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**AGENDA**

Congestion Management & Environmental Quality (CMEQ) Committee

**Date:** Monday, April 26, 2021  
**Time:** 3:00 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 Zoom Meeting:**

<https://us02web.zoom.us/j/85091491138?pwd=VkJsMERlazk3VUppb0R4MmhjSHBPUT09>

**Meeting ID: 850 9149 1138**  
**Password: 229428**

**Join by Phone: +1-669-900-6833**  
**Meeting ID: 850 9149 1138**  
**Password: 229428**

Persons who wish to address the C/CAG CMEQ Committee on an item to be considered at this meeting, or on items not on this agenda, are asked to submit written comments to [jlacap@smcgov.org](mailto:jlacap@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.

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1. Brief Overview of Teleconference Meeting Procedures	Information (Lacap)	No Materials
2. Public comment on items not on the agenda	Presentations are limited to 3 mins	No Materials
3. Issues from the April 2021 C/CAG Board meeting:	Information (Lacap)	No Materials
<ul style="list-style-type: none"> <li>• Approval of Reso 21-18 approving C/CAG Lifeline Transportation Program Cycle 6</li> <li>• 2021 C/CAG Annual Forum - strategic planning breakout sessions related to greenhouse gas (GHG) emissions/vehicle miles traveled (VMT) reduction strategies, micro-mobility programs, and stormwater funding needs</li> </ul>		
4. Approval of minutes of March 29, 2021 meeting	Action (O’Neill)	Pages 1 - 4
5. Review and recommend approval of the C/CAG distribution policy for Fiscal Year 2021-22 State Transit Assistance (STA) Population-Based funds among the STA-eligible transit operators and funds that will be	Action (Lacap)	Page 5 - 16



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spent benefiting Communities of Concern for the subsequent fiscal year

- |     |  |                       |               |
|-----|--|-----------------------|---------------|
| 6.  | Review and recommend Board acceptance the Measure M Fiscal Year 2019/20 Performance Report                         | Action (Wever)        | Page 17 - 25  |
| 7.  | Review and provide input on the draft Fiscal Year 2021/22 to 2025/26 Measure M Strategic Plan recommendations      | Information (Wever)   | Pages 26 – 28 |
| 8.  | Review and provide input on the Draft Companion Monitoring Network of the 2021 Congestion Management Program (CMP) | Information (Lacap)   | Pages 29 - 31 |
| 9.  | Executive Director Report  | Information (Wong)    | No Materials  |
| 10. | Member comments and announcements  | Information (O’Neill) | No Materials  |
| 11. | Adjournment and establishment of next meeting date:<br><b>May 24, 2021</b>   | Action (O’Neill)      | No Materials  |

**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 [jlacap@smcgov.org](mailto:jlacap@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 CMEQ Committee members, made publicly available on the C/CAG website along with the agenda. 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 C/CAG staff or CMEQ Chair call for the item on which you wish to speak, click on “raise hand.” Staff 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: Jeff Lacap, [jlacap@smcgov.org](mailto:jlacap@smcgov.org)

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS COMMITTEE ON CONGESTION  
MANAGEMENT AND ENVIRONMENTAL QUALITY (CMEQ)**

**MINUTES  
MEETING OF MARCH 29, 2021**

The meeting was called to order by Vice Chair O’Neill at 3:01 p.m. via Zoom Videoconference. Roll call for attendance was taken. Attendance sheet is attached.

**1. Brief Overview of Teleconference Meeting Procedures**

Jeff Lacap, C/CAG Staff, provided an overview of the teleconference meeting procedures.

**2. Public comment on items not on the agenda**

None.

**3. Issues from the March 2021 C/CAG Board meeting. (Information)**

Jeff Lacap, C/CAG Staff, noted the agenda listed the status of items recently addressed by the C/CAG Board, and offered to respond to any questions.

**4. Approval of minutes of the February 22, 2021 meeting. (Action)**

*Motion – To approve the minutes of the February 22, 2021 CMEQ meeting, Beach/Papan, Beach, Bonilla, Mates, O’Neill, Reddy, Brown, Holober, McCune, Papan, Koelling, and Alba approved. Motion passed 11-0.*

**5. Receive a presentation on the San Mateo County Energy Watch program (SMCEW) Local Government Partnership between C/CAG and Pacific Gas and Electric Company. (Information)**

Kim Springer, San Mateo County Energy Watch program manager, provided an update on the San Mateo County Energy Watch (SMCEW) Local Government Partnership. The program provides energy efficiency services to municipal and special district buildings, K-12 schools, and Hard to Reach, small disadvantaged businesses in San Mateo County. The SMCEW program also provides climate action planning resources, via the Regionally Integrated Climate Action Planning Suite Program (RICAPS) to the cities and County. The resources include a template and tools for developing climate action plans, consultant technical support, and annual greenhouse gas (GHG) emission inventories. These programs work together to help cities and the County both plan and act on energy projects to reduce GHG emissions.

Committee members had the following questions:

- To help with the outreach and support of the program, Committee members requested for a list of participating staff contacts from their respective jurisdictions.
- In response to Member Reddy’s question, Kim provided the characteristics of what constitutes a hard-to-reach small business.

*Committee members provided comments only. No formal action needed.*

**6. Receive an update of the San Mateo County Safe Routes to School Program activities in FY 2019-2020. (Information)**

Mikaela Hiatt, C/CAG staff, provided a brief overview of the Safe Routes to School (SRTS) Program, noting the program is administered jointly between C/CAG and the San Mateo County Office of Education (SMCOE). She introduced Theresa Vallez-Kelly, San Mateo County Safe Routes to School Program Coordinator, who presented program highlights for Fiscal Year 2019-20. Due to the COVID-19 pandemic, many activities of the Safe Routes to School program had to shift from in person to online and Theresa shared the various virtual offerings SMCOE has provided. Highlights include a virtual escape room, Walk to Anywhere Days, and Ruby Bridges Day. Theresa thanked C/CAG for the continued partnership with the SRTS program.

Committee members thanked Theresa for the continued work SMCOE does to implement the program. C/CAG Executive Director, Sandy Wong, also expressed thanks to Theresa for the years of partnership with SMCOE.

*Committee members provided comments only. No formal action needed.*

**7. Review and recommend approval of projects to be funded under the C/CAG Lifeline Transportation Program Cycle 6 for a total amount of \$1,748,570. (Action)**

C/CAG staff, Jeff Lacap, presented the recommended projects to funded under the C/CAG Lifeline Transportation Program Cycle 6. C/CAG administers the Lifeline Transportation Program that funds projects identified through the Community-Based Transportation Plans (CBTP), aiming to improve the mobility of low-income residents, or through other relevant planning efforts in other low-income areas.

The Committee reviewed the Lifeline call for projects in November 2020 and the C/CAG Board of Directors authorized the call for projects at its December 2020 meeting. A call for projects was issued on December 11, 2020 and applications were due on February 19, 2021.

On March 8, 2021, the selection panel recommended to fully fund the following projects eligible for STA funding:

- Daly City Bayshore Shuttle (Project Sponsor: City of Daly City)
- Operating Support for Expanded Route 17 Service (Project Sponsor: SamTrans)
- Operating Support for SamCoast Service (Project Sponsor: SamTrans)
- Get Around! Senior Transportation Program (Project Sponsor: City of San Mateo)
- Menlo Park Shuttle Program (Project Sponsor: City of Menlo Park)
- Free South City Shuttle Outreach Enhancements Project (Project Sponsor: City of South San Francisco)

For this 6th Cycle, funding requests were undersubscribed with \$1,748,570 being requested and approximately \$3,399,304 available. The remaining funds will be rolled over and stay within San Mateo County. C/CAG staff proposes that the remaining funds be directed towards administering a mid-cycle call for projects upon completion of the updates of two Community-

Based Transportation Plans (CBTP) in Southeast San Mateo County and Daly City. Those Plans are currently underway and tentatively scheduled for completion next year.

Committee members had the following questions:

- Member Reddy asked about outreach efforts in the North Fair Oaks and East Palo Alto area. Jeff responded that the current CBTP update is focused on these areas.
- Committee members expressed interest to see if leftover funds can be quickly deployed for COVID-19 related activities or can be used for another call for projects, if possible.

*Motion – To recommend approval of projects to be funded under the C/CAG Lifeline Transportation Program Cycle 6 for a total amount of \$1,748,570, with further recommendation to administer a mid-cycle call for projects using the remaining funds and requested that staff look into quickly deploying the funds for COVID-19 related activities such as transit passes to vaccination sites. O’Neill/Papan. Beach, Bonilla. Mates, O’Neill, Reddy, Brown, Holober, McCune, Papan, Koelling, and Alba approved. Motion passed 11-0.*

## **8. Executive Director Report (Information)**

Sandy Wong, C/CAG Executive Director, provided the following updates:

- MTC Safe and Seamless Mobility Quick Strike Program – C/CAG Board approved a letter of interest submitting 15 projects totaling \$9.7 to MTC for the Quick Strike Program, along with some updates to projects.
- Congressional Earmarks – The office of Congresswoman Speier is soliciting project proposals to the House Transportation and Infrastructure Committee and C/CAG, along with other agencies, will be working to submit requests. Member Papan stressed the importance of highlighting all projects, along with their costs, in the county at the regional level.

## **9. Member comments and announcements (Information)**

Member Beach thanked C/CAG staff and the committee members for the work in advocating the importance of Grade Separation projects within the county and their inclusion in the regional plans, such as Plan Bay Area 2050.

## **10. Adjournment and establishment of next meeting date**

The meeting adjourned at 4:20 pm.

The next regular meeting was scheduled for April 26, 2021.

**2021 C/CAG Congestion Management & Environmental Quality (CMEQ) Committee Attendance Report**

Name	Representing	Jan	Feb	Mar	Apr	May	Jun	Jul (No Mtg.)	Aug	Sept	Oct	Nov	Dec (No Mtg.)
Emily Beach (Burlingame City Council Member)	Elected Official	X	X	X									
Rick Bonilla (San Mateo City Council Member)	Elected Official	X		X									
Julia Mates (Belmont City Council Member)	Elected Official		X	X									
Mike O'Neill (Pacifica City Council Member)	Elected Official	X	X	X									
Diana Reddy (Redwood City Council Member)	Elected Official		X	X									
Dick Brown (Woodside Town Council Member)	Elected Official	X	X	X									
Reuben Holofer (Millbrae City Council Member)	Elected Official	X	X	X									
Tom McCune (Belmont City Council Member)	Elected Official		X	X									
Patrick Sullivan (Foster City Council Member)	Elected Official	X											
Gina Papan (MTC Commissioner)	Metropolitan Transportation Commission (MTC)	X	X	X									
Lennie Roberts	Environmental Community	X											
Adina Levin	Agencies with Transportation Interests		N/A	N/A									
Linda Koelling	Business Community	X	X	X									
Peter Ratto	San Mateo County Transit District (SamTrans)		X	X									
Jessica Alba	Public Member	X	X	X									
<i>Peninsula Corridor Joint Powers Board (Caltrain)</i>	<i>Vacant</i>												

**Staff and Guests in attendance for the March 29, 2021 Meeting**  
 Sandy Wong, Sean Charpentier, Mikaela Hiatt, Jeff Lacap, Kim Springer -  
 C/CAG Staff

Theresa Vallez-Kelly – SMCOE, John Ford – Commute.org

## C/CAG AGENDA REPORT

Date: April 26, 2021

To: C/CAG Congestion Management and Environmental Quality Committee

From: Jeff Lacap, Associate Transportation Systems Coordinator

Subject: Review and recommend approval of the C/CAG distribution policy for Fiscal Year 2021-22 State Transit Assistance (STA) Population-Based funds among the STA-eligible transit operators and funds that will be spent benefiting Communities of Concern for the subsequent fiscal year

(For further information or questions, contact Jeff Lacap at [jlacap@smcgov.org](mailto:jlacap@smcgov.org))

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### RECOMMENDATION

That the C/CAG CMEQ Committee recommend approval of the C/CAG distribution policy for Fiscal Year 2021-22 State Transit Assistance (STA) Population- Based funds among the STA-eligible transit operators and funds that will be spent benefiting Communities of Concern for the subsequent fiscal year.

### FISCAL IMPACT

This program is estimated to have \$1,898,852 in Population-Based State Transit Assistance (STA) for San Mateo County for Fiscal Year 2021-22.

### SOURCE OF FUNDS

\$1,898,852 in Population- Based State Transit Assistance (STA) for Fiscal Year 2021-22.

### BACKGROUND

#### STA Block Grant

Based on the proposed FY 2021-22 State Budget, the Bay Area would receive approximately \$185 million in Revenue-Based and \$67 million in Population based STA funds. The state allocates Revenue-Based STA to transit operators based on their revenue as defined by PUC 99314 (b). The Metropolitan Transportation Commission (MTC) receives a share of the Population- Based STA based on a population formula.

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

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

Since 2006, C/CAG has been delegated by the Metropolitan Transportation Commission (MTC) to administer the Lifeline Transportation Program for San Mateo County. The purpose of the Lifeline Program is to fund projects, identified through the community-based transportation planning (CBTP) process, which improves the mobility of low-income residents.

On February 28, 2018, under MTC Resolution 4321, MTC established the new STA County Block Grant Program policy whereby the nine Bay Area Congestion Transportation Agencies (CTA) would determine how to invest the population-based STA funds in public transit services and lifeline transportation services. MTC developed a formula distribution to each county that factors STA eligible small transit operators, regional paratransit, and the lifeline transportation program.

As the CTA, C/CAG coordinates with STA-eligible transit operators and develops the STA Population-Based distribution policy within San Mateo. SamTrans is the only STA-eligible operator in San Mateo county. In past cycles, under MTC, the split averaged 37% for paratransit and 63% for the Lifeline program.

#### Community Based Transportation Plans (CBTP) and Lifeline Transportation Program

Lifeline Transportation Program projects are related to the Community Based Transportation Plans (CBTP). CBTPs are based in Communities of Concern; MTC's designation of communities that have high concentration of both minority and low-income households or that have a concentration of other factors including people with disabilities, seniors, and cost-burdened renters. There are currently 4 CBTPs in San Mateo County (San Bruno/South San Francisco; North Central San Mateo, Bayshore, and East Palo Alto).

The CBTP are based on grass roots input, and the perspectives of residents and community organizers. Each CBTP will establish solutions to transportation gaps identified during diverse outreach campaigns and coordination with local community groups. The CBTP's include a series of transportation solutions designed to benefit low-income residents, the disabled, senior citizens, those without vehicles and other disadvantaged communities. The goal of the Lifeline Transportation Program is to provide funds to complete projects that are included in, or derived from, CBTPs and other local planning efforts for low-income communities. The Lifeline Transportation Program is one of the only funding sources that C/CAG administer that responds to the transportation needs of low-income residents in Communities of Concern.

C/CAG is currently updating the CBTPs for Daly City and Southeast San Mateo County, but the update has been delayed by the COVID-19 crisis. C/CAG had originally planned to complete the update of the CBTPs in 2020 and then issue the Cycle 6 Call for projects. C/CAG has traditionally accumulated two years of Lifeline Funds before issuing a call for projects. However, the COVID-19 crisis has delayed the update of the CBTPs due to the challenges of creating meaningful public engagement and input during the pandemic. The delays caused by

the COVID-19 crisis meant that C/CAG accumulated 3 years of Lifeline funds before issuing Cycle 6 Call for projects.

However, C/CAG decided to proceed with the Cycle 6 Call for projects in late 2020 to provide the opportunity for existing Lifeline projects, such as community shuttle operations and other transit services, to apply and to see if there were additional projects/programs that were responding to the needs created by the COVID-19 crisis. C/CAG held two applicant workshops in January and extended the outreach of potential project sponsors to include community-based organizations (CBO's) and non-profit agencies in addition to local jurisdictions within San Mateo County.

The C/CAG Lifeline Transportation Program Cycle 6 program of projects was approved by the C/CAG Board on April 8, 2021. For this 6th Cycle, C/CAG had \$3,399,304 available and the C/CAG Board approved funding requests for \$1,748,570. Historically, previous cycles of the Lifeline Transportation Program have received project funding requests exceeding available funding. As described above, COVID-19 delays resulted in Cycle 6 having three years of accumulated Lifeline Transportation Funding rather than the traditional two years. In addition, the COVID-19 crisis likely shifted the resources and priorities of cities and nonprofits to immediate crisis relief.

The remaining funds will be rolled over and stay within San Mateo County. The April 8, 2021 C/CAG Board recommendation included C/CAG staff preparing a mid-cycle Lifeline Transportation Call for Projects upon completion of the updates of two Community-Based Transportation Plans (CBTP's) in Southeast San Mateo County and Daly City currently underway and tentatively scheduled for completion early next year. In the meantime, staff has started to engage with community stakeholders to better understand the needs of specific targeted communities that would benefit from the Lifeline Transportation Program.

#### STA Block Grant - Fiscal Year 2021-22

For Fiscal Year 2021-22, the County share of population-based STA funds is estimated to be \$1,898,852. This estimate may change depending on the actual STA revenue generated. In past cycles, under MTC, the split averaged 37% for paratransit and 63% for the Lifeline program. C/CAG staff is proposing to continue the historical 37% for paratransit and 63% for Lifeline division for FY 2021-22. This would result in approximately \$702,575 for paratransit and \$1,196,277 for the Lifeline Transportation Program. On April 9, 2021, C/CAG staff discussed this with the SamTrans staff and received concurrence on the proposal.

#### Recommendation

This proposal was presented to the C/CAG Congestion Management Program Technical Advisory Committee (CMP TAC) on April 15, 2021 and was recommended for approval. Upon review by the C/CAG CMEQ Committee, this proposal will be presented to the C/CAG Board on May 13, 2021.

#### **ATTACHMENTS**

1. MTC Resolution No. 4321

Date: February 28, 2018  
W.I.: 1511  
Referred By: PAC

ABSTRACT

Resolution No. 4321

This resolution establishes a policy for the programming and allocation of State Transit Assistance (STA) funds and State of Good Repair Program funds, made available under the provisions of Public Utilities Code Sections 99312.1, 99313, and 99314.

This resolution supersedes Resolution No. 3837.

Further discussion of this action is contained in the Executive Director's Memorandum to the Programming and Allocations Committee dated January 3, 2018 and the MTC Programming and Allocations Committee Summary Sheet dated February 14, 2018.

Date: February 28, 2018  
W.I.: 1511  
Referred By: PAC

Re: Adoption of MTC's State Transit Assistance (STA) and State of Good Repair Program Programming and Allocation Policy.

METROPOLITAN TRANSPORTATION COMMISSION

RESOLUTION NO. 4321

WHEREAS, State Transit Assistance (STA) funds are to be used to enhance public transportation service, including community transit service, and to meet high priority regional transportation needs; and

WHEREAS, Senate Bill (SB) 1 (Chapter 5, Statutes of 2017), known as the Road Repair and Accountability Act of 2017, establishes the State of Good Repair Program (SGR Program); and

WHEREAS, both STA and SGR Program funds are distributed by the State Controller's Office pursuant to Public Utilities Code § 99313 and 99314, a Population-Based and Revenue-Based program, respectively; and

WHEREAS, the Metropolitan Transportation Commission (MTC), as the Regional Transportation Planning Agency for the San Francisco Bay Area, is responsible for the allocation of STA and SGR Program funds available to eligible claimants in this region; and

WHEREAS, MTC adopted an STA Allocation Policy in Resolution No. 3837 in 2008; and

WHEREAS, SB 1 significantly increased the amount of funding to the STA program and established the SGR Program; and

WHEREAS, in order to align the allocation of STA and SGR Program funding with the Bay Area's most pressing transportation needs; now, therefore, be it

RESOLVED, that MTC adopts its State Transit Assistance and State of Good Repair Program Programming and Allocation Policy described in Attachment A, attached hereto and incorporated by reference, for guidance to eligible claimants in the preparation of their

applications for STA and SGR Program funds and to staff for reviewing such applications; and be it further

RESOLVED, that the prior policy governing allocation of State Transit Assistance Funds contained in Resolution No. 3837 is superseded by this resolution.

METROPOLITAN TRANSPORTATION COMMISSION

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Jake Mackenzie, Chair

The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in San Francisco, California, on February 28, 2018.

**STATE TRANSIT ASSISTANCE AND STATE OF GOOD REPAIR PROGRAM  
PROGRAMMING AND ALLOCATION POLICY  
Exhibit 1**

This policy affects all allocations by the Metropolitan Transportation Commission (MTC) of STA and SGR Program funds, made available under the provisions of Public Utilities Code Sections 99312.1, 99313 and 99314 and relevant subsections.

**I. STA Population-Based Funds (PUC Code 99313) Including Interest Earnings**

***1. STA Population-Based County Block Grant***

Commencing with Fiscal Year 2018-19 70% of the STA Population-Based funds and interest is reserved for programming to STA-eligible operators by Congestion Management Agencies (CMAs) in each of the nine Bay Area counties as part of a STA Population-Based County Block Grant (County Block Grant). The County Block Grant will allow each county to determine how best to invest in transit operating needs, including providing lifeline transit services. The funds reserved for the County Block Grant shall be distributed amongst the nine counties according to the percentages shown in Table 1. Each county's share in Table 1 was calculated based on the county's share of STA funds from the Resolution 3837 formula, totaled across all categories (Northern Counties/Small Operators Program, Regional Paratransit Program, and the Lifeline Transportation Program).

**Table 1. Distribution of STA Population-Based County Block Grant, by County**

Alameda	17.68%
Contra Costa	22.18%
Marin	5.71%
Napa	3.49%
San Francisco	8.46%
San Mateo	5.06%
Santa Clara	14.09%
Solano	10.50%
Sonoma	12.83%

Within Alameda and Contra Costa Counties a minimum amount of County Block Grant funds shall be programmed amongst the transit operators detailed in Table 2.

**Table 2. Alameda and Contra Costa County Small Operator Minimum**

County	Minimum % of Block Grant to be Allocated Annually Amongst Eligible Small Operators	Eligible Small Operators
Alameda County	24%	LAVTA and Union City Transit
Contra Costa County	60%	CCCTA, ECCTA, WestCAT

The following program conditions apply to the County Block Grant:

- Reporting:** Each CMA must submit to MTC by May 1st of each year, a report including the following information about the previous, completed, fiscal year: 1) the county’s programming distribution of STA Population-Based funds amongst STA-eligible operators and; 2) the estimated amount of STA Population-Based funding that will be spent within or benefiting Communities of Concern.
- Fund Swaps:** Each CMA is required to seek approval from MTC before requesting that a STA-eligible operator recipient of STA Population-Based funds perform a fund swap involving STA Population-Based funds. The CMA must notify all STA-eligible operators within their county of the request to swap funds before seeking approval from MTC. The swaps will be limited to transit-eligible activities unless there is concurrence from the transit operators.
- Coordinated Claim/Submission Deadline:** Each CMA must play a coordinating role in the development of STA Population-Based claims from STA-eligible operators within their county. Each CMA must also submit to MTC by May 1st of each year a governing board-approved resolution listing the distribution policy for STA Population-Based funds amongst the STA-eligible operators for the subsequent fiscal year. Operators will continue to submit their own claims, if desired.
- Performance Measures:** All small and medium sized operators shall meet Transit Sustainability Project (TSP) performance requirements similar to the large operators and achieve a 5% real reduction in cost per service hour, cost per passenger, or cost per passenger mile by Fiscal Year 2022-23. For operators that have already achieved a 5% real reduction in one of the above performance measures by FY 2017-18 no further reduction is required. Operators may substitute TSP performance measures for a similar local voter approved or CMA adopted performance measure, subject to MTC concurrence. Once the 5% reduction is achieved transit operators are expected to keep future cost increases to no higher than the San Francisco Area Consumer Price Index as defined by the U.S. Bureau of Labor Statistics. Beginning in Fiscal Year 2023-24 MTC may link existing and new operating and capital funds administered by MTC to progress towards achieving the performance target. Staff will work with the small operators and CMAs to evaluate whether an alternate performance framework or metrics are more appropriate for the small operators. Staff will return within one year to

report on whether to retain the current framework or adjust the performance requirements.

- **Operator Consolidation Planning Efforts:** In the Northern Counties (Marin, Napa, Solano, and Sonoma) as an alternative to meeting TSP performance requirements, counties and transit operators may develop a plan to consolidate into a single county operator.
- **Mobility Management:** In the five other counties (Alameda, Contra Costa, San Francisco, San Mateo, and Santa Clara) each county must establish or enhance mobility management programs to help provide equitable and effective access to transportation.

## 2. *MTC Regional Program*

Commencing with Fiscal Year 2018-19 30% of the STA Population-Based funds and interest is reserved for projects and programs that improve regional coordination, including but not limited to:

- Clipper®
- 511
- Transit connectivity

In addition, a portion of the Regional Program funding (approximately \$8 million in the first year based on the estimated Senate Bill 1 increment for Fiscal Year 2018-19) will be used to pay for the administrative costs and to help offset transit fare revenue loss for a regional means-based fare program.

MTC will develop an annual MTC Regional Coordination program. All final programming will be reviewed and approved by the MTC Programming and Allocations Committee (PAC).

## 3. *Transit Emergency Service Contingency Fund*

The Transit Emergency Service Contingency Fund shall be used to provide assistance for an emergency response to a qualifying incident or event, under specific circumstances as described in MTC Resolution No. 4171.

The fund shall not exceed a total balance of \$1 million of STA Population-Based funds. In any individual fiscal year no more than \$333,333 of STA Populated-Based funds and interest shall be apportioned to the fund. Interest accrued to the fund shall not count towards the \$1 million total balance limit and interest can continue to accrue once the fund has reached \$1 million. Beginning in Fiscal Year (FY) 2015-16, \$333,333 in STA Population-Based funds, taken “off the top” from estimated STA Population-Based revenues for the fiscal year, will be apportioned to the fund. Apportionments will continue in subsequent fiscal years until the fund reaches a total of \$1 million. In future years should

the balance of the fund fall below \$1 million, funds shall be apportioned in the next fiscal year to restore the full balance of the fund, subject to the annual apportionment limit.

## **II. STA Revenue-Based Funds (PUC Code 99314)**

Funds apportioned to the region based on revenues generated by the transit operators will be allocated to each STA-eligible operator for the support of fixed route and paratransit operations, for inter-operator coordination, including the cost of interoperator transfers, joint fare subsidies, integrated fares etc., and for capital projects consistent with the adopted long-range plan.

## **III. SGR Program Population-Based Funds (PUC Code 99312.1, distributed via PUC 99313)**

MTC will develop an annual investment program for SGR Program Population-Based Funds through the annual Fund Estimate. All final programming will be reviewed and approved by the MTC Programming and Allocations Committee (PAC) and will be consistent with the below priorities. All proposed programming actions will be submitted to Caltrans for approval, consistent with SGR Program Guidelines.

### **1. *Priority 1: Clipper® 2.0***

Invest in the development and deployment of the Bay Area's next generation transit fare payment system, Clipper® 2.0.

### **2. *Priority 2: Green Transit Capital Priorities***

If not needed for Clipper® 2.0, program SGR Program Population-Based funds to the acquisition of zero emission buses (ZEB) by the Bay Area's transit operators. SGR Program funds are intended to pay for the cost increment of ZEBs over diesel or hybrid vehicles or for charging or hydrogen infrastructure to support ZEBs. MTC staff will work to secure a 1:1 match commitment from the Bay Area Air Quality Management District to expand and accelerate the deployment of ZEBs in the region.

## **IV. SGR Program Revenue-Based Funds (PUC Code 99312.1, distributed via PUC 99314)**

Funds apportioned to the region based on revenues generated by the transit operators will be allocated to each respective STA-eligible operator for state of good repair projects, preventative maintenance, and other projects approved by the California Department of Transportation (Caltrans) as eligible for SGR Program expenditure.

**State Transit Assistance (STA)  
Rules and Regulations  
for the MTC Region  
Exhibit 2**

These Rules and Regulations cover the eligibility requirements and the rules for a full or partial allocation of these funds.

**Eligibility Requirements**

To be eligible for any STA funds in the MTC region, an operator must comply with all SB 602 fare and schedule coordination requirements for the fiscal year. The evaluation of operator's compliance with the SB 602 program is made annually.

An operator's requested STA allocation may also be partially or fully reduced if the operator did not make satisfactory progress in meeting its Productivity Improvement Program (PIP) and/or the Regional Coordination projects for which each operator is a participant.

***SB 602 Requirements/California Government Code Section 66516***

Fare coordination revenue-sharing agreements, must be fully executed by all participating operators and provisions of the agreement(s) must be in compliance with MTC rules and regulations.

MTC Res. 3866 (Transit Coordination Implementation Plan) documents coordination requirements for Bay Area transit operators to improve the transit customer experience when transferring between transit operators and in support of regional transit projects such as Clipper. If a transit operator fails to comply with the requirements of Res. 3866 or its successor, MTC may withhold, restrict or reprogram funds or allocations.

***PIP Projects***

PIP projects are a requirement of STA funding. Failure by operators to make a reasonable effort to implement their PIP projects may affect the allocation of these funds. Projects will be evaluated based on actual progress as compared to scheduled. STA funds may be reduced proportionate to the failure of the operator to implement the PIP project/s. Progress in meeting the milestones identified for a project may be used as the basis for assessing reasonable effort.

The amount withheld will be reviewed with the affected operator. Partial funds withheld may be held by MTC up to two years to allow an operator to comply with its PIP as required by statute.

After two years, funds withheld under this section may also be re-allocated to any eligible operator for purposes of improving coordination, according to the unfunded coordination projects in the Regional Coordination Plan (MTC Res. 3866 or its successor). MTC may also allocate these funds to any operator whose increase in total operating cost per revenue vehicle hour is less than the increase in the CPI.

## C/CAG AGENDA REPORT

Date: April 26, 2021  
To: Congestion Management and Environmental Quality (CMEQ) Committee  
From: Kim Wever, Transportation Program Specialist  
Subject: Review and recommend Board acceptance of the Measure M Fiscal Year 2019/20 Performance Report.

(For further information, contact Kim Wever at [kwever@smcgov.org](mailto:kwever@smcgov.org))

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### RECOMMENDATION

That the Congestion Management and Environmental Quality (CMEQ) Committee review and recommend Board acceptance the Measure M Fiscal Year 2019/20 Performance Report.

### FISCAL IMPACT

There is no financial impact associated with the report preparation. In fiscal year 2019/20, the actual revenue received under the Measure M program was \$7,185,955.

### SOURCE OF FUNDS

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

### BACKGROUND

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

In May 2016, the Board adopted Resolution 16-11 authorizing the approval of the Fiscal Year 2017-2021 Measure M 5-Year Implementation Plan. Assuming an estimated annual Measure M revenue of \$6.7 million, the table below contains a list of countywide programs, their respective allocation percentages, and estimated annual and five year revenues. Actual revenues vary yearly.

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

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

At the April 15<sup>th</sup> Congestion Management Program Technical Advisory Committee (TAC) Meeting, the TAC reviewed and recommended the report to C/CAG Board for acceptance.

At the April 26<sup>th</sup> CMEQ Meeting, staff will present a summary of the Measure M annual performance for Fiscal Year 2019/20. Staff requests that the Committee reviews the report and recommends it to the C/CAG Board for acceptance.

**ATTACHMENTS**

1. Draft Measure M Fiscal Years 2019/20 Performance Report (April 2021)

## MEASURE M - \$10 VEHICLE REGISTRATION FEE

### FISCAL YEAR 2019-20 ANNUAL PERFORMANCE REPORT

April 2021

#### REVENUE

The Fiscal Year 2019-20 period starts July 1, 2019 and ends on June 30, 2020. As part of the latest 5-Year Implementation Plan (FY 2017-18 – 2020-21), the annual program budget is estimated at \$6.7 million with average monthly revenue of \$560,000. The actual total revenue received during the Fiscal Year 2019-20 is \$7,185,755. The following *Table 1: Actual Revenue and Administration Allocation* summarizes the actual revenue received by C/CAG as of June 30, 2020, accrued interest income for FY 2019-20 and total revenues by program to date. The amount allocated to the various programs is the total revenue received, excluding interest earned and after subtracting 5% of the total revenues for program administration purposes, as summarized below.

Funds allocated under Administration pays for program management and administration activities. Per the adopted Measure M 5-Year Implementation Plan, unexpended allocation for program administration will be reallocated to the countywide programs in future years. In April 2020, the C/CAG Board approved Resolution 20-09 approving the reallocation of Measure M accumulated interest (\$686,885) and unspent administration (\$1,220,237) funds from inception to June 30, 2019. The reallocation of \$1,907,122 in combined accumulated interest and unspent administration funds will be distributed in FY2020/21 to the local jurisdictions and the countywide programs using the allocation percentages from the Measure M 5-Year Implementation Plan (FY 2017-18 – 2020-21).

**TABLE 1: ACTUAL REVENUE AND ADMINISTRATION ALLOCATION**

REVENUE		FY 2019-20	Total to Date <sup>2</sup>
Total Vehicle Registration Fee(VRF) Collected		\$7,189,349	\$66,178,118
DMV fees		(\$3,595)	(\$88,161)
<hr/>			
Total Revenue To C/CAG <sup>1</sup>		\$7,185,955	\$66,089,958
<hr/>			
ADMINISTRATION		FY 2019-20	Total to Date
Program Administration	5%	(\$359,288)	(\$3,304,498)
County Assessors Election Costs			(\$549,527)
<hr/>			
Net Available for Programs		\$6,826,467	\$62,785,460

1) Interest not included in distribution (Accrued Interest for FY 2019-20: \$354,857)

2) Total to Date is shown for information only and includes amounts from inception to June 30, 2020

Per the Expenditure Plan, 50% of the net proceeds will be allocated to cities/County for local streets and roads and 50% will be used for Countywide Transportation Programs such as transit operations/senior mobility, intelligent transportation system (ITS)/Smart Corridors, safe routes to school (SRTS), and stormwater pollution prevention. In May 2016, the Board adopted Resolution 16-11 authorizing the approval of the Measure M 5-Year Implementation Plan (FY 2017-18 – 2020-21). *Table 2: Allocation*

and Actual Expenditures below contains the list of programs, their respective allocation percentages and distribution, after subtracting five percent for program administration, and the actual expenditure for each program category summarized.

**TABLE 2: ALLOCATION AND ACTUAL EXPENDITURES**

<b>ALLOCATION</b>		<b>FY 2019-20</b>	<b>Total to Date*</b>
Jurisdictions	50%	\$3,413,233	\$31,392,730
<i>Local Streets and Roads (Traffic Congestion Management/Stormwater Pollution Prevention)</i>			
Countywide Transportation Programs			
A) Transit Operations/Senior Programs	22%	\$1,501,823	\$13,812,801
B) ITS / Smart Corridor	10%	\$682,647	\$6,278,546
C) Safe Routes to School	6%	\$409,588	\$3,767,128
D) Stormwater Program (NPDES and MRP admin and projects)	12%	\$819,176	\$7,534,255
<b>Total Allocation</b>		<b>\$6,826,467</b>	<b>\$6,826,467</b>

<b>EXPENDITURES</b>		<b>FY 2019-20</b>	<b>Total to Date</b>
Administration		\$189,637	\$1,914,610
Jurisdictions		\$3,555,402	\$27,825,211
<i>Local Streets and Roads (Traffic Congestion Management/Stormwater Pollution Prevention)</i>			
Countywide Transportation Programs			
A) Transit Operations/Senior Programs		\$1,405,801	\$13,040,709
B) ITS / Smart Corridor		\$0	\$1,702,409
C) Safe Routes to School		\$373,103	\$2,404,080
D) Stormwater Program (NPDES and MRP admin and projects)		\$766,006	\$7,117,734
<b>Total Expenditures</b>		<b>\$6,765,203</b>	<b>\$58,746,582</b>

\*Total to Date is shown for information only and includes amounts from inception to June 30, 2020

## Local Streets and Roads

Funds for local streets and roads are allocated to jurisdictions for expenditures related to traffic congestion management and/or stormwater pollution prevention related activities. Allocations are issued biennially for funds collected from July to December and from January to June of each fiscal year, after funds are collected for each six-month period. For the Fiscal Year 2019-20, C/CAG has collected \$3.4 million for the program. Local jurisdictions submitted reimbursement requests in the amount of \$3.7 million, using carryovers saved from previous years. Forty-three percent (43%) of the total distribution were reimbursed to jurisdictions for street resurfacing and congestion management related projects, and 57% of the funds were spent on stormwater pollution prevention related activities. The stormwater pollution prevention activities include street sweeping, storm drain inlet cleaning, and Municipal Regional Permit (MRP) compliance. *Table 3: Local Streets and Roads Allocation and Reimbursements* below shows the total allocations and reimbursements (through December 18, 2020).

**TABLE 3: LOCAL STREETS AND ROADS ALLOCATION AND REIMBURESMENTS**

Jurisdiction	%	FY 2019-20 Allocation	Reallocation of Interest & Admin <sup>1</sup>	Streetlight Subscription <sup>2</sup>	Reimbursements <sup>3</sup>		
					Stormwater	Traffic	Total
ATHERTON	2.20%	\$ 75,000	\$ 16,520	\$ (5,146)		\$ (86,374)	\$ (86,374)
BELMONT	3.35%	\$ 114,449	\$ 34,083		\$ (78,894)	\$ (69,638)	\$ (148,532)
BRISBANE	2.20%	\$ 75,000	\$ 9,509		\$ (73,763)		\$ (73,763)
BURLINGAME	3.74%	\$ 127,667	\$ 36,608	\$ (12,868)	\$ (151,408)		\$ (151,408)
COLMA	2.20%	\$ 75,000	\$ 3,057				
DALY CITY	9.51%	\$ 324,717	\$ 98,933			\$ (399,420)	\$ (399,420)
EAST PALO ALTO	2.81%	\$ 95,792	\$ 28,267	\$ (12,868)			
FOSTER CITY	3.23%	\$ 110,256	\$ 36,048	\$ (12,868)		\$ (72,845)	\$ (72,845)
HALF MOON BAY	2.20%	\$ 75,000	\$ 17,611				
HILLSBOROUGH	2.85%	\$ 97,118	\$ 27,679			\$ (124,797)	\$ (124,797)
MENLO PARK	4.60%	\$ 157,075	\$ 46,056		\$ (194,987)		\$ (194,987)
MILLBRAE	2.78%	\$ 94,905	\$ 27,458	\$ (12,868)	\$ (109,495)		\$ (109,495)
PACIFICA	4.69%	\$ 160,027	\$ 46,874		\$ (165,180)	\$ (15,994)	\$ (181,174)
PORTOLA VALLEY	2.20%	\$ 75,000	\$ 13,367				
REDWOOD CITY	9.11%	\$ 310,920	\$ 97,622		\$ (408,542)		\$ (408,542)
SAN BRUNO	4.82%	\$ 164,559	\$ 48,474	\$ (12,868)	\$ (100,101)	\$ (100,101)	\$ (200,201)
SAN CARLOS	4.08%	\$ 139,267	\$ 40,240			\$ (179,507)	\$ (179,507)
SAN MATEO	11.31%	\$ 386,063	\$ 114,261	\$ (20,588)	\$ (153,736)	\$ (326,000)	\$ (479,736)
SOUTH SAN FRANCISCO	7.64%	\$ 260,718	\$ 75,213	\$ (20,588)	\$ (186,366)	\$ (128,978)	\$ (315,344)
WOODSIDE	2.20%	\$ 75,000	\$ 19,392			\$ (94,392)	\$ (94,392)
SAN MATEO COUNTY	12.30%	\$ 419,699	\$ 116,289	\$ (20,588)	\$ (515,400)		\$ (515,400)
<b>Total</b>	<b>100%</b>	<b>\$ 3,413,233</b>	<b>\$ 953,561</b>	<b>\$ (131,250)</b>	<b>\$(2,137,870)</b>	<b>\$(1,598,045)</b>	<b>\$(3,735,915)</b>

1) On September 22, 2020, the 2<sup>nd</sup> half FY 2019-20 allocation letter to jurisdictions included additional funds from the reallocation of accumulated interest and unspent administration funds (from inception through FY 2018-19) approved by C/CAG Board in April 2020.

2) The one-time deduction for first year Streetlight data subscription fees was selected by the jurisdictions when the Streetlight Subscription Memorandum of Understanding was executed.

3) Reimbursements includes balances from previous year's allocations.

## Countywide Transportation Programs

### A) Transit Operations/Senior Mobility Programs

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

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

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

*Table 4: Rediwheels Performance Measures* below provides the performance measures used to assess effectiveness of the RediWheels program regarding ridership and contractor.

**TABLE 4: REDIWHEELS PERFORMANCE MEASURES**

Shuttle Service	FY 2019-20
Total Revenue Hours <sup>1</sup>	31,631
Total Ridership (one-way trips)	58,392
Individual Riding <sup>2</sup>	1,660
Cost Per Rider	\$82.19
Contractor [Industry standard/goal]	FY 2019-20
Productivity (Passengers/hr.) [1.7]	1.85
On Time Performance [90%]	93%
Miles between preventable accidents [70,000]	73,388
Complaints per thousand riders [2.5]	0.69
Telephone hold time (minutes) [1.5]	0.68

*1) Quarterly*

*2) Number of enrolled individual RediWheels users who rode*

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

#### B) Intelligent Transportation System (ITS)/Smart Corridor

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

C/CAG is extending the Smart Corridor project to the northern part of San Mateo County. The City of South San Francisco segment was being designed. Construction for the South San Francisco project is anticipated to begin in FY 2020-21. C/CAG also worked on obtaining environmental clearance and project approval for the northern cities segment, covering the City of Brisbane, City of Daly City and Town of Colma. This segment will move into design phase in FY 2020-21. For FY 2019-20, Measure M funds were being reserved to cover upcoming construction expenses for the South San Francisco and northern cities segment. Maintenance cost during the FY 2019-20 was approximately \$320,000, which included preventative maintenance activities and repairs of the communication network and equipment.

As the Smart Corridor system devices age, maintaining a healthy upgrade plan to ensure proper functionality and features is critical. In FY2020-21, C/CAG will be embarking on an effort to develop a Smart Corridor Device Replacement Plan to guide the agency in determining the order of device replacement, the interval of replacement, and the appropriate allocation of funding towards the capital upgrade. Measure M funds will be directed for replacement and/or deployment new equipment in the corridor.

#### C) Safe Routes to School (SRTS)

The San Mateo County SRTS Program is a countywide effort to promote activities that increase the number of students walking, biking and carpooling to schools as ways of promoting students' health and fitness, in addition to reducing traffic congestion around schools and improving air quality. The program focuses on non-infrastructure project outreach activities such as education, encouragement, and evaluation. C/CAG subcontracts to the San Mateo County Office of Education (COE) for the day-to-day program management. The overall SRTS Program, funded by Congestion Management Air Quality (CMAQ) funds, were programmed through the MTC One Bay Area Grant Program, with matching funds from Measure M. Measure M funds contributes to overall program administration expenses, indirect costs incurred by COE, and direct grants to the schools.

The FY 2019-20 program was based on the comprehensive 6 E's model: education, encouragement, engineering, engagement, evaluation, and equity. These activities were delivered via school assemblies, bicycle and pedestrian rodeos, bike clubs, family bike nights, walking school buses, bike trains, International Walk to School Day, National Bike to School Day, Golden Sneaker Contests, and more. One hundred and seventeen

schools from 13 districts participated in the program.

The COVID-19 pandemic affected the FY 2019-20 program. Students were required to stay home, which shifted safe routes to school to safe routes to anywhere. COE led county-wide partnerships to provide innovative and inclusive programming for children learning at home. Those virtual events included Safe Routes to Zoom, Story Time with Safe Routes to School, Teddy Bear Challenge, and videos for the SMCOE YouTube.

Table 5: Safe Routes to School FY2019-20 Report Numbers below shows a summary of participants and types of activities provided are as follows:

**TABLE 5: SAFE ROUTES TO SCHOOL FY 2019-20 REPORT NUMBERS**

Participation	Total
School Districts	13
Individual Schools	117

  

Activities/Events	Total
Educational Bicycle Rodeos	8
Assemblies and Classes	166
Encouragement Events	130
Walk and Bike Audits	4
Walk and Bike to School Route Maps	6

Due to the pandemic, the student travel tally data collected during the 2019-20 school year is not significant enough to report. The parent/caregiver survey took place pre-pandemic and surveyed 1,578 people from 13 school districts. Table 6: The Parent/Caregiver Survey for 2019-20 School Year indicates the below mode split:

**TABLE 6: THE PARENT/CAREGIVER SURVEY FOR 2019-20 SCHOOL YEAR**

Travel Mode	Students living more than ½ mile from school	Students living ½ mile or less from school
Family Vehicle	56.47%	29.77%
Walk	14.47%	62.47%
Bike	9.47%	5.03%
City Bus/Transit	5.88%	0.21%
School Bus	2.18%	0.42%
Carpool	5.01%	0.21%
Drives Self (High School student)	4.68%	0.21%
Takes a Car Service (Uber, Lyft, etc.)	0.11%	0.00%
Other (scooter, skateboard, etc.)	1.74%	1.68%

Source: SRTS Annual Report 2020.

**D) Stormwater (National Pollutant Discharge Elimination System (NPDES) and Municipal Regional Permit (MRP))**

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

In Fiscal Year 2019-20, funds supported seven technical subcommittees, four training workshops, performance of 560 on-land visual assessments at 236 sites to verify effectiveness of member agency trash load reduction actions and achieving the MRP mandated 80% reduction of trash levels across jurisdictions from the 2009 baseline levels. Funds also contributed to completing and submitting the Pollutant Control Measures Implementation Plan and Reasonable Assurance Analysis for San Mateo County to evaluate the estimated infrastructure needs and costs of achieving the PCBs and Mercury San Francisco Bay Total Maximum Daily Load (TMDL) waste load allocations. In addition, funds supported the completion of the first year of implementation and reporting for local programs to manage PCBs in building materials during demolition, collection and analysis of water and sediment samples throughout the county, and the review of all 21 member agency annual reports. *Table 7: Stormwater Expenditure Breakdown* below shows the typical % of expenditures for Fiscal Year 2019-20.

**TABLE 7: STORMWATER EXPEDITURE BREAKDOWN**

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

## C/CAG AGENDA REPORT

Date: April 26, 2021

To: Congestion Management and Environmental Quality (CMEQ) Committee

From: Kim Wever, Transportation Program Specialist

Subject: Review and provide input on the draft Fiscal Year 2021/22 to 2025/26 Measure M Strategic Plan recommendations

(For further information, contact Kim Wever at [kwever@smcgov.org](mailto:kwever@smcgov.org))

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### **RECOMMENDATION**

That the Congestion Management and Environmental Quality (CMEQ) Committee review and provide input on the draft Fiscal Year 2021/22 to 2025/26 Measure M Strategic Plan recommendations.

### **FISCAL IMPACT**

The cost to prepare the five-year Measure M Strategic Plan is \$93,804.

### **SOURCE OF FUNDS**

This project is funded using the \$10 vehicle registration fee collected as part of Measure M, specifically from the Program Administration category.

### **BACKGROUND**

Approved by the voters of San Mateo County in 2010, C/CAG sponsors and manages Measure M, the annual ten dollars (\$10) vehicle registration fee in San Mateo County for transportation-related congestion and water pollution mitigation programs. It was estimated that Measure M would generate approximately \$6.7 million annually and \$167 million total over the 25-year period between May 2011 and May 2036. Per the Measure M Expenditure Plan approved by the voters, 50% of the net proceeds will be allocated to cities/County for local streets and roads, and the remaining 50% will be used for Countywide Transportation Programs. The Measure M legislation states that a program implementation plan is to be adopted every five years, determining how funding would be allocated to the various programs. The current implementation plan, covering Fiscal Years 2016/17 to 2020/21, funds the following programs: transit operations/senior mobility, intelligent transportation system (ITS)/Smart Corridor, safe routes to school (SRTS), and stormwater pollution prevention.

The consultant team, Steer, was selected to develop a current programs status report, identify programs needs and priorities, make recommendations on resource needs and investment priorities, and outline performance measures that can indicate program progress, both on an annual basis and at the end of a five-year period. Since its presentation at the November 30<sup>th</sup>, 2020 CMEQ meeting, Steer has conducted

a desktop research on best practices in North America to help develop recommendations. The team has drafted recommendations for the cities/County's Local Streets and Roads Program, as well as the four (4) Countywide Transportation Programs. These strategies intend to advance the vision of the Measure M program, update procedures and practices in response to a changing environment and leverage new program delivery approaches, and support the continued positive impact of the program as a whole. The proposed recommendations were developed using five (5) guiding principles: flexible planning, innovative programming, efficient delivery, monitoring and evaluation, and insight driven planning.

### ***Local Streets and Roads***

It is recommended that the list of approved projects in this program gets expanded to support flexible usage. For example, the eligible project type in the upcoming Plan will include a broad category of active transportation projects, rather than just limiting to bicycle projects in the previous Plan. Additionally, to increase program efficiency and aid the transition to a centralized electronic reporting database, local jurisdictions will be asked to submit data and reports through an online portal. Performance metrics will also be standardized to improve program-wide and year over year comparison.

### ***Countywide Transportation Programs***

Recommendations for the Countywide Transportation programs fall under two categories:

- 1) Operational Recommendations are focused around:
  - a) How Measure M funds should be operated or spent by Countywide Program managers; and
  - b) How reporting processes, etc. should be adjusted.
- 2) Innovative concepts are focused around suggestions/recommendations for innovations within specific program areas.

### ***Countywide Programs Funding Allocation***

In the past, funding allocations for the Countywide transportation programs were developed based on initial program needs and the funding environment at the time when Measure M was approved by voters. To help inform what adjustments, if any, are necessary to the current allocation percentages for the Countywide transportation programs, Steer has proposed a needs-based allocation model to guide the decision-making process. This model will take the following factors into consideration: share of program budget from Measure M; ability to unlock additional funding by leveraging Measure M money; other available funding source for the program; and the amount of Measure M funds spent. This model is the first step towards building a comprehensive allocation framework. As C/CAG collects more programmatic data and performance metrics, the goal is to add an impact-based component to the next framework to enable successful and impactful funding distribution.

### ***Recommendation and Next Steps***

At the April 15<sup>th</sup> Congestion Management Program Technical Advisory Committee (TAC), TAC members supported the concept of using a needs-based allocation model to guide funding allocation for the Countywide programs. Additionally, the Committee provided feedback on the future uses of unspent administration funding, and highlighted the importance of reliable Measure M funding for the Safe Routes to School and Stormwater programs.

At the April 26<sup>th</sup> CMEQ meeting, staff will present the proposed recommendations and the needs-based allocation concept for the Countywide programs. Staff requests that the Committee provide input and

feedback. C/CAG plans to distribute by email the full Draft Measure M Strategic Plan for further review when available. It is expected that the C/CAG Board will adopt the Final Measure M Strategic Plan at its June Meeting.

#### **ATTACHMENTS**

1. Steer PowerPoint Presentation (*will be available online at <https://ccag.ca.gov/committees/congestion-management-program-technical-advisory-committee/>*)

## C/CAG AGENDA REPORT

Date: April 26, 2021

To: C/CAG Congestion Management and Environmental Quality (CMEQ) Committee

From: Jeff Lacap, Associate Transportation Systems Coordinator

Subject: Review and provide input on the Draft Companion Monitoring Network of the 2021 Congestion Management Program (CMP)

(For further information or response to questions, contact Jeff Lacap at [jlacap@smcgov.org](mailto:jlacap@smcgov.org))

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### **RECOMMENDATION**

That the C/CAG CMEQ Committee review and provide input on the Draft Companion Monitoring Network of the 2021 Congestion Management Program (CMP)

### **FISCAL IMPACT**

The cost to prepare the 2021 CMP Update is \$119,329.

### **SOURCE OF FUNDS**

Funding for CMP update will come from C/CAG Transportation Program funds.

### **BACKGROUND**

#### 2021 CMP Update

Every two years, C/CAG as the Congestion Management Agency for San Mateo County, is required to prepare and adopt a Congestion Management Program (CMP) for San Mateo County on a biennial basis. The purpose of the CMP is to identify strategies to respond to future transportation needs, develop procedures to alleviate and reduce congestion, and promote countywide solutions. The CMP is required to be consistent with the Metropolitan Transportation Commission (MTC) planning process that includes regional goals, policies, and projects for the Regional Transportation Improvement Program (RTIP). The CMP's conformance with regional goals enable San Mateo County jurisdictions to qualify for state and federal transportation funding.

While Senate Bill (SB) 743 requires transportation impacts under CEQA to be measured by Vehicle Miles Traveled (VMT), the current CMP legislation still requires the use of the Level of Service (LOS) metric. Therefore, staff recommends following the current CMP guidelines to update the 2021 CMP and continue to use LOS as a metric. Along with other situational challenges due to the impacts of COVID-19, C/CAG staff proposes to not do any major updates to the CMP and is proposing to focus updates to the work performed and progress made in implementing the established CMP elements (Roadway System, Traffic LOS Standards, Performance Element, Trip Reduction and Travel Demand Element, Land Use Impact Analysis Program, and Seven-Year Capital Improvement Program) since the last update.

On December 17, 2020, the Congestion Management Program Technical Advisory Committee (CMP TAC) reviewed and approved the scope of work for 2021 CMP Update Request for Proposal. Committee member, Sean Rose (Director of Public Works, Town of Woodside), volunteered to serve on the evaluation panel. A Request for Proposal (RFP) was released on January 4, 2021. After panel evaluation, on March 11, 2021, the C/CAG Board approved Resolution 21-11 authorizing an agreement with TJKM Transportation Consultants for preparation of the 2021 CMP Update in an amount not to exceed \$119,329.

### COVID-19

The decision was made to conduct the CMP under COVID pandemic traffic conditions because the CMP, by its very nature, is a monitoring document. The purpose of the CMP, among other things, is to measure and report freeway, highway, and intersection LOS for the specific monitoring year and to compare it over time. While the CMP data collection ideally takes place under normal traffic conditions, it is unknown when or even if traffic conditions/patterns will return to pre-pandemic levels. Therefore, it is prudent that C/CAG conduct the CMP under COVID conditions not only to understand how traffic has changed compared to pre-pandemic levels during the last update in 2019, but it will also give C/CAG a tool to measure how traffic recovers post-pandemic in future CMP updates. Additionally, it will also give C/CAG an opportunity to assess the pandemic's impact on other methods of travel, such as transit ridership on BART, Caltrain, and SamTrans (and compare it to future years).

### Companion Network Monitoring and Analysis

C/CAG is required to monitor the performance of the CMP roadway system and conduct other activities to determine compliance with the Congestion Management Program (CMP). The currently adopted CMP network includes 16 signalized intersections and 53 roadway segments throughout the county. CMP legislation requires individual jurisdictions to prepare Deficiency Plans to address any CMP roadway segment or interaction that falls below standard.

In response to the C/CAG Congestion Management and Environmental Quality (CMEQ) Committee's comments during their review of the 2019 CMP to see more locations in the county monitored, C/CAG Staff proposes to create a Companion Network of roadways and intersections to monitor without changing the adopted CMP network.

This Companion Network will be monitored for informational purposes only and will not be used in the CMP conformity findings process. The purpose of this network was to monitor congestion in other areas of the county that may not be on the CMP network, such as local arterial roadways. The companion network will include roadway segments other than freeways and state routes (as these are already in the CMP network), however, intersections with State Routes as the major street may be included as part of the Companion Network so long as they are not an existing CMP intersection.

### Schedule

Per MTC Resolution No. 3000, CMA's are required to submit 2021 CMP's by October 2021 to MTC for consistency review between the CMP and the RTP/SCS (currently Plan Bay Area 2040), evaluating the consistency and compatibility of the CMPs in the Bay Area, and including CMP projects into the Regional Transportation Improvement Program (RTIP). In order to have consistency between the previous 2019 CMP monitoring and to adhere to MTC's timeline, traffic counts must be conducted next month in May before school year ends in the county. Therefore, the locations in the Companion Network must be finalized at the end of April 2021 to provide adequate time to schedule traffic counts at the various locations throughout the county.

## Feedback Received

At the April 15<sup>th</sup> CMP TAC meeting, comments were received by City of Belmont and Burlingame to select different locations within their respective jurisdictions that were better candidates to monitor and have been incorporated into the Draft CMP Companion Network.

## **ATTACHMENTS**

1. Draft CMP Companion Network (will be available online at <https://ccag.ca.gov/committees/congestion-management-and-environmental-quality-committee/>)