was conducted via remote conferencing.

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.

Belmont	– Davina Hurt
Brisbane	– Cliff Lentz
Burlingame	– Ricardo Ortiz
Daly City	– Pamela DiGiovanni
East Palo Alto	– Lisa Gauthier
Foster City	– Catherine Mahanpour
Half Moon Bay	– Debbie Ruddock
Hillsborough	– Marie Chuang
Menlo Park	– Catherine Carlton
Millbrae	– Gina Papan
Pacifica	– Sue Vaterlaus
Portola Valley	– Maryann Moise Derwin
Redwood City	– Alicia Aguirre
San Bruno	– Michael Salazar
San Carlos	– Adam Rak
San Mateo	– Diane Papan
San Mateo County	– David Canepa
South San Francisco	– Karyl Matsumoto
Woodside	– Ned Fluet
SMCTA (Non-Voting)	– Karyl Matsumoto

Absent:

Atherton
Colma
SamTrans (Non-voting)

Others:

Sandy Wong	– C/CAG Executive Director
Mima Guilles	– C/CAG Clerk
Melissa Adrikopoulos	– C/CAG Legal Counsel
Matt Fabry	– C/CAG Staff

- Sean Charpentier – C/CAG Staff
- Susy Kalkin – C/CAG Staff
- Van Ocampo – C/CAG Staff
- Jeff Lacap – C/CAG Staff
- Kaki Cheung – C/CAG Staff
- Mikaela Hiatt – C/CAG Staff
- Kimberly Wever – C/CAG Staff
- Kim Springer – San Mateo County
- Josh Abrams – Baird + Driskell Community Planning

Other members of the public attended.

2.0 BRIEF OVERVIEW OF TELECONFERENCE MEETING PROCEDURES

Sandy Wong, Executive Director, provided overview of the teleconference procedures.

3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

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

In accordance with the agenda for this meeting, persons who wish to address the C/CAG Board on an item to be considered at this meeting, or on items not on this agenda, were asked to submit comments in writing to mguilles@smcgov.org by 5:00 PM on Thursday April 9, 2020. Mima Guilles, Secretary, reported there were no public comments received by the deadline.

Sandy Wong, Executive Director, introduced the two new C/CAG Program Directors, Sean Charpentier and Kaki Cheung. They both started in the month of March, and have provided the much needed help during this unusual time. She also took the opportunity to thank all C/CAG staff for their dedication in performing their duties since the implementation of the shelter-in-place.

4.0 PRESENTATIONS/ ANNOUNCEMENTS

4.1 Receive an update on Regional Housing Needs Allocation (RHNA)

Josh Abrams of Baird and Driskell, staff to 21-Elements, who represents San Mateo County at the staff level in the ABAG’s Housing Methodology Committee, presented an update on Committee’s work thus far.

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.

Sandy Wong, Executive Director, announced that Board Member Gina Papan had informed staff regarding an error on Item 7.1 of the February 13, 2020 minutes. She presented the correction on the teleconference shared screen and recommended the Board approve the Minutes with the correction. The corrected Item 7.1 of the February 13, 2020 minutes is shown as attachment 1 to this April 9, 2020 minutes.

Board Member G. Papan (Milbrae) MOVED approval of Items 5.1, 5.2, 5.3, 5.4, 5.5, 5.6 and 5.7 with the minutes as amended. Board Member Rak SECONDED. Roll call was taken. **MOTION CARRIED 19-0-0**

- 5.1 Approval of the minutes of regular business meeting No. 327 dated February 13, 2020. APPROVED
- 5.2 Review and approval of Resolution 20-10 approving the population data to be used by C/CAG. APPROVED
- 5.3 Review and approve the appointments of Peter Brown, Public Works Director, and Andrew Yang, Senior Civil Engineer, to the C/CAG Congestion Management Program Technical Advisory and Stormwater Committees representing the Cities of Belmont and Millbrae, respectively. APPROVED
- 5.4 Review and approval of Resolution 20-11 authorizing the C/CAG Chair to execute Amendment No. 1 to the Agreement with the San Mateo County Office of Education for the San Mateo County Safe Routes to School Program adding \$15,000 unspent funds from previous cycle for a new total of \$606,400. APPROVED
- 5.5 Review and approval of Resolution 20-15 authorizing the C/CAG Chair to execute an Agreement with the San Mateo County Superintendent of Schools to administer and manage the San Mateo County Safe Routes to School Program in an amount not to exceed \$669,287 for Fiscal Year 2020-2021. APPROVED
- 5.6 Review and approval of Resolution 20-09 approving the reallocation of Measure M accumulated interest and unspent administration funds from inception to June 30, 2019. APPROVED
- 5.7 Receive a copy of the executed Amendment No. 1 to the agreement with Kimley-Horn for development of the Project Approval and Environmental Document (PA&ED) for the Smart Corridor Northern Cities for a time extension through June 30, 2020, in accordance with C/CAG Procurement Policy. INFORMATION

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

C/CAG's legislative advocate reported that the State Legislature is working remotely until at least May 4 - although when they will return to Sacramento is uncertain due to the corona virus situation. One key date is the June 15 deadline to approve the budget. In addition, the legislature allocated \$1 billion for virus relief efforts prior to leaving town, so determining how that money will be spent is also a key priority. Because of the virus situation, committees are providing guidance on priority issues for any bills moving forward, including housing, homelessness, wildfire response, and COVID-19. The state's fiscal situation will remain uncertain until July or August due to the federal extension for filing income taxes to July 15. There are two housing bills still under consideration, AB 3145 and SB 902. The FASTER measure has been tabled for this year and will be

revisited in 2021, although likely for a 2022 ballot initiative. Transit agencies have been hard hit by the public health shelter-in-place orders, with BART's revenue down more than 90%, Caltrain's by 85%, and SamTrans by 80%. Fortunately, the federal stimulus bill included \$3.7 billion for California transit agencies, with \$1.5 billion for the MTC region. It remains uncertain if a climate bond will continue this year - it is possible that if there is a bond measure, it would be for virus-related stimulus. The state's \$22 billion rainy day fund that was established under Governor Jerry Brown is potentially going to be fully depleted within the next year or two. Overall, any bills that can wait until 2021 likely will. Regarding plans for a C/CAG lobby day, the committee supported a recommendation to revisit next month when there is more certainty about the legislature's status and priorities.

- 6.2 Conduct public hearing and approval of Resolution 20-13 adopting the Final 2019 Congestion Management Program (CMP) for San Mateo County and next steps. *(Special voting procedures apply)* APPROVED

Jeff Lacap, C/CAG staff, presented a brief overview on the Final 2019 Congestion Management Program (CMP) for San Mateo County, and highlighted the recommended next steps to develop the next CMP in 2021.

The Chair opened the public hearing, Clerk reported no public comment was received, and the chair closed the public hearing.

Board Member Chuang MOVED to approve item 6.2. Board Member Hurt SECONDED.

A Special Voting Procedure was taken by roll call. **MOTION CARRIED 19-0-0.** Results: 19 Agencies approving. This represents 90% of the Agencies representing 99% of the population.

<u>Ayes:</u>		<u>Noes:</u>	<u>Absent:</u>
Belmont	- Davina Hurt		Atherton
Brisbane	- Cliff Lentz		Colma
Burlingame	- Ricardo Ortiz		
Daly City	- Pamela DiGiovanni		
East Palo Alto	- Lisa Gauthier		
Foster City	- Catherine Mahnapour		
Half Moon Bay	- Debbie Ruddock		
Hillsborough	- Marie Chuang		
Menlo Park	- Catherine Carlton		
Millbrae	- Gina Papan		
Pacifica	- Sue Vaterlaus		
Portola Valley	- Maryann Moise Derwin		
Redwood City	- Alicia Aguirre		
San Bruno	- Michael Salazar		
San Carlos	- Adam Rak		
San Mateo	- Diane Papan		
South San Francisco	- Karyl Matsumoto		
Woodside	- Ned Fluet		
San Mateo County	- David Canepa		

- 6.3 Review and approval of Resolution 20-14 authorizing the C/CAG Chair to enter into contract with StreetLight Data for a subscription to Data and Services for one year in the amount of \$275,000 and to execute Memorandums of Understanding (MOU's) with the San Mateo County Transportation Authority (SMCTA), and participating member agencies (AGENCIES) for the cost-share. APPROVED

Mikaela Hiatt, C/CAG staff, presented the StreetLight Data subscription and cost sharing model item to the C/CAG board.

Board members asked staff to clarify a number of questions regarding the nature of data (including its source, accuracy, archive, etc) provided by StreetLight, cost sharing by participating jurisdictions, and timeline of subscription.

Due to the current traffic condition resulting from COVID-19, Board members had concern regarding timing of entering into contract for the subscription. However, the offered subscription price will expire by April 30, 2020. Sal Akhter, representative from StreetLight Data, confirmed it would be possible to execute the contract now and start the subscription 6 months later. Given that, a number of Board members expressed interest in participating.

Chair MaryAnn Moise-Derwin presented the motion to approve the subscription to StreetLight Data and Services for one-year in the amount of \$275,000 and C/CAG participating member agency cost share with an amendment to delay the contract start date up to 6 months following execution.

Board Member Matsumoto MOVED to amend resolution 20-14 to read that the contract would be executed now with the delayed start date up to six (6) months. Board Member Carlton SECONDED. Roll call was taken. **MOTION CARRIED 15-4-0.** Board Members, Lentz, DiGiovanni, Salazar, and Rak OPPOSED

- 6.4 Review and approval of Resolution 20-12 approving the 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 and authorize the Executive Director to make minor modifications to the list prior to final submittal to the MTC. APPROVED

Jeff Lacap, C/CAG staff, made a presentation on the fiscally constrained list of regionally significant 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.

Board Member G. Papan (Millbrae) MOVED approval of Item 6.4. Board Member Rak SECONDED. Roll Call was taken. **MOTION CARRIED 19-0-0.**

- 6.5 Discuss the potential need for a forum for cities to share practices relating to the COVID-19 Shelter-in-Place Order. APPROVED

Board Member Cliff Lentz proposed that C/CAG as a forum for Board members to share information relative to local responses to COVID-19. It is about coming together and

sharing our stories of what we're doing well or what we're frustrated with that will help us to be better public servants for our constituents and maybe even perhaps save someone's life. Chair Maryann Moise Derwin supported the concept.

Board members discussion ensued. Board members generally agreed it's a good idea to share information. Sandy Wong, Executive Director offered to create a space on the C/CAG website where information can be posted for sharing, like a "bulletin board".

Board Member Lentz MOVED to place an agenda item on the next Board meeting agenda for members to share information and highlight efforts within their jurisdictions to address the COVID-19 situation, and request staff to provide a "bulletin board" on the C/CAG website. Board Member G. Papan SECONDED. Roll call was taken. **MOTION CARRIED 19-0-0.**

6.6 Election of a C/CAG Chairperson and a C/CAG Vice Chairperson. APPROVED

Maryann Moise Derwin, made a touching speech as the out-going C/CAG Chair. She expressed her gratitude to the C/CAG Board and staff. She thanked the Chair before her, Alicia Aguirre, for her guidance and mentorship, thanked the Vice Chair, Marie Chuang, for her unwavering support, thanked the Executive Director Sandy Wong for her skilled leadership and responsiveness, thanked Karly Matsumoto for phone call 4 years ago challenging her to take on the leadership role.

Chair Derwin reflected on what serving as C/CAG Vice Chair and Chair has meant to her. She reflected on the timing of her personal life during the same time when she was elected C/CAG Vice Chair. She found the role of C/CAG Chair and Vice Chair to be vastly time consuming, but yet infinitely enjoyable and rewarding. During her 4 years as C/CAG Officer, we were faced with homelessness, housing crisis, traffic gridlock, climate change. C/CAG made great contribution in San Mateo County, witnessed by the creation of the Flood and Sea Level Rise Resiliency District and the San Mateo County Express Lanes JPA. She recounted other C/CAG accomplishments including in the areas of housing, stormwater and green infrastructures. She praised C/CAG staff for their nimbleness and hard work. She praised the C/CAG Board for its effectiveness and sometimes vigorous debate, following the nature of democracy, with outcomes for the great good. She thanked all C/CAG Board members for their commitment, their charm and grace.

C/CAG Board members gave a round of applause upon the emotional and sincere speech from Chair Derwin.

Sandy Wong, Executive Director, described the election process for the C/CAG Chair and Vice Chair. The C/CAG Bylaws specifies that the C/CAG Board will conduct an officer's nomination at the regular C/CAG Board meeting that was held on the February 13, 2020. Marie Chaung of Hillsborough was nominated for C/CAG Chair and Davina Hurt of Belmont was nominated for Vice Chair. The C/CAG Bylaws also specifies that the C/CAG Board will take its election at the regular March meeting, however the March meeting was canceled. Staff recommends that this Board take action during this meeting. The C/CAG Bylaws also specifies that the new Chair and Vice Chair will take office as of April 1, 2020 and serve a one-year term through March 31, 2021. But because the time delays, staff recommends that the Board elect a Chair and Vice Chair at tonight's Board meeting, to serve a one-year term from April 10, 2020 through March 31, 2021. Staff

recommends that the Board elect a Chair before electing the Vice Chair.

The Board voted to elect Marie Chuang as C/CAG Chairperson. Roll call was taken.

AYES: 19 NOES: 0

The Board voted to elect Davina Hurt as C/CAG Vice Chairperson. Roll call was taken.

AYES: 19 NOES: 0

7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports)

Board Member, Gina Papan, reports out on the following items:

- 1) We need to continue the effort in get folks to fill out the 2020 Census.
- 2) The Regional Measure 3 litigation is continuing with the court of appeals but the process is impacted by the COVID-19 crisis.
- 3) Thank you to Senator Hill and Assembly Member Mullin, BART will make announcements in Millbrae and Daly City at the end of the day regarding the last train returning to San Francisco. Otherwise, many of the homeless people who want to go back were not informed.
- 4) Then Federal CARES act will be sending \$1.3B to the Bay Area for transportation.

7.2 Chairperson's Report

None.

7.3 Board Members Report/ Communication

Board Member Gauthier thanked Chair Derwin for her leadership and for all that she has done for the C/CAG Board.

8.0 EXECUTIVE DIRECTOR'S REPORT

None.

9.0 COMMUNICATIONS - Information Only

- 9.1 Letter from Sandy Wong, Executive Director, City/County Association of Governments, to The Honorable Elaine L. Chao, Secretary, U.S. Department of Transportation, dated 2/12/20. RE: INFRA Grant for Burlingame Broadway Grade Separation Project.

10.0 ADJOURNMENT – 8:49 p.m.

Attachment 1 to the April 9, 2020 C/CAG Board of Director meeting minutes

Information on this page is adopted as a part of the approval of minutes of regular business meeting No. 327 dated February 13, 2020 regarding Agenda Item 7.1. It replaces section 7.1 of the February 13, 2020 minutes originally included in the April 9, 2020 meeting packet.

Corrected 7.1 Committee Reports (oral reports) of the February 13, 2020 meeting minutes:

Board Member and MTC representative for the twenty cities in San Mateo County, Gina Papan has sent an email she would like other to share with their elected officials in each city regarding Assembly Member Chui's AB2057, Seamless Bay Area. The idea is to connect all the transportation agencies in a way that is seamless to the riders. Presently the 27 transit providers throughout the Bay Area have primarily fail in this regard. One such example is the Millbrae BART station which has been operating for 15 years and only this year, actually put up signs directing riders to CalTrain and SFO. They still need to add signage for SamTrans, Corporate Shuttles, taxis and ride share.

BART's development at this station exemplifies the dysfunction because they put off the access plan and the parking plan pushing the development first. The access in this essential stations is being deconstructed to accommodate the development. **BART has failed to present the TDM for Millbrae's approval.** In order to accommodate the limited access to the station, BART has unilaterally decided to remove an additional 160 parking spaces from the garage, which is a public asset value reduction of \$5 million. The City of Millbrae did not approve this move. **Millbrae will not issue building permits until the city approves a Transportation Demand Management plan and a Parking Plan. The primary point is that people need easy and convenient access to transit stations and a place to park, or they will not take transit.**

I am working with Assembly Members Chiu and his co-author Kevin Mullin to expand the accountability aspects of AB 2057. We need to ensure transit riders have seamless access to stations and parking no matter what mode of transportation they are taking and existing parking in multi million dollar garages should not be deconstructed unless there are replacement parking spaces available.

If any city representatives here have transit related issues, please let me know as your MTC representative so we can try and get MTC's assistance on your issues.

C/CAG AGENDA REPORT

Date: May 14, 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 20-16 authorizing the C/CAG Chair to execute Amendment No. 3 to the Agreement with the Santa Clara Valley Transportation Authority for the Countywide Transportation Travel Demand Model services for no cost time extension until June 30, 2022.

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 20-16 authorizing the C/CAG Chair to execute Amendment No. 3 to the Agreement with the Santa Clara Valley Transportation Authority for the Countywide Transportation Travel Demand Model for no cost time extension until June 30, 2022.

FISCAL IMPACT

There is no fiscal impact. The requested action is a time extension only.

SOURCE OF FUNDS

N/A.

BACKGROUND

Congestion Management Program legislation requires that C/CAG, as the congestion management agency for San Mateo County, develop and maintain a countywide transportation travel demand model. C/CAG licenses the countywide travel demand model for San Mateo County from the Santa Clara Valley Transportation Authority (VTA), which maintains a travel demand model that is optimized for the counties of Santa Clara and San Mateo and accounts for transportation impacts from neighboring counties and regional commute sheds (the “C/CAG-VTA Model”).

The original agreement with VTA for the countywide model was executed in March 2011. C/CAG paid a one-time \$200,000 fee for the initial license of the Countywide Transportation Model in 2011. The original agreement authorized C/CAG to seek maintenance and update services and on-call modeling services on a task order basis in an amount not to exceed \$375,000 total for a three-year term. To date, C/CAG has ordered less than \$150,000 of these services, and it is anticipated that these amounts need not be adjusted.

Amendment No. 1 and Amendment No. 2 were approved by C/CAG Board in 2014 and 2017, respectively, for time extension only. Amendment No. 2 expired in March 2020. Staff recommends the Board to approve Amendment No. 3 to extend the agreement with VTA until June 30, 2022 to provide

maintenance, update, and on-call modeling services for the C/CAG-VTA Model. Amendment No. 3 will be retroactive to March 19, 2020, when Amendment No. 2 expired.

The C/CAG-VTA Model is a four-step travel demand model implemented in Citilabs Cube Voyager software that is based on the BAYCAST-90 travel forecasting system previously used by the Metropolitan Transportation Commission (MTC). The model is currently being updated to be consistent with the most recent land use and socioeconomic projections database of the Association of Bay Area Governments (ABAG) and will be used for the Countywide VMT Evaluation Tool for jurisdictions to use in complying with SB 743 that is currently in development.

ATTACHMENTS

- Resolution 20-16
- Amendment No.3 to the Agreement Between the City/County Association of Governments of San Mateo County and the Santa Clara Valley Transportation Authority for the Countywide Transportation Travel Demand Model (*The document is available for download at the C/CAG website at: <http://ccag.ca.gov/committees/board-of-directors/>*)

RESOLUTION 20-16

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO. 3 TO THE AGREEMENT WITH THE SANTA CLARA VALLEY TRANSPORTATION AUTHORITY FOR THE COUNTYWIDE TRANSPORTATION TRAVEL DEMAND MODEL SERVICES FOR NO COST TIME EXTENSION UNTIL JUNE 30, 2022

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

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

WHEREAS, C/CAG needs a transportation forecasting model in order to develop travel demand analyses for San Mateo County; and

WHEREAS, C/CAG and the Santa Clara Valley Transportation Authority (“VTA”) are parties to an agreement originally dated March 18, 2011 (the “C/CAG-VTA Model Agreement”) that allows C/CAG to license from VTA a software forecasting model of the transportation system of the San Francisco Bay Area that is optimized for Santa Clara and San Mateo counties and accounts for transportation impacts from neighboring counties and regional commute sheds (the “C/CAG-VTA Model”); and

WHEREAS, on March 13, 2014, C/CAG approved Resolution 14-06 approving Amendment No. 1 authorizing a three-year extension of the C/CAG-VTA Model Agreement; and

WHEREAS, on March 9, 2017, C/CAG approved Resolution 17-06 approving Amendment No. 2 authorizing another three-year extension of the C/CAG-VTA Model Agreement; and

WHEREAS, C/CAG’s agreement with VTA expired March 19, 2020; and

WHEREAS, C/CAG and VTA desire to extend term of the Agreement to retain VTA to provide maintenance, update, and on-call services for the C/CAG-VTA Model until 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 Chair is authorized to execute Amendment No. 3 to the agreement with the Santa Clara Valley Transportation Authority for the Countywide Transportation Travel Demand Model services for no cost time extension until June 30, 2022. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final scope and terms of the Agreement and related materials prior to execution by both parties, subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED, THIS 14TH DAY OF MAY 2020.

Marie Chaung, Chair

C/CAG AGENDA REPORT

Date: May 14, 2020

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

From: Sandy Wong, Executive Director

Subject: Receive copies of executed contract amendments providing no-cost time extensions for six Safe Routes to School/Green Streets Infrastructure Pilot Program projects for the following jurisdictions: Brisbane, Colma, East Palo Alto, Menlo Park, Pacifica and Redwood City.

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

RECOMMENDATION

That the C/CAG Board Receive copies of executed contract amendments providing no-cost time extensions for six Safe Routes to School/Green Streets Infrastructure Pilot Program projects for the following jurisdictions: Brisbane, Colma, East Palo Alto, Menlo Park, Pacifica and Redwood City.

FISCAL IMPACT

None

SOURCE OF FUNDS

N/A

BACKGROUND

C/CAG Board Resolution 17-63 authorized \$2,112,863 in local vehicle registration fees (in the amounts shown in the table below) for ten member agencies, including Redwood City, Colma, Pacifica, East Palo Alto, Millbrae, Brisbane, Daly City, San Mateo County, Half Moon Bay and Menlo Park, to construct integrated Safe Routes to School and Green Streets Pilot Program projects. This pilot program is intended to demonstrate the benefits of increased safety for children walking and biking to school, while also improving water quality, increasing urban greening and enhancing the pedestrian environment. C/CAG and the member agencies executed funding agreements to complete the projects by June 30, 2020. Due to some project delays related to additional funding sources, linkages to larger capital projects, technical challenges and moratoriums on construction due to COVID-19, six jurisdictions require time extensions to complete their projects. The six projects are shaded in gray below and include, Brisbane, Colma, East Palo Alto, Menlo Park, Pacifica and Redwood City.

Jurisdiction	Project Title	Funding Amount
Brisbane	Brisbane SRTS and Green Infrastructure Project	\$245,263
Colma	Mission Road Improvements Safe Routes to School and Green Streets Infrastructure Project	\$200,000
Daly City	Westlake Elementary School Pilot Green Streets Improvements Project	\$144,500

East Palo Alto	Addison Avenue SRTS and Green Streets Infrastructure Project	\$250,000
Half Moon Bay	Half Moon Bay Safe Routes to Cunha School Project	\$153,000
Menlo Park	Oak Grove SRTS and Green Infrastructure Improvements Project	\$250,000
Millbrae	Taylor Middle School SRTS and GSIPP	\$212,500
Pacifica	Cabrillo School Pedestrian Crossing Improvement Project	\$157,600
Redwood City	Safe Routes to School (SRTS) and Green Streets Infrastructure Pilot Program at Taft Community School	\$250,000
San Mateo County	Fair Oaks Community School Green Infrastructure and SRTS Improvements	\$250,000
Total Funding Amount		\$2,112,863

Per Resolution 17-63, and with staff recommendation, the C/CAG Executive Director executed no cost time extension amendments to the funding agreements between C/CAG and the above listed jurisdictions. The contracts between C/CAG and the Cities/Towns of Brisbane, Colma, East Palo Alto, Menlo Park and Redwood City were extended through June 30, 2021. Due to less time needed to complete the City of Pacifica's project, the City received an extension through December 31, 2020. The fully executed amendments are included as attachments below.

ATTACHMENTS

1. Amendment No.1 Brisbane SRTS and Green Streets Infrastructure Pilot Project
2. Amendment No.1 Colma SRTS and Green Streets Infrastructure Pilot Project
3. Amendment No.1 East Palo Alto SRTS and Green Streets Infrastructure Pilot Project
4. Amendment No.1 Menlo Park SRTS and Green Streets Infrastructure Pilot Project
5. Amendment No.1 Pacifica SRTS and Green Streets Infrastructure Pilot Project
6. Amendment No.1 Redwood City SRTS and Green Streets Infrastructure Pilot Project

**AMENDMENT NO. 1 TO THE AGREEMENT BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AND
THE CITY OF BRISBANE.**

WHEREAS, C/CAG adopted Resolution 17-63 at its December 14, 2017 meeting authorizing the C/CAG Chair to execute funding agreements with ten member agencies, including the Cities/Towns of Brisbane, Colma, Daly City, East Palo Alto, Half Moon Bay, Menlo Park, Millbrae, Pacifica, Redwood City and the County of San Mateo for Safe Routes to School and Green Streets Infrastructure Pilot Projects; and

WHEREAS, C/CAG and City of Brisbane (hereinafter "City") executed an Agreement on February 2, 2018, stipulating funds in an amount not-to-exceed \$245,263 to fund construction costs for the Brisbane Safe Routes to School and Green Streets Infrastructure Pilot Project; and

WHEREAS, the Agreement terminates on June 30, 2020; and

WHEREAS, City requires additional time to construct the pilot project; and

WHEREAS, C/CAG and City desire to amend the Agreement as set forth herein.


IT IS HEREBY AGREED by C/CAG and City as follows:

1. Section 3 of the Agreement is revised to reflect a new contract termination date of June 30, 2021; and
2. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
3. This amendment shall take effect upon on full execution by both parties.

City/County Association of Governments (C/CAG)

City of Brisbane


Sandy Wong, C/CAG Executive Director


By
Title: CITY MANAGER

Date: 5/7/2020

Date: 05/06/2020

Approved as to form:


Legal Counsel for C/CAG

**AMENDMENT NO. 1 TO THE AGREEMENT BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AND
THE TOWN OF COLMA.**

WHEREAS, C/CAG adopted Resolution 17-63 at its December 14, 2017 meeting authorizing the C/CAG Chair to execute funding agreements with ten member agencies, including the Cities/Towns of Brisbane, Colma, Daly City, East Palo Alto, Half Moon Bay, Menlo Park, Millbrae, Pacifica, Redwood City and the County of San Mateo for Safe Routes to School and Green Streets Infrastructure Pilot Projects; and

WHEREAS, C/CAG and Town of Colma (hereinafter "Town") executed an Agreement on December 22, 2017, stipulating funds in an amount not-to-exceed \$200,000 to fund construction costs for the Colma Safe Routes to School and Green Streets Infrastructure Pilot Project; and

WHEREAS, the Agreement terminates on June 30, 2020; and

WHEREAS, the Town requires additional time to construct the pilot project; and

WHEREAS, C/CAG and Town desire to amend the Agreement as set forth herein.

IT IS HEREBY AGREED by C/CAG and Town as follows:

1. Section 3 of the Agreement is revised to reflect a new contract termination date of June 30, 2021; and
2. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
3. This amendment shall take effect upon on full execution by both parties.

City/County Association of Governments (C/CAG)

Town of Colma


Sandy Wong, C/CAG Executive Director



Date: 5/7/2020

By _____
Title: CITY MANAGER

Date: 4/29/20

Approved as to form:



Legal Counsel for C/CAG

**AMENDMENT NO. 1 TO THE AGREEMENT BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AND
THE CITY OF EAST PALO ALTO.**

WHEREAS, C/CAG adopted Resolution 17-63 at its December 14, 2017 meeting authorizing the C/CAG Chair to execute funding agreements with ten member agencies, including the Cities/Towns of Brisbane, Colma, Daly City, East Palo Alto, Half Moon Bay, Menlo Park, Millbrae, Pacifica, Redwood City and the County of San Mateo for Safe Routes to School and Green Streets Infrastructure Pilot Projects; and

WHEREAS, C/CAG and City of East Palo Alto (hereinafter "City") executed an Agreement on May 17, 2018, stipulating funds in an amount not-to-exceed \$250,000 to fund construction costs for the East Palo Alto Safe Routes to School and Green Street Project; and

WHEREAS, the Agreement terminates on June 30, 2020; and

WHEREAS, the City requires additional time to construct the pilot project; and

WHEREAS, C/CAG and City desire to amend the Agreement as set forth herein.


IT IS HEREBY AGREED by C/CAG and City as follows:

1. Section 3 of the Agreement is revised to reflect a new contract termination date of June 30, 2021; and
2. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
3. This amendment shall take effect upon on full execution by both parties.

City/County Association of Governments (C/CAG)

City of East Palo Alto


Sandy Wong, C/CAG Executive Director

Humza Javed 
By _____
Title: City Engineer

Date: 5/7/2020

Date: 4/30/2020

Approved as to form:



Legal Counsel for C/CAG

**AMENDMENT NO. 1 TO THE AGREEMENT BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AND
THE CITY OF MENLO PARK.**

WHEREAS, C/CAG adopted Resolution 17-63 at its December 14, 2017 meeting authorizing the C/CAG Chair to execute funding agreements with ten member agencies, including the Cities/Towns of Brisbane, Colma, Daly City, East Palo Alto, Half Moon Bay, Menlo Park, Millbrae, Pacifica, Redwood City and the County of San Mateo for Safe Routes to School and Green Streets Infrastructure Pilot Projects; and

WHEREAS, C/CAG and City of Menlo Park (hereinafter "City") executed an Agreement on April 11, 2018, stipulating funds in an amount not-to-exceed \$250,000 to fund construction costs for the Menlo Park Safe Routes to School and Green Streets Infrastructure Pilot Project; and

WHEREAS, the Agreement terminates on June 30, 2020; and

WHEREAS, Menlo Park requires additional time to construct the pilot project; and

WHEREAS, C/CAG and City desire to amend the Agreement as set forth herein.

IT IS HEREBY AGREED by C/CAG and City as follows:

1. Section 3 of the Agreement is revised to reflect a new contract termination date of June 30, 2021; and
2. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
3. This amendment shall take effect upon on full execution by both parties.

City/County Association of Governments (C/CAG)

City of Menlo Park


Sandy Wong, C/CAG Executive Director

DocuSigned by:

Starla Jerome Robinson
88D8078D281744C

By _____
Title: **City Manager**

Date: 5-7-2020

Date: 5/6/2020

Approved as to form:


Legal Counsel for C/CAG

**AMENDMENT NO. 1 TO THE AGREEMENT BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AND
THE CITY OF PACIFICA.**

WHEREAS, C/CAG adopted Resolution 17-63 at its December 14, 2017 meeting authorizing the C/CAG Chair to execute funding agreements with ten member agencies, including the Cities/Towns of Brisbane, Colma, Daly City, East Palo Alto, Half Moon Bay, Menlo Park, Millbrae, Pacifica, Redwood City and the County of San Mateo for Safe Routes to School and Green Streets Infrastructure Pilot Projects; and

WHEREAS, C/CAG and City of Pacifica (hereinafter "City") executed an Agreement on March 26, 2018, stipulating funds in an amount not-to-exceed \$157,600 to fund construction costs for the Pacifica Safe Routes to School and Green Streets Infrastructure Pilot Project; and

WHEREAS, the Agreement terminates on June 30, 2020; and

WHEREAS, the City requires additional time to construct the pilot project; and

WHEREAS, C/CAG and City desire to amend the Agreement as set forth herein.

IT IS HEREBY AGREED by C/CAG and City as follows:

1. Section 3 of the Agreement is revised to reflect a new contract termination date of December 31, 2020; and
2. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
3. This amendment shall take effect upon on full execution by both parties.

City/County Association of Governments (C/CAG)

City of Pacifica


Sandy Wong, C/CAG Executive Director


By _____
Title: City Manager

Date: 5-7-2020

Date: May 4, 2020

Approved as to form:



Legal Counsel for C/CAG

**AMENDMENT NO. 1 TO THE AGREEMENT BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AND
THE CITY OF REDWOOD CITY**

WHEREAS, C/CAG adopted Resolution 17-63 at its December 14, 2017 meeting authorizing the C/CAG Chair to execute funding agreements with ten member agencies, including the Cities/Towns of Brisbane, Colma, Daly City, East Palo Alto, Half Moon Bay, Menlo Park, Millbrae, Pacifica, Redwood City and the County of San Mateo for Safe Routes to School and Green Streets Infrastructure Pilot Projects; and

WHEREAS, C/CAG and the City of Redwood City (hereinafter "City") executed an Agreement on January 24, 2018, stipulating funds in an amount not-to-exceed \$250,000 to fund construction costs for the Redwood City Safe Routes to School and Green Streets Infrastructure Pilot Project; and

WHEREAS, the Agreement terminates on June 30, 2020; and

WHEREAS, the City requires additional time to construct the pilot project; and

WHEREAS, C/CAG and the City desire to amend the Agreement as set forth herein.

IT IS HEREBY AGREED by C/CAG and City as follows:

1. Section 3 of the Agreement is revised to reflect a new contract termination date of June 30, 2021; and
2. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
3. This amendment shall take effect upon on full execution by both parties.

City/County Association of Governments (C/CAG)

City of Redwood City


Sandy Wong, C/CAG Executive Director

Melissa Stevenson Diaz, City Manager

Date: 5/7/2020

Date: _____

Approved as to form:



Legal Counsel for C/CAG

C/CAG AGENDA REPORT

Date: May 14, 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 Justin Yuen, resident of South San Francisco, to fill one vacant public member seat for a two year term, and Janet Borgens, Councilmember of Redwood City, to fill one vacant elected member seat on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC).

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

RECOMMENDATION

That the C/CAG Board review and approve the appointments of Justin Yuen, resident of South San Francisco, to fill one vacant public member seat for a two year term; and Janet Borgens, Councilmember of Redwood City, to fill one vacant elected member seat on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC).

FISCAL IMPACT

None.

SOURCE OF FUNDS

Not applicable.

BACKGROUND

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

Currently, there are two (2) vacant public member and two (2) vacant elected member seats on the BPAC. The public member vacancies are due to recent term expirations of Marge Colapietro of Millbrae and Daina Lujan of South San Francisco. These members have elected not to reapply. There is one outstanding elected member vacancy and one additional elected member vacancy as of February 29, 2020. Staff released an announcement in late March 2020 seeking individuals and elected members who are interested in serving on the BPAC. The notification was sent to Councilpersons throughout the County, City/County Managers, and City Clerks as well as other

bicycle and pedestrian advocates throughout the county. The deadline to apply was April 24, 2020, or until filled, for the public member seats and April 30, 2020 for the elected member seats. By the application due dates, C/CAG received a total of two letters of interest and application forms, one from Mr. Justin Yuen, who is a resident of City of South San Francisco; and the other from Ms. Janet Borgens, who is a Councilmember for the City of Redwood City.

Staff recommends that the Board reviews and approves the appointments of Justin Yuen (South San Francisco) to serve on the BPAC for a two-year term and Janet Borgens (Redwood City) to serve on the BPAC with no term limits while serving as an elected official.

ATTACHMENTS

1. Application of Justin Yuen (South San Francisco)
2. Letter of Interest of Justin Yuen (South San Francisco)
3. Letter of Interest of Janet Borgens (Redwood City)
4. Bicycle and Pedestrian Advisory Committee (BPAC) Roster – April 2020

Attachment 1
Justin Yuen Application

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

I currently work as an Assistant Engineer for the City of Brisbane and I focus primarily on transportation-related projects and programs. I have had experience planning, designing, and implementing active transportation projects such as Safe Routes to Schools and bike safety improvements. I also serve as a staff liaison for the Complete Streets Safety Committee, which is Brisbane's citizen advisory committee for traffic safety and bike/pedestrian issues in the community.

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

I am excited to have the opportunity to use my technical experience and interest to assist C/CAG with its efforts to improve comfort and safety for cyclists and pedestrians. As more and more County residents and commuters embrace active transportation modes and as urban population density continues to increase, there will continue to be many challenges and opportunities in implementing meaningful improvements and policies to support these modes. I use shared-use pathways as often as I can to walk and bike and feel there is more that can be done to remove barriers to walking and biking on highway corridors and around activity centers in my community and throughout the County. I am interested in having an active role in C/CAG's regionally significant projects and plans that work to advance multi-modal transportation and improve livability, especially for the most vulnerable populations.

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

As a staff liaison for a citizen advisory committee, I am familiar with and enjoy collaborating among a group of diverse personalities and backgrounds. When dealing with concerns from committee members or the public, I try to engage in active listening to be understanding of unique situations and to also empower the public to help be part of the problem-solving process. As a member of the C/CAG BPAC, I would use my passion and experience to contribute to a positive environment in which a wide range of opinions are heard and respected and to take initiative to support C/CAG staff in any way I can.

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

The purpose of the BPAC is to serve as an advisory body to C/CAG staff regarding active transportation in San Mateo County. The committee provides recommendations on bike/pedestrian projects, updates to plans such as the Comprehensive Bicycle and Pedestrian Plan, and funding programs on behalf of the public. The BPAC enables appointed representatives of various San Mateo County communities as well as members of the public to convey their communities' needs and interests in supporting and guiding C/CAG's efforts.

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

I attended the September 26, 2019 meeting to give a presentation for the TDA Article 3 project applications.

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

I do not have any schedule conflicts that would keep me from attending meetings.

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

I serve as Vice Chair on the City of South San Francisco Traffic Safety Commission, which responds to citizen traffic safety concerns and serves as an advisory body on traffic policy and operations. I am also a member of the Supervisory Committee for the Peninsula Traffic Congestion Relief Alliance (Commute.org).

8. Please mention the City in which you reside.

South San Francisco

Attachment 2
Justin Yuen Letter of Interest

April 22, 2020

Mikaela Hiatt
Transportation Programs Specialist
City/County Association of Governments of San Mateo County
555 County Center, 5th Floor
Redwood City, CA 94063

Re: Letter of interest for Bicycle and Pedestrian Advisory Committee (BPAC)

Dear Mikaela,

I would like to express my interest in applying for the C/CAG BPAC public member vacancy. This committee would allow me to have a meaningful role in helping advance C/CAG's efforts for improved active transportation facilities. I am interested in being able to contribute to plans and improvement projects that support a safer multi-modal network for San Mateo County, whose residents are known for being active, sustainability-minded, and community oriented. I feel that my experience as a transportation professional and my interest in public involvement would make me a valuable addition to the committee.

Attached are my responses to the supplemental questions. I appreciate your consideration for this opportunity to be a part of the great work that San Mateo County is doing.

Thank you,



Justin Yuen

Mayor Diane Howard
Vice Mayor Shelly Masur

Council Members
Alicia C. Aguirre
Ian Bain
Janet Borgens
Giselle Hale
Diana Reddy



1017 MIDDLEFIELD ROAD
Redwood City, California 94063
Telephone (650) 780-7220
www.redwoodcity.org

April 22, 2020

Honorable Mayors, Vice Mayors, and City Council Members:

I am officially submitting my letter of interest for a seat on C/CAG's Bike/Pedestrian Committee.

This committee has done extraordinary work on moving the needle regarding measures suggested and mitigated for bicyclist and pedestrian safety.

However, I have witnessed firsthand the anxiety of riding my bike to work in Palo Alto and experienced the "bike lane ends" sign. Where do we go from here when traffic is zooming past? The mix of issues I have experienced on the corridor reflect the complexity of navigating El Camino as a bicyclist.

As we move forward with the El Camino corridor plan, we must focus on the opportunities to continue this effort.

Another worthy program I have supported is Safe Routes to School. This is a grant-funded project for improvements at five Redwood City School District elementary schools: Adelante, Hawes, John Gill, Roosevelt, and Roy Cloud. The improvements were developed from walking audits conducted with representatives from the school communities and City departments and were completed in 2013 when I was on the Redwood City Planning Commission. Types of improvements include updated school warning signs, enhanced crosswalk markings, and sidewalk extensions. Three projects have been completed to date. The improvements seek to increase driver awareness of school children, reduce vehicle speeds near schools to increase safety for children walking and biking to school, and to encourage more students to walk or bike to school.

Currently there are no bike lanes or safe pedestrian crossings in many of our communities. Our families, children and seniors are in competition with vehicles that are traveling at a rapid pace.

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

Thank you for your consideration.

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

Janet Borgens
Redwood City, City Council Member

C/CAG**CITY/COUNTY ASSOCIATION OF GOVERNMENTS
OF SAN MATEO COUNTY**

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

BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE**MEMBERSHIP ROSTER – April 2020****ELECTED OFFICIALS:**

Ann Schneider City of Millbrae	Ann Wengert Town of Portola Valley
Karyl Matsumoto City of South San Francisco	Don Horsley Unincorporated San Mateo County
Emily Beach City of Burlingame	Karen Cunningham City of Brisbane
<i>Vacant</i>	<i>Vacant</i>

PUBLIC MEMBERS:

Alan Uy <i>Resident of: City of Daly City</i>	Malcolm Robinson <i>Resident of: City of San Bruno</i>
Matthew Self <i>Resident of: County of San Mateo</i>	Marina Fraser <i>Resident of: City of Half Moon Bay</i>
Brian Levenson <i>Resident of: City of Redwood City</i>	<i>Vacant</i>
<i>Vacant</i>	

C/CAG AGENDA REPORT

Date: May 14, 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 Redwood City Councilmember Diana Reddy to the Congestion Management & Environmental Quality (CMEQ) Committee.

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

RECOMMENDATION

That the C/CAG Board review and approve the appointment of Redwood City Councilmember Diana Reddy to the Congestion Management & Environmental Quality (CMEQ) Committee.

FISCAL IMPACT

None.

SOURCE OF FUNDS

N/A.

BACKGROUND

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

There are two vacant seats on the CMEQ Committee for elected officials. The seats were vacated by Councilmember Irene O'Connell of San Bruno and Councilmember Elizabeth Lewis of Atherton. A recruitment letter for the vacant seats on the CMEQ Committee was sent to all elected officials in San Mateo County on March 26, 2020 with a due date of April 30, 2020. A follow up reminder e-mail was sent to all City and County Clerks on April 27, 2020. One letter of interest was received from Redwood City Councilmember Diana Reddy prior to the recruitment deadline.

The recruitment for the other vacant seat for an elected official will remain open until filled.

ATTACHMENTS

- Roster for the CMEQ Committee
- Letter from Councilmember Diana Reddy

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
Jessica Alba	Public Member
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>

From: Council-Diana Reddy <dreddy@redwoodcity.org>
Sent: Thursday, April 30, 2020 4:59 PM
To: Sandy Wong <slwong@smcgov.org>
Cc: CLK-Pamela Aguilar <paguilar@redwoodcity.org>; Council-Diane Howard <DHoward@redwoodcity.org>
Subject: Congestion Management and Environmental (CMEQ) Quality Committee

CAUTION: This email originated from outside of San Mateo County. Unless you recognize the sender's email address and know the content is safe, do not click links, open attachments or reply.

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

Dear Ms. Wong:

I would like to be considered for the Congestion Management and Environmental Quality (CMEQ) Committee. I have a long history of work with housing, economic, and environmental justice work and believe I would bring value to the CMEQ Committee. We have witnessed during the current pandemic the silver lining of the environment becoming a beneficiary due to reduced miles traveled and air travel. I look forward to being a member of that body that works in our region to find ways to sustain those benefits without the current negative impacts on business.



Diana Reddy
City Councilmember
City of Redwood City
Phone: (650) 796-3426
dreddy@redwoodcity.org
www.redwoodcity.org

C/CAG AGENDA REPORT

Date: May 14, 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 20-21, authorizing the application for \$97,671 in grant funding from the California Resilience Challenge for the Resilient San Carlos Schoolyards project and further 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.

(For further information or questions, contact Matthew Fabry at mfabry@smcgov.org)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-21, authorizing the application for \$97,671 in grant funding from the California Resilience Challenge for the Resilient San Carlos Schoolyards project and further 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.

FISCAL IMPACT

Approval of Resolution 20-21 will allow C/CAG to receive \$97,671 in funding to implement the proposed project. The grant does not require any matching funds but will require staff time to administer.

BACKGROUND

In February, C/CAG staff submitted a grant proposal to the California Resilience Challenge (Challenge), a statewide effort led by businesses, utilities, and a diverse range of partners to build local and regional climate resilience and to support a shared vision for a resilient California in the face of increasing climate threats. The Challenge is providing \$2 million in grants for diverse, replicable, and innovative climate change adaptation planning projects across California. The California Resilience Challenge is an initiative of the Bay Area Council Foundation, a nonprofit corporation, and administered by the Bay Area Council, a business-sponsored public policy advocacy organization for the nine-county Bay Area.

C/CAG's original proposal (see Attachment 3) was to work with the San Carlos School District and other stakeholders to develop concept plans for green schoolyards at each of the nine schools in the district to help reduce stormwater runoff and urban heat island impacts in the face of a changing climate. Staff has been collaborating with San Carlos School District staff on stormwater management for a couple years, including discussions on opportunities for larger-scale stormwater capture systems to help address downstream flooding on Belmont Creek and hosting a hands-on rain barrel installation workshop at one of the schools connected with a student-installed rain garden.

District staff has been a motivated and willing partner on moving toward more sustainable stormwater management on their various campuses, forming the basis for partnership on the grant proposal.

At the end of April, C/CAG staff was notified by the Challenge of its intent to award funding for the proposal, although at a reduced amount from what was requested (\$97,671 vs. \$200k). To receive funding, staff needs to submit a revised application showing how the project will be downscaled to fit the available resources. Staff will accomplish this by limiting the scope to a reduced number of school sites and scaling back on other project activities, including outreach and stakeholder engagement.

Staff has prepared the required application with a downscaled scope and budget (see Attachment 3) and is requesting the C/CAG Board approve Resolution 20-21, authorizing its submittal and further authorizing the Executive Director to negotiate and execute any necessary grant agreements to receive the funds and to submit all necessary documents to fulfill grant requirements.

ATTACHMENTS

1. Resolution 20-21
2. Revised Challenge grant application – California Resilience Challenge Grant Proposal Worksheet
3. Original grant proposal (online only due to size, at <https://ccag.ca.gov/committees/board-of-directors-2/>, under “Additional Materials” for the May 14 meeting)

RESOLUTION 20-21

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE APPLICATION FOR \$97,671 IN GRANT FUNDING FROM THE CALIFORNIA RESILIENCE CHALLENGE FOR THE RESILIENT SAN CARLOS SCHOOLYARDS PROJECT 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

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

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

WHEREAS, the California Resilience Challenge (Challenge) is a statewide effort led by businesses, utilities, and a diverse range of partners to build local and regional climate resilience and to support a shared vision for a resilient California in the face of increasing climate threats; and

WHEREAS, the Challenge is an initiative of the Bay Area Council Foundation, a nonprofit corporation, and administered by the Bay Area Council, a business-sponsored public policy advocacy organization for the nine-county Bay Area; and

WHEREAS, the Challenge solicited grant proposals for climate change adaptation planning projects across California; and

WHEREAS, C/CAG staff submitted the Resilient San Carlos Schoolyards project proposal to create concepts for green schoolyards that can reduce stormwater runoff, replenish groundwater, and reduce urban heat islands in the face of a changing climate; and

WHEREAS, C/CAG's proposal has been selected to receive \$97,671 in Challenge funding; and

WHEREAS, C/CAG needs to submit a formal application for the grant funding and execute an agreement to receive grant funds;

NOW THEREFORE BE IT RESOLVED, that the C/CAG Board of Directors:

1. Authorizes the application for \$97,671 in funding from the California Resilience Challenge for the Resilient San Carlos Schoolyards Project; and
2. Authorizes the Executive Director to negotiate and execute any agreements to receive the grant funds and to submit all necessary documents to fulfill grant requirements.

PASSED, APPROVED, AND ADOPTED, THIS 14TH DAY OF MAY 2020.

Marie Chuang, Chair

CALIFORNIA RESILIENCE CHALLENGE GRANT PROPOSAL WORKSHEET

Section 1: Basic Information	
Org. Legal Name	City/County Association of Governments of San Mateo County
Project Title	Greening San Carlos Schoolyards
Eligible Funding Amount	\$97,671
Applicant's Official Address	Street: 555 County Center, 5 th Floor
	City/Zip: Redwood City 94063
Org. Main Phone	(650) 599-1406
In which jurisdiction (city/county) will grant funds primarily be used?	The City of San Carlos, San Mateo County
Project Start Date (Must be on or before 12/31/20)	July 1, 2020
Project Completion Date (Must be on or before 12/31/22)	December 31, 2022
Name of Top Executive	Sandy Wong
Title of Top Executive	Executive Director
Associated Email	slwong@smcgov.org
Name of Grant Manager	Matthew Fabry
Title of Grant Manager	Program Manager, San Mateo Countywide Water Pollution Prevention Program
Grant Manager Phone	(650) 599-1419
Grant Manager Email	mfabry@smcgov.org
Grantee Signatory (Person with legal authority to sign agreement if funding is approved)	
Name	Sandy Wong
Title	Executive Director
Email	slwong@smcgov.org

Section 2: Project Summary (Limit response to 300 words for each bullet)

Executive Summary:

The City/County Association of Governments of San Mateo County (C/CAG) will implement the “Resilient San Carlos Schoolyards Project” to create detailed conceptual plans for incorporating green infrastructure on six San Carlos School District (SCSD) campuses in San Mateo County, with the goal of transforming schoolyards into resilient landscapes that help mitigate the effects of climate change on precipitation and heat, while creating enhanced and dynamic learning environments for students.

Schools provide a significant opportunity for integrating green stormwater infrastructure into the urban landscape in San Mateo County due to their large parcels and overall levels of imperviousness that generate significant volumes of stormwater runoff. By creating resilient schoolyard concepts, C/CAG and the SCSD will take an important step forward toward creating more resilient schools that capture, use, infiltrate, and clean stormwater runoff and protect downstream storm drains, creeks, and San Francisco Bay, while reducing heat island impacts through increased tree canopy and vegetation.

The Resilient San Carlos Schoolyards Project will begin in July 2020 and be completed by December 2022. C/CAG would partner with the SCSD and other stakeholders, including the City of San Carlos, City of Belmont, the San Mateo County Flood and Sea Level Rise Resiliency District, and the County Office of Education. The concept plans would cover six schools in the district, five of which are on two shared campuses. The schools include the San Carlos Charter Learning Center/Tierra Linda Middle School/Mariposa Upper Elementary, Central Middle School/Arroyo School and White Oaks Elementary. Concept plans would focus on integrated design concepts that merge schoolyard water and heat resiliency with curriculum linkages and recreational and aesthetic benefits. The concepts would promote an integrated approach to schoolyard greening, emphasizing the need for adapting schoolyards for outdoor learning and safe and healthy campuses that are resilient to climate hazards.

Project Outcomes:

The primary project outcomes will be development of three detailed schoolyard greening concept plans for the six schools listed above in the San Carlos School District—one concept plan with additional planning and implementation guidance and resources would be produced for each of the campuses/joint campuses. The schoolyard concept plans would include a summary of the existing conditions and site needs from a stormwater management perspective, emphasizing the benefits of green infrastructure to capture, store and treat stormwater runoff and enhance heat resiliency. Green infrastructure components included in the concept plans could include bioretention areas/rain gardens, above or below ground rainwater harvesting systems (rain barrels or larger cisterns) and larger subsurface regional stormwater capture systems. The plans will be developed through a process intended to engage school district and school stakeholders, including administrative staff, students, teachers, parent teacher associations, green clubs, school advisory councils and more. The concept plans will establish a roadmap toward project implementation, including opportunities and guidance for stakeholder participation, future fundraising, and project planning.

Project Activities:

Primary project activities will include developing and Request for Proposals for consultant support, coordinating with the six schools, the SCSD, and the County Office of Education to develop and implement a school stakeholder engagement process, developing concept plans for three campuses/joint campuses, and compiling additional content to support project advancement, including guidance and resources for curriculum connections to campus improvements, maintenance of green infrastructure on school sites, fundraising, and future project planning and implementation. This project would also intersect with ongoing Environmental Literacy programming and sustainability initiatives in the SCSD and in the broader efforts coordinated by the County Office of Education to set the stage for additional participation from other schools and school districts in San Mateo County.

Section 3: Adherence to Evaluation Criteria

Is the resilience planning effort integrated with or can fast track project implementation/ delivery?

The Resilient San Carlos Schoolyards Project is intended to create concepts that provide a foundation for moving toward project implementation. C/CAG's approach is modeled on similar efforts being implemented in Milwaukee, Wisconsin through the Metropolitan Sewerage District and the Green Schools Consortium of Milwaukee where schoolyard redevelopment plans focused on providing green infrastructure and stormwater resilience are first conceptualized, then fundraised, designed, constructed, and eventually operated and maintained. Key learnings from the schoolyard redevelopment program, including the multi-step and phased process of conducting outreach, developing schoolyard concepts, establishing a funding strategy, pursuing funding, and designing, building and maintaining projects, will be incorporated into the Resilient San Carlos Schoolyards Project. The schoolyard greening concept plans will be developed with an expectation of subsequent fundraising needs to move toward eventual implementation, and with the intention of using this as a model for developing an ongoing, annual program of working with schools to start the concept process. Each of the three concept plans will present the context for the individual campus (including its current conditions and needs), a description of the conceptual plan for making campus improvements (including the outreach and engagement process) and detailed graphic renderings of the proposed enhancements. The concept plans can then be used to further engage local elected officials, community groups, and funders to support implementation. As noted by SCSD staff, without a concept plan it is extremely difficult to make progress on achieving even well-supported and shared goals for campus improvements

Will the project help protect critical infrastructure?

Given the proposed concept plans include resilient infrastructure to adapt schools to future climate impacts, a core aspect of the project is to protect schools and students from weather extremes, especially increased precipitation and drought. Eventual implementation of the concept plans will help reduce runoff from the school sites which will provide downstream benefits for keeping the City's storm drains system flowing. Maintaining adequate and well-functioning infrastructure will become more and more challenging under climate change scenarios where typical design standards for storm drains will be exceeded on a more frequent basis. Given the current public health issues and lessons learned around the importance of social distancing to prevent disease spread, outdoor classrooms will likely be a critical resource in future school environments. C/CAG's climate change modeling shows that the typical design storm for municipal storm drains systems (10-year storm) may increase in runoff depth by 24% by 2100. Green stormwater infrastructure will play a critical role in mitigating the increase on runoff to keep storm drains functioning and not flooding streets and adjacent properties.

Will the project benefit disadvantaged or vulnerable communities, and will it help build or support leadership in those communities?

The project area (including the six proposed SCSD schools) does not fall within Disadvantaged Communities as defined by CalEnviroScreen 3.0, and generally these schools are not serving significant portions of vulnerable communities in terms of typical social demographics used to evaluate vulnerability. C/CAG's primary approach for this project is to work with a known, willing partner in the SCSD that has shown interest and desire for stormwater improvements at its school sites to create the model that can then be used to engage other school districts in the county, with opportunities to focus on the districts serving disadvantaged and vulnerable communities. This project does, however, provide some support to disadvantaged communities based on other vulnerability indicators developed for San Mateo County. The recent San Mateo County Climate Ready SMC project, produced a new climate vulnerability index that addresses conventional socioeconomic metrics for vulnerability as well as considerations that specifically relate to vulnerability to climate change impacts, including the percentage of households without a vehicle, cost burden of reliance on public transportation, households with income less than 50% of area median income, and percentage of persons greater than or equal to 75 years old. Some of these criteria are intended to better evaluate the risk to communities associated with climate impacts, especially as they relate to mobility and reliance on public transportation. C/CAG has used this index

along with other vulnerability indexes to evaluate potential locations for sustainable street improvements in the San Mateo Countywide Sustainable Streets Master Plan, and according to the Overall Community Indicator Index used in the plan, there is a portion of San Carlos near El Camino that has at least one indicator within two census tracts.

Does the project achieve multiple benefits across sectors (e.g., public health and safety is enhanced while also improving environmental conditions)?

Environmental – Schoolyard greening provides significant habitat space for urban wildlife, including pollinating birds and insects. There is also a multiplier effect of co-benefits, including cooling effects, creating more comfortable playground environments, water conservation and increasing carbon sequestration.

Water Quality – A primary function of green stormwater infrastructure is to filter stormwater runoff. Even simple, low-cost designs can provide significant water quality benefits, as water is captured where it falls or is channeled to vegetated areas. Larger regional scale stormwater capture projects can provide dramatically more water quality benefit by capturing hundreds to thousands of acres of upstream drainage area.

Climate Adaptation – Flow reduction is a core consideration of this project. Integrating green infrastructure with other campus improvements fills a necessary gap in the way stormwater is managed in San Carlos and San Mateo County. The potential to capture larger volumes of runoff anticipated with climate change via rainwater harvesting and subsurface detention systems is especially supportive of reducing flow impacts and dealing with drought.

Public Health – The primary benefit for public health is to make schools safer, more enjoyable and healthier for students and staff. In addition to the physical benefits of schoolyard greening with respect to new fields, more trees, new gardens and dynamic learning areas, there is good evidence of the mental health benefits of having more exposure to nature in school settings. Creation of outdoor learning spaces may become more essential for public health social distancing concerns.

Education – The concept plans developed under this project will involve students at each of the schools, and the approach to planning and ultimately building projects would have students, families and community members involved each step of the way, from conceptualization to building and maintaining projects, as well as using projects as ongoing learning environments.

Can the project leverage other sources of private, local, state or federal funding?

C/CAG staff plans to make the most of the grant funds by allocating as much of the grant amount to technical support to complete project deliverables. Limited funds would be used for staff time or other indirect costs for the SCSD staff. Several project partners will provide staff time to ensure the project delivers strong results, including representatives from the Office of Education, the Flood and Sea Level Rise Resilience District and city staff. C/CAG and the County are also in the process of issuing a request for proposals using state grant funds and Water Quality Improvement Fund grant monies administered by the Environmental Protection Agency in part to work with schools in San Mateo County to identify and evaluate campuses for potential regional scale stormwater capture projects with support from the County Office of Education. C/CAG hopes to leverage existing other funds to provide additional resources for a regional scale concept at the Tierra Linda/Mariposal campus that drains to Belmont creek, a watershed with known, ongoing flooding issues. This parallel effort will also support the engagement process and ongoing coordination with schools via the Resilient San Carlos Schools Project. C/CAG and the SCSD will also explore funding support from the San Carlos Education Foundation and other potential sources.

Can the project be scaled to provide increased resilience in the future?

A primary intent of the project is to make the deliverables scalable and replicable. C/CAG intends to use this project as a pilot to expand across the county in future years. Hearing from the SCSD, having demonstration projects can create momentum for other school administrators to act. This project is the first step in the direction of countywide implementation of schoolyard greening, especially as more evidence and support of using green infrastructure to

address climate change becomes available from C/CAG's ongoing sustainable streets planning work, climate change modeling and other related efforts. C/CAG would ultimately like to replicate the Milwaukee approach where new schools are added to the process each year for concept designs, while existing projects move through the fundraising, design/construction, and ultimately long-term operations and maintenance phases, all supported with an annual Green Schools Conference. The County Office of Education already has an annual Sustainable Schools conference, so pieces of the whole already exist, but sustained long-term funding will be necessary for this approach given the number of schools in the County.

Can the project can be replicated in other geographies?

It is also the hope that agencies and school districts beyond San Mateo County would benefit from having a proven set of tools to plan and implement integrated, climate focused schoolyard greening programs as a result of this project. To ensure the replicability of the program, the report and concept plans will be structured so that other agencies and schools/districts could easily follow the layout and process for developing their own plans and model the planning and project timeline for implementation. The report will also include a section on lessons learned to make the process easier and provide opportunities to improve outcomes for future agencies and partners.

Does the project involve collaboration with neighboring jurisdictions?

Collaboration is central to the Resilient San Carlos Schoolyards Project. Beyond working closely with the SCSD, C/CAG plans to engage with the City of San Carlos, the City of Belmont and the San Mateo Flood and Sea Level Rise Resiliency District (FSLRRD) to ensure the most robust results. The Tierra Linda/Mariposa campus drains into the City of Belmont's storm drain system and ultimately to Belmont Creek where there are ongoing flooding problems. Belmont, San Carlos, and the FSLRRD are working collaboratively to restore Belmont Creek, build stormwater retention facilities, and address flooding problems. Working with the cities will be especially important in finding opportunities to leverage funds to plan and build regional multi-benefit projects. One of the charges of the FLSRRD will be planning future regional scale multi-benefit stormwater capture projects, and C/CAG staff see this as an opportunity to develop new partnerships between the FSLRRD and school district to advance regional stormwater management in the county. The FLSRRD is also focusing much of its early work on climate adaptation to address sea level rise, so this project will align closely with broader climate adaptation planning efforts, as targets for flood protection are established with respect to sea level rise and creek and channel flooding. The FSLRRD is also likely to pursue countywide resilience funding, with regional stormwater management being part of the need.

Does the project involve collaboration with the private sector?

The vision for schoolyard concept plans does not currently include significant collaboration with the private sector; however, it is well recognized that private sector support can go a long way toward building capacity and pursuing project implementation. Further, the SCSD has worked with local landscaping and supply stores to pilot a rain garden at the Tierra Linda campus, and part of the financing plan in the project report would identify similar opportunities to get donations for landscaping and materials. C/CAG staff have already gained support from Lyngso (a local landscaping company in San Carlos, who donated materials for the pilot project at Tierra Linda) and Ewing Irrigation and Landscape Supply (also located in San Carlos) and will continue to engage these and other local entities to find potential donation opportunities in support of funding strategies. There may also be partnership or engagement opportunities with nature-based playground design and materials supply firms in the Bay Area, as well as other private funding groups, like the San Carlos Chamber of Commerce and San Carlos Education Foundation.

Does the project incorporate greenhouse gas emission reduction measures?

Through engagement with ReScape California, C/CAG staff plans to leverage the organization's focus on education, training and policy-making around creating and maintaining regenerative landscapes, to support this project with training and education components for teachers, students and administrators. ReScape is currently designing tools for measuring the carbon sequestering potential of landscaping, and it is the intent to include any methodologies for measuring greenhouse gas reductions associated with schoolyard greening projects in the tools and guidance section for integrating school curricula.

Section 4: Technical Approach and Work Plan

Please describe specific tasks, schedule, and outcomes for the project. Consider including a table of the tasks, schedule, and outcomes for the project as an attachment to this document.

The Resilient San Carlos Schoolyards Project will include the following tasks and deliverables (see attached Project Timeline for more detail):

Task 1. Project Initiation

Task 1.1 – RFP for Consultant Services

- C/CAG staff will implement a Request for Proposals process to solicit technical consultant support in accordance with C/CAG's procurement policy. A copy of the procurement procedures and the executed consultant contract will be available to the Bay Area Council upon request.

Task 1.2 – Project Team Coordination Meetings

- Monthly project team meetings with C/CAG, the San Carlos School District, other project partners and consultants to ensure good communication on upcoming tasks and to make sure the project remains on time and within budget.

Task 2. School Engagement

Task 2.1 – Develop School Engagement Strategy

- Develop a community engagement strategy for soliciting input from representatives of each school and the broader community members affiliated with the schools. The engagement strategy should include the following audiences: school and school district staff, students, Parent Teacher Associations, school site councils, neighborhood associations, community groups. The strategy should provide a participatory forum for creating visions for the school concept plans and a process for sharing progress and soliciting input on developing the plans. Focus on assessing vulnerable communities if relevant, infrastructure risks and needs in context of a changing climate, and local knowledge of existing and planned campus improvements. The School Engagement Strategy should define a process for engaging all six proposed schools effectively, leveraging the joint campuses and creating a collective approach to gaining input equitably and effectively.

Task 2.2 – School and Stakeholder Engagement Meetings

- Plan and host a three-part collective schoolyard concept planning series, including 1) Project Kick-off, 2) Initial Concept Plan Workshop and 3) Final Concept Plan Presentation. Meetings should be participatory and provide opportunities for stakeholders to learn about and provide meaningful input into the proposed process and development of concept plans.

Task 3. School Site Surveys

Task 3.1 – Conduct School Site Surveys

- Develop and conduct three school site surveys for each of the campuses/joint campuses to evaluate topographical conditions, drainage patterns and issues, soil conditions, utilities, etc. Site surveys should be coordinated with the school engagement process.

Task 4. Schoolyard Greening Concept Plans

Task 4.1 – Develop Concept Plans

- Develop three integrated resilient schoolyard concept plans for each of the campuses/joint campuses that address the core climate resilience challenges of the project (stormwater management/flooding, drought, heat). Concept plans should be developed in a cost-effect approach across all participating schools and should include school context and detailed concepts with integrated stormwater and recreational/aesthetic features that

provide opportunities for curriculum connections. Concepts should address water quality and other climate adaptation benefits to the extent possible. Within the capabilities of the budget, the concept plans should include an assessment of existing conditions, outline the engagement process and provide additional guidance for funding, planning, building, and maintaining projects in future phases.

Task 5. Fiscal Management

Task 5.1 Invoicing

- Submit quarterly requests for reimbursement to Bay Area Council staff based on all progress towards deliverables and milestone completion.

Task 5.2 Financial Reports

- Submit financial reports to Bay Area Council staff within 90 days of the end of each fiscal year for which the project is conducted. Financial reports will provide progress updates based on tasks and subtasks from the project timeline to demonstrate evidence of project sources and use of funds, including any leveraged funds.

Describe your approach and rationale for planned stakeholder involvement in the project.

The approach for stakeholder involvement is based on the premise that the resilient schoolyard concept plans should largely be driven by stakeholders of the respective schools, including teachers, families, students and administrative staff. Other stakeholders could include potential project partners, funders and community members. Though many of the proposed infrastructure projects would require technical analysis and planning guidance from consultants, the goals and conceptualization of these components should be guided by input from the school stakeholders. With multiple goals at play, including water quality/quantity benefits, rainwater harvesting and reuse, reduced heat island effect, campus gardening, improved play and athletic areas, all with potential tie-ins to learning opportunities, as well as the long-term commitment of schools in fundraising, building and maintaining projects, it's critical that these stakeholders play a central role from the beginning.

To fully leverage the limited resources available, the project will include a three-part engagement process, involving all six schools, among the three campuses. The stakeholders from each school will be convened at three meetings rotated through the three campus/join campus settings and will include a kick-off meeting, initial concept design workshop, and final concept design presentation.

Describe how results will be shared with members of the target community/ies and other stakeholders through public engagement.

The resilient schoolyard concept plans will be shared among community members primarily via the three-part engagement process described above. Members of the community will be invited to these meetings, through social media and outreach channels operated by C/CAG, the SCSD, the County Office of Education and the partnering schools. The three concept plan reports for each campus/joint campus, will also include next steps for fundraising, planning, building and maintaining conceptualized projects. These guidance materials will offer further opportunities for future community engagement.

Identify potential obstacles to successful completion of project goals and proposed strategies for mitigating these obstacles.

There are no significant obstacles to completion of the project goals anticipated at this time. The most likely obstacle to occur is achieving the breadth of goals desired for each of the concept plans given the available project budget. To address this potential obstacle at the outset C/CAG has scaled back the original proposal to streamline project

management, stakeholder engagement and development of the concept plans themselves. An additional potential obstacle, which has been identified by the Milwaukee Green Schools Consortium referenced above, is lacking a long-term entity committed to moving the process beyond engagement and conceptualization to funding, planning and project buildout. To address this concern, C/CAG plans to work closely with the County Office of Education, and has proposed dedicating a portion of grant funds from another parallel project to facilitating engagement with the schools and incorporating the process and results of this project in a longer-term and broader engagement effort orchestrated by the Office of Education via the Environmental Literacy Program.

Section 5: Grant budget breakdown	
Salaries & Benefits	
Equipment & Supplies	
Travel/Training/Other (Specify) (Consultants)	\$97,671
Overhead Costs (total and percent)	
Total Funding Request (Sum of the above categories)	\$97,671 (See attached budget breakdown)

Section 6: Reporting and Disbursements

Case Study: CRC is looking to identify and share the lessons learned from this grant opportunity to inform other existing or new state grant programs. To this end, all grant recipients will prepare a short case study describing the project process, and completed project outcomes including maps, photos, drawings, etc. (as appropriate for the project type). A template will be provided (Word and PowerPoint). Case studies should emphasize processes, or results that can be adapted or replicated for use in various parts of the state, as well as documentation of the involvement of disadvantaged communities throughout the entire planning process, and any other lessons learned. These studies will be used to develop guidance for future resiliency and adaptation projects in the state. Case study reports and presentation materials must be completed and delivered no later than three months after the completion of expenditure of CRC funds. Final case studies will be submitted to the Governor’s Office of Planning and Research for possible inclusion in the Adaptation Clearinghouse.

Work Product: All reports funded through the CRC Grant Program shall credit CRC financial participation on the cover or title page. An electronic copy of all final reports shall be forwarded to CRC. Any reports or presentation materials funded through the CRC Grant Program are in the public domain and may not be copyrighted, sold, or used exclusively by any business, organization, or agency. Applicants must not transmit any material to CRC that the applicant considers to be confidential or proprietary. Any material the applicant transmits to CRC will be considered nonconfidential and non-proprietary. This policy serves to avoid potential misunderstandings or disputes regarding ownership of ideas. To the extent that the applicant owns or controls any patent rights, copyright rights, trade secret rights, or any other intellectual property or proprietary rights that may be required for access to work product submitted under the CRC Grant Program, the applicant grants a license to such rights to any person accessing and using such work product. CRC reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use and to authorize others to use the reports for public purposes.

Third-Party Contracts: The agreements between a grantee and a sub-recipient, consultant, or sub-consultant are referred to as “third-party contracts.” Grantees will be expected to use and comply with their individual procurement procedures in awarding third-party contracts. Work for which a CRC grant is provided can only be contracted if it has been stated in the applicant’s Scope of Work and Project Timeline. Grantees are fully responsible for all work performed by their sub-recipients, consultants or subconsultants, and CRC shall not be liable to any of such entities for the performance by grantees. Grantees are responsible to ensure that all third-party contractors adhere to the provisions of this RFP.

Grant Disbursement and Accounting: CRC intends to disburse funds from a grant under the 2020 Grant Program in installments. The amount and timing of each installment, and the process for invoicing and disbursement, shall be determined by CRC in its sole discretion. The final disbursement shall be conditioned on a certificate by an authorized representative of the grantee certifying compliance with the terms of this RFP and verifying that the CRC funds have been or will be used for project expenditures reasonably incurred and required for project purposes. Each grantee shall also make financial reports, within 90 days after the end of each of its fiscal years, during the progress of the project and upon project completion, and provide reasonable evidence of project progress and project sources and uses of funds. Each grantee shall maintain true and complete records of performance of work on the project and of the sources and uses of funds for such project, and shall maintain such records for a period of not less than 3 years after the later of completion of the project or the last disbursement by CRC. CRC and its representatives may access such records on reasonable notice and during regular business hours for the purpose of confirming the grantee’s compliance with the terms of this RFP.

Section 7: Certification

Please read this section thoroughly and confirm that your organization is in compliance with the following terms and conditions. Please note that disagreeing to any statement will disqualify you for a charitable donation.

The applicant is, and shall remain, in compliance with all federal, state, and local laws, rules, and regulations applicable to the grant and the activities, projects and other aspects of the program to which the grant applies (the "Program").

The applicant does not and shall not, in its by-laws, policies, or practices, discriminate on the basis of race, color, religion, age sex, national origin, ancestry, physical or mental disability, medical condition, veteran status, marital status, pregnancy, sexual orientation, gender identity, or any basis prohibited by applicable law.

The applicant agrees that any donation from the Bay Area Council Foundation will be used only for the purposes of the Program, and will not be used in any direct or grass roots lobbying efforts, including but not limited to those activities described in Internal Revenue Code Sections 501(h) and 4911(d), to promote or oppose any candidate or ballot measure, to advocate any legislative or administrative action, or to personally benefit or compensate any elected official.

The applicant and each of its grantees, if any, is in full compliance with all statutes, Executive Orders, and regulations restricting or prohibiting U.S. persons from engaging in transactions and dealings with countries, entities, or individuals subject to economic sanctions administered by the U.S. Department of the Treasury's Office of Foreign Assets Control, the applicant is aware that a list of countries subject to such sanctions, a list of Specially Designated Nationals and Blocked Persons subject to such sanctions, and overview and guidelines for each such sanctions program can be found at <http://www.treas.gov/ofac>, and the applicant does not and shall not promote or engage in violence, terrorism, bigotry, or the destruction of any state, or make grants or otherwise furnish support of any kind to any individual or entity that engages in such activities. Should any change in circumstances pertaining to this certification occur at any time, the applicant will notify the Bay Area Council Foundation immediately.

I am the duly appointed representative of my organization. I am authorized to certify and affirm all the statements above, and to submit the application on behalf of my organization.

I have read all of the statements and responses in this application, and certify that each is accurate.

I agree that electronic submission of this application will be deemed to be the equivalent of my written signature for purposes of this certification and application.

By accepting any funds or in-kind donations from the Bay Area Council Foundation, my organization agrees to all terms, conditions, and certifications specified within the application and the transmittal letter.

Name:
Sandy Wong

Title:
Executive Director

Signature:

Date:

Project Title: Resilient San Carlos Schoolyards Project		
Task Number	Task Title	Grant Amount
1	Project Initiation	
1.1	RFP for Consultant Services	\$0
1.2	Project Team Coordination Meetings	\$2,761
2	School Engagement	
2.1	Develop Community School Engagement Strategy	\$0
2.2	School and Stakeholder Engagement Meetings	\$10,000
3	School Site Surveys	
3.1	Conduct School Site Surveys	\$10,000
4	Schoolyard Greening Concept Plans	
4.1	Develop Schoolyard Greening Concept Plans	\$30,000
	SCLC/Tierra Linda/Mariposa Campus	
	Central Middle/Arroyo Campus	
	White Oaks Campus	
5	Fiscal Management	
5.1	Invoicing	\$0
5.2	End of Fiscal Year Financial Reports	\$0
	Indirect Overhead Costs	\$0
	Totals	\$97,761

Project Timeline		Project Title: Resilient San Carlos Schoolyards Project												City/County Association of Governments of San Mateo County																					
Task Number	Task Title	FY 2019/20						FY 2020/21						FY 2021/22						FY 2022/23															
		J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A
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C/CAG AGENDA REPORT

Date: May 14, 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 or questions, 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 C/CAG's State legislative advocates. Important or interesting issues that arise out of the committee meeting are reported to the Board.

The attached report also includes status updates on activities in Sacramento during April, as well as updates on bills currently advancing through the 2020 legislative session.

ATTACHMENTS

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



April 30, 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 – May 2020**

Legislative Update

With the California State Assembly set to return to Sacramento on Monday, May 4, we wanted to provide you with an update on the current plans for how either house of the California State Legislature might begin to conduct its work in Sacramento. While it was previously announced publicly that both houses of the Legislature intend on returning to Sacramento on May 4, there are now two separate dates for starting back up. The Senate is now scheduled to return on May 11, a week after the Assembly. Also, the Senate, prior to adjourning for the extended recess, approved the use of remote voting, which Senate leadership has said the house could attempt to use when the Legislature resumes its business (i.e., in lieu of coming back to Sacramento for in-person voting). Assembly leadership, on the other hand, appears set on opening up the Capitol on May 4 for scaled-back committee hearings, with in-person participation by at least committee members and key legislative staff. The Assembly is considering how to allow public participation in these more constrained hearings, for instance by allowing only one representative of any given bill's supporters to appear in person, with the other supporters required to provide testimony by phoning in; and likewise for opponents.

The Assembly Rules Committee recently released a [memo](#) detailing the processes that are being followed as subcommittees of the Assembly's budget committee conduct preliminary hearings on pandemic impacts; this memo provides some sense of how the Assembly may operate once the Legislature fully begins to conduct its business. Primary among these is the limitation of staff allowed in the Capitol to only essential staff, along with several guidelines meant to maintain social distancing as the house begins to conduct its business. While we have not seen anything concrete, we expect similar guidance to be promulgated by the Senate when that house returns to the Capitol.

In addition to these measures, some committees will be limiting the number of bills that will be set for hearing and have asked authors to prioritize their bills. We've compiled a document showing illustrative emails from committee chairs and consultants to bill authors, describing the parameters on which decisions will be made on whether or not committees will hear any particular bill; this memo can be found [here](#).

With the limited space available in the Capitol allowing for social distancing, committee hearings will likely be held in only the larger venues, like rooms 4202/4203, or, on the Floor of either house. It also seems that policy committees will only hold one hearing each, to hear all the bills for the year that have been determined to be eligible to move under the crisis circumstances. The Assembly Transportation Committee, for example, has already said they will limit their bill load to 5 or 6 measures and handling noncontroversial items in a consent agenda or through a committee omnibus bill.

Regardless of these parameters relative to hearing bills, according to California's constitution each house of the Legislature must still pass a state budget by June 15th, and we anticipate the final product being a "workload budget" based off of department needs from last year. This will surely be followed up with consideration of additional spending bills and budget trailer bills later this summer once the State's revenue picture is clarified following the extended July 15th income tax due date.

All of this is very fluid given the circumstances and this information may change. However, it is certain that when the Legislature returns, there will be measures put in place to allow for social distancing and public participation. We will keep you informed as new details are confirmed.

TIRCP Grant Awards Announced

On April 21, the California State Transportation Agency (CalSTA) announced the award of \$500 million to 17 recipients through the Transit and Intercity Rail Capital Program, funded by a combination of Cap and Trade and SB 1 moneys. In the [press release that supports the announcement](#), the Secretary Kim stated, "The \$500 million in grant awards made today will increase transit service on new and existing routes, provide for a more integrated transit system, reduce greenhouse gas emissions, and support jobs," and, "Although the current COVID-19 pandemic is putting tremendous stress on transit agencies, these funds support long-term capital projects to be completed in the years to come, and will help support the economic recovery in the years ahead." Unfortunately, Caltrain/SamTrans did not receive any funding this round. However, BART did receive \$107.1 million to purchase additional rail cars as it continues its fleet replacement. These cars will service the Peninsula stations.

Free Transit Legislation

There are several pieces of legislation that would require transit agencies to offer free transit to a specific segment of the population, or risk losing access to state funding. Three bills were introduced in the session – AB 1350 (Gonzales), AB 2012 (Chu), and AB 2176 (Holden) – and would target specific transit ridership demographics: riders under the age of 18; seniors 65 and older; and college students, respectively. As a result of the pandemic, the need to focus any legislation on certain policy areas, and the dire straits most transit systems are currently in, Assembly Members Gonzalez and Chu have indicated they do not intend to move their respective bills forward. Additionally, we believe that AB 2176 will not be heard this year as Assembly Member Frazier, as Chair of the Assembly Transportation Committee, has been very clear about the types of bills he will hear when the Legislature reconvenes.

FASTER Bay Area / Seamless Bay Area

As the Board is aware, there has been a significant effort in the Bay Area to implement a new funding source for transportation by way of a nine-county sales tax measure that would generate an estimated \$100 billion over 40 years, known as FASTER Bay Area. The measure is proposed to fund primarily large-

scale, mass transportation infrastructure projects throughout the Bay Area (e.g. second transbay crossing for at least BART, additional Caltrain improvements, regional express bus/managed lanes, subway improvements, etc.). After a lot of deliberation and stakeholder engagement, it became clear that it would be a challenge to finalize the plan in time for the November 2020 ballot. The COVID-19 outbreak only made matters worse as the Bay Area's economy and transportation system have been hit hard. On March 17, the FASTER proponents released a document stating:

*FASTER will continue to work towards passing legislation to authorize a Bay Area ballot initiative **but we will no longer be proposing that it be eligible for the November 2020 ballot.** This change will give us more time to work with the Bay Area's transit operators, elected officials, stakeholders, and the broader public.*

In addition to FASTER Bay Area, stakeholders in the Bay Area have been pushing for several policy changes meant to improve the operation and effectiveness of the region's transit agencies. Known as Seamless Bay Area, the proposal initially planned to require transit agencies to set region-wide fares and coordinate scheduling, system mapping, and data collected/shared. However, the author recently decided to pursue fewer elements than originally proposed, only creating a regional transit task force to further study and make recommendations on the items above and to require MTC, along with transit systems, to develop a regional mapping and wayfinding system. **On April 28, the author's office indicated it would not be moving forward with the Seamless effort in 2020, but plans to take it up again in 2021.**

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 278 (Beall) FASTER Spot Bill

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

SB 902 (Wiener) Housing Production

This bill would authorize local governments to rezone neighborhoods for increased housing density, up to ten homes per parcel and would require a legislative body pass a resolution to adopt the plan and exempts that zoning action from being considered a project under the California Environmental Quality Act. To be eligible, an area must be urban infill, or be near high quality public transportation or a job-rich area. The local government can determine whether the individual projects will be ministerial/by right or subject to discretionary approval. The bill also authorizes two, three, or four homes per parcel to be built as a use by-right in residential areas that are outside of very high fire hazard severity zones.

SB 1100 (Atkins) California Sea Level Rise State and Regional Support Collaborative

This bill would create the California Sea Level Rise State and Regional Support Collaborative and require the collaborative to provide information to the public and support to local, regional, and other state agencies for the identification, assessment, and the mitigation of sea level rise. The bill would require, upon appropriation, the Collaborative to expend no more than \$100,000,000 annually from appropriate bond funds in grants to local governments to update local and regional land use plans to take into account sea level rise and for directly related investments to implement those plans.

AB 2057 (Chiu) Seamless Bay Area

This bill initially represented the legislative vehicle for a potential Seamless Bay Area framework, with the stated intent of requiring future regional funds for public transportation in the nine-county San Francisco Bay area to be conditioned on advancing institutional reforms that improve accountability and establish a seamlessly integrated regional transit system, so that these funds are responsibly spent and advance state mobility and environmental goals. However, if the bill is to move forward, the author is proposing to only include the establishment of a regional transit task force to further study and make recommendations on the items above and to require MTC, along with transit systems, to develop a regional mapping and wayfinding system.

AB 2237 (Berman) – Contracting Limits

This bill would raise the limit for contracts no subject to competitive bidding from \$75,000 to \$150,000 for county transportation agencies in the Bay Area, including the San Mateo County Transportation Authority. SamTrans already has a \$150,000 threshold.

AB 3145 (Grayson) Mitigation Fee Cap

This bill would prohibit a city or county from imposing a mitigation fee or exaction if the total dollar amount they would impose on a proposed housing development is greater than 12 percent of the city or county’s median home price, unless approved by the Department of Housing and Community Development.

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: May 14, 2020

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

From: Sandy Wong, C/CAG Executive Director

Subject: Review and approval of Resolution 20-17 authorizing the Executive Director to execute the funding agreement with the Bay Area Quality Management District (BAAQMD) to accept the \$300,000 Transportation Fund for Clean Air (TFCA) Regional Fund award for Rideshare to Transit Pilot project and authorizing the use of local matching funds up to \$279,000.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-17 authorizing the Executive Director to execute the funding agreement with the BAAQMD to accept the \$300,000 Transportation Fund for Clean Air (TFCA) Regional Fund award for Rideshare to Transit Pilot project and authorizing the use of local matching funds up to \$279,000

FISCAL IMPACT

Up to \$579,000

SOURCE OF FUNDS

- Competitive grant fund from BAAQMD (Transportation Fund for Clean Air (TFCA) Regional Fund) (\$300,000)
- Congestion Relief Program and/or Measure M funds (up to \$279,000)

BACKGROUND

TFCA Regional Fund

The Transportation Fund for Clean Air (TFCA) revenues are collected from a \$4 surcharge fee on vehicles registered in the Bay Area, generating about \$22 million each year, to fund cost-effective projects that reduce on-road motor vehicle emissions within the Bay Area Air Quality Management District (BAAQMD)'s jurisdiction. Sixty percent (60%) of TFCA funds are awarded on a competitive basis by the BAAQMD to eligible projects and programs through a program referred to as the TFCA Regional Fund. The remaining forty percent (40%) of these revenues are distributed to the designated County Program Manager Fund in each of the nine counties within the BAAQMD's jurisdiction for similar emissions reduction projects. For San Mateo County, C/CAG has been designated as the County Program Manager to receive funding.

On September 2019, C/CAG responded to the TFCA Regional Fund Call for Projects. On October 2019, C/CAG Board approved Resolution 19-68 authorizing C/CAG staff to submit an application for a countywide pilot project titled "Rideshare to Transit," and committing up to

\$81,576 in local matching funds. The Rideshare to Transit project focuses on solving the first-mile problem related to taking public transit to work, incentivizing residents to carpool and/or use ridesharing services to reach transit stations during peak commute periods. First-mile can be defined as the distance from home to public transit.

The Rideshare to Transit project was recommended by BAAQMD's staff to move forward to their Board. It was then approved by the BAAQMD's Mobile Source Committee and Board in February and March 2020 respectively. C/CAG was awarded \$300,000 of TFCA Regional grant fund in March 2020 for a one-year pilot project with a total cost of \$579,000. Staff recommends the C/CAG Board approve the use of \$279,000 in local revenues to supplement the difference. Hence, staff is requesting an additional authority of \$197,424 in local funds to be added to the originally Board approved amount of \$81,576.

Rideshare to Transit Pilot

The Rideshare to Transit Pilot reduces single-occupancy vehicle trips by providing incentives to San Mateo County residents for using rideshare services to take transit during peak commute periods. Currently, residents who do not live within walking or biking distance to a transit station may choose to drive alone to the transit station, or not take public transportation. This pilot aims at providing solutions to the first-mile challenge between commuters' homes and transit stations.

The one-year pilot has two components:

- 1) Transportation Network Companies to Transit: Encourages the use of public transportation by subsidizing shared rides (e.g., Uber Pool and Lyft Shared) to/from selected San Mateo County mass transit stations. The incentives go directly to riders offsetting their costs.
- 2) Carpool to Transit: Promotes the use of public transportation by subsidizing the use of carpool matching applications (e.g., Waze Carpool) to share rides to/from selected San Mateo County mass transit stations.

The Rideshare to Transit Overview Fact Sheet (Attachment 1) provides more information on each component.

Committee Input

On April 16, 2020, the Congestion Management Program Technical Advisory Committee (TAC) recommended the acceptance of the TFCA grant award for the Rideshare to Transit Pilot, and the approval of local matching funds. They also recommended quarterly project updates to the TAC to assess ridership at the selected BART and Caltrain stations.

On April 27, 2020, the Congestion Management and Environmental Quality (CMEQ) Committee recommended the acceptance of the TFCA grant award for the Rideshare to Transit Pilot, and the approval of local matching funds. The CMEQ Committee requested that the project utilizes vendors/partners that are in compliance with state labor laws as opposed to those that avoid providing employee benefits. In addition, the Committee requested an evaluation of the project implementation timeline to capture the maximum number of participants.

Taking feedback from the two Committees into consideration, staff proposes accepting the grant, but delaying the project implementation timeframe to May 2021, allowing time for the economy to adapt to post COVID-19 era and new safety measures, like partitions to keep distances between drivers and passengers, to be implemented. In addition, staff plans to issue a procurement for ridesharing service platforms to provide the most competitive solution to meet users' needs. Revisions to the Transportation Network Companies to transit program component will be

presented at a future Board meeting after further market research.

Recommendation

Staff proposes that the C/CAG Board accepts the TFCA grant award for the Rideshare to Transit Pilot, and approves the use of local matching funds to meet the project need.

ATTACHMENTS

1. Resolution 20-17
2. Rideshare to Transit Overview Fact Sheet
3. Draft Funding Agreement with BAAQMD
(available on-line at <http://ccag.ca.gov/board-of-directors/>)

RESOLUTION 20-17

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE THE FUNDING AGREEMENT WITH THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT (BAAQMD) FOR C/CAG TO RECEIVE THE FISCAL YEAR 2019/20 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) REGIONAL FUND PROGRAM GRANT FOR THE RIDESHARE TO TRANSIT PILOT PROJECT FOR AN AMOUNT UP TO \$300,000 AND COMMIT TO PROVIDING LOCAL MATCHING FUNDS UP TO \$279,000.

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

WHEREAS, Resolution 19-68 of the Board of Directors of the City/County Association of Governments authorized the C/CAG Executive Director, or her Designee, to submit the Bay Area Air Quality Management District (BAAQMD) Vehicle Trip Reduction Grant Application for the Rideshare to Transit pilot project and commit to providing matching funds up to \$81,576;

WHEREAS, BAAQMD Board awarded C/CAG up to \$300,000 of TFCA Regional Fund Program Grant for the Rideshare to Transit pilot project in San Mateo County in March 2020; and

WHEREAS, C/CAG will commit to providing up to \$279,000 from the Congestion Relief Program and/or Measure M funds to meet the total project budget of \$579,000; and

WHEREAS, the TFCA Regional Fund Program Grant has two years from the execution of the Funding Agreement to expend funds and has a tentative pilot operational start of May 2021; and

WHEREAS, it is necessary for C/CAG to enter into a Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) accepting the grant and setting forth the responsibilities of each party by the deadline of June 1, 2020.

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 Executive Director is authorized to enter into an agreement with the Bay Area Air Quality Management District to receive the Fiscal Year 2019/20 Transportation Fund for Clean Air (TFCA) Regional Fund Program Grant in an amount up to \$300,000 for the Rideshare to Transit pilot project. Be it further resolved that the Executive Director is authorized to set aside up to \$279,000 in local funds to meet the overall program need. This agreement is subject to C/CAG legal counsel approval.

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF MAY 2020.

Marie Chuang, Chair

Rideshare to Transit Pilot Overview Fact Sheet			
1) Transportation Network Companies (TNC) to Transit		2) Carpool to Transit	
Potential Partners/Vendors			
A) Uber	B) Lyft	C) Others (Via, etc)	Waze Carpool
What and How?			
<p>The pilot will utilize rideshare application platforms (e.g., Uber, Lyft, and Via) to provide on-demand shared rides (2 or more riders) for residents in San Mateo County. Riders who take TNC to transit stations on Tuesdays, Wednesdays and Thursdays will receive a \$5 subsidy for shared rides over \$5. Rides will be timed to ensure that they are taken during the peak morning (6:00AM to 9:00AM) and evening hours (4:00PM to 7:00PM).</p>		<p>This component of the program offers a \$2 subsidy for both the driver and rider during each trip, for using a carpool matching application to a transit station. The trips will be timed to ensure that they are taken during the peak morning (6:00AM to 9:00AM) and evening hours (4:00PM to 7:00PM). The pilot program will also reimburse drivers up to \$5 per day for parking. C/CAG will be working with carpool matching mobile applications (e.g., Waze Carpool) to provide these incentives to the carpoolers.</p>	
Breakdown of Incentives			
<ul style="list-style-type: none"> • A flat \$5 subsidy for shared rides over \$5 per rider during each trip • Up to 64,800 potential rider trips across platforms • Eligible on shared rides during morning and evening peak periods on Tuesdays, Wednesdays, Thursdays only (144 operating days for 1-year pilot) 		<ul style="list-style-type: none"> • Driver and rider each receive a \$2 subsidy per trip • Up to a \$5 subsidy for driver to help with daily parking fees • Up to 43,200 rider trips and 28,800 driver trips eligible for subsidy • Eligible for carpoolers using a carpool matching mobile application during morning and evening peak periods on Tuesdays, Wednesdays, Thursdays only (144 operating days for 1-year pilot) 	
Total Incentives			
Up to \$324,000 Total for Transportation Network Companies (e.g., UberPool, Lyft Shared and Other Platforms)		Up to \$205,000 Total for Waze Carpool	

Marketing

C/CAG will collaborate with Commute.org, Transportation Network Companies, Waze Carpool, SamTrans, BART, and Caltrain to help advertise the pilot programs through their marketing platforms. In addition, Commute.org’s marketing plan includes residential mailers and advertising on Facebook targeted ads, Google search, San Mateo Daily Journal, and Patch.

Total Budget

Total for Incentives: **\$529,000** (\$285,000 from TFCA grant and \$244,000 from local funds)
Marketing: **\$50,000** (\$15,000 from TFCA grant and \$35,000 from local funds)
Grand Total for Pilot: **\$579,000** (\$300,000 from TFCA grant and \$279,000 from local funds)

Implementation Schedule (tentative)

June 2020 to March 2021 – Planning Phase
May 2021 to April 2022 – Operational Phase
May 2022 – Program Evaluation and Reporting Phase

Additional Information

- | | |
|---|--|
| <ul style="list-style-type: none">• It is estimated that the project will reduce 64,800 Single-Occupant Vehicle trips per year. | <ul style="list-style-type: none">• It is estimated that this project will reduce 72,000 Single-Occupant Vehicle trips per year. |
|---|--|

Selected Participating Public Transit Stations*:

- BART (Daly City, Colma, South San Francisco, San Bruno, and Millbrae)
- Caltrain (Millbrae, San Mateo, Hillsdale, Menlo Park, and Redwood City)

*Selected transit stations are subject to change if ridership is not meeting expectations or if a station is temporarily closed

C/CAG AGENDA REPORT

ITEM 6.3.1

Date: May 14, 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 20-18 authorizing the C/CAG Chair to execute an agreement between C/CAG and Pacific Gas and Electric Company for the San Mateo County Energy Watch Local Government Partnership Program for fiscal years 2020/21 through 2022/23 in a total amount of \$972,000.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-18 authorizing the C/CAG Chair to execute an agreement between C/CAG and Pacific Gas and Electric Company for the San Mateo County Energy Watch Local Government Partnership Program for fiscal years 2020/21 through 2022/23 in a total amount of \$972,000.

FISCAL IMPACT

This agreement allows C/CAG to receive \$972,000 for fiscal years 2020/21 through 2022/23.

SOURCE OF FUNDS

Funding for the San Mateo County Energy Watch is provided by the PG&E Local Government Partnership, which is funded by the CPUC from Public Goods Funds.

BACKGROUND

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

Current funding, in the amount of \$149,405, was contracted to C/CAG through a PG&E Contract Change Order to extend the program for six months through June 30, 2020. In general, the calendar year 2019 funding and six months extension totaling \$468,214 represents approximately a 50% decrease compared to the annual budget for prior program cycles. The reduction in funding is due to CPUC directives that investor-owned utilities achieve more cost-effective energy efficiency portfolios. Local Government Partnership programs reach customers that are harder to serve and usually include long-term planning efforts such as climate action planning and are, therefore, less cost effective. Over time, the CPUC has directed investor-owned utilities to contract 60% of their energy-efficiency funding to competitive bid contracts, which the CPUC believes will achieve greater cost effectiveness.

In order to receive funding beyond June 30, 2020, staff responded to an Request for Abstract (RFA) in February 2019 and a Request for Proposal (RFP) in December 2019. The submitted RFA and RFP successfully proposed a program that will identify and refer municipalities, special district, K-12 public school, and small disadvantaged business energy efficiency projects to PG&E and other third-party contractors for implementation. Additional work includes elements of the existing Regionally Integrated Climate Action Planning Suite (RICAPS) program; emission inventories and RICAPS monthly workgroup meetings.

Success of the program will be tracked by key performance indicators, such as number of customer touches, customer meetings, and referrals to implementors. Other indicators will include participation by attendees at RICAPS meetings and a new facilities staff quarterly meeting for municipal and school facilities staff, which will launch in first quarter 2021.

Staffing for the SMCEW is provided by the County of San Mateo, under a separate staffing agreement between C/CAG and the County, as presented under agenda item 6.3.2.

Resolution No.20-18 and the C/CAG - PG&E Agreement - General and Specific Conditions are included as attachments provided on-line at C/CAG website.

ATTACHMENTS

1. Resolution No. 20-18
2. C/CAG - PG&E Agreement - General and Specific Conditions. Available on-line at: <http://ccag.ca.gov/committees/board-of-directors/>

RESOLUTION NO. 20-18

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE AN AGREEMENT BETWEEN C/CAG AND PACIFIC GAS AND ELECTRIC COMPANY FOR THE SAN MATEO COUNTY ENERGY WATCH LOCAL GOVERNMENT PARTNERSHIP PROGRAM FOR FISCAL YEARS 2020/21 THROUGH 2022/23 IN A TOTAL AMOUNT OF \$972,000

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

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

WHEREAS, the C/CAG Board adopted the following resolutions for continued funding: Resolution 09-55 on November 12, 2009, Resolution 12-68 on December 13, 2012, Resolution 14-52 on November 13, 2014, Resolution 15-49 on December 10, 2015, and Resolution 18-61 on November 8, 2018 for programs years 2010-2012, 2013-2014, 2015, 2016-2018, and 2019, respectively, and Resolution 19-67 on December 10, 2019 for the January 1 through June 30, 2020 program; and

WHEREAS, C/CAG, with staffing support from the County Office of Sustainability, submitted successful responses to a PG&E competitive RFA and RFP process to continue funding for the SMCEW program for fiscal years 2020/21 through 2022/23; and

WHEREAS, PG&E has offered to contract for funding in the amount of \$972,000 for July 1, 202 through June 30, 2023; and

WHEREAS, the County, C/CAG, and PG&E wish to continue to provide energy efficiency programs for municipalities, special districts, K-12 public schools, and small disadvantaged businesses across San Mateo County under a new San Mateo County Energy Watch program cycle.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to execute an agreement between C/CAG and Pacific Gas and Electric Company for the San Mateo County Energy Watch Local Government Partnership Program for fiscal years 2020/21 through 2022/23 in a total amount of \$972,000; and further authorize the Executive Director to negotiate final terms of the agreement prior to execution by the Chair, subject to legal counsel review.

PASSED, APPROVED, AND ADOPTED THIS 14TH DAY OF MAY 2020.

Marie Chuang, Chair

C/CAG AGENDA REPORT

ITEM 6.3.2

Date: May 14, 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 20-19 authorizing the C/CAG Chair to execute an agreement between C/CAG and the County of San Mateo Office of Sustainability for staffing services of the San Mateo County Energy Watch Local Government Partnership Program for fiscal years 2020/21 through 2022/23 in a total amount not to exceed \$476,980.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-19 authorizing the C/CAG Chair to execute an agreement between C/CAG and the County of San Mateo Office of Sustainability for staffing services of the San Mateo County Energy Watch Local Government Partnership Program for fiscal years 2020/21 through 2022/23 in a total amount not to exceed \$476,980.

FISCAL IMPACT

Expenses for the San Mateo County Energy Watch program are reimbursed by the Local Government Partnership Agreement between C/CAG and PG&E.

BACKGROUND

The San Mateo County Energy Watch, Local Government Partnership (LGP) with PG&E began on January 1, 2009, under the auspices of the California Public Utilities Commission (CPUC). Since the original program cycle, which ended on December 31, 2009, PG&E has contracted with C/CAG for the SMCEW for five additional program cycles, 2010-2012, 2013-2014, 2015, 2016-2018, 2019, and the current program contract, January 1, 2020 through June 30, 2020.

Since the SMCEW LGP began, C/CAG has contracted with the County of San Mateo, Department of Public Works for management and staffing of the program and said County staff has since moved to the County's Office of Sustainability. The County has successfully supported the SMCEW, meeting goals and developing the program, which initially provided energy efficiency services to municipal buildings, nonprofits and lower-income residents, and then expanded into schools, farms, and small and medium businesses. In the current contract, January 2020 through June 2020, the program is serving municipalities, K-12 public schools, and small disadvantaged businesses. In the proposed three-year program cycle from fiscal years 2020/21 to 2022/23, the program will serve that same sectors, identifying and referring project opportunities to PG&E contractors and other service providers.

The current staff services agreement ends on June 30, 2020. Resolution No. 20-19 and the new agreement establish County staff coordination of the program for fiscal years 2020/21 through 2022/23 and are attached to this staff report. The new agreement will end on July 31, 2023, a month longer than

the fiscal year, to allow time for final County billing to C/CAG and PG&E.

ATTACHMENTS

1. Resolution 20-19
2. Agreement between C/CAG and the County of San Mateo for Staffing Services for fiscal years 2020/21 through 2022/23. Available on-line at: <http://ccag.ca.gov/committees/board-of-directors/>

RESOLUTION 20-19

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AN AGREEMENT BETWEEN C/CAG AND THE COUNTY OF SAN MATEO OFFICE OF SUSTAINABILITY FOR STAFFING SERVICES OF THE SAN MATEO COUNTY ENERGY WATCH LOCAL GOVERNMENT PARTNERSHIP PROGRAM FOR FISCAL YEARS 2020/21 THROUGH 2022/23 IN A TOTAL AMOUNT NOT TO EXCEED \$476,980.

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

WHEREAS, over the years, C/CAG and the County of San Mateo have entered into agreements for management and staffing support for the San Mateo County Energy Watch (SMCEW) program from calendar year 2009 through June 2020, and

WHEREAS, County staff have successfully managed and staffed the San Mateo County Energy Watch to the satisfaction of C/CAG, and

WHEREAS, in the current year, the San Mateo County Energy Watch program has been transitioning to a non-resource program and working to establish and meet new key performance indicator goals in coordination with PG&E and responding to PG&E's competitive solicitation, and

WHEREAS, C/CAG, San Mateo County, and PG&E wish to continue work on energy efficiency in San Mateo County under the SMCEW program.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City and County Association of Governments of San Mateo County that the Chair is authorized to execute an agreement between C/CAG and the County of San Mateo Office of Sustainability for staffing services of the San Mateo County Energy Watch Local Government Partnership Program for fiscal years 2020/21 through 2022/23 in a total amount not to exceed \$476,980, and further authorize the Executive Director to negotiate final terms of the agreement prior to execution by the Chair, subject to C/CAG legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED, THIS 14TH DAY OF MAY 2020.

Marie Chuang, Chair

C/CAG AGENDA REPORT

Date: May 14, 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 project list for funding under the Joint C/CAG and San Mateo County Transportation Authority Shuttle Program for FY 2020/2021 and FY 2021/2022, and approval of Resolution 20-20 authorizing the C/CAG Chair to execute a funding agreement with the City of Menlo Park for an amount not to exceed \$1,085,699 for the two-year period.

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

RECOMMENDATION

That the C/CAG Board: 1) review and approve the project list for funding under the Joint C/CAG and San Mateo County Transportation Authority Shuttle Program for FY 2020/2021 and FY 2021/2022; and 2) approve Resolution 20-20 authorizing the C/CAG Chair to execute a funding agreement with the City of Menlo Park in an amount not to exceed \$1,085,699 for the two year period.

FISCAL IMPACT

For the FY 20/21 and FY 21/22 funding cycle there is up to \$1,085,699 available from C/CAG.

SOURCE OF FUNDS

Funding to support the shuttle program will be derived from the Congestion Relief Plan adopted by C/CAG and includes \$1,085,699 in funding (\$542,849.50 for FY 20/21 and \$542,849.50 for FY 21/22). The San Mateo County Transportation Authority (TA) Measure A and Alternative Congestion Relief Programs will provide approximately \$8,765,000 for the two-year funding cycle. The C/CAG funding will be predicated upon the C/CAG Board of Directors approving the above noted amounts for shuttle funding in each fiscal year through the annual budget adoption process.

BACKGROUND

For the FY 2020/2021 and FY 2021/2022 cycle the TA and C/CAG created a joint call for projects that combines two years of funding for shuttles in an amount up to \$10,000,000 from both agencies.

In December 2019, the C/CAG Board approved the joint C/CAG & TA shuttle call for projects, including the application materials and program evaluation criteria. Subsequently, staff issued the joint call for projects on January 13, 2020, with applications due on February 21, 2020. C/CAG and TA staff held an application workshop in January to answer questions about the program and to guide project sponsors through the application process.

Applications were received from 8 sponsors for 34 shuttle routes, comprised of 33 existing routes and one new route in Burlingame to serve the new Facebook/Oculus campus. The total amount requested was \$11,051,378, exceeding the available funding.

Staff convened a Shuttle Evaluation Panel on March 10, 2020 to evaluate and score the shuttle program applications. The panel consisted of staff from C/CAG, TA, SamTrans, Santa Clara Valley Transportation Authority (VTA), and Stanford Transportation Services. Based on the scoring criteria established for the program, including “Need and Readiness,” “Effectiveness,” “Funding Leverage” and “Policy Consistency & Sustainability,” the panel developed a recommended list of projects for funding which is presented in Attachment 1, and includes funding for 30 shuttles at a total cost of \$9,850,229.

Four shuttles are not recommended for continued funding due to low scores, including: Oracle, Belmont/Hillsdale, Twin Dolphin and San Carlos Commuter. In addition, Menlo Park’s Crosstown shuttle, a relatively low scoring route, is recommended for funding at a reduced amount (\$617,099 vs. \$897,600) to reflect the portion of the route that serves the Belle Haven area (Community of Concern, “CoC”), rather than the proposed expanded route. Lastly, the lowest ranking shuttle, the Bayshore Brisbane Senior Door-to-Door, continues to be recommended for funding given the unique target population (seniors in a CoC), although it was strongly recommended that SamTrans review alternate service options in the comprehensive shuttle study that is currently underway.

Committee Input

The funding recommendations were reviewed by the C/CAG Technical Advisory Committee (TAC) on April 16, 2020 and by the Congestion Management and Environmental Quality (CMEQ) Committee on April 27, 2020. The recommendations were also reviewed as an informational item by the TA Board on April 2, 2020, with final action scheduled for May 7, 2020.

Both the TAC and CMEQ committees recommended approval of the funding list, though the CMEQ committee had several concerns regarding shuttle operations during the current pandemic as well as in post COVID-19 times, addressing both operational flexibility and health and safety concerns. They requested that, as a condition of funding, project sponsors be required to provide copies of their respective shuttle operators health and safety plans to ensure appropriate measures are taken to protect both passengers and riders.

As noted below, C/CAG has received a copy of a detailed health and safety plan from MV Transportation, which operates the two routes proposed to be funded by C/CAG, as well as most (90%) of the other shuttles in the program. Additionally, the TA staff intends to work with its partners who utilize other operators to ensure that strategies are in place to address health and safety measures for both drivers and customers.

Menlo Park Shuttles

Menlo Park has two shuttles that are recommended for funding by C/CAG, which total \$1,085,699 for the two-year funding cycle. Staff is recommending that the C/CAG Board approve the attached resolution (Attachment 2) authorizing the C/CAG Chair to execute a funding agreement with the City of Menlo Park in an amount not to exceed \$1,085,699 to fund these two shuttles, with the

understanding that funding is predicated upon the C/CAG Board of Directors approving the requisite shuttle funding in each fiscal year through the annual budget adoption process.

Menlo Park's shuttles are operated by MV Transportation. A copy of their Coronavirus COVID-19 Operations Response Plan may be accessed here: <https://ccag.ca.gov/wp-content/uploads/2020/05/MV-Transp-Div-267-COVID-19-Response-Plan.pdf>

ATTACHMENTS

1. San Mateo County Shuttle Program Draft Funding Recommendations for FY20/21 & FY21/22
2. Resolution 20-20
3. San Mateo County Shuttle Program Route Fact Sheet
4. San Mateo County Shuttle Program Criteria (For background information only)

Attachment 1: San Mateo County Shuttle Program Draft Funding Recommendations for FY20/21 & FY21/22

Score	Applicant	Shuttle Name	New or Existing	Type	Requested funds	Match	Total Service Cost	Funding Leverage %	Private Sector Match	Recommended Allocation	Fund Source
82	Commute.org	Burlingame Point	New	Commuter	\$264,000	\$1,056,000	\$1,320,000	80%	80%	\$264,000	TA
82	Commute.org	Redwood City Midpoint	Existing	Commuter	\$364,311	\$218,588	\$582,899	38%	38%	\$364,311	TA
82	Commute.org	Redwood City Seaport Centre	Existing	Commuter	\$156,969	\$156,959	\$313,928	50%	50%	\$156,969	TA
81	Commute.org	Bayshore Technology Park	Existing	Commuter	\$162,973	\$162,972	\$325,945	50%	50%	\$162,973	TA
81	JPB	Pacific Shores	Existing	Commuter	\$300,000	\$700,000	\$1,000,000	70%	70%	\$300,000	TA
81	San Mateo County Community College District	Skyline College Express	Existing	Commuter	\$294,597	\$294,597	\$589,194	50%	0%	\$294,597	TA
80	Commute.org	Brisbane Crocker Park	Existing	Commuter	\$442,701	\$243,567	\$686,268	35%	25%	\$442,701	TA
80	Commute.org	North Burlingame	Existing	Commuter	\$167,380	\$167,380	\$334,760	50%	50%	\$167,380	TA
79	Commute.org	Genesis Towers	Existing	Commuter	\$283,591	\$283,591	\$567,182	50%	50%	\$283,591	TA
78	Commute.org	Burlingame Bayside	Existing	Commuter	\$256,549	\$85,517	\$342,066	25%	25%	\$256,549	TA
78	Commute.org	South San Francisco Ferry	Existing	Commuter	\$329,000	\$219,334	\$548,334	40%	20%	\$329,000	TA
78	Commute.org	South San Francisco Caltrain	Existing	Commuter	\$483,239	\$161,080	\$644,319	25%	25%	\$483,239	TA
77	Daly City	Bayshore Shuttle	Existing	Community	\$341,000	\$279,000	\$620,000	45%	0%	\$341,000	TA
76	Commute.org	South San Francisco BART	Existing	Commuter	\$826,207	\$382,069	\$1,208,276	32%	25%	\$826,207	TA
75	Menlo Park	M3 Marsh Road	Existing	Community	\$468,600	\$156,200	\$624,800	25%	0%	\$468,600	C/CAG
75	Menlo Park	M4 Willow Road	Existing	Community	\$249,200	\$83,100	\$332,300	25%	0%	\$249,200	TA
75	JPB	Broadway/Millbrae	Existing	Commuter	\$266,000	\$88,600	\$354,600	25%	0%	\$266,000	TA
74	Commute.org	North Foster City	Existing	Commuter	\$395,388	\$171,796	\$567,184	30%	25%	\$395,388	TA
74	JPB	Electronic Arts	Existing	Commuter	\$160,000	\$250,000	\$410,000	61%	61%	\$160,000	TA
73	SamTrans	Bayhill-San Bruno BART	Existing	Commuter	\$180,000	\$203,000	\$383,000	53%	53%	\$180,000	TA
73	South San Francisco	South City	Existing	Community	\$1,002,225	\$334,075	\$1,336,300	25%	0%	\$1,002,225	TA
73	SamTrans	Seton Medical - BART Daly City	Existing	Commuter	\$160,000	\$53,200	\$213,200	25%	25%	\$160,000	TA
72	JPB	Bayshore/Brisbane Commuter	Existing	Commuter	\$197,900	\$65,900	\$263,800	25%	0%	\$197,900	TA
72	SamTrans	Sierra Point - Balboa Park BART	Existing	Commuter	\$190,000	\$580,000	\$770,000	75%	75%	\$190,000	TA
71	JPB	Mariners Island	Existing	Commuter	\$274,900	\$91,600	\$366,500	25%	24%	\$274,900	TA
71	JPB	Norfolk Area	Existing	Commuter	\$251,800	\$83,900	\$335,700	25%	24%	\$251,800	TA
69	JPB	Campus Drive	Existing	Commuter	\$265,300	\$88,400	\$353,700	25%	0%	\$265,300	TA
68	JPB	Lincoln Centre	Existing	Commuter	\$274,900	\$91,600	\$366,500	25%	24%	\$274,900	TA
67	Menlo Park	M1 Crosstown ₂	Existing	Community	\$897,600	\$205,700	\$822,799	25%	0%	\$617,099	C/CAG
64	JPB	Oracle	Existing	Commuter	\$160,000	\$697,600	\$857,600	81%	81%	Not Recommended	N/A
64	JPB	Belmont/Hillsdale	Existing	Commuter	\$261,600	\$87,200	\$348,800	25%	0%	Not Recommended	N/A
63	JPB	Twin Dolphin	Existing	Commuter	\$287,800	\$95,900	\$383,700	25%	24%	Not Recommended	N/A
62	San Carlos	San Carlos Commuter	Existing	Commuter	\$211,248	\$70,416	\$281,664	25%	20%	Not Recommended	N/A
58	SamTrans	Bayshore Brisbane Senior	Existing	D2D	\$224,400	\$74,800	\$299,200	25%	0%	\$224,400	TA
					\$11,051,378	\$7,983,641	\$18,754,518	39%	28%	\$9,850,229	

Subtotal:

TA Measure A Local Shuttle Program Allocation:	\$ 8,590,784
TA Other:	\$ 173,746
C/CAG Local Transportation Services Shuttle Program Allocation:	\$ 1,085,699
Total Shuttle Funding Allocation:	\$ 9,850,229

Total Sponsor Requests: \$ 11,051,378

Footnotes:

- 1) The funding request for Commute.Org's 11 existing shuttles includes \$173,746 of administrative costs, which are not recommended for funding from the Measure A Shuttle Program. Commute.Org has historically received Measure A support to help fund its administrative costs through annual allocations from the Alternative Congestion Relief (ACR) Program. Commute.org's proposed administrative costs to support their shuttle program will be considered as part of their annual ACR funding request to the TA.
- 2)The funding request for the M1 Crosstown was subsequently modified (from \$897,600 to \$617,099) to reflect a route serving the Belle Haven neighborhood only, reducing the funding request by \$280,501 over the initial ask.

RESOLUTION 20-20

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE A FUNDING AGREEMENT WITH THE CITY OF MENLO PARK FOR AN AMOUNT NOT TO EXCEED \$1,085,699

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 at its February 14, 2002 meeting approved the Congestion Relief Plan and subsequently reauthorized the Congestion Relief Plan in 2007, 2010, 2015 and 2019; and

WHEREAS, one component of the Congestion Relief Plan is support for the Local and Employer Based Shuttle Programs; and

WHEREAS, on December 12, 2019, the C/CAG Board of Directors approved the process for the Joint San Mateo County Transportation Authority and C/CAG San Mateo County Shuttle Program for FY 2020/2021 & FY 2021/2022; and

WHEREAS, on January 13, 2020, C/CAG and the San Mateo County Transportation Authority issued a call for projects for the FY 2020/2021 & FY 2021/2022 San Mateo County Shuttle Program; and

WHEREAS, a list of eligible projects, as presented in Attachment 1, has been recommended for funding by the Congestion Management Program Technical Advisory Committee and the Congestion Management and Environmental Quality Committee; and

WHEREAS, as presented in Attachment 1, C/CAG will allocate funding for two shuttle routes sponsored by the City of Menlo Park sufficient to fund 75% of the shuttle service costs, in an amount not to exceed \$1,085,669.

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 an agreement with the City of Menlo Park for an amount not to exceed \$1,085,699. The agreement shall be in a form approved by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 14TH DAY OF MAY 2020.

Marie Chuang, Chair

San Mateo County Shuttle Program Fact Sheet

Commute.org Shuttles

Bayshore Technology Park

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$155,863

Serves the office complex located in the Bridge Parkway area of Redwood Shores. Shuttle route is designed to operate during peak commute hours and offers first/last mile connections to train service at the Hillsdale Caltrain Station.

Brisbane Crocker Park

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$416,941

Serves the Valley Drive/South Hill Drive area of Brisbane. Provides last mile service from the Balboa Park BART station and the Bayshore Caltrain station to commuters and community members.

Burlingame/Bayside

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$245,420

Serves Millbrae Intermodal Station and Burlingame Bayside Area during commute hours, Monday thru Friday. Connects to Millbrae BART/Caltrain stations.

Burlingame Point

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$264,000

Serves between the Millbrae Intermodal Station and the Burlingame Bayside/Burlingame Point business district east of US Highway 101, including the new office complex located on Airport Blvd and the businesses on Beach Rd. in Burlingame. ***This is a new shuttle.***

North Burlingame

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$158,575

This shuttle operates between the Millbrae Intermodal BART & Caltrain Station, Mills-Peninsula Health Services, Sisters of Mercy of the Americas and the residential area of the Easton-Burlingame neighborhood. The service operates during peak commute hours, Monday through Friday.

North Foster City

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$377,764

The North Foster City Shuttles primarily serve large employers in the North Foster City area during peak commute hours. The routes are designed to connect both BART and Caltrain passengers to employment sites located in an area that is not served by SamTrans fixed route service. The shuttles provide first/last mile service.

RWC Midpoint Caltrain

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$349,248

Serves the Midpoint Technology Center and Stanford Medicine Outpatient Center complexes in southern Redwood City along US 101. Provides first and last mile service from the Redwood City Caltrain Station to commuters, community members, and staff/patients of Stanford Medical Center.

Seaport Centre*Service Type: Commuter**Recommended Funding for FY 20/21 & 22/22: \$150,090*

Serves the Seaport Centre office complex, located off Seaport Blvd., during peak commute hours. The shuttle also provides service to San Mateo County Sheriff's Office Maple Street Correctional Center. Provides first and last mile service from the Redwood City Caltrain station to commuters and community members.

South SF BART*Service Type: Commuter**Recommended Funding for FY 20/21 & 21/22: \$790,091*

Serves Oyster Point route, northeastern section of SSF, the Utah-Grand route, Genentech, SSF Conference Center, and residents of the marinas. Provides first/last mile service from the South San Francisco BART station to commuters and community members.

South SF Caltrain*Service Type: Commuter**Recommended Funding for FY 20/21 & 21/22: \$463,391*

Serves Oyster Point route, northeastern section of SSF, the Utah-Grand route, Genentech, SSF Conference Center, and residents of the marinas. The South San Francisco Caltrain Shuttles provide first/last mile service from the South San Francisco Caltrain station to commuters and community members.

South SF Genesis Towers*Service Type: Commuter**Recommended Funding for FY 20/21 & 21/22: \$271,842*

Serves the Genesis Towers complex located at One, Two and Three Tower Place in South San Francisco. It also serves the South San Francisco Business Center located on Dubuque. The service operates during peak commute hours. Provides first/last mile service directly from two transit stations, BART and Caltrain, to commuters and community members.

South SF Ferry Terminal*Service Type: Commuter**Recommended Funding for FY 20/21 & 21/22: \$315,337*

Serves Oyster Point route, northeastern section of SSF, the Utah-Grand route, Genentech, SSF Conference Center, and Genesis Towers. Provides first and last mile service from the South San Francisco Ferry Terminal to commuters and community members. The shuttles also serve as a vital link to transit coming from the East Bay in the event of a BART shutdown.

Daly City Shuttles

Bayshore Shuttle*Service Type: Commuter/Community**Recommended Funding for FY20/ 21 &21/ 22: \$341,000*

Connects residents in the City's Bayshore neighborhood with public transportation options including SamTrans, Muni, and BART (Daly City and Balboa Park stations). Serves commuters during peak commute hours and the community during the midday.

Peninsula Corridor Joint Powers Board (JPB) Shuttles

Campus Drive

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$265,300

Serves between Hillsdale Caltrain Station and the Campus Drive area. Provides residential stops along West Hillsdale Blvd during commute hours.

Electronic Arts (EA)

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$160,000

Serves between the San Carlos Caltrain Station and employer, Electronic Arts, during commute hours.

Bayshore/Brisbane Commuter

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$197,900

Provides service between the Bayshore Caltrain Station and the Brisbane – Crocker Industrial Park area. In addition, services various residential stops along San Bruno Avenue during commute hours.

Lincoln Centre

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$274,900

Provides service between the Hillsdale Caltrain Station and businesses in the Lincoln Centre area in North Foster City during commute hours.

Mariners' Island

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$274,900

Provides service between the Hillsdale Caltrain Station and the Mariners' Island area during commute hours.

Millbrae/Broadway

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$266,000

Non-stop shuttle service between Broadway and Millbrae Caltrain stations. Operates on weekday morning and afternoon/evening schedule and serves only Broadway station on weekends.

Norfolk

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$251,800

Provides service to Hillsdale Caltrain Station and various area office buildings during commute hours. In addition, the shuttle serves residential areas of Lakeshore and Fiesta Gardens.

Pacific Shores

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$300,000

Provides service eastside of Redwood City Caltrain Station and Pacific Shores Center during commute hours.

Menlo Park Shuttles

Crosstown Shuttle

Service Type: Community

Recommended Funding for FY 20/21 & 21/22: \$617,099

Provides residents of Belle Haven neighborhood direct connection to Downtown Menlo Park, Stanford Shopping Center and Menlo Park Caltrain Station.

Marsh Road Shuttle

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$468,600

Provides service between Menlo Park Caltrain Station and the Marsh Road business parks area during commute hours.

Willow Road Shuttle

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$249,200

Provides service between Menlo Park Caltrain Station and the Willow Road business area during commute hours.

SamTrans Shuttles

Bayhill San Bruno

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$180,000

Provides service between San Bruno BART Station and the San Bruno Business Park area during commute hours.

Seton Medical

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$160,000

Provides service between the Daly City BART Station, Daly City Civic Center and Seton Medical Center.

Sierra Point

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$190,000

Provides service between Balboa Park BART Station and Sierra Point area office buildings, near Brisbane Bayside, during commute hours.

Bayshore/Brisbane Senior

Service Type: Door to Door

Recommended Funding for FY 20/21 & 21/22: \$224,400

Serves seniors to conduct daily tasks connecting with San Francisco MUNI and SamTrans to access social services, community centers and shopping.

San Mateo County College District Shuttles

Skyline College Express

Service Type: Commuter

Recommended Funding for FY 20/21 & 21/22: \$294,597

Provides direct, non-stop service, connecting the Daly City BART Station to Skyline College, with 11 round-trips when classes are in session.

South San Francisco Shuttles

South City Shuttle

Service Type: Community

Recommended Funding for FY 20/21 & 21/22: \$1,002,225

Service begins and ends at the SSF BART Station, making connections to SamTrans bus routes and is within walking distance to SSF Caltrain Station. Provides underserved areas, such as Holly Avenue, Hillsdale Avenue, West Orange and Alida Way.

San Mateo County Shuttle Program Criteria

Eligibility Criteria		San Mateo County Shuttle Program Call for Projects FY 20/21 & FY 21/22											
Minimum Local Match	<ul style="list-style-type: none"> - 25% funding match for: 1) existing shuttles that do not exceed the applicable operating cost/passenger benchmark by more than 50% and 2) all new shuttles and existing shuttles that have been in operation for less than two years ¹ - 50% funding match for existing shuttles in operation for 2 years or more that fail to meet the applicable operating cost per passenger benchmark by 50% or more based on FY18/19 performance data. (More recent performance data covering a full 12 months may be applied if available at the time the application is submitted.) 												
Local Match	<ul style="list-style-type: none"> - Measure A Local Streets and Transportation funds may be used. - C/CAG or Measure A funds from programs other than Local Streets and Transportation cannot be used as the local match for either funding agency. 												
Program Purpose	- Provide local shuttle services for residents and employees to travel within or to connect with regional transportation/transit service within San Mateo County.												
Eligible Applicants	<ul style="list-style-type: none"> - Local jurisdictions and/or public agencies are eligible applicants for the funds; however, they must obtain a letter of concurrence/sponsorship from SamTrans. They may partner with other public, non-profit or private entities to co-sponsor shuttles. - Grant applicants may also contract with other public, non-profit or private entities to manage and/or operate the shuttle service. 												
Eligible Costs	<ul style="list-style-type: none"> - Costs directly tied to the shuttle service, such as operations, marketing and outreach, and staff time directly associated with shuttle administration are eligible. - Leasing of vehicles is an eligible expense; vehicle purchase is not. - Overhead, indirect or other staff costs are not eligible. 												
Minimum Requirements	<ul style="list-style-type: none"> - Project is located in San Mateo County - Project is a shuttle service that meets local mobility needs and/or provides access to regional transit. - Funding is for operations open to the general public - Shuttles must be compliant with the Americans with Disabilities Act(ADA). 												
Other Requirements	- Any change to the proposed service prior to implementation or during the funding period must be approved by the funding agency (TA or C/CAG) with the concurrence of SamTrans.												
Screening Criteria		Existing Shuttles	New Shuttles										
Non-Supplantation Certification	Funding request does not substitute for existing funds.		Funding request does not substitute for existing funds.										
Letter of Concurrence/Sponsorship	Evidence of coordination with SamTrans, through a letter of concurrence from SamTrans, that shuttle routes do not duplicate SamTrans fixed-route or other public shuttle service, is required. If there are proposed route and/or schedule changes to existing shuttle service, applicant shall provide a letter of concurrence from SamTrans regarding the proposed changes.		Evidence of coordination with SamTrans, through a letter of concurrence from SamTrans, that proposed shuttle routes does not duplicate SamTrans fixed route or other public shuttle service, is required.										
Governing Board Resolution	A governing board resolution in support of the project is required.												
Technical Assistance	Sponsors of new as well as existing shuttles that have not met the established cost/passenger and passengers/service hour benchmarks from FY 18/19 are required to consult with SamTrans operations planning staff for community serving shuttles and Commute.org for commuter shuttles prior to the submission of a funding application for guidance on how to best provide cost effective service to meet the identified need. If SamTrans and/or Commute.org apply as sponsors to receive funding from the San Mateo County Shuttle program, they must document the actions that will be taken to improve performance for any of their existing shuttles that do not meet the applicable cost/passenger and passengers/service hour benchmarks.												
Scoring Criteria		Existing Shuttles	New Shuttles										
Need & Readiness	<p>Need – 20 points</p> <ul style="list-style-type: none"> - Provides service to an area underserved by other public transit - Provides congestion relief in San Mateo County - Provides transportation services to special populations (e.g. low income/transit dependent, seniors, disabled, other) and connects to the services used by these populations - Letters of support from stakeholders <p>Readiness – 15 points</p> <ul style="list-style-type: none"> - Solid service plan in place describing how the shuttle service will be delivered for the 2-year funding period including: <ol style="list-style-type: none"> Service area (routes/maps, destinations served) Specific rail stations, ferry or major SamTrans transit centers served Schedule (days, times, frequency) - show coordination with scheduled transit service Marketing plan/activities (advertising, outreach, signage, etc.) Service Provider Administration and oversight (whom?) Monitoring/evaluation plan/activities (performance data, complaints/compliments, surveys) Co-sponsors/stakeholders (roles?) Ridership characteristics: e.g. commuter/ employees, seniors, students, etc Any significant changes to existing service Incorporation of any changes to the service plan as a result of the required technical assistance consultation with SamTrans operations planning or Commute.org staff for existing underperforming shuttles - Solid funding plan with budgeted line items for: <ol style="list-style-type: none"> Contractor (operator/vendor) cost. (inc. fuel surcharge if applicable) Administrative (Staff oversight) Other direct costs (e.g. marketing) Total operating cost Notes/exceptions (e.g. projected differences between the 1st/2nd year costs) 		<p>Need – 25 points</p> <ul style="list-style-type: none"> - Provides service to an area underserved by other public transit - Provides congestion relief in San Mateo County - Provides transportation services to special populations (e.g. low income/transit dependent, seniors, disabled, other) and connects to the services used by these populations - Letters of support from stakeholders <p>Readiness – 25 points</p> <ul style="list-style-type: none"> - Solid service plan in place describing how the shuttle service will be delivered for the 2-year funding period including: <ol style="list-style-type: none"> Service area (routes/maps, destinations served) Service plan development Specific rail stations, ferry or major SamTrans transit centers served Schedule (days, times, frequency) - show coordination with scheduled transit service Marketing plan/activities (advertising, outreach, signage, etc.) Service Provider Administration and oversight (whom?) Monitoring/evaluation plan/activities (performance data, complaints/compliments, surveys) Co-sponsors/stakeholders (roles?) Ridership characteristics: e.g. commuter/ employees, seniors, students, etc Planning process for shuttles, including actions taken as a result of the required technical assistance consultation with SamTrans operations planning or Commute.org staff for new shuttles - Solid funding plan with budgeted line items for: <ol style="list-style-type: none"> Contractor (operator/vendor) cost (inc. fuel surcharge if applicable) Administrative (Staff oversight) Other direct costs (e.g. marketing) Total operating cost Notes/exceptions (e.g. projected differences between the 1st/2nd year costs) 										
Effectiveness	<p>Effectiveness – 35 points</p> <ul style="list-style-type: none"> - Annual average operating cost per passenger for the prior 12 months - Annual average passengers per revenue vehicle hour of service for the prior 12 months - Service links with other fixed route transit (more points for higher ridership routes) - Improves access from transit oriented development to major activity nodes - Reduces single occupant vehicle (SOV) trips and vehicle miles traveled (VMT), state assumptions and methodology used for any calculations 		<p>Effectiveness - 15 points</p> <ul style="list-style-type: none"> - Projected ridership, operating costs, and revenue vehicle hours of shuttle service to be provided in the first and second years of shuttle service. (State assumptions and document justification where possible) - Proposed service links with other fixed route transit (more points for higher ridership routes) - Proposed service improves access from transit oriented development to major activity nodes - Proposed service reduces single occupant vehicle (SOV) trips and vehicle miles traveled (VMT), state assumptions and methodology used for any calculations 										
Funding Leverage – 20 points	<p>Percentage of matching funds contribution:</p> <table style="width: 100%; border: none;"> <tr> <td style="border: none;"><u>Shuttles w/ min. 25% match reqmt.</u></td> <td style="border: none;"><u>Shuttles w/ min. 50% match reqmt.</u></td> </tr> <tr> <td style="border: none;">25 to < 50% - 5 to 10 points</td> <td style="border: none;">50 % or greater - 5 to 10 points</td> </tr> <tr> <td style="border: none;">50 to < 75% - 10 to 15 points</td> <td></td> </tr> <tr> <td style="border: none;">75 or greater - 15 to 18 points</td> <td></td> </tr> <tr> <td colspan="2" style="border: none;">Private sector funding proposed (supports less public subsidy) – 2 points</td> </tr> </table>		<u>Shuttles w/ min. 25% match reqmt.</u>	<u>Shuttles w/ min. 50% match reqmt.</u>	25 to < 50% - 5 to 10 points	50 % or greater - 5 to 10 points	50 to < 75% - 10 to 15 points		75 or greater - 15 to 18 points		Private sector funding proposed (supports less public subsidy) – 2 points		<p>Percentage of matching funds contribution:</p> <ul style="list-style-type: none"> 25 to < 50% - up to 10 points 50 to < 75% - up to 15 points 75 to < 99% - up to 18 points Private sector funding proposed (supports less public subsidy) – 2 points
<u>Shuttles w/ min. 25% match reqmt.</u>	<u>Shuttles w/ min. 50% match reqmt.</u>												
25 to < 50% - 5 to 10 points	50 % or greater - 5 to 10 points												
50 to < 75% - 10 to 15 points													
75 or greater - 15 to 18 points													
Private sector funding proposed (supports less public subsidy) – 2 points													
Policy Consistency & Sustainability	<p>Policy Consistency & Sustainability – 10 points</p> <ul style="list-style-type: none"> - Proposed shuttle is included in an adopted local, special area, county or regional plan (e.g. community-based transportation plan, general plan, Grand Blvd. Initiative, MTC Priority Development Area, etc.) - Supports jobs and housing growth/economic development - Use of clean fuel vehicle(s) for service - Shuttle accommodates bicycles 		<p>Policy Consistency & Sustainability – 15 points</p> <ul style="list-style-type: none"> - Proposed shuttle is included in an adopted local, special area, county or regional plan (e.g. community-based transportation plan, general plan, Grand Blvd. Initiative, MTC Priority Development Area, etc.) - Supports jobs and housing growth/economic development - Use of clean fuel vehicle(s) for service - Shuttle accommodates bicycles 										
	Maximum Point Total - 100		Maximum Point Total - 100										

¹ See Tables 1 & 2, next page, for details on Shuttle Operation Benchmarks and parameters for 50% match

Table 1 – FY 2020/21 & 2021/22 Shuttle Operation Benchmarks

Shuttle Type	Op. Cost/Passenger 20/21 & 21/22	Passengers Per Service Hour FY20/21 & 21/22 (Current CFP)
Commuter	\$9/passenger	15
Community	\$11/passenger	10
Door to Door	\$22/passenger	2

Table 2 - The following table shows how the 50% match would be applied for shuttles that fail to meet the applicable operating cost per passenger benchmark by 50% or more after 2 full years of operation:

Shuttle Type	Op. Cost/Passenger 20/21 & 21/22 (Current CFP)	Benchmark missed by 50% or more
Commuter	\$9/passenger	≥\$13.50/passenger
Community	\$11/passenger	≥\$16.50/passenger
Door to Door	\$22/passenger	≥\$33/passenger

C/CAG AGENDA REPORT

Date: May 14, 2020

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

From: Sandy Wong, Executive Director

Subject: Receive information on the preparation of a draft list of projects for potential Economic Stimulus legislation and provide input.

(For further information or questions, contact Sean Charpentier at 650-599-1462)

RECOMMENDATION

That the C/CAG Board discuss the draft list of projects for potential Economic Stimulus legislation. This item is for information only.

FISCAL IMPACT

There is no fiscal impact associated with this item.

BACKGROUND

The COVID-19 pandemic has imposed a severe social and economic cost on the Bay Area, the State, and the Nation. The Federal Government has passed three stimulus bills in response to the crisis. The transportation components of the bills have included funds for transit operators. There is the possibility of additional stimulus legislation that might include a focus on jobs, infrastructure investment, and other activities related to economic recovery. Other County Transportation Agencies (also known as Congestion Management Agencies) throughout the Bay Area are beginning to identify potential projects that could be included in a potential stimulus package. As such, C/CAG staff is taking the initiative to compile projects in San Mateo County to be prepared. This effort is beyond that which is currently taking place at MTC to support transit operators under the Coronavirus Aid, Relief, and Economic Security (CARES) Act. In April, the MTC programmed the first round of funding for transit operators, including Caltrain and Samtrans.

There is uncertainty about the form and details of the next stimulus legislation, such as the amount of funding, the project criteria, and how the funds would be distributed. It is highly likely that the criteria would include an emphasis on project readiness to accelerate investment and the creation of jobs. Past economic stimulus efforts often focused on the immediate investment of funds for construction projects due to the large and diverse number of jobs created by construction projects. The 2009 ARRA had a goal of allocating 50% of the funds to projects that were under construction within 120 days.

ANALYSIS

The challenge is to prepare a realistic list that reflects the significant need for investment in transportation projects within San Mateo County, and that includes projects that meet the guidelines of the legislation

and can be constructed. There are currently no draft guidelines for an infrastructure stimulus package.

Staff have prepared draft project lists with four categories of projects that are in the planning and design process. The list does not include projects that are conceptual phase. As the guidelines for an economic stimulus legislation are currently unknown, the project list will be refined to include projects that meet the objectives.

The projects and programs are consistent with the C/CAG mission and existing activities and generally of Countywide significance. Staff proposed the following four categories of potential projects.

1. **Countywide Roadway/Bike/Pedestrian Projects:** These are projects that are generally included in existing planning and program documents such as the Plan Bay Area 2050 project list (PBA 2050) recently approved by the C/CAG Board, and STIP or other programming documents. The PBA 2050 is a 30-year planning document that includes projects that are ready to start construction and many projects that are at the conceptual phase. The PBA 2050 list was the starting point for projects that could be eligible for the first draft. Due to the anticipated project readiness threshold, many projects in the PBA 2050 that are further out in the conceptual stage are not included in the draft list. See Attachment 1.
2. **Pavement management funds that would be allocated to jurisdictions within the County.** Pavement management investments help local jurisdictions to maintain their Pavement Condition Index, can be quickly implemented, generate local jobs, and improve facilities for bicyclists and pedestrians. As a placeholder, staff recommend \$22 million, which is equal to the 2019 San Mateo County total allocation of SB1 Road Maintenance and Rehabilitation Account (RMRA).
3. **Other Bicycle and Pedestrian Eligible Projects:** These are a variety of projects throughout the County. These are based on a preliminary list that will be refined. See Attachment 2.
4. **Regional Flood Control/Water Quality Improvement where C/CAG was involved.** See Attachment 3.

Staff have identified the stage of the project based on where it is in the project development process. The list includes projects that are at the design or planning stage.

1. **Design:** Generally, projects that have completed the environmental review and are in advanced stages of project design.
2. **Planning:** Projects that were working on securing environmental review and preliminary engineering.

The criteria for project readiness often include having environmental approval, design documents, and right of way certification. In general, projects that are in the design stage are closer to initiating construction and will likely score more highly on the project readiness scale.

There are approximately 36 total projects that cost \$1.5 billion and that require at least \$1.1 billion in additional funding to deliver.

Table 1: Estimated Total Project Costs (millions)

	Total Project Costs	Estimated Funding Required
Countywide Roadway/Bike/Ped Projects	\$1,451	\$1,093
Other Bike/Ped Projects	\$24	\$13
Regional Flood Control/Water Quality Improvement	\$13	\$5
Countywide Pavement Management	\$22	\$22
Total	\$1,511	\$1,133

The number of projects on the list will decrease as the project readiness status is refined and when specific legislative criteria are released. The budget amounts are primarily from the PBA 2050 and information from project sponsors. The amounts are subject to change because the PBA 2050 financial estimates were provided before the severe economic impact of the COVID 19 crisis.

Other key considerations are ensuring that there is regional equity within the County, and that projects that are recommended for funding will be fully funded and able to meet project readiness requirements. Also, it is expected that as the stimulus legislation progresses, local jurisdictions will submit their separate lists.

Staff will work with project sponsors to refine and update the list to reflect the current status of the projects and which projects are construction ready. The goal is to prepare a realistic list that reflects the significant need for investment in C/CAG projects, but is also composed of projects that meet the guidelines of the legislation and can be fully funded and constructed. This is the beginning of the process. C/CAG will present this item to the TAC, CMEQ, and return to the Board with an update at the June meeting.

ATTACHMENTS

1. Countywide Roadway Bike/Ped Projects
2. Other Bike/Pedestrian projects
3. Regional Flood Control/Water Quality Improvement Projects

Attachment 1: DRAFT Countywide Roadway/Bike/Ped Projects

#	Title	Sponsor	Total (YOE\$)	Estimated Gap \$	Phase
1	Route 101/Holly St Interchange Access Improvements	San Carlos	\$36	\$14	Design Phase
2	Improve U.S. 101/Woodside Road interchange	Redwood City	\$236	\$175	Design Phase
3	Route 1 Improvements in Half Moon Bay	Half Moon Bay	\$19	\$9	Design Phase
4	US 101/University Ave. Interchange Improvements	East Palo Alto	\$15	\$11	Design Phase
5	Smart Corridor Projects (SSF and Northern Cities Smart Corridor Project (Brisbane, Daly City, Colma))	CCAG	\$20	\$4	Design Phase
6	Highway 1 Gray Whale Cove Access Improvements		\$2	\$1	Design Phase
Design Phase Subtotal			\$328	\$214	
7	Hwy 1 / Manor Drive Overcrossing Improvement	Pacifica	\$25	\$24	Planning Phase
8	Implementation of managed lanes on U.S. 101 from I-380 to San Francisco County line (updated description)	San Mateo City/County Association of Governments (CCAG)	\$418	\$205	Planning Phase
9	Improve operations at U.S. 101 near Route 92 - Phase 1: Area Improvements	San Mateo City/County Association of Governments (CCAG)	\$26	\$25	Planning Phase
10	Improve operations at U.S. 101 near Route 92 - Phase 2: Direct Connector	San Mateo City/County Association of Governments (CCAG)	\$248	\$243	Planning Phase
11	US 101 Produce Avenue Interchange	South San Francisco	\$159	\$146	Planning Phase
12	U.S. 101 Interchange at Peninsula Avenue	San Mateo (City)	\$91	\$86	Planning Phase
13	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)	\$60	\$60	Planning and Implementation Phase
14	Hwy 1 operational & safety improvements in County Midcoast (acceleration/deceleration lanes; turn lanes; bike lanes; pedestrian crossings; and trails)	San Mateo County	\$9	\$6	Planning Phase
16	Reconstruct U.S. 101/Sierra Point Parkway interchange (includes extension of Lagoon Way to U.S. 101)	Brisbane	\$21	\$21	Planning Phase
17	I-280 improvements near D Street exit	Daly City	\$1	\$1	Planning Phase
18	Widen Millbrae Avenue between Rollins Road and U.S. 101 southbound on-ramp and resurface intersection of Millbrae Avenue and Rollins Road	Millbrae	\$16	\$16	Planning Phase
19	Construct a 6-lane arterial from Geneva Avenue/Bayshore Boulevard intersection to U.S. 101/Candlestick Point interchange - Environmental phase	Brisbane	\$19	\$19	Planning Phase
20	Extend Blomquist Street over Redwood Creek to East Bayshore and Bair Island Road	Redwood City	\$31	\$27	Planning Phase
Planning Phase Subtotal			\$1,124	\$879	
TOTAL					
			Total (YOE\$)	Estimated Gap \$	
			Design	\$214	
			Planning	\$879	
TOTAL			\$1,451	\$1,093	

City/Route	Title	Description	Cost	Estimated \$ GAP	Phase
1 Brisbane	Alvarado to San Benito Walkway	The project will improve a section of the central Brisbane alley between Alvarado St and San Benito Rd which is currently a steep dirt trail with installation of a concrete stairway path and lighting bollards. A handrail will be installed on one side, and a crosswalk and signage will be added to aid pedestrians crossing the street.	\$325,000	\$325,000	Design
2 Foster City	O'Neill Slough Trail Gap Closure Project (a part of the City's larger CIP project – Levee Protection Planning and Improvements Project)	Construct the section of O'Neill Slough Trail at the Cities of Belmont/Foster City limit line to the Bay Trail in Foster City, which is currently a dirt trail with carpet remnants to address rutting. Project improvements include constructing a Class I bicycle and pedestrian facility along this section of the trail on top of a new bridge over the O'Neill Slough. The proposed project will provide a "missing link" and close the gap between the Cities of Belmont and Foster City.	\$1,032,000	\$516,000	Design
3 Menlo Park	Middle Ave Pedestrian/Bicycle Undercrossing	This project will comprise of constructing a tunnel under the Caltrain railroad tracks and concrete ramps to and from the tunnel, providing a grade separated crossing under the Caltrain Railway, from El Camino Real (State Route 92) at Middle Avenue to Alma Street to create a new Class I pedestrian and bicycle path between east and west parts of Menlo Park.	\$20,000,000	\$8,500,000	Design
4 Pacifica	Palmetto Ave – Esplanade Ave Bicycle and Pedestrian Improvements Project	Combination of Class II and Class III bicycling facilities along Palmetto Ave, West Avalon Drive, and Esplanade Ave; pedestrian improvements will also be installed such as curb ramps, high-visibility crosswalks, and installation of RRFBs	\$350,000	\$315,000	Design
5 Portola Valley	Pedestrian Safety Improvements - Various locations in the Town of Portola Valley	Upgrade existing crosswalk facilities with new striping and adding new crosswalk signage. 9 Locations: Alpine Rd/Portola Rd, Portola Rd/Farm Road, Portola Rd/Westridge, Alpine Rd/Corte Madera Rd, Alpine Rd/Westridge Dr., Portola Rd/Grove Dr., Portola Rd at 900 Portola, Portola Rd/Wyndham, Shawnee Pass/ Iroquois Tr.	\$55,000	\$55,000	Design
6 Redwood City	Roosevelt Traffic Calming Pilot project	City intends to implement the pilot phase of Roosevelt traffic calming project from El Camino Real to Alameda de las Pulgas (1.5 mile). Planning phase started in March 2019 and will be presented to the City Council in June 2019.	\$20,000	\$200,000	Design
7 Redwood City	Jefferson/Cleveland & Jefferson/Clinton intersections pedestrian safety improvement/SR2S	Installing full signal and bike pockets at Cleveland intersection, installing HAWK at Clinton intersection.	\$250,000	\$250,000	Design
8 Redwood City	Hopkins Traffic Calming: Permanent project	The pilot project from El Camino Real to Alameda de las Pulgas was implemented in summer 2019 (More than 1 mile). City is seeking funding to make it permanent with some modifications to the current design.	\$400,000	\$400,000	Design
9 San Carlos	San Carlos Avenue Pedestrian Safety Improvement Project	Installation of sidewalk, curb, gutter, and curb ramps along San Carlos Avenue between Wellington and Beverly Drives; Traffic striping and pavement marking improvements.	\$2,000,000	\$2,000,000	Planning
10 San Bruno	Citywide Class III Bike Routes and Supporting Bike Facilities	The addition and enhancement of bike routes are proposed for corridors on lower speed and relatively less-trafficked routes that provide access through the City or connect to City destinations. Additional improvements would include high visibility shared lane markings, traffic diverters, speed feedback signs, and other traffic calming measures. The project would also add bicycle racks at key City facilities and a bicycle fix-it station at the BART station	\$300,000	\$270,000	Conceptual
11 San Bruno	Sidewalk Repair Project	The project includes sidewalk repairs and improvements to provide a safe and accessible public sidewalk. A sidewalk survey was completed in 2015-16 to identify sidewalk defects that are the City's or private property owners' responsibility to repair. Sidewalk locations scheduled for City repair each year are identified through the inventory assessment and by complaints received from residents. This project will replace sidewalk uplift caused by City's street trees and priority will be given to repair locations with the greatest sidewalk uplift.	\$500,000	\$450,000	Conceptual
12 San Bruno	ADA Curb Ramps	This project identifies and prioritizes areas requiring repair and installation of accessible curb ramp improvements, in compliance with the Americans with Disabilities Act (ADA). The City's ADA Transition Plan includes a list of recommended locations to install curb ramps along bicycle facilities throughout the City, primarily in locations without an existing curb ramp of where the ramps do not meet federal ADA specifications.	\$1,000,000	\$900,000	Conceptual
13 San Bruno	RRFB at Various Locations	This project includes adding high-visibility pedestrian crosswalk markings, rectangular rapid flashing beacon, yield lines and warning signs across various intersection locations throughout the City. The project will install bulb-outs at select locations.	\$1,000,000	\$900,000	Conceptual
14 San Bruno	Sidewalk Installation on Sneath Lane	This project will close the sidewalk gap and install approximately 3,570 LF of sidewalk, curb and gutter along the cemetery on Sneath Lane. ADA accessible ramps will be installed at street crossings.	\$1,500,000	\$1,500,000	Conceptual
15 San Bruno	Pedestrian Scale and Streetlight Upgrades in Downtown San Bruno	This project will install pedestrian scale and street lighting along Downtown San Bruno on San Mateo Avenue between El Camino Real along the path of the "ECR" Samtrans bus service and Huntington Avenue where the Caltrain Station is located. Pedestrian scale lights along the sidewalk and improved street lighting will increase the visibility of pedestrians and bicyclists through Downtown.	\$5,000,000	\$5,000,000	Conceptual
San Carlos(1)	Holly/101 Pedestrian Overcrossing Project	New bicycle pedestrian dedicated bridge over Highway 101 near Holly Street.			Design
East Palo Alto (1)	University Ave./101 Overcrossing				Design
(1) University Ave and Holly/101 are included in PBA Projects 17-06-0025 and 17-06-0017, respectively					
			Total Costs	Estimated \$ Gap	
Design			\$22	\$11	
Planning			\$2	\$2	
Conceptual			\$9	\$9	
Total			\$34	\$22	

Attachment 3: DRAFT Regional Flood Control/Water Quality Improvement Projects

Regional Flood Control/Water Quality Improvement					
City/Route	Title	Description	Cost	Estimated \$ GAP	Phase
Atherton	Cartan Field Stormwater Capture Project	The project would install a stormwater capture facility at Cartan Field (30 Alejandra Avenue), in Atherton, CA. Additional drainage improvements along El Camino Real are also proposed. The stormwater capture facility would include a diversion structure within Atherton Channel to re-direct all dry-weather urban runoff and a portion of wet-weather runoff through a pre-treatment device before conveying the water into a buried multi-chambered storage facility with a storage capacity of up to nine (9) acre-feet. The water would be filtered to remove mercury and PCBs then discharged back into the channel. The final size of the underground storage facility will be determined based on available funding. The Initial Study/Mitigated Negative Declaration (IS/MND) and Mitigation Monitoring and Reporting Program for the water capture facility at Cartan Field has been prepared, certified by the City Council and filed with eth County Recorder. Final design and permitting is scheduled to be completed in early 2021, with construction scheduled to begin in Spring/Sumer 2021.	\$13,000,000	\$5,000,000	Design
Design			\$13	\$5	
Planning			\$0	\$0	
Conceptual			0	0	
Total			\$13	\$5	

C/CAG AGENDA REPORT

Date: May 14, 2020

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

From: Sandy Wong, Executive Director

Subject: Review the initial draft, assumptions, and input on the C/CAG Fiscal Year 2020/21 Program Budget and Member Fees.

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

RECOMMENDATION

That the C/CAG Board of Directors review the initial draft, assumptions, and input on the C/CAG Fiscal Year 2020/21 Program Budget and Member Fees.

FISCAL IMPACT

In accordance with the proposed C/CAG 2020/21 Program Budget.

SOURCE OF FUNDS

Funding sources for C/CAG include member assessments, cost reimbursement from partners, grants, regional - State - Federal transportation and other funds, property tax/fee, Department of Motor Vehicle fees, State - Federal earmarks, and interest.

BACKGROUND

Each year, the C/CAG Board reviews the draft annual budget and member fees in the month of May and approves the final in June.

For fiscal year 2020/21, it is proposed that the total member fees and assessments as follows:

- Member Fees (including General Fund and Gas Tax Fees) – Same as that for FY 2019/20. These fees have been flat for the past 4 years.
- Congestion Relief Program Assessment – Same as that for FY 2019/20. This assessment is authorized by the C/CAG Board every four years. Annual countywide total is \$1,850,000. In response to the financial environment due to COVID-19, staff recommends providing an installment option to jurisdictions of paying 50% of the jurisdiction's share in FY 2020/21, while deferring the remaining 50% to a future fiscal year.

For budgeting purposes, the draft fee for each individual member agency was sent to City and County Managers on March 12, 2020. In the addition, the option for installment payment for the Congestion Relief assessment was sent on May 4, 2020.

Upon input from the C/CAG Board and Finance Committee at the May meetings, Final C/CAG Fiscal Year 2020/21 Program Budget and Fees will be submitted to C/CAG Board for approval on June 11, 2020.

Highlights on Draft FY 2020/21 Budget:

There is uncertainty in how revenues will be impacted by the COVID-19 pandemic. C/CAG revenues come from a variety of fund sources, including member contribution, vehicle registration fees, property taxes, Federal and State grants, other grants and cost-sharing contributions.

For fiscal year 2020/21 budgeting, staff assumed minor reductions in both vehicle registration fees and property taxes.

C/CAG manages its funds by grouping related revenues and expenditures into 10 specific Program Funds. For example, General Fund, Transportation Fund, Smart Corridor Fund, Stormwater (NPDES) Fund, Measure M (\$10 Vehicle Registration Fee) Fund, etc. Detail description for each of the Program Funds are provided in Attachment 4.

The General Fund is for C/CAG general overhead related revenues/expenditures. The allowable expenses, such as legal and accounting fees and printing costs, are shared by the other C/CAG program funds prorated based on the proportionate share. Airport/Land Use (ALUC) related expenses are fully funded by the General Fund.

The Express Lanes JPA Fund (C003) was created to tract expenses C/CAG incurred to support the San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA), a separate and independent agency. In accordance with the Joint Exercise of Powers Agreement between C/CAG and SMCTA which formed the SMCEL-JPA, C/CAG as well as the SMCTA provide certain staffing support to the SMCEL-JPA. In addition, since the SMCEL-JPA does not have a revenue source until toll collection begins, both C/CAG and SMCTA provides startup operating loans to the SMCEL-JPA for its operation. For FY 2019/20, a loan agreement has been executed for C/CAG to provide a loan up to \$872,456. For FY 2020/21, it is anticipated C/CAG will provide an Operating Loan to the SMCEL-JPA estimated at \$917,244, subjected to approval by both C/CAG Board and SMCEL-JPA Board at the June meetings. It is anticipated the SMCEL-JPA will repay C/CAG on these Operating Loans when it has positive revenues.

Effort to close out the AB1546 \$4 Vehicle Registration Fee fund (C08) is on-going. However, as shown in Agenda Item 5.3 above, many of the Joint Safe Routes to School and Green Infrastructures pilot projects funded by this fund have been delay, and project sponsors requested for one-year time extension.

During FY 2019-20, C/CAG backfilled two existing Program Director staff positions for the Transportation Programs.

For Stormwater Fund (C007), proposed expenditures have been reviewed by the Stormwater Committee. Both revenues and expenditures for this Fund is projected in increase in fiscal year 2020/21 mainly due to the success of obtaining external grants.

ATTACHMENTS

1. Proposed C/CAG Member Fee for Fiscal Year 2020/21.
2. FY 2019-20 C/CAG Projected Statement of Revenues, Expenditures, and Changes in Fund Balance.
3. FY 2020/21 C/CAG Projected Statement of Revenues, Expenditures, and Changes in Fund Balance.
4. Entire Draft Budget Book is provided under separate cover, available on-line at: <http://ccag.ca.gov/committees/board-of-directors/>

DRAFT C/CAG Member Fees - FY 2020-21

Agency	Population	Percent of Population	General Fund Fee	Gas Tax Fee	Total Fee
			\$ 275,651	\$ 410,452	\$ 686,103
Atherton	7,070	0.913%	\$ 2,516	\$ 3,747	\$ 6,263
Belmont	27,174	3.509%	\$ 9,672	\$ 14,401	\$ 24,073
Brisbane	4,691	0.606%	\$ 1,670	\$ 2,486	\$ 4,156
Burlingame	30,317	3.914%	\$ 10,790	\$ 16,067	\$ 26,857
Colma	1,512	0.195%	\$ 538	\$ 801	\$ 1,339
Daly City	109,122	14.090%	\$ 38,838	\$ 57,831	\$ 96,669
East Palo Alto	30,499	3.938%	\$ 10,855	\$ 16,163	\$ 27,019
Foster City	33,693	4.350%	\$ 11,992	\$ 17,856	\$ 29,848
Half Moon Bay	12,631	1.631%	\$ 4,496	\$ 6,694	\$ 11,190
Hillsborough	11,769	1.520%	\$ 4,189	\$ 6,237	\$ 10,426
Menlo Park	35,790	4.621%	\$ 12,738	\$ 18,968	\$ 31,706
Millbrae	23,154	2.990%	\$ 8,241	\$ 12,271	\$ 20,512
Pacifica	38,674	4.994%	\$ 13,765	\$ 20,496	\$ 34,261
Portola Valley	4,659	0.602%	\$ 1,658	\$ 2,469	\$ 4,127
Redwood City	85,319	11.016%	\$ 30,366	\$ 45,216	\$ 75,583
San Bruno	45,257	5.843%	\$ 16,108	\$ 23,985	\$ 40,092
San Carlos	29,864	3.856%	\$ 10,629	\$ 15,827	\$ 26,456
San Mateo	104,570	13.502%	\$ 37,218	\$ 55,419	\$ 92,637
South San Francisco	67,078	8.661%	\$ 23,874	\$ 35,549	\$ 59,423
Woodside	5,615	0.725%	\$ 1,998	\$ 2,976	\$ 4,974
San Mateo County	66,027	8.525%	\$ 23,500	\$ 34,992	\$ 58,492
TOTAL	774,485	100.000%	\$ 275,651	\$ 410,452	\$ 686,103

NOTES:
 1. C/CAG member fees are comprised of two portions: General Fund and Gas Tax.
 2. For FY 2020-21, C/CAG member fees for General Fund portion is proposed to stay the same as past 4 years (\$275,651).
 For FY 2020-21 C/CAG member fee For the Gas Tax portion is proposed to stay the same as past 4 years (\$410,452).
 3. Individual jurisdiction's share is based on new population data from Dept of Finance, 1/1/2019.

Congestion Relief Program (CRP) Assessment - FY 2020-2021

Agency	Percent of Population	Total Trips	% of Trips	Congestion Relief (One Full Year)	Congestion Relief (Half Year Installment)
Atherton	0.913%	45,201	0.89132%	\$ 16,689	\$ 8,344
Belmont	3.509%	156,279	3.08167%	\$ 60,960	\$ 30,480
Brisbane	0.606%	39,066	0.77034%	\$ 12,728	\$ 6,364
Burlingame	3.914%	278,460	5.49096%	\$ 87,000	\$ 43,500
Colma	0.195%	42,332	0.83475%	\$ 9,527	\$ 4,764
Daly City	14.090%	514,686	10.14910%	\$ 224,208	\$ 112,104
East Palo Alto	3.938%	109,433	2.15791%	\$ 56,387	\$ 28,193
Foster City	4.350%	202,400	3.99113%	\$ 77,159	\$ 38,579
Half Moon Bay	1.631%	89,658	1.76797%	\$ 31,439	\$ 15,720
Hillsborough	1.520%	54,917	1.08291%	\$ 24,073	\$ 12,037
Menlo Park	4.621%	275,259	5.42784%	\$ 92,953	\$ 46,476
Millbrae	2.990%	147,546	2.90946%	\$ 54,566	\$ 27,283
Pacifica	4.994%	206,200	4.06606%	\$ 83,801	\$ 41,901
Portola Valley	0.602%	29,645	0.58457%	\$ 10,972	\$ 5,486
Redwood City	11.016%	639,969	12.61956%	\$ 218,631	\$ 109,315
San Bruno	5.843%	294,349	5.80427%	\$ 107,742	\$ 53,871
San Carlos	3.856%	212,462	4.18954%	\$ 74,421	\$ 37,211
San Mateo	13.502%	784,576	15.47106%	\$ 268,000	\$ 134,000
South San Francisco	8.661%	442,379	8.72328%	\$ 160,804	\$ 80,402
Woodside	0.725%	39,034	0.76971%	\$ 13,826	\$ 6,913
San Mateo County	8.525%	467,397	9.21661%	\$ 164,112	\$ 82,056
TOTAL	100.000%	5,071,248	100.00000%	\$ 1,850,000	\$ 925,000

NOTES:
 1- The annual countywide Congestion Relief fund of \$1,850,000 is authorized by the Board every 4 years .
 2- Congestion Relief Fee is calculated based on population and trips generated, 50% each, respectively.

NPDES Member Fee - Estimate Only (not actual)

Agency	NPDES Basic (1)	NPDES	TOTAL NPDES
Atherton			
Belmont			
Brisbane	0 \$	10,325 \$	10,325 \$
Burlingame			
Colma	0 \$	3,575 \$	3,575 \$
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	0 \$	110,800 \$	110,800 \$
South San Francisco			
Woodside	\$ 8,598	\$ 9,752	\$ 18,350
San Mateo County			
TOTAL			

NOTES:
 1. NPDES assessments shown above are for INFO ONLY.
 2- Agencies not listed are collected by the Flood Control Dist.
 3- Basic fees for Brisbane, Colma, San Mateo are collected by the Flood Control District.
 4. NPDES assessments are based on total parcels in each jurisdiction.

C/CAG PROJECTED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE											
FY 2019-20										Total	
	Administrative Program (General Fund)	Transportation Programs	EL-JPA	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	DMV Fee (\$4) Program	Measure M (DMV Fee \$10)	
BEGINNING BALANCE	678,883	2,542,511	0	5,834,210	368,619	276,456	715,788	753,905	2,098,303	11,660,218	24,928,893
PROJECTED REVENUES											
Interest Earnings	18,022	47,569	15,677	109,712	1,451	3,112	15,996	13,194	34,348	225,481	484,562
Member Contribution	275,651	410,452	202,107	1,850,000	0	0	0	139,129	0	0	2,877,339
Cost Reimbursements-SFIA	0	10,000	0	0	0	0	0	0	0	0	10,000
MTC/ Federal Funding	0	1,221,186	0	0	0	0	0	0	0	288,535	1,509,721
Grants	0	0	0	0	0	268,416	0	418,416	0	0	686,832
DMV Fee	0	0	0	0	0	0	1,314,079	0	831	6,765,659	8,080,568
NPDES Fee	0	0	0	0	0	0	0	1,415,749	0	0	1,415,749
TA Cost Share	0	50,000	0	0	0	0	0	0	0	0	50,000
Miscellaneous/ SFIA	0	0	0	0	0	0	0	0	0	0	0
Street Repair Funding	0	0	0	0	0	0	0	0	0	0	0
PPM-STIP	0	43,161	0	0	401,000	0	0	0	0	0	444,161
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	0	0	0	0	0	0	0	0
Total Revenues	293,673	1,782,368	217,784	1,959,712	402,451	271,528	1,330,075	1,986,488	35,179	7,279,675	15,558,932
TOTAL SOURCES OF FUNDS	972,556	4,324,879	217,784	7,793,922	771,070	547,984	2,045,863	2,740,393	2,133,482	18,939,893	40,487,825
PROJECTED EXPENDITURES											
Administration Services	86,146	149,394	54,203	57,614	47,426	17,087	6,876	19,842	0	49,833	488,421
Professional Services	159,320	1,125,657	147,904	12,630	0	185,895	33,634	438,095	0	80,000	2,183,135
Consulting Services	42,260	339,788	0	298,914	925,940	187,500	116,825	1,357,729	246,834	1,361,102	4,876,892
Supplies	4,000	0	0	0	0	0	0	0	0	0	4,000
Prof. Dues & Memberships	0	0	0	4,000	0	0	0	46,089	0	0	50,089
Conferences & Meetings	5,230	3,538	0	0	0	16,355	0	5,500	0	60	30,682
Printing/ Postage	3,729	0	0	0	0	0	0	0	0	0	3,729
Publications	0	0	0	0	0	0	0	0	0	0	0
Distributions	0	0	0	732,443	0	0	769,896	2,500	377,556	4,799,857	6,682,252
OPEB Trust	42,802	0	0	0	0	0	0	0	0	0	42,802
Miscellaneous	500	0	0	0	0	0	0	1,000	0	0	1,500
Bank Fee	1,965	0	0	0	0	0	0	0	0	0	1,965
Audit Services	18,000	0	0	0	0	0	0	0	0	2,500	20,500
Loan to SMCEL JPA	0	0	872,456	0	0	0	0	0	0	0	872,456
Total Expenditures	363,952	1,618,377	1,074,563	1,105,601	973,366	406,836	927,231	1,870,755	624,390	6,293,352	15,258,422
TRANSFERS											
Transfers In	0	0	1,100,000	0	500,000	150,000	0	40,000	0	0	1,790,000
Transfers Out	0	0	0	1,750,000	0	0	0	0	0	40,000	1,790,000
Administrative Allocation	(217,470)	127,396	0	7,018	0	20,281	4,048	45,755	0	12,972	0
Total Transfers	(217,470)	127,396	(1,100,000)	1,757,018	(500,000)	(129,719)	4,048	5,755	0	52,972	0
NET CHANGE	147,191	36,595	243,222	(902,907)	(70,915)	(5,589)	398,796	109,978	(589,211)	933,351	300,510
TRANSFER TO RESERVES	3,346	400,000	0	180,000	0	0	0	0	0	220,000	803,346
TOTAL USE OF FUNDS	149,828	2,145,773	(25,438)	3,042,619	473,366	277,117	931,279	1,876,510	624,390	6,566,324	16,061,769
ENDING FUND BALANCE	822,728	2,179,106	243,222	4,751,303	297,704	270,867	1,114,584	863,883	1,509,092	12,373,569	24,426,057
RESERVE FUND											
Beginning Reserve Balance	40,000	400,000	0	120,000	0	0	0	120,000	0	120,000	800,000
Reserve Transfers In	0	400,000	0	180,000	0	0	0	0	0	220,000	800,000
Reserve Transfers Out	0	0	0	0	0	0	0	0	0	0	0
Ending Reserve Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000

Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance
 2- See individual fund summaries and fiscal year comments for details on Miscellaneous expenses.
 3- SMCRP - San Mateo Congestion Relief Program; TFCA - Transportation Fund For Clean Air; NPDES - National Pollutant Discharge Elimination System; Abatement.
 AVA - Abandoned Vehicle Abatement; DMV - Department of Motor Vehicles.

C/CAG PROGRAM BUDGET: REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE											
FY 2020-21											
	Administrative Program (General Fund)	Transportation Programs	EL-JPA	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	DMV Fee (\$4) Program	Measure M (DMV Fee \$10)	Total
BEGINNING BALANCE	822,728	2,179,106	243,222	4,751,303	297,704	270,867	1,114,584	863,883	1,509,092	12,373,569	24,426,057
PROJECTED REVENUES											
Interest Earnings	15,000	60,000	0	140,000	0	4,500	10,000	12,000	45,000	234,000	520,500
Member Contribution	275,651	410,452	266,000	925,000	0	0	0	142,927	0	175,000	2,195,030
Cost Reimbursements-SFIA	0	0	0	0	0	0	0	0	0	0	0
MTC/ Federal Funding	0	1,220,000	0	0	0	0	0	0	0	523,400	1,743,400
Grants	0	50,000	0	0	0	330,000	0	472,725	0	0	852,725
DMV Fee	0	0	0	0	0	0	1,704,195	0	15	6,767,000	8,471,210
NPDES Fee	0	0	0	0	0	0	0	1,386,373	0	0	1,386,373
TA Cost Share	0	0	0	0	0	0	0	0	0	50,000	50,000
Miscellaneous/ SFIA	0	0	0	0	0	0	0	0	24,231	0	24,231
Street Repair Funding	0	0	0	0	0	0	0	0	0	0	0
PPM-STIP	0	263,000	0	0	720,000	0	0	0	0	0	983,000
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	0	0	0	0	0	0	0	0
Total Revenues	290,651	2,003,452	266,000	1,065,000	720,000	334,500	1,714,195	2,014,025	69,246	7,749,400	16,226,469
TOTAL SOURCES OF FUNDS	1,113,379	4,182,558	509,222	5,816,303	1,017,704	605,367	2,828,779	2,877,908	1,578,337	20,122,969	40,652,525
PROJECTED EXPENDITURES											
Administration Services	92,393	161,000	72,000	62,000	55,000	20,000	8,000	40,000	0	50,000	560,393
Professional Services	177,000	1,228,939	185,000	13,008	0	335,000	34,643	456,129	2,500	90,000	2,522,219
Consulting Services	155,000	604,442	0	871,000	1,245,000	132,500	785,757	1,605,377	219,031	2,274,287	7,892,394
Supplies	5,000	2,000	1,000	0	0	0	0	0	0	0	8,000
Prof. Dues & Memberships	1,750	4,000	0	4,000	0	0	0	45,400	0	0	55,150
Conferences & Meetings	15,500	5,000	3,000	1,000	0	0	0	6,000	0	2,500	33,000
Printing/ Postage	10,000	6,000	3,000	0	0	0	0	0	0	0	19,000
Publications	4,000	3,000	0	0	0	0	0	0	0	0	7,000
Distributions	0	0	0	1,093,000	0	0	900,000	19,500	1,367,110	7,797,554	11,177,164
OPEB Trust	48,451	0	0	0	0	0	0	0	0	0	48,451
Miscellaneous	5,500	1,000	2,000	1,000	0	0	0	1,000	0	0	10,500
Bank Fee	3,500	0	0	0	0	0	0	0	0	0	3,500
Audit Services	22,500	0	0	0	0	0	0	0	2,500	2,500	27,500
Loan to SMCEL JPA	0	0	917,244	0	0	0	0	0	0	0	917,244
Total Expenditures	540,594	2,015,381	1,183,244	2,045,008	1,300,000	487,500	1,728,400	2,173,406	1,591,141	10,216,841	23,281,514
TRANSFERS											
Transfers In	0	0	700,000	0	600,000	150,000	0	40,000	0	0	1,490,000
Transfers Out	0	0	0	700,000	0	0	0	0	0	40,000	740,000
Administrative Allocation	-279,579	155,363	0	8,384	0	39,681	4,767	55,456	279	15,649	0
Total Transfers	-279,579	155,363	-700,000	708,384	-600,000	-110,319	4,767	15,456	279	55,649	-750,000
NET CHANGE	29,636	-167,292	-217,244	-1,688,392	20,000	-42,681	-18,972	-174,837	-1,522,174	-2,523,090	-6,305,046
TRANSFER TO RESERVES											
		0	0	0	0	0	0	0	0	0	0
TOTAL USE OF FUNDS	261,015	2,170,744	483,244	2,753,392	700,000	377,181	1,733,167	2,188,862	1,591,420	10,272,490	22,531,514
ENDING FUND BALANCE	852,364	2,011,814	25,978	3,062,911	317,704	228,186	1,095,612	689,046	-13,083	9,850,479	18,121,011
Restricted Fund Balance	0	2,011,814		3,062,911	317,704	228,186	1,095,612	689,046	-13,083	9,850,479	17,242,670
RESERVE FUND											
Beginning Reserve Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000
Reserve Transfers In	0	0	0	0	0	0	0	0	0	0	0
Reserve Transfers Out	0	0	0	0	0	0	0	0	0	0	0
Ending Reserve Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance.											
2- See individual fund summaries and fiscal year comments for details on Miscellaneous expenses.											
3- SMCRP - San Mateo Congestion Relief Program; TFCA - Transportation Fund For Clean Air; NPDES - National Pollutant Discharge Elimination System; Abatement.											
EL-JPA - SMC Express Lanes JPA; DMV - Department of Motor Vehicles.											

C/CAG AGENDA REPORT

Date: May 14, 2020

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

From: Sandy Wong, Executive Director

Subject: C/CAG Board Members share information and practices responding to COVID-19.

(For further information or questions, contact Sandy Wong at slwong@smcgov.org)

RECOMMENDATION

That C/CAG Board members share information and practices responding to COVID-19.

FISCAL IMPACT

None

BACKGROUND

In April, the C/CAG Board decided to place an agenda item at upcoming C/CAG Board meetings for members to share information and highlight efforts within their jurisdictions to address the COVID-19 situation. In addition, C/CAG staff offered to create a page on the C/CAG website to act as an online repository for any relevant information Board members wished to share. Staff has created this section of the website at <https://ccag.ca.gov/covid19/>, which is also directly accessible from the C/CAG homepage (<https://ccag.ca.gov>) by clicking on the main COVID-19 banner. The “C/CAG COVID-19 Corner” page currently includes a table with links to all member agency COVID-19 web pages, relevant other agency COVID-19 pages like Commute.org and 21 Elements, and has a section for providing any relevant highlights to which an agency would like to call attention. Attachment 1 shows a screenshot of a portion of the web page.

Board members may provide brief updates on any COVID-19 response activities of interest or ask questions of other Board members during this monthly agenda item. In addition, Board members should email the Executive Director any relevant information they would like to highlight on the COVID-19 Corner page.

ATTACHMENTS

1. C/CAG COVID-19 Corner Screenshot

C/CAG COVID-19 Corner

During these unprecedented and challenging times, tremendous efforts and innovative solutions are being generated by jurisdictions and community partners throughout San Mateo County to help “smooth the curve” of infection and also build resiliency in response to the pandemic. C/CAG has created this resource page to share what individual agencies and groups are doing to address ongoing impacts on our communities. This is a one-stop hub for getting access to COVID-19 focused content from each entity via the hyperlinked entity names in the first column of the table. The table also provides individual highlights about what unique resources and COVID-19 information are available on each page.

COVID-19 Resources

Entity + COVID-19 Page Link	Highlights
San Mateo County Health	Provides up-to-date public health information for San Mateo County
21 Elements	Provides a variety of resources, including safety protocols for inspections, sample notices for remote meetings/hearings, links to legislation and executive orders related to COVID-19, links to agency building/planning COVID information, continuity of operation plans, eviction moratoriums, and various electronic resources.
Commute.org	Updates on shuttle schedules
Atherton	
Belmont	
Brisbane	Note Regular Virtual Town Halls
Burlingame	Note 4/14 Virtual Town Hall
Colma	
Daly City	
East Palo Alto	
Foster City	
Half Moon Bay	
Hillsborough	
Menlo Park	
Millbrae	
Pacifica	
Portola Valley	Note regular letters to Town residents from the Mayor
Redwood City	
San Bruno	
San Carlos	
San Mateo City	
San Mateo County	
South San Francisco	
Woodside	

Recent Posts

[C/CAG COVID-19 Corner](#)

[Responses to Questions related to RFP for Equity Study Consultant US 101 Express Lanes](#)

[ADDENDUM No. 1 to the RFP for Equity Study Consultant SMCEL-JPA](#)

[US-101 Mobility Action Plan Survey](#)

[US 101 Express Lanes Project](#)

Archives

Archives

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C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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April 14, 2020

The Honorable Elaine Chao
Secretary
U.S. Department of Transportation
1200 New Jersey Avenue, S.E.
Washington, D.C. 20590

Re: BUILD Grant for Burlingame Broadway Station Project

Dear Secretary Chao:

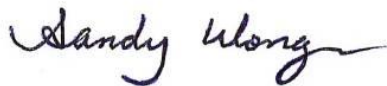
I write regarding the City of Burlingame's proposal for federal funding under the Better Utilizing Investments to Leverage Development (BUILD) program to construct the Burlingame Broadway Station Project. This project – a critical component of the larger Burlingame Grade Separation Project – is a top priority locally and regionally, and I urge you to give all due consideration to the City's proposal.

The existing station has two narrow, non-standard platforms serving two mainline tracks. This configuration does not provide enough space to widen the center platform. Because of these structural deficiencies, the station is required to operate under the federal holdout rule requiring approaching trains to wait until the station area is clear of stopped trains. This situation negatively impacts station operations: since 2005, the station has only received service on weekends which precludes the immense opportunity for weekday commuter usage along one of the most heavily travelled corridors in the nation.

The Burlingame Broadway Station Project addresses the holdout rule problem. Rebuilding the station with a single, center-board platform, when coupled with other components of the Broadway Grade Separation Project, will allow much-needed commuter service to return to Burlingame. The project will allow efficient train movement through Burlingame and will significantly increase systemwide speed and reliability. In addition to the new platform, the project includes installation of new station amenities, including but not limited to mechanical, electrical, and communication facilities.

It is my understanding the City of Burlingame is applying concurrently for an INFRA grant to fund the Grade Separation Project. I strongly support both grant applications and urge you to support funding for these essential projects.

Sincerely,



Sandy Wong
Executive Director
City/County Association of Governments of San Mateo