

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*

AMENDED AGENDA

C/CAG BOARD MEETING NOTICE

Meeting No. 373

<p>Date: Thursday, April 11, 2024</p> <p>Time: 6:30 p.m.</p> <p>Primary Location: San Mateo County Transit District Office 1250 San Carlos Ave, 2nd Fl. Auditorium, San Carlos, CA 94070</p>	<p>Join by Webinar: https://us02web.zoom.us/j/87017594302 ?pwd=ZWw3M3cwRWRDVkRETmxZ RXVjNFliUT09</p> <p>Webinar ID: 870 1759 4302</p> <p>Password: 041124</p> <p>Join by Phone: (669) 900-6833</p>
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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. The Board welcomes comments, including criticism, about the policies, procedures, programs, or services of the agency, or of the acts or omissions of the Board and committees. Speakers shall not disrupt, disturb, or otherwise impede the orderly conduct of a Board meeting. 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 **PRESENTATIONS / ANNOUNCEMENTS**

- 2.1 Certificate of Appreciation to Davina Hurt, Councilmember for City of Belmont, for her Leadership as the Chair of C/CAG. INFORMATION p. 1

3.0 **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.

- 3.1 Approval of minutes of regular business meeting No. 372 dated March 14, 2024.

ACTION p. 2

- 3.2 Review and approval of Resolution 24-14 authorizing the C/CAG Executive Director to amend the contract with Geosyntec Consultants for the ICARP funded OneWatershed Framework and Community-Led Plan (OneWatershed Project), adding an amount not to exceed \$34,073 to complete the subtask to develop C/CAG's application for the NOAA Climate Resilience Regional Challenge, resulting in a new total contract amount not to exceed \$458,321 for the overall OneWatershed Project. ACTION p. 8
- 3.3 Review and approval of Resolution 24-15 authorizing the C/CAG Executive Director to amend Task Order EOA-16 with EOA Inc., adding an amount not to exceed \$56,430 for a new total Task Order amount not to exceed \$2,454,580 for additional Fiscal Year 2023-24 Municipal Regional Stormwater Permit compliance activities. ACTION p. 19
- 3.4 Review and approval of Resolution 24-16 determining that proposed amendments to the Millbrae Downtown & El Camino Real Specific Plan and Zoning Map to extend the "Commercial Preference Area" overlay along El Camino Real and allow increased heights for residential mixed-use developments in this overlay area for parcels zoned "Residential Focused Mixed Use", are consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. ACTION p. 24
- 3.5 Review and approval of Resolution 24-17 determining that proposed amendments to the Foster City General Plan, Zoning Map and Zoning text, including the addition of Airport Land Use Compatibility Plan consistency criteria, are consistent with both the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport and the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. ACTION p. 30
- 3.6 Review and approval of Resolution 24-18 authorizing the C/CAG Executive Director to execute an agreement with MIG in the amount of \$231,415 to update the San Bruno/South San Francisco Community Based Transportation Plan, establish a contingency in the amount of \$23,142 (10% of contract) for a total project budget of \$254,557, and execute future contract amendments in an amount not-to-exceed the appropriated contingency. ACTION p. 35
- 3.7 Review and approval of Resolution 24-19 authorizing the C/CAG Executive Director to execute Amendment No. 2 to the FY 23-24 Agreement with the San Mateo County Office of Education for the San Mateo County Safe Routes to School Program to bring the agreement in compliance with the single audit finding. ACTION p. 40
- 3.8 Review and approval of Resolution 24-20 authorizing the C/CAG Executive Director to execute the First Amendment to the Memorandum of Understanding with San Mateo County Transportation Authority and all other documents necessary to complete the Project Approval & Environmental Document Phase of the US 101 Managed Lane Project, North of I-380. ACTION p. 51
- 3.9 Review and approve appointment of Stacy Jimenez of Foster City and Tygarjas Bigstyk of the City of Pacifica to fill two vacant seats on the Legislative Committee. ACTION p. 61

- 3.10 Review and approval of the appointment of Rich Hedges of the City of San Mateo to fill one vacant Elected Official member seat on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC). ACTION p. 66

4.0 **REGULAR AGENDA**

- 4.1 Open a public hearing on the Draft San Mateo Countywide Local Roadway Safety Plan (LRSP) and continue the public hearing to June 13, 2024. ACTION p. 70
- 4.2 Review legislative update and, if appropriate, recommend approval of C/CAG legislative policies, priorities, or positions. (A position may be taken on any legislation, including legislation not previously identified in the legislative update. Action is only necessary if recommending approval of a policy, priority, or position.) POSSIBLE ACTION p. 83
- 4.3 C/CAG Strategic Plan Development Board Workshop Session 2. INFORMATION p. 93

5.0 **COMMITTEE REPORTS**

- 5.1 Chairperson's Report
- 5.2 Board Members Report/Communication

6.0 **EXECUTIVE DIRECTOR'S REPORT**

7.0 **COMMUNICATIONS - Information Only**

- 7.1 Written Communication – 3 Letters p. 112

8.0 **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

Pursuant to Government Code Section 54954.3, members of the public who wish to speak on matters not on the agenda will be given an opportunity to address the Board. Members of the public will have two minutes each to address the Board, unless a different time limit is established by the Chair. Please refer to the instructions at the end of this agenda for details regarding how to provide public comments.

9.0 **ADJOURNMENT**

Next scheduled meeting May 9, 2024

PUBLIC NOTICING: All notices of C/CAG regular Board meetings, standing committee meetings, and special meetings will be posted at the San Mateo County Courtyard, 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

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A PRESENTATION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) EXPRESSING APPRECIATION TO DAVINA HURT FOR HER LEADERSHIP AS THE CHAIR OF C/CAG

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

WHEREAS, Davina Hurt has served as Mayor for the City of Belmont from 2019 to 2020 and Vice Mayor from 2018 to 2022 and 2022 to 2023, and

WHEREAS, Davina Hurt has served on the C/CAG Board of Directors, representing the City of Belmont since 2016, and has successfully served as C/CAG Chair from April 2022 to March 2024, and

WHEREAS, Davina Hurt has served on the C/CAG Legislative Committee and Finance Committee from 2020 to 2024 and the Administrator’s Advisory Committee from 2022 to 2024, and

WHEREAS, Davina Hurt serves on the California Air Resource Board (CARB) since December 2020 to present, Bay Area Air Quality Management District (BAAQMD) since October 2019 to present, representing cities of San Mateo County, and

WHEREAS, Davina Hurt, has successfully accomplished the achievements such as returning to hybrid Board meetings, approving and implementing the equity plan, strategic planning sessions, and

WHEREAS, Davina Hurt is an attorney with over 15 years of experience practicing law in California. She holds deep appreciation for non-profits as an advisory council member, past board president of Samaritan House, board member of the Legal Aid Society of San Mateo County and council member for Santa Clara University Government Ethics Council at the Markkula Center for Applied Ethics.

WHEREAS, Davina Hurt is a steadfast leader and has dedicated her time as an active community member, working hard to improve the quality of life for all. She has served on numerous community boards in San Mateo County and has received recognition for her outstanding contributions.

NOW, THEREFORE, the Board of Directors of C/CAG hereby resolves that C/CAG expresses its appreciation to Davina Hurt for her dedicated leadership and wishes her continued successes.

PASSED, APPROVED, AND ADOPTED THIS 11TH DAY OF APRIL 2024.

Adam Rak, Chair

C/CAG

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

MINUTES

Meeting No. 372
March 14, 2024

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 6:32p.m. Roll call was taken.

AGENCY:	IN-PERSON:	ABSENT:	REMOTE AB 2449	REMOTE Publicly Accessible Teleconference Location:
Atherton	Elizabeth Lewis			
Belmont	Davina Hurt			
Brisbane	Karen Cunningham			
Burlingame	Ricardo Ortiz			
Colma		Absent		
Daly City	Juslyn Manalo			
East Palo Alto	Lisa Gauthier			
Foster City	Stacy Jimenez			
Half Moon Bay	Debbie Ruddock			
Hillsborough	Christine Krolik			
Menlo Park	Maria Doerr			
Millbrae	Anders Fung			
Pacifica	Sue Vaterlaus			
Portola Valley	Craig Taylor			
Redwood City	Alicia Aguirre			
San Bruno			Michael Salazar	
San Carlos			Adam Rak	
San Mateo				Rich Hedges
South San Francisco		Absent		
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		*See below.		
SMCDT		Absent		

C/CAG Staff Present (In-Person):	Members of the Public (Remote):
Melissa Andrikopoulos – Legal Counsel	*Rico Medina – San Bruno/Transportation Authority
Mima Crume – Clerk of the Board	Mike Swire
Audrey Shiramizu	Karen Cowan – California Stormwater Quality Association (CASQA)
Eva Gaye	
Kaki Cheung	Members of the Public (In-Person):
Kim Springer	Matt Goyne – Fehr & Peers
Kim Wever	
Van Ocampo	
C/CAG Staff Present (Remote):	
Sean Charpentier – Executive Director	
Reid Bogert	
Jeff Lacap	

Chair Hurt welcomed C/CAG’s new Board Member Maria Doerr, City of Menlo Park.

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

2.0 PRESENTATIONS / ANNOUNCEMENTS

2.1 Certificate of Appreciation to Ricardo Ortiz for his years of dedicated service to C/CAG

Chair Hurt presented a certificate of appreciation to Ricardo Ortiz for his years of dedicated service to C/CAG. This certificate recognized Ricardo Ortiz's significant contributions and leadership within C/CAG and expressed gratitude for his service.

Board Members expressed gratitude to Vice Chair Ricardo Ortiz.

2.2 Receive a presentation on California Stormwater Quality Association annual updates.

The Board received a presentation on California Stormwater Quality Association annual updates covering five main areas of focus: Lead, Engage, Educate, Support Implementation, and Increase Organizational Capabilities. While this presentation only touched on a subsection of their activities, key highlights were discussed, excluding regulatory advocacy.

One significant focus highlighted by Ms. Cowan was advocating for climate bonds in the

California State Legislature to fund stormwater capture projects. Additionally, she emphasized the importance of the "Rain Ready California" program, aimed at protecting and collecting rainwater as a valuable resource. The presentation also mentioned the Economic Value of Stormwater Project, which aimed to quantify the economic benefits of stormwater capture investments across different communities. Updates on the updating of the construction BMP Handbook and the strategic plan were provided. The presentation concluded with information about upcoming events and initiatives, such as a California needs assessment and educational seminar series.

In response to Board Member Krolik's inquiry about funds to support municipalities in updating stormwater systems' infrastructure costs, Ms. Cowan mentioned limited funds available, citing Proposition 218 as a significant barrier due to the supermajority vote requirement. She also mentioned legislative efforts aimed at lowering the threshold for new public infrastructure funding.

Board Member Aguirre expressed concern about the combination of San Francisco sewage and stormwater and its impact on the bay, asking whether similar concerns exist in San Mateo County. Mr. Bogert explained that while San Francisco has combined sewer and stormwater flows, San Mateo County has separate storm drainage systems. However, during large storm events, sewage treatment plants may become overwhelmed, leading to untreated sewage discharge into receiving waters, including the bay.

Board Member Rich Hedges shared the successful passage of Proposition 218 for the City of San Mateo and outlined efforts to address severe flooding issues and prevent sewage from entering storm sewers during storms, with plans totaling around \$148 million worth of work. ~~He expressed concerns about potential lawsuits but expressed gratitude for the organization's efforts and suggested seeking assistance in the future.~~

Karen Cowan responded by emphasizing the Rain Ready California campaign's importance, focusing on educating communities about the benefits of stormwater infrastructure projects and garnering their support. She commended the measure's narrow passage and the community's success despite typical challenges faced in passing tax measures.

Board Member Doerr raised a question regarding reports on groundwater rise and its interaction with stormwater management, aligning with the organization's plans and opportunities for the county. Ms. Cowan highlighted the importance of integrating across water sectors and achieving "one water solutions," acknowledging situations where stormwater capture may not be suitable, such as areas with rising groundwater tables.

3.0 **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.

- 3.1 Approval of minutes of regular business meeting No. 371 dated February 8, 2024. APPROVED
- 3.2 Review and approval of C/CAG Legislative Priorities for 2024. APPROVED

- 3.3 Review and approval of Resolution 24-08 supporting the submittal of the Allocation Request for Regional Measure 3 Funding in the amount of \$19,277,000 with the Metropolitan Transportation Commission by the San Mateo County Transportation Authority (SMCTA) for the Right-of-Way (ROW) and Construction (CON) Phases of the US 101/SR 92 Interchange Area Improvement Project. APPROVED
- 3.4 Review and approval of Resolution 24-09 authorizing a waiver of the Request for Proposals process and further authorizing the C/CAG Executive Director to execute an agreement with Fehr & Peers in the amount not to exceed \$15,000 for maintenance services for the San Mateo Countywide Vehicle Miles Traveled (VMT) Estimation Tool. APPROVED
- 3.5 Review and approval of Resolution 24-10 determining that a proposed amendment to the Millbrae General Plan to modify allowable uses within the General Commercial Land Use Designation to add life science and related biotechnology-type uses, including Biosafety Levels 1, 2 or 3, on properties located east of US 101, within Safety Compatibility Zone 3, is inconsistent with the Safety Compatibility Policies of the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. APPROVED
- 3.6 Review and approval of Resolution 24-11 determining that proposed General Plan and Zoning Amendments related to four potential housing sites identified in the San Bruno Draft 2023-2031 Housing Element, situated within or adjacent to the Tanforan Shopping Center in San Bruno, are inconsistent with the Noise Compatibility Policies of the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. APPROVED
- 3.7 Review and accept the C/CAG Single Audit Report for the Fiscal Year Ended June 30, 2023. APPROVED
- 3.8 Review and approval of recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of December 31, 2023. APPROVED
- 3.9 Review and approval of Resolution 24-12 authorizing the approval of Fiscal Year 2024/25 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) 40% Fund. APPROVED

Board Member Aguirre MOVED to approve the consent agenda with the minor correction on attendance in item 3.1 and through 3.11. Board Member Gauthier SECONDED.
MOTION CARRIED 17-0-0

4.0 **REGULAR AGENDA**

- 4.1 Election of a C/CAG Chairperson and a C/CAG Vice Chairperson. APPROVED

Chair Hurt MOVED to elect Adam Rak as the C/CAG Chairperson and Michael Salazar as Vice Chairperson. Board Member Manalo SECONDED. Roll call was taken. **MOTION CARRIED 17-0-0.**
- 4.2 Presentation on C/CAG Vehicle Miles Traveled/Greenhouse Gas Model Mitigation Program. INFORMATION

C/CAG staff, Kim Springer, and Principal at Fehr & Peers, the consultant on the C/CAG VMT/GHG Model Mitigation Program project, funded through a 2023 Caltrans Planning Grant program, provided a presentation on the project. The project is focused on providing resources for how best to mitigate Vehicle Miles Traveled (VMTs) generated as the result of projects in cities, be they developments or traffic infrastructure. The project seeks to also help direct mitigation dollars towards mitigations that support both reducing equity impacts and historical disparities and includes an outreach effort into those communities.

After the presentation, the C/CAG Board asked questions and discussed the following: how EVs are considered in VMT mitigation, cross-county and cross-community collaboration on mitigation, how offsite mitigation would be coordinated, use of roundabouts vs. signaled intersections, applicability of low-density housing in rural areas, how high-density transit areas are defined to not be subject to VMT mitigation, access to electric chargers from new developments, connection to affordable housing, can the project evaluate more progressive or untested types of projects in terms of risk under CEQA, and the importance of effective transit to addressing VMT and GHG. Public comments included the importance of assessing equity safety impacts of road projects and focusing on mitigation.

Public Member Mike Swire appreciated the presentation's focus on equity but raised concerns about ensuring that proposed solutions address the equity problems they create. He highlighted the impact of widening Highway 101 on nearby low-income and diverse communities, stressing the importance of considering secondary impacts in planning. Mr. Swire urged for a broader approach to transportation planning that incorporates these factors into the modeling process. He emphasized the necessity of incremental mitigation programs to effectively address these issues. Additionally, he noted the urgent need for low-cost safety improvements for biking and pedestrian infrastructure, particularly in communities like San Mateo.

- 4.3 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, Kim Springer, provided the C/CAG Board with an overview of the Legislative Committee meeting held earlier in the evening. Two positions were taken by the C/CAG Board, consistent with those taken by the Legislative Committee: SB 532, previously voted as an Oppose position but tabled for now, based on the advice of the C/CAG legislative consultant, and a position to send a letter to the Governor expressing concern over reversion of funds from ATP and REAP, and updating the draft letter provided in the packet with stronger language on that concern.

Board Member Vaterlaus MOVED to approved the two positions taken together. Board Member Gauthier SECONDED. Roll call was taken. **MOTION CARRIED 17-0-0**

5.0 COMMITTEE REPORTS

5.1 Chairperson's Report

Chair Hurt welcomed Maria Doerr, a Councilmember from Menlo Park, to the board,

expressing appreciation for her joining. Chair Hurt mentioned an event called "Promise to our Planet" at Cooley Landing Education Center, organized by Aktera, focusing on climate change and related topics on March 21st. Chair Hurt also informed about a climate summit in Sacramento on the 19th, where she would represent San Mateo County. Reflecting on her time on the board, she expressed gratitude for the support and highlighted achievements such as the equity plan, strategic planning session, and refocusing on climate and transportation issues.

5.2 Board Members Report/Communication

None.

6.0 **EXECUTIVE DIRECTOR'S REPORT**

Mr. Charpentier began by expressing gratitude to Davina and Ricardo for their leadership over the past two years, noting that a plaque would be presented at the next meeting to honor their contributions in more detail. He then addressed the ongoing recruitment phase for C/CAG committees, highlighting 11 vacancies, including significant openings for elected officials. Mr. Charpentier outlined the specific vacancies across various committees, including Congestion Management and Environmental Quality Committee, Bicycle Pedestrian Advisory Committee, Legislative Committee, and Finance Committee. He also provided an update on the Washington DC trip, mentioning the busy schedule with eight meetings in two days and the opportunity to showcase C/CAG's work and advocate for partner projects like One Shoreline and the 101/84 Woodside project.

7.0 **COMMUNICATIONS** - Information Only

7.1 Written Communication – 6 Letters

8.0 **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

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9.0 **ADJOURNMENT** – 7:54 p.m.

Next scheduled meeting April 11, 2024

C/CAG AGENDA REPORT

Date: April 11, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 24-14 authorizing the C/CAG Executive Director to amend the contract with Geosyntec Consultants for the ICARP funded OneWatershed Framework and Community-Led Plan (OneWatershed Project), adding an amount not to exceed \$34,073 to complete the subtask to develop C/CAG's application for the NOAA Climate Resilience Regional Challenge, resulting in a new total contract amount not to exceed \$458,321 for the overall OneWatershed Project.

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

RECOMMENDATION

Staff recommends that the C/CAG Board of Directors review and approve Resolution 24-14 authorizing the C/CAG Executive Director to amend the contract with Geosyntec Consultants for the ICARP funded OneWatershed Framework and Community-Led Plan (OneWatershed Project), adding an amount not to exceed \$34,073 to complete the subtask to develop C/CAG's application for the NOAA Climate Resilience Regional Challenge, resulting in a new total contract amount not to exceed \$458,321 for the overall OneWatershed Project.

FISCAL IMPACT

The proposed contract amendment and additional not to exceed amount of \$34,073 would be allocated from the NPDES Stormwater Fund contingencies and is consistent with the C/CAG approved Fiscal Year 2023-24 Program Budget.

SOURCE OF FUNDS

NPDES Stormwater Fund.

BACKGROUND

In June 2023, C/CAG received a grant for \$649,648 from the Governor's Office of Planning and Research (OPR) under the Integrated Climate Adaptation and Resilience Program's (ICARP) Adaptation Planning Grant Program (APGP) to complete the San Mateo County OneWatershed Climate Resilience Framework and Community-led Plan (OneWatershed Framework Project/Project). The OneWatershed Framework Project is a countywide integrated approach to climate resilience planning focused on multi-benefit stormwater management in San Mateo County in collaboration with C/CAG, Climate Resilient Communities, OneShoreline, the Bay Area Water Supply and Conservation Agency (BAWSCA), the San Mateo County Sustainability Department, the City of San Bruno, and the South San Francisco-San Bruno Regional Water Quality Control Plant (Partners). The Project builds on years of prior work among and in collaboration with the proposed Partners to address the urgent need for a watershed-scale approach to

addressing the most pressing climate hazards related to water resources and infrastructure. The effort will focus on evaluating the shared risk of water related assets and infrastructure with respect to flooding, sea level rise and heat and will deploy a community-centered engagement process focused on a pilot watershed study in the San Bruno Creek watershed area to demonstrate the proof of concept and scale implementation in other watersheds with future funding. The project began in December 2023 and will be completed by January 1, 2026. Pursuant to C/CAG Board approval of Resolution 23-102, C/CAG has contracted with Geosyntec Consultants for an amount not to exceed 424,248 to complete the majority of technical work under the OneWatershed Project scope. Pursuant to Resolution 23-96, C/CAG also has a contract with Climate Resilient Communities for an amount not to exceed \$225,400 to complete the community engagement portions of the Project.

A significant early task under the Geosyntec Consultants scope of work was to lead the application development for the C/CAG proposed “OneWatershed Climate Resilience Infrastructure Implementation Program” under the National Oceanic and Atmospheric Administration’s (NOAA) Fiscal Year 2023-24 Climate Resilience Regional Challenge Grant program under Track 2 (implementation). In total, NOAA has a one-time \$575 million pot of funding available for collaborative, cross-sector coastal resilience projects that focus on climate risk reduction, community collaboration, nature-based solutions, equity, and building adaptive capacity. The proposed implementation program represented a collaboration with the Project Partners and several additional partner agencies and organizations focused on advancing climate resilient watersheds in San Mateo County, with a total grant request of \$59 million to fund seven multi-scale OneWatershed Climate Resilience Infrastructure projects and would include a number of programmatic and community engagement activities over five years, including a pilot green infrastructure maintenance work force development program (see Attachment 3).

Under Subtask 5.1 of the Geosyntec Consultants scope of work and budget (see Attachment 2), \$36,500 was originally allocated to complete the NOAA application process. Though the original assumption was that this budget was sufficient to complete the application, several factors led to cost overruns and an unanticipated increase in overall expenditure under this subtask, including the following:

- The scope of work under the grant proposal expanded from the original scope outlined in C/CAG’s letter of intent to NOAA to submit a proposal, which was developed in September and August of 2022, prior to the development of the NOAA application.
- Overall the scope of work of the grant increased from approximately \$50 million to \$59 million, with a total of seven potential awardees/subawardees.
- The application process required significantly more resources to complete the budget narrative and cost proposal portions of the grant.
- C/CAG staff directed Geosyntec Consultants to develop additional cost estimates and backup information on the budget for newly added portions of the scope of work, and directed the consultants to support additional unplanned coordination meetings with project partners to ensure all proposal details were provided in the necessary format.
- Resource needs increased as the application was developed, as a result of the number of partners involved, the complexity of the project, and to some extent the unforeseen additional effort needed to complete all elements of the application.

The final expenditure for this subtask exceeded the allotted budget by \$34,073, with a total subtask amount for completing the grant application of \$70,573. Rather than amending the grant agreement with OPR to offset the over expenditure on this task with other components of the grant and planned scope of work, C/CAG staff recommends amending the contract with Geosyntec Consultants, leveraging approved Stormwater Program contingency funds, consistent with the C/CAG approved Fiscal Year 2023-24 Program Budget, to pay for the overages. If C/CAG is successful with the NOAA grant application, there is also potential to negotiate a portion of the grant funding to reimburse C/CAG for the additional

expenditures on Subtask 5.1 for the NOAA application, as a pre-award expenditure next fall. In summary, C/CAG staff recommends the C/CAG Board of Directors review and approve Resolution 24-14, authorizing the C/CAG Executive Director to amend the contract with Geosyntec Consultants for the ICARP funded OneWatershed Framework and Community-Led Plan (OneWatershed Project), adding an amount not to exceed \$34,073 to complete the subtask to develop C/CAG's application for the NOAA Climate Resilience Regional Challenge, resulting in a new total contract amount not to exceed \$458,321 for the overall OneWatershed Project.

EQUITY IMPACTS AND CONSIDERATIONS

The NOAA grant application and proposed Implementing OneWatershed Climate Resilience Infrastructure in San Mateo County Program prioritize addressing climate risk reduction and building adaptive capacity in the most at-risk and historically underserved communities. C/CAG's grant proposal includes significant investment in scaling equitable and inclusive community engagement with its community based organization partners and focusing early pilot project implementation and future OneWatershed planning studies in climate vulnerable and underserved areas of the county.

ATTACHMENTS

1. Resolution 24-14
2. Amendment No. 1 to the Agreement with Geosyntec Consultants
3. NOAA Application Project Summary

RESOLUTION 24-14

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. 1 TO THE AGREEMENT WITH GEOSYNTEC CONSULTANTS ADDING AN AMOUNT NOT TO EXCEED \$34,073 FOR A NEW TOTAL AMOUNT NOT TO EXCEED \$458,321 TO COMPLETE THE SAN MATEO COUNTY ONEWATERSHED CLIMATE RESILIENCE FRAMEWORK AND COMMUNITY-LED PLAN.

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, the Countywide Program supports its member agencies to comply with the requirements of the Municipal Regional Stormwater Permit (MRP) administered by the San Francisco Bay Regional Water Quality Control Board via local program support, direct permit compliance, and regional collaboration via the Bay Area Municipal Stormwater Collaborative (BAMS Collaborative); and

WHEREAS, in March 2023, C/CAG staff submitted a successful grant application on behalf of the Countywide Program and its regional partners (Partners) for the Integrated Climate Adaptation and Resilience Planning Grant Program (ICARP) under the Adaptation Planning Grant Program (APGP) administered by the Governor's Office of Planning and Research (OPR) to complete the San Mateo County OneWatershed Climate Resilience Framework and Community-Led Plan (Project) for a grant amount of \$649,648; and

WHEREAS, C/CAG is the Lead Applicant and the Co-applicants, who are also the Partners, include the Bay Area Water Supply and Conservation Agency (BAWSCA), Climate Resilience Communities, San Mateo County Flood and Sea Level Rise Resiliency District (OneShoreline), City of San Bruno, San Mateo County Office of Sustainability, and City of South San Francisco; and

WHEREAS, the primary goals of the Project are to collaboratively establish a OneWatershed Climate Resilience Framework to support enhanced prioritization of new and planned integrated green stormwater infrastructure for improved climate resilience, water quality, ecosystem, and other co-benefits with respect to all water infrastructure and to build the adaptive capacity for the most vulnerable communities in San Mateo County, as demonstrated through a proposed OneWatershed Climate Resilience Plan for the San Bruno Creek Watershed; and

WHEREAS, pursuant to C/CAG Board of Directors approval of Resolution 23-80, C/CAG's Executive Director executed a Partnership Agreement with the Project Partners and a Grant Agreement with the OPR for an amount not to exceed \$649,648 with a grant term ending January 1, 2026; and

WHEREAS, pursuant to C/CAG Board of Directors approval of Resolution 23-102, C/CAG's Executive Director executed an agreement with Geosyntec Consultants for an amount not to exceed \$424,248 in grant funds under the Grant Agreement to complete the technical tasks of the Project scope of work; and

WHEREAS, Task 5.1 of the OneWatershed Framework and Community-Led Plan entailed developing and submitting an application on behalf of C/CAG and its project partners to the National Oceanic and Atmospheric Administration’s Climate Resilience Regional Challenge Grant to fund the proposed “Implementing OneWatershed Climate Resilience Infrastructure in San Mateo County Program”; and

WHEREAS, the development of the application led to additional resource needs and expenditures above the budget amount specified in the Agreement to complete Task 5.1; and

WHEREAS, C/CAG staff recommends leveraging the Countywide Program contingency funds for Fiscal Year 2023-24, consistent with the C/CAG Board approved Program Budget to cover the additional expenditures for completion of the grant application.

NOW THEREFORE BE IT RESOLVED, the C/CAG Board of Directors authorizes the C/CAG Executive Director to execute Amendment No.1 to the Agreement with Geosyntec Consultants adding an amount not to exceed \$34,073 for a new total contract amount not to exceed \$458,321 to complete the San Mateo County OneWatershed Climate Resilience Framework and Community-Led Plan. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final terms of said Amendment prior to its execution, subject to approval as to form by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF April, 2024.

Adam Rak, Chair

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

WHEREAS, the Board of Directors of the City/County Association of Governments for San Mateo County (hereinafter referred to as "C/CAG") and Geosyntec Consultants (hereinafter referred to as "Consultant") are parties to an agreement for the OneWatershed Framework and Community-Led Plan dated December 15, 2023 (the "Agreement"); and

WHEREAS, C/CAG and Consultant agree to amend the Agreement to provide an additional amount not to exceed \$34,073 for a new total contract amount not to exceed \$458,321, consistent with the C/CAG approved Fiscal Year 2023-24 Program Budget, to cover the additional expenditures for developing a grant application under Task 5.1 of the project scope of work as set forth herein.

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

1. Section 2 of the Agreement is revised to reflect a new contract amount not to exceed \$458,321.
2. Exhibit A of the Agreement is revised to reflect a new amount for Subtask 5.1 of \$70,573.
3. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
4. This amendment shall take effect upon on execution by both parties.

City/County Association of Governments
(C/CAG)

Geosyntec Consultants
(Consultant)

C/CAG Executive Director

By
Title: _____

Date: _____

Date: _____

Approved as to form:

Legal Counsel for C/CAG

Attachments:

1. Revised OneWatershed Framework and Community-Led Plan Budget Table (Amendment No.1).

C/CAG OneWatershed Climate Resilience Framework and Community-Led Plan

Item 3.2 A2 - Attachment 1: Geosyntec Consultants Team Formatted Costs – Revised per Amendment No 1. April 11, 2024

Subtask Number	Work Products / Deliverables	Timeframe		Consultant Labor Costs	Overhead	Other Direct Costs	Total Project Costs
		Start	End				
Task 1							
1.1	Draft/Final Project Work Plan and Compiled Comments	Dec-23	Feb-24	\$3,161	\$89		\$3,250
1.1	Draft/Final Community Engagement Plan	Dec-23	Feb-24	\$6,582	\$397		\$6,979
1.2	EPC Meeting 1: Kick Off meeting and Summary Notes (Hybrid)	Mar-24	Mar-24	\$2,886	\$114		\$3,000
1.3	TAC Contact List and Brief Charter	Dec-23	Feb-24	\$2,106	\$95		\$2,201
1.3	TAC Meeting 1: Kick Off and Work Plan; Summary (Virtual)	Mar-24	Mar-24	\$2,611	\$67		\$2,678
1.4	Climate Change Community Team Support	Dec-23	Feb-24	\$1,726	\$95		\$1,821
Task 1 Subtotal							\$19,929
Task 2							
2.1	Data List summarizing Data Collection and Gap Analysis	Dec-23	Mar-24	\$15,896	\$1,003		\$16,899
2.2	OneWatershed Geodatabase in ESRI ArcGIS	Mar-24	Apr-24	\$12,960	\$963		\$13,923
2.2	Online GIS map viewer and Slidedoc	Mar-24	Apr-24	\$4,770	\$278		\$5,048
2.3	TAC Workshop 2 (Virtual): Data Inventory and Risk Analysis	May-24	May-24	\$5,187	\$217		\$5,404
2.3	EPC Workshop 2 (Virtual or Hybrid): Data Inventory and Risk	May-24	May-24	\$5,137	\$264		\$5,401
2.3	Draft/Final Framework Approach Memo and Comments	Mar-24	Jun-24	\$5,081	\$221		\$5,302
Task 2 Subtotal							\$51,977
Task 3							
3.1	OneWatershed Framework Report - Shared-Risk Approach	May-24	Jul-24	\$12,421	\$540		\$12,961
3.2	Draft/Final OneWatershed Framework Report and Comments	May-24	Oct-24	\$16,502	\$319		\$16,821
3.2	OneWatershed Framework Presentation or Slidedoc	Oct-24	Oct-24	\$3,890			\$3,890
3.2	TAC Workshop 3 (Virtual): OneWatershed Framework, OneWatershed Dashboard, and Shared-Risk Results	Oct-24	Nov-24	\$6,977	\$330		\$7,307
3.2	EPC Workshop 3 (Hybrid): OneWatershed Framework, OneWatershed Dashboard, and Shared-Risk Results	Oct-24	Nov-24	\$5,963	\$330		\$6,293
3.3	OneWatershed Dashboard Memo	Mar-24	May-24	\$10,095	\$764		\$10,859
3.3	Partially functioning OneWatershed Dashboard (to PMT)	May-24	Aug-24	\$38,986	\$3,077		\$42,063
3.3	Draft OneWatershed Dashboard and Shared Risk Results	May-24	Oct-24	\$29,925	\$2,235		\$32,160
3.3	Final OneWatershed Dashboard	Oct-24	Jan-25	\$23,810	\$1,831		\$25,641
3.3	Brief Slidedoc User Guide	Oct-24	Jan-25	\$3,556	\$241		\$3,797
Task 3 Subtotal							\$161,793

C/CAG OneWatershed Climate Resilience Framework and Community-Led Plan

Item 3.4 A2 - Attachment 1: Geosyntec Consultants Team Formatted Costs – Revised per Amendment No 1. April 11, 2024

Subtask Number	Work Products / Deliverables	Timeframe		Consultant Labor Costs	Overhead	Other Direct Costs	Total Project Costs
		Start	End				
Task 4							
4.1	Brainstorming Session and Notes with CRC	Jan-25	Jan-25	\$2,290	\$79		\$2,369
4.1	Memo describing incorporation of Community Vulnerability Assessment	Jan-25	Feb-25	\$6,605	\$320		\$6,925
4.2	San Bruno Creek OneWatershed Framework Application Results and Slidedoc	Feb-25	Mar-25	\$12,830	\$818		\$13,648
4.3	Draft/Final top 10 project, program, or policy descriptions	Mar-25	Aug-25	\$5,735			\$5,735
4.4	Draft/Final San Bruno Creek OneWatershed Climate Resilience Plan	Jan-25	Dec-25	\$15,736	\$108		\$15,844
4.5	Draft/Final Concept Design	Aug-25	Dec-25	\$18,890			\$18,890
4.6	CCC Meeting - Support, Presentation/Attendance, and Notes	Feb-24	Dec-25	\$33,200	\$1,312	\$1,000	\$35,512
4.7	Community Workshops - Support, Presentation/Attendance, and Notes	Mar-25	Mar-25	\$21,128	\$945	\$800	\$22,873
Task 4 Subtotal							\$121,797
Task 5							
5.1	NOAA Climate Resilience Regional Challenge Grant App	Dec-23	Feb-24	\$69,373	\$1,200		\$70,573
5.2	Project Kick-Off Meeting	Dec-23	Dec-23	\$2,485	\$62		\$2,547
5.2	APGP Grant Progress Reports (8)	Dec-23	Jan-26	\$6,720			\$6,720
5.2	PMT meeting agendas and summaries	Jan-24	Jan-26	\$19,239	\$386		\$19,625
5.2	APGP Final Grant Report	Nov-25	Jan-26	\$3,360			\$3,360
Task 5 Subtotal							\$102,825
Total Project				\$437,819	\$18,702	\$1,800	\$458,321

Project Summary

Project Title: Implementing OneWatershed Climate Resilience Infrastructure in San Mateo County

Funding Track: Implementation of Resilience and Adaptation Actions (Track Two)

Request NOAA Funding Amount: \$59,000,000

Proposed Project Start and End Dates: October 2024–September 2029

Applicant name: City/County Association of Governments of San Mateo County (C/CAG)

Project Director: Reid Bogert, C/CAG Stormwater Program Director

555 County Center, Redwood City, CA 94603

Email: rbogert@smcgov.org; Office: 650-599-1433; Cell: 650-863-2126

Brief description of the resilience vision, proposed activities, and intended outcomes, including equity components:

The City/County Association of Governments of San Mateo County (C/CAG), in partnership with local governments, community-based organizations (CBOs), academic institutions, climate experts, and workforce development organizations, seeks \$59 million in NOAA Climate Resilience Regional Challenge funds to deploy a coordinated approach to risk assessment, capacity building, community co-design, and construction of nature-based infrastructure to reduce climate-based risks in vulnerable communities throughout the County. The proposed “OneWatershed Program” (Program) will advance the following goals and activities to measurably reduce the compound effects of sea level rise, flooding, and heat waves on San Mateo County’s uniquely vulnerable watershed infrastructure and communities:

1) **Risk Reduction: Design and Construct OneWatershed Climate Resilience Infrastructure.** The Program will significantly increase near-term climate resilience in the County by implementing multiple priority OneWatershed climate resilience infrastructure projects (emphasizing nature-based solutions), including projects at multiple scales and in several vulnerable community contexts. Selected projects will leverage prior funding, reduce flood risk, decrease urban heat impacts, improve water quality, and provide co-benefits.

2) **Regional Collaboration and Coordination: Integrate and Expand Existing Regionally Collaborative Climate Resilience Programs.** The Program will further develop and align programmatic and funding partnerships within the County. It will expand the existing *Regional Collaborative Program* and integrate the *OneWatershed Climate Resilience Framework* for long-term watershed climate resilience.

3) **Equity: Activate and Scale Adaptive Capacity through Equitable and Inclusive Engagement and Workforce Development.** The Program will develop, scale, and sustain adaptive capacity in four critical watersheds with some of the most vulnerable and impacted frontline communities with respect to climate resilience. The Program will engage communities with support from newly established and ongoing local Climate Change Community Teams. It will deploy community-based engagement strategies to address near- and long-term community resilience goals and objectives through an inclusive process that prioritizes communities that are more vulnerable to climate risk exposure and resource scarcity. The Program will launch a Workforce Development Pilot Program focusing on a Climate Resilience infrastructure maintenance training program to support economically stressed community members.

4) **Enduring Capacity: Develop Long-Term Strategies for Sustained Funding for Resilience Infrastructure.** The Program will invest meaningfully in inclusive community engagement, implement countywide climate resilience pilot projects and develop the process to scale and sustain implementation via the OneWatershed Program.

Brief description of the geographic region, including coastal counties and tribes:

The proposed Program’s geographic scope includes all of San Mateo County, California, the original land of the Ramaytush Ohlone tribe. Communities and collaborating agencies within the County share current and future climate risk through common watershed boundaries; groundwater basins; transportation and utility infrastructure; and regulatory requirements. Bounded by the Pacific Ocean to the west and the San Francisco Bay to the east, San Mateo County is uniquely vulnerable to climate change impacts, which will have compound effects on watershed infrastructure and communities. San Mateo is the most vulnerable county to sea level rise in California with an estimated \$39.1 billion in assets at risk to flooding over the next 50-100 years. The County is already exposed to serious present-day flooding when large rain events coincide with high tides on the San Francisco Bay. In addition to public infrastructure, nearly 30,000 homes and 3,000 commercial parcels in the County are at-risk to climate change impacts that could cause displacement and job loss. At the same time, the frequency and severity of high-heat days are on the rise in San Mateo County, and more frequent prolonged drought is putting serious pressure on regional water supplies. Through previous efforts, the County’s collaborating agencies and communities have established a baseline of data, a communication framework, and a vision for climate resilience that the Program will leverage. The Program will be led by C/CAG, a regional, countywide Joint Powers Authority that includes the 20 incorporated cities and towns and the County of San Mateo.

List of collaborators and/or partners:

C/CAG has established a countywide collaboration with the following agencies, non-profits, and communities: Climate Resilient Communities, San Mateo County Flood and Sea Level Rise Resiliency District (OneShoreline), Cities of San Bruno, Daly City, East Palo Alto and South San Francisco, Town of Colma, Bay Area Water Supply and Conservation District (BAWSCA), San Mateo Resource Conservation District, San Mateo County Office of Sustainability, San Francisco Estuary Institute, Association of Ramaytush Ohlone, Rescape California, San Jose Conservation Corps, and EnviroCert National Green Infrastructure Certification Program (NGICP).

Congressional districts: CA-015 and CA-016

Estimated number of jobs partially or wholly supported: The Project includes a workforce development training program for up to 145 people. The intent of the program is to act as a feeder for trained personnel, especially underserved communities, to work directly on constructing and/or maintaining the projects funded through this Program and similar climate resilience infrastructure projects already installed. Additionally, the proposed pilot projects are anticipated to support many construction, surveying, design, permitting specialist, construction management, and project management jobs.

Brief description of proposed engagement with marginalized, underserved, or underrepresented communities:

The Program will include community engagement with historically underserved neighborhoods, workforce training, capacity building and the construction of nature-based infrastructure that decreases climate-based risks in vulnerable communities throughout the County by advancing a “OneWatershed” approach. Underserved communities will be directly engaged through Climate Change Community Teams developed and fostered through Activity 7, led by Program equity lead Climate Resilient Communities. Climate Change Community Teams are hyperlocal and focused on addressing climate justice issues in Team members’ neighborhoods. The Activity 8 workforce development pilot is geared to train and support a local workforce for this growing climate resilience market so at-risk residents are not left behind. The Association of Ramaytush Ohlone, for whom the County is ancestral land, will be directly involved in the Watershed Pilot project design (Activity 3) and OneWatershed Planning efforts (Activity 6), to provide local traditional ecological and cultural knowledge to these activities.

For Track Two, include a list of each adaptation action (approximately three to eight); the entity that will implement the activity; summary budget; and leveraged funding:

Adaptation Activity	Entity Implementing Action	Summary Budget Request	Leveraged Funding (Additional to Budget Request)
Adaptation Activity 1: I-280/I-380 Regional Infiltration Facility	City of San Bruno	\$25,850,000.00	Project has already received ~\$3.5 million in State and federal funding: <ul style="list-style-type: none"> • \$913,000 – State General Fund grant via the CA Natural Resources Agency <ul style="list-style-type: none"> • \$2.4 million - US EPA STAG Community Grant program; • \$200,000 - US EPA SF Bay Water Quality Improvement Fund.
Adaptation Activity 2: Walnut Pump Station Replacement and Creek Channel Restoration	OneShoreline	\$6,030,000.00	OneShoreline is committed to providing \$2,000,000 in local matching funds.
Adaptation Activity 3: OneWatershed Climate Resilience Framework Pilot Project	C/CAG	\$6,675,000.00	The Concept Design funded through a \$650,000 state of CA ICARP Adaptation Planning Grant Program Grant.
Adaptation Activity 4: Sustainable Streets Projects	City of East Palo Alto; Town of Colma; City of Daly City	\$8,090,000.00	Sustainable Streets concepts funded through a \$986,300 Caltrans Climate Change Adaptation planning grant. The Colma Project has received significant planning funds as summarized in the narrative.
Adaptation Activity 5: Pescadero Upper Town Reach Project	San Mateo Resource Conservation District	\$6,010,000.00	Design and environmental compliance funded via State Coastal Conservancy, National Fish and Wildlife, US Fish and Wildlife, and NOAA grants
Adaptation Activity 6: Regional Collaborative Program/ OneWatershed Climate Resilience Plans	C/CAG	\$2,265,000.00	Initial studies for Regional Collaborative received \$200,000 in funding from the CNRA and US EPA SF Bay Water Quality Improvement Fund; OneWatershed Framework funded through \$650,000 California ICARP Grant.
Adaptation Activity 7: Engagement, Community Capacity Building, and Regional Outreach	C/CAG	\$1,750,000.00	CCC Team development for San Bruno Creek funded through \$650,000 California ICARP Grant.
Adaptation Activity 8: Workforce Development Pilot Program	C/CAG	\$2,330,000.00	
Total Program Budget		\$59,000,000.00	

C/CAG AGENDA REPORT

Date: April 11, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 24-15 authorizing the C/CAG Executive Director to amend Task Order EOA-16 with EOA Inc., adding an amount not to exceed \$56,430 for a new total Task Order among not to exceed \$2,454,580 for additional Fiscal Year 2023-24 Municipal Regional Stormwater Permit compliance activities.

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

RECOMMENDATION

Staff recommends that the C/CAG Board of Directors review and approve Resolution 24-15 authorizing the C/CAG Executive Director to amend Task Order EOA-16 with EOA Inc., adding an amount not to exceed \$56,430 for a new total Task Order among not to exceed \$2,454,580 for additional Fiscal Year 2023-24 Municipal Regional Stormwater Permit compliance activities.

FISCAL IMPACT

The proposed Task Order amendment and additional not to exceed amount of \$56,430 would be allocated from the NPDES Stormwater Fund and Measure M Regional Stormwater Fund contingencies and is consistent with the C/CAG approved Fiscal Year 2023-24 Program Budget.

SOURCE OF FUNDS

NPDES Stormwater Fund and Measure M Regional Stormwater Fund.

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" adopted by the Regional Water Board in May 2022 and effective July 1, 2022. With the reissuance of the permit and pursuant to Resolution 22-68, C/CAG executed an agreement with EOA Inc. for technical support to the Countywide Program for the first three years of the new permit and specifying an initial not to exceed budget for Fiscal Year 2022-23. In June 2023, C/CAG executed a new Task Order (Task Order EOA-16) for technical support work to be completed in Fiscal Year 2023-24, for an amount not to exceed \$2,398,150, expiring September 30, 2024.

In March 2023, C/CAG and its consultants developed and the Old Industrial Control Measures Plan (OICMP) to the Regional Water Board on behalf of the San Mateo County co-permittees in compliance with Provision C.12.c of the reissued permit, which requires the co-permittees in San Mateo County to collectively demonstrate a load reduction of 81 grams of Polychlorinated Biphenyls (PCBs) and 19 grams of mercury to the San Francisco Bay from municipal storm drain infrastructure by June 2027 in old industrial areas and priority catchments where monitoring shows moderate to high concentrations of PCBs and mercury in stormwater and/or sediment samples. OICMP After receiving significant comments from the Regional Water Board and associated requests for changes to the report (all countywide stormwater programs under the MRP received similar comments), C/CAG's Countywide Program, undertook an in-depth process to revise the OICMP working with the Old Industrial Work Group comprised of San Mateo municipalities with the majority of old industrial land area. The additional effort required to complete the desired revisions exceeded the program budget under Sub-task SMC519.03 to develop and submit the original plan. Because the entirety of the Task Order EOA-16 scope and budget is accounted for during the current Fiscal Year, C/CAG staff recommends offsetting the increased expenditure under this sub-task via the use of available program contingency funds included in the Fiscal Year 2023-24 C/CAG approved budget.

Additionally, C/CAG staff has identified three recommended trainings to incorporate into this Task Order that were not originally included in the EOA-16 scope and budget, due to overall budget constraints and in particular increased expenditures under new monitoring provisions of the reissued permit. With the remaining program contingency funds available this Fiscal Year, C/CAG staff further recommends adding municipal staff trainings for 1) Cost Reporting for MRP permit compliance activities in anticipation of initial cost reporting in Fiscal Year 2024-25, 2) Landscape-Based Integrated Pest Management Training for municipal staff/contractors to maintain continuing education credits for pesticide applicators, 3) New/Redevelopment and Green Infrastructure for support on implementation of MRP Provision C.3.

In summary, C/CAG staff recommends that the C/CAG Board of Directors review and approve Resolution 24-15 authorizing the C/CAG Executive Director to amend Task Order EOA-16 with EOA Inc., adding an amount not to exceed \$56,430 for a new total Task Order amount not to exceed \$2,454,580 to complete additional Fiscal Year 2023-24 Municipal Regional Stormwater Permit compliance activities.

EQUITY IMPACTS AND CONSIDERATIONS

None.

ATTACHMENTS

1. Resolution 24-15
2. Amendment No. 1 to Task Order EOA-16 for Fiscal Year 23-24

RESOLUTION 24-15

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.1 TO TASK ORDER EOA-16 WITH EOA, INC., ADDING AN AMOUNT NOT TO EXCEED \$56,430 FOR A NEW TOTAL AMOUNT NOT TO EXCEED \$2,454,580 FOR ADDITIONAL FISCAL YEAR 2023-24 MUNICIPAL REGIONAL STORMWATER PERMIT COMPLIANCE ACTIVITIES.

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, the Countywide Program supports its member agencies to comply with the requirements of the Municipal Regional Stormwater Permit (MRP) administered by the San Francisco Bay Regional Water Quality Control Board (Regional Water Board) via local program support, direct permit compliance, and regional collaboration via the Bay Area Municipal Stormwater Collaborative (BAMS Collaborative); and

WHEREAS, in August 2022, pursuant to C/CAG Board approved Resolution 22-68, C/CAG's Chair executed an on-call contract with EOA, Inc. for the initial three years of the reissued MRP with the C/CAG Executive Director authority to issue Task Orders on an annual basis specifying not to exceed consultant service budgets each Fiscal Year; and

WHEREAS, pursuant to C/CAG Board approved Resolution 23-59 C/CAG's Executive Director executed Task Order EOA-16 with EOA, Inc. to provide general technical support services to the Countywide Program for Fiscal Year 2023-24; and

WHEREAS, additional resources were needed this Fiscal Year to complete unplanned revisions to the Old Industrial Control Measures Plan (OICMP) for Polychlorinated Biphenyls (PCBs) and Mercury originally submitted to the Regional Water Board in March 2023; and

WHEREAS, the C/CAG Board approved Fiscal Year 2023-24 Program Budget includes sufficient contingency funds to offset the additional resource needs for the OICMP and to fund additional desired technical trainings for MRP compliance this Fiscal Year.

NOW THEREFORE BE IT RESOLVED, the C/CAG Board of Directors authorizes the C/CAG Executive Director to execute Amendment No.1 to Task Order EOA-16 with EOA, Inc. adding an amount not to exceed \$56,430 for a new total contract amount not to exceed \$2,454,580 for additional Municipal Regional Stormwater Permit Compliance activities. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final terms of said Amendment prior to its execution, subject to approval as to form by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF April, 2024.

Adam Rak, Chair

**AMENDMENT NO. 1 TO TASK ORDER EOA-16 BETWEEN THE CITY/COUNTY
ASSOCIATION OF
GOVERNMENTS OF SAN MATEO COUNTY AND EOA, INC.**

WHEREAS, the Board of Directors of the City/County Association of Governments for San Mateo County (hereinafter referred to as "C/CAG") and EOA, Inc. (hereinafter referred to as "Consultant") are parties to a Task Order EOA-16 for general consultant support services to the San Mateo Countywide Water Pollution Prevention Program; and

WHEREAS, C/CAG and Consultant agree to amend Task Order EOA-16 to provide an additional amount not to exceed \$56,430 for a new total Task Order amount not to exceed \$2,454,580 consistent with the C/CAG approved Fiscal Year 2023-24 Program Budget, for additional Municipal Regional Stormwater Permit Compliance activities, as set forth herein.

IT IS HEREBY AGREED by C/CAG and EOA, Inc. as follows:

1. Task Order EOA-16 is revised to reflect a new Task Order amount not to exceed \$2,454,580; and the attached Scope of Work and Budget are revised to reflect the following changes:
 - a. Subtask SMC519 is revised to reflect a new total subtask amount of \$277,824.
 - b. Subtask SMC513 is revised to reflect a new total subtask amount of \$71,468.
2. Except as expressly amended herein to Task Order EOA-16, all other provisions of the Task Order 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)

EOA, Inc.
(Consultant)

C/CAG Executive Director

By
Title: _____

Date: _____

Date: _____

Approved as to form:

Legal Counsel for C/CAG

Attachments:

1. Revised Task Order EOA-16 Scope of Work (Amendment No.1) - *(The document is available on the C/CAG website (See "Additional Agenda Materials") at: <https://ccag.ca.gov/committees/board-of-directors-2/>).*

C/CAG AGENDA REPORT

Date: April 11, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 24-16 determining that proposed amendments to the Millbrae Downtown & El Camino Real Specific Plan and Zoning Map to extend the “Commercial Preference Area” overlay to encompass additional parcels along the El Camino Real frontage and allow increased heights up to 100 feet for residential mixed-use developments in this overlay area for parcels zoned “Residential Focused Mixed Use”, are 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 24-16 determining that proposed amendments to the Millbrae Downtown & El Camino Real Specific Plan and Zoning Map to extend the “Commercial Preference Area” overlay to encompass additional parcels along the El Camino Real frontage and allow increased heights up to 100 feet for residential mixed-use developments in this overlay area for parcels zoned “Residential Focused Mixed Use”, are consistent with the *Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport* (SFO ALUCP).

BACKGROUND/PROJECT DESCRIPTION

In the summer of 2022, the ALUC reviewed the Millbrae 2040 General Plan Update and the Millbrae Downtown and El Camino Real Specific Plan (DT&ECR Specific Plan) for consistency with the SFO ALUCP, and both documents were found to be conditionally consistent. Later in 2022 the ALUC reviewed an update to Millbrae’s Zoning Code and Zoning Map to incorporate new development standards and regulations to implement the General Plan vision, to codify the Specific Plan, and to establish new regulations to ensure ALUCP consistency for all new development, which was also determined to be conditionally consistent with the ALUCP.

Millbrae now proposes amendments to the DT&ECR Specific Plan related to its “Commercial Preference Area” overlay zone to extend the area further northward to encompass additional parcels along El Camino Real, north of Meadow Glen Avenue. As depicted and described in the application materials, **Attachment 2**, the Commercial Preference Area overlay is intended to encourage commercial and residential mixed-use developments along the El Camino Real transit corridor. It does not impact the types of uses allowed but allows for more intensive uses as the heights would be

allowed to extend to 100 feet maximum on parcels zoned “Residential Focused Mixed Use” and no floor area ratio (FAR) standards would apply.

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

DISCUSSION

ALUCP Consistency Evaluation

Three airport/land use compatibility factors are addressed in the SFO ALUCP that relate to the proposed Specific Plan and Zoning Amendments. These include policies for: (a) noise compatibility, (b) safety compatibility, and (c) airspace compatibility. The following sections address each factor:

(a) Aircraft Noise Impacts

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

As shown on **Attachment 3** (SFO ALUCP Exh. IV-6) the extended “Commercial Preference Area” overlay is located outside of the 65 dB CNEL contour, and therefore the Project is consistent with the SFO ALUCP noise policies and criteria.

(b) Safety Compatibility

The SFO ALUCP includes five safety zones and related land use compatibility policies and criteria. As shown on **Attachment 4**, the extended “Commercial Preference Area” overlay is not impacted by any Safety Zones, and therefore the Project is consistent with the SFO ALUCP Safety Compatibility policies and criteria.

(c) Airspace Protection

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

The proposed amendments would allow an increase in building heights, up to 100 ft. maximum, for residential mixed-use projects on parcels zoned “Residential Focused Mixed Use” that are included in the Commercial Preference Area overlay. As noted in the comment letter from the SFO Planning and Environmental Affairs Director, **Attachment 5**, such heights could potentially exceed critical

aeronautical surfaces in some locations. They note additionally that while Figure 5.2, the Building Height Exhibit, notes that “all heights must be compatible with the SFO ALUCP, they advocate that more specific language, shown below, be added throughout the zoning ordinance:

Maximum building heights also may not exceed the critical aeronautical surfaces defined in the Comprehensive Airport Land Use Compatibility Plan for the Environs of the San Francisco International Airport. These heights are measured above mean sea level as defined by the zero-foot origin of the North American Vertical Datum of 1988 and include all architectural parapets, machine rooms, and other appurtenances.

It is noted that the DT & ECR Specific Plan contains Appendix D, “Airport Land Use Compatibility Plan Consistency”, **Attachment 6**, that addresses in detail all of the policies and criteria of the SFO ALUCP, as noted below, and includes the specific language identified above, as does the Millbrae Zoning Ordinance, **Attachment 7**:

- A. Airport Real Estate Disclosure Notices – Requires all applicable projects to comply with the real estate disclosure requirements outlined in the ALUCP.
- B. Airport Noise Evaluation and Mitigation – Requires evaluation of potential noise impacts of projects located within the CNEL 65 dB contour, as mapped in the ALUCP, and mitigation to achieve CNEL 45 dB interior or lower, consistent with SFO ALUCP Policies.
- C. Avigation Easement – Requires grant of an avigation easement to the City/County of San Francisco as a condition of developing any land use considered to be conditionally compatible per the ALUCP.
- D. Safety Compatibility Evaluation – Requires that all uses comply with the Safety Compatibility Policies of the ALUCP.
- E. Airspace Projection Evaluation –
 - 1. Requires applicants to file Form 7460-1, Notice of Proposed Construction or Alteration, with the FAA for any proposed new structure and/or alterations to existing structures that would exceed the FAA notification heights.
 - 2. Restricts maximum building heights to the maximum height limits permissible under FAA regulations and the SFO ALUCP Critical Aeronautical Surfaces requirements.
 - 3. Other Flight Hazards – Calls for evaluation of land use characteristics to assure they are not hazards to air navigation, including sources of glare; distracting lights; sources of dust, smoke, steam, electric or electronic interference; wildlife attractants, etc.

Both the Specific Plan and Zoning Ordinance have previously been determined by the ALUC to be consistent with the SFO ALUCP. Therefore, it is recommended that the proposed amendments, as presently drafted, be determined to be consistent with the SFO ALUCP.

Airport Land Use Committee Meeting

The Airport Land Use Committee considered this application at its March 28, 2024 meeting, and recommended that it be determined consistent with the policies of the SFO ALUCP, as discussed above.

EQUITY IMPACTS AND CONSIDERATIONS

The C/CAG Board of Directors is the designated Airport Land Use Commission for San Mateo

County, which is mandated by State law to develop and administer ALUCPs for each airport in its jurisdiction. The overall purpose of developing ALUCP policies and procedures, and the companion ALUCP consistency review process, is to minimize the public's exposure to excessive noise and safety hazards while providing for the orderly expansion of airports. This planning effort is applied to all areas located within a geographic sphere known as the Airport Influence Area (AIA).

ATTACHMENTS

1. Resolution 24-16

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

2. ALUCP application & related materials
3. SFO ALUCP Exhibit IV-6 – Noise Compatibility Zones
4. SFO ALUCP Exhibit IV-9 – Safety Compatibility Zones
5. Comment letter from SFO Planning and Environmental Affairs dated March 20, 2024
6. Millbrae DT & ECR Specific Plan Appendix D, Airport Land Use Compatibility Consistency
7. Millbrae Zoning Code Article XVI, Airport Land Use Compatibility Consistency

RESOLUTION 24-16

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 PROPOSED AMENDMENTS TO THE MILLBRAE DOWNTOWN & EL CAMINO REAL SPECIFIC PLAN AND ZONING MAP TO EXTEND THE “COMMERCIAL PREFERENCE AREA” OVERLAY ALONG EL CAMINO REAL AND ALLOW INCREASED HEIGHTS FOR RESIDENTIAL MIXED-USE DEVELOPMENTS IN THIS OVERLAY AREA ON PARCELS ZONED “RESIDENTIAL FOCUSED MIXED USE”, ARE 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 (ALUC), that,

WHEREAS, per the requirements of California Public Utilities Code Section 21676, prior to adoption, a local agency must refer land use policy documents affecting property within AIA B, including general plans, zoning ordinances and/or any affected specific plan to the ALUC for a determination of consistency with the applicable airport land use compatibility plan (ALUCP); and

WHEREAS, in 2022, Millbrae submitted its General Plan, Zoning Ordinance and Downtown and El Camino Real Specific Plan (DT&ECR Specific Plan) to the ALUC for an ALUCP consistency determination and the documents were found conditionally consistent with the SFO ALUCP; and

WHEREAS, Millbrae is considering amendments to the DT&ECR Specific Plan to extend the “Commercial Preference Area” overlay zone area further northward to encompass additional parcels along El Camino Real, north of Meadow Glen Avenue, and to allow increased heights within the overlay area on parcels zoned “Residential Focused Mixed Use”, and has referred the proposal to the ALUC, 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 Francisco International Airport* (SFO ALUCP); and

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

- (a) Noise Compatibility – The Community Noise Equivalent Level (CNEL) 65 dB aircraft noise contour defines the threshold for airport noise impacts established in the SFO ALUCP. All land uses located outside this contour are deemed consistent with the noise policies of the ALUCP. Per SFO ALUCP Exhibit IV-6, the project area lies outside the bounds of the CNEL 65 dB contour and is therefore consistent with the ALUCP noise policies and criteria.
- (b) Safety Policy Consistency – The SFO ALUCP includes five sets of safety zones and related land use compatibility policies and criteria. The project site is not located within a Safety Zone, and therefore the safety policies and criteria do not apply to the Project.

- (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 shown on the critical aeronautical surfaces map; or (2) the maximum height determined not to be a “hazard to air navigation” by the FAA in an aeronautical study prepared pursuant to the filing of Form 7460-1.

The proposed amendments would allow an increase in building heights, up to 100 ft. maximum, for residential mixed-use projects on parcels zoned “Residential Focused Mixed Use” that are included in the Commercial Preference Area overlay. The DT&ECR Specific Plan and the Millbrae Zoning Ordinance incorporate all relevant policies and criteria of the SFO ALUCP, (“Airport Land Use Compatibility Plan Consistency” sections in each document) ensuring future projects will be reviewed for compliance with the Airspace Protection policy requirements; and

WHEREAS, at its March 28, 2024 meeting, based on the factors 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 proposed amendments be found consistent with the policies and criteria of the SFO 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 the proposed amendments to the Millbrae Downtown & El Camino Real Specific Plan and Zoning Map to extend the “Commercial Preference Area” overlay along El Camino Real and allow increased heights for residential mixed-use developments in this overlay area on parcels zoned “Residential Focused Mixed Use”, are 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 11TH DAY OF APRIL 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: April 11, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 24-17 determining that proposed amendments to the Foster City General Plan, Zoning Map and Zoning text, including addition of Airport Land Use Compatibility Plan consistency criteria, are consistent with both the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport and 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 24-17 determining that proposed amendments to the Foster City General Plan, Zoning Map and Zoning text, including addition of Airport Land Use Compatibility Plan consistency criteria, are consistent with both the *Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport* (San Carlos ALUCP) and the *Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport* (SFO ALUCP).

BACKGROUND/PROJECT DESCRIPTION

As shown on **Attachment 2**, Foster City is located within Airport Influence Area B (AIA B), the Policy/Project Referral Area, for both the San Carlos and San Francisco International Airports.

Last year, Foster City forwarded its Housing and Safety Elements to the ALUC for a determination of consistency with the ALUCPs. Both documents were determined to be consistent with the applicable ALUCP policies, as all relevant policies are addressed in the documents. However, to improve implementation it was recommended that Foster City's Zoning Ordinance be updated to address the ALUCP criteria with respect to Overflight Notification and Airspace protection requirements.

As part of the implementation of the Housing Element, Foster City has prepared a number of updates to its General Plan, Zoning Ordinance and Map, **Attachment 2**, which have been referred to the ALUC for a consistency determination pursuant to California Public Utilities Code (PUC) Section 21676(b). Most of the amendments address definitions and/or development standards that do not impact noise sensitive uses, maximum structure heights or uses within safety compatibility zones, and so are not relevant for ALUC compatibility consideration. Additionally, the one proposed land use designation/rezoning is for a site that is not located within AIA B of either SFO or

San Carlos Airport, so is outside of the purview of the ALUC. However, the proposal also includes a new zoning section to reflect Airport Land Use Compatibility criteria, which is the focus of this ALUC determination.

DISCUSSION

I. ALUCP Consistency Evaluation

Foster City is not impacted by the defined noise impact areas or safety zones as identified in either the San Carlos or SFO ALUCPs. Therefore, the consistency review will focus on (a) airport influence area/overflight notification, and (b) airspace protection. The following sections address each factor.

(a) Airport Influence Area/Overflight Notification Policies

Both the SFO and San Carlos ALUCPs contain policies, IP-2 (SFO ALUCP) and Overflight Policy 1 (San Carlos ALUCP), that reflect the real estate disclosure requirements of state law which apply in their respective Airport Influence Areas (AIA A). In addition, the San Carlos ALUCP includes an additional policy, Overflight Policy 2 – *Overflight Notification Zone 2*, which 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.

Foster City’s proposal includes a new zoning code section entitled, “Airport Land Use Compatibility Plan Consistency”, **Attachment 3a**, that directly addresses these requirements, ensuring that future projects will be required to comply. Therefore, the proposed Amendments are determined to be consistent with the Airport Influence Area and Overflight Notification policies of both the San Carlos and SFO ALUCPs.

(b) Airspace Protection

The San Carlos and SFO ALUCPs airspace policies establish maximum heights for the compatibility of new structures and for evaluation of project characteristics and/or features that have the potential to affect air navigation. 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. Both ALUCPs include Airspace Protection Policies that address the following:

- Require jurisdictions to notify sponsors of proposed projects to file Form 7460-1 with the Federal Aviation Administration (FAA) for any proposed project that may exceed the FAA notification heights, and to require a local jurisdiction to consider FAA determination study findings as part of its review and decision on a proposed project.
- Require project sponsors to comply with the findings of FAA aeronautical studies with respect to any recommended alteration in building design, height, and marking and lighting to be consistent with the ALUCP.

- Require proposed projects to undergo review for compatibility with “other flight hazards” as outlined in the policy, including but not limited to, sources of glare, dust, smoke, electrical interference, wildlife attractants (especially bird flocks), etc.

In addition, the SFO ALUCP includes a policy that requires proposed projects within its AIA to also comply with structure height provisions outlined the Critical Aeronautical Surfaces map for SFO (SFO ALUCP Exhibit IV-18).

Foster City’s proposed zoning section, “Airport Land Use Compatibility Plan Consistency”, **Attachment 3a**, incorporates all of these requirements, ensuring that future projects will be required to comply. Therefore, the proposed Amendments are determined to be consistent with the Airspace Protection policies of both the San Carlos and SFO ALUCPs.

Airport Land Use Committee Meeting

The Airport Land Use Committee considered this application at its March 28, 2024 meeting, and recommended that it be determined consistent with the policies of the SFO ALUCP, as discussed above.

EQUITY IMPACTS AND CONSIDERATIONS

The C/CAG Board of Directors is the designated Airport Land Use Commission for San Mateo County, which is mandated by State law to develop and administer ALUCPs for each airport in its jurisdiction. The overall purpose of developing ALUCP policies and procedures, and the companion ALUCP consistency review process, is to minimize the public’s exposure to excessive noise and safety hazards while providing for the orderly expansion of airports. This planning effort is applied to all areas located within a geographic sphere known as the Airport Influence Area (AIA).

ATTACHMENTS

1. Resolution 24-17

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

2. SFO and San Carlos Airport Influence Area B Exhibits (AIA B)
3. Application Materials
 - a. Proposed language - 17.68.120 Airport Land Use Compatibility Plan Consistency

RESOLUTION 24-17

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 PROPOSED AMENDMENTS TO THE FOSTER CITY GENERAL PLAN, ZONING MAP AND ZONING TEXT, INCLUDING ADDITION OF AIRPORT LAND USE COMPATIBILITY PLAN CONSISTENCY CRITERIA, ARE CONSISTENT WITH BOTH THE COMPREHENSIVE AIRPORT LAND USE COMPATIBILITY PLAN FOR THE ENVIRONS OF SAN CARLOS AIRPORT AND 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, Foster City is located within Airport Influence Area B (AIA B), the Policy/Project Referral Area, for both the San Carlos and San Francisco International Airports; and

WHEREAS, in 2023, the City of Foster City referred both its Housing and Safety Element Updates 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 the *Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport* (SFO ALUCP), and both documents were determined consistent; and

WHEREAS, as part of the implementation of the Housing Element, Foster City has prepared a number of updates to its General Plan, Zoning Ordinance and Map, including a new zoning code section to reflect Airport Land Use Compatibility criteria, which have been referred to the ALUC for a consistency determination; and

WHEREAS, since Foster City is not impacted by the defined noise impact areas or safety zones identified in either the San Carlos or SFO ALUCPs, the consistency review focused on (a) airport influence area/overflight notification, and (b) airspace protection as discussed below:

- (a) Airport Influence Area/Overflight Notification Policies** – Both the SFO and San Carlos ALUCPs contain policies, IP-2 (SFO ALUCP) and Overflight Policy 1 (San Carlos ALUCP), that reflect the real estate disclosure requirements of state law that apply in their respective Airport Influence Areas (AIA A). In addition, the San Carlos ALUCP includes an additional policy, Overflight Policy 2 – Overflight Notification Zone 2, which 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. Foster City’s proposal includes a new zoning code section entitled, “Airport Land Use Compatibility Plan Consistency”, that directly addresses these requirements, ensuring that

future projects will be required to comply. Therefore, the proposed Amendments are determined to be consistent with the Airport Influence Area and Overflight Notification policies of both the San Carlos and SFO ALUCPs.

(b) Airspace Protection – The San Carlos and SFO ALUCPs airspace policies establish maximum heights for the compatibility of new structures and for evaluation of project characteristics and/or features that have the potential to affect air navigation. 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. Both ALUCPs include Airspace Protection Policies that address the following:

- i. Require jurisdictions to notify sponsors of proposed projects to file Form 7460-1 with the Federal Aviation Administration (FAA) for any proposed project that may exceed the FAA notification heights, and to require a local jurisdiction to consider FAA determination study findings as part of its review and decision on a proposed project.
- ii. Require project sponsors to comply with the findings of FAA aeronautical studies.
- iii. Require proposed projects to undergo review for compatibility with “other flight hazards” as outlined in the policy, including but not limited to, sources of glare, dust, smoke, electrical interference, wildlife attractants (especially bird flocks), etc.

In addition, the SFO ALUCP includes a policy that requires proposed projects within its AIA to also comply with structure height provisions outlined the Critical Aeronautical Surfaces map for SFO (SFO ALUCP Exhibit IV-18).

Foster City’s proposed zoning section, “Airport Land Use Compatibility Plan Consistency”, incorporates all of these requirements, ensuring that future projects will be required to comply. Therefore, the proposed Amendments are determined to be consistent with the Airspace Protection policies of both the San Carlos and SFO ALUCPs; and

WHEREAS, at its March 28, 2024 meeting, based on the factors 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 proposed amendments be found consistent with the policies and criteria of the SFO 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 proposed amendments to the Foster City General Plan, Zoning Map and Zoning text, including addition of Airport Land Use Compatibility Plan consistency criteria, are consistent with both the *Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport* and the *Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport*.

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF APRIL 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: April 11, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 24-18 authorizing the C/CAG Executive Director to execute an agreement with MIG in the amount of \$231,415 to update the San Bruno/South San Francisco Community Based Transportation Plan, establish a contingency in the amount of \$23,142 (10% of contract) for a total project budget of \$254,557, and execute future contract amendments in an amount not-to-exceed the appropriated contingency.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-18 authorizing the C/CAG Executive Director to execute an agreement with MIG in the amount of \$231,415 to update the San Bruno/South San Francisco Community Based Transportation Plan, establish a contingency in the amount of \$23,142 (10% of contract) for a total project budget of \$254,557, and execute future contract amendments in an amount not-to-exceed the appropriated contingency.

FISCAL IMPACT/

The proposed contract amount is \$231,415, including an allocation of \$30,000 to compensate CBOs for their work on the plan. However, to streamline administrative process and further improve efficiencies, staff seeks authorization from the Board to also establish a 10% contingency in the amount of \$23,142 to be authorized and executed by the C/CAG Executive Director in future contract amendments, if necessary (total project budget of up to \$254,557).

SOURCE OF FUNDS

MTC has allocated up to \$245,000 to San Mateo County to fund CBTP updates, with a required local match of 10% (non-federal funds). The local match will come from Measure M (Transit Operations and Senior Mobility programs).

BACKGROUND/DISCUSSION

The Metropolitan Transportation Commission's (MTC) Community Based Transportation Plan (CBTP) Program was initiated in 2002 with the goal of enhancing the mobility of residents of Equity Priority Communities (formerly referred to as Communities of Concern) and other historically disadvantaged populations. Specifically, CBTPs must improve access and mobility for historically underserved and systemically marginalized groups, including people with low incomes, communities of color, and residents of Equity Priority Communities (EPCs); and engage residents and community organizations in conducting the analysis and shaping the recommendations.

Since inception of the CBTP Program, C/CAG has produced CBTPs for East Palo Alto (2005), Bayshore (2008), North Central San Mateo (2011), and San Bruno/South San Francisco (2012). Additionally, in 2023, updates to the East Palo Alto and Bayshore plans were completed and renamed the *Southeast San Mateo County CBTP* and *Daly City CBTP*, respectively, in recognition of the expanded geographies contained in the plans.

In April 2022, MTC issued new program guidelines for the 2022-2026 CBTP Cycle and provided a funding allocation to prepare or update CBTPs. The guidelines encourage prioritization of efforts to develop new CBTPs in EPCs that do not have a plan; areas where plans are more than five years old; and areas that have the highest concentration of low-income residents. Accordingly, given its age and concentration of historically disadvantaged populations, C/CAG has targeted update of the San Bruno/South San Francisco CBTP.

The project is anticipated to kick-off in late April/early May 2024 and conclude in approximately 18 months. The proposed framework includes the following:

1. **Project Management Team/Oversight** – Identify key stakeholders to include in a Steering Committee (ex. SamTrans, SMC Human Services, SMC Public Health, Community Based Organizations (CBOs). Establish a Technical Advisory Group to provide technical expertise throughout the planning process.
2. **Outreach and Engagement** – Community outreach will be conducted with support from project CBOs and other Steering Committee and Technical Working Group members as appropriate. A mix of innovative and traditional outreach methods will be used to reach broader audiences. These strategies may include online surveys, on-the-ground engagement (pop-up events), and community meetings. All outreach materials, activities, and advertisements will be available in additional languages.
3. **Document Existing Conditions** – Establish baseline conditions including updated demographic data, identification of existing mobility services in the planning areas, review of background documents, and base mapping of relevant features (community facilities, major transportation infrastructure, transit, bike/ped plans, local area plans, etc.)
4. **Conduct Community Needs Assessment** – Working with stakeholder group and community members, identify key local, sub-regional and regional destinations for residents and workers in the EPCs (e.g., job centers, schools, medical and community facilities, grocery stores, etc.), and gaps in existing transportation services and infrastructure to access these destinations, as well as barriers to filling these gaps.
5. **Develop Transportation Strategies and Implementation Plans** – Develop a list of potential multimodal projects and programs to address the mobility needs identified in the needs assessment. Establish evaluation criteria to prioritize the projects and programs, and identify cost estimates, potential funding sources, implementation timeframes and responsible agencies for implementation.
6. **Create Monitoring and Evaluation Process** – Develop a process to track progress and funding on implementation of the transportation strategies, including a standardized template.

- 7. Plan Adoption** – C/CAG and local jurisdictions must formally adopt the CBTPs and commit to including the recommendations and action plans in their respective planning and funding plans.

Consultant Selection

In accordance with C/CAG’s Procurement Policy, a Request for Proposals (RFP) was issued in early February to solicit proposals, select a consultant, and award a contract to update the San Bruno/SSF CBTP. The RFP was posted on the C/CAG website and distributed to 20 consultant teams. C/CAG received three (3) responsive proposals by the March 4, 2024, deadline. An evaluation panel, comprised of Michael Laughlin (San Bruno Planning Director), Chris Espiritu (South San Francisco Transportation Planner) and Nicholette Tolmie (SamTrans) reviewed and scored the written proposals and subsequently interviewed all three firms. While noting that the proposals were all very comprehensive and competitive, the final scoring identified MIG as the strongest team. The selection panel was particularly impressed with MIG’s strong facilitation skills, emphasis on the link between mobility and public health, and its inclusion of Fehr & Peers on the team since they have a deep understanding of transportation issues in both communities.

Community Based Organization Outreach Funding

Given that meaningful community outreach and engagement are the foundations of this planning effort, the proposal incorporates a funding allocation of \$30,000 to compensate local Community Based Organizations for their assistance in developing the CBTP, and specifically with assistance in the outreach process. These organizations often have the ability to access segments of the community that otherwise would not be engaged, and/or to draw out greater participation from these neighborhoods. MTC’s guidelines recognize the importance of these organizations in this process and require that CMAs set aside funding to support local CBO engagement in this process.

ATTACHMENTS

1. Resolution 24-18

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

2. Draft Consultant Contract

RESOLUTION 24-18

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 MIG IN THE AMOUNT OF \$231,415 TO UPDATE THE SAN BRUNO/SOUTH SAN FRANCISCO COMMUNITY BASED TRANSPORTATION PLAN, ESTABLISH A CONTINGENCY IN THE AMOUNT OF \$23,142 (10% OF CONTRACT) FOR A TOTAL PROJECT BUDGET OF \$254,557, AND EXECUTE FUTURE CONTRACT 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 Metropolitan Transportation Commission (MTC), the regional transportation agency for the San Francisco Bay Area, established guidelines to launch and implement the Community-based Transportation Planning (CBTP) Program in 2002 to identify transportation needs in economically disadvantaged communities throughout the San Francisco Bay Area; and

WHEREAS, in April 2022, the MTC issued new program guidelines and funding grant opportunities for Bay Area Congestion Management Agencies to develop or update CBTP plans; and

WHEREAS, the City/County Association of Governments of San Mateo County (C/CAG) is the Congestion Management Agency for San Mateo County; and

WHEREAS, C/CAG has produced CBTPs for East Palo Alto (2005), Bayshore (2008), North Central San Mateo (2011), and San Bruno/South San Francisco (2012); and in 2023, updates to the East Palo Alto and Bayshore plans were completed and renamed the *Southeast San Mateo County CBTP* and *Daly City CBTP*, respectively, in recognition of the expanded geographies contained in the plans; and

WHEREAS, in accordance with MTC's guidelines, C/CAG has determined that an update of the San Bruno/South San Francisco plan is warranted given its age and concentration of historically disadvantaged populations, necessitating the use of consultant services; and

WHEREAS, through a Request for Proposals process C/CAG has selected MIG to provide services as outlined in the agreement

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the City/County Association of Governments of San Mateo County authorizes the C/CAG Executive Director to execute an agreement with MIG in the amount of \$231,415 to update the San Bruno/South San Francisco Community Based Transportation Plan. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final terms of said agreement prior to its execution, subject to approval as to form by C/CAG legal counsel. And be it further resolved that the C/CAG Executive Director is authorized to establish a contingency in the amount of \$23,142 (10% of contract) for a total

project budget of \$254,557, and to execute future contract amendments in an amount not-to-exceed the appropriated contingency, subject to C/CAG legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF APRIL 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: April 11, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 24-19 authorizing the C/CAG Executive Director to execute Amendment No. 2 to the FY 23-24 Agreement with the San Mateo County Office of Education for the San Mateo County Safe Routes to School Program to bring the agreement in compliance with the single audit finding.

(For further information, contact Eva Gaye at egaye@smcgov.org)

RECOMMENDATION

That the C/CAG Board review and approval of Resolution 24-19 authorizing the C/CAG Executive Director to execute Amendment No. 2 to the FY 23-24 Agreement with the San Mateo County Office of Education for the San Mateo County Safe Routes to School Program to bring the agreement in compliance with the single audit finding.

FISCAL IMPACT

The project funding for fiscal year 2023-2024 shall not exceed \$878,335. This amount is \$ 777,151 of STP/CMAQ funds and \$ 101,184 of Local Measure M funds. The total funding includes \$80,111.84 of rollover funds from previous fiscal years of the SRTS program.

SOURCE OF FUNDS

The San Mateo County Safe Routes to School (SRTS) Program is funded using a combination of federal Surface Transportation Program (STP) funds and Congestion Mitigation and Air Quality Improvement (CMAQ) funds from the One Bay Area Grant (OBAG) Program and local Measure M funding, which is the \$10 vehicle registration fee levied in San Mateo County. The Funding model for FY 23-24 includes \$798,223 of STP funds (\$706, 267.71 of STP funds and an additional \$91,955.29) and \$80,111.84 of rollover funds from previous fiscal years (\$70,882.96 of CMAQ funds and an additional \$9,228.88 of local Measure funds).

BACKGROUND

The San Mateo County Safe Routes to School (SRTS) Program is a collaborative effort between the City County/Association of Governments (C/CAG) of San Mateo and the San Mateo County Office of Education (SMCOE). The program is designed to encourage and enable school children and their parents to utilize active modes of transportation (walking, bicycling, carpool, and public transit) as a means of getting to school. Through education, on pedestrian and bicycle safety as well as awareness around human impact on the environment, the SRTS program supports schools to implement projects and activities that decrease traffic congestion around school sites, reduce school-related travel

emissions, and improve the health, well-being, and safety of student participants.

As the County Transportation Agency (CTA) for San Mateo County, C/CAG receives a combination of federal Congestion Mitigation and Air Quality (CMAQ) funding, Surface Transportation Program (STP) funding and local Measure M funding to administer the SRTS program. The San Mateo County Superintendent of Schools, also referred to as San Mateo County Office of Education (SMCOE), is the lead agency responsible for managing the day-to-day program operations as well as project implementation of activities. C/CAG enters into an annual agreement with the San Mateo County Office of Education to implement the Safe Routes to School Program. On September 14, 2023, the C/CAG Board approved Resolution 23-79 approving Amendment No. 1 to the FY 23-24 agreement between C/CAG and SMCOE. The agreement amended the funding amount for the program to include rollover funds from previous cycles.

The Safe Routes to School Program was part of C/CAG's Single Audit Report for the year ended June 30, 2023. The Single Audit is specifically for the federal funds received. A Single Audit is required when an agency received \$750,000 or more in federal grant. The auditors identified the following deficiency with subrecipient communication in the Safe Routes to School Program:

“Communication with the subrecipient includes the grant name and the total funds committed to the subrecipient, but does not disclose the portion that is federal funds, the federal awarding agency, or the assistance listing number and title.”

In response to the auditor's findings, C/CAG has agreed to adhere to the following language in future agreements with the San Mateo County Office of Education and amend the existing Safe Routes to School Agreement (FY 23-24) to reflect the following information and language:

Clauses “A-D” of ARTICLE I INTRODUCTION of the Agreement

- The specific portion of funding that is federal funds, the Federal Awarding Agency, full funding amount and applicable Federal Project Number, listing number and title.
- A portion of the funds included are federal funds, and the recipient is responsible for compliance with all relevant Federal requirements, including, but not limited to § 200.501 Audit requirements and 2 CFR § 200.332 Requirements for pass-through entities.

Furthermore, alongside the aforementioned amendments, the agreement incorporates an updated budget breakdown to delineate the different federal funding sources allocated for fiscal year 2023-24 for the Safe Routes to School program.

EQUITY IMPACTS AND CONSIDERATIONS

The San Mateo County Safe Routes to School Program supports education, encouragement events, and small infrastructure projects to promote safe walking and biking in schools across the county, which includes those in Equity Priority Communities.

ATTACHMENT

1. Resolution 24-19
2. Draft Amendment NO.2 to the FY 23-24 Agreement with the San Mateo County Office of Education for the San Mateo County Safe Routes to School Program (*The document is available on the C/CAG website (See “Additional Agenda Materials”) at: <https://ccag.ca.gov/committees/board-of-directors-2/>*).

RESOLUTION 24-19

RESOLUTION TO THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT NO.2 TO THE FY 23-24 AGREEMENT WITH THE SAN MATEO COUNTY OFFICE OF EDUCATION FOR THE SAN MATEO COUNTY SAFE ROUTES TO SCHOOL PROGRAM TO BRING THE AGREEMENT IN COMPLIANCE WITH THE SINGLE AUDIT FINDING.

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

WHEREAS, C/CAG is the designated Congestion Management Agency (CMA) responsible for the development and implementation of the Congestion Management Program for San Mateo County and the County Transportation Agency (CTA) responsible for the administration of federal funding; and

WHEREAS, C/CAG received \$2,120,000 of Surface Transportation Program (STP) funding from the Federal Highway Administration (FHA) through Metropolitan Transportation Commission One Bay Area Grant program and \$274,669 of local Measure M funding to administer the Safe Routes to School Program for a period of four years (FYs 2023-24 through 2026-27); and

WHEREAS, on September 14, 2023 the C/CAG Board approved Resolution 23-24 authorizing the C/CAG Executive Director to execute Amendment No. 1 to the Agreement with the San Mateo County Office of Education to include rollover funds from previous cycles; and

WHEREAS, C/CAG has entered into an annual agreement with the Superintendent of schools to administer and manage the San Mateo County Safe Routes to School Program for FY 2023-2024, and for C/CAG to reimburse the Superintendent a portion of the grant funds (up to \$878,335) for activities conducted from July 1, 2023 to June 30, 2024; and

WHEREAS, The Safe Routes to School Program was subjected to C/CAG’s Single Audit Report for the year ended June 30, 2023. The Single Audit is required for agencies that receive federal grant funds in an amount that exceeds \$750,000 or more; and

WHEREAS, the auditors identified the following deficiency with subrecipient communication in the Safe Routes to School Program “Communication with the subrecipient includes the grant name and the total funds committed to the subrecipient, but does not disclose the portion that is federal funds, the federal awarding agency, or the assistance listing number and title”; and

WHEREAS, C/CAG has agreed to include language in future agreements with the San Mateo County Office of Education and amend the existing Safe Routes to School Agreement (FY 23-24) to reflect the following information and language:

- a) The specific portion of funding that is federal funds, the Federal Awarding Agency, full funding amount and applicable Federal Project Number, listing number and title.
- b) A portion of the funds included are federal funds, and the recipient is responsible for compliance with all relevant Federal requirements, including, but not limited to § 200.501 Audit requirements and 2 CFR § 200.332 Requirements for pass-through entities.

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 Amendment No.2 to the FY 23-24 Agreement with The San Mateo County Office of Education for the San Mateo County Safe Routes to School Program to bring the agreement in compliance with the single audit finding. 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 Executive Director, subject to approval as to form by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 11TH OF APRIL, 2024.

Adam Rak, Chair

**AMENDMENT NO. 2
TO THE
FUNDING AGREEMENT
BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
SAN MATEO COUNTY SUPERINTENDENT OF SCHOOLS
FOR
SAFE ROUTES TO SCHOOL PROGRAM**

WITNESSETH

WHEREAS, the City/County Association of Governments of San Mateo County (“C/CAG” or “Local Agency”) and the San Mateo County Superintendent of Schools (“Consultant” or “Superintendent” or “San Mateo County Office of Education” or “SMCOE”) are parties to an Agreement effective July 1, 2023 regarding the administration and management of the San Mateo County Safe Routes to School (SRTS) Program.

WHEREAS, as the County Transportation Agency (CTA) for San Mateo County, C/CAG received \$2,120,000 of Surface Transportation Program (STP) funding from the Federal Highway Administration (FHA) through Metropolitan Transportation Commission One Bay Area Grant program and \$274,669 of local Measure M funding to administer the Safe Routes to School Program for a period of four years (FYs 2023-24 through 2026-27).

WHEREAS, C/CAG has entered into an annual agreement with the Superintendent of Schools to administer and manage the San Mateo County Safe Routes to School Program for FY 2023-2024, and for C/CAG to reimburse the Superintendent a portion of the grant funds (up to \$878,335) for activities conducted from July 1, 2023 to June 30, 2024.

WHEREAS, the Safe Routes to School Program was subject to C/CAG’s Single Audit Report for the year ended June 30, 2023. The Single Audit is required for agencies that receive federal grant funds in an amount that exceeds \$750,000 or more. The auditors required that C/CAG amend the existing and future Safe Routes to School Agreement to reflect the following information:

- a) The specific portion of funding that is federal funds, the Federal Awarding Agency, full funding amount and applicable Federal Project Number, listing number and title.
- b) A portion of the funds included are federal funds, and the recipient is responsible for compliance with all relevant federal requirements, including, but not limited to 2 CFR § 200.501 “Audit requirements” and 2 CFR § 200.332 “Requirements for pass-through entities.”

NOW, THEREFORE, IT IS HEREBY AGREED by the C/CAG and Superintendent that the existing and future agreements will reflect the following language:

1. Clauses “A-D” of ARTICLE I INTRODUCTION of the Agreement will be amended to the following:
 - A. Local Agency received \$2,120,000 of Surface Transportation Program (STP) funding from the Federal Highway Administration (FHA) through the Metropolitan Transportation Commission One Bay Area Grant Cycle 3 program and \$274,669 of local Measure M funding to administer the Safe Routes to School Program (Federal Project No. STPLNI 6419-034) for a period of four years (FYs 2023-24 through 2026-27).
 - B. Consultant shall be awarded a portion of the federal Surface Transportation Program funds and Measure M funds on an annual basis during the duration of the funding period. For FY 2023-2024, **Consultant is awarded \$798,223**. The breakdown of funds includes, \$706,267.71 of STP funds and \$91,955.29 of Measure M funds.
 - C. Consultant shall additionally be awarded **\$80,111.84 of rollover funds from previous fiscal years (Federal project No. CMLNI 6419-027)**. The breakdown of funds includes \$70,882.96 of federal Congestion Mitigation and Air Quality funds and \$9,228.88 of local Measure M funds for FY 2023-2024.
 - D. A portion of the funds included are federal funds, and the recipient is responsible for compliance with all relevant federal requirements, including, but not limited to 2 CFR § 200.501 “Audit requirements” and 2 CFR § 200.332 “Requirements for pass-through entities.”
2. The attached “Revised Exhibit A Funding Breakdown dated April 11, 2024– Attachment 1” will replace “Exhibit A – Attachment 1” dated September 1, 2023.
3. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
4. This amendment shall take effect upon execution by both parties.

IN WITNESS WHEREOF, C/CAG and Superintendent, by their duly authorized representatives, have affixed their hands.

San Mateo County Superintendent of Schools (Superintendent)

Nancy Magee,
County Superintendent of Schools

Date:

City/County Association of Governments of San Mateo County (C/CAG)

Sean Charpentier
C/CAG Executive Director

Date:

Melissa Andrikopoulos
C/CAG Legal Counsel

Date:

DRAFT

Budget

Estimated Income

The funding model is based on the following budget:

- a. an estimated budget of **\$798,223 from Federal Project No. STPLNI 6419-034** that includes \$706,267.71 of STP funds and an additional \$91,955.29 of local Measure funds provided by C/CAG.
- b. an estimated budget of **\$80,111.84 of rollover funds from Federal project No. CMLNI 6419-027** that includes \$70,882.96 of CMAQ funds and an additional \$9,228.88 of local Measure funds provided by C/CAG.

Timeframe

The development and implementation of the San Mateo County SRTS Program FY 23-24 is planned for a 12-month period (July 1, 2023 through June 30, 2024).

Annual Expenditures

The annual expenditure estimate over the 12-month life of the program (July 1, 2023 – June 30, 2024) are summarized (see attached budget). These expenditures are organized to coordinate budget cycles of both County agencies and school districts (including SMCOE). Once the formal contract is signed and SRTS grants have been awarded, the County Office of Education will develop an itemized line-item budget for approval by C/CAG.

**Revised Budget Breakdown
April 11, 2024**

Safe Routes to School
Proposed Budget for FY 23/24
Federal Project No. STPLNI 6419-034

FY23/24

Funding Breakdown	23/24
STP (NI 88.48%)	\$706,267.71
Local Match (Measure M, 11.52%)	\$91,955.29
Grand Total Budget	\$798,223

Administration – Program Support	2023-2024	
.775 Project Coordinator salary & benefits	21.95%	\$174,494
.8 Project Specialist salary & benefits	21.3%	\$169,971
1.0 Admin Assistant salary & benefits	14.2%	\$113,926
Contractual Services <ul style="list-style-type: none"> • County-Wide TA - \$78,000 • Transportation Firm - \$25,000 • Safe Routes Education Vendors - \$109,000 	26.43%	\$212,000
Materials and Supplies	2.9%	\$23,278
Teacher Stipends/SRTS Learning Collab/Professional Development	0.5%	\$3000
Mileage	0.15%	\$1200
Indirect Costs	12.57%	\$100,354
(ICR is 14.38% - rate is set by California Department of Education)		

Total	\$ 798,223
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*NI= Non-Infrastructure

**Revised Budget Breakdown
April 11, 2024**

Safe Routes to School
Proposed Budget for FY 23/24
Federal project No. CMLNI 6419-027

FY23/24

Funding Breakdown	23/24
CMAQ (NI 88.48%)	\$70,882.96
Local Match (Measure M, 11.52%)	\$9,228.88
Grand Total Budget	\$80,112

Administration – Program Support	2023-2024
.775 Project Coordinator salary & benefits	\$43,419.18
.50 Project Specialist salary & benefits	\$26,620.48
1.0 Admin Assistant salary & benefits	
Contractual Services <ul style="list-style-type: none"> • County-Wide TA - • Transportation Firm - • Safe Routes Education Vendors - 	
Materials and Supplies	
Teacher Stipends/SRTS Learning Collab/Professional Development	
Mileage	
Indirect Costs	\$10,071.79
(ICR is 14.38% - rate is set by California Department of Education)	

Total	\$ 80,112.08
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*NI= Non-Infrastructure

C/CAG AGENDA REPORT

Date: April 11, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 24-20 authorizing the C/CAG Executive Director to execute the First Amendment to the Memorandum of Understanding with San Mateo County Transportation Authority and all other documents necessary to complete the Project Approval & Environmental Document Phase of the US 101 Managed Lane Project, North of I-380.

(For further information, contact Van Ocampo at 650-599-1460)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-20 authorizing the C/CAG Executive Director to execute the First Amendment to the Memorandum of Understanding (MOU) with San Mateo County Transportation Authority (SMCTA) and all other documents necessary to complete the Project Approval & Environmental Document Phase (PA&ED) of the US 101 Managed Lane Project, North of I-380 (Project).

It is also recommended that the C/CAG Board authorize the Executive Director to negotiate the final terms of said MOU prior to its execution by the C/CAG Executive Director, subject to approval as to form by legal counsel.

FISCAL IMPACT

The First Amendment to the MOU with SMCTA is for time extension only, necessary to complete the PA&ED by December 2025. There is no Fiscal Impact to C/CAG aside from staff time.

SOURCE OF FUNDS

C/CAG staff time is funded by C/CAG transportation funds.

BACKGROUND

On August 9, 2012 C/CAG Board approved Resolution 12-46 authorizing the acceptance of allocated funds and execution of grant agreements with SMCTA for project feasibility studies and project study documents associated with four grant applications submitted by C/CAG staff to the SMCTA Highway Program. One of these applications developed a Project Study Report (PSR) for an auxiliary lane on US 101 from Oyster Point to the San Francisco County Line. In October 2012, C/CAG was awarded Measure A funds to develop a PSR for the said auxiliary lane. SMCTA prepared the PSR and was approved by Caltrans in early June 2015.

In May 2015, SMCTA issued another Highway Program Call For Projects where C/CAG, as the

project sponsor, was awarded \$8 Million to complete the environmental phase of the auxiliary lane, with SMCTA as the implementing agency. During that time, the US 101 Managed Lane Project, south of I-380, was expanded to include an express lane alternative to better align the Project with the managed lanes concepts developed for the corridor.

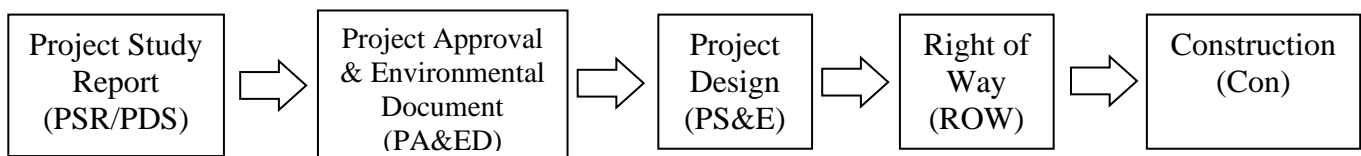
In June 2016, SMCTA took action to become a co-sponsor of the US 101 Managed Lane Project, together with CCAG. Project scoping meetings were held in August of the same year where several inquiries about plans for a Managed Lane north of I-380 were received by Caltrans, SMCTA, and C/CAG. Per Caltrans' policy, a Project Study Report-Project Development Study (PSR-PDS), which precedes the environmental study, must include all feasible alternative solutions. Since the previous study that was approved in 2015 only included auxiliary lane alternatives, it must be modified to include a managed lane option to ensure that corridor continuity is considered.

At about the same time, San Francisco County Transportation Authority (SFCTA) approached C/CAG and SMCTA about jointly funding a Managed Lane PSR-PDS from I-380 to downtown San Francisco via US 101 (in San Mateo and San Francisco County) and the I-280 (in San Francisco County).

On December 14, 2017 C/CAG Board approved the reallocation of \$1,000,000, which is supposed to be for the environmental phase of the auxiliary lane project, towards the development of a joint PSR-PDS with SFCTA that extends the southern project limit from Oyster Point to I-380 and includes a Managed Lane alternative. SFCTA led the efforts in producing the new PSR-PDS, which superseded the previous 2015 report and included auxiliary lane alternatives. Caltrans approved the new PSR-PDS in October 2019. Staff from SFCTA, SMCTA, C/CAG and Caltrans discussed how to proceed with the next project phase, the PA&ED phase, and decided to proceed separately to better streamline the project delivery.

CALTRANS' PROJECT APPROVAL PROCESS (TYPICAL)

Projects typically must follow the sequential process shown below:



The project limit of San Mateo's Managed Lanes Project, North of I-380 starts from I-380 to a logical termini near the San Mateo/San Francisco County border. San Mateo's project utilizes an integrated team comprised of Caltrans, C/CAG and SMCTA's consultants and is currently in the PA&ED Phase. C/CAG and SMCTA continue to be project co-sponsors, with SMCTA as the implementing agency. Caltrans, as the owner/operator of the facility will perform project oversight.

On February 13, 2020, C/CAG Board adopted Resolution No. 20-04 authorizing the Chair of C/CAG to execute the MOU between C/CAG and SMCTA to document the project's co-sponsorship role for the PA&ED phase of the Project, the said MOU had a Term limit of July 31, 2022. However, due to difficulty and time it took to form the project integrated team, complexity of the project, coordination with neighboring local agencies, and coordination with Union Pacific Railroad (UPRR), the MOU Term expiration date for PA&ED Phase needed to be extended to December 31, 2025.

The First Amendment to the Memorandum of Understanding with SMCTA documents the time extension needed to complete the PA&ED Phase of the Project, it does not commit C/CAG towards supporting any of the alternatives currently being considered.

Equity Impacts and Considerations

The Project is regionally significant and will help improve mobility along the US101 corridor, increase person throughput (number of people moved), encourage carpooling and transit use, and improve travel time savings and reliability. These benefit all road users, especially motorists who spend a larger portion of their income or time on transportation.

Additionally, the Project will install a traffic signal at the intersection of northbound US101 Bayshore Boulevard off-ramp and existing bike lane on Bayshore Boulevard. The proposed signal will improve bicycle safety at the intersection and will have positive impacts to non-motorists and other vulnerable populations.

ATTACHMENTS

- 1.) Resolution 24-20
- 2.) First Amendment to the Memorandum of Understanding between C/CAG and San Mateo County Transportation Authority co-sponsoring the Project Approval and Environmental Document Phase of the US 101 Managed Lane Project, North of I-380.

ATTACHMENT 1

RESOLUTION 24-20

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE THE FIRST AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING (MOU) WITH THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY (SMCTA) FOR THE PROJECT APPROVAL AND ENVIRONMENTAL PHASE OF THE US 101 MANAGED LANE PROJECT NORTH OF I-380

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

WHEREAS, on October 2012, C/CAG was awarded SMCTA Measure A funds to develop a Project Study Report for the for an auxiliary lane on US 101 from Oyster Point to the San Francisco County Line which was completed in June 2015; and

WHEREAS, on October 2015, this project was awarded \$8,000,000 in SMCTA Measure A funding to complete the environmental phase of the auxiliary lane project on US 101 from Oyster Point to the San Francisco County Line, with C/CAG being the project sponsor and SMCTA the implementing agency; and

WHEREAS, the approved Project Study Report only included auxiliary lane alternatives and must be modified to include a managed lane option to ensure that corridor continuity is considered; and

WHEREAS, San Francisco County Transportation Authority (SFCTA), SMCTA and C/CAG collaborated and jointly funded a Managed Lane Project Study Report from I-380 to downtown San Francisco via the US 101 (in San Mateo and San Francisco County) and the I-280 (in San Francisco County); and

WHEREAS, on December 14, 2017 the C/CAG Board approved of reallocating \$1,000,000 in allocated environmental phase funds towards the development of a joint Project Study Report - Project Development Study (PSR-PDS) with SFCTA that extends the southern project limit from Oyster Point to I-380 and includes a Managed Lane alternative; and

WHEREAS, SFCTA led the efforts in producing the new PSR-PDS, which superseded the previous 2015 report and included auxiliary lane alternatives; and

WHEREAS, Caltrans approved the new PSR-PDS in October 2019, allowing the project to proceed with the Project Approval and Environmental Document (PA&ED) Phase.

WHEREAS, SFCTA, SMCTA, C/CAG and Caltrans wished to proceed with the PA&ED phase as separate projects, with limits set at logical termini near the county border, to better streamline the project delivery; and

ATTACHMENT 1

WHEREAS, on February 13, 2020, C/CAG Board approved Resolution 20-04 which authorized the Chair of CCAG to execute the Memorandum of Understanding (MOU) with SMCTA that documents the Managed Lane project's co-sponsorship role for the PA&ED Phase and has a Term expiration date of July 31, 2020; and

WHEREAS, the formation of the Project Integrated Team, complexity of the project, coordination with local agencies, Caltrain and Union Pacifica Railroad cause delay in the completion of the PA&ED Phase and necessitate the extension of the MOU Term expiration date to December 31, 2025; and

WHEREAS, the authorization to execute the First Amendment to the Memorandum of Understanding with the SMCTA for the Project Approval and Environmental Document Phase of the US 101 Managed Lane Project, North of I-380 is for the extension of the Term of the MOU only, and does not commit C/CAG towards supporting any of the project alternatives being considered.

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 hereby authorized to execute the First Amendment to the Memorandum of Understanding with the San Mateo County Transportation Authority as well as all other documents necessary for the completion of the Project Approval and Environmental Document Phase of the US 101 Managed Lane Project, North of I-380, and further authorize the Executive Director to negotiate the final terms of said MOU prior to its execution by the C/CAG Executive Director, subject to approval as to form by legal counsel.

PASSED, APPROVED, AND ADOPTED, THIS 11TH DAY OF APRIL 2024.

Adam Rak, Chair

**FIRST AMENDMENT TO
THE MEMORANDUM OF UNDERSTANDING
BETWEEN THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY AND
THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO
COUNTY FOR THE
US 101 MANAGED LANES NORTH OF I-380 PROJECT PA&ED PHASE**

This FIRST AMENDMENT (First Amendment) to the MEMORANDUM OF UNDERSTANDING (MOU) for the US 101 MANAGED LANES NORTH OF I-380 PROJECT PA&ED PHASE (Project) is made as of July 31, 2022, by and between the San Mateo County Transportation Authority (TA) and the City/County Association of Governments of San Mateo County (C/CAG) (Sponsor), referred to herein individually as “Party” and jointly as “Parties.”

WHEREAS, on November 7, 2019, the TA's Board of Directors reallocated \$7 million of the \$8 million in Measure A funds that were previously allocated for the environmental phase of the US 101 Auxiliary Lane Project to the environmental phase of the Project and allocated an additional \$1 million to the Project through Resolution 2019-29 for a total of \$8 million; and

WHEREAS, on March 6, 2020, the Parties entered into the MOU for the Project, which provided that the Scope of Work was to be completed no later than January 31, 2022, and the term of the MOU expired on July 31, 2022; and

WHEREAS, due to the delay in the Environmental phase, the Sponsor requested an additional three (3) years and five (5) months, through June 30, 2025, to complete the Scope of Work; and

WHEREAS, the Parties desire to amend the MOU to allow the Sponsor an additional three (3) years and five (5) months to complete the Scope of Work, and the Sponsor will continue to contribute, or otherwise provide for the contribution of, any amount in excess of the \$8 million of Measure A funds previously allocated to the Project.

NOW, THEREFORE, IT IS HEREBY AGREED by the Parties that the MOU is revised and amended as follows:

1. **SCOPE OF WORK.** Section A.2, Scope of Work, is hereby deleted and replaced in its entirety with the following language:

“The Scope of Work, further detailed in Exhibit A of the First Amendment, includes preparation and completion of a Caltrans approved environmental document for the Project Approval and Environmental Document (PA&ED)/environmental phase.”

2. **TERM.** Section C.1, Term of Agreement, is hereby deleted and replaced in its entirety with the following language:

ATTACHMENT 2

“The term of this MOU commences on the Execution Date of March 6, 2020, and will conclude upon the earliest of: (a) the TA's final reimbursement to Sponsor for work performed hereunder, (b) termination by Sponsor or the TA pursuant to Section C-3, or (c) on December 31, 2025.”

3. **TIME OF PERFORMANCE.** Section C.2, Time of Performance, is hereby deleted and replaced in its entirety with the following language:

“The Scope of Work must be completed no later than June 30, 2025.”

4. **EFFECT.** Except as and solely to the extent amended by this First Amendment, the MOU will continue in full force and effect in accordance with its terms.

ATTACHMENT 2

IN WITNESS WHEREOF, the Parties hereto have caused this First Amendment to be executed by the persons authorized to act in their respective names on the day and year first written above.

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

By: _____
Name: Sean Charpentier
Its: Executive Director

APPROVED AS TO FORM:

Melissa Andrikopoulos
Legal Counsel for C/CAG

SAN MATEO COUNTY TRANSPORTATION AUTHORITY

By: _____
Name: April Chan
Its: Executive Director

APPROVED AS TO FORM

Legal Counsel for the TA

EXHIBIT A: SCOPE OF WORK INFORMATION

US 101 Managed Lanes North of I-380

Sponsoring Agency: *San Mateo County Transportation Authority (SMCTA),
City/County Association of Governments of San Mateo
County (C/CAG)*

Lead/Implementing Agency: *SMCTA*

Contact: *Vamsi Tabjulu
Project Manager
(650)508-7773
tabjuluv@samtrans.com
1250 San Carlos Ave, San Carlos, CA 94070*

Project Description and Scope of Work:

The Project covers the Project Approval and Environmental Document (PAED) phase for approximately 7-miles of managed lane (ML) facilities, defined as high-occupancy vehicle (HOV) lanes and/or high-occupancy toll (HOT) lanes, on northbound and southbound US 101 from one mile south of the of the US 101/Interstate 380 (I-380) Interchange to the San Mateo/San Francisco County Line. The PAED phase involves studying the project alternatives (no build, lane convert, and lane add). Caltrans is the authorizing agency to approve the environmental document.

The Project will reduce delays and improve travel time and reliability by providing new tolled or standard managed lanes for use by HOV3+ (vehicles w/ 3 or more occupants), motorcycles and transit for free and potentially other vehicles for a fee. This will encourage carpooling and transit use as an alternative to driving alone, increase person throughput, and reduce adverse impacts from cut-through traffic on local streets to avoid congestion on US 101. The Project closes the gap and will complete the planned ML system on US 101 within San Mateo County which spans from San Francisco County to Santa Clara County with a possible extension into San Francisco County.

Project Schedule:

	<u>Begin</u>	<u>End</u>
PID	10/16	10/19 [COMPLETED]
PAED	11/20	6/25
PS&E	11/24	11/26 [FUTURE PHASE]
Right-of-Way	11/25	11/26 [FUTURE PHASE]
Construction	11/26	12/29 [FUTURE PHASE]

ATTACHMENT 2

Project Budget/ Source of Funding:

Include funding plan for project defined above, including use of TA Technical Assistance if applicable.

Phase	Measure A/W Funding Amount	Other Sources*		Total
		List Fund Source	Amount	
PAED	\$8,000,000			\$8,000,000
TA Technical Assistance, if applicable				
Total:	\$8,000,000		\$0	\$8,000,000

* The other fund sources are provided for informational purposes.

Operating Responsibility: *Caltrans*

Maintenance Responsibility: *Caltrans*

Project Implementation Responsibility: *SMCTA*

Project Oversight Responsibility: *Caltrans*

C/CAG AGENDA REPORT

Date: April 11, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and approve appointment of Stacy Jimenez of Foster City and Tygarjas Bigstyk of the City of Pacifica to fill two vacant seats on the Legislative Committee.

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

RECOMMENDATION

That the C/CAG Board review and approve appointments to fill vacant seats on the Legislative Committee.

FISCAL IMPACT

None.

SOURCE OF FUNDS

Not Applicable.

BACKGROUND

Legislative Committee:

The C/CAG Legislative Committee provides advice and recommendations to the full C/CAG Board on all matters dealing with State legislation, ballot measures, and positions to take on specific bills. During the active legislative year (January through August) the Committee monitors bills of potential interest to C/CAG member agencies and selects those to be tracked. The Committee then recommends positions on bills for consideration by the full C/CAG Board and acts as the liaison with C/CAG's legislative lobbyist and makes recommendations to the C/CAG Board for bills to be referred to the lobbyist for action. On issues of highest priority, the committee may direct staff to seek one or more legislative delegates to sponsor a bill that provides countywide benefit and aligns with C/CAG's adopted legislative policies. The Legislative Committee also works with staff and C/CAG's Federal Legislative Advocate to track federal policies and funding opportunities for C/CAG projects.

The Committee meets on the second Thursday of each month from 5:30 p.m. to 6:30 p.m., most months, right before the C/CAG Board meeting at the SamTrans building, Second Floor Auditorium (1250 San Carlos Ave., San Carlos, CA 94070).

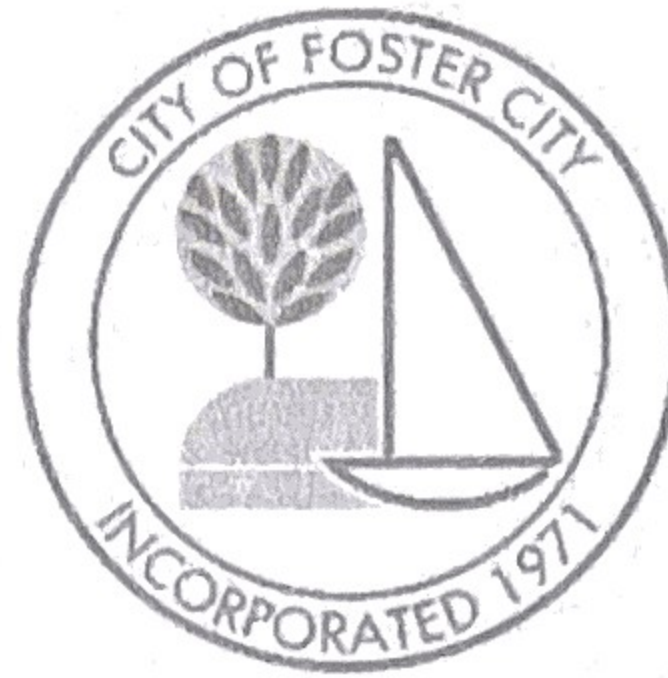
A recruitment letter for vacant seats on the Committees (RMCP, CMEQ, BPAC, Legislative, and Finance committees) was sent to all elected officials in San Mateo County on March 19, 2024 with a due date of April 3, 2024 by 5:00 P.M., and notice that, if the vacant seats are not filled, the recruitment will remain open until filled.

Two letters of interest were received for open seats on the Legislative Committee from City of Foster City Vice Mayor Stacey Jimenez, and from City of Pacifica Councilmember Tygarjas Bigstycck. The letters of interest are provided as attachments to this staff report, as well as the April 2024 Legislative Committee Roster as Attachment 3.

Staff recommends that the C/CAG Board review and approve the appointments of City of Foster City Vice Mayor Stacey Jimenez, and City of Pacifica Councilmember Tygarjas Bigstycck to the Legislative Committee.

ATTACHMENTS

1. Letter of Interest – Legislative Committee – Stacy Jimenez, Foster City
2. Letter of Interest – Legislative Committee – Tygarjas Bigstycck, City of Pacifica
3. Legislative Committee Roster – April 2024



OFFICE OF THE CITY COUNCIL
City of Foster City

March 26, 2024

Sean Charpentier, C/CAG Executive Director
C/CAG
555 County Center, 5th Floor
Redwood City, CA 94063

Re: Letter of Interest for C/CAG Legislative Committee

Director Charpentier:

Please accept this letter of interest for C/CAG's Legislative Committee.

I believe my passion for the work that C/CAG does within our county will serve me well on this committee should I be chosen. As a self-professed "policy geek" that stems from my student days as a political science major, and as an attorney who can both read and understand the nuances that are often layered within legislation, my skill set would serve the committee well. I also believe that my work on C/CAG's board, the Congestion Management and Environmental Quality committee as well as the Commute.Org Board in the last year and a half of my tenure on these committees will be an advantage as I look at legislation that impacts not just the C/CAG Board, but the role legislation plays for all of the boards and committees under its umbrella, and our county and cities beyond.

I believe in bringing diverse voices and viewpoints to the table, working collegially and civilly, and looking at an issue from all sides in order to provide the best possible recommendations to the C/CAG board and member committees. By listening, doing the research, being prepared, and asking good questions, I will be able to provide a solid foundation of providing good information so that good decisions can be made.

It would be an honor to be chosen for this committee and I would love the opportunity to serve my county community in this way.

Respectfully,

Stacy Jimenez

Stacy Jimenez (Mar 26, 2024 12:48 PDT)

Stacy Jimenez
Vice-Mayor

City of Foster City • 610 Foster City Boulevard, Foster City, CA 94404
P: (650) 286-3200 • F: (650) 577-0983 • E: council@fostercity.org



Scenic Pacifica
Incorporated Nov. 22, 1957

CITY OF PACIFICA

540 Crespi Drive • Pacifica, California 94044-3422
www.cityofpacifica.org

MAYOR
Sue Vaterlaus

MAYOR PRO TEM
Sue Beckmeyer

COUNCIL
Mary Bier
Tygarjas Bigstyck
Christine Boles

April 3, 2024

Greetings Honorable CCAG Board,

My name is Tygarjas Bigstyck. I am former Mayor, and a current City Council Member in Pacifica. I am seeking appointment to the Legislative Committee.

I currently serve on several regional bodies: Peninsula Clean Energy (PCE), San Mateo County Library JPA, Local Agency Formation Commission (LAFCo), as well as the Legislative Action Committee (LAC) for the Peninsula Division of Cal Cities.

Serving on these regional boards, especially PCE and LAFCo, I'm acutely aware of the importance of understanding and advocating for legislation being introduced in Sacramento that impacts our communities, locally as well as regionally.

I serve on the Pen Cal Cities LAC specifically because of how much I enjoy engaging with our partners writing the laws in Sacramento. A big part of engaging with legislators is knowing the laws they're introducing both to advocate for our law makers in Sacramento, as well as to have a strong relationship in place when it's prudent to help them to create a stronger piece of legislation than they might initially introduce. And, of course, being on an LAC of a Cal Cities Division, I'm acutely aware of what legislation Cal Cities itself is advocating for for all California Cities.

The experience shared, of course, is in addition to working with my colleagues on Council as we periodically see reason to advocate for pertinent legislation to Pacifica from time to time.

Given the breadth of scope of what legislation may affect the mission of San Mateo CCAG, I look forward to diving into the many prospective laws to help form strong advocacy both for our region, and beyond. I appreciate you all taking the time to review my letter of interest, and humbly seek the opportunity to serve in this capacity for CCAG.

Sincerely,

Tygarjas Twyrls Bigstyck

Legislative Committee Roster - April 2024

Appointed Committee Members:	Representing:
<u>Adam Rak - Committee Chair, C/CAG Chair</u>	City of San Carlos
<u>Gina Papan - Committee Vice Chair</u>	City of Millbrae
Elizabeth Lewis	Town of Atherton
Karen Cunningham	City of Brisbane
Lisa Gauthier	City of East Palo Alto
Anders Fung	City of Millbrae
Sue Vaterlaus	City of Pacifica
Vacant	
Vacant	
C/CAG Leadership:	Representing:
Adam Rak - C/CAG Chair	City of San Carlos
Michael Salazar - C/CAG Vice Chair	City of San Bruno

The Legislative Committee is composed of eight City Council members or members of the Board of Supervisors appointed by the C/CAG Board and the C/CAG Chair and Vice Chair.

C/CAG AGENDA REPORT

Date: April 11, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of the appointment of Rich Hedges of the City of San Mateo to fill one vacant Elected Official member seat on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC).

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

RECOMMENDATION

That the C/CAG Board review and approve of the appointment of Rich Hedges of the City of San Mateo to fill one vacant Elected Official member seat on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC).

FISCAL IMPACT

There is not any financial impact.

SOURCE OF FUNDS

Not applicable.

BACKGROUND

The Bicycle and Pedestrian Advisory Committee (BPAC) provides recommendations to the full C/CAG Board on all matters relating to bicycle and pedestrian facilities planning and offers advice on the selection of projects for state and federal funding. The Committee consists of 15 members comprised of eight (8) elected officials and seven (7) public members. Public members on the Committee are appointed for two-year terms with no term limits, as directed by the C/CAG Board at its January 14, 2010 meeting. The BPAC membership policy (adopted in March 2006) states that no more than two (2) members, either elected or public, should reside in the same jurisdiction.

Currently, there are two vacancies on the Committee for elected members. The two vacant elected member seats are available due to the departure of Half Moon Bay Councilmember Debbie Ruddock and Burlingame Councilmember Emily Beach. Staff released a Call for Applicants on March 19, 2024 seeking individuals who are interested in serving on the BPAC. For the elected seats, notification was sent to all elected officials in San Mateo County, Cities/County Managers, and City Clerks. The deadline to apply was April 3, 2024, or until filled for the elected member seats.

Rich Hedges, a City Council member of the City of San Mateo, submitted a letter of interest, which was received after the deadline but before the C/CAG packet was released. Staff recommends the

appointment of Rich Hedges to serve as an elected official member on the C/CAG Bicycle and Pedestrian Advisory Committee.

ATTACHMENTS

1. Bicycle and Pedestrian Advisory Committee (BPAC) Roster – April 2024
2. Letter of Interest and Application from Rich Hedges (Council Member of City of San Mateo)

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

BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

MEMBERSHIP ROSTER – April 2024

ELECTED OFFICIALS:

Ann Schneider City of Millbrae	Patrick Sullivan City of Foster City
Mary Bier City of Pacifica	Flor Nicolas City of South San Francisco
John Goodwin Town of Colma	Lissette Espinoza-Garnica City of Redwood City
<i>Vacant</i>	<i>Vacant</i>

PUBLIC MEMBERS:

Matthew Self (Chair) <i>Resident of: Unincorporated San Mateo County</i>	Alan Uy (Vice Chair) <i>Resident of: City of Daly City</i>
Malcolm Robinson <i>Resident of: City of San Bruno</i>	Marina Fraser <i>Resident of: City of Half Moon Bay</i>
Justin Yuen <i>Resident of: City of South San Francisco</i>	Angela Hey <i>Resident of: Portola Valley</i>
Mike Swire <i>Resident of: Hillsborough</i>	

April 2, 2024

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

Honorable Chair Rak and Board Members,

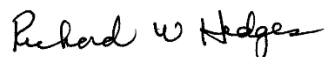
I respectfully request the opportunity to serve on the Bicycle and Pedestrian Advisory Committee. As a City Council Member for San Mateo, I advocate for creating safe routes for pedestrians and bicyclists, designating more areas to be pedestrian-only, and I support our cities' effort to have zero traffic-related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

My District is District 4, an underrepresented area in San Mateo. My district also includes an Equity Priority Community. I know that I will be able to help identify barriers and concerns from underrepresented communities. I hope that by being on the committee we can develop effective strategies that will protect all our county residents.

Thank you for your consideration, it would be a great privilege to serve on this committee. Please feel free to email me with any questions at rhedges@cityofsanmateo.org or call (650) 619-2771.

Sent via email to scharpentier@smcgov.org

Richard W Hedges



City Council Member
City of San Mateo, CA
(650) 619-2771

C/CAG AGENDA REPORT

Date: April 11, 2024

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

FROM: Sean Charpentier, Executive Director

Subject: Open a public hearing on the Draft San Mateo Countywide Local Roadway Safety Plan (LRSP) and continue the public hearing to June 13, 2024.

(For further information, contact Eva Gaye at egaye@smcgov.org)

Recommendation

That the C/CAG Board open a public hearing on the Draft San Mateo Countywide Local Roadway Safety Plan (LRSP) and continue the public hearing to June 13, 2024.

Fiscal Impact

At the March 9, 2023 meeting, the C/CAG Board approved a consultant contract (Reso 23-22) with Kittelson & Associates in the amount of \$338,150 for the preparation of the San Mateo Countywide Local Roadway Safety Plan. A subsequent contract amendment (Reso 24-3) was approved by the C/CAG Board on February 8, 2024 to add \$38,172 to expand the project scope of work, for a new total amount not to exceed \$376,322, and to extend the contract term.

Source of Funds

Funding for the project comes from federal Surface Transportation funds and local Congestion Relief Plan funds. The Congestion Relief Plan funds are used to fulfill the 11.47% local match requirement.

Background

A Local Roadway Safety Plans (LRSP) identifies and systematically analyzes roadway safety needs and develops a prioritized list of safety countermeasures. A LRSP offers a proactive approach to addressing safety needs and demonstrates agency responsiveness to safety challenges through local agency partnerships and collaboration.

The completion of the countywide LRSP will render jurisdictions in the County eligible for grant funding from the Metropolitan Transportation Commission (MTC) OBAG 3 County & Local Program, and future funding for Caltrans Highway Safety Improvement Program and US Department of Transportation Safe Streets for All (SS4A). As part of the initial development of the plan, the Technical Advisory Committee reviewed and provided input on the scope of work

in November 2022. Through a competitive procurement process, Kittelson & Associates was selected to prepare the countywide LRSP.

The plan is divided into two parts. The first part contains the Countywide LRSP, and the second part contains individual LRSPs from ten participating agencies. C/CAG engaged its 21 constituent jurisdictions to ensure an updated safety plan for those without one. The remaining 11 jurisdictions without an individual chapter in this plan already have an adopted plan or have one in progress, thus they are not individually included herein. The jurisdictions with plans developed through this process include the following:

- Atherton
- Belmont
- Brisbane
- Colma
- East Palo Alto
- Foster City
- Half Moon Bay
- Hillsborough
- San Carlos
- Woodside

As part of the development of the Countywide Plan that kicked off in Spring 2023, the project development team assembled an advisory group comprising of city staff, public health staff, public safety, and other community partners to inform the development of the plan. The advisory group met three times throughout the course of the plan's development. The group played an integral part in identifying priorities, provided a local context, and reviewed existing conditions analysis. In addition, the project team held various public engagement events across the county in August 2023, December 2023, and January 2024 to receive robust feedback on the areas of safety concern.

Countywide Crash Analysis Findings

A comprehensive descriptive analysis was undertaken to discern patterns, trends, and potential risk factors using five years' worth of crash data. The data utilized were extracted from the Transportation Injury Mapping System (TIMS) Crash database, covering injury and fatal crashes spanning from 2018 to 2022. This analysis aimed to pinpoint environmental, design, and user characteristics most closely associated with fatal and severe injury (F/SI) outcomes. This study focused solely on roadways and crashes transpiring on locally owned roads and at-grade State Highway facilities (i.e., SR-82 (El Camino Real) and SR-35 (Skyline Boulevard)). Additionally, crashes transpiring on the freeways of the State Highway System (i.e., US-101 and SR-92) owned and operated by Caltrans was excluded from the analysis.

The data showed that there were approximately 12,526 crashes in the County. Among these, 8,468 (57%) transpired on local roadways, while 2,712 (43%) were reported on state highways. Comparison of data pre-pandemic (2017-2019) and post-pandemic (2020-2022) shows that the

number of traffic collisions had decreased. However, the severity of these crashes is 20% higher post-pandemic.

Crash Findings by Mode

Pedestrian Findings

A notable decline in crashes was observed at the onset of the pandemic. However, there seems to have been a slight rise in severity during the main pandemic years, with the proportion of total equivalent property damage only (EPDO) scores increasing from 18-20% in 2018-2019 to 22-23% in 2020-2021. Additionally, pedestrian crash frequencies rose in 2022 as pandemic-related restrictions eased, and travel and activities resumed. Nonetheless, the overall percentage of severe and fatal crashes decreased to approximately 16%. The primary leading causes for pedestrian related injuries was due to nighttime/ low light safety, unsignalized intersections, motor vehicle speed, alcohol involvement.

Bicyclist Findings

During the initial two years of the five-year research period (2018-2020), bicyclist crash frequencies peaked, while they were at their lowest during the primary period of the COVID-19 pandemic (2020-2021). The data indicates worsening crash severity. Analysis of bicyclist injury trends further revealed that in 2021-2022, approximately 20-23% of crashes led to a fatal/severe injury outcome, compared to 11-15% of crashes in the years between 2018-2020. The primary leading causes for bicyclist related injuries was due to lighting conditions, weather conditions, and roadway conditions.

Motor Vehicle Findings

Motor vehicle crash frequencies peaked during the initial two years of the five-year span and reached their lowest point during the core period of the COVID-19 pandemic (2020-2021). There has been a decrease in crash severity, with the highest observed in 2018 and a subsequent decline during the pandemic years (2020-2021).

Using the results from the data analysis, the plan identifies separate high injury networks (HINs) for pedestrians, bicyclists, and motor vehicles. This comprehensive HIN is visualized in an online [interactive map](#).

Project Prioritization

The HIN analysis identified the highest crash locations by frequency and severity. Based on that work and the accompanying systemic analysis, the plan development team collaborated with partner jurisdictions to identify priority project locations. Three factors were used for the prioritization:

- **Crash History:** Used to identify the locations with the highest reported five-year crash frequency and severity.

- Social Equity: Used to identify locations where projects would benefit disadvantaged populations and align with future grant funding opportunities that emphasize social equity.
- Systemic Factors: Used to identify locations that have roadway and land use characteristics associated with crash frequency and severity. Using systemic factors emphasizes a proactive rather than purely reactive approach.

This plan identifies the following emphasis areas which local agencies may use to define systemic treatments for safety problems town- or city-wide, to further prioritize locations among those on the Countywide HIN or on their respective priority project lists.

The Countywide emphasis areas are:

- Pedestrian and bicyclist safety
- Nighttime/low light safety
- Unsignalized intersections on arterials/collectors
- Vulnerable age groups (youth and aging)
- Motor vehicle speed related roadway segment crashes
- High-speed roadways (35+ mph)
- Alcohol involvement

For the 10 participating jurisdictions, priority locations are identified in their own respective chapter of the plan. Additionally, with the development of individual plans in the Countywide LRSP, the project team worked with each of the 10 jurisdictions to identify two project locations or two groups of project locations to apply safety treatments. The project team worked from the list of priority project locations and used potential benefit-to-cost ratio to identify a suite of treatments the jurisdictions could consider at these locations.

Recommendation

Staff requests that the C/CAG Board reviews and provides input on the Draft San Mateo Countywide Local Roadway Safety Plan (LRSP).

The tentative schedule leading to the Plan adoption is shown below:

<u>Date</u>	<u>Activity</u>
March 21, 2024	Draft LRSP to TAC
March 25, 2024	Draft LRSP to CMEQ
March 28, 2024	Draft LRSP to BPAC
April 11, 2024	Draft LRSP to C/CAG Board
May 16, 2024	Final LRSP to TAC
May 20, 2024	Final LRSP to CMEQ
May 23, 2024	Final LRSP to BPAC
June 13, 2024	C/CAG Board Adoption

Following adoption of the Countywide LRSP by the C/CAG Board, each of the participating jurisdictions will also need to locally adopt each of their respective plans. As part of the scope of work, there is a task to assist jurisdictions for local adoption that includes presentation templates and speaking notes when presenting to their governing bodies.

Equity Impacts and Considerations

The San Mateo Countywide LRSP is a countywide Plan that will include each of the jurisdictions in the county. As part of the Plan development led by C/CAG for the ten jurisdictions, locations within a MTC Equity Priority Community and the C/CAG Equity Focus Areas was used as a metric in the prioritization process.

Attachments

1. San Mateo Countywide Draft Local Roadway Safety Plan (LRSP) – Executive Summary

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

2. San Mateo Countywide Draft Local Roadway Safety Plan (LRSP) – Countywide Chapter
3. San Mateo Countywide Draft Local Roadway Safety Plan (LRSP) – Individual Jurisdiction Chapters



Executive Summary

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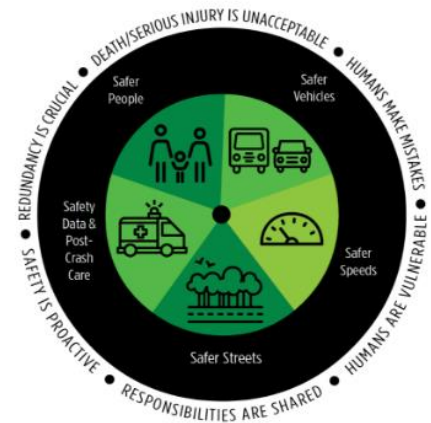
The City/County Association of Governments (C/CAG) created this Local Road Safety Plan (LRSP) with the following safety partners:



SAFE SYSTEM APPROACH

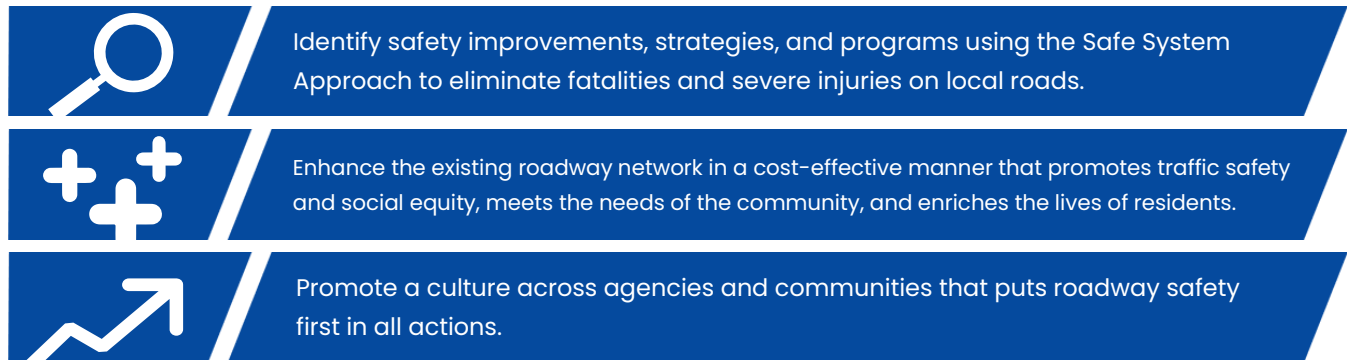
The recommendations and policies contained within this plan align with the principles of the Safe System Approach, which aims to eliminate fatal and severe injuries for all road users.

The Safe System Approach works by taking a holistic approach to roadway safety: by layering safe policy, design, and behavior initiatives atop one another, it maximally reduces the chance that a crash will occur and, if it does, that its outcome will be severe.



VISION & GOALS

C/CAG, its 21 local jurisdictions, and its partner agencies will work together to:



The goals of this plan include the following:

- 1 Regularly review crash history and community needs to identify and prioritize opportunities to reduce crash risk for roadway users of all ages and abilities.
- 2 Reduce the number of annual fatal and severe injury crashes across all local roadways.
- 3 Partner with other local agencies to incorporate roadway safety into all actions.
- 4 Support agencies in providing opportunities for citizen engagement in identifying issues and inform solutions for roadway safety across the community.
- 5 Embrace the Safe System Approach to promote engineering and non-engineering strategies in the community.
- 6 Work with agencies to monitor safety projects and policy implementation to track progress towards goals.

See the individualized jurisdiction LRSP chapters for each jurisdiction's specific goals.

PUBLIC ENGAGEMENT

C/CAG hosted multiple events throughout the development of this plan to hear from residents throughout the County. The timeline below offers an overview of the breadth of event types and locations.

AUG 10

Virtual meeting (recorded and posted to plan website)

Countywide Virtual Kickoff Meeting

Sharing the purpose and timing of the plan

AUG 16

East Palo Alto

Phase 1 Pop-up/Tabling Event

Shared crash data analysis; received input on locations and safety concerns

AUG 19

Half Moon Bay Farmers Market

AUG 20

Foster City Summer Days

AUG 27

San Carlos Block Party

AUG - SEP

Online webmap (countywide input)

Phase 1 Concurrent Online Input

DEC 17

Belmont Farmers Market

Phase 2 Pop-up/Tabling Event

Shared draft prioritized locations and types of engineering recommendations; received comments on locations and votes/input on types of treatments and desired locations

DEC 20

Woodside Public Library

JAN 9

Colma BART Station

JAN 16

Atherton Library

JAN 18

Brisbane Farmers' Market

FEB 7

Portola Valley Bicycle, Pedestrian, & Traffic Safety Committee

MAR - APR

Various

Phase 3 Draft Plan

Share the draft plan publicly on the project website, through electronic distribution channels, and with presentations to C/CAG Committees and the Board.

HIGH INJURY NETWORK

To create a comprehensive network of high injury segments for San Mateo County and its local jurisdictions, the plan identifies separate high injury networks (HINs) for pedestrians, bicyclists, and motor vehicles. This comprehensive HIN is visualized in [an interactive map online](#). Users can toggle the data by travel mode.

EMPHASIS AREAS

The project team analyzed crash data countywide to establish emphasis areas. Emphasis areas are crash dynamic, behavioral, or road user characteristics that agencies can focus on to maximize their reduction of fatalities and severe injuries on local roads. The Countywide emphasis areas are:



Pedestrian and bicyclist safety



Motor vehicle speed related roadway segment crashes



Nighttime/low light safety



High-speed roadways (35+ mph)



Unsignalized intersections on arterials/collectors



Alcohol involvement



Vulnerable age groups (youth and aging)

RECOMMENDATIONS

Because C/CAG doesn't own local roadways and instead provides support and coordination to County agencies, the plan identifies 18 plan and program recommendations organized into the following categories:

Organize (O)

Educate (E)

Coordinate (C)

Fund (F)

Research (R)

Plan (P)

PROJECT PRIORITIZATION

The spatial HIN analysis identified the highest crash locations by frequency and severity. Based on that work and the accompanying systemic analysis, the plan development team collaborated with partner jurisdictions to identify priority project locations. Prioritization used the following three factors:



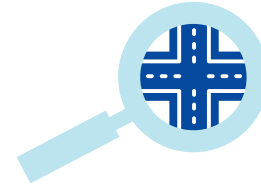
Crash History

Used to identify the locations with the highest reported five-year crash frequency and severity.



Social Equity

Used to identify locations where projects would benefit disadvantaged populations and align with future grant funding opportunities that emphasize social equity.



Systemic Factors

Used to identify locations that have roadway and land use characteristics associated with crash frequency and severity. Using systemic factors emphasizes a proactive rather than purely reactive approach.

IMPLEMENTATION & MONITORING

A key part of achieving C/CAG's vision is consistently evaluating roadway safety performance and tracking progress towards the goals. The Plan includes monitoring strategies that will track the progress of this plan's implementation.

San Mateo C/CAG Countywide LRSP

Kittelson & Associates, Inc.

C/CAG AGENDA REPORT

Date: April 11, 2024

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 Schmelzer & Lange (Consultant). Important or interesting issues, and votes on positions taken by the Committee, or that arise out of the Committee meetings, are reported to the full C/CAG Board through this item.

At Legislative Committee meetings, held prior to the Board meetings, the Committee will mainly receive updates from the Consultant on State budget updates, and any additional information from Sacramento on bills discussed in the attached C/CAG Legislative Update. In addition, the consultant may discuss transportation funding and potential efforts to consolidate transportation agencies, or changes in legislative leadership and committee assignments.

The 2024 Legislative Session began when the legislature reconvened on January 3, 2024. Remaining two-year bills needed to pass to the opposite house by the end of January to move forward. The deadline for new bills was February 16, 2024. There were 1,505 bills introduced in the Assembly and 619 bills

introduced in the Senate, many of them “spot” bills. The Legislature returned from its spring recess on April 1 and has until April 26 to move budgeted legislation to fiscal review. The 2024 Legislative Calendar can be found here: [2024 Legislative Calendar](#).

The attached report (Attachment 1) from the Consultant may include various updates from Sacramento with respect to the legislative timelines, State Budget, changes in leadership, State grant programs, recent committee hearings, and bill progress of interest to C/CAG since the Committee and Board last met.

At the February 8, 2024 C/CAG Legislative Committee meeting, C/CAG’s legislative consultant provided information on the State budget, including concerns for reductions in REAP and ATP funds.

In addition, at the February 8, 2024 meeting, the Legislative Committee and Board voted on two bills: AB 1798 (Papan) Support – Stormwater contamination pilot, and SB 532 (Weiner) Oppose – Tolls increases to support transit. The letter for AB 1798 has been composed, signed, and sent. However, staff and the consultant recommend C/CAG not send the letter of opposition for SB 532 at this time.

After an update on SB 532 at the March 14, 2024 meeting, the C/CAG Legislative Committee and C/CAG Board voted to Table the SB 532 letter, a decision by the Committee and Board at the February meeting, and to send a letter opposing the reversion of fund previously allocated in the State budget from ATP and REAP.

At this meeting, the Legislative Committee will discuss the amended Regional Measure language, now SB 1031 (Wiener), and review other bills included in the attached legislative update. An overview of the concerns related to SB 1031 and a recommended position of “Oppose unless amended” are provided in a report included as Attachment 2 to this staff report.

EQUITY IMPACTS AND CONSIDERATIONS

The C/CAG Legislative Committee considers equity in its positions on legislation and has included equity language in the annual Legislative Priorities document for C/CAG Board review and approval. Decisions made in relation to transportation, housing, stormwater, and climate resilience have the potential to impact our most vulnerable communities in San Mateo County.

Additional Information

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 2024 calendar of legislative deadlines. Lastly, staff have also included links to the 2024 legislation websites for the San Mateo County delegates for information only.

Committee members may view the bills being tracked at the following link provided by SYASL: [C/CAG Bill Tracking](#)

ATTACHMENTS

1. C/CAG Legislative Update, April 1, 2024 from Shaw Yoder Antwih Schmelzer & Lange
2. Report on SB 1031 (Weiner) – Regional Measure

Below are informational links:

3. [Recent Joint ABAG MTC Legislation Committee Agendas](#)
4. [California State Association of Counties \(CSAC\) bill positions and tracking](#)
5. [California Associations of Councils of Government \(CALCOG\) bill tracking](#)
6. Full Legislative information is available for specific bills at <http://leginfo.legislature.ca.gov/>
7. [2024 California State Calendar of Legislative Deadlines](#)
8. San Mateo County Delegation
 - [Legislation from Assemblymember Marc Berman](#)
 - [Assemblymember Diane Papan](#)
 - [Legislation from Assemblymember Phil Ting](#)
 - [Legislation from Senator Josh Becker](#)
 - [Legislation Senator Scott Wiener](#)
9. Bill Tracker for C/CAG by SYASL: [C/CAG Bill Tracking](#)
10. Current client roster for Shaw Yoder Antwih Schmelzer & Lange - <https://syaslparkers.com/clients/>



April 1, 2024

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 – April 2024**

Legislative Update

The Legislature returned from its Spring Recess on April 1 and will continue hearing bills in policy committees. As we reported last month, hundreds of bills were introduced as “spot bills,” but have since been amended to include substantive proposals. April will be a busy month because policy committees only have until April 26 to hear bills with fiscal impacts. Bills must also move out of the first house by May 24. For more information about key legislative and budget deadlines, see the adopted 2024 Legislative Calendar available [here](#).

Regional Measure Legislation Amended

The effort to authorize the San Francisco Bay Area to propose a regional measure to fund transportation, dubbed Connect Bay Area, will now be ensconced in SB 1031 (Wiener and Wahab). The bill was amended on March 18 to include substantive language authorizing the regional measure, amongst numerous other policy proposals. Related to the funding measure, SB 1031 includes various revenue mechanisms (sales tax, employer tax, vehicle fees, property related fees) and identifies the funding priorities for the revenue generated from the measure, focusing on transit operations and transformation, safe streets and pothole repair, connectivity/mobility improvements, and climate resilience. The bill does not yet include provisions for highway expansion projects. Additionally, the bill requires a minimum investment of \$750 million annually for transit operations and transformation.

In addition to the funding measure, SB 1031 includes provisions for transit governance and targets for transit operations (common fare payments/structures, acceptance of a regional transit pass, a common fare transfer policy, etc.), many of which stem from recent Seamless Bay Area efforts. The bill would establish clear control for MTC over both historical transit formula funding (STA and LTF), as well new measure money, and condition access to those funds on adherence to the abovementioned governance structure and operational targets. The bill also includes a maintenance of effort provision to access regional measure funds.

Finally, SB 1031 includes a detailed consolidation study and implementation plan, requiring CalSTA to enlist a transportation institute to conduct a study of transit in the Bay Area and then, based on the study, recommend a comprehensive plan to consolidate all of the transit agencies that are located in the San Francisco Bay area. The Transportation Agency shall complete the plan on or before January 1, 2027.

Governor Newsom and Legislative Leaders Announce Agreement to Take Early Action on State Budget

On March 20, Governor Gavin Newsom, Senate President pro Tempore Mike McGuire (D-North Coast), and Assembly Speaker Robert Rivas (D-Salinas) announced that they reached agreement to take early action to address the budget deficit. At this stage, the only information available about the agreement is that it represents "budgets solutions" worth \$12 billion to \$18 billion. The announcement follows the release of the Senate Early Action Budget on March 14. Dubbed "Shrink the Shortfall," the Senate's Early Action Budget would reduce the budget deficit by \$17 billion. Notably, the Governor's proposed Fiscal Year 2024-25 budget and the Senate's Early Action Budget preserve the state's \$5.1 billion commitment to public transit agencies but extend the appropriation timeline for the \$2 billion the state committed to appropriate to the population-based TIRCP in FY 2024-25. The Assembly has not yet released a proposed Early Action Budget.

Bills of Interest

SB 450 (Atkins) Updates to Ministerial Approvals for Parcel Subdivisions (SB 9) – C/CAG OPPOSE

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 applicant 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.

SB 532 (Wiener) Bridge Toll Increase – C/CAG OPPOSE

This bill would increase the toll for vehicles for crossing toll bridges in the San Francisco Bay area by \$1.50 until December 31, 2028, and require the revenues collected from this toll to be used by MTC for allocation to transit operators that provide service within the San Francisco Bay area and experiencing an operations funding challenge. Any transit operator seeking an allocation would be required to submit a 5-year projection of its operating need.

SB 903 (Skinner) – PFAS Ban

This bill would state the intent of the Legislature to enact subsequent legislation to phase out the sale of products with avoidable perfluoroalkyl and polyfluoroalkyl substances.

SB 926 (Wahab) Bay Area Transit Consolidation

This bill would require the California State Transportation Agency to develop a plan to consolidate all transit agencies that are located within the geographic jurisdiction of the Metropolitan Transportation Commission. ***This bill will not move forward due to the inclusion in SB 1031.***

SB 960 (Wiener) Complete Streets Projects on the State Highway System

This bill would require all transportation projects funded or overseen by Caltrans to provide “comfortable, convenient, and connected complete streets facilities” unless exempt pursuant to the bill and would require the SHOPP asset management plan to prioritize the implementation of “comfortable, convenient, and connected facilities” for pedestrians, bicyclists, and transit users on all projects in the program. The bill would require the CTC to adopt 4-year and 10-year objective targets and performance measures reflecting state transportation goals and objectives, including for complete streets assets that reflect the existence and conditions of bicycle, pedestrian, and transit facilities on the state highway system. The bill would require Caltrans and CTC to use the updated asset management plan and to guide the selection of transit priority projects for the SHOPP.

This bill would define “transit priority project” as a roadway design, operations, and enforcement action, treatment, or project that helps transit buses and other transit vehicles avoid traffic congestion, reduce signal delays, and move more predictably and reliably. The bill would require Caltrans to adopt a policy on transit priority projects for state and local highways and require Caltrans to take certain actions to streamline the approval of transit priority projects. The bill would require Caltrans to establish 4-year and 10-year targets for the fast and reliable movement of transit vehicles on state highways. Finally, this bill would require the Caltrans to establish a process to streamline the approval of pedestrian facilities, traffic calming improvements, bicycle facilities, and transit priority projects at locations where a local highway is above, below, or otherwise intersects with, a conventional state highway.

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 bill passed the Assembly and is in the Senate.***

AB 1798 (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 from entering salmon and steelhead trout bearing waters. The bill would require Caltrans’ process to include a pilot project at an unspecified location to study the effectiveness and cost effectiveness of installing and maintaining bioretention and biofiltration systems.

AB 1837 (Papan) Bay Area Transit Coordination

Modeled after the work underway at MTC, this bill would create the Regional Network Management Council as an 11-member council to provide leadership and critical input on regional transit policies, and to provide executive guidance on regional transit policies and actionable implementation plans in pursuit of transformative improvements in the customer experience San Francisco Bay area transit.

AB 1999 (Irwin) Electricity Rates

Under existing law, the Public Utilities Commission is required to authorize a fixed charge for default residential rates established on an income basis so that low-income ratepayers in each baseline territory would realize a lower average monthly bill without making any changes in usage by July 1, 2024. This bill would repeal these provisions and instead permit the PUC to authorize specific fixed charges for low-income customers enrolled in the California Alternate Rates for Energy (CARE) program and for customers account not enrolled in the CARE program, adjusted for CPI. The bill essentially allows usage-based rates to continue, but limits additional fixed charges for certain customers.

For a full list of the bills we are tracking for C/CAG, please click [here](#).

C/CAG AGENDA REPORT

Date: April 11, 2024

To: City/County Association of Governments of San Mateo County Legislative Committee

From: Sean Charpentier, Executive Director

Subject: Recommend that the Legislative Committee recommend that an Oppose Unless Amended position for SB 1031 (San Francisco Bay Area: local revenue measure: transportation improvements) be submitted to the legislative authors, committee leadership, and San Mateo County delegation; and that the C/CAG Chair, C/CAG Vice Chair, and the Legislative Committee Chair work with staff in the preparation of the letter.

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

RECOMMENDATION

C/CAG staff recommend that the Legislative Committee recommend an Oppose Unless Amended position for SB 1031 (San Francisco Bay Area: local revenue measure: transportation improvements) be submitted to the legislative authors, committee leadership, and San Mateo County delegation; and that the C/CAG Chair, C/CAG Vice Chair, and the Legislative Committee Chair work with staff in the preparation of the letter.

FISCAL IMPACT

N/A

SOURCE OF FUNDS

N/A

BACKGROUND

SB 1031 (Wiener) replaces SB 925 (Wiener) as the new regional transportation measure enabling legislation. The new bill was also consolidated with SB 926 (Wahab) – Bay Area Transit Consolidation, by actions of the State senate. The bill is sponsored by MTC.

There are four major components to SB 1031.

First, it would require the State to “recommend a comprehensive plan to consolidate all of the transit agencies located in the San Francisco Bay Area.”

Second, it would authorize the MTC and the Bay Area Air Quality Management District (BAAQMD) to jointly adopt a commute benefit ordinance for employers with 50+ employees that would require

commute benefits that could include a pretax option, an employer paid benefit, employer provided transit, or an employer provided regional transit pass.

Third, it would codify and expand the authority of the MTC to require integration or coordination of transit fares, schedules, and mapping and wayfinding as a condition of receiving existing and future transit funding mechanisms.

Fourth, it authorizes the MTC to place a regional transportation funding ballot measure on the ballot. The statute includes a range of potential revenue sources, including a sales tax, employer tax, parcel tax, and a vehicle registration fee. The statute identifies investment categories including transit transformation and transit operations (identified as receiving a minimum of \$750 million), zero emission transit vehicles and infrastructure, a Safe Streets Category (potholes, bicycle and pedestrian projects), a Connectivity (mobility improvements that close gaps and relieve bottle necks in the transportation network), and climate resilience. The legislation references future guidelines for roadway projects that involve an expansion and for the consideration of “geographic balance.”

Attachment 1 has a link to the legislation.

On April 3, 2024, the SamTrans Board of Directors adopted an “Oppose Unless Amended” position. On April 4, 2024, the Caltrain Board of Directors and the Santa Clara Valley Transportation Authority (VTA) separately adopted “Oppose Unless Amended” positions.

ANALYSIS

C/CAG staff have the following concerns and comments.

1. Change the language from transit “consolidation” to “coordination.” The emphasis on consolidation is exceedingly divisive and counterproductive. On December 14, 2023, the C/CAG Board of Directors approved a letter opposing any proposal to consolidate Caltrain and BART. At the MTC Commission meeting on December 20, 2023, the Commissioners also communicated a preference for “coordination” rather than consolidation.
2. Add significant and material direct return to source provisions for the funding categories. This would guarantee that a significant percentage of the revenue generated by each county’s taxpayers is directly reinvested in that county.
3. Add “opt out” language so that individual counties can choose to opt out based on the potential conflicts with future countywide ballot measures, or if it is determined that pursuing a local measure would yield greater benefits and fewer restrictions than participating in the regional measure.
4. Ensure a more balanced measure so as to investment across various modes to address the variety of mobility needs and garner widespread support. If it is a \$1 billion regional measure, the requirement of a minimum of \$750 million for transit does not leave sufficient revenue to address the multitude of other mobility needs. As an example, over the next 10 years, San Mateo County jurisdictions need at least \$870 million for pavement management maintenance alone. The return to source provisions should include direct allocations to jurisdictions for pavement management purposes.

5. Allow the possibility for funding strategic roadway expansions for managed lanes (priced or HOV or transit only) that close gaps in the network, support expanded transit use, and include an equity program.
6. Ensure that MTC has the flexibility to adjust the flexible funding sources that are not included in the return to source provisions to respond to changing future flexibility will be vital to adapt to changing ridership trends and transportation patterns.

Staff recommend that the Legislative Committee recommend that an Oppose Unless Amended position be submitted to the legislative authors, committee leadership, and San Mateo County Delegation. And that the C/CAG Chair, C/CAG Vice Chair, and the Legislative Committee Chair work with staff in the preparation of the letter.

EQUITY IMPACTS AND CONSIDERATIONS

Not applicable at this stage of the legislation.

ATTACHMENTS

1. The SB 1031 full bill language is available at: <https://legiscan.com/CA/text/SB1031/id/2962662>

C/CAG AGENDA REPORT

Date: April 11, 2024

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

From: Sean Charpentier, Executive Director

Subject: C/CAG Strategic Plan Development Board Workshop Session 2

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

RECOMMENDATION

That the C/CAG Board participates in the second strategic planning workshop and provides input.

FISCAL IMPACT

The total not to exceed amount for the development of C/CAG's first strategic plan is \$130,623.

SOURCE OF FUNDS

The adopted Fiscal Year 2023/2024 Budget includes funding for an agency strategic plan. This project will be funded with a combination of general operation funds, Congestion Relief Program funds, and contributions from the Stormwater and Energy programs.

BACKGROUND

With the successful completion of the Agency's Equity Assessment and Framework, and the significant policy and regulatory changes effecting the transportation, energy and stormwater fields, C/CAG started the process to develop its first Strategic Planning to cover the next three to five years. Through a competitive procurement process, MIG Inc. (MIG) was selected to perform this work.

At the February Board meeting, the Consultant facilitated the first of two strategic planning workshops with the Board. The Consultant will return to the Board at the April meeting to present the draft strategic plan framework and facilitate a discussion on the proposed mission, vision, core values, goals, objectives, and performance measures. A workshop session agenda is included as attachment 1.

Attachment 2 offers an overview of the consultant's progress thus far and outlines forthcoming project activities. Attachment 3 is the draft Strategic Plan framework.

EQUITY IMPACTS AND CONSIDERATIONS

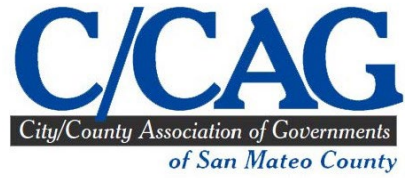
This item improves the administration/operations of C/CAG. C/CAG is currently implementing its Equity Assessment. The Strategic Planning process may identify additional desired equity outcomes or strategies.

ATTACHMENTS

1. Strategic Plan Development Update Meeting Packet
 - a. C/CAG Strategic Plan Development Board Workshop Session 2 Agenda
 - b. C/CAG Strategic Plan Progress Update
 - c. Draft C/CAG Strategic Plan Framework
 - d. Draft Strategic Plan Outline

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

2. Strategic Plan Workshop Session 2 Presentation



Strategic Plan Development Update
April 2024

Prepared by MIG, Inc.

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Strategic Plan Development Board Workshop Session 2 Agenda

April 11, 2024 – 7:15-9:15pm

Meeting Objectives:

- Review the strategic plan process.
- Review and discuss the draft strategic plan framework.

7:15 pm **Strategic Plan Process Overview**

- Introductions
- Agenda Overview
- Strategic Plan Process Recap

7:30 pm **Presentation and Discussion of Strategic Plan Framework**

- Mission Statement
- Vision Statement
- Core Values
- Goals
- Objectives
- Performance Measures

8:45 pm **Next Steps in the Strategic Plan Process**

- Recap Timeline and Process Steps to Complete the Strategic Plan

9:00 pm **Public Comment**

9:15 pm **Adjourn**

Strategic Plan Development Progress Update

February 2024

At the February Board meeting, MIG presented an update on the strategic planning process. The main focus was on sharing findings from the environmental scan, including salient issues that came up in the document and data review, Board interviews, staff workshop, community focus group, and staff and Board member survey. MIG facilitated a Board discussion on issues and opportunities related to C/CAG's four main issues areas (transportation, stormwater management, land use and airport compatibility, and energy, environment, and climate) as well as C/CAG's administration and funding.

March 2024

Following the February Board meeting, MIG worked closely with the C/CAG Executive Director and Deputy Director to draft a strategic plan framework, including a refined mission statement and a vision statement, core values, goals, objectives, and performance measures. MIG shared the draft framework with C/CAG staff and facilitated a staff working session to gather feedback. Once all feedback is received, MIG will finalize the framework to be shared with the Board.

April 2024

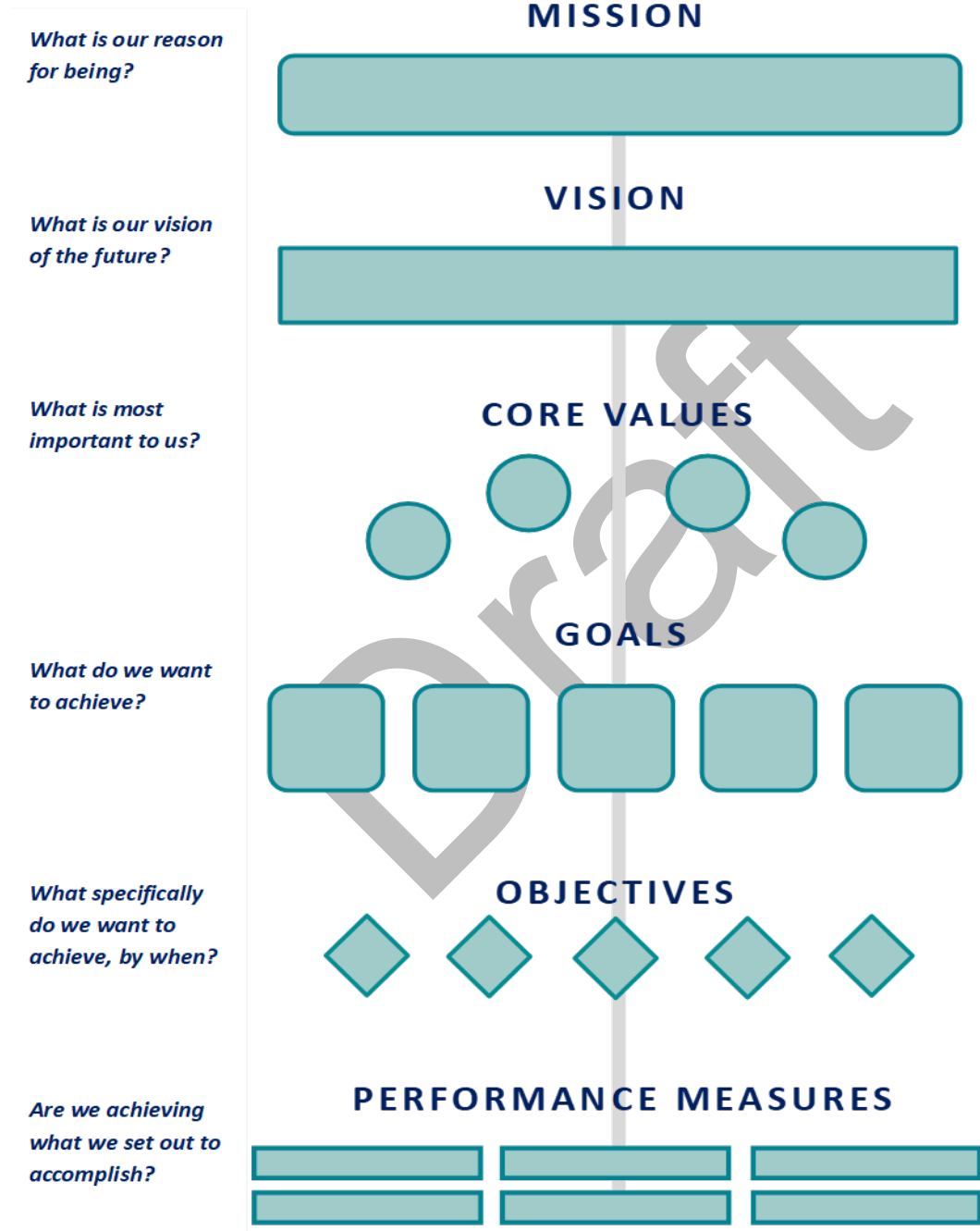
MIG will participate in the April Board meeting on April 11th, presenting the draft strategic plan framework to the Board and facilitating a discussion on the proposed mission, vision, core values, goals, objectives, and performance measures. We anticipate a robust conversation among Board members. Following the April 11th meeting, MIG will incorporate the Board's input on the framework and develop the draft strategic plan manuscript. MIG will present the draft to C/CAG staff, who will review and provide feedback on the contents of the plan. MIG will consolidate and review staff comments to inform revisions for the final strategic plan.

May-September 2024

Revised with feedback from C/CAG staff, MIG will develop a final draft plan for public distribution. The final draft strategic plan will be produced as a graphically designed document that is reflective of C/CAG's brand. C/CAG staff will distribute the final draft strategic plan to C/CAG staff, Standing Committees, and the Board for review. MIG will collect input to finalize the Strategic Plan and prepare it for adoption. MIG will facilitate up to six presentations to C/CAG Standing Committees and one presentation to the Board to present the final draft strategic plan. Incorporating feedback from all reviewers, MIG will finalize the strategic plan for adoption by the C/CAG Board in September 2024 at the latest.

Strategic Plan Framework (Discussion Draft)

The following pages contain a draft of the C/CAG Strategic Plan Framework, which C/CAG staff co-created with the MIG team.



MISSION

C/CAG works with local jurisdictions in San Mateo County and our County, regional, state, and federal partners to support, implement, and maintain a robust multi-modal transportation network and promote climate resilience.

VISION

C/CAG is a leader in sustainable mobility, climate-resilient infrastructure, energy efficiency, balanced land use, and achieving equitable outcomes for San Mateo County's diverse communities.

CORE VALUES

- **Collaboration** – We work together to improve quality of life in San Mateo County.
- **Transparency** – We are open and accessible in all our communications and actions.
- **Equity** – We take concrete steps to rectify historic harms, underinvestment, and existing disparities in San Mateo County.
- **Sustainability** – We commit to meeting the needs of the present without compromising the ability of future generations to meet their own needs.
- **Innovation** – We are driven by continuous improvement.

GOALS

1. **Transportation** – Plan, support, implement, and maintain a robust multimodal transportation system that is safe, connected, equitable, accessible, and environmentally sustainable.
2. **Stormwater Management** – Manage stormwater as a resource, meet Regional Stormwater Permit requirements, and reduce climate risk through a watershed management approach.
3. **Energy, Environment, and Climate** – Enhance community resilience to climate change throughout San Mateo County.
4. **Land Use and Airport Compatibility** – Meet the County's housing and economic development goals while addressing airport safety impacts.
5. **Finance and Administration** – Secure adequate funding and maintain effective organizational systems to support C/CAG's mission.

GOAL 1 – TRANSPORTATION

Plan, support, implement, and maintain a robust multimodal transportation system that is safe, connected, equitable, accessible, and environmentally sustainable.

GOAL 1 – ONGOING RESPONSIBILITIES

- **Planning**

- Support regional transportation planning efforts.
- Coordinate with the San Mateo County Office of Education on Safe Routes to Schools planning and activities.

- **Operations**

- Manage countywide Transportation Demand Management policy.
- Oversee the Smart Corridor program and its ongoing maintenance activities.
- Manage the San Mateo County Express Lane Program in partnership with the San Mateo County Transportation Authority.
- Implement asset management tools and practices to extend asset lifespan and minimize lifecycle costs.

- **Funding**

- Obtain and distribute regional, state, and federal funding for C/CAG priority programs and projects.
- Assist local jurisdictions with the delivery and administration of regional, state, and federally funded projects.
- Provide planning and capital funding for active transportation and sustainable streets projects.

GOAL 1 – SPECIFIC OBJECTIVES

Short Term (0 - 2 years)

- 1.1 Support the MTC RTP Plan Bay Area 2050 Update.
- 1.2 Collaborate with the TA to craft an Automated Vehicle Strategic Plan (2024).
- 1.3 Facilitate the Transportation Development Act Article 3 FY24-25 Call for Projects.
- 1.4 Complete Congestion Management Plan Update (2025 and biannually thereafter).
- 1.5 Complete County Transportation Plan Update, including setting targets to increase bicycle and pedestrian mode shares (by 2026).
- 1.6 Construct 92/101 Area Improvements project (2026).
- 1.7 Complete construction of a Smart Corridor system in SSF, Brisbane, Daly City, and Colma (by 2027).
- 1.8 Complete biannual STIP Programming (2026 and biannually thereafter).
- 1.9 Conduct a call for project for Cycle 7 of Lifeline Transportation Funds (2024 and biannually thereafter).
- 1.10 Conduct a call for project for the Measure M Countywide Transportation Innovative Grant (2025 and every 3 years thereafter).
- 1.11 Participate in guideline development for One Bay Area Grant Cycle 4 process.
- 1.12 Complete the preliminary design and receive environmental clearance for a managed lane on US 101 from I-380 to County Line with San Francisco (2025).
- 1.13 Complete San Mateo Countywide Local Roadway Safety Plan (2025 and every 5 years thereafter).
- 1.14 Update the San Bruno/South San Francisco Community Based Transportation Plan (by 2026).

Medium Term (2 - 5 years)

- 1.15 Update the Countywide Bicycle and Pedestrian plan (complete by 2027).
- 1.16 Develop a Measure M Implementation Plan that covers FY26/27 to FY30/31 (complete by 2027).
- 1.17 Revise the Congestion Relief Program Strategic Plan (complete by 2027).
- 1.18 Develop a Countywide Adaptive Traffic Signal Synchronization Plan (2027).
- 1.19 Implement a successful micro-mobility (bikeshare/scooter share) pilot program in the recommended geographic areas, leading to a countywide program (2025).
- 1.20 Strengthen and update County Transportation Demand Management policy, including supporting strategies for the Coastside (date TBD).
- 1.21 Plan and design 3.7 miles of buffered bike lanes along El Camino Real in San Bruno and Millbrae (date TBD).
- 1.22 Continue planning and design of the US 101/SR92 Interchange Direct Connector Project and SM101 Managed Lanes North of I-380 project (2025-2028).
- 1.23 Leverage Smart Corridor infrastructure to increase the utilization for Transit Signal Prioritization, Emergency Vehicle Preemption, adaptive traffic signal synchronization technologies (date TBD).

- 1.24 Support implementation of Local Roadway Safety Plan (LRSP) priority countermeasures for every jurisdiction (ongoing).
- 1.25 Continue planning and design of the US 101/SR92 Interchange Direct Connector Project and SM101 Managed Lanes North of I-380 project (2025-2028).

Long Term (5+ years)

- 1.26 Construct the selected project alternative for US 101/SR92 Interchange Direct Connector Project and SM101 Managed Lanes North of I-380 project (TBD).

GOAL 1 – PERFORMANCE MEASURES

- Mode shift.
- Increase the miles of new/upgraded bicycle and pedestrian facilities by 3%.
- Strengthen the implementation of the countywide CMP TDM policy.
- Increase in the proportion of trips made by transit, shuttles, HOVs, biking, and walking.
- Reduction of traffic-related injuries and fatalities.
- Percent of grant funds allocated to Equity Priority Communities/Equity Focus Areas.

GOAL 2 – STORMWATER MANAGEMENT

Manage stormwater as a resource, meet Regional Stormwater Permit requirements, and reduce climate risk through an integrated watershed management approach.

GOAL 2 – ONGOING RESPONSIBILITIES

● Planning

- Adapt our street network to better address rainfall and heat related climate change impacts.
- Plan and implement multi-benefit green infrastructure at the parcel, street, and regional scales under a “OneWatershed” framework.

● Operations

- Manage Regional Stormwater Permit for all permittees (22) in San Mateo County, including 5-year term contracts with consultants and coordinating annual compliance.
- Explore Risk-based Integrated Water Management.

● Funding

- Secure dedicated stormwater funding for water quality compliance and infrastructure implementation.
- Fund multi-benefit watershed-scale green infrastructure.

GOAL 2 – SPECIFIC OBJECTIVES

Short Term (0 - 2 years)

- 2.1 Explore options to provide operational support to Orange Memorial Park project in South San Francisco (2026).
- 2.2 Implement the recent \$2.4M Federal Earmark for a regional stormwater capture project in San Bruno and seek additional funding for regional multi-benefit projects at Red Morton Park in Redwood City, and Twin Pines project in Belmont (2026 and ongoing).
- 2.3 Clarify roles of C/CAG, One Shoreline, and the Resource Conservation District of San Mateo with respect to stormwater management (2025).
- 2.4 Establish Pilot Bulk Rain Barrel Rebate program as ongoing program (2026).

Medium Term (2 - 5 years)

- 2.5 Complete institutional framework and program components for OneWatershed Climate Resilience Infrastructure Program (2029).
- 2.6 Identify and initiate design on 3-5 new regional multi benefit OneWatershed projects (2029).

- 2.7 Implement the Phase II Green Infrastructure Tracking & Mapping Tool (2029).
- 2.8 Invest in green infrastructure at 12 school sites (2029).
- 2.9 Obtain sustainable funding for stormwater management at countywide scale (2029).

Long Term (5+ years)

- 2.10 Implement 5-10 high priority opportunities in Sustainable Streets Master Plan (2030).
- 2.11 Establish goals for increasing groundwater recharge through green infrastructure projects (2030).
- 2.12 Explore opportunities to further advance OneWatershed integration with wastewater and water supply systems.
- 2.13 Develop a fully operational OneWatershed Climate Resilience Infrastructure Program with funding and institutional structures.

GOAL 2 – PERFORMANCE MEASURES

- Meet Municipal Regional Stormwater Permit Compliance, including but not limited to meeting Trash Reduction, Water Quality monitoring, and Mercury/PCBs Total Maximum Daily Loads goals.
- Volume of stormwater captured for beneficial use.
- Completion of regional multi benefit OneWatershed projects.
- Initiation of new OneWatershed projects.

GOAL 3 – ENERGY, ENVIRONMENT, AND CLIMATE

Enhance community resilience to climate change throughout San Mateo County.

GOAL 3 – ONGOING RESPONSIBILITIES

- **Planning**

- Support partner organization efforts to improve climate resiliency and climate change impacts.
- Modernize and best utilize the energy grid in the building and transportation electrification transition.
- Support streamlining of permitting and site upgrade processes at agencies, including utilities.
- Support State-level efforts to transition away from fossil fuels.
- Support Bay Area Water Supply and Conservation Agency planning efforts to conserve sources of potable water.
- Support cities' use of Regionally Integrated Climate Action Planning Suite (RICAPS) program resources and technical assistance.
- Initiate carbon neutrality planning.
- Integrate multiple mitigation and adaptation planning approaches where feasible.

- **Operations**

- Promote conservation and expansion of potable water resources through conservation and use of recycled water.
- Provide access to energy efficiency and building and transportation electrification programs for government, residents, and businesses.
- Assist with local efforts to convert the public fleet to zero emission vehicles.

- **Funding**

- Maintain, extend, or expand funding of the C/CAG - PG&E Local Government Partnership.
- Seek additional funding for RICAPS and Countywide Carbon Neutrality interim goal planning and implementation.
- Partner with organizations with available funding for efforts.
- Secure ongoing funding.

GOAL 3 – SPECIFIC OBJECTIVES

Short Term (0 - 2 years)

- 3.1 Collaborate with and clarify roles of C/CAG with respect to the roles performed by other agencies (2026 and ongoing).
- 3.2 Implement the San Mateo County Energy Watch program and secure funding for next program cycle (January 2026).
- 3.3 Continue development for Carbon Neutrality Planning (2026).
- 3.4 Complete VMT/GHG Model Mitigation Program project (2025).

Medium Term (2 - 5 years)

- 3.5 Assist local jurisdictions in developing and implementing Climate Action or Carbon Neutrality Plans through the Regional Climate Action Planning Suite program (date TBD).
- 3.6 Secure funding to implement the Laundry to Landscape Program (date TBD).
- 3.7 Implement the Carbon Neutrality Plan (date TBD).
- 3.8 Explore opportunities to increase tree canopy (date TBD).
- 3.9 Support and track implementation of VMT/GHG-reducing projects or programs (date TBD).

Long Term (5+ years)

- 3.10 Support cities to meet State Carbon Neutrality goals (date TBD).
- 3.11 Explore opportunities to promote microgrids to build readiness for the future (date TBD).

GOAL 3 – PERFORMANCE MEASURES

- Completion and implementation of a Countywide Carbon Neutrality Plan.
- Reduction of greenhouse emissions and/or vehicle miles traveled.
- Number of building energy efficiency projects referred to and completed by third-party contractors.

GOAL 4 – LAND USE AND AIRPORT COMPATIBILITY

Meet the County’s housing and economic development goals while addressing airport safety impacts.

GOAL 4 – ONGOING RESPONSIBILITIES

- **Planning**

- Assist member jurisdictions with meeting their Regional Housing Needs Allocation requirements.
- Facilitate compliance with MTC’s Transit Oriented Communities requirements.
- Manage Airport Land Use Compatibility Plans.

- **Operations**

- Facilitate Airport Land Use Commission meetings.
- Manage Airport Land Use Commission project review.

- **Funding**

- Continue to support 21-Elements effort.
- Advocate and secure funding for updating Airport Land Use Compatibility Plans.
- Advocate for State and Regional funding to assist local jurisdictions with Regional Housing Needs Allocations and meeting the MTC’s Transit Oriented Communities requirements.

GOAL 4 – SPECIFIC OBJECTIVES

Short Term (0 - 2 years)

- 4.1 Address minor amendments in the San Carlos the Airport Land Use Compatibility Plan (ALUCP) with respect to childcare facilities in Zone 6 (date TBD).
- 4.2 Support cities with Transit-Oriented Communities compliance (date TBD).
- 4.3 Support cities with securing HCD Pro Housing Designation (date TBD).

Medium Term (2 - 5 years)

- 4.4 Update ALUCPs within three years of final Caltrans Aviation Handbook update (date TBD).
- 4.5 Support cities with their Housing Elements (date TBD).

Long Term (5+ years)

GOAL 4 – PERFORMANCE MEASURES

- Housing element certification.
- Increase number of member agencies that have secured HCD's pro housing determination.

GOAL 5 – FINANCE AND ADMINISTRATION

Secure adequate funding and maintain effective organizational systems to support C/CAG’s mission.

GOAL 5 – ONGOING RESPONSIBILITIES

- Secure administrative and finance staff support.
- Advocate for federal, state, and regional funding for San Mateo County.
- Track and influence State and Regional legislation that may impact C/CAG goals.
- Facilitate Board committees.
- Increase visibility of C/CAG’s accomplishments and contributions.
- Enhance employee training and development.

GOAL 5 – SPECIFIC OBJECTIVES

Short Term (0 - 2 years)

- 5.1 Implement financial planning and forecasting processes to support long-term sustainability (2025).
- 5.2 Create an online data dashboard to showcase C/CAG’s accomplishments (2025).
- 5.3 Create and maintain committee guidebook that includes procedures, work plans, and key documents (date TBD).
- 5.4 Create and implement a community outreach public awareness strategy (2026).
- 5.5 Update C/CAG website and include new performance tracking capabilities. (2026)

Medium Term (2 - 5 years)

- 5.1 Substantially complete implementation of Equity Action Plan and begin update of it (2027).
- 5.2 Streamline internal processes, such as contract management and grant compliance (date TBD).

Long Term (5+ years)

- 5.3 Secure a sustaining, dedicated funding source for C/CAG (date TBD).

GOAL 5 – PERFORMANCE MEASURES

- Achievement of one or more C/CAG dedicated funding source(s).
- Completion and implementation of the Equity Action Plan.

Draft Outline for the Strategic Plan

- I. Letter from the C/CAG Board Chair
- II. Acknowledgments
- III. Introduction
- IV. Strategic Planning Process
- V. Environmental Scan
- VI. Strategic Plan Framework
- VII. Goals, Objectives, and Performance Measures
- VIII. Plan Implementation
- IX. Appendices

C/CAG AGENDA REPORT

Date: April 11, 2024

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

From: Sean Charpentier, Executive Director

Subject: Written Communications - Information Only (3 Letters)

(For further information, please contact Mima Crume at mcrume@smcgov.org)

BACKGROUND

This item is for information only and is available for review as attachments at the link provided below.

1. **3/26/2024** – to The Honorable Alex Padilla, United States Senator and The Honorable Laphonza Butler, United States Senator RE: C/CAG Priorities for FY25 Congressionally Directed Spending.
2. **3/27/2024** – to The Honorable Gavin Newsom Governor, State of California RE: Proposed FY 2024-25 Governor’s Budget.
3. **4/4/2024** – to Ms. Veronica Vanterpool, Acting Administrator, Federal Transit Administration RE: Letter of Support for San Mateo County Transit District’s Application for FY2024 FTA Low or No Emission Grant Program and the Grants for Bus and Bus Facilities Program.

ATTACHMENTS

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