

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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REVISED

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

Meeting No. 335

DATE: Thursday, December 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/82255137180?pwd=cEthSIVYMUZYYS9UUKx0L204UExoZz09>

Meeting ID: 822 5513 7180

Password: 948193

Join by Phone:

(669) 900-6833

Meeting ID: 822 5513 7180

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

- 1.0 CALL TO ORDER/ ROLL CALL
- 2.0 BRIEF OVERVIEW OF TELECONFERENCE MEETING PROCEDURES

3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

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

4.0 PRESENTATIONS/ ANNOUNCEMENTS

4.1 Certificate of Appreciation to Catherine Carlton for her years of dedicated service to C/CAG. p.

4.2 Certificate of Appreciation to Catherine Mahanpour for her years of dedicated service to C/CAG. p.

4.3 Certificate of Appreciation to Karyl Matsumoto for her years of dedicated service to C/CAG. p.

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. 334 dated November 12, 2020. ACTION p.

5.2 Review and approval of Resolution 20-58 authorizing the C/CAG Chair to execute an agreement with Geosyntec Consultants, Inc., in an amount not to exceed \$110,750, to develop a business case and collaborative framework for regional stormwater management, and Resolution 20-63 to execute an agreement with Craftwater Engineering, Inc., in an amount not to exceed \$89,250, to identify, prioritize, and develop concepts for regional stormwater capture projects. ACTION p.

5.3 Review and approval of Resolution 20-60 authorizing the C/CAG Chair to execute Amendment No. 1 to the Agreement with Toole Design Group for the San Mateo County Comprehensive Bicycle and Pedestrian Plan Update, amending the scope of work, increasing the project budget by \$25,000 for a new total contract amount of \$221,492, and extending the contract through June 30, 2021. ACTION p.

5.4 Review and approval of the Finance Committee's recommendation to the investment portfolio and accept the Quarterly Investment Report as of September 30, 2020. ACTION p.

5.5 Review and accept the C/CAG Financial Statements (Audit) for Fiscal Year Ended June 30, 2020, the Memorandum on Internal Control, and the Required Communications for the Year Ended June 30, 2020. ACTION p.

5.6 Review and accept the C/CAG Single Audit Report for the Year Ended June 30, 2020. ACTION p.

- 5.7 Review and accept the C/CAG State Transportation Improvement Program (STIP) Planning, Programming & Monitoring Program (PPM) Final Project Expenditure Audit Report from July 1, 2018 through September 30, 2019. ACTION p.
- 5.8 Review and accept the Measure M Fund Financial Statements (Audit) for the Year Ended June 30, 2020. ACTION p.
- 5.9 Review and approval of Resolution 20-61 authorizing the C/CAG Chair to execute Amendment No.1 to the agreement with Shaw Yoder Antwih Schmelzer & Lange, Inc. to add an additional amount not-to-exceed \$156,000 to provide state legislative advocacy services for the 2021-2022 Legislative Session, for a new total amount not-to-exceed \$302,250, and further to extend the contract term to December 31, 2022. ACTION p.
- 5.10 Review and approval of Resolution 20-62 authorizing the C/CAG Chair to execute the Cooperative Agreement between Caltrans, the San Mateo County Transportation Authority (SMCTA) and C/CAG for the Project Approval and Environmental Document (PA&ED) Phase of the US 101 Managed Lane Project north of I-380. ACTION p.
- 5.11 Receive a copy of a Resolution of the Millbrae City Council giving notice to the C/CAG Board, as the San Mateo County Airport Land Use Commission (ALUC), of its intent to consider an override of the ALUC determination that the proposed Amendments to the Millbrae Station Area Specific Plan are not consistent with the ~~noise~~ safety policies of the Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. ACTION p.
- 5.12 Review and approval of Resolution 20-64 authorizing the C/CAG Chair to execute Amendment No. 1 to an agreement with Placeworks for update of the Daly City and Southeast San Mateo County Community Based Transportation Plans, to add an additional \$30,000 to collaborate with and to compensate Community Based Organizations for community outreach efforts, for a revised not to exceed contract amount of \$198,809. ACTION p.

6.0 REGULAR AGENDA

- 6.1 Review and approval 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.
- 6.2 Review and approval of the Annual C/CAG Legislative Policies for 2021. ACTION p.
- 6.3 Review and approval of the 2021 C/CAG Board meeting calendar. ACTION p.
- 6.4 Review and approval of the C/CAG Lifeline Transportation Program Cycle 6 Call for Projects and schedule. ACTION p.
- 6.5 Review and approval of Resolution 20-59, authorizing the C/CAG Executive Director to enter into agreements with American Rivers/Corona Environmental Consultants and with WaterNow Alliance for pro-bono services to evaluate opportunities for a

stormwater credit trading marketplace and to summarize funding and financing options
for stormwater capture projects. ACTION p.

- 6.6 Receive presentation on the Draft San Mateo Countywide Sustainable Streets Master Plan. INFORMATION p.

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 p.

- 9.1 Letter from Sandy Wong, Executive Director, City/County Association of Governments, to all Councilmembers of San Mateo County Cities and Members of the Board of Supervisors; dated 12/04/20. RE: C/CAG Committee Vacancies for Elected Officials

- 9.2 Letter from Reuben Holober, Mayor, City of Millbrae, to Sandy Wong, Executive Director, City/County Association of Governments; dated 11/19/20. RE: Regionally Integrated Climate Action Planning Suite (RICAPS) program p.

10.0 CLOSED SESSION

- 10.1 Public Employee Performance Evaluation (Government Code Section 54957).

Title: Executive Director of C/CAG.

- 10.2 Conference with Labor Negotiators (Government Code Section 54957.6).

C/CAG Representatives: Marie Chuang.
Unrepresented Employee: Executive Director.

11.0 RECONVENE IN OPEN SESSION

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

- 12.0 Action on Compensation Adjustment for Executive Director and review and approval of Resolution 20-65 authorizing the C/CAG Chair to execute Amendment No. 3 to the agreement between C/CAG and Executive Director ACTION p.

13.0 ADJOURNMENT

Next scheduled meeting January 14, 2021

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