

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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

C/CAG BOARD MEETING NOTICE

Meeting No. 332

DATE: Thursday, September 10, 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/88342750176?pwd=SlgwYW9rRWZySFZpK3ZLNtAzSFI5dz09>

Meeting ID: 883 4275 0176

Password: 200388

Join by Phone:

(669) 900-6833

Meeting ID: 883 4275 0176

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

- 1.0 CALL TO ORDER/ ROLL CALL
- 2.0 BRIEF OVERVIEW OF TELECONFERENCE MEETING PROCEDURES
- 3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Note: Public comment is limited to two minutes per speaker. Please refer to the instructions at the end of this agenda for details regarding how to provide public comments during a

videoconference meeting.

4.0 PRESENTATIONS/ ANNOUNCEMENTS

- 4.1 Presentation and update on the San Mateo 101 Express Lanes Project. p. 1
- 4.2 Presentation and update on the San Mateo County Covid-19 Recovery Efforts. p. 3

5.0 ACTION TO SET AGENDA AND APPROVE CONSENT AGENDA ITEMS

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

- 5.1 Approval of the minutes of regular business meeting No. 331 dated July 9, 2020.
ACTION p. 36
- 5.2 Receive a copy of the Actuarial Valuation of Other Post-Employment Benefit (OPEB) Programs as of July 1, 2019 and GASB 75 Report for the fiscal year ending June 30, 2020.
ACTION p. 43
- 5.3 Review and approval of the Finance Committee's recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of June 30, 2020.
ACTION p. 46
- 5.4 Review and approval of Resolution 20-50 adopting the C/CAG Investment Policy Update.
ACTION p. 52
- 5.5 Review and approval of Resolution 20-51, rescinding Resolution 20-16, waiving the RFP process pursuant to Section 9a of the C/CAG Procurement Policy, and authorizing the C/CAG Chair to execute an agreement with the Santa Clara Valley Transportation Authority (VTA) for the Countywide Transportation Travel Demand Model services until June 30, 2022 in an amount not to exceed \$253,000.
ACTION p. 69
- 5.6 Receive a copy of executed Amendment No.1 to the Agreement between C/CAG and the County of San Mateo Office of Sustainability for staff services for the Resource Management and Climate Protection (RMCP) Committee and the Local Task Force extending the Agreement through fiscal year 2020-21 with no additional cost.
INFORMATION p. 73
- 5.7 Review and approval of the appointment of Lisa Petersen, Director of Public Works from the City of Pacifica, to the C/CAG Congestion Management Program Technical Advisory Committee and Stormwater Committee.
ACTION p. 77
- 5.8 Review and approval of the appointment of Carlos Romero, Vice Mayor, City of East Palo Alto to the C/CAG Finance Committee to fill one vacancy.
ACTION p. 81
- 5.9 Review and approval of Resolution 20-52 authorizing the C/CAG Chair to execute Amendment No. 3 to the Agreement with Advanced Mobility Group for update of the

Land Use Impact Analysis Program of the Congestion Management Plan, extending the term of the contract to April 30, 2021 with no additional cost. ACTION p. 83

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. 87

6.2 Receive an update on C/CAG's Bicycle and Pedestrian Program, as well as progress made on the Comprehensive Bicycle and Pedestrian Plan update. INFORMATION p. 97

7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports)

7.2 Chairperson's Report

7.3 Board Members Report/ Communication

8.0 EXECUTIVE DIRECTOR'S REPORT

9.0 COMMUNICATIONS - Information Only

9.1 Letter from Sandy Wong, Executive Director, City/County Association of Governments, to California High Speed Rail Authority, dated 9/4/20. RE: C/CAG Comment Letter: High Speed Rail Draft EIR/EIS p. 99

10.0 ADJOURNMENT

Next scheduled meeting October 15, 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 AGENDA REPORT

Date: September 10, 2020

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

From: Sandy Wong, Executive Director

Subject: Presentation and update on the San Mateo 101 Express Lanes Project

(For further information contact Van Dominic Ocampo at vocampo@smcgov.org)

RECOMMENDATION

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

FISCAL IMPACT

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

SOURCE OF FUNDS

N/A

BACKGROUND

The San Mateo 101 Express Lanes Project (Project) is jointly sponsored by Caltrans, the City/County Association of Governments of San Mateo County (C/CAG) and the San Mateo County Transportation Authority (SMCTA). This Project will result in the creation of 44 miles (22 miles in each direction) of new express lanes along the US 101 corridor in San Mateo County between the San Mateo - Santa Clara County Line and Interstate 380 (I-380) in South San Francisco. The goal is to reduce congestion, increase person throughput and improve travel time reliability for all users on US 101 by incentivizing the use of public transit, carpools, and other shared-ride options. It will allow access to solo motorists for the full toll price, while carpools of two persons and clean air vehicles will be charged a reduced toll.

The Project is being delivered through three major construction contracts. The first contract, which began in March 2019, will provide the roadway infrastructure modification to the existing HOV lanes between the San Mateo/Santa Clara County Line and Whipple Avenue in Redwood City. Construction is now at 97% complete.

The second contract will install new lanes from Whipple Avenue to I-380. Construction started in March 2020 and is now at 18% complete. Project completion is currently scheduled in late 2022. Due to the continued light volume of traffic along the US 101 corridor, brought about by the Shelter-in-Place order, lane closures have been extended to provide the contractor longer work windows to increase productivity. The contractor is able to occupy the lanes from 7:00 PM to 6:30 PM from

Sunday night to Friday morning. In addition, Caltrans has approved day time lane closure for the contractor to utilize.

The third contract is the Toll System Integration which includes the installation of tolling hardware and software necessary to operate the toll system. This work is being done under contract with Bay Area Infrastructure and Financing Authority (BAIFA) utilizing their contractor, Transcore. The toll system design is now complete and awaiting Caltrans' approval. Construction of the toll system for the southern segment is scheduled to be completed late 2021.

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

ATTACHMENT

1. San Mateo 101 Express Lanes Project Update PowerPoint Presentation to be provided on-line at: <http://ccag.ca.gov/board-of-directors/>)

C/CAG AGENDA REPORT

Date: September 10, 2020

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

From: Sandy Wong, Executive Director

Subject: Presentation and update on the San Mateo County Covid-19 Recovery Efforts.

(For further information contact Sean Charpentier at scharpentier@smcgov.org)

RECOMMENDATION

That the C/CAG Board of Directors receive a presentation and update on the San Mateo County Covid-19 Recovery Efforts.

FISCAL IMPACT

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

SOURCE OF FUNDS

N/A

BACKGROUND

The San Mateo County Recovery Initiative (SMCRI) is a communitywide collaboration to create a more equitable, healthy, and connected community in response to the impacts of the COVID-19 pandemic with the goal to build a better future for all. Through the work of community members participating in the initiative, over 100 recommendations have been identified to address health and economic impacts of the pandemic and create opportunities for progress on key community issues such as health care access for all, affordable housing, child care, living wage and universal WiFi.

The planning efforts are guided by the Recovery Coordination Council, which is supported by five committees (Public Health, Economic Recovery, Vulnerable Populations, Community Infrastructure, and Education and Childcare). C/CAG staff participates in the Community Infrastructure Committee, which includes transportation. County staff will present an update on County Covid-19 Recovery efforts at the September 10, 2020 C/CAG Board of Directors meeting.

Attachment 1 is the Draft San Mateo County Recovery Committee Plan distributed in August. Upon its distribution, as a member of the Community Infrastructure Committee, C/CAG staff provided comments to add the following statements to the “Provide Safe Transportation Options” section of the draft plan:

Challenges: *Many low-income essential workers will continue to rely on transit.*

Recommendations: 3.3: Encourage the integration of objectives to address Covid-19 mobility and accessibility challenges in Communities of Concern into the C/CAG FY 2020-21 Lifeline Transit Call for Projects.

ATTACHMENT

1. Draft San Mateo County Recovery Initiative Plan will be available for download at the C/CAG website at: <http://ccag.ca.gov/committees/board-of-directors/>)
2. Presentation: will be available for download at the C/CAG website at: <http://ccag.ca.gov/committees/board-of-directors/>)



**OUR RECOVERY DEPENDS ON
ALL OF US**

SAN MATEO COUNTY

RECOVERY INITIATIVE

A Better Future for All

San Mateo County's Recovery Initiative is a collaboration among local government agencies, nongovernment organizations, private partners, and residents to promote inclusive recovery and leverage the collective capacity of the whole community to build a more equitable, healthy, and connected San Mateo County.

The recovery initiative is driven by four guiding principles.

Public Health



As always and especially in the midst of a pandemic, maintaining the health and well-being of the public is paramount. Public health officials and medical service providers aim to support a robust and well-resourced physical and mental health system. Most importantly, each individual must follow public health recommendations and take actions to protect themselves and others from COVID-19.

Fiscal Responsibility



Public funding and resources to respond to the pandemic are not unlimited. Municipal governments must maximize available federal and state funding and work within their own budgets to fund community recovery initiatives. In these uncertain times, the County must balance fiscal health with providing financial support that facilitates recovery in the most fiscally-responsible way possible.

Equity



The effects of COVID-19 are amplifying inequities, but the recovery is an opportunity for a collective restart. To create an equitable community, systems, policies, and practices of oppression must be dismantled. Our new systems must eliminate disparities and provide access to opportunities and quality services for all unserved, underserved, under-resourced, and ineffectively served individuals and families.

Communitywide Collaboration

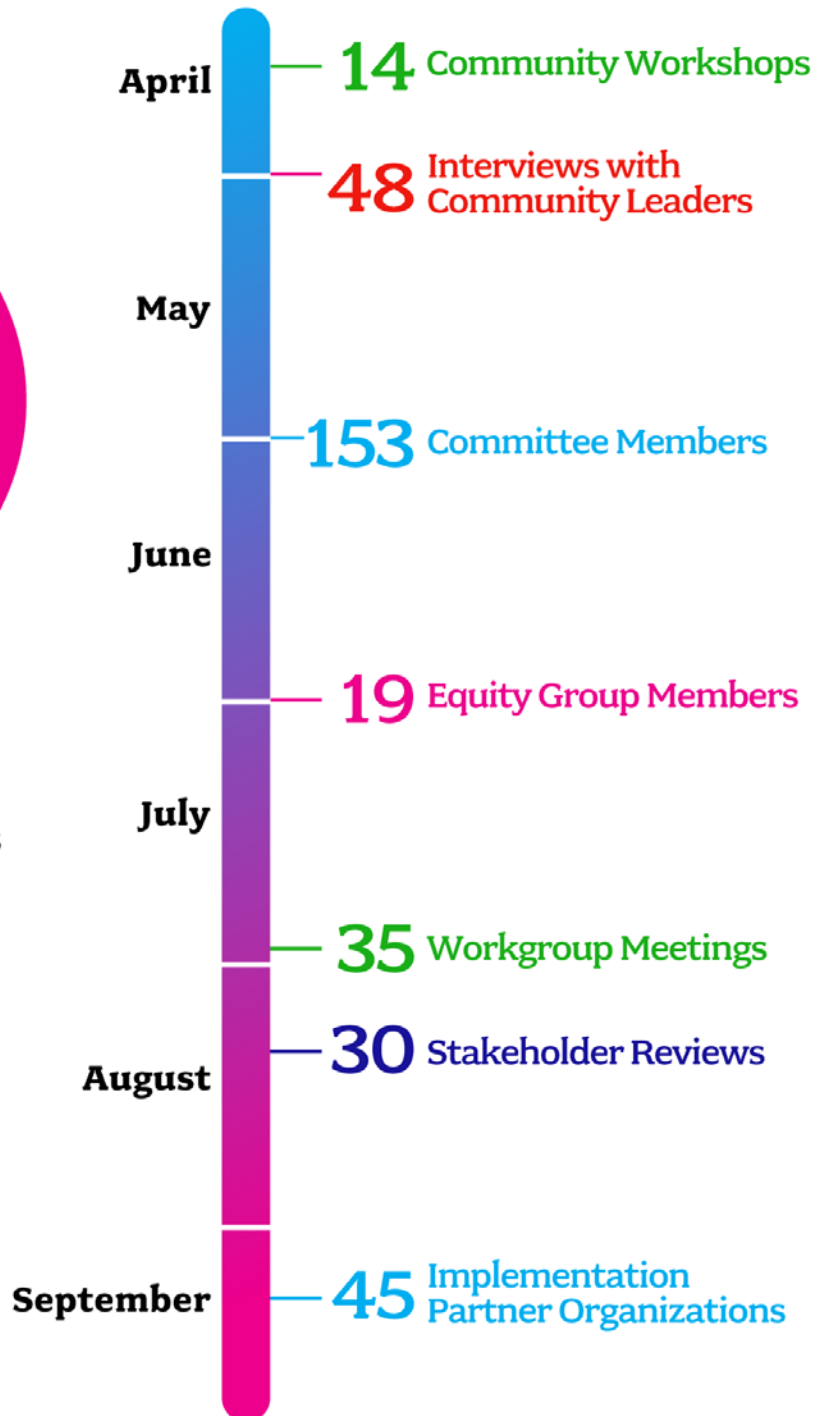


No single organization can get us through this challenging time. Government partners, including federal, state, county, cities, and towns, all need to work together with community nonprofit organizations, foundations, donors, businesses, and every individual to harness the collective capacity of the community into coordinated action.

Communitywide collaboration has been at the center of the effort.

168
Recovery
Initiative
members

- 40+ County Staff
- 10+ Private Sector Partners
- 15+ City Representatives
- 40+ Non-profits and Community-based Organizations



The Recovery Initiative

organized...

...a leadership council,



Recovery Coordination Council

Provides leadership for recovery efforts and works collaboratively to leverage resources from across the community

two advisory groups,



Public Information and Outreach Group

Builds a communication framework to reach all residents



Equity Recovery Group

Ensures the recovery is used as an opportunity to advance equity and provide equitable access to opportunities

...and five committees focused on key recovery issues.



Public Health Committee

- Promote community compliance with health directives
- Reduce the spread of COVID-19 particularly across communities of color and service and essential workers hardest-hit by the virus



Community Infrastructure Committee

- Provide internet and connectivity for all
- Support public and active transportation



Economic Recovery Committee

- Provide support for all businesses with an emphasis on small and minority-owned businesses
- Prepare employees for post-COVID jobs



Vulnerable Population Support Committee

- Ensure provision of basic needs including shelter and food
- Support those in need of mental health resources



Education and Child Care Committee

- Expand access to affordable age 0-5 child care
- Support school and out-of-school care

The Recovery Initiative built upon response initiatives to develop a recommended comprehensive, **inclusive community recovery approach.**

Selected High Priority Focus Areas



- Organized more than 150 government, nonprofit, and private sector organizations, residents, and business owners into work groups and committees
- Committee members reviewed, discussed, and identified focus areas

Assessed the Current Environment



- Organized “lived-experience” panels to hear how COVID-19 has impacted the community
- Presented current programs by San Mateo County, cities, and community partners

Reviewed Available Data



- Assessed data including economic indicators, financial assistance projections, transit ridership, child care needs, students without Wi-Fi access, food distribution, and COVID+ cases and testing

Identified Challenges and Needs



- Considered all information and data to summarize current challenges and future needs for the short-term and long-term

Developed Recommendations



- Developed proposed recommendations to address current needs and challenges and to create a better future for all
- Recommendations were presented to a variety of key stakeholders and committees

The Equity Recovery group developed a guiding statement for the recovery.

The effects of COVID-19 are amplifying inequities, but the recovery is an opportunity for a collective restart. To create an equitable community, systems, policies, and practices of oppression must be dismantled. Our new systems must eliminate disparities and provide access to quality services for all unserved, underserved, under-resourced, and ineffectively served individuals and families.

The Equity Recovery Group and Committees applied an equity lens to the recommendations by answering five review questions.



Decision Making and Solutions

Who sits at the decision-making table? Are there systematic barriers to participation? Whose perspectives and interests are represented?



Understanding Data

What do the various data tell us about the need for the proposed initiative? Specifically, consider race, income, languages spoken, ability, gender, age, and neighborhood.



Burdens and Benefits

Who would benefit or be burdened by this proposed initiative? Would low-income households or communities of color experience a disproportionate burden? What inequity is being addressed?



Accountability, Communication, and Community Engagement

How will we be accountable to and communicate with the community throughout implementation? How do we engage those who are not often represented in decision making or those most affected by inequities?



Next Steps

If equity considerations have been identified by asking these questions, how will they be addressed?

Initial recommendations were reviewed with **key community stakeholders.**

- Board of Supervisors
- City Managers
- State Delegation
- Council of Cities
- City/County Association of Governments (C/CAG)
- Faith Community
- San Mateo County Economic Development Association (SAMCEDA)
- San Mateo County & Silicon Valley Convention and Visitors Bureau
- Local Chambers of Commerce
- Office of Education
- School Boards
- Community Colleges
- 4Cs
- First Five
- Thrive
- Second Harvest
- County Core Agencies
- County Departments



The Recovery Initiative will use metrics to track and assess progress.



- Requests for rental assistance
- Rental vacancy rates
- Applications for the immigrant assistance program
- Requests for assistance from small property owners
- Project Roomkey utilization



- People served, amount of food distributed, and number of distribution sites
- Senior meals delivered
- CalFresh applications for food assistance



- Unemployment rate
- Business closures
- Job openings
- Businesses retaining workforce



- Number of students without Wi-Fi
- Students granted technology
- Areas of the County offering public Wi-Fi



- Capacity of child care centers operating
- Child care providers applying for financial assistance
- SMC Strong grants
- Cost of available child care options
- After-school care providers operating or transitioning to full-time care



- Number of masks distributed
- Businesses educated on health orders
- Number of individuals tested

Recovery Initiative Participants

Recovery Coordination Council

- Supervisor Warren Slocum, San Mateo County Board of Supervisors District 4
- Michael Callagy, San Mateo County Manager's Office
- Bart Charlow, Samaritan House
- Ken Cole, SMC Human Services Agency
- Rosanne Foust, SAMCEDA
- Barrie Hathaway, JobTrain
- Peggy Jensen, San Mateo County Manager's Office
- Kitty Lopez, First 5
- Nancy Magee, San Mateo County Office of Education
- Larry Moody, East Palo Alto
- Louise Rogers, San Mateo County Health
- Kamilah Salahuddin, Jefferson Union High School District
- Melissa Stevenson Diaz, SMCCMA
- Sue Vaterlaus, City Selection Committee

Public Information and Outreach Group

- Tasha Bartholomew, SamTrans/Caltrain
- Lilian Chang, San Mateo County Youth Commission
- Marie Chuang, Town of Hillsborough
- Michelle Durand, San Mateo County Manager's Office
- Ned Fluet, Town of Woodside
- Emma Gonzalez, San Mateo County Manager's Office of Community Affairs
- Megan Gosch, San Mateo County Manager's Office of Community Affairs
- Leslie Guevarra, Senator Jerry Hill's Office
- Brian Kulich, San Mateo County Counsel
- Amourence Lee, City of San Mateo
- Manufou Liaiga-Anoa'I, Pacific Islander Community Partnership
- Patricia Love, San Mateo County Office of Education
- Shireen Malekafzali, San Mateo County
- Shawna Maltbie, City of Daly City
- Effie Milionis Verducci, San Mateo County Office of Sustainability
- Malissa Netane-Jones Peninsula Conflict Resolution Center
- Tania Perez, San Mateo County
- Stephen Stolte, City of Daly City
- Melissa Vergara, San Mateo County Office of Community Affairs
- Samantha Weigel, City of San Mateo
- Marshall Wilson, Measure K
- Linda Wolin, Office of San Mateo County Supervisor Dave Pine

Equity Recovery Group

- Tony Bayudan District 5
- Michelle Blakely, First 5 San Mateo County
- Hector Camacho, San Mateo Board of Education
- Don Cecil, SAMCEDA
- Rob Chua, Avenues Consulting
- Gina Dalma, Silicon Valley Community Foundation
- Marci Dragun, San Mateo County Board of Supervisors
- Rosanne Foust, SAMCEDA
- Emma Gonzalez, San Mateo County Office of Community Affairs and Social Justice Manufou Liaiga-Anoa'I, Pacific Islander Community Partnership
- Maria Lorente-Foresti, San Mateo County Office of Diversity and Equity
- Juslyn Manalo, Daly City
- Rita Mancera, My Puente
- Frank Omowale Satterwhite, Leadership Inc
- Hilary Papendick, San Mateo County Office of Sustainability
- Everardo Rodriguez, North Fair Oaks Community Council

Public Health Committee

- Supervisor Carole Groom, San Mateo County Board of Supervisors, District 2
- Supervisor Dave Pine, San Mateo County Board of Supervisors, District 1
- Mike Callagy, County Manager
- Scott Morrow, SMC Health Officer
- Louise Rogers, SMC Director of County Health
- John Beiers, County Counsel

Community Infrastructure Committee

- Hector Camacho, SMCSBA
- Susie Castoria, D2 San Mateo County Board of Supervisors
- April Chan, SamTrans
- Sean Charpentier, City/County Association of Governments
- Ken Chin San Mateo, Foster City School District
- Fred Hansson, San Mateo County
- Ellen Kamei, AT&T
- Cliff Lentz, Brisbane City
- Ortensia Lopez, El Concilio of San Mateo County
- Benjamin McMullan, San Mateo County Paratransit Coordinating Council
- Lisa Nash, Resident
- John Nibbelin, San Mateo County Counsel
- Derek Ouyang, Stanford University
- Matt Petrofsky, San Mateo County Office of Sustainability
- Jim Porter, San Mateo County Public Works
- Everardo Rodriguez, North Fair Oaks Community Council
- Tony Rose, MedCreds
- Ann Schneider, Millbrae
- Emma Shales, Silicon Valley Bike Coalition
- Ann Stillman, San Mateo County Public Works
- Charles Stone, City of Belmont
- Theresa Vallez-Kelly, San Mateo County Office of Education
- Jon Walton, San Mateo County Information Services
- Christy Wegener, SamTrans
- Mike Wentworth, San Mateo County
- Bill Widmer, Atherton

Economic Recovery Committee

- Aaron Aknin, Good City Company
- Rovy Lynn, Antonio California Apartment Association (CAA Tri-County)
- Laura Bent, Samaritan House
- Michael Brownrigg, Burlingame
- Catherine Carlton, Menlo Park
- Pedro Castaneda, San Mateo County
- Don Cecil, MC2 Bay Area Public Affairs Consulting
- Juanita Croft, Belle Haven Community Development Fund
- Rick DeGolia, Town of Atherton
- Rosanne Foust, SAMCEDA
- Rich Garbarino, South San Francisco
- Clay Holstine, Brisbane
- John Hutar, San Mateo County/ Silicon Valley Convention and Visitors Bureau
- Jack Johnson, San Mateo County Office of Sustainability
- Ann Keighran, District 5
- Brown Leslie, Peninsula Clean Energy
- Julie Lind Rupp, San Mateo County Central Labor Council
- Lori Lindburg, California Life Sciences Institute (CLSI)
- Linda Lopez, North Fair Oaks Community
- Catherine Mahanpour, City of Foster City
- Elizabeth Malmberg, Sustainable Pescadero Collaborative
- Julia Mates, Belmont
- Rico Medina, San Bruno
- Diane Papan, City of San Mateo
- Laura Parmer-Lohan, City of San Carlos
- JanPepper, Peninsula Clean Energy
- Brandon Phipps, City of Daly City
- Kris Quigley, California Life Sciences Institute (CLSI)
- Tony Rose, MedCreds
- Ann Schneider, City of Millbrae
- Michelle Tate, NOVA
- Art Taylor, JobTrain
- LaTrice Taylor, Samaritan House
- Juda Tolmasoff, Office of Supervisor Carole Groom
- Jon Walton, San Mateo County Information Services
- You You Xue, Restaurateur
- Miriam Yupanqui, Nuestra Casa de East Palo Alto
- Gina Zari, SAMCAR

Vulnerable Populations Support Committee

- Alicia Aguirre, City of Redwood City/Cañada College
- Stephanie Balon, Filipino Mental Health Initiatives
- Tanya Beat, Human Resources
- Laura Bent, Samaritan House
- Pat Bohm, Daly City Partnership
- Nancy Chang, Stanford University
- Marci Dragun, San Mateo County Board of Supervisors
- Georgia Farooq, THRIVE Alliance
- Sarah Funes, Works for Apple, Lives in D5
- Will Gibson, San Mateo County
- Stewart Hyland, Housing and Leadership Council of San Mateo County
- Jack Johnson, San Mateo County Office of Sustainability
- Connie Juarez-Diroll, San Mateo County Manager's Office
- John Keller, Burlingame Hills Association
- Susan Kokores, Commission on the Status of Women
- Justin Kromelow, Healthcare Professional
- Lisa Mancini, San Mateo County Health
- Mary McGrath, San Mateo County Office of Education
- Alex Melendez, Housing Leadership Council
- Mark Nagales, South San Francisco
- Francisco Sapp, San Mateo Pride Center
- Caleb Smith, San Mateo County
- Robert Spencer, Correctional Health
- Mike Stancil, Daly City Partnership
- Shawneece Stevenson, The Primary School
- Olga Talamante, Chicana Latina Foundation
- Michele Tate, NOVA
- LaTrice Taylor, Samaritan House
- Lisa Tealer, Bay Area Community Health Advisory Council
- Kava Tulua, One East Palo Alto
- Justin Watkins, Get Healthy San Mateo
- Tracy Weatherby, Second Harvest Food Bank
- Stephanie Weisner, StarVista

Education and Child Care Committee

- Edith Arias, Padres en Accion
- Michelle Blakely, First 5 San Mateo County
- Janine Bruce, Stanford School of Medicine
- Jennifer Brust, Burlingame
- Vanessa Castro, Safe Routes to Schools
- Heather Cleary, Peninsula Family Service
- Christina Falla, Board of Supervisors
- Katie Goetz, Woodside United Methodist Church; Peninsula Solidarity Cohort
- Maurice Goodman, San Mateo County Community College District
- Giselle Hale, City of Redwood City
- Evan Jones, Mid-Peninsula Boys and Girls Club
- Samuel Leinbach, Belmont-Redwood Shores School District
- Kitty Lopez, First 5
- Patricia Love, San Mateo County Office of Education
- Daina Lujan, SSFUSD
- Moana Lupe, Institute for Human and Social Development
- Nancy Magee, San Mateo County Office of Education
- Sara McDowell, City of San Carlos
- Aubrey Merriman, Boys and Girls Club of North San Mateo County
- Jackie Nunez, San Mateo County Office of Sustainability
- Brian Oh, San Mateo County
- Meghan O'Reilly-Green, PTO President at Orion/Mandarin/Immersion Parent Participatory School
- Christine Padilla, Build Up for San Mateo County's Children
- Jennifer Pifeleti, Institute for Human and Social Development (Early Child Care Education)
- Sarah Pistorino, San Mateo County Youth Commission
- Gina Quiney, Office of Supervisor Carole Groom
- Alyson Suzuki, San Mateo County Office of Education
- Randy Torrijos, Office of Supervisor Dave Pine
- Theresa Vallez-Kelly, San Mateo County Office of Education
- Ann Walden, The Primary School
- Jon Walton, San Mateo County Information Services
- Shara Watkins, San Mateo / Foster City School District
- Christy Wegener, SamTrans
- Sharifa Wilson, Ravenswood School District

Reducing the Spread of COVID-19

The local Public Health response to the COVID-19 pandemic is part of a larger statewide approach that aims to limit the spread of the virus through promoting personal behaviors such as hand-washing, wearing of face coverings, social distancing and avoiding gatherings, and by providing enough testing, contact tracing, and isolation of cases to prevent the overwhelm of hospital and health care systems. The primary goal is to assure enough hospital and health care capacity to meet community needs for treatment, not only for the COVID-19, but for other critical medical conditions. When these efforts are not sufficient to prevent the overwhelm of hospital and health care systems, State and local stay-at-home and other orders designed to limit interactions must be implemented to suppress the spread and may be turned “on” and “off” again as local circumstances change. Unfortunately, in addition to the morbidity and mortality caused by the virus, there are significant economic impacts to stay at home orders and closures, including job loss leaving individuals and families struggling to meet their basic needs.

Challenges

- COVID-19 cases have been concentrated among populations working essential front-line, lower wage jobs, which disproportionately includes communities of color and those living in densely populated communities and overcrowded housing
- There is a need for culturally and linguistically appropriate messaging on recommended behaviors, including what to do and what you can expect if you test positive for COVID-19
- Many COVID-19 positive residents do not have a location to safely isolate, the financial ability to do so and/or a way to safely obtain food or resources for themselves and their dependents while they isolate
- The State data system for transmitting information about positive lab test results and related information experienced a break down that led to a statewide backlog in cases and errors in public-facing reporting that is still not corrected
- There are significant supply chain and capacity constraints that limit availability of COVID-19 tests. State guidance informs tests through medical providers being primarily limited to people with COVID-19 symptoms. State-sponsored sites that have been rotated throughout the County are more accessible but are subject to change at state direction.
- Turn-around time for available tests varies with a current 14-day average of 4 days
- Changing directives from the state on openings and closures are hard for the community to understand and raise many questions from all sectors

Current Opportunities

- Identify COVID-19 hot spots and provide culturally and linguistically appropriate targeted information, education, testing and community support
- Research and experiment with test options that are cost-effective, easily deployed throughout the county and provide accurate results
- Develop clear communication on behaviors, what to do if you are COVID-19 positive, guidance to business owners on safe operating procedures that is available in multiple languages and is culturally appropriate
- Establish supported isolation locations and assist COVID-19 positive residents and their families if they need assistance

Relevant Data

- Geographic areas with high rates of COVID-19 cases
- Number of new COVID-19 cases by geographic area
- Total cases Countywide
- Percent of COVID-19 tests that are positive

Current Programs

- ✓ County Health COVID-19 Dashboard
- ✓ Rotating testing sites
- ✓ Contact Tracing Team
- ✓ Our Recovery Campaign
- ✓ Town Halls
- ✓ Community Specific Campaigns
- ✓ Informational Materials for COVID-19 positive residents
- ✓ Isolation Assistance Program for COVID-19 Positive Residents
- ✓ Business community health and safety plan education

**Assure
enough
hospital and
health care
capacity to
meet
community
needs for
treatment**

Objectives	Recommendations
1. Promote community compliance with health directives	1.1. Proactively provide timely, simple, culturally and linguistically appropriate messaging about state and local health orders with as much lead time as possible prior to any changes – opening or closing. 1.2. Support ongoing countywide and linguistically and culturally targeted COVID-19 appropriate behavior messaging
2. Reduce the spread of COVID-19 particularly across communities of color and service and essential workers hardest-hit by the virus	2.1. Track need for isolation locations and assistance and plan accordingly for future needs 2.2. Map and track COVID-19 geographic hot spots over time and adjust outreach, testing, and other responses accordingly 2.3. Combine COVID-19 geographic and community need data to ensure that all response activity is assessed through an equity lens

Technology & Connectivity for all

With social distancing requirements and businesses and schools operating remotely, it is now more critical than ever for all residents to have access to quality Internet and technology. And they must also have the necessary training and support to utilize it. Lack of digital access is an equity issue because the pandemic is exacerbating the educational and economic disparities created by the digital divide.

Challenges

- Increasing digital divide among students, families, seniors, and businesses
- Lack of Wi-Fi, technology, and digital literacy have had greater impacts on vulnerable populations during the pandemic due to social isolation and job loss

Identified Needs

- Access to high-quality broadband Internet for everyone in San Mateo County
- Technology support and training in multiple languages to seniors and others who require assistance
- Messaging concerning access to Internet and connectivity that reaches all communities

Indicators for Need

- Households and businesses without Wi-Fi
- Areas of the County not covered by public Wi-Fi
- Students requested and/or granted technology

Current Programs

- ✓ Free Public Wi-Fi Access – 100 locations
- ✓ San Mateo County Internet Access Initiative pilot in three school districts
- ✓ AT&T Low-Cost Internet
- ✓ San Mateo County Libraries Hotspot Initiative
- ✓ School district provision of connectivity and technology to students

Broadband for All

Objectives	Recommendations
1. Provide Wi-Fi access Countywide	1.1. Support continued efforts of the San Mateo Internet Access Initiative partnership between San Mateo County Information Services Department (ISD) and the County Office of Education and use the results of the pilot program to expand the most cost-effective solutions to increase access across the County
2. Increase access to computers and hotspots for students, small businesses, job seekers, and the isolated	2.1. Provide targeted financial assistance to small businesses for technology equipment, Internet service, and technical assistance and training 2.2. Seek partnerships with local tech firms to provide financial support for connectivity programs and Internet expansion across the County
3. Expand tech training and support options	3.1. Expand the public library hotspot and laptop program to include user training/instruction and provide families who check out equipment with information, resources, and referrals for low-cost Internet service or available financial assistance programs 3.2. Provide funding for community-based organizations (CBOs) to provide culturally and linguistically appropriate instruction, education, and training to vulnerable populations, including seniors, those in need of technology support, or people with limited English proficiency
4. Leverage state and federal resources and legislative opportunities	4.1. Monitor and analyze state and federal legislation and advocate for policies that expand financial assistance programs, access to broadband, navigation support, and technical assistance and training



Provide

Safe Transportation Options

It is critical to ensure that all residents, particularly low-income residents, have access to public transportation for commuting and daily life. COVID-19 is also an opportunity for residents to use active transportation options like walking and biking, which involve limited person-to-person contact.

Challenges

- SamTrans ridership decreased by 70-80% when the pandemic began and is currently around 35% of normal levels
- Extended remote working will decrease ridership long-term
- Riders are wary of using public transit
- Potential increase of non-destinational riders on public transit
- Health of transit workers, riders, and the public

Identified Needs

- Continued transit service for those who are reliant on public transit
- Prevention measures by transit riders to ensure the health of drivers and passengers
- Consumer confidence so that riders feel safe on public transportation
- Transportation for school-age children—mitigated by distance learning

Indicators for Need

- Public transit routes and ridership - location and demographic overlays

Current Programs

- ✓ SamTrans Modified Bus Procedures
- ✓ Reimagine SamTrans
- ✓ Slow Streets Program
- ✓ Safe Routes to School

Provide Safe Transportation Options to Meet the Needs of Residents

Objectives	Recommendations
1. Provide messaging for safe public transit use	1.1. Provide culturally and linguistically appropriate information about what riders need to do to safely ride the bus (e.g., wear a mask, sit in designated seats) 1.2. Promote consumer confidence in public transit by pushing positive messaging, including having local leaders and other influencers share images of themselves ride transit 1.3. Promote consumer confidence of public transit through clear communication of health and safety precautions being taken by transit agencies
2. Identify and implement active transportation quick build projects	2.1. Expand bike routes through cities and as part of the existing Slow Streets program to promote active transportation 2.2. Organize and promote opportunities for active transportation for both the public and students, such as walking and biking to school 2.3. Identify funding opportunities to improve pedestrian infrastructure connecting to bus stops and well-lit facilities
3. Leverage state and federal resources and legislative opportunities	3.1. Monitor and analyze state and federal legislation and policy and advocate for opportunities and funding for active transportation and public transit 3.2. Continue to push for the electrification of buses set for 2040



Support Local Businesses and Nonprofits

Small businesses have been hit hard by the pandemic and shelter in place orders. Many are closed and others, with varying degrees of success, are adapting their operations to the health order requirements. But, many of the small businesses that are open are just getting by and are uncertain about their future. Loosing small businesses will eliminate many good jobs and change our communities. Looking ahead, we can also position San Mateo County as a favorable place to build future businesses through the Recovery.

Challenges

- Uncertainty about when and how they can operate and when and how they may need to close
- Difficulty getting actionable information regarding rapidly changing health orders and how they apply to their business
- Cannot operate profitably under reduced levels of operation
- Reduced sales due to customer reluctance to return to dining, shopping, other activities outside the home
- Lack equipment, software, internet connectivity, and/or expertise to pivot to online business models
- Face regulatory and permitting obstacles to outdoor services (local)

Identified Needs

- Purchasing personal protective equipment (PPE)
- Information, direction, and assistance to comply with health orders and operate safely
- Financial assistance
- Technical assistance with marketing and technology
- Create a supportive climate for future businesses

Indicators for Need

- Unemployment rate
- Job openings
- Business closures
- Businesses retaining workforce
- New businesses opening

Current Programs

- ✓ SMC Strong Small Business Grants
- ✓ Targeted small business assistance program for low-income areas
- ✓ Outdoor dining programs
- ✓ Information Sharing and Information on Health Order Updates
- ✓ County Environmental Health Outreach Campaign
- ✓ Paycheck Protection Program
- ✓ Great Plates Program
- ✓ SAMCEDA Needs Assessment

Support Local Businesses and Nonprofits

Objectives	Recommendations
1. Help slow the spread of COVID-19	1.1. Identify businesses or areas with high COVID-positive cases 1.2. Convey to the state the need for more lead time when opening/reopening status changes 1.3. Provide timely resources and information for business questions about health orders 1.4. Provide business owners with webinars, information packets, and one-on-one assistance on opening or reopening regulations in multiple languages and refresher webinars prior to any expected reopening 1.5. Identify prioritized testing for key sectors—childcare, food bank, grocery stores, CBOs, homeless shelters, Core agency/social service providers—to build confidence (parents, public, etc.) 1.6. Expand testing for employees and reassure customers that employees are negative to build consumer confidence 1.7. Explore ways to support PPE procurement 1.8. Develop solutions for addressing sector-specific barriers for operating successfully during health orders (e.g., personal care, dining, and retail) through consultation with city planning, economic development, and chambers
2. Provide targeted assistance to businesses based on need	2.1. Assess geographically targeted small business assistance program for potential expansion with foundation funds 2.2. Provide targeted (geographic and sector-specific) assistance to small businesses, new businesses and nonprofits based on need 2.2.1. Training, legal assistance, business plan development, and marketing consulting 2.2.2. Hardware, software, connectivity, and training and education for using technology

Support Local Businesses and Nonprofits

<p>3. Understand changing needs and share best practices</p>	<p>3.1. Identify trends and evaluate needs by coordinating data with SAMCEDA, County Environmental Health, and others collected via local business surveys, tracking commercial vacancies, and other metrics</p> <p>3.2. Share best practices for collaboration between cities/chambers and local businesses, keeping them informed, understanding their changing needs and concerns through online panels and forums</p>
<p>4. Establish programs that benefit the local business community</p>	<p>4.1. Create and promote a “hire local, buy local” campaign – aimed at encouraging residents to buy local and businesses to hire local residents</p> <p>4.2. Create a low-cost loan program that is “backstopped” by public funds</p> <p>4.3. Create opportunities for local businesses to meet targeted needs for meal and essential item provision and delivery and expand meal delivery programs for homebound, vulnerable residents, and residents who need to isolate</p> <p>4.4. Develop an incentive program for businesses and property owners to compromise on back rent to complement potential State actions</p> <p>4.5. Cities without economic development staff consider jointly contracting for that expertise</p>
<p>5. Adopt local policies to support small businesses</p>	<p>5.1. Support small business online sales by relaxing regulations to help with curbside pickup and other allowable distribution methods and limiting fees that third-party delivery companies charge local restaurants</p> <p>5.2. Suspend government fees for business modifications by businesses (encroachment permit)</p> <p>5.3. Identify opportunities for preferential procurement (government and large prime contractors) for businesses in certain geographic areas</p>
<p>6. Leverage state and federal resources and legislative opportunities</p>	<p>6.1. Monitor and analyze state and federal legislation and policy and advocate for opportunities and funding for small businesses</p>



Prepare the workforce for Post-COVID Jobs

Pre-COVID, the County had a robust economy with near zero unemployment. Since initial shelter-in-place orders, record numbers of people have been furloughed or laid off due to closures of non-essential businesses and travel restrictions. Job losses have been high in the service and hospitality sectors, which employ many of our lower income residents and it is unknown if or when all those jobs will return.

Challenges

- Many jobs are gone for good and others have yet to be created
- Inability to understand what skills employers need now and into the future
- Uncertainty about availability of childcare/schools, which limits the ability for parents to work inside or out of the home

Identified Needs

- Resources and strategies for job and economic development opportunities for the post-COVID economy

Indicators for Need

- Unemployment rate
- Job openings
- Business closures
- Businesses retaining workforce

Current Programs

- ✓ JobTrain and NOVA job placement resources
- ✓ Community College districts career development programs and job relocation services
- ✓ SAMCEDA Needs Assessment

Help Workers Adapt to the Changing Job Environment

Objectives	Recommendations
1. Gather job market intelligence	1.1. Establish a workforce development roundtable of regional organizations to conduct labor market intelligence and assess employment needs and trends and develop short term (rapid employment, training, career training) and long-term (identifying what careers/skills/training will be needed in the near future and the partnerships, funding, resources available) 1.2. Partner with the academic community, including public policy, business, and other experts to learn more about the long-term implications of the remote work culture and opportunities 1.3. Work with labor unions to understand what services their members need and how they can best collaborate with local government
2. Provide relevant training programs	2.1. Survey existing training and resources, develop a summary of what training efforts are currently available, and collaborate with community college and job training organizations such as JobTrain and NOVA to identify gaps 2.2. Develop a distance learning facilitator program to support families that include remote-working parents 2.3. Expand virtual teaching support training for teachers 2.4. Create a pipeline for future transit operators and mechanics 2.5. Create a pipeline for child care providers 2.6. Create a pipeline for green jobs including climate resilience implementation, EV charger installation, building electrification, etc. 2.7. Work with recruiters and placement agencies to connect qualified workers with potential job opportunities
3. Leverage state and federal resources and legislative opportunities	3.1. Monitor and analyze state and federal legislation and policy and advocate for opportunities related to employment, workforce development and green jobs 3.2. Identify opportunities for immediate application of potential stimulus funding and develop a prioritized list of “shovel-ready” projects and climate resilience projects



Advance equity and support the county's Most Vulnerable Populations

Low-income residents who lived on the edge of poverty before COVID-19 are now experiencing extreme hardships and struggle to pay for housing and food. Eviction moratoriums and financial assistance are short-term solutions, but many vulnerable populations need multifaceted support to get back on their feet. Ensuring basic needs for vulnerable populations advances equity and provides access to quality services for all unserved, underserved, under-resourced, and ineffectively served individuals and families.

Challenges

- Eviction moratoriums are temporary relief for renters
- Many low-income or unemployed renters lack the ability to pay back missed rent
- Possible increase of homelessness once eviction moratorium expires
- Property owners, particularly “mom and pop” property owners are struggling to make mortgages with no rent coming in
- More people rely on food distribution
- Many children may have a gap in meals with schools closed
- Older adults and the medically vulnerable are sheltering at home
- Coronavirus unemployment benefits reduced

Identified Needs

- Expanded rental assistance programs
- Landlord assistance programs
- Transitional policies in anticipation of the expiration of eviction moratorium
- Options for individuals who are homeless once Project Roomkey ends
- Expanded food distribution and delivery options

Indicators for Need

- Requests for rental assistance
- Rental vacancy rates and average monthly rent
- Applications for the immigrant assistance program
- Requests for assistance from small property owners
- Project Roomkey utilization
- People served, amount of food distributed, and number of distribution sites
- Senior meals delivered (Great Plates & Meals on Wheels)
- CalFresh applications for food assistance
- Case management applications and referrals

Current Programs

- ✓ Eviction Moratorium/Rental Payback County Board of Supervisors Order
- ✓ Tracking State and Federal Eviction and Rent Assistance Proposals
- ✓ Core Services Agencies COVID-19 Emergency Financial Assistance Program
- ✓ Immigration Assistance Program Fund
- ✓ Small property owners assistance program through CARES funding
- ✓ South San Francisco Small Property Owner Assistance Program
- ✓ Legal and Other Assistance for Renters and Property Owners
- ✓ Second Harvest Food Bank
- ✓ Great Plates Program
- ✓ School District Universal meals pilot program
- ✓ Homeless Shelters
- ✓ State Homekey Program

Provide basic and essential needs to the County’s most vulnerable populations

Objectives	Recommendations
1. Provide financial and other assistance to ensure vulnerable residents remain housed	1.1. Provide geographically targeted rental assistance based on need assessments 1.2. Provide funding to geographically targeted community based nonprofits to expand culturally and linguistically appropriate outreach and application assistance to residents for financial assistance programs 1.3. Pilot an incentive program for renters and property owners to compromise on back rent to geographically targeted communities 1.4. Collaborate with private-sector businesses to support rental and mortgage assistance funds to keep essential workers in the area 1.5. Identify opportunities for long-term rental assistance over multiple months
2. Provide support to “mom and pop” property owners	2.1. Target financial support to small “mom and pop” residential property owners to geographic areas with the most vulnerable residents 2.2. Provide culturally and linguistically appropriate marketing and application support for small property owners for financial and all other assistance programs
3. Ensure sufficient food and essential supplies are provided to those in need	3.1. Work with Second Harvest and community partners to identify any unmet food needs in geographically targeted low-income communities 3.2. Continue receiving updates from Second Harvest on extent of need and their ability to meet that needs 3.3. Continue getting updates from Human Services on applications, approvals and backlog, if any for CalFresh 3.4. Expand capacity of Second Harvest and other local organizations to provide assistance with groceries and meals if increased need arises 3.5. Assess targeted needs for meal and essential item delivery and develop options for expanding meal delivery programs for homebound, vulnerable residents, and residents who need to isolate
4. Leverage state and federal resources and legislative opportunities	4.1. Advocate for, monitor and analyze state and federal legislation and policy and how it may affect local property owner and renter assistance and protection 4.2. Advocate for, monitor and analyze state and federal legislation and policy and how it may affect provision of food and essential items to vulnerable residents 4.3. Advocate for more income-based housing vouchers

Promote Mental Health and Wellness

It is critical to deliver mental health and substance use support to adults and children. During COVID-19, many individuals have fallen ill, lost a loved one, or struggled to adjust to the uncertain and stressful situation. Essential workers are increasingly stressed and overworked as the pandemic has extended from weeks to months. Issues such as domestic violence, alcohol and other drug abuse, and depression can also be exacerbated by the strain of the pandemic.

Challenges

- Substance abuse and the lack of in-person support
- Stigma in minority communities when seeking treatment and assistance
- Lack of internet connectivity that limits online support and resources
- Loss of opportunity to reach troubled youths due to closed programs and schools
- Fear of seeking treatment and assistance due to immigration status
- Reduced space for substance abuse treatment due to distancing requirements
- Social isolation issues
- Lack of health insurance and loss of health insurance coverage due to job loss
- Experiences of grief and loss with social distancing and fatalities
- Increased racism, discrimination and xenophobia

Identified Needs

- Support to youth, especially vulnerable youth
- Greater outreach to seniors, people with disabilities and other vulnerable individuals who cannot leave home
- Diverse communication methods (languages and formats)
- Phone calls, postcards and other “types of communication are needed

Indicators for Need

- Calls to suicide prevention and other assistance hotline (age, race, other demographics)
- Referrals for substance abuse support through emergency rooms
- Requests for mental health support (including demographic data)
- Reports of domestic violence and child abuse

Current Programs

- ✓ Health Equity Initiatives by the Office of Diversity and Equity
- ✓ IMPaCT comprehensive data base of mental health providers (private, public funded, individual therapist)

Provide mental health information and resources for insured and uninsured residents

Objectives	Recommendations
1. Utilize a variety of communication channels to provide information on mental health resources	1.1. Centralize information and referrals for crisis hotlines and other virtual mental health resources available to the public 1.2. Use existing client networks to distribute culturally and linguistically appropriate information on available mental health resources from major insurance companies, Medicare, and San Mateo County Behavioral Health and Recovery Services (covering those insured through Medi-Cal) 1.3. Provide non-digital culturally and linguistically appropriate public information and resources related to mental health (e.g., ads in newspapers, printed flyers, mailers) 1.4. Coordinate with faith-based leaders to provide culturally and linguistically appropriate information and outreach to parishioners about mental health support and resources 1.5. Leverage distribution channels like food distribution and other COVID outreach for mental health messaging and resources 1.6. Ensure local mental health resources are included in the 2-1-1 scripts
2. Provide information to individuals whose condition has been exacerbated or who have been cut off from their support systems	2.1. Provide crisis intervention hotlines and warm lines for emotional support 2.2. Collaborate through employee assistance programs to promote a peer-counseling support structure to provide emotional support to teachers and other critical sectors 2.3. Provide information and referrals to mental health support services for youth 2.4. Share information on available behavioral health and wellness support services to children and families
3. Support community-based organizations providing mental health resources to low-income and underserved communities	3.1. Work with CBOs providing mental health support to identify unmet needs in geographically targeted low-income communities 3.2. Continue receiving updates from CBOs providing mental health support on extent of need and their ability to meet that needs 3.3. Expand capacity of CBOs providing mental health support and other local organizations to provide assistance
4. Develop programs that provide a lifeline for isolated individuals	4.1. Coordinate postcards (e.g., Dear Neighbor campaign), phone calls (e.g. "Friendship Line"), and letters to connect with homebound individuals to deal with depression and feelings of isolation 4.2. Coordinate wellness checks for isolated, elderly, or home-bound residents
5. Leverage state and federal resources and legislative opportunities	5.1. Advocate for, monitor and analyze state and federal legislation and policy and how it may affect available mental health services



Provide
**Quality, safe, and affordable
child care**

Child care resources are critical for working parents, whether they are essential workers or working remotely. Prior to COVID-19, the demand for child care exceeded the need. Now, child care providers of all types are finding it difficult to understand and implement health orders while remaining a viable business. Many child care providers can no longer operate, which has widened the preexisting gap even further and created a critical shortage in available and affordable care. Providing resources to support child care providers supports families and furthers the community's economic recovery.

Challenges

- Child care providers find public health guidance and requirements unclear and difficult to navigate
- Many child care providers—centers and family homes—are closed
- Class size limits child care operators' income and creates a potentially unviable business model
- Some parents have health concerns regarding group care
- Because COVID tests are limited to people with symptoms by many providers, when an employee or a student at a child care center is exposed, the center must close for multiple days, creating hardships for the parents that rely on the center and potential income and income concerns for the center

Identified Needs

- Funding to keep child care centers open with reduced attendance
- Resources and information for providers to implement appropriate public health measures
- Additional resources to address staff shortfalls
- Recognition of child care providers as essential staff and prioritize testing
- Information for families on how they can help ensure the health of their children and others using childcare resources
- Financial assistance for essential workers to afford child care

Indicators for Need

- Number of child care spots available
- Number of child care centers operating and percent capacity
- Number of providers applying for financial assistance
- Cost of available child care options
- Number of subsidized spots and percent filled

Current Programs

- ✓ Child Care Grant Program
- ✓ SMC Strong small business and nonprofit grant program
- ✓ 4Cs and First 5 Emergency Child Care Supplies Program
- ✓ 4Cs and First 5 Information and Resource Repository
- ✓ Family Health Liaison with 4Cs and First 5 and child care providers
- ✓ City-operated daycare centers

**Provide
quality safe
and
affordable
child care**

Objectives	Recommendations
1. Support child care providers to remain solvent and meet the needs of the community	1.1. Continue to provide timely resources and information for child care provider questions about health orders including guidance related to procedures for closing and reopening after positive cases 1.2. Provide technical assistance to child care providers based on needs (e.g., health and safety guideline implementation, liability issues, marketing to families, development of business plans, budgeting, and state inspection/licensing) 1.3. When testing availability allows, prioritize child care staff and families for rapid COVID-19 testing 1.4. Establish panel discussions, host webinars, and create other opportunities for sharing information and best practices among childcare providers 1.5. Solicit ongoing input from providers on challenges to safety/health and income (via surveys, forums, panels) 1.6. Form a County Early Care and Education department to help with coordination between other leadership groups 1.7. Consider opportunities for child care programs to repurpose unused commercial spaces and other available facilities 1.8. Identify an employee pipeline and the ability to support it to address workforce issues; work with community colleges to take advantage of established childcare pathways program 1.9. Consider options for increasing child care class sizes both in centers and in homes
2. Support families in obtaining child care	2.1. Provide an updated list of child care programs with open spaces 2.2. Provide financial assistance for families in need 2.3. Provide referral and navigation assistance to families for child care needs 2.4. Provide health guidance and assistance for families that may need alternative care if child or household member is ill or COVID positive
3. Leverage state and federal resources and legislative opportunities	3.1. Advocate for state and federal funding and expansion of federal assistance programs for child care and other funding options 3.2. Advocate the state for child care to be classified as essential workers and provided hazard pay and health insurance coverage 3.3. Support efforts to identify opportunities for longer term reform of the child care system (e.g., access, affordability, financial viability of centers)



Support

Distance learning and out-of-school care

The COVID-19 crisis has been a traumatic event for the whole community but has been particularly taxing for children who have had to adjust to new social and learning environments with less interaction with teachers, coaches and other children and adults. The uncertainty of school schedules, and whether children will have in-person classroom instruction or virtual, is taxing on both parents and students. Parents are struggling to balance their work responsibilities with a “virtual” or possibly hybrid school day that does not include out-of-school care which includes before and after school care and care on days when school is not in session.

Challenges

- Unclear guidance and requirements for out-of-school care
- Internet connectivity/digital divide
- Uncertainty about school plans due to watch list requirements – opening will be all virtual but could move to a hybrid plan at an unknown future date
- Limited space, staffing, and availability of out-of-school care
- Learning pods

Identified Needs

- Technology equipment and internet connectivity
- Distance learning support/facilitation
- Child care for working parents
- Space and funding for programs for lowest income school children

Indicators for Need

- Number of child care spots available
- Number of subsidized spots and percent filled
- Number of out-of-school care providers operating and percent capacity
- Number of providers applying for financial assistance
- Cost of available options
- Number of out-of-school care providers operating or transitioning to full-time

Current Programs

- ✓ Universal Meals for San Mateo County students
- ✓ Pilot Program for Addressing the Digital Divide
- ✓ Out-of-School Support Task Force
- ✓ School districts providing out-of-school care
- ✓ City recreation, enrichment, daycare and after-school programs
- ✓ School district provision of connectivity and technology to students

Provide safe distance learning and out-of-school care

Objectives	Recommendations
1. Support out-of-school care providers	1.1. Develop and disseminate public health guidance to recreation and out-of-school care providers based on school districts, the four pillars, and all guidance coming from the state 1.2. Provide a letter that a child care employee could give to a healthcare provider to obtain the now required referral for a test, particularly if the employee is asymptomatic 1.3. Consider opportunities for out-of-school care programs to utilize school sites and other space to provide distance learning support for under resourced students in need 1.4. Expand training for out-of-school providers on identification on trauma and other reportable issues 1.5. Collaborate through employee assistance programs to promote a peer-counseling support structure to provide emotional support to teachers, staff, and practitioners 1.6. Seek partnerships to provide funding sources for care providers 1.7. Establish mechanisms for coordination between out of school providers and school districts
2. Support parents and children in virtual learning	2.1. Provide guidance for parents regarding expectations for a school day when students are at home 2.2. Provide laptops, netbooks, and tablets with appropriate security software, as well as Wi-Fi hotspots to support distancing learning for low-income, rural, and immigrant students 2.3. Provide culturally and linguistically appropriate technical assistance for families to use computers and equipment 2.4. Organize a volunteer effort to provide free culturally and linguistically appropriate virtual tutoring, art and music classes, and other enrichment activities for low-income and underserved students 2.5. Share information on available behavioral health and wellness support services to children and families through general communication and culturally and linguistically appropriate communications for targeted communities
3. Leverage state and federal resources and legislative opportunities	3.1. Monitor and analyze state and federal legislation and policy and advocate for opportunities and funding for schools and out-of-school care providers

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 and SAN MATEO COUNTY AIRPORT LAND USE COMMISSION MEETING MINUTES

Meeting No. 331
July 9, 2020

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

1.0 CALL TO ORDER/ ROLL CALL

Chair Marie Chuang called the meeting to order at 6:30 p.m. Roll call was taken.

Atherton	– Elizabeth Lewis
Belmont	– Davina Hurt
Brisbane	– Cliff Lentz
Burlingame	– Ricardo Ortiz
Colma	– Diana Colvin
Daly City	– Pamela DiGiovanni
East Palo Alto	– Lisa Gauthier
Foster City	– Catherine Mahanpour
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:

Half Moon Bay

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
 Josh Abram – Baird + Driskell Community Planning
 Other members of the public attended.

2.0 BRIEF OVERVIEW OF TELECONFERENCE MEETING PROCEDURES

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

3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Note: Public comment is limited to two minutes per speaker. 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 Receive a progress update on development of the Regional Housing Needs Allocation (RHNA) methodology.

Received a progress update from Josh Abram on the development of the Regional Housing Needs Allocation (RHNA) methodology.

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 Matsumoto had a question on item 5.3.4 as to whether or not the project will have impact on the El Camino Real roadway pavement. Staff believed it would not but will seek confirmation after the meeting and respond to Member Matsumoto off-line.

Board Member G. Papan (Millbrae) MOVED approval of Items 5.1, 5.2 A, 5.2 B,, 5.3.1, 5.3.2, 5.3.3, 5.3.4, 5.3.5, 5.3.6, 5.3.7 5.4, 5.5, 5.6, 5.7, 5.8, 5.9 and 5.10. Board Member Ortiz SECONDED. Roll call was taken. **MOTION CARRIED 20-0-0**

5.1 Approval of the minutes of regular business meeting No. 330 dated June 11, 2020.

APPROVED

- 5.2 Review and approval of Resolutions regarding consistency with the policies of the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.
- A. Review and approval of Resolution 20-42 determining that South San Francisco’s General Plan and Zoning Amendments to recognize the Local Agency Override process that is provided by State law are consistent with the policies of the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. APPROVED
- B. Review and approval of Resolution 20-43 determining that the 410 Noor Avenue Mixed-Use Residential Project in South San Francisco is not consistent with the policies of the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. 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 a copy of the executed contract amendment between Sustainable Silicon Valley and C/CAG providing a no-cost time extension for the Optimizing Urban Traffic (OUT) in Menlo Park Pilot project. INFORMATION
- 5.3.2 Receive a copy of the executed contract amendments related to the San Mateo County Smart Corridor program, providing no-cost time extensions for A) Kimley Horn and Associates to complete the project approval/environmental document phase for the Northern Cities Smart Corridor Project, and B) County of San Mateo for Fiber Optic Connection to the County's Regional Operation Center. INFORMATION
- 5.3.3 Receive a copy of the executed ESA Airport On-Call Services Agreement Amendment No. 4 to accommodate use of authorized subcontractors, with no other changes to scope or budget. INFORMATION
- 5.3.4 Receive a copy of the executed Amendment No. 1 to the Fiscal Year 2017/18 Transportation Fund for Clean Air (TFCA) Funding Agreement with San Mateo County Transit District (SamTrans) for the SamTrans Signal Prioritization for Buses on El Camino Real project extending project completion date to June 30, 2021. INFORMATION
- 5.3.5 Receive a copy of the executed Amendment No. 2 to contract with Michael Baker International for an additional \$5,000 and a new total not to exceed amount of \$30,000 to provide additional web support through June 30, 2020 and to transition the C/CAG website to a new hosting environment. INFORMATION
- 5.3.6 Receive a copy of the executed Memorandum of Understanding (MOU) with the County of San Mateo Information Services Department to migrate the C/CAG website to its new hosting environment and provide hosting for the website on an annual basis for an amount not to exceed \$3,124.40. INFORMATION

- 5.3.7 Receive a copy of the executed contract with Rogue Web Works for technical support to the C/CAG website through June 30, 2023 in an amount not to exceed \$9,000. INFORMATION
- 5.4 Biennial review of the C/CAG Conflict of Interest Code with no change. APPROVED
- 5.5 Review and approval of Resolution 20-44 authorizing the C/CAG Chair to execute an agreement with Steer for preparation of the Measure M 5-Year Strategic Plan in an amount not to exceed \$93,804. APPROVED
- 5.6 Review and approval of Resolution 20-45 authorizing the Chair to execute the Cooperative Agreement between the California Department of Transportation (Caltrans), San Mateo County Transportation Authority (SMCTA) and City/ County Association of Governments of San Mateo County (C/CAG) for Caltrans to provide Toll System Integration Oversight for the US 101 Express Lanes Project. APPROVED
- 5.7 Review and approval of Resolution 20-46 authorizing the C/CAG Executive Director to execute Amendment No. 2 to the Model Use Agreements between C/CAG and six consulting firms for use of the C/CAG-VTA San Mateo Countywide Transportation Model for a one-year time extension with no additional cost. APPROVED
- 5.8 Review and approval of Resolution 20-47, authorizing the C/CAG Chair to execute Amendment No. 1 to the Agreement with Gray Bowen Scott for on-call consultant services for Federal and State funded project coordination and grant administration for a 2-year time extension with no additional cost. APPROVED
- 5.9 Receive an update of the San Mateo County project list submitted for the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) also known as Plan Bay Area 2050. INFORMATION
- 5.10 Review and approval of Resolution 20-48 authorizing the C/CAG Chair to execute Amendment No. 1 to the Agreement with Econolite Systems Inc. for Smart Corridor Maintenance services, extending the project performance by two years and adding \$520,000 to the Agreement. APPROVED

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

The C/CAG Legislative Committee convened prior to the C/CAG Board of Directors and staff provided a summary of main discussion points focused on the State budget, the legislative calendar and pertinent bills. The Committee has not taken a position on any bills and there was no action recommended for the Board of Directors. The Governor signed the 2020 Budget Act on June 29, which included several trailer bills some of which included transportation and resilience components. The legislature had planned a summer recess returning July 13, but now both houses have pushed back the return date to July 27 due to concerns about cases of COVID-19 in the Assembly. Bills will move through the policy, fiscal committee and floor sessions in early August. The Committee discussed several housing related bills, including SB 899 (Weiner) and SB 1120 (Atkins), as well as a

transportation CEQA relief bill (SB 288 – Weiner), and the Committee will continue to track these in the coming weeks.

- 6.2 Review and approval of Resolution 20-49 authorizing the C/CAG Chair to execute the First Amendment to the Cooperative Funding Agreement (Operating Loan) with San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA) in the amount of \$917,244, to partially fund the Fiscal Year 2020-21 operations of the SMCEL-JPA.

APPROVED

Sean Charpentier, C/CAG staff, gave a brief presentation on the Cooperative Funding Agreement (Operating Loan) with San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA). Board Members asked clarifying questions and staff provided answers.

Chair Chuang thanked Board Members D. Papan (San Mateo), Maryann Derwin and Alicia Aguirre for serving at the SMCEL-JPA Board.

Board Member Lentz MOVED approval of Item 6.2. Vice Chair Hurt SECONDED. Roll call was taken. **MOTION CARRIED 20-0-0.**

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

INFORMATION

Board Member Ortiz provided an update on the City of Burlingame's street closures to allow restaurants to do outdoor dining. The city also offered some relief funds to reimburse businesses for personal protection items.

Board Member Lentz suggested feedback from the Board in regard to helping schools to meet their needs for space.

Board Member Matsumoto mentioned that childcare is a hot topic for the City of SSF as there is not enough adequate spacing. The city is working it out with the school district.

Board Member Gauthier shared that East Palo Alto churches has stepped up in providing space for childcare. If you know of churches that have space, consider reaching out to them.

Vice Chair Hurt, as leaders of the different cities, we should step up and support our different school districts in any way we can.

Board Member Rak, City of San Carlos has had ongoing discussions on using some of the closed facilities. The discussion with the school district was to focus on how to reopen schools and childcare.

Board Member Carlton shared information about her kids and their schools.

7.0 COMMITTEE REPORTS

- 7.1 Committee Reports (oral reports)

Board Member G. Papan (Millbrae) provided an update on:

1. Blue Ribbon Transportation recovery efforts:

Seeking to set minimum public safety measures for all transit providers.

- As people return to work, traffic is increasing daily because people do not feel safe on public transportation. Good news for our managed lane program but devastating to public transportation operators.

Still have much to do - problematic issues.

- Proposed intense cleaning only three times a week.
- No assurances or commitments to enforcement of facial covering or preventing panhandling and fare evasions which put riders at risk. Extreme sensitivity to high tensions for the population and law enforcement.
- No commitment or assurance of system wide implementations of all proposed improvements, i.e. "Ambassador programs."

2. CARES funding - phase two still not enough to prevent going off a cliff.

- Ridership on rail at a 90% loss, sales taxes estimated to be at 45% loss.
- Steady increases in Bus ridership.
- Emphasis on equity issues and adaptability.
- Still need additional funding from Feds.
- Movements by some transit providers to make changes toward more equity, coordination, reductions in redundancies,
- Integrations of seamless principles (already supported by two cities in San Mateo County) and other system wide improvements.

3. HSR's draft EIR will be released on Friday

- Encourage everyone and all cities to comment.

Board Member Matsumoto shared that there might not be a Caltrain if there is no subsidy. Farebox revenue has dropped drastically and there is no dedicated source of funding. The three managing partners, San Francisco, San Mateo County and Santa Clara are not in agreement. We need to get the .08 sales tax on the ballot. She has also added that with the various school districts struggling with the school schedule, SamTrans had to come up with a bus schedule. Given the social distancing requirements, etc. there will be some schools with no bus service. Will need to focus on schools and neighborhoods that are dependent on SamTrans providing transportation.

7.2 Chairperson's Report

None.

7.3 Board Members Report/ Communication

Board Member Vaterlaus announced that they would like the Council of Cities to conduct its regular scheduled meetings via Zoom.

8.0 EXECUTIVE DIRECTOR'S REPORT

Sandy Wong, Executive Director, reported: 1) The Equity Study on the 101 Express Lanes project is underway. The study team has formed an Equity Advisory Committee to guide the study. The committee consists of advocacy representatives as well as city representatives along the corridor. 2) Congratulations to the City of Menlo Park and the City of East Palo Alto for the “Interchange Project of the Year” award given by the California Transportation Foundation.

9.0 COMMUNICATIONS - Information Only

Letter from Sandy Wong, Executive Director, City/County Association of Governments, to Ellen Greenberg, Deputy Director Sustainability, Caltrans, dated 6/19/20. RE: City/County Association of governments of san Mateo county (C/CAG) comments on Caltrans’s Draft Transportation Analysis Framework (TAF)

10.0 ADJOURNMENT – 7:33 p.m.

C/CAG AGENDA REPORT

Date: September 10, 2020

TO: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Receive a copy of the Actuarial Valuation of Other Post-Employment Benefit (OPEB) Programs as of July 1, 2019 and GASB 75 Report for the fiscal year ending June 30, 2020.

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

RECOMMENDATION:

That the C/CAG Board of Directors receive a copy of the Actuarial Valuation of Other Post-Employment Benefit (OPEB) Programs as of July 1, 2019 and GASB 75 Report for the fiscal year ending June 30, 2020.

FISCAL IMPACT:

Cost to prepare the updated actuarial valuation report for OPEB liabilities is \$4,200.

REVENUE SOURCES:

Funding for the report preparation is from C/CAG General Fund.

BACKGROUND/DISCUSSION:

The Government Accounting Standards Board (GASB) adopted accounting and financial reporting standards provide requirements for the accounting and financial reporting by employers for post-employment benefits other than pensions (OPEB). C/CAG provides post-employment benefit in the form of health insurance for retirees. C/CAG has elected to prefund OPEB through CalPERS Trust. See additional background information in the section below.

The California Employers' Retiree Benefit Trust (CERBT) Fund is an Internal Revenue Code Section 115, multiple-employer OPEB trust fund and has a fiduciary responsibility for financial reporting in accordance to the Governmental Accounting Standards Statement No. 74. C/CAG is required to submit a renewal OPEB Valuation at least every two years, including the Certificate of Funding Policy.

C/CAG engaged MacLeod Watts, Inc., an actuarial services firm, to prepare the updated actuarial valuation of other postemployment benefits (OPEB) liabilities to comply with GASB 75. The Principal Actuary of MacLeod Watts, prior to founding the firm, was the Director of Post-Employment Benefits at Bickmore & Associates which provided services to C/CAG since 2012.

Although GASB 75 requires that updated calculations be prepared after the close of every fiscal year end, each valuation may typically be used for two years (fiscal year ending June 30, 2020 and fiscal year ending June 30, 2021) in the development of the plan accounting under GASB 75.

This report presents the results of the June 30, 2019 actuarial valuation (Measurement date of June 30, 2019) of the other post-employment benefit (OPEB) program of C/CAG. The purposes of this valuation are to:

1. Develop Actuarially Determined Contribution (ADC) levels for prefunding plan benefits.
2. Provide information required by the California Employers' Retiree Benefit Trust (CERBT).
3. Assess the OPEB liabilities and provide disclosure information as required by Statement No. 75 of the Government Accounting Standards Board (GASB 75) for the fiscal year ending June 30, 2020.

Below is a brief summary of Actuarially Determined Contribution (ADC) and other related data excerpt from the report:

	FY ending 6/30/2020	FY ending 6/30/2021	FY ending 6/30/2022
Actuarial Accrued Liability (AAL)	\$313,472	\$385,093	\$430,166
Actuarial Value of Assets	\$188,948	\$250,817	\$307,522
Unfunded AAL	\$124,524	\$134,276	\$122,644
Actuarially Determined Contribution (ADC)	\$55,709	\$49,312	\$50,016
Projected premiums paid	\$9,217	\$9,264	\$9,667
Expected contribution to Trust	\$48,452	\$40,048	\$40,349

Additional background information:

In response to Government Accounting Standards Board (GASB) Statement Number 45, in 2012, for the first time, C/CAG retained Bickmore & Associates, an actuarial firm 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. That actuarial valuation was updated in June 2016 for fiscal years ending June 30, 2016 and June 30, 2017.

On June 11, 2015, the C/CAG Board approved Resolution 15-33 authorizing an agreement and election of C/CAG to prefund OPEB through CalPERS – California Employers' Retiree Benefit Trust Program (CERBT). On June 11, 2015, 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. Subsequently, C/CAG adopted the below Resolutions authorizing the prefunding of OPEB through CalPERS Trust as follows:

- 6/11/2015 approval of prefunding of \$30,000 for FY 2014-15.
- Resolution 16-21 prefunding of \$27,000 for FY 2015-16.
- Resolution 17-26 prefunding of \$25,000 for FY 2016-17.
- Resolution 18-37 prefunding of \$44,631 for FY 2017-18.
- Resolution 19-34 prefunding of \$42,802 for FY 2018-19.
- Resolution 20-39 prefunding of \$48,452 for FY 2019-20.

In total, C/CAG invested \$217,885 in the CERBT Trust, with the account ending balance of \$247,864 on June 30, 2020.

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.

At the August 26, 2020 meeting, the C/CAG Finance Committee received a copy of the Actuarial Valuation of Other Post-Employment Benefit (OPEB) Programs as of July 1, 2019 and GASB 75 Report for the fiscal year ending June 30, 2020. The committee also requested staff to provide additional information regarding CERBT investment strategies as well as more detail information regarding OPEB fiscal impact to be discussed at a future committee meeting.

ATTACHMENT

1. Actuarial Valuation of Other Post-Employment Benefit (OPEB) Programs as of July 1, 2019 and GASB 75 Report for the fiscal year ending June 30, 2020 (Available online at <https://ccag.ca.gov/committees/board-of-directors>)

C/CAG AGENDA REPORT

Date: September 20, 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 Report as of June 30, 2020.

(For further information contact Kim Wever at kwever@smcgov.org)

RECOMMENDATION

That the C/CAG Board review and approve the Finance Committee’s recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of June 30, 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 06/30/20 net interest earning rate is 1.41%
 San Mateo County Pool Quarter Ending 06/30/20 net interest earning rate is 1.61%

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 May 25, 2020, the Finance Committee reviewed the investment portfolio and recommend no change to the investment portfolio. On June 11, 2020, the C/CAG Board approved of no change to the investment portfolio.

The investment portfolio as of June 30, 2020 is as follows:

	3/31/2020		6/30/2020	
	Amount	Percent	Amount	Percent
LAIF	\$18,568,498	70%	\$18,659,231	70%
COPOOL	\$7,981,001	30%	\$8,017,078	30%
Total	\$26,549,499	100%	26,676,309	100%

On August 26, 2020, the Finance Committee reviewed the investment portfolio and agreed there was no significant performance difference between the two investments, while interest earning for one out-performs the other, and vice versa, from time to time. Therefore, the Committee recommended no change to the portfolio.

ATTACHMENT

1. Quarterly Investment Report as of June 30, 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: August 26, 2020

SUBJECT: Quarterly Investment Report as of June 30, 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 June 30, 2020, funds in the amount of \$26,676,309 were invested producing a weighted average yield of 1.47%. 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 \$100,262. 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 6/30/20	Qtr Ended 3/31/20	Increase (Decrease)
Total Portfolio	\$ 26,676,309	\$ 26,549,499	\$ 126,810
Weighted Average Yield	1.47%	1.87%	-0.40%
Accrued Interest Earnings	\$ 100,262	\$ 126,810	\$ (26,548)

There was an increase of \$0.1 million in the portfolio balance this quarter compared to the previous quarter due to the receipt of interest income in the investment accounts. Throughout the quarter, the cash receipts deposited were sufficient to cover the cash disbursements causing the low activity in the investment accounts. 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 June 30, 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 June 30, 2020
- 2 – Historical Summary of Investment Portfolio

CITY & COUNTY ASSOCIATION OF GOVERNMENTS

SUMMARY OF ALL INVESTMENTS

For Quarter Ending June 30, 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)	1.41%	18,659,231	69.9%	18,750,900
San Mateo County Investment Pool (COPOOL)	1.61%	8,017,078	30.1%	8,175,817

Agency Securities

none

Total - Investments	1.47%	26,676,309	100%	26,926,716
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GRAND TOTAL OF PORTFOLIO	1.47%	\$ 26,676,309	100%	\$ 26,926,716
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Total Interest Earned This Quarter	100,262
Total Interest Earned (Loss) Fiscal Year-to-Date	514,801

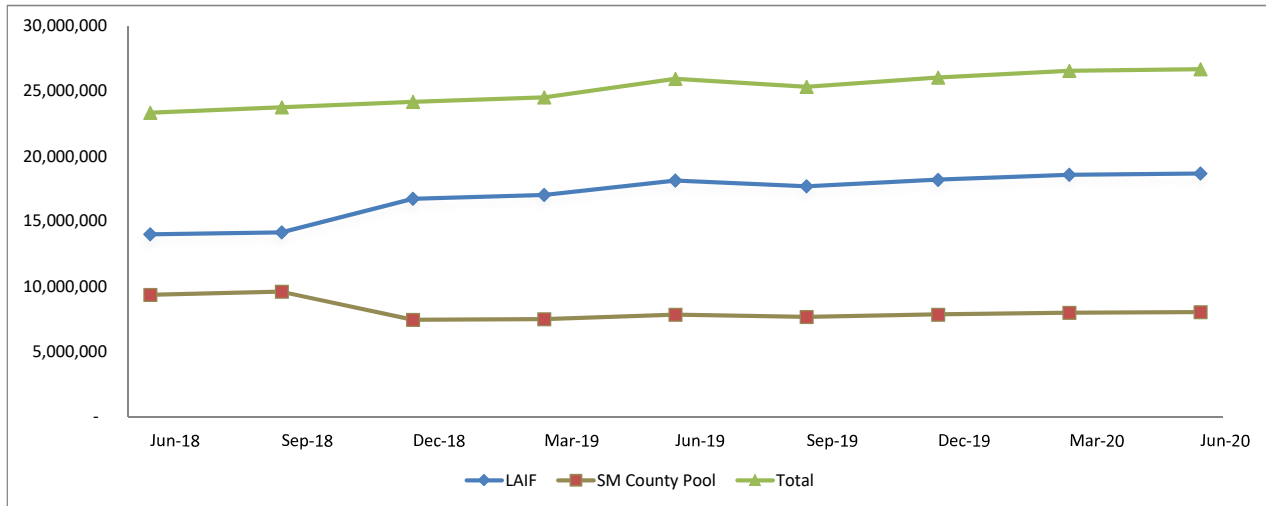
Note: CCAG Board approved the following investment portfolio mix at its November 14, 2013 meeting:

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 June 30, 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

	Jun-18	Sep-18	Dec-18	Mar-19	Jun-19	Sep-19	Dec-19	Mar-20	Jun-20
LAIF	13,988,892	14,152,699	16,728,451	17,017,482	18,118,668	17,679,856	18,186,431	18,568,498	18,659,231
SM County Pool	9,350,753	9,590,815	7,436,613	7,488,352	7,832,078	7,651,914	7,843,493	7,981,001	8,017,078
Total	23,339,645	23,743,514	24,165,064	24,505,834	25,950,746	25,331,770	26,029,924	26,549,499	26,676,309

C/CAG AGENDA REPORT

Date: September 10, 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 20-50 adopting the C/CAG Investment Policy Update.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-50 adopting the C/CAG Investment Policy update.

FISCAL IMPACT

Adoption of the Investment Policy may affect the return on investments.

SOURCE OF FUNDS

The Investment Policy applies to all C/CAG funds held by the C/CAG Financial Agent (City of San Carlos).

BACKGROUND

The C/CAG Investment Policy stated that the policy shall be reviewed at least annually, and that it shall be adopted by resolution of the C/CAG Board on an annual basis. The last update of the C/CAG Investment Policy was adopted by the C/CAG Board on September 12, 2019. On August 26, 2020, the Finance Committee reviewed and recommended approval of the C/CAG investment policy update with modifications.

Proposed modifications to the policy were made to be consistent with state standards recommended by the California Debt and Investment Advisory Commission (CDIAC). The Finance Committee recommended accepting all the modification. The proposed modifications are shown with underline and ~~striketrough~~.

ATTACHMENTS

1. Resolution 20-50
2. C/CAG Investment Policy update (with track changes)

RESOLUTION 20-50

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY ADOPTING THE C/CAG INVESTMENT POLICY UPDATE

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

WHEREAS, the City of San Carlos is the Fiscal Agent for C/CAG, and

WHEREAS, the City of San Carlos invests the C/CAG funds under its control, and

WHEREAS, it is important for the C/CAG Board to provide clear Investment Policy direction,
and

WHEREAS, C/CAG shall review and adopt its investment policy at least annually, and

WHEREAS, the proposed C/CAG investment policy update has been reviewed and recommended by its Finance Committee.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the attached C/CAG Investment Policy is approved and adopted.

PASSED, APPROVED, AND ADOPTED, THIS 10TH DAY OF SEPTEMBER 2020.

Marie Chuang, Chair

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

INVESTMENT POLICY

Adopted on **September , 202012, 2019**

POLICY

The investment of the funds of the City and County Association of Governments (C/CAG) is directed to the goals of safety, liquidity and yield. This Investment Policy incorporates the policies defined by the certified investment policy standards recommended by the California Debt and Investment Advisory Commission (CDIAC). The authority governing investments for municipal governments is set forth in the California Government Code, Sections 53601 through 53686. C/CAG's portfolio shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

The three objectives, in priority order, of the investment policy of the City and County Association of Governments are:

- 1- **SAFETY OF PRINCIPAL** - The primary objective of the investment policy of the City and County Association of Governments is **SAFETY OF PRINCIPAL**. Investments shall be placed in those securities as outlined by type and maturity sector in this document to achieve this objective. 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.
- 2- **LIQUIDITY TO MEET NEEDS** - Effective cash flow management and resulting cash investment practices are recognized as essential to good fiscal management and control. The portfolio should have adequate liquidity to meet the immediate and short term needs.
- 3- **RETURN ON INVESTMENT** - A reasonable return on investment should be pursued. Safety of Principal should not be reduced in order to achieve higher yield.

C/CAG's investment portfolio shall be designed and managed in a manner responsive to the public trust and consistent with State and local law. Portfolio management requires continual analysis and as a result the balance between the various investments and maturities may change in order to give C/CAG the optimum combination of Safety of Principal, necessary liquidity, and optimal yield based on cash flow projections.

SCOPE

The investment policy applies to all financial assets of the City and County Association of Governments as accounted for in the Annual Financial Statements. Policy statements outlined in this document focus on C/CAG's pooled funds.

PRUDENCE

The standard to be used by investment officials shall be that of a "prudent investor" and shall be applied in the context of managing all aspects of the overall portfolio. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.

It is C/CAG's full intent, at the time of purchase, to hold all investments until maturity to ensure the return of all invested principal dollars.

However, it is realized that market prices of securities will vary depending on economic and interest rate conditions at any point in time. It is further recognized that in a well-diversified investment portfolio, occasional measured losses are inevitable due to economic, bond market or individual security credit analysis. These occasional losses must be considered within the context of the overall investment program objectives and the resultant long-term rate of return.

The Administrative Services Director of the City of San Carlos (City) and other individuals assigned to manage the investment portfolio, acting within the intent and scope of the investment policy and other written procedures and exercising due diligence, shall be relieved of personal responsibility and liability for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

OBJECTIVES

Safety of Principal

Safety of principal is the foremost objective of the City and County Association of Governments. Each investment transaction shall seek to ensure that capital losses are avoided, whether from securities default, broker-dealer default or erosion of market value. C/CAG shall seek to preserve principal by mitigating the two types of risk: credit risk and market risk.

Credit risk, defined as the risk of loss due to failure of the issuer of a security, shall be mitigated by investing in investment grade securities and by diversifying the investment portfolio so that the failure of any one issuer does not unduly harm C/CAG's capital base and cash flow.

Market risk, defined as market value fluctuations due to overall changes in the general level of interest rates, shall be mitigated by limiting the average maturity of C/CAG's investment portfolio to two years, the maximum maturity of any one security to five years, structuring the portfolio based on historic and current cash flow analysis eliminating the need to sell securities prior to maturity and avoiding the purchase of long term securities for the sole purpose of short term speculation.

Liquidity

Historical cash flow trends are compared to current cash flow requirements on an ongoing basis in an effort to ensure that C/CAG's investment portfolio will remain sufficiently liquid to enable C/CAG to meet all reasonably anticipated operating requirements. The C/CAG Executive Director will provide a projected cash flow schedule in consultation with the C/CAG Chair.

MATURITY MATRIX

Maturities of investments will be selected based on liquidity requirements to minimize interest rate risk and maximize earnings. Current and expected yield curve analysis will be monitored and the portfolio will be invested accordingly. The weighted average maturity of the pooled portfolio should not exceed two years and the following percentages of the portfolio should be invested in the following maturity sectors:

Maturity Range	Suggested Percentage
1 day to 7 days	10 to 50%
7 days to 180	10 to 30%
180 days to 360 days	10 to 30%
1 year to 2 years	10 to 20%
2 years to 3 years	0 to 20%
3 years to 4 years	0 to 20%
4 years to 5 years	0 to 20%

No more than 30% of the portfolio shall have a maturity of 2-5 years.

PERFORMANCE EVALUATION

Day to day management of C/CAG's portfolio is conducted by the C/CAG Fiscal Agent Financial Services Manager. Investment performance is monitored and evaluated by the Fiscal Agent's Investment Committee and provided to the **C/CAG Finance Committee** and C/CAG Board on a quarterly basis. Investment performance statistics and activity reports are generated on a quarterly basis for review by the Fiscal Agent's Investment Committee and presentation to the **C/CAG Finance Committee**, and to the C/CAG Board. Annually, a statement of investment policy, and any proposed changes to the policy, will be rendered to the **C/CAG Finance Committee** and to the C/CAG Board for consideration at a public meeting.

C/CAG's investment portfolio is designed to at least attain a market average rate of return through economic cycles. The market average rate of return is defined as average return on the Local Agency Investment Fund (assuming the State does not adversely affect LAIF's returns due to budget constraints).

DELEGATION OF AUTHORITY

The Joint Powers Authority Agreement of the City and County Association of Governments of San Mateo County and the authority granted by the C/CAG Board, assign the responsibility of investing unexpended cash to the City's Administrative Services Director. Daily management responsibility of the investment program may be delegated to the City's Financial Services Manager, who shall establish procedures for the operation consistent with this investment policy. For the longer term investments the C/CAG Fiscal Agent shall invest in accordance with the directions provided by C/CAG Board.

FISCAL AGENT INVESTMENT COMMITTEE

An investment committee consisting of the City of San Carlos Treasurer, City Manager, and Administrative Services Director shall be established to provide general oversight and direction concerning the policy related to management of C/CAG's investment pool. The Financial Services Manager shall not be a member of the committee but shall serve in a staff and advisory capacity. The committee shall review and approve quarterly investment reports prepared by the Finance Department and reviewed by the Financial Services Manager or meet as necessary to discuss changes to the report or the investment strategy. The Investment Committee serving as the legislative body of the Investment Policy will have the quarterly reports for their review within thirty (30) days following the end of the quarter covered by the report as per Section 53646 (b)(1) of the California Government Code.

ETHICS AND CONFLICTS OF INTEREST

The **C/CAG Finance Committee**, Officers, and employees involved in the investment process shall refrain from personal business activity that conflicts with proper execution of the investment program, or impairs their ability to make impartial investment decisions. Additionally the Fiscal Agent's Administrative Services Director and the Financial Services Manager are required to annually file applicable financial disclosures (Form 700 etc.) as required by the Fair Political Practices Commission (FPPC).

SAFEKEEPING OF SECURITIES

To protect against fraud or embezzlement or losses caused by collapse of an individual securities dealer, all securities owned by C/CAG shall be held in safekeeping by a third party bank trust department, acting as agent for C/CAG under the terms of a custody agreement. All trades executed by a dealer will settle delivery versus payment (DVP) through C/CAG's safekeeping agent.

A receipt shall be provided for securities held in custody for C/CAG and shall be monitored by the Fiscal Agent's Administrative Services Director to verify investment holdings.

All exceptions to this safekeeping policy must be approved by the Fiscal Agent's Administrative Services Director in written form and included in the quarterly reporting to the C/CAG Board.

INTERNAL CONTROL

Separation of functions between the Fiscal Agent's Administrative Services Director or Financial Services Manager and/or the Senior Accountant is designed to provide an ongoing internal review to prevent the potential for converting assets or concealing transactions.

Investment decisions are made by the Fiscal Agent's Administrative Services Director, executed by the Fiscal Agent's Administrative Services Director or Financial Services Manager and confirmed by the Senior Accountant. All wire transfers initiated by the Fiscal Agent's Administrative Services Director or Financial Services Manager must be reconfirmed by the appropriate financial institution to the Senior Accountant. Proper documentation obtained from confirmation and cash disbursement wire transfers is required for each investment transaction. Timely bank reconciliation is conducted to ensure proper handling of all transactions.

The investment portfolio and all related transactions are reviewed and balanced to appropriate general ledger accounts by the Fiscal Agent's Senior Accountant on a monthly basis. An independent analysis by an external auditor shall be conducted annually to review and perform procedure testing on the Agency's cash and investments that have a material impact on the financial statements. The Fiscal Agent's Administrative Services Director and/or C/CAG Executive Director shall review and assure compliance with investment process and procedures.

REPORTING

The Fiscal Agent's Investment Committee shall review and render quarterly reports to the C/CAG Executive Director and to the C/CAG Board which shall include the face amount of the cash investment, the classification of the investment, the name of the institution or entity, the rate of interest, the maturity date, the current market value and accrued interest due for all securities. The quarterly reports will be submitted to the Fiscal Agent's Investment Committee within thirty (30) days following the end of the quarter covered by the report as per Section 53646 (b)(1) of the California Government Code. Once approved by the Fiscal Agent's Investment Committee, the report is submitted to the C/CAG Executive Director and the C/CAG Finance Committee for review. The quarterly reports shall be placed on C/CAG's meeting agenda for its review and approval no later than 75 days after the quarter ends. If there are no C/CAG meetings within the 75-day period, the quarterly report shall be presented to the Finance Committee at the soonest possible meeting thereafter.

QUALIFIED BROKER/DEALERS

C/CAG shall transact business only with banks, savings and loans, and with broker/dealers registered with the State of California or the Securities and Exchange Committee. The broker/dealers should be primary or regional dealers. C/CAG and the Fiscal Agent currently do not maintain a list of broker/dealers approved to do business with the City. When necessary, C/CAG and/or the Fiscal Agent shall go through the Request for Proposal processes to select the broker/dealers. Investment staff shall investigate dealers wishing to do business with C/CAG's staff to determine if they are adequately capitalized, have pending legal action against the firm or the individual broker and make markets in the securities appropriate to C/CAG's needs. C/CAG's investment policy shall be made available on C/CAG's website.

COLLATERAL REQUIREMENTS

Collateral is required for investments in certificates of deposit. In order to reduce market risk, the collateral level will be at least 110% of market value of principal and accrued interest. Collaterals should be held by an independent third party. Collaterals should be required for investments in CDs in excess of FDIC insured amounts.

AUTHORIZED INVESTMENTS

Investment of C/CAG's funds is governed by the California Government Code Sections 53600 et seq. The level of investment in all areas will be reviewed by the C/CAG Executive Director. Within the context of the limitations, the following investments are authorized, as further limited herein:

1. United States Treasury Bills, Bonds, and Notes or those for which the full faith and credit of the United States are pledged for payment of principal and interest. There is no percentage limitation of the portfolio that can be invested in this category, although a five-year maturity limitation is applicable.
2. 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, with the knowledge that the pool/fund may include some investments allowed by statute but not explicitly identified in this investment policy.
3. Obligations issued by the Government National Mortgage Association (GNMA), ~~the Federal Farm Credit System (FFCB), the Federal Home Loan Bank Board (FHLB), the Federal National Mortgage Association (FNMA), the Student Loan Marketing Association (SLMA),~~ and the Federal Home Loan Mortgage Corporation (FHLMC). A mortgage passthrough security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable passthrough certificate, or consumer receivable-backed bond has a maximum five years' maturity. Securities eligible for investment under this subdivision shall be rated in a rating category of "AA" or its equivalent or better by a nationally recognized statistical rating organization (NRSRO) and have a maximum remaining maturity of five years or less. Purchase of securities authorized by this subdivision shall not exceed 20 percent of the agency's surplus moneys that may be invested pursuant to this section. However, on August 28, 2019, the C/CAG Finance Committee rejected a modification to this provision which would allow a public agency to invest in mortgage-backed securities. Therefore, mortgage pass-through securities and mortgage-backed securities are disallowed investments unless as part of LAIF or County Pool investments, which are governed by Government Code 16429.1 and 53684, respectively.
4. Bills of exchange or time drafts drawn on and accepted by commercial banks, otherwise known as bankers' acceptances. Bankers' acceptances purchased may not exceed 180 days

to maturity or 40% of the cost value of the portfolio. Also, no more than 30% of the agency's money may be in bankers' acceptances of any one commercial bank.

5. Commercial paper ranked the highest letter and number rating by a Nationally Recognized Statistical Rating Organization (NRSRO), such as Standard & Poor's Ratings Services, Moody's Investors Services, or Fitch Ratings, Inc., and issued by domestic corporations having assets in excess of \$500,000,000 and having an A or better rating on its long term debentures as provided by NRSRO. Purchases of eligible commercial paper may not exceed 270 days to maturity nor represent more than 10% of the outstanding paper of the issuing corporation. Purchases of commercial paper may not exceed 25% of the value of the portfolio.
6. Negotiable Certificates of Deposit issued by nationally or state chartered banks (FDIC insured institutions) or state or federal savings institutions. Purchases of negotiable certificates of deposit may not exceed 30% of total portfolio. A maturity limitation of five years is applicable.
7. Time deposits, non-negotiable and collateralized in accordance with the California Government Code, may be purchased through banks or savings and loan associations. Since time deposits are not liquid, no more than ~~30~~50% (effective January 1, 2020) of the investment portfolio may be invested in this investment type. A maturity limitation of five years is applicable.
8. Medium Term Corporate Notes, with a maximum maturity of five years may be purchased. Securities eligible for investment shall be rated "A" or better by an NRSRO. Purchase of medium term notes may not exceed 30% of the market value of the portfolio.
9. Ineligible investments are those that are not described herein, including but not limited to, common stocks and long term (over five years in maturity) notes and bonds are prohibited from use in this portfolio. It is noted that special circumstances may arise that necessitate the purchase of securities beyond the five-year limitation. On such occasions, requests must be reviewed by the C/CAG Executive Director and approved by the C/CAG Board prior to purchase.
10. Various daily money market funds administered for or by trustees, paying agents and custodian banks contracted by the City and County Association of Governments may be purchased as allowed under State of California Government Code. Only funds holding U.S. Treasury or Government agency obligations can be utilized.

The following summary of maximum percentage limits, by instrument, is established for C/CAG's total pooled funds portfolio:

Authorized Investment Type	Government Code	Maximum Maturity	Minimum Credit Quality	Maximum in Portfolio	Maximum Investment in One Issuer
Local Agency Investment Fund (LAIF)	16429.1	Upon Demand	N/A	As approved by the C/CAG Board but no more than \$65 <u>75</u> million permitted by LAIF.	N/A
San Mateo County Investment Pool	53684	Upon Demand	N/A	As approved by the C/CAG Board	N/A
Treasury Obligations (bills, notes & bonds)	53601(b)	5 Years	N/A	100%	N/A
US Government Agency and Federal Agency Securities	53601(f)	5 Years	N/A	100%	N/A
Bankers' Acceptances	53601(g)	180 Days	N/A	40%	(B)
Commercial Paper	53601(h)	270 Days	Highest letter and number rating by an NRSRO	25%	(A)
Negotiable Certificates of Deposit	53601(i)	5 Years	N/A	30%	N/A
Time Certificates of Deposit – Banks or Savings and Loans	53601.8 and 53635.8	5 Years	N/A	30 <u>50</u> %	N/A
Medium Term Corporate Notes	53601(k)	5 Years	A	30%	N/A

(A) 10% of outstanding paper of issuing corporation

(B) No more than 30% of the agency's money may be in bankers' acceptances of any one commercial bank.

DERIVATIVE INVESTMENTS

Derivatives are investments whose value is "derived" from a benchmark or index. That benchmark can be almost any financial measure from interest rates to commodity and stock prices. The use of derivatives is prohibited under this policy.

LEGISLATIVE CHANGES

Any State of California legislative action that further restricts allowable maturities, investment type, or percentage allocations will be incorporated into the City and County Association of Governments' Investment Policy and supersede any and all previous applicable language.

INTEREST EARNINGS

All moneys earned and collected from investments authorized in this policy shall be allocated quarterly based on the cash balance in each fund at quarter end as percentage of the entire pooled portfolio.

LIMITING MARKET VALUE EROSION

The longer the maturity of securities, the greater is their market price volatility. Therefore, it is the general policy of C/CAG to limit the potential effects from erosion in market values by adhering to the following guidelines:

All immediate and anticipated liquidity requirements will be addressed prior to purchasing all investments.

Maturity dates for long-term investments will coincide with significant cash flow requirements where possible, to assist with short term cash requirements at maturity.

All long-term securities will be purchased with the intent to hold all investments to maturity under then prevailing economic conditions. However, economic or market conditions may change, making it in C/CAG's best interest to sell or trade a security prior to maturity.

PORTFOLIO MANAGEMENT ACTIVITY

The investment program shall seek to augment returns consistent with the intent of this policy, identified risk limitations and prudent investment principals. These objectives will be achieved by use of the following strategies:

Active Portfolio Management. Through active fund and cash flow management, taking advantage of current economic and interest rate trends, the portfolio yield may be enhanced with limited and measurable increases in risk by extending the weighted maturity of the total portfolio.

Portfolio Maturity Management. When structuring the maturity composition of the portfolio, C/CAG shall evaluate current and expected interest rate yields and necessary cash flow requirements. It is recognized that in normal market conditions longer maturities produce higher yields. However, the securities with longer maturities also experience greater price fluctuations when the level of interest rates change.

Security Swaps. C/CAG may take advantage of security swap opportunities to improve the overall portfolio yield. A swap, which improves the portfolio yield, may be selected even if the transactions result in an accounting loss. Documentation for swaps will be included in C/CAG's

permanent investment file documents. No swap may be entered into without the approval of the C/CAG Executive Director and the C/CAG Board.

Competitive Bidding. It is the policy of C/CAG to require competitive bidding for investment transactions that are not classified as "new issue" securities. For the purchase of non-"new issue" securities and the sale of all securities at least three bidders must be contacted. Competitive bidding for security swaps is also suggested, however, it is understood that certain time constraints and broker portfolio limitations exist which would not accommodate the competitive bidding process. If a time or portfolio constraining condition exists, the pricing of the swap should be verified to current market conditions and documented for auditing purposes.

POLICY REVIEW

The City/County Association of Governments' investment policy shall be adopted by resolution of the C/CAG Board on an annual basis. This investment policy shall be reviewed at least annually to ensure its consistency with the overall objectives of preservation of principal, liquidity and yield, and its relevance to current law and financial and economic trends. The Investment Policy, including any amendments to the policy shall be forwarded to the C/CAG Board for approval.

Glossary of Terms

Accrued Interest- Interest earned but not yet received.

Active Deposits- Funds which are immediately required for disbursement.

Amortization- An accounting practice of gradually decreasing (increasing) an asset's book value by spreading its depreciation (accretion) over a period of time.

Asked Price- The price a broker dealer offers to sell securities.

Basis Point- One basis point is one hundredth of one percent (.01).

Bid Price- The price a broker dealer offers to purchase securities.

Bond- A financial obligation for which the issuer promises to pay the bondholder a specified stream of future cash flows, including periodic interest payments and a principal repayment.

Bond Swap - Selling one bond issue and buying another at the same time in order to create an advantage for the investor. Some benefits of swapping may include tax-deductible losses, increased yields, and an improved quality portfolio.

Book Entry Securities - Securities, such stocks held in "street name," that are recorded in a customer's account, but are not accompanied by a certificate. The trend is toward a certificate-free society in order to cut down on paperwork and to diminish investors' concerns about the certificates themselves. All the large New York City banks, including those that handle the bulk of the transactions of the major government securities dealers, now clear most of their transactions with each other and with the Federal Reserve through the use of automated telecommunications and the "book-entry" custody system maintained by the Federal Reserve Bank of New York. These banks have deposited with the Federal Reserve Bank a major portion of their government and agency securities holdings, including securities held for the accounts of their customers or in a fiduciary capacity. Virtually all transfers for the account of the banks, as well as for the government securities dealers who are their clients, are now effected solely by bookkeeping entries. The system reduces the costs and risks of physical handling and speeds the completion of transactions.

Bearer and Registered Bonds - In the past, bearer and registered bonds were issued in paper form. Those still outstanding may be exchanged at any Federal Reserve Bank or branch for an equal amount of any authorized denomination of the same issue. Outstanding bearer bonds are interchangeable with registered bonds and bonds in "book-entry" form. That is, the latter exist as computer entries only and no paper securities are issued. New bearer and registered bonds are no longer being issued. Since August 1986, the Treasury's new issues of marketable notes and bonds are available in book-entry form only. All Treasury bills and more than 90% of all other marketable securities are now in book-entry form. Book-entry obligations are transferable only pursuant to regulations prescribed by the Secretary of the Treasury.

Book Value- The value at which a debt security is shown on the holder's balance sheet. Book value is acquisition cost less amortization of premium or accretion of discount.

Broker - In securities, the intermediary between a buyer and a seller of securities. The broker, who usually charges a commission, must be registered with the exchange in which he or she is trading, accounting for the name registered representative.

Certificate of Deposit- A deposit insured up to \$250,000 by the FDIC at a set rate for a specified period of time.

Collateral- Securities, evidence of deposit or pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposit of public moneys.

Constant Maturity Treasury (CMT)- An average yield of a specific Treasury maturity sector for a specific time frame. This is a market index for reference of past direction of interest rates for the given Treasury maturity range.

Coupon- The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value.

County Pool- County of San Mateo managed investment pool.

Credit Analysis- A critical review and appraisal of the economic and financial conditions or of the ability to meet debt obligations.

Current Yield- The interest paid on an investment expressed as a percentage of the current price of the security.

Custody- A banking service that provides safekeeping for the individual securities in a customer's investment portfolio under a written agreement which also calls for the bank to collect and pay out income, to buy, sell, receive and deliver securities when ordered to do so by the principle.

Delivery vs. Payment (DVP)- Delivery of securities with a simultaneous exchange of money for the securities.

Discount- The difference between the cost of a security and its value at maturity when quoted at lower than face value.

Diversification- Dividing investment funds among a variety of securities offering independent returns and risk profiles.

Duration- The weighted average maturity of a bond's cash flow stream, where the present value of the cash flows serve as the weights; the future point in time at which on average, an investor has received exactly half of the original investment, in present value terms; a bond's zero-coupon equivalent; the fulcrum of a bond's present value cash flow time line.

Fannie Mae- Trade name for the Federal National Mortgage Association (FNMA), a U.S. sponsored corporation.

Federal Reserve System- The central bank of the U.S. that consists of a seven member Board of Governors, 12 regional banks and approximately 8,000 commercial banks that are members.

Federal Deposit Insurance Corporation (FDIC)- Insurance provided to customers of a subscribing bank that guarantees deposits to a set limit (currently \$250,000) per account.

Fed Wire- A wire transmission service established by the Federal Reserve Bank to facilitate the transfer of funds through debits and credits of funds between participants within the Fed system.

Fiscal Agent - The organization that is essentially the checkbook for C/CAG funds.

Freddie Mac- Trade name for the Federal Home Loan Mortgage Corporation (FHLMC), a U.S. sponsored corporation.

Ginnie Mae- Trade name for the Government National Mortgage Association (GNMA), a direct obligation bearing the full faith and credit of the U.S. Government.

Inactive Deposits- Funds not immediately needed for disbursement.

Interest Rate- The annual yield earned on an investment, expressed as a percentage.

Investment Agreements- An agreement with a financial institution to borrow public funds subject to certain negotiated terms and conditions concerning collateral, liquidity and interest rates.

Local Agency Investment Fund (LAIF) - State of California managed investment pool.

Liquidity- Refers to the ability to rapidly convert an investment into cash.

Market Value- The price at which a security is trading and could presumably be purchased or sold.

Maturity- The date upon which the principal or stated value of an investment becomes due and payable.

Nationally Recognized Statistical Rating Organization (NRSRO)- A U.S. Securities & Exchange Commission registered agency that assesses the creditworthiness of an entity or specific security. NRSRO typically refers to Standard and Poor's Ratings Services, Fitch Ratings, Inc. or Moody's Investors Services.

New Issue- Term used when a security is originally "brought" to market.

Perfected Delivery- Refers to an investment where the actual security or collateral is held by an independent third party representing the purchasing entity.

Portfolio- Collection of securities held by an investor.

Primary Dealer- A group of government securities dealers that submit daily reports of market activity and security positions held to the Federal Reserve Bank of New York and are subject to its informal oversight.

Purchase Date- The date in which a security is purchased for settlement on that or a later date.

Rate of Return- The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

Repurchase Agreement (REPO)- A transaction where the seller (bank) agrees to buy back from the buyer (C/CAG) the securities at an agreed upon price after a stated period of time.

Reverse Repurchase Agreement (REVERSE REPO)- A transaction where the seller (C/CAG) agrees to buy back from the buyer (bank) the securities at an agreed upon price after a stated period of time.

Risk- Degree of uncertainty of return on an asset.

Safekeeping- see custody.

Sallie Mae- Trade name for the Student Loan Marketing Association (SLMA), a U.S. sponsored corporation.

Secondary Market- A market made for the purchase and sale of outstanding issues following the initial distribution.

Settlement Date- The date on which a trade is cleared by delivery of securities against funds.

Time Deposit - A deposit in an interest-paying account that requires the money to remain on account for a specific length of time. While withdrawals can generally be made from a passbook account at any time, other time deposits, such as certificates of deposit, are penalized for early withdrawal.

Treasury Obligations- Debt obligations of the U.S. Government that are sold by the Treasury Department in the forms of bills, notes, and bonds. Bills are short-term obligations that mature in one year or less. Notes are obligations that mature between one year and ten years. Bonds are long-term obligations that generally mature in ten years or more.

U.S. Government Agencies- Instruments issued by various US Government Agencies most of which are secured only by the credit worthiness of the particular agency.

Yield- The rate of annual income return on an investment, expressed as a percentage. It is obtained by dividing the current dollar income by the current market price of the security.

Yield to Maturity- The rate of income return on an investment, minus any premium or plus any discount, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond, expressed as a percentage.

Yield Curve- The yield on bonds, notes or bills of the same type and credit risk at a specific date for maturities up to thirty years.

C/CAG AGENDA REPORT

Date: September 10, 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 20-51, rescinding Resolution 20-16, waiving the RFP process pursuant to Section 9a of the C/CAG Procurement Policy, and authorizing the C/CAG Chair to execute an agreement with the Santa Clara Valley Transportation Authority (VTA) for the Countywide Transportation Travel Demand Model services until June 30, 2022 in an amount not to exceed \$253,000.

(For further information contact Jeff Lacap at jlacap@smcgov.org)

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 20-51, rescinding Resolution 20-16, waiving the RFP process pursuant to Section 9a of the C/CAG Procurement Policy, and authorizing the C/CAG Chair to execute an agreement with the Santa Clara Valley Transportation Authority for the Countywide Transportation Travel Demand Model services until June 30, 2022 in an amount not to exceed \$253,000.

FISCAL IMPACT

Execution of this agreement will authorize the expenditure of up to \$253,000 over a two-year term. This is not a new fiscal impact. There are unspent funds left from the expired contract. These funds were also included in the adopted C/CAG FY 2020-21 Budget.

SOURCE OF FUNDS

C/CAG Congestion Management Funds

BACKGROUND

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

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

C/CAG has expended approximately \$122,000 for these services, and it is anticipated that these amounts need not be adjusted. There is an unspent balance of \$253,000.

Amendment No. 1 and Amendment No. 2 to the original agreement were approved by C/CAG Board in 2014 and 2017, respectively, for time extension only. Amendment No. 2 expired in March 2020. C/CAG staff worked with VTA staff to prepare Amendment No. 3 to extend the agreement with VTA until June 30, 2022 to provide maintenance, update, and on-call modeling services for the C/CAG-VTA Model. In May 2020, the C/CAG Board approved Resolution 20-16 authorizing the C/CAG Chair to execute Amendment No. 3.

Prior to full execution of Amendment No. 3, VTA staff learned there is a policy in VTA's administration code that contract agreements have a maximum life of seven years from the initial execution. Therefore, VTA requires a new contract instead of executing Amendment No. 3 for time extension. Accordingly, C/CAG staff recommends the C/CAG Board rescind Resolution 20-16 and authorize a new contract with VTA instead. C/CAG Staff recommends continuing the partnership with VTA and enter into a new agreement for VTA to continue provide model maintenance, annual model update, and on-call modeling services to C/CAG.

Procurement Policy

Currently, the model is being updated by VTA to be consistent with the most recent land use and socioeconomic projections database of the Association of Bay Area Governments (ABAG) and will be used for the Countywide VMT Evaluation Tool for jurisdictions to use in complying with SB 743 that is currently in development. Staff has determined that the VTA has unique qualifications and experience for updating the C/CAG-VTA Model, and the additional time to conduct a Request for Proposals process would create an unacceptable delay in the delivery of the model and other C/CAG projects and programs that rely on the model.

Therefore, in accordance with the adopted C/CAG Procurement Policy Section 9a, staff recommends waiving the Request for Proposals process and entering into an agreement with VTA to continue its on-call modeling services to C/CAG.

ATTACHMENTS

- Resolution 20-51
- Agreement Between the City/County Association of Governments of San Mateo County and the Santa Clara Valley Transportation Authority for the Countywide Transportation Travel Demand Model Services (*The document is available for download at the C/CAG website at: <http://ccag.ca.gov/committees/board-of-directors/>*)

RESOLUTION 20-51

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) RESCINDING RESOLUTION 20-16, WAIVING THE RFP PROCESS PURSUANT TO SECTION 9A OF THE C/CAG PROCUREMENT POLICY, AND AUTHORIZING THE C/CAG CHAIR TO EXECUTE AN AGREEMENT WITH SANTA CLARA VALLEY TRANSPORTATION AUTHORITY (VTA) FOR THE COUNTYWIDE TRANSPORTATION TRAVEL DEMAND MODEL SERVICES UNTIL JUNE 30, 2022 IN AN AMOUNT NOT TO EXCEED \$253,000

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

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

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

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

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

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

WHEREAS, on May 14, 2020, C/CAG approved Resolution 20-16 approving Amendment No. 3 authorizing another three-year extension of the C/CAG-VTA Model Agreement; and

WHEREAS, VTA’s recently learned of an administration policy that indicates a maximum lifespan of a contract is seven years from the initial execution; and

WHEREAS, C/CAG and VTA desire to continue the C/CAG-VTA Model Agreement to retain the VTA to provide maintenance, update, and on-call services for the C/CAG-VTA Model; and

WHEREAS, C/CAG desires to rescind Resolution 20-16 approving the Amendment No. 3 and replace it with a new contract due to VTA’s administrative policies; and

WHEREAS, consistent with C/CAG’s Procurement Policy Section 9a, staff recommends that the C/CAG Board of Directors waive the RFP process because the VTA has unique qualifications and experience for updating the C/CAG-VTA Model and the additional time to conduct a Request for Proposals process would create an unacceptable delay in the delivery of the model and other C/CAG projects and programs that rely on the model; and

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that Resolution 20-16 is rescinded; that C/CAG waives the RFP Process pursuant to Section 9a of the C/CAG Procurement Policy; that the C/CAG Chair is authorized to execute an agreement with the Santa Clara Valley Transportation Authority for the Countywide Transportation Travel Demand Model services until June 30, 2022 in an amount not to exceed \$253,000; and that the C/CAG Executive Director is authorized to negotiate the final scope and terms of the Agreement and related materials prior to execution by both parties, subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED, THIS 10TH DAY OF SEPTEMBER 2020.

Marie Chaung, Chair

C/CAG AGENDA REPORT

Date: September 10, 2020

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

From: Sandy Wong, Executive Director

Subject: Receive a copy of executed Amendment No.1 to the Agreement between C/CAG and the County of San Mateo Office of Sustainability for staff services for the Resource Management and Climate Protection (RMCP) Committee and the Local Task Force extending the Agreement through fiscal year 2020-21 with no additional cost.

(For further information contact Kim Springer at kspringer@smcgov.org)

RECOMMENDATION

That the C/CAG Board of Directors receive a copy of executed Amendment No.1 to the Agreement between C/CAG and the County of San Mateo Office of Sustainability for staff services for the Resource Management and Climate Protection (RMCP) Committee and the Local Task Force extending the Agreement through fiscal year 2020-21 with no additional funding.

FISCAL IMPACT

None

BACKGROUND/DISCUSSION

The C/CAG Resource Management and Climate Protection (RMCP) Committee provides advice and recommendations to the Congestion Management and Environmental Quality (CMEQ) Committee and the full C/CAG Board on matters related to energy and water and climate action/adaptation efforts. The RMCP Committee also reports on the activities of the San Mateo County Energy Watch (SMCEW), the Regionally Integrated Climate Action Planning Suite (RICAPS) program, supports the update to the San Mateo County Energy and Water Strategy, and promotes the goals, strategies and actions in the document.

C/CAG serves as the Local Task Force in San Mateo County to the California Department of Resource Recycling and Recovery (CalRecycle) per AB 939 (1989) and is responsible for reviewing and commenting on any changes made by the County to elements of the Countywide Integrated Waste Management Plan. Through this Agreement, the County provides solid waste technical support as needed to C/CAG.

On May 9, 2019 the C/CAG Board of Directors adopted Resolution 19-23 authorizing the C/CAG Chair to execute an agreement between C/CAG and the County of San Mateo Office of Sustainability for an amount not to exceed \$50,000 for staff services for the Resource Management and Climate Protection (RMCP) Committee and the Local Task Force for fiscal year 2019-20.

C/CAG and the County of San Mateo Office of Sustainability desire to continue the services as provided in said Agreement. Since there is sufficient unspent funds, and in accordance with C/CAG Procurement Policy #5, the Executive Director may approve up to one year time extension of a contract

if there is no change in the contract amount, the C/CAG Executive Director executed Amendment No.1 to the existing agreement, extending the end date of the Agreement through June 30, 2021 with no additional funding. The amendment and the existing agreement are attached to this staff report.

ATTACHMENT

- 1.) Executed Amendment No. 1

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

WHEREAS, the City/County Association of Governments of San Mateo County (hereinafter referred to as "C/CAG") and The County of San Mateo Office Of Sustainability (hereinafter referred to as "Contractor") are parties to an agreement dated May 9, 2019, for staff services for the Resource Management and Climate Protection Committee and the Local Task Force for fiscal year 2019-20 (the "Agreement"); and

WHEREAS, the Agreement, effective July 1, 2019 for an amount not to exceed \$50,000, provided funding available through June 30, 2020; and

WHEREAS, there are remaining funds in the amount of approximately \$25,300 in the existing Agreement; and

WHEREAS, the parties desire to extend the Agreement term through June 30, 2021; and

WHEREAS, the parties desire to amend the Agreement as set forth herein.

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

1. Section 5 of the Agreement is hereby replaced in its entirety by the following:
 5. Contract Term. This Agreement shall be in effect and cover costs as set out in Exhibit A from July 1, 2019 and shall terminate on June 30, 2021; provided, however, C/CAG may terminate this Agreement at any time for any reason by providing 30 days' written notice to COUNTY. COUNTY may terminate this Agreement at any time for any reason by providing 30 days' written notice to C/CAG. Termination will be effective on the date specified in the notice. In the event of termination under this paragraph, COUNTY shall be paid for all services provided to the date of termination.
2. Section 4.0 of Exhibit A - Scope of Work is hereby replaced in its entirety by the following:
 - 4.0 Reporting - The County of San Mateo shall report to the C/CAG Board and other C/CAG committees, as requested by C/CAG, on activities related to this scope of work upon request during the 2019-2021 fiscal year.
3. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.

City/County Association of Governments
(C/CAG):


Sandy Wong, Executive Director

Date: 8-27-2020

Approved as to form:


Legal Counsel for C/CAG

County of San Mateo Office of Sustainability
(Contractor):


Carolyn Bloede, Director

Date: August 6, 2020


Legal Counsel for County

C/CAG AGENDA REPORT

Date: September 10, 2020

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

From: Sandy Wong, Executive Director

Subject: Review and approval of the appointment of Lisa Petersen, Director of Public Works from the City of Pacifica, to the C/CAG Congestion Management Program Technical Advisory Committee and Stormwater Committee.

(For further information contact Reid Bogert at rbogert@smcgov.org)

RECOMMENDATION

That the C/CAG Board review and approve the appointment of Lisa Petersen, Director of Public Works from the City of Pacifica, to the C/CAG Congestion Management Program Technical Advisory Committee and Stormwater Committee.

FISCAL IMPACT

None.

BACKGROUND

Due to staff position changes, the City of Pacifica is recommending a new appointment to C/CAG's Stormwater Committee and Congestion Management Program Technical Advisory Committee (CMP TAC). The recommended appointee, as detailed in the attached letters, is Lisa Petersen, Director of Public Works, replacing former appointee Sam Bautista, Deputy Public Works Director of the City of Pacifica.

The Stormwater Committee provides policy and technical advice and recommendations to the C/CAG Board of Directors and direction to technical subcommittees on all matters relating to stormwater management and compliance with associated regulatory mandates from the State Water Resources Control Board and San Francisco Bay Regional Water Quality Control Board. The CMP TAC is composed of staff planners and engineers who provide professional recommendations to the Congestion Management and Environmental Quality Committee and C/CAG Board regarding transportation and air quality issues. Rosters for both committees are attached.

ATTACHMENTS

1. Current Stormwater Committee Roster
2. Current CMP TAC Roster
3. Letter recommending appointment to the Stormwater Committee and CMP TAC from City Manager, Kevin Woodhouse, City of Pacifica

Current Stormwater Committee Roster – 2020

Municipality/Agency	Representative
Atherton	Robert Ovadia
Belmont	Peter Brown
Brisbane	Randy Breault (Chair)
Burlingame	Syed Murtuza
Colma	Brad Donohue
Daly City	Richard Chiu
East Palo Alto	Kamal Fallaha
Foster City	Norman Dorais
Half Moon Bay	Maziar Bozorginia
Hillsborough	Paul Willis
Menlo Park	Nikki Nagaya
Millbrae	Andrew Yang
Pacifica	Lisa Petersen (pending)
Portola Valley	Howard Young
Redwood City	Saber Sarwary
San Bruno	Jimmy Tan
San Carlos	Steven Machida
San Mateo	Brad Underwood
South San Francisco	Eunejune Kim
Woodside	Sean Rose
San Mateo County	Jim Porter
Regional Water Quality Control Board	Dr. Tom Mumley

Current CMP TAC Roster – 2020

Agency	Representative
San Mateo County Engineering	Jim Porter (Co-Chair)
SMCTA / PCJPB / Caltrain	Joseph Hurley (Co-Chair)
Atherton Engineering	Robert Ovadia
Belmont Engineering	Peter Brown
Brisbane Engineering	Randy Breault
Burlingame Engineering	Syed Murtuza
C/CAG	Sandy Wong
Colma Engineering	Brad Donohue
Daly City Engineering	Richard Chiu
Daly City Planning	Tatum Mothershead
Foster City Engineering	Norman Dorais
Hillsborough Engineering	Paul Willis
Half Moon Bay Engineering	Maziar Bozorginia
Menlo Park Engineering	Nikki Nagaya
Millbrae Engineering	Andrew Yang
Pacifica Engineering	Lisa Petersen (pending)
Redwood City Engineering	Jessica Manzi
San Bruno Engineering	Jimmy Tan
San Carlos Engineering	Steven Machida
San Mateo Engineering	Brad Underwood
South San Francisco Engineering	Eunejune Kim
South San Francisco Planning	Billy Gross
Woodside Engineering	Sean Rose
MTC	James Choe
Caltrans	Vacant



Scenic Pacifica
Incorporated Nov. 22, 1957

CITY OF PACIFICA

170 Santa Maria Avenue • Pacifica, California 94044-2506
www.cityofpacifica.org

MAYOR
Deirdre Martin

MAYOR PRO TEM
Sue Beckmeyer

COUNCIL
Sue Vaterlaus
Mary Bier
Mike O'Neill

August 12, 2020

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

SUBJECT: Appointment of Pacifica Engineering Representative on the City/County Association of Governments (C/CAG) of San Mateo County (SMC) Technical Advisory Committee and Stormwater Committee

Dear Ms. Wong,

The City of Pacifica is requesting the appointment of Ms. Lisa Petersen, Director of Public Works, to be the City's representative on the Technical Advisory Committee and Stormwater Committee for the City/County Association of Governments of San Mateo County. Ms. Petersen can be contacted at (650) 738-3770 and her e-mail is petersenl@ci.pacificaca.us.

If you have any questions, you can contact me at (650) 738-7409.

Sincerely,

Kevin Woodhouse
City Manager

Cc: Kaki Cheung, C/CAG of SMC
Matt Fabry, C/CAG of SMC

C/CAG AGENDA REPORT

Date: September 10, 2020

To: C/CAG Board of Directors

From: Sandy Wong, Executive Director

Subject: Review and approval of the appointment of Carlos Romero, Vice Mayor, City of East Palo Alto to the C/CAG Finance Committee to fill one vacancy.

(For further information contact Kim Wever at kwever@smcgov.org)

RECOMMENDATION

That the C/CAG Board of Directors review and approve the appointment of Carlos Romero, Vice Mayor, City of East Palo Alto to the C/CAG Finance Committee to fill one vacancy.

FISCAL IMPACT

None

SOURCE OF FUNDS

N/A

BACKGROUND

One seat on the C/CAG Finance Committee was vacated by former committee member Ricardo Ortiz of Burlingame. At the June 11, 2020 Board meeting, the C/CAG Chair announced the vacancy for the C/CAG Finance Committee and directed interested individuals to contact Executive Director Sandy Wong. Candidates for the Finance Committee should have a background in finance and can be either a current C/CAG Board or Alternate member or a former C/CAG Board member. The requirement of having served on C/CAG was made since the finance committee member should be familiar with C/CAG programs and the program's impact on the budget. A strong finance background helps with review of the annual investment policy, budget review, and other technical financial matters.

The Finance Committee reviews and provides recommendations to the C/CAG Board on matters relating to quarterly investment reports, the C/CAG budgets, investment policy, and other financial technical issues.

Vice Mayor Carlos Romero from the City of East Palo Alto is a former C/CAG Board member (2009-2012) and a former C/CAG Vice Chair with finance background. He has expressed interest in serving on the C/CAG Finance Committee and meets the qualification.

ATTACHMENT

1. Letter of Interest from Carlos Romero



From the Desk of Vice Mayor Carlos Romero

August 19, 2020

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

Re: Letter of Interest to Serve on the C/CAG Finance Committee.

Dear Sandy,

I would like to be considered as a candidate to serve on C/CAG's Finance Committee. As you are aware, I served on CCAG from 2009-2012 and was Vice Chair for two years. I am familiar with the agency, its programs, and its funding and believe that my finance background as well as my membership on several other public and non-profit finance committees qualify me to serve on this committee.

Please let me know if you require any additional information in order for the CCAG Board to consider my appointment to the Finance Committee.

Warm Regards,

A handwritten signature in black ink, appearing to be "CR" followed by a stylized name.

Carlos Romero

C/CAG AGENDA REPORT

Date: September 10, 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 20-52 authorizing the C/CAG Chair to execute Amendment No. 3 to the Agreement with Advanced Mobility Group for update of the Land Use Impact Analysis Program of the Congestion Management Plan, extending the term of the contract to April 30, 2021 with no additional cost.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 20-52 authorizing the C/CAG Chair to execute Amendment No. 3 to the agreement with Advanced Mobility Group for update of the Land Use Impact Analysis Program of the Congestion Management Plan, extending the term of the contract to April 30, 2021 with no additional cost.

FISCAL IMPACT

None. This is a no-cost time extension.

SOURCE OF FUNDS

Congestion Management Fund

BACKGROUND

The Land Use Impact Analysis Program Policy was adopted in 2000 (updated in FY 2004/05) and is included in Appendix I of each subsequent cycle of the Congestion Management Plan (CMP) update. The policy provides guidelines for analyzing the impact of land use decisions made by local jurisdictions in San Mateo County. The purpose of the policy is to preserve acceptable performance on the CMP network, and to establish community standards for consistent system-wide transportation review. The current policy is implemented during the environmental review process and applies to developments that generate more than 100 peak hour trips on the CMP roadway network. Developers can either reduce the scope of their project, build adequate roadway and/or transit improvements, contribute to a special fund for improvements, or require the developer and all subsequent tenants to implement Transportation Demand Management (TDM) programs to mitigate new peak hour trips.

At the July 12, 2018 meeting, the C/CAG Board approved Resolution 18-43, which authorized C/CAG to enter into a contract with Advanced Mobility Group (AMG) to assist with updating the Land Use Impact Analysis Program, including TDM guidelines, at a cost of \$45,666 and a contract end date of

July 31, 2019. This contract has subsequently been amended twice: Amendment No.1 was approved by the Board in June 2019, pursuant to Resolution 19-44, to expand outreach with local jurisdictions, increase the budget by \$15,000 and extend the term to December 31, 2019; and Amendment No. 2 was approved by the C/CAG Executive Director on January 7, 2020, extending the end date to September 30, 2020.

While work continues to progress and is expected to conclude by the end of the year, a further time extension to April 30, 2021 is requested to allow for completion of the work; no change in budget is included in the request. C/CAG's Procurement Policy allows the Executive Director to approve time extensions of up to one year from the initial contract term. However, because this proposed extension would exceed that timeframe it is subject to approval by the Board.

ATTACHMENTS

1. Resolution 20-52
2. Amendment No. 3 to the Agreement with Advance Mobility Group

RESOLUTION 20-52

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO. 3 (TIME EXTENSION ONLY) TO THE EXISTING AGREEMENT WITH ADVANCED MOBILITY GROUP FOR UPDATE OF THE LAND USE IMPACT ANALYSIS PROGRAM OF THE CONGESTION MANAGEMENT PLAN, EXTENDING THE TERM OF THE CONTRACT TO APRIL 30, 2021 WITH NO ADDITIONAL COST

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 Congestion Management Agency for San Mateo County; and

WHEREAS, C/CAG staff is in the process of updating the Land Use Impact Analysis Program to reflect current TDM best practices, provide updated performance targets, and standardize an annual survey, monitoring and reporting requirements; and

WHEREAS, C/CAG entered into an Agreement with Advanced Mobility Group (AMG) on July 23, 2018 to complete the Update of the Land Use Impact Analysis Program of the Congestion Management Plan at a cost of \$45,666 and a target completion date of July 31, 2019; and

WHEREAS, on June 13, 2019 C/CAG approved Amendment No. 1 to the AMG Agreement, including a budget amendment of \$15,000 and time extension to December 21, 2019 on June 13, 2019; and

WHEREAS, on January 7, 2020, the C/CAG Executive Director and AMG approved Amendment No. 2 to the AMG Agreement extending the contract to September 30, 2020; and

Whereas, while significant progress has been made on the project to date, a further time extension is needed to complete the effort.

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 hereby authorized to execute Amendment No. 3 to the agreement with Advanced Mobility Group to extend the contract end date to April 30, 2021.

PASSED, APPROVED, AND ADOPTED, THIS 10TH DAY OF SEPTEMBER 2020.

Marie Chuang, Chair

**AMENDMENT NO. 3 TO THE AGREEMENT
BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
ADVANCED MOBILITY GROUP**

WHEREAS, the City/County Association of Governments for San Mateo County (hereinafter referred to as “C/CAG”) and Advanced Mobility Group, (hereinafter referred to as “Consultant”) are parties to an Agreement originally dated July 23, 2018, for updating the existing Land Use Impact Analysis Program (the “Agreement”) with a budget of \$45,666 and a contract term of July 31, 2019; and

WHEREAS, Amendment No. 1, executed on June 13, 2019, added \$15,000 for a new total Agreement amount of \$60,666 and extended the Agreement term to December 31, 2019; and

WHEREAS, Amendment No. 2, executed on January 7, 2020, extended the agreement to September 30, 2020; and

WHEREAS, C/CAG and Consultant have determined that additional time is needed to schedule and hold additional meetings, resulting in a term extension to April 30, 2021; and

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

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

1. The term of the Agreement, as provided in Section 5 “Contract Term”, shall be extended through April 30, 2021.
2. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
3. This amendment shall take effect upon execution by both parties.

City/County Association of Governments (C/CAG)

Advanced Mobility Group

Marie Chuang, C/CAG Chair

By

Title: _____

Date: _____

Date: _____

Approved as to form:

Legal Counsel for C/CAG

C/CAG AGENDA REPORT

Date: September 10, 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 rbogert@smcgov.org)

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

N/A

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 since July through the end of the legislative session (August 31, 2020), focusing on the state budget and the status of bills of interest advancing to the Governor for signature.

ATTACHMENTS

1. September 2020 Legislative report from Shaw Yoder Antwih Schmelzer and Lange.
2. C/CAG 2020 Legislative Policies (as approved in February 2020, provided here for reference only).
3. Full Legislative information is available for specific bills at <http://leginfo.legislature.ca.gov/>
4. Current client roster for Shaw Yoder Antwih Schmelzer and Lange - <https://syaslparkers.com/clients/>



September 1, 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 – September 2020**

Legislative Update

The Legislature adjourned the 2019-20 Legislative Session around 1:30 a.m. on September 1. In the final weeks of the Legislative Session, approximately 400 bills were sent to Governor Newsom in the final two. The Governor has until September 30 to act on legislation sent to his desk in the final two weeks of the session. The Legislature will reconvene for the 2020-21 Legislative Session on December 7, with the work beginning in earnest in early January. Below we note the current status of legislation we closely tracked for C/CAG.

Bills of Interest

SB 45 (Allen) Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2020 (Not Moving in 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 288 (Wiener) CEQA Exemptions for Transportation Projects (To Governor)

The California Environmental Quality Act requires a lead agency to prepare 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 or to adopt a negative declaration if it finds that the project will not have an effect. CEQA includes exemptions from its environmental review requirements for numerous categories of projects, including projects for the institution or increase of passenger or commuter services on rail or highway rights-of-way already in use and projects for the institution or increase of passenger or commuter service on high-occupancy vehicle lanes already in use. This bill would revise and recast the above-described exemptions and further exempt from the requirements of CEQA certain projects for the institution or increase of bus rapid transit and regional rail services on public rail or highway rights of way, as specified, whether or not it is presently used for public transit.

The bill would additionally exempt projects for rail, light rail, and bus maintenance, repair, storage, administrative, and operations facilities.

SB 757 (Allen) Transit Projects CEQA Judicial Review (To Governor, Cannot Be Enacted)

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 additionally include projects to construct an exclusive public mass transit guideway and related fixed facilities meeting certain conditions as projects that are eligible for certification by the Governor under the leadership act. The bill would provide that the certification by the Governor expires if the lead agency fails to approve the project by January 1, 2024.

SB 899 (Wiener) Housing Development on School and Church Properties (Not Moving in 2020)

This bill would provide that housing is a use by right on land owned ,on or before January 1, 2020, by a religious institution, defined as an institution owned, controlled, and operated and maintained by a bona fide church, religious denomination, or religious organization; or land owned by nonprofit colleges, specifically non-public, non-profit higher education institutions that are accredited by an agency recognized by the US Department of Education.

SB 902 (Wiener) Housing Production (Not Moving in 2020)

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 (Not Moving in 2020)

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 1044 (Allen) Firefighting Equipment and Foam (To Governor)

This bill prohibits the manufacture, sale, distribution, and use of firefighting foams containing per- and polyfluoroalkyl substances (PFAS chemicals) by January 1, 2022, with some exceptions, and requires notification of the presence of PFAS in the protective equipment of firefighters. **We recommend the C/CAG Board request the Governor SIGN this bill.**

SB 1100 (Atkins) California Sea Level Rise State and Regional Support Collaborative (Not Moving in 2020)

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 (Not Moving in 2020)

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.

SB 1351 (Beall) Transportation Improvement Fee: Revenue Bonds (To Governor)

This bill would authorize the state to issue revenue bonds, backed by a portion of the Transportation Improvement Fee, to fund capital improvements needed to preserve and protect the state highway system.

AB 725 (Wicks) Housing Element (To Governor)

This bill requires metropolitan and suburban jurisdictions, through their housing element process, to ensure that more land is zoned for medium-density housing typologies. It would do so by requiring at least 25% of the jurisdiction's share of the regional housing need for moderate- and above moderate-income housing must be allocated to sites with zoning that allows at least four units of housing, with moderate income sites being capped at a density of 100 units per acre. This bill would not apply to housing elements due before January 1, 2022.

AB 841 (Ting) Energy Efficiency Upgrades (To Governor)

This bill would establish a new program at the California Energy Commission (CEC) to fund appliance, plumbing and heating, ventilation, and air conditioning (HVAC) upgrades to schools using electric ratepayer-funded energy efficiency incentives. The bill requires the CEC to develop and administer the School Reopening Ventilation and Energy Efficiency Verification and Repair Program to award grants to local educational agencies to outfit schools with functional ventilation systems. Local educational agencies may apply for a grant pursuant to the program. **We recommend the C/CAG Board request the Governor SIGN this bill.**

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 not 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.

AB 3256 (Garcia) Economic Recovery, Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2020 (Not Moving in 2020)

This bill would enact the Economic Recovery, 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 \$6.98 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 \$400 million in funding from various programs, including \$200 million for projects that provide multiple benefits, including rainwater capture, reduction of stormwater pollution, and increased use of natural spaces for urban vegetation and forestry. If approved by the Legislature, the bond would be on the November 3, 2020 ballot.

ACA 1 (Aguiar-Curry) Local Government Financing: Affordable Housing and Public Infrastructure: Voter Approval (Not Moving in 2020)

This constitutional amendment would lower the necessary voter threshold from a two-thirds supermajority to 55 percent to approve local general obligation bonds and special taxes for affordable housing and public infrastructure projects.

C/CAG LEGISLATIVE POLICIES FOR 2020

Policy #1 -

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

- 1.1 Support League, CSAC, and other initiatives to protect local revenues.
- 1.2 Provide incentives and tools to local government to promote economic vitality.
- 1.3 Support appropriate new funding or the reinstatement of state funding for economic development and affordable housing, including the use of tax-increment financing or “Redevelopment 2.0.”
- 1.4 Pursue and support efforts that direct state and regional funds equitably to ensure a return to source.
- 1.5 Support State actions that ensure adequate funding is made available by the State, for delegated re-alignment responsibilities and ensure that all State mandates are 100% reimbursed.
- 1.6 Oppose State actions that delegate responsibilities to local jurisdictions without full reimbursement for resulting costs.

Policy #2 -

Protect against loss of local land use authority from State action.

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

- 2.5 Alert the Legislative Committee and C/CAG Board on legislation that impacts local housing and land-use authority and oppose any legislation that would usurp a local government's authority regarding land-use decisions.
- 2.6 Support legislation that identifies revenue to fund airport/land use compatibility plans.

Policy #3 -

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

- 3.1 Primary focus on securing additional revenue sources for both C/CAG and its member agencies for funding state- and federally mandated stormwater compliance efforts.
 - a. Advocate for funding for implementing the San Mateo County Stormwater Resource Plan, San Mateo County Sustainable Streets Master Plan, and local Green Infrastructure Plans, and advocate to support long-term reductions in harmful bacteria, trash, plastics, mercury, PCBs, and other pollutants discharging to the Bay and Ocean and to reduce flooding, recharge groundwater, adapt to a changing climate, and enhance communities.
 - b. Advocate for inclusion of water quality and stormwater management as a priority for funding in new sources of revenues (e.g. water bonds) and protect against a geographically unbalanced North-South allocation of resources.
 - c. Track and advocate for resources for stormwater management in State and Federal grant and loan programs.
 - d. Support efforts to identify regulatory requirements that are unfunded state mandates and ensure provision of state funding for such requirements.
 - e. Pursue and support efforts that address stormwater issues at statewide or regional levels and thereby reduce the cost share for C/CAG and its member agencies and limit the need to implement such efforts locally.
 - f. Advocate for better integration between parallel statewide efforts to manage stormwater for water quality improvement, long-term climate change adaptation, and groundwater recharge.
 - g. Support legislative efforts to provide additional funding for stormwater projects in San Mateo County, including funding for regional stormwater management efforts through the San Mateo County Flood and Sea Level Rise Resiliency District.
- 3.2 Support efforts to secure statewide legislation mandating abatement of polychlorinated biphenyls (PCBs) in building materials prior to demolition of relevant structures, in accordance with requirements in the San Francisco Bay Regional Water Quality Control Board's Municipal Regional Permit.

- 3.3 Pursue and support efforts that control pollutants at the source and extend producer responsibility, especially in regard to trash and litter control, including microplastics and tire wear byproducts.
- 3.4 Support efforts to place the burden/ accountability of reporting, managing, and meeting municipal stormwater requirements on the responsible source rather than the cities or county, such as properties that are known pollutant hot spots and third-party utility purveyors.
- 3.5 Advocate for integrated, prioritized, and achievable stormwater regulations that protect water quality and beneficial uses and account for limitations on municipal funding.
- 3.6 Pursue and support pesticide and rodenticide regulations that protect water quality and reduce pesticide toxicity.

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

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

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

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

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

- 6.1 Support efforts that protect transportation revenues from being pledged, transferred, or used for non-transportation purposes.
- 6.2 Support the implementation of SB 1 (Road Repair and Accountability Act of 2017) programs and monitor the implementation of Executive Order N-19-19, which calls for aligning transportation spending with the state's climate goals.
- 6.3 Monitor and engage in the implementation of the SB 1077 "Road User Charge."
- 6.4 Support revisions in the Peninsula Joint Powers Agreement that provide equitable funding among the Caltrain partners.

- 6.5 Support a dedicated funding source for the operation of Caltrain and monitor the implementation of High Speed Rail.
- 6.6 Support legislation that identifies funding for active transportation and bike/pedestrian infrastructure projects, including multi-benefit projects that integrate transportation improvements with green stormwater infrastructure.
- 6.7 Support efforts to secure the appropriation and allocation of “cap and trade” revenues to support San Mateo County needs.
- 6.8 Support or sponsor efforts that finance and/ or facilitate operational improvements on the US 101 corridor, including the 101 Express Lane project..
- 6.9 Support alternative contracting methods, such as Public Private Partnerships, that could result in project cost savings.
- 6.10 Monitor the development of the new bridge toll program (Regional Measure 3) and advocate for an appropriate share of new revenues for projects in San Mateo County.
- 6.11 Monitor and engage in the effort to seek voter approval for a regional funding measure for transportation.
- 6.12 Support efforts that incentivize ridership and improve integration & connectivity among Bay Area transit systems.

Policy #7 -

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

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

Policy #8 -

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

- 8.1 Support incentive approaches toward implementing AB 32 (California Global Warming Solutions Act of 2006), SB 32 (extension of the target date and goals), and AB 398 (Cap and Trade), and legislation that supports electrification of infrastructure and the adoption of alternative fuel technologies.
- 8.2 Monitor climate legislation that would conflict with or override projects approved by the voters.
- 8.3 Support funding for both transportation and housing investments, which support the implementation of SB 375 (Sustainable Communities and Climate Protection Act of 2008), so that housing funds are not competing with transportation funds.

- 8.4 Monitor the regulatory process for implementing SB 743 (Evaluation of Transportation Impacts in CEQA) and impacts the new regulations may have on congestion management plans.
- 8.5 Support legislation that would require recording of vehicle miles of travel (VMT) as part of vehicle registration and initiatives to provide VMT and vehicle data from the DMV to evaluate trends in community greenhouse gas emissions and transit project outcomes.
- 8.6 Support efforts that ensure continued funding for local government partnerships to foster energy conservation, or expand funding for generation and use of renewable and/ or clean energy sources (wind, solar, etc.).
- 8.7 Work to initiate legislation that provides new funding for building energy electrification, transition to electric vehicles, or other greenhouse gas reducing initiatives, in support of local government climate action plans.
- 8.8 Support efforts to improve the disadvantage community screening tools used by the state on the allocation of “cap and trade” and other state funding programs to ensure that San Mateo County needs are addressed.
- 8.9 Support legislation that supports Peninsula Clean Energy (PCE) objectives and oppose proposed legislation that impairs that effort.
- 8.10 Support legislation that provides local government access to data necessary for completing greenhouse gas emission inventories, or legislation that requires the State to make use and emissions data and community-scale greenhouse gas emission inventories publicly available.
- 8.11 Support efforts that will engage the business community in making contributions to community improvements associated with stormwater, transportation congestion relief and mobility options, affordable housing, greenhouse gas emissions reductions, and energy savings.
- 8.12 Support legislative efforts to create a unified voice in San Mateo County and to manage integrated water issues including sea level rise, flooding, coastal erosion, and stormwater vulnerabilities.
- 8.13 Support legislation to provide funding and policy guidance on wildfire preparedness and emergency response to local jurisdictions.
- 8.14 Monitor efforts to address emergency preparedness and response activities by PG&E.

<p><i>Policy #9 - Protection of water user rights</i></p>
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- 9.1 Support the Bay Area Water Supply and Conservation Association (BAWSCA) efforts in the protection of water user rights for San Mateo County users.

C/CAG AGENDA REPORT

Date: September 10, 2020

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

From: Sandy Wong, Executive Director

Subject: Receive an update on C/CAG's Bicycle and Pedestrian Program, as well as progress made on the Comprehensive Bicycle and Pedestrian Plan update.

(For further information contact Mikaela Hiatt at mhiatt@smcgov.org)

RECOMMENDATION

That the C/CAG Board receive an update on C/CAG's Bicycle and Pedestrian Program, as well as progress made on the Comprehensive Bicycle and Pedestrian Plan update.

FISCAL IMPACT

This presentation has no fiscal impact. The cost to update the Comprehensive Bicycle and Pedestrian Plan is \$196,492.

SOURCE OF FUNDS

- Measure A Transportation Sales Tax (San Mateo County Transportation Authority)
- C/CAG Local Transportation Funds

BACKGROUND

As part of an ongoing commitment to multi-modal transportation, C/CAG's work program includes bicycle and pedestrian program advocacy, planning, and implementation. While C/CAG does not typically construct bicycle and pedestrian facilities, the agency provides critical funding to build a safe, accessible, and connected bicycle and pedestrian network. Staff would like to provide the Board an update on recent active transportation program activities.

Planning: Comprehensive Bicycle and Pedestrian Plan Update

The San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP) is currently undergoing an update. C/CAG has retained Toole Design Group as the consultant to lead the project. In addition to getting input from the Bicycle and Pedestrian Advisory Committee, C/CAG formed a Technical Advisory Group comprised of planning staff, staff from large San Mateo County business, and community advocates to assist the plan development.

Early in the spring, the Agency distributed surveys and held in person interviews with local jurisdictions

to collect data on existing and planned facilities. Toole Design drafted an Existing Conditions Report, which includes a discussion of San Mateo County demographics, proposals for Equity Focus Areas, and a Level of Traffic Stress (LTS) Analysis. The consultant will assemble a list of projects to complete the bicycle and pedestrian network gaps. An initial set of criteria was crafted to evaluate planned projects and help identify those that will most likely do well in competitive funding programs.

C/CAG staff plans to conduct public outreach at the end of September and engage local and regional stakeholders via virtual workshops and town halls. A draft Plan is expected in winter of 2020, and the C/CAG Board adoption of the final Plan is expected in the Spring of 2021.

Funding: Bicycle and Pedestrian Improvements

As a recipient and administrator of federal and state funding sources, such as TDA Article 3 and One Bay Area Grant (OBAG) funding, C/CAG distributes funding to local jurisdictions to develop active transportation plans, in addition to complete infrastructure improvement projects. The infrastructure projects range from bicycle paths and lanes to pedestrian enhancements, such as bulb outs, curb extensions and crosswalks. Many of these projects provide critical connections to key destinations such as transit facilities. Decision on funding distribution is often done in partnership and with input from C/CAG's Bicycle and Pedestrian Advisory Committee. The Agency also secures resources for the countywide Safe Routes to School (SRTS) program. Further, the C/CAG Stormwater and Bicycle and Pedestrian Programs collaboratively supported a series of projects focused on green infrastructure and SRTS.

Advocacy and Collaboration

C/CAG staff serves on various active transportation committees and groups throughout the region, acting as a representative for C/CAG and San Mateo County at large. Some of these groups include the Metropolitan Transportation Commission's (MTC) Active Transportation Working Group and the San Mateo County Active Transportation Monthly Check In (with Silicon Valley Bicycle Coalition, San Mateo County Office of Education, and others). Staff offers technical assistance, relays information on funding opportunities and provides legislative support to build bicycle and pedestrian friendly communities. C/CAG also works directly with the San Mateo County Transportation Authority (SMCTA) on bicycle and pedestrian calls for projects and Countywide planning efforts.

In light of the recent COVID-19 pandemic, C/CAG understands the need for rapid response and adaptation of our streets to better accommodate bicycles and pedestrians. As such, C/CAG staff has been promoting incorporation of quick build and slow streets projects throughout the member agencies.

ATTACHMENTS

N/A

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

September 4, 2020

Brian P. Kelly
Chief Executive Officer, California High Speed Rail Authority
Attn: San Francisco to San Jose Project Section: Draft EIR/EIS
100 Paseo de San Antonio, Suite 300
San Jose, CA 95113
san.francisco_san.jose@hsr.ca.gov

RE: Draft EIR/EIS Comment- San Francisco to San Jose Project Section

Dear Mr. Kelly:

The City/County Association of Governments of San Mateo County (C/CAG) appreciates the opportunity to provide comments on the High-Speed Rail Draft EIR/EIS (DEIR). C/CAG is the County Transportation Agency (CTA) for San Mateo County and is also the designated Congestion Management Agency (CMA) for San Mateo County. In addition, C/CAG is the Airport Land Use Commission, and also plays a key role in Storm Water Pollution Prevention, and Energy Efficiency. C/CAG's Board of Directors is composed of 21 members, including one San Mateo County Supervisor and one councilmember from each incorporated City and Town in San Mateo County. San Mateo County has 21 jurisdictions, a population of 774,00, and is an integral part of the dynamic Silicon Valley/San Francisco economic region. San Mateo County is home to 16 of the top 100 employers and 26 of the top 50 biopharma employers in the Bay Area.

The High-Speed Rail project (Project) consists of constructing improvements that would allow High Speed Rail (HSR) operation between San Jose and San Francisco. Specifically, the Project will construct significant track modifications, modifications to up to 7 Caltrain stations in San Mateo County, and 29 modifications to at-grade crossings in San Mateo County. The HSR alignment directly impacts 11 of the 20 cities in the County representing approximately 60% of the total County population. As such, the Project will be one of the most transformative capital projects in San Mateo County. The Project also has the potential to be one of the most potentially disruptive capital projects in the history of San Mateo County unless the Project sponsor closely collaborates with local jurisdictions to minimize the construction impacts.

We have prepared comments on the DEIR that focus on C/CAG's mission and authority. See Attachment 1. We look forward to your responses to our comments. If you have any questions, contact Sean Charpentier, C/CAG Program Director, at scharpentier@smcgov.org.

Thank you,



Sandy L. Wong
Executive Director

Enclosure:

- 1) Attachment #1: C/CAG HSR DEIR Comments

Attachment #1: C/CAG HSR DEIR Comments

#1. Traffic and Transportation:

C/CAG is the designated Congestion Management Agency for San Mateo County. In accordance with State statute, C/CAG prepares and adopts the Congestion Management Plan (CMP) for San Mateo County, which includes 16 signalized intersections and 53 roadway segments in the County. The CMP identifies performance measures for all network segments and intersections. Pursuant to Government Code Section 65089 (b)(1)(A), the determinative thresholds for CMP's Roadway System are Level of Service (LOS). Please refer to the C/CAG CMP document for information on LOS thresholds. A copy of the most recent CMP is available at: <https://ccag.ca.gov/programs/transportation-programs/congestion-management/>; and is incorporated by reference. The intersection analysis in DEIR Section 3.2 includes 103 intersections in San Mateo County, including 3 intersections included in the C/CAG CMP Network (El Camino Real/Millbrae Avenue, El Camino Real/Whipple Avenue, Bayshore Boulevard/Geneva Avenue).

C/CAG has the following transportation related comments.

- a) Update the DEIR to include reference to C/CAG's role as the County Congestion Management Agency and the role of the Congestion Management Plan, and that the threshold for Congestion Management Agencies is LOS, not VMT.
- b) Identify the DEIR analyzed intersections that are part of the CMP, and, for those intersections, whether there is an impact under the CMP's adopted LOS threshold.
- c) SB 743 shifted the CEQA threshold from LOS to VMT. It is encouraging to see the projected reductions in VMT generated by the Project. Cities often include LOS thresholds and standards in General Plans and other planning and regulatory documents. Did the DEIR analyze the intersection impacts based on LOS thresholds included in the impacted cities' General Plans or other planning or regulatory documents?
- d) The Potential Mitigation Measure (TR-MM#1; p3.2-96) states that there are potential right of way impacts that might require displacement of residential development. Project EIRs typically include detailed location and designs of roadway mitigations that identify the estimated right of way acquisition so the Lead Agency and the public have sufficient information to determine if the mitigations are feasible. Why were the potential right of way impacts not identified for this mitigation? Would these potential right of way impacts exceed the projection of the displacement of up to 62 units and 181 individuals? See comments under Section #5 regarding potential impact to housing.
- e) There are 29 at-grade crossings in San Mateo County. The Project's increase in trains and train speeds will also increase the transportation, noise, and public safety impacts at each at-grade crossing. The Project's planned service will benefit tremendously from decades of investment in grade separations made by San Mateo County (and its voters). The High-Speed Rail Authority provided funding for the 25th Ave grade separation in the City of San Mateo. The Project should make similar investments for additional grade separations in San Mateo County.

#2. Bicycle and Pedestrian Improvements

C/CAG prepares and manages the San Mateo County Comprehensive Bicycle and Pedestrian Plan (SMC CBPP). See the following link for the current version of the Plan: <https://ccag.ca.gov/programs/transportation-programs/active-transportation/>. For updates on the current planning effort, please visit bikewalkccag.com. The SMC CBPP includes 6 programs intended to expand bicycle and pedestrian facilities and encourage more bicycle and pedestrian trips. Increasing bicycle and pedestrian trips is especially critical for connecting transit riders with bus, Caltrain, and the future HSR stations. C/CAG is in the process of updating the SMC CBPP and will have a final adopted SMC CBPP in early 2021. As station improvements, at-grade crossings, and all other Project elements are designed and constructed, it is critical that they include the relevant planned bicycle and pedestrian improvements.

C/CAG has the following Bicycle and Pedestrian Improvement related comments.

1. Add the SMC CBPP to the list of referenced plans and documents.
2. The Project alignment presents a barrier to many communities in San Mateo County. The residents experience limited mobility due to the lack of bicycle and pedestrian crossings of the Project right of way. The Project will exacerbate this separation through increased rail frequencies. The Project should provide technical and financial support to the planning, design, and construction of dedicated bicycle and pedestrian overcrossings along the alignment, for example like the one proposed by the North Fair Oaks Community Plan.
3. Ensure that existing bicycle and pedestrian facilities and infrastructure that are demolished for the Project are not just replaced in kind, but improved and expanded through being designed and constructed based on the most recent bicycle and pedestrian plans, designs, and specifications.
4. C/CAG suggests adding a policy that the Project design and construction shall incorporate the following:
 - a) All applicable bicycle and pedestrian improvements identified in the most current local city Bicycle and Pedestrian plans and the SMC CBPP; and
 - b) The recommendations in the most current version of the Federal Transit Administration Manual on Pedestrian and Bicycle Connections to Transit (see: <https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/research-innovation/64496/ftareportno0111.pdf>); and
 - c) Adequate station and on-transit accommodations for bicycle parking and storage, and the provision of bike share programs.

#3. Storm Water

C/CAG manages the NPDES permit for the County, including managing the following storm water/water quality programs:

- Support C/CAG member jurisdictions' compliance with the Municipal Regional Stormwater Permit (MRP).
- Local support – support municipalities in direct compliance with the MRP, including municipal staff training, public participation and involvement, trash load reduction actions, water quality monitoring.
- Countywide support – provide support to municipalities at countywide level, including developing guidance and tools for green infrastructure design and implementation, modeling pollutant load reductions, pursuing grant funds, etc.
- Regional support – fund the San Francisco Estuary Institute Regional Monitoring Program and

contribute to regional stormwater planning, scientific studies and implementation projects via participation in the Bay Area Stormwater Management Agencies Association.

The Project will add up to 188 acres of impervious surface; and have permanent impacts on 27 waterway resources (pages 3.8-53 and 3.8-54).

C/CAG has the following Hydrology and Water Resources related comments.

- a) Page 3.8 4. Provide additional information on Municipal Regional Stormwater Permit (MRP) Phase I co-permittee requirements under Provision C.12 to address polychlorinated biphenyls (PCBs) and associated pollutant load reductions via stormwater control measures, including PCBs source identification and abatement via local municipality stormwater discharge regulation authority and/or in coordination with the San Francisco Regional Water Quality Control Board. Railroads are a known source of PCBs and the specific requirements for identifying and managing potential sources PCBs are relevant to this Project. At a minimum, a plan to test for and abate any PCBs in areas that will see construction activities within old industrial land use areas should be incorporated to prevent mobilization and discharge of PCBs via wind dispersal to adjacent areas or via storm water runoff to the storm drain system and downstream receiving water bodies.
- b) Page 3.8-20. C/CAG recommends that the Project design any updated drainage systems or creek/drainage channel conveyance systems to account for future climate change impacts on precipitation and resultant stormwater runoff volumes, and for future climate change impacts from sea level rise and rising shallow groundwater tables. C/CAG has done countywide modeling for future precipitation impacts using downscaled global climate models from the State's Cal-Adapt website. The results of this modeling indicate future precipitation values for typical storm recurrence frequencies may significantly increase, with a future 10-year six-hour storm event providing similar precipitation as today's 25-year event. Similarly, a future 100-year event would exceed today's 200-year event. (See technical memorandum included in Item 5, Draft Climate Adaptation Risk Analysis for the San Mateo Countywide Sustainable Streets Master Plan of the May 21, 2020 C/CAG Stormwater Committee [agenda](#), which is incorporated by reference.) As such, and while all drainage improvements will have to be coordinated with the relevant local agencies, it is imperative that significant improvements be built to accommodate increased intensity of storm events and, where relevant, the compounding impact of future sea level rise.
- c) Page 3.8-46. Please provide more detail on how the Project will permanently impact up to 27 waterway resources and add up to 188 acres of impervious surface and nonetheless result in a less than significant impact (Temporary Impacts on Drainage Patterns and Stormwater Runoff during Construction and Impact HYD#2 (Permanent Impacts on Drainage Patterns and Stormwater Runoff). Mitigation for impacts to waterway resources should be implemented as close as possible to where the impacts occur, and ideally within the same jurisdiction. The mitigations must be provided within the relevant county. In addition, given the potential challenge in providing mandated stormwater treatment for all added/replaced impervious acres within the HSR rights-of-way, C/CAG recommends close coordination with local jurisdictions on opportunities to implement alternative compliance outside the HSR boundaries and in support of local Green Infrastructure Plans to more sustainably manage stormwater runoff in compliance with the Municipal Regional Permit. In addition, C/CAG's forthcoming Sustainable Streets Master Plan should be referenced for integrated bike/ped/green infrastructure project opportunities that could serve to meet any treatment obligations of HSR.
- d) Page 3.8-55. The design of all replacement, new, or expansion drainage improvements should be consistent with the San Mateo Countywide C.3 Regulated Projects Guide and Green Infrastructure Design Guide, as well as all associated green infrastructure and drainage plans and requirements adopted

by the impacted city.

- e) Page 3.8-55. The process for determining if the existing drainage system has sufficient capacity is not clear. The DEIR should specify that drainage engineering analysis shall occur early enough in the design process for consultation with the local jurisdiction that has authority of the drainage system, that the analysis shall be based on the established design parameters and thresholds in each community, and that the determination of whether upgrades are necessary should secure the concurrence of the relevant City Engineer. HSR should also consider results from C/CAG's climate change analysis referenced above to evaluate the potential need for increased drainage capacity in future climate change scenarios.
- f) Page 3.8-63 (Temporary Impacts on Surface Water Quality during Construction); and page 3.8-66 (Impact HYD#5 Permanent Impacts on Surface Water Quality). The DEIR identifies Significant Unavoidable Impacts for Temporary and Permanent Impacts on Surface Water Quality. The Project will permanently impact up to 27 waterway resources and add up to 188 acres of impervious surface. San Mateo County has limited waterways remaining, especially in the more urbanized areas, and these impacts could significantly jeopardize the County's ability to prevent further hydrologic and water quality impacts to urban creeks. It is critical that the mitigations be as geographically close to the impact as possible, preferably within the same jurisdiction. The mitigations must be provided within the relevant county. Given the linear nature of the Project, and the multitude of jurisdictions, C/CAG recommends that the Project explore creating a mitigation fund by County to address permanent waterway resource and stormwater treatment mitigation requirements.
- g) Page 2-I-106 through 2-I-121 C/CAG recommends adding the San Mateo Countywide Stormwater Resource Plan as a countywide watershed-based plan for identifying and prioritizing regional, right-of-way and parcel-based stormwater capture projects as well as local municipal Green Infrastructure Plans for impacted San Mateo County municipalities to support coordination with local jurisdictions on alternative compliance stormwater treatment projects as needed (see comment c) above).

#4. Airport Land Use Compatibility Plans

C/CAG is the designated Airport Land Use Commission (ALUC) for airports within San Mateo County. Within the Project study area there are adopted Airport Land Use Compatibility Plans (ALUCPs) for the San Carlos Airport and the San Francisco International Airports (SFO). The ALUCPs include policies and a review process for potential use impacts, height impacts, and impacts to airports' navigation facilities and equipment. The DEIR references Electromagnetic Interference with Airports (EMF/EMI#9, p3.5-45).

Both the SFO ALUCP (Policy AP-4(d)) and the San Carlos ALUCP include the following policy regarding potential obstructions to Navigation Equipment:

- Other Flight Hazards are Incompatible – Sources of electrical interference with aircraft or air traffic control communications or navigation equipment, including radar” (SFO ALUCP Airspace Protection Policy AP-4(d) and San Carlos Airport ALUCP Airspace Protection Policy 6, Section 5.)

C/CAG has the following ALUCP related comments.

- a) C/CAG suggests adding the following policy: Where applicable, the Project shall comply with adopted SFO ALUCP and the San Carlos ALUCP policies and procedures, including but not limited to addressing potential construction impacts and potential impacts to navigation equipment.

#5. Displacement and Community Disruption

San Mateo County and the rest of the Bay Area are in the middle of a severe housing crisis. The number of homeless in the County increased by 20% between 2017 and 2019. The housing crisis has become so severe that many local jurisdictions, including San Mateo County, have imposed moratoriums on residential evictions in response to the housing crisis and the COVID-19 Crisis.

The Project estimates the displacement of up to 62 units, housing up to 181 people. For residential tenants, displacement often results in either moving out of the region or homelessness. Housing instability threatens the public peace, health and safety as eviction from one's home can lead to homelessness; loss of community; stress and anxiety caused by the experience of displacement; interruption of the education of any children in the home; increased incidence of families moving into overcrowded conditions creating greater risk for the spread of COVID-19; as well as increased difficulty in complying with the Shelter-in-Place Orders and a corresponding increased risk to public health and safety. C/CAG has the following Displacement, Land Use, and Environmental Justice comments.

- a) Impact SOCIO#7 (p 3.12-93). Please confirm if any of the residential properties identified for potential acquisition are deed restricted affordable housing or affordable housing with a regulatory agreement. The displacement of up to 181 people is a major negative impact to those each of those individuals and their communities.
- b) P 3.12-68 (CEQA Conclusion). The CEQA conclusion is that the displacement is less than significant. This seems contrary to the multi-year housing and homeless crisis. Please provide analysis for why a "Last Resort Housing" finding was not made and why contributions to replacement housing are not suggested.
- c) The property acquisition process is difficult for both residential owners and residential tenants. The owners tend to have resources, including legal support, to assist them. The tenants often lack access to independent legal or support resources to represent and assist them during the process. Has the Project considered funding independent tenant support services such as the Legal Aid Society of San Mateo County?
- d) The Project proposes using 42 months of rental differential for relocation benefits. There is precedent for large public projects providing up to 48 months of rental differential. Given the severe housing crisis, has the Project considered extending the months of relocation payments from 42 months to 48 months?
- e) P 5-8, Figure 5-2. The methodology of the scope of the Environmental Justice Study Resource Area (EJSRA) is logical, but the application produces geographically incongruous results that might create negative perception issues. The challenge arises from using the Census tracts, which are based on population density. For example, the EJSRA excludes East Palo Alto and the Bell Haven neighborhood of Menlo Park, but includes parts Redwood City to the Baylands and Census tracts along and west of Highway 280. A possible solution might be to expand the EJSRA to the Bay.
- f) Underserved neighborhoods are often disproportionately impacted by the construction of large projects. Ensure that underserved communities are protected during construction. In particular, that the relocation of transit stops or other temporary construction impacts does not negatively impact the residents' mobility or safety. The Project should consider operating shuttles to assist with construction closures.

#