

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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

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

Meeting No. 330

DATE: Thursday, June 11, 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/85965738731?pwd=eDZkM2JtemQyTTJlc09lTWc1SVpyZz09>

Meeting ID: 859 6573 8731

Password: 080324

Join by Phone:

(669) 900-6833

Meeting ID: 859 6573 8731

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

None.

5.0 ACTION TO SET AGENDA AND APPROVE CONSENT AGENDA ITEMS

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

- 5.1 Approval of the minutes of regular business meeting No. 329 dated May 14, 2020.
ACTION p. 1
- 5.2 Review and approval of Resolution 20-22 determining that the Genentech Master Plan Update and related Zoning Amendments to increase the build-out potential within the 207-acre Genentech Campus in South San Francisco are conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.
ACTION p. 8
- 5.3 Review and approval of Resolution 20-23 determining that the Olympic Way Retreat, including General Plan Amendment and related entitlements at 2152 Olympic Way, Daly City, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.
ACTION p. 28
- 5.4 Review and approve Resolution 20-24 authorizing the C/CAG Executive Director to execute a) Amendment No. 1 to Task Order EOA-10 for an additional amount not to exceed \$147,745 for end-of-season Water Year 2020 water quality monitoring activities (for a new total of \$474,854), b) new Task Order EOA-11 (not to exceed \$764,984) for general program support in Fiscal Year 2020-21, and c) new Task Order EOA-12 (not to exceed \$345,393) for initial Water Year 2021 water quality monitoring activities, all with Eisenberg, Olivieri, and Associates in support of the Countywide Water Pollution Program during 2020-21.
ACTION p. 40
- 5.5 Review and approve Resolution 20-25 authorizing the C/CAG Executive Director to execute task orders with Larry Walker Associates in an amount not to exceed \$150,000 for technical support to the Countywide Water Pollution Program in 2020-21, including initial Task Order LWA-06 for \$59,321.
ACTION p. 45
- 5.6 Review and approve Resolution 20-26 authorizing the C/CAG Executive Director to execute Task Order SGA-06 with S. Groner Associates in an amount not to exceed \$250,000 for public information and outreach technical support to the Countywide Water Pollution Program in 2020-21.
ACTION p. 49

- 5.7 Review and approve Resolution 20-27 authorizing the C/CAG Chair to execute Amendment No. 5 to the funding agreement with the Bay Area Water Supply and Conservation Agency, extending the term through Fiscal Year 2020-21 at no additional cost and revising program terms to provide additional pilot incentives for the countywide Rain Barrel Rebate Program. ACTION p. 53
- 5.8 Review and approval of Resolution 20-28 authorizing the C/CAG Chair to execute an agreement with the Peninsula Traffic Congestion Relief Alliance (Commute.org) in the amount of \$510,000 to provide the FY 2020/21 Countywide Voluntary Trip Reduction Program. ACTION p. 66
- 5.9 Review and approval of Resolution 20-29 authorizing the C/CAG Chair to execute an agreement with the Peninsula Traffic Congestion Relief Alliance (Commute.org) for the Carpool 2020 Rewards Based Incentives Program in the amount of \$108,000. ACTION p. 68
- 5.10 Fiscal Year 2020/21 Transportation Fund for Clean Air (TFCA) (40%) Program for San Mateo County:
- 5.10.1 Review and approval of Resolution 20-30 authorizing the C/CAG Chair to execute the Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the Fiscal Year 2020/21 Transportation Fund for Clean Air (TFCA) Program for San Mateo County for an amount up to \$1,404,195. ACTION p. 71
- 5.10.2 Review and approval of Resolution 20-31 authorizing the C/CAG Chair to execute a Funding Agreement with Peninsula Traffic Congestion Relief Alliance (Commute.org) in the amount of \$600,000 under the Fiscal Year 2020/21 Transportation Fund for Clean Air (TFCA) Program to provide the Countywide Voluntary Trip Reduction Program. ACTION p. 74
- 5.10.3 Review and approval of Resolution 20-32 authorizing the C/CAG Chair to execute a Funding Agreement with the San Mateo County Transit District (SamTrans) in the amount of \$300,000 under the Fiscal Year 2020/21 Transportation Fund for Clean Air (TFCA) Program for the BART Shuttle Program. ACTION p. 77
- 5.11 Review and approval of Resolution 20-33 authorizing the C/CAG Chair to execute a funding agreement with SamTrans for the allocation of Measure M Funds for Fiscal Years 2020/21 in the amount of \$1,400,000. ACTION p. 80
- 5.12 Review and approval of the Finance Committee's recommendation of no change to the investment portfolio and accept the Quarterly Investment Reports as of December 31, 2019 and March 31, 2020. ACTION p. 83
- 5.13 Review and approval of Resolution 20-34 authorizing the C/CAG Chair to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 2020-21 in an amount not to exceed \$150,000. ACTION p. 93

- 5.14 Review and approval of Resolution 20-35 authoring the C/CAG chair to execute Amendment No. 2 to an agreement between C/CAG and DNV GL Energy Services USA, Inc. for climate action planning services in an amount of \$48,500 for a new total amount not to exceed \$193,500 through June 30, 2021. ACTION p. 105
- 5.15 Review and approval of Resolution 20-36 authorizing the Chair to execute the First Amended and Restated Cooperative Agreement between Bay Area Infrastructure Financing Authority (BAIFA), San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA), San Mateo County Transportation Authority (SMCTA) and City/ County Association of Governments of San Mateo County (C/CAG) for toll system installation. ACTION p. 108
- 5.16 Receive update information on the preparation of a draft list of projects for potential Economic Stimulus legislation and provide input. INFORMATION p. 112
- 5.17 Review and approval of Resolution 20-37 adopting the distribution policy for Fiscal Year 2020-21 State Transit Assistance (STA) Population-Based funds among the STA-eligible transit operators and funds that will be spent benefiting Communities of Concern for the subsequent fiscal year. ACTION p. 120
- 5.18 Review and approval of reallocation of Transportation Development Act Article 3 (TDA 3) funds:
- 5.18.1 Review and approve a request for reallocation of FY 2017-18 Transportation Development Act Article 3 (TDA 3) funds for the City of San Bruno Huntington/San Antonio Bicycle Corridor Project. ACTION p. 125
- 5.18.2 Review and approve a request for reallocation of FY 2015-16 Transportation Development Act Article 3 (TDA 3) funds for the City of South San Francisco Linden Avenue Complete Streets Safety Project. ACTION p. 129
- 5.18.3 Review and approve a request for reallocation of FY 2017-18 Transportation Development Act Article 3 (TDA Article 3) funds for the City of Millbrae Transit Center to Spur Trail Connection Project. ACTION p. 133
- 5.19 Review and approval of Resolution 20-38 authorizing the C/CAG Chair to execute Amendment No. 8 to the agreement between C/CAG and the City of San Carlos to provide financial services to C/CAG for an amount not to exceed \$95,300 for Fiscal Year 2020-21. ACTION p. 136
- 5.20 Review and approval of Resolution 20-39 authorizing the prefunding of OPEB in an amount of \$48,452 for Fiscal Year 2019-20 through the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS. ACTION p. 142

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. 146

- 6.2 Review and approval of funding decisions for San Mateo County Smart Corridor Project:
- 6.2.1 Review and approval of authorizing the Executive Director to submit an allocation request to the California Transportation Commission (CTC) for the Senate Bill (SB1) Local Partnership Program (LPP) Formula Funds for FYs 2019/20 through 2022/23 in the amount of \$722,000 to support the Northern Cities Smart Corridor Project. ACTION p. 150
 - 6.2.2 Review and approval of postponing the implementation of some Carpool 2020 program components and redirecting a portion of the Transportation Fund for Clean Air (TFCA) County Program Manager funds to the design phase of the Northern Cities Smart Corridor project. ACTION p. 153
 - 6.2.3 Review and approval of Resolution 20-40 authorizing the C/CAG Chair to execute a funding agreement with City of South San Francisco to purchase conduits for the Smart Corridor project in an amount not to exceed \$300,000. ACTION p. 156
- 6.3 Review and approve Resolution 20-41 adopting the C/CAG Fiscal Year 2020-21 Program Budget and Member Fees (*Special voting procedures apply*). ACTION p. 160
- 6.4 C/CAG Board Members share information and practices responding to COVID-19. INFORMATION p. 166

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

None.

10.0 ADJOURNMENT

Next scheduled meeting July 9, 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

C/CAG

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BOARD MEETING MINUTES

Meeting No. 329
May 14, 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 Marie Chuang called the meeting to order at 6:30 p.m. Roll call was taken.

Atherton	– Elizabeth Lewis
Belmont	– Davina Hurt
Burlingame	– Ricardo Ortiz
Colma	– Diana Colvin
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:

Brisbane

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

Kaki Cheung – C/CAG Staff
 Ried Bogert – C/CAG Staff
 Susy Kalkin – C/CAG Staff
 Van Ocampo – C/CAG Staff
 Jeff Lacap – C/CAG Staff
 Mikaela Hiatt – C/CAG Staff
 Kim Wever – C/CAG Staff
 Kim Springer – San Mateo County
 Leo Scott – Grey/Bowen/Scott
 Diana Reddy – Councilmember of Redwood City
 Rico Medina – Councilmember of San Bruno
 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. Instructions regarding how to make public comments during a videoconference meeting were provided in the agenda.

Mima Guilles, Clerk of C/CAG, informed the Chair that no public comments were received.

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.

C/CAG Chair and Board Members expressed heart-felt appreciations to the out-going C/CAG Chair Maryann Moise Derwin.

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

The Board received a PowerPoint presentation update from Leo Scott of Gray Bowen Scott on the progress of construction, COVID-19 impacts and opportunities and public outreach of the U.S. 101 Express Lanes Project construction work.

Sandy Wong, Executive Director, informed the Board there are also on-going activities at the San Mateo County Express Lanes JPA including A) kick-off the an Equity Study; B) negotiation of terms for a capital loan with the San Mateo County Transportation Authority (TA) for construction funding.

5.0 ACTION TO SET AGENDA AND APPROVE CONSENT AGENDA ITEMS

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

Board Member Ortiz MOVED approval of Items 5.1, 5.2, 5.4, 5.5 and 5.6. Board Member Rak SECONDED. Roll call was taken. MOTION CARRIED 20-0-0

- 5.1 Approval of the minutes of regular business meeting No. 328 dated April 9, 2020. APPROVED
- 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. APPROVED
- 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
- 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). INFORMATION
- 5.5 Review and approval of the appointment of Redwood City Councilmember Diana Reddy to the Congestion Management & Environmental Quality (CMEQ) Committee. APPROVED
- 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. APPROVED

6.0 REGULAR AGENDA

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

Reid Bogert provided updates from the May 14 Legislative Committee meeting. The legislative and policy updates included a briefing on the 2020 legislative session calendar and a focus on the impacts of COVID-19 on the fiscal year 2020-21 State budget. The Assembly and Senate returned to the Capitol for hearings on May 4 and May 11, respectively. The legislative calendar has also shifted back for summer recess, because of shelter in place. Legislative hearings are restricted mostly to COVID-19 response, with guidance from the committee chairs in both houses. The deadline for passing the State budget in both houses is June 15, which is a constitutionally set date that cannot be changed. The Governor has until July 1 to sign the budget, which may undergo further revisions with “trigger” cuts after federal tax revenues have been received in July. Other updates included briefings on non-COVID-19 related bill proposals, most of which are being postponed to future legislative sessions. The FASTER and SEAMLESS campaigns

are largely being postponed for future legislative sessions and ballot opportunities, though AB 2057 (Chiu) is moving forward with a reduced version of the bill that includes the formation of the Blue Ribbon Task Force to guide policy and development of way-finding and mapping for a more integrated regional transit system. No action was taken by the Committee.

- 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. APPROVED

The Board received a presentation from Kim Wever, C/CAG staff, on Rideshare to Transit Pilot.

Board Member G. Papan MOVED approval of Item 6.2. Board Member Carlton SECONDED. Roll call was taken. **MOTION CARRIED 20-0-0.**

- 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. APPROVED

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. APPROVED

The Board received a presentation from Kim Springer on 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.

Board Member Aguirre MOVED approval of Items 6.3.1 and 6.3.2. Board Member Ruddock SECONDED. Roll call was taken. **MOTION CARRIED 20-0-0.**

- 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. APPROVED

The Board received a presentation from Susy Kalkin, C/CAG staff, 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.

Board Member Aguirre MOVED approval of Item 6.4. Board Member Hurt SECONDED. Roll call was taken. **MOTION CARRIED 20-0-0.**

- 6.5 Receive information on the preparation of a draft list of projects for potential Economic Stimulus legislation and provide input. INFORMATION

The Board received a presentation from Sean Charpentier, C/CAG staff, on the information on the preparation of a draft list of projects for potential Economic Stimulus legislation and provide input. Sean Charpentier presented an overview of the legislation, MTC's recommended approach to economic stimulus legislation, potential C/CAG priorities, and next steps. This was an information item. No action was taken.

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

The Board received a presentation from Sandy Wong, Executive Director, on the Draft C/CAG Fiscal Year 2020/21 Program Budget and Member Fees. Board members provided comments on projection of revenues from property tax and gas tax. Board member also commented the review of Draft Budget by the Finance Committee prior to C/CAG Board would be desirable.

- 6.7 C/CAG Board Members share information and practices responding to COVID-19. INFORMATION

Board Members shared some of their city's best practices in response to COVID-19 as follows:

Board Member Matsumoto provided a list of activities to C/CAG staff in advance of the meeting:

- Enacted emergency ordinance placing a moratorium on small business and non-profit evictions due to non-payment of rent
- Provided \$250,000 in rental assistance to residents, administered by the YMCA
- Provided \$640,000 to fund a local small business loan/grant program, helping struggling businesses
- Deferred City Transient Occupancy (TOT) tax collection penalties to help local hotels and home sharing services.
- Organized food banks.
- Started a "Mail A Book" program, having homebound residents request books and have them mailed to them by staff – to date over 350 books have been sent.
- Opened the Community Learning Center to provide computer access to residents needing to apply for unemployment, create a resume or look for a job, all in a safe and clean environment

Board Member Ortiz:

- Recently held virtual town hall meeting and shared some information with the County of the programs the city is having which turned out well.

Board Member Rak:

- Working through the city with the newly set up community foundation website for people to go on if they need help or want to help.

Board Member D. Papan:

- When restaurants can open, they are thinking of closing off a few streets in the San Mateo downtown area and allowing seating on the streets, that way restaurants can entertain more patrons and still keep their distance and in hopes to take in more customers to restaurants and small businesses.

Board Member Ruddock:

- There were issues with people using the California Coastal trails without wearing their masks and not keeping social distancing. The City of Half Moon Bay came up with the idea to help the situation by making their own masks to say, “I love the Coastal trails” and hand them out to residents and visitors alike.

Board Member Aguirre:

- Started a program that has been successful called “slow streets” where barriers are put up mostly in high density areas with a lot of apartments to slow cars down.
- The Redwood City Education Foundation has given over \$350,000 to the rental assistance program. Had about 1500 requests for rental assistance in Redwood City and we’ll be able to fund at least one month for all the requests. Applications must be done online.

Board Member Mahanpour:

- Foster City has helped 50 businesses through their small business resilience program were small businesses where granted \$10,000.
- There is a “Safe Streets” program on Beach Park Boulevard around the levy which has blocked off one lane for joggers and cyclist to make it less crowded and safer.
- Donated to school’s education funds to help the children in Foster City to obtain hotspots so they can appropriately be able to do their school work.

Board Member Salazar:

- Taken the opportunity to kick start their social media presence and pushed a lot of information out through various channels.
- Through the community foundation and education foundation they have provided through their San Bruno cable now called CityNet Services, the free and low cost internet access for students that are in business learning and have coordinated with other agencies to provide laptops for students that were in need.

Board Member Gauthier:

- The East Palo Alto Mayor and Council have put a whole series of classes on Zoom so that the community can be involved in different aspects and training classes.
- Live in Peace, a non-profit organization has raised over a million dollars to help with rent in the community.
- Taken the time to reach out to the seniors in the community, not only to figure out what they need as far as food and other support, but to connect with them to search in case something happens in the future they’ll know who the vulnerable residents are and be able to reach out to them and ensure they are supported in case of an emergency.

7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports)

Board Member D. Papan informed the Board that the SMCEL-JPA will start the express lanes equity study. She also informed the Board that the SMCEL-JPA is working very hard to ensure and dedicate as much money as possible to future equity programs, by negotiating with the TA on the terms of the payback to the TA for construction funds.

7.2 Chairperson's Report

None.

7.3 Board Members Report/ Communication

Board Member Matsumoto gave an update on public transportation. For the month of April, Bart would have normally had 45,000 riders but has gone down to 2000 riders. Caltrain would have normally had 65,000 riders but has gone down to 1,300 riders. Buses are approximately down 75%.

Board Member G. Papan (Millbrae) gave an update that many transit agencies are down close to 95% in ridership. She has also asked the Executive Director to share the email from her regarding public transportation agencies. She serves on the Blue Ribbon Transportation Recovery Task Force, established to guide the future of the Bay Area's public transportation network as the region adjusts to new conditions.

7.0 EXECUTIVE DIRECTOR'S REPORT

Sandy Wong shared a graph depicting VMT comparing before and after COVID-19.

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 – 8:45 p.m.

C/CAG AGENDA REPORT

Date: June 11, 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 20-22 determining that the Genentech Master Plan Update and related Zoning Amendments to increase the build-out potential within the 207-acre Genentech Campus in South San Francisco are conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

(For further information please contact Susy Kalkin at kkalkin@smcgov.org)

RECOMMENDATION

That the C/CAG Board of Directors, acting as the San Mateo County Airport Land Use Commission, approve Resolution 20-22 determining that the proposed Genentech Master Plan Update and related Zoning Amendments are consistent with the applicable airport/land use policies and criteria contained in the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport (SFO ALUCP), subject to the following conditions:

- ❖ Prior to approval of the subject Project, the City of South San Francisco shall incorporate language into the Genentech Master Plan Zoning District to:
 - Address potential construction impacts that may require FAA review pursuant to FAR Part 77; and
 - Ensure compliance with SFO ALUCP Policy AP-4 “Other Flight Hazards are Incompatible” at a project specific level.

BACKGROUND

The subject project, which includes amendments to South San Francisco’s land use policies and ordinances, affects properties that are located within Airport Influence Area B (AIA B), the “Project Referral” area, for San Francisco International Airport. California Government Code Section 65302.3 states that a local agency General Plan, Zoning Ordinance and/or any affected specific plan must be consistent with the applicable airport/land use criteria in the relevant adopted Airport Land Use Compatibility Plan (ALUCP). In accordance with this requirement, the City of South San Francisco has referred the subject amendments to the C/CAG Board, acting as the San Mateo County Airport Land Use Commission, for a determination of consistency with the SFO ALUCP.

In general, the existing Genentech Master Plan calls for up to 4.7M square feet of office/research and development (R&D) space and related uses on the 207-acre campus located in the eastern portion of South San Francisco, adjacent to San Francisco Bay. The City is currently considering modifications to the Master Plan and Zoning Ordinance (Project) to increase the build-out potential to 9M square

feet (4.3M sf of additional space) within the campus and to allow buildings to be constructed to the maximum heights allowed by the FAA.

DISCUSSION

ALUCP Consistency Evaluation

Three sets of airport/land use compatibility policies in the SFO ALUCP relate to the Project: (a) noise compatibility policies and criteria, (b) safety policies and criteria, and (c) airspace protection policies. The following sections address each issue:

(a) Noise Policy Consistency Analysis

The Community Noise Equivalent Level (CNEL) 65 dB aircraft noise contour defines the threshold for aircraft noise impacts established in the SFO ALUCP. As depicted on Attachment 3, the Project Area is located outside of the 65dB CNEL noise contour, so the noise policies would not apply. Therefore, the Project would be consistent with the noise compatibility policies of the SFO ALUCP.

(b) Safety Policy Consistency Analysis

Runway Safety Zones - The SFO ALUCP includes five sets of safety zones and related land use compatibility policies and criteria. As shown on Attachment 3, the Genentech Campus is located outside of the safety zones established in the SFO ALUCP, and therefore the Project is not impacted by the safety zone policies.

(c) Airspace Protection Policy Consistency Analysis

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

The Project area is located within the FAR Part 77 airspace protection surfaces for San Francisco International Airport (see Attachment 4).

The Master Plan and zoning regulations contain the following section to ensure compliance with the SFO ALUCP policies regarding building heights:

"20.260.003 Building Heights.

The maximum building height shall be the lower of the height shown on the SFO Critical Aeronautical Surfaces Map, or the maximum height determined by the FAA as being "not a hazard to air navigation" based on an aeronautical study for any buildings exceeding the height of FAA Part 77 air surfaces. Buildings that do not exceed the height of FAA Part 77 air surfaces

are deemed not a hazard to air navigation.

While this section addresses overall building height compliance, there may be instances where construction activities, such as cranes, may create temporary obstructions that would require FAA review. Therefore, it is recommended that the following condition be included:

- ❖ Prior to approval of the subject Project, the City of South San Francisco shall incorporate language into the Genentech Master Plan Zoning District to address potential construction impacts that may require FAA review pursuant to FAR Part 77.

Other Flight Hazards - Within AIA B, certain land use characteristics are recognized as hazards to air navigation and, per SFO ALUCP Policy AP-4, need to be evaluated to ensure compatibility with FAA rules and regulations. These characteristics include the following:

- Sources of glare, such as highly reflective buildings, building features, or blight lights including search lights, or laser displays, which would interfere with the vision of pilots in command of an aircraft in flight
- Distracting lights that could be mistaken for airport identification lightings, runway edge lighting, runway end identification lighting, or runway approach lighting
- Sources of dust, smoke, water vapor, or steam that may impair the visibility of a pilot in command of and aircraft in flight
- Sources of electrical/electronic interference with aircraft communications/navigation equipment
- Any use that creates an increased attraction for wildlife, particularly large flocks of birds, that is inconsistent with FAA rules and regulations, including but not limited to *FAA Order 5200.5A, Waste Disposal Site On or Near Airports* and *FAA Advisory Circular 150/5200-33B, Hazardous Wildlife Attractants On or Near Airports* and any successor or replacement orders or advisory circulars.

The South San Francisco General Plan provides the following direction applicable to all parts of the City:

Policy 8.7-I-1 Do not permit land uses that pose potential hazards to air navigation in the vicinity of SFO. These land uses include the following:

- Any use that would direct a steady or flashing light of white, red, green or amber color towards an aircraft engaged in an initial straight climb following takeoff or toward a landing, other than FAA-approved navigational lights;
- Any use that would cause sunlight to be reflected toward an aircraft engaged in an initial straight climb following takeoff or toward an aircraft engaged in a straight final approach toward a landing;
- Any use that would generate smoke or rising columns of air;
- Any use that would attract large concentrations of birds within approach and climbout areas; and
- Any use that would engage electrical interference that may interfere with aircraft communications or aircraft instrumentation.

While this policy provides general direction, in accordance with the SFO ALUCP the local plan must describe how the local agency will ensure that these criteria will be incorporated into site-specific development projects. Therefore, the following condition is recommended:

- ❖ Prior to approval of the subject Project, the City of South San Francisco shall incorporate language into the Genentech Master Plan Zoning District to ensure compliance with SFO ALUCP Policy AP-4 “Other Flight Hazards are Incompatible” at a project specific level.

Overflight Notification

Airport Influence Area A – Real Estate Disclosure Area

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

Among the proposed amendments to the Genentech Master Plan Zoning District is a requirement that if any property is removed from the Genentech Master Plan District as a result of a real estate transaction (i.e., through an offer for sale or lease), the seller shall file a real estate disclosure consistent with state law.

Airport Land Use Committee Meeting

The Airport Land Use Committee considered this item at its May 28, 2020 meeting and unanimously recommended the project be found consistent with the policies of the SFO ALUCP subject to the two conditions discussed above.

ATTACHMENTS

1. Resolution 20-22
2. ALUCP application, together with related project description and exhibits.
 - a. Proposed Amendments to the Genentech Master Plan Zoning District (online only - <https://ccag.ca.gov/committees/airport-land-use-committee/>)
3. SFO CNEL Noise Contours and SFO Safety Zones
4. 14 CFR Part 77 Airport Imaginary Surfaces for SFO

RESOLUTION 20-22

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY, ACTING AS THE SAN MATEO COUNTY AIRPORT LAND USE COMMISSION, DETERMINING THAT THE GENENTECH MASTER PLAN UPDATE AND RELATED ZONING AMENDMENTS TO INCREASE THE BUILD-OUT POTENTIAL WITHIN THE 207-ACRE GENENTECH CAMPUS IN SOUTH SAN FRANCISCO ARE CONDITIONALLY CONSISTENT WITH THE COMPREHENSIVE AIRPORT LAND USE COMPATIBILITY PLAN FOR THE ENVIRONS OF SAN FRANCISCO INTERNATIONAL AIRPORT.

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), in its capacity as the San Mateo County Airport Land Use Commission, that,

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

WHEREAS, the Genentech Campus Master Plan Project Area in South San Francisco is located within Airport Influence Area B of San Francisco International Airport (SFO), the area subject to formal C/CAG/ALUC review; and

WHEREAS, the City of South San Francisco has referred the Genentech Master Plan Update and related Zoning Amendments to increase the build-out potential within the 207-acre campus (Project) to the C/CAG Board, acting as the San Mateo County Airport Land Use Commission, for a determination of consistency with the SFO ALUCP; and

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

- (a) Noise Policy Consistency Analysis - The 65 dB CNEL (Community Noise Equivalent Level) aircraft noise contour defines the threshold for airport noise impacts established in the SFO ALUCP. Per SFO ALUCP Exhibit IV-5, the Project Area is located outside of the 65dB CNEL noise contour, so the noise policies would not apply. Therefore, the Project is consistent with the noise compatibility policies of the SFO ALUCP.
- (b) Safety Policy Consistency Analysis - The SFO ALUCP includes five safety zones and related land use compatibility policies and criteria. Per SFO ALUCP Exhibit IV-8, the Project area lies outside of the safety zones established in the SFO ALUCP, and so is not impacted by the safety zone policies and is therefore deemed consistent.
- (c) Airspace Protection Consistency Analysis –
 - 1. **Structures** - The SFO ALUCP incorporates the provisions in Title 14 of the Code of Federal Regulations Part 77 (14 CFR Part 77), “Objects Affecting Navigable Airspace,” as amended, to establish height restrictions and federal notification requirements related to proposed development within the 14 CFR Part 77 airspace boundaries for San Francisco International Airport. The regulations contain three key

elements: (1) standards for determining obstructions in the navigable airspace and designation of imaginary surfaces for airspace protection, (2) requirements for project sponsors to provide notice to the Federal Aviation Administration (FAA) of certain proposed construction or alteration of structures that may affect the navigable airspace, and (3) the initiation of aeronautical studies, by the FAA, to determine the potential effect(s), if any, of the proposed construction or alteration of structures on the subject airspace.

The Project area is located within the FAR Part 77 airspace protection surfaces for San Francisco International Airport, and the Master Plan and zoning regulations contain specific measures to ensure compliance with the SFO ALUCP policies regarding building heights, as follows:

“20.260.003 Building Heights.

The maximum building height shall be the lower of the height shown on the SFO Critical Aeronautical Surfaces Map, or the maximum height determined by the FAA as being “not a hazard to air navigation” based on an aeronautical study for any buildings exceeding the height of FAA Part 77 air surfaces. Buildings that do not exceed the height of FAA Part 77 air surfaces are deemed not a hazard to air navigation.”

As there may be instances where construction activities, such as cranes, may create temporary obstructions that would require FAA review, a condition is included herein to require the proposed ordinance language be amended to reference FAA notification requirements will also apply to temporary construction related impacts.

2. Other Flight Hazards - Within AIA B, certain land use characteristics are recognized as hazards to air navigation and, per SFO ALUCP Policy AP-4, need to be evaluated to ensure compatibility with FAA rules and regulations. While the South San Francisco General Plan provides related policy direction applicable to all parts of the City, in accordance with the SFO ALUCP the local plan must describe how the local agency will ensure that these criteria will be incorporated into site-specific development projects, so a condition is included herein to require the ordinance language be amended to assure compliance with SFO ALUCP Policy AP-4.

WHEREAS, the Project site is located within Airport Influence Area (AIA) A for San Francisco International Airport, where the real estate disclosure requirements of state law apply. SFO ALUCP Policy IP-1 requires a statement be included in property transfer documents that (1) indicates the subject property is located within an airport influence area (AIA) boundary and (2) that the property may be subject to certain impacts from airport/aircraft operations. This requirement is included in the proposed Project amendments, and so is compliant with SFO ALUCP Policy IP-1; and

WHEREAS, at its May 28, 2020 meeting, based on the factors listed above and subject to the conditions identified, the Airport Land Use Committee recommended that the C/CAG Board of Directors, acting as the Airport Land Use Commission, determine that the Project is consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport; and,

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments for San Mateo County, acting as the San Mateo County Airport Land Use

Commission, that subject to the conditions contained in Exhibit A, attached, the Project is determined to be consistent with the applicable airport land use policies and criteria contained in the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF JUNE 2020.

Marie Chuang, Chair

Resolution 20-22 – Conditions of Consistency Determination:

1. *Prior to approval of the subject Project, the City of South San Francisco shall incorporate language into the Genentech Master Plan Zoning District to:*
 - a. *Address potential construction impacts that may require FAA review pursuant to FAR Part 77;*
and
 - b. *Ensure compliance with SFO ALUCP Policy AP-4 “Other Flight Hazards are Incompatible” at a project specific level.*



APPLICATION FOR LAND USE CONSISTENCY DETERMINATION

San Mateo County Airport Land Use Commission

C/CAG ALUC

APPLICANT INFORMATION

Agency: City of South San Francisco

Project Name: Genentech Master Plan Update

Address: 350 DNA Way

APN: multiple

City: South San Francisco

State: CA

Zip Code: 94080

Staff Contact: Tony Rozzi, Principal Planner, City of South San Francisco

Phone: (650) 877-8535

Email: Tony.Rozzi@ssf.net

PROJECT DESCRIPTION

Project Location and Campus Description

The Genentech Campus is approximately 207 acres in size, located in the City of South San Francisco and along the shoreline of central San Francisco Bay. It is approximately 1.5 miles north of San Francisco International Airport (SFO) and 10 miles south of downtown San Francisco. The Genentech Campus is located on a prominent hillside and hilltop location at the easterly point of the East of 101 Area of South San Francisco (East of 101), and immediately adjacent to the San Francisco Bay. It is bounded by San Francisco Bay to the northeast, east and south, and is connected to US 101 to the west by East Grand Avenue and Oyster Point /Forbes Boulevard (see **Figure 3-1 from the Draft EIR**).

The Campus is located in an area known as South San Francisco's East of 101 Area, which contains over 200 biotechnology companies and 11.5-million square feet of biotechnology space. The Genentech Campus is the largest of these biotechnology campuses. The Genentech Campus currently comprises approximately 4.7 million square feet of building space within its 207 acres, at a Campus-wide floor-area-ratio (FAR) of approximately 0.52.

Master Plan Update

The Master Plan Update establishes a new overall growth limit within the Campus boundaries based on a total buildout at a maximum FAR of 1.0 times the total area of the Campus. This FAR is consistent with the City's current Genentech Master Plan zoning district provisions. Based on the FAR of 1.0 for all properties within the Campus, the overall buildout potential of the 207-acre Campus is just over 9 million square feet. This buildout

potential would enable construction of approximately 4.3 million square feet of net new building space, in addition to the approximately 4.7 million square feet of existing building space within the Campus.

The Master Plan Update identifies general locations where new development or redevelopment is most likely to occur. These locations, indicated as “Opportunity Sites”, include development of new building space on existing surface parking lots, combined with a new structured parking strategy. They also include redevelopment of older, less efficient buildings with new buildings that are larger, taller and more architecturally and functionally complex, infill development at locations within the Campus where vacant or under-used infill sites exist, and new buildings and/or parking structures constructed into existing hillsides. The Master Plan Update identifies these Opportunity Sites by general location (see **Figure 3-8 from the Draft EIR**), but does not establish precise boundaries for these sites, nor does it allocate these Opportunity Sites with a specific land use type or precise building space capacity. Rather, the Master Plan Update identifies Opportunity Sites within the Campus where a range of building space needs can be realized, and provides Genentech with the flexibility to program these Opportunity Sites over time as specific needs arise.

The Master Plan Update is intentionally flexible to enable Genentech to adapt its Campus to accommodate the building space needs of future scientific innovation and discovery, and to enable new and creative urban design to influence future building plans. To maximize flexibility, the Master Plan Update allows the land use mix within the Campus to evolve over time, depending upon Genentech’s future needs. To provide detail and specificity for the EIR, one potential detailed buildout scenario that meets the goals of the Master Plan Update (the EIR Project Description) was used for qualitative and quantitative analytical purposes (see **Figure 3-9 from the Draft EIR**). This EIR Project Description is specific enough to allow for detailed analysis in the EIR, and represents the maximum development potential that could occur within the Campus. This EIR Project Description is based on an estimate of projected employment growth and future building space needs by land use type and/or function, ultimately increasing building space from approximately 4.7 million square feet today, to a maximum of 9 million square feet at buildout (or approximately 4.3 million square feet of net new building space). This estimate includes a forecast growth of approximately:

- 1.6 million square feet of new lab space
- approximately 2.4 million square feet of net new office space
- approximately 0.3 million square feet of various types of employee amenity spaces, and
- assumes a net retention of the current nearly 1.3 million square feet of manufacturing, warehouse and distribution building space within the Campus

Genentech currently implements a successful transportation demand management (TDM) program, entitled gRide. The gRide program includes GenenBus commuter services, a DNA shuttle bus system, a private ferry system, transit incentives, a comprehensive marketing and communications program, and numerous additional TDM programs. The existing gRide program has reduced the number of single occupancy vehicles traveling to and parking at the Genentech Campus, thereby also reducing the pressure on employee parking demand. Based on 2017 TDM monitoring, Genentech’s gRide TDM program achieved a trip reduction rate for single-occupant vehicles of approximately 42 percent (i.e., approximately 42 out of 100 Genentech employees who arrive to work at the Campus use any number of available alternative transportation modes other than driving alone). As part of the Master Plan Update, Genentech proposes a goal of achieving a 50 percent reduction in drive-alone trips by buildout. The updated Genentech TDM program continues those existing TDM strategies that Genentech currently provides, and includes a menu of additional strategies that Genentech may use to refine or add to the existing gRide program as may be needed to meet future demands. To meet these TDM commitments, Genentech also proposes to establish a Trip Cap, limiting new vehicle trips arriving at the Campus to match the TDM requirement.

Genentech Master Plan Update Draft EIR

A Draft Environmental Impact Report (Draft EIR) was prepared for the Genentech Campus Master Plan. The Draft EIR cited the *Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport* (ALUCP), as used by the City/County Association of Governments of San Mateo County (C/CAG) to promote compatibility between the San Francisco International Airport (SFO) and surrounding land uses. The ALUCP compatibility criteria, as derived from the Federal Aviation Administration (FAA), are used to safeguard the general welfare of the public, and were described in the Draft EIR. The Draft EIR also indicated that the Genentech Campus is entirely within the SFO Airport Influence Area (AIA) and as such, the compatibility criteria contained within the ALUCP are applicable to land use plans and development within the Campus. The conclusion reached in the Draft EIR is that the Project, “is consistent with the noise, land use safety and building height criteria of the ALUCP, and would not conflict with plans and policies intended to protect and promote airport operations safety and/or airspace protection.”

The City of South San Francisco released the Draft EIR for public review on November 8, 2019. The 45-day public review and comment period on that Draft EIR ended on December 23, 2019. During that period, the City of South San Francisco held a public hearing before the City Planning Commission on December 19, 2019. Included among the public comments on the Draft EIR was a letter from the San Francisco International Airport (SFO), indicating the proximity of the Genentech Campus to SFO, and citing requirements for the City of South San Francisco to consider federal, State and local regulatory agency reviews specific to airport noise and land use compatibility standards, Federal Aviation Administration building height restrictions, and airspace safety criteria of the Airport Land Use Compatibility Plan (ALUCP).

The Draft EIR (page 13-4) recognizes that the Genentech Campus is entirely within the SFO Airport Influence Area (AIA). As such, the compatibility criteria specific to noise, safety and airspace protection as contained within the ALUCP are applicable to the Project, and the C/CAG Board will exercise its statutory duties to review the Project. Information from the Draft EIR, and responses to the SFO comment letter on that Draft EIR, are included in the relevant discussion areas below to assist the C/CAG in their review of this Project.

REQUIRED PROJECT INFORMATION:

For General Plan, Specific Plan or Zoning Amendments and Development Projects: Provide a copy of the relevant amended sections, maps, etc., together with a detailed description of the proposed changes, sufficient to establish the relationship of the project to the three areas of Airport Land Use compatibility concern (for example, a summary of the planning documents and/or project development materials describing how ALUCP compatibility issues are addressed):

a) Noise: Location of project/plan area in relation to the noise contours identified in the applicable ALUCP. Identify any relevant citations/discussion included in the project/plan addressing compliance with ALUCP noise policies.

Land Use Compatibility

The ALUCP establishes boundaries within which noise compatibility policies apply. These boundaries depict “noise impact areas” or noise compatibility zones, defined by noise contours at the 65 dB CNEL, 70 dB CNEL, and 75 dB CNEL contours. Noise compatibility policies apply to each noise impact area or contour. Commercial uses (e.g., offices and business) or industrial and manufacturing use and related structures, such as those proposed as

part of the Genentech Master Plan Update, are considered compatible without restrictions within all of these noise impact areas. As shown in **Draft EIR Figure 13-1** (attached), the Genentech Campus is not located within any of the ALUCP-identified noise impact areas. Thus, the ALUCP land use noise exposure criteria do not apply to the Project (and would not restrict the Project's proposed land uses, even if they did apply), and the Project is consistent with the ALUCP noise criteria.¹

Noise Impacts

The Draft EIR includes an evaluation of the potential exposure of people working in the Project Area to excessive noise levels due to their proximity to airport-related noise sources (Draft EIR impact Noise 6). That evaluation found that the Genentech Campus is not located within any of the ALUCP-identified noise impact areas, the ALUCP's noise exposure criteria do not apply to the Project and would not restrict proposed land uses, and the Project is consistent with the ALUCP noise criteria. No impact would occur, and no mitigation measures are required.²

Response to SFO Comments on the Draft EIR

SFO's comments on the Draft EIR noted that the Genentech Campus is located within Airport Influence Area B (which is a subarea of Area A), subject to the specific noise, safety and airspace protection policies applicable to Area B, and that the C/CAG Board shall exercise its statutory duties to review proposed land use policy actions such as the Project. The SFO letter also noted that within the broader Area A, real estate disclosure requirements of state law apply, pursuant to ALUCP Policy IP-1. Property owners are required to provide real estate disclosure regarding airport impacts. Although the Genentech Campus Master Plan Update is not proposing any residential development, potential overnight uses may be impacted. Such potential developments sensitive to noise will have to be evaluated on a case by case basis.

The response to this SFO comment notes that, as shown on Figure 13-1 of the Draft EIR, the Genentech Campus is located outside of the area subject to airport operations-related noise contours of 65 dBA CNEL, and is within an area where commercial and industrial land use and related structures (such as the Project) are compatible, without restrictions. The Genentech Campus Master Plan Update does not propose any noise sensitive uses that would require future evaluation. To the extent that Genentech Campus properties are required to include a real estate disclosure regarding airport impacts, such disclosures would be included in any future real estate transactions of Genentech-owned property within the Campus.³

¹ South San Francisco, Genentech Master Plan Update Draft EIR, November 2019, page 13-4

² South San Francisco, Genentech Master Plan Update Draft EIR, November 2019, page 14-24

³ South San Francisco, Genentech Master Plan Update Final EIR, May 2020, Response to Comment F-3

REQUIRED PROJECT INFORMATION:

For General Plan, Specific Plan or Zoning Amendments and Development Projects: Provide a copy of the relevant amended sections, maps, etc., together with a detailed description of the proposed changes, sufficient to establish the relationship of the project to the three areas of Airport Land Use compatibility concern (for example, a summary of the planning documents and/or project development materials describing how ALUCP compatibility issues are addressed):

b) Safety: Location of project/plan area in relation to the safety zones identified in the applicable ALUCP. Include any relevant citations/discussion included in the project/plan addressing compliance with ALUCP safety policies.

Land Use Compatibility

The ALUCP defines five safety zones within its AIA, and land use compatibility standards are established to restrict development of certain types of land uses that could pose particular hazards to the public or to vulnerable populations in case of an aircraft accident. As shown on **Figure 13-1 of the Draft EIR** (attached), none of the five safety zones associated with SFO apply to the Genentech Campus. Thus, the ALUCP's criteria for land use safety do not apply to the Project, and the Project is consistent with these criteria.⁴

Safety Hazards Related to a Public or Private Airport or Airstrip

The Draft EIR includes an evaluation of potential a safety hazards for people residing or working in the Project area (DIER impact Hazards 6). That analysis found that the Project is consistent with the land use safety criteria of the ALUCP, and would not conflict with plans or policies intended to protect and promote airport operations safety and/or airspace protection. None of the five safety zones or the ALUCP's criteria for land use safety associated with SFO apply to the Project.⁵

⁴ South San Francisco, Genentech Master Plan Update Draft EIR, November 2019, page 13-4

⁵ South San Francisco, Genentech Master Plan Update Draft EIR, November 2019, page 11-36

REQUIRED PROJECT INFORMATION:

For General Plan, Specific Plan or Zoning Amendments and Development Projects: Provide a copy of the relevant amended sections, maps, etc., together with a detailed description of the proposed changes, sufficient to establish the relationship of the project to the three areas of Airport Land Use compatibility concern (for example, a summary of the planning documents and/or project development materials describing how ALUCP compatibility issues are addressed):

c) Airspace Protection: Include relevant citations/discussion of allowable heights in relation to the protected airspace/proximity to airport, as well as addressment of any land uses or design features that may cause visual, electronic, navigational, or wildlife hazards, particularly bird strike hazards. If applicable, identify how property owners are advised of the need to submit Form 7460-1: Notice of Proposed Construction or Alteration, with the FAA.

Land Use Compatibility

The ALUCP includes plans and policies that minimize public exposure to potential safety hazards that could be created through the construction of tall structures, and that seek to protect the public interest in providing for orderly development at and near SFO, by ensuring that new development in the Airport environs avoids compromising the airspace in the Airport vicinity.

The criteria used in establishing these policies is based on the Code of Federal Regulations (CFR) 14, Part 77, Safe, Efficient Use and Preservation of the Navigable Airspace (Part 77), which governs the FAA’s review of proposed construction exceeding certain height limits, defines airspace obstruction criteria, and provides for FAA aeronautical studies of proposed construction. Pursuant to these federal regulations, any new structure or alterations to an existing structure (including portions of structures, mechanical equipment, flag poles, and other projections) with a height that would exceed Part 77 elevation thresholds is required to file a Notice of Proposed Construction or Alteration with the FAA. Part 77 Subpart C establishes obstruction standards for the airspace around airports including approach zones, conical zones, transitional zones and horizontal zones, known as “imaginary surfaces.” These imaginary surfaces rise from the primary surface (ground level at the SFO runways), and gradually rise along the approach slopes and sides of the runways. The FAA considers any objects that penetrate these imaginary surfaces as potential obstructions to air navigation. Obstructions may occur without compromising safe air navigation, but they must be marked, lighted and/or noted on aeronautical publications to ensure that pilots can see and avoid them.

The ALUCP also includes mapping that illustrates the critical aeronautical surfaces that protect the airspace required for multiple types of flight procedures (such as those typically factored into FAA aeronautical studies). These critical aeronautical surfaces depict the lowest elevations from all FAA-required obstacle clearance criteria to ensure safe separation of aircraft. Any proposed structures penetrating these critical surfaces are likely to receive a Determinations of Hazard from the FAA, and these surfaces indicate the maximum height at which structures can be considered compatible with Airport operations - see **Figure 13-2 of the Draft EIR** (attached).

Regulatory Requirements

The Draft EIR cites the regulatory requirements that the maximum heights of new buildings within the Campus shall comply with the height regulations and restrictions as established by FAA criteria. Pursuant to these height regulations, new buildings exceeding the FAA Part 77 “imaginary surface” height limits will be subject to FAA review and may be required to provide marking and/or lighting, or may not be found acceptable to the FAA if determined to have impacts to the safety or efficiency of operations at SFO. No new structures may exceed heights that penetrate critical aeronautical surfaces. As concluded in the Draft EIR, “compliance with FAA building height regulations would

ensure that the Project does not result in new buildings that exceed applicable ALUCP building height limits, and thus will be protective of public health, safety and welfare by minimizing the public’s exposure to potential safety hazards that could be created through the construction of tall structures.”

Application of Building Height Regulations

The following **Table 13-2** from the Draft EIR provides a generalized indication of how these FAA Part 77 surface contours apply to new buildings within the Project Area, and the implications for FAA notification and review (see **Figure 13-3 of the Draft EIR**, attached). To ensure consistency with ALUCP and FAA criteria, any new building exceeding these FAA Part 77 surface heights must apply to the FAA for review, thus ensuring consistency with ALUCP and FAA criteria.

Table 13-2: Applicable FAA Building Height Regulations and Restrictions					
	<u>Approx. Ground Level</u>	<u>Approx. FAA Part 77 Surface Height</u>	<u>Approx. Building Height Requiring FAA Review ¹</u>	<u>FAA Critical Surface Height</u>	<u>Approx. Building Heights Exceeding FAA Critical Surface ²</u>
Lower Campus(Bayview)	10	170	160	425	415
Lower Campus (near Gull)	20	200	180	450	430
Mid Campus (south)	50	163	110	375	325
Mid Campus (near Upper)	80	163	80	425	345
Upper Campus (north of DNA)	90	170	80	450	360
Upper Campus (south of DNA)	100	163	60	450	350
West Campus (near Grand)	30	163	130	350	320
West (near Forbes)	30	180	150	475	445
West (north of Forbes)	30	200	170	500	470
South	20	163	140	325	305

Notes:

1. New buildings exceeding these approximate heights are not expressly prohibited, but are subject to an aeronautical study prepared by the FAA and a determination by the FAA that the building is “not a hazard to air navigation”
2. New buildings may not exceed the Critical Aeronautic Surface heights.

Any proposed building that exceeds the critical aeronautical surface is presumed to be a hazard to aircraft operations and would not be acceptable. The Project does not propose any new buildings that would exceed critical aeronautical surface elevations, and thus is consistent with these ALUCP criteria.

Consistency with City Zoning

The Genentech Master Plan Update proposes numerous changes to the regulatory standards of the underlying South San Francisco zoning District (the Genentech Master Plan zoning district). Current building height are limited to 150 feet above ground surface. Among the proposed zoning changes, the Genentech Master Plan Update proposes new building height limits, based on applicable FAA criteria. To clarify the building height limits that are intended to apply any development project within the Campus, the EIR recommends the following mitigation measure:

MM Land Use 2 - Building Height Limits: Any proposed building within the Project Area that would exceed FAA notification heights shall file a Notice of Proposed Construction or Alteration with the FAA.

- a. Any structure that exceeds the Horizontal Surface Plane of 163.2 feet above mean sea level, that otherwise exceeds applicable FAA Part 77 criteria, or which exceed 200 feet above the ground level of its site shall be required to comply with the findings of an FAA aeronautical study. Structures subject to such FAA review shall comply with any FAA-recommended alterations in the building design and/or height, and any recommended marking and lighting of the structure as may be necessary to be found by the FAA as not posing a hazard to air navigation.
- b. The maximum height of new buildings within the Project area shall be the lower of the height shown on the SFO Critical Aeronautical Surfaces Map, or the maximum height determined by the FAA as being “not a hazard to air navigation” based on an aeronautical study.
- c. The Project proponent shall provide documentation to the City Planning Division demonstrating that the FAA has issued a ‘Determination of No Hazard to Air Navigation” when such determination is applicable.

OTHER REQUIRED PROJECT INFORMATION:

For General Plan, Specific Plan or Zoning Amendments and Development Projects, provide a copy of the relevant amended sections, maps, etc., together with a detailed description of the proposed changes, sufficient to provide the following:

2: Real Estate Disclosure requirements related to airport proximity

As indicated in proposed amendments to the Genentech Master Plan Zoning District (see attached), if any property is removed from the Genentech Master Plan District as a result of a real estate transaction (i.e., through an offer sale or lease), the seller shall file a real estate disclosure pursuant to the California Business and Professions Code, indicating that the property is within an Airport Influence Area in which current or future airport-related noise, overflight, safety or airspace protection factors may significantly affect land uses or necessitate restrictions on those uses as determined by the Airport Land Use Commission. To the extent that Genentech Campus properties are offered for sale or lease in the future, such disclosures would be included the real estate transactions. As no real estate transactions are currently proposed, no disclosures are required at this time.

3. Any related environmental documentation (electronic copy preferred)

Electronic copies of the Draft EIR were made available to all responsible agencies, including the C/CAG, and can also be viewed at the City of South San Francisco website at:
<http://weblink.ssf.net/weblink/0/fol/424187/Row1.aspx>

4. Other documentation as may be required (ex. related staff reports, etc.)

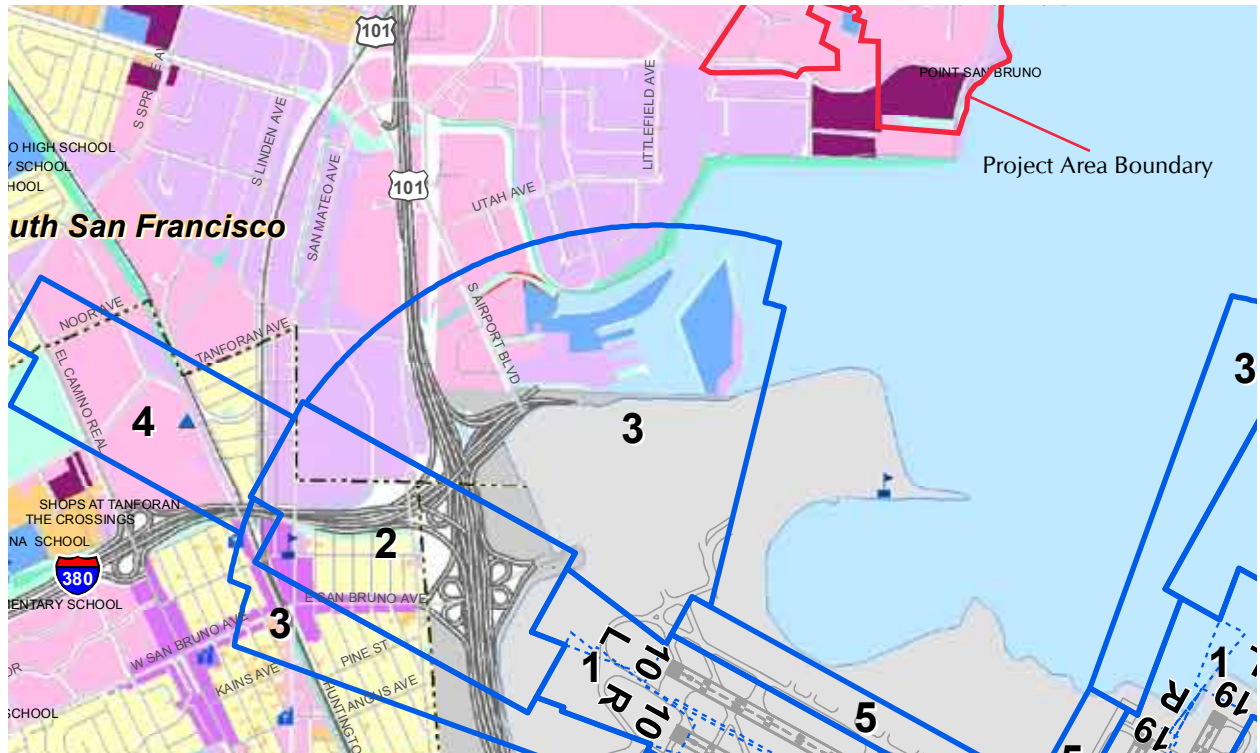
Attached to this Application for Land Use Consistency Determination, please find the following accompanying Figures from the Genentech Master Plan Update Draft EIR:

- Figure 3-1: Regional Location of the Project Area
- Figure 3-8: Genentech Campus Master Plan - Opportunity Sites
- Figure 3-9: EIR Project Description, Illustration of Assumed Buildout
- Figure 13-1: SFO Safety and Noise Compatibility Zones - Relationship to Project Area
- Figure 13-2: SFO FAA Part 77 Building Height Review Requirements and Restrictions

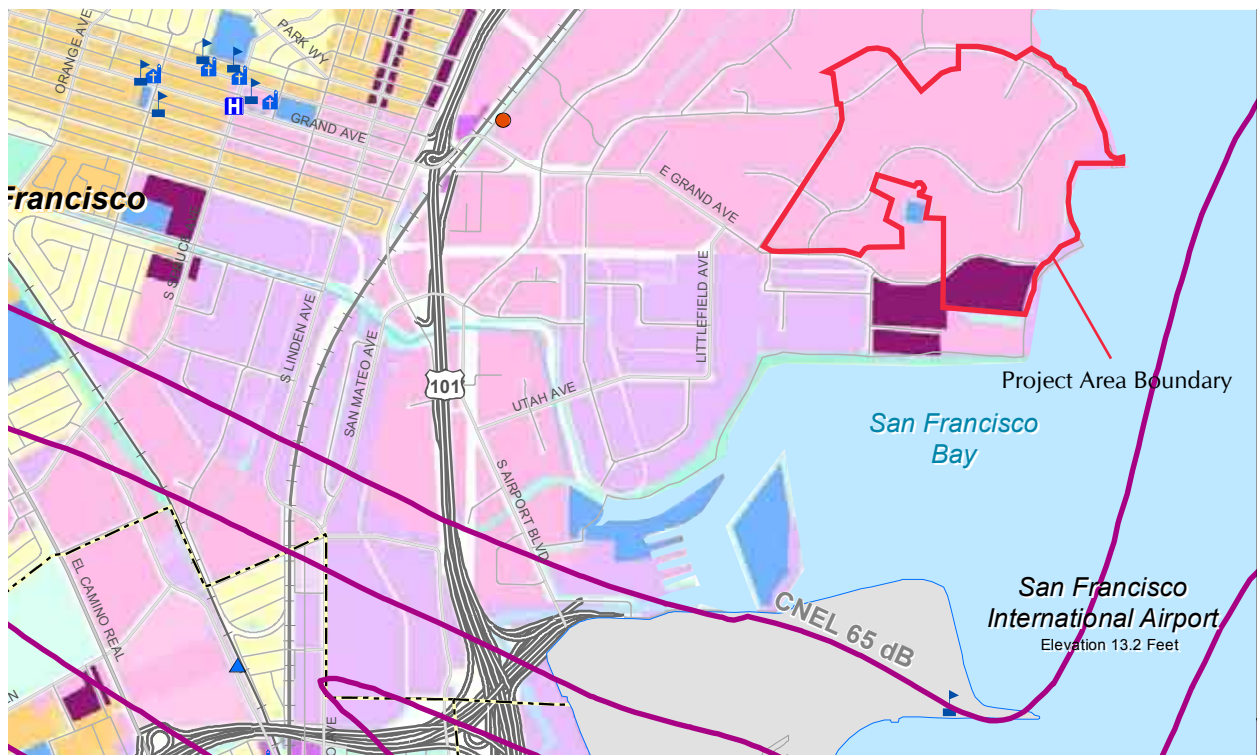
- Figure 13-3: Approximate Building Heights Triggering FAA Part 77 Review

Proposed Amended Genentech Master Plan Zoning District, including:

- Maximum Building Height Limit - see Section 20.260.003(C): Development Standards and Requirements
- Real Estate Disclosure Requirement - see Section 20.260.005(F): Removal of Lots from the Genentech Master Plan District



A: Safety Compatibility Zones

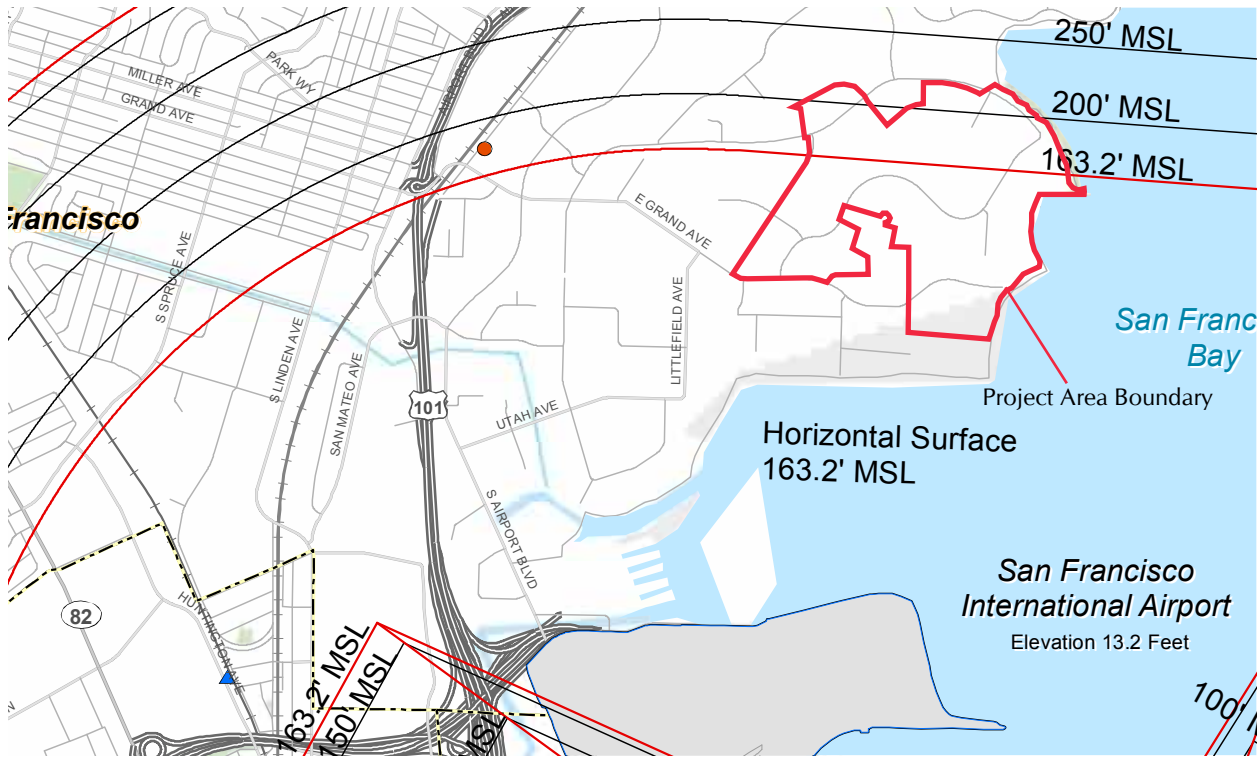


B: Noise Compatibility Zones

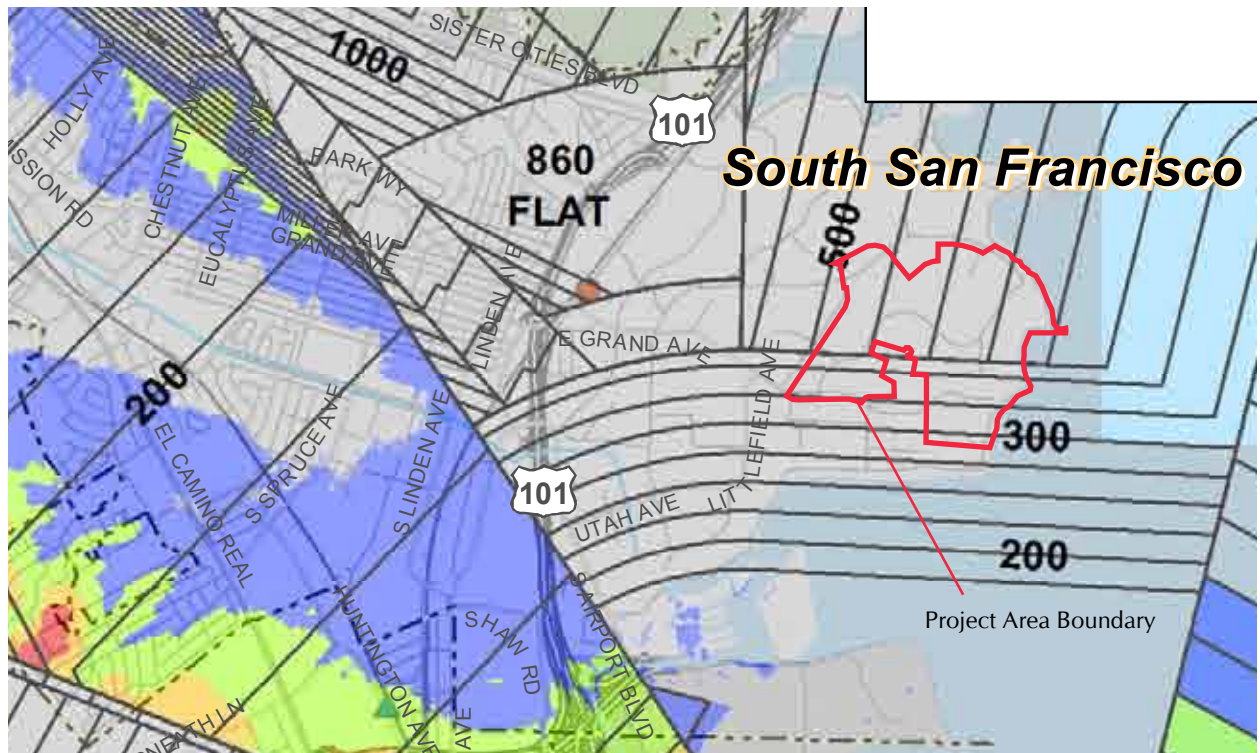
Figure 13-1
SFO Safety and Noise Compatibility Zones -
Relationship to Project Area



Source: SFO ALUCP, Exhibits IV-4 and IV-6,
 San Mateo C/CAG, 2015



A: Part 77 Surface Heights



B: SFO Critical Aeronautical Surfaces

Figure 13-2
SFO's FAA Part 77 Building Height Review
Requirements and Restrictions



Source: SFO ALUCP, Exhibits IV-14 and IV-17,
 San Mateo C/CAG, 2016

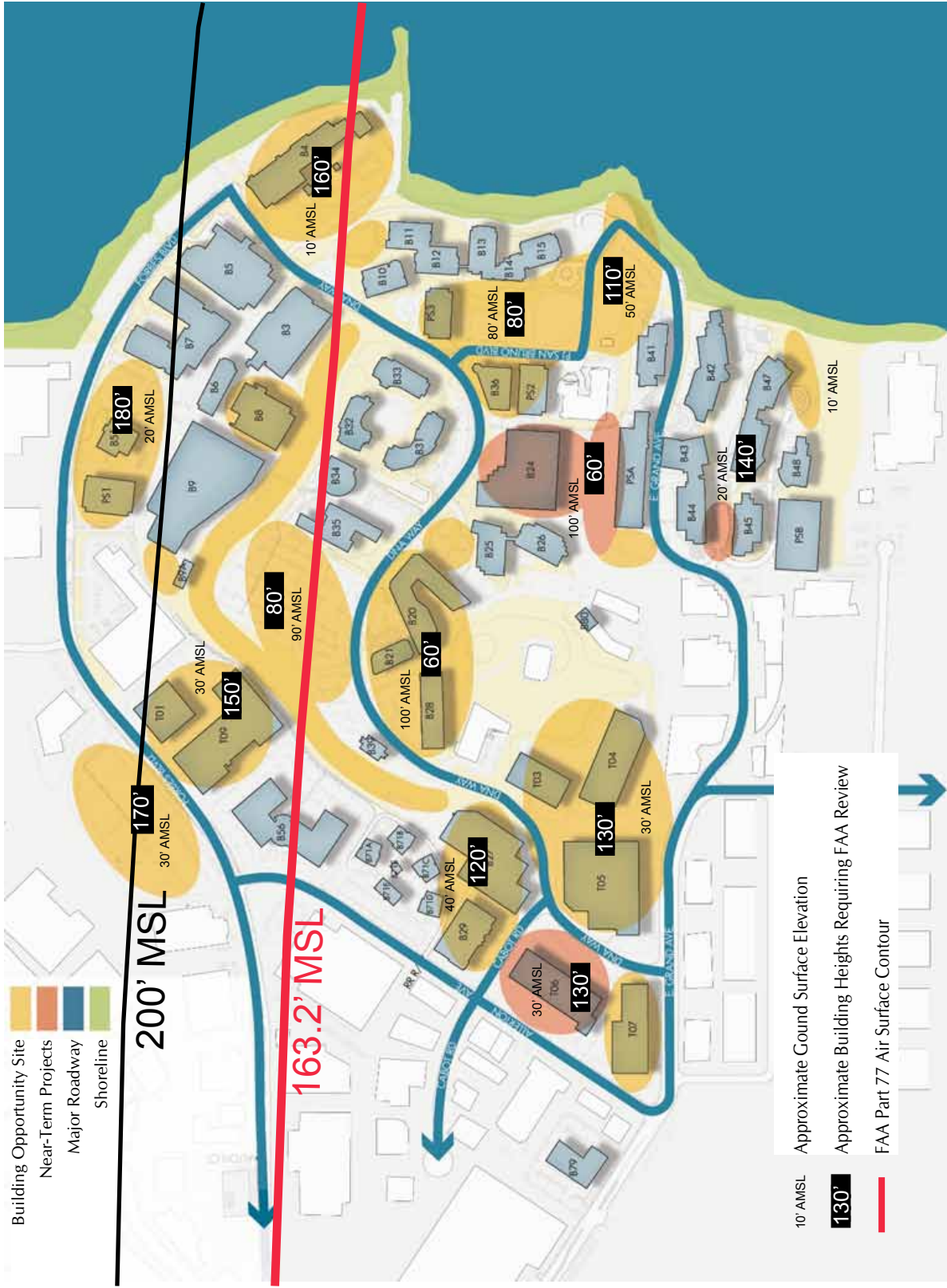


Figure 13-3
Approximate Building Heights Triggering FAA Part 77 Review

Source: SFO ALLUCP, Exhibit IV-14, San Mateo C/CAG, 2012

C/CAG AGENDA REPORT

Date: June 11, 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 20-23 determining that the Olympic Way Retreat, including General Plan Amendment and related entitlements at 2152 Olympic Way, Daly City, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

(For further information please contact Susy Kalkin at kkalkin@smcgov.org)

RECOMMENDATION

That the C/CAG Board of Directors, acting as the Airport Land Use Commission, adopt Resolution 20-23 determining that the proposed Olympic Way Retreat, including General Plan Amendment and related entitlements, is consistent with the applicable airport/land use policies and criteria contained in the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport (SFO ALUCP), subject to the following condition:

1. The City of Daly City shall require that the project sponsor comply with the real estate disclosure requirements outlined in Policy IP-1 of the SFO ALUCP.

BACKGROUND

The Olympic Way Retreat project (Project) is located within Airport Influence Area B (AIA B), the project referral area, for San Francisco International Airport, and includes a General Plan Amendment. California Government Code Section 65302.3 states that a local agency General Plan and/or any affected specific plan must be consistent with the applicable airport/land use criteria in the relevant adopted Airport Land Use Compatibility Plan (ALUCP). Accordingly, the City of Daly City has referred the subject project to the C/CAG Board, acting as the San Mateo County Airport Land Use Commission, for a determination of consistency with the SFO ALUCP.

The Project includes construction of a 48,650 sq. ft., two-story retreat center (public and private event space) on a 4.27 acre site at 2152 Olympic Way, in the northwesternmost corner of Daly City, just south of the San Francisco border. The maximum building height proposed is 35 feet, inclusive of any roof equipment. The project requires an amendment to the City's Coastal Element [Local Coastal Program (LCP) Amendment], a Use Permit/Coastal Development Permit and Design Review. The City's Coastal Element, which serves as the City's LCP, prescribes the maximum allowable building intensity for the project site (building height, lot coverage, etc.). The Project exceeds the maximum height of 20 feet or one-store above grade which requires an amendment to the Coastal Element.

DISCUSSION

ALUCP Consistency Evaluation

The SFO ALUCP contains policies and criteria to address four issues: (a) aircraft noise impacts; (b) safety compatibility criteria; (c) height of structures/airspace protection; and (d) overflight notification. The following sections describe the degree to which the project is compatible with each.

(a) Aircraft Noise Impacts

The 65 dB CNEL (Community Noise Equivalent Level) aircraft noise contour defines the threshold for airport noise impacts established in the SFO ALUCP. All land uses located outside this contour are deemed consistent with the noise policies of the SFO ALUCP.

As shown on Attachment 3, the subject property lies well outside the bounds of the 65dB CNEL contour, and therefore the project is consistent with the SFO ALUCP noise policies and criteria.

(b) Safety Compatibility

The SFO ALUCP includes five safety zones and related land use compatibility policies and criteria. However, none of the safety zones extends into Daly City, and therefore the project would be consistent with the safety zone policies of the SFO ALUCP.

(c) Height of Structures/Airspace Protection

Pursuant to the SFO ALUCP, airspace protection compatibility of proposed land uses within its AIA is evaluated in accordance with the following criteria: (1) 14 Code of Federal Regulations Part 77 (FAR Part 77), “Safe, Efficient Use and Preservation of the Navigable Airspace”, which establishes the standards for determining obstructions to air navigation; and (2) FAA notification surfaces. By definition, any object that penetrates one of the imaginary surfaces of the FAR Part 77 exhibit is deemed an obstruction to air navigation.

In order to be deemed consistent with the ALUCP, the maximum height of a new building must be the lower of (1) the height shown on the airspace protection surfaces map or (2) the maximum height determined not to be a “hazard to air navigation” by the FAA in an aeronautical study prepared pursuant to the filing of Form 7460-1.

The single building in the project is 35 feet tall, with a ground elevation of approximately 220 feet above mean sea level (MSL), resulting in an overall height of 255 ft above MSL. Utilizing SFO’s online iALP Airspace Tool, it has been determined that the top of the proposed building would be more than 400 feet below the critical airspace surfaces in the area, as shown on Attachments 4 & 5, so the project would be compliant with the airspace protection policies of the SFO ALUCP.

(d) Overflight Notification

The project site is located within Airport Influence Area A (AIA A) of SFO, the real estate disclosure area. Pursuant to SFO ALUCP Policy IP-1, notification is required, prior to sale or lease

of property located within the AIA, of the proximity of the airport and that therefore the property may be subject to some of the annoyances or inconveniences associated with proximity to airport operations.

As this disclosure requirement is not included in Daly City's existing ordinance requirements, the following condition is proposed:

- The City of Daly City shall require that the project sponsor comply with the real estate disclosure requirements outlined in Policy IP-1 of the SFO ALUCP.

Airport Land Use Committee Meeting

The Airport Land Use Committee considered this item at its May 28, 2020 meeting and unanimously recommended it be determined consistent with the SFO ALUCP subject to the condition referenced above.

ATTACHMENTS

1. Resolution 20-23
2. ALUCP application, together with related project description and plan set excerpts
3. SFO ALUCP Exh. IV-3 – AIA B – Northside incl. Noise Compatibility Zones
4. SFO iALP Airspace Tool Point Analysis
5. SFO ALUCP Exh. IV-17 – Critical Aeronautical Surfaces – Northwest Side

RESOLUTION 20-23

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY, ACTING AS THE SAN MATEO COUNTY AIRPORT LAND USE COMMISSION, DETERMINING THAT THE OLYMPIC WAY RETREAT, INCLUDING GENERAL PLAN AMENDMENT AND RELATED ENTITLEMENTS AT 2152 OLYMPIC WAY, DALY CITY, IS CONDITIONALLY CONSISTENT WITH THE COMPREHENSIVE AIRPORT LAND USE COMPATIBILITY PLAN FOR THE ENVIRONS OF SAN FRANCISCO INTERNATIONAL AIRPORT.

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), in its capacity as the San Mateo County Airport Land Use Commission, that,

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

WHEREAS, the proposed Olympic Way Retreat Project site at 2152 Olympic Way, Daly City, is located within Airport Influence Area B of San Francisco International Airport (SFO), the area subject to formal C/CAG/ALUC review; and

WHEREAS, the City of Daly City has referred the Olympic Way Retreat Project, including General Plan Amendment and related entitlements (Project) to C/CAG, acting as the San Mateo County Airport Land Use Commission, for a determination of consistency with the SFO ALUCP; and

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

(a) Noise Policy Consistency Analysis - The 65 dB CNEL (Community Noise Equivalent Level) aircraft noise contour defines the threshold for airport noise impacts established in the SFO ALUCP. All land uses located outside this contour are deemed consistent with the noise policies of the SFO ALUCP. As shown on SFO ALUCP Exhibit IV-3, the Project lies well outside the bounds of the 65dB CNEL contour, and therefore is consistent with the SFO ALUCP noise policies and criteria.

(b) The SFO ALUCP includes five safety zones and related land use compatibility policies and criteria. However, none of the safety zones extends into Daly City, and therefore the Project would be consistent with the safety zone policies of the SFO ALUCP.

(c) Pursuant to the SFO ALUCP, airspace protection compatibility of proposed land uses within its AIA is evaluated in accordance with the following criteria: (1) 14 Code of Federal Regulations Part 77 (FAR Part 77), "Safe, Efficient Use and Preservation of the Navigable Airspace", which establishes the standards for determining obstructions to air navigation; and (2) FAA notification surfaces. By definition, any object that penetrates one of the imaginary surfaces of the FAR Part 77 exhibit is deemed an obstruction to air navigation.

In order to be deemed consistent with the ALUCP, the maximum height of a new building must be the lower of (1) the height shown on the airspace protection surfaces map or (2) the maximum height determined not to be a “hazard to air navigation” by the FAA in an aeronautical study prepared pursuant to the filing of Form 7460-1.

The single building in the project is 35 feet tall, with a ground elevation of approximately 220 feet above mean sea level (MSL), resulting in an overall height of 255 ft above MSL. Utilizing SFO’s online iALP Airspace Tool, it has been determined that the top of the proposed building would be more than 400 feet below the critical airspace surfaces in the area, so the Project would be compliant with the airspace protection policies of the SFO ALUCP.

WHEREAS, the Project site is located within the Airport Influence Area A (AIA A) of SFO, the real estate disclosure area. Pursuant to Policy IP-1, notification is required, prior to sale or lease of property located within the AIA, of the proximity of the airport and that therefore the property may be subject to some of the annoyances or inconveniences associated with proximity to airport operations. As neither the Project application materials nor Daly City’s ordinance requirements specifically address this requirement, it is included herein as a condition of the consistency determination; and

WHEREAS, at its May 28, 2020 meeting, based on the factors listed above and subject to the condition identified, the Airport Land Use Committee recommended that the C/CAG Board of Directors, acting as the Airport Land Use Commission, determine that the Project is consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport; and,

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

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF JUNE 2020.

Marie Chuang, Chair

Resolution 20-23 – Conditions of Consistency Determination:

- 1. The City of Daly City shall require that the project sponsor comply with the real estate disclosure requirements outlined in Policy IP-1 of the SFO ALUCP.*

DATE: May 7, 2020

TO: Susy Kalkin, ALUC Staff, City/County Association of Governments of San Mateo County

FROM: Carmelisa Morales, Associate Planner, City of Daly City Planning Division

SUBJECT: ALUC Land Use Consistency Determination Application - Project Information for the Olympic Way Retreat Center Project at 2152 Olympic Way in Daly City

Project Description: The project includes the construction of a 48,650 sq. ft. two-story retreat center on a 4.27 acre site. The building will have 24,465 sq. ft. of net program floor area that will include 24 guest rooms, lobby and dining areas, a kitchen, administrative and support rooms, classrooms, and multi-purpose rooms. Balcony, walkway, and outdoor deck space will also surround the building. The maximum building height proposed is 35 feet inclusive of any roof equipment. A loop road will provide access to a covered porte-cochere that will accommodate 53 parking spaces and serve as the drop-off point for passenger vehicles and ridesharing. A second, smaller loop along Olympic Way will accommodate larger capacity vehicles. The project site is proposed on three lots (APNs 002-011-060, -120, -130) which will require a merger of the three lots prior to issuance of the building permit.

The project requires an amendment to the City's Coastal Element (Local Coastal Program (LCP) Amendment), a Use Permit/Coastal Development Permit and Design Review. The LCP Amendment must be approved by the City Council and certified by the California Coastal Commission prior to any public hearings for the Use Permit/Coastal Development Permit and Design Review.

Proposed General Plan Changes: The project site is designated as Commercial Retail Office (C-RO) in the City's General Plan and is subject to the development standards of the Light Commercial/Resource Protection Combining District (C-1/RP). The City's Coastal Element, which serves as the City's Local Coastal Program (LCP), prescribes the maximum allowable building intensity for the project site (building height, lot coverage, etc.). The project exceeds the maximum height of 20 feet or one-store above grade which requires an amendment to the Coastal Element.

Environmental Review: An Initial Study and Mitigated Negative Declaration are currently being prepared for this project.



**OLYMPIC WAY RETREAT
 PLANNING APPLICATION SET - REVISION 1
 DALY CITY, CALIFORNIA
 FEBRUARY 24, 2020**

**OLYMPIC WAY
 RETREAT**

OWNER - SAND HILL PROPERTY COMPANY LLC
 955 PAGE MILL ROAD, PALO ALTO, CA 94304
 T. 650-364-1500

ARCHITECTURE - RAFAEL VINOLY ARCHITECTS
 375 PEARL STREET, 31ST FLOOR, NEW YORK, NY 10038
 T. 212-684-6560

ARCHITECTURE - RAFAEL VINOLY ARCHITECTS
 15123 N. WOLFE ROAD, SUITE 1800 CUPERTINO, CA 95014
 T. 408-627-7091

CIVIL - SANDS CIVIL ENGINEERS SURVEYORS PLANNERS, INC.
 1700 S. WINCHESTER BLVD., SUITE 201, CAMPBELL, CA 95809
 T. 408-850-0900

LANDSCAPE ARCHITECTURE - GLENDON ARCHITECTURE
 2677 MISSION STREET, SUITE 201, SAN FRANCISCO, CA 94110
 T. 415-265-3814

NOT FOR CONSTRUCTION

DISCLAIMER

THE ARCHITECT/ENGINEER SHALL HAVE NO RESPONSIBILITY FOR ANY LIABILITY, LOSS, COST, DAMAGE OR EXPENSE ARISING FROM OR RELATING TO ANY USE OF THIS DOCUMENT FOR ANY PURPOSE OTHER THAN ITS INTENDED PURPOSE ON THIS PROJECT. THIS DOCUMENT IS TO BE CONSIDERED IN CONJUNCTION WITH ALL RELATED DOCUMENTATION. ANY DISCREPANCIES IDENTIFIED IN THIS DOCUMENT MUST BE REPORTED IMMEDIATELY TO THE ARCHITECT BEFORE PROCEEDING. CONTRACTORS MUST VERIFY ALL DIMENSIONS PRIOR TO PROCEEDING WITH ANY WORK. ONLY FIGURED DIMENSIONS ARE TO BE USED FOR VERIFICATION.

**DALY CITY
 PLANNING APPLICATION**

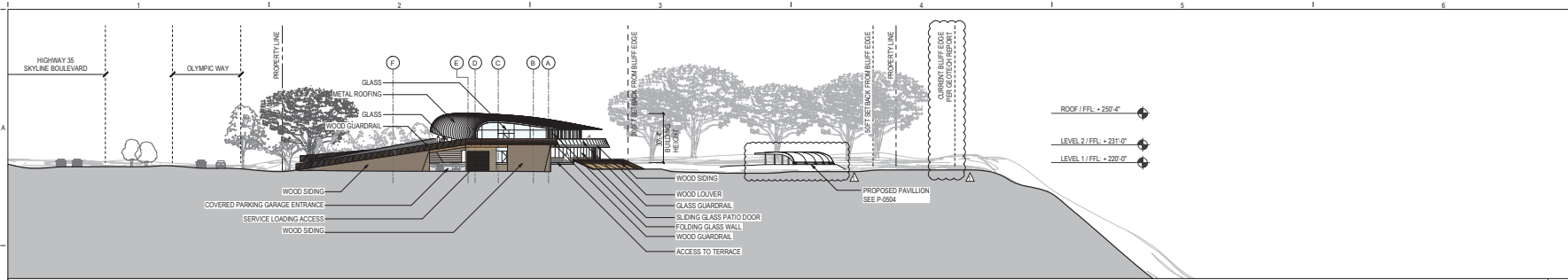
REV	DESCRIPTION	DATE
REV.0	PLANNING APPLICATION	08/09/2019
REV.1	PLANNING APPLICATION	02/24/2020

ARCHITECT'S PROJECT NUMBER: 727006
 PROJECT PHASE: PLANNING APPLICATION

SCALE: NOT TO SCALE
 COVER SHEET

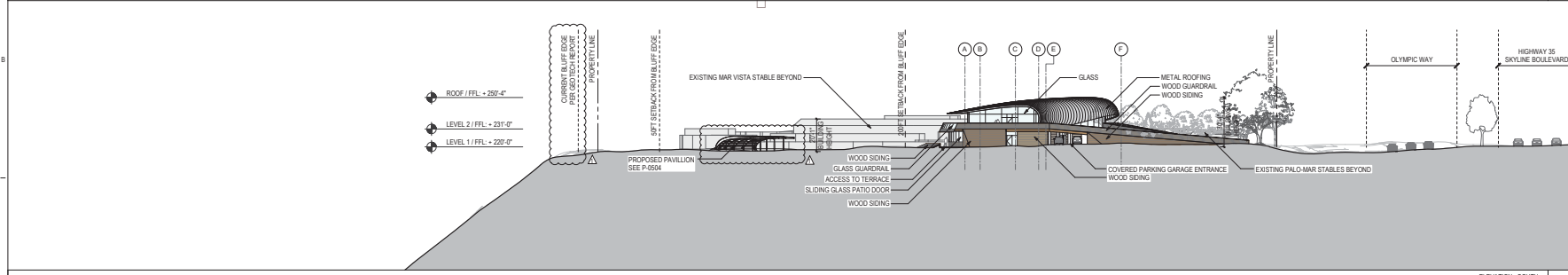
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P-0000
 SHEET NUMBER

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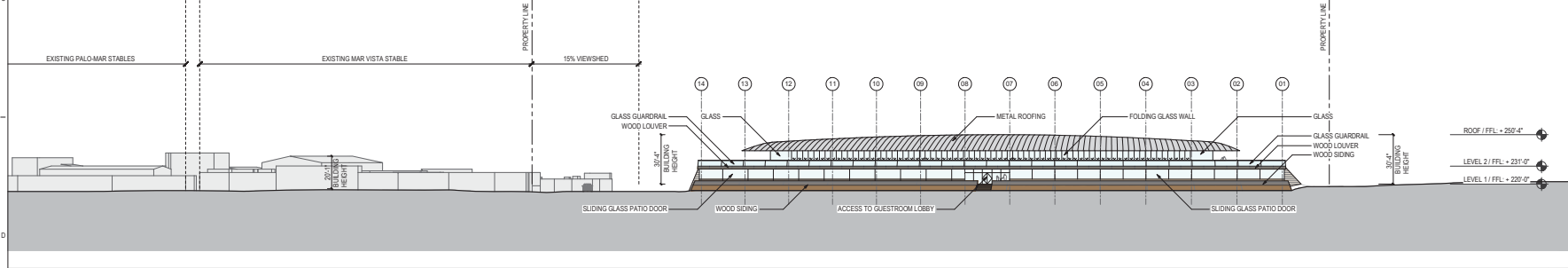
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4



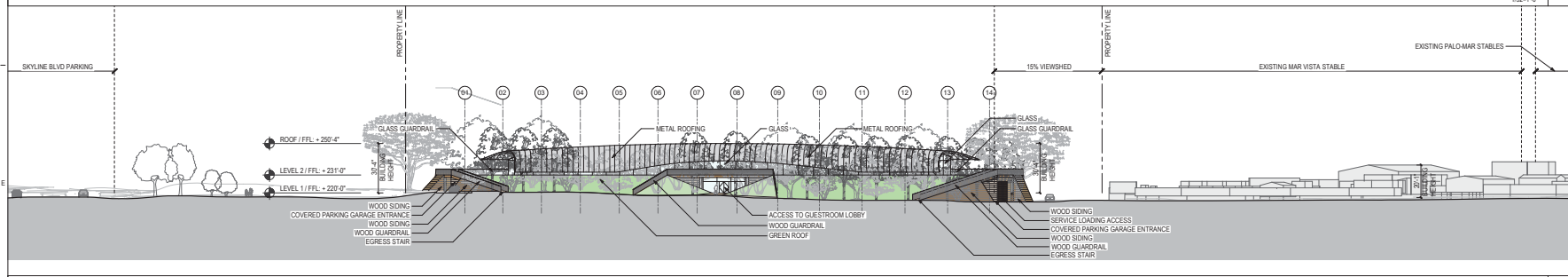
ELEVATION - SOUTH
1/32"=1'-0"

3



ELEVATION - WEST
1/32"=1'-0"

2



ELEVATION - EAST
1/32"=1'-0"

1

OLYMPIC WAY RETREAT

OWNER - SAND HILL PROPERTY COMPANY LLC
955 PAGE MILL ROAD, PALO ALTO, CA 94304
T. 650-354-1500

ARCHITECTURE - RAFAEL VINLY ARCHITECTS
375 PEARL STREET, 31ST FLOOR, NEW YORK, NY 10038
T. 212-624-5500

ARCHITECTURE - RAFAEL VINLY ARCHITECTS
1023 N. WOLFE ROAD, SUITE 1083, CUPERTINO, CA 95014
T. 408-627-7590

CIVIL - SANDS CIVIL ENGINEERS SURVEYORS PLANNERS, INC.
1700 S. WINCHESTER BLVD, SUITE 200, CAMPBELL, CA 95008
T. 408-38-0900

LANDSCAPE ARCHITECTURE - GLS LANDSCAPEARCHITECTURE
2677 MISSION STREET, SUITE 200, SAN FRANCISCO, CA 94110
T. 415-285-3614

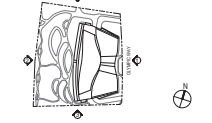
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DALY CITY PLANNING APPLICATION

REV	DESCRIPTION	DATE
REDC	PLANNING APPLICATION	08/05/2019
REV-1	PLANNING APPLICATION	02/24/2020



KEY PLAN AND NORTH ARROW

ARCHITECT'S PROJECT NUMBER: 727000

PROJECT PHASE: PLANNING APPLICATION

IF THIS DRAWING IS NOT 24x36" IT IS A REDUCED PRINT. REFER TO GRAPHIC SCALE.

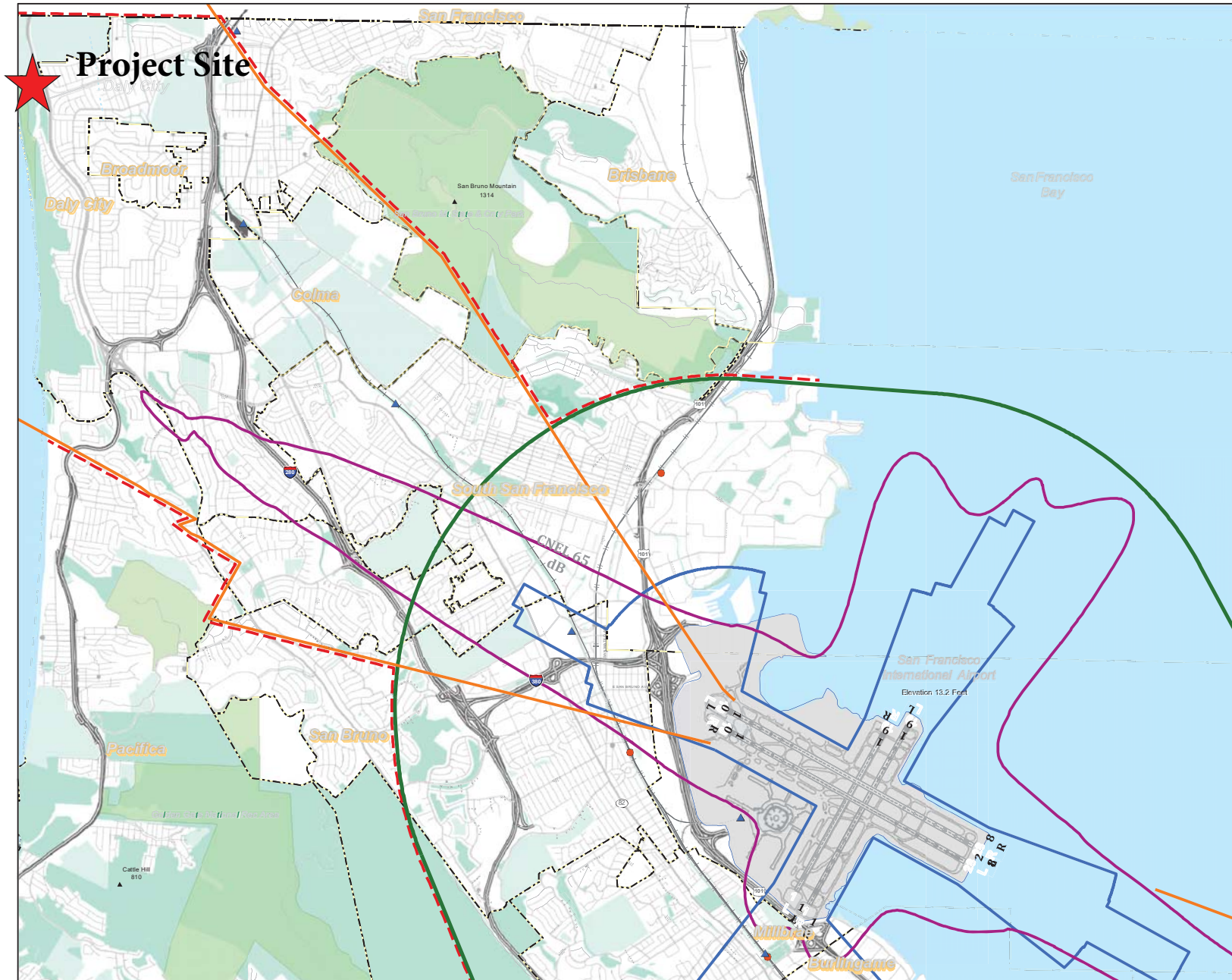
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ELEVATIONS

SHEET TITLE:

P-0401

SHEET NUMBER: © 2020 RAFAEL VINLY ARCHITECTS P&A



- LEGEND**
- - - Boundary for Airport Influence Area B
 - Outer Boundary of Safety Zones
 - CNEL Contour, 2020 Forecast
 - 14 CFR Part 77 Conical Surface
 - Outer Boundary of TERPS Approach and OEI Departure Surfaces
 - Airport Property
 - ▲ BART Station
 - CALTRAIN Station
 - - - Municipal Boundary
 - - - Railroad
 - Freeway
 - Road
 - Local Park, Golf Course, Cemetery
 - Regional Park or Recreation Area
 - Open Space

Sources:

100:1 FAA Notification Zone: Ricondo & Associates, Inc. and Jacobs Consultancy, based on 14 CFR Part 77, Subpart B, Section 77.9.

Outer Boundary of TERPS Approach and OEI Departure Surfaces: San Francisco International Airport, Jacobs Consultancy, and Planning Technology Inc., 2009

Safety Compatibility Zones: Jacobs Consultancy Team, 2009; Ricondo & Associates, Inc., 2011

Noise Contour: URS Corporation and BridgeNet International. Draft Environmental Assessment, San Francisco International Airport Proposed Runway Safety Area Program, June 2011

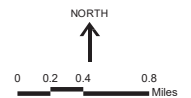
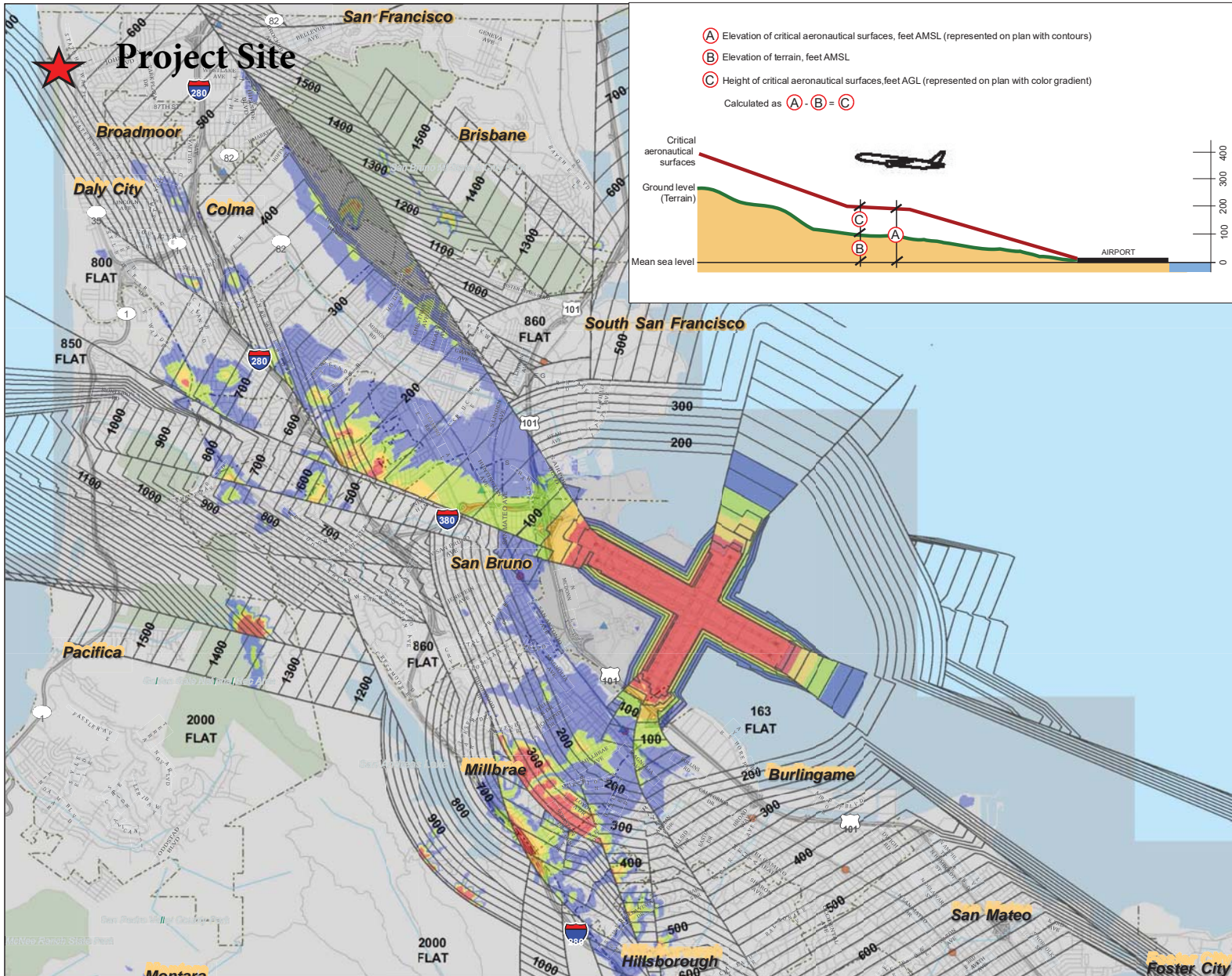


Exhibit IV-3
AIRPORT INFLUENCE AREA B -- NORTH SIDE
 Comprehensive Airport Land Use Plan
 for the Environs of San Francisco International Airport
C/CAG
 City/County Association of Governments
 of San Mateo County, California

SURFACE INTERSECTION ANALYSIS INFORMATION - AIRPORT CODE "SFO"								
Coordinate System: WGS84			Date: 05/19/20		Model: 2-SFO_ALL_Surfaces_31JUL14			
Latitude	Longitude	Site El. (AMSL)	Struct Ht. (AGL)	Overall Ht. (AMSL)	Max Ht. (AMSL)	Exceeds By	Under By	Surface
37° 41' 57.1414"	122° 29' 47.3135"	219.98	35.00	254.98	659.03		404.05	SFO_RW28LR_OEI_Corridor_090309
37° 41' 57.1414"	122° 29' 47.3135"	219.98	35.00	254.98	1160.64		905.66	SFO_RW28R_IFR_NonSTND_Departure_2000
37° 41' 57.1414"	122° 29' 47.3135"	219.98	35.00	254.98	1192.78		937.80	SFO_RW28L_IFR_NonSTND_Departure
37° 41' 57.1414"	122° 29' 47.3135"	219.98	35.00	254.98	1389.99		1135.01	SFO_RW28R_ILS_CAT2_Missed_Approach_11
37° 41' 57.1414"	122° 29' 47.3135"	219.98	35.00	254.98	1465.65		1210.67	SFO_RW28L_LOC_Missed_Approach_22A
37° 41' 57.1414"	122° 29' 47.3135"	219.98	35.00	254.98	1465.65		1210.67	SFO_RW28R_LOC_Missed_Approach_11
37° 41' 57.1414"	122° 29' 47.3135"	219.98	35.00	254.98	1470.52		1215.54	SFO_RW28R_LPV_Missed_Approach_2B
37° 41' 57.1414"	122° 29' 47.3135"	219.98	35.00	254.98	1600.00		1345.02	SFO_MVA_2008
37° 41' 57.1414"	122° 29' 47.3135"	219.98	35.00	254.98	1630.23		1375.25	SFO_RW28L_ILS_Cat1_Missed_Approach_22A
Total penetrations above surfaces: 0								
Total penetrations below surfaces: 9								
Zone Analysis								
X	Y		Range		Safety Zones			
5984097.4008604	2083219.84775884		Under 65 db		None			



C/CAG AGENDA REPORT

Date: June 11, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approve Resolution 20-24 authorizing the C/CAG Executive Director to execute a) Amendment No. 1 to Task Order EOA-10 for an additional amount not to exceed \$147,745 for end-of-season Water Year 2020 water quality monitoring activities (for a new total of \$474,854), b) new Task Order EOA-11 (not to exceed \$764,984) for general program support in Fiscal Year 2020-21, and c) new Task Order EOA-12 (not to exceed \$345,393) for initial Water Year 2021 water quality monitoring activities, all with Eisenberg, Olivieri, and Associates in support of the Countywide Water Pollution Program during 2020-21.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-24 authorizing the C/CAG Executive Director to execute a) Amendment No. 1 to Task Order EOA-10 for an additional amount not to exceed \$147,745 for end-of-season Water Year 2020 water quality monitoring activities (for a new total of \$474,854), b) new Task Order EOA-11 (not to exceed \$764,984) for general program support in Fiscal Year 2020-21, and c) new Task Order EOA-12 (not to exceed \$345,393) for initial Water Year 2021 water quality monitoring activities, all with Eisenberg, Olivieri, and Associates in support of the Countywide Water Pollution Program during 2020-21.

FISCAL IMPACT

Not to exceed \$1,258,122 in Fiscal Year 2020-21, as included in the proposed C/CAG budget.

SOURCE OF FUNDS

NPDES and Measure M Stormwater funds

BACKGROUND

In August 2015, C/CAG approved Resolution 15-21, authorizing on-call contracts with Eisenberg, Olivieri, & Associates (EOA), Larry Walker Associates, S. Groner Associates, and Urban Rain Design for technical support to the Countywide Water Pollution Prevention Program (the Program). The on-call agreements were for a three-year duration, ending in August 2018. In February 2018, C/CAG approved Resolution 18-02 authorizing Amendment No. 1 to extend the term of existing on-call contracts through September 2021. As part of the on-call agreements,

C/CAG annually authorizes the Executive Director to execute task orders specifying the scopes of work and budgets for each fiscal year.

As authorized by C/CAG Resolutions 16-04, 16-16, 17-29, 18-26, 19-36 the Executive Director executed three task orders with EOA in Fiscal Year 2015-16, one in Fiscal Year 2016-17, two in Fiscal Year 2017-18, two in Fiscal Year 2018-19 (with two amendments), two in Fiscal Year 2019-20 (with one amendment) as detailed in Table 1, for a total of \$6,657,382.

For EOA's technical support activities in 2020-21, staff recommends:

- Amending task order EOA-10 to authorize expending additional funds (\$147,745) to complete remaining Water Year 2020 monitoring and reporting activities through June 2021 (reminder: Water Years run from October through September, with an additional six to nine months of data analysis and reporting, so support activities span two fiscal years for each Water Year),
- Issuing task order EOA-11 (\$764,984) for general program support in FY 2020-21
- Issuing Task Order EOA-12 (\$345,393) for initiating Water Year 2021 monitoring activities during the fiscal year (Oct 2020 to June 2021).

The amended and proposed task orders are detailed in Table 2. Due to the large number of pages, copies of each proposed task order and associated scopes of work and budgets are available on the C/CAG website, as detailed below.

The proposed Task Orders represent the final anticipated Task Orders under the current five-year term of the Municipal Regional Permit. Staff intends to initiate a Request for Qualifications and/or Proposals process in the coming fiscal year to initiate new technical consultant contracts to coincide with the next five-year term of the Municipal Regional Permit, currently slated to commence on July 1, 2021.

ATTACHMENTS

1. Tables 1 and 2: EOA Task orders issued to-date and proposed for 2020-21
2. Resolution 20-24

The below attachments are available on-line, as part of the June 11, 2020 Additional Meeting Materials, at: <http://ccag.ca.gov/committees/board-of-directors/>

3. Web Only: Amended Task Order EOA-10 (Water Year 2020 monitoring activities)
4. Web Only: Task Order EOA-11 (General program support)
5. Web Only: Task Order EOA-12 (Water Year 2021 monitoring activities)

Table 1: Countywide Program Technical Support – EOA Task Orders Issued to Date

	Task Order	Date Issued	Consultant	Tasks	Amount
Fiscal Year 2015-16 (Approx. 1/2 year support)	EOA-01	10/7/15	EOA, Inc.	Interim technical support during RFP process	\$317,142
	EOA-02	1/4/16	EOA, Inc.	Water Quality Monitoring (15-16)	\$247,027
	EOA-03	3/10/16	EOA, Inc.	General Support, Subcommittee Support, Training, Trash, and portions of Mercury & PCBs	\$464,480
Fiscal Year 2016-17	EOA-04	7/1/16	EOA, Inc.	General Support, Subcommittee Support, Training, Water Quality Monitoring, Trash, and portions of Mercury & PCBs	\$1,376,257
Fiscal Year 2017-18	EOA-05	7/1/17	EOA, Inc.	General Support, Subcommittee Support, Water Quality Monitoring (2017 Water Year), Training, Trash, portions of Mercury & PCBs	\$1,001,352
	EOA-06	7/1/17	EOA, Inc.	Water Quality Monitoring (only portion of work for 2018 Water Year included in 2017-18 budget)	\$492,549
Fiscal Year 2018-19	EOA-06 (Amend. #1)	7/14/18	EOA, Inc.	Water Quality Monitoring (Additional not-to-exceed amount for 2018 Water Year monitoring and reporting activities that occur in 2018-19)	\$191,960
	EOA-06 (Amend. #2)	2/28/19	EOA, Inc.	Water Quality Monitoring (no cost time extension to complete Stressor Source Identification Project in Pillar Point Harbor)	\$0
	EOA-07	7/1/18	EOA, Inc.	General Support, Subcommittee Support, Water Quality Monitoring, Training, Trash, and portions of Mercury & PCBs	\$830,000
	EOA-08	7/1/18	EOA, Inc.	Water Quality Monitoring (2019 Water Year monitoring activities that occur in 2018-19)	\$390,000
Fiscal Year 2019-20	EOA-08 (Amend. #1)	7/1/19	EOA, Inc.	Water Quality Monitoring (only portion of work for 2019 Water Year monitoring activities that occur in 2019-20)	\$210,000
	EOA-09	7/1/19	EOA, Inc.	General Support, Subcommittee Support, Water Quality Monitoring, Training, Trash, and portions of Mercury & PCBs	\$809,506
	EOA-10	7/1/19	EOA, Inc.	Water Quality Monitoring (2020 Water Year monitoring activities that occur in 2019-20)	\$327,109
Total to Date:					\$6,657,382

Table 2: 2020-21 Proposed EOA Task Orders and Technical Support Budget

Task Order	Date Issued	Consultant	Tasks	Amount
EOA-10 (Amendment)	Pending Board Approval	EOA, Inc.	Water Quality Monitoring (additional not-to-exceed amount for 2020 Water Year monitoring and reporting activities that occur in 2020-21)	\$147,745
EOA-11	Pending Board Approval	EOA, Inc.	General Support, Subcommittee Support, Water Quality Monitoring, Training, Trash, and portions of Mercury & PCBs	\$764,984
EOA-12	Pending Board Approval	EOA, Inc.	Water Quality Monitoring (2021 Water Year monitoring activities that occur in 2020-21)	\$345,393
Proposed 2020-21 Total				\$1,258,122

RESOLUTION 20-24

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 A) AMENDMENT NO. 1 TO TASK ORDER EOA-10 FOR AN ADDITIONAL NOT-TO-EXCEED AMOUNT OF \$147,745 FOR WATER YEAR 2020 MONITORING ACTIVITIES, B) NEW TASK ORDER EOA-11 (NOT-TO-EXCEED \$764,984) FOR GENERAL SUPPORT, AND C) NEW TASK ORDER EOA-12 (NOT-TO-EXCEED \$345,393) FOR INITIAL WATER YEAR 2021 MONITORING ACTIVITIES, ALL WITH EISENBERG, OLIVIERI, AND ASSOCIATES, INC. FOR TECHNICAL SUPPORT TO THE COUNTYWIDE WATER POLLUTION PROGRAM IN 2020-21.

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

WHEREAS, C/CAG administers the San Mateo Countywide Water Pollution Prevention Program to assist its member agencies in meeting mandated requirements of the San Francisco Bay Regional Water Quality Control Board's Municipal Regional Permit (MRP); and

WHEREAS, C/CAG and its member agencies recognize and support the need to implement pollution prevention programs to minimize the discharge of pollutants from municipal storm drain systems and C/CAG requires support from technical consultants in assisting its member agencies with meeting MRP requirements; and

WHEREAS, in August 2015, C/CAG approved Resolution 15-21, approving on-call contracts with qualified technical consultants, including Eisenberg, Olivieri, and Associates, Inc. (EOA), for a three-year term through August 2018; and

WHEREAS, in February 2018, C/CAG approved Resolution 18-02 authorizing Amendment No. 1 to extend the term of the contract with EOA for three additional years through September 30, 2021; and

WHEREAS, C/CAG staff negotiated final scopes of work and budgets with EOA to support the Countywide Water Pollution Prevention Program in 2020-21;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that the C/CAG Executive Director is authorized to execute a) Amendment No. 1 to Task Order EOA-10 for an amount not-to-exceed \$147,745 for Water Year 2020 monitoring activities, b) new Task Order EOA-11 (not to exceed \$764,984) for general support activities, and c) new Task Order EOA-12 (not to exceed \$345,393) for initial Water Year 2021 monitoring activities, all with Eisenberg, Olivieri, and Associates, Inc. for technical support to the Countywide Water Pollution Program for Fiscal Year 2020-21, subject to approval of C/CAG FY 2020-21 Annual Budget.

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF JUNE, 2020.

Marie Chuang, Chair

C/CAG AGENDA REPORT

Date: June 11, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approve Resolution 20-25 authorizing the C/CAG Executive Director to execute task orders with Larry Walker Associates in an amount not to exceed \$150,000 for technical support to the Countywide Water Pollution Program in 2020-21, including initial Task Order LWA-06 for \$59,321.

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

RECOMMENDATION

Review and approve Resolution 20-25 authorizing the C/CAG Executive Director to execute task orders with Larry Walker Associates in an amount not to exceed \$150,000 for technical support to the Countywide Water Pollution Program in 2020-21, including initial Task Order LWA-06 for \$59,321.

FISCAL IMPACT

Not to exceed \$150,000 in Fiscal Year 2020-21, as included in the proposed C/CAG budget.

SOURCE OF FUNDS

NPDES and Measure M Stormwater funds

BACKGROUND

In August 2015, C/CAG approved Resolution 15-21, authorizing on-call contracts with Eisenberg, Olivieri, & Associates (EOA), Larry Walker Associates, S. Groner Associates, and Urban Rain Design for technical support to the Countywide Water Pollution Prevention Program (the Program). The on-call agreements were for a three-year duration, ending in August 2018. In February 2018, C/CAG approved Resolution 18-02 authorizing Amendment No. 1 to extend the term of existing on-call contracts through September 2021. As part of the on-call agreements, C/CAG annually authorizes the Executive Director to execute task orders specifying the scopes of work and budgets for each fiscal year.

As authorized by C/CAG Resolutions 16-04, 16-16, 17-29, 18-27 and 19-37, the Executive Director executed Task Orders to LWA in Fiscal Years 2015-16, 2016-17, 2017-18, 2018-19 (with one no cost time extension amendment) and 2019-20 as detailed in Table 1, for a total of \$1,985,642.

For LWA's technical support activities in 2020-21, staff recommends issuing initial Task Order LWA-06 in an amount not to exceed \$59,321 for initial support activities focusing on green infrastructure and pollutant reduction modeling related to major compliance submittals due in September under the Municipal Regional Permit (MRP). The proposed action by the C/CAG Board would give the C/CAG Executive Director authority to execute additional task orders for technical support in Fiscal Year 20-21 up to an additional \$90,679, for a cumulative total of no more than \$150,000, as shown in Table 2.

Additional technical support tasks are tentatively detailed in LWA's scope of work attached to Task Order LWA-06 but need further analysis and vetting with member agency representatives in coordination with Regional Water Board staff releasing draft language for reissuing the MRP. Task orders issued in fiscal year 20-21 represent the final anticipated task orders for LWA under the current five-year term of the MRP, under the remaining term of the existing funding agreement with LWA. Staff intends to initiate a Request for Qualifications and/or Proposals process in the coming fiscal year to initiate new technical consultant contracts to coincide with the next five-year term of the Municipal Regional Permit, currently slated to commence on July 1, 2021.

Due to the large number of pages, copies of the proposed task order and associated scope of work and budget are available on the C/CAG website, as detailed below.

ATTACHMENTS

1. Tables 1 and 2: LWA Task orders issued to-date and proposed for 2020-21
2. Resolution 20-25

The below attachments are available on-line, as part of the June 11, 2020 Additional Meeting Materials, at: <http://ccag.ca.gov/committees/board-of-directors/>

3. Web Only: Task Order LWA-06 (Green Infrastructure and Mercury & PCBs support)

Table 1: Countywide Program Technical Support – LWA Task Orders Issued To Date

	Task Order	Date Issued	Consultant	Tasks	Amount
Fiscal Year 2015-16 (Approx. half a year of support)	LWA-01	3/10/16	Larry Walker Associates	Portion of Subcommittee Support and Training, Green Infrastructure, Mercury & PCBs	\$317,142
Fiscal Year 2016-17	LWA-02	7/1/16	Larry Walker Associates	Green Infrastructure, portions of Mercury & PCBs and Stormwater Resource Planning	\$632,025
Fiscal Year 2017-18	LWA-03	7/1/17	Larry Walker Associates	Green Infrastructure and portions of Mercury & PCBs	\$557,500
	LWA-03 (Amend. No. 1)	4/2/18	Larry Walker Associates	Green Infrastructure and portions of Mercury & PCBs (no cost time extension)	\$0
Fiscal Year 2018-19	LWA-04	7/1/18	Larry Walker Associates	Green Infrastructure and portions of Mercury & PCBs	\$314,000
Fiscal Year 2019-20	LWA-05	7/1/19	Larry Walker Associates	Green Infrastructure and portions of Mercury & PCBs	\$164,975
Total to Date:					\$1,985,642

Table 2: 2020-21 Proposed LWA Task Order and Technical Support Budget

Task Order	Date Issued	Consultant	Tasks	Amount
LWA-06	Pending Board Approval	Larry Walker Associates	Green Infrastructure and portions of Mercury & PCBs	\$59,321
TBD	TBD	Larry Walker Associates	Additional green infrastructure and mercury/PCBs modeling and permit reissuance support	Not-to-exceed \$90,679
Proposed 2020-21 Total				\$150,000

RESOLUTION 20-25

**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 TASK ORDERS WITH LARRY
WALKER ASSOCIATES IN AN AMOUNT NOT TO EXCEED \$150,000 FOR TECHNICAL SUPPORT TO
THE COUNTYWIDE WATER POLLUTION PROGRAM IN 2020-2021, INCLUDING INITIAL TASK
ORDER LWA-06 FOR \$59,321.**

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

WHEREAS, C/CAG administers the San Mateo Countywide Water Pollution Prevention Program to assist its member agencies in meeting mandated requirements of the San Francisco Bay Regional Water Quality Control Board's Municipal Regional Permit (MRP); and

WHEREAS, C/CAG and its member agencies recognize and support the need to implement pollution prevention programs to minimize the discharge of pollutants from municipal storm drain systems and C/CAG requires support from technical consultants in assisting its member agencies with meeting MRP requirements; and

WHEREAS, in August 2015, C/CAG approved Resolution 15-21, approving on-call contracts with qualified technical consultants, including Larry Walker Associates (LWA), for a three-year term; and

WHEREAS, in February 2018, C/CAG approved Resolution 18-02 authorizing Amendment No. 1 to extend the term of the contract with LWA for three additional years; and

WHEREAS, C/CAG staff negotiated final scopes of work and budgets with LWA to support the Countywide Water Pollution Prevention Program in 2020-21;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that the C/CAG Executive Director is authorized to execute Task Orders with Larry Walker Associates in an amount not to exceed \$150,000 for technical support to the Countywide Water Pollution Program for Fiscal Year 2020-21, including initial Task Order LWA-06 for \$59,321, subject to approval of C/CAG FY 2020-21 Annual Budget.

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF JUNE, 2020.

Marie Chuang, Chair

C/CAG AGENDA REPORT

Date: June 11, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approve Resolution 20-26 authorizing the C/CAG Executive Director to execute Task Order SGA-06 with S. Groner Associates in an amount not to exceed \$250,000 for public information and outreach technical support to the Countywide Water Pollution Program in 2020-21.

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

RECOMMENDATION

That the C/CAG Board Review and approve Resolution 20-XX authorizing the C/CAG Executive Director to execute Task Order SGA-06 with S. Groner Associates in an amount not to exceed \$250,000 for public information and outreach technical support to the Countywide Water Pollution Program in 2020-2021.

FISCAL IMPACT

Not to exceed \$250,000 in Fiscal Year 2020-21, as included in the proposed C/CAG budget.

SOURCE OF FUNDS

NPDES Stormwater fund

BACKGROUND

In August 2015, C/CAG approved Resolution 15-21, authorizing on-call contracts for technical support to the Countywide Water Pollution Prevention Program (the Program). The on-call agreements were for a three-year duration, ending in August 2018. In February 2018, C/CAG approved Resolution 18-02 authorizing Amendment No. 1 to extend the term of existing on-call contracts with Eisenberg, Olivieri, & Associates, Larry Walker Associates, S. Groner Associates (SGA), and Urban Rain Design for technical support to the Program through September 2021.

As authorized by C/CAG Resolutions 16-04, 16-16, 17-29, 18-28 and 19-38, the Executive Director executed Task Orders to SGA in Fiscal Years 2015-16, 2016-17, 2017-18, 2018-19 and 2019-20, as detailed in Table 1, for a total of \$1,425,000

For SGA's technical support activities in 2020-21, staff recommends issuing Task Order SGA-06 in an amount not to exceed \$250,000 for support on public information and outreach requirements

under the Municipal Regional Stormwater Permit. The proposed Task Order is detailed in Table 2. The proposed Task Order represents the final anticipated Task Order under the current five-year term of the Municipal Regional Permit. Staff intends to initiate a Request for Qualifications and/or Proposals process in the coming fiscal year to initiate new technical consultant contracts to coincide with the next five-year term of the Municipal Regional Permit, currently slated to commence on July 1, 2021.

Due to the large number of pages, copies of the proposed task order and associated scope of work and budget are available on the C/CAG website, as detailed below.

ATTACHMENTS

1. Tables 1 and 2: SGA Task Orders issued to-date and proposed for 2020-21
2. Resolution 20-26

The below attachments are available on-line, as part of the June 11, 2020 Additional Meeting Materials, at: <http://ccag.ca.gov/committees/board-of-directors/>

1. Web Only: Task Order SGA-06 (Public Information and Outreach)

Table 1: Countywide Program Technical Support – SGA Task Orders Issued To Date

	Task Order	Date Issued	Consultant	Tasks	Amount
Fiscal Year 2015-16 (Approx. half a year of support)	SGA-01	3/10/16	S. Groner Associates	Public Information and Outreach	\$250,000
Fiscal Year 2016-17	SGA-02	7/1/16	S. Groner Associates	Public Information and Outreach	\$325,000
Fiscal Year 2017-18	SGA-03	7/1/17	S. Groner Associates	Public Information and Outreach	\$325,000
Fiscal Year 2018-19	SGA-04	7/1/18	S. Groner Associates	Public Information and Outreach	\$275,000
Fiscal Year 2019-20	SGA-05	7/1/19	S. Groner Associates	Public Information and Outreach	\$250,000
Total to Date:					\$1,425,000

Table 2: 2020-21 Proposed SGA Task Order and Technical Support Budget

Task Order	Date Issued	Consultant	Tasks	Amount
SGA-06	Pending Board Approval	S. Groner Associates	Public Information and Outreach	\$250,000
Proposed 2020-21 Total				\$250,000

RESOLUTION 20-26

AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE TASK ORDER SGA-06 WITH S. GRONER ASSOCIATES IN AN AMOUNT NOT TO EXCEED \$250,000 FOR TECHNICAL SUPPORT TO THE COUNTYWIDE WATER POLLUTION PROGRAM IN 2020-21.

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

WHEREAS, C/CAG administers the San Mateo Countywide Water Pollution Prevention Program to assist its member agencies in meeting mandated requirements of the San Francisco Bay Regional Water Quality Control Board's Municipal Regional Permit (MRP); and

WHEREAS, C/CAG and its member agencies recognize and support the need to implement pollution prevention programs to minimize the discharge of pollutants from municipal storm drain systems and C/CAG requires support from technical consultants in assisting its member agencies with meeting MRP requirements; and

WHEREAS, in August 2015, C/CAG approved Resolution 15-21, approving on-call contracts with qualified technical consultants, including S. Groner Associates (SGA), for a three-year term; and

WHEREAS, in February 2018, C/CAG approved Resolution 18-02 authorizing Amendment No. 1 to extend the term of the contract with SGA for three additional years; and

WHEREAS, C/CAG staff negotiated final scopes of work and budgets with SGA to support the Countywide Water Pollution Prevention Program in 2020-21;

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 execute Task Order SGA-06 with S. Groner Associates in an amount not to exceed \$250,000 for public information and outreach technical support services to the Countywide Water Pollution Program for Fiscal Year 2020-21, subject to approval of C/CAG FY 2020-21 Annual Budget.

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF JUNE, 2020.

Marie Chuang, Chair

C/CAG AGENDA REPORT

Date: June 11, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approve Resolution 20-27 authorizing the C/CAG Chair to execute Amendment No. 5 to the funding agreement with the Bay Area Water Supply and Conservation Agency, extending the term through Fiscal Year 2020-21 at no additional cost and revising program terms to provide additional pilot incentives for the countywide Rain Barrel Rebate Program.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-27 authorizing the C/CAG Chair to execute Amendment No. 5 to the funding agreement with the Bay Area Water Supply and Conservation Agency, extending the term through Fiscal Year 2020-21 at no additional cost and revising program terms to provide additional pilot incentives for the countywide Rain Barrel Rebate Program.

FISCAL IMPACT

No additional cost for Fiscal Year 2020-21.

SOURCE OF FUNDS

N/A.

BACKGROUND

Pursuant to Resolution 14-36, C/CAG collaborated with the Bay Area Water Supply and Conservation Agency (BAWSCA) to implement a pilot rain barrel rebate program in San Mateo County in Fiscal Year 2014-15. Rain barrels capture stormwater runoff from roofs that can then be used to water landscaping or gardens. Capturing stormwater in this fashion has multiple benefits: reducing the amount of runoff and pollutants from individual properties that reach municipal storm drain systems, reducing potable water usage for outdoor irrigation needs, and educating the public regarding the importance of managing stormwater as a resource.

C/CAG has provided \$25,000 to BAWSCA for three fiscal years since the pilot program began in Fiscal Year 2014-15, for a total of \$75,000. C/CAG provides rebates of \$50 per installed barrel, with a maximum of two barrels per residential property and four for commercial, industrial, or institutional properties. In areas of the county where BAWSCA member agencies participate in the program, rebates

are matched by the water agency for a combined total of up to \$100 per barrel. The following San Mateo County water agencies have participated in the pilot program:

- City of Brisbane
- Mid-Peninsula Water District (Belmont, portions of San Carlos and unincorporated county)
- City of Millbrae
- North Coast County Water District (Pacifica)
- Redwood City
- Daly City
- City of San Mateo

The rain barrel rebate program launched in October of 2014. To date, over 1,000 barrels have been installed within the County under the rebate program. In general, almost twice as many rain barrels have been installed in locations where participating water agencies match C/CAG’s rebates, indicating that larger rebates and local outreach likely increase program participation. C/CAG’s Countywide Water Pollution Prevention Program’s (Countywide Program) promotes the rebate program each year, in conjunction with BAWSCA and participating water agencies. Program expenditures to date are detailed in the following table (note, expenditures include payment of rebates and program administration costs):

Fiscal Year	Expenditures
2014-15	\$21,700
2015-16	\$17,444
2016-17	\$3,450
2017-18	\$8,089
2018-19	\$3,120
2019-20 (est.)	\$2,500

This leaves approximately \$18,700 of unspent funds from the \$75,000 provided by C/CAG to-date, which is expected to be sufficient to continue funding this program in Fiscal Year 2020-21 with no additional funding from C/CAG. The gradual reduction in rebates is most likely due to the end of the years-long drought, reducing interest in the program from a water conservation standpoint.

C/CAG staff recommends continuing the rain barrel rebate program through 2020-21 at no additional cost given the established nature and relative success of the program, alignment with green infrastructure planning efforts by C/CAG and its member agencies, and the Countywide Program’s continued efforts to outreach on the rebate program (including social media advertisements, outreach, an online map for residents to show their rain barrel locations, and recurring hands-on installation workshops, the most recent of which, held virtually in May 2020, had over 140 attendees). BAWSCA has also revamped its online rebate program this past fiscal year to be more streamlined, engaging and easier to use in support of broader participation from water customers.

Under the redesigned rebate program, the program terms are proposed to be changed to allow for piloting increased rebate amounts for larger volume barrels or cisterns, as well as a new “stacked” incentive for installing rain gardens that would be in addition to existing BAWSCA rebates for replacing lawns with drought-tolerant plants. The proposed pilot incentives for Fiscal Year 2020-21 are:

- Small rain barrels between 50-99 gallons – up to \$100 rebate (\$50 from participating agencies, \$50 from C/CAG, same as existing rebate structure)

- Large rain barrels or daisy-chained barrels between 100-199 gallons – up to \$150 rebate (\$50 from participating agencies, \$100 from C/CAG)
- Cisterns larger than 200 gallons – up to \$200 rebate (\$50 from participating agencies, \$150 from C/CAG)
- Rain gardens as part of a turf/lawn replacement rebate application – up to \$300 additional incentive for installing a rain garden while replacing a lawn with drought tolerant plants under BAWSCA’s existing Lawn-be-Gone! turf replacement rebate program.

Funds will be expended only for program administration costs and rebate applications received and approved, so unused funds will remain in C/CAG’s stormwater program budget.

Resolution 20-27 authorizes the C/CAG Chair to execute Amendment Number 5 to the funding agreement with BAWSCA, extending the term through June 30, 2021, for no additional cost, and revising the program terms to reflect the pilot additional rebate amounts and categories. The proposed amendment is subject to approval as to form by C/CAG’s legal counsel prior to execution by the C/CAG Chair.

ATTACHMENTS

1. Resolution 20-27
2. Amendment No. 5 to the Funding Agreement with the Bay Area Water Supply and Conservation Agency
3. Existing Funding Agreement between C/CAG and BAWSCA (due to size, available online at <https://ccag.ca.gov/committees/board-of-directors-2/>)

RESOLUTION 20-27

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 NUMBER 5 TO THE FUNDING AGREEMENT WITH THE BAY AREA WATER SUPPLY AND CONSERVATION AGENCY, EXTENDING THE TERM THROUGH JUNE 30, 2021 FOR NO ADDITIONAL COST AND REVISING PROGRAM TERMS TO PROVIDE FOR ADDITIONAL PILOT INCENTIVES FOR THE COUNTYWIDE RAIN BARREL REBATE PROGRAM

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

WHEREAS, C/CAG's Countywide Water Pollution Prevention Program works with all 21 member agencies on programs to help keep pollution out of storm drains and subsequently impacting local creeks, the San Francisco Bay, and the Pacific Ocean, and

WHEREAS, capturing rainwater via rain barrels has both pollution prevention and water conservation benefits by reducing runoff volume and pollutants reaching municipal storm drain systems and offsetting potable water usage for outdoor landscape watering needs, and

WHEREAS, C/CAG approved Resolution 14-36, authorizing an agreement with BAWSCA at a cost not to exceed \$25,000 for a Pilot Rain Barrel Rebate Program (Program) in San Mateo County in Fiscal Year 2014-15, and

WHEREAS, C/CAG approved Resolution 15-17, authorizing Amendment Number 1 to the agreement with BAWSCA, extending the term of the Program through June 30, 2016 at an additional cost not to exceed \$25,000, and

WHEREAS, C/CAG approved Resolution 16-15, authorizing Amendment Number 2 to the agreement with BAWSCA, extending the term of the Program through June 30, 2017 at an additional cost not to exceed \$25,000, and

WHEREAS, C/CAG approved Resolution 17-17, authorizing Amendment Number 3 to the agreement with BAWSCA, extending the term of the Program through June 30, 2018 at no additional cost, and

WHEREAS, C/CAG approved Resolution 19-41, authorizing Amendment Number 4 to the agreement with BAWSCA, extending the term of the Program through June 30, 2020 at no additional cost, and

WHEREAS, sufficient unspent funds remain to allow for another year of the rebate program without any additional funding from C/CAG, and,

WHEREAS, C/CAG and BAWSCA jointly agree to continue the Program in 2020-21, but with revised conditions to provide additional pilot incentives for additional rebates for larger volume rain barrels and cisterns and rain gardens in conjunction with lawn replacement rebate programs.

NOW THEREFORE BE IT RESOLVED, the C/CAG Chair is authorized to execute Amendment No. 5 to the funding agreement with the Bay Area Water Supply and Conservation Agency, extending the term through June 30, 2021 at no additional cost for rain barrel, cistern, and rain garden rebates in San Mateo County. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final terms of said agreement prior to its execution by the C/CAG Chair, subject to approval as to form by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF JUNE, 2020.

Marie Chuang, Chair

AMENDMENT (No. 5) TO THE AGREEMENT BETWEEN THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AND THE BAY AREA WATER SUPPLY AND CONSERVATION AGENCY (BAWSCA).

WHEREAS, the Board of Directors of the City/County Association of Governments for San Mateo County (hereinafter referred to as C/CAG) and the Bay Area Water Supply and Conservation Agency (hereinafter referred to as BAWSCA) are parties to an agreement for a rain barrel rebate program in San Mateo County dated October 10, 2014 (the “Existing Agreement”); and

WHEREAS, BAWSCA and C/CAG wish to extend the Existing Agreement through June 30, 2021 for no additional cost and revise program terms to allow for piloting new rebates;

IT IS HEREBY AGREED by C/CAG and BAWSCA that:

1. The Existing Agreement is amended to extend the term through June 30, 2021, at no additional cost.
2. Payment for services in Fiscal Year 2020-21 is limited to available unspent funds from prior fiscal years, and total payment under this agreement shall not exceed \$75,000, which is the total provided under the original agreement and subsequent amendments.
3. Attachment 1 of the Existing Agreement (Rain Barrel Rebate Program Roles and Responsibilities), is revised as shown in Exhibit A to this Amendment to provide for piloting rebates for larger storage volume rain barrels and cisterns, as well as rain gardens in conjunction with BAWSCA’s Lawn Be Gone! turf replacement rebate program.
4. Provision 14 of the Existing Agreement is hereby amended to add Attachment 3 (Bay Area Stormwater Management Agencies Association’s “Stormwater Controls for Small Projects: Rain Gardens” fact sheet (included as Exhibit B to this Amendment).
5. All other provisions of the Existing Agreement shall remain in full force and effect.
6. The terms hereof amending the Existing Agreement shall take effect upon signature by both parties.
7. In the event of a conflict between the terms of this Amendment and the terms of the Existing Agreement, the terms of this Amendment shall prevail.

For C/CAG:

For BAWSCA:

Marie Chuang, Chair

Signature

Date: _____

By: _____

Approved as to form:

C/CAG Legal Counsel

Attachments:

Exhibit A – Revised Rain Barrel Rebate Program Roles and Responsibilities

Exhibit B – Bay Area Stormwater Management Agencies Association’s “Stormwater Controls for Small Projects: Rain Gardens” Fact Sheet

Rain Barrel Rebate Program Roles and Responsibilities

The following provisions set forth the roles and responsibilities of BAWSCA and C/CAG in their partnership to provide a rebate program for the purchase and installation of rain barrels, cisterns, and rain gardens to collect and re-use rainwater from gutters and downspouts for lawns and gardens.

General Description of the Rain Barrel Rebate Program

The Rain Barrel Rebate Program (Program) will provide ~~rebates~~ a rebate of ~~varying amounts~~ up to ~~\$100~~ to San Mateo County customers for the installation of rain barrels, cisterns, and rain gardens, which minimize the amount of water and pollutants flowing into storm drains and local waterways while also providing a water conservation benefit. Participation in this program will provide BAWSCA members a cost-effective way to offer their customers ~~additional~~ a rebate ~~opportunities~~ for water conservation purposes ~~rain barrel purchases~~.

For customers in San Mateo County, C/CAG will provide rebates as shown in Attachment 1 a ~~rebate of \$50 per rain barrel per customer, with a limit of 2 rain barrels per water account for single family residential customers and 4 rain barrels per water account for multi family residential and commercial accounts, which will be funded by C/CAG's San Mateo Countywide Water Pollution Prevention Program.~~ BAWSCA member agencies electing to participate in the Program (Participating Agencies) will provide an additional rebates to be determined annually by the participating agency ~~\$50 per rain barrel for a total rebate of \$100 per rain barrel.~~

The Program will run until canceled by C/CAG or BAWSCA from October 1, 2014 through the terms of the funding agreement. June 30, 2015.

BAWSCA will administer and manage the Program and process and issue all C/CAG rebates for San Mateo County residents who are not within the service area of a Participating Agency.

BAWSCA will set up a separate agreement with Participating Agencies in San Mateo County, whereby such Participating Agencies will process all rebate applications from customers within their service area, including issuing rebate payments for both the C/CAG ~~(\$50)~~ and Participating Agency shares ~~Agency's (\$50) share~~ of each rebate. ~~(\$100 total).~~ BAWSCA will then reimburse each Participating Agency within San Mateo County for the C/CAG share of the rebate.

C/CAG will reimburse BAWSCA for its costs associated with Program administration, limited to C/CAG's share of setup, including BAWSCA staff time, rebate one-time database setup and, and marketing costs, up to a maximum amount of \$5,000. ~~C/CAG will also reimburse BAWSCA for Program administration costs, including BAWSCA staff time, database management, and marketing costs. rebate processing, up to a maximum amount of \$1,250.~~

Below is a description of the Program roles and responsibilities of BAWSCA, C/CAG, and the Participating Agencies.

BAWSCA's Role and Responsibilities:

1. Overall Program management and coordination.
2. Coordination of Program material production and distribution of Program materials to C/CAG and Participating Agencies.
3. Receipt of customer applications, entering specific data into the database, and distribution of applications to respective Participating Agencies.
4. Maintain database of Program-wide data with tracking and reporting by Participating Agency.
5. Issue rebate reimbursements to Participating Agencies in San Mateo County for the C/CAG share of each rebate.
6. In-house rebate processing (payment of rebates, issue problem and denial letters, respond to Program-related customer service calls) for San Mateo County customers that are not within a Participating Agency's service area.
7. Provide ~~annual~~ monthly invoice to C/CAG for reimbursement to BAWSCA detailing Program expenditures.

C/CAG's Role and Responsibilities:

1. Funding BAWSCA's costs to initiate, administer, and manage the Program.
2. Funding rebates as shown in Attachment 1 of \$50 per rain barrel for customers in San Mateo County.
3. Review and approval of Program marketing materials.
4. Distribution of Program materials to the public and local rain barrel retailers.

Participating Agency's Role and Responsibilities:

1. Execution of an agreement with BAWSCA setting forth the terms and conditions for participation in the Program.
2. Distribution of Program materials to customers and local rain barrel retailers.
3. In-house rebate processing (payment of rebates, issue problem and denial letters, responding to all program related customer service calls pertaining to their agency that are forwarded by BAWSCA) for customers in its service area.
4. Submission of Program data (including information pertaining to requests for rebate reimbursements from BAWSCA) to BAWSCA via online database on a regular, bi-monthly basis.
5. Conduct all field services such as post-installation inspections (at Participating Agency discretion).

Program Requirements

C/CAG and BAWSCA agree the~~The~~ following requirements shall apply to the Program.:

1. Rebates are up to the maximums shown in Attachment 1~~\$400~~ per qualifying rain barrel or cistern up to the total cost of the rain barrel or cistern, not including sales tax, whichever is less.
2. Rebates are up to the maximum shown in Attachment 1 per qualifying rain garden based on documented contributing roof or other impervious areas.

- ~~2.3.~~ Qualifying rain barrels or cisterns must be newly purchased, a minimum size of 50 gallons, and designed for the intended purpose of rain capture.
4. Rain barrels or cisterns~~barrel~~ must have a secure lid for child safety and rust-proof screening for vector control (mosquito, rodent) and debris control.
- Rain barrels, cisterns, and
- ~~6.5.~~ The rain gardens~~barrel~~ must be connected to a rain gutter downspout, rain chain, or other effective means of capturing concentrated flow from roofs or other impervious surfaces.
- ~~8.6.~~ Rain barrels or cisterns~~barrel~~ must not be connected to the (potable water) irrigation system and collected rainwater must be utilized via a hose or bucket only.
- ~~40.7.~~ Rain barrels or above-ground cisterns~~barrel~~ must be placed on a solid and level foundation, such as concrete pad, pavers, or bricks for appropriate stability.
- ~~42.8.~~ Rain barrels or cisterns~~barrel~~ must not block or restrict access to walkways or pathways, which may become a safety/emergency access issue.
- ~~44.9.~~ Rain barrels or cisterns~~barrel~~ must be algae and UV-resistant or specially constructed sun barriers must be used.
10. Rain gardens must be sited at adequate distances from building foundations, neighboring properties, and public rights-of-way in accordance with attached guidance documents.
- ~~46.11.~~ Copper materials (including downspouts) are not allowed due to potential leaching concerns.
- ~~48.12.~~ Overflow pipe from rain barrels or cisterns or from rain gardens must be directed away from buildings and/or adjacent properties and may flow to landscape (preferred).
- ~~20.13.~~ Manufacturer's installation and maintenance instructions must be followed.
- ~~22.14.~~ The rain barrel rebate application must be postmarked within 90 days of rain barrel or cistern purchase date. Rain gardens must be installed after July 1, 2020 to qualify for a rebate.
- ~~23.~~ The original rain barrel or cistern purchase receipt must be included with the application.
- ~~15.~~
- ~~24.16.~~ Pre-installation and post-installation photos must be included with the application. At least two clear photos of each barrel, cistern, or rain garden must be submitted, showing downspout connections, secured lid and overflow valve, and an 8 1/2 x 11 sheet showing the date and water account number (include photos taken from at least two directions).
- ~~26.17.~~ All sites are subject to post-installation inspection at the discretion of the Participating Agency or the San Mateo County Mosquito and Vector Control, where applicable. The Participating Agency that serves the site in question will contact the

customer and, at the agency's discretion, perform the post-installation inspection.

~~27. The rain barrels must be purchased between September 1, 2014 and June 30, 2015.~~

~~28.18.~~ A separate application must be submitted for each metered address.

~~30.19.~~ Rain barrels, cisterns, or rain gardens must be installed within the County of San Mateo to be eligible for a rebate from C/CAG.

~~32.20.~~ All rebates are subject to availability of funds.

~~34.21.~~ Rebates may take up to eight (8) weeks to process.

~~36.22.~~ If customer needs their original receipt(s) returned, they must enclose a self-addressed, stamped envelope with their application.

Applicants shall certify

~~38.23.~~ Applicant certifies that necessary permissions have been obtained from the property owner, if applicant is not the owner.

~~39.24.~~ Limit of two rebates per single-family residential account or four rebates per commercial account for rain barrels or cisterns, and a limit of 1 rebate per single-family residential account or 2 rebates per commercial account for rain gardens. Applications for more than four rebates for a commercial account will be considered on a case by case basis. If more than four rebates are requested for a commercial account, pre-approval is required but not necessarily guaranteed.

~~41.25.~~ Rain barrels or cisterns~~barrel~~ must be maintained for a minimum of three years upon receipt of rebate, including ongoing maintenance to ensure that the barrel does not become a breeding site for mosquitos and thereby a public health threat.

~~42.26.~~ Rebates may be issued as checks or as credits to the customer's water service account, at the discretion of the participating BAWSCA agency.

~~44.27.~~ Participants must allow BAWSCA and C/CAG to reference the project and use photos submitted with the application in outreach materials and must respond to minimal requests for information about the project for purposes of Program reporting.

Installation Recommendations

The Program will include the following installation recommendations:

- 1. Refer to the Bay Area Stormwater Management Agencies Association's Rain Barrels and Cisterns: Stormwater Control for Small Projects (Attachment 2) for installation guidance.
- 2. Refer to the Bay Area Stormwater Management Agencies Association's Rain Gardens: Stormwater Control for Small Projects (Attachment 3) for installation guidance.
- 3. Locate the rain barrel or cistern on a raised foundation to accommodate a watering can and increase gravity flow.

- 4. Placement of the outlet pipe/faucet a maximum of 6 inches from the bottom of rain barrel or cistern.
- 5. Consider strapping rain barrel or cistern similar to earthquake straps for hot water heaters, or per manufacturer recommendations.
- 6. Consider limiting height:width ratio of the rain barrel or cistern to 2:1 to prevent instability.

Attachment 1 – Rebate/Incentive Schedule

All rebates are subject to availability of funds in the agreement between C/CAG and BAWSCA.

Rain Barrels or Cisterns:

- Small rain barrels between 50-99 gallons –\$50 from C/CAG
- Large rain barrels between 100-199 gallons –\$100 from C/CAG
- Cisterns larger than 200 gallons –\$150 from C/CAG

Additional rebates from participating BAWSCA agencies to be determined by participating agencies.

Rain Gardens:

Up to a maximum of \$300 based on area of contributing impervious surface, limited to one rain garden per residential property.

Exhibit B

Bay Area Stormwater Management Agencies Association Stormwater Control for Small Projects: Rain Gardens Fact Sheet

(Due to size, available online at
<https://ccag.ca.gov/committees/board-of-directors-2/>)

C/CAG AGENDA REPORT

Date: June 11, 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 20-28 authorizing the C/CAG Chair to execute an agreement with the Peninsula Traffic Congestion Relief Alliance (Commute.org) in the amount of \$510,000 to provide the FY 2020/21 Countywide Voluntary Trip Reduction Program.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-28 authorizing the C/CAG Chair to execute an agreement with the Peninsula Traffic Congestion Relief Alliance (Commute.org) in the amount of \$510,000 to provide the FY 2020/21 Countywide Voluntary Trip Reduction Program.

FISCAL IMPACT

Staff recommends providing \$510,000 to Commute.org for the FY 2020/21 Countywide Voluntary Trip Reduction Program. This item is subject to the approval of the FY2020/21 Agency budget.

SOURCE OF FUNDS

The funds under the Congestion Relief Plan are derived from C/CAG Member Agency assessments.

BACKGROUND

The Peninsula Traffic Congestion Relief Alliance, also known as Commute.org, operates the Countywide Voluntary Trip Reduction Program. The program provides private and public sectors with Transportation Demand Management (TDM) tools and strategies, connecting their employees and customers with transportation options that offer alternatives to driving alone. This program is jointly funded with revenues from C/CAG under the Countywide Congestion Relief Plan and Transportation Fund for Clean Air Program (TFCA).

Staff recommends approving Resolution 20-28, authorizing an agreement with Commute.org in the amount of \$510,000 to provide the FY 2020/21 Countywide Voluntary Trip Reduction Program.

ATTACHMENTS

1. Resolution 20-28
2. Agreement with Peninsula Traffic Congestion Relief Alliance (Commute.org) for the Countywide Voluntary Trip Reduction Program and Scope of Work (*Available for review and download at <https://www.ccag.ca.gov/committees/board-of-directors/>*)

RESOLUTION 20-28

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 AN AGREEMENT BETWEEN C/CAG AND THE PENINSULA TRAFFIC CONGESTION RELIEF ALLIANCE (COMMUTE.ORG) IN THE AMOUNT OF \$510,000 FROM THE CONGESTION RELIEF PLAN TO PROVIDE THE COUNTYWIDE VOLUNTARY TRIP REDUCTION PROGRAM FOR FISCAL YEAR 2020/21

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

WHEREAS, C/CAG approved providing funds for the Countywide Transportation Demand Management (TDM) program under the Congestion Relief Plan (July 1, 2019 to June 30, 2023), and

WHEREAS, the Countywide Voluntary Trip Reduction Program is sponsored by the Peninsula Traffic Congestion Relief Alliance (Commute.org), and

WHEREAS, C/CAG desires to enter into a funding agreement with the Peninsula Traffic Congestion Relief Alliance (Commute.org) to receive Congestion Relief Plan funding to implement Countywide TDM programs, setting forth the responsibilities of each party.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that on behalf of C/CAG the Chair is authorized to enter into a funding agreement with the Peninsula Traffic Congestion Relief Alliance (Commute.org) in the amount of \$510,000 from the Congestion Relief Plan to provide the Countywide Voluntary Trip Reduction Program for Fiscal Year 2020/21, subject to approval of C/CAG FY 2020-21 Annual Budget. This agreement shall be in a form approved by C/CAG legal counsel.

PASSED, APPROVED, AND ADOPTED THIS 11TH DAY OF JUNE 2020.

Marie Chuang, Chair

C/CAG AGENDA REPORT

Date: June 11, 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 20-29 authorizing the C/CAG Chair to execute an agreement with the Peninsula Traffic Congestion Relief Alliance (Commute.org) for the Carpool 2020 Rewards Based Incentives Program in the amount of \$108,000.

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

RECOMMENDATION

Review and approval of Resolution 20-29 authorizing the C/CAG Chair to execute an agreement with the Peninsula Traffic Congestion Relief Alliance (Commute.org) for the Carpool 2020 Rewards Based Incentives Program in the amount of \$108,000.

FISCAL IMPACT

An amount of \$108,000 in the Fiscal Year 2019-20 Transportation Fund for Clean Air (TFCA) funds will be used for the funding agreement, as included in the proposed C/CAG budget.

SOURCE OF FUNDS

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

BACKGROUND

The C/CAG Countywide Carpooling Incentives Pilot Program, Carpool 2.0, is concluding at the end of FY 2019-20. The program has been managed by Commute.org, San Mateo County's Transportation Demand Management implementation agency. The Carpool 2.0 program aims to encourage commuters to carpool or share rides when traveling to or from San Mateo County. The trips would be tracked through commercially available and verifiable program applications (apps) such as Scoop or Waze Carpool. Users will then earn rewards through the existing Commute.org's STAR platform, powered by Rideamigos and under license with Commute.org.

The Carpool 2.0 Program reflected a steady increase in carpool riders over the duration of the program. In total, the program incentivized 1,961 carpoolers, translated to 955 tons of CO2 reduced, 4,708,310

shared traveled miles, and \$169,025 in incentives given. In an effort to continually improve the program, C/CAG staff and Commute.org recommend removing the self reporting element of the Carpool 2.0 Program. This will ensure all trips are validated through third party apps such as Scoop and Waze Carpool.

In the spring of 2020, C/CAG staff developed a new carpool incentives program, Carpool 2020, consisting of three separate components. These components include an employer incentives program with Scoop, a driver incentives program with Waze Carpool, and a rewards-based incentives program with Commute.org. At February 13, 2020 meeting, the C/CAG Board approved Resolution 20-06 authorizing the Carpool 2020 Program. The program was originally set to begin in the summer.

When the COVID-19 pandemic began and shelter in place order took effect in March, participation in the Carpool 2.0 program has slowed down considerably. Many believe that ridesharing activities may not return to normal until the economy adapts to post COVID-19 era and new safety measures are in place to make commuters feel safe to use non-drive alone modes. Given the uncertainties of users' level of comfort on sharing rides, and availability of vaccines, staff recommends postponing the employer and driver incentives components at this time. More details on staff's recommendation to redirect funding for these two components can be found in Item 6.2.2 of this June 11, 2020 C/CAG Board Meeting Agenda.

For the third program component, C/CAG staff is now recommending directing a total of \$108,000 towards this effort, which is lower than the \$250,000 previously approved. This new grant amount is to take into consideration a reduced number of participants due to COVID-19.

The Rewards Based Incentives program is similar to the previous Carpool 2.0 pilot and will continue to be managed by Commute.org. This Program will provide incentives through the form of e-gift cards based on verifiable number of days a commuter carpools. The new program will only include verified carpool trips through a third-party app to ensure all carpool trips are legitimate. For every 10 days of verified carpool trips, a carpooler (either driver or rider) can earn a \$25 e-gift card. The individual can repeat this until the \$100 maximum is earned. There will be additional "challenges" built into the incentive program where carpoolers can receive additional prizes. "Challenges" can have varying focuses, for example, emphasizing on the mid-week rideshare (Tue., Wed., Thu.) or a 3-person rideshare. Those commuters participating in the challenges will be included in quarterly drawings.

C/CAG staff recommends that the Board authorizes the C/CAG Chair to execute an agreement with Commute.org for the Carpool 2020 rewards based Incentives Program in the amount of \$108,000. Pending approval by the C/CAG Board, it is expected that the Program will launch in July 2020 and continue for a one-year period. A mid-term review will be performed to make necessary adjustments.

ATTACHMENTS

- Resolution 20-29
- Draft Funding Agreement with Peninsula Traffic Congestion Relief Alliance (Commute.org) for the Carpool 2020 Rewards Based Program.
(Available for review and download at www.ccag.ca.gov/ccag.html)

RESOLUTION 20-29

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 AN AGREEMENT WITH PENINSULA TRAFFIC CONGESTION RELIEF ALLIANCE (COMMUTE.ORG) FOR THE CARPOOL 2020 REWARDS BASED INCENTIVES PROGRAM IN THE AMOUNT OF \$108,000

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 13, 2020 meeting approved certain projects and programs for funding through San Mateo County's local share of Transportation Fund for Clean Air (TFCA) revenues; and

WHEREAS, C/CAG partnered with Peninsula Traffic Congestion Relief Alliance (Commute.org) to complete the Carpool 2.0 Carpool Incentive Program in San Mateo County during Fiscal Year 2018-19 and Fiscal Year 2019-20; and

WHEREAS, C/CAG desires to implement a Carpool 2020 rewards based incentives program; and

WHEREAS, Commute.org is identified as the agency to lead and manage the Program.

WHEREAS, C/CAG desires to enter into agreement with Commute.org.

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 enter into an Agreement with Commute.org for the Carpool 2020 Rewards Based Incentive Program in the amount of \$108,000. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final scope and terms of the Agreement and related materials prior to execution by both parties, subject to approval of C/CAG FY 2020-21 Annual Budget and legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED THIS 11TH DAY OF JUNE 2020.

Marie Chuang, Chair

C/CAG AGENDA REPORT

Date: June 11, 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 20-30 authorizing the C/CAG Chair to execute the Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the Fiscal Year 2020/21 Transportation Fund for Clean Air (TFCA) Program for San Mateo County for an amount up to \$1,404,195.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-30 authorizing the C/CAG Chair to execute the Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the Fiscal Year 2020/21 Transportation Fund for Clean Air (TFCA) Program for San Mateo County for an amount up to \$1,404,195.

FISCAL IMPACT

Upon execution, this agreement provides up to \$1,404,195 in TFCA funding for FY 2020/21. Included in this amount is \$69,195 of administrative costs for the program. This allocation is subject to the approval of the FY2020/21 agency budget.

SOURCE OF FUNDS

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

BACKGROUND

C/CAG, as the Program Manager for the TFCA Program in San Mateo County, distributes funds to qualifying projects that reduce air pollution, greenhouse gas emissions, and traffic congestion by improving transportation options. On February 13, 2020, the C/CAG Board adopted Resolution 20-08 approving the FY 2020/21 Expenditure Plan. The following projects are to be funded as part of the FY 2020/21 TFCA Program:

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

Funding agreements with project sponsors, Commute.org and SamTrans, are presented to the C/CAG Board for approval under subsequent Agenda Items 5.10.2 and 5.10.3, respectively. Details of the C/CAG sponsored Carpool Incentives Program / Innovative Pilot Project in the amount of \$435,000 will be presented to the C/CAG Board for approval at a future Board meeting.

The funding agreement between C/CAG and the BAAQMD is for the receipt of the FY 2020/21 TFCA County Program Manager funds.

ATTACHMENTS

1. Resolution 20-30
2. Funding Agreement between C/CAG and BAAQMD for FY 2020/21 (*Will be available for review and download at <https://www.ccag.ca.gov/committees/board-of-directors/>)*

RESOLUTION 20-30

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 THE PROGRAM MANAGER FUNDING AGREEMENT WITH THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT (BAAQMD) FOR THE FISCAL YEAR 2020/21 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) PROGRAM FOR SAN MATEO COUNTY FOR AN AMOUNT UP TO \$1,404,195

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

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

WHEREAS, the Board of Directors of the City/County Association of Governments at its February 13, 2020 meeting approved the Fiscal Year 2020/21 Expenditure Plan, which detailed projects and programs to be funded through San Mateo County's 40 percent local share of Transportation Fund for Clean Air (TFCA) revenues; and

WHEREAS, C/CAG will act as the Program Manager for \$1,404,195 of TFCA funded projects; and

WHEREAS, it is necessary for C/CAG to enter into a Program Manager Agreement with the Bay Area Air Quality Management District (BAAQMD) setting forth the responsibilities of each party.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that on behalf of C/CAG, the Chair is authorized to enter into an agreement with the Bay Area Air Quality Management District for the Fiscal Year 2020/21 Transportation Fund for Clean Air (TFCA) Program for San Mateo County for an amount up to \$1,404,195, subject to approval of C/CAG FY 2020-21 Annual Budget, and further authorize the Executive Director to negotiate final terms of the agreement prior to execution by the Chair, subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED THIS 11TH DAY OF JUNE 2020.

Marie Chuang, Chair

C/CAG AGENDA REPORT

Date: June 11, 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 20-31 authorizing the C/CAG Chair to execute a Funding Agreement with Peninsula Traffic Congestion Relief Alliance (Commute.org) in the amount of \$600,000 under the Fiscal Year 2020/21 Transportation Fund for Clean Air (TFCA) Program to provide the Countywide Voluntary Trip Reduction Program.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-31 authorizing the C/CAG Chair to execute a Funding Agreement with Peninsula Traffic Congestion Relief Alliance (Commute.org) in the amount of \$600,000 under the Fiscal Year 2020/21 Transportation Fund for Clean Air (TFCA) Program to provide the Countywide Voluntary Trip Reduction Program.

FISCAL IMPACT

Under the FY 2020/21 TFCA Program, there is a total allocation of \$1,404,195. Per C/CAG Resolution 20-08, \$600,000 is designated for the Commute.org Countywide Voluntary Trip Reduction Program. The total project cost for the Countywide Voluntary Trip Reduction Program is \$1,547,400, the TFCA funding contribution is \$600,000. This allocation is subject to the approval of the FY2020/21 agency budget.

SOURCE OF FUNDS

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

BACKGROUND

On February 13, 2020, per Resolution 20-08, the C/CAG Board approved the Expenditure Plan for projects to be funded as part of the FY 2020/21 TFCA Program. The FY2020/21 Program includes \$600,000 for the Countywide Voluntary Trip Reduction Program managed by Peninsula Traffic Congestion Relief Alliance (also known as Commute.org). This Program assists private and public sectors to connect their employees and customers with transportation options that provide an alternatives to driving alone. Commute.org provides these transportation demand management (TDM) services in collaboration and partnership with the Bay Area Carpool Program, 511 Contra Costa, San Francisco's Office of the Environment, Solano Napa Commuter Information, MTC and various transportation agencies in the Bay Area. The goal is to encourage use of transportation alternatives such as carpools, vanpools, telework and transit. Efforts are targeted primarily at commute trips that originate or terminate in San Mateo County. Program components are detailed in the Draft Funding Agreement (Attachment 2) in the section titled Project Information (Attachment A)

The Countywide Voluntary Trip Reduction Program also receives funding from C/CAG's Countywide Congestion Relief Plan. Commute.org is the project sponsor and is responsible to meet the TFCA cost-effectiveness criteria and all funding requirements.

ATTACHMENTS

1. Resolution 20-31
2. Funding Agreement with Peninsula Traffic Congestion Relief Alliance (Commute.org) for the FY 2020/21 TFCA Program (*Available for review and download at <https://www.ccag.ca.gov/committees/board-of-directors/>*)

RESOLUTION 20-31

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 A FUNDING AGREEMENT WITH PENINSULA TRAFFIC CONGESTION RELIEF ALLIANCE (COMMUTE.ORG) IN THE AMOUNT OF \$600,000 UNDER THE FISCAL YEAR 2020/21 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) PROGRAM TO PROVIDE THE COUNTYWIDE VOLUNTARY TRIP REDUCTION PROGRAM

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 13, 2020 meeting approved certain projects and programs for funding through San Mateo County's local share of Transportation Fund for Clean Air (TFCA) revenues; and

WHEREAS, the agencies implementing these projects, the scope of the work and the specified amount of TFCA funding, have been identified and approved by the Board of Directors; and

WHEREAS, Commute.org is designated to receive TFCA funds for the Countywide Voluntary Trip Reduction Program. The program assists private and public sectors to connect their employees and customers with transportation options that provide alternatives to driving alone; and

WHEREAS, it is necessary for C/CAG to enter into Project Sponsor agreements with the individual agencies receiving TFCA project funding, setting forth the responsibilities of each party.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to enter into an agreement with Peninsula Traffic Congestion Relief Alliance (Commute.org) for \$600,000 under the Transportation Fund for Clean Air (TFCA) Program for Fiscal Year 2020/21, subject to approval of C/CAG FY 2020-21 Annual Budget, and further authorize the Executive Director to negotiate final terms of the agreement prior to execution by the Chair, subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED THIS 11TH DAY OF JUNE 2020.

Marie Chuang, Chair

C/CAG AGENDA REPORT

Date: June 11, 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 20-32 authorizing the C/CAG Chair to execute a Funding Agreement with the San Mateo County Transit District (SamTrans) in the amount of \$300,000 under the Fiscal Year 2020/21 Transportation Fund for Clean Air (TFCA) Program for the BART Shuttle Program.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-32 authorizing the C/CAG Chair to execute a Funding Agreement with the San Mateo County Transit District (SamTrans) in the amount of \$300,000 under the Fiscal Year 2019/20 Transportation Fund for Clean Air (TFCA) Program for the BART Shuttle Program.

FISCAL IMPACT

Under the FY 2020/21 TFCA Program, there is a total allocation of \$1,404,195. Per C/CAG Resolution 20-08, \$300,000 is designated for the SamTrans BART Shuttle Program. The total cost of the BART Shuttle Program is \$1,500,000, and the TFCA funding contribution is \$300,000. This allocation is subject to the approval of the FY2020/21 agency budget.

SOURCE OF FUNDS

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

BACKGROUND

On February 13, 2020, per Resolution 20-08, the C/CAG Board approved the Expenditure Plan for projects to be funded as part of the FY 2020/21 TFCA Program. The FY2020/21 Program includes \$300,000 for the SamTrans BART Shuttle Bus Program. This program provides shuttle

bus service during peak commute period on five (5) key routes connecting major employment centers in South San Francisco, Brisbane, and Foster City.

SamTrans is the project sponsor and is responsible to meet the TFCA cost-effectiveness criteria and all funding requirements.

ATTACHMENTS

1. Resolution 20-32
2. Funding Agreement between C/CAG and SamTrans for the FY 2020/21 TFCA Program
(Available for review and download at <https://www.ccag.ca.gov/committees/board-of-directors/>)

RESOLUTION 20-32

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 A FUNDING AGREEMENT WITH THE SAN MATEO COUNTY TRANSIT DISTRICT (SAMTRANS) IN THE AMOUNT OF \$300,000 UNDER THE FISCAL YEAR 2020/21 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) PROGRAM FOR THE BART SHUTTLE PROGRAM

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 13, 2020 meeting approved certain projects and programs for funding through San Mateo County's local share of Transportation Fund for Clean Air (TFCA) revenues; and

WHEREAS, the agencies implementing these projects, the scope of the work and the specified amount of TFCA funding, have been identified and approved by the Board of Directors; and

WHEREAS, the San Mateo County Transit District (SamTrans) is designated to receive TFCA funds for the SamTrans Shuttle Bus Program; and

WHEREAS, it is necessary for C/CAG to enter into Project Sponsor agreements with the individual agencies receiving TFCA project funding, setting forth the responsibilities of each party.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to enter into an agreement with the San Mateo County Transit District for \$300,000 under the Transportation Fund for Clean Air (TFCA) Program, subject to approval of C/CAG FY 2020-21 Annual Budget, and further authorize the Executive Director to negotiate final terms of the agreement prior to execution by the Chair, subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED THIS 11TH DAY OF JUNE 2020.

Marie Chuang, Chair

C/CAG AGENDA REPORT

Date: June 11, 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 20-33 authorizing the C/CAG Chair to execute a funding agreement with SamTrans for the allocation of Measure M Funds for Fiscal Years 2020/21 in the amount of \$1,400,000.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-33 authorizing the C/CAG Chair to execute a funding agreement with SamTrans for the allocation of Measure M Funds for Fiscal Years 2020/21 in the amount of \$1,400,000.

FISCAL IMPACT

Staff recommends an allocation of \$1,400,000 in Measure M funds to SamTrans for its transit operations and senior transportation programs for fiscal year 2020/21. This allocation is subject to the FY2020/21 agency budget approval.

SOURCE OF FUNDS

Measure M - \$10 Vehicle Registration Fee

BACKGROUND

The C/CAG sponsored Measure M, which was approved by the voters of San Mateo County in 2010; impose an annual fee of ten dollars (\$10) on motor vehicles registered in San Mateo County for transportation-related traffic congestion and water pollution mitigation programs. The estimated revenue of \$6.7 million annually (\$167 million over 25 years). The Measure funds various transportation programs for the 20 cities and the County. Per the 5-year Implementation Plan, 50% of the net proceeds will be allocated to cities/County for local streets and roads, and 50% will be used for countywide transportation programs such as transit operations, regional traffic congestion management, water pollution prevention, and safe routes to school.

Funding Estimates

The current 5-Year Measure M Implementation Plan (FY 2016/17- 2020/21), approved by the C/CAG Board on April 14, 2016, allocates 22% of the net revenue collected, approximately \$1,400,000 annually to the Transit Operations/Senior Transportation programs. Funds for this category are currently used for San Mateo Transit District's (SamTrans') paratransit (disabled and senior) service, including RediWheels and Senior Mobility Programs.

For the last cycle, the fiscal years 2018/19 and 2019/20 funding agreement also provided SamTrans an estimated total of \$2.8 million for two years. However, upon final collection of revenues for those two years, it is likely that there will be an additional amount above the \$2.8 million. The total will be determined at the conclusion of the fiscal year. The FY 2018/19 - 2019/20 funding agreement required the extra net revenue to fund only a list of approved Senior Mobility programs.

RediWheels and Senior Mobility Programs

Measure M allocations to the Transit District primarily fund the RediWheels and Senior Mobility Programs. RediWheels is a \$20.47 M annual program, which receives significant funding from multiple sources including passenger fares, SamTrans sales tax, Measure A (County), Measure A (Transportation Authority), operating grants, and Transportation Development Act Funds. The \$1.4M in Measure M funds would contribute 6.8% towards the total project cost.

The RediWheels program is a fixed-route paratransit service for people with disabilities who cannot independently use the regular SamTrans bus service. The RediWheels service is provided on the bayside of the County (RediCoast on the Coastside). SamTrans offers paratransit customers a financial incentive to use the services by allowing ADA (American with Disabilities Act) certified customers and personal care attendants to ride all regular fixed-route SamTrans trip without paying a fare.

The Senior Mobility Program is comprised of the following components: Community Transit, Community-Based Transportation, Encouraging Use of Transit, Information and Assistance, Taxicab Services, and Promote Walking by older adults. (Expanded program descriptions can be found in the Exhibit A of the Funding Agreement (Attachment 2))

Recommendation for FY 2020/21

Although previous funding agreements with SamTrans have typically been on two-year cycles, the C/CAG Board adopted 5-Year Measure M Implementation Plan, effective FY 2016/17 through 2020/21. This is the 5th year of the 5-Year cycle, hence staff recommends a one-year funding agreement for FY2020/2021. Staff recommends that C/CAG continue to provide SamTrans \$1.4 million in FY 2020/21 for the RediWheels and Senior Mobility Programs. In addition, similar to FY 2018/19 – 2019/20 funding agreement, staff recommends that any extra net revenues will be directed to fund Senior Mobility programs listed in Exhibit B of the Funding Agreement (Attachment 2).

ATTACHMENTS

1. Resolution 20-33
2. Funding Agreement with SamTrans for Allocation of Measure M Funds for FY 2020/21
(Available for review and download at <https://www.ccag.ca.gov/committees/board-of-directors/>)

RESOLUTION 20-33

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE CHAIR TO EXECUTE A FUNDING AGREEMENT WITH SAMTRANS FOR THE ALLOCATION OF MEASURE M FUNDS FOR FISCAL YEARS 2020/21 IN THE AMOUNT OF \$1,400,000

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

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

WHEREAS, on November 2, 2010, the San Mateo County voters approved Measure M, which imposes an additional \$10 Vehicle Registration Fee on each motor vehicles registered within the county, effective May 2011 and continuing for a period of 25 years; and

WHEREAS, per Resolution 16-11, the 5-Year Measure M Implementation Plan (Fiscal Year 2016/17 – 2020/2021) approved by the C/CAG Board in April 2016 stipulates that twenty-two percent (22%) of the net revenue collected, approximately \$1,400,000 annually, is allocated to the Countywide Transit Operations and Senior Transportation Programs (the “Program”); and

WHEREAS, C/CAG desires to allocate \$1,400,000 to SamTrans, on a reimbursement basis, for implementation of the Program, which consists of the Senior Mobility Program and RediWheels; and

WHEREAS, additional revenue received above \$1,400,000 each year and within the 22% net revenue collected will be applied towards Senior Mobility programs listed in Exhibit B in the Funding Agreement; and

WHEREAS, C/CAG and SamTrans desire to enter into a funding agreement for the allocation of Measure M funds for the Program.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to execute an agreement with SamTrans for FY 2020/21 for an amount up to \$1,400,000, subject to approval of C/CAG FY 2020-21 Annual Budget, and further authorize the Executive Director to negotiate final terms of the agreement prior to execution by the Chair, subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF JUNE 2020.

Marie Chuang, Chair

C/CAG AGENDA REPORT

Date: June 11, 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 Finance Committee’s recommendation of no change to the investment portfolio and accept the Quarterly Investment Reports as of December 31, 2019 and March 31, 2020.

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

RECOMMENDATION

That the C/CAG Board review and approve the Finance Committee’s recommendation of no change to the investment portfolio and accept the Quarterly Investment Reports as of December 31, 2019 and March 31, 2020.

FISCAL IMPACT

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

SOURCE OF FUNDS

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

BACKGROUND

According to the C/CAG Investment Policy adopted on September 12, 2019:

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

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

The LAIF Quarter Ending 12/31/19 net interest earning rate is 2.11%
 San Mateo County Pool Quarter Ending 12/31/19 net interest earning rate is 1.88%

The LAIF Quarter Ending 03/31/20 net interest earning rate is 1.89%
 San Mateo County Pool Quarter Ending 03/31/20 net interest earning rate is 1.82%

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

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

On December 4, 2019, the Finance Committee reviewed the investment portfolio and recommend no change to the investment portfolio. On December 12, 2019, the C/CAG Board approved of no change to the investment portfolio.

On February 26, 2020 the Finance Committee reviewed the investment portfolio and recommended no change to the investment portfolio. That recommendation, along with the Quarterly Investment Report as of December 31, 2019, was supposed to be forwarded to the C/CAG Board for action at the March meeting, but was delayed and is being submitted to the C/CAG Board concurrently with the Quarterly Investment Report as of March 31, 2020.

On May 27, 2020, the Finance Committee reviewed the investment portfolio and recommended no change to the portfolio.

The investment portfolio as of March 31, 2020 is as follows:

	12/31/2019		3/31/2020	
	Amount	Percent	Amount	Percent
LAIF	\$18,186,431	70%	\$18,568,498	70%
COPOOL	\$7,843,493	30%	\$7,981,001	30%
Total	\$26,029,924	100%	\$26,549,499	100%

Staff recommends the C/CAG Board to review and approve the Finance Committee's recommendation of no change to the investment portfolio and accept the Quarterly Investment Reports as of December 31, 2019 and March 31, 2020.

ATTACHMENTS

1. Quarterly Investment Report as of December 31, 2019 from San Carlos Financial Services Manager
2. Quarterly Investment Report as of March 31, 2020 from San Carlos Financial Services Manager

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

Board of Directors Agenda Report

To: Sandy Wong, Executive Director
From: Carrie Tam, Financial Services Manager
Date: February 26, 2020

SUBJECT: Quarterly Investment Report as of December 31, 2019

RECOMMENDATION:

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

ANALYSIS:

The attached investment report indicates that on December 31, 2019, funds in the amount of \$26,029,924 were invested producing a weighted average yield of 2.04%. Of the total investment portfolio, 69.9% of funds were invested in the Local Agency Investment Fund (LAIF) and 30.1% in the San Mateo County Investment Pool (COPOOL). These percentages are within the range specified by the C/CAG Board. Accrued interest earnings for this quarter totaled \$139,576. The portfolio mix reflects the Board approved percentage invested in the County Investment Pool and LAIF.

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

	Qtr Ended 12/31/19	Qtr Ended 9/30/19	Increase (Decrease)
Total Portfolio	\$ 26,029,924	\$ 25,331,770	\$ 698,154
Weighted Average Yield	2.04%	2.29%	-0.25%
Accrued Interest Earnings	\$ 139,576	\$ 148,153	\$ (8,577)

There was an increase of \$0.7 million in the portfolio balance this quarter compared to the previous quarter mainly due to cash receipts offset by cash disbursements in the second quarter for Measure M, National Pollutant Discharge Elimination System (NPDES), Bay Area Air Quality Management (BAAQM), and Congestion Relief and Management. The slightly lower quarterly interest rate resulted in slightly lower interest earnings for this quarter.

Historical cash flow trends are compared to current cash flow requirements on an ongoing basis to ensure that C/CAG's investment portfolio will remain sufficiently liquid to meet all reasonably anticipated operating requirements. As of December 31, 2019, the portfolio contains sufficient liquidity to meet the next six months of expected expenditures by C/CAG. All investments are in compliance with the Investment Policy. Attachment 2 shows a historical comparison of the portfolio for the past nine quarters.

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

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

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

Attachments

- 1 – Investment Portfolio Summary for the Quarter Ended December 31, 2019
- 2 – Historical Summary of Investment Portfolio

CITY & COUNTY ASSOCIATION OF GOVERNMENTS

SUMMARY OF ALL INVESTMENTS
For Quarter Ending December 31, 2019

Category	Quarterly Interest Rate**	Historical Book Value	% of Portfolio	GASB 31 ADJ Market Value
Liquid Investments:				
Local Agency Investment Fund (LAIF)	2.11%	18,186,431	69.9%	18,218,626
San Mateo County Investment Pool (COPOOL)	1.88%	7,843,493	30.1%	7,843,493
Agency Securities				
<i>none</i>				
Total - Investments	2.04%	26,029,924	100%	26,062,119
GRAND TOTAL OF PORTFOLIO	2.04%	\$ 26,029,924	100%	\$ 26,062,119
Total Interest Earned This Quarter				139,576
Total Interest Earned (Loss) Fiscal Year-to-Date				287,729

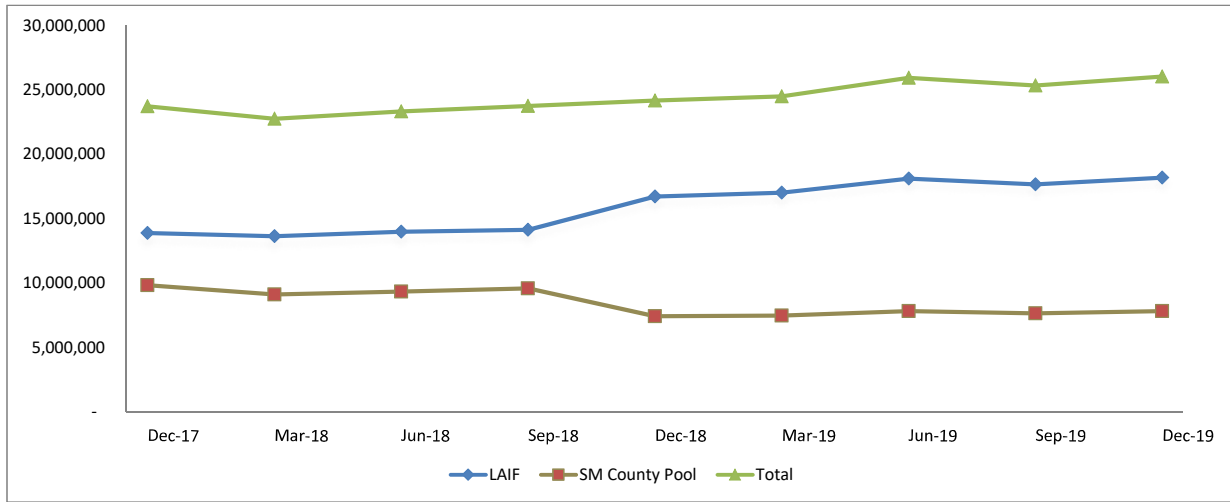
Note: CCAG Board approved the following investment portfolio mix at its November 14, 2013 meeting:

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

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

**Presented net of administrative fees

City and County Association of Governments Historical Summary of Investment Portfolio December 31, 2019



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

City/County Association of Governments Investment Portfolio

	Dec-17	Mar-18	Jun-18	Sep-18	Dec-18	Mar-19	Jun-19	Sep-19	Dec-19
LAIF	13,896,995	13,637,606	13,988,892	14,152,699	16,728,451	17,017,482	18,118,668	17,679,856	18,186,431
SM County Pool	9,838,593	9,117,611	9,350,753	9,590,815	7,436,613	7,488,352	7,832,078	7,651,914	7,843,493
Total	23,735,588	22,755,217	23,339,645	23,743,514	24,165,064	24,505,834	25,950,746	25,331,770	26,029,924

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

Board of Directors Agenda Report

To: Sandy Wong, Executive Director
From: Carrie Tam, Financial Services Manager
Date: May 27, 2020

SUBJECT: Quarterly Investment Report as of March 31, 2020

RECOMMENDATION:

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

ANALYSIS:

The attached investment report indicates that on March 31, 2020, funds in the amount of \$26,549,499 were invested producing a weighted average yield of 1.87%. Of the total investment portfolio, 69.9% of funds were invested in the Local Agency Investment Fund (LAIF) and 30.1% in the San Mateo County Investment Pool (COPOOL). These percentages are within the range specified by the C/CAG Board. Accrued interest earnings for this quarter totaled \$126,810. The portfolio mix reflects the Board approved percentage invested in the County Investment Pool and LAIF.

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

	Qtr Ended 3/31/20	Qtr Ended 12/31/19	Increase (Decrease)
Total Portfolio	\$ 26,549,499	\$ 26,029,924	\$ 519,575
Weighted Average Yield	1.87%	2.04%	-0.17%
Accrued Interest Earnings	\$ 126,810	\$ 139,576	\$ (12,766)

There was an increase of \$0.5 million in the portfolio balance this quarter compared to the previous quarter mainly due to cash receipts offset by cash disbursements in the third quarter for Measure M, National Pollutant Discharge Elimination System (NPDES), Bay Area Air Quality Management (BAAQM), and Congestion Relief and Management. The slightly lower quarterly interest rate resulted in slightly lower interest earnings for this quarter.

Historical cash flow trends are compared to current cash flow requirements on an ongoing basis to ensure that C/CAG's investment portfolio will remain sufficiently liquid to meet all reasonably anticipated operating requirements. As of March 31, 2020, the portfolio contains sufficient liquidity to meet the next six months of expected expenditures by C/CAG. All investments are in compliance with the Investment Policy. Attachment 2 shows a historical comparison of the portfolio for the past nine quarters.

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

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

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

Attachments

- 1 – Investment Portfolio Summary for the Quarter Ended March 31, 2020
- 2 – Historical Summary of Investment Portfolio

CITY & COUNTY ASSOCIATION OF GOVERNMENTS

SUMMARY OF ALL INVESTMENTS

For Quarter Ending March 31, 2020

Category	Quarterly Interest Rate**	Historical Book Value	% of Portfolio	GASB 31 ADJ Market Value
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Liquid Investments:

Local Agency Investment Fund (LAIF)	1.89%	18,568,498	69.9%	18,707,409
San Mateo County Investment Pool (COPOOL)	1.82%	7,981,001	30.1%	7,981,001

Agency Securities

none

Total - Investments	1.87%	26,549,499	100%	26,688,410
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GRAND TOTAL OF PORTFOLIO	1.87%	\$ 26,549,499	100%	\$ 26,688,410
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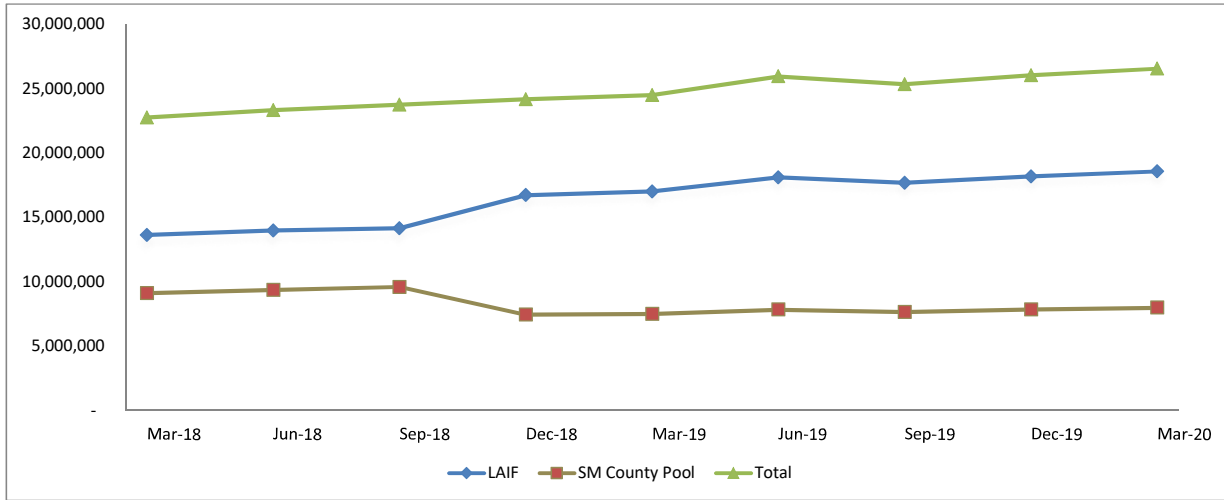
Total Interest Earned This Quarter	126,810
Total Interest Earned (Loss) Fiscal Year-to-Date	414,539

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

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

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

City and County Association of Governments Historical Summary of Investment Portfolio March 31, 2020



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

City/County Association of Governments Investment Portfolio

	Mar-18	Jun-18	Sep-18	Dec-18	Mar-19	Jun-19	Sep-19	Dec-19	Mar-20
LAIF	13,637,606	13,988,892	14,152,699	16,728,451	17,017,482	18,118,668	17,679,856	18,186,431	18,568,498
SM County Pool	9,117,611	9,350,753	9,590,815	7,436,613	7,488,352	7,832,078	7,651,914	7,843,493	7,981,001
Total	22,755,217	23,339,645	23,743,514	24,165,064	24,505,834	25,950,746	25,331,770	26,029,924	26,549,499

C/CAG AGENDA REPORT

Date: June 11, 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 20-34 authorizing the C/CAG Chair to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 2020-21 in an amount not to exceed \$150,000.

(For further information or questions, contact Susy Kalkin at kkalkin@smcgov.org)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-34 authorizing the C/CAG Chair to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 2020-21, in an amount not to exceed \$150,000.

FISCAL IMPACT

\$150,000 has been included in the proposed FY 2020-21 C/CAG Budget.

SOURCE OF FUNDS

The funding source for this program is C/CAG Congestion Relief Plan Funds – Linking Housing with Transportation.

DISCUSSION

Beginning in FY2005-06, C/CAG has programmed funds to support various activities that address the linkage between housing and transportation. Over these years, the Board has reviewed and approved housing/transportation-related activities in four broad areas: policy leadership; promotion of housing in transit corridors; cost-effective responses to State regulatory mandates; and local funding to meet housing goals. The intent of all the proposed programs is to provide tools, technical support and financial incentives to help member jurisdictions plan and produce housing of types and densities that support frequent mass transit and reduce climate impact while strengthening local neighborhoods and the regional economy.

In 2005, C/CAG championed an amendment of State law related to Housing Elements to enable formation of county-level subregions to allocate planned housing growth. And, since 2006, C/CAG and the County Department of Housing (DOH) have co-sponsored the 21 Elements initiative, staffed by Baird & Driskell Community Planning, through which all jurisdictions in San Mateo County cooperate to update their respective Housing Elements and share information on housing policies and programs. The 21 Elements project has proceeded through several phases, with the following notable accomplishments:

- Conducted the Sub-Regional Housing Needs Allocation process (2006–08);
- Provided technical assistance and shared resources to jurisdictions to assist with Housing Element preparation (2007– 09);
- Assisted with implementation of jurisdictions’ Housing Element action plans (2009– 11);
- Negotiated a streamlined pre-qualification process with State HCD and participated in the Sustainable Communities Strategy development process (2011–12);
- Conducted the Sub-Regional Housing Needs Allocation for a new cycle (2012– 13);
- Helped jurisdictions meet deadlines for the 2015-2022 Housing Element update cycle (2013– 15);
- Coordinated a county-wide Nexus Study associated with potential residential and commercial impact fee ordinances (2014-15);
- Produced technical (design and process) and promotional materials for Second Units (in coordination with Home For All) (2017-2018);
- Summarized housing legislative initiatives to keep local jurisdictions informed about progress on key bills (2017-2018);
- Coordinated transportation/housing related funding efforts, including Affordable Housing Sustainable Communities grants (AHSC), to assist jurisdictions to better understand and utilize the AHSC funding program (Cap & Trade) – 2019;
- Conducted Planning Commissioner Trainings 2019-2020, on-going;
- Since the Shelter in Place order in March 2020, assisted cities with their response to the pandemic, including providing a forum for information sharing, assisting with safety protocols, etc.

Last year, Baird & Driskell provided a Scope of Work to C/CAG and the DOH for two fiscal years – 2019/2020 and 2020/21, which is included in Attachment 2, annotated to reflect the status of the work program item. Many of the efforts will remain on-going through the upcoming fiscal year; the following is a list of generalized topics:

- A. New Laws** - Assist jurisdictions with interpretation and implementation of new state laws.
- B. ADUs** - Support the growth of Accessory Dwelling Units including identifying and reducing friction points for homeowners, conducting outreach efforts, researching and developing options for amnesty programs and other efforts to promote ADUs.
- C. New Housing** - Promote new housing including support for PDAs and density bonus.
- D. Affordable Housing** – Encourage the development and better management of affordable housing (DAHLIA), and assist jurisdictions to better compete for available funding.
- E. Housing Elements** – Assist jurisdictions with annual progress reports and begin major efforts to prepare housing elements updates for the upcoming RHNA 6 cycle, with particular emphasis on updating available land inventories.
- F. Meetings, Trainings and Organizational Development** Conduct trainings, meetings and organizational development
- G. Covid Virus Response** – Assist cities with their response to the pandemic, including assisting with safety protocols, continuing operating plans, reopening plans, etc.

San Mateo County jurisdictions will soon need to begin work on updating their housing elements for the RHNA 6 cycle (2023-2031), so that will be a significant focus for 21 Elements for the upcoming

year. In addition, preliminary indications are that allocations will be several times higher than in RHNA 5 and, combined with new state housing element law requirements, it is anticipated that this update cycle will be very challenging. Through the years, the 21 Elements collaboration has provided a cost-effective countywide work program that has successfully assisted San Mateo County jurisdictions to develop certified Housing Elements and develop effective on-going housing implementation policies and programs, and so is expected to continue to be a very important resource for the next RHNA cycle.

C/CAG and the San Mateo County Department of Housing (DoH) have been co-funding 21 Elements, with DoH acting as the lead agency in managing the consultant contract. Staff recommends the continuation of this cooperative partnership to support the 21 Elements collaboration in FY 2020-21, including a contribution by C/CAG of a not to exceed amount of \$150,000.

ATTACHMENTS

1. Resolution 20-34
2. Draft Cooperative Agreement between C/CAG and San Mateo County DOH

RESOLUTION 20-34

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 COOPERATIVE AGREEMENT WITH THE SAN MATEO COUNTY DEPARTMENT OF HOUSING FOR A JOINT WORKPLAN FOR HOUSING-RELATED ACTIVITIES FOR FY 2020/210 IN AN AMOUNT NOT TO EXCEED \$150,000.

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

WHEREAS, C/CAG has taken a leadership role in conducting or sponsoring countywide projects related to the housing/transportation/land-use; and

WHEREAS, C/CAG and the San Mateo County Department of Housing (DoH) have coordinated workplans on various housing-related activities, and DoH has served as project manager for the 21 Elements projects; and

WHEREAS, the 21 Elements project will enable C/CAG's member jurisdictions to meet State Housing Element annual reporting requirements in a more timely and cost-effective manner; and

WHEREAS, C/CAG has budgeted \$150,000 in funds to continue to sponsor the 21 Elements Project in FY2020-21 to assist all member jurisdictions to implement Housing Elements and develop effective on-going housing implementation policies and programs, and to continue collaboration with County of San Mateo Department of Housing on a cost-saving countywide cooperative work program.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County to authorize the C/CAG Chair to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 2020-21 in an amount not to exceed \$150,000, subject to approval of the C/CAG FY 2020-21 Annual Budget, and further authorize the Executive Director to negotiate final terms prior to execution by the Chair, subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF JUNE 2020.

Marie Chuang, Chair

**COOPERATIVE AGREEMENT BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS
OF SAN MATEO COUNTY
AND SAN MATEO COUNTY (DEPARTMENT OF HOUSING)**

This Cooperative Agreement, effective as of July 1, 2020, is by and between the City/County Association of Governments of San Mateo County, a joint powers agency hereinafter called "C/CAG" and the County of San Mateo, by and through its Department of Housing, hereinafter called "DOH".

W I T N E S S E T H

Whereas, for nearly twenty years C/CAG has taken a leadership role in conducting or sponsoring countywide projects related to the housing/transportation/land-use nexus, including the 21 Elements project through which all C/CAG member jurisdictions cooperated to meet State Housing Element update requirements in a more timely and cost-effective manner and share "best practices" around housing and transit-oriented development; and

Whereas, C/CAG and the San Mateo County Department of Housing (DOH) have coordinated workplans on, among others, the 21 Elements Project (the "21 Elements Project"); and

Whereas, DOH has entered into four multi-year contracts with Baird + Driskell Community Planning to conduct the 21 Elements Project: the first, executed on November 1, 2012, was a three-year contract in the amount of \$400,000, which was amended on September 17, 2013 to increase to the not-to-exceed amount of \$499,870; the second, executed on June 16, 2015, was a two-year contract for fiscal years 2015-16 and 2016-17 for the not-to-exceed amount of \$400,000; the third, executed July 24, 2017, was a two-year contract for fiscal years 2017-18 and 2018-19 for the not-to-exceed amount of \$425,000; and the fourth, executed September 17, 2019, was a two-year contract for fiscal years 2019-20 and 2020-21 for the not-to-exceed amount of \$696,000; and

Whereas, C/CAG contributed \$125,000 per year in fiscal years 2012-13 and 2013-14, \$70,000 in fiscal year 2014-15, \$87,500 in fiscal year 2015-16 and 2016-17, \$87,500 in fiscal year 2017-18 and 2018-19, and \$150,000 in fiscal year 2019-20 to sponsor the 21 Elements Project; and

Whereas, C/CAG wishes to continue to partner with DOH for the first year of DOH's fiscal year 2020-21 contract with Baird + Driskell for the purpose of supporting the 21 Elements Project; and

Whereas, C/CAG now desires to program \$150,000 of "Congestion Relief Plan—Linking Housing with Transportation" funds to continue to sponsor the 21 Elements Project in fiscal year 2020-21.

NOW, THEREFORE, IT IS HEREBY AGREED by the parties as follows:

1. **Services and Activities.**

A. DOH will coordinate and cooperate with C/CAG to conduct the 21 Elements Project. The services will be performed by Baird + Driskell Community Planning (BDCP) under contract with, and supervision of, DOH. The scope of the services to be provided by BDCP is described in its final scope of work dated June 6, 2019 and provided to DOH and C/CAG, which scope is summarized in the attached "Summary of 21 Elements Scope of Work for FY 2019/2020 and 2020/2021".

2. **Payments.**

A. C/CAG will reimburse DOH for direct costs related to the Project. Such direct costs shall include the costs incurred by DOH as payments to consultants, including BDCP, provided C/CAG's Executive Director has given prior written approval of such consultant costs. Reimbursement to DOH by C/CAG pursuant to this agreement shall not exceed \$150,000 for fiscal year 2020-21.

B. DOH will submit quarterly invoices to C/CAG for reimbursement of Project costs.

3. **Relationship of the Parties.**

The parties will cooperate and undertake activities in their mutual interest, but it is understood and agreed that this is an Agreement by and between Independent Contractor(s) and is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture or association, or any other relationship whatsoever other than that of Independent Contractors.

4. **Contract Term.** This Cooperative Agreement shall be in effect as of July 1, 2020 and shall terminate on June 30, 2021. The parties may extend, renew or amend the terms hereof, by mutual agreement in writing and signed by the parties.

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IN WITNESS WHEREOF, the parties hereto have affixed their hands to this Cooperative Agreement, effective as of July 1, 2020.

SAN MATEO COUNTY, DEPARTMENT OF HOUSING

By: _____
Raymond Hodges Date
Interim Director, San Mateo County - Department of Housing

CITY/COUNTY ASSOCIATION OF GOVERNMENTS (C/CAG)

By: _____
Marie Chuang Date
C/CAG Chairperson

C/CAG Legal Counsel (Approved as to Form)

By: _____
Melissa Andrikopoulos, C/CAG Counsel

ATTACHMENT

Summary of 21 Elements Scope of Work for FY 2019/2020 and 2020/2021

The work plan for 21 Elements from 2019 – 2021 (Fiscal Years 2019-2020 and 2020-2021) is based on review and direction of drafts of the work plan provided by C/CAG and San Mateo County Department of Housing (DOH) staff. Contingency hours have been added for each fiscal year in recognition of the additional effort that may be needed to address the uncertainty of the new state housing legislation and other unknown needs.

A. Assist Jurisdictions with New State Laws and Requirements

A1. Assist Jurisdictions with Review and Implementation of the CASA Compact and Other Regional Housing Planning Efforts — Assist jurisdictions, C/CAG, Home for All and others with reviewing and implementing the CASA Compact and any state laws associated with it, as well as other regionally significant housing policy items. Tasks will include analysis and identification of actions and intended and unintended consequences, written materials, peer learning activities, training and presentations. – **Mostly complete.**

A2. Assist Jurisdictions with SB 35 and Housing Accountability Act (HAA) Implementation — Assist jurisdictions with implementing SB 35 (Streamlined Ministerial Approval Process) and HAA requirements; including summary memos, sample staff reports, presentations, objective development standards, processing questions, etc. Conduct an opt-in RFP for objective design standards. Assistance may take the form of written materials, training and presentations. **Initial projects complete. Opt-in RFP postponed due to lack of jurisdiction interest.**

A3. Assist Jurisdictions and C/CAG with New State Laws — Assist jurisdictions with analysis and implementation of any new State laws related to land use, housing and other inter-related items. Assistance may take the form of written materials, training and presentations. This includes a summary of new laws and bills. Participate in C/CAG and DOH staff and public meetings, particularly in the context of new housing laws and proposals. - **Ongoing**

B. Accessory Dwelling Units

B1. Identify Potential ADU Friction Reduction Points (Hello Housing One-Stop-Shop Pilot Program) — Work with up to four jurisdictions and the unincorporated County to identify and reduce friction points between homeowners/designers/builders and City rules, materials, regulations and interactions during the ADU information gathering, review, approval, construction and final occupancy process. – **Not started yet.**

B2. Conduct Outreach to Promote New ADUs — Work with Home for All, HEART, 21 Elements jurisdictions and others to promote new ADUs. This will include

coordination, meetings, preparation of materials, presentations and participation in other actions and activities. - Ongoing

B3. Develop ADU Amnesty Implementation Materials — Based on the San Mateo County program, produce detailed material that will allow jurisdictions to understand the key steps and regulatory options for developing an ADU Amnesty program. – Ongoing

B4. Conduct Additional ADU Tasks/Products — 21 Elements will undertake a number of other tasks to support the creation of ADUs, potentially including ministerial design review guidelines, an ADU awards program, other programs identified through Home for All, etc. - Ongoing

C. Promoting New Housing

C1. Collect Countywide Data — Produce a summary of housing and transportation trends in the county. Information will include housing units produced or proposed, impact fee collected and new policies passed. This task also includes an update of the parking standards survey. - Ongoing

C2. Density Bonus and Affordable Housing Overlay Zone – Conduct a training on updates to the density bonus law. Summarize practices in different cities. Prepare implementation material. Training complete.

C3. Assist C/CAG with Updating the PDA Strategy — Assist C/CAG as needed in coordinating with MTC on updating the San Mateo County Priority Development Area (PDA) Investment & Growth Strategy, last updated in 2017, to respond to new requirements. Tasks will be limited because MTC will be taking on a larger role in the update, but may include, among items identified by C/CAG staff, data collection, written materials, presentation materials and attendance and presentations at C/CAG meetings. – Not started yet

C4. Prepare Transportation Resources – Building on the work of the Mineta Transportation Institute, ensure that cities have appropriate resources regarding transportation and housing. Assist Mineta Transportation Institute and Home for All as appropriate. Waiting on Home for All.

C5. Prepare Materials to Increase Community Understanding — Produce materials to address community concerns and acceptance of affordable housing opportunities and new State laws related to density and development approvals. Build on and coordinate with Home for All. First round complete.

D. Promoting Affordable Housing

D1. Assist Jurisdictions with Accessing Funding Sources — Assist with the preparation of materials and coordination efforts to better position the county to receive funding related to transportation, housing and land use, including SB2. - **Ongoing**

D2. Displacement – Host a meeting to discuss anti-displacement strategies. Produce a summary of various strategies in different cities. Produce materials to support community discussions about tenant displacement. This builds on the material produced in recent years. **Ongoing**

D3. Impact Fees and Inclusionary – Produce material to help cities complete five-year reports and assist jurisdictions in completing annual reports. Update 21 Elements’ summary of inclusionary zoning and impact fee policies for San Mateo. **Nearly completed feasibility study.**

D4. Support DAHLIA Implementation — Support the San Mateo County rollout and implementation of DAHLIA. Complete the scoping phase of the DAHLIA project and begin on Phase 2. This includes facilitating meetings, interviews with stakeholders, potentially raising money, etc. **Ongoing**

D5. Affirmatively Furthering Fair Housing — Produce material to help cities understand the new state law regarding Affirmatively Furthering Fair Housing. **Some training complete. More material to come.**

E. Housing Elements and RHNA

E1. Promote RHNA Sharing Proposals — Educate stakeholders about pending RHNA sharing legislation. Explore other mechanisms to encourage RHNA sharing. **Complete. Legislation introduced but did not advance from committee.**

E2. Assist Jurisdictions in Developing the Sub-RHNA Process — Assist jurisdictions with initiating the Sub-RHNA process for the 6th round of housing element updates, factoring in new State law requirements and other considerations. At this point, housing elements must be completed by January 2023, with the planning period extending eight years, from January 2023 to 2031.

21 Elements would coordinate with C/CAG to provide a staffing for the San Mateo County Sub-RHNA process to ensure that activities are undertaken in an orderly, thoughtful and constructive manner, and to ensure that adequate staff support is provided to prepare quality information and analysis, and to make sure all legal aspects are done correctly. Responsibilities and work required include:

- a. **Investigate Previous Efforts.** Collect and review files and history about previous efforts in the San Mateo County Sub-RHNA process to ensure continuity and building upon past successes.
- b. **Link with Other Planning Efforts.** Provide knowledge and linkage with new state laws, information on potential housing sites, opportunities for collaboration in making sites happen, linking with the PDAs, etc.

- c. **Provide Background Materials.** Provide background memos, presentations, FAQ's, etc. Assistance may take the form of written materials, training, presentations, draft staff reports, minutes and agendas of Ad Hoc meetings, and draft resolution templates, etc.
- d. **Link with State and Regional RHNA Activities.**
Assisted C/CCAG to make decision not to move forward.

E3. Assist Jurisdictions on Housing Element Annual Progress Reports (APRs) — Assist jurisdictions in compiling information and completing their APRs that are due to HCD by April 1 of each year. Completion of APRs is essential for receiving SB 2 funding and to comply with other State requirements. Assistance may include trainings, memos, useful definitions, data sources, etc.
Ongoing.

E4. Assist Jurisdictions with Updating Their Available Land Inventory and Prepare Their Housing Elements — Assist jurisdictions with information, methodology, analysis and implementation of new State requirements related to counting sites for housing in advance of housing element updates due by January 2023.
Major ongoing task.

F. Meetings, Coordination and Organizational Development

F1. Support Planning Commissioner Trainings and Planning Directors Meetings— Host 3 Planning Commissioner Trainings, including one on housing and one on transportation. Write a Planning Commissioners Manual. Continue to support a regular meeting of Community Development Directors to discuss housing and related topics.
Year one complete. Ongoing

F2. Trainings and Other Meetings—As issues arise, prepare and implement materials for webinar training and information sharing, similar to what has been done in the past through 21 Elements. Host three peer learning events and three 21 Elements meetings, topics to be determined.
Ongoing

F3. Coordinate with Others—As appropriate, attend and participate in Home for All Work Group and Steering Committee meetings, C/CAG meetings, etc. This will include continuing participation in ADU implementation coordination meetings. - Ongoing

F4. Respond to Cities Requests—Provide easy and direct access for jurisdictions to ask questions, distribute information, query other jurisdictions, obtain updated information on State laws and particular items of importance, etc. - Ongoing

F5. Organizational Development—Maintain the 21 Elements website, including linkages with other county and city initiatives, updates to contact list, managing day-to-day operations, etc. Ongoing

G. Other

G1. Corona Virus Response—Assist cities with their response to the pandemic.
Including assisting with safety protocols, continuing operating plans, reopening plans, etc.
Ongoing

C/CAG AGENDA REPORT

Date: June 11, 2020

To: City/County Association of Government Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of Resolution 20-35 authoring the C/CAG chair to execute Amendment No. 2 to an agreement between C/CAG and DNV GL Energy Services USA, Inc. for climate action planning services in an amount of \$48,500 for a new total amount not to exceed \$193,500 through June 30, 2021.

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 20-35 authoring the C/CAG chair to execute Amendment No. 2 to an agreement between C/CAG and DNV GL Energy Services USA, Inc. for climate action planning services in an amount of \$48,500 for a new total amount not to exceed \$193,500 through June 30, 2021.

FISCAL IMPACT

\$48,500 comes from the San Mateo County Energy Watch Local Government Partnership from PG&E, and from C/CAG local match funds in Congestion Relief Plan under the climate action planning activities category.

BACKGROUND/DISCUSSION

C/CAG and Pacific Gas and Electric Company (PG&E) are completing a contracting process for an Agreement for the SMCEW Local Government Partnership (LGP) FY2020-21 through FY2022-23 program cycle, which supports energy efficiency and climate action planning efforts in San Mateo County. Authorization was given by the C/CAG Board for the C/CAG Chair to execute the Agreement at the May 14, 2020 Board meeting. The Agreement is expected to be fully executed by June 20, 2020, with a start date of July 1, 2020.

A portion of the funding provided by the PG&E LGP Contract is designated for efforts on policy and long-term strategic planning, such as completion of annual greenhouse gas emission inventories for San Mateo County cities and support of the RICAPS monthly working group of city staff. These efforts provide long-term policy support to reduce energy use and greenhouse gas emissions.

DNV GL Energy Services USA Inc. is currently contracted to provide climate action planning technical services through June 30, 2020. DNV GL has performed the requested services to the satisfaction of C/CAG, city, and County staff. Approval of Resolution 20-35 authorizing the execution of Amendment No.2 to the existing Agreement will extend the agreement end date through June 30, 2021 and provide an additional amount for \$48,500 for climate planning services.

Attachments

1. Resolution No. 20-35
2. Amendment No.2 (available for review at: <http://ccag.ca.gov/committees/board-of-directors/>)

RESOLUTION NO. 20-35

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO. 2 TO AN AGREEMENT BETWEEN C/CAG AND DNV GL ENERGY SERVICES USA, INC. FOR CLIMATE ACTION PLANNING SERVICES IN AN AMOUNT OF \$48,500 FOR A NEW TOTAL AMOUNT NOT TO EXCEED \$193,500 THROUGH JUNE 30, 2021.

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

WHEREAS, C/CAG administers a Local Government Partnership (LGP) between C/CAG and Pacific Gas and Electric Company for the San Mateo County Energy Watch program; and

WHEREAS, C/CAG and Pacific Gas and Electric Company (PG&E) are completing a contracting process for an Agreement for the SMCEW Local Government Partnership (LGP) FY2020-21 through FY2022-23 program cycle; and

WHEREAS, the aforementioned Agreement provides funding for long-term climate action planning assistance to cities in San Mateo County and the County; and

WHEREAS, the existing agreement between C/CAG and DNV GL Energy Services USA, Inc. expires on June 30, 2020; and

WHEREAS, services provided by DNV GL have been delivered to the satisfaction of C/CAG; and

WHEREAS, C/CAG desires to add an additional of \$48,500 to the DNV GL agreement for continued long-term climate action planning assistance for the period, July 1, 2020 through June 30, 2021.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to execute Amendment No. 2 to an existing agreement between C/CAG and DNV GL Energy Services USA, Inc. for climate action planning services in an amount of \$48,500 for a new total amount not to exceed \$193,500 through June 30, 2021, and further authorize the Executive Director to negotiate final terms prior to execution, subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED THIS 11TH DAY OF JUNE 2020.

Marie Chuang, Chair

C/CAG AGENDA REPORT

Date: June 11, 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 20-36 authorizing the Chair to execute the First Amended and Restated Cooperative Agreement between Bay Area Infrastructure Financing Authority (BAIFA), San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA), San Mateo County Transportation Authority (SMCTA) and City/ County Association of Governments of San Mateo County (C/CAG) for toll system installation.

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

RECOMMENDATION

That the City/ County Association of Governments of San Mateo County (C/CAG) Board of Directors review and approve Resolution 20-36 authorizing the Chair to execute the First Amended and Restated Cooperative Agreement between Bay Area Infrastructure Financing Authority (BAIFA), San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA), San Mateo County Transportation Authority (SMCTA) and C/CAG to include toll system installation, testing and implementation for the San Mateo County Express Lanes Project.

FISCAL IMPACT

There is no Fiscal Impact to C/CAG's budget. The estimated \$42 million cost of the First Amended and Restated Cooperative Agreement is funded through the overall US 101 Express Lanes Project budget.

SOURCE OF FUNDS

MTC is contributing a total of \$95 million to the overall San Mateo County Express Lanes project. The \$3 million for toll system design as approved by the original Cooperative Agreement, and the \$42 million for toll system installation, testing, and implementation as requested in this First Amended and Restated Cooperative Agreement, come from the MTC contribution.

BACKGROUND

In May of 2019, both C/CAG and SMCTA Boards approved the Joint Exercise of Powers Agreement that created the SMCEL-JPA, pursuant to the California Joint Exercise of Powers Act, to oversee the operations and administration of the Project and to jointly exercise the Project ownership rights of C/CAG and SMCTA.

The San Mateo 101 Express Lanes Project (Project) is jointly sponsored by California Department of

Transportation (Caltrans), the City/County Association of Governments of San Mateo County (C/CAG) and the San Mateo County Transportation Authority (TA). Construction of the Project is managed by Caltrans. When the Project is completed, it 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 Project has two components; the civil work, which involves the roadway infrastructure, and the toll system integration, which involves tolling hardware and software. Construction of the civil component is well underway with the southern segment, from the San Mateo/Santa Clara County Line to Whipple Avenue in Redwood City, at 91% complete and the northern segment, from Whipple Avenue to Interstate 380 (I-380) in South San Francisco, at 15% complete. Toll system design, installation, testing and implementation are being undertaken by BAIFA, the party that will be responsible for the operations of the Project.

On September 12, 2019, C/CAG Board, through the approval of Resolution 19-56, authorized the Chair to execute the Cooperative Agreement with BAIFA, SMCEL-JPA and SMCTA for BAIFA to provide the toll system design services for the Project at the cost of up to \$3 million. These funds are from the regional bridge toll revenue contribution, which is part of the project's overall funding plan. The toll system design for the southern segment is now at 95% complete.

The attached First Amended and Restated Cooperative Agreement will cover the installation and testing of toll equipment, integration with the FasTrak® Customer Service Center, implementation of the backhaul communications network, and expansion of the Regional Operating Center (ROC) to accommodate the SM 101 corridor, as well as contingency for known and unknown risks for the amount of \$42 million.

ATTACHMENTS

1. Resolution 20-36
2. First Amended and Restated Cooperative Agreement between Bay Area Infrastructure Financing Authority, San Mateo County Express Lanes Joint Powers Authority, San Mateo County Transportation Authority and City/County Association of Governments of San Mateo County to include toll system installation, testing and implementation for the San Mateo County US 101 Express Lanes Project. *(The document is available for download at the C/CAG website at: <http://ccag.ca.gov/committees/board-of-directors/>)*

RESOLUTION 20-36

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE CHAIR TO EXECUTE THE FIRST AMENDED AND RESTATED COOPERATIVE AGREEMENT WITH THE BAY AREA INFRASTRUCTURE FINANCING AUTHORITY (BAIFA), THE SAN MATEO COUNTY EXPRESS LANES JOINT POWERS AUTHORITY (SMCEL-JPA) AND THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY (SMCTA), TO INCLUDE TOLL SYSTEM INSTALLATION, TESTING AND IMPLEMENTATION FOR THE SAN MATEO COUNTY US 101 EXPRESS LANES PROJECT

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

The C/CAG Board of Directors authorizes the Chair to execute the First Amended and Restated Cooperative Agreement between BAIFA, SMCEL-JPA, SMCTA and C/CAG to include toll system installation, testing and implementation for the San Mateo County US 101 Express Lanes Project.

WHEREAS, the Project will address congestion and improve mobility on US 101 by creating an express lane in each direction between the San Mateo/Santa Clara County Line and Interstate 380 in South San Francisco, and will incentivize 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, which will be available to fund additional transportation enhancements in the corridor; and

WHEREAS, on April 11, 2019 and May 2, 2019 the C/CAG Board and SMCTA Board respectively, approved the Joint Exercise of Powers Agreement for the SMCEL-JPA, which took effect on June 1, 2019; and

WHEREAS, the Project design is comprised of two components 1) the civil work, which involves the roadway infrastructure, and 2) the toll system integration, which involves tolling hardware and software; and

WHEREAS, C/CAG and the SMCTA desire that BAIFA, and its consultant, be responsible for design and integration of the toll system; and

WHEREAS, BAIFA is a funding partner and has budgeted \$95 million of bridge toll revenue for the Project as part of its Fiscal Year 2020 Budget; and

WHEREAS, on September 12, 2019, C/CAG Board authorized the execution of the Cooperative Agreement between BAIFA, SMCEL-JPA, SMCTA and C/CAG for the design of tolling infrastructure on US 101; and

WHEREAS, BAIFA allocated up to \$3 million of the aforementioned budget to fund the cost of the toll system design with the balance of being made available for the implementation phase of the Project; and

WHEREAS, BAIFA agrees to spend up to \$42 million of the aforementioned \$95 million to cover toll system installation, testing and implementation including; capital and support for toll equipment and testing, integration with the FasTrak® Customer Service Center, implementation of the backhaul communications network, and expansion of the Regional Operating Center (ROC) to accommodate the SM 101 corridor, as well as contingency for known and unknown risks; and

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Chair is authorized to execute the First Amended and Restated Cooperative Agreement with Bay Area Infrastructure Financing Authority, San Mateo County Express Lanes Joint Power Authority, and the San Mateo County Transportation Authority, to include toll system installation, testing and implementation for the San Mateo County US 101 Express Lanes Project. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final terms of said Agreement prior to its execution by the C/CAG Chair, subject to approval as to form by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF JUNE 2020.

Marie Chuang, Chair

C/CAG AGENDA REPORT

Date: June 11, 2020

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

From: Sandy Wong, Executive Director

Subject: Receive update 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 received updated on the economic stimulus efforts 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 that can be used to inform potential economic stimulus legislation. It is highly likely that the criteria would include an emphasis on project readiness to accelerate investment and the creation of jobs.

C/CAG staff presented an overview of the stimulus efforts at the May 14, 2020 C/CAG Board meeting. C/CAG staff presented the economic stimulus efforts at the May 18, 2020 CMEQ meeting and the May 21, 2020 TAC meeting. Staff received feedback that a higher number for pavement management was warranted because the pavement management funds could be quickly implemented. Staff also worked with the MTC on a list of representative projects that could start construction by the end of September 2021. C/CAG staff have also prepared a draft letter for Federal and State representatives representing San Mateo County. See Attachment 1. Staff will continue to monitor the discussion and refine the draft letter.

ATTACHMENTS

1. Draft Economic Stimulus Letter

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

June X, 2020

Name
Street
City, ST, ZIP

Dear X:

The COVID-19 crisis has created significant near, medium, and long-term negative effects on San Mateo County, the region, the State, and the Nation. We wanted to express our gratitude for all your efforts during this pandemic, and when the time is right, to begin a discussion about steps to support economic stimulus.

The resulting economic crisis has been swift and severe. The State is projecting a peak unemployment rate of 25%. In April 2020, the unemployment rate in San Mateo County was 11.4%, with an estimated 48,900 people looking for employment in San Mateo County. For historical perspective, the highest San Mateo County unemployment rate during the Great Recession was 8.8% in March of 2010.

When the discussion shifts from much needed emergency relief to economic stimulus, we would like to play an active and constructive role. C/CAG, which represents all 21 local jurisdictions in San Mateo County, has been working to outline several categories that would be extremely beneficial for consideration within any economic stimulus legislation. All the categories share C/CAG's goals of safely improving mobility for pedestrians, bicyclists, transit users, and drivers; and environmental sustainability.

First, to repair our aging local streets. It is estimated that local streets and roads in San Mateo County need \$634 million in investment over the next 10 years. 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. An additional \$45 million for all jurisdictions in the County would provide a quick boost to the economy, improve safety, and improve the quality of life.

Second, to invest in roadway and bicycle and pedestrian projects that are consistent with C/CAG's Countywide Transportation Plan 2040; increase the options for bicycle, pedestrian, and transit trips; and could begin construction in the next few years. C/CAG has compiled a preliminary list of 59 projects with a total cost of \$1.5 billion, and an estimated funding gap of \$1.1 billion. C/CAG would like to continue to advocate for the maximum feasible investment in these projects. A list of representative projects is attached.

Third, C/CAG plays a pivotal role in multiple regional flood control and water quality projects. These are often challenging projects that often span multiple jurisdictions. The benefits of these projects are reduced flooding, improved public safety, regulatory compliance, and environmental benefits from cleaner surface and groundwater. C/CAG is actively participating in 5 projects

with a total construction costs of \$91 million and a potential funding need of \$80 million.

C/CAG appreciates this opportunity to share the great work that is occurring in San Mateo County, and the projects that can play a major role in any economic stimulus legislation. Feel free to contact Sandy Wong at XXX if you would like additional information on our efforts.

Thank you,

Marie Chung
C/CAG Chair

cc: San Mateo County MTC Commissioners

Enclosure: Representative Projects

DRAFT

Attachment 1: DRAFT Countywide Roadway/Bike/Ped Projects

#	Sponsor	Project	Total \$\$	Estimated Gap \$	Phase
1	C/CAG	Smart Corridor Projects (SSF and Northern Cities Smart Corridor Project (Brisbane, Daly City, Colma))	\$19,500	\$4,000	Design
2	C/CAG	Implementation of managed lanes on U.S. 101 from I-380 to San Francisco County line (updated description)	\$418,000	\$205,000	Planning Phase
3	C/CAG	Improve operations at U.S. 101 near Route 92 - Phase 1: Area Improvements	\$25,600	\$23,189	Planning Phase
4	C/CAG	Improve operations at U.S. 101 near Route 92 - Phase 2: Direct Connector	\$248,000	\$243,000	Planning Phase
5	C/CAG	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	\$60,300	\$60,300	Planning Phase
6	San Mateo County	Middlefield Road Improvements	\$28,000	\$20,800	CON
7	San Mateo County	Mirada Road Ped Bridge Replacement	\$5,000	\$3,500	CON
8	San Mateo County	Highway 1 Gray Whale Cove Access Improvements	\$1,700	\$1,000	Design
9	San Mateo County	Hwy 1 operational & safety improvements in County Midcoast	\$9,000	\$6,300	Planning Phase
10	Atherton	Atherton Avenue Bike Lanes Project	\$3,000	\$2,650	Planning
11	Atherton	Watkins Avenue Shared Use Pathway	\$650	\$575	Planning
12	Atherton	Marsh Road Shared Use Trail	\$2,000	\$1,770	Design
13	Belmont	Ralston Avenue Corridor Improvement Project Segment 3	\$3,500	\$2,000	Design
14	Brisbane	Alvarado to San Benito Walkway	\$325	\$325	Design
15	Brisbane	Reconstruct U.S. 101/Sierra Point Parkway interchange (includes extension of Lagoon Way to U.S. 101)	\$21,100	\$21,000	Planning Phase
16	Brisbane	Construct a 6-lane arterial from Geneva Avenue/Bayshore Boulevard intersection to U.S. 101/Candlestick Point interchange - Environmental phase	\$19,000	\$19,000	Planning Phase
17	Burlingame	Lyon-Hoag Neighborhood Traffic Calming and Pedestrian Phase I & II Improvements	\$2,000	\$2,000	CON
18	Burlingame	Burlingame School Area Pedestrian Enhancement Project	\$1,000	\$1,000	CON
19	Burlingame	El Camino Real/Mills Creek School and Commuter Path Improvement Project	\$1,000	\$1,000	Design
20	Burlingame	Lyon-Hoag Neighborhood Traffic Calming and Pedestrian Phase III Improvements	\$2,000	\$2,000	Design
21	Burlingame	Murchsion and Trousdale Complete Streets and Citywide Resurfacing	\$2,000	\$2,000	Design
22	Burlingame	California Drive Class I Bike Path	\$8,000	\$8,000	Design
23	Daly City	I-280 improvements near D Street exit	\$1,100	\$1,100	Planning Phase
24	East Palo Alto	US 101/University Ave. Interchange Improvements/Pedestrian overcrossing	\$15,000	\$11,000	Design
25	Foster City	O'Neill Slough Trail at the Cities of Belmont/Foster City limit line to the Bay Trail in Foster City	\$1,320	\$500	CON
26	Half Moon Bay	Route 1 Improvements in Half Moon Bay Phase I	\$4,000	\$1,000	CON

Attachment 1: DRAFT Countywide Roadway/Bike/Ped Projects

#	Sponsor	Project	Total \$\$	Estimated Gap \$	Phase
27	Half Moon Bay	Route 1 Improvements in Half Moon Bay Phase 2 & 3	\$15,000	\$8,000	Design
28	Half Moon Bay	Poplar Complete Streets	\$2,000	\$800	Enviro
29	Menlo Park	Middle Ave Pedestrian/Bicycle Undercrossing	\$20,000	\$8,500	Design
30	Millbrae	Class 1 - Improvements to the Monterey St. Bike Trail pathways, landscaping. New Class 2/3 Trail to from Hemlock Ave. to Aviator Ave eventually connecting to the Millbrae Transit Center.	\$1,000	\$600	Design
31	Millbrae	Class 2 & 3 - Improvements to the Monterey St. Bike Trail pathways, I and new Green infrastructure from Lomita Park Elementary School to the Monterey St. Bikeway Connection	\$700	\$400	Design
32	Millbrae	TDA Article 3 - Millbrae Transit Center to Spur Trail Connection Gap Closure Project.	\$650	\$270	CON
33	Millbrae	Class 1 - North Spur Trail pathway to connect to the spur trail from Lomita Ave.	\$2,500	\$1,500	Design

Attachment 1: DRAFT Countywide Roadway/Bike/Ped Projects

#	Sponsor	Project	Total \$\$	Estimated Gap \$	Phase
34	Millbrae	Class 4 - Raised dedicated pedestrian and bike route connecting from Millbrae Transit Center to Old Bayshore Highway on Millbrae Ave.	\$3,000	\$1,000	Design
35	Millbrae	Widen Millbrae Avenue between Rollins Road and U.S. 101 southbound on-ramp and resurface intersection of Millbrae Avenue and Rollins Road	\$15,700	\$15,700	Planning Phase
36	Pacifica	Palmetto Ave – Esplanade Ave Bicycle and Pedestrian Improvements Project	\$350	\$315	Design
37	Pacifica	Hwy 1 / Manor Drive Overcrossing Improvement	\$24,900	\$23,828	Planning Phase
38	Portola Valley	Pedestrian Safety Improvements - Various locations in the Town of Portola Valley	\$55	\$55	Design
39	Redwood City	Roosevelt Traffic Calming Pilot project	\$200	\$200	Design
40	Redwood City	Jefferson/Cleveland & Jefferson/Clinton intersections pedestrian safety improvement/SR2S	\$250	\$250	Design
41	Redwood City	Hopkins Traffic Calming: Permanent project	\$400	\$400	Design
42	Redwood City	Improve U.S. 101/Woodside Road interchange	\$236,000	\$175,000	Design
43	Redwood City	Extend Blomquist Street over Redwood Creek to East Bayshore and Bair Island Road	\$31,000	\$26,600	Planning Phase
44	San Bruno	Citywide Class III Bike Routes and Supporting Bike Facilities	\$300	\$270	Conceptual
45	San Bruno	Sidewalk Repair Project	\$500	\$450	Conceptual
46	San Bruno	ADA Curb Ramps	\$1,000	\$900	Conceptual
47	San Bruno	RRFB at Various Locations	\$1,000	\$900	Conceptual
48	San Bruno	Sidewalk Installation on Sneath Lane	\$1,500	\$1,500	Conceptual
49	San Bruno	Pedestrian Scale and Streetlight Upgrades in Downtown San Bruno	\$5,000	\$5,000	Design
50	San Carlos	San Carlos Avenue Pedestrian Safety Improvement Project	\$2,000	\$2,000	Planning
51	San Carlos	US 101/Holly Street Interchange Improvements and Pedestrian Overcrossing	\$39,000	\$14,300	CON
52	San Mateo (City)	Neighborhood Traffic Management	\$500	\$500	Design
53	San Mateo (City)	Hillsdale Corridor Improvements	\$350	\$350	Design
54	San Mateo (City)	Bermuda Drive Bridge Replacement	\$875	\$875	Design
55	San Mateo (City)	Sidewalk Repair Program	\$500	\$500	Design
56	San Mateo (City)	U.S. 101 Interchange at Peninsula Avenue	\$90,700	\$86,300	Planning Phase
57	South San Francisco	US 101 Produce Avenue Interchange	\$159,300	\$146,000	Planning Phase
58	Town of Woodside	Old La Honda Road Bridge Replacement	\$2,000	\$2,000	CON
59	Town of Woodside	Portola Road Bridge Replacement	\$3,000	\$2,000	Design
	Total Thousands		\$1,563,325	\$1,171,272	
	Total Millions		\$1,563,325,000	\$1,171,272,000	
	Regional Flood Control/Water Quality Improvement				
1	Atherton	Cartan Field Stormwater Capture Project	\$13,000	\$5,000	Design

Attachment 1: DRAFT Countywide Roadway/Bike/Ped Projects

#	Sponsor	Project	Total \$\$	Estimated Gap \$	Phase
2	Redwood City	Red Morton Park Stormwater Capture Project - Phase I	\$28,000	\$27,500	Design
3	Redwood City	Red Morton Park Stormwater Capture Project - Phase II	\$13,000	\$12,500	Design
4	San Bruno	I-280/I-380 Stormwater Capture Project	\$20,000	\$19,000	Design
5	Belmont	Twin Pines Park Stormwater Capture Project	\$17,600	\$16,600	Design
	Total Thousands		\$91,600	\$80,600	
	Total Millions		\$91,600,000	\$80,600,000	

C/CAG AGENDA REPORT

Date: June 11, 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 20-37 adopting the distribution policy for Fiscal Year 2020-21 State Transit Assistance (STA) Population-Based funds among the STA-eligible transit operators and funds that will be spent benefiting Communities of Concern for the subsequent fiscal year.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-37 adopting the distribution policy for Fiscal Year 2020-21 State Transit Assistance (STA) Population-Based funds among the STA-eligible transit operators and funds that will be spent benefiting Communities of Concern for the subsequent fiscal year.

FISCAL IMPACT

This program will have \$1,428,955 in Population-Based State Transit Assistance (STA) for San Mateo County for Fiscal Year 2020-21.

SOURCE OF FUNDS

\$1,428,955 in Population-Based State Transit Assistance (STA) for Fiscal Year 2020-21.

BACKGROUND

Based on the proposed Fiscal Year 2020-21 State Budget, the Bay Area would receive approximately \$185 million in Revenue-Based and \$67 million in Population-Based STA funds. The Revenue-Based STA funds are allocated to transit operators directly by the state based on their revenue as defined by the Public Utilities Code PUC 99314 (b). The Metropolitan Transportation Commission (MTC) receives a share of the Population-Based STA based on a population formula.

Historic Practice

In the past, the MTC Resolution 3837 governed the State Transit Assistance (STA) Population-Based fund distribution policy. Under resolution 3837, funding was distributed to fund 1) Bay Area Northern County small transit operators, 2) Regional Paratransit, 3) the Lifeline Transportation Program, and 4) MTC regional coordination programs. Paratransit and Lifeline Transportation Program funds were further distributed among the nine bay area counties.

MTC assigned STA funds to each county and then split each county's share to fund a) Paratransit service and b) the Lifeline Transportation Program. MTC often added a small amount of other funds to the Lifeline Transportation Program funds but a significant portion of the funds for every cycle came from the STA Population-Based funds.

Since 2006, C/CAG has been delegated by the Metropolitan Transportation Commission (MTC) to administer the Lifeline Transportation Program for San Mateo County. The historical distribution has averaged 37% for Paratransit and 63% for the Lifeline Transportation Program.

The purpose of the Lifeline Transportation Program is to fund projects, identified through the community-based transportation planning (CBTP) process, which improves the mobility of low-income residents. The CBTP process includes portions of the Cities of San Mateo, Daly City, South San Francisco, San Bruno, Redwood City, Menlo Park, and East Palo Alto. The most recent Lifeline Transportation Program (Cycle 5) funds community shuttles in Menlo Park and Daly City, SamTrans bus service in communities of concern, and transit pass programs administered by San Mateo County.

Paratransit is public transportation for people with disabilities who cannot independently use regular SamTrans bus service. SamTrans provides paratransit using Redi-Wheels on the bayside of the County and RediCoast on the Coastside (Some trips are subcontracted with taxis). Eligible customers can use paratransit for any trip purpose, including medical appointments, shopping, employment, college, and recreation. The population served is residents of San Mateo County who have a disability that prevents them from riding the accessible SamTrans buses. Over 7,000 individuals are eligible to use Redi-Wheels and RediCoast. Over 60% of riders are at least 70 years in age, 20% of customers use a wheelchair or other wheeled mobility device, and 12% have a visual disability. In Fiscal Year 2018-19, total ridership was 344,596 and approximately 41% of trips were taken by low-income customers.

Current Practice

Beginning with Fiscal Year 2018-19, under MTC Resolution 4321, MTC developed a formula distribution to each county that factors STA eligible small transit operators, regional paratransit, and the lifeline transportation program; and also established the new STA County Block Grant Program policy whereby the nine Bay Area Congestion Transportation Agencies (CTA) would determine how to invest the Population-Based STA funds in public transit services and lifeline transportation services.

As the CTA, C/CAG coordinates with STA-eligible transit operators and develops the STA Population-Based distribution policy within San Mateo county. SamTrans is the only STA eligible operator in San Mateo County.

C/CAG continued with the historical distribution of 37% for Paratransit and 63% for Lifeline Transportation in Fiscal Years 2018-19 and 2019-20. C/CAG has set aside its share of the Fiscal Year 2018-19 and Fiscal Year 2019-20 STA funds for a Lifeline Call for Projects scheduled for Fiscal Year 2020-21.

Fiscal Year 2020-21

In February 2020, MTC released the initial fund estimate for Fiscal Year 2020-21 of \$2,391,124. In May, the MTC revised its projections in response to the COVID-19 crisis and reduced the projection by 40% to \$1,428,955.

In May, C/CAG staff discussed the proposal with the SamTrans staff and received feedback that other revenue sources funding Paratransit will be significantly lower due to the COVID-19 crisis. SamTrans is currently projecting a 20% decrease in external funding totaling approximately \$1.8 million. In addition, sales tax proceeds will decrease. Since paratransit is a legal mandate, SamTrans must budget sufficient funding to ensure they can operate the service based on anticipated demand. SamTrans staff communicated that there has been a 75% decline in ridership during the Shelter in Place orders. Staff projected that ridership for Fiscal Year 2020-21 would recover after the Shelter in Place orders are removed but would not exceed Fiscal Year 2019-18 levels. SamTrans staff requested additional funding for Paratransit given the challenges due to the COVID-19 crisis.

Recommendation

In response to the reduction in Fiscal Year 2020-21 projections and the consultation with SamTrans, C/CAG staff recommend continuing the historical distribution of 37% for Paratransit and 63% for Lifeline programs, and providing a one-time transfer of approximately \$356,000 from the Lifeline portion to Paratransit in response to the COVID-19 crisis. This is a one-time event and does not reflect an ongoing shift in distributions.

For Fiscal Year 2020-21, this would result in approximately \$884,716 for Paratransit and \$544,239 for the Lifeline Transportation Program.

This proposal was presented to the C/CAG Congestion Management and Environmental Quality (CMEQ) on May 18, 2020 and to the C/CAG Congestion Management Program Technical Advisory Committee (CMP TAC) on May 21, 2020. Both committees recommended approval but expressed concern that the partial shift of Lifeline funds to Paratransit could underfund the Lifeline program. Staff recognizes this concern and believe that it is mitigated because the proposed additional transfer for Paratransit is a one-time action, and that there currently is approximately \$3.3 million available for the Fiscal Year 2020-21 Lifeline Call for Projects.

C/CAG staff recommends that the C/CAG Board review and approve Resolution 20-37 adopting the distribution policy for Fiscal Year 2020-21 State Transit Assistance (STA) Population-Based funds among the STA-eligible transit operators and funds that will be spent benefiting Communities of Concern for the subsequent fiscal year. Upon adoption, C/CAG Staff will forward the distribution split to the MTC.

ATTACHMENTS

1. Resolution 20-37
2. MTC Resolution No. 4321 (Available for download at: <https://www.ccag.ca.gov/committees/board-of-directors-2/>)

RESOLUTION 20-37

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY ADOPTING THE DISTRIBUTION POLICY FOR FISCAL YEAR 2020/ 2021 STATE TRANSIT ASSISTANCE (STA) POPULATION- BASED FUNDS AMONG THE STA-ELIGIBLE TRANSIT OPERATORS AND FUNDS THAT WILL BE SPENT BENEFITING COMMUNITIES OF CONCERN FOR THE SUBSEQUENT FISCAL YEAR.

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

WHEREAS, the Metropolitan Transportation Commission (MTC), the regional transportation agency for the San Francisco Bay Area, established guidelines MTC resolution 3837 governed the State Transit Assistance (STA) Population- Based fund distribution policy; and

WHEREAS, under Resolution 3837, funding was distributed to fund northern county small transit operators, Regional Paratransit, the Lifeline Transportation Program, and MTC regional coordination programs; and

WHEREAS, MTC established the new STA County Block Grant Program policy under MTC Resolution 4321, whereby the nine Bay Area Congestion Transportation Agencies (CTA's) would determine how to invest the population-based STA funds in public transit services and lifeline transportation services; and

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

WHEREAS, C/CAG is delegated to coordinate with STA-eligible transit operators and develop the STA Population-Based distribution policy within San Mateo; and

WHEREAS, SamTrans is the only STA-eligible operator in San Mateo County; and

WHEREAS, the historical distribution has been 37% of the funding for paratransit (SamTrans) and 63% for the CCAG Lifeline Transportation; and

WHEREAS, the February 2020 MTC projection for the Fiscal Year 2020-21 San Mateo County share of STA Block grant was \$2,391,124; the updated May projection for Fiscal Year 2020-21 was reduced by 40% to \$1,428,955 due to the COVID-19 Crisis; and

WHEREAS, SamTrans staff has communicated to C/CAG staff regarding significant declines in the multiple sources of funding for the Paratransit services due to the COVID-19 Crisis; and

WHEREAS, C/CAG has accumulated two years (Fiscal Years 2018-19 and 2019-20) for a Lifeline Transportation call for projects in Fiscal Year 2020-21; and

WHEREAS, C/CAG staff is proposing to maintain the historical distribution for of 37%

for Paratransit and 63% for Lifeline Transportation, and make a one-time shift of funding of \$356,000 to Paratransit for a recommended Fiscal Year 2020-21 distribution of \$884,716 for Paratransit and \$544,239 for C/CAG's Lifeline Program; and

WHEREAS, On May 18, 2020, C/CAG staff discussed this with the SamTrans staff and received concurrence on the proposal; and.

WHEREAS, this proposal was recommended by the C/CAG Congestion Management and Environmental Quality Committee (CMEQ) and C/CAG Congestion Management Program Technical Advisory Committee (TAC) Meetings on May 18, 2020 and May 21, 2020, respectively.

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the City/County Association of Governments of San Mateo County adopt the distribution policy for Fiscal Year 2020-21 State Transit Assistance (STA) Population- Based funds among the STA-eligible transit operators and funds that will be spent benefiting Communities of Concern for the subsequent fiscal year.

PASSED, APPROVED, AND ADOPTED, THIS ELEVENTH DAY OF JUNE, 2020.

Marie Chaung, Chair

C/CAG AGENDA REPORT

Date: June 11, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approve a request for reallocation of FY 2017-18 Transportation Development Act Article 3 (TDA 3) funds for the City of San Bruno Huntington/San Antonio Bicycle Corridor Project.

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

RECOMMENDATION

That the C/CAG Board review and approve a request for reallocation of FY 2017-18 Transportation Development Act Article 3 (TDA 3) funds for the City of San Bruno Huntington/San Antonio Bicycle Corridor Project

FISCAL IMPACT

An amount of \$385,200 in TDA Article 3 Funds is remaining.

SOURCE OF FUNDS

TDA Article 3 funds are derived from Local Transportation Funds and the State Transit Assistance Fund. Local Transportation Funds (LTF) are derived from a ¼ cent of the general sales tax collected statewide.

BACKGROUND

The City of San Bruno was awarded \$385,200 in TDA Article 3 funds for FY 2017-18 for the Huntington/San Antonio Bicycle Corridor Project. The project is located along Huntington Avenue and San Antonio Avenue within the City of San Bruno. The project includes Class 3 bicycle route enhancements, radar speed feedback signs, fog lines, and intersection curb extensions.

The City coordinated the Huntington/San Antonio Bicycle Corridor project to follow the Avenues 1-3 Sewer and Water Replacement Project, which would repave the roadway in preparation for the bicycle and pedestrian improvements. The two projects were scheduled for completion prior to 2020, but due to complications with the California Water Board and Department of Transportation, the project has been delayed. The City completed the design and anticipates beginning construction on the Huntington/San Antonio Bicycle Corridor project in July 2021 with completion in December of 2021.

The TDA Article 3 Program guidelines require funds be expended within three years or be rescinded. Funds in the amount of \$385,200 were allocated by the Metropolitan Transportation Commission (MTC) in FY 2017-18 and will expire June 30, 2020. To date, the City has not submitted any invoices to MTC. The City of San Bruno has requested a time extension to ensure the project is coordinated with the Avenues 1-3 Sewer and Water Replacement Project. The City is requesting TDA 3 funds be reallocated in FY 2019-20 to be extended for another three-year cycle to complete construction by June 30, 2022.

The C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) recommended that the C/CAG Board approve the City of San Bruno's request for reallocation at its May 28, 2020 meeting.

Staff recommends approval to reallocate funds in FY 2019-20 which extends the project completion timeline to June 30, 2022. This will enable the City of San Bruno to coordinate both projects, reducing disruptions to nearby residents. If approved by the C/CAG Board, staff will submit the reallocation request to MTC for processing.

ATTACHMENTS

1. City of San Bruno Reallocation Request Letter
2. City of San Bruno Project Proposal FY 17-18 (*available online at <https://ccag.ca.gov/committees/bicycle-and-pedestrian-advisory-committee/>*)



February 14, 2020

Ms. Sandy Wong
Executive Director
C/CAG San Mateo County
555 County Center
Redwood City, CA 94063

RE: Reallocation request for Huntington/San Antonio Bicycle Corridor Project

Dear Ms. Wong:

In January 2018, the Metropolitan Transportation Commission (MTC) approved an allocation of \$385,200 in Transportation Development Act (TDA) funds to the City of San Bruno for the design and construction phases of the Huntington/San Antonio Bicycle Corridor Project. The original baseline schedule for anticipated completion of construction on this project was June 30, 2020 as identified by the allocation terms and conditions.

The Huntington/San Antonio Bicycle Corridor Project is a safety enhancement project along Huntington and San Antonio Avenues that would provide safe, convenient, and comfortable connections for pedestrians and bicyclist along this corridor. The Project will construct bicycle and pedestrian improvements consisting of greenback sharrows to established an enhanced Class 3 bicycle route, radar speed feedback signs and fog lines to serve as traffic calming measures, and construct curb extensions at various intersections to shorten crossing distances and improve pedestrian safety. These improvements would connect with the already funded north-south bicycle route along Huntington Avenue and provide a complete and direct north/south connection to the Millbrae Caltrain/BART hub.

Since the approval of the allocation request, the City has completed the design phase of this project and the contract documents are ready for advertisement. However, the Huntington/San Antonio Corridor Project was originally envisioned to proceed after the construction of two preceding capital improvement projects within the same project vicinity. These projects are the Avenues 1-3 Sewer and Water Replacement Project which would replace utilities along the project corridor and the Huntington/San Antonio Street Rehabilitation Project which would repave the roadway in preparation for the TDA funded bicycle and pedestrian improvements. These two projects were originally anticipated for completion prior to 2020 but were delayed in order to resolve unanticipated issues brought up by the California Water Board and Department of Transportation, respectively. The two projects are now scheduled for construction this spring and are anticipated to be complete within a year.

The existing pavement along the Huntington/San Antonio corridor is failing and not conducive to achieving a safe and comfortable bicycle route. Allowing the Avenues 1-3 and Huntington/San Antonio Street Rehabilitation Projects to proceed first and rehabilitate the pavement along this corridor prior to installing the TDA funded improvements would result in a safe and comfortable bicycle route after the completion of the Huntington/San Antonio Bicycle

Corridor Project. Due to the above unforeseen circumstances, the City is requesting that the TDA funds be reallocated to extend the project completion date. The City anticipates beginning construction on the Huntington/San Antonio Bicycle Corridor project in Summer 2021 and project completion by Winter 2021.

The revised project schedule is as shown below:

Design of Huntington/San Antonio Bicycle Corridor	Completed
Construction of Paving Projects on Huntington/San Antonio Avenue	6/2020 – 6/2021
Construction of Huntington/San Antonio Bicycle Corridor	7/2021 - 11/2021
Closeout of Huntington/San Antonio Bicycle Corridor	11/2021 - 12/2021

Should you have any questions, please feel free to contact me at (650) 616-7068 or jtong@sanbruno.ca.gov. Thank you for your consideration of San Bruno's reallocation request for the Huntington/San Bruno Bicycle Corridor Project.

Sincerely,



Jason Tong
Assistant Engineer

C/CAG AGENDA REPORT

Date: June 11, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approve a request for reallocation of FY 2015-16 Transportation Development Act Article 3 (TDA 3) funds for the City of South San Francisco Linden Avenue Complete Streets Safety Project.

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

RECOMMENDATION

That the C/CAG Board review and approve a request for reallocation of FY 2015-16 Transportation Development Act Article 3 (TDA Article 3) funds for the City of South San Francisco Linden Avenue Complete Streets Safety Project.

FISCAL IMPACT

An amount of \$325,847.16 in TDA Article 3 Funds is remaining.

SOURCE OF FUNDS

TDA Article 3 funds are derived from Local Transportation Funds and the State Transit Assistance Fund. Local Transportation Funds (LTF) are derived from a ¼ cent of the general sales tax collected statewide.

BACKGROUND

The City of South San Francisco was awarded \$400,000 in TDA 3 funds for FY 2015-16 for the Linden Avenue Complete Streets Safety Project. The project is located on Linden Avenue between California Avenue and Aspen Avenue. The project includes bike lanes through implementation of multiple features to provide improved pedestrian and bicycling facilities.

The City was initially allocated funding in FY 2015-16. The funds were reallocated in FY 2017-18 to allow the City to coordinate the public outreach and design of the TDA funded portion with additional pedestrian and bicycle improvements funded by State Active Transportation Program funding. In 2019, the City experienced further delay in bringing the project to the construction phase. The City of South San Francisco advertised a construction contract in the summer of 2019, but could not award a contract due to high bids beyond the engineer's estimate. After revising and re-evaluating the project design to reduce construction costs, the City added local

funds through the City mid-year budget process which were requested and approved in early February 2020. Following budget approval, the construction contract was advertised again in February 2020 and bids opened March 11, 2020.

Due to complications arising out of COVID-19 Shelter in Place Order, the timeline was impacted. South San Francisco requested and received an extension to the low contract bid offer until August 7, 2020, but the City will not be able to approve the contract and begin construction prior to the June 30, 2020 TDA Article 3 deadline. The City intends to have the improvements constructed by Fall of 2020.

TDA Article 3 Program guidelines require funds be expended within three years or be rescinded. Funds in the amount of \$400,000 were reallocated by the Metropolitan Transportation Commission (MTC) to South San Francisco in FY 2017-18 and will expire June 30, 2020. To date, the City has \$325,847.16 in remaining funds not yet invoiced to MTC. The City of South San Francisco has requested a time extension to ensure project completion. The City is requesting that the TDA Article 3 funds be reallocated in FY 2019-20, so construction can be completed by June 30, 2022.

The C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) approved to recommend that the C/CAG Board approve the City of South San Francisco's request at its May 28, 2020.

Staff recommends approval to reallocate funds in FY 2019-20, with a new grant deadline of June 30, 2022. If approved by the C/CAG Board, staff will submit the reallocation request to MTC for processing.

ATTACHMENTS

1. City of South San Francisco Reallocation Request Letter
2. City of South San Francisco Project Proposal FY 2015-16 (*available online at <https://ccag.ca.gov/committees/bicycle-and-pedestrian-advisory-committee/>*)



OFFICE OF
Director of Public Works

CITY COUNCIL 2020

RICHARD A. GARBARINO, MAYOR
MARK ADDIEGO, VICE MAYOR
KARYL MATSUMOTO, COUNCILMEMBER
MARK NAGALES, COUNCILMEMBER
BUENAFLOR NICOLAS, COUNCILMEMBER

MIKE FUTRELL, CITY MANAGER

April 2, 2020

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

RE: Request for Reallocation of Transportation Development Act Article 3 Funds for the South San Francisco Linden Avenue Complete Streets Safety Project

Dear Ms. Wong,

The City of South San Francisco (City) was granted an allocation of Transportation Development Act (TDA) Article 3 funds for the Linden Avenue Complete Streets Safety Project in the amount of \$400,000 to design and construct the project. The project, located on Linden Avenue between California Avenue and Aspen Avenue, includes the installation of multiple features to provide improved pedestrian and bicycling facilities. The City is requesting a reallocation of the TDA funding to allow for the construction of the project improvements to extend beyond June 30, 2020.

The City was initially allocated funding in FY 2015-16, and the funds reallocated through FY 2019/20 to allow the City to coordinate the public outreach and design of the TDA funded improvements with additional pedestrian and bicycle improvements funded by State Active Transportation Program funding. In 2019 the City experienced further delay in bringing the project to the Construction phase. The City advertised a construction contract in summer 2019 and received bids that were well over the engineers estimate and the funding (a combination of grant and local funds) available. Based on the high bids, the City could not award and re-evaluated and revised the project design to reduce construction costs while still delivering the features specified in the approved grant. Additional local funds through the City mid-year budget process were requested and approved in early February 2020. With the redesigned project and supplemented funding package approved, the construction contract was advertised in February 2020 and bids opened March 11, 2020.

The City intended to award the construction contract on March 25, 2020, a schedule that would have allowed the City to meet the delivery requirements of the TDA funding. The County of San Mateo issued its initial COVID-19 shelter in place ordinance on March 16, 2020 and the State issued a stay at home order later that week. Since that time, City Council meetings have been impacted by the public gathering and social distancing requirements, and agendas adjusted to prioritize issues that are addressed as local governments grapple with how to conduct their work in the current environment. The City has requested and received an extension from the contractor to honor the low bid until August 7, 2020 (beyond the typical 90 days), but under the current circumstances the City is not able to approve the contract in a time frame that will allow for the construction to begin and the City to meet the expenditure requirements by the June 30, 2020 TDA grant deadline. The City fully intends to have the improvements constructed by Fall 2020.

The City has expended \$74,152.84 of the \$400,000 of TDA grant funds to develop the project. The City is requesting the reallocation of the remaining \$325,847.16 (TDA allocation instruction 18001094) funding to allow for the construction of the project improvements to extend beyond June 30, 2020 and the City to complete construction by Fall 2020.

Please contact me at 650-829-6671 (matthew.ruble@ssf.net) if you would like to further discuss.

Sincerely,



Matthew Ruble, P.E.
Principal Engineer

cc: Mikaela Hiatt, C/CAG of San Mateo
Angel Torres, City of South San Francisco

C/CAG AGENDA REPORT

Date: June 11, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approve a request for reallocation of FY 2017-18 Transportation Development Act Article 3 (TDA Article 3) funds for the City of Millbrae Transit Center to Spur Trail Connection Project.

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

RECOMMENDATION

That the C/CAG Board review and approve a request for reallocation of FY 2017-18 Transportation Development Act Article 3 (TDA Article 3) funds for the City of Millbrae Transit Center to Spur Trail Connection Project.

FISCAL IMPACT

An amount of \$370,183 in TDA Article 3 Funds is remaining.

SOURCE OF FUNDS

TDA Article 3 funds are derived from Local Transportation Funds and the State Transit Assistance Fund. Local Transportation Funds (LTF) are derived from a ¼ cent of the general sales tax collected statewide.

BACKGROUND

The City of Millbrae was awarded \$370,183 in TDA Article 3 funds in the FY 2017-18 cycle for the Transit Center to Spur Trail Connection Project. The project is located from Millbrae Transit Center to Spur Trail. The project includes Class III bike facilities through implementation of green bike sharrows and signage. In addition, crosswalk, sidewalk, and ADA curb improvements were part of the Phase I project, which enhanced sidewalk access and improved the Class I multi-use trail. Phase II of the project adds rectangular rapid flashing beacons, ADA improvements, and crosswalks (if non-existing) at every street of the current Spur Trail to provide improved pedestrian and bicycling facilities.

The project was originally scheduled to be awarded at the end of March. Due to unforeseen problems arising out of COVID-19, the project was temporarily put on hold. The city council voted

to approve a contract with a firm to perform the work at its May 26, 2020 meeting. The work is expected to be completed in the fall of 2020.

The TDA 3 Program guidelines require funds be expended within three years or be rescinded. Funds in the amount of \$370,183 were reallocated by the Metropolitan Transportation Commission (MTC) to Millbrae in FY 2017-18 and will expire June 30, 2020. To date, the City has not submitted invoices to MTC. The City of Millbrae has requested a time extension to ensure project completion. The City is requesting TDA 3 funds be reallocated in FY 2019-20 to be extended for another three-year cycle to complete construction by June 30, 2022.

The C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) approved to recommend that the C/CAG Board approves the request for reallocation at its May 28, 2020 meeting.

Staff recommends approval to reallocate funds in FY 2019-20 extending the grant deadline to June 30, 2022. If approved by the C/CAG Board, staff will submit the reallocation request to MTC for processing.

ATTACHMENTS

1. City of Millbrae Reallocation Request Letter
2. City of Millbrae Project Proposal FY 2017-18 (*available online at <https://ccag.ca.gov/committees/bicycle-and-pedestrian-advisory-committee/>*)



City of Millbrae

621 Magnolia Avenue, Millbrae, CA 94030

REUBEN D. HOLOBER
Mayor

ANN SCHNEIDER
Vice Mayor

ANNE OLIVA
Councilmember

GINA PAPAN
Councilmember

WAYNE J. LEE
Councilmember

Re: Request for Extension on allocation of TDA funds in FY 2017-18 – City of Millbrae

Dear Ms. Sandy Wong,

The Metropolitan Transportation Commission (MTC) approved an allocation of Transportation Development Act (TDA) funds to the City of Millbrae for FY 2017-18 in the amount of \$370,183 and all invoices are to be submitted to MTC accounts payable by August 31, 2020 in order for the funds to be drawn by September 30, 2020. I am writing to request an extension of the TDA funds to August 31, 2021.

The primary reason for the extension is the impact of the current COVID-19 pandemic. The project was originally scheduled to be awarded at the end of March. However, due to the COVID-19 outbreak and the shelter in place order issued by the San Mateo County Health, we had temporarily put the project on-hold. This pandemic and related shelter-in-place order have also led us into uncertain times for our finance. We are currently experiencing a significant fiscal impact to the City and have implemented a spending freeze.

At this point, we will be rejecting all bids and continue to put the project on-hold until we have a better understanding of our financial situation, which will probably remain fluid as we recover from this unprecedented event.

We hope to re-advertise this project as early as winter 2020/spring 2021. However, we will be closely monitoring our budget and will continue this project as soon as possible.

If you have any questions, please feel free to contact me at jkao@ci.millbrae.ca.us.

Best regards,

Jane Kao
Acting Public Works Director

Cc: Khee Lim, Director of Public Works
Craig Centis, Deputy Director of Public Works
Andrew Yang, Senior Civil Engineer

C/CAG AGENDA REPORT

Date: June 11, 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 20-38 authorizing the C/CAG Chair to execute Amendment No. 8 to the agreement between C/CAG and the City of San Carlos to provide financial services to C/CAG for an amount not to exceed \$95,300 for Fiscal Year 2020-21.

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 20-38 authorizing the C/CAG Chair to execute Amendment No. 8 to the agreement between C/CAG and the City of San Carlos to provide financial services to C/CAG for an amount not to exceed \$95,300 for FY 2020-21.

FISCAL IMPACT

A total of \$95,300 for FY 2020-21. It is included in the proposed C/CAG budget for FY 2020-21.

SOURCE OF FUNDS

Member assessments, parcel fee, motor vehicle fee, and State/ Federal Transportation Funds.

BACKGROUND

The City of San Carlos is the Financial Agent for C/CAG. C/CAG annually negotiates a fee for these services. On June 14, 2012, C/CAG Board approved Resolution 12-42 authorizing the Chair to execute the agreement between C/CAG and City of San Carlos to provide financial services to C/CAG in an amount of \$73,600 for fiscal year 2012-13.

On June 13, 2013, C/CAG Board approved Resolution 13-16 authorizing the Chair to execute Amendment No. 1 to said agreement in an amount of \$75,366 for fiscal year 2013-14. Amendment No. 1 also included additional language regarding background check for Management personnel.

Since then, the C/CAG Board has authorized annual amendment to said agreement each fiscal year for City of San Carlos to provide financial services to C/CAG. Rates were adjusted each year approximately by the CPI. For fiscal year 2015-16, Amendment No. 3 included the additional effort to implement Government Accounting Standards Board (GASB) Statement No. 68, *Accounting and Financial Reporting for Pensions*.

Financial services include activities such as maintaining bank and investment accounts, implementing internal financial controls, paying vendors and project sponsors, managing receivables, investing surplus cash, reporting, managing audit processes, attending Finance Committee meetings, etc. A high level of service has been achieved by the City of San Carlos. All reports were provided on a timely basis. Additionally, the City of San Carlos staff has been very responsive to requests from C/CAG staff.

City of San Carlos has updated the annual cost to ensure full recovery of cost for services, including an adjustment of hourly rate, and added hours for the preparation of the State Controller's Annual Financial Transaction report, and hours for the Program Audits. It is proposed, as part of Amendment No. 8, the fee for regular financial services for fiscal year 2020/21 be \$95,300. In addition, City will be reimbursed by C/CAG for other services and special projects, as requested by C/CAG, at the fully burdened hourly rate of \$183 per hour.

The cost for bank fees, storage, postage, as well as costs for audit services are not included in the original agreement or any amendment. Those costs are billed separately.

ATTACHMENTS

1. Resolution 20-38
2. Amendment No. 8 to the agreement between C/CAG and the City of San Carlos to provide financial services.

RESOLUTION 20-38

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. 8 TO THE AGREEMENT BETWEEN C/CAG AND THE CITY OF SAN CARLOS TO PROVIDE FINANCIAL SERVICES TO C/CAG FOR A TOTAL OF \$95,000 FOR FY 2020-21

WHEREAS, the City/County Association of Governments (C/CAG) of San Mateo County is a Joint Powers Authority created by the Cities and the County; and,

WHEREAS, C/CAG utilizes the services of its member agencies in order to minimize staff and cost; and,

WHEREAS, the City of San Carlos has been designated as the C/CAG Financial Agent; and,

WHEREAS, C/CAG Resolution 12-42 (June 14, 2012) authorized the Chair to execute an agreement between C/CAG and City of San Carlos to provide financial services to C/CAG in an amount of \$73,000 for fiscal year 2012-13; and,

WHEREAS, C/CAG has executed the following amendments to said agreement for City of San Carlos to provide financial services to C/CAG; and

Amendment No. 1, \$75,366 for FY 13-14, approved by Resolution 13-16 (June 13, 2013); and
Amendment No. 2, \$77,700 for FY 14-15, approved by Resolution 14-10 (May 8, 2014); and
Amendment No. 3, \$80,430 for FY 15-16, approved by Resolution 15-18 (May 14, 2015); and
Amendment No. 4, \$82,440 for FY 16-17, approved by Resolution 16-06 (May 12, 2016); and
Amendment No. 5, \$85,000 for FY 17-18, approved by Resolution 17-25 (June 7, 2017); and
Amendment No. 6, \$88,200 for FY 18-19, approved by Resolution 18-35 (June 14, 2018); and
Amendment No. 7, \$93,000 for FY 19-20, approved by Resolution 19-27 (May 9, 2019); and

WHEREAS, the City of San Carlos has proposed a fee of \$95,300 for the financial services for fiscal year 2020-21; and,

WHEREAS, C/CAG and the City of San Carlos wish to set forth the terms and conditions, funding, and scope of work for the financial services as provided in Amendment No. 8.

THEREFORE BE IT RESOLVED NOW, by the Board of Directors of the City/County Association of Governments of San Mateo County authorizing the Chair to execute Amendment No. 8 to the Financial Service Agreement for fiscal year 2020-21 between the City of San Carlos and C/CAG in an amount not to exceed \$95,300.

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF JUNE 2020.

Marie Chuang, Chair

AMENDMENT No. 8

AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE CITY OF SAN CARLOS AND CITY/COUNTY ASSOCIATION of GOVERNMENTS OF SAN MATEO COUNTY

This Eighth Amendment to the Agreement for Professional Services is made and entered into as of July 1, 2020, by and between the City of San Carlos, hereinafter referred to as "CITY" and the City/County Association of Governments of San Mateo County, hereinafter referred to as "C/CAG".

WITNESSETH:

WHEREAS, on June 14, 2012, the City and C/CAG entered into an agreement for the performance of the agreed financial services by the City's Administrative Services Department through the Finance Division (the "Original Agreement"); and

WHEREAS, on July 1, 2013, the City and C/CAG executed Amendment One to the Agreement which adjusted the compensation, added background check requirement for certain City employees providing financial services to C/CAG, amended scope of services to include City serving as C/CAG's Controller with duties limited to making or contracting for an annual audit, and amending Notice delivery to Sandy Wong; and

WHEREAS, on July 1, 2014, the City and C/CAG executed Amendment Two to the Agreement which adjusted the compensation; and

WHEREAS, on July 1, 2015, the City and C/CAG executed Amendment Three to the Agreement which adjusted the compensation; and

WHEREAS, on July 1, 2016, the City and C/CAG executed Amendment Four to the Agreement which adjusted the compensation; and

WHEREAS, on July 1, 2017, the City and C/CAG executed Amendment Five to the Agreement which adjusted the compensation; and

WHEREAS, on July 1, 2018, the City and C/CAG executed Amendment Sixth to the Agreement which adjusted the compensation; and

WHEREAS, on July 1, 2019, the City and C/CAG executed Amendment Seven to the Agreement which adjusted the compensation; and

WHEREAS, pursuant to Section B.3 set forth in Exhibit A of the Original Agreement, the City will provide financial services to C/CAG for a fixed annual fee and this fixed fee will be adjusted on an annual basis; and

WHEREAS, pursuant to Section B.6 set forth in Exhibit A of the Original Agreement, the City will bill an hourly rate excluding expenses for other services and special projects, and this rate should be adjusted annually based on the fully burdened hourly rate set for the fiscal year; and

WHEREAS, both parties now wish to amend Sections B.3 and B.6 of the Original Agreement.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

1. C/CAG agrees to reimburse CITY for Financial Services. The fixed annual fee for FY 2021 (July 1, 2020 to June 30, 2021) will be adjusted from \$93,000 to \$95,300.
2. C/CAG agrees to reimburse CITY for other services and special projects. The fully burdened hourly rate for FY 2021 (July 1, 2020 to June 30, 2021) will be adjusted to \$183 per hour. Expenses are excluded from this rate and will be billed separately.
3. All other terms of the Original Agreement and Amendment One remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this amendment to the Original Agreement between C/CAG and the City of San Carlos to be executed effective as of the date first above written.

CITY OF SAN CARLOS

DATE: _____

Jeff Maltbie, City Manager

C/CAG

DATE: _____

Marie Chuang, Chair

APPROVED AS TO FORM

DATE: _____

Gregory J Rubens, City Attorney

APPROVED AS TO FORM

DATE: _____

C/CAG Legal Counsel

C/CAG AGENDA REPORT

Date: June 11, 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 20-39 authorizing the prefunding of OPEB in an amount of \$48,452 for Fiscal Year 2019-20 through the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS.

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

RECOMMENDATION:

That the C/CAG Board review and approve Resolution 20-39 authorizing the prefunding of OPEB in an amount of \$48,452 for Fiscal Year 2019-20 through the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS.

FISCAL IMPACT:

Prefunding OPEB for fiscal year 2019-20 is estimated at \$48,452.

SOURCE OF FUNDS:

Funding sources for C/CAG OPEB comes from various C/CAG funds similar to those funds for C/CAG employee salaries and benefits.

BACKGROUND:

Governmental Accounting Standards Board (GASB) Statement No. 75, Accounting and Financial Reporting for Post-Employment Benefits Other Than Pensions (OPEB), addresses accounting and financial reporting for OPEB that provides to employees of state and local governmental employers. It establishes standards for recognizing and measuring such liabilities. GASB 75 replaces GASB 45.

C/CAG provides post-employment benefit in the form of health insurance for retirees. In 2012, in response to GASB 45, C/CAG engaged Bickmore Risk Management Consulting to prepare the "*Actuarial Valuation of the Other Post-Employment Benefit Programs as of July 1, 2012*" for fiscal years ending June 30, 2014 and June 30, 2015. Further, that actuarial valuation was updated in June 2016 for fiscal years ending June 30, 2016 and June 30, 2017. The report developed the value of future OPEB expected to be provided by C/CAG and developed annual amounts to be contributed by C/CAG for the fiscal years ending June 30, 2018, June 30, 2019, and June 30, 2020 toward prefunding the OPEB plan liability.

In March 2018, in response to GASB 75, staff engaged Bickmore Risk Management Consulting to prepare two documents:

- A) *Actuarial Valuation of Other Post-Employment Benefit Programs (OPEB) of as of July 1, 2018.*
- B) *Other Post-Employment Benefit Programs GASB 75 Actuarial Report for Fiscal Year Ending June 30, 2018.*

Data provided in the above two documents are essentially the same, but formats are different to satisfy different needs. The first document is for OPEB funding contributions, while the second one is for reporting liabilities. The Actuarial Valuation estimates the C/CAG contribution to OPEB for fiscal year 2017-18 to be \$44,631, for fiscal year 2018-19 to be \$42,802, and for fiscal year 2019-20 to be \$48,452.

Trust - California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS:

On June 11, 2015, the C/CAG Board adopted Resolution 15-33 authorizing an agreement and election of C/CAG to prefund OPEB through CalPERS – California Employers' Retiree Benefit Trust Program (CERBT). At that meeting, the C/CAG Board also approved a funding policy in an amount of \$30,000 to cover the Annual Required Contribution (ARC) as initial investment into the CERBT trust and selected Asset Allocation Strategy 2 for FY 2014-15.

In June 2016, C/CAG Board adopted Resolution 16-21 authorizing the prefunding of OPEB through CalPERS in an amount of \$27,000 for FY 2015-16.

In June 2017, C/CAG Board adopted Resolution 17-26 authorizing the prefunding of OPEB through CalPERS in an amount of \$25,000 for FY 2016-17.

In June 2018, C/CAG Board adopted Resolution 18-37 authorizing the prefunding of OPEB through CalPERS in an amount of \$44,631 for FY 2017-18.

In June 2019, C/CAG Board adopted Resolution 19-34 authorizing the prefunding of OPEB through CalPERS in an amount of \$42,802 for FY 2018-19.

Fiscal year ending	6/30/2016	6/30/2017	6/30/2018	6/30/2019	6/30/2020
Actuarially Determined Contribution (ADC)	\$50,790	\$51,348	\$54,162	\$54,899	\$55,709
Employer paid benefit in that year	\$16,383	\$17,714	\$8,927	\$10,668	\$9,024
Current year's implicit subsidy credit	\$8,341	\$9,382	\$604	\$1,429	\$0
Adjustment					\$1,767 make-up for FY 18-19
Contribution to OPEB Trust	\$27,000	\$25,000	\$44,631	\$42,802	\$48,452

Definition: Actuarially Determined Contribution (ADC), formerly known as Annually Required Contribution (ARC).

As shown in the above table, the ADC gradually goes up each year. Starting from FY 2019-20, the "Current year's implicit subsidy credit" drops to zero due to the two C/CAG retirees became Medicare eligible. As a result, the "Contribution to OPEB Trust" for the corresponding fiscal year becomes higher.

The CERBT Fund of CalPERS is a multiple-employer OPEB trust fund and has a fiduciary responsibility for financial reporting in accordance to the Governmental Accounting Standards Statement (GASB) No. 74. C/CAG is required to submit a renewal OPEB Valuation to update the financial status of OPEB every two years. The last Valuation updated was submitted by June 30, 2018.

Funds deposited into an irrevocable trust may only be used to pay retiree medical benefits. However, should C/CAG stop prefunding retiree medical benefits, it may withdraw funds from the trust, as needed, to pay retiree medical benefits. Also, if C/CAG were ever able to completely extinguish its retiree medical liability, any funds remaining in the trust would be returned to C/CAG.

ATTACHMENT

Resolution 20-39.

RESOLUTION 20-39

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE PREFUNDING OF OTHER POST EMPLOYMENT BENEFITS (OPEB) THROUGH THE CALIFORNIA EMPLOYERS' RETIREE BENEFIT TRUST PROGRAM (CERBT) OF CALPERS FOR FISCAL YEAR 2019-20 IN AN AMOUNT OF \$48,452

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

WHEREAS, CalPERS, C/CAG's retirement system, has a trust program to receive and invest contributions made to fund other post-employment benefits (OPEB); and

WHEREAS, C/CAG has established an OPEB trust via the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS for retiree medical benefits, approved by C/CAG Resolution 15-33 on June 11, 2015; and

WHEREAS, C/CAG has deposited \$30,000 in the CalPERS trust (CERBT) in June 2015; and

WHEREAS, C/CAG adopted Resolution 16-21 and has deposited \$27,000 in the CalPERS trust (CERBT) in June 2016; and

WHEREAS, C/CAG adopted Resolution 17-26 and has deposited \$25,000 in the CalPERS trust (CERBT) in June 2017; and

WHEREAS, C/CAG adopted Resolution 18-37 and has deposited \$44,631 in the CalPERS trust (CERBT) in June 2018; and

WHEREAS, C/CAG adopted Resolution 19-34 and has deposited \$42,802 in the CalPERS trust (CERBT) in June 2019; and

WHEREAS, C/CAG is interested in prefunding the calculated Actuarially Determined Contribution (ADC) for fiscal year 2019-20 in the amount of \$48,452 in the CalPERS trust.

NOW, THEREFORE, BE IT RESOLVED that the City/County Association of Governments of San Mateo County (C/CAG) Board of Directors authorize prefunding its Other Post Employment Benefits (OPEB) for fiscal year 2019-20 through CERBT of CalPERS in an amount of \$48,452.

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF JUNE 2020.

Marie Chuang, Chair

C/CAG AGENDA REPORT

Date: June 11, 2020

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

From: Sandy Wong, Executive Director

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

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve C/CAG legislative policies, priorities, positions, and legislative update (a position may be taken on any legislation, including legislation not previously identified).

FISCAL IMPACT

Unknown.

SOURCE OF FUNDS

N/A

BACKGROUND

The C/CAG Legislative Committee receives monthly written reports and oral briefings from 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 includes status updates on activities in Sacramento during May, addressing the state budget process and bill progress from the 2020 legislative session, including a recent bill proposal from Senator Weiner (SB 288) which would provide CEQA relief for sustainable transportation projects.

ATTACHMENTS

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



May 29, 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 – June 2020**

Legislative Update

The California State Assembly returned to Sacramento on Monday, May 4 and the Senate returned on May 11. The two houses released updated Legislative Calendars covering the remainder of the Legislative Session (which is scheduled to adjourn on August 31). The two houses have slightly different deadlines for policy and fiscal committees in the near-term, finding parity once they return from Summer Recess. Committee hearings have begun again, with the committees following procedural guidelines that require social distancing and allow for remote participation from stakeholders. With the limited space available in the Capitol allowing for social distancing, committee hearings are being held in larger venues, like rooms 4202/4203, or, on the Floor of either house. It also seems that most policy committees will only hold one hearing each and many committees are limiting the number of bills that will be set for hearing and have asked authors to prioritize their bills, focusing on key issues like COVID-19 response, economic recovery, housing/homelessness, and wildfire response. The fiscal committees begin meeting over the next few weeks and we expect several bills will be held. The Assembly is scheduled to break for Summer Recess on June 19 and the Senate will begin theirs on July 2, with both houses returning on July 13.

As we have noted before, the item that looms largest in the coming weeks is the FY 2020-21 budget. The budget is constitutionally required to be passed by the Legislature by June 15 and signed by the Governor by July 1. We issued a separate memo to C/CAG (via email) providing an overview of the May Revise.

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 (Not Moving in 2020)

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.

SB 995 (Atkins) Jobs and Economic Improvement Through Environmental Leadership Act

The Jobs and Economic Improvement Through Environmental Leadership Act of 2011 authorizes the Governor, until January 1, 2020, to certify projects that meet certain requirements for CEQA streamlining. This bill would extend the authority of the Governor to certify a project to January 1, 2024 and would add housing projects meeting certain conditions to the list of projects eligible for certification.

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.

SB 1120 (Atkins) Housing Density

This bill would require a proposed housing development containing 2 residential units (duplexes) to be considered ministerially, without discretionary review or hearing, in areas zoned as single-family if the proposed housing development meets certain requirements. CEQA requires a lead agency to prepare, or cause to be prepared, and certify the completion of, an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment. CEQA does not apply to the approval of ministerial projects. By establishing the ministerial review process described above, the bill would exempt these projects from CEQA.

AB 2057 (Chiu) Seamless Bay Area (Not Moving in 2020)

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 (Not Moving in 2020)

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 (Not Moving in 2020)

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.

Date: June 11, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approval of authorizing the Executive Director to submit an allocation request to the California Transportation Commission (CTC) for the Senate Bill (SB1) Local Partnership Program (LPP) Formula Funds for FYs 2019/20 through 2022/23 in the amount of \$722,000 to support the Northern Cities Smart Corridor Project.

(For further information or questions, contact Kaki Cheung at 650-363-4105)

RECOMMENDATION

That the C/CAG Board authorize the Executive Director to submit an allocation request to the California Transportation Commission (CTC) for the Senate Bill (SB1) Local Partnership Program (LPP) Formula Funds, for fiscal years 2019/20 through 2022/23, in the amount of \$722,000 to support the Northern Cities Smart Corridor Project.

FISCAL IMPACT

Based on the CTC’s formulaic determination, C/CAG is eligible for a total of \$722,000 in Local Partnership Program funds. The 2019 Program includes one year of funding in the amount of \$122,000 for Fiscal Years 2019/20. The 2020 Program, covering Fiscal Years 2020/21 through Fiscal Years 2022/23, provides another \$600,000 for the Agency.

SOURCE OF FUNDS

The Road Repair and Accountability Act of 2017, (Senate Bill 1, Beall, Chapter 5, Statutes of 2017) created the Local Partnership Program and continuously appropriates two hundred million dollars (\$200,000,000) annually to be allocated by the California Transportation Commission (Commission) to local or regional transportation agencies that have sought and received voter approval of taxes or that have imposed fees, which taxes or fees are dedicated solely for transportation improvements.

BACKGROUND

At the October 17, 2018 California Transportation Commission (CTC) meeting, the Commission adopted the 2019 Local Partnership Formulaic Program. This is in response to Senate Bill 1, the Road Repair and Accountability Act of 2017. The overall grant objective is to reward jurisdictions with voter approved taxes, tolls or fees solely dedicated to transportation improvements. C/CAG, as the sponsor of Measure M, the \$10 Vehicle Registration Fee, is eligible for the LPP Formulaic Share. The 2019 Program includes one year of funding for Fiscal Year 2019-20. C/CAG elected not to propose any projects for the formula funds during the 2019 cycle, leaving an unprogrammed balance of \$122,000. On March 25, 2020, the CTC adopted the 2020 Local Partnership Program (LPP) Guidelines. Pursuant of the guidelines, the Agency can program up to \$600,000 for projects covering Fiscal Years 2020/21 through 2022/23. Combining the 2019 and 2020 LPP formulaic funds makes a total of \$722,000 available for programming.

The San Mateo County Smart Corridor project is one of countywide significance. The project has been a longstanding priority for the Agency. The Smart Corridor is designed to improve mobility of local arterial streets by installing Intelligent Transportation System (ITS) equipment, such as an interconnected traffic signal system, close circuit television (CCTV) cameras, dynamic message signs, and vehicle detection system, on predefined designated local streets and state routes. The ITS infrastructure provides local cities and Caltrans with day-to-day traffic management capabilities in addressing recurring and non-recurring traffic congestion. The Smart Corridor project maximizes efficiency of the existing transportation network, smoothing traffic flow and leading to improved safety and reduced travel times. Concurrently, the project minimizes the impact of freeway incident traffic on local streets through proactive traffic management. The segments between City of San Bruno at the northern limits to the Santa Clara County line in the City of East Palo Alto has been completed. The South San Francisco segment is expected to be in the construction phase starting in spring of 2021.

The Northern Cities expansion project continues the San Mateo Smart Corridor implementation efforts. It expands from its current northern terminus of I-380 further north to the San Francisco County line, encompassing arterials along US 101 and I-280 within the city limits of Daly City, Colma, and Brisbane. A project location map is shown in Attachment 1. The ITS infrastructure that will support the project include the design of fiber optic cable in new and existing conduit, wireless communications, traffic signal controller upgrades and replacement, Closed Circuit Television (CCTV) cameras, system detection, and dynamic message signs along the project corridor.

The Project Approval/Environmental Document (PA/ED) phase for the Northern Cities project is near completion. Project design can be initiated upon PA/ED approval. The current total project cost is estimated at \$10.9M. An amount of \$8.5M of State Transportation Improvement Program (STIP) funding is programmed for the project, leaving a funding gap of \$2.4M. While staff actively looks for other funding opportunities, staff proposes allocating the \$722,000 of LPP formulaic funds towards the project to reduce the overall funding gap. At its May 21, 2020 meeting, the C/CAG Congestion Management Program Technical Advisory Committee voted unanimously to support this staff's recommendation.

Once the project is completed, it will form a continuous communications network and traffic signal systems, creating an opportunity for traffic signal synchronization and transit signal prioritization projects, promoting cross-jurisdictional coordination and improving the operation and efficiency of the San Mateo County Smart Corridor.

ATTACHMENT

1. Project Site Location Map

The below attachment is available on-line, as part of the June 12, 2020 Additional Meeting Materials, at: <http://ccag.ca.gov/committees/board-of-directors/>.

1. Web Only: Presentation of San Mateo Smart Corridor Project Update

Attachment 1

Project Site Location Map



FIGURE 2: Site Location Map

C/CAG AGENDA REPORT

Date: June 11, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approval of postponing the implementation of some Carpool 2020 program components and redirecting a portion of the Transportation Fund for Clean Air (TFCA) County Program Manager funds to the design phase of the Northern Cities Smart Corridor project.

(For further information or questions, contact Kaki Cheung at 650-363-4105)

RECOMMENDATION

That the C/CAG Board review and approve postponing the implementation of some Carpool 2020 program components and redirecting a portion of the Transportation Fund for Clean Air (TFCA) County Program Manager funds to the design phase of the Northern Cities Smart Corridor project.

FISCAL IMPACT

Redirect \$350,000 FY 2019/20 TFCA funds from Carpool 2020 program to Smart Corridor project. No net fiscal impact to C/CAG. This item is subject to the FY2020/21 Agency budget approval.

SOURCE OF FUNDS

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

BACKGROUND

Annually, C/CAG allocates TFCA County program Manager Fund to eligible projects within the San Mateo County. On February 13, 2020, the C/CAG Board approved Resolutions 20-06 authorizing the threefold Carpool 2020 program, which are comprised of the following components:

1. Employer Incentives - Scoop
2. Driver Incentives – Waze Carpool
3. Rewards Based Incentives – Commute.org

When the COVID-19 pandemic began and shelter in place order took effect in March, participation in various carpool programs has slowed down considerably. Many believe that ridesharing activities may not return to normal until the economy adapts to post COVID-19 era and new safety measures are in place to make commuters feel safe to use non-drive alone modes. Given the uncertainties of when

shelter in place orders would be lifted, users' level of comfort on sharing rides, and availability of vaccines, staff recommends postponing the employer and driver incentives components at this time.

The third program component of rewards based incentive program, where carpoolers can link their Waze Carpool and Scoop accounts to the STAR platform in order to receive \$25 gift cards, up to \$100 total each, for every 10 trips recorded, is recommended to move forward to implementation. More details on this program can be found in Item 5.9 of this June 11, 2020 C/CAG Board Meeting Agenda.

SMART CORRIDOR EXPANSION

To use the Fiscal Year 2019/20 TFCA funds in a timely manner, staff proposes redirecting a total of \$350,000 to the design phase of the Northern Cities Smart Corridor expansion project. The San Mateo County Smart Corridor project is one of countywide significance. The project has been a longstanding priority for the Agency. It is designed to improve mobility of local arterial streets by installing Intelligent Transportation System (ITS) equipment on predefined designated local streets and state routes. The ITS infrastructure provides local cities and Caltrans with day-to-day traffic management capabilities in addressing recurring and non-recurring traffic congestion. The Smart Corridor project maximizes efficiency of the existing transportation network, smoothing traffic flow and leading to improved safety and reduced travel times. Concurrently, the project minimizes the impact of freeway incident traffic on local streets through proactive traffic management. The segments between City of San Bruno at the northern limits to the Santa Clara County line in the City of East Palo Alto has been completed. The South San Francisco segment is expected to be in construction phase starting in spring of 2021.

The Northern Cities expansion project continues the Smart Corridor implementation efforts. It expands from its current northern terminus of I-380 further north to the San Francisco County line, encompassing arterials along US 101 and I-280 within the city limits of Daly City, Colma, and Brisbane. A project location map is shown in Attachment 1. The ITS infrastructure that will support the project include the design of fiber optic cable in new and existing conduit, wireless communications, traffic signal controller upgrades and replacement, Closed Circuit Television (CCTV) cameras, system detection, and dynamic message signs along the project corridor.

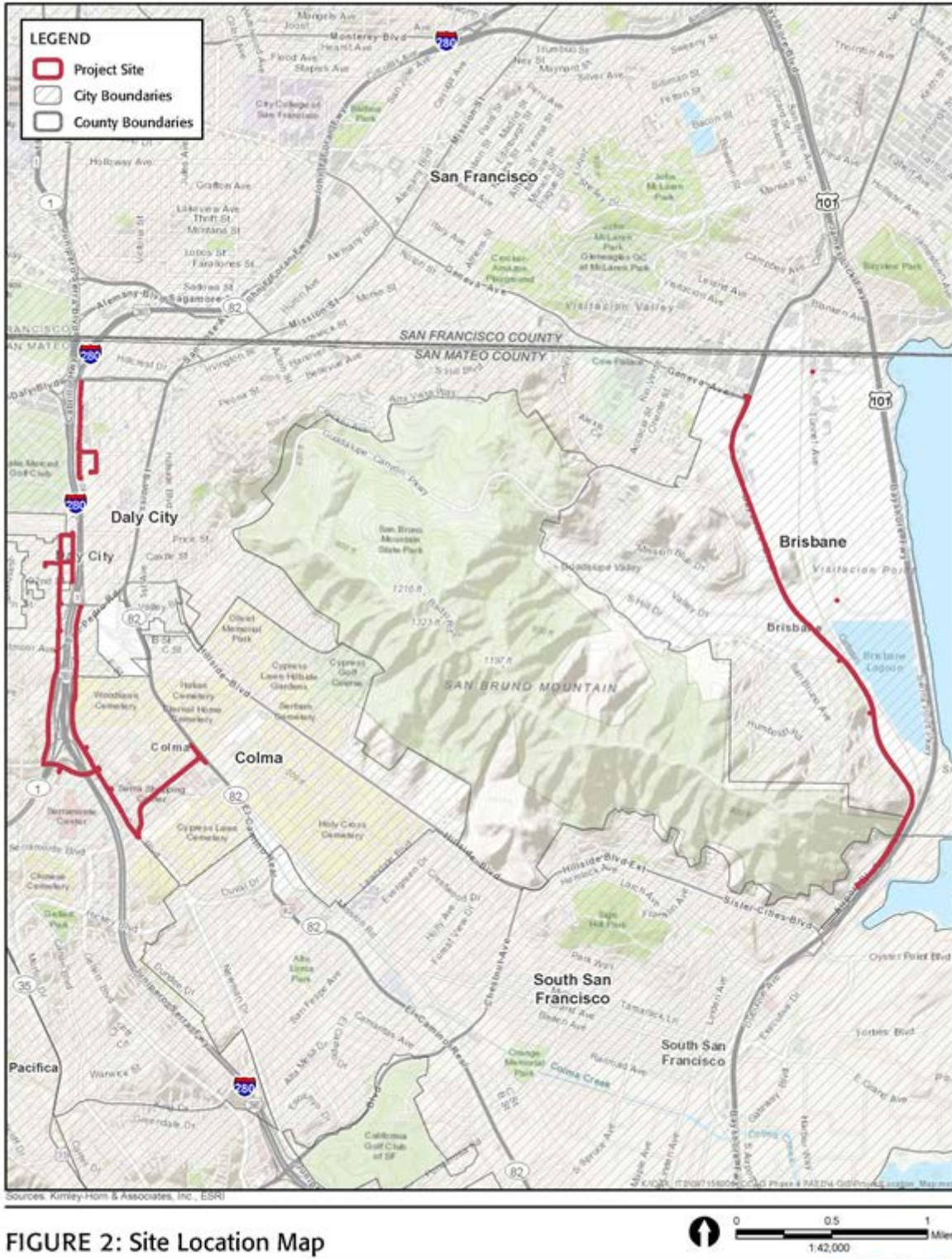
The Project Approval/Environmental Document phase for the Northern Cities project is near completion. Project design can be initiated upon PA/ED approval. The current total project cost is estimated at \$10.9M. An amount of \$8.5M of State Transportation Improvement Program (STIP) funding is programmed for the project, leaving a funding gap of \$2.4M. While staff actively looks for other funding opportunities, staff proposes allocating the \$350,000 of TFCA funds to cover the project design costs, thereby reducing the overall project funding gap.

Once the project is completed, it will form a continuous communications network and traffic signal systems, creating an opportunity for traffic signal synchronization and transit signal prioritization projects, promoting cross-jurisdictional coordination and improving the operation and efficiency of the San Mateo County Smart Corridor.

ATTACHMENT

1. Project Site Location Map

Attachment 1 Project Site Location Map



C/CAG AGENDA REPORT

ITEM 6.2.3

Date: June 11, 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 20-40 authorizing the C/CAG Chair to execute a funding agreement with City of South San Francisco to purchase conduits for the Smart Corridor project in an amount not to exceed \$300,000.

(For further information or questions, contact Kaki Cheung at 650-363-4105)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-40 authorizing the C/CAG Chair to execute a funding agreement with City of South San Francisco to purchase conduits for the Smart Corridor project in an amount not to exceed \$300,000.

FISCAL IMPACT

Staff recommends directing up to \$300,000 of Measure M funds for this agreement, subject to the FY2020/2021 agency budget approval.

SOURCE OF FUNDS

Approved by the voters of San Mateo County in 2010, C/CAG sponsors and manages Measure M, the annual ten dollars (\$10) vehicle registration fee in San Mateo County for transportation related congestion and water pollution mitigation programs. Per the C/CAG adopted Measure M 5-Year Implementation Plan, 10% of the net proceeds is allocated to intelligent transportation system (ITS)/Smart Corridor project.

BACKGROUND

The San Mateo County Smart Corridor project has been a longstanding Agency priority. It is designed to improve mobility of local arterial streets by installing Intelligent Transportation System (ITS) equipment, such as an interconnected traffic signal system, close circuit television (CCTV) cameras, dynamic message signs, and vehicle detection system, on predefined designated local streets and state routes. The ITS infrastructure provides local cities and Caltrans with day-to-day traffic management capabilities to address recurring and non-recurring traffic congestion. The Smart Corridor project maximizes efficiency of the existing transportation network, smoothing traffic flow and leading to improved safety and reduced travel times. Concurrently, the project minimizes the impact of freeway incident traffic on local streets through proactive traffic management. The segments between City of San Bruno at the northern limits to the Santa Clara County line in the City of East Palo Alto has been completed.

The South San Francisco expansion is the next segment of the Smart Corridor project. C/CAG has been partnering with the City of South San Francisco in the environmental study and the design phases of the Smart Corridor expansion. The routes include Airport Boulevard, Oyster Point Road, Gateway Boulevard, and Grand Avenue, which are close to the freeway corridor and consist of major and minor arterials that extend north-south parallel to U.S. 101 or east-west arterial-to-freeway connectors. 156

The design phase for the South San Francisco expansion project is near completion, with construction targeted to begin in spring of 2021. The City will be leading the construction phase as the construction activities will take place within the city's right-of-way. The current total project cost is estimated at \$8M, to be funded by a combination of State Transportation Improvement Program (STIP) fund, a State grant from the Traffic Light Synchronization Program (TLSP), and local funds.

RECOMMENDATION

In order for the Smart Corridor devices to communicate with the Transportation Management Center, fiber optic communication infrastructure plays a critical role. The fiber communications network enables the sharing of data, supports coordinated and interoperable transportation systems across multiple jurisdictions, and facilitates technology-based transportation management strategies. In general, Smart Corridor construction includes the installation of underground conduits for fiber optic cables, either by trenching the surface street or by direct underground boring.

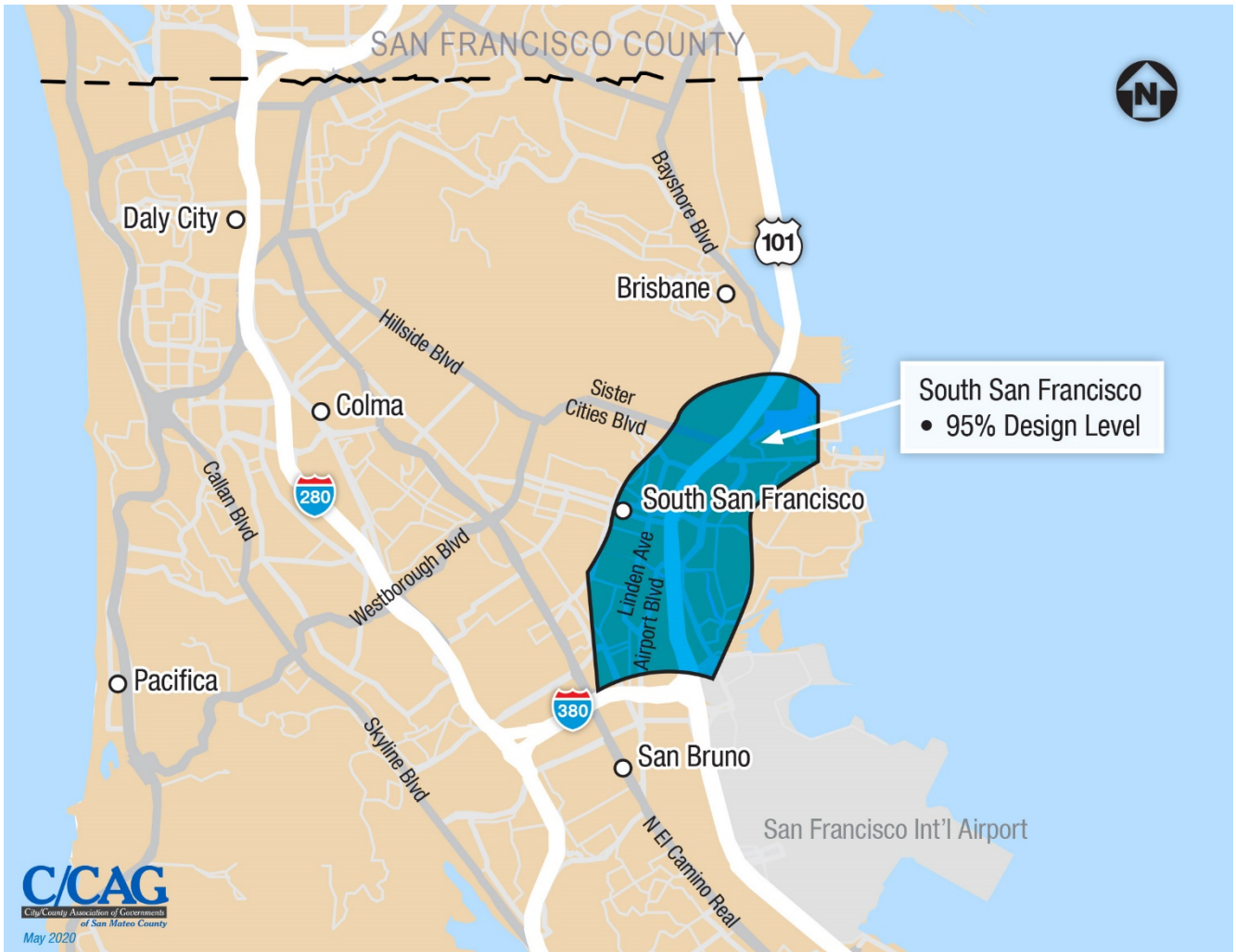
The City of South San Francisco was offered by a third party an opportunity to purchase underground conduits through the City's Dig Once policy. The policy is the City's effort to allow parties to collaborate on telecommunications construction projects in the City's Right-of-Way to reduce near and long-term impacts of construction and excavation work. A portion of the routes proposed for telecommunications installation by a third party overlaps with the Smart Corridor project alignment. Partnering with the City to purchase conduit from the telecommunications provider would significantly reduce the future construction cost of the Smart Corridor project, targeted to begin in spring of 2021. To be in compliance with the City's Dig Once policy and to be fiscally responsible, staff recommends entering into an agreement with the City of South San Francisco for the City to purchase underground conduits for the Smart Corridor project.

ATTACHMENTS

1. Project Site Location Map
2. Resolution 20-40
3. Draft Funding Agreement

(Available for review and download at www.ccag.ca.gov/ccag.html)

Attachment 1
Project Site Location Map



RESOLUTION 20-40

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO AUTHORIZING THE C/CAG CHAIR TO EXECUTE A FUNDING AGREEMENT WITH CITY OF SOUTH SAN FRANCISCO TO PURCHASE FIBER CONDUITS FOR THE SMART CORRIDOR PROJECT IN AN AMOUNT NOT TO EXCEED \$300,000.

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

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

WHEREAS, C/CAG, City of South San Francisco, and Caltrans desire to extend the Smart Corridor into the City of South San Francisco which includes the installation of fiber optic communication network as well as deployment of an interconnected traffic signal system, close circuit video cameras, trailblazer/arterial dynamic message signs, and vehicle detection systems; and

WHEREAS, C/CAG was the Lead Agency for the Project Study Report and Project Approval and Environmental Document phases; and the City of South San Francisco is designated as the Lead Agency for Design and Construction Phases; and

WHEREAS, partnering with the City to purchase conduit would significantly reduce the future construction costs;

WHEREAS, C/CAG and the City of San Francisco desire to enter into a funding agreement for the purchase of Smart Corridor fiber conduit in an amount up to \$300,000.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Chair is authorized to execute a funding agreement with the City of South San Francisco in an amount not to exceed \$300,000 for the Smart Corridor fiber conduit purchase, subject to the FY2020-21 agency budget approval; and further authorize the Executive Director to negotiate final terms prior to execution, subject to review by Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF JUNE 2020.

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Marie Chuang, Chair

C/CAG AGENDA REPORT

Date: June 11, 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 20-41 adopting the C/CAG Fiscal Year 2020-21 Program Budget and Member Fees (Special voting procedures apply).

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 20-41 adopting the C/CAG Fiscal Year 2020-21 Program Budget and Member Fees (Special voting procedures apply).

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.

At the March 12, 2020 meeting, the C/CAG Board approved Resolution 20-10 approving the population data to be used by C/CAG. The FY 2020-21 C/CAG member fees are based on the population data adopted by said Resolution.

On May 14, 2020, the C/CAG Board reviewed the initial draft and assumptions for the C/CAG fiscal year 2020-21 program budget and member fees. It was proposed that the total member fees and assessments be the same as last year.

Congestion Relief Plan (CRP) Assessment:

The C/CAG Board approved Resolution 19-32 authorizing the San Mateo County Congestion Relief Plan (CRP) for four years from July 1, 2019 to June 30, 2023. Pursuant to state legislation and California Government Code Section 65089, C/CAG as the Congestion Management Agency for San Mateo County, is required to prepare and adopt a Congestion Management Plan (CMP) for San Mateo County. One of the required CMP elements is a local jurisdiction prepared Deficiency Plan when roadway level of service standards are not maintained on segments or intersections of the system within that jurisdiction. C/CAG developed the Countywide CRP to serve as a Countywide

Deficiency Plan such that the individual cities and the County would not have to develop multiple deficiency plans with corresponding implementation costs.

In response to the financial environment due to COVID-19, in order to provide some flexibility to member jurisdictions in terms of timing of payment, staff recommended to provide an installment option for the fiscal year 2020/21 Congestion Relief Plan (CRP) assessment as follows. Jurisdictions may opt to pay the 1st half of installment during FY 2020/21, and the 2nd half during FY 2021/22. Staff conducted survey of jurisdictions' preference. Approximately more than half of the jurisdictions would elect to pay the CRP assessment in full during the fiscal year, while the other jurisdictions would elect to pay by installment. The proposed Final C/CAG Fiscal Year 2020-21 Program Budget reflects the installment option. Any deferred payment will be booked as deferred revenue on the C/CAG balance sheet.

The Finance Committee, upon discussions at three meetings, made a recommendation at the June 5, 2020 meeting to offer an installment option to member agencies allowing a one-year grace period for 50% of the CRP assessment. And further recommended to document the installment arrangement in a letter of agreement, including the authorization of C/CAG deducting any unpaid amount from the member's share of Measure M local distribution, in the event that the 2nd installment is not paid by the end of FY 2021/22.

The Finance Committee also recommended the adoption of the C/CAG Fiscal Year 2020-21 Program Budget at its June 1, 2020 meeting.

Staff have made updates to the Budget since the draft was presented to the C/CAG Board and the Finance Committee. Updates included lower projected interest earning in FY 2020/21, new information on projected revenues/expenditures for various projects, and modifications to better align projects with funding sources for multi-funded projects.

ATTACHMENTS

1. Resolution 20-41.
2. Proposed C/CAG Member Fee for Fiscal Year 2020/21.
3. FY 2019-20 C/CAG Projected Statement of Revenues, Expenditures, and Changes in Fund Balance.
4. FY 2020-21 C/CAG Projected Statement of Revenues, Expenditures, and Changes in Fund Balance.
5. Entire Draft Budget Book is provided under separate cover, available on-line at: <http://ccag.ca.gov/committees/board-of-directors/>

RESOLUTION 20-41

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY ADOPTING THE C/CAG 2020-21 PROGRAM BUDGET AND MEMBER FEES

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

WHEREAS the C/CAG is authorized as a Joint Powers Agency to provide services for member agencies; and

WHEREAS the C/CAG is required to adopt a program budget and establish fees annually; and

WHEREAS on March 12, 2020, C/CAG has adopted Resolution 20-10 approving the population data to be used by C/CAG programs; and

WHEREAS an initial C/CAG 2020-21 Program Budget and member fees have been proposed at the May 14, 2020 C/CAG Board meeting; and

WHEREAS on June 1, 2020, the C/CAG Finance Committee has recommended approval of the C/CAG Program Budget; and

WHEREAS on June 5, 2020, the C/CAG Finance Committee has recommended approval of an installment option for the FY 2020/21 Congestion Relief Plan (CRP) Assessment providing a one year grace period for 50% of the assessment.

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 Board adopts the 2020-21 Program Budget and Member Fees, subject to special voting procedures.

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF JUNE 2020.

Marie Chuang, Chair

Final 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
Atherton	0.913%	45,201	0.89132%	\$ 16,689
Belmont	3.509%	156,279	3.08167%	\$ 60,960
Brisbane	0.606%	39,066	0.77034%	\$ 12,728
Burlingame	3.914%	278,460	5.49096%	\$ 87,000
Colma	0.195%	42,332	0.83475%	\$ 9,527
Daly City	14.090%	514,686	10.14910%	\$ 224,208
East Palo Alto	3.938%	109,433	2.15791%	\$ 56,387
Foster City	4.350%	202,400	3.99113%	\$ 77,159
Half Moon Bay	1.631%	89,658	1.76797%	\$ 31,439
Hillsborough	1.520%	54,917	1.08291%	\$ 24,073
Menlo Park	4.621%	275,259	5.42784%	\$ 92,953
Millbrae	2.990%	147,546	2.90946%	\$ 54,566
Pacifica	4.994%	206,200	4.06606%	\$ 83,801
Portola Valley	0.602%	29,645	0.58457%	\$ 10,972
Redwood City	11.016%	639,969	12.61956%	\$ 218,631
San Bruno	5.843%	294,349	5.80427%	\$ 107,742
San Carlos	3.856%	212,462	4.18954%	\$ 74,421
San Mateo	13.502%	784,576	15.47106%	\$ 268,000
South San Francisco	8.661%	442,379	8.72328%	\$ 160,804
Woodside	0.725%	39,034	0.76971%	\$ 13,826
San Mateo County	8.525%	467,397	9.21661%	\$ 164,112
TOTAL	100.000%	5,071,248	100.00000%	\$ 1,850,000

NOTES:
 1- Total CRP (countywide total) is the same as prior years at \$1,850,000.
 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)	Total
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	0	1,850,000	0	0	0	139,129	0	0	2,675,232
Cost Reimbursements	0	10,000	202,107	0	0	0	0	0	0	0	212,107
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	1,179,703	0	831	6,765,659	7,946,192
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	531,021	0	0	0	0	0	574,182
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
Total Revenues	293,673	1,782,368	217,784	1,959,712	532,472	271,528	1,195,699	1,986,488	35,179	7,279,675	15,554,577
TOTAL SOURCES OF FUNDS	972,556	4,324,879	217,784	7,793,922	901,091	547,984	1,911,487	2,740,393	2,133,482	18,939,893	40,483,470
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	815,961	187,500	116,825	1,357,729	246,834	1,361,102	4,766,913
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	774,896	2,500	561,802	5,003,657	7,075,298
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	863,387	406,836	932,231	1,870,755	808,636	6,497,152	15,541,489
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)	169,085	(5,589)	259,420	109,978	(773,457)	729,551	13,088
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	363,387	277,117	936,279	1,876,510	808,636	6,770,124	16,344,836
ENDING FUND BALANCE	822,728	2,179,106	243,222	4,751,303	537,704	270,867	975,208	863,883	1,324,846	12,169,769	24,138,635
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.											

06/05/20	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	537,704	270,867	975,208	863,883	1,324,846	12,169,769	24,138,635
PROJECTED REVENUES											
Interest Earnings	10,000	30,000	10,000	70,000	1,000	2,000	10,000	10,000	25,000	180,000	348,000
Member Contribution	275,651	410,452	0	1,387,500	0	0	0	142,927	0	175,000	2,391,530
Cost Reimbursements	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	1,273,635	0	15	6,767,000	8,040,650
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	0	0	0
Street Repair Funding	0	0	0	0	0	0	0	0	0	0	0
PPM-STIP	0	263,000	0	0	188,979	0	0	0	0	0	451,979
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
Total Revenues	285,651	1,973,452	10,000	1,457,500	189,979	332,000	1,283,635	2,012,025	25,015	7,695,400	15,264,657
TOTAL SOURCES OF FUNDS	1,108,379	4,152,558	253,222	6,208,803	727,683	602,867	2,258,843	2,875,908	1,349,861	19,865,169	39,403,292
PROJECTED EXPENDITURES											
Administration Services	92,393	161,000	72,000	62,000	55,000	20,000	10,000	40,000	0	50,000	562,393
Professional Services	177,000	1,228,939	185,000	50,000	0	335,000	59,000	456,129	2,500	90,000	2,583,568
Consulting Services	155,000	604,442	0	871,000	1,253,979	132,500	943,000	1,605,377	219,031	2,274,287	8,058,616
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	47,400	0	0	57,150
Conferences & Meetings	15,500	5,000	3,000	1,000	0	0	0	6,000	0	3,500	34,000
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	1,117,632	7,718,754	10,848,886
OPEB Trust	48,452	0	0	0	0	0	0	0	0	0	48,452
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	651,244	0	0	0	0	0	0	0	651,244
Total Expenditures	540,595	2,015,381	917,244	2,082,000	1,308,979	487,500	1,912,000	2,175,406	1,341,663	10,139,041	22,919,809
TRANSFERS											
Transfers In	0	0	700,000	0	800,000	150,000	0	40,000	0	0	1,690,000
Transfers Out	0	0	0	1,500,000	0	0	0	0	0	40,000	1,540,000
Administrative Allocation	-279,890	151,694	0	12,223	0	38,744	7,530	54,146	273	15,279	-1
Total Transfers	-279,890	151,694	-700,000	1,512,223	-800,000	-111,256	7,530	14,146	273	55,279	-150,001
NET CHANGE	24,946	-193,623	-207,244	-2,136,723	-319,000	-44,244	-635,895	-177,527	-1,316,921	-2,498,920	-7,505,151
TRANSFER TO RESERVES		0	0	0	0	0	0	0	0	0	0
TOTAL USE OF FUNDS	260,705	2,167,075	217,244	3,594,223	508,979	376,244	1,919,530	2,189,552	1,341,936	10,194,320	22,769,808
ENDING FUND BALANCE	847,674	1,985,483	35,978	2,614,580	218,704	226,623	339,313	686,356	7,925	9,670,849	16,633,483
Restricted Fund Balance	0	1,985,483		2,614,580	218,704	226,623	339,313	686,356	7,925	9,670,849	15,749,832
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: June 11, 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 2020, 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.

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

None