

# C/CAG

## CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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

Meeting No. 353

**Date:** Thursday, May 12, 2022

**Time:** 6:30 P.M.

On September 16, 2021, the Governor signed AB 361, which amended certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings remotely via telephonically or by other electronic means under specified circumstances. Thus, pursuant to Government Code section 54953(e), the C/CAG Board meeting 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/89312016002?pwd=anJjL2Y2TjZtNkNlbnk1BdkhIV1Y1dz09>

**Meeting ID:** 893 1201 6002

**Password:** 051222

**Join by Phone:** (669) 900-6833

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 [mcrume@smcgov.org](mailto:mcrume@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 Update on the Construction of San Mateo 101 Express Lanes Project. p. 1

4.2 Receive a presentation on the MTC's draft Transit Oriented Communities policy. 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. 352 dated April 14, 2022.  
ACTION p. 5

5.2 Review and approval of Resolution 22-28 finding that, as a result of the continuing COVID-19 pandemic state of emergency, meeting in person would present imminent risks to the health or safety of attendees, and that the state of emergency continues to directly impact the ability of members of the Board of Directors and C/CAG legislative bodies to meet safely in person.  
ACTION p. 13

5.3 Review and approval of Resolution 22-29 authorizing the C/CAG Executive Director to execute an agreement between C/CAG and the California Department of Transportation for FY2022-23 Sustainable Communities Planning Grant funding for development of a Vehicle Miles Traveled/Greenhouse Gas Model Mitigation Program in an amount of \$531,180.  
ACTION p. 18

5.4 Review and approval of Resolution 22-30 determining that the proposed Gateway of Pacific Phase 4 Density Transfer Project, including General Plan, Specific Plan and Zoning Amendments for property located at 900 Gateway Boulevard, South San Francisco, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.  
ACTION p. 22

5.5 Review and approval of Resolution 22-31 determining that the proposed Southline Specific Plan, including General Plan, Specific Plan and Zoning Amendments for a 28.5-acre site located the intersection of South Maple and Tanforan Avenues, South San Francisco, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.  
ACTION p. 29

5.6 Review and approval of Resolution 22-32 authorizing the C/CAG Executive Director to execute a one-year funding extension with the City of Menlo Park for funding of two shuttles previously approved under the Joint C/CAG and San Mateo County Transportation Authority Shuttle Program for FY 2020/2021 and FY 2021/2022 in an amount not to exceed \$394,980, utilizing surplus allocation from the existing program.  
ACTION p. 39

5.7 Review and approval of Resolution 22-33 authorizing the C/CAG Chair to execute Amendment No. 5 of the Iteris, Inc. Smart Corridor ITS Network Monitoring and

Maintenance Support Agreement to add \$200,000 at a new not to exceed amount of \$720,484, and to extend the contract end date to June 30, 2023. ACTION p. 45

5.8 Review and approval of Resolution 22-24 authorizing the C/CAG Chair to execute the Agreement with the San Mateo County Office of Education for the San Mateo County Safe Routes to School Program in an amount not to exceed \$425,386 for Fiscal Year 2022-23. ACTION p. 56

5.9 Review and approval of Resolution 22-34 authorizing the C/CAG Chair to execute Amendment No.3 to the Agreement with the City of East Palo Alto for the Addison Avenue Safe Routes to School and Green Streets Infrastructure Pilot Project, extending the contract term to June 30, 2023 for no additional cost. ACTION p. 60

5.10 Review and approval of Resolution 22-35 authorizing the C/CAG Chair to execute Amendment No.2 to the funding agreement with Commute.org for the Carpool 2020 program, extending project completion date to June 30, 2023 at no additional cost. ACTION p. 67

5.11 Approval of additional criteria to be added to the C/CAG Guidelines and process for the MTC One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program. ACTION p. 73

5.12 Review and approval of the appointment of Lissette Espinoza-Garnica, Councilmember of Redwood City, to fill a vacant elected member seat on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC). ACTION p. 76

## 6.0 REGULAR AGENDA

6.1 Review the initial draft, assumptions, and input on the C/CAG Fiscal Year 2022/23 Program Budget and Member Fees. ACTION p. 79

6.2 Review legislative update and, if appropriate, recommend approval of C/CAG legislative policies, priorities, or positions. (A position may be taken on any legislation, including legislation not previously identified in the legislative update. Action is only necessary if recommending approval of a policy, priority, or position.) POSSIBLE ACTION p. 112

6.3 Receive an update on the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan. INFORMATION p. 118

## 7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports)

7.2 Chairperson's Report

7.3 Board Members Report/Communication

## 8.0 EXECUTIVE DIRECTOR'S REPORT

## 9.0 COMMUNICATIONS - Information Only

None

## 10.0 ADJOURNMENT

Next scheduled meeting June 9, 2022

**PUBLIC NOTICING:** All notices of C/CAG regular Board meetings, standing committee meetings, and special meetings will be posted at the San Mateo County Court Yard, 555 County Center, Redwood City, 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 Crume 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 Crume 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 [mcrume@smcgov.org](mailto:mcrume@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. 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. Emails received less than 2 hours before the meeting will be provided to the C/CAG Board members and included in the administrative record of the meeting as soon as practicable.

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: Sean Charpentier (650) 599-1409

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

## C/CAG AGENDA REPORT

Date: May 12, 2022

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

From: Sean Charpentier, Executive Director

Subject: Update on the Construction of San Mateo 101 Express Lanes Project

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

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### RECOMMENDATION

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

### FISCAL IMPACT

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

### SOURCE OF FUNDS

N/A

### BACKGROUND

This San Mateo 101 Express Lanes Project (Project) will create 44 miles (22 miles in each direction) of new express lanes along the US 101 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 motorists on US 101 by incentivizing the use of public transit, carpools, and other shared-ride options. However, it will still 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 constructed in two segments; the southern segment from the San Mateo/Santa Clara County Line to Whipple Avenue in Redwood City, and the northern segment from Whipple Avenue to Interstate-380 in South San Francisco. The work within the southern segment is totally complete and toll operations began on February 11, 2022, together with the VTA segment.

For the northern segment, construction of the capital improvement continues to be ahead of schedule with 89 percent of the work done within the 75 percent of the construction that has elapsed. Toll commencement for the northern segment is scheduled for the end of 2022.

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, provided on-line at: <http://ccag.ca.gov/board-of-directors/>)

## C/CAG AGENDA REPORT

Date: May 12, 2022  
To: City/County Association of Governments of San Mateo County Board of Directors  
From: Sean Charpentier, Executive Director  
Subject: Update on the Metropolitan Transportation Commission draft Transit Oriented Communities (TOC) Policy

(For further information contact Sean Charpentier at [scharpentier@smcgov.org](mailto:scharpentier@smcgov.org))

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### RECOMMENDATION

That the C/CAG Board of Directors receive a presentation on the and update on the Metropolitan Transportation Commission draft Transit Oriented Communities (TOC) Policy. No Board action is required.

### FISCAL IMPACT

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

### SOURCE OF FUNDS

N/A

### BACKGROUND

The proposed TOC Policy will replace the 2005 Transit-Oriented Development (TOD) Policy included in the Regional Transit Expansion Program (MTC Resolution No. 3434). The Policy needs to be updated because 17 years have passed since its adoption; many of the original transit projects have been completed; there are significant planning, funding, and regulatory changes that have occurred since 2005.

The Transit Oriented Communities (TOC) Policy will ensure that major regional investments in transit will be combined with land uses that are supportive of generating transit ridership, reducing GHG, and supporting equity. As currently written, the proposed changes would be in effect mostly with ½ mile of Caltrain or BART stations.

The major aspects within the Draft TOC Policy are:

1. Applicability (where it would apply)
2. Supporting housing production and preservation
3. Densities and parking standards that maximize transit ridership
4. Linkages to existing funding sources, including the next Cycle (Cycle 4) of OBAG funding.

The MTC released an initial draft in January, and has significantly updated the draft TOC Policy in response to input from MTC Commissioners and regional stakeholders. MTC staff presented the draft TOC to the 21 Elements group of Community Development Directors in San Mateo County, and is currently surveying Cities in San Mateo County to identify the existing zoning density baselines in the areas that would be subject to the TOC policy.

The MTC and ABAG Joint MTC Planning Committee with the ABAG Administrative Committee will receive an updated presentation on the TOC at the 5/13/22 meeting. The agenda items are included as attachment 1. The MTC intends to approve an updated TOC Policy this summer.

#### ATTACHMENT

1. TOC Agenda Items for 5/13/22 MTC/ABAG Joint Planning Committee, provided on-line at: <http://ccag.ca.gov/board-of-directors/>)



# C/CAG

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### C/CAG BOARD

### MINUTES

Meeting No. 352

April 14, 2022

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. On June 11, 2021, the Governor issued Executive Order N-08-21 extending the suspension of these provisions to September 30, 2021. Thus, pursuant to Executive Order N-08-21, C/CAG Board 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.

#### 1.0 CALL TO ORDER/ ROLL CALL

Chair Davina Hurt called the meeting to order at 6:31p.m. Roll call was taken.

Belmont	– Davina Hurt
Brisbane	– Karen Cunningham
Burlingame	– Ricardo Ortiz
Colma	– John Goodwin
Daly City	– Pamela DiGiovanni
East Palo Alto	– Lisa Gauthier
Foster City	– Jon Froomin
Half Moon Bay	– Debbie Ruddock
Hillsborough	– Marie Chuang
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 (arrive 6:54 p.m.)
South San Francisco	– Mark Nagales
Woodside	– Dick Brown
SMCTA (Non-Voting)	– Rico Medina

Absent:

Atherton

Menlo Park  
SMCTD (Non-Voting)

Others:

Sean Charpentier	– C/CAG Executive Director
Mima Crume	– C/CAG Clerk of the Board
Melissa Adrikopolous	– C/CAG Legal Counsel
Kaki Cheung	– C/CAG Staff
Van Ocampo	– C/CAG Staff
Jeff Lacap	– C/CAG Staff
Reid Bogert	– C/CAG Staff
Susy Kalkin	– C/CAG Staff
Kim Wever	– C/CAG Staff
Kim Springer	– C/CAG Staff
Eva Gaye	– C/CAG Staff
Audrey Shiramiza	– C/CAG Staff
Chris Lepe	– CEO Mariposa

Other members of the public attended.

## 2.0 BRIEF OVERVIEW OF TELECONFERENCE MEETING PROCEDURES

Clerk Crume gave an overview of the teleconference meeting procedures.

- 3.0 Approval of Resolution 22-18 finding that, as a result of the continuing COVID-19 pandemic state of emergency declared by Governor Newsom, meeting in person would present imminent risks to the health or safety of attendees. ACTION

Board Member Gautier MOVED to approve item 3.0. Board Member Aguirre SECONDED. Roll call was taken. **MOTION CARRIED 18-0-0**

## 4.0 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.*

Clerk Crume announced that there were no public comments

## 5.0 PRESENTATIONS/ ANNOUNCEMENTS

- 5.1 Certificate of Appreciation to Marie Chuang, Councilmember for Town of Hillsborough, for her Leadership as the Chair of C/CAG. ACTION

Members of the C/CAG Board thanked Marie Chuang for her strong leadership, commitment, and invaluable contribution as the Chair of C/CAG.

Executive Director Sean Charpentier has expressed on behalf of staff the appreciation and her leadership during these challenging times. He's thanked her for all her efforts and keeping C/CAG together and moving forward.

Board Member Chuang thanked the C/CAG Board and staff for all of the kind words and support.

Board Member G. Papan (Millbrae) MOVED to approve the item 5.1. Board Member Gauthier SECONDED. Roll call was taken. **MOTION CARRIED 18-0-0**

APPROVED

## 6.0 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.

- 6.1 Approval of the minutes of regular business meeting No. 351 dated March 10, 2022.  
APPROVED
- 6.2 Approval of a Resolution identifying a pre-qualified bench of consultants to provide transportation planning and program support services through April 30, 2024, with an option to extend for up to an additional two (2) years.  
APPROVED
- 6.3 Approval of a Resolution adopting the San Mateo County Transportation Development Act (TDA) Article 3 Program, funding the top seven Bicycle and Pedestrian project proposals for Fiscal Year 2022/2023 for \$2,250,000.  
APPROVED
- 6.4 Approval of a Resolution determining that the proposed 8-story office/research and development project at 580 Dubuque Ave., South San Francisco, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.  
APPROVED
- 6.5 Approval of a Resolution determining that the proposed 6-story mixed-use project at 959 El Camino Real, Millbrae, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.  
APPROVED
- 6.6 Approval of the appointment of Jane Kao, Senior Civil Engineer from the City of Millbrae, to the C/CAG Congestion Management Program Technical Advisory Committee (TAC).  
APPROVED
- 6.7 Receive the Measure M 5-Year Performance Report (Fiscal Years 2016/17-2020/21).  
INFORMATION
- 6.8 Approval of a Resolution approving Amendment No. 2 to the Agreement with Econolite Systems Inc. for Smart Corridor Maintenance services, extending the term up to three months and adding \$190,000.  
APPROVED
- 6.9 Approval of a Resolution authorizing a Funding Agreement for \$675,000 with the San Mateo County Transportation Authority (SMCTA) for Phase 1, the Dumbarton Roadway Facility Improvements Pre-Project Initiation Document (Pre-PID).  
APPROVED
- 6.10 Approve the request for reallocation of Transportation Development Act (TDA) Article 3 funds for the City of Daly City Mission Street streetscape project (\$400,000).

APPROVED

- 6.11 Approve the request for reallocation of Transportation Development Act (TDA) Article 3 funds for the County of San Mateo Midcoast multimodal trail project (\$400,000).

APPROVED

- 6.12 Approve the request for reallocation of Transportation Development Act (TDA) Article 3 funds for the City of Redwood City Vera Avenue bicycle boulevard project (\$254,883).

APPROVED

- 6.13 Approve the request for reallocation of Transportation Development Act (TDA) Article 3 funds for the City of Half Moon Bay Pacific Coast connectivity north project (\$350,000).

APPROVED

- 6.14 Approval of a Resolution authorizing the C/CAG Chair to execute Amendment No.2 to Task Order URD-02 with Urban Rain Design, extending the Task Order to June 30, 2022, for no additional cost.

APPROVED

- 6.15 Approval of a Resolution approving Amendment No. 3 to the Agreement with Sustainable Silicon Valley for the Intelligent Transit Signal Priority Project, extending the agreement through June 30, 2022.

APPROVED

Board Member G. Papan (Millbrae) MOVED to approve the consent agenda items 6.1 through 6.15. Board Member Ortiz SECONDED. Roll call was taken. **MOTION CARRIED 19-0-0**

APPROVED

## 7.0 REGULAR AGENDA

- 7.1 Review legislative update and, if appropriate, recommend approval of C/CAG legislative policies, priorities, or positions. (A position may be taken on any legislation, including legislation not previously identified in the legislative update. Action is only necessary if recommending approval of a policy, priority, or position.)

C/CAG Legislative Committee Chair, Gina Papan, provided an update to the C/CAG Board on discussions and positions taken by the Committee at the April meeting. Chair Papan reviewed the various positions taken by vote by the Legislative Committee, as follows:

On Governor's proposed \$11.3 billion gas tax relief package, the Committee voted through three motions to support: a provision for a \$400 rebate to taxpayers with the addition of a means-based test, the provision for three months of free transit, and a provision for \$1 billion in funding for active transportation programs.

On AB 1067 (Portantino) Parking Requirement, the Committee voted to oppose. On AB 1817 (Ting) PFAS Ban in Textiles, the Committee voted to support. On AB 1944 (Lee) Brown Act Changes, the Committee voted support if amended with urgency. On AB 2237 (Friedman) Sustainable Communities Strategies Implementation, the Committee decided to monitor. On AB 2247 (Bloom) PFAS Reporting Platform, the Committee decided to monitor. On AB 2438 (Friedman) Transportation Funding Programs the Committee agreed to monitor. On AB 2622 (Mullin) Sales Tax Exemption for Electric Busses, the

Committee voted to support.

Committee Chair Papan mentioned that other bills for which C/CAG had already taken positions were considered and a vote was taken on SB 922 (Weiner) CEQA Exemption for Transit to oppose, and which passed.

Board Member Papan outlined the opposition of AB 1067, to oppose on SB 922, and the three positions on the Governors Gas Tax proposal, for a motion from the C/CAG Board. Chair Hurt restated the motion for support of Governor's Gas Tax rebate means testing provision as a separate motion, leaving opposition of AB 1067 and SB 922, and support of two provisions of the Governor's gas tax rebate: addition of active transportation funding and three months of free public transit, as a separate motion for a first vote.

After some discussion, Board Member Ortiz MOVED to approve. Board Member Cunningham SECONDED. Roll call was taken. **MOTION CARRIED 19-0-0**

APPROVED

Committee Chair Papan and Vice Chair Rak discussed a second motion supporting the final position taken by the Legislative Committee on the Governors Gas Tax proposal, means testing of a \$400 rebate to vehicle owners, electric or not, for a motion from the C/CAG Board.

Board Member Rak MOVED to approve. Board Member Ruddock SECONDED. Roll call was taken. **MOTION CARRIED 17-0-2**. Board Members Ortiz and Froomin opposed.

APPROVED

Sean Charpentier qualified that the first motion included the three months of free transit provision, and also mentioned the Legislative Committees decide for an update on the Seamless bill and to set up meetings with delegates in the coming weeks.

- 7.2 Approval of a Resolution authorizing an Agreement with Mariposa Planning Solutions for the C/CAG Equity Assessment and Framework Development Project for an amount not to exceed \$170,000, establish a contingency in the amount of \$17,000 for a total project budget of \$187,000; and execute future contract amendments in an amount not-to-exceed the appropriated contingency. APPROVED

The Board received a presentation from Kim Springer on the C/CAG Equity Assessment and Framework Development Project.

Sean Charpentier added that we're recommending that we amend and change the amount by adding funding to the recommended contract to support additional meetings for the board and or committees. We are recommending adding \$13,000 to the base contract.

Chris Lepe gave a brief comment and said he is excited for the opportunity and reengage with San Mateo County, program partners, community and C/CAG staff.

Board Member D. Papan (San Mateo) MOVED to approve item 7.2. Board Member Cunningham SECONDED. Roll call was taken. **MOTION CARRIED 18-0-0** (No vote recorded from San Mateo County) APPROVED

- 7.3 Review and approval of the proposed C/CAG Guidelines and process for the MTC One

The Board received an overview presentation from Jeff Lacap of the proposed C/CAG Guidelines and process for the MTC One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program.

Board Member G. Papan (Millbrae) commented that it seemed that the proposal that staff has proposed have is not being taken advantage of on all the different categories (Planning & Program Implementation, Growth Framework Implementation; Climate, Conservation, and Resilience; Complete Streets and Community Choice; and Multimodal Systems Operations and Performance).

Jeff said that project sponsors could come in with eligible projects under each of these categories. Sean added that MTC has these five categories which are broad, MTC also set a \$200 million active transportation target region-wide. Encouraging jurisdictions to submit active transportation projects is a strategy to ensure the county receives the entire county target.

Board Member Salazar **MOVED** to approve the proposed C/CAG Guidelines and process for the One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program and to add \$2M for C/CAG planning and staffing support for the set aside to continue to support MTC efforts through the life of the 4-year span of the OBAG 3. Board Member Aguirre **SECONDED**. Roll call was taken. **MOTION CARRIED 18-1-0**. Board Member G. Papan (Millbrae) opposed.

- 7.4 Update on three topic areas (Micromobility, Stormwater, and Greenhouse Gas Reduction) presented at the 2021 C/CAG Board Annual Forum and discuss future Board Annual Forum planning activities. INFORMATION

The Board received an overview and update from Sean on three topic areas (Micromobility, Stormwater, and Greenhouse Gas Reduction) presented at the 2021 C/CAG Board Annual Forum and discuss future Board Annual Forum planning activities. Since the Annual Forum, staff has applied a second time for a Caltrans Sustainable Planning Grant to prepare a GHG Mitigation Program that can be used by C/CAG and other agencies to mitigate projects that increase GHG or VMT. On April 4, 2022, Caltrans informed C/CAG staff that the application was successful. C/CAG staff will start the grant acceptance process. Micromobility refers to services such as bikeshare and scooter-share, where users are able to check out various small and light-weight vehicles for short term use through a self-service rental portal. Staff anticipates bringing a report on the initial feasibility finding and next steps to the May 2022 Board Meeting. In the past several months, C/CAG staff have made significant progress with pursuing state and federal budget requests for stormwater infrastructure, building off existing planning and preliminary design work on regional projects. The concept of equity was woven throughout the three structured topics. Over the past year, C/CAG staff has developed a scope of work for an Equity Assessment and Framework Development project, with input from two committees and the Board.

- 7.5 Update on returning to in-person C/CAG Board and Committee meetings. INFORMATION

The Board received an update on returning to in-person C/CAG Board and Committee

meetings. Options 1 would be returning to in-person meetings and the sequence would be 1) Confirmation from SamTrans that the C/CAG Board can conduct its meetings at the auditorium 2) Determine if Penn Media would provide the audio-visual assistance to stream the C/CAG Board meeting over a Zoom, or similar platform, and/or if SamTrans would prefer to provide that audio-visual assistance with their own staff or consultants. Option 2 would be to continue with remote meetings. This option is only available if AB 1944 or similar legislation is approved and signed by the Governor.

## 8.0 COMMITTEE REPORTS

### 8.1 Committee Reports (oral reports)

None.

### 8.2 Chairperson's Report

Chair Hurt reported out that she has participated as a panelist on the joint board meeting with the California Transportation Commission. In the future forum she will talk about other assessments, planning and funding. She will keep us abreast on how we can participate with the funding that's coming from the governor to work on transportation and infrastructure. She has also added and has asked the Board if they would consider another date to hold the C/CAG Board meetings and she will send out a doodle poll.

### 8.3 Board Members Report/Communication

Board Member G. Papan (Millbrae)/ MTC Commissioner reported out that she was asked to write a letter of support on behalf of the SMCTA and C/CAG to request for funding of \$5M from our federal representatives for Highway 101, 92 Bay Area Improvement and multi-mobile project. The letter was sent to Senators Feinstein and Padilla and would like to get more projects similarly aligned. In addition, there was a bridge authority meeting and of the ten bridges in our region, San Mateo, Hayward Bridge are in the poorest condition and \$30M will be spent to have it upgraded. There was a discussion along the lines of the bridge tolls as to equity, a huge amount of work is being done here and it's devastating to people to get fined, and the fines get out of control, and it impacts families that can't afford this. When we do our managed lanes think they're doing a lot of the preliminary work but when it comes to fines, they reduce the costs of the monitors, they reduce the costs of fines and they're really trying to make the whole system a lot more equitable, but they still need to get the funds to maintain the bridges in a safe manner which are regularly inspected. An interesting part is on how people pay, some people don't have credit cards and will pay in different ways. They're looking at providing flexibility for people to pay the tolls or fines.

## 9.0 EXECUTIVE DIRECTOR'S REPORT

Sean reported out that we've been working very closely with Ken Brown, federal advocate. We've submitted 9 member directed funding requests, 3 to Senator Feinstein, 3 to Senator Padilla, and 3 to Congresswomen Speier and they include the projects that we discussed at the state level for the budget request, including the 92/101 Area Improvements multi-mobile project. Including a bit over \$2M for planning of the San Bruno Water Capture Project. We have asked \$600K for the planning to look at a 3.7-mile buffered bike lane on El Camino in Millbrae and San Bruno. The deadline for all of those

were in the last couple of weeks. We're also looking at a member directed funding request to Congresswoman Eschoo for the Laundry to Landscape pilot program. And lastly, will bring Ken Brown to attend one our meetings and start engaging with the Board.

10.0 COMMUNICATIONS - Information Only

10.1 Written Communication 10 Letters

11.0 ADJOURNMENT – 8:41 p.m.



## C/CAG AGENDA REPORT

Date: May 12, 2022

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 22-28 finding that, as a result of the continuing COVID-19 pandemic state of emergency, meeting in person would present imminent risks to the health or safety of attendees, and that the state of emergency continues to directly impact the ability of members of the Board of Directors and C/CAG legislative bodies to meet safely in person.

(For further information, contact Melissa Andrikopoulos at [mandrikopoulos@smcgov.org](mailto:mandrikopoulos@smcgov.org))

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### RECOMMENDATION

Approval of Resolution 22-28 finding that, as a result of the continuing COVID-19 pandemic state of emergency, meeting in person for meetings of the C/CAG Board of Directors and all other C/CAG legislative bodies would present imminent risks to the health or safety of attendees, and that the state of emergency continues to directly impact the ability of members of the Board of Directors and C/CAG legislative bodies to meet safely in person.

### FISCAL IMPACT

There is no fiscal impact.

### SOURCE OF FUNDS

Not applicable

### BACKGROUND

On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which rescinded his prior Executive Order N-29-20 and set a date of October 1, 2021 for public agencies to transition back to public meetings held in full compliance with the Brown Act. The original Executive Order provided that all provisions of the Brown Act that required the physical presence of members or other personnel as a condition of participation or as a quorum for a public meeting were waived for public health reasons. If these waivers fully sunset on October 1, 2021, legislative bodies subject to the Brown Act would have to contend with a sudden return to full compliance with in-person meeting requirements as they existed prior to March 2020, including the requirement for full physical public access to all teleconference locations from which board members were participating.

On September 16, 2021, the Governor signed AB 361, a bill that formalizes and modifies the teleconference procedures implemented by California public agencies in response to the Governor's Executive Orders addressing Brown Act compliance during the COVID-19 emergency. AB 361 allows a local agency legislative body to continue to use teleconferencing under the same basic rules as provided

in the Executive Orders when certain circumstances occur or when certain findings have been made and adopted by the legislative body.

AB 361 provides that Brown Act legislative bodies must return to in-person meetings on October 1, 2021, unless they choose to continue with fully teleconferenced meetings because a specific declaration of a state or local health emergency is appropriately made. AB 361 allows legislative bodies to continue to conduct virtual meetings as long as there is a gubernatorially-proclaimed public emergency in combination with (1) local health official recommendations for social distancing or (2) adopted findings that meeting in person would present an imminent risk to health or safety. AB 361 is effective immediately as urgency legislation and will sunset on January 1, 2024.

AB 361 also requires that, if the state of emergency remains active for more than 30 days, the legislative body must make findings by majority vote every 30 days to continue using the bill's exemption to the Brown Act teleconferencing rules. Specifically, the legislative body must find that the need for teleconferencing persists due to risks posed by the ongoing state of emergency. Effectively, this means that local agencies must either agendaize a Brown Act meeting once every thirty days to make these findings, or, if a local agency has not made such findings within the prior 30 days, the local agency must re-adopt the initial findings if it wishes to conduct a remote meeting.

Public agencies that wish to continue with the option for remote meetings due to the COVID-19 emergency have and are continuing to make the required AB 361 findings. The San Mateo County Board of Supervisors approved a similar resolution at its September 28, 2021 meeting, and has continued to renew the findings since then.

At its October 14, 2021 meeting, the C/CAG Board adopted Resolution 21-79, making the findings necessary to continue remote meetings for both the C/CAG Board and standing C/CAG Committees for 30 days; the Board has subsequently adopted similar resolutions making findings to continue remote meetings.

## **DISCUSSION**

The County's high vaccination rate successfully implemented local health measures (such as indoor masking), and best practices by the public (such as voluntary social distancing) have proven effective, in combination, at controlling the local spread of COVID-19.

However, reducing the circumstances under which people come into close contact remains a vital component of the County's COVID-19 response strategy. While local agency public meetings are an essential government function, the last 18 months have demonstrated that conducting such meetings virtually is feasible.

Public meetings pose high risks for COVID-19 spread for several reasons. These meetings bring together people from throughout a geographic region, increasing the opportunity for COVID-19 transmission. Further, the open nature of public meetings makes it difficult to enforce compliance with vaccination, physical distancing, masking, cough and sneeze etiquette, or other safety measures. Moreover, some of the safety measures used by private businesses to control these risks may be less effective for public agencies.

These factors combine to make in-person public meetings imminently risky to health and safety.

We recommend that the Board avail itself of the provisions of AB 361 allowing continuation of remote meetings by adopting findings to the effect that conducting in-person meetings would present an imminent risk to the health and safety of attendees and that the state of emergency continues to directly impact the ability of members to meet safely in person. A resolution to that effect, and directing staff to take such other necessary or appropriate actions to implement the intent and purposes of the resolution, is attached hereto.

**ATTACHMENT**

1. Resolution 22-28

## RESOLUTION 22-28

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY FINDING THAT, AS A RESULT OF THE CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY, MEETING IN PERSON FOR MEETINGS OF THE C/CAG BOARD OF DIRECTORS AND ALL OTHER C/CAG LEGISLATIVE BODIES WOULD PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES, AND THAT THE STATE OF EMERGENCY CONTINUES TO DIRECTLY IMPACT THE ABILITY OF MEMBERS OF THE BOARD OF DIRECTORS AND C/CAG LEGISLATIVE BODIES TO MEET SAFELY IN PERSON.**

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

**WHEREAS**, on March 4, 2020, pursuant to California Government Code section 8550, *et seq.*, Governor Newsom proclaimed a state of emergency related to the COVID-19 novel coronavirus, and subsequently, the San Mateo County Board of Supervisors declared a local emergency related to COVID-19, and the proclamation by the Governor and declaration by the Board of Supervisors remain in effect; and

**WHEREAS**, on March 17, 2020, Governor Newsom issued Executive Order N-29-20, which suspended certain provisions in the California Open Meeting law, Government Code section 54950 *et seq.* (the “Brown Act”), related to teleconferencing by local agency legislative bodies, provided certain requirements were met and followed; and

**WHEREAS**, on June 11, 2021, the Governor issued Executive Order N-08-21, which extended provisions of Executive Order N-29-20 that waive otherwise-applicable Brown Act requirements related to remote/teleconference meetings by local agency legislative bodies through September 30, 2021; and

**WHEREAS**, on September 16, 2021, Governor Newsom signed AB 361 into law, and AB 361 provides that a local agency legislative body subject to the Brown Act may continue to meet without complying with the otherwise-applicable requirements in the Brown Act related to remote/teleconference meetings by local agency legislative bodies, provided that a state of emergency has been declared and the legislative body determines that meeting in person would present imminent risks to the health or safety of attendees, and provided that the legislative body makes such findings at least every thirty (30) days during the term of the declared emergency; and

**WHEREAS**, the C/CAG Board of Directors concludes that there is a continuing threat of COVID-19 to the community, and that Board meetings have characteristics that give rise to risks to health and safety of meeting participants (such as the increased mixing associated with bringing together people from across the community, the need to enable those who are immunocompromised or unvaccinated to be able to safely continue to participate fully in public governmental meetings, and the challenges with fully ascertaining and ensuring compliance with vaccination and other safety recommendations at such meetings); and

**WHEREAS**, the C/CAG Board of Directors has an important governmental interest in protecting the health and safety of those who participate in its meetings; and

**WHEREAS**, on October 14, 2021, the C/CAG Board of Directors approved Resolution 21-79

making the findings necessary to continue holding remote meetings of the C/CAG Board of Directors and all other C/CAG legislative bodies; and

**WHEREAS**, at subsequent meetings, the C/CAG Board of Directors adopted resolutions making the findings necessary to continue remote meetings for both the C/CAG Board of Directors and all other C/CAG legislative bodies; and

**WHEREAS**, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the C/CAG Board of Directors deems it necessary to find that meeting in person would present imminent risks to the health or safety of attendees, and that the COVID-19 state of emergency continues to directly impact the ability of members of the Board of Directors and all other C/CAG legislative bodies to meet safely in person, and thus intends to continue to invoke the provisions of AB 361 related to teleconferencing;

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that**

1. The recitals set forth above are true and correct.
2. The C/CAG Board of Directors has reconsidered the circumstances of the state of emergency caused by the spread of COVID-19.
3. The C/CAG Board of Directors finds that the state of emergency caused by the spread of COVID-19 continues to directly impact the ability of members of the Board of Directors and all other C/CAG legislative bodies to meet safely in person.
4. The C/CAG Board of Directors further finds that holding meetings of the C/CAG Board Directors and all other C/CAG legislative bodies in person would present imminent risks to the health or safety of attendees.
5. Staff is directed to take such other necessary or appropriate actions to implement the intent and purposes of this resolution.

**PASSED, APPROVED, AND ADOPTED, THIS 12TH DAY OF MAY 2022.**

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*Davina Hurt, Chair*

## C/CAG AGENDA REPORT

Date: May 12, 2022

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 22-29 authorizing the C/CAG Executive Director to execute an agreement between C/CAG and the California Department of Transportation for FY2022-23 Sustainable Communities Planning Grant funding for development of a Vehicle Miles Traveled/Greenhouse Gas Model Mitigation Program in an amount of \$531,180.

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

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### RECOMMENDATION

That the C/CAG Board review and approve of Resolution 22-29 authorizing the C/CAG Executive Director to execute an agreement between C/CAG and the California Department of Transportation (Caltrans) for FY2022-23 Sustainable Communities Planning Grant funding for development of a Vehicle Miles Traveled/Greenhouse Gas Model Mitigation Program in an amount of \$531,180.

### FISCAL IMPACT

Matching funds in the amount of \$68,820 (11.47%) is required in the terms of the grant agreement.

### SOURCE OF FUNDS

Funds in the amount of \$68,820 is being allocated from Congestion Relief funds through the term of the grant agreement.

### BACKGROUND

The Caltrans Office of Regional Planning supports California's regional transportation planning processes to ensure federal and state legislation, policies, and priorities are incorporated and provides training and support to stakeholders as needed. One of the Offices branches, the Grant and Resource Management Branch is responsible for developing, managing, and maintaining the Caltrans Sustainable Transportation Planning Grant Program, including two categories of grants: Sustainable Communities and Strategic Partnerships.

Sustainable Communities grants are critical to achieving the State's greenhouse gas reduction targets of 40 and 80 percent below 1990 levels by 2030 and 2050, respectively. Senate Bill 1, The Road Repair and Accountability Act of 2017, is the primary fund source for Sustainable Communities grants and requires the Branch to conduct the Sustainable Communities Grant solicitation process.

The Grant and Resource Management Branch announced the Sustainable Transportation Planning Grant Program for Fiscal Year (FY) 2021-22 in December 2020. C/CAG staff reviewed the guidelines and

developed an application for Development of Vehicle Miles Traveled/Greenhouse Gas Model Mitigation Program for San Mateo County. The application was submitted on February 12, 2021 and proposed a need to “translate” the goals of SB 743 for reduction of greenhouse gas emissions; through promoting changes that induce travel, active transportation, emerging technology, public health, total vehicle miles and other impacts. The Vehicle Miles Traveled/Greenhouse Gas Model Mitigation Program included establishing a list of legally tested and CEQA-compliant VMT/GHG mitigation measures that C/CAG, cities and the County, or other developers can use to mitigate GHG emissions from projects they sponsor. Successful applications for projects were also expected to directly benefit the multi-modal transportation system, improve public health, social equity, environmental justice, the environment, and provide other important community benefits.

Caltrans received a total of 169 grant applications for the FY 2021-22 cycle, with requests totaling approximately \$55 million for Sustainable Communities Competitive and Strategic Partnerships Grants. Of these applications, 59 were selected for grant awards, totaling approximately \$21.5 million. Unfortunately, C/CAG’s proposal, though it scored high, was not selected for award. C/CAG staff requested a debriefed on the application with Caltrans staff with the intention of resubmitting the application for the FY 22-23 cycle.

The enhanced FY 2022-23 grant application, including 10 letters of support, was resubmitted on October 27, 2021. In the new cycle, 131 grant applications were received by Caltrans for a total of \$42.5M. Caltrans published an awards list on March 22, 2022 with 67 applications noticed for award, totaling \$22.2M, including the application submitted by C/CAG for the Vehicle Miles Traveled/Greenhouse Gas Model Mitigation Program. Staff has begun the contracting process with Caltrans, which includes adding details to the application (Scope of Work) document. In addition, a C/CAG Board resolution is required prior to award and notice to proceed.

Resolution 22-29 authorizes the C/CAG Executive Director to, after final negotiations and review by C/CAG Counsel, execute an agreement between C/CAG and the California Department of Transportation (Caltrans) for the FY2022-23 Sustainable Communities Planning Grant funding for development of a Vehicle Miles Traveled/Greenhouse Gas Model Mitigation Program in an amount of \$531,180. Matching funds in the amount of \$68,820 (11.47%), at a minimum is required in the terms of the grant solicitation, for a total project amount of \$600,000.

Resolution 22-29, the draft FY2022-23 Sustainable Communities Planning Grant agreement, and the Scope of Work for the Program are provided as attachments to this staff report.

#### **ATTACHMENTS**

1. Resolution 22-29

Following attachments are available online at: <https://ccag.ca.gov/committees/board-of-directors-2/>

2. Draft FY2022-23 Sustainable Communities Planning Grant agreement
3. Vehicle Miles Traveled/Greenhouse Gas Model Mitigation Program Scope of Work

## **RESOLUTION 22-29**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT BETWEEN C/CAG AND THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR FY2022-23 SUSTAINABLE COMMUNITIES PLANNING GRANT FUNDING FOR DEVELOPMENT OF A VEHICLE MILES TRAVELED/GREENHOUSE GAS MODEL MITIGATION PROGRAM IN AN AMOUNT OF \$531,180**

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

**WHEREAS**, the California Department of Transportation (Caltrans), Grant and Resource Management Branch implements the Caltrans Sustainable Transportation Planning Program Sustainable Communities planning grant; and

**WHEREAS**, Sustainable Communities grants are critical to achieving the State's greenhouse gas reduction targets of 40 and 80 percent below 1990 levels by 2030 and 2050, respectively; and

**WHEREAS**, C/CAG staff developed an application for Development of a Vehicle Miles Traveled/Greenhouse Gas Model Mitigation Program for San Mateo County, applied for the FY 2021-22 Planning Grant cycle and was not awarded and reapplied for the FY 2022-23 Planning Grant cycle; and

**WHEREAS**, C/CAG has been notified of Caltran's intent to award the FY 2022-23 grant application; and

**WHEREAS**, the C/CAG Board has been presented with a funding agreement between C/CAG and the California Department of Transportation for development of a Vehicle Miles Traveled/Greenhouse Gas Model Mitigation Program scope of work at a cost \$600,000 (\$531,180 from the Sustainable Communities Planning Grant and \$68,820 from Congestion Relief funds).

**WHEREAS**, C/CAG staff has begun the contracting process with Caltrans, which includes adding details to the application document and a Board resolution is prior to award and notice to proceed.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County it authorizes the C/CAG Executive Director to execute an agreement between C/CAG and the California Department of Transportation for FY2022-23 Sustainable Communities Planning Grant funding for development of a Vehicle Miles Traveled/Greenhouse Gas Model Mitigation Program in an



amount of \$531,180. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final terms of said amendment prior to its execution by the C/CAG Executive Director, subject to approval as to form by C/CAG Legal Counsel.

**PASSED, APPROVED, AND ADOPTED THIS 12TH DAY OF MAY 2022.**

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*Davina Hurt, Chair*

## C/CAG AGENDA REPORT

Date: May 12, 2022

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 22-30 determining that the proposed Gateway of Pacific Phase 4 Density Transfer Project, including General Plan, Specific Plan and Zoning Amendments for property located at 900 Gateway Boulevard, South San Francisco, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

(For further information please contact Susy Kalkin at [kkalkin@smcgov.org](mailto:kkalkin@smcgov.org))

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### RECOMMENDATION

That the C/CAG Board of Directors, acting as the San Mateo County Airport Land Use Commission, approve Resolution 22-30 determining that the proposed Gateway of Pacific Phase 4 Density Transfer Project, including General Plan, Specific Plan and Zoning Amendments for property located at 900 Gateway Boulevard, South San Francisco, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport, subject to the following conditions:

- *Prior to issuance of a building permit, the project sponsor shall file Form 7460-1 with the FAA and provide to the City of South San Francisco an FAA “Determination of No Hazard”.*
- *The City of South San Francisco shall require that the project sponsor comply with the real estate disclosure requirements outlined in Policy IP-1 of the SFO ALUCP.*

### Discussion

#### Project Description

In 2010, the South San Francisco City Council approved a Master Plan to facilitate construction of an approximately 1.23 million square foot office/research & development (R&D) campus on the approx. 30-acre site, located southeast of the intersection of Gateway Boulevard and Oyster Point Boulevard, in the City of South San Francisco. The Master Plan area, now known as “Gateway of the Pacific” (GOP) provides generally for the following:

- Phase 1- which has been completed, includes an approximately 450,000 square foot, 12-story office/R&D building and a 2-story amenity building.
- Phases 2 - approximately 390,000 square feet of office/R&D space in 8 & 9 story building wings, currently under construction.

- Phase 3 – an 11-story, 314,000 sf office/R&D building currently under construction
- Phase 4 (which is proposed to be amended as part of this Density Transfer project) is entitled as two five-story, 98’ tall office/R&D buildings totaling approximately 226,000 square feet.
- Phase 5 (not yet constructed) was approved to allow two 4-story office/R&D buildings totaling approximately 262,000 square feet. The Phase 5 site was previously separated from the larger campus by a former railroad parcel which has now been merged into the development sites.

The Proposed Project includes transfer of up to 120,221 square feet of development potential from the Phase 5 property to the Phase 4 site, allowing for the expansion of one of the buildings from five to nine stories in height.

The GOP Phase 4 Density Transfer Project will require the following entitlements that are subject to a Land Use Consistency Determination:

- General Plan Amendment (to allow the density transfer into the Master Plan area)
- Specific Plan Amendment or Repeal (to allow the density transfer)
- Zoning Ordinance Amendment (the Specific Plan Zoning District regulations would be amended to allow a transfer of density from an adjacent zoning district)

#### ALUCP Consistency Evaluation

The subject project is located within Airport Influence Area B (AIA B), the “Project Referral” area, for San Francisco International Airport. California Government Code Section 65302.3 states that a local agency General Plan, Zoning Ordinance and/or any affected specific plan must be consistent with the applicable airport/land use criteria in the relevant adopted Airport Land Use Compatibility Plan (ALUCP). Additionally, per SFO ALUCP Policy GP-10.1, since the City of South San Francisco has not amended its Zoning Ordinance to reflect the policies and requirements of the current SFO ALUCP all proposed development projects within AIA B are subject to ALUC review. In accordance with these requirements, the City of South San Francisco has referred the subject development project to C/CAG, acting as the San Mateo County Airport Land Use Commission, for a determination of consistency with the SFO ALUCP.

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

#### *(a) Aircraft Noise Impacts*

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

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

*(b) Safety Compatibility*

The SFO ALUCP includes five safety zones and related land use compatibility policies and criteria. As shown on Attachment 4, the project site is located outside of the safety zones established in the SFO ALUCP, and therefore the safety policies and criteria do not apply to this proposed project.

*(c) Height of Structures/Airspace Protection*

Structure Height

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

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

As proposed, the 9-story structure would be 178 feet tall to the top of the mechanical screen. With a ground elevation of approximately 39 feet above mean sea level (MSL), the height of the structure would therefore be about 217 feet above MSL. As shown on Attachment 5, utilizing the ‘SFO Online Airspace Tool’, the building would be more than 320 feet below critical airspace. However, as shown on Attachment 6, the Project is located in an area that requires FAA notification for projects greater than 65-100 feet tall. As a result, the following condition is included:

- *Prior to issuance of a building permit, the project sponsor shall file Form 7460-1 with the FAA and provide to the City of South San Francisco an FAA “Determination of No Hazard”.*

Other Flight Hazards

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

- Sources of glare, such as highly reflective buildings, building features, or blight lights including search lights, or laser displays, which would interfere with the vision of pilots in command of an aircraft in flight;
- Distracting lights that could be mistaken for airport identification lightings, runway edge lighting, runway end identification lighting, or runway approach lighting;
- Sources of dust, smoke, water vapor, or steam that may impair the visibility of a pilot in command of and aircraft in flight;
- Sources of electrical/electronic interference with aircraft communications/navigation equipment; and

- Any use that creates an increased attraction for wildlife, particularly large flocks of birds, that is inconsistent with FAA rules and regulations, including but not limited to FAA Order 5200.5A, Waste Disposal Site On or Near Airports and FAA Advisory Circular 150/5200-33B, Hazardous Wildlife Attractants On or Near Airports and any successor or replacement orders or advisory circulars.

The additional four floors included in the Proposed Project do not include any design features that would attract birds or increase visual, electronic, navigational or wildlife hazards. Furthermore, to ensure potential flight hazards are minimized, City approvals for the overall Master Plan area include mitigation measures to reduce light and glare, and those measures are to be implemented in each project phase. The project design proposes low iron glass, which is reflective, appears flat and smooth, and minimizes uneven distortion.

#### (d) Overflight Notification

The project site is located within the Airport Influence Area (AIA) of SFO, the real estate disclosure area. Pursuant to Policy IP-1, notification is required, prior to sale or lease of property located within the AIA, of the proximity of the airport and that therefore the property may be subject to some of the annoyances or inconveniences associated with proximity to airport operations.

As this disclosure requirement is not currently included in South San Francisco's Municipal Code, the following condition is proposed:

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

#### ***Airport Land Use Committee Meeting***

The Airport Land Use Committee considered this item at its meeting on April 28, 2022, and unanimously recommended the project be found consistent with the policies of the SFO ALUCP subject to the conditions discussed above.

#### **Attachments**

1. Resolution 22-30

*The following attachments are available to download on the C/CAG website at:*  
<https://ccag.ca.gov/committees/board-of-directors-2/>

2. ALUCP application, together with related project description and plan set excerpts
3. SFO ALUCP Exh. IV-6 – Noise Compatibility Zones
4. SFO ALUCP Exh. IV-3 – Airport Influence Area B (w/Safety Compatibility Zones)
5. SFO Airspace Tool Readout
6. SFO ALUCP Exh. IV-11 – FAA Notification Filing Areas
7. Comment letter from SFO Planning dated April 19, 2022

## **RESOLUTION 22-30**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY, ACTING AS THE SAN MATEO COUNTY AIRPORT LAND USE COMMISSION, DETERMINING THAT THE PROPOSED GATEWAY OF PACIFIC PHASE 4 DENSITY TRANSFER PROJECT, INCLUDING GENERAL PLAN, SPECIFIC PLAN AND ZONING AMENDMENTS FOR PROPERTY LOCATED AT 900 GATEWAY BOULEVARD, SOUTH SAN FRANCISCO, IS CONDITIONALLY CONSISTENT WITH THE COMPREHENSIVE AIRPORT LAND USE COMPATIBILITY PLAN FOR THE ENVIRONS OF SAN FRANCISCO INTERNATIONAL AIRPORT.**

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

**WHEREAS**, California Government Code Section 65302.3 states that a local agency General Plan, Zoning Ordinance and/or any affected specific plan must be consistent with the applicable airport/land use criteria in the relevant adopted Airport Land Use Compatibility Plan (ALUCP) and furthermore, per Policy GP-10.1 of the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport (SFO ALUCP), if a jurisdiction has not made its local plans consistent with the ALUCP all proposed development projects within AIA B may be subject to ALUC review; and

**WHEREAS**, the City of South San Francisco has received an application for General Plan, Specific Plan and Zoning Ordinance amendments to allow a transfer of density within the Gateway of Pacific Master Plan area, resulting in an increased height (from 5-stories to 9-stories) for a previously entitled building at 900 Gateway Boulevard (the "Project") which is located within Airport Influence Area B of San Francisco International Airport (SFO); and

**WHEREAS**, the City of South San Francisco has referred the Project to C/CAG, acting as the San Mateo County Airport Land Use Commission, for a determination of consistency with the SFO ALUCP; and

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

(a) Noise Policy Consistency Analysis - The 65 dB CNEL (Community Noise Equivalent Level) aircraft noise contour defines the threshold for airport noise impacts established in the SFO ALUCP. All land uses located outside this contour are deemed consistent with the noise policies of the SFO ALUCP. Per SFO ALUCP Exhibit IV-6, the Project lies outside the bounds of the 65dB CNEL contour, and therefore is consistent with the SFO ALUCP noise policies and criteria.

(b) The SFO ALUCP includes five safety zones and related land use compatibility policies and criteria. Per SFO ALUCP Exhibit IV-3, the Project site is located outside of the safety zones established in the SFO ALUCP, and therefore the safety policies and criteria do not apply to the Project.

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

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

As proposed, the 9-story structure would be 178 feet tall to the top of the mechanical screen. With a ground elevation of approximately 39 feet above mean sea level (MSL), the height of the project would therefore be about 217 above MSL. Utilizing the ‘SFO Online Airspace Tool’, it has been determined that the building would be more than 320 feet below critical airspace. However, as shown on SFO ALUCP Exhibit IV-11, the Project is located in an area that requires FAA notification for projects greater than 65-100 feet tall, and a determination from the FAA that the project will not be a hazard to air navigation. In acknowledgement of this requirement, a condition is included in this consistency determination to require compliance; and

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

**WHEREAS**, at its meeting on April 28, 2022, based on the factors listed above and subject to the conditions identified, the Airport Land Use Committee recommended that the C/CAG Board of Directors, acting as the Airport Land Use Commission, determine that the Project is consistent with the SFO ALUCP; and,

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

**PASSED, APPROVED, AND ADOPTED, THIS 12<sup>TH</sup> DAY OF MAY 2022.**

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*Davina Hurt, Chair*

**Resolution 22-30 – Conditions of Consistency Determination:**

- 1. Prior to issuance of a building permit, the project sponsor shall file Form 7460-1 with the FAA and provide to the City of South San Francisco an FAA “Determination of No Hazard”.*
- 2. The City of South San Francisco shall require that the project sponsor comply with the real estate disclosure requirements outlined in Policy IP-1 of the SFO ALUCP.*



## C/CAG AGENDA REPORT

Date: May 12, 2022

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 22-31 determining that the proposed Southline Specific Plan, including General Plan, Specific Plan and Zoning Amendments for a 28.5-acre site located the intersection of South Maple and Tanforan Avenues, South San Francisco, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

(For further information please contact Susy Kalkin at [kkalkin@smcgov.org](mailto:kkalkin@smcgov.org))

### RECOMMENDATION

That the C/CAG Board of Directors, acting as the San Mateo County Airport Land Use Commission, approve Resolution 22-21 determining that the proposed Southline Specific Plan, including General Plan, Specific Plan and Zoning Amendments for a 28.5-acre site located the intersection of South Maple and Tanforan Avenues, South San Francisco, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport, subject to the following conditions:

- Prior to approval of the subject Southline Specific Plan, the City of South San Francisco shall incorporate language into the Plan and/or related Zoning Amendments to address the following:
  - *Include footnotes on Specific Plan Table 2-2, Land Use Regulations, clarifying that uses (esp. lodging, commercial recreation, community assembly, and park and recreation facilities) must comply with the provisions of SFO ALUCP Policy NP-2 and Table IV-1, which identify Noise/Land Use Compatibility Criteria. For uses identified in Table IV-1 as “Conditionally Compatible”, sound insulation and the grant of an aviation easement to the City and County of San Francisco as operator of SFO are required.*
  - *Include a process to address the requirements of SFO ALUCP Policy AP-1.2, whereby a project sponsor of a development project that would exceed the FAA notification heights, must file a Form 7460-1 with the FAA, and provide to the City of South San Francisco an FAA determination of no hazard to air navigation prior to issuance of a building permit. This process should also recognize construction related activities, such as cranes, that may create temporary obstructions that also require FAA review pursuant to FAR Part 77.*
  - *Include a process to address and incorporate the requirements of SFO ALUCP Policy AP-3, Maximum Building Heights, into the related planning documents and project review procedures to ensure projects do not encroach into critical airspace or otherwise present a hazard to air navigation.*

- a. *Include references in the General Plan and throughout the Specific Plan (especially Section 2.4 & Table 2-1 Development Standards and Section 6.3.4 Implementation), to clarify that the maximum height of any new building on the project site is governed not only by the maximum height determined not to be a “hazard to air navigation” by the FAA, but also must be below the height shown on the SFO Critical Aeronautical Surfaces map (SFO ALUCP Exh. IV-17); and*
  - b. *Remove all references to height exceptions allowed elsewhere in the South San Francisco Municipal Code to clarify that they would not pertain to this project.*
- *Reference the real estate disclosure requirements outlined in Policy IP-1 of the SFO ALUCP.*

## **Discussion**

### Project Description

The proposed project would demolish all existing on-site uses within the Specific Plan area, a 28.5-acre site at the intersection of South Maple and Tanforan Avenues in South San Francisco and construct a transit-oriented office/R&D campus of approximately 2,800,000 square feet. New development would include commercial office/R&D buildings, a supportive amenities building totaling up to approximately 70,000 square feet, two parking structures, a new east-west connection road, supportive utilities and related infrastructure, and up to 7.8 acres of open space.

Building heights would range from three to seven stories, subject to maximum building height allowed by FAA and ALUCP requirements; generally, the maximum height limit within the Specific Plan would be 120 feet, but actual heights will depend on the specific elevation of the relevant portion of the Specific Plan area and the applicable height contours under the above applicable regulations.

The Proposed Project would require approval of the Southline Specific Plan and related General Plan, zoning map, and zoning text amendments to reflect adoption of the Specific Plan. Specifically, the General Plan would be amended to increase the building height in the Specific Plan area to be in accordance with FAA requirements and would re-designate a small, approximately 0.3-acre parcel within the Specific Plan area from “Park and Recreation” to “Office” to be consistent with the General Plan designation of the remainder of the Specific Plan area. The zoning map and zoning text would be amended to reflect adoption of the Specific Plan

### ALUCP Consistency Evaluation

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

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

## *Aircraft Noise Impacts*

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

As shown on Attachment 3, the entire Project site is located within the 65 dB CNEL contour, while the southwestern half of the site is also within the 70 dB CNEL contour. According to the SFO ALUCP, commercial land uses, including office, business, and professional, and general retail uses, in addition to industrial and production uses, are considered compatible uses within the CNEL 65 - 75 dBA contours.

However, as shown on Attachment 4, the proposed Land Use Regulations for the Specific Plan identify several uses that may be either conditionally compatible or not compatible with the Noise Policies in the ALUCP, including lodging, community assembly and some types of outdoor park and recreation facilities (ex. amphitheatres). Per SFO ALUCP Table IV-1 (Noise/Land Use Compatibility Criteria), conditional uses within the 65-75 dB CNEL contour are compatible provided that sound insulation is provided to reduce interior noise levels from exterior sources to CNEL 45 dBA or lower, and that an aviation easement is granted to the City and County of San Francisco as operator of SFO. Therefore, to ensure compatibility with the Noise Policies of the SFO ALUCP, the following condition is recommended:

- *Include footnotes on Specific Plan Table 2-2, Land Use Regulations, clarifying that uses (esp. lodging, commercial recreation, community assembly, and park and recreation facilities) must comply with the provisions of SFO ALUCP Policy NP-2 and Table IV-1, which identify Noise/Land Use Compatibility Criteria. For uses identified in Table IV-1 as “Conditionally Compatible”, sound insulation and the grant of an aviation easement to the City and County of San Francisco as operator of SFO are required.*

### *(a) Safety Compatibility*

The SFO ALUCP includes five safety zones and related land use compatibility policies and criteria. As shown on Attachment 5, the southwest corner of the Specific Plan area is located within Zone 4, the Outer Approach/Departure Zone. The remainder of the Specific Plan area is not within any of the ALUCP’s Safety Compatibility Zones. ALUCP Policy SP-2 and Table IV-2 define incompatible uses within each Safety Compatibility Zone. Incompatible uses for Zone 4 include: Biosafety Level 3 and 4 facilities, children’s schools, large child day care centers, hospitals, nursing homes, stadiums, arenas, hazardous uses (other than biosafety Level 3 and 4 facilities), and critical public utilities. The project would include development within that portion of the site located within Zone 4 including streetscape, open space, and a commercial amenities building; these uses are not restricted under the ALUCP and so the project is consistent with the ALUCP policies regarding its safety zones.

### *(b) Height of Structures/Airspace Protection*

#### Structure Height

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

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

As depicted on Exhibit IV-17 of the SFO ALUCP (see Attachment 6), the critical aeronautical surfaces above the Proposed Project range between approximately 138 and 152 feet above mean sea level (AMSL), with the lower elevation at the southeast corner and the higher elevation at the northwest corner. Site elevations range generally between 22-28 feet above mean sea level.

Attachment 2, Exhibits F, G, & H, depict the building heights, both actual and relative to sea level, for three potential build-out options: Office, Hybrid and Life Science. In the Life Science Build-Out option, the closest building surface to the critical aeronautical surfaces is Building 7, with a maximum elevation of 141 feet AMSL to the top of roof mounted vents. As noted in the attached comment letter from SFO Planning staff, this proposed elevation would be at least 0.08 feet (less than one inch) below the lowest critical airspace surface and therefore would still be compatible with the SFO ALUCP, however it is also noted that this leaves no margin for error for surveying and construction, as the maximum elevations may not be exceeded.

In addition, as shown on Attachment 7, the Project is located in an area that requires FAA notification for projects greater than 30-65 feet tall. As a result, the following condition is included to ensure Airspace Protection:

- *Include a process to address the requirements of SFO ALUCP Policy AP-1.2, whereby a project sponsor of a development project that would exceed the FAA notification heights, must file a Form 7460-1 with the FAA, and provide to the City of South San Francisco an FAA determination of no hazard to air navigation prior to issuance of a building permit. This process should also recognize construction related activities, such as cranes, that may create temporary obstructions that also require FAA review pursuant to FAR Part 77.*

#### Other Flight Hazards

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

These characteristics include the following:

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

South San Francisco's General Plan addresses *Other Flight Hazards* through the following policy:

- Policy 8.7-I-1: Do not permit land uses that pose potential hazards to air navigation in the vicinity of SFO. These land uses include the following:
  1. Any use that would direct a steady or flashing light of white, red, green or amber color towards an aircraft engaged in an initial straight climb following takeoff or toward a landing, other than FAA-approved navigational lights;
  2. Any use that would cause sunlight to be reflected toward an aircraft engaged in an initial straight climb following takeoff or toward an aircraft engaged in a straight final approach toward a landing;
  3. Any use that would generate smoke or rising columns of air;
  4. Any use that would attract large concentrations of birds within approach and climb-out areas; and
  5. Any use that would engage electrical interference that may interfere with aircraft communications or aircraft instrumentation.

(c) Overflight Notification

The project site is located within the Airport Influence Area (AIA) of SFO, the real estate disclosure area. Pursuant to Policy IP-1, notification is required, prior to sale or lease of property located within the AIA, of the proximity of the airport and that therefore the property may be subject to some of the annoyances or inconveniences associated with proximity to airport operations.

As this disclosure requirement is not currently included in Specific Plan or Zoning Ordinance, the following condition is proposed:

- *Reference the real estate disclosure requirements outlined in Policy IP-1 of the SFO ALUCP.*

***Airport Land Use Committee Meeting***

The Airport Land Use Committee considered this item at its meeting on April 28, 2022. (Draft minutes of the meeting are included as Attachment 9.)

In general, many members were extremely concerned with the fact that, as discussed above, SFO planning staff pointed out that portions of the buildings (roof-mounted exhaust stacks) were proposed within 1" of critical airspace. There was general agreement that this was an unreasonable buffer and they would prefer to see the distance increased. However, it was acknowledged that the purview of the ALUC is limited to making a determination of whether a project either is or is not consistent with the policies in the ALUCP, and that the project height is, in fact, below the critical airspace, consistent with the requirement of the ALUCP policy. The Committee approved, by a vote of 7-2-1, a recommendation that the C/CAG Board find the project conditionally consistent with the SFO ALUCP, and also directed that staff forward a separate letter to South San Francisco outlining the Committee's concerns.

Subsequent to the ALUC meeting, staff discussed the Committee's concerns and the critical airspace issue with SFO Planning Staff. SFO staff noted their concern was with the accuracy of the surveys, stating that if the facility was constructed exactly as shown on the plans (or lower) they would not have any issues with it because this surface represents the bottom of the safety buffer (Critical Aeronautical Surface). They further cautioned that if the project is built and is surveyed as being too tall, the exhaust stacks would have to be lowered immediately, as they would not be in compliance with the ALUCP.

To more clearly and directly address the concerns raised by the ALUC Committee and SFO Planning staff, an additional condition is proposed to clarify that in no instance is encroachment into the Critical Aeronautical Surface permitted. C/CAG staff has discussed this condition with South San Francisco staff who concur that these recommended changes to the Specific Plan make the height limitation abundantly clear.

- *Include a process to address the requirements of SFO ALUCP Policy AP-3, Maximum Building Heights, to ensure projects do not encroach into critical airspace or otherwise present a hazard to air navigation.*
  - a. *Include references in the General Plan and throughout the Specific Plan (especially Section 2.4 & Table 2-1 Development Standards and Section 6.3.4 Implementation), to clarify that the maximum height of any new building on the project site is governed not only by the maximum height determined not to be a “hazard to air navigation” by the FAA, but also must be below the height shown on the SFO Critical Aeronautical Surfaces map (SFO ALUCP Exh. IV-17); and*
  - b. *Remove all references to height exceptions allowed elsewhere in the South San Francisco Municipal Code to clarify that they would not pertain to this project.*

## **Attachments**

1. Resolution 22-31

*The following attachments are available to download on the C/CAG website at:*  
<https://ccag.ca.gov/committees/board-of-directors-2/>

2. ALUCP application, together with related project description and materials
3. SFO ALUCP Exh. IV-6 – Noise Compatibility Zones
4. Specific Plan Excerpt - Table 2-2: Land Use Regulations
5. SFO ALUCP Exh. IV-7 –Safety Compatibility Zones
6. SFO ALUCP Exh. IV-17 – Critical Aeronautical Surfaces
7. SFO ALUCP Exh. IV-11 – FAA Notification Filing Areas
8. Comment letter from SFO Planning dated April 19, 2022
9. Draft Minutes – April 28, 2022 Airport Land Use Committee meeting

## **RESOLUTION 22-31**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY, ACTING AS THE SAN MATEO COUNTY AIRPORT LAND USE COMMISSION, DETERMINING THAT THE PROPOSED SOUTHLINE SPECIFIC PLAN, INCLUDING GENERAL PLAN, SPECIFIC PLAN AND ZONING AMENDMENTS FOR A 28.5-ACRE SITE LOCATED THE INTERSECTION OF SOUTH MAPLE AND TANFORAN AVENUES, SOUTH SAN FRANCISCO, IS CONDITIONALLY CONSISTENT WITH THE COMPREHENSIVE AIRPORT LAND USE COMPATIBILITY PLAN FOR THE ENVIRONS OF SAN FRANCISCO INTERNATIONAL AIRPORT.**

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

**WHEREAS**, California Government Code Section 65302.3 states that a local agency General Plan, Zoning Ordinance and/or any affected specific plan must be consistent with the applicable airport/land use criteria in the relevant adopted Airport Land Use Compatibility Plan (ALUCP) and furthermore, per Policy GP-10.1 of the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport (SFO ALUCP), if a jurisdiction has not made its local plans consistent with the ALUCP all proposed development projects within AIA B may be subject to ALUC review; and

**WHEREAS**, the City of South San Francisco has received an application for the Southline Project, including General Plan, Specific Plan and Zoning Amendments to allow for construction of a 2.8 million sq. ft. transit-oriented office/R&D campus on a 28.5-acre site located at the intersection of South Maple and Tanforan Avenues, (the "Project") which is located within Airport Influence Area B of San Francisco International Airport (SFO); and

**WHEREAS**, the City of South San Francisco has referred the Project to C/CAG, acting as the San Mateo County Airport Land Use Commission, for a determination of consistency with the SFO ALUCP; and

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

- (a) Noise Policy Consistency Analysis - The 65 dB CNEL (Community Noise Equivalent Level) aircraft noise contour defines the threshold for airport noise impacts established in the SFO ALUCP. All land uses located outside this contour are deemed consistent with the noise policies of the SFO ALUCP. Per SFO ALUCP Exhibit IV-6, the entire Project site is located within the 65 dB CNEL contour, while the southwestern half of the site is also within the 70 dB CNEL contour. According to the SFO ALUCP Table IV-1 (Noise/Land Use Compatibility Criteria), commercial land uses, including office, business, and professional, and general retail uses, in addition to industrial and production uses, are considered compatible uses within the CNEL 65 - 75 dBA contours. However, other uses are identified in the proposed Land Use Regulations that may be either conditionally compatible or not compatible with the Noise Policies in the ALUCP, so a condition is included in this consistency determination to ensure

compliance with the Noise Policies of the SFO ALUCP

- (b) The SFO ALUCP includes five safety zones and related land use compatibility policies and criteria. Per SFO ALUCP Exhibit IV-7, the southwest corner of the Specific Plan area is located within Zone 4, the Outer Approach/Departure Zone, while the remainder of the Specific Plan area is not within any of the ALUCP's Safety Compatibility Zones. ALUCP Policy SP-2 and Table IV-2 define incompatible uses within each Safety Compatibility Zone. Proposed development within the portion of the site located within Zone 4 includes streetscape, open space, and a commercial amenities building which are not restricted under the ALUCP so the project is consistent with the Safety Compatibility policies.
- (c) Airspace Protection – Pursuant to the SFO ALUCP, airspace protection compatibility of proposed land uses within its AIA is evaluated in accordance with the following criteria: (1) 14 Code of Federal Regulations Part 77 (FAR Part 77), “Safe, Efficient Use and Preservation of the Navigable Airspace”, which establishes the standards for determining obstructions to air navigation; and (2) FAA notification surfaces. By definition, any object that penetrates one of the imaginary surfaces of the FAR Part 77 exhibit is deemed an obstruction to air navigation.

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

As depicted on Exhibit IV-17 of the SFO ALUCP, the critical aeronautical surfaces above the Proposed Project range between approximately 138 and 152 feet above mean sea level (AMSL), with the lower elevation at the southeast corner and the higher elevation at the northwest corner. Site elevations range generally between 22-28 feet above mean sea level. As shown on the site plan options, the closest building surface to the critical aeronautical surfaces is Building 7, with a maximum elevation of 141 feet AMSL to the top of roof mounted vents. This proposed elevation would be at least 0.08 feet (less than one inch) below the lowest critical airspace surface and therefore would be compatible with the SFO ALUCP. Additionally, as shown on SFO ALUCP Exhibit IV-11, the Project is located in an area that requires FAA notification for projects greater than 65-100 feet tall, and a determination from the FAA that the project will not be a hazard to air navigation.

To ensure the South San Francisco General Plan and Southline Specific Plan reflect the processes and requirements to maintain consistency with the Airspace Policies of the SFO ALUCP as they relate to the project, conditions are included in this consistency determination to modify the documents to provide additional clarity; and

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

**WHEREAS**, at its meeting on April 28, 2022, based on the factors listed above and subject to the



conditions identified, the Airport Land Use Committee recommended that the C/CAG Board of Directors, acting as the Airport Land Use Commission, determine that the Project is consistent with the SFO ALUCP; and,

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

**PASSED, APPROVED, AND ADOPTED, THIS 12<sup>TH</sup> DAY OF MAY 2022.**

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*Davina Hurt, Chair*

**Resolution 22-31 – Conditions of Consistency Determination:**

1. Prior to approval of the Southline Specific Plan, the City of South San Francisco shall incorporate language into the Plan and/or related Zoning Amendments to address the following:
  - a. Include footnotes on Specific Plan Table 2-2, Land Use Regulations, clarifying that uses (esp. lodging, commercial recreation, community assembly, and park and recreation facilities) must comply with the provisions of SFO ALUCP Policy NP-2 and Table IV-1, which identify Noise/Land Use Compatibility Criteria. For uses identified in Table IV-1 as “Conditionally Compatible”, sound insulation and the grant of an aviation easement to the City and County of San Francisco as operator of SFO are required.
  - b. Include a process to address the requirements of SFO ALUCP Policy AP-1.2, whereby a project sponsor of a development project that would exceed the FAA notification heights, must file a Form 7460-1 with the FAA, and provide to the City of South San Francisco an FAA determination of no hazard to air navigation prior to issuance of a building permit. This process should also recognize construction related activities, such as cranes, that may create temporary obstructions that also require FAA review pursuant to FAR Part 77.
  - c. Include a process to address and incorporate the requirements of SFO ALUCP Policy AP-3, Maximum Building Heights, into the related planning documents and project review procedures to ensure projects do not encroach into critical airspace or otherwise present a hazard to air navigation.
    - 1) Include references in the General Plan and throughout the Specific Plan (especially Section 2.4 & Table 2-1 Development Standards and Section 6.3.4 Implementation), to clarify that the maximum height of any new building on the project site is governed not only by the maximum height determined not to be a “hazard to air navigation” by the FAA, but also must be below the height shown on the SFO Critical Aeronautical Surfaces map (SFO ALUCP Exh. IV-17); and
    - 2) Remove all references to height exceptions allowed elsewhere in the South San Francisco Municipal Code to clarify that they would not pertain to this project.
  - d. Reference the real estate disclosure requirements outlined in Policy IP-1 of the SFO ALUCP.

## C/CAG AGENDA REPORT

Date: May 12, 2022

To: C/CAG Board of Directors

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 22-32 authorizing the C/CAG Executive Director to execute a one-year extension with the City of Menlo Park for funding of two shuttles previously approved under the Joint C/CAG and San Mateo County Transportation Authority Shuttle Program for FY 2020/2021 and FY 2021/2022, in an amount not to exceed \$394,980, utilizing surplus allocation from the existing program.

(For further information please contact Susy Kalkin [kkalkin@smcgov.org](mailto:kkalkin@smcgov.org))

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### RECOMMENDATION

That the C/CAG Board approve Resolution 22-32 authorizing the C/CAG Executive Director to execute a one-year extension with the City of Menlo Park for funding of two shuttles previously approved under the Joint C/CAG and San Mateo County Transportation Authority Shuttle Program for FY 2020/2021 and FY 2021/2022, in an amount not to exceed \$394,980, utilizing surplus allocation from the existing program.

### FISCAL IMPACT

The cost for the requested one-year extension would be in an amount not to exceed \$394,980

### SOURCE OF FUNDS

Funding to support the shuttle program would be derived from the Congestion Relief Plan adopted by C/CAG. Through the annual budget adoption process, the C/CAG Board of Directors approved \$1,085,699 in funding for the shuttle program (\$542,849.50 for FY 20/21 and \$542,849.50 for FY 21/22). Surplus funds from these prior allocations are available to cover the projected expense of the one-year extension.

### BACKGROUND

In January 2020, C/CAG and the San Mateo County Transportation Authority (TA) issued a joint Call for Projects (CFP) for the San Mateo County Shuttle Program (Shuttle Program). In May 2020, the C/CAG Board approved the overall Shuttle Program, comprised of a total of 30 shuttle routes, and authorized execution of a funding agreement with the City of Menlo Park in an amount not to exceed \$1,085,699 for two shuttles, the Crosstown community shuttle and the Marsh Road commuter shuttle, over the two fiscal years. During the same period, the TA Board allocated approximately \$8.6 M in Measure A Local Shuttle Program funds for the remaining 28 shuttles.

Subsequently, the San Mateo County Transit District (SamTrans) undertook a Shuttle Study, which was adopted by its Board in November 2021. The SamTrans Study includes a number of recommendations for improving and simplifying shuttle operations in San Mateo County while also streamlining the administration of the Shuttle Program. The near-term recommendation from the Shuttle Study proposed that C/CAG and the TA extend the FY 20/21 & FY 21/22 Shuttle Program for one additional fiscal year to allow for continued COVID-19 ridership recovery and for the initial implementation of new bus routes from Reimagine SamTrans that may impact the routing of shuttles in the County.

Based on this recommendation, C/CAG and TA staff met with their respective existing shuttle sponsors to review the extension process and assess FY 22/23 operational needs.

In March 2022, the TA Board approved a one-year extension of the Shuttle Program and allocated an additional \$1,558,044 to fully cover their portion of the operating costs of the 28 shuttles they have currently been funding. (See Attachment 2).

#### Funding Request FY22/23 – Menlo Park Shuttles

Menlo Park has projected total operating costs for the two shuttles funded by C/CAG for FY 22/23 would be \$611,000. They would be providing a local match of 25% for the Marsh Road shuttle and 40% for the Crosstown shuttle, as in the previous years, resulting in a request for C/CAG to provide funding in the amount of \$394,980.

Due to reduced service during past two fiscal years, there is a projected remaining balance of previously allocated shuttles funds in the amount of \$447,320 available for this one-year extension, exceeding the projected cost. (The funding details are more fully outlined in Attachment 3.)

TA and C/CAG staff anticipate issuance of a new CFP covering FY 23/24 and FY 24/25 in December of this year.

#### **ATTACHMENTS**

1. Resolution 22-32
2. TA Shuttle Funding Awards FY23
3. C/CAG - FY 2022/23 Shuttle Funding Recommendation

## **RESOLUTION 22-32**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE A ONE-YEAR EXTENSION WITH THE CITY OF MENLO PARK FOR FUNDING OF TWO SHUTTLES PREVIOUSLY APPROVED UNDER THE JOINT C/CAG AND SAN MATEO COUNTY TRANSPORTATION AUTHORITY SHUTTLE PROGRAM FOR FY 2020/2021 AND FY 2021/2022, IN AN AMOUNT NOT TO EXCEED \$394,980, UTILIZING SURPLUS ALLOCATION FROM THE EXISTING PROGRAM.**

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

**WHEREAS**, the Board of Directors of the City/County Association of Governments at its February 14, 2002 meeting approved the Congestion Relief Plan and subsequently reauthorized the Congestion Relief Plan in 2007, 2010, 2015 and 2019; and

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

**WHEREAS**, C/CAG and the San Mateo County Transportation Authority (TA) issued a joint Call for Projects for the San Mateo County Shuttle Program (Shuttle Program) for Fiscal Year (FY) 20/21 and FY 21/22, which yielded an approved list of 30 shuttles, with 28 funded by the TA and two funded by C/CAG; and

**WHEREAS**, the C/CAG Board, through Resolution 20-20 authorized \$1,085,699 in funding for the shuttle program (\$542,849.50 for FY 20/21 and \$542,849.50 for FY 21/22) to fund two shuttles in Menlo Park – the Crosstown and Marsh Road shuttles; and

**WHEREAS**, in November 2021, the San Mateo County Transit District completed a Shuttle Study that was adopted by its Board and recommended improving and simplifying shuttle operations in San Mateo County by streamlining the administration of the Shuttle Program; and

**WHEREAS**, the Shuttle Study recommended that C/CAG and the TA extend the FY 20/21 and FY 21/22 Shuttle Program for an additional year, through FY 22/23, to allow continued COVID-19 ridership recovery and implementation of new bus routes from Reimagine SanTrans before instituting shuttle service and funding changes; and

**WHEREAS**, the City of Menlo Park has estimated total operating costs for the Crosstown and Marsh Road shuttles for FY 22/23 at \$611,000 and has requested funding from C/CAG in the amount of \$394,980; and

**WHEREAS**, reduced and suspended service during FY 20/21 and FY 21/22 resulted in an available projected balance of \$447,320 from the prior funding cycle to be used for the FY22/23 extension, exceeding the funding request; and

**WHEREAS**, the City of Menlo Park will provide matching funds of 25% for the Marsh Road shuttle and 40% for the Crosstown shuttle.

**NOW THEREFORE BE IT RESOLVED**, that the C/CAG Board of Directors authorizes the C/CAG Executive Director to execute a one-year extension with the City of Menlo Park for funding of two shuttles previously approved under the Joint C/CAG and San Mateo County Transportation Authority Shuttle Program for FY 2020/2021 and FY 2021/2022, in an amount not to exceed \$394,980, utilizing surplus allocation from the existing program.

**PASSED, APPROVED, AND ADOPTED, THIS 12<sup>TH</sup> DAY MAY 2022.**

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*Davina Hurt, Chair*

## Attachment 2

### San Mateo County Transportation Authority

#### Fiscal Year 2023 (FY 23) Shuttle Extension Approved Awards

Shuttle Information		FY 23 Operating Costs			FY23 Funding		
Applicant	Shuttle Name	Operational Cost	Commute.org Admin (ACR)	Total Operational Costs	Local Match	Recommended TA Award	Total Funding
Commute.org	Redwood City Midpoint	\$344,400	\$8,473	\$352,873	\$132,576	\$220,296	\$352,873
Commute.org	Redwood City Seaport Centre	\$172,200	\$3,367	\$175,567	\$88,026	\$87,541	\$175,567
Commute.org	North Burlingame	\$169,900	\$3,306	\$173,206	\$87,245	\$85,961	\$173,206
Commute.org	North Foster City	\$184,100	\$5,062	\$189,162	\$57,551	\$131,611	\$189,162
Commute.org	Bayshore Technology Park	\$169,900	\$3,322	\$173,222	\$86,844	\$86,378	\$173,222
Commute.org	Brisbane Crocker Park	\$380,200	\$9,600	\$389,800	\$140,201	\$249,599	\$389,800
Commute.org	South San Francisco BART	\$712,800	\$19,218	\$732,018	\$232,339	\$499,679	\$732,018
Commute.org	South San Francisco Caltrain	\$370,300	\$10,991	\$381,291	\$95,518	\$285,774	\$381,291
Commute.org	South San Francisco Ferry	\$297,600	\$7,021	\$304,621	\$122,082	\$182,539	\$304,621
Commute.org	Genesis Towers	\$169,900	\$3,326	\$173,226	\$86,747	\$86,479	\$173,226
Commute.org	Burlingame Bayside	\$162,700	\$4,826	\$167,526	\$42,043	\$125,483	\$167,526
Commute.org	Burlingame Point*	\$444,600		\$444,600	\$355,680	\$88,920	\$444,600
Daly City	Bayshore Shuttle	\$364,800		\$364,800	\$164,160	\$200,640	\$364,800
JPB	Pacific Shores (Employer)	\$500,000		\$500,000	\$350,000	\$150,000	\$500,000
JPB	Broadway/Millbrae	\$185,850		\$185,850	\$46,436	\$139,414	\$185,850
JPB	Mariners Island	\$193,305		\$193,305	\$48,313	\$144,992	\$193,305
JPB	Lincoln Centre	\$178,395		\$178,395	\$44,587	\$133,808	\$178,395
JPB	Electronic Arts (Employer)	\$205,000		\$205,000	\$125,000	\$80,000	\$205,000
JPB	Bayshore/Brisbane Commuter	\$170,835		\$170,835	\$42,676	\$128,159	\$170,835
JPB	Campus Drive	\$193,305		\$193,305	\$48,313	\$144,992	\$193,305
JPB	Norfolk Area (Employer)	\$178,395		\$178,395	\$44,585	\$133,810	\$178,395
Menlo Park	M4 Willow Road	\$200,000		\$200,000	\$50,015	\$149,985	\$200,000
SamTrans	Bayshore Brisbane Senior	\$150,000		\$150,000	\$37,500	\$112,500	\$150,000
SamTrans	Sierra Point - Balboa Park BART	\$380,000		\$380,000	\$286,234	\$93,766	\$380,000
SamTrans	Bayhill-San Bruno BART	\$191,500		\$191,500	\$101,500	\$90,000	\$191,500
SamTrans	Seton Medical - BART Daly City	\$106,600		\$106,600	\$26,600	\$80,000	\$106,600
SMCCCD	Skyline College Express	\$324,057		\$324,057	\$162,028	\$162,028	\$324,057
SSF	South City Free Shuttle	\$580,000		\$580,000	\$145,000	\$435,000	\$580,000
		<b>\$7,680,642</b>	<b>\$78,513</b>	<b>\$7,759,155</b>	<b>\$3,249,800</b>	<b>\$4,509,354</b>	<b>\$7,759,155</b>

\*Commute.org Admin costs provided by Facebook for the Burlingame Point Shuttle

<b>FY21/22 Fund Balance</b>	<b>\$2,951,311</b>
<b>Additional TA Allocation</b>	<b>\$1,558,044</b>
<b>Total TA Award</b>	<b>\$4,509,354</b>

C/CAG - FY 22/23 Shuttle Funding Recommendation

Menlo Park Shuttle Extension Funding Scenario

Shuttle Information		FY 2022/23 Operating Costs	FY 2022/23 Funding	
Applicant	Shuttle Name	Operating Cost	Local Match	Requested C/CAG Funding
Menlo Park	Crosstown	\$421,800	40%	\$253,080
Menlo Park	Marsh Road	\$189,200	25%	\$141,900
		<b>\$611,000</b>		<b>\$394,980</b>

FY 2020/21 & 2021/22 Shuttle Award - Cycle 14

Shuttle Information		C/CAG Allocation	C/CAG Expenditures		
Applicant	Shuttle Name	2-Year Funding Cycle - FY 2020/21 & FY 2021/22	Funds Expended thru FY2020/21 (thru June 2021)	Projected Expenditures 2021/22	Projected Remaining Balance
Menlo Park	Crosstown	\$617,099	\$194,488	\$230,000	\$192,611
Menlo Park	Marsh Road	\$468,600	\$103,891	\$110,000	\$254,709
		<b>\$1,085,699</b>	<b>\$298,379</b>	<b>\$340,000</b>	<b>\$447,320</b>

<b>FY 2022/23 Funding Request</b>	<b>\$394,980</b>
Cycle 14 Projected Balance	\$447,320
<b>Net New Funding Needed</b>	<b>(\$52,340)</b>



## C/CAG AGENDA REPORT

Date: May 12, 2022

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 22-33 authorizing the C/CAG Chair to execute Amendment No. 5 with Iteris, Inc. to provide Smart Corridor ITS Network Monitoring and Maintenance Support for an additional \$200,000, at a new not to exceed amount of \$720,484, and to extend the contract end date to June 30, 2023.

(For further information or questions, contact Audrey Shiramizu at ashiramizu@smcgov.org)

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### RECOMMENDATION

That the Board review and approve Resolution 22-33 authorizing the C/CAG Chair to execute Amendment No. 5 with Iteris, Inc. to provide Smart Corridor ITS Network Monitoring and Maintenance Support for an additional \$200,000, at a new not to exceed amount of \$720,484, and to extend the contract end date to June 30, 2023.

### FISCAL IMPACT

If approved, Amendment No. 5 would add \$200,000 to the contract, bringing the new not to exceed contract amount to \$720,484.

### SOURCE OF FUNDS

Measure M – Smart Corridor/Intelligent Transportation System (ITS) and Congestion Relief Program Fund.

### BACKGROUND

The C/CAG sponsored San Mateo County Smart Corridor project upgraded and interconnected traffic signal infrastructure on behalf of ten cities, the unincorporated County, and Caltrans, in addition to deploying Intelligent Transportation System (ITS) equipment such as closed-circuit television (CCTV) cameras, trailblazer/arterial dynamic message signs, and vehicle detection system on predefined designated local streets and state routes. The Smart Corridor provides local cities and Caltrans day-to-day traffic management capabilities in addressing recurrent traffic congestion as well as provide Caltrans abilities to manage the system during major incidents. The Smart Corridor, operating since summer 2016, currently extends from I-380 in San Bruno to the

Santa Clara County Line in East Palo Alto along El Camino Real. The corridor also includes major local streets connecting to US-101.

For corridor consistency and economy of scale, it was agreed that C/CAG would be responsible for maintaining the project specific ITS equipment and communication network deployed within the cities' right-of-way. In 2018, C/CAG underwent a competitive process to select a contractor to manage this work.

In June 2018, per Resolution 18-39, C/CAG entered into a two-year agreement with Iteris for fiscal years (FYs) 2018/19 and 2019/20 in the amount of \$112,306 to provide ITS Network Monitoring and Maintenance Support to proactively monitor the operational status of all communication links and ITS field devices. Services provided by Iteris include monitoring the entire network, isolating problems and issues, and closely coordinating with the maintenance contractor activities in servicing of infrastructure and field devices, as well as the KITS signal system contractor. The Agreement included four (4) Tasks: 1) Project Administration and Management, 2) Smart Corridor Network Monitoring, 3) Smart Corridor Network Monitoring Software, and 4) As-Built Drawings, totaling \$112,306. The agreement was scheduled to terminate on June 30, 2020.

Amendment No. 1, which adjusted the budget between Tasks 2, 3 and 4 with no cost increase, was executed on January 23, 2019. The Board approved Resolution 19-58 in September 2019 for Amendment No. 2, which added Task 5 to address unanticipated "As-Needed" services and support to C/CAG, stakeholder agencies and other C/CAG maintenance contractors per the direction of the C/CAG Project Manager, in an amount up to \$34,438. Amendment No. 2 increased the total agreement cost to \$146,744.

Amendment No. 3 was approved by the Board in February 2020. That amendment extended the term to June 30, 2022 and increased the budget by \$140,272. Funds were added to the tasks of Network Monitoring and Project Administration. In addition, a new Task 6, Smart Corridor Program Management, was created to provide C/CAG staff additional assistance with day-to-day activities. That amendment brought the total contract amount to \$287,016.

Amendment No. 4 was approved by the Board in February 2021. That amendment extended Task 2 scope to manage a new trouble ticketing system to better track device failures and system outages. In addition to managing the system, Iteris reports device and communications health on a weekly basis, analyzes failures, and coordinates with field device and signal system contractors. The expanded scope added an additional \$131,951 under Task 2. This amendment also added \$101,517 under Task 5 "As-Needed" Services including new and unanticipated service needs that arise. That amendment brought the total contract amount to \$520,484.

Staff is proposing Amendment No. 5 with Iteris to continue providing network monitoring service through the next fiscal year. Staff is preparing to release a Request for Proposal (RFP) in spring of 2022 for maintenance service of the Smart Corridor. Staff would like to retain Iteris to provide continuity for the next fiscal year should a transition is needed between the current and new maintenance service provider. Staff may release an RFP next year for a new network monitoring contractor to ensure competitive rates and services for the Smart Corridor project.

Staff recommends that the C/CAG Board approves Amendment No. 5 by adding \$200,000 to the Iteris contract, bringing the new not to exceed amount to \$720,484 and extending the contract end date to June 30, 2023.

**ATTACHMENTS**

1. Resolution 22-33
2. Draft Amendment No. 5

## **RESOLUTION 22-33**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO. 5 WITH ITERIS, INC. TO PROVIDE SMART CORRIDOR ITS NETWORK MONITORING AND MAINTENANCE SUPPORT, ADDING \$200,000 TO THE CONTRACT, AT A NEW NOT TO EXCEED AMOUNT OF \$720,484, AND EXTENDING THE PROJECT COMPLETION DATE TO JUNE 30, 2023.**

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

**WHEREAS**, the C/CAG sponsored San Mateo County Smart Corridor Project (Smart Corridor) is an Intelligent Transportation System (ITS) project that extends along El Camino Real and major local streets connecting to US-101. The Smart Corridor installs technology equipment that enables cities and the California Department of Transportation (Caltrans) to proactively manage daily traffic and non-recurring traffic congestion cause by diverted traffic due to major incidents on the freeway; and

**WHEREAS**, in addition to installation of fiber optic communication network, equipment deployed as part of the Smart Corridor project include interconnected traffic signal system, close circuit video cameras, trailblazer/arterial dynamic message signs, and vehicle detection systems; and

**WHEREAS**, construction of the Smart Corridor (I-380 to Santa Clara County Line) is completed, and final signal system software deployment and system integration is completed; and

**WHEREAS**, per Memorandum of Understandings (MOUs) executed between C/CAG, Caltrans, and the cities, C/CAG is responsible for maintaining Smart Corridor specific ITS infrastructure and communication network deployed within the cities' right-of-way; and

**WHEREAS**, in June 2018, C/CAG entered into a 2-year agreement with Iteris, Inc. for Smart Corridor network monitoring and maintenance support at an amount not to exceed \$112,306; and

**WHEREAS**, Amendment No. 1, executed on January 23, 2019, adjusted budgets between Tasks 2, 3, and 4 with no cost increase; Amendment No. 2, executed on September 23, 2019, added "Task 5 – As-Needed Services" in the amount of \$34,438 for a new contract totaling \$146,744; Amendment No. 3, executed on February 27, 2020, extended the Agreement for an additional two years through June 30, 2022, and increased the budget by \$140,272 for Program Management Services, Project Management and Network Monitoring tasks for a new contract total of \$287,016; and Amendment No. 4, executed on February 11, 2021, added \$233,468 for additional scope and as-needed services for a new contract total of \$520,484; and

**WHEREAS**, C/CAG and Iteris, Inc. desire to enter into Amendment No. 5 to add \$200,000 for continued network monitoring and as-needed services for a new contract total of \$720,484, extended the contract end date to June 30, 2023; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Chair is authorized to execute Amendment No. 5 to the Agreement between C/CAG and Iteris, Inc. for Smart Corridor ITS network monitoring and maintenance support, adding \$200,000 to the contract for a new not to exceed amount of \$720,484, and extending the contract end date to June 30, 2023. Be it further resolve that the C/CAG Executive Director is authorized to negotiate the final terms of the said agreement prior to its execution by the C/CAG Chair, subject to approval as to form by C/CAG Legal Counsel.

**PASSED, APPROVED, AND ADOPTED THIS 12TH DAY OF MAY, 2022**

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*Davina Hurt, Chair*

**AMENDMENT NO. 5 TO THE AGREEMENT BETWEEN  
THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY  
AND  
ITERIS, INC.**

WHEREAS, the City/County Association of Governments for San Mateo County (hereinafter referred to as “C/CAG”) and Iteris, Inc. are parties to an Agreement originally dated June 14, 2018, for Smart Corridor ITS Network Monitoring and Maintenance Support in the amount of \$112,306 (the “Agreement”); and

WHEREAS, Amendment No. 1, executed on January 23, 2019, adjusted the budgets between Tasks 2, 3, and 4 with no cost increase; and

WHEREAS, Amendment No. 2, executed on September 23, 2019, added “Task 5 – As-Needed Services” in the amount of \$34,438 for a new contract total of \$146,744; and

WHEREAS, Amendment No. 3, executed on February 27, 2020, extended the Agreement for an additional two years through June 30, 2022, and increased the budget by \$140,272 to cover Program Management Services, Project Management and Network Monitoring tasks for a new contract total of \$287,016; and

WHEREAS, Amendment No. 4, executed on February 11, 2021, increased the budget by \$233,468 for additional scope and as-needed services, for a new contract total of \$520,484; and

WHEREAS, C/CAG desires to add \$200,000 the contract with Iteris, Inc. to provide continued network monitoring services and as-needed support for an additional year, resulting in a new contract not-to-exceed amount of \$720,484 and extending the contract end date to June 30, 2023; and

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

NOW, THEREFORE, IT IS HEREBY AGREED by C/CAG and Iteris, Inc. that:

1. Section 2 “Payments” is amended to reflect a revised maximum amount of seven hundred twenty thousand and four hundred and eighty-four dollars (\$720,484).
2. “Exhibit A – San Mateo County Network Monitoring Contract Amendment #5 Scope and Fee” is added to the existing Exhibit A and reflects Iteris, Inc.’s scope of work.
3. “Exhibit B – San Mateo County Smart Corridor ITS Network Maintenance Fee Breakdown (May 1, 2022)” replaces “Exhibit B – Budget (As of February 4, 2021), Table 1. Cost Proposal.”
4. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
5. This amendment shall take effect on May 12, 2022.

Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect. This amendment shall take effect upon the date of execution by both parties.

City/County Association of Governments  
(C/CAG)

Iteris, Inc.

\_\_\_\_\_  
Davina Hurt, C/CAG Chair

\_\_\_\_\_  
By  
Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to form:

\_\_\_\_\_  
Melissa Andrikopoulos  
Legal Counsel for C/CAG

DRAFT

Exhibit A – San Mateo County Network Monitoring Contract Amendment #5 Scope and Fee



510.295.4607  
iteris.com

1999 Harrison Street, Suite 2125  
Oakland, CA 94612

May 1, 2022

Ms. Kaki Cheung  
Program Director  
City/County Association of Governments of San Mateo County (C/CAG)  
555 County Center, 5th Floor  
Redwood City, CA 94063

**Re: San Mateo County Network Monitoring Contract Amendment #5 Scope and Fee**

10094

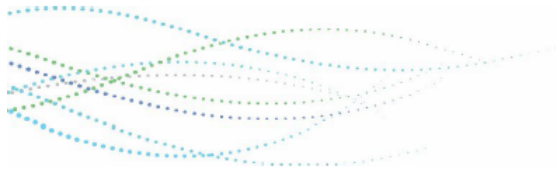
Dear Ms. Cheung:

Thank you the opportunity to continue to support C/CAG and the San Mateo County Smart Corridor Program. This scope of work will be performed under the terms and conditions of the existing Network Monitoring Contract that was last amended in February 2021 and expires on June 30, 2022. Iteris requests an increase in contract funding in the amount of **\$200,000** and an extension of the contract expiration date to June 30, 2023. Please contact me at **(510) 356-0010** or **[mwages@iteris.com](mailto:mwages@iteris.com)**, should you have any questions.

Sincerely,  
**Iteris, Inc.**

A handwritten signature in blue ink, appearing to read "Matt Wages".

Matt Wages, PE  
Project Manager  
Consulting Solutions





## SCOPE OF WORK

### TASK 2.0. SMART CORRIDOR NETWORK MONITORING

Primarily by utilizing Hirschmann’s HiVision Network Management Software, Iteris staff will remotely log into the network and check the operational status of all communications links, field devices and TMC elements. This will be performed on a weekly basis at a minimum and more frequently as needed to assist C/CAG’s maintenance contractor.

Any issues discovered during weekly monitoring will be reported to C/CAG and the maintenance contractor in accordance with C/CAG protocols. Iteris will perform diagnostic tests and network analysis to clear the issue remotely or ascertain the root cause of the problem. Iteris will report all issues that were rectified remotely by updating the Trouble Ticket logs maintained on a weekly basis with the maintenance contractor. Issues that require action by the maintenance contractor will be reported to C/CAG in accordance with their policies and protocols. A report summarizing any actions recommended and/or required by maintenance contractor will be provided to C/CAG. At times where Iteris staff can manage the field maintenance equipment work without contractor intervention, Iteris staff will complete the work with site visits – with prior approval from C/CAG.

Recognizing that only C/CAG has the authority to mobilize the maintenance contractor, Iteris recommends notifying C/CAG and the contractor simultaneously to keep the contractor informed and to minimize their response time. As a courtesy, Iteris will also notify Caltrans District 4 of any issues related to equipment in their Right-of-Way.

Response time is also critical to on-going system operation. Throughout the week Iteris will ensure we can respond within 4 hours of any reported failure. This is the worst-case condition with our current goal to respond within minutes.

This scope of work involves analysis of the following list of failures. Iteris will, through the analysis process, repair failures through configuration changes if possible. If hardware upgrades are necessary, Iteris will document the necessary upgrades and provide a list to C/CAG.

- Surveillance Cameras: Identify the failures and restore what can be through resetting and configuration of equipment. Maintain equipment firmware software versions on all equipment per manufacturer’s requirements.
- Maintain AVIGILON Systems: Maintain AVIGILON Servers, database and related City workstations as needed. Provide assistance with AVIGILON VMS software configuration, training, troubleshooting and changes. Maintain equipment firmware software versions on all equipment per manufacturer’s requirements.
- Trailblazer Signs/ADMS Units: Identify the failures and restore what can be through resetting and configuration of equipment using Skyline’s Envoy software. Maintain equipment firmware software versions on all equipment per manufacturer’s requirements.
- Controller communications failures: Identify controller equipment failures and restore what can be restored through resetting and configuration of equipment using Skyline’s Envoy software. Maintain



- equipment firmware software versions on all equipment per manufacturer’s requirements.
- San Mateo Corridor Network Equipment: Identify, troubleshoot and repair fiber optic cross-connections that have been changed or require modifications due to fiber failures. Assist maintenance contractor in troubleshooting point to point fiber connections.
- San Mateo Corridor Network Equipment: Maintain, troubleshoot and repair any equipment failures. Review configuration and implement any required configuration changes or upgrades. Maintain equipment firmware software versions on all equipment per manufacturer’s requirements.
- Field Contractor Support: As trouble tickets are completed and closed by the maintenance contractor, Iteris staff will remotely log into the network to verify all communications links and field devices are fully operational. Where contractor requires support for network or equipment issues or troubleshooting, Iteris staff is available for support.

Deliverables

- Weekly Network Monitoring Reports
- Weekly Network Trouble Ticket Log

**TASK 5.0. AS-NEEDED SERVICES**

Iteris will provide as-needed services to C/CAG, stakeholder agencies and other C/CAG contractors as directed by C/CAG. Iteris will complete miscellaneous tasks such as reviewing Smart Corridor expansion project submittals, developing updates to the Smart Corridor communications system and equipment as requested, and supporting the connection of additional local agency field devices.

Deliverables

- To be determined

**FEE**

**COMPENSATION/METHOD OF PAYMENT**

Iteris proposes to complete the described scope of work in this proposal for a fee of **\$200,000** in accordance with the terms of our existing contract.

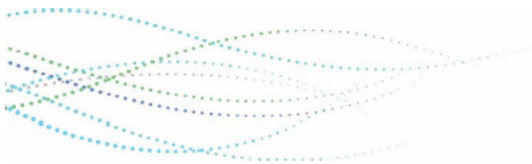


Exhibit B – San Mateo County Smart Corridor ITS Network Maintenance Fee Breakdown  
(May 1, 2022)

San Mateo County Smart Corridor ITS Network Maintenance  
Amendment 5  
Date: May 1, 2022

Task	Matt Wages, Project Manager	George Gener, Sr. System Engineer	Tuan Nguyen, Sr. System Engineer	Kassra Rafiee, Associate Engineer	HOURS/ QUANT.	LABOR COST	ODC	Total
	\$262.15	\$274.26	\$192.01	\$125.74				
2 Smart Corridor Network Monitoring	120	16	480		616	\$128,011		\$128,011
5 As-Needed Services	80	24	200	44	348	\$71,489	\$500	\$71,989
<b>Total</b>	200	40	680	44	964	\$199,500	\$500	\$200,000

DRAFT

## C/CAG AGENDA REPORT

Date: May 12, 2022

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 22-24 authorizing the C/CAG Chair to execute the Agreement with the San Mateo County Office of Education for the San Mateo County Safe Routes to School Program in an amount not to exceed \$425,386 for Fiscal Year 2022-23.

(For more information, please contact Eva Gaye at [egaye@smcgov.org](mailto:egaye@smcgov.org))

### RECOMMENDATION

That the C/CAG Board review and approve Resolution 22-24 authorizing an agreement with the San Mateo County Superintendent of Schools for the San Mateo County Safe Routes to School Program in an amount not to exceed \$425,386 for Fiscal Year 2022-2023.

### FISCAL IMPACT

The project funding for fiscal year 2022-2023 shall not exceed \$425,386. Additional carryover funds will be determined at the close of the current fiscal year, in which staff will return with an amendment at a later date.

### SOURCE OF FUNDS

The San Mateo County Safe Routes to School (SRTS) Program is funded using a combination of federal Congestion Mitigation and Air Quality Improvement (CMAQ) funds from the One Bay Area Grant (OBAG) Program and local Measure M funding, which is the \$10 vehicle registration fee levied in San Mateo County. The total funding of \$425,386 for FY 22-23 is comprised of \$376,382 in CMAQ funding and \$49,004 in Measure M.

### BACKGROUND

#### Safe Routes to School Program

The San Mateo County Safe Routes to School (SRTS) Program is a collaborative effort between the City County/Association of Governments (C/CAG) of San Mateo and the San Mateo County Office of Education (SMCOE). The program is designed to encourage and enable school children and their parents to utilize active modes of transportation (walking, bicycling, carpool, and public transit) as a means of getting to school. Through education, on pedestrian and bicycle safety as well as

awareness around human impact on the environment, the SRTS program supports schools to implement projects and activities that decrease traffic congestion around school sites, reduce school-related travel emissions, and improve the health, well-being, and safety of student participants.

As the County Transportation Agency (CTA) for San Mateo County, C/CAG receives a combination of federal Congestion Mitigation and Air Quality (CMAQ) funding and local Measure M funding to administer the SRTS program. The San Mateo County Superintendent of Schools, also referred to as San Mateo County Office of Education (SMCOE), is the lead agency responsible for managing the day-to-day program operations as well as project implementation of activities.

#### Agreement with the San Mateo County Office of Education

The City/County Association of Governments (C/CAG) of San Mateo began its partnership with the San Mateo County Office of Education (SMCOE) to implement the Safe Routes to School Program in 2010. Since then, SMCOE has successfully delivered the Safe Routes to School programming to students across the county in a variety of ways. Given their overall success with the program, C/CAG has continued its partnership with SMCOE in the form of an annual agreement to continue to deliver the SRTS program in San Mateo County.

In fiscal year 2022-2023, SMCOE proposes to conduct the following activities:

- Continue fostering relationships with schools and agencies that do not have existing Safe Routes to School programs and provide technical assistance to start addressing Safe Routes to School issues at their sites.
- Coordinate county-wide walk and roll to school days
- Pilot all volunteer bike rodeos
- Provide bike and pedestrian educational materials
- Conduct student travel tallies at a representative sample of schools in the county
- Coordinate Safe Routes to School professional development opportunities
- Plan and deliver program training, based upon the needs and interests of participants and key stakeholders
- Follow-up with priority schools and their respective municipalities in regard to the high injury network analysis, including continuation of the school travel fellowship

As a result of a funding gap due to the end of the OBAG 2 Cycle, staff recommends that the Board authorizes the C/CAG Chair to execute an Agreement with the San Mateo County Superintendent of Schools (San Mateo County Office of Education) to continue with administration and management of the San Mateo County Safe Routes to School Program, in an amount not to exceed \$425,386 for Fiscal Year 2022-2023. This amount is the carryover funds from the OBAG 2 cycle and is not inclusive of unspent funds from the third and fourth quarters of the current fiscal year. Staff will return to the C/CAG Board at a later date with an amendment to the San Mateo County

Office of Education contract, which will include funds from the upcoming OBAG 3 Safe Routes to School set aside and potential carryover funds from the last two quarters of the current fiscal year.

**ATTACHMENTS**

1. Resolution 22-24
2. Draft Agreement between C/CAG and SMCOE for FY 2022-2023 (*The document is available for download at the C/CAG website at:*  
<http://ccag.ca.gov/committees/board-of-directors/>)

**RESOLUTION 22-24**

**RESOLUTION TO THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AGREEMENT WITH THE SAN MATEO COUNTY OFFICE OF EDUCATION TO ADMINISTER AND MANAGE THE SAN MATEO COUNTY SAFE ROUTES TO SCHOOL PROGRAM IN AN AMOUNT NOT TO EXCEED \$425,386 FOR FY 2022-23.**

**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 (CMA) responsible for the development and implementation of the Congestion Management Program for San Mateo County; and

**WHEREAS**, C/CAG has determined that the San Mateo County Office of Education will serve as the lead agency to implement the Safe Routes to School Program; and

**WHEREAS**, the overall goal of the Safe Routes to School Program is to enable and encourage children and their parents to walk or bicycle to school by implementing projects and activities to improve health and safety;

**WHEREAS**, C/CAG and the San Mateo County Office of Education wish to enter into an agreement to implement the Safe Routes to School program for FY 2022-2023 in an amount not to exceed \$425,386; and

**NOW THEREFORE BE IT RESOLVED**, by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to execute an agreement between C/CAG and the San Mateo County Office of Education for the San Mateo County Safe Routes to School Program in an amount not to exceed \$425,386 for FY 2022-23. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final scope and terms of the Agreement and related materials prior to execution by both parties, subject to legal counsel approval as to form.

**PASS, APPROVED, AND ADOPTED, THIS 12<sup>TH</sup> OF MAY, 2022.**

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*Davina Hurt, Chair*

**C/CAG AGENDA REPORT**

Date: May 12, 2022

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 22-34 authorizing the C/CAG Chair to execute Amendment No.3 to the Agreement with the City of East Palo Alto for the Addison Avenue Safe Routes to School and Green Streets Infrastructure Pilot Project, extending the contract term to June 30, 2023 for no additional cost.

(For further information or response to questions, contact Reid Bogert at [rbogert@smcgov.org](mailto:rbogert@smcgov.org))

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**RECOMMENDATION**

That the C/CAG Board review and approve Resolution 22-34 authorizing the C/CAG Chair to execute Amendment No.3 to the Agreement with the City of East Palo Alto for the Addison Avenue Safe Routes to School and Green Streets Infrastructure Pilot Project, extending the contract term to June 30, 2023 for no additional cost.

**FISCAL IMPACT**

None.

**SOURCE OF FUNDS**

N/A

**BACKGROUND**

C/CAG Board Resolution 17-63 authorized \$2,112,863 in local vehicle registration fees (in the amounts shown in the table below) for ten member agencies, including Redwood City, Colma, Pacifica, East Palo Alto, Millbrae, Brisbane, Daly City, San Mateo County, Half Moon Bay and Menlo Park, to construct integrated Safe Routes to School and Green Streets Pilot Program projects. This pilot program is intended to demonstrate the benefits of increased safety for children walking and biking to school, while also improving water quality, increasing urban greening and enhancing the pedestrian environment. C/CAG and the member agencies executed funding agreements to complete the projects by June 30, 2020. Due to project delays in Fiscal Year 2020-21 related to additional funding sources, linkages to larger capital projects, technical challenges and moratoriums on construction due to COVID-19, six jurisdictions required time extensions to complete their projects. Pursuant to Resolution 17-63 and consistent with C/CAG's contract policy, the C/CAG Executive Director executed time extensions for six projects (see table below for funding amounts), including, Brisbane, Colma, East Palo Alto, Menlo Park, Pacifica and Redwood City.



<b>Jurisdiction</b>	<b>Project Title</b>	<b>Funding Amount</b>
<b>Brisbane</b>	<b>Brisbane SRTS and Green Infrastructure Project</b>	<b>\$245,263</b>
<b>Colma</b>	<b>Mission Road Improvements Safe Routes to School and Green Streets Infrastructure Project</b>	<b>\$200,000</b>
<b>Daly City</b>	<b>Westlake Elementary School Pilot Green Streets Improvements Project</b>	<b>\$144,500</b>
<b>East Palo Alto</b>	<b>Addison Avenue SRTS and Green Streets Infrastructure Project</b>	<b>\$250,000</b>
<b>Half Moon Bay</b>	<b>Half Moon Bay Safe Routes to Cunha School Project</b>	<b>\$153,000</b>
<b>Menlo Park</b>	<b>Oak Grove SRTS and Green Infrastructure Improvements Project</b>	<b>\$250,000</b>
<b>Millbrae</b>	<b>Taylor Middle School SRTS and GSIPP</b>	<b>\$212,500</b>
<b>Pacifica</b>	<b>Cabrillo School Pedestrian Crossing Improvement Project</b>	<b>\$157,600</b>
<b>Redwood City</b>	<b>Safe Routes to School (SRTS) and Green Streets Infrastructure Pilot Program at Taft Community School</b>	<b>\$250,000</b>
<b>San Mateo County</b>	<b>Fair Oaks Community School Green Infrastructure and SRTS Improvements</b>	<b>\$250,000</b>
<b>Total Funding Amount</b>		<b>\$2,112,863</b>

The contracts between C/CAG and the Cities/Towns of Brisbane, Colma, East Palo Alto, Menlo Park and Redwood City were extended through June 30, 2021. Due to less time needed to complete the City of Pacifica’s project, the City received an extension through December 31, 2020. With additional time needed to complete the projects in Pacifica and East Palo Alto, pursuant to Resolution 21-45 and Resolution 21-46, C/CAG authorized Amendments No.2 to the Agreements between C/CAG and the Cities of Pacifica and East Palo Alto, respectively, extending the Agreement termination dates to June 30, 2022 for no additional cost.

As noted throughout the project development process and communicated by agency staff in previous time extension requests, the Addison Avenue project in the City of East Palo Alto was significantly delayed due to the complexity of additional funding sources, an involved community engagement process and associated significant modifications in the design plans, including relocation of utilities. Since June of 2021, the project has advanced through 100 percent design plans and has been advertised for project construction, which is schedule to begin summer 2022, as detailed in Attachment 3 below.

Staff recommend the Board review and approve Resolution 22-34, authorizing the C/CAG Chair to execute Amendment No.3 to the Agreement between C/CAG and the City of East Palo Alto, extending the termination date to June 30, 2023 at no additional cost.

**ATTACHMENTS**

1. Reso 22-34
2. Amendment No.3 to Agreement for the Addison Avenue Safe Routes to School and Green Streets

Infrastructure Pilot Project

3. City of East Palo Alto letter requesting a time extension for the Addison Avenue Safe Routes to School and Green Streets Infrastructure Pilot Project; dated May 5, 2022.

## **RESOLUTION 22-34**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO.3 TO THE AGREEMENT WITH THE CITY OF EAST PALO ALTO FOR THE ADDISON AVENUE SAFE ROUTES TO SCHOOL AND GREEN STREETS INFRASTRUCTURE PILOT PROJECT, EXTENDING THE CONTRACT TERM TO JUNE 30, 2023 FOR 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 manages the Countywide Water Pollution Prevention Program to support its member agencies in meeting regulatory requirements to reduce pollution discharging from municipal storm drainage systems, and

**WHEREAS**, C/CAG manages the Countywide Safe Routes to Schools Program (SRTS) to encourage and enable school children to walk and bicycle safely to school and reduce congestion and emissions caused by school related travel, and

**WHEREAS**, C/CAG approved Resolution 17-31 authorizing the Safe Routes to School and Green Streets Infrastructure Pilot Program (Pilot Program) to use up to \$2,112,863 in local vehicle registration fees) to fund ten integrated SRTS and green streets infrastructure pilot projects within the public right-of-way that increase safety for children walking and biking to school, while also improving water quality, increasing urban greening, and enhancing the pedestrian environment, in the Cities/Towns of Redwood City, Colma, Pacifica, East Palo Alto, Millbrae, Brisbane, Daly City, San Mateo County, Half Moon Bay and Menlo Park, and

**WHEREAS**, C/CAG entered into separate agreements with the above member agencies with a contract termination date specified for June 30, 2020, and

**WHEREAS**, consistent with C/CAG procurement policy, in June 2020, C/CAG Executive Director executed no-cost time extensions through June 30, 2021 for five of the six jurisdictions that required additional time to complete the projects, including the Cities/Towns of Brisbane, Colma, East Palo Alto, Menlo Park and Redwood City, and a no-cost time extension through December 31, 2020 for the City of Pacifica, due to less time being needed to complete the Cabrillo Elementary SRTS and Green Streets Infrastructure Pilot Project, and

**WHEREAS**, C/CAG approved Resolution 21-46, C/CAG authorizing the C/CAG Chair to execute Amendment No.2 to the Agreements between C/CAG and the Cities of Pacifica and East Palo Alto, respectively, extending the Agreement termination dates to June 30, 2022 for no additional cost, given ongoing project delays, and

**WHEREAS**, the City of East Palo Alto requires additional time to complete the Addison Avenue SRTS and Green Streets Infrastructure Pilot Project and has committed to constructing the project in summer 2022, consistent with the letter requesting a time extension.

**NOW THEREFORE BE IT RESOLVED**, the C/CAG Chair is authorized to execute Amendment No. 3 to the agreement to between C/CAG and the City of East Palo Alto, extending the contract term to June 30, 2023 for no additional cost. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final terms of said amendment prior to its execution by the C/CAG Chair, subject to approval as to form by C/CAG Legal Counsel.

**PASSED, APPROVED, AND ADOPTED, THIS 12TH DAY OF May, 2022.**

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*Davina Hurt, Chair*

**AMENDMENT (NO.3) TO THE AGREEMENT BETWEEN THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AND THE CITY OF EAST PALO ALTO.**

**WHEREAS**, the Board of Directors of the City/County Association of Governments for San Mateo County (hereinafter referred to as “C/CAG”) and the City of East Palo Alto (hereinafter referred to as “City”) are parties to an agreement for the Addison Avenue Safe Routes to School and Green Streets Infrastructure Pilot Project, dated May 17, 2018 (the “Agreement”); and

**WHEREAS**, the Agreement had an initial termination date of June 30, 2020 and not-to-exceed amount of \$250,000; and

**WHEREAS**, the City and C/CAG executed Amendment No. 1 to the Agreement to extend the contract term to June 30, 2021 for no additional cost; and

**WHEREAS**, the City and C/CAG executed Amendment No. 2 to the Agreement to extend the contract term to June 30, 2022 for no additional cost; and

**WHEREAS**, the City and C/CAG now wish to further extend the Agreement through June 30, 2023 for no additional cost; and

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

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

1. Section 3 of the Agreement is revised to reflect a new contract termination date of June 30, 2023.
2. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
3. This amendment shall take effect upon on full execution by both parties.

City/County Association of Governments  
(C/CAG)

City of East Palo Alto  
(City)

\_\_\_\_\_  
Marie Chuang, C/CAG Chair

\_\_\_\_\_  
By  
Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to form:

\_\_\_\_\_  
Legal Counsel for C/CAG



## CITY OF EAST PALO ALTO

Public Works Department - Engineering Division

1960 Tate Street, East Palo Alto, CA 94303

Tel. No. 650.853.3189, Fax. No. 650.853.3179

May 5, 2022

City/County Association of Governments of San Mateo  
Attn.: Mr. Reid Bogert, Senior Stormwater Program Specialist  
San Mateo County Office Building, Fifth Floor  
555 County Center  
Redwood City, CA 94063

Subject: San Mateo County Stormwide Water Pollution Control Prevention Program  
Addison Avenue SRTS and Green Streets Infrastructure Pilot Project  
Request for Time Extension

Dear Mr. Bogert,

The City of East Palo Alto requests a time extension for the Addison Avenue SRTS and Green Streets Infrastructure Pilot Project from June 30, 2022 to June 30, 2023.

The City has made significant progress on the project in the last 12 months. The City completed the contract documents, advertised the project for bids, and awarded the construction contract. We anticipate construction will begin in the next 90 days.

Last month, PG&E completed the relocation of gas mains and services to outside of the bioretention area footprints.

The anticipated project schedule is as follows:

- Execute construction contract – May 2022
- Start construction – June 2022
- Complete construction – February 2023
- Approval of construction – March 2023
- Submit final invoice – April 2023
- Close out project – June 2023

Please reach out if you have any questions or comments.

Sincerely,

Glen March  
Senior Engineer

## C/CAG AGENDA REPORT

Date: May 12, 2022

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 22-35 authorizing the C/CAG Chair to execute Amendment No.2 to the funding agreement with Commute.org for the Carpool 2020 program, extending the project completion date to June 30, 2023 at no additional cost

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

### RECOMMENDATION

That the C/CAG Board reviews and approves Resolution 22-35 authorizing the C/CAG Chair to execute Amendment No.2 to the funding agreement with Commute.org for the Carpool 2020 program, extending the project completion date to June 30, 2023 at no additional cost.

### FISCAL IMPACT

There is not any financial impact. The original awarded contract amount to Commute.org is \$108,000.

### SOURCE OF FUNDS

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

### BACKGROUND

C/CAG is the Program Manager for the TFCA Program in San Mateo County. This program distributes fund to projects that aim to reduce air pollution, greenhouse gas emissions, and traffic congestion.

The Rewards Based Incentives program is managed by Commute.org, San Mateo County's Transportation Demand Management implementation agency. This Program provides incentives to commuters who carpool through the form of e-gift cards based on verifiable number of days. For every 10 days of verified carpool trips, a carpooler (either driver or rider) can earn a \$25 e-gift card. The maximum award an individual can receive is \$100. Carpoolers can receive other prizes through additional "challenges" built into the incentive program. These "challenges" have varying focuses, such as emphasizing on mid-week rideshare (Tue., Wed., Thu.), or a 3-person rideshare. Commuters participating in the special events are then included in quarterly drawings.

At the June 11, 2020 meeting, the C/CAG Board approved Resolution 20-29 authorizing the C/CAG Chair to execute a funding agreement with Commute.org in the total amount up to \$108,000, under the Fiscal Year 2020/21 TFCA program, for the Carpool 2020 Rewards Based Incentives Program. The funding agreement was set to terminate on June 30, 2021. At the July 8, 2021, the C/CAG Board received executed Amendment No. 1, which extended the project termination date to June 30, 2022.

As of March 31, 2022, the Carpool 2020 Program provided incentives to about 220 carpoolers and a total of \$5,950 in incentives had been distributed. As of April 19, 2022, staff projected that the program would have a fund balance of \$96,000 at the end of the current fiscal year. The large balance is due to the continued COVID-19 pandemic and related public health orders, resulting in a much smaller number of carpool trips. As the State of California opens up its economy and workforce returning to the office, Commute.org requested a one (1) year time extension to support the public as they adjust to new travel patterns and rideshare conditions.

C/CAG staff supports the time extension, and requests that the C/CAG Board reviews and approves Resolution 22-35 authorizing the C/CAG Chair to execute Amendment No.2 to the funding agreement with Commute.org for the Carpool 2020 program. This amendment extends the project completion date to June 30, 2023 at no additional cost. Attachment 2 is the draft Amendment No. 2 to the funding agreement with Commute.org for the Carpool 2020 Rewards Based Incentives Program.

#### **ATTACHMENTS**

1. Resolution 22-35
2. Draft Amendment No. 2 to the Fiscal Year 2020-2021 TFCA Agreement Between the City/County Association of Governments and Commute.org for Carpool 2020



## **RESOLUTION 22-35**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO. 2 TO THE FUNDING AGREEMENT WITH COMMUTE.ORG FOR THE CARPOOL 2020 PROGRAM, EXTENDING THE PROJECT COMPLETION DATE TO JUNE 30, 2023 AT NO ADDITIONAL COST.**

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

**WHEREAS**, at its February 13, 2020 meeting, the Board of Directors of the City/County Association of Governments approved certain projects and programs for funding through San Mateo County's local share of Transportation Fund for Clean Air (TFCA) revenues; and

**WHEREAS**, C/CAG approved Resolution 20-29 authorizing the C/CAG Chair to execute a funding agreement with Commute.org in the total amount up to \$108,000, under the Fiscal Year 2020/21 TFCA program, for the Carpool 2020 Rewards Based Incentives Program; and

**WHEREAS**, the funding agreement was set to terminate on June 30, 2021; and

**WHEREAS**, in June 2021, C/CAG Chair executed a no-cost time extension for the program through June 30, 2022 due to the COVID-19 pandemic and related public health orders, resulting in a much smaller number of carpool trips; and

**WHEREAS**, Commute.org requests an additional one-year to complete the Carpool 2020 Rewards Based Incentives Program to support the public as they adjust to new travel patterns and rideshare conditions; and

**WHEREAS**, Commute.org is committed to complete the Carpool 2020 Rewards Based Incentives Program by June 30, 2023; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to execute Amendment No. 2 to the Fiscal Year 2020-2021 TFCA Agreement between the City/County Association of Governments and Commute.org for the Carpool 2020 Rewards Based Incentives Program. The amendment extends the project completion date to June 30, 2023 at no additional cost. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final terms of said amendment prior to its execution by the C/CAG Chair, subject to approval as to form by C/CAG Legal Counsel.

**PASSED, APPROVED, AND ADOPTED THIS 12TH DAY OF MAY 2022.**

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*Davina Hurt, Chair*

**AMENDMENT NO. 2 TO THE FISCAL YEAR 2020-2021 TFCA AGREEMENT  
BETWEEN  
THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY  
AND  
COMMUTE.ORG**

WHEREAS, the City/County Association of Governments of San Mateo County (hereinafter referred to as “C/CAG”) and Commute.org are parties to the Fiscal Year 2020-2021 Transportation Fund for Clean Air (TFCA) Funding Agreement (the “Agreement”), effective July 1, 2020; and

WHEREAS, the Agreement provides funds to Commute.org for the management of San Mateo County 2020 Carpool Incentives Program (Project); and

WHEREAS, the Agreement has an initial completion date of June 30, 2021; and

WHEREAS, C/CAG and Commute.org executed Amendment No. 1 to Agreement to extend the Project’s completion date to June 30, 2022 for no additional cost; and

WHEREAS, due to the continued COVID-19 pandemic and related public health orders, the number of carpool or rideshare trips have been less than expected, and, therefore, C/CAG and Commute.org wish to extend the Project’s completion date to June 30, 2023, to support the public as they adjust to new rideshare conditions post-pandemic; and

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

NOW, THEREFORE, IT IS HEREBY AGREED by C/CAG and Commute.org that:

1. Section II, item 16, shall be replaced in its entirety and revised to read as follows:  
“Project Sponsor will complete the Project by June 30, 2023.”
2. Section III, item 2, shall be replaced in its entirety and revised to read as follows:  
“To reimburse costs incurred by Project Sponsor from the execution of this Agreement through June 30, 2023.”

Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect. This amendment shall take effect upon the date of execution by both parties.

Signatures on the following page

City/County Association of Governments  
(C/CAG)

Commute.org

\_\_\_\_\_  
Davina Hurt, C/CAG Chair

\_\_\_\_\_  
Cliff Lentz, Commute.org Chair

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to form:

Approved as to form:

\_\_\_\_\_  
Melissa Andrikopoulos  
Legal Counsel for C/CAG

\_\_\_\_\_  
Legal Counsel for Commute.org

DRAFT

## C/CAG AGENDA REPORT

Date: May 12, 2022

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

From: Sean Charpentier, Executive Director

Subject: Approval of additional criteria to be added to the C/CAG Guidelines and process for the MTC One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program

(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 Board review and approve additional criteria to be added to the C/CAG Guidelines and process for the MTC One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program.

### FISCAL IMPACT

Other than staff time, there is not any direct fiscal impact to C/CAG at this time. Upon C/CAG and MTC approval, the OBAG 3 County & Local Program funds will be allocated to project sponsors directly.

### SOURCE OF FUNDS

Federal funds are allocated by MTC via the OBAG 3 County & Local Program, including Congestion Mitigation and Air Quality (CMAQ) funds and Surface Transportation Program (STP) funds.

### BACKGROUND

The One Bay Area Grant (OBAG) program is the policy and programming framework for investing federal Surface Transportation Block Grant Program (STP), Congestion Mitigation and Air Quality Improvement (CMAQ), and other fund programs throughout the San Francisco Bay Area. The Metropolitan Transportation Commission (MTC) established the OBAG program in 2013 to strengthen the connection between transportation investments and regional goals for focused growth in Priority Development Areas (PDAs), places near public transit that are planned for new homes, jobs, and community amenities.

On January 26, 2022, MTC adopted Resolution 4505 outlining and approving the OBAG Cycle 3 (OBAG 3) Grant Program. A total of \$750 million will be available in the region, with a 50/50 funding split between the Regional and County & Local Programs. This funding will be available over a four-year horizon, from FY 2022-23 through FY 2025-26. The OBAG 3 policy considerations includes focusing investments in PDAs and incorporating recent policy initiatives such as regional safety/vision zero policies and other strategies from Plan Bay Area 2050, and addresses federal programming requirements. MTC will directly administer the Regional Program and C/CAG, as the County Transportation Agency (CTA) for San Mateo County, will assist MTC in administering the County & Local Program. In addition to the evaluation criteria prescribed by MTC, CTAs may include other local criteria into their prioritization processes but must be approved by both MTC staff and the C/CAG Board. General highlights of the adopted OBAG 3 program guidelines and jurisdictional

eligibility requirements can be found in Attachment 1.

*OBAG 3 County & Local Program –San Mateo County Framework*

At the April 14<sup>th</sup>, 2022 C/CAG Board meeting, the C/CAG Guidelines and process for the MTC One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program were approved. A summary of the guidelines can be found below:

<b>C/CAG OBAG 3 Guidelines</b>	
Project Phase Eligibility	<ul style="list-style-type: none"> <li>Projects eligible for OBAG 3 cannot be a design only project. Project funds may cover some design cost, but project must include a fully funded construction phase.</li> </ul>
Local Match	<ul style="list-style-type: none"> <li>11.47% local match for projects wholly or mostly within an Equity Priority Community or C/CAG Comprehensive Bicycle and Pedestrian Plan_Equity Focus Areas with a score of 8 or higher.</li> <li>20% local match for all other projects.</li> </ul>
Minimum/Maximum Grant Size	Required minimum grant size of \$500,000 and place a maximum grant size at \$5,000,000.
C/CAG Comprehensive Bicycle and Pedestrian Plan Equity Focus Areas	C/CAG staff proposes to award additional points to a project located in an Equity Focus Area identified in the 2021 Comprehensive Bicycle and Pedestrian Plan with a score of 8 or greater.
Evaluation Panel	Staff recommends a 9-member ad hoc evaluation panel with the following composition. <ol style="list-style-type: none"> <li>3 BPAC Members</li> <li>2 CMEQ Members</li> <li>4 Others (C/CAG and TA/SamTrans Staff, potential stakeholder group such as Commute.org; Equity Representative or other Transportation agency staff from other county)</li> </ol>
Proposed Set Asides	\$300,000 - Countywide LRSP \$2,120,000 - Safe Routes to School \$2,000,000 – C/CAG Countywide Planning, Programming and Administrative Support
Addition of C/CAG Measure M Safe Routes to School Funding	An additional \$900,000 in Measure M funding for eligible SRTS projects within ½ mile of school

Following the approval of the aforementioned guidelines and process, staff proposes to include an additional evaluation guideline:

Large and Small Project Categories

To provide a balance between the number of small and large projects to be prioritized for funding, staff proposes to evaluate project nominations under large and small project categories. Staff proposes to nominate 65% of the OBAG 3 nomination target to projects with a cost greater than \$1 million (Large Projects) and 35% to projects with a total project cost of less than or equal to \$1 million (Small Projects).

At the April 21, 2022 C/CAG Technical Advisory Committee meeting and April 25, 2022 C/CAG Congestion Management and Environmental Quality meeting, staff presented the scoring criteria, application, and updated information on the composition of the evaluation panel, along with a staff recommendation for small and large project categories. The committees provided the following comments:

1. TAC Committee members commented that there should be a local representative on the evaluation panel, perhaps from a San Mateo County jurisdiction that does not apply for OBAG 3 or a neighboring jurisdiction.
2. TAC Committee members both expressed an interest in increasing the amount for large project categories and for not increasing the amount for large project categories.
3. CMEQ Committee will be appointing members to serve on the evaluation panel at their May meeting.

C/CAG staff requests that the C/CAG Board review and approve the additional criteria to be added to the C/CAG Guidelines and process for the One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program.

#### **ATTACHMENTS**

- I. April 14, 2022 C/CAG Board Staff Report – Item 7.3: Review and approval of the proposed C/CAG Guidelines and process for the MTC One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program (*Can be viewed at: <https://ccag.ca.gov/wp-content/uploads/2022/04/041422-CCAG-Board-Agenda-Revised.pdf>*)

## C/CAG AGENDA REPORT

Date: May 12, 2022

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of the appointment of Lissette Espinoza-Garnica, Councilmember of Redwood City, to fill a vacant elected member seat on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC).

(For further information or questions, contact Audrey Shiramizu at [ashiramizu@smcgov.org](mailto:ashiramizu@smcgov.org))

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### RECOMMENDATION

That the C/CAG Board reviews and approves the appointment of Lissette Espinoza-Garnica, Councilmember of Redwood City, to fill a vacant elected member seat on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC).

### FISCAL IMPACT

None.

### SOURCE OF FUNDS

Not applicable.

### BACKGROUND

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

In March of 2022, there was one (1) elected member vacancy on the Committee. The recruitment process began in March 2022. Staff announced recruitment at the March 10, 2022 Board meeting and at the March 17, 2022 Technical Advisory Committee meeting. Staff also distributed the recruitment announcement on March 17, 2022 to all Public Works Directors in San Mateo County.



C/CAG received one letter of interest from Lissette Espinoza-Garnica, Councilmember of Redwood City. Councilmember Espinoza-Garnica advocates for creating safe routes for pedestrians and bicyclists, working to designate more areas to be pedestrian-only and supporting the city's effort to have zero traffic-related fatalities or injuries by 2030. Councilmember Espinoza-Garnica is passionate about incorporating an equity lens to transportation, and aims to help identify barriers and concerns from underrepresented communities.

Staff recommends that the Board reviews and approves the appointment of Lissette Espinoza-Garnica (Redwood City) to serve on the Bicycle and Pedestrian Advisory Committee with no term limits while serving as an elected official.

#### **ATTACHMENTS**

1. Letter of Interest of Lissette Espinoza-Garnica (Redwood City)

Mayor Giselle Hale  
Vice Mayor Diana Reddy

Council Members  
Alicia C. Aguirre  
Lissette Espinoza-Garnica  
Jeff Gee  
Diane Howard  
Michael A. Smith



1017 MIDDLEFIELD ROAD  
Redwood City, California 94063  
Telephone (650) 780-7220  
[www.redwoodcity.org](http://www.redwoodcity.org)

May 5, 2022

Honorable Chair Davina Hurt  
Board of Directors  
City / County Association of Governments of San Mateo County  
555 County Center  
Fifth Floor  
Redwood City, CA 94063

***Sent via email to [scharpentier@smcgov.org](mailto:scharpentier@smcgov.org) and [kcheung1@smcgov.org](mailto:kcheung1@smcgov.org)***

Honorable Chair Hurt and Board Members,

I respectfully request the opportunity to serve on the Bicycle and Pedestrian Advisory Committee. As a City Council Member for Redwood City I advocate for creating safe routes for pedestrians and bicyclists, designating more areas to be pedestrian-only, and I support our cities' effort to have zero traffic-related fatalities or injuries by 2030.

I am always working to ensure we incorporate an equity lens to transportation since marginalized communities are disproportionately negatively impacted by poor pedestrian and bicyclist infrastructure and air pollution. I know that I will be able to help identify barriers and concerns from underrepresented communities and I hope that by being on the committee we together can develop effective strategies that will protect all our residents.

Thank you for your consideration, it would be a great privilege to serve on this committee. Please feel free to email me with any questions at [lespinoza-garnica@redwoodcity.org](mailto:lespinoza-garnica@redwoodcity.org) or call (650) 549-4938.

Thank you,

A handwritten signature in black ink, appearing to be "Lissette Espinoza-Garnica". The signature is stylized with large, flowing loops and a long horizontal stroke at the end.

Lissette Espinoza-Garnica (they/she)

## C/CAG AGENDA REPORT

Date: May 12, 2022

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

From: Sean Charpentier, Executive Director

Subject: Review the initial draft, assumptions, and input on the C/CAG Fiscal Year 2022/23 Program Budget and Member Fees.

(For further information or questions contact Sean Charpentier at [scharpentier@smcgov.org](mailto:scharpentier@smcgov.org))

### RECOMMENDATION

That the C/CAG Board of Directors review the initial draft, assumptions, and input on the C/CAG Fiscal Year 2022/23 Program Budget and Member Fees.

### FISCAL IMPACT

In accordance with the proposed C/CAG 2022/23 Program Budget.

### SOURCE OF FUNDS

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

### BACKGROUND

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

Table 1: Budget Summary Comparison

	<b>Expenditures</b>	<b>Revenues</b>	<b>Ending Balance</b>
Adopted 2021/22	\$22,451,444	\$16,597,381	\$18,767,141
Projected 2021/22	\$16,419,004	\$15,649,449	\$24,832,791
Draft 2022/23	\$26,030,101	\$15,953,905	\$14,861,916

For fiscal year 2022/23, it is proposed that the total member fees and assessments as follows:

- Member Fees (including General Fund and Gas Tax Fees) – Pursuant to Budget Guidance approved in C/CAG Resolution 22-04, a 5% increase will take effect this year. The budget guidance also linked future years to the regional Consumer Price Index, with a ceiling of 3%.
- Congestion Relief Program Assessment – Same amount as FY 2021/22. This assessment is authorized by the C/CAG Board every four years. Annual countywide total is \$1,850,000.

For budgeting purposes, the draft member fees for each individual member agency were sent to City and County Managers on March 22, 2022.

The Draft C/CAG Fiscal Year 2022/22 Program Budget and Member Fees are being presented to the Finance Committee for review at its May 11, 2022 meeting. Any recommendations from the Finance Committee will be reported to the C/CAG Board at the May 12, 2022 meeting. Final C/CAG Fiscal Year 2022/23 Program Budget and Fees will be submitted to C/CAG Board for approval on June 9, 2022.

#### Major Organizational Updates:

C/CAG saw significant personnel changes, with the transition of an Executive Director, and the successful recruitment of a Transportation Systems Coordinator and two Transportation Program Specialists. In addition, C/CAG worked on guidance on address the OPEB liability and approved budget planning guidance for Member fees.

#### Assumptions and Highlights on Draft FY 2022/23 Budget:

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

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

#### **Revenues - Primary sources of funds:**

1. Member fees – As described on page 1 above, assessments for this year reflect a 5% increase.
2. Vehicle registration fees and property taxes – C/CAG levies a \$10 vehicle registration fee for transportation and stormwater runoff programs. C/CAG receives certain property tax for the stormwater program. C/CAG also receives a portion of the Air District levied vehicle registration fee. For the FY 2022-23 budget, it is assumed the overall revenues will be substantially the same as last year.
3. Grants – C/CAG receives two types of grants:
  - a. On-going planning grants: MTC provides a five-year grant for various transportation planning and programming related activities and projects, allocated on an annual basis. Any unspent amount can be rollover. Revenue is on a reimbursable basis.
  - b. Project specific grants: This type of grant is for a specific project, typically on a reimbursable basis.

#### **Expenditures – various:**

#### Staffing costs: “Administrative Services” and Professional Services” line items

The stormwater manager position held by Matt Fabry was shifted from a position with City of Brisbane to a County position. C/CAG paid all costs when the position was contracted through Brisbane, so there is not anticipated to be a fiscal impact. Upon approval of the budget, staff will

begin the recruitment process for this position.

To address the increasing workload, staff is planning to fund a Deputy Director position. This will require a separate action by the County after the approval of the C/CAG budget.

### Consultant Services:

A majority of the expenditures are for consultants. The term “new” denotes consulting costs that were not included in the current year budget.

The major consultant costs include:

1. C/CAG Equity Study
2. Caltrans Sustainable Planning Grant for GHG Mitigation Program
3. New- Dumbarton Roadway PID (study to connect express lanes to the Dumbarton Bridge). This funding is provided by the SMCTA with a local match from SAMCEDA.
4. Smart Corridor: This will fund the construction costs of the South San Francisco segment. In addition, funding is set aside to complete project design and pay for initial construction related expenses for the Northern Cities segment, covering the cities of Daly City, Brisbane and Town of Colma.
5. New- Finance Consultant/Extra Help: C/CAG does not have dedicated finance staff. The budget includes \$150,000 for a finance consultant to assist C/CAG in financial activities and identifying its finance needs.
6. New- Funding for additional audio-visual services for services and/or equipment to assist C/CAG Board and Committees with the provision of audio-visual services for “room with a zoom” options.

### Distributions

This line item is typically for transfers of funding to other organizations such as Commute.org. It includes \$3.7M for the Smart Corridor program, which includes committed funding for construction of the South San Francisco Smart Corridor Project (pursuant to C/CAG Board approved funding agreements), and anticipated funding required to purchase fiber conduits for the Northern Cities segment and other upcoming construction expenses.

### Express Lane JPA

For three years, C/CAG has provided start up operating loans to the San Mateo County Express Lane JPA. It is anticipated that a fourth loan will be necessary for Fiscal Year 2022/23. The terms and assumptions will remain the same (the rate consistent with the County pool to be repaid from future toll revenue). The draft budget includes the placeholder amount from last year.

Staff are working with SMCEL-JPA staff to identify the estimated revenues and expenditures for FY 2022/23, and will provide an updated estimate in time for the C/CAG Board adoption of a budget at the June Board meeting. The southern segment (between Santa Clara County line and Whipple Ave) opened in February, and the northern segment (between Whipple Ave. and I-380) will open towards the end of this calendar year. The tolls are set in response to the congestion. The higher the traffic or congestion, the higher the tolls. Traffic has not returned to the levels experienced before the pandemic. Correspondingly, the toll revenue on the southern segment may not be sufficient to fully fund the SMCEL-JPA Budget, and another operating loan from both C/CAG and the SMCTA will likely be necessary.

## Other

There is currently approximately OPEB (Other Post-Employment Benefits) Unfunded Accrued Liability (UAL) of approximately \$600,000. OPEB benefits are typically for retiree health coverage. At the October 18, 2021, Finance Committee, the Finance Committee recommended a goal of amortizing the UAL in a period of 10 years. Staff do not recommend making an amortizing payment at the June 2022 Budget adoption, but suggests using the proposed financial consultant to prepare a C/CAG budget projection that would inform the recommended amortization amounts and timeframe, as well as a possible indirect cost allocation to distribute the costs among all relevant C/CAG funds.

## **ATTACHMENTS**

1. Proposed C/CAG Member Fee for Fiscal Year 2022/23.
2. FY 2022-23 C/CAG Projected Statement of Revenues, Expenditures, and Changes in Fund Balance and FY 2022/23 C/CAG Projected Statement of Revenues, Expenditures, and Changes in Fund Balance.
3. Entire Draft Budget Book

**Draft C/CAG Member Fees - FY 2022-2023**

Agency	Population	Percent of Population	General Fund Fee	Gas Tax Fee	Total Fee
Atherton	6,896	0.901%	\$ 289,433	\$ 430,975	\$ 720,408
Belmont	26,470	3.459%	\$ 2,608	\$ 3,884	\$ 6,492
Brisbane	4,579	0.598%	\$ 10,012	\$ 14,908	\$ 24,919
Burlingame	29,746	3.887%	\$ 11,251	\$ 16,753	\$ 28,003
Colma	1,659	0.217%	\$ 627	\$ 934	\$ 1,562
Daly City	108,559	14.191%	\$ 41,075	\$ 61,161	\$ 102,236
East Palo Alto	30,350	3.966%	\$ 11,479	\$ 17,093	\$ 28,572
Foster City	32,842	4.292%	\$ 12,422	\$ 18,496	\$ 30,918
Half Moon Bay	12,309	1.609%	\$ 4,656	\$ 6,932	\$ 11,588
Hillsborough	11,391	1.489%	\$ 4,308	\$ 6,415	\$ 10,724
Menlo Park	34,825	4.551%	\$ 13,172	\$ 19,613	\$ 32,785
Millbrae	22,509	2.941%	\$ 8,513	\$ 12,677	\$ 21,190
Pacifica	37,890	4.951%	\$ 14,331	\$ 21,339	\$ 35,670
Portola Valley	4,560	0.596%	\$ 1,725	\$ 2,568	\$ 4,293
Redwood City	85,182	11.131%	\$ 32,218	\$ 47,973	\$ 80,191
San Bruno	44,936	5.872%	\$ 16,996	\$ 25,307	\$ 42,303
San Carlos	29,814	3.896%	\$ 11,276	\$ 16,791	\$ 28,067
San Mateo	103,045	13.466%	\$ 38,974	\$ 58,033	\$ 97,007
South San Francisco	67,135	8.773%	\$ 25,392	\$ 37,809	\$ 63,201
Woodside	5,628	0.735%	\$ 2,129	\$ 3,170	\$ 5,298
San Mateo County	64,880	8.478%	\$ 24,539	\$ 36,539	\$ 61,079
<b>TOTAL</b>	<b>765,245</b>	<b>100.000%</b>	<b>\$ 289,433</b>	<b>\$ 430,975</b>	<b>\$ 720,408</b>

**NOTES:**  
 1. C/CAG member fees are comprised of two portions: General Fund and Gas Tax.  
 2. For FY 2022-23, C/CAG member fees for General Fund portion is proposed a one-time increase by 5% (\$13,783 countywide, from \$275,651 to \$289,433). For FY 2022-23 C/CAG member fee for the Gas Tax portion is proposed a one-time increase by 5% (\$20,523 countywide, from \$410,452 to \$430,975). Adopted by C/CAG Resolution 22-04.  
 3. Individual jurisdiction's share is based on new population data from Dept of Finance, 1/1/2021, adopted by C/CAG Resolution 22-06.

**Congestion Relief Program (CRP) Assessment - FY 2022-2023**

Agency	Percent of Population	Total Trips	% of Trips	Congestion Relief
Atherton	0.901%	45,201	0.89132%	\$ 16,580
Belmont	3.459%	156,279	3.08167%	\$ 60,501
Brisbane	0.598%	39,066	0.77034%	\$ 12,661
Burlingame	3.887%	278,460	5.49096%	\$ 86,747
Colma	0.217%	42,332	0.83475%	\$ 9,727
Daly City	14.191%	514,686	10.14910%	\$ 225,150
East Palo Alto	3.966%	109,433	2.15791%	\$ 56,647
Foster City	4.292%	202,400	3.99113%	\$ 76,616
Half Moon Bay	1.609%	89,658	1.76797%	\$ 31,232
Hillsborough	1.489%	54,917	1.08291%	\$ 23,786
Menlo Park	4.551%	275,259	5.42784%	\$ 92,303
Millbrae	2.941%	147,546	2.90946%	\$ 54,121
Pacifica	4.951%	206,200	4.06606%	\$ 83,411
Portola Valley	0.596%	29,645	0.58457%	\$ 10,919
Redwood City	11.131%	639,969	12.61956%	\$ 219,696
San Bruno	5.872%	294,349	5.80427%	\$ 108,006
San Carlos	3.896%	212,462	4.18954%	\$ 74,791
San Mateo	13.466%	784,576	15.47106%	\$ 267,664
South San Francisco	8.773%	442,379	8.72328%	\$ 161,841
Woodside	0.735%	39,034	0.76971%	\$ 13,923
San Mateo County	8.478%	467,397	9.21661%	\$ 163,678
<b>TOTAL</b>	<b>100.000%</b>	<b>5,071,248</b>	<b>100.00000%</b>	<b>\$ 1,850,000</b>

**NOTES:**  
 1- Total CRP (countywide total) is the same as prior years at \$1,850,000.  
 2- Congestion Relief Fee is calculated based on population and trips generated, 50% each, respectively.

**NPDES Member Fee - Estimate Only (not actual)**

Agency	NPDES Basic (1)	NPDES	TOTAL NPDES
Atherton			
Belmont			
Brisbane	\$0	\$ 11,281	\$ 11,281
Burlingame			
Colma	\$0	\$ 3,852	\$ 3,852
Daly City			
East Palo Alto			
Foster City			
Half Moon Bay			
Hillsborough			
Menlo Park			
Millbrae			
Pacifica			
Portola Valley			
Redwood City			
San Bruno			
San Carlos			
San Mateo	\$0	\$ 118,256	\$ 118,256
South San Francisco			
Woodside		\$ 8,789	\$ 10,115
San Mateo County			
<b>TOTAL</b>			

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

C/CAG PROJECTED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE											
	FY 2021-22										
	Administrative Program (General Fund)	Transportation Programs	EL-JPA	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	DMV Fee (\$4) Program	Measure M (DMV Fee \$10)	Total
<b>BEGINNING BALANCE</b>	<b>919,605</b>	<b>2,497,664</b>	<b>1,825,900</b>	<b>3,552,305</b>	<b>516,193</b>	<b>376,442</b>	<b>1,316,804</b>	<b>1,585,221</b>	<b>752,353</b>	<b>12,264,482</b>	<b>25,606,969</b>
<b>PROJECTED REVENUES</b>											
Interest Earnings	5,217	14,662	19,960	22,074	1,478	1,742	7,714	12,000	2,928	58,824	146,599
Member Contribution	275,651	410,452	0	2,131,357	0	0	0	145,203	0	313,000	3,275,663
Cost Reimbursements	0	0	0	0	0	0	0	0	0	0	0
MTC/ Federal Funding	0	1,276,288	0	0	0	0	0	0	0	734,384	2,010,672
Grants	0	240,000	0	0	120,000	350,000	0	109,324	0	0	819,324
DMV Fee	0	0	0	0	0	0	1,059,606	0	422	6,615,939	7,675,967
NPDES Fee	0	0	0	0	0	0	0	1,502,170	0	0	1,502,170
TA Cost Share	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous/ SFIA	0	0	0	0	0	0	0	0	0	0	0
Street Repair Funding	0	0	0	0	0	0	0	0	0	0	0
PPM-STIP	0	219,054	0	0	0	0	0	0	0	0	219,054
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	0	0	0	0	0	0	0	0
<b>Total Revenues</b>	<b>280,868</b>	<b>2,160,456</b>	<b>19,960</b>	<b>2,161,359</b>	<b>121,478</b>	<b>352,000</b>	<b>1,067,320</b>	<b>1,768,697</b>	<b>3,350</b>	<b>7,722,147</b>	<b>15,649,449</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>1,200,473</b>	<b>4,658,120</b>	<b>1,845,860</b>	<b>5,713,664</b>	<b>637,671</b>	<b>728,442</b>	<b>2,384,124</b>	<b>3,353,918</b>	<b>755,703</b>	<b>19,986,629</b>	<b>41,264,604</b>
<b>PROJECTED EXPENDITURES</b>											
Administration Services	93,100	180,200	123,000	51,000	77,000	16,000	1,000	39,000	0	45,000	625,300
Professional Services	246,130	1,079,064	124,000	76,000	0	267,000	40,000	205,000	0	105,000	2,142,194
Consulting Services	24,630	372,864	0	271,858	1,184,000	132,500	120,000	1,204,729	208,031	2,543,129	6,061,741
Supplies	11,000	2,000	0	0	0	0	0	0	0	0	13,000
Prof. Dues & Memberships	1,750	3,550	0	4,000	0	0	0	17,380	0	500	27,180
Conferences & Meetings	15,500	6,000	0	1,000	1,000	10,000	0	0	0	3,500	37,000
Printing/ Postage	10,000	6,000	0	0	0	0	0	0	0	0	16,000
Publications	4,000	3,000	0	0	0	0	0	0	0	0	7,000
Distributions	0	0	0	819,276	0	0	1,001,685	40,000	4,133	4,505,495	6,370,589
OPEB Trust	55,000	0	0	0	0	0	0	0	0	0	55,000
Miscellaneous	9,500	1,000	0	1,000	0	0	0	0	0	0	11,500
Bank Fee	3,500	0	0	0	0	0	0	0	0	0	3,500
Audit Services	22,500	0	0	0	0	0	0	0	0	2,500	25,000
Loan to SMCEL JPA	0	0	1,024,000	0	0	0	0	0	0	0	1,024,000
<b>Total Expenditures</b>	<b>496,610</b>	<b>1,653,678</b>	<b>1,350,000</b>	<b>1,224,134</b>	<b>1,262,000</b>	<b>425,500</b>	<b>1,162,685</b>	<b>1,506,109</b>	<b>212,164</b>	<b>7,205,124</b>	<b>16,419,004</b>
<b>TRANSFERS</b>											
Transfers In	0	0	1,050,000	0	800,000	150,000	0	40,000	0	0	2,040,000
Transfers Out	0	0	0	1,650,000	0	0	0	0	0	304,000	1,954,000
Administrative Allocation	-275,547	162,791	0	19,668	0	28,845	5,847	54,201	0	20,658	16,463
<b>Total Transfers</b>	<b>-275,547</b>	<b>162,791</b>	<b>-1,050,000</b>	<b>1,669,668</b>	<b>-800,000</b>	<b>-121,155</b>	<b>5,847</b>	<b>14,201</b>	<b>0</b>	<b>324,658</b>	<b>(69,537)</b>
<b>NET CHANGE</b>	<b>59,805</b>	<b>343,987</b>	<b>-280,040</b>	<b>-732,443</b>	<b>-340,522</b>	<b>47,655</b>	<b>-101,212</b>	<b>248,387</b>	<b>-208,814</b>	<b>192,365</b>	<b>(700,018)</b>
<b>TRANSFER TO RESERVES</b>	<b>3,346</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,346</b>
<b>TOTAL USE OF FUNDS</b>	<b>224,409</b>	<b>1,816,469</b>	<b>300,000</b>	<b>2,893,802</b>	<b>462,000</b>	<b>304,345</b>	<b>1,168,532</b>	<b>1,520,310</b>	<b>212,164</b>	<b>7,529,782</b>	<b>16,431,813</b>
<b>ENDING FUND BALANCE</b>	<b>976,064</b>	<b>2,841,651</b>	<b>1,545,860</b>	<b>2,819,862</b>	<b>175,671</b>	<b>424,097</b>	<b>1,215,592</b>	<b>1,833,608</b>	<b>543,539</b>	<b>12,456,847</b>	<b>24,832,791</b>
<b>Restricted Fund Balance</b>	<b>0</b>	<b>2,193,522</b>	<b>0</b>	<b>1,375,827</b>	<b>528,274</b>	<b>443,667</b>	<b>3,429</b>	<b>627,144</b>	<b>-654,547</b>	<b>8,481,930</b>	<b>0</b>
<b>RESERVE FUND</b>											
Beginning Reserve Balance	40,000	400,000	0	300,000	0	0	0	120,000	0	340,000	1,200,000
Reserve Transfers In	0	0	0	0	0	0	0	0	0	0	0
Reserve Transfers Out	0	0	0	0	0	0	0	0	0	0	0
<b>Ending Reserve Balance</b>	<b>40,000</b>	<b>400,000</b>	<b>0</b>	<b>300,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120,000</b>	<b>0</b>	<b>340,000</b>	<b>1,200,000</b>
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance											
2- See individual fund summaries and fiscal year comments for details on Miscellaneous expenses.											
3- SMCRP - San Mateo Congestion Relief Program; TFCA - Transportation Fund For Clean Air; NPDES - National Pollutant Discharge Elimination System; Abatement.											
AVA - Abandoned Vehicle Abatement; DMV - Department of Motor Vehicles.											



C/CAG PROGRAM BUDGET: REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE											
FY 2022-23											
	Administrative Program (General Fund)	Transportation Programs	EL-JPA	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	DMV Fee (\$4) Program	Measure M (DMV Fee \$10)	Total
<b>BEGINNING BALANCE</b>	<b>976,064</b>	<b>2,841,651</b>	<b>1,545,860</b>	<b>2,819,862</b>	<b>175,671</b>	<b>424,097</b>	<b>1,215,592</b>	<b>1,833,608</b>	<b>543,539</b>	<b>12,456,847</b>	<b>24,832,791</b>
<b>PROJECTED REVENUES</b>											
Interest Earnings	5,000	5,000	10,000	30,000	1,000	2,000	7,000	12,000	2,500	80,000	154,500
Member Contribution	289,433	430,975	0	1,850,000	0	0	0	152,295	0	263,000	2,985,703
Cost Reimbursements	0	0	0	0	0	0	0	0	0	0	0
MTC/ Federal Funding	0	1,362,500	0	0	0	0	0	0	0	626,241	1,988,741
Grants	0	465,740	0	0	230,000	490,000	0	0	0	200,000	1,385,740
DMV Fee	0	0	0	0	0	0	1,045,400	0	0	6,768,000	7,813,400
NPDES Fee	0	0	0	0	0	0	0	1,540,821	0	0	1,540,821
TA Cost Share	0	0	0	0	0	0	0	0	0	50,000	50,000
Miscellaneous/ SFIA	0	0	0	0	0	0	0	0	0	0	0
Street Repair Funding	0	0	0	0	0	0	0	0	0	0	0
PPM-STIP	0	235,000	0	0	0	0	0	0	0	0	235,000
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	0	0	0	0	0	0	0	0
<b>Total Revenues</b>	<b>294,433</b>	<b>2,499,215</b>	<b>10,000</b>	<b>1,880,000</b>	<b>231,000</b>	<b>492,000</b>	<b>1,114,000</b>	<b>1,705,116</b>	<b>2,500</b>	<b>7,987,241</b>	<b>16,153,905</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>1,270,497</b>	<b>5,340,866</b>	<b>1,555,860</b>	<b>4,699,862</b>	<b>406,671</b>	<b>916,097</b>	<b>2,329,592</b>	<b>3,538,724</b>	<b>546,039</b>	<b>20,444,088</b>	<b>41,048,296</b>
<b>PROJECTED EXPENDITURES</b>											
Administration Services	103,000	200,000	111,218	57,000	85,000	18,000	2,000	43,000	0	50,000	669,218
Professional Services	169,000	1,373,000	263,833	149,000	0	61,000	65,000	488,000	0	198,000	2,766,833
Consulting Services	360,000	2,250,000	0	336,000	1,280,000	647,500	108,000	1,776,686	404,000	2,326,000	9,488,186
Supplies	11,000	2,000	0	0	0	0	0	0	0	0	13,000
Prof. Dues & Memberships	1,750	22,000	0	3,000	0	0	0	22,465	0	500	49,715
Conferences & Meetings/Trainings	15,500	5,000	0	1,000	1,000	10,000	0	6,000	0	7,000	45,500
Printing/ Postage	10,000	6,000	0	0	0	0	0	0	0	0	16,000
Publications	4,000	3,000	0	0	0	0	0	0	0	0	7,000
Distributions	0	0	0	860,000	3,717,000	0	1,511,000	40,000	125,000	5,844,000	12,097,000
OPEB Trust	55,000	0	0	0	0	0	0	0	0	0	55,000
Miscellaneous	13,700	1,000	0	1,000	0	0	0	1,000	0	0	16,700
Bank Fee	3,500	0	0	0	0	0	0	0	0	0	3,500
Audit Services	22,500	0	0	0	0	0	0	0	2,500	2,500	27,500
Loan to SMCEL JPA	0	0	974,949	0	0	0	0	0	0	0	974,949
<b>Total Expenditures</b>	<b>768,950</b>	<b>3,862,000</b>	<b>1,350,000</b>	<b>1,407,000</b>	<b>5,083,000</b>	<b>736,500</b>	<b>1,686,000</b>	<b>2,377,151</b>	<b>531,500</b>	<b>8,428,000</b>	<b>26,230,101</b>
<b>TRANSFERS</b>											
Transfers In	0	0	1,050,000	0	4,767,000	150,000	0	40,000	0	0	6,007,000
Transfers Out	0	0	0	1,965,000	0	0	0	0	0	4,057,000	6,022,000
Administrative Allocation	-540,657	314,517	0	41,189	0	15,796	5,847	55,000	0	49,587	-58,721
<b>Total Transfers</b>	<b>-540,657</b>	<b>314,517</b>	<b>-1,050,000</b>	<b>2,006,189</b>	<b>-4,767,000</b>	<b>-134,204</b>	<b>5,847</b>	<b>15,000</b>	<b>0</b>	<b>4,106,587</b>	<b>-43,721</b>
<b>NET CHANGE</b>	<b>66,140</b>	<b>-1,677,302</b>	<b>-290,000</b>	<b>-1,533,189</b>	<b>-85,000</b>	<b>-110,296</b>	<b>-577,847</b>	<b>-687,035</b>	<b>-529,000</b>	<b>-4,547,346</b>	<b>-10,032,475</b>
<b>TRANSFER TO RESERVES</b>		0	0	0	0	0	0	0	0	0	0
<b>TOTAL USE OF FUNDS</b>	<b>228,293</b>	<b>4,176,517</b>	<b>300,000</b>	<b>3,413,189</b>	<b>316,000</b>	<b>602,296</b>	<b>1,691,847</b>	<b>2,392,151</b>	<b>531,500</b>	<b>12,534,587</b>	<b>26,186,380</b>
<b>ENDING FUND BALANCE</b>	<b>1,042,204</b>	<b>1,164,349</b>	<b>1,255,860</b>	<b>1,286,673</b>	<b>90,671</b>	<b>313,801</b>	<b>637,745</b>	<b>1,146,573</b>	<b>14,539</b>	<b>7,909,501</b>	<b>14,861,916</b>
<b>Restricted Fund Balance</b>	<b>0</b>	<b>1,164,349</b>		<b>1,286,673</b>	<b>90,671</b>	<b>313,801</b>	<b>0</b>	<b>1,146,573</b>	<b>14,539</b>	<b>7,909,501</b>	<b>11,926,108</b>
<b>RESERVE FUND</b>											
Beginning Reserve Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000
Reserve Transfers In	0	0	0	0	0	0	0	0	0	0	0
Reserve Transfers Out	0	0	0	0	0	0	0	0	0	0	0
Ending Reserve Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000

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

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS**  
**PROGRAM BUDGET**  
**JULY 1, 2022 – JUNE 30, 2023**  
**General Fund (Fund C001)**

**Program Description:**

The C/CAG General Fund covers the functions of general administration, Airport Land Use planning as C/CAG is the designated Airport/Land Use Commission for San Mateo County, and waste management Local Task Force.

General Fund revenues come from member agencies as well as grants received.

Allowable expenses, such as printing, fees for legal and accounting services, are allocated to other C/CAG program funds based on the pro rata share of the programs.

**Goals and Highlights:**

Minor update of the Airport Land Use Compatibility Plan (ALUCP) as appropriate. As the Airport Land Use Commission for San Mateo County, C/CAG is also responsible for making consistency determinations on local land use actions or policies as they relate to the adopted ALUCPs for the three airports in San Mateo County: San Francisco International Airport, San Carlos Airport, and Half Moon Bay Airport.

Note: This fund includes expenditures for additional Audio-Visual services and/or equipment to support a hybrid meeting environment.

**Outlook & Issues:**

The C/CAG member fee in the General Fund is proposed to increase by 5% this year, and then be escalated by CPI with a ceiling of 3% in subsequent years, pursuant to Budget Planning Guidance in C/CAG Resolution 22-04.

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
PROGRAM BUDGET  
JULY 1, 2022 – JUNE 30, 2023  
Transportation Fund (Fund C002)**

**Program  
Description:**

Revenues for the Transportation Fund primary come from the following sources: 1) Member assessment; 2) MTC annual STP planning grant; 3) State Planning, Programming, and Monitoring (PPM) grant; and 4) other grants. These funds support C/CAG staff (as well as consultants needed) to carry out transportation planning activities such as the update of Comprehensive Bicycle and Pedestrian Plan (CBPP), Community Based Transportation Plan (CBTP), and the Congestion Management Program (CMP); upkeep of the Countywide Travel Demand Model; develop Countywide Transportation Demand Management (TDM) policies; develop Vehicle Miles Travel (VMT) Estimation tool; coordinate with regional transportation planning activities such as MTC Plan Bay Area 2050; administer certain Federal and State transportation funds allocated to San Mateo County, including the State Transportation Improvement Program (STIP) and One Bay Area Grant (OBAG); and provide assistance to local jurisdictions in the delivery of Federally funded projects.

**Accomplishments:**

- Adoption of the first Countywide TDM policy update.
- Adoption of an updated Congestion Management Program (CMP) in 2021 with a new Companion Monitoring Network.
- Recruitment of consultant and initiation of the Micromobility Feasibility Study.
- Successful application for Caltrans Sustainable Planning Grant for a GHG Mitigation Program; and for \$5M in SMCTA funds for a Project Initiation Document to study connecting the Dumbarton Bridge to the Highway 101 Express Lanes.
- Advanced major projects co-sponsored with SMCTA (Express Lanes Project (from Santa Clara County line to I-380); 92/101 Area Improvements; 92/101 Direct Connector; Managed Lane North of I-380).
- Processed a STIP update for \$13.16M in new STIP Funding, and \$3.1M of Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) funding.
- Awarded \$2.25M of Transportation Development Act Article 3 funding for bicycle and pedestrian projects.
- Developed a framework and criteria for a \$30M OBAG cycle 3 call for projects process.
- Recruitment of a qualified bench of consultants to provide transportation planning, program support, public outreach and grant writing services.
- Assisted local cities/county in the delivery of federally funded transportation projects.

**Goals and Highlights:**

- Continue to assist the delivery of federally funded transportation projects and to advance co-sponsored major projects, including advancing 92/101 Area Improvements to construction readiness.
- Update Community Based Transportation Plans.
- Fund \$32M of projects through the OBAG cycle 3 program
- Initiate Countywide Local Streets and Roads Safety Plan; Dumbarton PID; and Caltrans Planning GHG Mitigation Program.
- Continue working on Micromobility Feasibility Study and C/CAG Equity Assessment.
- Update the Congestion Relief Plan (CRP) for next 4 years.
- Collaborate with VTA on the update of the C/CAG travel model.

**Outlook & Issues:**

The C/CAG member fee under the congestion management program is proposed to increase by 5% this year, and then escalated by CPI in subsequent years with a ceiling of 3%, pursuant to Budget Planning Guidance in C/CAG Resolution 22-04.

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS**  
**PROGRAM BUDGET**  
**JULY 1, 2022 – JUNE 30, 2023**  
**SMC Express Lanes JPA Support (Fund C003)**

**Program  
Description:**

The SMC Express Lanes JPA Support fund is set up to track expenses incurred to support the SMCEL-JPA per the Joint Exercise of Powers Agreement between C/CAG and the San Mateo County Transportation Authority (SMCTA).

In accordance with the Joint Exercise of Powers Agreement, C/CAG will provide certain staffing support to the SMCEL-JPA. In addition, the SMCEL-JPA does not have its own revenue source until toll collection begins. Toll collection began in February 2022. C/CAG and the SMCTA have been providing startup operating loans to the SMCEL-JPA since its inception in 2019 for the agency's general operation. C/CAG provides such loans to the SMCEL-JPA from the Congestion Relief Fund. Loan agreement (Cooperative Funding Agreement) between C/CAG and SMCEL-JPA was executed for FY 2019-20 and amended for FY 2020-21. It will be amended again for FY 2021-22. It is anticipated the SMCEL-JPA will repay C/CAG when there will be positive net revenues from the Express Lanes operation. Interest for the operating loan is based on the San Mateo County Investment Pool (COPOOL) published interest rates.

**Accomplishments:**

The SMCEL-JPA was created as an independent agency. C/CAG provides certain staffing support to the SMCEL-JPA. Accomplishment in FY 2021-22 include continued board clerk support to the SMCEL-JPA Board; opening of the southern segment between Santa Clara County line and Whipple Ave; negotiation and approval of 100M in foundational operating and maintenance agreements with CHP, Caltrans, BAIFA, and BATA; award of \$1M equity program, which provides discounted Clipper Cards and FasTrak to eligible San Mateo County residents, with Good Samaritan; and successfully managed initial start up phase.

**Goals and  
Highlights:**

C/CAG staff will continue to provide staffing support to the SMCEL-JPA Board of Directors; oversee and manage existing Express Lane operations; participate and oversee the Equity Program implementation; support opening of northern segment (Whipple Ave to I-380).

**Outlook & Issues:**

Toll collection on the southern segment began in February 2022. It is anticipated that an additional operating loan will be necessary until the northern segment is fully opened and operational. More details will be provided at the June 2022 C/CAG Board meeting.

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
PROGRAM BUDGET  
JULY 1, 2022 – JUNE 30, 2023  
Congestion Relief Plan (SMCRP) Program Fund (Fund C004)**

- Program Description:** The San Mateo County Congestion Relief Plan (SMCRP) is a countywide effort to reduce and manage traffic congestion by improving the efficiency of transportation infrastructure; increase vehicle occupancy; increase transit ridership; and reduce solo driving; reduce green house gases; link transportation with housing and land use. Funding for this program comes from member jurisdictions.
- Accomplishments:** Provided annual funding to employer and local shuttles; provided annual funding to Commute.Org for Voluntary Trip Reduction; provided funding to support the 21-Elements effort; provided funding to the Smart Corridors project; provided funding to support green house gas reduction efforts, including climate action planning and RMCP support.
- Goals and Highlights:** Link transportation planning with housing and land use planning/policies; provide voluntary trip reduction incentives; fund Local Transportation services and Innovative solutions for trip reduction; support Smart Corridor funding if needed; provide annual funding to Commute. Org for Voluntary Trip Reduction; provide support to Climate action planning and Green House Gas emission reduction; support the 21-Element project including compliance with Regional Housing Needs Allocation (RHNA) requirements; initiate the development of a GHG reduction program for transportation projects. This fund provides partial support for the state lobbyist.
- Outlook & Issues:** This fund is reauthorized by the C/CAG Board every four years. The Board approved Resolution 19-32 on May 9, 2019 authorizing the CRP from July 1, 2019 to June 30, 2023. A major work product for the FY 2022-23 is the update of the CRP.

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS**  
**PROGRAM BUDGET**  
**JULY 1, 2022 – JUNE 30, 2023**  
**Smart Corridor (Fund C005)**

**Fund:** Smart Corridor (Fund C005)

**Program Description:** The San Mateo County Smart Corridor implements Intelligent Transportation System (ITS) equipment, including the design, construction, testing, integration and maintenance of an integrated system of interconnected traffic signal system, close circuit television (CCTV) cameras, trailblazer/arterial dynamic message signs and vehicle detection deployed on predesignated routes, providing local cities and Caltrans day-to-day traffic management capabilities as well as provide Caltrans the ability to remotely manage the local traffic during major freeway incidents. The Smart Corridors project is divided into several smaller projects that are built out as funding allows.

**Accomplishments:** The Smart Corridor is being built out from south to north. Current expansion effort is focused in South San Francisco, Daly City, Brisbane, and Colma. Detailed design for the South San Francisco Expansion was completed in the winter of 2020. Construction funding for the South San Francisco segment was allocated. The project now has a qualified construction manager overseeing the construction effort. A civil contractor is under contract to perform construction services, which is set to begin in early summer of 2022.

The expansion into Daly City, Brisbane, and Colma is being packaged as one project, “Northern Cities segment”. The project received environmental clearance and project approval in December of 2020. C/CAG received funding allocation to proceed with the design phase in spring of 2021. C/CAG is in the process of developing detailed project design, and has been actively engaging with local jurisdictions on the project.

Funding for this program comes from C/CAG discretionary STIP fund, Congestion Relief Plan fund, AB 1546 fund (C/CAG \$4 Vehicle Registration Fees), Measure M fund (C/CAG \$10 Vehicle Registration Fees), State grant from the State Traffic Light Synchronization Program (TLSP), as well as Transportation for Clean Air (TFCA) fund.

**Goals & Highlights:** Continue the construction of the South San Francisco expansion project. Complete design for the Northern Cities segment and begin construction.

Continue maintenance activities and maintain a state of good repair of various system components. The system is made up of the communications network and equipment (such as the central Hub equipment, controllers, switches, servers); and KITS traffic signal system (software, firmware, hardware, and field controllers). Routine inspections of infrastructure and field devices will continue (fiber optic and conduit, antennas, CCTV cameras, electronic signs, detection units), and corrective actions will be taken to remedy any damages or failures. Complete a device replacement plan to replace equipment as they reach end of life.

**Outlook & Issues:** There is no reserve in this fund. However, both the Measure M and SMCRRP programs have set-aside funds for Intelligent Transportation System (ITS) category. The ITS funds can be used for Smart Corridor. It is anticipated on-

going maintenance cost is to be provided through the Measure M (Fund C010) as well as the San Mateo County Congestion Relief Program (SMCRP) funds.

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**CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
PROGRAM BUDGET  
JULY 1, 2022 – JUNE 30, 2023  
San Mateo County Energy Watch Fund (C006)**

**Program Description:** This fund was set up because C/CAG established a Local Government Partnership (LGP) with PG&E to provide funding to San Mateo County for energy efficiency project development. C/CAG also developed and maintains a set of Climate Action Planning tools for used by all member agencies. C/CAG has been contracting with San Mateo County Office of Sustainability (formerly with Public Works) for staffing of this LGP.

**Accomplishments:** Continued to meet energy efficiency and electrification project referral goals based on identifying and referring project opportunities to implementors. Successfully provided identification or pilot program opportunities, such as municipal heat pump water heater installations, to justify potential continued funding from PG&E through fiscal year 2026-2027. Continued the Regionally Integrated Climate Action Planning Suite (RICAP) program, providing technical assistance to cities for climate action plans.. Successfully launch new public facilities staff working group.

**Goals and Highlights:** Meet all goals and contractual requirements of the San Mateo County Energy Watch program as specified in the PG&E Local Government Partnership contract. Assist municipalities, special districts, K-12 public schools, and small disadvantaged businesses; assist C/CAG member agencies on climate action planning and emission inventories, conduct monthly multi-city working group meetings and track countywide progress. Continued new public facilities staff working group. Supporting the Resource Management and Climate Protection (RMCP) Committee and partnering with Joint Venture Silicon Valley is also supported from this program fund.

**Outlook & Issues:** Revenue from PG&E Local Government Partnership grant was substantially reduced starting in CY 2019. PG&E has reduced its funding allocation to Local Government Partnerships in their overall portfolio to meet CPUC cost-effective requirements.

Although a large part of the fund source comes from PG&E, local funds for matching purposes as well as for non-PG&E related work must come from local sources. Peninsula Clean Energy has stepped in with funding to backfill reduced funding from PG&E for RICAPS. Additional local source of fund comes from the San Mateo County Congestion Relief Plan (SMCRP) Fund (Fund C004) or other grantors supporting energy-related efforts in San Mateo County.

Successful program delivery of the San Mateo County Energy Watch and other local government partnerships in PG&E's territory has inclined PG&E to submit advisory letters to the CPUC to continue LGP funding, including the SMCEW, through FY 2026-27.

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
PROGRAM BUDGET  
JULY 1, 2022 – JUNE 30, 2023  
NPDES Stormwater (Fund C007)**

**Program Description:** The NPDES (Stormwater) fund provides resources for the Countywide Water Pollution Prevention Program (Countywide Program), which assists C/CAG's member agencies in meeting stormwater management requirements in the Municipal Regional Permit (MRP) issued by the San Francisco Bay Regional Water Quality Control Board. The Countywide Program utilizes technical consultants to provide regulatory support services to the member agencies, including staff support for C/CAG Committees and technical subcommittees, providing training, performing compliance activities, and preparing annual reporting materials. C/CAG staff also represents member agencies at the regional scale with other countywide stormwater programs to pursue cost-effective opportunities for regional compliance efforts.

**Accomplishments:** Completed the Advancing Regional-Scale Stormwater Management in San Mateo County Project. Commenced Resilient San Carlos Schoolyards Project with funding from one of 12 California Resilience Challenge grants to develop resilient schoolyard concepts in San Carlos. Advanced efforts to identify and conceptualize ten large full trash capture project opportunities in partnership with Caltrans to pursue Cooperative Implementation Agreements, leveraging current and future funding opportunities. Focused on identifying and applying for member directed funding requests via State and Federal Representatives to advance regional multi-benefit stormwater capture projects. Project lead on developing a Climate Resilience Resources Guide in partnership with the Green Infrastructure Leadership Exchange. Supporting and guiding reissuance of the next five-year permit term of the Municipal Regional Stormwater Permit..

**Goals and Highlights:** Support C/CAG Stormwater Committee and eight technical subcommittees, provide training workshops, perform countywide water quality monitoring, implement public outreach and education programs, including maintaining the Countywide Program's website ([www.flowstobay.org](http://www.flowstobay.org)), continue assisting member agencies in green infrastructure planning and developing tools and resources for supporting trash, mercury, and PCB load reduction programs, and assist members with annual reporting. Support development of initial phase of a Regional Collaborative Program to advance planning and

implementation of regional multi-benefit stormwater capture projects. Support member agencies in coordinating with Water Board staff on and implementing the reissued MRP. Complete Resilient San Carlos Schoolyards and Climate Resilinet Resources Guide. Continue exploring funding and financing options to support countywide stormwater management goals.

**Outlook & Issues:**

The Countywide Program is funded through annual property tax assessments totaling approximately \$1.5 million and Measure M vehicle license funds of about \$800,000 per year. For the 2022-23 fiscal year, staff is again maintaining a \$500,000 fund balance reserve for a potential countywide stormwater funding initiative. The cost to comply with the next five-year term of the MRP is likely to exceed available resources for C/CAG and its member agencies and must be addressed.

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**CITY/COUNTY ASSOCIATION OF GOVERNMENTS**  
**PROGRAM BUDGET**  
**JULY 1, 2022 – JUNE 30, 2023**  
**DMV Fee (AB1546 \$4 VRF) (Fund C008)**

**Program Description:** AB 1546 was signed into law and took effect on January 1, 2005 and reauthorized as SB 348 in 2008. It provides authorization for C/CAG to impose an annual fee of \$4 on motor vehicles registered within San Mateo County to fund traffic congestion management and stormwater pollution prevention programs within San Mateo County.

The collection of the fee ended December 31, 2012.

**Accomplishments:** In FY 2017-18, \$1,000,000 was budgeted for a pilot program “Joint Call for Projects with the Safe Routes to School/Green Infrastructure (SRTS/GI) program for capital projects” to demonstrate efficiency in the integration of these two program areas. Due to delays experienced by project sponsors either from the complexity of combining multiple funding sources or from the impacts by COVID-19 pandemic and Shelter in Place order, a number of jurisdictions experienced project delays. Remaining grant funds are anticipated to be distributed in FY 2022-23. During FY 2020-21, some funds designated for countywide stormwater pollution prevention was continued to be utilized as match for a Caltrans grant. The remaining supplemental trash distribution funds to local jurisdictions were exhausted in FY 2020-21.

An amount of \$236,000 in Regional Congestion Management funds were provided for an intelligent transit signal priority project in the City of East Palo Alto. Remaining funds will be allocated to qualified projects and fund balance will begin to significantly be reduced during FY 2022-23.

**Goals and Highlights:** Remaining funds will be allocated to qualified regional congestion management and stormwater projects. The last of ten Safe Routes to School and Green Streets Infrastructure Pilot Project will be completed in FY2022-23.

**Outlook & Issues:** The fund balance is expected to continue to decrease significantly as the SRTS/Green Infrastructure and Regional Congestion Management projects are implemented.

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS**  
**PROGRAM BUDGET**  
**JULY 1, 2022 – JUNE 30, 2023**  
**Measure M (Fund C010)**

**Program Description:** Measure M, approved by the voters in November 2010 and effective for 25 years (May 2, 2011 - May 1, 2036); impose an annual fee of ten dollars (\$10) on motor vehicles registered in San Mateo County to fund transportation-related congestion management and water pollution prevention programs.

The current 5-Year Measure M Implementation Plan for FY 2021-22 to 2025-26, adopted by the Board on July 8, 2021, continues to allocate 5% for program administration with the net revenue distributed to the following programs: Local Streets and Roads (50%); Transit Operations/Senior Mobility (18%); Intelligent Transportation System (ITS)/Smart Corridor (11%); Safe Routes to School (6%); and NPDES/Municipal Regional Permit (MRP) administration (15%).

**Accomplishments:** Provides \$3.2M (50% of net revenues) to C/CAG member agencies for local streets and roads (including mitigation of stormwater impacts from vehicles). Provides \$1.4M to SamTrans' paratransit service Redi-Wheels and senior mobility programs, close to \$800K for the C/CAG stormwater pollution prevention program, and matching funds for the San Mateo County Safe Routes to School (SRTS) Program. Provides funds for Smart Corridor maintenance and expansion. Funds \$1M of SRTS/Green Infrastructure project that began in FY 2018-19 and will wrap up in FY2022-23. Measure M continued to be a local funding source for the Community Based Transportation Planning effort, which started in FY 2019-20.

In addition to continuing to provide funding to the core Measures M programs, accumulated interests and unspent administration funds from program inception to June 30, 2019 was reallocated for additional projects. Funding was also used to develop a new five-year Measure M Strategic Plan, which the Board adopted at the July 2021 meeting. Further, some funds will be used to pay for technology platforms and data services to assist local agencies with transportation planning.

**Goals and Highlights:** The new 5-year Measure M Implementation Plan will cover FY2022 through FY2026. The new Implementation Plan updated the funding allocations for the various countywide programs. Measure M funding will be used to standardize reporting and data collection methods, in addition to develop an online dashboard for communicating with the public on projects accomplished using Measure M. Funding for the ITS program will be directed to support the Smart Corridor expansion effort in northern part of the county, fund any maintenance and asset replacement efforts and to implement technology projects that address congestion and improve mobility.

**Outlook & Issues:** The fund balance will remain relatively high due to the timing reimbursements from member agencies. C/CAG will be drawing down funds for Smart Corridor construction activities in the northern county. As

funds are allocated for local streets and roads, cities need to promptly submit requests for cost reimbursements.

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
PROGRAM BUDGET  
JULY 1, 2022 – JUNE 30, 2023  
TFCA PROGRAM FUND**

- Program Description:** The Bay Area Air Quality Management District (BAAQMD) is charged under AB 434 to levy a surcharge on motor vehicle registration fees to fund projects and programs to reduce air pollution. This provides the revenues for the Transportation for Clean Air (TFCA) Program. Forty percent (40%) of the revenues generated within San Mateo County are allocated to C/CAG to be used to fund local programs implementing specified transportation control measures to improve air quality in the San Francisco Bay Area. The primary focus in San Mateo County is on shuttles and Countywide Transportation Demand Management (TDM).
- Accomplishments:** Provide \$600,000 for Commute.org to provide Transportation Demand Management outreach activities and \$108,000 for carpool incentive program. Also provide \$150,000 to Samtrans for its Shuttle services. Conducted a call for project and awarded a total of \$987,000 towards six different projects across the County.
- Goals and Highlights:** In FY2023, C/CAG will continue to fund SamTrans' Employer-Based Shuttles and Commute.org's Countywide Voluntary Trip Reduction Program. In addition, staff plans to fund innovative projects, such as micromobility. Detailed recommendations will be developed for C/CAG Board approval.
- Outlook & Issues:** Since the annual available fund comes from a projection from the Air District, actual funds received may differ from the amount programmed. Sponsors for projects awarded with funding in FY2021 will be seeking reimbursements in FY2023, likely drawing down the grant balance. The funding source guideline does not allow fund reserves.

05/06/22	C/CAG PROGRAM BUDGET: REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE										
	FY 2022-23										
	Administrative Program (General Fund)	Transportation Programs	EL-JPA	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	DMV Fee (\$4) Program	Measure M (DMV Fee \$10)	Total
<b>BEGINNING BALANCE</b>	<b>976,064</b>	<b>2,841,651</b>	<b>1,545,860</b>	<b>2,819,862</b>	<b>175,671</b>	<b>424,097</b>	<b>1,215,592</b>	<b>1,833,608</b>	<b>543,539</b>	<b>12,456,847</b>	<b>24,832,791</b>
<b>PROJECTED REVENUES</b>											
Interest Earnings	5,000	5,000	10,000	30,000	1,000	2,000	7,000	12,000	2,500	80,000	154,500
Member Contribution	289,433	430,975	0	1,850,000	0	0	0	152,295	0	263,000	2,985,703
Cost Reimbursements	0	0	0	0	0	0	0	0	0	0	0
MTC/ Federal Funding	0	1,362,500	0	0	0	0	0	0	0	626,241	1,988,741
Grants	0	465,740	0	0	230,000	490,000	0	0	0	200,000	1,385,740
DMV Fee	0	0	0	0	0	0	1,045,400	0	0	6,768,000	7,813,400
NPDES Fee	0	0	0	0	0	0	0	1,540,821	0	0	1,540,821
TA Cost Share	0	0	0	0	0	0	0	0	0	50,000	50,000
Miscellaneous/ SFIA	0	0	0	0	0	0	0	0	0	0	0
Street Repair Funding	0	0	0	0	0	0	0	0	0	0	0
PPM-STIP	0	235,000	0	0	0	0	0	0	0	0	235,000
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	0	0	0	0	0	0	0	0
<b>Total Revenues</b>	<b>294,433</b>	<b>2,499,215</b>	<b>10,000</b>	<b>1,880,000</b>	<b>231,000</b>	<b>492,000</b>	<b>1,114,000</b>	<b>1,705,116</b>	<b>2,500</b>	<b>7,987,241</b>	<b>16,153,905</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>1,270,497</b>	<b>5,340,866</b>	<b>1,555,860</b>	<b>4,699,862</b>	<b>406,671</b>	<b>916,097</b>	<b>2,329,592</b>	<b>3,538,724</b>	<b>546,039</b>	<b>20,444,088</b>	<b>41,048,296</b>
<b>PROJECTED EXPENDITURES</b>											
Administration Services	103,000	200,000	111,218	57,000	85,000	18,000	2,000	43,000	0	50,000	669,218
Professional Services	169,000	1,373,000	263,833	149,000	0	61,000	65,000	488,000	0	198,000	2,766,833
Consulting Services	360,000	2,250,000	0	336,000	1,280,000	647,500	108,000	1,776,686	404,000	2,326,000	9,488,186
Supplies	11,000	2,000	0	0	0	0	0	0	0	0	13,000
Prof. Dues & Memberships	1,750	22,000	0	3,000	0	0	0	22,465	0	500	49,715
Conferences & Meetings/Trainings	15,500	5,000	0	1,000	1,000	10,000	0	6,000	0	7,000	45,500
Printing/ Postage	10,000	6,000	0	0	0	0	0	0	0	0	16,000
Publications	4,000	3,000	0	0	0	0	0	0	0	0	7,000
Distributions	0	0	0	860,000	3,717,000	0	1,511,000	40,000	125,000	5,844,000	12,097,000
OPEB Trust	55,000	0	0	0	0	0	0	0	0	0	55,000
Miscellaneous	13,700	1,000	0	1,000	0	0	0	1,000	0	0	16,700
Bank Fee	3,500	0	0	0	0	0	0	0	0	0	3,500
Audit Services	22,500	0	0	0	0	0	0	0	2,500	2,500	27,500
Loan to SMCEL JPA	0	0	974,949	0	0	0	0	0	0	0	974,949
<b>Total Expenditures</b>	<b>768,950</b>	<b>3,862,000</b>	<b>1,350,000</b>	<b>1,407,000</b>	<b>5,083,000</b>	<b>736,500</b>	<b>1,686,000</b>	<b>2,377,151</b>	<b>531,500</b>	<b>8,428,000</b>	<b>26,230,101</b>
<b>TRANSFERS</b>											
Transfers In	0	0	1,050,000	0	4,767,000	150,000	0	40,000	0	0	6,007,000
Transfers Out	0	0	0	1,965,000	0	0	0	0	0	4,057,000	6,022,000
Administrative Allocation	-540,657	314,517	0	41,189	0	15,796	5,847	55,000	0	49,587	-58,721
<b>Total Transfers</b>	<b>-540,657</b>	<b>314,517</b>	<b>-1,050,000</b>	<b>2,006,189</b>	<b>-4,767,000</b>	<b>-134,204</b>	<b>5,847</b>	<b>15,000</b>	<b>0</b>	<b>4,106,587</b>	<b>-43,721</b>
<b>NET CHANGE</b>	<b>66,140</b>	<b>-1,677,302</b>	<b>-290,000</b>	<b>-1,533,189</b>	<b>-85,000</b>	<b>-110,296</b>	<b>-577,847</b>	<b>-687,035</b>	<b>-529,000</b>	<b>-4,547,346</b>	<b>-10,032,475</b>
<b>TRANSFER TO RESERVES</b>											
<b>TOTAL USE OF FUNDS</b>	<b>228,293</b>	<b>4,176,517</b>	<b>300,000</b>	<b>3,413,189</b>	<b>316,000</b>	<b>602,296</b>	<b>1,691,847</b>	<b>2,392,151</b>	<b>531,500</b>	<b>12,534,587</b>	<b>26,186,380</b>
<b>ENDING FUND BALANCE</b>	<b>1,042,204</b>	<b>1,164,349</b>	<b>1,255,860</b>	<b>1,286,673</b>	<b>90,671</b>	<b>313,801</b>	<b>637,745</b>	<b>1,146,573</b>	<b>14,539</b>	<b>7,909,501</b>	<b>14,861,916</b>
<b>Restricted Fund Balance</b>	<b>0</b>	<b>1,164,349</b>		<b>1,286,673</b>	<b>90,671</b>	<b>313,801</b>	<b>0</b>	<b>1,146,573</b>	<b>14,539</b>	<b>7,909,501</b>	<b>11,926,108</b>
<b>RESERVE FUND</b>											
Beginning Reserve Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000
Reserve Transfers In	0	0	0	0	0	0	0	0	0	0	0
Reserve Transfers Out	0	0	0	0	0	0	0	0	0	0	0
Ending Reserve Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance. 2- See individual fund summaries and fiscal year comments for details on Miscellaneous expenses. 3- SMCRP - San Mateo Congestion Relief Program; TFCA - Transportation Fund For Clean Air; NPDES - National Pollutant Discharge Elimination System; Abatement. EL-JPA - SMC Express Lanes JPA; DMV - Department of Motor Vehicles.											

05/06/22		ADMINISTRATIVE PROGRAM - GENERAL FUND (01)							
		FY 2022-23 PROGRAM BUDGET							
		JULY 1, 2022 - JUNE 30, 2023							
<b>BEGINNING BALANCE</b>		<b>976,064</b>						<b>976,064</b>	
<b>PROJECTED REVENUES</b>		General Operation C1340000	Gen. Oper. Shared C1341000	ALUC C1342000	Waste Management C1343000			<b>ADMINISTRATIVE PROGRAM GENERAL FUND</b>	
Interest Earnings	409100	5,000						5,000	
Member Contribution	4810XX	289,433						289,433	
Cost Reimbursements	440304							0	
MTC/ Federal Funding	481022							0	
Grants	420501							0	
DMV Fee	420602							0	
NPDES Fee	480002							0	
TA Cost Share	481023							0	
Miscellaneous/ SFIA	480008							0	
Street Repair Funding	480003							0	
PPM-STIP	420604							0	
Assessment	420603							0	
TLSP								0	
<b>Total Revenues</b>		294,433	0	0	0	0	0	294,433	
<b>TOTAL SOURCES OF FUNDS</b>								<b>1,270,497</b>	
<b>PROJECTED EXPENDITURES</b>		General Operation C1340000	Gen. Oper. Shared C1341000	ALUC C1342000	Waste Management C1343000			<b>ADMINISTRATIVE PROGRAM GENERAL FUND</b>	
Administration Services	520314	97,000		6,000	0			103,000	
Professional Services	520320		139,000	30,000				169,000	
Consulting Services	520303		315,000	45,000				360,000	
Supplies	520201		10,000	1,000				11,000	
Prof. Dues & Memberships	520501	250	750	750				1,750	
Conferences & Meetings/Trainings	520503		8,500	2,000	5,000			15,500	
Printing/ Postage	520204		10,000					10,000	
Publications	520504		3,000	1,000				4,000	
Distributions	522724							0	
OPEB Trust	522725		55,000					55,000	
Miscellaneous	520509	7,200	5,000	1,000	500			13,700	
Bank Fee	520202		3,500					3,500	
Audit Services	520301		22,500					22,500	
Loan to SMCEL JPA								0	
<b>Total Expenditures</b>		104,450	572,250	86,750	5,500	0	0	768,950	
<b>TRANSFERS</b>									
Transfers In	490001							0	
Transfers Out	590001	0						0	
Administrative Allocation			-540,657					-540,657	To General Fund C001
<b>Total Transfers</b>		0	-540,657	0	0	0	0	-540,657	
<b>NET CHANGE</b>		189,983	-31,593	-86,750	-5,500	0	0	66,140	
<b>TRANSFER TO RESERVES</b>									
<b>TOTAL USE OF FUNDS</b>								<b>228,293</b>	
<b>ENDING FUND BALANCE</b>								<b>1,042,204</b>	
Restricted Fund Balance								0	
<b>RESERVE FUND</b>									
Beginning Reserve Balance								40,000	
Reserve Transfers In								0	
Reserve Transfers Out									
Ending Reserve Balance								40,000	
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance									
2- Manage at Fund Level									
3- ALUC - Airport Land Use Commission (C/CAG)									
4 - Member contribution is the same as in FY 2016-17.									



TRANSPORTATION PROGRAMS (FUNDS 02)											
FY 2022-23 PROGRAM BUDGET											
JULY 1, 2022 - JUNE 30, 2023											
<b>BEGINNING BALANCE</b>		<b>2,841,651</b>							<b>2,841,651</b>	<b>0</b>	<b>2,841,651</b>
0											
<b>PROJECTED REVENUES</b>		Congestion Management C2346000	CTP C2347000	BPAC C2348000	SFIA C2349000	MTC/ T-Plus CBTP C2350000	2020 Gateway C2368000	Rideshare C2364000	Total Programs	Willow/Univ	<b>TRANSPORTATION PROGRAMS FUND</b>
0											
Interest Earnings	409100	5,000							5,000		5,000
Member Contribution	4810XX	430,975							430,975		430,975
Cost Reimbursements	440304							0	0		0
MTC/ Federal Funding	481022					1,362,500		0	1,362,500		1,362,500
Grants	420501	465,740							465,740		465,740
DMV Fee	420602								0		0
NPDES Fee	480002								0		0
TA Cost Share	481023							0	0		0
Miscellaneous/ SFIA	480008								0		0
Street Repair Funding	480003								0		0
PPM-STIP	420604	235,000							235,000		235,000
Assessment	420603								0		0
TLSP									0		0
<b>Total Revenues</b>		1,136,715	0	0	0	1,362,500	0	0	2,499,215	0	2,499,215
<b>TOTAL SOURCES OF FUNDS</b>									5,340,866	0	5,340,866
<b>PROJECTED EXPENDITURES</b>		Congestion Management C2346000	CTP C2347000	BPAC C2348000	SFIA C2349000	MTC/ T-Plus CBTP C2350000	2020 Gateway C2368000	Rideshare C2364000	Total Programs	Willow/Univ	<b>TRANSPORTATION PROGRAMS FUND</b>
										0	
Administration Services	520314	126,000		5,000		69,000			200,000		200,000
Professional Services	520320	1,373,000	0						1,373,000		1,373,000
Consulting Services	520303	2,130,000		0		120,000			2,250,000		2,250,000
Supplies	520201	2,000							2,000		2,000
Prof. Dues & Memberships	520501	22,000							22,000		22,000
Conferences & Meetings/Trainings	520503	5,000							5,000		5,000
Printing/ Postage	520204	6,000							6,000		6,000
Publications	520504	3,000							3,000		3,000
Distributions	522724								0		0
OPEB Trust	522725								0		0
Miscellaneous	520509	1,000							1,000		1,000
Bank Fee	520202								0		0
Audit Services	520301								0		0
Loan to SMCEL JPA	0								0		0
<b>Total Expenditures</b>		3,668,000	0	5,000	0	189,000	0	0	3,862,000	0	3,862,000
<b>TRANSFERS</b>											
Transfers In	490001								0		0
Transfers Out	590001								0		0
Administrative Allocation		314,517							314,517		314,517 To General Fund C001
<b>Total Transfers</b>		314,517	0	0	0	0	0	0	314,517	0	314,517
<b>NET CHANGE</b>		-2,845,802	0	-5,000	0	1,173,500	0	0	-1,677,302	0	-1,677,302
<b>TRANSFER TO RESERVES</b>		0									0
<b>TOTAL USE OF FUNDS</b>									4,176,517	0	4,176,517
<b>ENDING FUND BALANCE</b>									1,164,349	0	1,164,349
<b>Restrict Fund Balance</b>											1,164,349
<b>RESERVE FUND</b>									0		0
Beginning Reserve Balance											800,000
Reserve Transfers In		0									0
Reserve Transfers Out											0
Ending Reserve Balance											800,000
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance											
2- Manage at Fund Level											
3- CTP - Countywide Transportation Plan; BPAC - Bicycle and Pedestrian Advisory Committee; SFIA - San Francisco International Airport;											
MTC - Metropolitan Transportation Commission; CBTP - Community Based Transportation Plan											
4- Member contribution is the same as since FY 2016-17.											

05/06/22		SMC Express Lanes JPA Support (EL-JPA) PROGRAM FUND (03)																	
		FY 2022-23 PROGRAM BUDGET																	
		JULY 1, 2022 - JUNE 30, 2023																	
<b>BEGINNING BALANCE</b>																		1,545,860	
<b>PROJECTED REVENUES</b>		EL-JPA C3351000																	
Interest Earnings	409100		10,000																10,000
Member Contribution	4810XX		0																0
Cost Reimbursements	440304																		0
MTC/ Federal Funding	481022																		0
Grants	420501																		0
DMV Fee	420602		0																0
NPDES Fee	480002																		0
TA Cost Share	481023																		0
Miscellaneous/ SFIA	480008																		0
Street Repair Funding	480003																		0
PPM-STIP	420604																		0
Assessment	420603																		0
TLSP																			0
<b>Total Revenues</b>			10,000	0	0	0	0	0	0										10,000
<b>TOTAL SOURCES OF FUNDS</b>																			1,555,860
<b>PROJECTED EXPENDITURES</b>		EL-JPA C3351000																	
Administration Services	520314		111,218																111,218
Professional Services	520320		263,833																263,833
Consulting Services	520303																		0
Supplies	520201																		0
Prof. Dues & Memberships	520501																		0
Conferences & Meetings/Trainings	520503																		0
Printing/ Postage	520204																		0
Publications	520504																		0
Distributions	522724																		0
OPEB Trust	522725																		0
Miscellaneous	520509																		0
Bank Fee	520202																		0
Audit Services	520301																		0
Loan to SMCEL JPA			974,949																974,949
<b>Total Expenditures</b>			1,350,000	0	0	0	0	0	0										1,350,000
<b>TRANSFERS</b>																			
Transfers In	490001		1,050,000																1,050,000
Transfers Out	590001																		0
Administrative Allocation			0																0
<b>Total Transfers</b>			-1,050,000	0	0	0	0	0	0										-1,050,000
<b>NET CHANGE</b>			-290,000	0	0	0	0	0	0										-290,000
<b>TRANSFER TO RESERVES</b>																			0
<b>TOTAL USE OF FUNDS</b>																			300,000
<b>ENDING FUND BALANCE</b>																			1,255,860
<b>RESERVE FUND</b>																			0
Beginning Reserve Balance																			0
Reserve Transfers In																			0
Reserve Transfers Out																			0
Ending Reserve Balance																			0
<p>Note: 1 - This fund was first created in FY 2019-20 to record C/CAG support services to the San Mateo County Express Lanes JPA.  2 - C/CAG and SMCTA provide Operating Loans to the SMCEL-JPA for startup operation.  3 - That loan amount is shown as "Defer Revenue" on C/CAG Balance Sheet. To be paid back by SMCEL-JPA when it has net positive toll revenue.</p>																			

SAN MATEO CONGESTION RELIEF PROGRAM (SMCRP) FUND (04)														
FY 2022-23 PROGRAM BUDGET														
JULY 1, 2022 - JUNE 30, 2023														
<b>BEGINNING BALANCE</b>													<b>2,819,862</b>	
<b>PROJECTED REVENUES</b>	Shuttles Employer C4384000	Shuttles Local C4382000	Local Trans. Support C4354000	TDM Countywide C4385000	ITS Plan C4386000	Ramp Metering C4387000	From Last Year 2nd Installment	Congestion Relief Plan C4353000	Energy LGP C4388000	Housing	Climate	<b>SMCRP PROGRAM FUND</b>		
Interest Earnings	409100												30,000	
Member Contribution	4810XX	500,000		550,000	200,000			600,000					1,850,000	
Cost Reimbursements	440304												0	
MTC/ Federal Funding	481022												0	
Grants	420501												0	
DMV Fee	420602												0	
NPDES Fee	480002												0	
TA Cost Share	481023												0	
Miscellaneous/ SFIA	480008												0	
Street Repair Funding	480003												0	
PPM-STIP	420604												0	
Assessment	420603												0	
TLSP													0	
<b>Total Revenues</b>		0	500,000	0	550,000	200,000	0	0	630,000	0	0	0	<b>1,880,000</b>	
<b>TOTAL SOURCES OF FUNDS</b>														<b>4,699,862</b>
<b>PROJECTED EXPENDITURES</b>	Shuttles Employer C4384000	Shuttles Local C4382000	Local Trans. Support C4354000	TDM Countywide C4385000	ITS Plan C4386000	Ramp Metering C4387000	From Last Year 2nd Installment	Congestion Relief Plan C4353000	Energy LGP	Housing	Climate	<b>SMCRP PROGRAM FUND</b>		
Administration Services	520314							57,000					57,000	
Professional Services	520320							149,000					149,000	
Consulting Services	520303							186,000		150,000			336,000	
Supplies	520201												0	
Prof. Dues & Memberships	520501							3,000					3,000	
Conferences & Meetings/Trainings	520503							1,000					1,000	
Printing/ Postage	520204												0	
Publications	520504												0	
Distributions	522724	350,000		510,000									860,000	
OPEB Trust	522725												0	
Miscellaneous	520509							1,000					1,000	
Bank Fee	520202												0	
Audit Services	520301												0	
Loan to SMCEL JPA	0												0	
<b>Total Expenditures</b>		0	350,000	0	510,000	0	0	0	397,000	0	150,000	0	<b>1,407,000</b>	
<b>TRANSFERS</b>														
Transfers In	490001												0	
Transfers Out	590001							1,965,000					1,965,000	\$750k to Smart Corridor Maintenance, \$1,050,000 to ELN J
Administrative Allocation								41,189					41,189	To General Fund C001
<b>Total Transfers</b>		0	0	0	0	0	0	0	2,006,189	0	0	0	<b>2,006,189</b>	
<b>NET CHANGE</b>		0	150,000	0	40,000	200,000	0	0	-1,773,189	0	-150,000	0	<b>-1,533,189</b>	
<b>TRANSFER TO RESERVES</b>									0				0	
<b>TOTAL USE OF FUNDS</b>														<b>3,413,189</b>
<b>ENDING FUND BALANCE</b>														<b>1,286,673</b>
Restricted Fund Balance														1,286,673
<b>RESERVE FUND</b>														
Beginning Reserve Balance														300,000
Reserve Transfers In								0						0
Reserve Transfers Out														0
Ending Reserve Balance														300,000
<b>Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance</b>														
<b>2- Manage at Fund Level</b>														
<b>3- TDM - Transportation Demand Management; ITS - Intelligent Transportation System; ECR - El Camino Real; LGP - Local Government Partnership.</b>														

SAN MATEO COUNTY SMART CORRIDOR FUND (05)													
FY 2022-23 PROGRAM BUDGET													
JULY 1, 2022 - JUNE 30, 2023													
05/06/22													
<b>BEGINNING BALANCE</b>		<b>175,671</b>									<b>175,671</b>		
<b>PROJECTED REVENUES</b>	Smart Corridor Design/ Demo C5680000	Smart Corridor In-House Staff C5685000	Smart Corridor Seg. 2 Const. C5682000	Smart Corridor Seg. 3 Const. C5683000	Smart Corridor Sys. Integration C5686000	Smart Corridor Maintenance C5681000	Smart Corridor SSF C5684000	Smart Corridor DC/Brb/Colma C5687000	(also in TFCA fund)	<b>SMART CORRIDOR FUND</b>			
Interest Earnings	409100		1,000								1,000		
Member Contribution	4810XX										0		
Cost Reimbursements	440304										0		
MTC/ Federal Funding	481022										0		
Grants	420501							230,000			230,000		
DMV Fee	420602										0		
NPDES Fee	480002										0		
TA Cost Share	481023										0		
Miscellaneous/ SFIA	480008										0		
Street Repair Funding	480003										0		
PPM-STIP	420604										0		
Assessment	420603										0		
TLSP	420605										0		
<b>Total Revenues</b>		0	1,000	0	0	0	0	0	230,000	0	0	0	231,000
<b>TOTAL SOURCES OF FUNDS</b>													<b>406,671</b>
<b>PROJECTED EXPENDITURES</b>	Smart Corridor Design/ Demo C5680000	Smart Corridor In-House Staff C5685000	Smart Corridor Seg. 2 Const. C5682000	Smart Corridor Seg. 3 Const. C5683000	Smart Corridor Sys. Integration C5686000	Smart Corridor Maintenance C5681000	Smart Corridor SSF C5684000	Smart Corridor DC/Brb/Colma C5687000		<b>SMART CORRIDOR FUND</b>			
Administration Services	520314		85,000								85,000		
Professional Services	520320										0		
Consulting Services	520303					750,000		530,000			1,280,000		
Supplies	520201										0		
Prof. Dues & Memberships	520501										0	4,017,000	
Conferences & Meetings	520503		1,000								1,000		
Printing/ Postage	520204										0		
Publications	520504										0		
Distributions	522724						2,517,000	120,000			3,717,000		
OPEB Trust	520330										0		
Miscellaneous	520509										0		
Bank Fee	520202										0		
Audit Services	520301										0		
Loan to SMCEL JPA	0										0		
<b>Total Expenditures</b>		0	86,000	0	0	750,000	2,517,000	1,730,000			<b>5,083,000</b>		
<b>TRANSFERS</b>													
Transfers In	490001	0				0	750,000	2,517,000	1,500,000		4,767,000	\$4,017,000 from Measure M Smart Corridor, \$750,000 from	
Transfers Out	590001										0	To General Fund C001	
Administrative Allocation											0		
<b>Total Transfers</b>		0	0	0	0	-750,000	-2,517,000	-1,500,000			<b>-4,767,000</b>		
<b>NET CHANGE</b>		0	-85,000	0	0	0	0	0	0		<b>-85,000</b>		
<b>TRANSFER TO RESERVES</b>											<b>0</b>		
<b>TOTAL USE OF FUNDS</b>												<b>316,000</b>	
<b>ENDING FUND BALANCE</b>												<b>90,671</b>	
Restrict Fund Balance												90,671	
<b>RESERVE FUND</b>											<b>0</b>		
Beginning Reserve Balance												0	
Reserve Transfers In												0	
Reserve Transfers Out												0	
Ending Reserve Balance												0	
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance													
2- Manage at Fund Level													
3- TDM - Transportation Demand Management; ITS - Intelligent Transportation System; ECR - El Camino Real; LGP - Local Government Partnership.													

05/06/22		SAN MATEO LGP ENERGY WATCH FUND (06)												
		FY 2022-23 PROGRAM BUDGET												
		JULY 1, 2022 - JUNE 30, 2023												
<b>BEGINNING BALANCE</b>		424,097											424,097	
<b>PROJECTED REVENUES</b>		SM LGP Energy Watch C6681000	Climate Action Plan C6684000	RMCP Support C6684000	JVSV Climate Support C6684000	Green Business						<b>SMCRP PROGRAM FUND</b>		
Interest Earnings	409100	2,000										2,000		
Member Contribution	4810XX											0		
Cost Reimbursements	440304											0		
MTC/ Federal Funding	481022											0		
Grants	420501	490,000										490,000		
DMV Fee	420602											0		
NPDES Fee	480002											0		
TA Cost Share	481023											0		
Miscellaneous/ SFIA	480008											0		
Street Repair Funding	480003											0		
PPM-STIP	420604											0		
Assessment	420603											0		
TLSP												0		
<b>Total Revenues</b>		492,000	0	0	0	0	0	0	0	0	0	492,000		
<b>TOTAL SOURCES OF FUNDS</b>													916,097	
<b>PROJECTED EXPENDITURES</b>		SM LGP Energy Watch C6681000	Climate Action Plan C6684000	RMCP Support C6684000	JVSV Climate Support C6684000						<b>SMCRP PROGRAM FUND</b>			
Administration Services	520314	18,000										18,000		
Professional Services	520320	36,000	25,000									61,000		
Consulting Services	520303	490,000	100,000		57,500							647,500		
Supplies	520201											0		
Prof. Dues & Memberships	520501											0		
Conferences & Meetings/Trainings	520503	10,000										10,000		
Printing/ Postage	520204											0		
Publications	520504											0		
Distributions	522724											0		
OPEB Trust	522725											0		
Miscellaneous	520509											0		
Bank Fee	520202											0		
Audit Services	520301											0		
Loan to SMCEL JPA	0											0		
<b>Total Expenditures</b>		554,000	125,000	0	57,500	0	0	0	0	0	0	736,500		
<b>TRANSFERS</b>														
Transfers In	490001	0	150,000	0								150,000	From Congestion Relief Fund C004	
Transfers Out	590001											0		
Administrative Allocation		15,796										15,796	To General Fund C001	
<b>Total Transfers</b>		15,796	-150,000	0	0	0	0	0	0	0	0	-134,204		
<b>NET CHANGE</b>		-77,796	25,000	0	-57,500	0	0	0	0	0	0	-110,296		
<b>TRANSFER TO RESERVES</b>													0	
<b>TOTAL USE OF FUNDS</b>													602,296	
<b>ENDING FUND BALANCE</b>													313,801	
Restricted Fund Balance													313,801	
<b>RESERVE FUND</b>														
Beginning Reserve Balance													0	
Reserve Transfers In													0	
Reserve Transfers Out													0	
Ending Reserve Balance													0	
<p>Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance</p> <p>2- Manage at Fund Level</p> <p>3- LGP = Local Government Partnership; RMCP = Resource Management &amp; Climate Protection Committee; JSV = Joint Venture Silicon Valley.</p>														

TRANSPORTATION FUND FOR CLEAN AIR (TFCA) PROGRAM FUND												
FY 2022-23 PROGRAM BUDGET												
JULY 1, 2022 - JUNE 30, 2023												
BEGINNING BALANCE	0	0	0	0	0	0	0	0	0	0	1,215,592	1,215,592
PROJECTED REVENUES	Fund Cycle FY 13-14	Fund Cycle FY 14-15	Fund Cycle FY 15-16	Fund Cycle FY 16-17	Fund Cycle FY 17-18	Fund Cycle FY 18-19	Fund Cycle FY 19-20	Fund Cycle FY 20-21	Fund Cycle FY 21-22	Fund Cycle FY 22-23	TFCA FUND	
	C3420000	C3430000	C3431000	C3432000	C3433000	C3434000	C3434000	C3433000	C3433000	C3433000		
Interest Earnings	409100									7,000	7,000	
Member Contribution	4810XX										0	
Cost Reimbursements	440304										0	
MTC/ Federal Funding	481022										0	
Grants	420501										0	
DMV Fee	420602									1,045,400	1,045,400	
NPDES Fee	480002										0	
TA Cost Share	481023										0	
Miscellaneous/ SFIA	480008										0	
Street Repair Funding	480003										0	
PPM-STIP	420604										0	
Assessment	420603										0	
TLSP											0	
<b>Total Revenues</b>	0	0	0	0	0	0	0	0	0	1,114,000	1,114,000	
<b>TOTAL SOURCES OF FUNDS</b>												2,329,592
PROJECTED EXPENDITURES	Fund Cycle FY 13-14	Fund Cycle FY 14-15	Fund Cycle FY 15-16	Fund Cycle FY 16-17	Fund Cycle FY 17-18	Fund Cycle FY 18-19	Fund Cycle FY 19-20	Fund Cycle FY 20-21	Fund Cycle FY 21-22	Fund Cycle FY 22-23	TFCA FUND	
	C3420000	C3430000	C3431000	C3432000	C3433000	C3434000	C3433000	C3433000	C3433000	C3433000		
Administration Services	520314									2,000	2,000	
Professional Services	520320									65,000	65,000	
Consulting Services	520303									108,000	108,000	
Supplies	520201										0	
Prof. Dues & Memberships	520501										0	
Conferences & Meetings	520503										0	
Printing/ Postage	520204										0	
Publications	520504										0	
Distributions	522724									1,511,000	1,511,000	
OPEB Trust	522725										0	
Miscellaneous	520509										0	
Bank Fee	520202										0	
Audit Services	520301										0	
Loan to SMCEL JPA	0										0	
<b>Total Expenditures</b>	0	0	0	0	0	0	0	0	0	1,686,000	1,686,000	
<b>TRANSFERS</b>											0	
Transfers In	490001										0	
Transfers Out	590001										0	
Administrative Allocation										5,847	5,847	To General Fund C001
<b>Total Transfers</b>	0	0	0	0	0	0	0	0	0	5,847	5,847	
<b>NET CHANGE</b>	0	0	0	0	0	0	0	0	0	-577,847	-577,847	
<b>TRANSFER TO RESERVES</b>											0	
<b>TOTAL USE OF FUNDS</b>												1,691,847
<b>ENDING FUND BALANCE</b>	0	0	0	0	0	0	0	0	0	637,745	637,745	
Restricted Fund Balance												
<b>RESERVE FUND</b>												
Beginning Reserve Balance												0
Reserve Transfers In												0
Reserve Transfers Out												0
Ending Reserve Balance												0
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance												
2- Manage at Fund Level												

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PROGRAM FUND (07)										
FY 2022-23 PROGRAM BUDGET										
JULY 1, 2022 - JUNE 30, 2023										
<b>BEGINNING BALANCE</b>		<b>1,833,608</b>								<b>1,833,608</b>
<b>PROJECTED REVENUES</b>		New Devel. & Site Control C7357000	Public Info. & Participation C7358000	Grant Programs C7359000	Municipal Main. Activities C7360000	Collaborative Monitoring C7361000	Permit Renewal Participation C7362000	Program Administration C7356000	Regional Dues/ Monit. C7363000	<b>NPDES PROGRAM FUND</b>
Interest Earnings	409100							12,000		12,000
Member Contribution	4810XX							152,295		152,295
Cost Reimbursements	440304									0
MTC/ Federal Funding	481022									0
Grants	420501									0
DMV Fee	420602									0
NPDES Fee	480002							1,540,821		1,540,821
TA Cost Share	481023									0
Miscellaneous/ SFIA	480008									0
Street Repair Funding	480003									0
PPM-STIP	420604									0
Assessment	420603									0
TLSP										0
<b>Total Revenues</b>		0	0	0	0	0	0	1,705,116	0	<b>1,705,116</b>
<b>TOTAL SOURCES OF FUNDS</b>										<b>3,538,724</b>
<b>PROJECTED EXPENDITURES</b>		New Devel. & Site Control C7357000	Public Info. & Participation C7358000	Grant Programs C7359000	Municipal Main. Activities C7360000	Collaborative Monitoring C7361000	Permit Renewal Participation C7362000	Program Administration C7356000	Regional Dues/ Monit. C7363000	<b>NPDES PROGRAM FUND</b>
Administration Services	520314							43,000		43,000
Professional Services	520320							488,000		488,000
Consulting Services	520303			53,935				1,722,751		1,776,686
Supplies	520201									0
Prof. Dues & Memberships	520501								22,465	22,465
Conferences & Meetings/Trainir	520503							6,000		6,000
Printing/ Postage	520204							0		0
Publications	520504									0
Distributions	522724		40,000					0		40,000
OPEB Trust	522725									0
Miscellaneous	520509							1,000		1,000
Bank Fee	520202									0
Audit Services	520301									0
Loan to SMCEL JPA										0
<b>Total Expenditures</b>		0	40,000	53,935	0	0	0	2,260,751	22,465	<b>2,377,151</b>
<b>TRANSFERS</b>										
Transfers In	490001							40,000		40,000 From Measure M for Admin
Transfers Out	590001									0
Administrative Allocation								55,000		55,000 To General Fund C001
<b>Total Transfers</b>		0	0	0	0	0	0	15,000		<b>15,000</b>
<b>NET CHANGE</b>		0	-40,000	-53,935	0	0	0	-570,635	-22,465	<b>-687,035</b>
<b>TRANSFER TO RESERVES</b>								0		<b>0</b>
<b>TOTAL USE OF FUNDS</b>										<b>2,392,151</b>
<b>ENDING FUND BALANCE</b>										<b>1,146,573</b>
Restricted Fund Balance										1,146,573
<b>RESERVE FUND</b>										
Beginning Reserve Balance										120,000
Reserve Transfers In										0
Reserve Transfers Out										
Ending Reserve Balance										120,000
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance										
2- Manage at Fund Level										

05/06/22		AB 1546 (\$4 DMV FEE) PROGRAM (08)									
		FY 2022-23 PROGRAM BUDGET									
		JULY 1, 2022 - JUNE 30, 2023									
<b>BEGINNING BALANCE</b>		543,539								543,539	
<b>PROJECTED REVENUES</b>		Administration DMV C8376000	Administration C/CAG C8377000	Cong. Man. Local C8371000	Cong. Man. Regional C8372000	Cong. Man. Alter. Fuel C8373000	NPDES Local C8374000	NPDES Regional C8375000	<b>DMV FEE PROGRAM FUND</b>		
Interest Earnings	409100		2,500						2,500		
Member Contribution	4810XX								0		
Cost Reimbursements	440304								0		
MTC/ Federal Funding	481022								0		
Grants	420501								0		
DMV Fee	420602		0	0	0	0	0	0	0		
NPDES Fee	480002								0		
TA Cost Share	481023								0		
Miscellaneous/ SFIA	480008								0		
Street Repair Funding	480003								0		
PPM-STIP	420604								0		
Assessment	420603								0		
TLSP	522702								0		
<b>Total Revenues</b>		0	2,500	0	0	0	0	0	2,500		
<b>TOTAL SOURCES OF FUNDS</b>										546,039	
<b>PROJECTED EXPENDITURES</b>		Administration DMV C8376000	Administration C/CAG C8377000	Cong. Man. Local C8371000	Cong. Man. Regional C8372000	Cong. Man. Alter. Fuel C8373000	NPDES Local C8374000	NPDES Regional C8375000	<b>DMV FEE PROGRAM FUND</b>		
Administration Services	520314		0						0		
Professional Services	520320		0						0		
Consulting Services	520303			374,000				30,000	404,000		
Supplies	520201								0		
Prof. Dues & Memberships	520501								0		
Conferences & Meetings/Trainings	520503								0		
Printing/ Postage	520204								0		
Publications	520504								0		
Distributions	522724					0	0	125,000	125,000		
OPEB Trust	522725								0		
Miscellaneous	520509								0		
Bank Fee	520202								0		
Audit Services	520301		2,500						2,500		
Loan to SMCEL JPA	0								0		
<b>Total Expenditures</b>		0	2,500	374,000	0	0	0	155,000	531,500		
<b>TRANSFERS</b>											
Transfers In	490001					0			0		
Transfers Out	590001					0			0		
Administrative Allocation			0						0	To General Fund	
<b>Total Transfers</b>		0	0	0	0	0	0	0	0		
<b>NET CHANGE</b>		0	0	-374,000	0	0	0	-155,000	-529,000		
<b>TRANSFER TO RESERVES</b>										0	
<b>TOTAL USE OF FUNDS</b>										531,500	
<b>ENDING FUND BALANCE</b>										14,539	
Restricted Fund Balance										14,539	
<b>RESERVE FUND</b>											
Beginning Reserve Balance										0	
Reserve Transfers In										0	
Reserve Transfers Out										0	
Ending Reserve Balance										0	
<p>Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance  2- Manage at Fund Level  3- NPDES - National Pollutant Discharge Elimination System; DMV - Department of Motor Vehicles.</p>											



05/06/22		MEASURE M (\$10 DMV FEE) FUND (C10)											
		FY 2022-23 PROGRAM BUDGET											
		JULY 1, 2022 - JUNE 30, 2023											
BEGINNING BALANCE		12,456,847										12,456,847	
PROJECTED REVENUES		Administration DMV C1024200	Administration C/CAG C1024300	Cong. Man. Local C1023700	Transit Operations C1023800	ITS C1023900	NPDES Local C1024000	NPDES Regional C1024100	SR2S C1024400	MEASURE M (DMV FEE)			SRTS FYE
Interest Earnings	409100		80,000							80,000			OBAG 3
Member Contribution	4810XX					263,000				263,000			Measure M
Cost Reimbursements	440304									0			
MTC/ Federal Funding	481022								626,241	626,241			OBAG 2 ro
Grants	420501					200,000				200,000			Measure M
DMV Fee	420602		340,000	1,613,000	1,150,000	705,000	1,613,000	960,000	387,000	6,768,000	0		
NPDES Fee	480002									0			
TA Cost Share	481023					50,000				50,000			OBAG
Miscellaneous/ SFIA	480008									0			Measure M
Street Repair Funding	480003									0			Total
PPM-STIP	420604									0			
Assessment	420603									0			
TLSP										0			
<b>Total Revenues</b>		0	420,000	1,613,000	1,150,000	1,218,000	1,613,000	960,000	1,013,241	7,987,241			
<b>TOTAL SOURCES OF FUNDS</b>													20,444,088
PROJECTED EXPENDITURES		Administration DMV C1024200	Administration C/CAG C1024300	Cong. Man. Local C1023700	Transit Operations C1023800	ITS C1023900	NPDES Local C1024000	NPDES Regional C1024100	SR2S C1024400	MEASURE M (DMV FEE)			
Administration Services	520314		50,000							50,000			
Professional Services	520320		198,000						0	198,000			
Consulting Services	520303		30,000		25,000	563,000		1,000,000	708,000	2,326,000			
Supplies	520201									0			
Prof. Dues & Memberships	520501					500				500			
Conferences & Meetings/Trainings	520503					7,000				7,000			
Printing/ Postage	520204									0			
Publications	520504									0			
Distributions	522724			1,607,000	1,600,000		1,607,000		1,030,000	5,844,000			
OPEB Trust	522725									0			
Miscellaneous	520509									0			
Bank Fee	520202									0			
Audit Services	520301		2,500							2,500			
Loan to SMCEL JPA	0									0			
<b>Total Expenditures</b>		0	280,500	1,607,000	1,625,000	570,500	1,607,000	1,000,000	1,738,000	8,428,000			
TRANSFERS													
Transfers In	490001												
Transfers Out	590001		0			4,017,000		40,000		4,057,000			\$40k To NPDES for its share of Admin, and
Administrative Allocation			49,587							49,587			To General Fund
<b>Total Transfers</b>		0	49,587	0	0	4,017,000	0	40,000	0	4,106,587			
<b>NET CHANGE</b>		0	89,913	6,000	-475,000	-3,369,500	6,000	-80,000	-724,759	-4,547,346			
<b>TRANSFER TO RESERVES</b>			0							0			
<b>TOTAL USE OF FUNDS</b>													12,534,587
ENDING FUND BALANCE													
Restricted Fund Balance													7,909,501
													7,909,501
RESERVE FUND													
Beginning Reserve Balance													340,000
Reserve Transfers In			0										0
Reserve Transfers Out													0
Ending Reserve Balance													340,000
<b>Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance</b> <b>2- Manage at Fund Level</b> <b>3- ITS - Intelligent Transportation System; NPDES - National Pollutant Discharge Eleimination System; DMV - Department of Motor Vehicles; SR2S - Safe Route to School.</b>													

05/06/22 **DMV FEE PROGRAM FUND (08 plus 10) BUDGET BY FISCAL YEAR**

	AB 1546 Budgeted FY 2014-15	Measure M Budgeted FY 2022-23	DMV FEE Budgeted FY 2022-23
<b>BEGINNING BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>RESERVE BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PROJECTED REVENUES</b>			
Interest Earnings	0	0	0
Member Contribution	0	626,241	626,241
Cost Reimbursements	0	200,000	200,000
MTC/ Federal Funding	0	6,768,000	6,768,000
Grants	0	0	0
DMV Fee	0	50,000	50,000
NPDES Fee	0	0	0
TA Cost Share	0	0	0
Miscellaneous/ SFIA	0	0	0
Street Repair Funding	0	0	0
PPM-STIP	0	0	0
Assessment	0	0	0
TLSP	2,500	7,987,241	7,989,741
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL SOURCES OF FUNI</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PROJECTED EXPENDITURES</b>			
Administration Services	404,000	2,326,000	2,730,000
Professional Services	0	0	0
Consulting Services	0	500	500
Supplies	0	7,000	7,000
Prof. Dues & Memberships	0	0	0
Conferences & Meetings/Tra	0	0	0
Printing/ Postage	125,000	5,844,000	5,969,000
Publications	0	0	0
Distributions	0	0	0
OPEB Trust	0	0	0
Miscellaneous	2,500	2,500	5,000
Bank Fee	0	0	0
Audit Services	531,500	8,428,000	8,959,500
Loan to SMCEL JPA	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRANSFERS</b>	<b>0</b>	<b>4,057,000</b>	<b>4,057,000</b>
Transfers In	0	49,587	49,587
Transfers Out	0	4,106,587	4,106,587
Administrative Allocation	0	0	0
<b>Total Transfers</b>	<b>(529,000)</b>	<b>(4,547,346)</b>	<b>(5,076,346)</b>
<b>NET CHANGE</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRANSFER TO RESERVES</b>			
Beginning Reserve Balance	0	0	0
Reserve Transfers In	531,500	12,534,587	13,066,087
Reserve Transfers Out	0	0	0
Ending Reserve Balance	531,500	12,534,587	13,066,087
<b>TOTAL USE OF FUNDS</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ENDING FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>RESERVE FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET INCREASE (Decrease) IN FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>

Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance

05/06/22		CHANGES IN C/CAG BUDGET BY FISCAL YEAR			
	Actual	Budgeted	Budget	Budget	
	FY 2021-22	FY 2022-23	Change	% Change	
<b>BEGINNING BALANCE</b>	<b>25,606,969</b>	<b>24,832,791</b>	<b>(774,178)</b>	<b>-3.02%</b>	
<b>PROJECTED REVENUES</b>					
Interest Earnings	146,599	154,500	7,901	5.39%	
Member Contribution	3,275,663	2,985,703	(289,960)	-8.85%	
Cost Reimbursements	0	0	0	0.00%	
MTC/ Federal Funding	2,010,672	1,988,741	(21,931)	-1.09%	
Grants	819,324	1,385,740	566,416	69.13%	
DMV Fee	7,675,967	7,813,400	137,433	1.79%	
NPDES Fee	1,502,170	1,540,821	38,651	2.57%	
TA Cost Share	0	50,000	50,000	0.00%	
Miscellaneous/ SFIA	0	0	0	0.00%	
Street Repair Funding	0	0	0	0.00%	
PPM-STIP	219,054	235,000	15,946	7.28%	
Assessment	0	0	0	0.00%	
TLSP	0	0	0	0.00%	
<b>Total Revenues</b>	<b>15,649,449</b>	<b>16,153,905</b>	<b>504,456</b>	<b>3.22%</b>	
<b>TOTAL SOURCES OF FUNDS</b>	<b>41,264,604</b>	<b>41,048,296</b>	<b>(216,308)</b>	<b>-0.52%</b>	
<b>PROJECTED EXPENDITURES</b>					
	Actual	Budgeted	Budget	Budget	
	FY 2021-22	FY 2022-23	Change	% Change	
Administration Services	625,300	669,218	43,918	7.02%	
Professional Services	2,142,194	2,766,833	624,639	29.16%	
Consulting Services	6,061,741	9,488,186	3,426,445	56.53%	
Supplies	13,000	13,000	0	0.00%	
Prof. Dues & Memberships	27,180	49,715	22,535	82.91%	
Conferences & Meetings/Trainings	37,000	45,500	8,500	22.97%	
Printing/ Postage	16,000	16,000	0	0.00%	
Publications	7,000	7,000	0	0.00%	
Distributions	6,370,589	12,097,000	5,726,412	89.89%	
OPEB Trust	55,000	55,000	0	0.00%	
Miscellaneous	11,500	16,700	5,200	45.22%	
Bank Fee	3,500	3,500	0	0.00%	
Audit Services	25,000	27,500	2,500	10.00%	
Loan to SMCEL JPA	1,024,000	974,949	(49,051)	-4.79%	
<b>Total Expenditures</b>	<b>16,419,004</b>	<b>26,230,101</b>	<b>9,811,097</b>	<b>59.75%</b>	
<b>TRANSFERS</b>					
Transfers In	2,040,000	6,007,000	3,967,000	194.46%	
Transfers Out	1,954,000	6,022,000	4,068,000	208.19%	
Administrative Allocation	16,463	(58,720)	(75,183)	-456.68%	
<b>Total Transfers</b>	<b>(69,536)</b>	<b>(58,720)</b>	<b>10,816</b>	<b>15.55%</b>	
<b>NET CHANGE</b>	<b>(700,018)</b>	<b>(10,032,475)</b>	<b>(9,332,457)</b>	<b>-1333.17%</b>	
<b>TRANSFER TO RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	
<b>TOTAL USE OF FUNDS</b>	<b>16,431,813</b>	<b>26,186,380</b>	<b>9,754,567</b>	<b>59.36%</b>	
<b>ENDING FUND BALANCE</b>	<b>24,832,791</b>	<b>14,861,916</b>	<b>(9,970,875)</b>	<b>-40.15%</b>	
<b>RESERVE FUND</b>					
Beginning Reserve Balance	1,200,000	1,600,000	400,000	33.33%	
Reserve Transfers In	0	0	0	0.00%	
Reserve Transfers Out	0	0	0	0.00%	
Ending Reserve Balance	\$1,200,000	\$1,600,000	\$400,000	33.33%	
Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance					

**C/CAG AGENDA REPORT**

Date: May 12, 2022

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

From: Sean Charpentier, Executive Director

Subject: Review legislative update and, if appropriate, recommend approval of C/CAG legislative policies, priorities, or positions. (A position may be taken on any legislation, including legislation not previously identified in the legislative update. Action is only necessary if recommending approval of a policy, priority, or position.)

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

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**RECOMMENDATION**

That the C/CAG Board of Directors review the legislative update and, if appropriate, recommend approval of C/CAG legislative policies, priorities, or positions. (A position may be taken on any legislation, including legislation not previously identified in the legislative update. Action is only necessary if recommending approval of a policy, priority, or position.)

C/CAG staff does not have specific recommended legislative actions with respect to this month's legislative update.

**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 and positions taken by vote that arise out of the Committee meeting are reported to the Board verbally under this item.

The attached report from Shaw Yoder Antwih Schmelzer & Lange, C/CAG's legislative consultant, may include updates from Sacramento with respect to the State Budget process, State grant programs, recent committee hearings, and bill progress of interest to C/CAG since the last C/CAG Board meeting. New bills for year two of the 20221-22 session were required to be authored by February 18, 2022. In addition, the legislature recently returned from its spring recess. Given the timing, there are a significant number of new bills for review by the Committee this month.

C/CAG continues to pursue budget funding requests with members of the delegation for two projects

benefitting San Mateo County. C/CAG leadership and staff, joined by staff from the San Mateo County Transportation Authority, met with Senator Becker and Assembly Member Mullin's Offices in mid-March to present the requests and respond to questions from the delegates. One request for \$10 million is for the construction phase of the US 101/SR 92 Interchange Area Improvements project. The other is a dual-purpose request for \$10 million for a stormwater project at Red Morton Community Park in Redwood City and for completing design work with Caltrans on a stormwater project in San Bruno, near the Hwy 380-280 interchange.

For additional information with respect to what the Metropolitan Transportation Commission/Association of Bay Area Governments Joint Legislative Committee, California League of Cities, California State Association of Counties (CSAC), and California Association of Councils of Government (CALCOG) are tracking, staff has included informational links to the relevant bill tracking websites, as well as the full legislative information for the State Legislature and the 2021 calendar of legislative deadlines. Lastly, staff have also included links to the 2022 legislation websites for the San Mateo County delegates for information only.

## ATTACHMENTS

1. C/CAG Legislative Update, May 3, 2022 from Shaw Yoder Antwih Schmelzer & Lange

Below are informational links:

2. [Recent Joint ABAG MTC Legislation Committee Agendas](#)
3. [California State Association of Counties \(CSAC\) 2021 bill positions and tracking](#)
4. [California Associations of Councils of Government \(CALCOG\) 2021 bill tracking](#)
5. Full Legislative information is available for specific bills at <http://leginfo.legislature.ca.gov/>
6. [2022 California State Calendar of Legislative Deadlines](#)
7. San Mateo County Delegation Sponsored Legislation 2021
  - [2021 Legislation from Assemblymember Marc Berman](#)
  - [2021 Legislation from Assemblymember Kevin Mullin](#)
  - [2021 Legislation from Assemblymember Phil Ting](#)
  - [2021 Legislation from Senator Josh Becker](#)
  - [2021 Legislation Senator Scott Wiener](#)
8. Current client roster for Shaw Yoder Antwih Schmelzer & Lange - <https://syaslparters.com/clients/>



May 3, 2022

TO: Board of Directors, City/County Association of Governments of San Mateo County

FM: Matt Robinson & Andrew Antwih, Shaw Yoder Antwih Schmelzer & Lange

RE: **STATE LEGISLATIVE UPDATE – May 2022**

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### ***Legislative Update***

The Legislature has mostly concluded its first round of policy committee hearings, with the policy committee deadline of May 6. The Legislature is wrapping up its initial round of budget hearings on the proposals in the Governor’s Proposed Fiscal Year 2022-23 State Budget. Most of the key proposals, including funding for transportation, will be subject to future discussions after the Governor releases his May Revise – the spring update to the budget - on, or around, May 13. We expect the state’s budget surplus may grow once tax revenues have been accounted for. As a reminder, the Governor pegged the discretionary surplus at approximately \$21 billion in January.

### ***State Senate Unveils Transportation Funding Proposal***

On April 28, the California State Senate [unveiled](#) a comprehensive budget proposal. The Senate’s plan comes approximately two-weeks ahead of the Governor’s May Revise and includes a reference to a transportation package and notes the package “*builds on the Governor’s \$5 billion General Fund proposal to create a \$20 billion, four-year package, with third and fourth years being subject to appropriation.*” The package consists of the following components:

- \$13.8 billion over four years for transit infrastructure, including:
  - Roughly \$11.8 billion for transit projects, split between Southern California and the balance of the state, with outyears allocated by formula
  - \$2 billion for grade separation projects
- \$2.9 billion over four years for climate investments, including:
  - \$2 billion for Active Transportation projects, which would include Highways to Boulevards and safety projects such as those outlined by the Administration
  - \$875 million over four years for local climate adaptation planning and projects
  - The package also proposes to set aside \$150 million per year in IJJA funds, as allowed under IJJA, for adaptation projects on the state highway system
- \$2.1 billion over four years for freight and workforce investments
  - \$1.2 billion for port infrastructure, as proposed by the Administration
  - \$110 million for a workforce training center, as proposed by the Administration

- \$790 million over four years in additional funding for the Trade Corridor Enhancement Program
- \$1.25 billion over four years for congestion mitigation and bridge repair and replacement
  - \$700 million over four years in additional funding for the Solutions for Congested Corridors Program
  - \$550 million over four years to augment federal and local funding for high-cost local bridge repair and replacement

***Budget Requests***

As you are aware, C/CAG is pursuing budget funding requests with members of our delegation for two projects benefitting San Mateo County. C/CAG staff, joined by staff from the San Mateo County Transportation Authority, met with staff from Senator Becker and Assembly Member Mullin’s Offices in mid-January to brief them on our asks. As a reminder, one is a request for \$10 million for the construction phase of the US 101/SR 92 Interchange Area Improvements project. The other is a dual-purpose request for \$10 million for a stormwater project at Red Morton Community Park in Redwood City and for completing design work with Caltrans on a stormwater project in San Bruno.

***Bills For Discussion / Possible Action***

**AB 1778 (Garcia) Prohibition on Highway Projects**

This bill would require Caltrans to consult the [California Healthy Places Index](#) as a condition of using state funds or staff to fund or permit freeway projects and would prohibit any state funds or staff time from being used to fund or permit freeway projects in areas that fall within the 0 to 50th percentile on the index.

**AB 2011 (Wicks) Ministerial Housing Approvals in Commercial Zones**

This bill would create a ministerial (by-right) pathway for affordable and mixed-income housing development in commercially zoned areas, if certain conditions are met. These housing developments would need to meet specified affordability and site criteria, as well as objective development standards and be within a zone where office, retail, or parking are a principally permitted use. The bill would require a developer using the process to require that certain wage and labor standards will be met, including that all construction workers shall be paid at least the general prevailing rate of wages.

***Bills With Positions***

**SB 852 (Dodd) Climate Resilience Districts – *SUPPORT IF AMENDED***

Existing law authorizes certain local agencies to form a community revitalization authority (authority) within a community revitalization and investment area to carry out provisions of the Community Redevelopment Law in that area for purposes related to, among other things, infrastructure, affordable housing, and economic revitalization. [This bill](#) would authorize a city, county, city and county, special district, or a combination of any of those entities to form a climate resilience district for the purposes of raising and allocating funding for eligible projects and would define “eligible project” as projects that address sea level rise, extreme heat, extreme cold, the risk of wildfire, drought, and the risk of flooding. The bill would authorize the district to provide property tax increment revenues to the district, and/or other tax revenues, levying a benefit assessment, special tax, property-related fee, or other service charge or fee consistent with the requirements of the California Constitution.

**SB 917 (Becker) Seamless Bay Area – *SUPPORT IN CONCEPT***

[This bill](#) would require the Metropolitan Transportation Commission (MTC) to develop and adopt a Connected Network Plan, adopt an integrated transit fare structure, develop a comprehensive, standardized regional transit mapping and wayfinding system, develop an implementation and maintenance strategy and funding plan, and establish open data standards to support a more integrated public transportation network in the nine-county San Francisco Bay Area. This bill would also require the region’s transit agencies to comply with those established integrated fare structure, regional transit mapping and wayfinding system, implementation and maintenance strategy and funding plan, and open data standards.

**SB 922 (Wiener) CEQA Exemptions for Transit – *OPPOSE***

[This bill](#) would permanently extend statutory exemptions from the requirement of the California Environmental Quality Act for clean transportation projects that make streets safer for walking and biking; speed up bus service on streets and improve its on-time performance; support faster bus service on state highways; expand carpooling; and improve wayfinding for people using transit, biking, or walking. This bill would similarly permanently extend CEQA exemptions for the construction of infrastructure of facilities to charge or refuel zero-emission transit vehicles; and the building of new bus and light rail stations or terminals.

**SB 1067 (Portantino) Parking Requirements – *OPPOSE***

[This bill](#) would prohibit a city, county, or city and county from imposing minimum automobile parking requirements on a housing development located within one-half mile of public transit and either dedicates 25 percent of the total units to very low, low-, and moderate-income households, students, the elderly, or persons with disabilities, or the developer demonstrates that the development would not have a negative impact on the local agency’s ability to meet specified housing needs and would not have a negative impact on existing residential or commercial parking within one-half mile of the project.

**AB 1944 (Lee) Brown Act Changes – *SUPPORT IF AMENDED***

[This bill](#) would make changes to the Brown Act to clarify that if a member of a legislative body elects to teleconference from a location that is not public, the address does not need to be identified in the notice and agenda or be accessible to the public. This bill would also require all public meetings of a legislative body using teleconferencing to provide a video stream accessible to members of the public and an option for members of the public to address the body remotely during the public comment period through an audio-visual or call-in option. We suggest the author amend this bill to include an urgency clause so that it would take effect immediately.

**AB 1817 (Ting) PFAS Ban in Textiles – *SUPPORT***

Beginning January 1, 2023, existing law prohibits any food packaging that contains regulated perfluoroalkyl and polyfluoroalkyl substances or PFAS and requires a manufacturer to use the least toxic alternative when replacing regulated PFAS in food packaging. Existing law will also prohibit the sale and distribution of any new juvenile product that contains regulated PFAS chemicals. [This bill](#) would prohibit, beginning January 1, 2024, any person from selling or distributing any textile articles that contain regulated PFAS, and requires a manufacturer to use the least toxic alternative when replacing regulated PFAS in textile articles to comply with these provisions.



**AB 2097 (Friedman) Parking Minimums – *OPPOSE***

[This bill](#) would prohibit a public agency from imposing a minimum automobile parking requirement, or enforcing a minimum automobile parking requirement, on residential, commercial, or other development if the development is located on a parcel that is within one-half mile of public transit. The bill does not preclude any requirement imposed on a new multifamily residential or nonresidential development to provide EV charging or accessible spaces.

**AB 2622 (Mullin) Sales Tax Exemption for Transit Buses – *SUPPORT***

[This bill](#) would extend the sunset date from January 1, 2024 to January 1, 2026 on the state sales and use tax exemption for zero-emission buses (ZEBs) purchased by California public transit agencies. This bill is likely to be amended to shorten the sunset.

**ACA 1 (Aguiar-Curry) Local Government Financing: Affordable Housing and Public Infrastructure: Voter Approval – *SUPPORT***

[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, including public transit. The C/CAG Board supported a nearly identical measure, also ACA 1 (Aguiar-Curry), in 2019.

## C/CAG AGENDA REPORT

Date: May 12, 2022

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

From: Sean Charpentier, Executive Director

Subject: Receive an update on the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan

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

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### RECOMMENDATION

That the C/CAG Board receives an update on the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan.

### FISCAL IMPACT

The cost to develop the Study is \$99,994.

### SOURCE OF FUNDS

Federal Surface Transportation Program and local Congestion Relief Plan funds.

### BACKGROUND

Micromobility refers to services such as bikeshare and scooter-share, where users are able to check out various small and light-weight vehicles for short term use through a self-service rental portal. It has been envisioned as one of the tools to address first and last mile challenges, bridging the transportation gap between home and transit stations, and from transit stations to places of employment. Other benefits of micromobility includes reducing short distance vehicle trips and increasing transportation access. Micromobility was also one of the recommended programs in the Board adopted 2021 C/CAG Comprehensive Bicycle and Pedestrian Plan.

On August 19, 2021, the Congestion Management Program Technical Advisory Committee (TAC) reviewed and approved the scope of work for the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan. A Request for Proposal (RFP) was released on September 23, 2021. In December 2021, Board approved a consultant contract with Alta Planning + Design to prepare the Study.

The key deliverables for the Study include the following:

1. Evaluate the feasibility of a micromobility program
2. Define program benefits, establish County specific goals and performance measures
3. Perform case studies research, and summarize findings and recommendations
4. Assess market demand and identify potential pilot locations throughout the County; and

5. Develop program guidelines and sample micromobility permit application, and draft ordinance template with fee examples.

C/CAG formed an Ad Hoc advisory group with representatives from the following organizations to collaborate on the Study throughout the planning period:

- Caltrain
- SamTrans
- BART
- San Mateo County Transportation Authority (SMCTA)
- Commute.org
- San Mateo County Planning
- San Mateo County Office of Sustainability
- Silicon Valley Bicycle Coalition
- C/CAG Bicycle Advisory Committee (BPAC)
- City of Redwood City
- City of San Mateo
- City of San Carlos
- City of Burlingame
- College of San Mateo/Community School District
- San Mateo County Chamber of Commerce
- Samaritan House
- Genentech/Oyster Point Commuter Coalition
- Meta (Facebook)
- Kaiser Permanente
- Pacifica Voice/Coast Commute
- A small business in Pacifica

The Consultant has held two Ad Hoc advisory group meetings, which included an assessment of the group’s priorities, development of draft program goals, and a discussion on the draft feasibility memo. The draft feasibility memo analyzed the following factors as summarized in Table 1, Micromobility Feasibility Summary:

<b>Table 1: Micromobility Feasibility Summary</b>	
<b>Micromobility Feasibility Factors</b>	<b>Feasibility Outcome</b>
Plan & Policy Review to evaluate program and political support	High
Demand Analysis	High
Barriers Analysis	Medium
Equity Analysis	High
Management Capability	Medium
Vendor Availability	Hugh
Funding Capacity	Medium

Based on the four (4) high and three (3) medium feasibility outcomes, the Consultant concluded that a micromobility program is feasible in San Mateo County. This finding will help guide the program recommendations.

The initial feasibility findings were presented to the Ad Hoc advisory group, the Congestion Management Program Technical Advisory Committee (TAC), and the Congestion Management and Environmental Quality (CMEQ) Committee at their April meetings. Table 2, Engagement Schedule shows the timeline for other deliverables that will be presented to the Ad hoc advisory group, Committees, and Board.

**Table 2: Engagement Schedule**

<b>Event</b>	<b>Date</b>
Present Draft Feasibility Memo	April-May 2022 (Today)
Present Best Practices and Draft Program Recommendations	June-July 2022
Review and approve Implementation Plan (including Program Guidelines and Regulatory Framework)	August-September 2022

At the May meeting, the Board will receive a presentation on the initial feasibility findings and have an opportunity to provide input.

**WEB ATTACHMENTS**

1. Draft Feasibility Memo for a Shared Micromobility Program in San Mateo County (*will be available online at <https://ccag.ca.gov/committees/board-of-directors/>*)
2. Powerpoint Presentation (*will be available online at <https://ccag.ca.gov/committees/board-of-directors/>*)