



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

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

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

Meeting No. 365

Date: Thursday, June 8, 2023 Time: 6:30 p.m. Primary Location: San Mateo County Transit District Office 1250 San Carlos Ave, 2 nd Fl. Auditorium, San Carlos, CA Publicly-Accessible Teleconference Location:	Join by Webinar: https://us02web.zoom.us/j/86484709483 ?pwd=N0RKWkZNZTk1S2cvV1g1Zkh BaTdNdz09 Webinar ID: 864 8470 9483 Password: 060823 Join by Phone: (669) 900-6833
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*****HYBRID MEETING - IN-PERSON AND BY VIDEOCONFERENCE*****

This meeting of the C/CAG Board of Directors will be held in person and by teleconference pursuant to Government Code Section 54953(e). Members of the public will be able to participate in the meeting remotely via the Zoom platform or in person at the location above. For information regarding how to participate in the meeting, either in person or remotely, please refer to the instructions at the end of the agenda.

1.0 CALL TO ORDER/ ROLL CALL

2.0 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. Members of the public who wish to address the Board should complete a speaker's slip to make a public comment in person or raise their hand in Zoom to speak virtually.

3.0 PRESENTATIONS/ ANNOUNCEMENTS

- 3.1 Bay Area Housing Finance Authority (BAHFA) presentation on the Regional Affordable
Housing Ballot Measure.**

INFORMATION p. 1

3.2 C/CAG's Countywide Stormwater Green Infrastructure Presentation.

INFORMATION p. 2

4.0 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.

4.1 Approval of minutes of regular business meeting No. 364 dated May 11, 2023.

ACTION p. 3

4.2 Review and approval of Resolution 23-45 determining that a proposed 242-unit multi-family residential development at 11 El Camino Real, San Carlos, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.

ACTION p. 9

4.3 Review and approval of Resolution 23-46 determining that the Burlingame Draft 2023-2031 Housing Element is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

ACTION p. 16

4.4 Review and approval of Resolution 23-47 authorizing the C/CAG Executive Director to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 2023-24 in an amount not to exceed \$162,893.

ACTION p. 25

4.5 Review and approval of the project list for funding under the Joint C/CAG and San Mateo County Transportation Authority Shuttle Program for FY 2023/2024 and FY 2024/2025, and approval of Resolution 23-48 authorizing the C/CAG Executive Director to execute a funding agreement with the City of Menlo Park for an amount not to exceed \$940,400 for the two-year period.

ACTION p. 29

4.6 Review and approval of Resolution 23-49 authorizing the C/CAG Chair to execute an amendment to the funding agreement with City of South San Francisco for the construction phase of the South San Francisco Smart Corridor Expansion project, extending the term to June 30, 2024, for no additional cost.

ACTION p. 34

4.7 Review and approval of Resolution 23-50 authorizing the C/CAG Executive Director to execute an agreement with Iteris, Inc. to provide Smart Corridor ITS Network Monitoring and Maintenance Support in an amount not to exceed \$1,000,000 over four years.

ACTION p. 40

4.8 Review and approval of Resolution 23-33 authorizing the C/CAG Executive Director to execute funding agreement with the San Mateo County Transit District (SamTrans) for the allocation of Measure M Funds to support the countywide transit operations and senior transportation programs in a total amount of \$2,400,000 for Fiscal Years 2023/24 to 2024/25.

ACTION p. 46

- 4.9 Review and approval of the Finance Committee's recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of March 31, 2023. ACTION p. 49
- 4.10 Review and accept the Transportation Fund for Clean Air (TFCA) Program Manager Fund Projects Financial Audit for Project Period Ended June 30, 2021. ACTION p. 57
- 4.11 Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) (40%) Program for San Mateo County:
- 4.11.1 Approval of Resolution 23-51 authorizing the C/CAG Executive Director to execute a Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) Program in an amount up to \$1,020,400. ACTION p. 59
- 4.11.2 Approval of Resolution 23-52 authorizing the C/CAG Executive Director to execute a funding agreement with Commute.org in an amount up to \$600,000 under the Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) Program to provide services related to the Countywide Voluntary Trip Reduction Program. ACTION p. 62
- 4.11.3 Approval of Resolution 23-53 authorizing the C/CAG Executive Director to execute a funding agreement with Commute.org the in an amount up to \$46,400 using Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) Program fund for the BART Shuttle Program. ACTION p. 65
- 4.11.4 Approval of Resolution 23-54 authorizing the C/CAG Executive Director to execute a funding agreement with City of Pacifica in an amount up to \$358,247 using Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) Program fund for the Sharp Park Priority Development Area Pedestrian Improvement Project. ACTION p. 68
- 4.12 Review and approval of Resolution 23-55 authorizing the C/CAG Executive Director to execute an agreement with the Commute.org in the amount of \$510,000 in Congestion Relief Plan (CRP) Funds to provide services related to the FY 2023/24 Countywide Voluntary Trip Reduction Program. ACTION p. 71
- 4.13 Review and approval of Resolution 23-56, authorizing the C/CAG Executive Director to execute a two-year agreement with Gray Bowen Scott for on-call consultant services for Federal and State funded project coordination and grant administration, and further authorizing the C/CAG Executive Director to negotiate and issue task orders under said agreement in an amount not to exceed \$300,000 for Fiscal Years 2023-24 and 2024-25. ACTION p. 73
- 4.14 Review and approval of Resolution 23-57, authorizing the C/CAG Executive Director to execute a funding agreement with the City of Brisbane to purchase fiber conduit and install fiber for the Smart Corridor project in an amount not to exceed \$831,924, establish a contingency in the amount of \$83,200 (10% of contract) for a total project budget of \$915,124, and execute future contract amendments in an amount not-to-

exceed the appropriated contingency.

ACTION p. 79

- 4.15 Review and approval of Resolution 23-58 authorizing the C/CAG Chair to execute Amendment No. 10 to the Agreement with the Bay Area Water Supply and Conservation Agency for the Rain Barrel and Rain Garden Rebate Program, extending the term to June 30, 2024 to provide rebates during Fiscal Year 2023-24 for no additional cost and a total Agreement amount not to exceed \$155,000. ACTION p. 83
- 4.16 Review and approval of Resolution 23-59 authorizing the C/CAG Executive Director to execute Task Order EOA-16 with EOA for an amount not to exceed \$2,398,150 for Fiscal Year 2023-24 for technical support services to the Countywide Stormwater Program. ACTION p. 90
- 4.17 Review and approval of Resolution 23-60, authorizing the C/CAG Executive Director to execute Amendment No. 1 to the outside legal counsel retainer with Colantuono, Highsmith & Whatley PC, extending the term to June 30, 2025 and adding an additional amount not to exceed \$10,000 for a new total contract amount not to exceed \$28,000 to support the Countywide Stormwater Program with stormwater funding discussions. ACTION p. 95
- 4.18 Review and approval of Resolution 23-35 authorizing the C/CAG Executive Director to execute a two-year amendment to the agreement between C/CAG and Ken Brown Strategic Consulting adding \$192,000 for a new total not to exceed amount of \$427,000 and extending the term through January 12, 2026. ACTION p. 106
- 4.19 Review and approval of Resolution 23-61 authorizing the C/CAG Chair to execute Amendment No. 11 to the agreement between C/CAG and the City of San Carlos to provide financial services to C/CAG for an amount not to exceed \$105,400 for Fiscal Year 2023-24. ACTION p.112
- 4.20 Review and approval of Resolution 23-62 authorizing the prefunding of OPEB in an amount not to exceed \$55,000 for Fiscal Year 2022-23 through the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS. ACTION p.118
- 4.21 Review and approval of appointment of Town of Portola Valley Councilmember Mary Hufty and City of Redwood City Councilmember Kaia Eakin to fill vacant elected official seats on the RMCP Committee. ACTION p. 121

5.0 REGULAR AGENDA

- 5.1 Review and approval of Resolution 23-63 reauthorizing the San Mateo County Congestion Relief Plan (CRP) for four years from July 1, 2023, to June 30, 2027. (*Special voting procedures apply*). ACTION p. 131
- 5.2 Review and approval of Resolution 23-64 adopting the C/CAG Fiscal Year 2023-24 Program Budget and Member Fees (*Special voting procedures apply*). ACTION p. 135
- 5.3 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. 162

6.0 COMMITTEE REPORTS

6.1 Chairperson's Report

6.2 Board Members Report/Communication

7.0 EXECUTIVE DIRECTOR'S REPORT

8.0 COMMUNICATIONS - Information Only

8.1 Written Communication – one letter.

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9.0 ADJOURNMENT

Next scheduled meeting July 13, 2023

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.

ADA REQUESTS: Persons with disabilities who require auxiliary aids or services to participate in this meeting should contact Mima Crume at (650) 599-1406 or mcrume@smcgov.org by 10:00 a.m. prior to the meeting date.

PUBLIC PARTICIPATION DURING HYBRID MEETINGS: During hybrid meetings of the C/CAG Board, members of the public may address the Board as follows:

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.
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 in person and through Zoom. Public comments will be taken first by speakers in person followed by via Zoom. Please read the following instructions carefully:

*In-person participation:

1. If you wish to speak to the Board, please fill out a speaker's slip located on the 2nd floor auditorium side table

against the wall. If you have anything that you wish distributed to the Board and included in the official record, please hand it to the C/CAG Clerk who will distribute the information to the Board members and staff.

***Remote participation:**

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. If calling in via phone, press *9 to raise your hand and when called upon press *6 to unmute.
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: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Receive a presentation from the Bay Area Housing Finance Authority (BAHFA) on the Regional Affordable Housing Ballot Measure.

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

RECOMMENDATION

That the Board receive a presentation from the Bay Area Housing Finance Authority (BAHFA) on the Regional Affordable Housing Ballot Measure.

FISCAL IMPACT

There is no fiscal impact.

SOURCE OF FUNDS

N/A

BACKGROUND

The BAHFA is part of the MTC and is focused on increasing funding for affordable housing throughout the region. BAHFA will provide a presentation on a proposed regional affordable housing ballot measure.

ATTACHMENTS

1. Presentation (will be available online at <http://ccag.ca.gov/board-of-directors/>)

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: C/CAG's Countywide Stormwater Green Infrastructure Presentation.

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

RECOMMENDATION

That the C/CAG Board receive a presentation on C/CAG's Green Infrastructure engagement efforts, including a video presentation on green stormwater infrastructure in San Mateo County.

FISCAL IMPACT

N/A.

SOURCE OF FUNDS

N/A.

BACKGROUND

C/CAG's Countywide Stormwater Program has developed a series of green stormwater infrastructure videos as part of its public education and outreach program and green infrastructure planning efforts. The videos were developed by C/CAG's stormwater technical consultant, Kevin Robert Perry, Principal of Urban Rain Design, and are intended to support the understanding of, appreciation for, and overall support in implementing green infrastructure projects in San Mateo County. The videos will be available for C/CAG's Countywide Stormwater Program and its member agencies for use in promoting countywide and local green infrastructure projects and programs.

Staff will provide a brief introduction and present the Green Infrastructure in San Mateo County video.

ATTACHMENTS

None.

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside*

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

MINUTES

Meeting No. 364
May 11, 2023

HYBRID MEETING - IN-PERSON AND BY VIDEOCONFERENCE

This meeting of the C/CAG Board of Directors was held in person and by teleconference pursuant to Government Code Section 54953(e). Members of the public was able to participate in the meeting remotely via the Zoom platform and in person.

1.0 CALL TO ORDER/ ROLL CALL

Chair Davina Hurt called the meeting to order at 6:33p.m. Roll call was taken.

AGENCY:	IN-PERSON:	ABSENT:	REMOTE AB 2449	REMOTE Publicly Accessible Teleconference Location:
Atherton		Absent		
Belmont	Davina Hurt			
Brisbane	Karen Cunningham			
Burlingame	Ricardo Ortiz			
Colma	John Goodwin			
Daly City			Juslyn Manalo	
East Palo Alto	Lisa Gauthier			
Foster City	Stacy Jimenez			
Half Moon Bay		Absent		
Hillsborough			Christine Krolik	
Menlo Park	Cecilia Taylor			
Millbrae	Gina Papan			
Pacifica	Sue Beckmeyer			
Portola Valley		Absent		
Redwood City	Alicia Aguirre			
San Bruno	Michael Salazar			
San Carlos				Adam Rak
San Mateo	Rich Hedges			
South San Francisco	Flor Nicolas			
Woodside		Absent		
San Mateo County		Absent		

C/CAG EX-OFFICIO (NON-VOTING) MEMBERS				
AGENCY:	IN-PERSON:	ABSENT:	REMOTE AB 2449	REMOTE Publicly Accessible Teleconference Location:
SMCTA		Absent*		
SMCDT		Absent		

C/CAG Staff Present (In-Person):	Members of the Public (Remote):
Sean Charpentier – Executive Director	Rico E. Medina – SMCTA*
Mima Crume – Clerk of the Board	Nancy McGee – SMC Superintendent of Schools
Melissa Andrikopoulos – Legal Counsel	Theresa Vallez-Kelly – SRTS Coordinator
Kaki Cheung	Leo Scott – Gray/Bowen/Scott
Kim Springer	
Susy Kalkin	
Van Ocampo	
C/CAG Staff Present (Remote)	
Eva Gaye	
Kim Wever	
Reid Bogert	

*Attended as a Member of the Public (Remote).

Other members of the public were in attendance remotely via the Zoom platform or in person.

2.0 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. Members of the public who wish to address the Board should complete a speaker's slip to make a public comment in person or raise their hand in Zoom to speak virtually.

Clerk Crume reported that there were no public comments via the Zoom platform or in person.

3.0 PRESENTATIONS/ ANNOUNCEMENTS

3.1 Receive an update on the San Mateo County Safe Routes to School Program Annual Report for FY 2021-2022 INFORMATION

Nancy McGee thanked the Board for their ongoing steady support SRTS program. She has also thanked Theresa Vallez-Kelly for her innovative thinking.

The Board received an update on the San Mateo County Safe Routes to School Program Annual Report for FY 2021-2022.

3.2 Receive an update on the SM 101 Express Lanes Project INFORMATION

The Board received a final quarterly update on the SM 101 Express Lanes Project. Concluded end to end testing and tolling commenced on March 3, 2023. The lanes are fully functional.

4.0 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.

- 4.1 Approval of minutes of regular business meeting No. 363 dated April 13, 2023. APPROVED

- 4.2 Review and approval of Resolution 23-30 authorizing the C/CAG Chair to execute Amendment No.2 to an existing agreement between C/CAG and County Office of Sustainability for staffing and management of the San Mateo County Energy Watch Local Government Partnership adding \$1,763,000 for a new total amount not to exceed \$2,645,000 and extending the end date of the agreement to December 31, 2025. APPROVED

- 4.3 Review and approval of Resolution 23-36 determining that a proposed life science/research and development project, including a related Rezoning request, for a property at 642 Quarry Road, San Carlos, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport. APPROVED

- 4.4 Review and approval of Resolution 23-37 determining that a proposed mixed-use project comprised of 480-unit residential units and a 2-story commercial athletic club on property located at 557 E. Bayshore Road, Redwood City, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport. APPROVED

- 4.5 Review and approval of Resolution 23-38 determining that a proposed life science/research & development project, including a related rezoning request, for a property at 841 Old County Road, San Carlos, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport. APPROVED

- 4.6 Review and approval of Resolution 23-39 determining that a proposed mixed-use development comprised of affordable housing, office and childcare at 1125 Arguello Street, Redwood City, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport. APPROVED

- 4.7 Review and approval of Resolution 23-40 authorizing the C/CAG Executive Director to execute Amendment No. 2 with Kimley-Horn and Associates, Inc. to provide supplementary Smart Corridor Northern Cities Design Support for an additional \$99,000, for a new not to exceed amount of \$449,000. APPROVED

- 4.8 Receive a copy of the Agreement with Brown and Caldwell for technical support to develop the San Mateo County One Watershed Framework and Community-Led Resilience Plan in Fiscal Year 2022-23 for an amount not to exceed \$20,000.
INFORMATION
- 4.9 Review and approval of Resolution 23-41 authorizing the C/CAG Executive Director 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 \$798,223 for Fiscal Year 2023-24.
APPROVED
- 4.10 Review and approval of Resolution 23-42 adopting the C/CAG distribution policy for the Fiscal Year 2023-2024 State Transit Assistance (STA) Population-Based funds.
APPROVED
- 4.11 Review and approval of Resolution 23-43 determining that proposed amendments to Redwood City's General Plan Land Use Map, Municipal Code and Zoning Code implementing the Redwood City Housing Element are conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.
APPROVED
- 4.12 Review and approval of Resolution 23-44 authorizing the C/CAG Chair to execute Amendment No. 5 to the agreement with Placeworks to update the Daly City and Southeast San Mateo County Community Based Transportation Plans, to extend the term of the contract to October 31, 2023, at no additional cost.
APPROVED
- 4.13 Review and approval of the appointment of Mike Swire of Hillsborough to fill one vacant public member seat on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC).
APPROVED

Board Member Hedges MOVED to approve the consent agenda items 4.1 through 4.13.
Board Member Gauthier SECONDED. A roll call vote was taken. **MOTION CARRIED 15-0-0**

5.0 REGULAR AGENDA

- 5.1 Review and approval of the appointment of three C/CAG Board members to serve on the San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA) for a two-year term.
APPROVED
- Vice Chair Ortiz MOVED to reappoint Board Members Aguirre, Papan and Salazar to the SMCEL-JPA Board for a two (2) year term. Board Member Cunningham SECONDED. Roll call was taken. **MOTION CARRIED 15-0-0**
- 5.2 Review the initial draft, assumptions, and input on the C/CAG Fiscal Year 2023/24 Program Budget and Member Fees.
INFORMATION

The Board received a presentation on the initial draft, assumptions, and input on the C/CAG Fiscal Year 2023/24 Program Budget and Member Fees. Board Member Cunningham commented on the 380 split to SF on 101 that is most vulnerable to sea level rise, how will that be handled. Sean responded that that solution is not reflected in next year budget. It will be analyzed as part of the PED phase for that project. Board Member

Papan asked how will Regional Measure 3 be incorporated. Sean said one of our listed projects in the Regional Measure 3 is the 92/101 interchange for \$50M. We applied for \$40M for the 92/101 area improvements project to the State for the SB1 funding. Our strategy is to find out how we fared in the application cycle. Board Member Vaterlaus commented for the last 7 years they have been working on manage lanes. The Coast is affected by everyone in the County yet there are no projects. She would like to see something happen on the Coast. Sean said the Board did just fund a project in Pacifica. As we get closer to STIP programming, they will have a meeting with Pacifica and Half Moon Bay. Board Member Hedges commented that there has been some granting from the TA and ABAG for the planning of the 92/101 and for bike lanes, bus parking and charging under the 92. Is this part of the overall project with the 92. Sean said yes, it is. Chair Hurt commented on what kind of impact on the budget for finance person. Sean said we have one existing vacant position for a deputy director in transportation and land use. One recommended program specialist. And the budget also includes \$150K for financial assistance.

- 5.3 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.) APPROVED

C/CAG staff provided the following overview of discussions from the C/CAG Legislative Committee meeting earlier in the evening. Bills are moving into appropriations in time to switch houses by June 2nd. May budget revisions are due from Governor Newsom in the next day, with a growing deficit predicted. Some details Senate proposed revisions to the State budget are included in the Consultant-provided monthly legislative report attached to this item. SB 537 (Becker) -Brown Act was amended, adding criteria that provides less relief to the C/CAG Board and committees. The Committee took the following positions for C/CAG Board consideration

AB 321 (Wilson) Tax Exemption Ferries - Support
 AB 463 (Hart) Prioritization of Service Public Transit Vehicles – Support
 AB 756 (Papan) Stormwater - Support
 AB 1525 (Bonta) Transportation Impacts to Priority Communities – Oppose

Staff shared that the Legislative Committee also discussed SB 4 (Wiener) Housing Development oh Higher Education and Religious Institution Properties and decided to ask for more clarity on the bill before taking a position. On SB 425 (Wiener) SB 35 Extension, the Committee discussed the bill and took no position.

The C/CAG Board voted on four bills above, for which the Legislative Committee took positions, in one vote.

Board Member Hedges MOVED to support AB 321 (Wilson), AB 463 (Hart), AB 756 (Papan) and oppose AB 1525 (Bonta). Board Member Gauthier SECONDED. Roll call was taken. **MOTION CARRIED 16-0-0**

6.0 COMMITTEE REPORTS

6.1 Chairperson's Report

Chair Hurt reported that she traveled to Sacramento and spoke to the resource recovery coalition. They have discussed waste and transportation zero emission future. She thanked the Board for doing the poll about the June Board meeting for another day, but it is not possible. The June 8th Board meeting date will remain.

6.2 Board Members Report/Communication

Board Member Papan/MTC Commissioner reported that the Bay Area Housing Finance Authority met today and released a business plan equity framework and funding programs. Additionally, MTC had a major project advancement policy update and revisions. We want to make sure San Mateo County gets in the mix.

7.0 EXECUTIVE DIRECTOR'S REPORT

Sean reported that there was Bay Area Housing Finance Authority today. They are scheduled to attend the June C/CAG Board meeting to talk about their proposed or potential regional housing measure to fund affordable housing. In response to the 92/101, the construction cost for all the elements is approximately \$47M. The San Mateo County Express Lanes Joint Powers Authority is the first JPA to have an equity program with its Express Lanes in the Bay Area. It is a finalist for the sustainability award at the California Transportation Foundation annual event and we will find out who wins. Additionally, we have about five (5) vacancies on our committees for elected officials. Another round of recruitment starting next week.

8.0 COMMUNICATIONS - Information Only

8.1 Written Communication – two letters and one press release.

9.0 ADJOURNMENT – 8:05 p.m.

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-45 determining that a proposed 242-unit multi-family residential development at 11 El Camino Real, San Carlos, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.

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

RECOMMENDATION

That the C/CAG Board of Directors, acting as the San Mateo County Airport Land Use Commission, approve Resolution 23-45 determining that a proposed 242-unit multi-family residential development at 11 El Camino Real, San Carlos, is consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport (San Carlos ALUCP), 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 San Carlos an FAA “Determination of No Hazard”.
- The City of San Carlos shall require that the project sponsor comply with the real estate disclosure requirements outlined in Overflight Policy 1 of the San Carlos ALUCP.
- The City of San Carlos shall require that the project sponsor comply with the Overflight Notification Requirements outlined in Overflight Policy 2 of the San Carlos ALUCP, as amended in October 2022. Final project approval shall include a condition to incorporate a recorded ‘Overflight Notification’ on any residential parcel as a condition of approval in order to provide a permanent form of overflight notification to all future property owners. (An example for the Overflight Notification to be used to fulfill this condition is included in the San Carlos ALUCP, Appendix E, Exhibit E-4.)

BACKGROUND

San Carlos is processing an application for redevelopment of a 2.2-acre property at 11 El Camino Real, currently occupied by a CVS Pharmacy. The proposal includes demolition of existing site improvements and construction of a 6-story, 242-unit multi-family residential development above a subterranean parking level.

The project falls within Airport Influence Area (AIA) B, the Project Referral Area for San Carlos Airport and is subject to ALUC review pursuant to California Public Utilities Code (PUC) Section 21676.5(a), as San Carlos has not yet brought its General Plan and Zoning Ordinance into

compliance with the ALUCP. Accordingly, San Carlos has referred the subject project for a determination of consistency with the San Carlos ALUCP.

DISCUSSION

I. ALUCP Consistency Evaluation

Four sets of airport/land use compatibility policies in the San Carlos ALUCP relate to the proposed project: (a) noise compatibility policies and criteria, (b) safety policies and criteria, (c) airspace protection policies and (d) overflight compatibility. The following sections address each issue.

(a) Noise Policy Consistency

The 60 dB CNEL (Community Noise Equivalent Level) aircraft noise contour defines the threshold for airport noise impacts established in the San Carlos ALUCP. All land uses located outside this contour are deemed consistent with the noise policies of the ALUCP.

As shown on San Carlos ALUCP Exhibit 4-2, **Attachment 3**, the subject property lies outside the bounds of the 60 dB CNEL contour and, therefore, the project is consistent with the San Carlos ALUCP noise policies and criteria.

(b) Safety Policy Consistency

Runway Safety Zones - The San Carlos ALUCP includes six sets of safety zones and related land use compatibility policies and criteria. As shown on San Carlos ALUCP Exhibit 4-3, **Attachment 4**, the project site is located within Safety Zone 6. Per San Carlos ALUCP Safety Policy 2, new residential development within Safety Zone 6 is compatible and is not restricted for safety reasons.

(c) Airspace Protection Policy Consistency

Structures Heights

The San Carlos ALUCP incorporates the provisions in Title 14 of the Code of Federal Regulations Part 77 (14 CFR Part 77), "Objects Affecting Navigable Airspace," as amended, to establish height restrictions and federal notification requirements related to proposed development within the 14 CFR Part 77 airspace boundaries for San Carlos Airport.

In order to be deemed consistent with the ALUCP, the maximum height of a new building must be the lower of (1) the height of the controlling airspace protection surface shown on Exhibit 4-4, or 2) the maximum height determined to not be a "hazard to air navigation" by the FAA in an aeronautical study prepared pursuant to the filing of Form 7460-1.

The proposed structure would have a maximum height of approximately 115 ft. above mean sea level (AMSL). As shown on San Carlos ALUCP Exhibit 4-4, **Attachment 5**, the Part 77 Airspace Protection Surface lies at approximately 155 ft AMSL, so the proposed project would be below this surface, in compliance with the Airspace Protection policies of the ALUCP. However, as shown on San Carlos on ALUCP Exhibit 4-4a, **Attachment 6**, the proposed project is located in an area that

requires filing of Form 7460-1 with the FAA for its review and hazard determination. As a result, the following condition is recommended:

- Prior to issuance of a building permit, the project sponsor shall file Form 7460-1 with the FAA and provide to the City of San Carlos 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 Airspace Protection Policy 6, 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; or
- 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 proposed project does not include any features that would present unusual hazards to air navigation and therefore is determined to be compatible with Airspace Protection Policy 6.

(d) Overflight Compatibility Consistency

The San Carlos ALUCP contains two policies regarding overflight compatibility which are generally “buyer awareness” measures focused on informing prospective buyers and/or tenants of property within the vicinity of an airport about the airport’s impact on the property. Overflight Policy 1 – *Real Estate Transfer Disclosure*, requires that a notice of potential for overflights be included among the disclosures made during real estate transactions. Overflight Policy 2 – *Overflight Notification Zone 2* requires that all new residential development projects, other than additions and accessory dwelling units (ADUs), within Overflight Notification Zone 2 (AIA B) incorporate a recorded overflight notification requirement as a condition of approval.

The Project Area is located within both the Airport Influence Area (AIA) A & B boundaries for San Carlos Airport, so is subject to the requirements of both Overflight Policies. As neither the application materials nor San Carlos' municipal code address these requirements, the following conditions are recommended:

- The City of San Carlos shall require that the project sponsor comply with the real estate disclosure requirements outlined in Overflight Policy 1 of the San Carlos ALUCP.
- The City of San Carlos shall require that the project sponsor comply with the Overflight Notification Requirements outlined in Overflight Policy 2 of the San Carlos ALUCP, as amended in October 2022. Final project approval shall include a condition to incorporate a recorded 'Overflight Notification' on any residential parcel as a condition of approval in order to provide a permanent form of overflight notification to all future property owners. (An example for the Overflight Notification to be used to fulfill this condition is included in the San Carlos ALUCP, Appendix E, Exhibit E-4.)

Airport Land Use Committee

The Airport Land Use Committee discussed this item at its May 25, 2023 meeting, and recommended that it be determined consistent with the San Carlos ALUCP subject to the noted conditions.

ATTACHMENTS

1. Resolution 23-45

The following attachments are available to download on the C/CAG website (See "Additional Agenda Materials") at: <https://ccag.ca.gov/committees/board-of-directors-2/>

2. ALUCP application, together with related project description and exhibits.
3. San Carlos ALUCP Exh. 4-2 – Future Conditions (2035) Aircraft Noise Contours
4. San Carlos ALUCP Exh. 4-3 – Safety Zones.
5. San Carlos ALUCP Exh. 4-4 – Airspace Protection Surfaces
6. San Carlos ALUCP Exh. 4-4b – FAA Notification Reqs.

RESOLUTION 23-45

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 A PROPOSED 242-UNIT MULTI-FAMILY RESIDENTIAL DEVELOPMENT AT 11 EL CAMINO REAL, SAN CARLOS, IS CONDITIONALLY CONSISTENT WITH THE COMPREHENSIVE AIRPORT LAND USE COMPATIBILITY PLAN FOR THE ENVIRONS OF SAN CARLOS 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, in accordance with the requirements of California Public Utilities Code Section 21676(b) 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; and

WHEREAS, the City of San Carlos is processing an application for a 242-unit multi-family residential development at 11 El Camino Real, and has referred the project to C/CAG, acting as the Airport Land Use Commission, for a determination of consistency with relevant airport / land use compatibility criteria in the *Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport* (San Carlos ALUCP); and

WHEREAS, four airport/land use compatibility factors are addressed in the San Carlos ALUCP that relate to the project, including: (a) noise compatibility, (b) safety compatibility, (c) airspace protection compatibility, and (d) overflight compatibility, as discussed below:

- (a) Noise Compatibility – The 60 dB CNEL (Community Noise Equivalent Level) aircraft noise contour defines the threshold for airport noise impacts established in the San Carlos ALUCP. All land uses located outside this contour are deemed consistent with the noise policies of the ALUCP. Per San Carlos ALUCP Exhibit 4-2, the subject property lies outside the bounds of the 60 dB CNEL contour and is therefore consistent with the San Carlos ALUCP noise policies and criteria.
- (b) Safety Policy Consistency – The San Carlos ALUCP includes six sets of safety zones and related land use compatibility policies and criteria. Per San Carlos ALUCP Exhibit 4-3, the project site is located within Safety Zone 6. Per San Carlos ALUCP Safety Policy 2, new residential development within Safety Zone 6 is compatible and is not restricted for safety reasons, so the proposed project is consistent with the safety policies and criteria.
- (c) Airspace Protection Policy Consistency – In order to be deemed consistent with the ALUCP, the maximum height of a new building must be the lower of (1) the height of the controlling airspace protection surface shown on Exhibit 4-4; or 2) the maximum height determined to not be a “hazard to air navigation” by the FAA in an aeronautical study prepared pursuant to the filing of Form 7460-1.

The proposed structure would have an overall maximum height of 115 feet above mean sea level (AMSL). Per San Carlos ALUCP Exhibit 4-4, the Part 77 Airspace Protection Surface lies at approximately 155 ft AMSL, so the proposed project would be below this surface, in compliance with the Airspace Protection policies of the ALUCP. Per San Carlos ALUCP Exhibit 4-4a, the project sponsor is required to file Form 7460-1 with the FAA for a hazard determination. This requirement is included as a condition of this consistency determination and is included in Exhibit A, attached.

- (d) Overflight Compatibility Consistency – The San Carlos ALUCP contains two policies regarding overflight compatibility: Overflight Policy 1 – *Real Estate Transfer Disclosure* and Overflight Policy 2 – *Overflight Notification Zone 2*. As the application materials do not reflect the real estate disclosure requirements, conditions are included in Exhibit A to ensure compliance.

WHEREAS, at its May 25, 2023 meeting, based on the factors listed above and subject to the conditions identified in Exhibit A, the Airport Land Use Committee recommended that the C/CAG Board of Directors, acting as the Airport Land Use Commission, determine that the project be found consistent with the policies and criteria of the San Carlos ALUCP.

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 proposed multi-family residential development at 11 El Camino Real, San Carlos, is determined to be consistent with the policies and criteria contained in the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.

PASSED, APPROVED, AND ADOPTED, THIS 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

Resolution 23-45 – 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 San Carlos an FAA “Determination of No Hazard”.
2. The City of San Carlos shall require that the project sponsor comply with the real estate disclosure requirements outlined in Overflight Policy 1 of the San Carlos ALUCP.
3. The City of San Carlos shall require that the project sponsor comply with the Overflight Notification Requirements outlined in Overflight Policy 2 of the San Carlos ALUCP, as amended in October 2022. Final project approval shall include a condition to incorporate a recorded ‘Overflight Notification’ on any residential parcel as a condition of approval in order to provide a permanent form of overflight notification to all future property owners. (An example for the Overflight Notification to be used to fulfill this condition is included in the San Carlos ALUCP, Appendix E, Exhibit E-4.)

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-46 determining that the Burlingame Draft 2023-2031 Housing Element is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

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

RECOMMENDATION

That the C/CAG Board of Directors, acting as the San Mateo County Airport Land Use Commission, approve Resolution 23-46 determining that the Burlingame Draft 2023-2031 Housing Element is consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport, subject to the following condition:

- Prior to adoption, the Draft Housing Element shall be amended to modify the text on pg. HE-58, regarding FAA review, to expand the geographic reference to encompass both the North Burlingame and Rollins Road Mixed-Use zone districts.

BACKGROUND

Burlingame has referred its Draft Housing Element for a determination of consistency with relevant airport / land use compatibility criteria in the SFO ALUCP. The Draft Housing Element is subject to Airport Land Use Committee / Board review, pursuant to California Public Utilities Code (PUC) Section 21676(b).

The Draft Housing Element identifies goals, policies, and programs to address existing and projected housing needs and includes a list of housing opportunity sites. The Regional Housing Needs Allocation (RHNA) is the share of the Regional Housing Needs Determination assigned to each jurisdiction by the Association of Bay Area Governments (ABAG). In December 2021, ABAG adopted a Final RHNA Methodology, which was approved by the California Department of Housing and Community Development in January 2022. The proposed RHNA for Burlingame for this planning cycle is 3,257 units, though the city has opted to plan for 5,525 units to ensure an adequate buffer.

Burlingame has identified a range of potential housing project types to meet its RHNA requirements including:

Project Type	Unit count
Pipeline Projects	2,412
Accessory dwelling units	167
Key Vacant/Nonvacant Sites	2,946
Total	5,525

Attachment 1a identifies the location of the housing opportunity sites identified for development or redevelopment of mixed-use or residential projects that would be counted towards the City’s RHNA obligation. As depicted, the sites are primarily located in north Burlingame, within the Rollins Road and North Burlingame Mixed Use Districts, with several also located in the Downtown area.

Previous ALUC Reviews – Planning Policy Documents

It is noted that the City of Burlingame adopted a General Plan update in 2019 which was reviewed by the ALUC and determined to be conditionally compatible with the SFO ALUCP. A compilation of the ALUCP related policies included in the Burlingame General Plan is included as **Attachment 3** and encompasses all of the compatibility criteria.

Additionally, in October 2020, Burlingame amended its zoning ordinance related to two zone districts - the North Rollins Road Mixed Use District and the North Burlingame Mixed Use District, which were reviewed by the ALUC and determined to be compatible with the SFO ALUCP. At the time, Burlingame staff worked closely with both C/CAG and SFO Planning staff to incorporate language to address all ALUCP policy concerns. As described above, the majority of housing opportunity sites are located within these zone districts which have previously been determined consistent with the ALUCP, so have benefit of these earlier airport/land use compatibility efforts.

DISCUSSION

SFO ALUCP Consistency Evaluation

The SFO ALUCP includes policies regarding establishment of: A) an Airport Influence Area, with related real estate disclosure requirements and Airport Land Use Commission review authority; B) noise compatibility policies and criteria; C) safety policies and criteria; and D) airspace protection policies. The following sections briefly summarize these policies and describe how the Housing Element Update addresses each.

A) Airport Influence Area – The SFO ALUCP contains policies related to two Airport Influence Areas (AIAs), Area A and Area B. AIA A identifies the area where real estate disclosure requirements exist to identify proximity to SFO and potential annoyances or inconveniences that may result. AIA B is the project referral area, requiring formal action by the ALUC.

The Draft Housing Element is a component of the Burlingame General Plan. The Burlingame General Plan contains the following policies which ensure consistency with both AIA ALUCP policies:

CS-4.9: Airport Disclosure Notices

Require that all new development comply with real estate disclosure requirements of State law. Section 11010 of the Business and Professions Code requires people offering subdivided property for sale or lease to disclose the presence of all existing and planned airports within two miles of the property (Cal. Bus. and Prof. Code Section 110010(b)(13)).

CS-8.4: Airport Land Use Commission Review

Ensure all applicable plans and ordinances are reviewed by the City/County Association of Governments Board of Directors, acting as the San Mateo County's Airport Land Use Commission, for a determination of consistency with the most current Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport, as required by State law.

B) Noise Policy Consistency Analysis – The SFO ALUCP contains Noise Compatibility Policies, which establish noise compatibility zones (defined by the CNEL 65, 70- and 75-dB contours), define land use compatibility criteria within these zones, and describe circumstances where the granting of an aviation easement is required.

The 65 dB CNEL (Community Noise Equivalent Level) aircraft noise contour defines the threshold for airport noise impacts established in the SFO ALUCP. As shown on **Attachment 4**, the 65 dB CNEL extends over a small area in the northern portion of Burlingame.

The Burlingame General Plan includes the following policy to ensure compatibility with the noise policies of the SFO ALUCP:

CS-4.8: Airport Noise Evaluation and Mitigation

Require project applicants to evaluate potential airport noise impacts if the project is located within the 60 CNEL contour line of San Francisco International Airport (as mapped in the Airport Land Use Compatibility Plan). All projects shall be required to mitigate impacts to comply with the interior and exterior noise standards established by the Airport Land Use Compatibility Plan. Any action that would either permit or result in the development or construction of a land use considered to be conditionally compatible with aircraft noise of CNEL 65 dB or greater (as mapped in the Airport Land Use Compatibility Plan) shall include the grant of an aviation easement to the City and County of San Francisco prior to issuance of a building permit(s) for any proposed buildings or structures, consistent with Airport Land Use Compatibility Plan Policy NP-3 Grant of Aviation Easement.

Housing Element – Opportunity Sites

Two Housing Opportunity sites, shown on **Attachment 2a**, located in the Rollins Road/Burlingame City limit area, are located within the CNEL 65 dB airport noise contour, where residential use is conditionally compatible subject to grant of an aviation easement and required sound insulation to meet interior noise standard of 45dB. All of the other sites are located outside of the CNEL 65 dB contour. Compliance with General Plan policy CS-4.8, cited above, will ensure all sites comply with the Noise Policies of the ALUCP.

C) Safety Policy Consistency Analysis – The SFO ALUCP includes five sets of safety zones and identifies land uses which are either incompatible or should be avoided within each of these

zones. As shown on **Attachment 5**, a portion of the northern part of Burlingame lies within both Safety Zones 2, the Inner Approach/Departure Zone (IADZ), and Zone 3, the Inner Turning Zone (ITZ). Residential Use is not listed as a use of concern in either of these Safety Zones, so the Housing Opportunity Sites are consistent with the Safety Policies of the ALUCP.

In addition, the Burlingame General Plan includes the following policy to ensure overall consistency with the safety compatibility policies of the SFO ALUCP:

CS-8.3: Airport Land Use Compatibility Plan Land Use and Development Consistency

Ensure that all future land use actions and/or associated development conforms to the relevant height, aircraft noise, and safety policies and compatibility criteria contained in the most recently adopted version of the Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

D) Airspace Protection Policy Consistency Analysis

Structure Heights - The SFO ALUCP airspace policies establish maximum heights for the compatibility of new structures. The policies also stipulate the need for compliance with federal regulations requiring notification of the Federal Aviation Administration of certain proposed construction or alterations of structures.

Since the Draft Housing Element is a policy document and not a specific development proposal, the airspace compatibility policies of the SFO ALUCP do not directly apply. Consistency with the airspace compatibility policies will be required for future development proposals stemming from the Draft Housing Element. SFO ALUCP Airspace Policy AP-3 states that in order to be consistent, the maximum height of a structure must be the lower of (1) the height shown on the critical aeronautical surfaces map (Exhibits IV-17 & IV 18), or (2) the maximum height determined by the FAA not to be a “hazard to air navigation” by the FAA in an aeronautical study prepared pursuant to the filing of Form 7460-1.

Housing Element

The Draft Housing Element (p. HE-57) references the need for all projects to comply with the SFO ALUCP, and specifically with all of the Airspace Protection Policies as follows:

- AP-1 – FAA notification and filing requirements;
- AP-2 – Design recommendations based on findings of FAA aeronautical studies;
- AP-3 – Height restriction and filing requirements; and
- AP-4 – Review of land uses that may cause flight hazards

The draft document also includes separate reference to FAA review requirements, noting “All future housing development in the city of Burlingame, within the area bounded by Murchison Drive, Sequoia Avenue, Quesada Way, Davis Drive, Dufferin Avenue and California Drive will require formal FAA review, per the FAA Form 7460-1 review process.” This area generally comprises the North Burlingame Mixed-Use Zone (see **Attachment 8**). However, as shown on **Attachment 7**, the FAA notification area would likely encompass a larger area, including the Housing Opportunity sites within the Rollins Road Mixed Use Zone. Accordingly, the following condition is recommended to add clarity:

- Prior to adoption, the Draft Housing Element shall be amended to modify the text on pg. HE-58, regarding FAA review, to expand the geographic reference to encompass both the North Burlingame and Rollins Road Mixed-Use zone districts.

General Plan Safety Element

In addition to the discussion in the Housing Element, the Burlingame General Plan includes the following policies to further ensure compatibility with the Airspace Protection Policies of the SFO ALUCP:

CS-8.1: Land Use Safety Compatibility and Airspace Protection Criteria

Consider all applicable Federal statutes (including 49 U.S.C. 47107), Federal regulations (including 14 Code of Federal Regulations 77 et seq.), the Federal Aviation Administration (FAA) Airport Compliance Manual, FAA Advisory Circulars, other forms of written guidance, and State law with respect to criteria related to land use safety and airspace protection when evaluating development applications within the Airport Influence Area of the San Francisco International Airport and Mills-Peninsula Medical Center helipad.

CS-8.2: Airport Land Use Compatibility Plan

Require development projects within the Airport Influence Area designated in the Airport Land Use Compatibility Plan of the San Francisco International Airport to comply with all applicable Federal statutes (including 49 U.S.C. 47107), Federal regulations (including 14 Code of Federal Regulations 77 et seq.), the FAA's Airport Compliance Manual, FAA Advisory Circulars, other forms of written guidance, and State law with respect to criteria related to land use safety and airspace protection.

CS-8.3: Airport Land Use Compatibility Plan Land Use and Development Consistency

Ensure that all future land use actions and/or associated development conforms to the relevant height, aircraft noise, and safety policies and compatibility criteria contained in the most recently adopted version of the Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport

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.

As noted above, both the Housing Element and Safety Elements reference the need to comply with Airspace Protection Policy AP-4. Adherence to these General Plan policies will ensure compatibility.

Airport Land Use Committee

The Airport Land Use Committee discussed this item at its May 25, 2023 meeting, and recommended that it be determined consistent with the SFO ALUCP subject to the recommended condition.

ATTACHMENTS

1. Resolution 23-46

The following attachments are available to download on the C/CAG website (See “Additional Agenda Materials”) at: <https://ccag.ca.gov/committees/board-of-directors-2/>

2. Application Materials including
 - a. Housing Opportunity Sites
3. Burlingame General Plan excerpts – ALUCP related policies
4. SFO ALUCP Exhibit IV-5 – Noise Contours
5. SFO ALUCP Exhibit IV-9 – Safety Compatibility Zones
6. SFO ALUCP Exhibit IV-17 – Critical Aeronautic Surfaces
7. SFO ALUCP Exhibit IV-12 – FAA Notification Area
8. North Rollins Rd & North Burlingame Mixed Use District Map

The following attachment is available to download on Burlingame’s website at: https://protect-us.mimecast.com/s/GddRCzp47PcWwm02UXR_5C

9. Envision Burlingame Housing Element, City of Burlingame, 2023-2031 Housing Element

RESOLUTION 23-46

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 BURLINGAME DRAFT 2023-2031 HOUSING ELEMENT 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, in accordance with the requirements of California Public Utilities Code Section 21676(b) 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; and

WHEREAS, the Burlingame has referred its Draft Housing Element to C/CAG, acting as the Airport Land Use Commission, for a determination of consistency with the relevant airport/land use compatibility criteria in the *Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport* (SFO ALUCP); and

WHEREAS, the Draft Housing Element identifies goals, policies, and programs to address Burlingame's Regional Housing Needs Allocation (RHNA), and includes a list of housing opportunity sites; and

WHEREAS, four airport/land use compatibility factors are addressed in the SFO ALUCP that relate to the proposed general plan housing element amendment. These include policies for: (a) airport influence area, (b) noise compatibility, (c) safety compatibility, and (d) airspace compatibility, as discussed below:

- a. Airport Influence Area – The SFO ALUCP contains policies related to two Airport Influence Areas (AIAs), Area A and Area B. AIA A identifies the area where real estate disclosure requirements exist to identify proximity to SFO and potential annoyances or inconveniences that may result. AIA B is the project referral area, requiring formal action by the ALUC. The Draft Housing Element is a component of the Burlingame General Plan, and the Burlingame General Plan includes policies “CS-4.9: Airport Disclosure Notices” and “CS-8.4: Airport Land Use Commission Review” which incorporate the requirements of both AIA ALUCP policies, ensuring compatibility with the Airport Influence Area policies of the ALUCP.
- b. Noise Compatibility – The CNEL 65 dB aircraft noise contour defines the threshold for airport noise impacts established in the SFO ALUCP. In accordance with SFO Noise Policy NP-1, SFO ALUCP Exhibit IV-5 depicts the noise compatibility zones within which the noise compatibility policies of the ALUCP apply. The Exhibit shows that a small area in the northern portion of Burlingame lies within the CNEL 65 dB contour. The Burlingame General Plan includes a policy, “CS-4.8 Airport Noise Evaluation and Mitigation”, which reflects the requirements of the SFO ALUCP noise policies.
- c. Safety Compatibility – The SFO ALUCP includes five safety zones and related land use compatibility policies and criteria. A portion of the northern part of Burlingame lies within both Safety Zones 2, the Inner Approach/Departure Zone (IADZ), and Zone 3, the Inner

Turning Zone (ITZ). Residential Use is not listed as a use of concern in either of these Safety Zones, so the Housing Opportunity Sites are consistent with the Safety Policies of the ALUCP.

In addition, the Burlingame General Plan includes the following policy to ensure overall consistency with the safety compatibility policies of the SFO ALUCP: “CS-8.3: Airport Land Use Compatibility Plan Land Use and Development Consistency”.

- d. Airspace Compatibility - The SFO ALUCP airspace policies establish maximum heights for the compatibility of new structures. The policies also stipulate the need for compliance with federal regulations requiring notification of the Federal Aviation Administration of certain proposed construction or alterations of structures.

The Draft Housing Element references the need for all projects to comply with the SFO ALUCP, and specifically with all of the Airspace Protection Policies as follows:

- AP-1 – FAA notification and filing requirements;
- AP-2 – Design recommendations based on findings of FAA aeronautical studies;
- AP-3 – Height restriction and filing requirements; and
- AP-4 – Review of land uses that may cause flight hazards

The draft document also includes separate reference to FAA review requirements, noting specific areas that will require formal FAA review, per the FAA Form 7460-1 review process. As the FAA notification area encompasses a larger area, a condition is attached to this determination to clarify that other sites will also be subject to FAA notification requirements. Subject to these requirements the Draft Housing Element is compatible with the Airspace Protection policies of the SFO ALUCP.

WHEREAS, at its May 25, 2023 meeting, based on the factors and conditions listed above, the Airport Land Use Committee recommended that the C/CAG Board of Directors, acting as the Airport Land Use Commission, determine that the Burlingame Draft 2023-2031 Housing Element be found consistent with the policies and criteria of 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 condition contained in Exhibit A, attached, the Burlingame Draft 2023-2031 Housing Element is determined to be consistent with the 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 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

Resolution 23-46 – Condition of Consistency Determination:

1. Prior to adoption, the Draft Housing Element shall be amended to modify the text on pg. HE-58, regarding FAA review, to expand the geographic reference to encompass both the North Burlingame and Rollins Road Mixed-Use zone districts.

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-47 authorizing the C/CAG Executive Director to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 2023-24 in an amount not to exceed \$162,893.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 23-47 authorizing the C/CAG Executive Director to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 2023-24, in an amount not to exceed \$162,893.

FISCAL IMPACT

Up to \$162,893 has been included in the proposed FY 2023-24 C/CAG Budget for the 21 Elements housing related activities.

SOURCE OF FUNDS

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

DISCUSSION

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

Since 2008, C/CAG and the County Department of Housing (DOH) have co-sponsored the 21 Elements collaboration, staffed by Community Planning Collaborative (formerly known as Baird & Driskell Community Planning), through which all jurisdictions in San Mateo County cooperate to update their respective Housing Elements and share information on housing policies and programs. 21 Elements has proceeded through several funding cycles, with the following major accomplishments:

- Assisted all the jurisdictions in San Mateo County in achieving State-certified housing elements for both the RHNA 4 planning period, 2007-2014, and the RHNA 5 planning period, 2015-2023.

- Continued work with all jurisdictions on RHNA 6, which is proving to be the most challenging ever.
- Facilitated implementation of a countywide nexus study to establish legally defensible development impact fees and regulations.
- Conducted meetings, developed related technical and educational materials, provided best practices and undertaken other tasks to assist jurisdictions on housing issues related to accessory dwelling units (ADUs), short-term vacation rentals, tenant displacement, linkage fees, etc.
- Assisted with the development of San Mateo County PDA Investment & Growth Strategy update.
- Organized bi-monthly Planning and Community Directors' meetings, in addition to the work involved in normal 21 Elements meetings and other outreach and collaboration.
- Conducted Planning Commissioner Trainings since 2019.

Each year C/CAG and DOH have been parties to a cooperative agreement whereby they share in the funding for the 21 Elements work. Community Planning Collaborative has provided a detailed workplan and budget to C/CAG and the DOH covering FY23-24 and FY24-25, included as Attachment 2.

Work Plan

While the highest priority work for 21 Elements in the coming year will continue to be assisting jurisdictions with finalizing their Housing Element updates and transitioning into the implementation phase, the work plan also includes the additional generalized topics, many of which are on-going:

- A. Housing Elements** – Support cities as they finalize Housing Elements and transition to implementing the identified policies and programs. The type of support will vary, but the priorities include:
 - Rezoning/General Plan Update Assistance
 - ADU resources
 - SB9 Implementation
 - Work with nonprofit developers on specific sites
 - Objective design standards
 - Inclusionary zoning/impact fees
 - Anti-displacement policies
 - Affordable housing program management
 - Affirmatively Furthering Fair Housing
- B. New Laws** - Assist jurisdictions with new state laws.
- C. ADUs/SB9** - Support the growth of Accessory Dwelling Units including forming/contracting with a nonprofit. Provide resources for SB9 implementation.
- D. New Housing** - Promote new housing including rezoning, support for PDAs and density bonuses.
- E. Affordable Housing** – Encourage the development and better management of affordable housing including the Doorway, Multi-city Feasibility and Nexus study system, etc.
- F. Shared Housing Staff** – Finalize the proposal for opt-in, shared staffing and support the launch of the program.
- G. Other General Plan Elements** – Manage the multi-city safety element and environmental justice element.

H. Meetings, Trainings and Organizational Development – Conduct trainings, meetings and organizational development, and public C/CAG meetings, particularly in the context of new housing laws and proposals. Conduct training for Planning Commissioners.

I. Other Tasks as Assigned – To be as responsive as possible, 21 Elements preserves a portion of its budget for tasks that come up throughout the contract period.

Budget

A detailed budget is provided in Attachment 2. As was the case last year, the proposed budget for 21 Elements for FY 2023-24 is somewhat higher than in the past due to the level of assistance being provided to local jurisdictions related to the Housing Element Update. Fortunately, resources have been made available through the State Regional Early Action Planning Grant Program (REAP). The contribution from local jurisdictions remains the same as in the past funding cycle, with the remainder shared equally by C/CAG and the San Mateo County Department of Housing (DoH). Below is a summary of the budget:

FY 2022-2023 Total Budget	\$640,510
<i>C/CAG Contribution</i>	<i>\$162,893</i>
<i>DoH Contribution</i>	<i>\$162,893</i>
<i>Cities Contribution - 21 Elements (Dues)</i>	<i>\$ 45,600</i>
<i>REAP Funding¹</i>	<i>\$269,124</i>

Through the years, the 21 Elements collaboration has provided a cost-effective countywide work program that has successfully assisted San Mateo County jurisdictions to develop certified Housing Elements and develop effective on-going housing implementation policies and programs.

C/CAG and the San Mateo County Department of Housing (DoH) have been co-funding 21 Elements, with DoH acting as the lead agency in managing the consultant contract. Staff recommends the continuation of this cooperative partnership to support the 21 Elements collaboration in FY 2023-24 including a contribution by C/CAG of a not to exceed amount of \$162,893.

ATTACHMENTS

1. Resolution 23-47

The following attachments are available to download on the C/CAG website (See “Additional Agenda Materials”) at: <https://ccag.ca.gov/committees/board-of-directors-2/>

2. 21 Elements – Summary of Accomplishments / 2023-2025 Work Plan

¹ REAP funding come from the State of California through ABAG

RESOLUTION 23-47

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 COOPERATIVE AGREEMENT WITH THE SAN MATEO COUNTY DEPARTMENT OF HOUSING FOR A JOINT WORKPLAN FOR HOUSING-RELATED ACTIVITIES FOR FY 2023-2024 IN AN AMOUNT NOT TO EXCEED \$162,893.

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

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

WHEREAS, C/CAG and the San Mateo County Department of Housing (DoH) have coordinated workplans on various housing-related activities, and DoH has served as project manager for the 21 Elements collaboration staffed by Community Planning Collaborative (formerly known as Baird & Driskell); and

WHEREAS, C/CAG has budgeted up to \$162,893 in funds to continue to sponsor the 21 Elements effort in FY2023-24 to assist all member jurisdictions to implement Housing Elements and develop effective on-going housing implementation policies and programs, and to continue collaboration with County of San Mateo Department of Housing on a cost-saving countywide cooperative work program; and

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

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County to authorize the C/CAG Executive Director to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 2023-24 in an amount not to exceed \$162,893, subject to approval of C/CAG FY 2023-24 Annual Budget; and further authorize the Executive Director to negotiate final terms prior to execution, subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED, THIS 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of the project list for funding under the Joint C/CAG and San Mateo County Transportation Authority Shuttle Program for FY 2023/2024 and FY 2024/2025, and approval of Resolution 23-48 authorizing the C/CAG Executive Director to execute a funding agreement with the City of Menlo Park for an amount not to exceed \$940,400 for the two-year period.

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

RECOMMENDATION

That the C/CAG Board: 1) review and approve the project list for funding under the Joint C/CAG and San Mateo County Transportation Authority Shuttle Program for FY 2023/24 and FY 2024/25; and 2) approve Resolution 23-48 authorizing the C/CAG Executive Director to execute a funding agreement with the City of Menlo Park in an amount not to exceed \$940,400 for the two-year period.

FISCAL IMPACT

The C/CAG Board authorized up to \$1,000,000 for the Call for Projects (CFP) for the FY 23/24 and FY 24/25 funding cycle of the Joint C/CAG and San Mateo County Transportation Authority Shuttle Program.

SOURCE OF FUNDS

Funding to support the shuttle program will be derived from the Congestion Relief Plan (CRP) adopted by C/CAG and includes \$940,400 in funding (\$470,000 for FY 23/24 and \$470,000 for FY 24/25). The San Mateo County Transportation Authority (TA) will provide an additional \$8,038,298 for the two-year funding cycle. The C/CAG funding will be predicated upon the C/CAG Board of Directors approving the above noted amounts for shuttle funding in each fiscal year through the annual budget adoption process.

BACKGROUND/DISCUSSION

For the FY 2023/2024 and FY 2024/2025 cycle, the San Mateo County Transportation Authority (TA) and C/CAG conducted a joint call for projects that combines two years of funding for shuttles in an amount up to \$11,000,000. The call for projects was issued on January 13, 2023, and applications were due on February 24, 2023. Staff received applications for 26 shuttles from 5 different sponsors, requesting approximately \$8.9 million in program funding. This is a reduction from the last funding cycle, where 34 shuttles requested funding. The reduction is largely due to the transfer of sponsorship

for certain routes from SamTrans and Caltrain to Commute.org, who worked to consolidate multiple routes.

As part of the recommended evaluation criteria in the 2021 Peninsula Shuttle Study, a new process for SamTrans concurrency review was implemented by SamTrans and Caltrain Operations Planning. The concurrency review is to ensure there is no major duplication of shuttle routes with the SamTrans route network. The review evaluated all proposed shuttle routes against each other, and other factors such as the Reimagine SamTrans network, frequency of services, and alignment with Caltrain schedules. As a result of the review, it was determined that two shuttles, the Daly City Seton and the Burlingame Bayside routes, need further consideration due to overlaps in service with SamTrans routes. Ultimately, both routes received SamTrans concurrency for this cycle, but SamTrans will work with Seton Medical Center to assess options for alternative Transportation Demand Management strategies or route modifications for the next cycle. The SamTrans concurrency review also recommended modifications to two other routes, including Menlo Park Willow Road and Millbrae Burlingame commuter shuttles.

The shuttle evaluation committee consisted of TA, SamTrans, C/CAG, and Caltrain staff. The committee agreed with the network concurrency review and recommended funding for all 26 applications totaling \$8,978,698, as outlined in Attachment 2.

Equity

In addition to the updated SamTrans concurrency review, this CFP also included revised scoring criteria, including a strong equity component. The updated scoring focused on maximizing ridership (50 points), equity (25 points), and first/last mile need (25 points), along with up to 10 bonus points. Of note, the draft recommendations include funding for the following four community shuttles located within equity priority areas:

- Daly City Bayshore
- South City Shuttle (East)
- South City Shuttle (West)
- Menlo Park Crosstown

Committee Input

The funding recommendations were reviewed by the C/CAG Technical Advisory Committee (TAC) on May 18, 2023, and by the Congestion Management and Environmental Quality Committee (CMEQ) on May 22, 2023. Both the TAC and CMEQ committees recommended approval of the funding list. The recommendations were also reviewed as an informational item by the TA Board on May 4, 2023, with final action scheduled for June 1, 2023.

Menlo Park Shuttles

Menlo Park has two shuttles, the Crosstown Community Shuttle and the Marsh Road Commuter Shuttle, that are recommended for funding by C/CAG, which total \$940,000 for the two-year funding cycle. Staff is recommending that the C/CAG Board approve the attached resolution authorizing the C/CAG Executive Director to execute a funding agreement with the City of Menlo Park in an amount

not to exceed \$940,400 to fund these two shuttles, with the understanding that funding is predicated upon the C/CAG Board of Directors approving the requisite shuttle funding in each fiscal year through the annual budget adoption process.

ATTACHMENTS

1. Resolution 23-48
Exhibit A - Draft Shuttle Program Recommendations

The following attachments are available to download on the C/CAG website (See “Additional Agenda Materials”) at: <https://ccag.ca.gov/committees/board-of-directors-2/>

2. Shuttle Route Descriptions
3. Shuttle Rankings & Scoring Recommendations
4. SamTrans Network Concurrency Review Results

Exhibit A. San Mateo County Shuttle Program Call for Projects FY24/25 Draft Recommendations

Revised 5/4/2023



Shuttle Name	Route ID	Sponsor	Service Type	Total Cost	Requested Funds	Matching Funds	% Match	New/Existing	
Proposed TA Funded Shuttles				\$12,253,989	\$8,038,298	\$4,215,691			
1	Brisbane Bayshore Caltrain	BBC	Commute.org	Commuter	\$306,948	\$230,211	\$76,737	25%	Existing
2	Brisbane Crocker Park	BCP	Commute.org	Commuter	\$685,602	\$514,202	\$171,400	25%	Existing
3	Burlingame Bayside	BAY	Commute.org	Commuter	\$314,308	\$235,730	\$78,578	25%	Existing
4	Burlingame Point	BPT	Commute.org	Commuter	\$733,388	\$146,678	\$586,710	80%	Existing
5	Daly City Seton	DCS	Commute.org	Commuter	\$360,948	\$270,711	\$90,237	25%	Existing
6	Foster City Commuter	FCC	Commute.org	Commuter	\$601,108	\$450,830	\$150,278	25%	Existing - Combines previous Lincoln Center & Mariners Island routes
7	Hillsdale Caltrain Commuter	HCC	Commute.org	Commuter	\$332,526	\$249,394	\$83,132	25%	Existing - Combines previous Campus Drive and Norfolk Area routes
8	Millbrae Burlingame Commuter	MBC	Commute.org	Commuter	\$347,874	\$208,724	\$139,150	40%	Existing - Combines previous North Burlingame and Millbrae Broadway
9	North Foster City	NFC	Commute.org	Commuter	\$358,106	\$250,674	\$107,432	30%	Existing
10	Redwood City Midpoint	MPT	Commute.org	Commuter	\$641,710	\$401,068	\$240,642	38%	Existing
11	Redwood City Redwood Life	RLC	Commute.org	Commuter	\$306,948	\$153,474	\$153,474	50%	Existing
12	Redwood City Seaport Centre	SEA	Commute.org	Commuter	\$314,308	\$157,154	\$157,154	50%	Existing
13	South San Francisco One Tower Place	OTP	Commute.org	Commuter	\$332,526	\$166,263	\$166,263	50%	Existing
14	South San Francisco Oyster Point BART	OPB	Commute.org	Commuter	\$345,738	\$259,304	\$86,434	25%	Existing - Formerly known as South San Francisco BART
15	South San Francisco Oyster Point Caltrain	OPC	Commute.org	Commuter	\$340,500	\$255,375	\$85,125	25%	Existing - Formerly known as South San Francisco Caltrain
16	South San Francisco Oyster Point Ferry	OPF	Commute.org	Commuter	\$281,370	\$168,822	\$112,548	40%	Existing - Formerly known as South San Francisco Ferry
17	South San Francisco Utah Grand BART	UGB	Commute.org	Commuter	\$675,284	\$506,464	\$168,820	25%	Existing - Formerly known as South San Francisco BART
18	South San Francisco Utah Grand Caltrain	UGC	Commute.org	Commuter	\$358,108	\$268,580	\$89,528	25%	Existing - Formerly known as South San Francisco Caltrain
19	South San Francisco Utah Grand Ferry	UGF	Commute.org	Commuter	\$281,370	\$168,822	\$112,548	40%	Existing - Formerly known as South San Francisco Ferry
20	Daly City Bayshore	DCB	Daly City	Community	\$675,000	\$506,250	\$168,750	25%	Existing
21	Menlo Park Willow Road	M4	Menlo Park	Commuter	\$341,900	\$256,400	\$85,500	25%	Existing
22	Skyline College Daly City BART Express		San Mateo County Community College District	Commuter	\$1,102,584	\$551,292	\$551,292	50%	Existing
23	South City Shuttle (East)		South San Francisco	Community	\$1,419,200	\$1,064,400	\$354,800	25%	Existing
24	South City Shuttle (West)		South San Francisco	Community	\$796,635	\$597,476	\$199,159	25%	New
Proposed C/CAG Funded Shuttles				\$1,253,900	\$940,400	\$313,500			
25	Menlo Park Crosstown	M1	Menlo Park	Community	\$873,900	\$655,400	\$218,500	25%	Existing
26	Menlo Park Marsh Road	M3	Menlo Park	Commuter	\$380,000	\$285,000	\$95,000	25%	Existing
Total				\$13,507,889	\$8,978,698	\$4,529,191	34%		

RESOLUTION 23-48

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 FUNDING AGREEMENT WITH THE CITY OF MENLO PARK FOR AN AMOUNT NOT TO EXCEED \$940,000 FOR THE TWO-YEAR PERIOD.

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

WHEREAS, on February 14, 2002, the Board of Directors of the City/County Association of Governments approved the Congestion Relief Plan and subsequently reauthorized the Congestion Relief Plan in 2007, 2010, 2015, 2019 and 2023; and

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

WHEREAS, on December 8, 2022, the C/CAG Board of Directors approved the process for the Joint San Mateo County Transportation Authority and C/CAG San Mateo County Shuttle Program for FY 2023/2024 & FY 2024/2025; and

WHEREAS, on January 13, 2023, C/CAG and the San Mateo County Transportation Authority issued a joint call for projects for the FY 2020/2021 & FY 2021/2022 San Mateo County Shuttle Program; and

WHEREAS, a list of eligible projects, as presented in Exhibit A, has been recommended for funding by the Congestion Management Program Technical Advisory Committee and the Congestion Management and Environmental Quality Committee; and

WHEREAS, C/CAG will allocate funding for two shuttle routes sponsored by the City of Menlo Park, the Crosstown Community Shuttle and the Marsh Road Commuter Shuttle, sufficient to fund up to 75% of the shuttle service costs, in an amount not to exceed \$940,400.

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County, that on behalf of C/CAG, the C/CAG Executive Director is authorized to execute an agreement with the City of Menlo Park for an amount not to exceed \$940,000 for the two-year period. The agreement shall be in a form approved by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-49 authorizing the C/CAG Chair to execute an amendment to the funding agreement with City of South San Francisco for the construction phase of the South San Francisco Smart Corridor Expansion project, extending the term to June 30, 2024 for no additional cost.

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

RECOMMENDATION

Review and approval of Resolution 23-49 authorizing the C/CAG Chair to execute an amendment to the funding agreement with City of South San Francisco for the construction phase of the South San Francisco Smart Corridor Expansion project, extending the term to June 30, 2024 for no additional cost.

FISCAL IMPACT

There is not any financial impact associated with this item.

SOURCE OF FUNDS

Funding for this funding agreement comes from Measure M, the \$10 vehicle registration fee, particularly the Intelligent Transportation System (ITS)/Smart Corridor Program.

BACKGROUND

The San Mateo County Smart Corridor project has been a longstanding Agency priority. It is designed to improve mobility of local arterial streets by installing Intelligent Transportation System (ITS) equipment, such as an interconnected traffic signal system, close circuit television (CCTV) cameras, dynamic message signs, and vehicle detection system, on predefined designated local streets and state routes. The ITS infrastructure provides local cities and Caltrans with day-to-day traffic management capabilities to address recurring and non-recurring traffic congestion. The segments between City of San Bruno at the northern limits to the Santa Clara County line in the City of East Palo Alto has been completed.

Continuing with the vision to build the Smart Corridor from the Santa Clara county line to the San Francisco county line, the South San Francisco expansion is the next segment of the Smart Corridor project. The routes include Airport Boulevard, Oyster Point Road, Gateway Boulevard,

and Grand Avenue, which are close to the freeway corridor and consist of major and minor arterials that extend north-south parallel to U.S. 101 or east-west arterial-to-freeway connectors.

In January 2021, the C/CAG Board approved a funding agreement with the City of South San Francisco for the construction phase in the amount of \$917,000. In December 2021, the C/CAG Board approved Amendment No. 1, adding \$1.6M to the funding agreement, bringing the total funding agreement amount to \$2.517M. Amendment No. 1 also extended the term of the agreement to June 30, 2023 due to delays.

The construction contractor has begun initial testing and work, but construction continues to be delayed due to supply chain issues, permitting conflicts, and unexpected issues and obstructions in the field while testing. Due to these delays, the C/CAG and the City are seeking a 12-month extension to enable project completion.

Staff recommends that the C/CAG Board reviews and approves Resolution 23-49 authorizing the C/CAG Chair to execute Amendment No. 2 to the funding agreement with City of South San Francisco for the construction phase of the South San Francisco Smart Corridor Expansion project, extending the term to June 30, 2024 for no additional cost.

ATTACHMENTS

1. Resolution 23-49
2. Draft funding agreement amendment (*Available for review and download at www.ccag.ca.gov/ccag.html*)

RESOLUTION 23-49**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO AUTHORIZING THE C/CAG CHAIR TO EXECUTE AN AMENDMENT TO THE FUNDING AGREEMENT WITH CITY OF SOUTH SAN FRANCISCO FOR THE CONSTRUCTION PHASE OF THE SOUTH SAN FRANCISCO SMART CORRIDOR EXPANSION PROJECT, EXTENDING THE TERM TO JUNE 30, 2024 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, the C/CAG sponsored San Mateo County Smart Corridor Project (Smart Corridor) is an Intelligent Transportation System (ITS) project that extends along El Camino Real and major local streets connecting to US-101, and enables cities and the California Department of Transportation (Caltrans) to proactively manage daily traffic and non-recurring traffic congestion; and

WHEREAS, C/CAG, City of South San Francisco, and Caltrans desire to extend the Smart Corridor into the City of South San Francisco which includes the installation of fiber optic communication network as well as deployment of an interconnected traffic signal system, close circuit video cameras, trailblazer/arterial dynamic message signs, and vehicle detection systems; and

WHEREAS, C/CAG was the Lead Agency for the Project Study Report and Project Approval and Environmental Document phases; and

WHEREAS, the City completed the Project's Plans, Specifications and Estimate phase in November of 2020, and will serve as the implementing agency for the construction phase of the Project, including contract administration, construction inspection and project reporting to the various grantors; and

WHEREAS, C/CAG and the City of South San Francisco entered into a funding agreement in January 2021 to specify each Party's obligations and responsibilities for the construction phase of the Project in an amount up to \$917,000; and

WHEREAS, C/CAG and the City of South San Francisco entered into agreement amendment No. 1 in December 2021 to allocate an additional amount of \$1.6M to cover the construction costs and to extend the term of the agreement to June 30, 2023; and

WHEREAS, C/CAG and the City of South San Francisco desire to enter into agreement for amendment No. 2 to extend the agreement to enable project completion due to construction delays;

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. 2 to the funding agreement with the City of South San Francisco for the construction phase of the South San Francisco Smart Corridor Expansion project, extending the term to June 30, 2024 for no additional cost. Be it further resolved that the Board of Directors authorize the Executive Director to negotiate final terms prior to execution, subject to review by Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

**AMENDMENT NO. 2 TO THE FUNDING AGREEMENT
BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
CITY OF SOUTH SAN FRANCISCO
FOR
CONSTRUCTION PHASE OF THE SMART CORRIDOR EXTENSION PROJECT**

WHEREAS, the City/County Association of Governments of San Mateo County (hereinafter referred to as “C/CAG,”) and the City of South San Francisco, a municipal corporation, (hereinafter referred to as “City”) are parties to an Agreement dated March 24, 2021, specifying each Party’s obligations and responsibilities for the construction phase of the Smart Corridor extension project in the City (hereinafter referred to as the “Agreement”); and

WHEREAS, C/CAG provided the City a total of \$917,000 in funding to cover project construction costs through the Agreement dated March 24, 2021; and

WHEREAS, C/CAG and the City executed Amendment No. 1 on December 10, 2021 to allocate an additional amount of \$1.6M to cover the construction costs and to extend the term of the agreement to June 30, 2023; and

WHEREAS, C/CAG and the City executed Amendment No. 1 on December 10, 2021 to allocate an additional amount of \$1.6M to cover the construction costs and to extend the term of the agreement to June 30, 2023; 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. The term of the Agreement, as provided in Section 2. Time of Performance, shall be extended through June 30, 2024.
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 on June 8, 2023.

SIGNATURES ON FOLLOWING PAGE

CITY OF SOUTH SAN FRANCISCO

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

By: _____
Sharon Ranals
Interim City Manager

By: _____
Davina Hurt
C/CAG Chair

Date: _____

Date: _____

Approved as to Form:

Approved as to Form:

City Attorney

Melissa Andrikopoulos
Legal Counsel for C/CAG

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-50 authorizing the C/CAG Executive Director to execute an agreement with Iteris, Inc. to provide Smart Corridor ITS Network Monitoring and Maintenance Support in an amount not to exceed \$1,000,000 over four years.

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 23-50 authorizing the C/CAG Executive Director to execute an agreement with Iteris, Inc. to provide Smart Corridor ITS Network Monitoring and Maintenance Support in an amount not to exceed \$1,000,000 over four years.

FISCAL IMPACT

The budget for Iteris to perform network monitoring and maintenance support is \$1,000,000 over four years. The approximate annual budget is \$250,000 and will be subject to C/CAG's annual budget approval process.

SOURCE OF FUNDS

The contract will be funded from the Smart Corridor program, which is infused with Measure M funds (\$10 vehicle registration fee) and Congestion Relief Plan Program funds.

BACKGROUND

The C/CAG sponsored San Mateo County Smart Corridor project implements Intelligent Transportation System (ITS) equipment, such as an interconnected traffic signal system, close circuit television (CCTV) cameras, trailblazer/arterial dynamic message signs, and vehicle detection system, on predefined designated local streets and state routes to provide local cities and Caltrans day to day traffic management capabilities. These tools will enable Caltrans and the local jurisdictions to address recurrent traffic congestion, as well as provide Caltrans capabilities for managing the system during non-recurring traffic congestion cause by spill-over traffic due to major incidents on the freeway.

The current Smart Corridor project limit, operating since summer 2016, extends from I-380 in San Bruno to the Santa Clara County Line along El Camino Real and major local streets connecting to

US-101. There are more than 238 intersections and 600 devices installed as part of the Smart Corridor, including 270 CCTV cameras, 117 trailblazer/arterial dynamic message signs, and 40 vehicle detection systems. See Attachment 2 for a Smart Corridor map. The segment in the City of South San Francisco is currently under construction and work is expected to complete in 2024. Other jurisdictions in the northern part of the County, including Brisbane, and Daly City, along with the Town of Colma, have completed design with construction expecting to start in 2024.

Smart Corridor ITS Network

Per the Memorandum of Understandings (MOUs) with the Smart Corridor cities, C/CAG is responsible for maintaining the technology equipment and devices deployed as part of the Smart Corridor project located within the cities' right-of-way. The devices include CCTV cameras, trailblazer signs (TBS), and vehicle detection system (VDS). Cities are responsible to maintain Smart Corridor upgraded traffic signal controllers, traffic signals, signals interconnect equipment, and operational software system and communication lines located within the cities' right-of-way. Caltrans is responsible for maintaining Smart Corridor equipment deployed within the State right-of-way.

The Smart Corridor ITS Network includes equipment categorized as follows:

1. ITS Network Monitoring and Maintenance Support
 - San Mateo Hub equipment and controller cabinet, fiber switches, video management system and servers, message sign system and server, network management system and server
2. KITS Signal System Maintenance Support
 - Central System Software, Firmware, Hardware, Field controller elements
3. Infrastructure and Field Devices (System)
 - Fiber and conduit, antennas, CCTV cameras, trailblazer signs (TBS), vehicle detection system (VDS), Arterial Dynamic Message Signs (ADMS) (Caltrans)

Separate agreements for (2) KITS Signal System Maintenance Support and (3) Infrastructure and Field Devices (System) are in place.

Smart Corridor ITS Network Monitoring and Maintenance Support

In accordance with the C/CAG adopted Procurement Policy, a Request for Qualifications (RFP) was released on February 7, 2023, seeking a consultant to provide Smart Corridor ITS Network Monitoring and Maintenance Support. The RFP was distributed to 25 parties and posted on the C/CAG website. Services include providing ongoing monitoring and maintenance support for ITS device and system and network. This also includes gauging the performance of Smart Corridor communications infrastructure, identifying network, system and/or equipment failures, and advising C/CAG staff, participating jurisdictions and the Smart Corridor maintenance contractor on items related to the Smart Corridor system.

C/CAG received one proposal by the February 21, 2023 deadline. A six (6) member evaluation

panel consisting of representatives from Caltrans and C/CAG convened to review the proposal. The proposal was evaluated based on the following criteria: proposed project approach, expertise and experience, past performance, and cost effectiveness. The evaluation panel also conducted an interview with the proposal team.

Based on the evaluation and interview, the panel recommended selecting Iteris, Inc. (“Iteris”) to provide the ITS network monitoring and maintenance support for the Smart Corridor System for the next four years.

Cost Breakdown

The project budget is divided between 1) Project Management, 2) Smart Corridor Network Monitoring, and 3) As-Needed Services.

- 1) Project Management includes a project management and contract administration, project status reporting, and participating in bi-weekly maintenance meetings with C/CAG’s project team. The total cost for this task is \$49,485.00.
- 2) Smart Corridor Network Monitoring is to be performed on an ongoing basis, with the consultant checking and reporting on the health and status of all communication systems, field devices, and transportation management center (TMC) elements. This includes developing a Network Monitoring Plan to document the daily, weekly, and bi-weekly tasks that will be performed. This also includes inventory and database set up to track the status of the assets. Ongoing network monitoring also includes identifying issues, reporting, and responding and repairing failures. The total cost for this task is \$625,551.00.
- 3) The consultant will provide as-needed services to C/CAG, stakeholder agencies, and other C/CAG contractors as directed by C/CAG. Example services are included in the scope of work in the draft agreement. The total cost for this task is \$304,250.00.

Staff recommends that the C/CAG Board of Directors review and approve Resolution 23-50, authorizing the C/CAG Executive Director to execute an agreement with Iteris, Inc. to provide Smart Corridor ITS Network Monitoring and Maintenance Support in an amount not to exceed \$1,000,000 over four years.

ATTACHMENTS

1. Resolution 23-50
2. Map of San Mateo County Smart Corridor System
3. Draft Agreement between C/CAG and Iteris, Inc. (*The document is available for download at the C/CAG website at: <http://ccag.ca.gov/committees/board-of-directors/>*)

RESOLUTION 23-50

**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 WITH ITERIS, INC. TO PROVIDE SMART
CORRIDOR ITS NETWORK MONITORING AND MAINTENANCE SUPPORT IN AN
AMOUNT NOT TO EXCEED \$1,000,000 OVER FOUR YEARS**

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 20 miles along El Camino Real and major local streets connecting to US-101 and enables cities and the California Department of Transportation (Caltrans) to proactively manage daily traffic and non-recurring traffic congestion cause by 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, per Memorandum of Understandings (MOUs) executed between C/CAG, Caltrans, and the cities, C/CAG is responsible for maintaining Smart Corridor specific ITS infrastructure deployed within the cities' right-of-way; and

WHEREAS, in accordance with the C/CAG adopted Procurement Policy, a Request for Qualifications (RFP) was released on February 7, 2023, seeking a consultant to provide Smart Corridor ITS Network Monitoring and Maintenance Support; and

WHEREAS, the evaluation panel consisting of representatives from Caltrans and C/CAG reviewed the proposal and interview responses based on the following criteria: proposed project approach, firm's expertise and experience, firm's past performance, and cost effectiveness; and

WHEREAS, the panel has determined that Iteris, Inc. has the qualifications and experience to perform the work, and C/CAG desires to enter into a 4-year agreement with Iteris, Inc. to provide Smart Corridor ITS Network Monitoring and Maintenance Support in an amount not to exceed \$1,000,000 over four years.

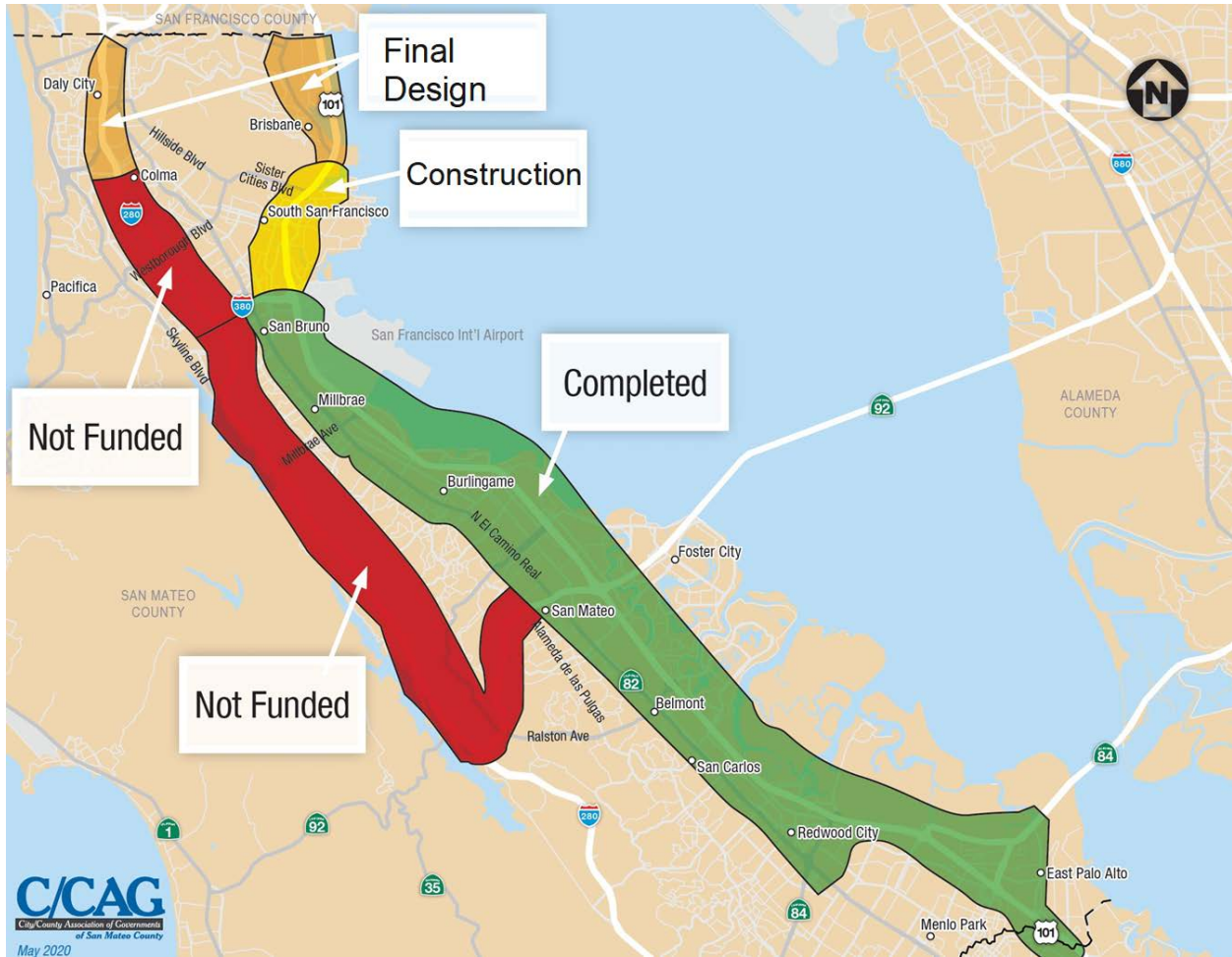
NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Executive Director is authorized to execute the Agreement between C/CAG and Iteris, Inc. for Smart Corridor ITS Network Monitoring and Maintenance Support in an amount not to exceed \$1,000,000 over four years. The annual contract budget will be subject to C/CAG's annual budget approval process. Be it further resolved that the Executive Director is authorized to negotiate the final terms prior to execution by parties, subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED, THIS 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

Attachment 2

Map of San Mateo County Smart Corridor System



C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, C/CAG Executive Director

Subject: Review and approval of Resolution 23-33 authorizing the C/CAG Executive Director to execute funding agreement with the San Mateo County Transit District (SamTrans) for the allocation of Measure M Funds to support the countywide transit operations and senior transportation programs in a total amount of \$2,400,000 for Fiscal Years 2023/24 to 2024/25.

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

RECOMMENDATION

That the Board review and approve Resolution 23-33 authorizing the C/CAG Chair to execute funding agreement with the San Mateo County Transit District (SamTrans) for the allocation of Measure M Funds to support the countywide transit operations and senior transportation programs, in a total amount of \$2,400,000 for Fiscal Years 2023/24 to 2024/25.

FISCAL IMPACT

Staff recommends allocating an annual amount of \$1,200,000 in Measure M funds to SamTrans for its transit operations and senior transportation programs, covering fiscal years 2023/24 to 2024/25. The total amount in the funding agreement is \$2,400,000, covering two fiscal years.

SOURCE OF FUNDS

This project is funded using the \$10 vehicle registration fee collected as part of the Measure M program, specifically from the transit operations/senior mobility category.

BACKGROUND

Approved by the voters of San Mateo County in 2010, C/CAG sponsors and manages Measure M, the annual ten dollars (\$10) vehicle registration fee in San Mateo County for transportation-related congestion and water pollution mitigation programs. It was estimated that Measure M would generate approximately \$6.7 million annually and \$167 million total over the 25-year period between May 2011 and May 2036.

Per the Measure M Expenditure Plan approved by the voters, 50% of the net proceeds will be allocated to cities/County for local streets and roads. The remaining 50% will be used for Countywide transportation programs and water pollution mitigation programs. The Measure M legislation states that a program implementation plan is to be adopted every five years, determining how funding would be allocated to the various programs. In July 2021, the C/CAG Board adopted the current Measure M Strategic and Implementation Plan, covering Fiscal Years 2021/22 to

2025/26. The following countywide programs receives funding allocations: transit operations/senior mobility, technology/Smart Corridor, safe routes to school (SRTS), and stormwater pollution prevention.

RediWheels and Senior Mobility Programs

The RediWheels program is a fixed-route paratransit service for people with disabilities who cannot independently use the regular SamTrans bus service. The RediWheels service is also provided on the bayside of the County, called RediCoast. Prior to the pandemic in FY2019, RediWheels carried almost 309,000 customer trips. Of those, 173,000 trips were made by seniors 65 years or older. Ridership declined during FY 2020 and FY 2021 due to the COVID pandemic and stay at home orders. Ridership increased in FY 2022 but remains below pre-COVID levels. The District staff expects ridership to continue increase over the next three year.

The senior mobility program encourages the use of transit service using mobility ambassadors, provides travel training on buses, and promote safe driving behavior. An expanded program description can be found in Exhibit A of the draft Funding Agreement, included as *Attachment 2*.

Fund Estimates

FY 2021/22- 2025/26 Measure M Strategic and Implementation Plan allocates 18% of the net revenue collected, approximately \$1.2 M annually, to the transit operations/senior transportation programs. Funds for this category are currently used for SamTrans' paratransit (disabled and senior) service, including RediWheels, and senior mobility programs. Because actual Measure M revenues vary year over year, the funding agreement stipulates that any net revenues over the annual estimate of \$1.2 M would be used on a list of approved senior mobility programs.

For FY 2023/24, the RediWheels' forecasted program budget totals to approximately \$19 M, which is comprised of passenger fare revenues, SamTrans sales tax dollars, San Mateo County Transportation Authority's Measure A funding, operating grants, Transportation Development Act funds and Measure M revenues. The \$1.2 M from Measure M represents approximately 6.3% of the total project cost.

Recommendation for FY 2023/24 – FY2024/25

The current funding agreement between C/CAG and SamTrans expires on June 30, 2023. Staff recommends that the C/CAG Board authorizes the Executive Director to execute funding agreement with SamTrans to continue allocating \$1.2 million annually of Measure M Funds for the countywide transit operations and senior mobility programs for next two fiscal years, from FY2023/24 to 2023/24. Similar to previous funding agreements, staff recommends that any additional revenue received above the \$1,200,000 each year and within the 18% net revenue collected, will be applied towards senior mobility programs listed in Exhibit B of the draft Funding Agreement (*Attachment 2*). Additionally, C/CAG and SamTrans agreed to first allocate up to \$10,000 of the additional revenue above the \$1,200,000 in FY2023/24 to be used by C/CAG to update the Community Based Transportation Plan as local match to Caltrans grant.

ATTACHMENTS

1. Resolution 23-33
2. Funding Agreement with SamTrans for Allocation of Measure M Funds for FY 23-25 (*Will be available for review and download at <https://www.ccag.ca.gov/committees/board-of-directors/>*)

RESOLUTION 23-33

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A FUNDING AGREEMENT WITH SAMTRANS FOR THE ALLOCATION OF MEASURE M FUNDS IN A TOTAL AMOUNT OF \$2,400,000 FOR FISCAL YEARS 2023/24 TO 2024/25

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

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

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

WHEREAS, per Resolution 21-53, the 5-Year Measure M Strategic and Implementation Plan (Fiscal Year 2021/22 – 2025/2026) approved by the C/CAG Board in July 2021 stipulates that eighteen percent (18%) of the net revenue collected, approximately \$1,200,000 annually, is allocated to the Countywide transit operations and senior transportation programs (the “Program”); and

WHEREAS, C/CAG desires to allocate \$1,200,000 annually to SamTrans, on a reimbursement basis, for Program implementation; and

WHEREAS, any additional revenue received above the \$1,200,000 each year and within the 18% net revenue collected, up to \$10,000 shall first be available for use by C/CAG to update the Community Based Transportation Plan, and any remainder shall then be available for use by the District for the senior mobility programs as described in Exhibit B of the Funding Agreement; and

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

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the Executive Director is authorized to execute an agreement with SamTrans for FY 2023/24 to 2024/25 for a total amount of \$2,400,000 for transit operations and senior transportation programs, subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED, THIS 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of the Finance Committee's recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of March 31, 2023.

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

RECOMMENDATION

That the C/CAG Board review and approve the Finance Committee's recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of March 31, 2023.

FISCAL IMPACT

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

SOURCE OF FUNDS

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

BACKGROUND

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

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

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

The LAIF Quarter Ending 3/31/23 net interest earning rate is 2.63%
 San Mateo County Pool Quarter Ending 3/31/23 net interest earning rate is 2.42%

The LAIF's average life is 275 days, or 0.75 of a year. San Mateo County Pool's current average maturity of the portfolio is 1.66 years with an average duration of 1.51 years.

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

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

During the quarterly review on December 2, 2020, the Finance Committee reviewed the investment portfolio and noted the increasing gap between the quarterly interest rate and the net of administrative fees of the LAIF and the COPOOL, with LAIF lagging behind the COPOOL. The Finance Committee recommended no change to the investment portfolio, but guided staff to target LAIF investments to 60% allocation and increase COPOOL investments to 40% allocation dependent upon the changes of the interest rate. On December 10, 2020, the C/CAG Board approved of no change to the range of limits to the C/CAG investment portfolio and approved the Finance Committee's recommendation for staff to target LAIF investments to 60% allocation and increase COPOOL investments to 40% allocation dependent upon the changes of the interest rate.

Investment allocation between LAIF and COPOOL:

	C/CAG BOARD APPROVED IN 2013	FINANCE COMMITTEE GUIDANCE ON 12/2/2020
LAIF	50% to 70%	60%
COPOOL	30% to 50%	40%

On May 24 2023, the Finance Committee reviewed the investment portfolio and recommend no change to portfolio, but guided staff to continue monitoring the interest rates.

The investment portfolio as of March 31, 2023 is as follows:

	12/31/2022		3/31/2023	
	Amount	Percent	Amount	Percent
LAIF	\$15,480,103	60.1%	\$15,558,262	60.0%
COPOOL	\$10,288,794	39.9%	\$10,384,089	40.0%
Total	\$25,768,897	100%	\$25,942,351	100%

Staff recommends the C/CAG Board to review and approve the Finance Committee's recommendation of no change to the investment portfolio and accept the Quarterly Investment Reports as of March 31, 2023 (Attachment 1). Attachment 2 is an information only summary report that provides an overview on the market and investment statements.

ATTACHMENT

1. Quarterly Investment Report as of March 31, 2023 from San Carlos Financial Services Manager
2. C/CAG Investment Portfolio Performance and Composition 1Q 2023

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

Board of Directors Agenda Report

To: Sean Charpentier, Executive Director
From: Carrie Tam, Financial Services Manager
Date: March 31, 2023

SUBJECT: Quarterly Investment Report as of March 31, 2023

RECOMMENDATION:

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

ANALYSIS:

The attached investment report indicates that on March 31, 2023, funds in the amount of \$25,942,351 were invested producing a weighted average yield of 2.55%. Of the total investment portfolio, 60.0% of funds were invested in the Local Agency Investment Fund (LAIF) and 40.0% in the San Mateo County Investment Pool (COPOOL). On December 2, 2020, the Finance Committee reviewed the investment portfolio and noted the increasing gap between the quarterly interest rate, net of administrative fees, of LAIF and the COPOOL, with LAIF lagging behind the COPOOL. The Finance Committee recommended no change to the investment portfolio, but guided Staff to target LAIF investments to 60% allocation and increase COPOOL investments to 40% allocation dependent upon the changes of the interest rate. These percentages are within the range specified by the C/CAG Board. The portfolio mix reflects the Board approved percentage invested in the County Investment Pool and LAIF. Accrued interest earnings for this quarter totaled \$169,937.

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

	Qtr Ended 3/31/2023	Qtr Ended 12/31/2022	Increase (Decrease)
Total Portfolio	\$ 25,942,351	\$ 25,768,897	\$ 173,454
Weighted Average Yield	2.55%	1.89%	0.66%
Accrued Interest Earnings	\$ 169,937	\$ 123,453	\$ 46,484

There was an increase of \$0.17 million in the portfolio balance this quarter compared to the previous quarter mainly due to the timing of cash receipts offset by expenses for Measure M, Bay Area Air Quality, Congestion Relief and Management and Smart Corridor. The higher quarterly interest rate resulted in higher interest earnings for this quarter.

Historical cash flow trends are compared to current cash flow requirements on an ongoing basis to ensure that C/CAG's investment portfolio will remain sufficiently liquid to meet all reasonably anticipated operating requirements. As of March 31, 2023, the portfolio contains sufficient liquidity to meet the next six months of expected expenditures by C/CAG. All

investments are in compliance with the Investment Policy. Attachment 2 shows a historical comparison of the portfolio for the past nine quarters.

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

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

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

Attachments

1 – Investment Portfolio Summary for the Quarter March 31, 2023

2 – Historical Summary of Investment Portfolio

CITY & COUNTY ASSOCIATION OF GOVERNMENTS

SUMMARY OF ALL INVESTMENTS

For Quarter Ending March 31, 2023

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

Local Agency Investment Fund (LAIF)	2.63%	15,558,262	60.0%	15,348,386
San Mateo County Investment Pool (COPOOL)	2.42%	10,384,089	40.0%	10,110,053

Agency Securities

none

Total - Investments	2.55%	25,942,351	100%	25,458,439
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GRAND TOTAL OF PORTFOLIO	2.55%	\$ 25,942,351	100%	\$ 25,458,439
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Total Interest Earned This Quarter	169,937
Total Interest Earned (Loss) Fiscal Year-to-Date	381,003

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

LAIF - 50% to 70%

COPOOL - 30% to 50%

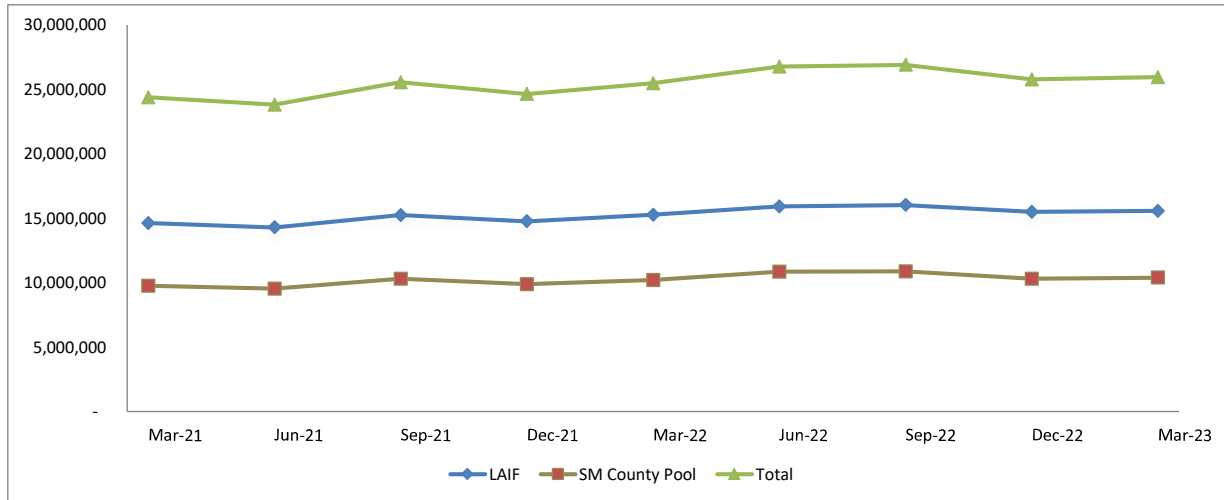
On December 2, 2020, the Finance Committee reviewed the investment portfolio and noted the increasing gap between the quarterly interest rate, net of administrative fees, of LAIF and the COPOOL, with LAIF lagging behind the COPOOL.

The Finance Committee recommended no change to the investment portfolio, but guided Staff to target LAIF investments to 60% allocation and increase COPOOL investments to 40% allocation dependent upon the changes of the interest rate.

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

**Presented net of administrative fees

City and County Association of Governments
Historical Summary of Investment Portfolio
March 31, 2023



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

City/County Association of Governments Investment Portfolio

	Mar-21	Jun-21	Sep-21	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23
LAIF	14,617,426	14,283,843	15,245,744	14,754,699	15,263,178	15,900,010	16,028,660	15,480,103	15,558,262
SM County Pool	9,756,355	9,532,812	10,307,116	9,881,668	10,203,262	10,849,975	10,877,624	10,288,794	10,384,089
Total	24,373,781	23,816,655	25,552,860	24,636,367	25,466,440	26,749,985	26,906,284	25,768,897	25,942,351

C/CAG Investment Portfolio Performance and Composition 1Q 2023
Report Created for Finance Committee Meeting February 15, 2023

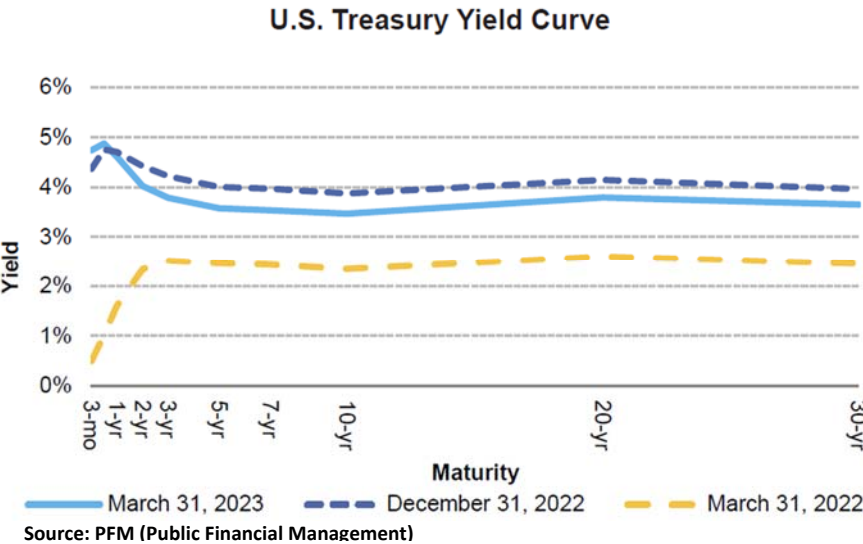
Capital Markets Summary 1Q 2023

The first quarter of 2023 ended with gains in both the equity and fixed-income markets. The S&P 500 increased 7.5% (a 14% recovery from its October lows) and was driven by a few big outperformers including technology and communications sectors. On the underperforming side, energy stocks reversed trend and the financial service sector lagged due to concerns over Silicon Valley Bank and First Republic Bank which roiled the sector. International developed markets rose 9.8% as European equities continued to recover from disruptions caused by the Ukraine conflict. Emerging markets also were on the positive side up over 4% as those economies also continued to stabilize.

US Treasury Yield Curve and US Treasury Yields Over Time

The Fed Funds rate began the year at 4.5% and ended the quarter at 5.0% after two consecutive quarter point raises. The current level is the highest the rates have been since 2007. Chairman Powell expressed his top priority is to stabilize prices and root out persistent inflation. He expressed a willingness to maintain rates firm until this was accomplished. However, this plan was disrupted by banking issues and while the rate briefly was pushed by the market to over 5%, the two-year bond yield has fallen sharply and is now below 4%. This is a signal that the market believes the rate hikes are on pause or even over.

After climbing precipitously, the 2-Year Treasury yield fell creating significant market volatility. As can be seen in the adjacent graph the overall yields the LAIF and the CoPool portfolios are similar and well below the 2-Year benchmark. With the exception of the 3-Month Treasury yield which increased nearly 40 basis points, the entire yield curve fell and remains inverted a sign of a pessimistic economic outlook and can reflect investor sentiments that rates may decline again soon. It is likely short-term rates will remain volatile.



U.S. Treasury Yields

Maturity	Mar '23	Dec '22	Change over Quarter	Mar '22	Change over Year
3-Month	4.75%	4.37%	0.38%	0.50%	4.25%
1-Year	4.62%	4.71%	(0.09%)	1.61%	3.01%
2-Year	4.03%	4.43%	(0.40%)	2.34%	1.69%
5-Year	3.58%	4.01%	(0.43%)	2.46%	1.12%
10-Year	3.47%	3.88%	(0.41%)	2.34%	1.13%
30-Year	3.65%	3.97%	(0.32%)	2.45%	1.20%

Source: Bloomberg.



Portfolio Performance 1Q 2023

The C/CAG investment portfolio returns for the first quarter of 2023 were nearly identical with 2.63% for LAIF and 2.42% for the CoPool Fund. The LAIF portfolio has slightly lower duration of under one year while the CoPool is slightly more diversified and holding a significantly lower percentage of U.S. Treasuries. These effective yields are consistent with the shorter-term securities that are held in these two portfolios. The total C/CAG portfolio asset allocation at the end of the first quarter was 60% to LAIF and 40% to the CoPool Fund, which is within the stated investment policy allocation ranges.

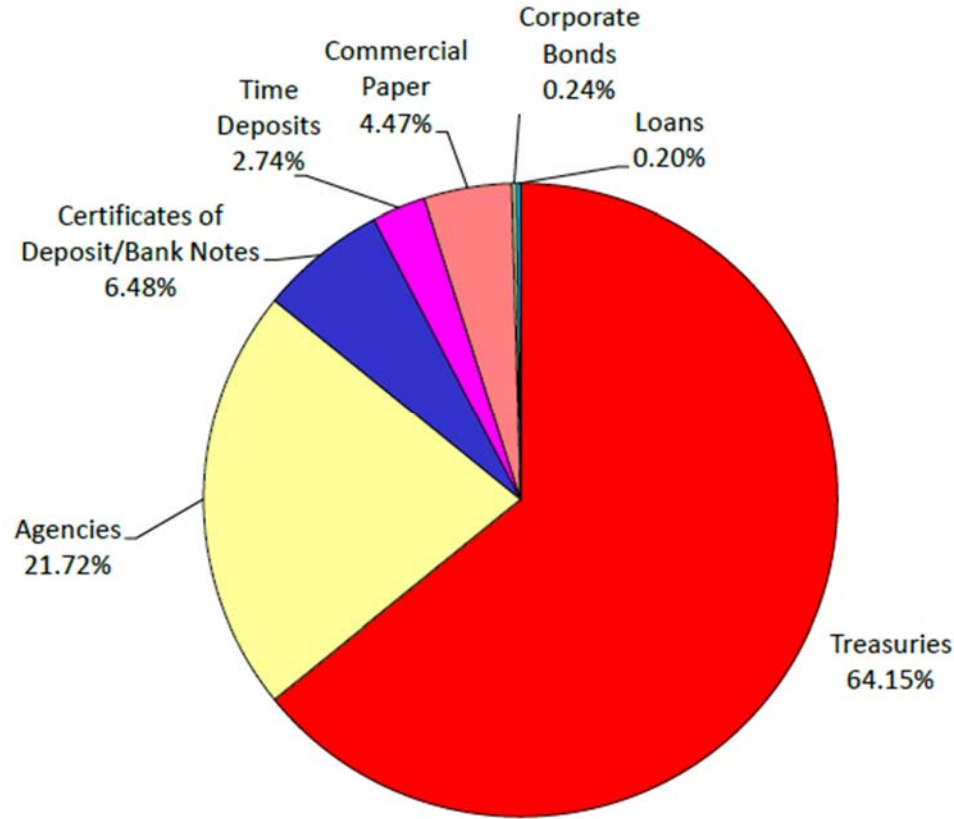
LAIF

PMIA Average Monthly Effective Yields:

January 2023	2.425
February 2023	2.624
March 2023	2.831

PMIA Quarter to Date: 2.63% PMIA Average Life: 275 days or 0.75 years

Portfolio Composition Pie Chart:



Source: PMIA/LAIF Performance Report as of 4/19/2023

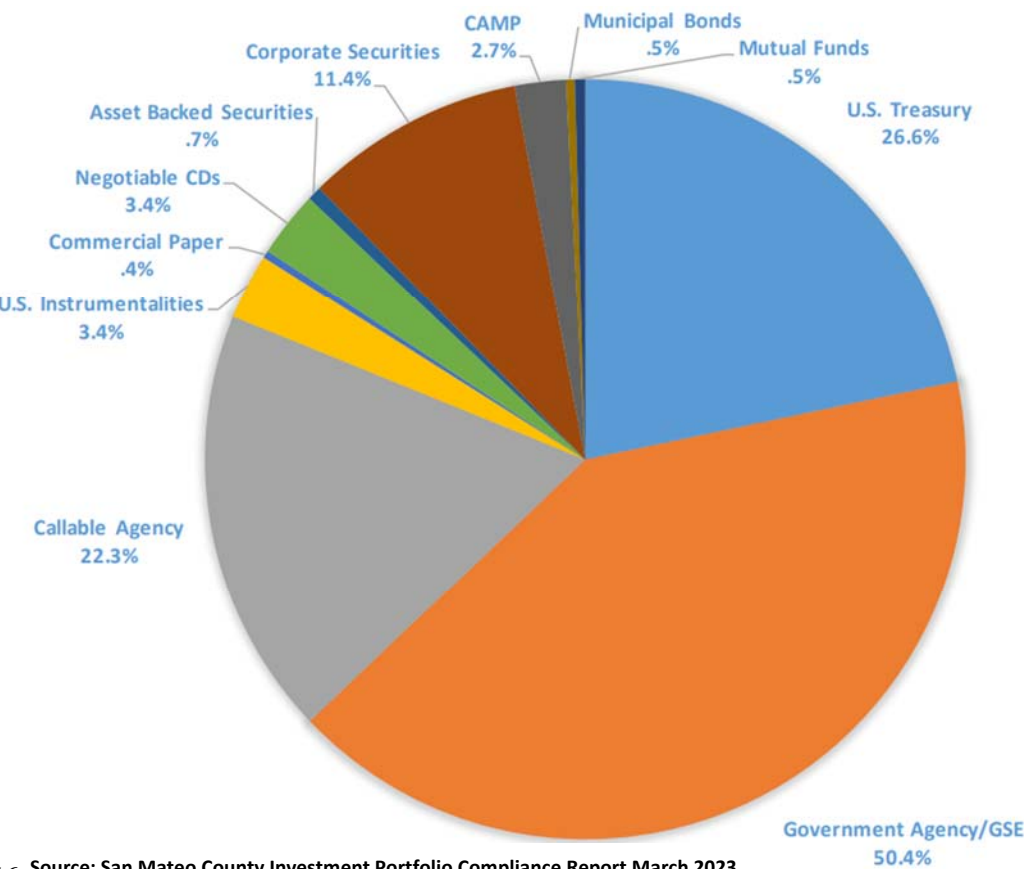
COPOOL

PMIA Average Monthly Effective Yields:

January 2023	2.348
February 2023	2.319
March 2023	2.555

PMIA Quarter to Date: 2.42% PMIA Average Duration: 1.51 years

Portfolio Composition Pie Chart:



Source: San Mateo County Investment Portfolio Compliance Report March 2023

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and accept the Transportation Fund for Clean Air (TFCA) Program Manager Fund Projects Financial Audit for Project Period Ended June 30, 2021

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

RECOMMENDATION

That the C/CAG Board reviews and accepts the Transportation Fund for Clean Air (TFCA) Program Manager Fund Projects Financial Audit for Project Period Ended June 30, 2021.

FISCAL IMPACT

None

SOURCE OF FUNDS

Transportation Fund for Clean Air (TFCA)

BACKGROUND

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

For San Mateo County, C/CAG has been designated as the County Program Manager to receive the funds. C/CAG receives TFCA funds from the Bay Area Air Quality Management District (BAAQMD) annually and distributes these funds to qualifying projects that reduce air pollution, greenhouse gas emissions, and traffic congestion by improving transportation options.

Every two years, BAAQMD conducts a separate independent audit on the TFCA funds. The BAAQMD is responsible for selecting the auditor and determining the audit schedule. The Air District's independent audit firm performed an audit on the TFCA Program Manager Fund Projects ending on June 30, 2021. This audit encompasses projects completed in Fiscal Years 2019/20 and 2020/21. The auditors also reviewed projects from Fiscal Years 2014/15, which the Air District did not audit from previous cycles. The auditors did not find any issues that require correction.

The following table lists C/CAG's TFCA Program Manager Funded projects for the period ended by June 30, 2021:

Project Number	Project Sponsor	Project Name
15SM00	C/CAG	Program Administration
15SM01	Commute.org	Countywide Voluntary Trip Reduction Program
15SM02	SamTrans	BART Shuttle Program
18SM03	SamTrans	Signal Prioritization for Buses on El Camino Real
19SM03	Commute.org	Carpool 2.0 Program
20SM00	C/CAG	Program Administration
20SM01	Commute.org	Countywide Voluntary Trip Reduction Program
20SM02	SamTrans	BART Shuttle Program
21SM00	C/CAG	Program Administration
21SM01	Commute.org	Countywide Voluntary Trip Reduction Program
21SM02	SamTrans	BART Shuttle Program

The auditor found that the Agency's financial statements for the TFCA Program Manager Fund were presented fairly, and that they were prepared in accordance with accounting principles generally accepted in the United States of America.

For San Mateo County, the auditors completed all of the audit procedures and collected sufficient evidence to issue the audit report in October of 2022. However, because the auditors were awaiting for materials from other County Program Managers from other Counties, the auditors did not finalize the TFCA audit until March of 2023.

The C/CAG Finance Committee reviewed, accepted, and recommended Board acceptance of the TFCA Program Manager Fund Projects Financial Audit for Project Period Ended June 30, 2021 at their May 24, 2023 meeting. Staff recommends the Board to review and accept the TFCA Program Manager Fund Projects Financial Audit for Project Period Ended June 30, 2021

ATTACHMENTS

1. Independent Auditor's Reports and Schedule of Expenditures of TFCA Program Manager Fund Projects Period Ended June 30, 2021. (Available online at <https://ccag.ca.gov/wp-content/uploads/2023/05/7-A1-SM-2021-TFCA-Final-Audit-Report.pdf>)

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-51 authorizing the C/CAG Executive Director to execute a Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) Program in an amount up to \$1,020,400.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 23-51 authorizing the C/CAG Executive Director to execute a Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) Program in an amount up to \$1,020,400.

FISCAL IMPACT

Upon execution, this agreement will provide up to \$1,020,400 in new TFCA funding to C/CAG for Fiscal Year 2023/24. The BAAQMD estimated that San Mateo County will receive a total of \$1,370,011 (\$1.02M in new funds and \$0.35M in reprogramming of underbudgeted projects) in TFCA funding for FY 2023/24.

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, as the Program Manager for the TFCA Program in San Mateo County, distributes funds to qualifying projects that reduce air pollution, greenhouse gas emissions, and traffic congestion by improving transportation options. The funding agreement to be executed between C/CAG and the Air District is for the receipt of the FY 2023/24 TFCA County Program Manager funds.

On March 9, 2023, the C/CAG Board adopted Resolution 23-26 approving the FY 2023/24 Expenditure Plan. The following projects are to be funded as part of the FY 2023/24 TFCA Program:

	Estimated FY 2023/24 TFCA Funds
Administration	\$65,364
Commute.org – Countywide Voluntary Trip Reduction	\$600,000
Commute.org – BART Shuttle	\$46,400
C/CAG – Shared Micromobility Pilots	\$300,000
City of Pacifica – Sharp Park Priority Development Area Pedestrian Improvement Project	\$358,247
Total	<hr/> \$1,370,011

Funding agreements with project sponsors: Commute.org and City of Pacifica, are presented to the C/CAG Board for approval under subsequent Agenda Items 4.11.2, 4.11.3 and 4.11.4, respectively. Scope of work and selected consultant(s) for the Shared Micromobility Pilots will be brought back to the C/CAG Board for approval at a later date upon development and review by committees.

ATTACHMENTS

1. Resolution 23-51
2. Draft Funding Agreement between C/CAG and BAAQMD for FY 2023/24 (*Will be available for review and download at <https://www.ccag.ca.gov/committees/board-of-directors/>)*

RESOLUTION 23-51

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 THE PROGRAM MANAGER FUNDING AGREEMENT WITH THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT (BAAQMD) FOR THE FISCAL YEAR 2023/24 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) PROGRAM FOR AN AMOUNT UP TO \$1,020,400

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

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

WHEREAS, the Board of Directors of the City/County Association of Governments at its March 9, 2023 meeting approved the Fiscal Year 2023/24 Expenditure Plan, which detailed projects and programs to be funded through the San Mateo County local share of Transportation Fund for Clean Air (TFCA) revenues; and

WHEREAS, C/CAG will act as the Program Manager for \$1,020,400 of TFCA funding; and

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that on behalf of C/CAG, the Executive Director is authorized to enter into an agreement with the Bay Area Air Quality Management District for the Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) Program for an amount up to \$1,020,400, subject to approval of C/CAG Fiscal Year 2023/24 annual budget, and subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED THIS 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-52 authorizing the C/CAG Executive Director to execute a funding agreement with Commute.org in an amount up to \$600,000 under the Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) Program to provide services related to the Countywide Voluntary Trip Reduction Program

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 23-52 authorizing the C/CAG Executive Director to execute a funding agreement with Commute.org in an amount up to \$600,000 under the Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) Program to provide services related to the Countywide Voluntary Trip Reduction Program.

FISCAL IMPACT

Under the FY 2023/24 TFCA Program, the Bay Area Air Quality Management District allocated C/CAG a total funding of \$1,020,400. Per C/CAG Resolution 23-26, up to \$600,000 is designated for the Commute.org Countywide Voluntary Trip Reduction Program. The total project cost for the Countywide Voluntary Trip Reduction Program is \$1,500,000, with up to \$600,000 coming from the TFCA funding. This allocation is subject to the approval of the FY2023/24 C/CAG budget.

SOURCE OF FUNDS

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

BACKGROUND

On March 9, 2023, per Resolution 23-26, the C/CAG Board approved the Expenditure Plan for projects to be funded as part of the FY 2023/24 TFCA Program. The FY2023/24 Program includes up to \$600,000 for the Countywide Voluntary Trip Reduction Program managed by Peninsula Traffic Congestion Relief Alliance (also known as Commute.org). This Program assists private and public sectors to connect their employees and customers with transportation options that provide alternatives to driving alone. Commute.org provides these transportation demand management (TDM) services in collaboration and partnership with the Bay Area Carpool Program, 511 Contra Costa, San Francisco's Office of the Environment, Solano Napa Commuter Information, MTC and various transportation agencies in the Bay Area. The goal is to encourage use of transportation alternatives, such as carpools, vanpools, telework and transit. Efforts are targeted primarily at commute trips that originate or terminate in San Mateo County. Program components are detailed in Attachment A. Project Information of the draft funding agreement, included as Attachment 2.

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

ATTACHMENTS

1. Resolution 23-52
2. Draft Funding Agreement with Commute.org for the FY 2023/24 TFCA Program (*Will be available for review and download at <https://www.ccag.ca.gov/committees/board-of-directors/>*)

RESOLUTION 23-52

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE A FUNDING AGREEMENT WITH COMMUTE.ORG IN AN AMOUNT UP TO \$600,000 UNDER THE FISCAL YEAR 2023/24 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) PROGRAM TO PROVIDE SERVICES RELATED TO THE COUNTYWIDE VOLUNTARY TRIP REDUCTION PROGRAM

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

WHEREAS, the Board of Directors of the City/County Association of Governments at its March 9, 2023 meeting approved an expenditure plan for certain projects and programs to be funded through San Mateo County's local share of Transportation Fund for Clean Air (TFCA) revenues; and

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Executive Director is authorized to enter into an agreement with Commute.org for up to \$600,000 under the Transportation Fund for Clean Air (TFCA) Program for Fiscal Year 2023/24, subject to approval of C/CAG Fiscal Year 2023/24 Annual Budget, and subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED THIS 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-53 authorizing the C/CAG Executive Director to execute a funding agreement with Commute.org in an amount up to \$46,400 using Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) Program fund for the BART Shuttle Program

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

RECOMMENDATION

That the C/CAG Board reviews and approves Resolution 23-53 authorizing the C/CAG Executive Director to execute a funding agreement with Commute.org in an amount up to \$46,400 using Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) Program fund for the BART Shuttle Program.

FISCAL IMPACT

Under the FY 2023/24 TFCA Program, the Bay Area Air Quality Management District allocated C/CAG a total funding of \$1,020,400. The total cost of the BART Shuttle Program is \$740,890, and the TFCA funding contribution is \$46,400. This allocation is subject to the approval of the FY2023/24 C/CAG agency budget.

SOURCE OF FUNDS

The Bay Area Air Quality Management District (BAAQMD) is authorized under Health and Safety Code Section 44223 and 44225 to levy a fee on motor vehicles. Funds generated by the fee are referred to as the TFCA funds. These funds are used to implement projects 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

On March 9, 2023, the C/CAG Board approved the Expenditure Plan for projects to be funded as part of the FY 2023/24 TFCA Program under Resolution 23-26. The FY2023/24 Program includes up to \$46,400 for the BART Shuttle Program. The Program will support three (3) routes of the Commute.org Shuttle Program, providing peak commute period shuttle bus service from public transit stations to major employment sites in San Mateo County. BART stations served include Balboa Park and South San Francisco. Program components are detailed in Attachment A, Project Information, of the draft Funding Agreement (Attachment 2). Commute.org is the

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

ATTACHMENTS

1. Resolution 23-53
2. Draft Funding Agreement between C/CAG and Commute.org for the FY 2023/24 TFCA Program (*Will be available for review and download at <https://www.ccag.ca.gov/committees/board-of-directors/>*)

RESOLUTION 23-53

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE A FUNDING AGREEMENT WITH COMMUTE.ORG IN AN AMOUNT UP TO \$46,400 USING THE FISCAL YEAR 2023/24 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) PROGRAM FUND FOR THE BART SHUTTLE PROGRAM

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

WHEREAS, the Board of Directors of the City/County Association of Governments at its March 9, 2023 meeting approved an expenditure plan for certain projects and programs for funding through San Mateo County's local share of Transportation Fund for Clean Air (TFCA) revenues; and

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

WHEREAS, the Commute.org is designated to receive TFCA funds for the BART Shuttle Program; and

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Executive Director is authorized to enter into an agreement with Commute.org for up to \$46,400 under the Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) Program, subject to approval of C/CAG Fiscal Year 2023/24 Annual Budget, and subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED THIS 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-54 authorizing the C/CAG Executive Director to execute a funding agreement with City of Pacifica in an amount up to \$358,247 using Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) Program fund for the Sharp Park Priority Development Area Pedestrian Improvement Project.

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

RECOMMENDATION

That the C/CAG Board reviews and approves Resolution 23-54 authorizing the C/CAG Executive Director to execute a funding agreement with City of Pacifica in an amount up to \$358,247 using Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) Program fund for the Sharp Park Priority Development Area Pedestrian Improvement Project.

FISCAL IMPACT

Under the FY 2023/24 TFCA Program, the Bay Area Air Quality Management District allocated C/CAG a total funding of \$1,020,400. The total cost of the Sharp Park Priority Development Area Pedestrian Improvement Project is \$2,360,000, and the TFCA funding contribution is \$358,247. This allocation is subject to the approval of the FY2023/24 C/CAG agency budget.

SOURCE OF FUNDS

The Bay Area Air Quality Management District (BAAQMD) is authorized under Health and Safety Code Section 44223 and 44225 to levy a fee on motor vehicles. Funds generated by the fee are referred to as the TFCA funds. These funds are used to implement projects 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

On March 9, 2023, the C/CAG Board approved the Expenditure Plan for projects to be funded as part of the FY 2023/24 TFCA Program under Resolution 23-26. The FY2023/24 Program includes up to \$358,247 for “Other Projects to be determined”. On April 13, 2023, the C/CAG Board approved the allocation of \$358,247 of Fiscal Year 2023/24 TFCA to the City of Pacifica’s Sharp Park Priority Development Area Pedestrian Improvement Project (Project) under Resolution 23-32. The Project will close sidewalk gaps, improve sidewalk to above ADA

standards, install new ADA compliant driveways and corner curb ramps, install curb and gutter to improve stormwater management, remove and replace failed pavement, slurry seal, and install bicycle and pedestrian striping along Paloma Avenue, Carmel Avenue and Santa Maria Avenue from Francisco Boulevard to Beach Boulevard. The new driveways and sidewalks will provide ADA complaint path of travel in the project area and provide a vital link for pedestrians and bicyclists from the eastern residential neighborhood of Pacifica to the Sharp Park district, Palmetto business area, Pacifica Civic Center, two schools, the Sharp Park Library, and the popular Sharp Park Beach and Pacifica Pier. City of Pacifica is the project sponsor and is responsible to meet the TFCA cost-effectiveness criteria and all funding requirements.

ATTACHMENTS

1. Resolution 23-54
2. Draft Funding Agreement between C/CAG and City of Pacifica for the FY 2023/24 TFCA Program (*Will be available for review and download at <https://www.ccag.ca.gov/committees/board-of-directors/>*)

RESOLUTION 23-54

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE A FUNDING AGREEMENT WITH CITY OF PACIFICA IN AN AMOUNT UP TO \$358,247 USING THE FISCAL YEAR 2023/24 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) PROGRAM FUND FOR THE SHARP PARK PRIORITY DEVELOPMENT AREA PEDESTRAIN IMPROVEMENT PROJECT

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 March 9, 2023 meeting approved an expenditure plan for certain projects and programs for funding through San Mateo County's local share of Transportation Fund for Clean Air (TFCA) revenues, including "other projects to be determined"; and

WHEREAS, the Board of Directors of the City/County Association of Governments at its April 13, 2023 allocated \$358,247 of Fiscal Year 2023/24 TFCA for the City of Pacifica's Sharp Park Priority Development Area Pedestrian Improvement Project; and

WHEREAS, City of Pacifica is recommended to receive up to \$358,247 of TFCA Funds for the Sharp Park Priority Development Area Pedestrian Improvement Project; and

WHEREAS, the Board of Directors approved the project scopes and specific recommended grant amounts for the aforementioned project; and

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Executive Director is authorized to enter into an agreement with City of Pacifica for up to \$358,247 under the Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) Program, subject to approval of C/CAG Fiscal Year 2023/24 Annual Budget, and subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED THIS 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-55 authorizing the C/CAG Executive Director to execute an agreement with the Commute.org in the amount of \$510,000 in Congestion Relief Plan (CRP) Funds to provide services related to the FY 2023/24 Countywide Voluntary Trip Reduction Program.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 23-55 authorizing the C/CAG Executive Director to execute an agreement with Commute.org in an amount of \$510,000 in Congestion Relief Plan (CRP) Funds to provide services related to the FY 2023/24 Countywide Voluntary Trip Reduction Program.

FISCAL IMPACT

Staff recommends providing an amount not to exceed \$510,000 in Congestion Relief Plan (CRP) Funds to Commute.org for the implementation of FY 2023/24 Countywide Voluntary Trip Reduction Program. This item is subject to the approval of the reauthorization of Congestion Relief Plan and the FY2023/24 Agency budget.

SOURCE OF FUNDS

Program funding comes from the C/CAG Congestion Relief Plan (CRP).

BACKGROUND

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

Staff recommends approving Resolution 23-55, authorizing the C/CAG Chair to execute an agreement with Commute.org in the amount of \$510,000 in Congestion Relief Plan (CRP) Funds to provide services related to the FY 2023/24 Countywide Voluntary Trip Reduction Program.

ATTACHMENTS

1. Resolution 23-55
2. Funding Agreement with Commute.org for the Countywide Voluntary Trip Reduction Program and Scope of Work (Available for review and download at <https://www.ccag.ca.gov/committees/board-of-directors/>)

RESOLUTION 23-55

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 COMMUTE.ORG IN THE AMOUNT OF \$510,000 IN CONGESTION RELIEF PLAN (CRP) FUNDS TO PROVIDE SERVICES RELATED TO THE COUNTYWIDE VOLUNTARY TRIP REDUCTION PROGRAM FOR FISCAL YEAR 2023/24

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

WHEREAS, C/CAG will approve on June 8, 2023 to provide funds for the Countywide Transportation Demand Management (TDM) program under the Congestion Relief Plan (July 1, 2023 to June 30, 2027), and

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

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

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County, on behalf of C/CAG, the Executive Director is authorized to enter into a funding agreement with Commute.org in an amount up to \$510,000 in Congestion Relief Plan (CRP) Funds to provide services related to the Countywide Voluntary Trip Reduction Program for Fiscal Year 2023/24. Be it further resolved that it is subject to approval of C/CAG Fiscal Year 2023/24 Annual Budget and legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED THIS 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, C/CAG Executive Director

Subject: Review and approval of Resolution 23-56, authorizing the C/CAG Executive Director to execute a two-year agreement with Gray Bowen Scott for on-call consultant services for Federal and State funded project coordination and grant administration, and further authorizing the C/CAG Executive Director to negotiate and issue task orders under said agreement in an amount not to exceed \$300,000 for Fiscal Years 2023-24 and 2024-25

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 23-56, authorizing the C/CAG Executive Director to execute a two-year agreement with Gray Bowen Scott for on-call consultant services for Federal and State funded project coordination and grant administration, and further authorizing the C/CAG Executive Director to negotiate and issue task orders under said agreement in an amount not to exceed \$300,000 for Fiscal Years 2023-24 and 2024-25.

FISCAL IMPACT

Execution of this agreement will authorize the expenditure of up to \$300,000 over a two-year term. Actual expenditures will be determined based on specific tasks orders to be approved by the Executive Director. Authorization to proceed will be issued to consultants only after approval to execute a specific task order has been given.

SOURCE OF FUNDS

Funding will come from C/CAGs allocated share of the Metropolitan Transportation Commission (MTC) planning and programming funds.

BACKGROUND

C/CAG, acting as the County Transportation Agency (CTA) for San Mateo County is the MTC delegated agency responsible for the planning, project selection, programming, and monitoring of certain County's share of federal and state transportation funding.

CTAs are the delegated program administration of programming policies adopted by MTC for both Federal and State funding. CTAs are involved with ensuring that outreach requirements are met, that project sponsors meet minimum eligibility requirement, and that proposed projects are consistent with federal, state, and regional program requirements.

C/CAG is responsible for planning and programming the overall delivery of this county's federal transportation funds as well as monitoring of Caltrans administered programs (highway bridge program and local safety program). C/CAG staff must take corrective action when projects are at risk of not delivering within the regional and state deadlines. C/CAG staff also monitors the invoicing activity of project sponsors to ensure that transportation funds are not rescinded due to inactivity.

C/CAG is also responsible for programming and facilitating the delivery of projects associated with the State Transportation Improvement Program (STIP). This involves working with Caltrans and stakeholders on developing and delivering major state highway improvement projects. The purpose of retaining an on-call consultant is to assist staff with the performance of CTA delegated responsibilities.

On January 13, 2023, C/CAG posted a solicitation for qualifications and proposals for On-Call Federal Aid and State Funded Project Coordination Services and Grant Administration via a mini-RFP amongst the C/CAG Transportation Planning and Program Support Bench of on-call consultants. The solicitation process for the bench included state and federal provisions. A panel consisting of project delivery staff from the Cities of Belmont, Daly City, and Half Moon Bay served as the selection panel. Proposals were due on February 2, 2023. Only one proposal was received from Gray Bowen and Scott. Staff discussed with the panel an option of re-posting the solicitation to try to garner more interest however, due to the highly specialized firm qualification requirements, it was concluded that probability of increasing consultant interest was very low.

The general work scope identified under the contract will be detailed on a task order basis, under the approval of the Executive Director. Specific work scope and payments shall be negotiated and approved before execution of a task order and before expenditures take place.

Currently, C/CAG staff meets on a weekly basis with Gray Bowen Scott to review the project delivery status of more than 50 state/federal-aid projects in the county totaling approximately \$150 million to ensure that the projects are meeting their timelines per MTC Resolution 3606. If there are issues, C/CAG and the consultant work with the project sponsors (typically the cities and the County) and partner agencies (MTC, Caltrans, California Transportation Commission) to resolve the issue. Through this proactive effort, San Mateo County often receives compliments on its ability of its project sponsors to meet funding requirements and deliver projects in a timely manner. Attachment 2 provides a summary of the current projects that are being monitored by Gray Bowen Scott.

Staff requests C/CAG Board's approval to authorize the C/CAG Executive Director to execute an agreement with Gray Bowen Scott for on-call consultant services for Federal and State funded project coordination and grant administration, and further authorizing the C/CAG Executive Director to negotiate and issue task orders under said agreement in an amount not to exceed \$300,000 for Fiscal years 2023-24 and 2024-25.

ATTACHMENTS

1. Resolution 23-56
2. Project Delivery Monitoring List
3. Draft agreement is available online at: <https://ccag.ca.gov/committees/board-of-directors-2/>

RESOLUTION 23-56

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 TWO-YEAR AGREEMENT WITH GRAY BOWEN SCOTT FOR ON-CALL CONSULTANT SERVICES FOR FEDERAL AND STATE FUNDED PROJECT COORDINATION AND GRANT ADMINISTRATION, AND FURTHER AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO NEGOTIATE AND ISSUE TASK ORDERS UNDER SAID CONTRACTS IN AN AMOUNT NOT TO EXCEED \$300,000 FOR FISCAL YEARS 2023-24 AND 2024-25

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

WHEREAS, C/CAG is a joint powers agency designated by the Metropolitan Transportation Commission (MTC) as the County Transportation Agency (CTA) for San Mateo County, and

WHEREAS, C/CAG, acting as the CTA is responsible for project selection, programming, and overall program delivery of federal aid and state transportation funds received by the County, and

WHEREAS, C/CAG has determined that on call consultant services are needed to assist staff with the performance of CTA delegated responsibilities, and

WHEREAS, C/CAG has determined that Gray Bowen Scott has the requisite qualifications to perform this work, and

WHEREAS, C/CAG staff will negotiate and execute individual task orders for specific services on an as-needed basis.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County authorize the C/CAG Chair to execute a two-year agreement with Gray Bowen Scott for on-call consultant services for Federal and State funded project coordination and grant administration in an amount not to exceed \$300,000 for a two (2) year term, and further authorizes the C/CAG Executive Director to negotiate and issue task orders under said agreement. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final terms of said agreement prior to its execution by the C/CAG Chair, subject to approval by the C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

Project Delivery Monitoring List

ID#	Project Sponsor	Project Name	Funding Received	Funding Program
1	San Bruno	Huntington Transit Corridor Bike/Ped Improvements	\$122,000	STP/CMAQ
2	Brisbane	Crocker Trail Commuter Connectivity Upgrades	\$885,000	
3	Half Moon Bay	Poplar Street Complete Streets Project	\$1,202,000	
4	Portola Valley	Portola Valley Street Preservation	\$201,000	
5	San Bruno	Huntington Transit Corridor Bike/Ped Improvements	\$792,000	
6	Daly City	Southgate Ave and School St Safety Improvements	\$450,000	
7	Millbrae	Park Blvd & San Anselmo Ave. Traffic Calming	\$347,000	
8	Millbrae	Millbrae Transit Center MicroMobility Hub Pilot	\$345,150	
9	Burlingame	Burlingame Square Mobility Hub	\$500,000	
10	SMCCAG	San Mateo County SR2S Program	\$2,120,000	
11	San Mateo County	Bay Road Complete Street Rehabilitation	\$3,807,000	
12	South San Francisco	School St/Spruce Ave and Hillside Blvd Safety and Access Imps	\$3,128,000	
13	Redwood City	Roosevelt Avenue Traffic Calming	\$3,400,000	
14	SMCTA	19th Ave/Fashion Island Blvd Complete Street Class IV	\$3,375,000	
15	Colma	El Camino Real Complete Street, Mission Rd to SSF	\$4,640,000	
16	Menlo Park	Middle Ave Caltrain Ped. and Bicycle Undercrossing	\$5,000,000	
17	Burlingame	Rollins Road Bicycle and Ped Improvement	\$3,100,000	
18	SMCCAG	Planning Activities	\$2,300,000	
19	Pacifica	PDA Sharp Park Project	\$1,000,000	
20	SMCOE	San Mateo County SRTS for Health and Wellness	\$900,000	ATP
21	South San Francisco	Linden/Spruce Avenues Traffic Calming Improvements	\$868,000	
22	Daly City	Central Corridor Bike/Ped Safety improvements	\$2,019,000	
23	City of San Mateo	Delaware Street Safe Routes to School Corridor	\$1,661,000	
24	San Mateo County	Santa Cruz Avenue/Alameda de las Pulgas Complete Street Project	\$5,435,000	
25	CCAG	Countywide ITS improvements	\$5,882,000	STIP
26	South San Francisco	El Camino Real GBI	\$1,991,000	
27	CCAG	ITS Improvements in Daly City, Brisbane & Colma	\$9,912,000	
28	Redwood City	Rt 101/Woodside Rd Interchange Imp.	\$8,000,000	
29	South San Francisco	Rt 101/Produce Ave Interchange Reconstruction	\$5,000,000	
30	CCAG	Rt 101 Interchange Imp. (92 @ 101)	\$7,313,000	
31	CCAG	Managed Lanes, Rt 380 to SF County line	\$7,177,000	
32	CCAG	PPM (PPNO 2140A)	\$1,582,000	

33	South San Francisco	Intersection of Spruce Avenue at Commercial Ave	\$444,000	HSIP
34	Brisbane	Guadalupe Canyon Pkwy between Bayshore Blvd and western city limit.	\$108,270	
35	South San Francisco	Three (3) non-signalized intersections: W. Orange Ave at N. Canal St	\$204,800	
36	Daly City	John Daly Boulevard and Skyline Boulevard Intersection Safety Improvements	\$48,600	
37	Daly City	John Daly Boulevard and Skyline Boulevard Intersection Safety Improvements	\$293,580	
38	East Palo Alto	University Avenue Intersection Safety Enhancements	\$152,440	
39	East Palo Alto	University Avenue Intersection Safety Enhancements	\$1,081,560	
40	Pacifica	North Pacifica Pedestrian Improvements Project	\$249,200	
41	San Mateo County	San Mateo County Safe Routes to Schools Pedestrian Crossing Safety Enhancement Project	\$37,000	
42	San Mateo County	San Mateo County Safe Routes to Schools Pedestrian Crossing Safety Enhancement Project	\$209,500	
43	South San Francisco	Pedestrian Safety Improvement Project	\$249,800	
44	South San Francisco	South San Francisco Traffic Signal Safety Improvements	\$1,527,120	
45	San Mateo County	Bridge No. 35C0043, Skyline Blvd., Over Crystal Springs Dam REPLACEMENT BRIDGE	\$13,114,104	
46	South San Francisco	Bridge No. 35C0044, S Airport Blvd over San Bruno Canal, North of North Access Rd REPLACEMENT	\$6,333,215	
47	San Mateo County	Bridge No. PM00041 Various Locations PREVENTATIVE MAINTENANCE	\$1,119,408	
48	Woodside	Bridge No. 35C0190, Old La Honda Road over Drainage Swale, 0.1 mi W of Portola Rd REPLACE	\$1,105,474	
49	Half Moon Bay	Bridge No. 35C0025, Main St over Pilarcitos Creek, 0.25 mi S/O SH 92 REHABILITATION	\$7,548,581	
50	Redwood City	Bridge No. 35C0074L, Bridge Dr Parkway over Marine World Lagoon, East of Marine World Pkwy PREVENTATIVE MAINTENANCE	\$542,689	
51	Redwood City	Bridge No. 35C0074R, Bridge Dr Parkway over Marine World Lagoon, East of Marine World Pkwy PREVENTATIVE MAINTENANCE	\$542,689	

52	Redwood City	Bridge No. PM00082 Various Locations PREVENTATIVE MAINTENANCE	\$92,956	HBP
53	San Mateo	Bridge No. 35C0077, Bermuda Dr, over Fiesta Channel, south of Fiesta Drive REPLACE	\$4,340,218	
54	San Mateo County	Bridge No. PM00067 Various Locations PREVENTATIVE MAINTENANCE	\$451,503	
55	San Mateo County	Bridge No. 35C0041, Cloverdale Rd over Butano Creek, North Butano Park Road PREVENTATIVE MAINTENANCE	\$2,925,515	
56	South San Francisco	Bridge No. PM00153 Various Locations PREVENTATIVE MAINTENANCE	\$459,028	
57	Woodside	Bridge No. 35C0055, Portola Rd over Alembique Cr, 0.25 mi E of SH 84 REPLACE	\$1,925,648	
58	Woodside	Bridge No. 35C0123, Kings Mountain Rd over West Union Creek, 0.05 mi E Tripp Rd REHABILITATION	\$1,054,729	
59	Woodside	Bridge No. 35C0122, Mountain Home Rd over Bear Creek, 0.3 mi S of SH 84 REHABILITATION	\$910,471	
60	Department of Parks and Recreation	Bridge No. PM00190 Various Locations PREVENTATIVE MAINTENANCE	\$820,592	
61	South San	Bridge No. 35C0148L, Grand Avenue WB over	\$4,364,529	
62	South San Francisco	Bridge No. 35C0148R, Grand Avenue WB over Caltrain UPRR Industrial, 0.1 mi E of US 101 REHABILITATION	\$3,833,349	
\$150,544,718				

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-57, authorizing the C/CAG Executive Director to execute a funding agreement with the City of Brisbane to purchase fiber conduit and install fiber for the Smart Corridor project in an amount not to exceed \$831,924, establish a contingency in the amount of \$83,200 (10% of contract) for a total project budget of \$915,124, and execute future amendments in an amount not-to-exceed the appropriated contingency.

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

RECOMMENDATION

Review and approval of Resolution 23-57, authorizing the C/CAG Executive Director to execute a funding agreement with the City of Brisbane to purchase fiber conduit and install fiber for the Smart Corridor project in an amount not to exceed \$831,924, establish a contingency in the amount of \$83,200 (10% of contract) for a total project budget of \$915,124, and execute future contract amendments in an amount not-to-exceed the appropriated contingency.

FISCAL IMPACT

The funding agreement amount is \$831,924. To streamline administrative process and further improve efficiencies, staff seeks authorization from the Board to establish a 10% contingency in the amount of \$83,200 to be authorized and executed by the C/CAG Executive Director in future contract amendments, if necessary. A total budget of \$915,924 can be available for the project.

SOURCE OF FUNDS

Funding for this agreement will come from the Smart Corridor program, which is infused with local Measure M funds (the \$10 vehicle registration fee) and Congestion Relief Program funds.

BACKGROUND

The San Mateo County Smart Corridor project has been a longstanding Agency priority. It is designed to improve mobility of local arterial streets by installing Intelligent Transportation System (ITS) equipment, such as an interconnected traffic signal system, close circuit television (CCTV) cameras, dynamic message signs, and vehicle detection system, on predefined designated local streets and state routes. The ITS infrastructure provides local cities and Caltrans with day-to-day traffic management capabilities to address recurring and non-recurring traffic congestion. The segments between City of San Bruno at the northern limits to the Santa Clara County line in the City of East Palo Alto has been completed. The South San Francisco expansion is in construction and is expected to be complete in 2024.

Continuing with the vision to build the Smart Corridor from the Santa Clara County line to the San Francisco County line, the Northern Cities segment⁷⁹ is the next segment of the project. The project is a

ITEM 4.14

joint effort by the cities of Daly City and Brisbane, the Town of Colma, C/CAG, and the California Department of Transportation. The project corridors include Junipero Serra Blvd, Southgate Ave., Serramonte Blvd., Bayshore Blvd., and Tunnel Ave. A map of the Northern Cities project corridors is included as Attachment 2 to the staff report.

In order for the Smart Corridor devices to communicate with the Transportation Management Center, fiber optic communication infrastructure plays a critical role. The fiber communications network enables the sharing of data, supports coordinated and interoperable transportation systems across multiple jurisdictions, and facilitates technology-based transportation management strategies. Typically, Smart Corridor construction includes the installation of underground conduits for fiber optic cables, either by trenching the surface street or by direct underground boring.

Intermountain Infrastructure Group, LLC (IIG) has applied to the City of Brisbane for permits to excavate and install privately-owned conduits in various locations in the Right of Way (ROW) throughout the City. Portions of the routes in the IIG installation proposal overlap with the Smart Corridor alignment. As Smart Corridor project sponsor, C/CAG will fund the purchase of the conduits for the portion of the ROW covered in IIG's proposal that aligns with the Smart Corridor, as well as the cost of installing 288 strands of backbone fiber in the Smart Corridor conduits. Due to conduit and fiber shipment delays as seen in the South San Francisco segment of the Smart Corridor project, C/CAG and the City believe that proceeding with the purchase at this time will allow the project to maintain schedule and reduce some of the risks associated with supply chain challenges. Further, this purchase would result in significant construction cost savings.

Because the conduits will be in the City's ROW, the City will manage the procurement and installation of the conduit and fiber. C/CAG will reimburse the City's costs related to the conduit and fiber installation up to \$831,924. It is expected that the City will own and maintain the conduit, as well as sharing the 288 strands of fiber with C/CAG. Staff will bring a separate Ownership, Operations and Maintenance Agreement, along with a fiber sharing agreement with the City to the C/CAG Board for approval at a future meeting. C/CAG and the City of Brisbane anticipate that IIG will start the conduit construction in summer of 2023.

Staff recommends that the C/CAG Board approves and authorizes the C/CAG Executive Director to execute a funding agreement with the City of Brisbane to purchase fiber conduit and install fiber for the Smart Corridor project in an amount not to exceed \$831,924. Additionally, to streamline administrative process and further improve efficiencies, staff requests that the Board establishes a 10% contingency in the amount of \$83,200 to be authorized and executed by the C/CAG Executive Director in future amendments, if deemed necessary.

ATTACHMENTS

1. Resolution 23-57
2. Map of Northern Cities project corridors
3. Draft Funding Agreement (*The document is available download at the C/CAG website at: www.ccag.ca.gov/ccag.html*)

RESOLUTION 23-57

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 FUNDING AGREEMENT WITH THE CITY OF BRISBANE TO PURCHASE FIBER CONDUIT AND INSTALL FIBER FOR THE SMART CORRIDOR PROJECT IN AN AMOUNT NOT TO EXCEED \$831,924, ESTABLISH A CONTINGENCY IN THE AMOUNT OF \$83,200 (10% OF CONTRACT) FOR A TOTAL BUDGET OF \$915,124, AND EXECUTE FUTURE AMENDMENTS IN AN AMOUNT NOT-TO EXCEED THE APPROPRIATED CONTINGENCY.

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 20 miles along El Camino Real and major local streets connecting to US-101 and enables cities and the California Department of Transportation (Caltrans) to proactively manage daily traffic and non-recurring traffic congestion cause by diverted traffic due to major incidents on the freeway; and

WHEREAS, C/CAG, City of Brisbane, and Caltrans desire to extend the Smart Corridor into the City of Brisbane, which includes the installation of fiber optic communication network as well as deployment of an interconnected traffic signal system, close circuit video cameras, trailblazer/arterial dynamic message signs, and vehicle detection systems; and

WHEREAS, partnering with the City to purchase conduit and install fiber would significantly reduce the future construction costs and maintain project schedule; and

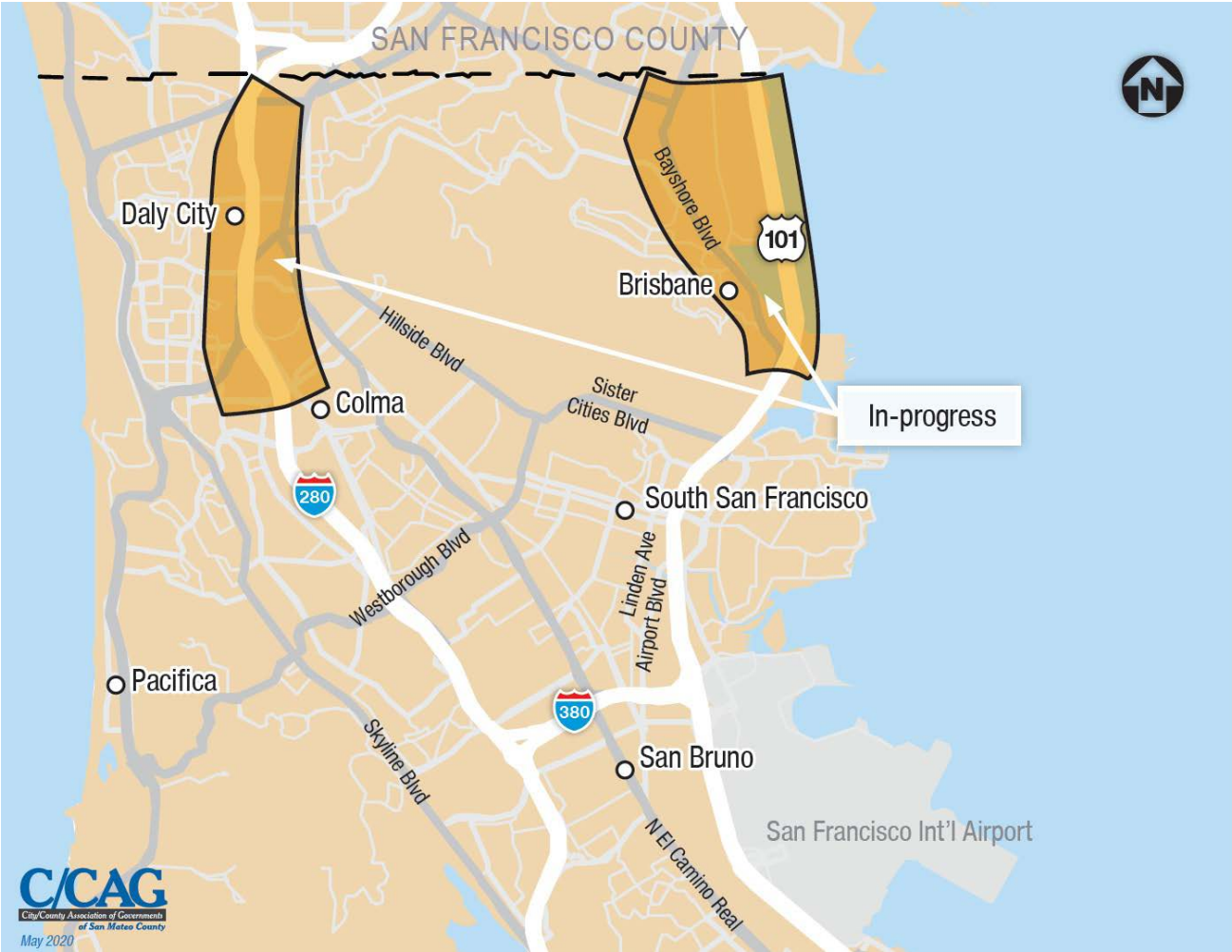
WHEREAS, C/CAG and the City of Brisbane desire to enter into a funding agreement for the purchase of Smart Corridor fiber conduit in an amount not to exceed \$831,924.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Executive Director is authorized to execute a funding agreement with the City of Brisbane to purchase fiber conduit and install fiber for the Smart Corridor Project in an amount not to exceed \$831,924, and establish a contingency in the amount of \$83,200 (10% of contract) for a total project budget of \$915,124. Be it further resolved that the Executive Director is authorized to negotiate the final terms prior to execution by parties, and execute future contract amendments in an amount not-to-exceed the appropriated contingency, subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED, THIS 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

Northern Cities Project Limits



C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-58 authorizing the C/CAG Chair to execute Amendment No. 10 to the agreement with the Bay Area Water Supply and Conservation Agency for the Rain Barrel and Rain Garden Rebate Program, extending term to June 30, 2024 to provide rebates during Fiscal Year 2023-24 for no additional cost and a total Agreement amount not to exceed \$155,000.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 23-58 authorizing the C/CAG Chair to execute Amendment No. 10 to the agreement with the Bay Area Water Supply and Conservation Agency for the Rain Barrel and Rain Garden Rebate Program, extending term to June 30, 2024 to provide rebates during Fiscal Year 2023-24 for no additional cost and a total Agreement amount not to exceed \$155,000.

FISCAL IMPACT

No cost time extension.

SOURCE OF FUNDS

N/A.

BACKGROUND

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

C/CAG provided \$25,000 annually to BAWSCA for the first three fiscal years since the pilot program began, for a total of \$75,000. Due to lower rebate numbers starting in Fiscal Year 2016-17 coinciding with the end of the multi-year drought, C/CAG and BAWSCA continued to implement the program through Fiscal Year 2020-21 without C/CAG adding any additional funds to the agreement.

Pursuant to Resolution 20-27 C/CAG and BAWSCA revised the program terms to pilot additional

rebate amounts and categories for larger rain barrels and cisterns and an incentive on rain garden installations as part of BAWSCA's Lawn Be Gone! turf replacement rebate program. The intention of expanding the rebate program was to further incentivize additional green stormwater management practices for residential and commercial properties to support C/CAG's Countywide Stormwater Program's (the Program) public education and green infrastructure implementation goals, and to create additional flexibility in the rebate process, which was updated in 2020 with BAWSCA's new online rebate platform. The following rebate amounts were adopted as part of this program expansion:

- Small rain barrels between 50-99 gallons – up to \$100 rebate (\$50 from participating agencies, \$50 from C/CAG)
- Large rain barrels or daisy-chained barrels between 100-199 gallons – up to \$150 rebate (\$50 from participating agencies, \$100 from C/CAG)
- Cisterns larger than 200 gallons – up to \$200 rebate (\$50 from participating agencies, \$150 from C/CAG)
- Rain gardens as part of a turf/lawn replacement rebate application – up to \$300 additional incentive for installing a rain garden while replacing a lawn with drought tolerant plants under BAWSCA's existing Lawn-be-Gone! turf replacement rebate program.

Based on the current program structure, C/CAG provides the above specified rebate amounts for installed barrels/cisterns or rain gardens, with a maximum of two barrels/cisterns and one rain garden per residential property and four rainwater harvesting system or rain garden rebates for commercial, industrial, or institutional properties. As detailed above, in areas of the county where BAWSCA member agencies or other non-member agencies elect to participate in the program, rebates are matched by the local agencies with an additional \$50 on each tier of the rain barrel/cistern rebates. The following San Mateo County agencies currently participate in the pilot program with matching funds:

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

The rain barrel rebate program launched in October of 2014, and to date, approximately 2,500 barrels have been installed within the County under the rebate program. Since the expansion of the program in 2020 to include larger incentives for larger rainwater harvesting systems and coinciding with drier conditions, there has been an uptick in rain barrel rebate participation.

In Fiscal Year 2021-22, C/CAG staff developed a plan through its outreach program, Flows To Bay, to partner with a rain barrel company (RainWater Solutions) who specializes in partnering with municipal rain barrel rebate programs to offer bulk-order pre-purchased barrels at a discounted rate to support of broader program implementation. To support increased participation and distribution of rebates through additional bulk-order distribution events, the C/CAG Board approved Resolutions 21-39 and 22-03, authorizing an additional \$10,000 and \$25,000,

respectively, to fund rebates through Fiscal Year 2021-22, for a new total Agreement amount not to exceed \$110,000.

At the outset of Fiscal Year 2022-23, the Countywide Program recommended adding additional funds to support three bulk-order distribution events in partnership with RainWater Solutions and C/CAG member agencies. At its June 2022 meeting, the C/CAG Board approved Resolution 22-40 authorizing the C/CAG Chair to execute Amendment No. 8 to the funding agreement with BAWSCA, extending the term through June 30, 2023, adding an amount not to exceed \$25,000 for Fiscal Year 2022-23 for a new total amount not to exceed \$135,000. During outreach with C/CAG's member agencies on the opportunity to partner on the bulk-order rebate campaign in Fiscal Year 2022-23, C/CAG staff heard significant interest from several municipalities. Rather than limiting the rebate dollars to fewer bulk-order events this year, C/CAG staff recommend increasing the program funding to support four bulk-order distribution events and associated potential rebates requested by residents through the program. The C/CAG Board approved Resolution 22-99 authorizing the C/CAG Chair to execute Amendment No. 9 to the Agreement with the BAWSCA, adding an amount not to exceed \$20,000 for the Fiscal Year 2022-23 for a new total amount not to exceed \$155,000.

Program expenditures to date are detailed in the following table (note, expenditures include payment of rebates and program administration costs):

Fiscal Year	Expendit
2014-15	\$21,700
2015-16	\$17,444
2016-17	\$3,450
2017-18	\$8,089
2018-19	\$3,120
2019-20	\$1,318
2020-21	\$7,028
2021-22	\$25,664
2022-23 (estimate)	\$25,000

Staff estimate there will be approximately \$42,000 in unspent rebate funds at the end of the current Fiscal Year. BAWSCA and C/CAG wish to continue the rebate and incentive program partnership and recommend maintaining the current funding level based on the current level of interest in the program, average annual disbursements of rebate funds, and plans for a single large-scale bulk-order distribution event in Fiscal Year 2023-24. Funds will be expended only for rebate applications received and approved, so unused funds will remain in C/CAG's stormwater program budget.

Staff recommend the C/CAG Board review and approve Resolution 23-58 authorizing the C/CAG Chair to execute Amendment No. 10 to the Agreement with the Bay Area Water Supply and Conservation Agency for the Rain Barrel and Rain Garden Rebate Program, extending term to June 30, 2024 to provide rebates during Fiscal Year 2023-24 for no additional cost and a total Agreement amount not to exceed \$155,000.

ATTACHMENTS

1. Resolution 23-58
2. Amendment No. 10 to the Agreement with the Bay Area Water Supply and Conservation Agency

3. Existing Agreement with the Bay Area Water Supply and Conservation Agency (due to file size provided as additional materials on C/CAG's website - <https://ccag.ca.gov/committees/board-of-directors-2/>)

RESOLUTION 23-58

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. 10) TO THE AGREEMENT WITH THE BAY AREA WATER SUPPLY AND CONSERVATION AGENCY, EXTENDING THE TERM TO JUNE 30, 2024 TO PROVIDE REBATES FOR FISCAL YEAR 2023-24 FOR NO ADDITIONAL COST AND A TOTAL AMOUNT NOT TO EXCEED \$155,000.

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

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

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

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

WHEREAS, C/CAG approved Resolution 15-17, authorizing Amendment No. 1 to the Agreement with BAWSCA, extending the term of the Program through June 30, 2016 at an additional cost not to exceed \$25,000, and

WHEREAS, C/CAG approved Resolution 16-15, authorizing Amendment No. 2 to the Agreement with BAWSCA, extending the term of the Program through June 30, 2017 at an additional cost not to exceed \$25,000, and

WHEREAS, C/CAG approved Resolution 17-17, authorizing Amendment No. 3 to the Agreement with BAWSCA, extending the term of the Program through June 30, 2018 at no additional cost and adding the City of San Mateo as a participating agency in the Program, and

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

WHEREAS, C/CAG approved Resolution 20-27, authorizing Amendment No. 5 to the Agreement with BAWSCA, extending the term of the Program through June 30, 2021 at no additional cost and revising the terms and conditions to provide additional pilot incentives for additional rebates for larger volume rain barrels and cisterns and rain gardens in conjunction with the existing lawn replacement rebate program, and

WHEREAS, C/CAG approved Resolution 21-39, authorizing Amendment No. 6 to the Agreement with BAWSCA, extending the term of the Program through June 30, 2022, adding an amount not to exceed \$10,000 for the continued pilot incentives for rain harvesting systems and rain gardens, including funds for a pilot bulk-order campaign for a countywide rain barrel distribution event, and

WHEREAS, in January 2022, C/CAG approved Resolution 22-03, authorizing Amendment No. 7 to the Agreement, adding an amount not to exceed \$25,000 in Fiscal Year 2021-22 to provide sufficient program budget to host a second bulk-order distribution event based on the success of the initial event and to continue funding rebates throughout the remainder of the Fiscal Year, and

WHEREAS, in June 2022, C/CAG approved Resolution 22-40, authorizing Amendment No. 8 to the Agreement, extending the term to June 30, 2023 and adding an amount not to exceed \$25,000 for Fiscal Year 2022-23 rebates under the Rain Barrel Rebate and Rain Garden Rebate Program, and

WHEREAS, in November 2022, C/CAG approved Resolution 22-99, authorizing Amendment No. 9 to the Agreement, adding an amount not to exceed \$20,000 for additional rebates during Fiscal Year 2022-23 associated with additional bulk-order distribution events, and

WHEREAS, the C/CAG and BAWSCA jointly wish to continue administering and funding the Pilot Rain Barrel and Rain Garden Rebate Program during Fiscal Year 2023-24, including plans for a large single bulk-order rain barrel distribution event.

NOW THEREFORE BE IT RESOLVED, the C/CAG Chair is authorized to execute Amendment No. 10 to the Agreement with the Bay Area Water Supply and Conservation Agency, extending the term to June 30, 2024 to provide rebates during Fiscal Year 2023-24 and for a total amount not to exceed \$155,000. 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 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

**AMENDMENT (No. 10) TO THE AGREEMENT BETWEEN THE CITY/COUNTY
ASSOCIATION OF
GOVERNMENTS OF SAN MATEO COUNTY AND THE BAY AREA WATER SUPPLY AND
CONSERVATION AGENCY (BAWSCA).**

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

WHEREAS, in November 2022 C/CAG approved Resolution 22-99, authorizing Amendment No. 9 to the Agreement, adding an amount not to exceed \$20,000 in Fiscal Year 2022-23 for a new total contract amount not to exceed \$155,000; and

WHEREAS, C/CAG and BAWSCA jointly wish to continue administering the Pilot Rain Barrel and Rain Garden Rebate Program in Fiscal Year 2023-24 to provide ongoing rain barrel and rain garden rebates and desire to amend the Existing Agreement as set forth herein.

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

1. Section 2 of the Agreement is revised to reflect a new contract termination date of June 30, 2024.
2. Except as expressly amended herein and in Amendments No. 1 through 10 to the Existing Agreement, all other provisions of the Existing 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)

Bay Area Water Supply and Conservation
Agency (BAWSCA)

Davina Hurt, C/CAG Chair

By

Title: _____

Date: _____

Date: _____

Approved as to form:

Legal Counsel for C/CAG

Attachments:

None.

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-59 authorizing the C/CAG Executive Director to execute Task Order EOA-16 with EOA for an amount not to exceed \$2,398,150 for Fiscal Year 2023-24 for technical support services to the Countywide Stormwater Program.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 23-59 authorizing the C/CAG Executive Director to execute Task Order EOA-16 with EOA for an amount not to exceed \$2,398,150 for Fiscal Year 2023-24 for technical support services to the Countywide Stormwater Program.

FISCAL IMPACT

Not to exceed \$2,398,150 in Fiscal Year 2023-24, as included in the proposed C/CAG budget for the Countywide Stormwater Program.

SOURCE OF FUNDS

NPDES and Measure M Stormwater funds.

BACKGROUND

C/CAG has utilized consultants for technical support to the San Mateo Countywide Water Pollution Prevention Program (Countywide Program) since its inception in the early '90s to assist the San Mateo County Co-permittees operating under federal and state mandated stormwater National Pollutant Discharge Elimination System (NPDES) requirements. The Municipal Regional Stormwater Permit (MRP) administered by the San Francisco Bay Regional Water Quality Control Board consists of five-year permit terms, with the most recent permit (NPDES Permit No. CAS612008 Order No. R2-2022-0018), also referred to as "MRP 3.0" was adopted by the Regional Water Board in May 2022 and became effective July 1, 2022. With the termination of the prior permit term and the impending expiration of C/CAG's on-call stormwater technical consultant services contracts in September 2022, the Countywide Program issued a Request for Proposals process in May 2022 to establish new consultant contracts for comprehensive technical support under MRP 3.0. The RFP included support tasks for 13 categories, covering all aspects of compliance under the MRP and supplemental support for ongoing Countywide Program goals, as follows:

1. General Technical Support
2. Subcommittee Support
3. Training
4. Annual Reporting
5. Green Infrastructure and Regional Collaborative Program Planning
6. Public Information and Outreach
7. Water Quality Monitoring
8. Trash Load Reduction
9. PCBs and Mercury Load Reduction
10. Exempted and Conditionally Exempted Discharges
11. Unsheltered Populations
12. Cost Reporting
13. Asset Management

Following the procurement process for selecting new stormwater technical support services, the C/CAG Board approved, via Resolution 22-68, initial three-year on-call stormwater consultant service contracts with EOA and Craftwater Engineering (Craftwater), specifying EOA's support on all 13 tasks and Craftwater's support on just the Green Infrastructure and Regional Collaborative Program Planning. Though the initial contracts are specified for three years, consistent with C/CAG's procurement policies, staff recommended in the staff report to the C/CAG Board recommending approval of the contracts to consider contract amendments after the initial three years for time extensions to allow for ongoing support throughout the full five-year permit. Consistent with past on-call stormwater technical support contracts to the Countywide Program, the contracts further specify the C/CAG Executive Director is authorized, subject to approval and negotiation as to form by C/CAG's legal counsel, to execute Task Orders each fiscal year consistent with the adopted annual C/CAG program budget to meet current permit compliance needs, which are variable and may change over the course of the permit. Following the approval of the proposed on-call contracts, C/CAG's Executive Director executed Task Order EOA-15 with EOA to provide full program technical support services during Fiscal Year 2022-23 for an amount not to exceed \$1,881,976 and Task Order CW-01 with Craftwater to provide technical support on Green Infrastructure and Regional Collaborative Program Planning during Fiscal Year 2022-23 for an amount not to exceed \$23,000.

Each year, C/CAG staff develop the Countywide Program scope and budget for the next fiscal year, with input and support from the Stormwater Committee and the MRP Implementation Ad-hoc Workgroup of the Stormwater Committee. During the last permit term ("MRP 2.0"), the Countywide Program budgeted between approximately \$1.7M and \$2.5M for stormwater technical support to achieve the program's compliance goals. Generally, costs have increased with subsequent permit terms and costs typically increase during the early years of each new permit, tapering off thereafter as permit requirements are completed. The last year of each permit term can also result in increased consultant costs associated with supporting the MRP reissuance process. The reissued MRP includes significant new monitoring requirements for trash and Low Impact Development facilities, with average annual monitoring costs for the program increasing from approximately \$600,000 during the prior permit to an estimated \$960,000 beginning in Fiscal Year 2023-24. The new permit also includes increased compliance goals for previously existing Provisions, including for green infrastructure implementation, Polychlorinated Biphenyls (PCBs) load reductions in old industrial areas, trash reduction requirements,

as well as entirely new Provisions focused on addressing stormwater runoff impacts from unsheltered populations, tracking cost of compliance, and asset management, among others. Due to program budget constraints based on existing overhead and administrative costs, increased MRP compliance needs, and no commensurate increase in program revenue, C/CAG staff worked with the MRP Implementation Ad-hoc Workgroup and its consultants to develop proposed budget cuts in lower priority program support areas based on staff feedback from the municipalities (including subcommittee meetings, trainings, and public information and involvement activities). At the April 20 Stormwater Committee meeting, staff presented the Draft Countywide Program budget for Fiscal Year 2023-24 (focusing just on core program support services from EOA, not additional Task Order work with Craftwater next fiscal year) and solicited input from Committee members. Staff worked with EOA to develop a scope of work and budget for the next fiscal year as proposed in Task Order EOA-16 (Attachment 3). Table 1 (Attachment 1) summarizes the existing Task Order amounts for all on-call stormwater technical support services under the current permit term, beginning with Fiscal Year 2022-23.

Staff recommends the C/CAG Board review and approve Resolution 23-59 authorizing the C/CAG Executive Director to execute Task Order EOA-16 with EOA for an amount not to exceed \$2,398,150 for Fiscal Year 2023-24 for technical support services to the Countywide Stormwater Program, and further authorizing the Executive Director to negotiate the final terms of the proposed Task Order subject to C/CAG legal counsel approval as to form prior to execution.

ATTACHMENTS

1. Resolution 23-59
2. Table 1: EOA and Craftwater Task Orders issued to-date during MRP 3.0 and proposed for Fiscal Year 2023-24
3. Task Order EOA-16 (due to file size this attachment is made available under additional materials for the June 8, 2023 Board meeting via C/CAG's website - <https://ccag.ca.gov/committees/board-of-directors-2/>)

RESOLUTION 23-59

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE TASK ORDER EOA-16 WITH EOA FOR AN AMOUNT NOT TO EXCEED \$2,398,150 FOR FISCAL YEAR 2023-24 FOR TECHNICAL SUPPORT SERVICES TO THE COUNTYWIDE STORMWATER PROGRAM

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

WHEREAS, C/CAG administers a Countywide Water Pollution Prevention Program; and

WHEREAS, C/CAG requires outside consulting services to provide technical assistance to its member agencies to meet mandated requirements of the San Francisco Bay Regional Water Quality Control Board's Municipal Regional Permit (MRP), coinciding with the reissued permit ("MRP 3.0"); and

WHEREAS, in July 2022, C/CAG approved Resolution 22-68, approving on-call contracts with EOA and Craftwater Engineering for an initial three-year term through September 30, 2025 with an option to extend the contracts for the full five-year MRP permit term pending C/CAG Board approval and further authorizing the C/CAG Executive Director to execute Task Orders for technical support services under said contracts for each subsequent year during the contract term, consistent with the adopted annual C/CAG program budget; and

WHEREAS, C/CAG staff negotiated final scopes of work and budgets with EOA to support the Countywide Stormwater Program in Fiscal Year 2023-24.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that the C/CAG Executive Director is authorized to execute Task Order EOA-16 with EOA for an amount not to exceed \$2,398,150 for Fiscal Year 2023-24 for technical support services to the Countywide Stormwater Program, consistent with the proposed Fiscal Year 2023-24 C/CAG program budget.

PASSED, APPROVED, AND ADOPTED, THIS 8TH DAY OF JUNE, 2023.

Davina Hurt, Chair

Item 4.16 - Attachment 2

Table 1: Summary of Task Orders To-date During MRP 3.0 and Proposed Task Order for Fiscal Year 23-24

Task Order	Fiscal Year	Date Issued	Consultant	Tasks	Amount
EOA-15	FY22-23	Aug 2022	EOA	Comprehensive MRP Compliance Support (all 13 tasks from RFP)	\$1,881,976
CW-01	FY22-23	Aug 2022	Craftwater	Green Infrastructure and Regional Collaborative Program Planning	\$23,000
Total Authorized To-date					\$1,904,976
EOA-16	FY23-24	Pending Board Approval	EOA	Comprehensive MRP Compliance Support (all 13 tasks from RFP)	\$2,398,150
Total Proposed Task Order for Fiscal Year 2023-24					\$2,398,150

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-60, authorizing the C/CAG Executive Director to execute Amendment No. 1 to the outside legal counsel retainer with Colantuono, Highsmith & Whatley PC, extending the term to June 30, 2025 and adding an additional amount not to exceed \$10,000 for a new total contract amount not to exceed \$28,000 to support the Countywide Stormwater Program with stormwater funding discussions.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 23-60, authorizing the C/CAG Executive Director to execute Amendment No. 1 to the outside legal counsel retainer with Colantuono, Highsmith & Whatley PC, extending the term to June 30, 2025 and adding an additional amount not to exceed \$10,000 for a new total contract amount not to exceed \$28,000 to support the Countywide Stormwater Program with stormwater funding discussions.

FISCAL IMPACT

Not to exceed \$28,000, consistent with C/CAG's proposed Fiscal Year 2023-24 program budget.

SOURCE OF FUNDS

NPDES property fee funds.

BACKGROUND

Part of C/CAG's role in operating the San Mateo Countywide Water Pollution Prevention Program (Countywide Program) is to support its 21 member agencies and OneShoreline in evaluating and potentially advancing dedicated revenue to help municipalities comply with state and federal mandated Municipal Regional Stormwater Permit (MRP) requirements administered by the San Francisco Bay Regional Water Quality Control Board (Regional Water Board) and related stormwater infrastructure needs at the local level. In 2013, the Countywide Program procured technical support services led by the SCI Consulting Group to potentially place an election on the ballot for a countywide stormwater property fee through the Proposition 218 balloting process in support of increased costs anticipated under the reissued MRP (MRP 2.0) at that time. With consultant support and input from a newly established Ad-hoc Funding Initiative Steering Committee, the Countywide Program advanced several components of a funding initiative, including a Funding Needs Analysis, a Funding Options Report, an Opinion Research report, enabling legislation, a funding initiative Action Plan, and engagement with cities and the public.

In June 2015, the Committee discussed options and considerations for moving forward, including timing issues for a potential 2016 ballot measure, potential conflicts with known or anticipated ballot measures in 2016, and other options for funding mechanisms, including Proposition 218 reform, Enhanced Infrastructure Financing Districts, and efforts to lower the voter threshold for transportation taxes. The Committee also discussed the plans for the formation of a new Countywide Water Management Agency (now the San Mateo County Flood and Sea Level Rise Resiliency District, or “OneShoreline”), which in future may also pursue dedicated revenue for related infrastructure needs. Ultimately, the Committee agreed not to continue to pursue a countywide fee initiative, based on the above mentioned factors, but to continue to reserve the existing \$500,000 dedicated to supporting a fee initiative for future use at the appropriate time.

Since then, C/CAG has supported its member agencies with additional funding options analysis, including a revised funding options report referenced in local Green Infrastructure Plans submitted to the Regional Water Board in 2020 (which included analysis of Prop 218 reform through SB 231) and more recently the Funding and Financing Green Stormwater Infrastructure Investments Report and Credit Trading Feasibility Report as part of the Advancing Regional-Scale Stormwater Management in San Mateo County project. C/CAG staff also reconvened the Funding and Financing Ad-hoc Workgroup of the Committee in 2021 to support additional discussions around countywide stormwater funding strategies (Ad-hoc Workgroup members currently include Chair Breault, Vice Chair Ovadia and Member Mitch). Much of the focus during recent meetings of the Ad-hoc Workgroup have related to near and long-term needs for advancing cost-sharing and funding options for regional stormwater capture projects and potential funding mechanisms proposed for future evaluation in the Funding and Financing Green Stormwater Infrastructure Investments Report. Additional coordination by C/CAG staff has included engagement with the C/CAG Board in April 2021 during its Annual Forum on the issue of stormwater funding and coordination beginning in 2021 with representatives from OneShoreline regarding its collaboration with the County of San Mateo on efforts to develop a proposed parcel tax focused on sea level rise and fire prevention.

In spring 2022, following completion of the Advancing Regional-Scale Stormwater Management in San Mateo County project, C/CAG staff worked with the WaterNow Alliance through additional pro-bono support to advance ongoing discussions via the Funding and Financing Ad-hoc Workgroup with the intent of further exploring potential revenue generation at the countywide level, C/CAG’s role (if any) in doing so, and possibly developing a recommendation from the Committee to the C/CAG Board on how the Countywide Program might proceed if supported at the Committee level. After the Committee received a presentation on potential next steps for evaluating funding and financing mechanisms at its March 17 meeting, staff and the Ad-hoc Workgroup developed a “Funding and Financing Poll,” soliciting further input from Committee members on how C/CAG might provide additional support to its member agencies with respect to stormwater revenue generation at the countywide scale. The Funding and Financing Ad-hoc Workgroup met in July to debrief the poll and consider next steps for engaging the Committee on this topic, which included a recommendation to consider C/CAG enlisting outside legal support during the current Fiscal Year to engage in more substantive discussions about potential funding strategies (whether via C/CAG directly or through C/CAG’s support of one or more member agencies). Staff presented the poll findings at the August 18 Committee meeting and received additional input from Committee members. Staff also presented the recommendation from the Ad-hoc Workgroup to consider executing a contract in the current Fiscal Year for outside legal support and stated that with Committee concurrence staff would plan to develop a contract proposal accordingly.

Following C/CAG's procurement policies, staff made a recommendation and the C/CAG Board approved Resolution 23-24 in March 2023 authorizing the C/CAG Executive Director to waive the Request for Proposals process and execute a contract with Colantuono, Highsmith & Whatley, PC, a firm with extensive experience supporting local governments in California address local revenue needs and process from a legal perspective, for an amount not to exceed \$18,000 for stormwater funding discussion support in Fiscal Year 2022-23. The initial retainer (Attachment 3) specified a termination date of June 30, 2023, to all staff and the Funding and Financing Ad-hoc Workgroup to reassess needs at the end of the Fiscal Year.

To support ongoing exploratory funding discussions, staff recommend the C/CAG Board review and approve Resolution 23-60, authorizing the C/CAG Executive Director to execute Amendment No. 1 to the retainer with Colantuono, Highsmith & Whatley, PC, extending the contract term to June 30, 2025, consistent with C/CAG's procurement policy, and adding an additional amount not to exceed \$10,000 for a new total contract amount not to exceed \$28,000, consistent with the proposed C/CAG Fiscal Year 2023-24 program budget, for ongoing legal support on funding option discussions with C/CAG's Stormwater Program; and further authorizing the C/CAG Executive Director to negotiate final terms of the Amendment, subject to approval as to form by C/CAG's Legal Counsel.

ATTACHMENTS

1. Reso 23-60
2. Amendment No. 1 to the Agreement between C/CAG and Colantuono, Highsmith & Whatley, PC
3. Existing Agreement with Colantuono, Highsmith & Whatley, PC (due to file size this attachment is made available under additional materials for the June 8, 2023 Board meeting via C/CAG's website - <https://ccag.ca.gov/committees/board-of-directors-2/>)

RESOLUTION 23-60

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 AMENDMENT NO. 1 TO THE OUTSIDE LEGAL COUNSEL RETAINER WITH COLANTUONO, HIGHSMITH & WHATLEY, PC EXTENDING THE TERM TO JUNE 30, 2025 AND ADDING AN ADDITIONAL AMOUNT NOT TO EXCEED \$10,000 FOR A NEW TOTAL AMOUNT NOT TO EXCEED \$28,000 TO SUPPORT THE COUNTYWIDE STORMWATER PROGRAM WITH STORMWATER FUNDING DISCUSSIONS.

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 (the Countywide Program) to support its member agencies in meeting regulatory requirements to reduce pollution discharging from municipal storm drainage systems, and

WHEREAS, part of the Countywide Program's focus is to evaluate opportunities to increase dedicated stormwater revenue for the program and its member agencies to support compliance under the Municipal Regional Stormwater Permit (MRP) administered by the San Francisco Bay Regional Water Quality Control Board, as well as to address ongoing local stormwater infrastructure needs, and

WHEREAS, in 2013 the Countywide Program led an effort to evaluate countywide funding options and developed several initial components of a countywide stormwater fee initiative, which subsequently was postponed, and

WHEREAS, C/CAG's Stormwater Committee reconvened the Funding and Financing Ad-hoc Workgroup in February 2021 to engage in new dialogue regarding funding needs and opportunities with respect to the MRP reissuance process and new state legislation related to options for dedicated stormwater revenue generation by local governments, and in April 2021 presented the status of funding needs and constraints to the C/CAG Board, and

WHEREAS, in 2022, the Countywide Program completed the Funding Green Infrastructure Investments in San Mateo County enhanced funding and financing assessment report, which provided updated balloted and non-balloted revenue options for C/CAG, its member agencies, as well as other relevant regional public agencies, and

WHEREAS, in July 2022, the Funding and Financing Ad-hoc Workgroup recommended C/CAG staff evaluate opportunities to contract outside legal support to further advancing funding discussions with C/CAG staff, the Ad-hoc Workgroup and the Stormwater Committee, and

WHEREAS, C/CAG staff has engaged Colantuono, Highsmith & Whatley, PC (CH&W), a legal firm with extensive and unique expertise in local government revenue and legal representation of cities, counties, Joint Powers Agencies and special districts in the State of California, and specifically in the area of revenue generation for stormwater management and compliance, and

WHEREAS, C/CAG staff made a recommendation to the C/CAG Board and the Board approved at its March 2023 meeting Resolution 23-24, authorizing the C/CAG Executive Director to waive the Request for Proposals process and to execute a retainer with CH&W, consistent with C/CAG's

procurement policies, for legal support in stormwater funding discussions for an amount not to exceed \$18,000 in Fiscal Year 2023 and with an initial termination date of June 30, 2023, in order to provide staff and the Funding and Financing Ad-hoc Workgroup time to reassess technical support needs at the end of the Fiscal Year, and

WHEREAS, C/CAG staff and the Funding and Financing Ad-hoc Workgroup met once in Fiscal Year 2022-23 and wish to continue seeking outside legal support from CH&W during Ad-hoc Workgroup meetings, and

WHEREAS, C/CAG and CH&W jointly wish to amend the existing Agreement for on-call legal representation and guidance to C/CAG and the Countywide Program on stormwater funding for ongoing discussions during Fiscal Year 2023-24 and Fiscal Year 2024-25.

NOW THEREFORE BE IT RESOLVED, the C/CAG Board authorizes the C/CAG Executive Director to execute an Amendment No. 1 to the Agreement with Colantuono, Highsmith & Whatley, PC, for outside legal support on evaluating stormwater funding options, extending the term to June 30, 2025 and adding an additional amount not to exceed \$10,000 for a new total amount not to exceed \$28,000, consistent with the proposed C/CAG Fiscal Year 2023-24 program budget. 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 8TH DAY OF June, 2023.

Davina Hurt, Chair

**AMENDMENT (No. 1) TO THE AGREEMENT BETWEEN THE CITY/COUNTY
ASSOCIATION OF
GOVERNMENTS OF SAN MATEO COUNTY AND COLANTUONO, HIGHSMITH &
WHATLEY, PC (CH&W).**

WHEREAS, the Board of Directors of the City/County Association of Governments for San Mateo County (hereinafter referred to as "C/CAG") and the Colantuono, Highsmith & Whatley, PC (hereinafter referred to as "CH&W") are parties to an agreement for outside legal counsel and support on stormwater funding discussions dated March 17, 2023 (the "Existing Agreement"); and

WHEREAS, the initial term of the agreement ends June 30, 2023; and

WHEREAS, C/CAG and CH&W jointly wish to extend the agreement to June 30, 2025 and add additional funding to support ongoing stormwater funding discussions with C/CAG's Funding and Finance Ad-hoc Workgroup of the Stormwater Committee and desire to amend the Existing Agreement as set forth herein.

IT IS HEREBY AGREED by C/CAG and CH&W as follows:

1. Existing Agreement termination date is revised to June 30, 2025.
2. Existing Agreement is revised to provide an additional amount not to exceed \$10,000 for a new total amount not to exceed \$28,000.
3. Except as expressly amended herein, all other provisions of the Existing Agreement shall remain in full force and effect.
4. This amendment shall take effect upon on full execution by both parties.

City/County Association of Governments
(C/CAG)

Colantuono, Highsmith & Whatley, PC
(CH&W)

Sean Charpentier, C/CAG Executive Director

By
Title: _____

Date: _____

Date: _____

Approved as to form:

Legal Counsel for C/CAG

Attachments:

None.

**COLANTUONO
HIGHSMITH
WHATLEY, PC**

MICHAEL G. COLANTUONO | (530) 432-7359 | MCOLANTUONO@CHWLAW.US

Our File No. 10000.0191

January 27, 2023

VIA ELECTRONIC MAIL

Reid Bogert, Senior Program Specialist
San Mateo Countywide Water
Pollution Prevention Program
555 County Center
Redwood City, CA 94063

**Re: Representation of City / County Association of Governments of San
Mateo County re Means to Fund Flood Control and Water Quality
Programs**

Dear Mr. Bogert:

As you asked, I write to propose the terms under which we agree to represent City / County Association of Governments of San Mateo County ("C"/CAG" or "you") regarding funding options available to C/CAG, San Mateo County, and the cities within it to fund flood control and other efforts to mitigate the consequences of climate change. This will be our sole project for you; if we can assist you on other matters, please let me know. Colantuono, Highsmith & Whatley, PC and all its professionals are very pleased to have the opportunity to represent C/CAG in this matter.

This letter sets forth the basis upon which our firm will provide legal services to you and bill you for services and costs. The firm maintains a conflict-of-interest index which lists all clients of our firm and matters in which we represent them. We will not represent any party with an interest that may be adverse to an indexed person without first determining if a professional conflict of interest would arise. We propose to index the following with respect to this matter:

Reid Bogert, Senior Program Specialist
City / County Association of San Mateo County
January 27, 2023
Page 2

Client-Affiliated Parties:

City / County Association of Governments of San Mateo
County

Adverse Parties:

None

Please let me know if any of these names are incorrect or if there are other parties with an interest in this matter that we should list such as, for example, any expected sponsoring agencies for a revenue measure and any known opponent to such a measure. Unless we hear from you to the contrary, we will assume that the above listing is accurate and complete.

We have reviewed our files and our conflicts index and have no other client relationships which would interfere with our ability to represent you in this matter. As we have discussed, we represented cities in the County in the past and presently represent Daly City on similar issues. But, as C/CAG and the cities in San Mateo County and the County have aligned interests in this matter, we see no need for our clients to consent to our simultaneous representation of C/CAG, Daly City and other local governments in the County. If you are aware of any adversity among these governments, please let me know so we can consider the matter further.

As we have discussed, the nature of the matter makes it impossible for us to precisely estimate the fees you may incur. You will receive monthly statements informing you of the fees and costs incurred during the prior month. We will, of course, do our best to represent you efficiently and without undue expense. About 20 hours of work should be sufficient to consult with you in the current fiscal year, concluding on June 30, 2023. If a ratemaking is undertaken, more time will be needed, perhaps 50 hours to review on a ratemaking report and to assist with the process by which rates may be imposed. The total amount to be paid by C/CAG pursuant to this agreement shall not exceed \$18,000 without further approval, in writing, by C/CAG.

Please make payments payable to Colantuono, Highsmith & Whatley, PC directly to our Grass Valley office at:

Colantuono, Highsmith & Whatley, PC
420 Sierra College Drive, Suite 140

Reid Bogert, Senior Program Specialist
City / County Association of San Mateo County
January 27, 2023
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Grass Valley, CA 95945-5091

Our federal employer identification number is 75-3031545.

I will have primary responsibility for your representation, and the firm will use other attorneys and legal assistants in the best exercise of our professional judgment. If you have questions, concerns or criticisms at any time, please contact me at once. Naturally, we expect you to keep us reasonably informed of all significant developments regarding this representation.

We review all statements before they are issued to ensure the amount charged is appropriate. The statement for fees is simply the product of the hours worked multiplied by the hourly rates for the attorneys and legal assistants who did the work.

Our hourly rates are based upon the experience, reputation and ability of the lawyer or legal assistant performing the services, and for 2023 range between \$255 and \$575 per hour for attorneys' time, and between \$145 and \$190 for the time of paralegals and legal assistants. As a courtesy to you, however, we agree to cap our attorney rates for advisory services at \$335 per hour and litigation services, should they be required, at \$385 per hour. Our rate structure and the rates of particular lawyers may be increased from time to time, and are usually adjusted as of the beginning of each calendar year. However, we will not lift the hourly caps noted here without discussing with you our need to do so.

It may be necessary to bill you for items such as, but not limited to, authorized travel, long distance telephone calls, filing fees, photocopying, computerized legal research outside the scope of our Westlaw contract and the like. These items are separately itemized on our statement as "disbursements." These amounts will be billed in addition to our fees.

We will send you monthly statements, and expect payment within 30 days of the billing date. If payment is not received within 60 days of the billing date, we reserve the right to terminate our representation.

We rarely have disputes with clients over our fees. Nevertheless, you should be aware that you are entitled to require that any fee dispute be resolved by binding arbitration pursuant to the arbitration rules for legal fee disputes of the County Bar

Reid Bogert, Senior Program Specialist
City / County Association of San Mateo County
January 27, 2023
Page 4

Association in any county in which we maintain an office. We agree that all disputes between us regarding the services rendered or fees charged not resolved via County Bar fee arbitration will be submitted to binding arbitration in San Jose to be conducted by ADR Services, Inc. in accordance with its commercial arbitration rules. **YOU SHOULD REVIEW THIS PARAGRAPH CAREFULLY AND, IF YOU WISH, SEEK INDEPENDENT LEGAL COUNSEL REGARDING IT, AS YOU AND WE ARE AGREEING TO FOREGO SIGNIFICANT RIGHTS IN THE EVENT OF A DISPUTE BETWEEN US, INCLUDING THE RIGHT TO A JURY TRIAL.**

You have the right to terminate our representation at any time. We have the same right, subject to an obligation to give you reasonable notice to arrange alternative representation. In either circumstance, you agree to secure new counsel to represent you as quickly as possible and to cooperate fully in the substitution of the new counsel as counsel of record in any litigation in which we may subsequently agree to represent you. Notwithstanding the termination of our representation, you will remain obligated to pay to us all fees and costs incurred previously.

You agree that we may, in our discretion, maintain all or part of your client file in electronic format. The firm may store part or all your documents using secure cloud storage services. If so, the firm will apply all reasonable methods to maintain the confidentiality of your files, just as it does for your non-digital information. Your data will be password protected and encrypted using currently available technology. Clients requiring information from their files may obtain that information only by written request to us.

You also agree that following termination of our attorney-client relationship, we will not be required to maintain your client file for more than two years. If you ask us to deliver your file to you, you agree that delivery of an electronic version, together with any materials that cannot be saved electronically, satisfies our obligation to release all your client papers and property to you. Two years after termination of our relationship, and after reasonable notice, you agree that we will be free to destroy your client file, including all electronic records. We may also discharge our obligation to maintain your file before two years expire by mailing a copy to you at your address last known to us. You agree that "reasonable notice" means our mailing a notice of our intent to destroy your client file to you at that address.

Reid Bogert, Senior Program Specialist
City / County Association of San Mateo County
January 27, 2023
Page 5

I apologize for the formality of this letter, but we are required by California law to provide this information to you in writing. We are also required to inform you that we currently maintain professional liability insurance coverage.

Please review the foregoing and, if it meets with your approval, execute it and return it to me. If you have any questions, please feel free to call me at the direct-dial number above. Thank you for the opportunity to represent you!

Very truly yours,



Michael G. Colantuono

3/17/2023

MGC:mgc

On behalf of City / County Association of Governments of San Mateo County, I agree to retain Colantuono, Highsmith & Whatley, PC to provide legal services as set forth above.

DocuSigned by:

821A8C92DA0F468...

Signature

3/16/2023

Date: _____

By: Sean Charpentier

Title: Executive Director

C/CAG AGENDA REPORT

ITEM 4.18

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-35 authorizing the C/CAG Executive Director to execute a two-year amendment to the agreement between C/CAG and Ken Brown Strategic Consulting adding \$192,000 for a new total not to exceed amount of \$427,000 and extending the term through January 12, 2026.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 23-35 authorizing the C/CAG Executive Director to execute a two-year amendment to the agreement between C/CAG and Ken Brown Strategic Consulting adding \$192,000 for a new total not to exceed amount of \$427,000 and extending the term through January 12, 2026.

FISCAL IMPACT

Congestion Relief and NPDES funds for legislative advocacy consulting are provided in current fiscal year budget.

BACKGROUND

With changes in federal administration priorities as a result of the November 2020 election and resulting efforts to pass infrastructure and other legislation consistent with potential funding opportunities for C/CAG programs and projects, staff believed it timely to contract with a federal lobbying firm in Washington, DC to represent C/CAG's interests. This is the first time C/CAG hired a federal lobbying firm. Prior to the existing agreement with Ken Brown Strategic Consulting, C/CAG depended on earmark opportunities, mainly working through Congresswoman Jackie Speier's office.

C/CAG staff completed a Request for Proposal process in November of 2021 and the C/CAG Board adopted Resolution 22-02 authorizing the C/CAG Executive Director to execute an agreement between C/CAG and Ken Brown Strategic Consulting (Consultant) for federal advocacy consulting services for an amount not to exceed \$235,000 through January 12, 2024.

The Consultant's work has focused on strategic planning of annual campaigns to identify opportunities for funding in the form of earmarks, by submitting budget requests to San Mateo County's federal delegation. In addition, the Consultant, working with sub-consultant Sustainable Strategies DC, identifies grant funding opportunities, consistent with C/CAG's priority project list. The list is developed by staff and presented to the C/CAG Legislative Committee. The Consultant also presents to the C/CAG Board annually as budget requests are submitted and to give the Board a sense of how opportunities for C/CAG may "play out." The presentation also includes a list of grant opportunities for cities and C/CAG to consider.

In 2022, C/CAG was able to obtain funding for a key stormwater project through a request supported by

Representative Jackie Speier; \$2.4 million included in the House FY 2023 Interior and Environment Appropriations bill. This year, Representative Kevin Mullin has supported another Sustainable Streets stormwater request for funding. Senator Padilla has also submitted a funding request for an E-Bike Plan and the same stormwater request as well.

Staff are satisfied with the work of Ken Brown Strategic Consulting and recommend that the C/CAG Board review and approve Resolution 23-35 authorizing the C/CAG Executive Director to execute a two-year amendment to the agreement between C/CAG and Ken Brown Strategic Consulting adding \$192,000 for a new total not to exceed of \$427,000 through January 12, 2026. The resolution further resolves 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.

The resolution and amendment, which shifts some funding from On Call Grant Writing services, not yet used, to an increase in the monthly retainer for Ken Brown Strategic Consulting services in both calendar year 2024 and 2025, are included as attachments to this staff report.

ATTACHMENTS

1. Resolution 23-35
2. Amendment No.1 to the Agreement between C/CAG and Ken Brown Strategic Consulting

RESOLUTION 23-35

**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 TWO-YEAR AMENDMENT TO THE
AGREEMENT BETWEEN C/CAG AND KEN BROWN STRATEGIC CONSULTING
ADDING \$192,000 FOR A NEW TOTAL NOT TO EXCEED AMOUNT OF \$427,000
AND EXTENDING THE TERM THROUGH JANUARY 12, 2026.**

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

WHEREAS, C/CAG staff identified a need for federal legislative advocacy to help identify infrastructure funding after the November 2020 election; and

WHEREAS, C/CAG staff completed a procurement process and selected Ken Brown Strategic Consulting to advocate for C/CAG; and

WHEREAS, the C/CAG Board adopted Resolution 22-02 authorizing the C/CAG Executive Director to execute an agreement between C/CAG and Ken Brown Strategic Consulting (Consultant) for federal advocacy consulting services in an amount not to exceed \$235,000; and

WHEREAS, the current agreement expires on January 12, 2024; and

WHEREAS, C/CAG is satisfied with the strategic planning and success of funding requests made Ken Brown Strategic Consulting

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City and County Association of Governments of San Mateo County that the C/CAG Executive Director is authorized to execute a two-year amendment to the agreement between C/CAG and Ken Brown Strategic Consulting adding \$192,000 for a new total not to exceed amount of \$427,000 and extending the term through January 12, 2026. 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 8TH DAY OF June, 2023.

Davina Hurt, Chair

**AMENDMENT NO. 1 TO THE AGREEMENT
BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
KEN BROWN STRATEGIC CONSULTING**

WHEREAS, the City/County Association of Governments of San Mateo County (hereinafter referred to as "C/CAG") and Ken Brown Strategic Consulting (hereinafter referred to as "CONSULTANT") are parties to an agreement dated January 13, 2022 for federal advocacy consulting through January 12, 2024 (the "Agreement"); and

WHEREAS, the original Agreement, effective January 27, 2022 is for an amount not to exceed \$235,000; and

WHEREAS, the CONSULTANT has provided satisfactory federal advocacy services per the Agreement; and

WHEREAS, the parties desire to add additional funding in the amount of \$192,000 to the Agreement and to extend the end date of the Agreement two years to January 12, 2026; and

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

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

1. Section 2 of the Agreement is hereby replaced in its entirety by the following:

Payments. In consideration of the services rendered with all terms, conditions, and specifications set forth herein, in Exhibit A and Exhibit B, and in any subsequent task orders executed under the governance of this Agreement, C/CAG shall reimburse Consultant on a time and materials basis based on the executed task orders and cost proposal set forth in Exhibit A as applicable. The aggregate total amount of payment by C/CAG to Consultant services shall not exceed four-hundred twenty-seven thousand dollars (\$427,000) for Services provided during the Contract Term set forth below; \$402,000 for four years' annual monthly retainer fee, plus \$25,000 for on call task orders. It is understood and agreed that there is no guarantee, either expressed or implied that this total dollar amount will be authorized under this Agreement through task orders. Payments shall be made to Consultant monthly based on an invoice submitted by Consultant that has been reviewed and approved by the C/CAG project manager and identifies expenditures and describes services performed in accordance with the Agreement or task order, as applicable. C/CAG shall have the right to receive, upon request, documentation substantiating charges billed to C/CAG. With review and approval, C/CAG shall pay Consultant within 30 days of receiving the Consultant's invoice.

2. Section 6 of the Agreement is hereby replaced in its entirety by the following:

Contract Term/Termination. This Agreement shall be in effect as of January 13, 2022 and shall terminate on January 12, 2026 provided, however, the C/CAG Chairperson may terminate this Agreement at any time for any reason by providing 30 days' notice to Consultant. Termination will be effective on the date specified in the notice. In the event of termination under this Section, Consultant shall be paid for all services provided to the date of termination, subject to availability of funding. Such payment shall be that prorated portion of the full payment determined by comparing the work actually completed to the work required by ~~the~~ Agreement.

3. **Exhibit A - Consultant Fee Schedule** is hereby replaced in its entirety by the following:

Fees for CONSULTANT and SUBCONSULTANT(S) are included below:

Monthly Retainer Fee

Consultant will invoice for a monthly retainer fee: \$8,000 per month, \$96,000 annually in calendar year 2022 and 2023, increasing to \$8,500 per month for calendar year 2024, and increasing to \$9,000 per month for calendar year 2025, plus reasonable out-of-pocket expenses pre-approved by the C/CAG Executive Director in writing, prior to being billed on a monthly or quarterly basis. Total amount not to exceed \$402,000. Consistent with Section 2 of this Agreement, C/CAG shall pay Consultant within 30 days of receiving the Consultant's invoice.

On Call Task Orders

Additional costs related to grant writing in the range of \$5,000 to \$20,000 per grant, depending on the complexity of the requested grant application support. These grant writing or other professional services are beyond the Scope of Services in Exhibit B, which are compensated by the monthly retainer fee; these grant writing or other professional services are considered "On Call" services, which require both a formal quote and execution of a "Task Order" for the requested services between the Consultant and the C/CAG Executive Director. Total amount not to exceed \$25,000.

In no case shall the total amount payable under the terms of this Agreement exceed two-hundred thirty-five thousand dollars (\$427,000) without the prior written consent of C/CAG in the form of an amendment to this Agreement.

4. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.

Ken Brown Strategic Consulting

By _____
Ken Brown

Date

City/County Association of Governments (C/CAG)

By _____
Sean Charpentier
C/CAG Executive Director

Date

C/CAG Legal Counsel

By _____
Melissa Andrikopoulos

Date

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-61 authorizing the C/CAG Executive Director to execute Amendment No. 11 to the agreement between C/CAG and the City of San Carlos to provide financial services to C/CAG for an amount not to exceed \$105,400 for Fiscal Year 2023-24.

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 23-61 authorizing the C/CAG Executive Director to execute Amendment No. 11 to the agreement between C/CAG and the City of San Carlos to provide financial services to C/CAG for an amount not to exceed \$105,400 for FY 2023-24.

FISCAL IMPACT

A total of \$105,400 for FY 2023-24. It is included in the proposed C/CAG budget for FY 2023-24.

SOURCE OF FUNDS

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

BACKGROUND

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

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

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

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

City of San Carlos has updated the annual cost to ensure full recovery of cost for services, including an adjustment of hourly rate, and added hours for the preparation of the State Controller's Annual Financial Transaction report, and hours for the Program Audits. It is proposed, as part of Amendment No. 11, the fee for regular financial services for fiscal year 2023-24 be \$105,400. In addition, City will be reimbursed by C/CAG for other services and special projects, as requested by C/CAG, at the fully burdened hourly rate of \$202 per hour.

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

ATTACHMENTS

1. Resolution 23-61
2. Amendment No. 11 to the agreement between C/CAG and the City of San Carlos to provide financial services.

RESOLUTION 23-61

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 AMENDMENT NO. 11 TO THE AGREEMENT BETWEEN C/CAG AND THE CITY OF SAN CARLOS TO PROVIDE FINANCIAL SERVICES TO C/CAG FOR A TOTAL OF \$105,400 FOR FY 2023-24

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

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

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

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

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

Amendment No. 1, \$75,366 for FY 13-14, approved by Resolution 13-16 (June 13, 2013); and
Amendment No. 2, \$77,700 for FY 14-15, approved by Resolution 14-10 (May 8, 2014); and
Amendment No. 3, \$80,430 for FY 15-16, approved by Resolution 15-18 (May 14, 2015); and
Amendment No. 4, \$82,440 for FY 16-17, approved by Resolution 16-06 (May 12, 2016); and
Amendment No. 5, \$85,000 for FY 17-18, approved by Resolution 17-25 (June 7, 2017); and
Amendment No. 6, \$88,200 for FY 18-19, approved by Resolution 18-35 (June 14, 2018); and
Amendment No. 7, \$93,000 for FY 19-20, approved by Resolution 19-27 (May 9, 2019); and
Amendment No. 8, \$95,300 for FY 20-21, approved by Resolution 20-38 (June 11, 2020); and
Amendment No. 9, \$97,000 for FY 21-22, approved by Resolution 21-24 (May 13, 2021); and
Amendment No. 10, \$97,000 for FY 22-23, approved by Resolution 22-37 (June 9, 2022); and

WHEREAS, the City of San Carlos has proposed a fee of \$105,400 for the financial services for fiscal year 2023-24; and,

WHEREAS, C/CAG and the City of San Carlos wish to set forth the terms and conditions, funding, and scope of work for the financial services as provided in Amendment No. 11.

THEREFORE BE IT RESOLVED NOW, by the Board of Directors of the City/County Association of Governments of San Mateo County authorizing the C/CAG Executive Director to execute Amendment No. 11 to the Financial Service Agreement for fiscal year 2023-24 between the City of San Carlos and C/CAG in an amount not to exceed \$105,400; and further authorize the C/CAG Executive Director to negotiate the final terms prior to its execution, subject to approval as to form by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

AMENDMENT No. 11

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

This Ninth Amendment to the Agreement for Professional Services is made and entered into as of July 1, 2023, by and between the City of San Carlos, hereinafter referred to as "CITY" and the City/County Association of Governments of San Mateo County, hereinafter referred to as "C/CAG".

WITNESSETH:

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

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

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

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

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

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

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

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

WHEREAS, on July 1, 2020, the City and C/CAG executed Amendment Eighth to the Agreement which adjusted the compensation; and

WHEREAS, on July 1, 2021, the City and C/CAG executed Amendment Ninth to the Agreement which adjusted the compensation; and

WHEREAS, on July 1, 2022, the City and C/CAG executed Amendment Tenth to the Agreement which adjusted the compensation; and

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

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

WHEREAS, both parties now wish to amend Sections B.3 and B.6 of the Original Agreement.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

1. C/CAG agrees to reimburse CITY for Financial Services. The fixed annual fee for FY 2024 (July 1, 2023 to June 30, 2024) will be adjusted from \$100,500 to \$105,400.
2. C/CAG agrees to reimburse CITY for other services and special projects. The fully burdened hourly rate for FY 2024 (July 1, 2023 to June 30, 2024) will be adjusted to \$202 per hour. Expenses are excluded from this rate and will be billed separately.
3. All other terms of the Original Agreement and Amendment One remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this amendment to the Original Agreement between C/CAG and the City of San Carlos to be executed effective as of the date first above written.

CITY OF SAN CARLOS

DATE: _____

Jeff Maltbie, City Manager

ATTEST:

DATE: _____

Crystal Mui, City Clerk

APPROVED AS TO FORM

DATE: _____

Gregory J Rubens, City Attorney

C/CAG

DATE: _____

Davina Hurt, Chair

APPROVED AS TO FORM

DATE: _____

C/CAG Legal Counsel

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-62 authorizing the prefunding of OPEB in an amount not to exceed \$55,000 for Fiscal Year 2022-23 through the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS.

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

RECOMMENDATION:

That the C/CAG Board review and approve Resolution 23-62 authorizing the prefunding of OPEB in an amount not to exceed \$55,000 for Fiscal Year 2022-23 through the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS.

FISCAL IMPACT:

Prefunding OPEB for fiscal year 2022-23 in an amount not to exceed \$55,000.

SOURCE OF FUNDS:

Funding sources for C/CAG OPEB comes from various C/CAG funds similar to those funds for C/CAG employee salaries and benefits and were included in the current budget.

BACKGROUND:

Governmental Accounting Standards Board (GASB) Statement No. 75, Accounting and Financial Reporting for Post-Employment Benefits Other Than Pensions (OPEB), addresses accounting and financial reporting for OPEB that provides to employees of state and local governmental employers. It establishes standards for recognizing and measuring such liabilities. GASB 75 replaces GASB 45.

On June 11, 2015, the C/CAG Board adopted Resolution 15-33 authorizing an agreement and election of C/CAG to prefund OPEB through CalPERS – California Employers' Retiree Benefit Trust Program (CERBT). At that meeting, the C/CAG Board also approved a funding policy in an amount of \$30,000 to cover the Annual Required Contribution (ARC) as initial investment into the CERBT trust and selected Asset Allocation Strategy 2 for FY 2014-15.

In October 2019, C/CAG engaged MacLeod Watts to prepare an updated actuarial valuation of the C/CAG OPEB liabilities to comply with GASB 75 as well as to develop OPEB prefunding information, as of June 30, 2019. The C/CAG received a copy of that report at its September 10, 2020 meeting.

The CERBT Fund of CalPERS is a multiple-employer OPEB trust fund and has a fiduciary responsibility for financial reporting in accordance to the Governmental Accounting Standards Statement (GASB) No. 74.

MacLeod Watts conducted the “Actuarial Valuation of Other Post Employment Benefit Programs as of June 30, 2021 and Development of OPEB Prefunding Levels & GASB 75 Report for the Fiscal Year Ending June 30, 2022, dated August 2021” (Study). The study projected an OPEB payment of \$42,042 for FY 2022-23.

Staff are requesting the authority to pay up to \$55,000 in case the actual portion of OPEB contributions from retiree benefit payments are slightly different.

ATTACHMENT

Resolution 23-62.

RESOLUTION 23-62

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE PREFUNDING OF OTHER POST EMPLOYMENT BENEFITS (OPEB) THROUGH THE CALIFORNIA EMPLOYERS' RETIREE BENEFIT TRUST PROGRAM (CERBT) OF CALPERS FOR FISCAL YEAR 2022-23 IN AN AMOUNT NOT TO EXCEED \$55,000

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

WHEREAS, CalPERS, C/CAG's retirement system, has a trust program to receive and invest contributions made to fund other post-employment benefits (OPEB); and

WHEREAS, C/CAG has established an OPEB trust via the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS for retiree medical benefits, approved by C/CAG Resolution 15-33 on June 11, 2015; and

WHEREAS, C/CAG has deposited \$30,000 in the CalPERS trust (CERBT) in June 2015; and

WHEREAS, C/CAG adopted Resolution 16-21 and has deposited \$27,000 in the CalPERS trust (CERBT) in June 2016; and

WHEREAS, C/CAG adopted Resolution 17-26 and has deposited \$25,000 in the CalPERS trust (CERBT) in June 2017; and

WHEREAS, C/CAG adopted Resolution 18-37 and has deposited \$44,631 in the CalPERS trust (CERBT) in June 2018; and

WHEREAS, C/CAG adopted Resolution 19-34 and has deposited \$42,802 in the CalPERS trust (CERBT) in June 2019; and

WHEREAS, C/CAG adopted Resolution 20-39 and has deposited \$48,452 in the CalPERS trust (CERBT) in June 2020.

WHEREAS, C/CAG is interested in prefunding the calculated Actuarially Determined Contribution (ADC) for fiscal year 2022-23 in the amount of up to \$55,000 in the CalPERS trust.

NOW, THEREFORE, BE IT RESOLVED that the City/County Association of Governments of San Mateo County (C/CAG) Board of Directors authorize prefunding its Other Post Employment Benefits (OPEB) for fiscal year 2022-23 through CERBT of CalPERS in an amount not to exceed \$55,000.

PASSED, APPROVED, AND ADOPTED, THIS 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of appointment of Town of Portola Valley Councilmember Mary Hufty and City of Redwood City Councilmember Kaia Eakin to fill vacant elected official seats on the RMCP Committee.

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

RECOMMENDATION

That the C/CAG Board review and approve appointment of Town of Portola Valley Councilmember Mary Hufty and City of Redwood City Councilmember Kaia Eakin to fill vacant elected official seats on the RMCP Committee.

FISCAL IMPACT

None.

SOURCE OF FUNDS

Not Applicable.

BACKGROUND

The Resource Management and Climate Protection Committee (RMCP) provides information and recommendations to CMEQ and the C/CAG Board on items related to resource conservation and climate action. The Committee also tracks the progress of two main C/CAG programs, the San Mateo County Energy Watch (SMCEW) and the Regionally Integrated Climate Action Planning Suite (RICAPS). The Committee also seeks to integrate equity into resource conservation and climate actions, including workforce development, access by constituents, and inclusion of community-based organizations.

The Resource Management and Climate Protection Committee (RMCP) seats seven elected officials plus six public members representation each of the following: energy, water, utility, nonprofit, business/chamber of commerce, and environmental organizations, for a total of 13 seats. Two elected official seats on the RMCP Committee are currently vacant.

A recruitment letter for the vacant seats on the RMCP Committee was sent to all elected officials in San Mateo County on May 17, 2023 with a due date of May 31, 2023.

Two responses were received from Mary Hufty, Councilmember from the Town of Portola Valley and Kaia Eakin, Councilmember from Redwood City. The responses are provided as Attachments 1

and 2, respectively, to this staff report

Staff recommends that the C/CAG Board review and approve the appointment to the Resource Management and Climate Protection (RMCP) Committee to fill one vacant elected official seats. With this appointment, the RMCP Committee will have one remaining vacant elected official seat. The current, May 2023, RMCP Committee Roster is provided as Attachment 2.

ATTACHMENTS

1. Email interest response – Portola Valley Councilmember, Mary Hufty
2. Letter of Interest response – Redwood City Councilmember, Kaia Eakin
3. May 2023 RMCP Committee Roster

Received - May 17, 2023

Dear Mr Charpentier,

I am interested in serving on this county level committee if I can be of service. My particular interests are community health, watersheds and the SF Estuary as well as energy.

th,

Attached please find my resume.

 Mary Hufty

Portola Valley Town Council Member

A thing is right only when it tends to preserve the integrity, stability, and beauty of the community, and the community includes the soil, waters, fauna, and flora, as well as people. — Aldo Leopold

Curriculum Vitae Mary Page Hufty MD

Personal:

8/12/50 Born South Hampton, New York

9/6/79 Married Daniel Santiago Alegría de Letona

5/24/84 Dylan Archbold Hufty Alegría

7/31/86 Loren Daniel Archbold Alegría

Interests: English literature, Spanish language and literature, scuba diving, marine biology, natural history, conservation, recycling, composting, biological field stations, equestrian activities, hiking, biking, sailing and swimming.

Memberships: AAFP, CMA, AMA, NAUI, Physicians for Social Responsibility, American Medical Women's Association, Audubon Society, Pacific Crest Trail Association, Bay Ridge Trail Association, Menlo Country Club, Palm Beach Bath and Tennis Club, Organization of Biological Field Stations, Board member and historian, board member 2012 to 2019 Palm Beach Rehabilitation Center for Children and Adults.

Education and Training:

1956- 1965: Palm Beach Private School

1965-1968: Madeira School, Greenway Virginia

1968-1972: Leland Stanford Junior University

Double major in Human Development and Biology,

BA with honors in Biology

1972-1976: MD University of California at San Diego Medical School, La Jolla, Ca

1976-1979: Family Medicine Residency,

Thomas Jefferson Medical University Hospital, Philadelphia, Pa.

Board Certifications:

1979 American Academy of Family Physicians

1986, 1992, 1999, 2006, 2016 Recertification and Fellowship AAFP

Licenses: California Medical License, DEA

Academic Appointments:

1991- 2005: Voluntary Clinical Faculty Stanford University School of Medicine

1990 –1995: Clinical Faculty and lecturer San Jose Family Medicine Residence

1979- 2010: Voluntary Clinical Faculty Jefferson Family Medicine Residency

Curriculum Development:

1970-1972: Undergraduate Representative to the Steering Committee for Interdisciplinary Studies at Stanford University

1988 Developed and taught an intensive primary care course for Nurse Practitioner Midwives in Common Adult Health Problems, Education Programs Associates, Sunnyvale, Ca

1988-1991: Lecturer and organizer McGann Women and Health Lecture Series at Stanford Medical School

Invited Lectures:

1988- “The Management of Menopause: A Historic Perspective”- Palo Alto Medical Foundation

1989- “Women and Careerism”- McGann Speaker Series

1990- “Health Maintenance and the Prevention of Disease” Stanford University

“Parenting and Careerism: The Transforming Effect of Parenting on the Workplace” –

1990- “Menopause and Osteoporosis” Community speaker series

2005- “The Management of Depression in Primary Care” at Palo Alto Medical Foundation

2022- “75 Years of Women’s work as Physicians at Palo Alto Medical Foundation”, invited speaker at Palo Alto Historic Society

Field Research:

Health Needs in a Nigerian Village: Ipuetu Ijesha, Nigeria 1971

Hereditary Pancreatitis in West Virginia sponsored by the NIH, Bethesda, Maryland 1972

Comparative Genetics at San Diego Zoo with Dr Kurt Benirschke, where he established

1972 “The 20th Century Ark” for genetic material from endangered species.

Hospital Activities:

1976-1979: Ambulatory Care Committee Jefferson Hospital

1979-1987: admission privileges Committee at Auburn Faith Community Hospital,

1984-1987: Chair Perinatal Health Committee at Auburn Faith community Hospital

1989-2009: admission privileges Lucille Packard Children’s Hospital and at Stanford University

Publications:

Kattwinke; Lapey; deSantAgnese; Edwards; Hufty “Hereditary Pancreatitis , Three New Kindred and a Review of the Literature” Pediatrics Vol 51, pp55-69

Hufty, M.P; Sedwick,C; Benirschke,K “the Karyotypes of the White-lipped and Collared Peccaries, aspects of their Chromosomal Evolution” Genen and Phaenen Vol XVI

Community Activity;

1977-present: Archbold Expeditions Board of Directors

1992-present: Archbold Expeditions President of the Board

1976-1979: Volunteer medical service in Tiajuana, Mexico and Mission Beach, Ca.

1989-present: Docent Jasper Ridge Biological Station at Stanford University

2001-2018: Environmental Impact Committee for the Palo Alto Medical Foundation, founder and chair including responsibility for the PAMF Research Foundation, 5 large group practices, and the planning of the San Carlos Hospital.

1992-1994: PAMF Quality Assurance Committee

1994-1997: PAMF Osteoporosis Committee

1998-2000 PAMF Education and Community Service Committee

1994-2005: PAMF Immunization Committee

1994-2017: PAMF, Health Maintenance Guidelines Committee, founder and chair

1998-2017: Sutter Medical Network Health Care System, Health Maintenance Committee Chair
2002- 2017

2002- 2017: guiding more than 2 million outpatient visits /year for prevention of colon cancer, prostate cancer, breast cancer, cervical cancer, heart disease, and obesity

1989-2005: Advisory Board of Peninsula Open Space Trust working to preserve the open spaces of the San Francisco Peninsula ranches, coastline and foothills.

1990-2010: member of Environmental Volunteers- teaching environmental science in elementary schools on the SF Peninsula

1987- 1989: Portola Valley Town Conservation Committee

1994-present; Board of Directors Woodside Trail Club

1999- 2015: Portola Valley Paths and Trails Committee

2006- present: Stanford University, Red Barn Advisory Committee

2015-present: Board of Directors and Historian for the Organization of Biological Field Stations

2020: Board of Director of Bay Area Barns and Trails

2020: Founder and President Portola Valley Neighbors United, applying as a 501C3 “to help our local community preserve and enhance its small, rural open space character on the edge of a rapidly developing urban and industrial area by upholding and applying the objectives and principles of our General Plan and municipal code with transparency and consistency”.

Resigned presidency PVNU on 8/1/2020, to become a candidate for a seat on the Portola Valley Town Council.

Elected to the Portola Valley Town Council November 2022

Editorial Activity:

Web site management for preventive healthcare guidelines for the Sutter Medical Network

“Twelve Hints for Staying Healthy”, patient handout and physician exam room grid for Health Maintenance in every exam room in 5 large California group practices. Guidelines updated annually and continuously synchronized with the Sutter system and the EPIC electronic medical record.

Clinical Activity:

1980-87: Co-founded three private practices in the Sierra Foothills of California under a grant from the Foundation for Comprehensive Health Care and the Robert Wood Johnson Foundation, Foothills Family Medical Group continues to provide obstetric, pediatric, geriatric, hospital and intensive care in Placer County, California.

1988 provided medical care at Mayfield Santa Clara County Medical Clinic, caring for the indigent and underserved in Santa Clara County.

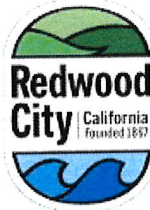
1988-present: provide full family medical care in a large community based multi specialty group practice at the Palo Alto Medical Foundation Palo Alto Campus.

Awards:

Sutter Medical Network Quality Care Award the top Family medicine clinician with the highest overall score on 14 selected quality measures compared to all other eligible clinicians in Sutter Health Bay Area.

Sutter Bridge Maker’s award for Innovations in Prevention 2017

Retirement: July 13, 2018, 30 years at PAMF



Kaia Eakin
Redwood City Council
1017 Middlefield Road
Redwood City, CA 94063
KEakin@RedwoodCity.org

May 30, 2023

Mr. Sean Charpentier
City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063

Dear Mr. Charpentier,

Please accept this letter of interest for the open seat on the C/CAG Resource Management and Climate Protection (RMCP) Committee.

As a lifelong San Mateo County resident, I am extremely proud of the leadership role that San Mateo County has taken on issues pertaining to Sustainability and Climate Change.

As a Redwood City resident in the early aughts, I well remember attending community forums on ways to curb greenhouse gas emissions. Our work and that of many concerned residents throughout the area paid off - - by 2009, all the cities in San Mateo County adopted an energy strategy, thanks to C/CAG's vision and tireless advocacy.

C/CAG's RMCP work on issues of energy, water and climate become more relevant and vital with each passing day.

I have a law degree from U.C. Davis King Hall and served as corporate counsel to two insurance companies in downtown San Francisco for the bulk of my legal career. A little over a decade ago, I pivoted my professional role and began working for several local non-profits in areas of environmental protection, education, health care, and the arts. I also served on Redwood City's Historic Resources Advisory Committee for 8 years. This last November, I was elected to the Redwood City Council.

Having enjoyed the resplendent parks and open spaces throughout San Mateo County my whole life, I have a deep and abiding respect for our local natural spaces. As the threat of Climate Change became apparent to me several decades ago, I have made it a point to remain educated on the topic and advocate for carbon emission reductions in

Kaia Eakin
C/CAG RMCP Letter of Interest
May 30, 2023
Page 2 of 2

any way I can. A large factor in my decision to seek public office was to affect policy on efficient use of our natural resources to reduce carbon emissions. I feel that in a public role, I can have more impact on issues affecting our natural environment than I can as a private citizen.

C/CAG's RMCP Committee is continuing to lead in adopting policies and procedures that will safeguard the health and safety of future generations of San Mateo County families. I would be honored to join in your efforts.

Thank you for your consideration.

Respectfully,



Kaia Eakin
Councilwoman
City of Redwood City

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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

Resource Management and Climate Protection Committee (May 2023)	
Elected Officials (7)	
Donna Colson – <u>Committee Chair</u> Councilmember City of Burlingame dcolson@burlingame.org	Sue Beckmeyer Councilmember City of Pacifica sbeckmeyer@pacificagov.org
Rick DeGolia Council Member Town of Atherton rdegolia@ci.atherton.ca.us	Gina Papan Councilmember City of Millbrae gpapan@ci.millbrae.ca.us
Dave Pine County Supervisor District 1 dpine@smcgov.org	Vacant
Vacant	
<u>Stakeholder Representatives (6)</u>	
<u>Energy</u>	Ortensia Lopez Executive Director El Concilio of San Mateo County or10sia@el-concilio.com
<u>Water</u>	Tom Francis – <u>Committee Vice Chair</u> Water Resources Manager Bay Area Water Supply and Conservation Agency tfrancis@bawsca.org

Resource Management and Climate Protection Committee (May 2023)	
<u>Utility</u>	Bill Chiang Government Relations Pacific Gas and Electric Company william.chiang@pge.com
<u>Nonprofit</u>	Alex Fernandez Chief Operating Officer Filoli Center afernandez@filoli.org
<u>Business/Chamber of Commerce</u>	Jeff Smith Director, Residential Development Sares Regis Group, LLC JSmith@srgnc.com
<u>Environmental</u>	Christine Zaugg Executive Director Sustainable San Mateo County christine@sustainablesanmateo.org

<u>RMCP Committee Staff</u>	
<u>C/CAG</u>	Sean Charpentier Executive Director scharpentier@smcgov.org (650) 599-1409
<u>C/CAG</u>	Kim Springer Transportation Systems Coordinator Energy, Water, and Climate kspringer@smcgov.org

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-63 reauthorizing the San Mateo County Congestion Relief Plan (CRP) for four years from July 1, 2023 to June 30, 2027 (special voting procedures apply).

(For further information contact Kaki Cheung at kcheung1@smcgov.org)

RECOMMENDATION

That the C/CAG Board of Directors review and recommend approval of Resolution 23-63 reauthorizing the San Mateo County Congestion Relief Plan (CRP) for four years from July 1, 2023 to June 30, 2027 (special voting procedures apply).

FISCAL IMPACT

The cost to develop the CRP is at \$36,993.91.

SOURCE OF FUNDS

The Plan update is funded with local match from the C/CAG member assessment.

BACKGROUND

The San Mateo County Congestion Relief Plan (CRP/Plan) was first adopted by C/CAG on February 8, 2002 in response to traffic congestion measurements, at locations throughout the County, which exceeded the standards adopted by C/CAG under the Congestion Management Program (CMP/Program). The passage of AB471 requires all local jurisdictions to maintain the adopted Level of Service (LOS) standard on all CMP roadways, or risk losing their gas tax revenues. The Program also requires the development of deficiency plans when Level of Service standards on a CMP roadway or intersection has been deteriorated. C/CAG's Congestion Relief Plan was developed to serve as a Countywide Deficiency Plan, so that the individual cities and the County would not have to develop multiple deficiency plans with corresponding implementation costs. Over the years, the C/CAG Board determined that a countywide approach would be more cost-effective and provide more comprehensive benefits to the overall transportation system in the County. The C/CAG Board adopted the last Plan at the May 2019 meeting, and reauthorized an annual member assessment of \$1.85M covering four years, from July 1, 2019 to June 30, 2023. The total amount of \$1.85 million has remained unchanged at least since 2007.

The current Plan is divided into four major programs, and the funding breakdown for each program is captured in Table 1 below. The Congestion Relief Plan funding is also designed to be used as matching funds to leverage other competitive federal, state, and local grants that align with program goals. This approach has provided more impact with the invested funds.

Table 1: 2019-2023 Adopted Congestion Relief Plan		
1	Local Transportation Services Program	\$500,000
2	Travel Demand Management	\$550,000
3	Intelligent Transportation Systems (ITS)/ Traffic Operational Improvement Strategies; Express Lane operations support; Smart Corridor Expansion	\$200,000
4	Linking Transportation and Land Use:	\$600,000
	4A. Innovative Trip Reduction Strategies (Carpool 3.0)/ Mobility Action Plan	
	4B. Transportation Improvement Strategy to reduce GHG (GW TAP/743 toolkit/ Performance assessments)	
	4C. Climate Change and Resiliency Planning (RICAPS, Climate Action Plan, Sea level rise planning for Trans. Facilities)	
	4D. Sustainable Communities Strategy (SCS) Activities, Linking Housing with Transportation. (21 Elements/ Sub-RHNA/ Legislation compliance)	
Total		\$1,850,000

All jurisdictions make financial contributions to the Plan using a combination of population data and trip generation information from the C/CAG Santa Clara Valley Transportation Authority travel demand model. The population data is updated annually based on information from the Department of Finance. The C/CAG VTA Travel model is the approved countywide transportation model. Staff has updated the trip data for the Fiscal Year 2023/2024 calculations. The updated proportionate county trips reflect minor changes because of the variations in trips among jurisdictions between 2013 and 2019.

As the Plan approaches its reauthorization date, staff has embarked on an effort to update the Plan. Staff and consultant met with various project stakeholders to obtain input, in addition to holding a workshop with the Technical Advisory Committee on program goals and strategies. The project team presented draft recommendations and Plan to multiple C/CAG Committees.

The two recommendations include increasing the annual CRP budget to fund mobility projects and programs at the level of service originally intended, and simplifying the funding allocation process to provide flexibility and adapt to changing program needs and priorities.

It is recommended that the CRP continue to support four ongoing programs at consistent levels each year:

- The **Countywide Shuttle program**, which provides first and last mile as well as community-wide shuttle service
- **Commute.org**, which provides transportation demand management support to employers, developers, and directly to travelers within San Mateo County
- **21 Elements**, which provides support to jurisdictions in implementing Housing Elements as well as developing on-going housing policies and programs.
- **C/CAG's Climate Initiatives**, which include the Resource Management and Climate Protection Committee (RMCP) to support the development of climate change-related programs as well as the Regionally Integrated Climate Action Planning Suite (RICAPS), which serves to provide ongoing climate action planning technical assistance to local governments in the county.

CRP Authorization

The CRP fund consists of fees provided by each jurisdiction. The total budget is set and approved by the C/CAG Board of Directors, and the fee for each jurisdiction is determined based on a combination of population and projected trip generation. The budget included in the FY23/24-FY 26/27 CRP Authorization will include incremental increases, depicted in table 2 below:

Table 2: Summary of Staff Recommendation

# YRS	Staff Recommendation
Year 1- FY 23/24	No change*
Year 2- FY 24/25	5%
Year 3- FY 25/26	Lesser of CPI or 3%
Year 4-FY 26/27	Lesser of CPI or 3%
Aggregate Increase in Year 4	\$394,827
Total Increase in cost per jurisdiction over 4 years	Ranges from \$2,240 to \$57,923
Highest and Lowest Average Annual Increase	\$560 to \$14,481

* Note- Individual jurisdictions' payments may vary due to changes in population or share of Countywide trips.

The C/CAG Board of Directors retains all authority over future changes in fees. All changes will be presented during the draft budget and reviewed and approved by the C/CAG Board of Directors.

The C/CAG Board received a presentation on the draft recommendations at its April meeting and were supportive of staff recommendation. At the May meetings, both the Technical Advisory Committee and Congestion Management and Environmental Quality (CMEQ) Committee recommended Board approvals to reauthorize the San Mateo County Congestion Relief Plan, covering four years from July 1, 2023 to June 30, 2027.

ATTACHMENT

1. Resolution 23-63
2. Draft Congestion Relief Plan FY23/24 to FY26/27 (The document is available for download at the C/CAG website at <https://ccag.ca.gov/committees/board-of-directors-2/>.)

RESOLUTION 23-63

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE SAN MATEO COUNTY CONGESTION RELIEF PLAN FOR FOUR YEARS FROM JULY 1, 2023 TO JUNE 30, 2027

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

WHEREAS, the City/County Association of Governments (C/CAG) of San Mateo County is the designated County Transportation Agency (CTA) for San Mateo County, and

WHEREAS, State law requires monitoring of the Congestion Management Network, and

WHEREAS, any deficient corridor or interchange will require the development of a deficiency plan with mitigation that may include all the cities and the County, and

WHEREAS, the San Mateo County Congestion Relief Plan was in effect from July 1, 2019 thru June 30, 2023, and

WHEREAS, the San Mateo County Congestion Relief Plan has shown to be an effective way to invest in programs that improve mobility in San Mateo County, and

WHEREAS, the new authorization of the San Mateo County Congestion Relief Plan will include support for ongoing programs, such as the Countywide shuttle program, Commute.org, 21 Elements, and C/CAG's climate initiatives, in addition to a flexible mobility fund, and

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County, the San Mateo County Congestion Relief Plan will be authorized for another four-year term, with an initial assessment of \$1,850,000, a proposed 5% increase in year 2 of the Program, and a proposed annual adjustment thereafter based on consumer price index, at a rate not to exceed 3%. The new Congestion Relief Plan will start July 1, 2023 and expire June 30, 2027.

PASSED, APPROVED, AND ADOPTED, THIS 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 23-64 adopting the C/CAG Fiscal Year 2023-24 Program Budget and Member Fees (special voting procedures apply).

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

RECOMMENDATION

That the C/CAG Board reviews and approves Resolution 23-64 adopting the C/CAG Fiscal Year 2023-24 Program Budget and Member Fees (special voting procedures apply).

FISCAL IMPACT

In accordance with the proposed C/CAG 2023/24 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. On April 26, 2023, the Finance Committee reviewed the initial draft and assumptions for the FY 2023-24 Program Budget and Member Fees. The C/CAG Board reviewed the budget and assumptions at the May 11, 2023 meeting. On May 24, 2023, the Finance Committee reviewed and recommended Board approval of the final draft C/CAG Fiscal Year 2023/24 Program Budget and Fees. At the June 8, 2023, staff requests the C/CAG Board reviews and approves the Final C/CAG Fiscal Year 2023/24 Program Budget and Fees.

Based on input from the C/CAG Board and the Finance Committee when the draft budget was presented, staff has updated the Final Budget to account for the more up-to-date information available, as well as included minor corrections. Key updates included more current projected interest earning in FY 2022/23, estimated interest payments from the SMCEL-JPA on the C/CAG operating loan, and new information on projected revenues/expenditures for various projects. Table 1 compares the updated budget with the budget that was presented at the May C/CAG Board meeting.

Table 1: Updated Budget Comparison

	Draft Budget (May 11)	Final Budget (June 8)	Difference	Explanation
Revenue	\$28,633,992	\$28,925,838	\$291,846	Increased Interest, including interest on San Mateo County Express Lane-Joint Powers Authority (SMCEL-JPA) Loan
Expenditures	\$38,926,544	\$39,660,486	\$733,942	Anticipated increase of \$650k in Measure M distribution to Samtrans; \$80k Stormwater
Balance	\$15,956,672	\$15,396,626	(\$560,046)	Changes from above and \$117k in accounting updates

Table 2 compares the updated budget with prior year adopted and projected budget.

Table 2: Updated Budget Summary

	Revenues	Expenditures	Ending Balance
Adopted 2022/23	\$16,153,905	\$26,673,837	\$14,764,443
Projected 2022/23	\$16,196,818	\$17,236,008	\$26,131,274
Draft Final 2023/24	\$28,925,838	\$39,660,486	\$15,396,626

Member fees and assessments

For fiscal year 2023/24, 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, an annual increase that is consistent with the most recent regional Consumer Price Index (CPI) at a rate not to exceed 3% is authorized. The CPI adjustment provides stability for C/CAG’s ongoing operations, and to avoid the future need of a large increase to make up for inflation. The annual 2022 regional Consumer Price Index rate was 5.6%. Per the resolution, the Fiscal Year 2023-24 C/CAG membership fees will set to increase by the maximum of 3%.
- Congestion Relief Program Assessment – For Fiscal Year 2023-24, staff proposes to keep the same aggregate amount at \$1,850,000. Jurisdictions’ contributions reflect minor changes because C/CAG updated the proportionate County trip data with the most recent information from the C/CAG/Valley Transportation Authority Travel Demand Model. This assessment is authorized by the C/CAG Board every four years. The proposed increase in this assessment for future years includes a 5% increase next year (FY 2024/25) to reflect the decline in purchasing power since the underlying fee has not been increased since 2007. Additionally, in each of the subsequent two years of the assessment period, the fee is to be escalated by CPI, with a ceiling of 3%. This is to attempt maintaining the current levels of service and investment.

For budgeting purposes, the draft member fees for each individual member agency were sent to City and County Managers on April 6, 2023.

Major Organizational FY 22/23 Accomplishments and FY23/24 Goals:

Major FY 22/23 accomplishments for C/CAG include:

1. Completion of the Shared Micromobility Feasibility Study.
2. Made major progress on the Equity Study.
3. Updated the C/CAG Congestion Relief Plan for a new reauthorization covering FY24-FY27.
4. Opening of the express lanes between Whipple Ave. and I-380.
5. Applied for more than \$40M in SB1 Funding for 92/101 Area Improvements.
6. Secured the following funding:
 - a) \$2.4M in member directed funding for the San Bruno Regional Multi-Benefit Stormwater Project;
 - b) \$3.36 M in Environmental Protection Agency (EPA) grant for regional trash monitoring; and
 - c) \$760,000 for planning a 3.7 mile buffered bike lane on El Camino Real in Millbrae and San Bruno.
7. Returned to in-person meetings and added live streaming to all C/CAG Board and Committee meetings.
8. Allocated \$36.5M in One Bay Area Grant (OBAG) Cycle 3 and associated funding to two programs and ten projects across the County.
9. Completion of the Northern Cities Smart Corridor project design.

Major new or updated initiatives for FY 23/24 include:

1. Fill vacant positions and strengthen the organization with administrative and/or finance capacity.
2. Complete and begin implementing the Equity Study.
3. Initiate the implementation of two shared micromobility pilots in the county (Daly City/Colma/Broadmoor and Redwood City/North Fair Oaks).
4. Ongoing support for Municipal Regional Stormwater Permit (MRP) 3.0 implementation, including increased water quality monitoring efforts; implementing sustainable streets and regional stormwater projects.
5. Advance One Watershed Integrated infrastructure planning.
6. Initiating the following studies and plans:
 - a) C/CAG Strategic Plan update.
 - b) GHG Mitigation Plan.
 - c) Dumbarton Project Initiation Document (PID) Feasibility Study.
 - d) Planning for 3.7 mile of buffered bike lane on El Camino Real.
 - e) Update of MTC's 2050 Plan Bay Area Regional Transportation Plan.
7. Complete the following planning efforts:
 - a) Two Community Based Transportation Plans.
 - b) Congestion Management Plan 2023 Update.
 - c) Countywide Local Roads and Streets Safety Plan.
8. Capital Projects:
 - a) Begin construction of the Northern Cities Smart Corridor project.
 - b) 92/101 Area Improvements: complete design, secure necessary funding, and initiate construction.

- c) Managed Lane North of I-380: Continue progress on Project Approval/Environmental Document (PA/ED). Enter into cooperative agreement with Caltrans and partners for an Integrated Team for the next phase (PS&E).
 - d) 92/101 Direct Connector: Initiate PA/ED.
9. Funding Activities:
- a) Biennial State Transportation Improvement Program (STIP) Update (Amount TBD)
 - b) \$5M of Lifeline Transportation Call for Projects
 - c) Transportation Development Act (TDA) Article 3 Call for Projects

The proposed FY 23/24 Budget reflects the ongoing work tasks and priorities that were identified in the Draft 2-Year Work Plan presented to the C/CAG Board of Directors at the January 2023 meeting. See attachment 3 for the updated 2-year workplan. There have been two additions to the workplan based on Board input.

- 1. Row 10 was added to include updating the website.
- 2. Row 50 was updated to reflect support for member agency projects, including grade separations.

Assumptions and Highlights on Draft FY 2023/24 Budget:

C/CAG manages its funds by grouping related revenues and expenditures into ten specific Program Funds. This includes General Fund, Transportation Fund, Smart Corridor Fund, Stormwater (NPDES) Fund, Measure M (\$10 Vehicle Registration Fee) Fund, and etc.

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 3% 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 2023-24 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. A noticeable difference this year is that the Smart Corridor “Grants” line item reflects \$10.3M of funding for the construction of the northern cities Smart Corridor project.

Expenditures – various:

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

C/CAG needs additional staffing support for administrative/finance functions, and transportation programming and planning. Regarding currently budgeted positions, C/CAG is recruiting for the Stormwater Director position and will start recruiting for the Deputy Director position shortly. The proposed budget includes an additional position for a Program Specialist.

In addition to standard escalations, these line items reflect a shift from budgeting based on actual personal costs to budgeting based on staff's next eligible highest Step for each position, and additional overhead costs from the County.

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 that are not mentioned above are:

1. 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.
2. New- Funding for Penn Media audio-visual services for services and/or equipment to assist C/CAG Board and Committees with the provision of audio-visual services.
3. Contract for Fiscal Agent Services with San Carlos.

Distributions

This line item is typically for transfers of funding to other organizations such as Commute.org. It also includes \$13M to the cities leading the construction phase for the Smart Corridor program.

Express Lane JPA

The SMCEL-JPA draft budget anticipates that the operating, maintenance, and administrative costs can be covered by toll revenue from the express lanes. The SMCEL-JPA will continue to use a joint staffing model, with staff from C/CAG and the SMCTA. Accordingly, the FY 23/24 C/CAG budget does not include an operating loan. It includes approximately \$533,000 in staffing costs that are funded with a commensurate amount of toll revenues.

Other

There is currently approximately \$600,000 of OPEB (Other Post-Employment Benefits) Unfunded Accrued Liability (UAL). 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 2023 Budget adoption. Once there is financial staff or consulting capacity, staff will work on a longer term C/CAG budget projection that will analyze the potential timing for payment amortization.

ATTACHMENTS

1. Resolution 23-64
2. Proposed C/CAG Member Fee for Fiscal Year 2023/24
3. Adopted FY 2022-2023 C/CAG Program Budget: Revenues, Expenditures, and Changes in Fund Balance

4. Projected FY 2022-2023 C/CAG Program Budget: Revenues, Expenditures, and Changes in Fund Balance
5. Projected FY 2023-24 Draft Budget Complete Workbook
6. C/CAG Two Year Workplan

RESOLUTION 23-64

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY ADOPTING THE C/CAG 2023-24 PROGRAM BUDGET AND MEMBER FEES

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

WHEREAS the C/CAG is authorized as a Joint Powers Agency to provide services for member agencies; and

WHEREAS the C/CAG is required to adopt a program budget and establish fees annually; and

WHEREAS on February 9, 2023, C/CAG has adopted Resolution 23-07 approving the population data to be used by C/CAG programs; and

WHEREAS on April 26, 2023, the C/CAG Finance Committee reviewed the initial draft and assumptions for the FY 2023-24 Program Budget and Member Fees.

WHEREAS on May 11, 2023, the C/CAG reviewed the initial draft and assumptions for the FY 2023-24 C/CAG Program Budget and Member Fees; and

WHEREAS on May 24, 2023, the C/CAG Finance Committee has recommended the Final draft and assumptions for the FY 2023-24 C/CAG Program Budget and Member Fees; 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 Board adopts the 2023-24 Program Budget and Member Fees, subject to special voting procedures.

PASSED, APPROVED, AND ADOPTED, THIS 8TH DAY OF JUNE 2023.

Davina Hurt, Chair

ATTACHMENT 2

Draft C/CAG Member Fees - FY 2023-2024¹

Agency	Population ³	Percent of Population	General Fund Fee ²	Gas Tax Fee ²	Total Member Fee
Atherton	6,718	0.902%	\$ 2,689	\$ 4,005	\$ 6,694
Belmont	27,203	3.653%	\$ 10,890	\$ 16,216	\$ 27,107
Brisbane	4,721	0.634%	\$ 1,890	\$ 2,814	\$ 4,704
Burlingame	30,283	4.067%	\$ 12,123	\$ 18,052	\$ 30,176
Colma	1,370	0.184%	\$ 548	\$ 817	\$ 1,365
Daly City	102,875	13.815%	\$ 41,185	\$ 61,325	\$ 102,510
East Palo Alto	28,963	3.889%	\$ 11,595	\$ 17,265	\$ 28,860
Foster City	33,056	4.439%	\$ 13,234	\$ 19,705	\$ 32,939
Half Moon Bay	11,308	1.519%	\$ 4,527	\$ 6,741	\$ 11,268
Hillsborough	11,018	1.480%	\$ 4,411	\$ 6,568	\$ 10,979
Menlo Park	33,034	4.436%	\$ 13,225	\$ 19,692	\$ 32,917
Millbrae	22,512	3.023%	\$ 9,012	\$ 13,420	\$ 22,432
Pacifica	37,533	5.040%	\$ 15,026	\$ 22,374	\$ 37,400
Portola Valley	4,289	0.576%	\$ 1,717	\$ 2,557	\$ 4,274
Redwood City	82,344	11.058%	\$ 32,965	\$ 49,087	\$ 82,052
San Bruno	42,656	5.728%	\$ 17,077	\$ 25,428	\$ 42,505
San Carlos	29,837	4.007%	\$ 11,945	\$ 17,786	\$ 29,731
San Mateo	103,779	13.936%	\$ 41,547	\$ 61,864	\$ 103,411
South San Francisco	64,492	8.661%	\$ 25,819	\$ 38,445	\$ 64,263
Woodside	5,212	0.700%	\$ 2,087	\$ 3,107	\$ 5,194
San Mateo County	61,459	8.253%	\$ 24,604	\$ 36,637	\$ 61,241
TOTAL	744,662	100.000%	\$ 298,116	\$ 443,905	\$ 742,021
NOTES:					
1. C/CAG member fees are comprised of two components: General Fund and Gas Tax.					
2. Per CCAG Resolution 22-04, C/CAG member fees for both the General Fund and the Gas Tax portions are to increase by the annual regional Consumer Price Index (CPI), with a max at 3%.					
3. Individual jurisdiction's share is based on new population data from Dept of Finance, 1/1/2022, adopted by CCAG Resolution 23-07.					

Draft Congestion Relief Program (CRP) Assessment - FY 2023-2024¹

Agency	Percent of Population ²	Total Trips ²	% of Trips	Congestion Relief
Atherton	0.902%	32,815	0.617%	\$ 14,055
Belmont	3.653%	166,620	3.134%	\$ 62,785
Brisbane	0.634%	66,207	1.245%	\$ 17,385
Burlingame	4.067%	313,808	5.903%	\$ 92,223
Colma	0.184%	50,528	0.951%	\$ 10,494
Daly City	13.815%	554,083	10.423%	\$ 224,205
East Palo Alto	3.889%	143,743	2.704%	\$ 60,990
Foster City	4.439%	263,851	4.964%	\$ 86,974
Half Moon Bay	1.519%	93,359	1.756%	\$ 30,292
Hillsborough	1.480%	55,931	1.052%	\$ 23,419
Menlo Park	4.436%	354,196	6.663%	\$ 102,668
Millbrae	3.023%	145,056	2.729%	\$ 53,205
Pacifica	5.040%	208,298	3.918%	\$ 82,869
Portola Valley	0.576%	36,833	0.693%	\$ 11,737
Redwood City	11.058%	735,787	13.842%	\$ 230,320
San Bruno	5.728%	296,184	5.572%	\$ 104,525
San Carlos	4.007%	251,045	4.723%	\$ 80,747
San Mateo	13.936%	818,876	15.405%	\$ 271,405
South San Francisco	8.661%	461,262	8.677%	\$ 160,375
Woodside	0.700%	43,111	0.811%	\$ 13,976
San Mateo County	8.253%	224,172	4.217%	\$ 115,351
TOTAL	100.000%	5,315,765	100.000%	\$ 1,850,000
NOTES:				
1. Total CRP (countywide total) assessment is at the same level as prior years, at \$1,850,000. The Trip Generation Data has been updated to reflect the latest information from 2019.				
2. Congestion Relief Fee is calculated based on population (Dept of Finance 2022) and trips generated (C/CAG/VTA travel demand model 2019), 50% each, respectively.				

Draft NPDES Member Fee^{1,2,4}

Agency	NPDES Basic ³	NPDES	TOTAL NPDES
Atherton			
Belmont			
Brisbane	0 \$	11,884 \$	\$ 11,884
Burlingame			
Colma	0 \$	4,056 \$	\$ 4,056
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 \$	124,885 \$	\$ 124,885
South San Francisco			
Woodside	\$ 9,013	\$ 10,445	\$ 19,458
San Mateo County			
TOTAL	\$ 9,013	\$ 151,269	\$ 160,282
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.			

06/03/22	C/CAG PROGRAM BUDGET: REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE										
							FY 2022-23				
	Administrative	Transportation	EL-JPA	SMCRP	Smart	LGP Energy	TFCA	NPDES	DMV Fee (\$4)	Measure M	Total
	Program	Programs		Program	Corridor	Watch			Program	(DMV Fee \$10)	
	(General Fund)										
BEGINNING BALANCE	1,018,305	2,811,440	1,620,792	2,465,528	474,671	412,038	1,215,592	1,882,003	547,349	12,790,057	25,237,775
PROJECTED REVENUES											
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
	0	0	0	0	0	0	0	0	0	0	0
Total Revenues	294,433	2,499,215	10,000	1,880,000	231,000	492,000	1,114,000	1,705,116	2,500	7,987,241	16,153,905
TOTAL SOURCES OF FUNDS	1,312,738	5,310,655	1,630,792	4,345,528	705,671	904,038	2,329,592	3,587,119	549,849	20,777,298	41,453,280
PROJECTED EXPENDITURES	Administrative	Transportation	EL-JPA	SMCRP	Smart	LGP Energy	TFCA	NPDES	DMV Fee (\$4)	Measure M	Total
	Program	Programs		Program	Corridor	Watch			Program	(DMV Fee \$10)	
	(General Fund)										
Administration Services	106,000	199,000	111,218	66,000	86,000	16,000	2,000	36,000	0	47,000	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	483,000	2,250,000	0	336,000	1,280,000	647,500	108,000	1,872,422	404,000	2,331,000	9,711,922
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	3,917,000	0	1,511,000	40,000	125,000	5,864,000	12,317,000
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
Total Expenditures	894,950	3,861,000	1,350,000	1,416,000	5,284,000	734,500	1,686,000	2,465,887	531,500	8,450,000	26,673,837
TRANSFERS											
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	-638,108	371,521	0	50,812	0	18,198	15,835	123,840	0	57,902	0
Total Transfers	-638,108	371,521	-1,050,000	2,015,812	-4,767,000	-131,802	15,835	83,840	0	4,114,902	15,000
NET CHANGE	37,591	-1,733,306	-290,000	-1,551,812	-286,000	-110,698	-587,835	-844,611	-529,000	-4,577,661	-10,534,932
TRANSFER TO RESERVES		0	0	0	0	0	0	0	0	0	0
TOTAL USE OF FUNDS	256,842	4,232,521	300,000	3,431,812	517,000	602,698	1,701,835	2,549,727	531,500	12,564,902	26,688,837
ENDING FUND BALANCE	1,055,896	1,078,134	1,330,792	913,716	188,671	301,340	627,757	1,037,392	18,349	8,212,396	14,764,443
Restricted Fund Balance	0	1,078,134		913,716	188,671	301,340	0	1,037,392	18,349	8,212,396	11,749,998
RESERVE FUND											
Beginning Reserve Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000
Reserve Transfers In	0	0	0	0	0	0	0	0	0	0	0
Reserve Transfers Out	0	0	0	0	0	0	0	0	0	0	0
Ending Reserve Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance.											
2- See individual fund summaries and fiscal year comments for details on Miscellaneous expenses.											
3- SMCRP - San Mateo Congestion Relief Program; TFCA - Transportation Fund For Clean Air; NPDES - National Pollutant Discharge Elimination System; Abatement.											
EL-JPA - SMC Express Lanes JPA; DMV - Department of Motor Vehicles.											

05/19/23	C/CAG PROJECTED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE										
							FY 2022-23				
	Administrative Program	Transportation Programs	EL-JPA	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	DMV Fee (\$4) Program	Measure M (DMV Fee \$10)	Total
	(General Fund)										
BEGINNING BALANCE	1,127,187	3,271,875	2,884,876	3,434,286	2,171,031	454,380	1,415,352	1,588,002	538,376	11,090,583	27,975,947
PROJECTED REVENUES											
Interest Earnings	9,779	50,876	65,131	72,316	17,667	7,952	23,719	30,229	7,976	187,505	473,150
Member Contribution	289,433	430,975	0	1,850,000	0	0	0	152,646	0	263,000	2,986,054
Cost Reimbursements	0	0	303,196	0	0	0	0	0	0	0	303,196
MTC/ Federal Funding	0	1,362,500	0	0	0	0	0	0	0	626,241	1,988,741
Grants	16,200	465,740	0	0	0	289,291	0	0	0	0	771,231
DMV Fee	0	0	0	0	0	0	1,045,400	0	714	6,700,000	7,746,114
NPDES Fee	0	0	0	0	0	0	0	1,541,165	0	0	1,541,165
TA Cost Share	0	0	102,168	0	0	0	0	0	0	50,000	152,168
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
	0	0	0	0	0	0	0	0	0	0	0
Total Revenues	315,412	2,545,091	470,495	1,922,316	17,667	297,243	1,069,119	1,724,040	8,690	7,826,746	16,196,818
TOTAL SOURCES OF FUNDS	1,442,598	5,816,966	3,355,371	5,356,602	2,188,698	751,623	2,484,471	3,312,042	547,066	18,917,329	44,172,765
PROJECTED EXPENDITURES											
	Administrative Program	Transportation Programs	EL-JPA	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	DMV Fee (\$4) Program	Measure M (DMV Fee \$10)	Total
	(General Fund)										
Administration Services	74,428	150,389	116,542	66,192	47,634	3,529	1,000	5,644	0	22,578	487,936
Professional Services	238,439	1,248,684	202,782	130,826	0	215,000	21,790	261,691	0	165,462	2,484,675
Consulting Services	234,103	660,616	0	307,769	459,768	187,500	136,496	1,635,943	30,000	2,054,707	5,706,902
Supplies	5,123	0	0	0	0	0	0	0	0	0	5,123
Prof. Dues & Memberships	1,500	4,600	0	0	0	0	0	26,620	0	0	32,720
Conferences & Meetings	1,368	7,715	0	0	1,000	1,500	0	6,000	0	1,401	18,984
Printing/ Postage	212	0	0	0	0	0	0	0	0	0	212
Publications	2,160	0	0	0	0	0	0	0	0	0	2,160
Distributions	0	0	0	904,980	1,274,463	0	938,638	25,000	0	5,282,500	8,425,581
OPEB Trust	55,000	0	0	0	0	0	0	0	0	0	55,000
Miscellaneous	2,183	0	0	0	0	0	0	0	0	0	2,183
Bank Fee	307	0	0	0	0	0	0	0	0	0	307
Audit Services	11,727	0	0	0	0	0	0	0	0	2,500	14,227
Loan to SMCEL JPA	0	0	0	0	0	0	0	0	0	0	0
Total Expenditures	626,549	2,072,004	319,324	1,409,767	1,782,865	407,529	1,097,924	1,960,898	30,000	7,529,147	17,236,008
TRANSFERS											
Transfers In	0	0	0	150,000	2,753,000	0	0	40,000	0	0	2,943,000
Transfers Out	0	0	0	1,950,000	0	0	0	0	0	2,136,500	4,086,500
Administrative Allocation	-638,108	371,521	0	50,812	0	18,198	15,835	123,840	0	18,198	(39,704)
Total Transfers	-638,108	371,521	0	1,850,812	-2,753,000	18,198	15,835	83,840	0	2,154,698	1,103,796
	0	0	0	0	0	0	0	0	0	0	0
NET CHANGE	326,971	101,566	151,170	-1,338,264	987,802	-128,484	-44,640	-320,698	-21,310	-1,857,099	(2,142,986)
TRANSFER TO RESERVES	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0
TOTAL USE OF FUNDS	-11,559	2,443,525	319,324	3,431,812	-970,135	425,727	1,113,759	2,044,738	30,000	9,683,845	18,511,037
ENDING FUND BALANCE	1,454,158	3,373,441	3,036,046	2,394,335	3,158,833	325,896	1,370,712	1,267,304	517,066	9,233,484	26,131,274
RESERVE FUND											
Beginning Reserve Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000
Reserve Transfers In	0	0	0	0	0	0	0	0	0	0	0
Reserve Transfers Out	0	0	0	0	0	0	0	0	0	0	0
Ending Reserve Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance											
2- See individual fund summaries and fiscal year comments for details on Miscellaneous expenses.											
3- SMCRP - San Mateo Congestion Relief Program; TFCA - Transportation Fund For Clean Air; NPDES - National Pollutant Discharge Elimination System; Abatement.											
AVA - Abandoned Vehicle Abatement; DMV - Department of Motor Vehicles.											

05/31/23	C/CAG PROGRAM BUDGET: REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE											
	FY 2023-24											
	Administrative Program (General Fund)	Transportation Programs	EL-JPA	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA	NPDES	DMV Fee (\$4) Program	Measure M (DMV Fee \$10)	Total	
BEGINNING BALANCE	1,454,158	3,373,441	3,036,046	2,394,335	3,158,833	325,896	1,370,712	1,267,304	517,066	9,233,484	26,131,274	
PROJECTED REVENUES												
Interest Earnings	30,800	63,900	123,546	99,100	35,200	9,900	26,400	35,200	11,500	25,800	461,346	
Member Contribution	298,116	443,905	0	1,850,000	0	0	0	160,282	0	300,000	3,052,303	
Cost Reimbursements	0	0	532,603	0	0	0	0	0	0	0	532,603	
MTC/ Federal Funding	0	1,362,500	0	0	0	0	0	0	0	706,268	2,068,768	
Grants	0	465,740	0	0	10,312,000	720,000	0	1,725,000	0	0	13,222,740	
DMV Fee	0	0	0	0	0	0	1,020,400	0	0	6,700,000	7,720,400	
NPDES Fee	0	0	0	0	0	0	0	1,582,678	0	0	1,582,678	
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	
Total Revenues	328,916	2,571,045	656,149	1,949,100	10,347,200	729,900	1,046,800	3,503,160	11,500	7,782,068	28,925,838	
TOTAL SOURCES OF FUNDS	1,783,074	5,944,486	3,692,195	4,343,435	13,506,033	1,055,796	2,417,512	4,770,464	528,566	17,015,552	55,057,112	
PROJECTED EXPENDITURES												
Administration Services	120,000	214,000	205,889	66,000	86,000	16,000	2,000	36,000	0	47,000	792,889	
Professional Services	146,853	1,830,886	326,714	301,170	0	82,103	63,364	458,812	0	205,019	3,414,921	
Consulting Services	552,655	2,386,338	0	1,551,838	991,000	850,000	0	2,670,083	384,000	2,438,223	11,824,137	
Supplies	11,000	2,000	0	0	0	0	0	0	0	0	13,000	
Prof. Dues & Memberships	19,250	22,000	0	3,000	0	0	0	28,000	0	500	72,750	
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	1,079,200	12,812,000	0	2,297,730	830,000	125,000	6,229,159	23,373,089	
OPEB Trust	55,000	0	0	0	0	0	0	0	0	0	55,000	
Miscellaneous	13,700	2,000	0	1,000	0	0	0	1,000	0	0	17,700	
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	0	2,500	25,000	
Loan to SMCEL JPA	0	0	0	0	0	0	0	0	0	0	0	
Total Expenditures	973,958	4,471,224	532,603	3,003,208	13,890,000	958,103	2,363,094	4,029,895	509,000	8,929,401	39,660,486	
TRANSFERS												
Transfers In	0	0	0	0	691,000	150,000	0	40,000	0	0	881,000	
Transfers Out	0	0	0	841,000	0	0	0	0	0	40,000	881,000	
Administrative Allocation	-603,441	371,414	0	66,689	0	17,819	11,872	89,873	0	45,774	0	
Total Transfers	-603,441	371,414	0	907,689	-691,000	-132,181	11,872	49,873	0	85,774	0	
NET CHANGE	-41,601	-2,271,593	123,546	-1,961,797	-2,851,800	-96,022	-1,328,166	-576,608	-497,500	-1,233,107	-10,734,648	
TRANSFER TO RESERVES		0	0	0	0	0	0	0	0	0	0	
TOTAL USE OF FUNDS	370,517	4,842,638	532,603	3,910,897	13,199,000	825,922	2,374,966	4,079,768	509,000	9,015,175	39,660,486	
ENDING FUND BALANCE	1,412,557	1,101,848	3,159,592	432,538	307,033	229,874	42,546	690,696	19,566	8,000,377	15,396,626	
Restricted Fund Balance	0	1,101,848		432,538	307,033	229,874	0	690,696	19,566	8,000,377	10,781,930	
RESERVE FUND												
Beginning Reserve Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000	
Reserve Transfers In	0	0	0	0	0	0	0	0	0	0	0	
Reserve Transfers Out	0	0	0	0	0	0	0	0	0	0	0	
Ending Reserve Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000	
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance.												
2- See individual fund summaries and fiscal year comments for details on Miscellaneous expenses.												
3- SMCRP - San Mateo Congestion Relief Program; TFCA - Transportation Fund For Clean Air; NPDES - National Pollutant Discharge Elimination System; Abatement.												
EL-JPA - SMC Express Lanes JPA; DMV - Department of Motor Vehicles.												

[illegible]

[illegible]

05/31/23				SAN MATEO LGP ENERGY WATCH FUND (06)															
					FY 2023-24 PROGRAM BUDGET														
					JULY 1, 2023 - JUNE 30, 2024														
BEGINNING BALANCE			325,896															325,896	
PROJECTED REVENUES		SM LGP	Climate Action	RMCP	JVSV Climate	Green											SMCRP PROGRAM FUND		
		Energy Watch	Plan	Support	Support	Business													
		C6681000	C6684000	C6684000	C6684000														
Interest Earnings	409100	9,900															9,900		
Member Contribution	4810XX																0		
Cost Reimbursements	440304																0		
MTC/ Federal Funding	481022																0		
Grants	420501	720,000															720,000		
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		
																	0		
Total Revenues		729,900	0	0	0	0	0	0	0	0	0	0	0	0			729,900		
TOTAL SOURCES OF FUNDS																		1,055,796	
PROJECTED EXPENDITURES		SM LGP	Climate Action	RMCP	JVSV Climate												SMCRP PROGRAM FUND		
		Energy Watch	Plan	Support	Support														
		C6681000	C6684000	C6684000	C6684000														
Administration Services	520314	16,000															16,000		
Professional Services	520320	82,103															82,103		
Consulting Services	520303	700,000				150,000											850,000		
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		
Total Expenditures		808,103	0	0	150,000	0	0	0	0	0	0	0	0	0			958,103		
TRANSFERS																			
Transfers In	490001	0	150,000	0													150,000	From Congestion Relief Fund C004	
Transfers Out	590001																0		
Administrative Allocation		17,819															17,819	To General Fund C001	
Total Transfers		17,819	-150,000	0	0	0	0	0	0	0	0	0	0	0			-132,181		
NET CHANGE		-96,022	150,000	0	-150,000	0	0	0	0	0	0	0	0	0			-96,022		
TRANSFER TO RESERVES																	0		
TOTAL USE OF FUNDS																		825,922	
ENDING FUND BALANCE																		229,874	
Ristricted Fund Balance																		229,874	
RESERVE FUND																			
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- LGP = Local Government Partnership; RMCP = Resource Management & Climate Protection Committee; JSV = Joint Venture Silicon Valley.																			
Note: Staff time supporting RMCP Committee is under the Congestion Relief Fund, not this Energy Fund																			

05/31/23						TRANSPORTATION FUND FOR CLEAN AIR (TFCA) PROGRAM FUND											
						FY 2023-24 PROGRAM BUDGET											
						JULY 1, 2023 - JUNE 30, 2024											
BEGINNING BALANCE		0	0	0	0	0	0	0	0	0	0	1,370,712			1,370,712		
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 FY22-23	Fund Cycle FY 23-24	TFCA FUND				
		C3420000	C3430000	C3431000	C3432000	C3433000	C3434000	C3434000	C3433000	C3433000	C3433000	C3433000					
Interest Earnings	409100											26,400	26,400				
Member Contribution	4810XX												0				
Cost Reimbursements	440304												0				
MTC/ Federal Funding	481022												0				
Grants	420501												0				
DMV Fee	420602											1,020,400	1,020,400				
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				
													0				
Total Revenues		0	0	0	0	0	0	0	0	0	0	1,046,800	0	1,046,800			
TOTAL SOURCES OF FUNDS																	
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	Fund Cycle FY 23-24	TFCA FUND				
		C3420000	C3430000	C3431000	C3432000	C3433000	C3434000	C3433000	C3433000	C3433000	C3433000	C3433000					
Administration Services	520314											2,000	2,000				
Professional Services	520320											63,364	63,364				
Consulting Services	520303												0				
Supplies	520201												0				
Prof. Dues & Memberships	520501												0				
Conferences & Meetings	520503												0				
Printing/ Postage	520204												0				
Publications	520504												0				
Distributions	522724											2,297,730	2,297,730				
OPEB Trust	522725												0				
Miscellaneous	520509												0				
Bank Fee	520202												0				
Audit Services	520301												0				
Loan to SMCEL JPA	0												0				
Total Expenditures		0	0	0	0	0	0	0	0	0	0	2,363,094	2,363,094				
TRANSFERS													0				
Transfers In	490001												0				
Transfers Out	590001												0				
Administrative Allocation												11,872	11,872	To General Fund C001			
Total Transfers		0	0		0	0	0	0	0	0	0	11,872	11,872				
NET CHANGE		0	0	0	0	0	0	0	0	0	0	-1,328,166	-1,328,166				
TRANSFER TO RESERVES													0				
TOTAL USE OF FUNDS																2,374,966	
ENDING FUND BALANCE		0	0	0	0	0	0	0	0	0	0	42,546				42,546	
Restricted Fund Balance																	
RESERVE FUND																	
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																	

05/31/23				NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PROGRAM FUND (07)													
					FY 2023-24 PROGRAM BUDGET												
					JULY 1, 2023 - JUNE 30, 2024												
BEGINNING BALANCE			1,267,304													1,267,304	
PROJECTED		New Devel. &	Public Info. &	Grant	Municipal	Collaborative	Permit Renewal	Program	Regional						NPDES PROGRAM		
REVENUES		Site Control	Participation	Programs	Main. Activities	Monitoring	Participation	Administration	Dues/ Monit.						FUND		
		C7357000	C7358000	C7359000	C7360000	C7361000	C7362000	C7356000	C7363000								
Interest Earnings	409100							35,200							35,200		
Member Contribution	4810XX							160,282							160,282		
Cost Reimbursements	440304														0		
MTC/ Federal Funding	481022														0		
Grants	420501			1,725,000											1,725,000		
DMV Fee	420602														0		
NPDES Fee	480002							1,582,678							1,582,678		
TA Cost Share	481023														0		
Miscellaneous/ SFIA	480008														0		
Street Repair Funding	480003														0		
PPM-STIP	420604														0		
Assessment	420603														0		
TLSP															0		
															0		
Total Revenues		0	0	1,725,000	0	0	0	1,778,160	0						3,503,160		
TOTAL SOURCES OF FUNDS																4,770,464	
PROJECTED		New Devel. &	Public Info. &	Grant	Municipal	Collaborative	Permit Renewal	Program	Regional						NPDES PROGRAM		
EXPENDITURES		Site Control	Participation	Programs	Main. Activities	Monitoring	Participation	Administration	Dues/ Monit.						FUND		
		C7357000	C7358000	C7359000	C7360000	C7361000	C7362000	C7356000	C7363000								
Administration Services	520314							36,000							36,000		
Professional Services	520320							458,812							458,812		
Consulting Services	520303			925,000				1,745,083							2,670,083		
Supplies	520201														0		
Prof. Dues & Memberships	520501								28,000						28,000		
Conferences & Meetings/Traini	520503							6,000							6,000		
Printing/ Postage	520204							0							0		
Publications	520504														0		
Distributions	522724		30,000	800,000											830,000		
OPEB Trust	522725														0		
Miscellaneous	520509							1,000							1,000		
Bank Fee	520202														0		
Audit Services	520301														0		
Loan to SMCEL JPA															0		
Total Expenditures		0	30,000	1,725,000	0	0	0	2,246,895	28,000						4,029,895		
TRANSFERS																	
Transfers In	490001							40,000							40,000	From Measure M for Admin	
Transfers Out	590001														0		
Administrative Allocation								89,873							89,873	To General Fund C001	
Total Transfers		0	0	0	0	0	0	49,873							49,873		
NET CHANGE		0	-30,000	0	0	0	0	-518,608	-28,000						-576,608		
TRANSFER TO RESERVES								0							0		
TOTAL USE OF FUNDS																4,079,768	
ENDING FUND BALANCE																690,696	
Restricted Fund Balance																690,696	
RESERVE FUND																	
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																	

05/31/23															
MEASURE M (\$10 DMV FEE) FUND (C10)															
FY 2023-24 PROGRAM BUDGET															
JULY 1, 2023 - JUNE 30, 2024															
BEGINNING BALANCE															
9,233,484															
PROJECTED REVENUES															
Administration Administration Cong. Man. Transit ITS NPDES NPDES SR2S MEASURE M DMV C/CAG Local Operations Local Regional (DMV FEE) C1024200 C1024300 C1023700 C1023800 C1023900 C1024000 C1024100 C1024400															
Interest Earnings 409100 25,800															
Member Contribution 4810XX 300,000															
Cost Reimbursements 440304 0															
MTC/ Federal Funding 481022 706,268															
Grants 420501 0															
DMV Fee 420602 335,000 1,591,250 1,145,700 700,150 1,591,250 954,750 381,900 6,700,000															
NPDES Fee 480002 0															
TA Cost Share 481023 50,000															
Miscellaneous/ SFIA 480008 0															
Street Repair Funding 480003 0															
PPM-STIP 420604 0															
Assessment 420603 0															
TLSP 0															
Total Revenues 0 360,800 1,591,250 1,145,700 1,050,150 1,591,250 954,750 1,088,168 7,782,068															
TOTAL SOURCES OF FUNDS															
17,015,552															
PROJECTED EXPENDITURES															
Administration Administration Cong. Man. Transit ITS NPDES NPDES SR2S MEASURE M DMV C/CAG Local Operations Local Regional (DMV FEE) C1024200 C1024300 C1023700 C1023800 C1023900 C1024000 C1024100 C1024400															
Administration Services 520314 47,000															
Professional Services 520320 205,019															
Consulting Services 520303 30,000 10,000 400,000 1,200,000 798,223 2,438,223															
Supplies 520201 0															
Prof. Dues & Memberships 520501 500															
Conferences & Meetings/Trainings 520503 7,000															
Printing/ Postage 520204 0															
Publications 520504 0															
Distributions 522724 150,000 1,591,250 1,851,659 20,000 1,591,250 1,025,000 6,229,159															
OPEB Trust 522725 0															
Miscellaneous 520509 0															
Bank Fee 520202 0															
Audit Services 520301 2,500															
Loan to SMCEL JPA 0 0															
Total Expenditures 0 434,519 1,591,250 1,861,659 427,500 1,591,250 1,200,000 1,823,223 8,929,401															
TRANSFERS															
Transfers In 490001 0															
Transfers Out 590001 0 40,000 40,000 \$40k To NPDES for its share of Admin															
Administrative Allocation 45,774 To General Fund															
Total Transfers 0 45,774 0 0 0 40,000 0 85,774															
NET CHANGE															
0 -119,493 0 -715,959 622,650 0 -285,250 -735,055 -1,233,107															
TRANSFER TO RESERVES															
0															
TOTAL USE OF FUNDS															
9,015,175															
ENDING FUND BALANCE															
Restricted Fund Balance 8,000,377 8,000,377															
RESERVE FUND															
Beginning Reserve Balance 340,000															
Reserve Transfers In 0															
Reserve Transfers Out 0															
Ending Reserve Balance 340,000															
Note: 1- Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance															
2- Manage at Fund Level															
3- ITS - Intelligent Transportation System; NPDES - National Pollutant Discharge Elimination System; DMV - Department of Motor Vehicles; SR2S - Safe Route to School.															
155															

05/31/23	CHANGES IN C/CAG BUDGET BY FISCAL YEAR					
		Projected				
		Actual		Budgeted	Budget	Budget
		FY 2022-23		FY 2023-24	Change	% Change
BEGINNING BALANCE		27,975,947		26,131,274	(1,844,673)	-6.59%
PROJECTED REVENUES						
Interest Earnings		473,150		461,346	(11,804)	-2.49%
Member Contribution		2,986,054		3,052,303	66,249	2.22%
Cost Reimbursements		303,196		532,603	229,407	75.66%
MTC/ Federal Funding		1,988,741		2,068,768	80,027	4.02%
Grants		771,231		13,222,740	12,451,509	1614.50%
DMV Fee		7,746,114		7,720,400	(25,714)	-0.33%
NPDES Fee		1,541,165		1,582,678	41,513	2.69%
TA Cost Share		152,168		50,000	(102,168)	-67.14%
Miscellaneous/ SFIA		0		0	0	0.00%
Street Repair Funding		0		0	0	0.00%
PPM-STIP		235,000		235,000	0	0.00%
Assessment		0		0	0	0.00%
TLSP		0		0	0	0.00%
		0		0	0	0.00%
Total Revenues		16,196,818		28,925,838	12,729,020	78.59%
TOTAL SOURCES OF FUNDS		44,172,765		55,057,112	10,884,346	24.64%
PROJECTED EXPENDITURES		Projected				
		Actual		Budgeted	Budget	Budget
		FY 2022-23		FY 2023-24	Change	% Change
Administration Services		487,936		792,889	304,953	62.50%
Professional Services		2,484,675		3,414,921	930,246	37.44%
Consulting Services		5,706,902		11,824,137	6,117,235	107.19%
Supplies		5,123		13,000	7,877	153.77%
Prof. Dues & Memberships		32,720		72,750	40,030	122.34%
Conferences & Meetings/Trainings		18,984		45,500	26,516	139.68%
Printing/ Postage		212		16,000	15,788	7463.58%
Publications		2,160		7,000	4,840	224.07%
Distributions		8,425,581		23,373,089	14,947,508	177.41%
OPEB Trust		55,000		55,000	0	0.00%
Miscellaneous		2,183		17,700	15,517	710.95%
Bank Fee		307		3,500	3,193	1040.96%
Audit Services		14,227		25,000	10,773	75.72%
Loan to SMCEL JPA		0		0	0	0.00%
Total Expenditures		17,236,008		39,660,486	22,424,478	130.10%
TRANSFERS						
Transfers In		2,943,000		881,000	(2,062,000)	-70.06%
Transfers Out		4,086,500		881,000	(3,205,500)	-78.44%
Administrative Allocation		(39,703)		0	39,703	100.00%
Total Transfers		1,103,796		0	(1,103,796)	-100.00%
NET CHANGE		(2,142,986)		(10,734,648)	(8,591,662)	-400.92%
TRANSFER TO RESERVES		0		0	0	0.00%
TOTAL USE OF FUNDS		18,511,037		39,660,486	21,149,449	114.25%
ENDING FUND BALANCE		26,131,274		15,396,626	(10,734,648)	-41.08%
RESERVE FUND						
Beginning Reserve Balance		1,600,000		1,600,000	0	0.00%
Reserve Transfers In		0		0	0	0.00%
Reserve Transfers Out		0		0	0	0.00%
Ending Reserve Balance		\$1,600,000		\$1,600,000	\$0	0.00%
Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance						

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Color CODING KEY

Key Categories

Required Activities By Statute or Role or Ownership

Discretionary Actions Necessary to accomplish C/CAG's Mission/Goals

Discretionary Actions Not Yet Started

			2023				2024				2025
			1Qtr	2Qtr	3Qtr	4Qtr	1Qtr	2Qtr	3Qtr	4Qtr	1Qtr
1	Agency wide efforts										
2	Measure M Management (General)	Manage Measure M (\$10 Vehicle License Fee) including planning, admin, and annual formula distributions.	X	X	X	X	X	X	X	X	X
3	General Financial/Organizational Tasks (contracts, HR, CALPERs, financial management, Audits, Finance Committee Investment policies)		X	X	X	X	X	X	X	X	X
4	General Time Spent Managing and attending Committees (CMEQ, TAC, BPAC, AAC, Stormwater, Finance)		X	X	X	X	X	X	X	X	X
5	Airport Land Use Commission Activities and Committee	ALUC Meetings, project review, and ALUCP Management.	X	X	X	X	X	X	X	X	X
6	21- Elements support	C/CAG is a major partner in supporting 21 Elements efforts.									
7	C/CAG Equity Assessment and Plan	Equity Assessment underway	X	X	X						
8	State and Federal Advocacy Program	State advocacy (Shaw Yoder Antwih Schmelzer & Lange) for tracking and commenting on legislation and pursuing funding; & Federal Funding advocacy (Ken Brown & Associates)	X	X	X	X	X	X	X	X	X
9	C/CAG Strategic Plan Development	Will initiate as Equity Study concludes					X	X	X	X	X
10	C/CAG Update Website	TBD							X	X	X
11											
12	Stormwater Program										
13	Regional Water Board MRP Compliance	Managing Regional Water Permit for all permittees (21) in San Mateo County, including 5 Year contract with EOA and coordinating annual compliance.	X	X	X	X	X	X	X	X	X
14	Multi Benefit Regional Projects	Continue to support Orange Memorial Park project in SSF; Implement recent \$2.4m Federal Earmark for project in San Bruno; Red Morton Park in Redwood City; and Twin Pines project in Belmont. Initiate design on future regional projects.	X	X	X	X	X	X	X	X	X
15	Exploring Risk-based Integrated Water Management		X	X	X	X	X	X	X	X	X
16	Exploration of Stormwater Funding/Financing		X	X	X	X	X	X	X	X	X
17	Phase II Green Infrastructure Tracking & Mapping Tool		X	X	X	X	X	X	X	X	X
18	Pilot Bulk Rain Barrel Rebates	Annual project to distribute approximately 800+ rain barrels. See press release and coverage in Agenda #9 Communications.	X	X	X	X	X	X	X	X	X
19	Scaling Schoolyard Greening Efforts	Green infrastructure investments in 12 schools	X	X	X	X	X	X	X	X	X
20											
21	Energy and Climate Program										
22	San Mateo County Energy Watch (SMCEW)		X	X	X	X	X	X	X	X	X
23	Climate Action Planning (RICAPS)		X	X	X	X	X	X	X	X	X
24	Laundry to Landscape Program		X	X	X	X	X	X	X	X	X
25	Carbon Neutrality Plan								X	X	X
26											

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Color CODING KEY

Key Categories

Required Activities By Statute or Role or Ownership

Discretionary Actions Necessary to accomplish C/CAG's Mission/Goals

Discretionary Actions Not Yet Started

			2023				2024				2025
			1Qtr	2Qtr	3Qtr	4Qtr	1Qtr	2Qtr	3Qtr	4Qtr	1Qtr
27											
28	Transportation Plans/Studies C/CAG LEAD										
29	Community Based Transportation Plans (Daly City & Southern SMC)	MTC required transportation plans for Equity Priority Communities. Delayed by Covid, but will complete in 2023.	X	X							
30	Congestion Management Plan Biannual Update	Required update of Congestion Management Plan every two years to monitor traffic on CMP Network and Companion Network.	X	X	X	X					
31	Congestion Relief Plan Update	Update of Congestion Relief Plan and Fee that occurs every 4 years. CRP provides funding for Commute.org, shuttles, congestion reduction plans and policies.	X	X							
32	MTC RTP PBA 2050 Update	Every 4 years MTC must update its RTP Plan Bay Area. This update is intended to be a "focused" update. RTP is a 30 year plan that identifies over \$5.1 billion in San Mateo County projects.					X	X	X	X	X
33	County Transportation Plan Update (CTP)	Countywide update to the Countywide Transportation Plan. Required by MTC to connect Countywide efforts to the RTP PBA.					X	X	X	X	X
34	Dumbarton Corridor Feasibility Study and Plan (Pre PID)	Study to identify alternatives to connect the Dumbarton Bridge to the Highway 101 Express Lanes. Roadway and ATP only. Alternatives will then be studied in greater detail in a PID. Starting vendor recruitment. \$500k	X	X	X	X	X	X			
35	Local Roadway Safety Plan	Countywide Local Roadway Safety Plan will identify safety improvement in Cities and ensure jurisdictions are eligible for certain types of MTC funding as well as making the County more competitive for certain types of Federal Funding. Recruiting vendor now. Estimated \$400k	X	X	X	X	X				
36	Planning Buffered Bike Lane El Camino Real San Bruno/Millbrae	Planning and design for 3.7 mile of buffered bike lane along ECR in San Bruno and Millbrae. Funded with \$760k budget request from then Asm. Mullin.		X	X	X	X	X	X	X	X
37	VMT/GHG Mitigation Plan and Program	Planning for a GHG/VMT Mitigation Program. Funded by Caltrans Planning Grant. \$670k. Recruiting consultant now.	X	X	X	X	X				
38	E Bike Strategic Plan	Future project for E Bike study to build on C/CAG Countywide Bicycle Plan by identifying best E-Bike routes, analyzing potential E bike connections to Coastside and potential equity incentives for E Bikes. May seek Federal Earmark.							X	X	X
39	Countywide Adaptive Traffic Signal Synchronization Plan and Implementation	Identify key corridors and routes to implement adaptive signal timing; prioritize signal timing for transit vehicles and emergency vehicles; install bicycle detection software; and leverage technology to better control and manage traffic flow. May seek federal earmark funding.							X	X	X

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Color CODING KEY

Key Categories

Required Activities By Statute or Role or Ownership

Discretionary Actions Necessary to accomplish C/CAG's Mission/Goals

Discretionary Actions Not Yet Started

			2023				2024				2025
			1Qtr	2Qtr	3Qtr	4Qtr	1Qtr	2Qtr	3Qtr	4Qtr	1Qtr
40											
41	Transportation Plans/Studies C/CAG Supporting Role										
42	Countywide Autonomous Vehicle Strategic Plan (SMCTA)	Identify the current state of AV in San Mateo County, establish a shared-vision for AV deployment, identify opportunities and challenges for AV deployment in the county, and to develop an AV action plan with prioritized next steps that align with potential funding availability.	X	X	X	X	X				
43	US 101 Multimodal Strategy (SMCTA)	Develop a strategy and conduct outreach to create a multimodal package of projects to be added to or bundled with and complement the existing highway projects.	X	X	X	X	X	X	X		
44											
45	Transportation Programs										
46	Ongoing STIP, RTIP, MEASURE M, OBAG, Federal Project Delivery, and other required admin activities	Assist cities with regional, state, and Federal Funding. Currently assisting member agencies with the delivery of approx \$195m in funding throughout the County	X	X	X	X	X	X	X	X	X
47	Safe Routes To School Program	The (SRTS) Program is a collaborative effort between (C/CAG and the San Mateo County Office of Education (SMCOE). The program encourages and enables school children to walk and bicycle to school by implementing projects and activities that improve the health, well-being, and safety of children, resulting in less traffic congestion and vehicle emissions caused by school-related travel.	X	X	X	X	X	X	X	X	X
48	TDM Policy Management	C/CAG's Countywide TDM policy is used by a majority of the Cities.	X	X	X	X	X	X	X	X	X
49	Shuttles	C/CAG supports shuttle investment.	X	X	X	X	X	X	X	X	X
50	Regional Support and Advocacy at MTC/ABAG and Caltrans for regional priorities.	Coordinate with multiple staff level committees, brief MTC Commissioners on relevant issues, support member agency <u>roadway, multimodal, and grade separation applications.</u>									
51	Transportation Fund for Clean Air County Program Manager Fund Management	C/CAG distributes Air District funds to qualifying projects that reduce air pollution, greenhouse gas emissions, and traffic congestion by improving transportation options.	X	X	X	X	X	X	X	X	X
52	Big Data (StreetLight Data) Services	C/CAG manages a joint countywide subscription to StreetLight Data, allowing users to access big data to perform robust transportation analytics.	X	X	X	X					
53	Micromobility (Bikeshare/Scooter share) Program Implementation	C/CAG Board adopted the Shared Micromobility Feasibility Study and Implementation Plan in December 2022. C/CAG will form a Governance Committee of participating pilot jurisdictions to finalize the program guidelines and procure vendor to launch the pilot. Pilot is anticipated to be operational in 2024.	X	X	X	X	X	X	X	X	X
54											

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Color CODING KEY
Key Categories
Required Activities By Statute or Role or Ownership
Discretionary Actions Necessary to accomplish C/CAG's Mission/Goals
Discretionary Actions Not Yet Started

			2023				2024				2025
			1Qtr	2Qtr	3Qtr	4Qtr	1Qtr	2Qtr	3Qtr	4Qtr	1Qtr
55	Calls For Projects/Funding										
56	Lifeline STA County Block Call For Projects	Will initiate as soon as CBTP are completed. Line 26			X	X	X	X			
57	TDA Article 3	Provide planning and capital funding for active transportation projects. Will facilitate FY24-25 Call for Projects in beginning 2023 Q4.				X	X	X	X	X	
58	Measure M Countywide Transportation Innovative Grant Program	A new Countywide Competitive Pilot Program dedicated to fund nimble Senior Mobility, ITS/Smart Corridor, Safe Routes to School, and Stormwater Management projects.				X	X	X	X	X	X
59	2023 STIP Update	Required update for County Formula Share STIP Funds.		X	X	X					
60											
61	Smart Corridor Projects (C/CAG Lead)										
62	Smart Corridor Ongoing Maintenance	Maintenance for fixtures and of Fiberoptic line that currently spans from East Palo Alto to San Bruno.	X	X	X	X	X	X	X	X	X
63	Proj- Smart Corridor SSF Const	Support construction of Smart Corridor in SSF, including providing funding. Construction cost estimated at \$8.5M and anticipate completion by end of 2023.	X	X	X	X	X				
64	Proj Smart Corridor N Cities PSE	Advance PSE for remaining Smart Corridor segment.	X	X							
65	Proj Smart Corridor N Cities Const	Support construction of Smart Corridor in Brisbane, Daly City, and Colma, including providing funding. Construction cost estimated at \$12.6M and anticipate construction advertisement in summer 2023.			X	X	X	X	X		
66											
67	Express Lane I 380 To Santa Clara County Line (Co-Sponsor with SMCTA)										
68	Construction	Section between Whipple and Santa Clara County line is open for tolling. Section between Whipple and I380 is still under construction and is anticipated to commence tolling in early 2023. \$585m	X	X							
69											
70	Managed Lane North of I 380 (Co-Sponsor with SMCTA)										
71	PAED (Planning)	Project would extend the managed lanes north of I 380 to the SM/SF county line and close the remaining gap in SMC along 101. Total Project Cost Estimated at \$315.5M (Construction estimated at \$272.2M)	X	X	X	x	X	X			
72	PSE (Design) 12/2024 - 12/2026									X	X
73	Construction 8/2027 - 8/2029										
74											
75	92/101 Multi Modal Area Improvements (Co-Sponsor with SMCTA)										
76	PSE (Design)	Project would improve 92/101 Interchange at 4 locations, construction buffered bike lane along Fashion Island Blvd, and a mobility hub interchange. Construction Cost Est \$47m with a shortfall of \$40m)	X	X	X	X					
77	Construction								X	X	X
78											

C/CAG Draft 2 YR workplan

Color CODING KEY
Key Categories
Required Activities By Statute or Role or Ownership
Discretionary Actions Necessary to accomplish C/CAG's Mission/Goals
Discretionary Actions Not Yet Started

			2023				2024				2025
			1Qtr	2Qtr	3Qtr	4Qtr	1Qtr	2Qtr	3Qtr	4Qtr	1Qtr
79	92/101 Direct Connector (Co-Sponsor with SMCTA)										
80	PAED (Planning)	Project is analyzing options to provide a direct connector between Hwy 92 and the Hwy 101 express lanes to encourage transit and HOVs. Total Proj Cost Est \$195.3M - Construction cost est is \$165M		X	X	X	X	X	X	X	X
81	PSE (Design) 1/2025 - 12/2026										
82	Construction 5/2027 - 4/2029										
83											
84	San Mateo County Express Lane JPA (101 Express Lanes)										
85	Northern Segment Toll Commencement	Commence toll operation from Whipple Road to I-380.	X	X							
86	FY Budget Preparation	Prepare program budget.	X	X			X	X			X
87	Equity Program Oversight	Oversee equity progme with Samaritan House that distributes \$100 Clipper Cards or \$100 FasTrak Transponders.	X	X	X	X	X	X	X	X	X
88	Expenditure Plan	State Required expenditure plan before any net revenue is			X	X	X	X			
89	Organizational Assessment	Founding JPA requires an organizational assessment regarding the administrative structure of the organization.			X	X	X	X	X	X	X
90	Organizational Admin and Management		X	X	X	X	X	X	X	X	X
91	Express Lane Program Operation	Ongoing management of the \$78m in operational and maint contracts.	X	X	X	X	X	X	X	X	X
92	Ongoing management of Express Lanes Asset Database	Develop a database that enables strategic and systematic process of maintaing, upgrading and expanding assets to support Express Lane operation. Designed to focus on resource allocation and planning.	X	X	X	X	X	X	X	X	X
93											

C/CAG AGENDA REPORT

Date: June 8, 2023

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)

RECOMMENDATION

C/CAG staff recommend 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.)

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 advocate, Shaw Yoder Antwih Schmeltzer & Lange (SYASL). Important or interesting issues and positions taken by vote that arise out of the Legislative Committee meeting are reported to the Board verbally under this item.

The 2023-24 Legislative Session began on the same day as the swearing in of new legislators, December 5, 2022. New bills were introduced through February 17, 2022 and total 2500 plus, many of which originated as placeholder or spot bills.

The attached report from SYASL 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 Legislative Committee and Board meeting.

The Legislative Committee approved sending a letter to the legislature requesting additional flexibility in the Brown Act, at the January 12, 2023 meeting. The letter was drafted, reviewed,

signed, and delivered through SYASL at the end of January.

At the March 9, 2023 meeting, the Committee voted to support ACA-1 (Aguiar-Curry). In addition, the Legislative Committee took position on two ballot measures: Taxpayer Protection and Government Accountability Act – Oppose, and a ballot measure to repeal the majority voter approval requirement for Low-Rent Housing – Support. The C/CAG Board approved of these positions.

Brown Act Legislation:

There are currently five bills related to the Brown Act for this session and SYASL is tracking their value to C/CAG's goals as expressed in the letter. They are listed below. Two of those bills were acted upon by the Legislative Committee and the Board at the March 9, 2023 meeting. At the April 13, 2023 meeting, the Legislative Committee and the Board acted on two additional Brown Act bills:

- AB 557 (Hart) – Support
- AB 817 (Pacheco) – Support
- AB 1379 (Papan) – Support
- SB 411 (Portantino)
- SB 537 (Becker) – Support

Three support letters have been sent. Unfortunately, SB 537 (Becker) underwent significant amendments such that staff and SYASL believe the bill should be re-presented to the Legislative Committee this month for reconsideration.

In April the Legislative Committee and Board also acted in support in SB 511 (Blakespear) and that letter has also been sent.

At the May Legislative Committee, four additional positions were taken and presented to the C/CAG Board, which voted to approve. They are as follows:

- AB 321 (Wilson Sales Use Tax Exemption for Public Ferries – Support
- AB 463 (Hart) Prioritization of Service: Public Transit Vehicles – Support
- AB 756 (Papan) Stormwater Runoff Pilot Project – Support
- AB 1525 (Bonta) Transportation Project Impacts to Priority Populations - Oppose

Unfortunately, all four of the bills for which the Committee and the Board took positions in May have been moved to suspense, so no letters have been drafted or delivered.

The SYASL monthly Legislative Update is attached to this staff report for review. The Legislative Committee will review and possibly vote on some bills, including those listed. There are four bills for the Legislative Committee to review and possibly take positions on at its meeting.

C/CAG leadership has a meeting set to meet with Senator Wiener on two bills: SB 423 – Extension of SB 35 and SB 4 – Housing Development on Higher Education and Religious Institution Properties. There will likely be a discussion of the meeting with Senator Wiener and/or possible positions at the C/CAG Legislative Committee meeting.

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.

Board members may view the bills being tracked at the following link provided by SYASL: [C/CAG Bill Tracking](#)

ATTACHMENTS

1. C/CAG Legislative Update, May1, 2023 from Shaw Yoder Antwih Schmelzer & Lange

Below are informational links:

2. [Recent Joint ABAG MTC Legislation Committee Agendas](#)
3. [California State Association of Counties \(CSAC\) 2021-22 bill positions and tracking](#)
4. [California Associations of Councils of Government \(CALCOG\) bill tracking](#)
5. Daily legislative information and for specific bills at <http://leginfo.legislature.ca.gov/>
6. [2023 California State Calendar of Legislative Deadlines](#)
7. [San Mateo County Delegation Sponsored Legislation 2021](#)
 - [2022 Legislation from Assemblymember Marc Berman](#)
 - [2021 Legislation from Assemblymember Kevin Mullin](#)
 - [2022 Legislation from Assemblymember Phil Ting](#)
 - [2021 Legislation from Senator Josh Becker](#)
 - [2022 Legislation Senator Scott Wiener](#)
8. Bill Tracker for C/CAG by SYASL: [C/CAG Bill Tracking](#)
9. Current client roster for Shaw Yoder Antwih Schmelzer & Lange - <https://syaslparkers.com/clients/>



May 26, 2023

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

From: Matt Robinson, Andrew Antwih and Silvia Solis Shaw
Shaw Yoder Antwih Schmelzer & Lange

Re: **STATE LEGISLATIVE UPDATE – June 2023**

Legislative Update

The fiscal committees had until May 19 to hear and report bills with a fiscal impact to the state to their respective floors. June 2 is the House of Origin deadlines, meaning bills must cross over to the other house or become two-year bills. As we have previously reported, the Legislative Calendar, which sets the deadlines for the year and can be viewed [here](#).

Governor Releases May Revise

On Friday, May 12, Governor Newsom released the semi-annual update to the January budget proposal, known as [the May Revise](#). Traditionally, the May Revise is timed to capture the state's income tax filings and uses those as the basis for updating California's fiscal position, as well as provide an opportunity for the Governor to revisit his fiscal priorities. However, because the tax filing period was extended for most of the counties in California from April 15, 2023 to October 16, 2023, it may be difficult for the Governor to know the state's true fiscal position until later this year.

As a reminder, in January, Governor Newsom projected a \$30 billion deficit, reduced to \$22.5 billion if certain budget action were taken, including reducing the amount funding for climate programs, reducing the Transit and Intercity Rail Capital Program (TIRCP) funding from \$4 billion to \$2 billion, postponing the grade separation program, and zeroing out the amount of General Fund money and replacing it with other sources (Cap and Trade, State Highway Account) for zero-emission vehicles, and other programs (ATP, Climate Adaptation).

It comes as no surprise that Governor Newsom continues to project a significant budget shortfall, now pegging the deficit for Fiscal Year 2023-24 at \$31.5 billion. The Governor maintains the January reductions he proposed to various programs, but is not proposing to reduce funding any further. With regard to the transit fiscal cliff, in the Governor's May Revision Summary, the Administration states:

"While the state's transit agencies have benefitted from large infusions of capital dollars, both state and federal, post-pandemic ridership trends have resulted in significant operating challenges for many of the

state's transit agencies, particularly as federal relief dollars begin to run out. The Administration welcomes discussion with the Legislature on potential near- and long-term solutions to support the viability of transit across the state."

Governor Newsom Releases Proposals to Expedite Infrastructure Projects

As he signaled in his May Revise, on May 19, Governor Newsom announced a [package of budget trailer bills](#) and executive actions to help expedite infrastructure projects in California and leverage additional federal funding from the Infrastructure Investment and Jobs Act (IIJA). The proposals from the Governor include CEQA judicial streamlining for transportation projects, NEPA delegation authority for state and local projects, truncating the administrative record process for CEQA litigation, and expanding progressive design-build authority for Caltrans projects, amongst several others.

The language is now available on the Department of Finance [website](#) under the Infrastructure Package header. Each proposal has an accompanying fact sheet. The proposed trailer bills must be negotiated with the Legislature in the weeks ahead to be included in the final budget package. Because these are proposed as trailer bills, they can be passed anytime this summer before the Legislature adjourns in mid-September, and once signed by the Governor, become law immediately.

Legislature Acts on Transit

In late May, Senate Budget Subcommittees 2, as well as the full Assembly Budget Committee, voted to reject the Governor's proposed \$2 billion cut to the TIRCP (as noted above) and allow regional agencies to "flex" a to-be-determined portion of that funding for operating assistance. The Legislature also voted to develop accountability measures for transit operators in order to access operations funding and to fold AB 761 (Friedman) into the trailer bill process. The Legislature will maintain Transportation Development Act relief from farebox & operating cost per hour penalties, maintain operating flexibility in the SB 1 state of good repair program, and provide additional flexibility with the Low-Carbon Transportation Program. The Legislature is also proposing additional funding for zero-emission transit vehicles. There are some minor differences between the Senate and Assembly actions, and we expect those to be resolved in the next two weeks, at which point the Legislature would begin conversations with the Governor's Office on the final budget package.

Resources Bonds

There are currently two main resources/climate bond proposals moving through the Legislature – SB 867 (Allen) and AB 1567 (Garcia) – both proposing to spend approximately \$15 billion for various water, agriculture, flood protection, wildfire mitigation, open-space, parks, clean energy, and climate programs. Importantly, the bonds, at varying levels, contain money for storm water management projects, projects to reduce PFAS, water recycling & re-use projects and urban water conservation. The bonds also contain funding to address sea-level rise and protect coastal infrastructure, including transportation and port infrastructure. At some point, the bonds will have to be reconciled; not only the two proposals in the Legislature, but also with the Administration. It remains to be seen whether the Legislature and Governor will target the 2024 primary or general election ballot, the latter giving the parties more time to negotiate.

Bills with Positions

SB 511 (Blakespear) Local Emissions Inventories – C/CAG SUPPORT

Before January 1, 2028, this bill would require the California Air Resources Board (CARB) to develop and publish a report on greenhouse gas emission inventories for calendar year 2025 for each city, county, city and county, and special district and to periodically update the report consistent with updates to CARB’s scoping plan. The bill would require CARB to establish a local government advisory committee to inform the development of the inventories. The bill would appropriate \$2,500,000 in the Fiscal Year 2024–25 budget for the bill’s purposes.

ACA 1 (Aguilar-Curry) Lower-Vote Threshold – C/CAG SUPPORT

This measure would authorize a local government, including a special district, to impose, extend, or increase a sales and use tax or transactions and use tax imposed, or a parcel tax, for the purpose of funding the construction, rehabilitation, or replacement of public infrastructure, defined to include projects for the reduction of pollution from stormwater runoff, improvements to transit and streets and highways and projects for the protection of property from the impacts of sea level rise, as well as for affordable housing, if the proposition proposing that tax is approved by 55% of its voters.

AB 321 (Wilson) Sales and Use Tax Exemptions: Zero-Emission Public Transportation Ferries – C/CAG SUPPORT

This bill would until January 1, 2034, exempt from those taxes the gross receipts from the sale in this state of, and the storage, use, or other consumption in this state of, zero-emission public transportation ferries. This bill is sponsored by WETA. ***This bill was held in the Assembly Appropriations Committee.***

AB 463 (Hart) Electricity: Prioritization of Service: Public Transit Vehicles – C/CAG SUPPORT

This bill would provide transit agencies with priority access to electricity when facing grid disruptions caused by natural or man-made disasters, rolling blackouts, utility company “Public Safety Power Shutoffs” (PSPS), and increasing demand on California’s electrical grid. ***This bill was held in the Assembly Appropriations Committee.***

AB 557 (Hart) Brown Act – Extension of Existing Authority – C/CAG SUPPORT

Beginning on January 1, 2024, this bill would extend the existing teleconferencing/remote-meeting authority that can be used when a declared state of emergency is in effect and would also extend the period for a legislative body to make the required findings related to the continuing state of emergency and social distancing from 30 days to 45 days after the first teleconferenced meeting, and every 45 days thereafter, in order to continue to meet.

AB 756 (Papan) Stormwater Runoff – C/CAG SUPPORT

This bill would require Caltrans and the State Water Resources Control Board, the Department of Toxic Substances Control, and the Department of Fish and Wildlife, to develop a programmatic environmental review process to prevent toxic compounds generated from vehicle tires (6PPD) from entering salmon and steelhead trout bearing waters. The bill would require Caltrans’ process to include a pilot project at a highway crossing over the San Mateo Creek to study the effectiveness and cost effectiveness of installing and maintaining bioretention and biofiltration systems. No later than December 31, 2026, Caltrans would need to submit a report to the Legislature describing its strategy to eliminate the discharge of 6PPD. Commencing January 1, 2027, the bill would require Caltrans to begin installing

bioretention or biofiltration systems for 10 years, until it has covered all points where there is a likely discharge stormwater into salmon or steelhead trout bearing surface waters of the state. ***This bill was held in the Assembly Appropriations Committee.***

AB 817 (Pacheco) Brown Act – Advisory Bodies – C/CAG SUPPORT

This bill provides a narrow exemption under the Brown Act for non-decision-making legislative bodies to participate in meetings via teleconferencing outside of a declared state of emergency without posting the physical location of members or requiring a quorum to be present at a meeting location. ***This is a two-year bill.***

AB 1379 (Papan) Brown Act - Remote Meeting Flexibility – C/CAG SUPPORT

This bill also provides a broad interpretation of the Brown Act for all legislative bodies to participate in meetings via teleconferencing outside of a declared state of emergency without posting the physical location of members or requiring a quorum to be present at a meeting location, but would require a local agency to have a physical meeting location open to the public and follow certain notification procedures and meeting procedures. ***This is a two-year bill.***

AB 1525 (Bonta) Transportation Project Impacts to Priority Populations – C/CAG OPPOSE

This bill would require CalSTA, Caltrans, and the California Transportation Commission (CTC), by July 1, 2025, to jointly develop and adopt criteria and an evaluation process for purposes of jointly evaluating each project, as defined, to determine if the project would be located in a priority population, address an important need of a priority population, and provide a direct, meaningful, and assured benefit to a priority population. Beginning July 1, 2025, the bill would require the above agencies to evaluate all new proposed projects using the criteria and then submit a report to the Legislature that evaluates how projects funded during the prior year impacted priority populations. Beginning July 1, 2026 (and every three years thereafter), the bill would require at least 60 percent of the agencies' transportation funds be allocated for projects that serve priority populations. ***This bill was held in the Assembly Appropriations Committee.***

Bills of Interest

SB 4 (Wiener) Housing Development on Higher Education and Religious Institution Properties

This bill would require that a housing development be a use by right eligible for streamlined approval on any land owned by an institution of higher education or religious institution on or before January 1, 2024, if the development satisfies specified criteria (including that the development is not adjoined to any site where more than one-third of the site is dedicated to industrial use). The bill would require that 100 percent of these units be affordable to lower income households, except that 20% of the units may be for moderate-income households, and projects are also eligible for density bonuses. The bill would authorize the development to include ancillary uses on the ground floor of the development. The bill would require a development subject to these provisions to provide off-street parking of up to one space per unit, unless a local ordinance provides for a lower standard of parking, in which case the ordinance applies. However, the bill would prohibit a local government from imposing any parking requirement if the development is located within one-half mile walking distance of a high-quality transit corridor or major transit stop, and within one block of a car share vehicle. Finally, the bill would require a local government that determines a proposed development is in conflict with any objective planning standards to provide the developer with written documentation explaining those conflicts under a

specified timeframe (90-180 days depending on the development size) and would require a local government to approve a development if the local government fails to provide the requisite documentation explaining any conflicts.

SB 423 (Wiener) SB 35 Extension

This bill permanently extends the provisions of SB 35 (Wiener) and expands them to cover mixed-income housing developments. SB 35 is scheduled to sunset in 2026. SB 423 will require that cities, including charter cities, approve a housing development application if the project is located on an urban infill site & 75% of the lot borders other developed parcels of land, the site is zoned for residential or mixed uses in the general plan & is consistent with objective design standards, developers pay prevailing wage on all projects with more than 10 units & healthcare benefits to projects with more than 50 units, the project site is not located in farmland, wetlands, a very-high fire risk zone, a hazardous waste site, floodplains and floodways, a habitat for protected species, or land under a conservation plan or easement, and the project follows all other applicable objective laws and ordinances, such as zoning rules & environmental safety rules. SB 423 would also apply in the coastal zone (unlike SB 35).

SB 450 (Atkins) Updates to Ministerial Approvals for Parcel Subdivisions (SB 9)

This bill would make several changes to the ministerial approval process created by SB 9 for a housing development of no more than two units in a single-family zone (duplex), the subdivision of a parcel zoned for residential use into two parcels (lot split), or both by requiring that that an application for a duplex or a lot split shall be considered and approved or denied within 60 days from the date the local agency receives a completed application. If the local agency has not approved or denied the application in that timeframe, it shall be approved. This bill also states that if a local agency denies an application for a duplex or lot split, the permitting agency shall return in writing a full set of comments to the application with a list of deficient items and a description of how the application can be remedied by the applicant. This bill would also prohibit a local agency from imposing objective zoning standards, objective subdivision standards, and objective design standards that do not apply uniformly to developments within the underlying zone.

AB 761 (Friedman) Transit Transformation Task Force

This bill would require the Secretary of the California State Transportation Agency, on or before July 1, 2024, to establish and convene the Transit Transformation Task Force to include representatives from the department, the Controller's office, various local agencies, academic institutions, nongovernmental organizations, and other stakeholders. The bill would require the task force to develop a structured, coordinated process for early engagement of all parties to develop policies to grow transit ridership and improve the transit experience for all users of those services. The bill would require the secretary, in consultation with the task force, to prepare and submit a report of findings based on the task force's efforts to the appropriate policy and fiscal committees of the Legislature on or before January 1, 2025.

For a full list of the bills we are tracking for C/CAG, please click [here](#).

C/CAG AGENDA REPORT

Date: June 8, 2023

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

From: Sean Charpentier, Executive Director

Subject: Communications - Information Only

(For further information, please contact Mima Crume at mcrume@smcgov.org)

BACKGROUND

This item is for information only and are available for review as attachments at the link provided below.

There is one letter:

1. **5/11/2023** – Letter to Honorable Toni Atkins, Anthony Rendon, Nancy Skinner, Phil Ting.
RE: Request to Protect Public Transit in FY 2023-24 State Budget

ATTACHMENTS

1. The written communications are available on the C/CAG Website:
<http://ccag.ca.gov/committees/board-of-directors/>