

# 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  
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### TECHNICAL ADVISORY COMMITTEE (TAC) AGENDA

<b>Date:</b> Thursday, May 16, 2024	<b>Join by Zoom Webinar:</b> <a href="https://us02web.zoom.us/j/87242884758?pwd=chHsazN2SEJrUzJLZzZLUTRocXE4Zz09">https://us02web.zoom.us/j/87242884758?pwd=chHsazN2SEJrUzJLZzZLUTRocXE4Zz09</a>
<b>Time:</b> 1:15 p.m.	
<b>Location:</b> San Mateo County Transit District Office 1250 San Carlos Ave, 2 <sup>nd</sup> Fl. Auditorium, San Carlos, CA	<b>Zoom Webinar ID:</b> 872 4288 4758 <b>Password:</b> 139997 <b>Join by Phone:</b> (669) 900-6833

#### \*\*\*HYBRID MEETING - IN-PERSON AND BY VIDEOCONFERENCE\*\*\*

This meeting of the C/CAG TAC Committee 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 Committee 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.

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- |  |                 |              |
|--|-----------------|--------------|
| 1. Call to Order/Roll Call   | Willis/Stillman | No materials |
| 2. Public comment on items not on the agenda (limited to 2 minutes)<br><i>Note: Public comment is limited to two minutes per speaker. Please refer to the instructions at the end of this agenda for details regarding how to provide public comments. Members of the public who wish to address the Committee should complete a speaker's slip to make a public comment in person or raise their hand in Zoom to speak virtually.</i> | Willis/Stillman | No materials |
| 3. Issues from the May C/CAG Board meetings <ul style="list-style-type: none"><li>Review the initial draft, assumptions, and input on the C/CAG Fiscal Year 2024/25 Program Budget and Member Fees and Equity Action Plan progress update.</li></ul>   | Cheung          | No materials |
| 4. Action to approve Consent Agenda items 4.1-4.4 (Action)<br><i>This item 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 Committee, staff, or public request specific items to be removed for separate action.</i>  |                 |              |
| 4.1 Approval of minutes from the April 18, 2024 Meeting (Action)   | Cheung          | Page 1-3     |

- |     |  |       |            |
|-----|--|-------|------------|
| 4.2 | Review and recommend approval of the call for projects pertaining to \$1,000,000 in Transportation Fund for Clean Air (TFCA) 40% Fund, alongside the grant application schedule (Action) | Wever | Page 4-14  |
| 4.3 | Review and recommend approval of the C/CAG distribution policy for the Fiscal Year 2024-2025 State Transit Assistance (STA) Population-Based funds (Action)                              | Lacap | Page 15-25 |
| 4.4 | Receive regional Project and Funding Information (Information)   | Lacap | Page 26-41 |

Regular Agenda

- |     |   |                 |              |
|-----|---|-----------------|--------------|
| 5.  | Review and recommend approval of the draft nomination list for the Lifeline Transportation (Cycle 7) Grant Program (Action)   | Gaye            | Page 42-46   |
| 6.  | Review and recommend approval of the Final San Mateo Countywide Local Roadway Safety Plan (Action)  | Lacap           | Page 47-56   |
| 7.  | Receive an update on the San Mateo Countywide Automated Vehicles Strategic Plan (Information)   | Shiramizu       | Page 57-58   |
| 8.  | Receive a presentation on the C/CAG Strategic Plan development process and participate in a discussion on the proposed Agency mission, vision, core values, goals, objectives, and performance measures (Information) | Charpentier     | Page 59-71   |
| 9.  | Executive Director Report   | Charpentier     | No materials |
| 10. | Member Reports  | All             | No materials |
| 11. | Adjournment.  | Willis/Stillman | No materials |

The next regularly scheduled meeting is on June 20, 2024.

Future potential agenda topics:

- a. Safe Routes to School Program Annual Report
- b. US 101 Adaptive Ramp Metering

**PUBLIC NOTICING:** All notices of C/CAG regular Board meetings, standing committee meetings, and special meetings will be posted at the San Mateo County Court Yard, 555 County Center, Redwood City, CA, and on C/CAG’s website at: <http://www.ccag.ca.gov>.

**PUBLIC RECORDS:** Public records that relate to any item on the open session agenda for a regular TAC 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 TAC meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members, of the TAC. The TAC 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 Kaki Cheung at (650) 363-4105 to arrange for inspection of public records.

**PUBLIC PARTICIPATION DURING VIDEOCONFERENCE MEETINGS:** Persons with disabilities who require auxiliary aids or services to participate in this meeting should contact Kaki Cheung at (650) 363-4105, five working days prior to the meeting date.

**ADA REQUESTS:** Persons with disabilities who require auxiliary aids or services to participate in this meeting should contact Kaki Cheung at (650) 363-4105 or [kcheung1@smcgov.org](mailto:kcheung1@smcgov.org) by 10:00 a.m. prior to the meeting date.

**PUBLIC PARTICIPATION DURING HYBRID MEETINGS:** During hybrid meetings of the Technical Advisory Committee, members of the public may address the Committee 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 [kcheung1@smcgov.org](mailto:kcheung1@smcgov.org).
2. Your email should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received at least 2 hours prior to the meeting, it will be provided to the C/CAG TAC members and made publicly available on the C/CAG website along with the agenda. We cannot guarantee that emails received less than 2 hours before the meeting will be made publicly available on the C/CAG website prior to the meeting, but such emails will be included in the administrative record of the meeting.

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 C/CAG TAC, 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 Committee and included in the official record, please hand it to the C/CAG staff who will distribute the information to the Committee members and staff.

**\*Remote participation:**

Spoken comments will be accepted during the meeting through Zoom. Please read the following instructions carefully:

1. The C/CAG TAC 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.
  1. When C/CAG Staff or Co-Chairs call for the item on which you wish to speak, click on "raise hand." Staff will activate and unmute speakers in turn. Speakers will be notified shortly before they are called on to speak. If calling in via phone, press \*9 to raise your hand and when called upon press \*6 to unmute.
4. When called, please limit your remarks to the time allotted.

If you have any questions about this agenda, please contact C/CAG staff:  
Program Director: Kaki Cheung (650) 363-4105 [kcheung1@smcgov.org](mailto:kcheung1@smcgov.org)

**CONGESTION MANAGEMENT PROGRAM (CMP)  
TECHNICAL ADVISORY COMMITTEE (TAC)  
April 18, 2024  
MINUTES**

**\*\*\*HYBRID MEETING - IN-PERSON AND BY VIDEOCONFERENCE\*\*\***

This meeting of the C/CAG TAC Committee was held in person and by teleconference pursuant to Government Code Section 54953(e).

<b>Members</b>		<b>April</b>			
<b>No.</b>	<b>Agency</b>	<b>IN-PERSON</b>	<b>ABSENT</b>	<b>REMOTE</b>	<b>REMOTE</b>
				<b>AB 2449</b>	<b>Publicly Accessible Teleconference Location</b>
1	Hillsborough Engineering	Paul Willis (Co-Chair)			
2	San Mateo County Engineering	Ann Stillman (Co-Chair)			
3	SMCTA / SamTrans	Jessica Manzi			
4	Atherton Engineering	Robert Ovadia			
5	Belmont Engineering		Absent*		
6	Brisbane Engineering	Randy Breault			
7	Burlingame Engineering	Syed Murtuza			
8	C/CAG	Sean Charpentier			
9	Colma Engineering	Brad Donohue			
10	Daly City Engineering	Richard Chiu			
11	East Palo Alto Engineering		Absent		
12	Foster City Engineering	Andrew Brozyna			
13	Half Moon Bay Engineering		Absent*		
14	Menlo Park Engineering	Azalea Mitch			
15	Millbrae Engineering	Sam Bautista			
16	Pacifica Engineering	Lisa Petersen			
17	Redwood City Engineering	Matt Nichols			
18	San Bruno Engineering		Absent		
19	San Carlos Engineering	Grace Le (Alternate)			
20	San Mateo Engineering	Matt Fabry			
21	South San Francisco Engineering	Eunjune Kim			
22	Woodside Engineering		Absent		
	<b>Non-Voting Members</b>				
1	MTC		Absent		
2	Caltrans	Mohammad Suleiman (Zoom)			

\*Committee Member attended as public member via zoom

The two hundred ninety-seventh (297<sup>th</sup>) meeting of the Technical Advisory Committee took place on April 18, 2024 at 1:16 p.m.

TAC members attending are listed on the Roster and Attendance table on the preceding page. Others attending the meeting in person were Kaki Cheung, Jeff Lacap, Eva Gaye, Kim Springer, Kim Wever – C/CAG; John Ford, Carmen Chen – Commu.org; Patrick Gilster – SMCTA; and others not noted. Others attending the meeting remotely were Maz Bozorginia – City of Half Moon Bay\*; Ray Towne – City of Belmont\*; Susy Kalkin – C/CAG; Matt Goyne – Fehrs & Peers; James O’Connell – City of Redwood City; Jason Mansfield and others not noted.

**1. Call to Order/Roll Call**

Co-Chair Willis called the meeting to order.

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

There were not any public comments regarding items not on the agenda.

**3. Issues from the April C/CAG Board meetings (Information)**

C/CAG staff Kaki Cheung shared the key item from the April Board meeting, as noted on the meeting agenda.

**4. Approval of minutes from the March 21, 2024 Meeting (Action)**

*Motion – To approve the minutes of the March 21, 2024 TAC meeting, Bautista/Fabry. Breault, Le, and Donohue abstained. All other members in attendance voted to approve. Motion passed. 14-0-3*

**5. Receive a presentation on the C/CAG Vehicle Miles Traveled/Greenhouse Gas Model Mitigation Program. (Information)**

C/CAG staff Kim Springer introduced the C/CAG Vehicle Miles Traveled/Greenhouse Gas Model Mitigation Program project. Matt Goyne, Principal at Fehr & Peers presented an update on the project and requested Committee feedback on the list of Project Types being evaluated for their potential VMT mitigation.

Member Murtuza inquired if VMT has been affected by post-covid hybrid work schedules. Matt Goyne responded that the project is focusing on all trips not just commuter trips. There is a need to conduct additional research and analyze how effective all these measures are.

Member Mitch asked if the list of Project types will also include a range of costs. Matt Goyne confirm that it will include detailed costs.

Member Manzi requested to add an EV vehicle ownership subsidy for low-income residents. Matt Goyne stated that the community does not think EV infrastructure is as important. Co-Chair Willis added that charging rates sometimes cannot be seen until it is plugged in, so maybe adding subsidize charging can be beneficial.

**6. Receive a presentation on the C/CAG Transportation Demand Management Policy Monitoring Program. (Information)**

C/CAG staff Kaki Cheung introduced Commute.org's Executive Director John Ford and TDM Program Manager Carmen Chen. Carmen Chen presented an update on the C/CAG Transportation Demand Management Policy Monitoring Program and requested the Committee to engage and inform their jurisdiction's staff on the requirements of the program.

The Committee suggested to also reach out to City Managers and Planning Directors.

**7. Regional Project and Funding Information**

C/CAG staff Jeff Lacap highlighted the following items from the staff report: Caltrans Inactive Project List, Caltrans Pavement Management Program (PMP) certification, Caltrans Project End Date (PED) report, highway performance data request from MTC, and funding and training opportunities.

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

N/A

**9. Member Reports (Information)**

Co-Chair Stillman announced that County is studying reduction in speed near schools, which may be near or adjacent to other jurisdictions. She also requested that jurisdiction contact her if they have PG&E credits to donate for the Middlefield improvement project and thanked Atherton for their donation. Member Murtuza added that Burlingame is also in need of PG&E credits.

Member Murtuza inquired about the AB14 compliant and parking road map. Co-Chair Stillman and Member Mitch responded that this topic was discussed at CCEA and will coordinate for consistent messaging.

**10. Adjournment**

Co-Chair Willis adjourned the meeting at 2:22 p.m.

## C/CAG AGENDA REPORT

Date: May 16, 2024

To: Congestion Management Program Technical Advisory Committee

From: Kim Wever, Transportation Program Specialist

Subject: Review and recommend approval of the call for projects pertaining to \$1,000,000 in Transportation Fund for Clean Air (TFCA) 40% Fund, alongside the grant application schedule

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

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### RECOMMENDATION

That the Technical Advisory Committee review and recommend approval of the call for projects pertaining to \$1,000,000 in Transportation Fund for Clean Air (TFCA) 40% Fund, alongside the grant application schedule.

### FISCAL IMPACT

It is expected that approximately \$1,000,000 will be available for the Transportation Fund for Clean Air (TFCA) 40% Fund.

### SOURCE OF FUNDS

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

### BACKGROUND

In February 2024, the Committee recommended Board approval of the Fiscal Year 2024/25 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) 40% Fund. The C/CAG Board approved the recommended Expenditure Plan at its March meeting.

The Fiscal Year 2024/25 Expenditure Plan estimates that San Mateo County will receive a total of \$1,686,637 (\$1.04M in new funds and \$0.65M from the reprogramming of underbudgeted and canceled projects). An amount of \$46,637 is budgeted for grant administration purpose, with the remaining \$1,640,000 available for projects.

A summary of the approved Fiscal Year 2024/25 TFCA 40% fund is shown below:

	Estimated <b>FY 2024/25</b> TFCA Funds
Administration	\$46,637
Commute.org - Countywide Voluntary Trip Reduction Program	\$600,000
Commute.org - BART Shuttle	\$40,000
Other Projects to be determined	\$1,000,000
Total	<u>\$1,686,637</u>

At the February 2024 Committee meeting, staff presented options to explore for the “Other Projects to be determined” category, which included:

- Leverage the grant funds as local match for a USDOT Safe Streets for All (SS4A) grant application to implement safety countermeasure projects and strategies that have been identified in the San Mateo Countywide Local Roadway Safety Plan (LRSP).
- Fund the top two to three eligible projects identified in the San Mateo Countywide Local Roadway Safety Plan (LRSP).
- Conduct a limited Call for Projects.

Due to TFCA’s cost-effectiveness requirement and timing, staff recommends proceeding with the limited call for projects option.

Transportation Fund for Clean Air (TFCA) 40% Fund Limited Call for Projects

C/CAG is planning to conduct a one-time limited call for projects for the estimated available \$1,000,000 in TFCA funds. The Air District has issued a [TFCA 40% Fund Expenditure Plan Guidance](#) (Guidance) for grant funds covering Fiscal Year 2024/25. C/CAG used this Guidance to design the call for projects.

**Eligible Projects** include the following and more details can be found in Attachment 1:

1. **Clean air vehicles and electric and hydrogen recharging stations:** includes alternative fuel and plug-in hybrid-electric vehicles, scrapping old vehicles, and alternative fuel infrastructure.
2. **Ridesharing/First-Last Mile Connections:** includes shuttle, vanpool, carpool, transit, rail-bus, and smart growth projects.
3. **Bicycle Facilities:** includes installation of new bicycle paths/lanes/routes and secure bike parking, such as lockers and racks,
4. **Infrastructure Improvement for Trip Reduction:** includes traffic-calming and construction of facilities that expand access to mass transit, such as a new ferry terminal or bus-rapid-transit lane.



Refer to Attachment 1 of the Guidance, Eligible Project Table, for additional details and example projects within each category.

**Eligible applicants** include any public agencies, cities, towns, County, and transit agencies in San Mateo County. Other entities may partner with an eligible applicant to help shape the scope of work for the project proposal and play a role in project delivery.

**Grant Funding/Match**

Total Grant Funds Available	\$1,000,000
Minimum Grant Awards	\$250,000
Maximum Grant Awards	\$1,000,000
Minimum Local Cash or In-Kind Match (% of Total Project Cost)*	10%

\*The match is based on total project cost, not the amount of the grant. Revenue sources for a local match can include local sales tax, special bond measures, private donations, and/or private foundations, etc. The local match can be all cash, third-party in-kind contributions, or a combination of the two. Staff time from the primary applicant can also count as in-kind match.

**Draft Application and Evaluation Process**

**Step 1:** To be eligible, the Project Sponsor will first prepare the C/E Worksheet to ensure that the project does not exceed the maximum C/E limit. Cost-effectiveness (\$/weighted ton) is the ratio of TFCA funds awarded to the sum of surplus emissions reduced, during a project’s operation period, of reactive organize gases (ROG), nitrogen oxides (NOx), and weighted PM10 (particulate matter 10 microns in diameter and smaller).

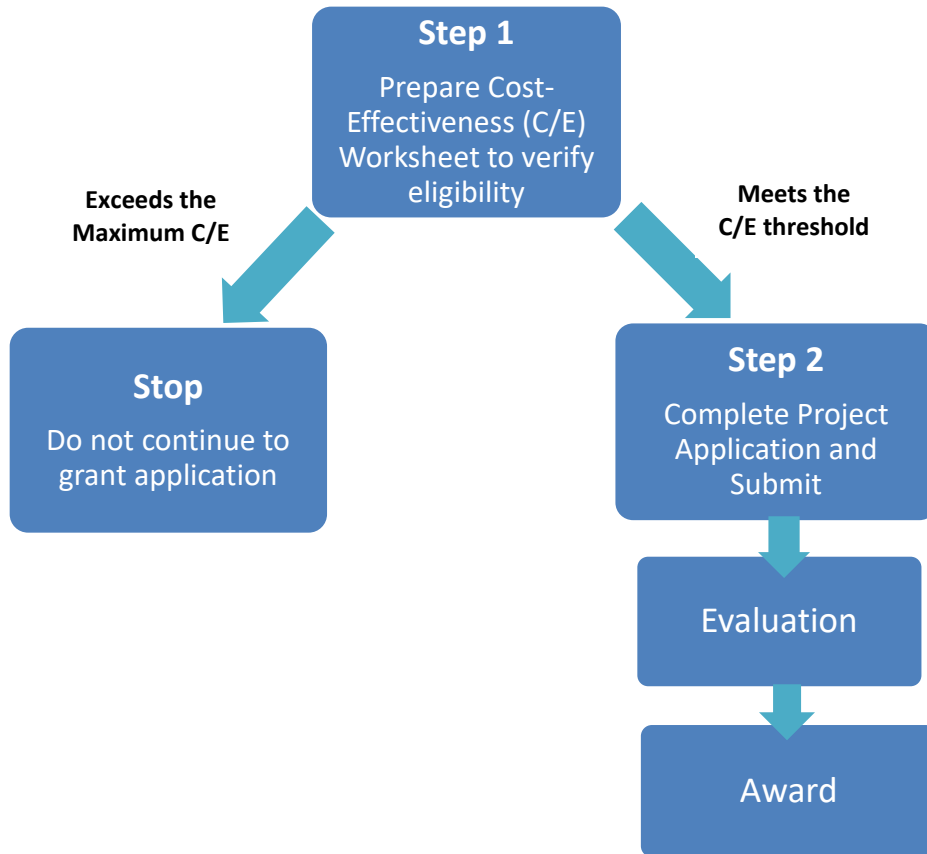
The maximum C/E limit is shown below:

<b>Project Category</b>	<b>Maximum C/E (\$/weighted ton)</b>
1. Clean air vehicles and electric and hydrogen recharging stations	500,000
2. Ridesharing - Existing	150,000
First-Last Mile Connections - Existing	250,000
Ridesharing/First-Last Mile Connections – Pilots	500,000
3. Bicycle Parking	250,000
Bikeways	500,000
4. Infrastructure Improvement for Trip Reduction	500,000

Projects that do not meet the required C/E threshold will be rejected and should not continue to Step 2, the grant application.

**Step 2:** Projects that meet the C/E threshold, shall move on to complete the grant application. Refer to Attachment 2, Draft Application for detailed information.

The following image illustrates the application process:



The following factors will be used to score each completed application:

1. **Cost Effectiveness Evaluation Results** (up to 50 points)
2. **Project Readiness and Timely Use of Funds** (up to 15 points)
3. **Safety** (up to 10 points)
4. **Community Support and Equity** (up to 10 points)
5. **Local Match (Local Cash or In-Kind Match)** (up to 10 points)
6. **Innovation** (up to 5 points)
7. **Countywide Plans/Consistency** (Yes or No for Bicycle and Pedestrian Projects Only)

## Tentative Schedule

C/CAG staff plans to issue the Limited Call for Projects in late May. C/CAG will hold one Zoom workshop in June. In addition, C/CAG staff will arrange office hours, available during the months of June and July. Project recommendations will be brought to the C/CAG Congestion Management Program Technical Advisory Committee and the C/CAG Congestion Management and Environmental Quality Committee this fall. The C/CAG Board of Directors will authorize the award(s) before November 2024. The tentative schedule is below:

<b>Date</b>	<b>Description</b>
Wednesday, May 29, 2024	Release Limited Call for Projects
Wednesday, June 5, 2024 at 5:00 P.M.	Closing Date/Time for Requests for Clarifications and Questions
Wednesday, June 12, 2024 (Time to TBD)	Zoom Workshop
June and July 2024	Office Hours
Wednesday, August 14, 2024 at 5:00 P.M.	Application Due Date
Late August/Early September	Application Evaluation and Project Selection Process
September 2024	Selected project(s) will be notified and recommended to the C/CAG Committees for approval.
September and October 2024	Funding Agreement developed between C/CAG and Project Sponsor. Funding Agreement will be presented to Board for approval.

## RECOMMENDATION

At the May's Committee meeting, staff request the committee to review and recommend approval of the call for projects pertaining to \$1,000,000 in Transportation Fund for Clean Air (TFCA) 40% Fund, alongside the grant application schedule. Staff will return to the Committee in September with a recommendation of grant award.

## EQUITY IMPACTS AND CONSIDERATIONS

Funding allocated through this program serves to benefit all community members by facilitating the implementation of projects aimed at reducing air pollution from motor vehicles. Additionally, the evaluation criteria will award points to locations within an MTC Equity Priority Community, CalEnviroscreen 4.0 census tract, and the C/CAG Equity Focus Areas.

## ATTACHMENTS

1. Eligible Projects Table
2. Draft Application

## ELIGIBLE PROJECTS TABLE

Project Category	Brief Description and Examples
1. Clean air vehicles and electric and hydrogen recharging stations	<p>These projects are intended to accelerate the adoption of zero-emissions vehicles through the deployment of alternative fuel infrastructure, i.e., electric vehicle charging sites, hydrogen fueling stations. Eligible refueling infrastructure projects include new dispensing and charging facilities, or additional equipment or upgrades and improvements that expand access to existing alternative fuel fueling/charging sites. This includes upgrading or modifying private fueling/charging sites or stations to allow public and/or shared fleet access. TFCA funds may be used to cover the cost of equipment and installation. TFCA funds may also be used to upgrade infrastructure projects previously funded with TFCA funds as long as the equipment was maintained and has exceeded the duration of its useful life after being placed into service. Equipment and infrastructure must be designed, installed, and maintained as required by the existing recognized codes and standards and as approved by the local/state authority. TFCA funds may not be used to pay for fuel, electricity, operation, and maintenance costs.</p>
2. Ridesharing/First-Last Mile Connections	<p>Ridesharing projects provide carpool, vanpool, or other rideshare services. Projects that provide a direct or indirect financial transit or rideshare subsidy are also eligible under this category. Projects that provide a direct or indirect financial transit or rideshare subsidy exclusively to employees of the grantee are not eligible.</p> <p>First-Last Mile Connections projects reduce single-occupancy vehicle trips by providing short-distance connections between mass transit and commercial hubs or employment centers. The following conditions must be met for a project to be eligible for TFCA funds:</p> <ol style="list-style-type: none"> <li>1) The service must provide direct connections between stations (e.g., rail stations, ferry stations, Bus Rapid Transit (BRT) stations, or airports) and a distinct commercial or employment location.</li> <li>2) The service's schedule, which is not limited to commute hours, must be coordinated to have a timely connection with corresponding mass transit service.</li> <li>3) The service must be available for use by all members of the public.</li> </ol>

<p>3. Bicycle Facilities</p>	<p>These projects expand public access to bicycle facilities. New bicycle facility projects or upgrades to an existing bicycle facility that are included in an adopted countywide bicycle plan, Congestion Management Program (CMP), countywide transportation plan (CTP), city plan, or the Metropolitan Transportation Commission’s (MTC) Regional Bicycle Plan and/or Regional Active Transportation Plan are eligible to receive TFCA funds. Projects that are included in an adopted city general plan or area-specific plan must specify that the purpose of the bicycle facility is to reduce motor vehicle emissions or traffic congestion.</p>
<p>4. Infrastructure Improvement for Trip Reduction</p>	<p>These projects achieve motor vehicle emission reductions that expand the public’s access to alternative transportation modes through the design and construction of physical improvements. The project must be identified in an approved area-specific plan, redevelopment plan, general plan, bicycle plan, pedestrian plan, traffic-calming plan, or other similar plan. The project must implement one or more transportation control measures (TCMs) in the most recently adopted <a href="#">Air District plan for State and national ambient air quality standards</a>. The project must have a completed and approved environmental plan. If a project is exempt from preparing an environmental plan as determined by the public agency or lead agency, then that project has met this requirement. Examples of projects that are eligible under this policy include but are not limited to installation of new ferry terminal stations or berths, and construction for improving pedestrian access (e.g., sidewalks, overpasses).</p>

## DRAFT GRANT APPLICATION

- One (1) electronic version of the application shall be submitted to the County Program Manager, Kim Wever ([kwever@smcgov.org](mailto:kwever@smcgov.org)) by the closing date and time for receipt of application.
- Applications must be received no later than 5:00 P.M. on Wednesday, August 14, 2024.
- Each application shall be no more than 20 bound pages.

GENERAL INFORMATION	
<b>Project Sponsor</b>	
1. Lead Applicant (Agency):	
2. Project Manager (Name and Title):	
3. Contact Information (Email and Phone):	
Project Partners/Vendors (Please list all project partners and/or vendors that will be involved and their role in the project.)	
1. Agency/Business/Organization	
a. Role in Project (brief)	
2. Agency/Business/Organization	
a. Role in Project (brief)	
PROJECT CATEGORY	
<input type="checkbox"/> <b>Clean air vehicles and electric and hydrogen recharging stations:</b> includes alternative fuel and plug-in hybrid-electric vehicles, scrapping old vehicles, and alternative fuel infrastructure.	
<input type="checkbox"/> <b>Ridesharing/First-Last Mile Connections:</b> includes shuttle, vanpool, carpool, transit, rail-bus, and smart growth projects.	
<input type="checkbox"/> <b>Bicycle Facilities:</b> includes installation of new bicycle paths/lanes/routes and secure bike parking, such as lockers and racks,	
<input type="checkbox"/> <b>Infrastructure Improvement for Trip Reduction:</b> includes traffic-calming and construction of facilities that expand access to mass transit, such as a new ferry terminal or bus-rapid-transit lane.	

PROJECT DESCRIPTION	
1. Project Title	
2. Brief Project Description and Purpose	
3. Project Location	
PROJECT COST AND GRANT REQUEST	
1. Total Project Cost	
2. Total TFCA Grant Request	
3. Local Cash Match	
4. And/or In-Kind Match	
NARRATIVE/COST PROPOSAL	
1. Detailed description of project (describe the project and services being requested)	
2. Project justification and needs (justify the project by describing what the agency needs are and how this project meet those needs, i.e. reduce air pollution, improves safety, community support, consistent with countywide or citywide plans)	

<p>3. Agency resources (describe the resources the project sponsor agency will dedicate for the successful completion of the project)</p>
<p>4. Project Readiness (describe the readiness of the project, and any factors that may influence the project schedule in any way) <i>Please include project schedule as attachment, if needed.</i></p>
<p>5. Detailed project cost proposal (include breakdown of costs for capital, construction, consultant, etc.) <i>Please include as an attachment, if needed.</i></p>
<p>6. Equity. Please describe how the project advances equity. Use the following links to review your project’s Equity criteria eligibility:</p> <ul style="list-style-type: none"> <li>• <a href="#">MTC Equity Priority Communities (EPC)</a></li> <li>• <a href="#">CalEnviroScreen</a> 4.0 census tract with a score above 25% <ul style="list-style-type: none"> <li>○ Hover over the census tract where your project lands and use the legend to the right to determine what the percentage score is</li> </ul> </li> <li>• C/CAG <a href="#">Equity Focus Area</a> score of 8 or higher <ul style="list-style-type: none"> <li>○ Use the sliding scale on the 2021 C/CAG San Mateo County Comprehensive Bicycle and Pedestrian Plan webmap to show the range of Equity Focus Areas. If your project area is highlighted when the scale is at 8 or higher, you may check this box.</li> </ul> </li> </ul>



If the project is only partially within one of these areas, you may still check the relative box.

If the project is not located in an MTC EPC, in a CalEnviroscreen 4.0 census tract with a score above 25%, or in a C/CAG EFA, please describe if and how this project serves a community of concern, a disadvantaged community, and/or a vulnerable population. For example, if the project promotes equity in other ways, such as connecting an equity focus area to a business center, high use activity center, etc., please elaborate and describe in more details using the box provided.

7. Vicinity map

*Please include as attachment*

8. Documentation of community support (i.e. letter(s) from mayor, city manager, chair, or community-based organizations, or evidence of Council or Board approval)

*Please include as attachment*

9. Other information (provide any other relevant information not provided above)

## C/CAG AGENDA REPORT

Date: May 16, 2024

To: Congestion Management Program Technical Advisory Committee (TAC)

From: Jeff Lacap, Transportation Systems Coordinator

Subject: Review and recommend approval of the C/CAG distribution policy for the Fiscal Year 2024-2025 State Transit Assistance (STA) Population-Based funds

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

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### RECOMMENDATION

That the Technical Advisory Committee review and recommend approval of the C/CAG distribution policy for the Fiscal Year 2024-2025 State Transit Assistance (STA) Population-Based funds.

### FISCAL IMPACT

Based on the latest STA fund estimate, an estimated amount of \$3,198,935 is available in the Population-Based State Transit Assistance (STA) program for San Mateo County in Fiscal Year 2024-2025.

### SOURCE OF FUNDS

The State Transit Assistance (STA) Program funds are derived from a sales tax on diesel fuel. The funding for the program is split between a Revenue Based Program, which is distributed to transit operators by MTC. The Population-Based Program is distributed to the Bay Area based on the 19% share of the state's population. In Fiscal Year 2024-2025, San Mateo County will receive approximately \$3,198,935 in Population- Based State Transit Assistance (STA) funding, based on the current STA Fund Estimate.

### BACKGROUND

Based on the proposed Fiscal Year 2024-2025 State Budget, the Bay Area would receive approximately \$357 million in Revenue-Based and \$197 million in Population based STA funds. The state allocates Revenue-Based STA to transit operators based on their revenue, as defined by PUC 99314 (b). The Metropolitan Transportation Commission (MTC) receives a share of the Population-Based STA money under a population formula.

In the past, the MTC Resolution 3837 governed the State Transit Assistance (STA) Population-Based fund distribution policy. Under Resolution 3837, funding was distributed to fund northern county small transit operators, Regional Paratransit, the Lifeline Transportation Program, and

MTC regional coordination programs. Paratransit and Lifeline Transportation Program funds were further distributed among the nine bay area counties.

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

Since 2006, the Metropolitan Transportation Commission (MTC) delegated the responsibility of administering the Lifeline Transportation Program to C/CAG . The purpose of the Lifeline Program is to fund projects, identified through the community-based transportation planning (CBTP) process. The process aims to improve the mobility of residents within Equity Priority Communities. Identified by MTC, Equity Priority Communities are census tracts that have a significant concentration of underserved populations, such as households with low incomes and people of color.

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

As the CTA, C/CAG coordinates with STA-eligible transit operators and develops the STA Population-Based distribution policy within San Mateo. SamTrans is the only STA-eligible operator in San Mateo County. In past cycles, under MTC, the split averaged 37% for paratransit and 63% for the Lifeline program. C/CAG has continued to set aside its share of STA funding for a Lifeline Transportation Program Call for Projects.

#### Fiscal Year 2024-2025

For Fiscal Year 2024-25, the County share of population-based STA funds is estimated to be \$3,219,424 per the Governor's budget. This estimate may change depending on the actual STA revenue generated.

In past cycles, under MTC, the split averaged 37% for paratransit and 63% for the Lifeline program. C/CAG staff is proposing to continue the historical breakdown of 37% for paratransit and 63% for the Lifeline programs for Fiscal Year and 2024-25. This would result in approximately \$1,183,606 for paratransit and \$2,015,329 for the next cycle of the Lifeline Transportation Program, slated to begin in Winter 2025. On April 30, 2024, C/CAG staff discussed this with the SamTrans staff and received concurrence on the proposal.

#### Recommendation

C/CAG Staff requests that the Technical Advisory Committee review and recommend approval of the C/CAG distribution policy for the Fiscal Year 2024-2025 State Transit Assistance (STA) Population-Based funds.

**ATTACHMENT**

1. MTC Resolution No. 4321

Date: February 28, 2018  
W.I.: 1511  
Referred By: PAC  
Revised: 02/27/19-C  
02/23/22-C

ABSTRACT

Resolution No. 4321, Revised

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

This resolution supersedes Resolution No. 3837.

This resolution was revised on February 27, 2019 to update the STA Population-Based County Block Grant performance measure requirements for small and medium sized transit operators as well as to make adjustments to the State of Good Repair (SGR) Program Revenue-Based program policies to reflect updated Caltrans SGR Program guidelines.

This resolution was revised on February 23, 2022 to suspend the County Block Grant program for FY 2022-23 to implement the American Rescue Plan funding exchange.

Further discussion of this action is contained in the Executive Director's Memorandum to the Programming and Allocations Committee dated January 3, 2018 and the MTC Programming and Allocations Committee Summary Sheets dated February 14, 2018, February 13, 2019 and February 9, 2022.

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

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

METROPOLITAN TRANSPORTATION COMMISSION

RESOLUTION NO. 4321

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

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

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

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

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

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


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

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

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

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

METROPOLITAN TRANSPORTATION COMMISSION

  
\_\_\_\_\_  
Jake Mackenzie, Chair

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

Date: February 28, 2018  
W.I.: 1511  
Referred By: PAC  
Revised: 02/27/19-C  
02/23/22-C

Attachment A  
Resolution No. 4321  
Page 1 of 5

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

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

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

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

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

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

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

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



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

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

The following program conditions apply to the County Block Grant:

- **Reporting:** Each CMA must submit to MTC by May 1st of each year, a report including the following information about the previous, completed, fiscal year: 1) the county’s programming distribution of STA Population-Based funds amongst STA-eligible operators and; 2) the estimated amount of STA Population-Based funding that will be spent within or benefiting Communities of Concern.
- **Fund Swaps:** Each CMA is required to seek approval from MTC before requesting that a STA-eligible operator recipient of STA Population-Based funds perform a fund swap involving STA Population-Based funds. The CMA must notify all STA-eligible operators within their county of the request to swap funds before seeking approval from MTC.
- **Coordinated Claim/Submission Deadline:** Each CMA must play a coordinating role in the development of STA Population-Based claims from STA-eligible operators within their county. Each CMA must also submit to MTC by May 1st of each year a governing board-approved resolution listing the distribution policy for STA Population-Based funds amongst the STA-eligible operators for the subsequent fiscal year. Operators will continue to submit their own claims, if desired.
- **Performance Measures:** All small and medium sized operators shall be required to maintain operating costs (cost per service hour, cost per passenger, or cost per passenger mile) at least twenty (20) percent below the annual average operating cost of the seven operators included in the Transit Sustainability Project (TSP). Operating costs for small and medium sized operators shall be calculated for each mode (bus, rail, ferry, etc.) and benchmarked against the comparable modal average for the operators included in the TSP. In addition, annual year-over-year increases in operating costs for each small and medium sized operator shall be no greater than five (5) percent per year. If an operator is unable to meet the above requirements they may submit an appeal/justification to MTC explaining the circumstances that prevented achievement of the targets. Beginning in Fiscal Year 2023-24 MTC may link existing and new operating and capital funds administered by MTC to progress towards achieving the performance target.
- **Operator Consolidation Planning Efforts:** In the Northern Counties (Marin, Napa, Solano, and Sonoma) as an alternative to meeting TSP performance requirements, counties and transit operators may develop a plan to consolidate into a single county operator.
- **Mobility Management:** In the five other counties (Alameda, Contra Costa, San Francisco, San Mateo, and Santa Clara) each county must establish or enhance mobility management programs to help provide equitable and effective access to transportation.

The STA County Block Grant program is suspended for fiscal year 2022-23. Funds that would normally flow into the STA County Block Grant program will instead be programmed directly by the Commission to transit operators to implement the American Rescue Plan funding exchange as a part of MTC Resolution 4481, Revised.

## **2. *MTC Regional Program***

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

- Clipper®
- 511
- Transit connectivity

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

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

## **3. *Transit Emergency Service Contingency Fund***

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

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

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

Funds apportioned to the region based on revenues generated by the transit operators will be allocated to each STA-eligible operator for the support of fixed route and paratransit operations, for inter-operator coordination, including the cost of interoperator transfers,

joint fare subsidies, integrated fares etc., and for capital projects consistent with the adopted long-range plan.

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

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

**1. Priority 1: Clipper® 2.0**

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

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

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

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

Funds apportioned to the region based on revenues generated by the transit operators will be allocated to each respective STA-eligible operator for state of good repair projects, preventative maintenance, and other projects approved by the California Department of Transportation (Caltrans) as eligible for SGR Program expenditure. Starting with Fiscal Year 2019-20 operators must submit their proposed SGR Program Revenue-Based projects to MTC, consistent with Caltrans' proposed amendments to the SGR Program Guidelines for Fiscal Year 2019-20. Operators should submit their SGR Program Revenue-Based project list to MTC by May 15<sup>th</sup> of each year. MTC staff will compile SGR Program Revenue-Based projects from all operators across the region and submit to the Commission for approval before submitting the approved regional SGR Program Revenue-Based project list to Caltrans by September 1<sup>st</sup> of each year.

Transit operator's SGR Program Revenue-Based projects should be consistent with their agency's Transit Assessment Management (TAM) plan.

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

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

**Eligibility Requirements**

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

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

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

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

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

***PIP Projects***

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

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

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

**C/CAG AGENDA REPORT**

Date: May 16, 2024

To: Congestion Management Program Technical Advisory Committee (TAC)

From: Jeff Lacap, Transportation Systems Coordinator

Subject: Receive regional Project and Funding Information

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

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**RECOMMENDATION**

That the Technical Advisory Committee receives information on regional project and funding related items.

**FISCAL IMPACT**

None.

**SOURCE OF FUNDS**

N/A

**BACKGROUND**

C/CAG staff routinely attends meetings hosted by the Metropolitan Transportation Commission (MTC) and receives information distributed from MTC pertaining to federal funding, project delivery, and other regional policies that may affect local agencies. Attached to this report includes relevant information from MTC.

**Project Delivery & Caltrans Updates***FHWA Policy for Inactive Projects*

Caltrans requires administering agencies to submit invoices at least once every 6 months from the time of obligation (E-76 authorization). The current inactive list is attached (Attachment 1). Project sponsors are requested to visit the Caltrans site regularly for updated project status at: <https://dot.ca.gov/programs/local-assistance/projects/inactive-projects>

Please continue to send invoices in a timely matter to Caltrans or inform the Department of any unanticipated delays. Obligated funds should be spent and invoiced for reimbursement within 6 months. Projects not ready to be encumbered or awarded within 6 months should not be obligated.

### *Pavement Management Program (PMP) Certification*

The current PMP certification status listing is attached (Attachment 2). Jurisdictions without a certification will have projects removed from MTC's obligation plans until their PMP certification is in good standing. Contact Sui Tan at [stan@bayareametro.gov](mailto:stan@bayareametro.gov) if you need to update your certification.

### *Lapsed Project End Dates*

Please review the Caltrans Project End Date (PED) lookahead report (Attachment 3). Please work with Caltrans Local Assistance to take appropriate action.

Any work done on projects past the PED is not eligible for reimbursement. PEDs should be extended prior to the expiration of the current PED. If a PED is extended after its lapse, then the work done during the lapsed period is not reimbursable. PEDs must be extended through an E-76 modification. The E-76 approval process is expected to take at least 4 weeks.

Caltrans Division of Local Assistance (DLA), Office of Project Implementation provides guidance and support to local agencies in managing the Federal-aid projects. The Project End Date (PED), analogous to the previously used Agreement End Date (AED), is the date that an agency estimates to identify the end of a project phase's Period of Performance (end of Federally participating work). It is defined as the date after which no additional federally participating costs may be incurred for an authorized phase of work.

The look ahead report attached lists projects with (i) expired PED, (ii) PED to expire within the next three months, (iii) PED to expire within the next 6 months and (iv) PED to expire in more than 6 months but with lapses in the past. The purpose of this list is to alert local agencies of expired or expiring PEDs, so they can initiate PED extension requests where necessary and/or contact DLAEs for further assistance. Projects with final invoices submitted do not require a PED extension.

### **Current and Upcoming Funding Opportunities**

#### *Fiscal Year 2024-25 CTC Local Streets and Roads Funding Program*

Project lists for the CTC Fiscal Year 2022-23 Local Streets and Roads Program will be due to the Commission on or before **July 1, 2024**. To be eligible for fiscal year program apportionments, cities and counties must submit an adopted list of projects to the Commission pursuant to Streets and Highways Code (SHC) Section [2034\(a\)](#).

It is strongly encouraged by CTC staff to submit draft resolution and list for review prior to adoption to the CTC [LSR@catc.ca.gov](mailto:LSR@catc.ca.gov) inbox. CTC Staff is available to assist with review and provide technical support in an effort to streamline and ease the eligibility process for jurisdictions.

The independent Fiscal Year Road Maintenance and Rehabilitation Account estimates can be

found on the [California Local Government Finance Almanac website](#), please note these estimates are set to be revised when the California May Budget is released by the Governor’s Office.

More information, including upcoming CalSMART training sessions, can be found on the CTC website: <https://catc.ca.gov/programs/sb1/local-streets-roads-program>

*Active Transportation Program (ATP) – Cycle 7 Call for Projects*

ATP Cycle 7 Call for Projects is currently underway. Cycle 7 of ATP covers four fiscal years from FY 2025-26 through FY 2028-29, with approximately \$284M available in the statewide component and \$49M in MTC’s regional component. Applications for the Regional ATP are due to MTC by **June 17, 2024**, which is the same due date as the Statewide Competitive ATP.

The current schedule for ATP Cycle 7 is below.

**ATP Development Schedule**

<b>Milestone</b>	<b>Statewide ATP</b>	<b>Regional ATP</b>
Call for Projects	March 21, 2024	March 21, 2024
Application Due Date	June 17, 2024	June 17, 2024
Staff Recommendations	November 2024	January 2, 2025
MTC Adoption	N/A	January 22, 2025
CTC Approval	December 5, 2024	March 19, 2025

For more information on the Regional ATP Program, click here: <https://mtc.ca.gov/funding/investment-strategies-commitments/climate-protection/active-transportation-program>

For more information on the Statewide ATP Program, click here: <https://catc.ca.gov/programs/active-transportation-program>

*FHWA Notice of Funding Opportunity - Active Transportation Infrastructure Investment Program (ATIIP)*

The Active Transportation Infrastructure Investment Program (ATIIP) projects will help improve the safety, efficiency, and reliability of active transportation networks and communities; improve connectivity between active transportation modes and public transportation; enhance the resiliency of on- and off-road active transportation infrastructure and help protect the environment; and improve quality of life in disadvantaged communities through the delivery of connected active transportation networks and expanded mobility opportunities. Applications are due on **June 17, 2024**.

Caltrans District 4 is currently accepting letter of support requests for the Active Transportation Infrastructure Investment Program (ATIIP). ATIIP LOS requests will be signed at the District level. Please complete the [attached intake form \(Attachment 4\)](#) and [letter of support template \(Attachment 5\)](#) and send it to [D4SIP@dot.ca.gov](mailto:D4SIP@dot.ca.gov) by the following deadline: **May 24, 2024**.

For more information on the ATIIP Program, click here:  
[https://www.fhwa.dot.gov/environment/bicycle\\_pedestrian/atiip/](https://www.fhwa.dot.gov/environment/bicycle_pedestrian/atiip/)

### *FHWA Notice of Funding Opportunity – Bridge Investment Program Planning and Bridge Project Grants*

The Bridge Investment Program is a competitive, discretionary program that focuses on existing bridges to reduce the overall number of bridges in poor condition, or in fair condition at risk of falling into poor condition. It also expands applicant eligibilities to create opportunity for all levels of government to be direct recipients of program funds. Alongside states and federal lands management agencies, metropolitan planning organizations and local and tribal governments can also apply directly to FHWA, making it easier to advance projects at the local level that meet community needs.

On December 20, 2023, the Federal Highway Administration (FHWA) issued a Notice of Funding Opportunity (NOFO) for bridge projects, making available up to \$9.62 billion in grant funding for fiscal years 2023 through 2026. Additionally, \$80 million in grant funding for planning projects was allocated under the Bridge Investment Program for the same fiscal years. Bridge Project Grants under the Bridge Investment Program are available for bridges with total eligible project costs up to \$100 million, with minimum grant awards of \$2.5 million. Both grants will provide up to 80 percent of the total eligible project costs.

More information can be found here: <https://www.localassistanceblog.com/2023/12/26/fhwa-notice-of-funding-opportunity-bridge-investment-program-planning-and-bridge-project-grants/>

### **Training Opportunities**

#### *California Local Technical Assistance Program (CALTAP)*

The online training catalog for the California Local Technical Assistance Program (CALTAP) has been recently updated to provide a comprehensive catalog of local assistance training that focuses specifically on the needs of California’s public transportation agencies. Upcoming trainings include California Traffic Engineering License Exam Review and Pavement Life Cycle Cost Analysis. Click here to access the full catalog: <https://caltap.org/training-calendar.aspx>.

### **EQUITY IMPACTS AND CONSIDERATIONS**

This item provides regional project information and opportunities for all jurisdictions in San Mateo County.

### **ATTACHMENTS**

1. Caltrans Inactive Project List for San Mateo County as of April 17, 2024
2. MTC’s PMP Certification Status of Agencies within San Mateo County as of May 7, 2024
3. Caltrans Lapsed Project End Dates as of May 1, 2024
4. Active Transportation Infrastructure Investment Program (ATIIP) – Caltrans District 4



Intake Form

5. Active Transportation Infrastructure Investment Program (ATIIP) – Letter of Support Template

Updated on 4/17/2024 1rd Quarter Inactive Projects  
> \$50,000 unexpended balance

Project Number	Status	Agency Action Required	State Project No	Project Prefix	District	County	Agency	Project Description	Latest Date	Earliest Authorization Date	Latest Payment Date	Last Action Date	Months of No Activity	Program Codes	Total Cost Amount	Obligations Amount	Expenditure Amount	Unexpended Balance
5935087	Inactive	Project is inactive. Funds at risk. Invoice immediately.	0422000053L	STPL	04	SM	San Mateo County	SAN MATEO COUNTY: SOUTH PARK PLAZA DR. 87TH AT CORNERS OF S. PARK PLAZA AND WASHINGTON ST. 87TH ST FROM SOUTHGATE TO SULLIVAN AVE SAN MATEO COUNTY. ON SOUTH PARK PLAZA DR: INSTALL A RAISED MIBLOCK CROSSWALK, CONNECTING BOTH SCHOOLS, WITH ADA CURB EXTENSIONS AND RAMP. PEDESTRIAN-ACTIVATED RAPID REACTING FLASHING BEACONS (RRFB), SPEED REDUCTION STRIPING, AND EDGE LINES; ON 87TH ST AT THE CORNERS OF S. PARK PLAZA AND WASHINGTON ST. INSTALL ADA CURB EXTENSIONS AND RAMP. ON 87TH ST FROM SOUTHGATE AVE TO SULLIVAN AVE: INSTALL SPEED REDUCING EDGE LINES (TC)	05/12/2023	11/01/2021	5/12/2023	5/12/2023	11	Y230	\$1,619,000.00	\$1,603,000.00	\$235,340.17	\$1,387,659.83
5438015	Inactive	Invoice under review by Caltrans. Monitor for progress. Received by LPA 03/28/2024	0414000191L	HPLUL	04	SM	East Palo Alto	UNIVERSITY OVERCROSSING US 101 BIKE PED PATH	01/27/2023	11/27/2013	1/27/2023	12/27/2023	15	LY20,HY20	\$14,370,823.00	\$1,737,000.00	\$760,000.00	\$977,000.00
5171027	Inactive	Project is inactive. Funds at risk. Invoice immediately.	0422000358L	CML	04	SM	Burlingame	THE CITY OF BURLINGAME PROPOSES TO IMPLEMENT STREETSCAPE IMPROVEMENTS AT A PLAZA ADJACENT TO THE BURLINGAME CALTRAIN STATION, 290 CALIFORNIA DRIVE. BURLINGAME THE PROPOSED IMPROVEMENTS INCLUDE PROVIDING SEATING AREAS, BICYCLE RACKS, SIDEWALK IMPROVEMENTS, PEDESTRIAN-SCALE LIGHTING, ADA IMPROVEMENTS, AND PEDESTRIAN LEVEL WAYFINDING. THE MAJORITY OF THE PROJECT WILL BE WITHIN CITY RIGHT-OF-WAY. POTENTIALLY A PORTION OF THE PROJECT IMMEDIATELY ADJACENT TO THE BURLINGAME CALTRAIN STATION IS LOCATED WITHIN THE JOINT POWERS BOARD RIGHT-OF-WAY. ADDITIONALLY, THE PROJECT AT THE NORTHWEST CORNER IS LOCATED WITHIN THE CITY OF SAN FRANCISCO WATER DEPARTMENT'S RIGHT-OF-WAY.	09/08/2023	9/8/2023	1/0/1900	9/8/2023	7	Y400	\$834,745.00	\$739,000.00	\$0.00	\$739,000.00
5357010	Inactive	Project is inactive. Funds at risk. Invoice immediately.	0417000486L	BRLS	04	SM	Half Moon Bay	MAIN STREET BRIDGE OVER PILARCITOS CREEK; BR 35C0025 REHABILITATE HISTORIC BRIDGE. NO ADDED CAPACITY	01/03/2023	02/27/2018	1/3/2023	1/3/2023	15	Z001	\$1,291,000.00	\$1,142,922.00	\$784,701.56	\$358,220.44
5299018	Inactive	Project is inactive. Funds at risk. Invoice immediately.	0422000375L	CML	04	SM	Millbrae	MILLBRAE - ALONG SAN ANSELMO AVE, PARK BLVD, AND SANTA TERESA WAY INSTALLATION OF TRAFFIC CALMING, PEDESTRIAN AND BICYCLE IMPROVEMENTS.	09/12/2023	9/12/2023	10/1900	9/12/2023	7	Y400	\$308,020.50	\$272,689.00	\$0.00	\$272,689.00
5268022	Inactive	Invoice under review by Caltrans. Monitor for progress. Received by LPA 04/03/2024	0421000026L	STPL	04	SM	Belmont	BELMONT: CHULA VISTA FROM ALAMEDA DE LAS PULGAS TO RALSTON AVE, 6TH AVENUE FROM RALSTON AVENUE TO HILL STREET, 8TH AVENUE FROM EMMETT AVENUE TO HARBOR BLVD, CYPRESS AVE FROM LAUREL TO MIDDLE RD, DALEVIEW FROM HILLER TO OLD COUNTY RD, ELMER FROM RALSTON AVENUE TO O'NEILL, NOTRE DAME AVE FROM HARBOR TO MILLER, LAUREL FROM HILL STREET TO CYPRESS AVENUE AND HARBOR BLVD FROM MOLITAR TO EL CAMINO REAL- PAVEMENT REPAIR AND REHABILITATION, CRACK SEALING, SLURRY SEALING, THERMOPLASTIC STRIPING AND PAVEMENT MARKINGS, ACCESS RAMPS AND SIGNAGE.	10/11/2022	03/04/2022	10/11/2022	10/11/2022	18	Y230	\$546,470.50	\$467,000.00	\$238,954.01	\$228,045.99
5177033	Inactive	Project is inactive. Funds at risk. Invoice immediately.	0414000209L	CML	04	SM	South San Francisco	EL CAMINO REAL (SR2: PM20 6-20 9) DR CHESTNUT TO ARROYO AVE IMPROVE PED. CROSSINGS, BULB OUT, ADA RAMPS	12/01/2022	1/31/2014	12/1/2022	12/1/2022	16	Z003,M003	\$7,088,262.00	\$1,000,000.00	\$920,086.98	\$79,913.02
6419027	Inactive	Invoice under review by Caltrans. Monitor for progress. Received by LPA 04/10/2024	0418000108L	CMLNI	04	SM	City/County Association of Governments of San Mateo County	SAN MATEO COUNTYWIDE NON-INFRASTRUCTURE WORK PROVIDE MODULARIZED SAFE ROUTE TO SCHOOL PROGRAMS AND PROJECTS THAT FOCUSES ON EDUCATION, ENCOURAGEMENT, EVALUATION AND ENFORCEMENT COMPONENTS TO ALL INTEREST SCHOOLS.	09/08/2023	10/18/2017	9/8/2023	9/8/2023	7	Z400	\$3,212,000.00	\$2,842,000.00	\$2,771,094.41	\$70,905.59

< \$50,000 unexpended balance

Project Number	Status	Agency Action Required	State Project No	Project Prefix	District	County	Agency	Project Description	Latest Date	Earliest Authorization Date	Latest Payment Date	Last Action Date	Months of No Activity	Program Codes	Total Cost Amount	Obligations Amount	Expenditure Amount	Unexpended Balance
5029024	Inactive	Project is inactive. Funds at risk. Invoice immediately.	0400021045L-N	BPMP	04	SM	Redwood City	BRIDGE PARKWAY OVER MARINE WORLD LAGOON, PREVENTATIVE MAINTENANCE	08/02/2017	4/13/2011	8/2/2017	8/2/2017	80	Q120	\$75,000.00	\$66,398.00	\$39,121.06	\$27,276.94
5029025	Inactive	Project is inactive. Funds at risk. Invoice immediately.	0400021046L-N	BPMP	04	SM	Redwood City	BRIDGE PARKWAY(RIGHT) OVER MARINE WORLD LAGOON, EAST OF MARINE WORLD PARKWAY, PREVENTATIVE MAINTENANCE	08/02/2017	4/13/2011	8/2/2017	8/2/2017	80	Q120	\$75,000.00	\$66,398.00	\$39,121.06	\$27,276.94
5333014	Inactive	Project is inactive. Funds at risk. Invoice immediately.	0412000122L	BHLS	04	SM	Woodside	KINGS MOUNTAIN RD OVER WEST UNION CREEK: 0.05 MI EAST OF TRIPP RD, BRIDGE REHABILITATION	07/07/2020	3/16/2012	7/7/2020	7/7/2020	45	L1CE	\$135,090.00	\$119,595.00	\$98,399.16	\$21,195.84
5029032	Inactive	Project is inactive. Funds at risk. Invoice immediately.	0414000103L	BPMP	04	SM	Redwood City	MAIN ST, VETERANS BLVD, AND MAPLE ST OVER REDWOOD CREEK BRIDGE PREVENTATIVE MAINTENANCE	08/28/2019	3/21/2014	8/28/2019	8/28/2019	56	M240	\$26,250.00	\$23,239.00	\$4,519.81	\$18,719.19
5935075	Inactive	Project is inactive. Funds at risk. Invoice immediately.	0417000250L	ATPLNI	04	SM	San Mateo County	SAN MATEO COUNTY: COUNTYWIDE INCLUDING THE UNINCORPORATED AREAS. PROMOTE SAFE AND ACTIVE TRANSPORTATION TO AND FROM SCHOOL	10/30/2023	6/15/2017	10/30/2023	10/30/2023	6	Z301	\$4,036,000.00	\$900,000.00	\$892,348.20	\$7,651.80
5333013	Inactive	Project is inactive. Funds at risk. Invoice immediately.	0412000121L	BHLS	04	SM	Woodside	MOUNTAIN HOME RD OVER BEAR CREEK: 0.3 MI SOUTH OF SR 84, BRIDGE REHABILITATION	07/07/2020	3/16/2012	7/7/2020	7/7/2020	45	L1CE	\$107,428.00	\$95,106.00	\$93,266.37	\$1,839.63

\$1,000 or less unexp. Balance

Project Number	Status	Agency Action Required	State Project No	Project Prefix	District	County	Agency	Project Description	Latest Date	Earliest Authorization Date	Latest Payment Date	Last Action Date	Months of No Activity	Program Codes	Total Cost Amount	Obligations Amount	Expenditure Amount	Unexpended Balance
6204125	Inactive	Project is inactive. Funds at risk. Invoice immediately.	0413000206L	FERPL	04	SM	Caltrans	ON US101 FROM 0.3 MILES NORTH OF SAN ANTONIO ROAD (SCL - PM 50.6) TO 0.3 MILES SOUTH OF GRAND AVENUE INTERCHANGE (SM-PM 21.8) US 101: INSTALL HOV/HOT LANE	07/02/2019	5/16/2017	7/2/2019	7/2/2019	57	RPS0	\$20,999,258.82	\$9,547,698.97	\$9,547,074.22	\$624.75
5935064	Inactive	Project is inactive. Funds at risk. Invoice immediately.	0413000030L	BPMP	04	SM	San Mateo County	VARIOUS BRIDGES IN SAN MATEO COUNTY: 35C0186, 36C0056, 35C0054, 35C062, 35C0004, 35C0118, 35C0187, 35C0119, 35C0093 BRIDGE PREVENTATIVE MAINTENANCE	08/04/2023	8/10/2018	8/4/2023	8/4/2023	8	1180	\$119,000.00	\$105,351.00	\$104,834.32	\$516.68
6204113	Inactive	Project is inactive. Funds at risk. Invoice immediately.	0400000684L	CML	04	SM	Caltrans	ON STATE ROUTE: 101, US 101 BROADWAY INTERCHANGE IN BURLINGAME RECONSTRUCT INTERCHANGE INCLUDE BIKE/PED FACILITY	01/24/2020	1/30/2014	1/24/2020	2/24/2022	51	M400	\$50,043,250.63	\$3,559,977.49	\$3,559,977.49	\$0.00
5935044	Inactive	Project is inactive. Funds at risk. Invoice immediately.	04924729L	CML	04	SM	San Mateo County	MIRADA SURF BIKE/PED TRAIL, BIKE/PED CLASS 1 TRAIL	06/24/2010	2/5/2009	6/24/2010	6/17/2013	166	L400	\$184,604.00	\$163,429.29	\$163,429.29	\$0.00

**PMP CERTIFICATION LISTING**

**PMP Certification      May 7, 2024**

**Expired**  
**Certified (including Pending & Extension)**

\* "Last Major Inspection" is the basis for certification and is indicative of the date the field inspection was completed.

County	Jurisdiction	Last Major Inspection*	Certification Expiration Date	P-TAP Cycle	Status
San Mateo	Atherton	8/31/2022	8/31/2024	23	Certified
San Mateo	Belmont	11/1/2021	12/1/2024	22	Certified with Extension
San Mateo	Brisbane	9/1/2022	9/1/2024	23	Certified
San Mateo	Burlingame	11/15/2022	11/30/2024	23	Certified
San Mateo	Colma	11/7/2022	11/30/2024	23	Certified
San Mateo	Daly City	11/2/2022	11/30/2024	23	Certified
San Mateo	East Palo Alto	8/15/2020	9/1/2023	24	Certified with Pending
San Mateo	Foster City	8/7/2021	9/1/2023	24	Certified with Pending
San Mateo	Half Moon Bay	11/1/2021	12/1/2024	22	Certified with Extension
San Mateo	Hillsborough	11/3/2022	11/30/2024	23	Certified
San Mateo	Menlo Park	12/17/2022	12/31/2024	23	Certified
San Mateo	Millbrae	11/15/2022	11/30/2024	23	Certified
San Mateo	Pacifica	8/28/2020	9/1/2022	23	Certified with Pending
San Mateo	Portola Valley	2/28/2021	3/1/2023	24	Certified with Pending
San Mateo	Redwood City	12/1/2021	12/21/2023	22	Certified
San Mateo	San Bruno	8/3/2019	9/1/2021	24	Certified with Pending
San Mateo	San Carlos	7/31/2022	7/31/2024	23	Certified
San Mateo	San Mateo	9/3/2020	10/1/2023	24	Certified with Pending
San Mateo	San Mateo County	12/31/2022	12/31/2024	23	Certified
San Mateo	South San Francisco	2/23/2020	3/1/2023	24	Certified with Pending
San Mateo	Woodside	8/19/2020	9/1/2023	24	Certified with Pending

(\* ) Indicates One-Year Extension. Note: PTAP awardees are ineligible for a one-year extension during the cycle awarded.

(^ ) Indicates previous P-TAP awardee, but hasn't fulfilled requirement; must submit certification prior to updating to current P-TAP award status.

Note: Updated report is posted monthly to:

[http://mtc.ca.gov/sites/default/files/PMP\\_Certification\\_Status\\_Listing.xlsx](http://mtc.ca.gov/sites/default/files/PMP_Certification_Status_Listing.xlsx)

Project End Date Reporting

Last Updated: 5/1/2024

\*\*\* Submit PED extension requests at least one month prior to expiration to account for processing times and reduce nonparticipating gaps \*\*\*

Project Number xxxx(xxx)	Prefix	Responsible Agency	Agency's Portfolio with Lapses (%)	PE Auth "Other" (NI/Studies)	PE Auth	RW Auth	CON Auth	Monitoring Class	Approved PED (* Legacy)	PED Expires (Months)	PED by Expiration (Based on current PED)	Current SEQ #	Current FADS SEQ Status	Pending PED Change	Lapse Occurrences	Lapse Action by SEQ # (WR) or (NP)	FHWA Approves Waiver Request	Nonparticipating PED Lapses (Adjusted for Waiver Approvals)	AMS Adv ID (* Multi Adv IDs)	AMS Adv Acct Codes	FMIS Status
5935(064)	BPMP	San Mateo County	50.0%		08/10/18				10/31/22 *	-19	● PED Expired	1	Approv		1			SEQ# 1(10/31/2022 to Present)	0413000030	2W	ACTIVE
5177(033)	CML	South San Francisco	60.0%		01/31/14		01/09/17		03/31/23	-14	● PED Expired	5	Approv		3	3-WR	Yes (Partial)	SEQ# 4(3/31/2023 to Present) SEQ# 3(09/01/2020 to 1/14/2021)w	0414000209	2W	ACTIVE
5357(010)	BRLS	Half Moon Bay	50.0%		02/27/18				06/30/23 *	-11	● PED Expired	2	Approv		1			SEQ# 2(6/30/2023 to Present)	0417000486		ACTIVE
5029(032)	BPMP	Redwood City	20.0%		03/21/14				03/21/24 *	-2	● PED Expired	2	Approv		1			SEQ# 2(3/21/2024 to Present)	0414000103	2W	ACTIVE
5935(087)	STPL	San Mateo County	50.0%		11/01/21		08/29/22		06/30/24	2	◆ PED 0 to < 3 mos	3	Approv						0422000053		ACTIVE
5102(049)	BRLS	San Mateo	100.0%		06/09/18				07/28/24	2	◆ PED 0 to < 3 mos	2	Approv		1			SEQ# 1(8/6/2020 to 5/6/2021)	0417000373	2W	ACTIVE
5376(016)	STPL	Brisbane	0.0%				12/06/22	Dist "Final"	09/15/24	4	◆ PED 3 to < 6 mos	3	Approv						0421000136		ACTIVE
5196(044)	STPL	Daly City	0.0%				01/05/23		12/29/24	8	◆ PED 6+ mos	1	Approv						0422000336		ACTIVE
5177(047)	CRRSAL	South San Francisco	60.0%				09/09/22		12/31/24	8	◆ PED 6+ mos	3	Info Only						0422000384		ACTIVE
5171(026)	STPL	Burlingame	0.0%				03/27/23		01/29/25	9	◆ PED 6+ mos	1	Approv						0422000319		ACTIVE
6419(027)	CMLNI	City/County Association of Governments of San Mateo County	0.0%				10/18/17	Dist "Final"	03/31/25 *	11	◆ PED 6+ mos	2	Approv						0418000108	2W	ACTIVE
5390(006)	STPL	Portola Valley	0.0%				01/20/23		03/31/25	11	◆ PED 6+ mos	2	Approv						0423000011		ACTIVE
5438(015)	HPLUL	East Palo Alto	100.0%		11/27/13		12/20/22		06/28/25	14	◆ PED 6+ mos	6	Approv		1			SEQ# 4(10/30/2022 to 12/20/2022)	0414000191	2W	ACTIVE
5226(026)	STPL	San Bruno	50.0%				09/13/22		06/30/25	14	◆ PED 6+ mos	2	Approv						0422000095		ACTIVE
5029(039)	STPL	Redwood City	20.0%				09/12/22		08/31/25	16	◆ PED 6+ mos	2	Approv						0422000084		ACTIVE
5226(023)	CML	San Bruno	50.0%		11/16/18		11/24/23		12/31/25	20	◆ PED 6+ mos	3	Approv		1			SEQ# 1(11/1/2020 to 3/18/2021)	0419000066	2W	ACTIVE
5357(011)	CML	Half Moon Bay	50.0%				02/21/23		12/31/25	20	◆ PED 6+ mos	2	Info Only						0420000230		ACTIVE
5029(041)	STPL	Redwood City	20.0%		12/21/23				01/01/26	20	◆ PED 6+ mos	1	Approv						0422000475		ACTIVE
5177(039)	BPMP	South San Francisco	60.0%		11/19/19				04/30/26	24	◆ PED 6+ mos	2	Approv		1			SEQ# 1(12/30/2022 to 3/27/2023)	0418000191		ACTIVE
5299(019)	CML	Millbrae	0.0%				03/11/24		05/31/26	25	◆ PED 6+ mos	1	Approv						0423000060		ACTIVE
5299(018)	CML	Millbrae	0.0%				09/12/23		08/29/26	28	◆ PED 6+ mos	1	Approv						0422000375		ACTIVE

### Project End Date Reporting

**Last Updated: 5/1/2024**

\*\*\* Submit PED extension requests at least one month prior to expiration to account for processing times and reduce nonparticipating gaps \*\*\*

Project Number xxxx(xxx)	Prefix	Responsible Agency	Agency's Portfolio with Lapses (%)	PE Auth "Other" (NI/Studies)	PE Auth	RW Auth	CON Auth	Monitoring Class	Approved PED (* Legacy)	PED Expires (Months)	PED by Expiration (Based on current PED)	Current SEQ #	Current FADS SEQ Status	Pending PED Change	Lapse Occurrences	Lapse Action by SEQ # (WR) or (NP)	FHWA Approves Waiver Request	Nonparticipating PED Lapses (Adjusted for Waiver Approvals)	AMS Adv ID (* Multi Adv IDs)	AMS Adv Acct Codes	FMIS Status
5171(027)	CML	Burlingame	0.0%				09/08/23		12/31/26	32	◆ PED 6+ mos	2	Pend HQ	No change					0422000358		ACTIVE
5177(040)	CML	South San Francisco	60.0%		01/04/19		09/09/22		12/31/26	32	◆ PED 6+ mos	2	Approv		1			SEQ# 1(2/1/2022 to 9/9/2022)	0419000112		ACTIVE
5177(049)	BRLS	South San Francisco	60.0%		02/27/24				03/26/28	47	◆ PED 6+ mos	1	Approv						0423000337		ACTIVE
6419(034)	STPLNI	City/County Association of Governments of San Mateo Countv	0.0%	05/02/23					06/30/28	50	◆ PED 6+ mos	1	Approv						0423000222		ACTIVE
5333(013)	BHLS	Woodside	0.0%		03/16/12				NA *		■ No PED Established	3	Approv						0412000121	2W	ACTIVE
5333(014)	BHLS	Woodside	0.0%		03/16/12				NA *		■ No PED Established	3	Approv						0412000122	2W	ACTIVE
5029(024)	BPMP	Redwood City	20.0%		04/13/11				NA *		■ No PED Established	1	Approv						0400021045	2W	ACTIVE
5029(025)	BPMP	Redwood City	20.0%		04/13/11				NA *		■ No PED Established	1	Approv						0400021046	2W	ACTIVE
5935(044)	CML	San Mateo County	50.0%				02/05/09	"Fin" Invoice	NA-Zero \$ *		■ No PED Established	3	Approv						0400001511		ACTIVE
5935(075)	ATPLNI	San Mateo County	NA				06/15/17	Vouchered	01/01/24	-4	■ NA-Closing	3	Pend HQ	No change	2			SEQ# 3 (SEQ# 3 Approval to Present) SEQ# 2(1/1/2024 to Next FMIS Appv)	0417000250	9A	ACTIVE
5268(022)	STPL	Belmont	NA				03/04/22	Acct Final	05/01/24	0	■ NA-Closing	1	Approv						0421000026	3A	ACTIVE

*Please use this form to collaborate and compile all the information prior to submittal to  
 D4SIP@dot.ca.gov*

**I. General Information**

1. District: 04		2. EA:		3. County:		4. Route:		5. Begin/End PM: /	
6. Project Name:									
7. Brief Project Location and Scope Description:									
8. Grant Program (full name):									
8a. Grant Application Due Date (MM/DD/YY): / /									
9. Lead Applicant Agency:									
10. Co-Applicant Agency:									
11. Implementing Agency:									
12. Current Phase:					13. Target Begin Construction (MM/YYYY):				
14. Grant Type: <input type="checkbox"/> Planning <input type="checkbox"/> Capital <input type="checkbox"/> Other, specify:									
15. Phase(s) Requesting Grant:									
16. Total Project Cost (x1000): \$					17. Grant Request (x1000): \$				
18. List Congressional Representative(s) by name and District Number:									
19. The project is located in an urban or rural area <input type="checkbox"/> Urban <input type="checkbox"/> Rural									
20. The project is located within an Area of Persistent Poverty (AoPP) <input type="checkbox"/> Yes <input type="checkbox"/> No									
21. The project is located within a Historically Disadvantaged Community (HDAC) <input type="checkbox"/> Yes <input type="checkbox"/> No									
22. Briefly describe the extent of past/future Caltrans stakeholder engagement and partnership on the project.									
23. Identify <b>primary</b> mode(s) <i>Select up to two.</i> <input type="checkbox"/> Bike/Pedestrian <input type="checkbox"/> Complete Streets <input type="checkbox"/> Freight <input type="checkbox"/> Highway <input type="checkbox"/> Managed Lanes <input type="checkbox"/> ITS <input type="checkbox"/> Port <input type="checkbox"/> Transit <input type="checkbox"/> Rail (Passenger) <input type="checkbox"/> Rail (Freight) <input type="checkbox"/> Other, specify:					24. Identify <b>secondary</b> mode(s). <i>Select all that apply.</i> <input type="checkbox"/> Bike/Pedestrian <input type="checkbox"/> Complete Streets <input type="checkbox"/> Freight <input type="checkbox"/> Highway <input type="checkbox"/> ITS <input type="checkbox"/> Port <input type="checkbox"/> Transit <input type="checkbox"/> Rail (Freight) <input type="checkbox"/> Rail (Passenger) <input type="checkbox"/> Other, specify:				

## II. Consistency with Statewide Goals & Priorities – Scoring Criteria

<b>25. MODE SHIFT:</b> How does the project promote mode shift, including to rail, transit, or active transportation?
<b>26. VEHICLE MILES TRAVELED (VMT) IMPACT:</b> How does the project impact VMT?  <b>26a. Does the project propose to expand existing facility to include:</b> <input type="checkbox"/> A General-Purpose Lane <input type="checkbox"/> an HOV +2 Lane <input type="checkbox"/> an HOV +3 Lane
<b>27. PUBLIC ENGAGEMENT:</b> Does the project include and document a meaningful public engagement process that includes community-based participation?
<b>28. BENEFITS TO DISADVANTAGED COMMUNITY (DAC):</b> Does the project incorporate local communities needs to provide benefits to a DAC?
<b>29. IMPROVE SAFETY:</b> Does the project include safety improvements/enhancements to reduce fatalities and severe injuries for all users in alignment with the Safe Systems approach?
<b>30. EXPAND ZERO EMISSION VEHICLE (ZEV) INFRASTRUCTURE:</b> Does the project include and/or improve access to ZEV charging or fueling infrastructure?
<b>31. ADDRESS CLIMATE CHANGE:</b> Does the project improve climate adaptation and resiliency by addressing one or more climate risk(s)?
<b>32. NATURAL AND WORKING LANDS:</b> Does the project plan to minimize the impact on natural resources and ecosystems?
<b>33. INFILL DEVELOPMENT:</b> Does the project promote infill development and transportation-efficient land use patterns while protecting residents and businesses from displacement?
<b>34. Additional considerations/story telling:</b>

**III. Caltrans District Support Information** (To be Completed by Caltrans District Staff Only)

<p>35. Does the District support the Project? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>36. Briefly explain why the District supports or does not support the project.</p>
--

**District Contact Information**

<p>37. District Staff Name (First, Last):</p> <p>Title: _____ Phone: _____</p>
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**IV. Attachments**

Required:	<ul style="list-style-type: none"><li>• Letter of Support Request Intake Form (this document)</li><li>• Letter of Support on Caltrans Letterhead (word document)</li><li>• Project Factsheet that includes a Vicinity Map</li></ul>
Optional:	<ul style="list-style-type: none"><li>• Other relevant documents</li></ul>



## Intake Form Instructions

No.	Instructions
1	<b>DISTRICT:</b> Enter the Caltrans district number as a 2-digit format.
2	<b>EA:</b> Enter the EA as a 5-digit format.
3	<b>COUNTY:</b> Enter the abbreviated form of the county (LA, SAC, etc.). If project is in multiple counties, enter all counties separated by forward slash (i.e. SJ/STA).
4	<b>ROUTE:</b> Enter the route number. Separate multiple routes by commas (ex: "5,99"). For off-system, type OFF.
5	<b>BEGIN/END PM:</b> Enter the begin/end post mile limits. Include prefix or suffix, if applicable. If project is on multiple routes, enter "MULTI" for PM.
6	<b>PROJECT NAME:</b> Enter the project name.
7	<b>PROJECT LOCATION &amp; SCOPE DESCRIPTION:</b> Provide a brief description of the project location(s), including multiple counties/routes, and description of the proposed project. Include relevant information, as applicable (bike class and lengths, adding/converting lanes, priced managed lanes, etc.).
8	<b>GRANT PROGRAM:</b> Enter the full name of grant program for the LOS request. No acronyms please.
8a	<b>GRANT APPLICATION DATE:</b> Enter the application due date as specified in the Notice of Funding Opportunity.
9	<b>LEAD APPLICANT:</b> Enter the agency name that is submitting the grant application as a lead applicant.
10	<b>CO-APPLICANT:</b> Enter the agency name(s) that will be Co-Applicant(s) on the grant application.
11	<b>IMPLEMENTING AGENCY:</b> Enter the agency name that will implement the project if the grant is awarded.
12	<b>CURRENT PHASE:</b> Enter the project's current phase.
13	<b>BEGIN CONSTRUCTION:</b> Enter the anticipated construction start date. Entering only the year is acceptable.
14	<b>GRANT TYPE:</b> Select if the grant application is for a Planning or Capital component of the grant. If the grant application is for a different component, select "Other" and specify the component.
15	<b>PHASE(S) REQUESTING GRANT:</b> Enter the project phase(s) the applicant is requesting grant funding.
16	<b>TOTAL PROJECT COST:</b> Enter the total project cost (all phases) in thousands.
17	<b>GRANT REQUEST:</b> Enter the grant amount (in thousands) the applicant is requesting.
18	<b>CONGRESSIONAL REPRESENTATIVE:</b> Enter the name of the Congressional Representative and Congressional District number in which the project is located. <a href="https://www.govtrack.us/congress/members">https://www.govtrack.us/congress/members</a>
19	<b>URBAN/RURAL:</b> Select if the project is in an urban or rural area as defined by the grant Notice of Funding Opportunity.
20	<b>AREAS OF PERSISTENT POVERTY:</b> Select Yes or No if the project is located in an Area of Persistent Poverty as defined by the grant Notice of Funding Opportunity.
21	<b>HISTORICALLY DISADVANTAGED COMMUNITY:</b> Select Yes or No if the project is located in a Historically Disadvantaged Community as defined by the grant Notice of Funding Opportunity.
22	<b>ENGAGEMENT &amp; PARTNERSHIP:</b> Briefly describe the history and future plans of Caltrans stakeholder engagement and partnership throughout the life of the project.
23	<b>PRIMARY MODE(S):</b> Select the primary mode(s) of the proposed project. Select up to 2 modes if needed.
24	<b>SECONDARY MODE(S):</b> Select any secondary project mode(s).
25	<b>MODE SHIFT:</b> The purpose of this question is to identify the Project's ability to facilitate mode shift. Caltrans is looking to support projects that provide viable, multimodal alternatives to vehicle travel or that eliminate gaps to the first or last mile of multimodal trips. Priority freight projects will facilitate intermodal interchange, transfer, and/or access into or out of a port/rail facility to shift cargo from roadways to rail/marine highway. Priority rural projects will increase transit and passenger rail service through investment in bus service, vanpools, micro-transit or mobility on demands services, park and ride facilities and adjacent passenger rail service. Describe how the project to build towards an integrated, statewide rail and transit network (i.e. transit lane) to provide seamless, affordable, multimodal travel options in all contexts. Describe how the project invests in networks of safe and accessible bicycle and pedestrian infrastructure, particularly by closing gaps on portions of the State Highway System that intersect local active transportation and transit networks, or serve as small town or rural main streets, with a focus on investments in low-income and disadvantaged communities. Provide available data/exhibits.
26	<b>VMT IMPACT:</b> The purpose of this question is to determine the Project's VMT impacts. Caltrans is looking to support projects that do not significantly increase motor vehicle travel, particularly in congested urbanized settings where other mobility options can be provided and where projects are shown to induce significant

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No.	Instructions
26a	<p>auto travel. These projects should generally aim to reduce VMT and not induce significant VMT growth (CAPTI page 17). In less congested rural areas, highway capacity expansion can be less likely to induce travel. Nevertheless, the benefits and drawbacks of widening roadways in this context must be weighed carefully. Describe how the project proposes to reduce VMT and include alternatives to highway capacity expansion, such as providing multimodal and non-auto mode options in the corridor, employing pricing strategies, and using technology to optimize operations. Describe if the project considers alternatives to general purpose lane, HOV, and HOT lane additions that may potentially induce demand. Provide available data/exhibits.</p> <p><b>GENERAL-PURPOSE CAPACITY:</b> Enter Yes or No if the project is increasing general-purpose capacity on the state highway system, including auxiliary lanes and interchanges.</p>
27	<p><b>PUBLIC ENGAGEMENT:</b> The purpose of this question is to determine if a project adequately includes the needs of underrepresented groups through its public engagement process. Consideration is given to whether a project provided a diverse array of opportunities for members of underrepresented groups, contacted community leaders of underrepresented groups, provided engagement at the appropriate times of project development, adequately documents the public engagement process, ensured adequate resources were allocated to the public engagement process, and demonstrates that the project design or scope was changed to accommodate needs and perspectives provided by the public engagement process. Describe how the project includes or plans to include community-based public participation, including noticed meetings and consultation with local stakeholders, which culminated in the project proposal. Please describe the local participation process and events that occurred or planned; how involvement of disadvantaged community stakeholders resulted in the needs to mitigate disproportionate and adverse health, environmental, social, and economic impacts to minority populations and low-income populations; and if the project was requested and supported by the affected disadvantaged community. Provide available data/exhibits (event dates, approximate attendees), significant support/opposition to the project, major comments raised, and Caltrans' response to those comments.</p>
28	<p><b>BENEFITS TO DISADVANTAGED COMMUNITY (DAC):</b> The purpose of this question is to determine if the project provides benefits a DAC. Caltrans seeks to support those projects which provide the greatest benefits that serve the most severely disadvantaged communities. Describe how the project proposes to advance equity and reduce or eliminate transportation burdens and/or barriers for low-income communities, communities of color, people with disabilities, and other disadvantaged groups. Describe how the project is expected to directly benefit disadvantaged, low-income communities; and if the project is expected to improve low-cost access to opportunity and/or reduce VMT and traffic volumes in that community. Provide available data/exhibits.</p>
29	<p><b>IMPROVE SAFETY:</b> The purpose of this question is to identify how the project incorporates safety countermeasures to reduce fatalities and severe injuries of all users toward zero on our roadways. Caltrans seeks to support projects in alignment with the Safe Systems Approach, which involves anticipating human mistakes and designing &amp; managing infrastructure to keep the risk of a mistake low. Describe how the project includes safety improvements/enhancements to reduce fatalities and injuries of all users toward zero on the State Highway System, railways, and transit systems. Please describe elements that improve or enhance safety, such as context appropriate speeds, prioritizing vulnerable user safety to support mode shift, designing roadways to accommodate potential human errors and injury tolerances that ultimately implements a safe-systems approach, and potential reduction in trips or miles travels that may yield inherent safety benefits. Provide available data/exhibits.</p>
30	<p><b>EXPAND ZEV INFRASTRUCTURE:</b> The purpose of this question is to evaluate the extent to which the project supports and encourages the use of ZEV's and alternative fuels. Caltrans seeks to support projects that provide and improve access to ZE charging and alternative fueling infrastructure, especially in rural/remote areas and where key gaps in charging/fueling infrastructure exist. Caltrans looks to support rail projects that provide ZE/alternative fuel I freight or passenger rail projects and freight projects that provide ZE truck chargers or alternative fueling. Describe how the project supports the innovation and development of the ZE market and help ensure ZEVs are accessible to all, particularly to those in more rural or remote communities, if applicable. If the project plans to install new ZE infrastructure, indicate the number of units and potential locations being considered. Provide available data/exhibits.</p>

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No.	Instructions
31	<p><b>ADDRESS CLIMATE CHANGE:</b> The purpose of this question is to evaluate how the project addresses identified climate risks and implement adaptation strategies/measures to enhance resilience to climate impact(s) that are occurring or anticipated. All projects are required to demonstrate consideration of and consistency with State goals, and where applicable, regional, or local adaptation plans or policies. Projects on the SHS should reference Caltrans' products on climate vulnerability, including the Vulnerability Assessments and Adaptation Priority Reports. These data sources may be supplemented as needed to identify climate impacts to adjacent areas beyond the SHS using other State or federal climate data sources. Projected climate impacts for non-highway projects such as passenger/freight rail, seaport, transit, or active transportation projects are not available through Caltrans vulnerability assessments or adaptation priority reports. Those types of projects may use other resources such as Cal-Adapt.org or other local climate data sources to explain vulnerability to a climate change impact. Describe how the project achieves statewide GHG emission reduction targets, increase resilience to climate change, and/or has engaged communities most vulnerable to climate change. Please Indicate if the project area is identified in the District Vulnerability Assessments Report, Adaptation Priorities Report, Corridor Plan, and/or a regional or local climate change adaptation plans. Describe how the project may consider project elements that combat climate change and/or improve existing assets that are potentially exposed to climate change stressors as identified in the aforementioned documents. Describe if the project is identified as an emergency evacuation route or in an emergency plan/hazard mitigation plan and potential improvements using an approach that is supported by state/local emergency services. Provide available data/exhibits.</p>
32	<p><b>NATURAL AND WORKING LANDS:</b> The purpose of this question is to measure how the project incorporates nature-based solutions to protect or enhance natural and working lands, which include natural ecosystems and other landscapes like agricultural lands. Specifically, on how the project avoids conversion of natural or working lands to more intensified uses, and/or how it enhances biodiversity. The question also measures how the project supports local and regional conservation planning that focuses development where it already exists, and how the project aligns transportation investments with conservation priorities to reduce transportation's impact on the natural environment. Response to this criterion is intended to be independent of potential mitigation measures pursuant to the California Environmental Quality Act (CEQA), the National Environmental Policy Act (NEPA) or other laws rules or regulations regarding natural resources. Describe how the project proposes to protect natural and working lands from conversion to more intensified uses and enhance biodiversity by supporting local and regional conservation planning that focuses development where it already exists. Describe the extent to which the project may reduce land use development that may consume natural or working lands or focus development that may allow for both development and land preservation. Describe how the project aligns transportation investments with conservation priorities to reduce transportation's impact on the natural environment. Provide available data/exhibits.</p>
33	<p><b>INFILL DEVELOPMENT:</b> The purpose of this question is to determine if the Project promotes infill development and land use patterns while protecting residents and businesses from displacement. Development will be considered infill if it lies within dark purple areas of the Heatmap layer in the Governor's Office of Planning and Research's Site Check tool available at <a href="https://sitecheck.orp.ca.gov/">https://sitecheck.orp.ca.gov/</a> and how the project provides opportunity for walking, biking, transit, and providing transportation options to support infill development. Describe how the project proposes to promote compact infill development and land use patterns while protecting residents and businesses from displacements, especially in disadvantaged communities.</p>
34	<p><b>ADDITIONAL CONSIDERATIONS/STORY TELLING:</b> Provide other significant information to be considered in the evaluation process that is not covered in other sections, such as project benefits, challenges (risks, constraints, etc.), issue(s) the project is trying to solve, and how the project will resolve the issue(s).</p>
35	<p><b>DISTRICT SUPPORT:</b> Select Yes or No if the District supports the project.</p>
36	<p><b>Reason for District Support or Not Support:</b> Briefly provide the District reasoning for supporting or not supporting the project. Please reference CAPTI/state goals &amp; priorities to support your reasoning.</p>
37	<p><b>NAME, TITLE, PHONE:</b> Enter the district contact information that is knowledgeable of the project and can provide or coordinate any additional requests on the project.</p>

CALIFORNIA STATE TRANSPORTATION AGENCY

GAVIN NEWSOM, GOVERNOR

California Department of Transportation

DISTRICT 4
P.O. BOX 23660, MS-1A | OAKLAND, CA 94623-0660
(510) 286-5900 | FAX (510) 286-6301 | TTY 711
www.dot.ca.gov



<Month> <Day>, 2024

<Name>
<Title>
<Address 1>
<Address 2>

Dear XX: [

INSTRUCTIONS: Keep to ONE page only, if possible. Spell out all acronyms. Partner agency must sign before Director will sign letter. Delete this line.

Paragraph 1: The California Department of Transportation (Caltrans) District 4 supports the application of <Partner Agency> to <Program Agency>'s <Program Name and year> for the <Project/Program Name>. <Partner Agency> is requesting a total of <\$xx> million in grant funding and has committed <\$xx> in <funding source> as a match for the Project.

Paragraph 2: Briefly describe the project - purpose, need, scope; year of construction; why it will be significant for the Nation, a metropolitan area, a rural area, or a region; how it meets some of the program's merit criteria. Specifically mention how the project will be consistent with Caltrans' priorities of delivering transportation projects that promote multi-modalism and reduce vehicle-miles traveled, reduce greenhouse gas emissions and criteria air pollutants, and increase equity and access to historically disadvantaged and neglected communities.

Caltrans would like to thank <Program Agency> for taking the time to review and consider this Project.

Sincerely,

DINA A. EL-TAWANSY
District Director

Commented [BM1]: Letter format instructions to guide your QA/QC before sending to HQ for signing:
•Keep to one page, if possible
•Spell out the first instance of all acronyms (if the acronym is not used again, do not add in acronym)
•Do not use a subject line or a "Re:" line.
•Font is 12-point, Century Gothic. (11 is acceptable to fit page)
•Margins are 1 inch on the left, right, top and bottom.
•Body of the document is a Modified Block Style
•Use two spaces after a period.
•Round dollars to nearest whole million.
•Delete this comment, remove all yellow highlights, and do a spell check and an acronym check prior to submitting to HQ.
Thank you.

\*Provide a safe and reliable transportation network that serves all people and respects the environment\*

## C/CAG AGENDA REPORT

**Date:** May 16, 2024

**To:** Congestion Management Program Technical Advisory Committee (CMP TAC)

**From:** Eva Gaye, Transportation Program Specialist

**Subject:** Review and recommend approval of the draft nomination list for the Lifeline Transportation (Cycle 7) Grant Program.

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

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### RECOMMENDATION

That the Technical Advisory Committee review and recommend approval of the draft nomination list for the Lifeline Transportation Program (Cycle 7) Grant Program.

### FISCAL IMPACT

It is expected that approximately \$5.7 million will be awarded for the Lifeline Transportation Program Cycle 7 Call for Projects.

### SOURCE OF FUNDS

The State Transit Assistance (STA) Program funds are derived from a sales tax on diesel fuel. The funding for the program is split between a Revenue Based and a Population Based Block Grant Program. The Revenue Based Program is distributed to transit operators by MTC, while the Population-Based Block Grant Program is distributed directly to the Bay Area counties.

### BACKGROUND

#### State Transit Assistance (STA) County Block Grant Program

In February 2018, MTC Resolution 4321 established a new State Transit Assistance (STA) County Block Grant Program policy, whereby the nine Bay Area County Transportation Agencies (CTA's), also known as Congestion Management Agencies, would determine how to invest the Population-Based STA funds in public transit services and lifeline transportation services. Under the STA Block Grant Program, C/CAG would be solely responsible for determining the distribution policy among STA-eligible transit operators and allocating funds dedicated to benefiting Equity Priority Communities each fiscal year. As the County Transportation Agency (CTA), C/CAG coordinates with STA-eligible transit operators and develops the STA Population-Based distribution strategy within San Mateo County. SamTrans is the only STA-eligible operator in the County. Beginning in Fiscal Year 2018-2019, C/CAG and SamTrans staff have coordinated and developed an annual STA

Population-Based distribution policy. In past cycles, under MTC, the split averaged 37% for paratransit and 63% for the Lifeline program. C/CAG has continued to set aside its share of STA funding for a Lifeline Transportation Program Call for Projects.

### Community Based Transportation Plan (CBTP)

The purpose of the Lifeline Program is to fund projects, identified in, or derived from the community-based transportation planning (CBTP) process and other local planning efforts for disadvantaged communities.

CBTPs are based in Equity Priority Communities. MTC defines these Communities as ones that have a high concentration of both minority and low-income households or have a concentration of other factors, including people with disabilities, seniors, and cost-burdened renters. The CBTPs are developed with local input, and the perspectives of residents and community-based organizations (CBOs). The Plans identify solutions to transportation gaps.

### C/CAG Lifeline Transportation Program Cycle 7 Call for Projects

C/CAG staff presented the Lifeline Transportation Program Cycle 7 Guidelines and available funding to the Congestion Management Environmental Quality (CMEQ) Committee and Congestion Management Program Technical Advisory (TAC) Committee in November 2023. The C/CAG Board also approved the guidelines on December 14, 2023.

The call for projects was issued on December 18, 2023 with an application due date of February 16, 2024. Staff held applicant workshops to provide guidance on the application process. Additionally, public workshops have been held to inform the public about the project solicitation.

### ***Project Evaluation***

By the deadline of February 16, 2024, staff received a total of thirteen (13) applications from seven jurisdictions and one transit agency, amounting to \$6.4 million in funding requests. This exceeded the available funding of \$4.5 million of STA funds by \$1.9 million. All submitted projects were deemed eligible, and none were excluded from consideration by C/CAG staff.

Following an initial screening, staff forwarded the project applications to an evaluation panel consisting of representatives from Caltrans, Commute.org, and C/CAG. The panel assessed various criteria including project need/goals and objectives, community-identified priority, implementation plan and project management capacity, coordination and program outreach, cost-effectiveness and performance indicators, as well as budget/sustainability. Meetings between staff and the evaluation panel were held on April 12th and 15th to discuss the ranking of projects. The evaluation panel expressed support for the staff's recommendations.

During the initial call for projects, staff had indicated that the total amount available of STA funds was \$4.5 million. In reviewing the amounts of additional residual revenue from previous fiscal year allocations, staff determined that there is available funding to allocate towards

additional Cycle 7 Lifeline Transportation Program projects. The additional funding capacity allows on-going transit operation projects, such as the SamTrans Coastside Service and Route 117, City of San Mateo's Get Around: Senior Transportation Program, and City of Menlo Park Shopper's Shuttle, to be recommended for funding.

Attachment 1 highlights the recommended project ranking, which would fully fund up to 12 projects totaling \$5.7 million. This funding recommendation will fund 8 operating projects and 4 capital projects. The City of Millbrae's project was not recommended for funding as the project, proposed community shuttle route, potentially competes directly with the existing SamTrans bus route along El Camino Real.

### ***Next Steps***

Upon approval by the TAC, staff will present the draft nomination list to the CMEQ committee on May 20, 2024 and to the Board on June 13<sup>th</sup> for approval.

Upon adoption, pass-through funding agreements will be executed between the transit agency, SamTrans, and the project sponsor, as required. As the program administrator, C/CAG staff will be responsible for reviewing quarterly reports and will review STA invoices submitted by the project sponsors, prior to reimbursement by the transit agency.

### ***Recommendation***

C/CAG staff request that the TAC Committee review and recommend approval of the draft nomination list for the Lifeline Transportation Program (Cycle 7) Grant Program.

### **Equity Consideration**

The Lifeline Transportation Cycle 7 Program directly funds projects that are identified in Equity Priority Communities throughout the county.

### **ATTACHMENT**

1. Lifeline Transportation Program Cycle 7 Project Nomination

Rank	Project Sponsor	Project	Project Description	Project Type	Total Requested Lifeline (Cycle 7) Funding	Total Recommended Funding	Total Score
1	*SamTrans/ San Mateo County Community College District	SamTrans Way2Go Passes for San Mateo County Community College District (SMCCCD) Students	This project will fund the purchase of 10,000 SamTrans Way2Go transit passes for 5,000 low-income SMCCCD students each year for two years. Eligible students qualify for food insecurity support and are taking six or more units. This program lowers systemic barriers to education, employment, healthcare, and other opportunities.	Operating	\$584,000	\$584,000	104.0
2	San Mateo County	North Fair Oaks Community Connections Project	Implementation of high priority pedestrian and bicycle improvements in unincorporated North Fair Oaks identified in the North Fair Oaks Bicycle and Pedestrian Railroad Crossing and Community Connections Study (2024) and Southeast San Mateo County Community-Based Transportation Plan (2023), including: high-visibility crosswalks, ADA curb ramps, curb extensions, and Class 3 bikeways.	Capital	\$581,200	\$581,200	100.3
3	SamTrans	Bus Stop Improvements for Daly City	This project funds bus stop improvements based on recommendations from the Daly City Community-Based Transportation Plan (CBTP) and the SamTrans Bus Stop Improvement Plan (BSIP). The CBTP recommends including bus shelters, improving the quality of transit access to neighborhood supermarkets. Additional improvements include system maps, route schedules, and real-time information.	Capital	\$625,000	\$625,000	100.0
4	SamTrans	Bus Stop Improvements in Southeast San Mateo County	This project will fund bus stop improvements based on recommendations from the Southeast San Mateo County Community-Based Transportation Plan (CBTP). The CBTP recommends including bus shelters to improve the quality of transit access to neighborhood amenities, such as grocery stores, senior centers, and health centers. Additional improvements include system maps, route schedules, and real-time information.	Capital	\$625,000	\$625,000	100.0
5	East Palo Alto	East Bayshore Road Pedestrian and Cyclist Improvements	The project involves pedestrian and cyclist safety improvements along East Bayshore Road from Euclid Avenue to Menalto Avenue. As part of the project, the City will install sidewalks, bikeways, traffic calming measures, green infrastructure, and lighting as determined in the PS&E package currently being developed.	Capital	\$625,000	\$625,000	97.7
6	Meno Park	Menlo Park M1-Crosstown Shuttle	The free M1-Crosstown Shuttle (Attachments 1, 2) is the successor to the M2-Belle Haven/Midday Shuttle, which has been providing the Belle Haven community and other neighborhoods with reliable, free local transit since 1998. The shuttle primarily serves the low-income community by providing all-day access to essential destinations not otherwise available.	Operating	\$625,000	\$625,000	93.3
7	Daly City	Daly City Bayshore Shuttle	Provide a circulator shuttle service connecting the Bayshore neighborhood in Daly City with transit and important destinations in the western portion of Daly City. The shuttle is free for passengers and operates for 14 hours, Monday through Friday, providing 11 round trips.	Operating	\$314,375	\$314,375	92.7
8	City of South San Francisco	Free South City Shuttle Public Outreach Project (previously named the "Free South City Shuttle Outreach Enhancements Project")	The Free South City Shuttle Outreach Project is committed to further enhancing and broadening its outreach initiatives for the Free South City Shuttle program. The goal is to continue effectively informing and engaging residents and the public of the program's services, while reaching a wider spectrum of community members who benefit from this invaluable transportation option.	Operating	\$80,000	\$80,000	91.7
9	SamTrans	Operating Support for SamCoast Service	This project will continue funding the operation of SamCoast, a general public demand response system on the Coastside of San Mateo County centered in Pescadero, serving a low-income population, including migrant farm workers.	Operating	\$625,000	\$625,000	91.0
10	Meno Park	Menlo Park Shoppers' Shuttle	The free Shoppers' Shuttle (Attachments 1, 2) is a curb-to-curb service that has served the community since 2001. This shuttle service is aimed at residents not within walking distance to transit/shuttles, and those with lower mobility. These wheelchair-accessible shuttles serve residents throughout the City, including Belle Haven, taking them to destinations in Menlo Park, Redwood City, and parts of Palo Alto.	Operating	\$166,000	\$166,000	89.7
11	City of San Mateo City Parks & Rec	Get Around! Senior Transportation Program	The Get Around! Program is an existing, successful City of San Mateo program providing seniors safe and affordable on-demand access to transportation. The service operates 24 hours a day, 7 days a week, providing access to medical services and other necessities, and serves a community that lacks access to transportation options.	Operating	\$320,000	\$320,000	89.0
12	SamTrans	Operating Support for Expanded Route 117 Service	This project will continue funding the operation of existing Lifeline funded expanded fixed route bus service for SamTrans Route 117 (previously Route 17) on the Coastside of San Mateo County. The expanded service provides service to Montara, additional peak commute period service, Sunday service, and later evening hours 7 days a week.	Operating	\$625,000	\$625,000	83.3



Rank	Project Sponsor	Project	Project Description	Project Type	Total Requested Lifeline (Cycle 7) Funding	Total Recommended Funding	Total Score
13	*Millbrae	Millbrae Shuttle Program	The project would reach out to shuttle service providers to start a shuttle service in Millbrae and into San Bruno. The City will prepare an RFP to shuttle service providers to design, operate and maintain a shuttle service. The shuttle service could be an electric vehicle (EV) shuttle, depending on the economics of the project. The project would also install shuttle stations/stops	Operating	\$625,000	\$0	77.0
					\$6,420,575.00	\$5,795,575.00	

\*New Operating Project

## CAG AGENDA REPORT

**Date:** May 16, 2024

**To:** Congestion Management Program Technical Advisory Committee (CMP TAC)

**From:** Jeff Lacap, Transportation Systems Coordinator

**Subject:** Review and recommend approval of the Final San Mateo Countywide Local Roadway Safety Plan

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

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### RECOMMENDATION

That the Committee review and recommend approval of the final San Mateo Countywide Local Roadway Safety Plan.

### 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

#### *Overview*

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 an agency's 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).

***Final San Mateo Countywide Local Roadway Safety Plan (LRSP)***

At the March 21, 2024 meeting, the C/CAG Congestion Management Program Technical Advisory Committee reviewed and provided comments on the Draft San Mateo Countywide Local Roadway Safety Plan (LRSP). Additionally, they deliberated over the potential application for the USDOT Safe Streets and Roads for All (SS4A) Grant Program. Subsequently, on March 25th and 28th, the C/CAG Congestion Management and Environmental Quality (CMEQ) and Bicycle and Pedestrian Committee (BPAC), respectively, provided further feedback on the LRSP. Staff set a deadline of April 26th for final comments to be incorporated into the final plan.

***SS4A Grant Program***

At the March committee meeting the committee discussed a potential countywide application for the USDOT Safe Streets for All (SS4A) grant funding. Staff was interested in pursuing an implementation grant in May, but due to updated guidelines requiring an adopted safety plan at the time of application submission, a decision was made to pivot to the August deadline for the planning and demonstration grant. Several members expressed interest in submitting a countywide application or pursuing their own jurisdictional application. Staff has opted out of pursuing a planning and demonstration grant for this cycle but instead, aim to prioritize future implementation grants. Staff remains committed to supporting individual jurisdiction efforts in submitting an SS4A application.

Responses to the comments received on the draft LRSP are summarized in the table below:

<b><u>Committee/ Stakeholder</u></b>	<b><u>Comment</u></b>	<b><u>Action Taken</u></b>
TAC/Board	Desire to measure implementation and success	-Provided a framework for implementation in the Plan -Recommended continuation of an advisory group as the Countywide Transportation Safety Advisory Committee (TSAC)
CMEQ/BPAC & Board	Concerns/questions about effect of autonomous vehicles (AVs)	-Added latest available language from USDOT related to AVs and safety -This can be an ongoing topic for the TSAC.
CMEQ/BPAC	Ideas for additional data to improve safety planning and prioritization (e.g. near-miss data, pavement quality data)	Recommended data quality enhancement studies for C/CAG on behalf of jurisdictions to be incorporated in future plan updates
BPAC/Board	Desire to prioritize social equity impacts	Added language to Plan introduction
TAC/Board	Plan to update local and county plans in future	TSAC and C/CAG will coordinate with local agencies to agree on

		future update schedules (5 years or less)
TAC	Our existing plan will expire within the next 5 years. What should we do?	Staff recommends that local jurisdictions consider adopting a local resolution cosigning the Countywide LRSP, noting agreement with the vision/goals, countywide High Injury Network, prioritization method, and relevant proposed actions that pertain to local agencies. This serves as an interim measure to meet HSIP/SS4A requirements.
BART	LRSP efforts should center around improving access to public transportation and working with relevant agencies	Incorporated comment from BART and added BART to TSAC roster
SamTrans	SamTrans desire to prioritize bus stops for safety improvement	Coordinated with SamTrans to include countywide bus stop prioritization in plan.

The C/CAG Board opened a public hearing for the draft San Mateo Countywide Local Roadway Safety Plan (LRSP) at its April 11<sup>th</sup> meeting. The public hearing period will conclude at the June 13, 2024 meeting, and the final LRSP will be considered for adoption.

**Recommendation**

Staff requests that the Committee review and recommend approval of the final San Mateo Countywide Local Roadway Safety Plan.

The next steps include:

<u>Date</u>	<u>Activity</u>
May 16, 2024	Present Final San Mateo Countywide LRSP to TAC
May 20, 2024	Present Final San Mateo Countywide LRSP to CMEQ
May 23, 2024	Present Final San Mateo Countywide LRSP to BPAC
June 13, 2024	Present Final San Mateo Countywide LRSP to Board

**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, the Plan prioritized locations within MTC’s Equity Priority Community and the C/CAG’s Equity Focus Areas.

## ATTACHMENTS

1. Final San Mateo Countywide Local Roadway Safety Plan Executive Summary
2. Final San Mateo Countywide Local Roadway Safety Plan (The following documents are available on the C/CAG website (*See “Additional Agenda Materials”*) at:  
<https://ccag.ca.gov/committees/congestion-management-program-technical-advisory-committee/>)



# Executive Summary

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:

- 

Identify safety improvements, strategies, and programs using the Safe System Approach to eliminate fatalities and severe injuries on local roads.
- 

Enhance the existing roadway network in a cost-effective manner that promotes traffic safety and social equity, meets the needs of the community, and enriches the lives of residents.
- 

Promote a culture across agencies and communities that puts roadway safety first in all actions.

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 Partner with other local agencies to incorporate roadway safety into all actions.
- 3 Implement context-appropriate safety countermeasures systemically and as part of all projects to target emphasis areas and underserved communities.
- 4 Support agencies in providing opportunities for citizen engagement to identify issues and inform Countywide safety solutions.
- 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 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

**AUG 19**

Half Moon Bay Farmers Market

**AUG 20**

Foster City Summer Days

**AUG 27**

San Carlos Block Party

**Phase 1 Pop-up/Tabling Event**

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

**AUG - SEP**

Online webmap (countywide input)

**Phase 1 Concurrent Online Input**

**DEC 17**

Belmont Farmers Market

**DEC 20**

Woodside Public Library

**JAN 9**

Colma BART Station

**JAN 16**

Atherton Library

**JAN 18**

Brisbane 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

**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:



# 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:



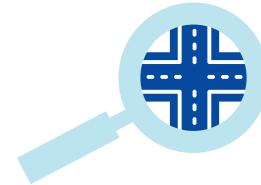
## **Crash History**

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.

## C/CAG AGENDA REPORT

Date: May 16, 2024

To: Congestion Management Program Technical Advisory Committee

From: Audrey Shiramizu, Senior Transportation Program Specialist

Subject: Receive an update on the San Mateo Countywide Automated Vehicles Strategic Plan

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

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### RECOMMENDATION

That the C/CAG Congestion Management Program Technical Advisory Committee receive an update on the San Mateo Countywide Automated Vehicles (AV) Strategic Plan.

### FISCAL IMPACT

The cost to prepare the Automated Vehicles Strategic Plan is \$219,896.33. C/CAG is jointly sponsoring the project with the San Mateo County Transportation Authority (TA). C/CAG is also providing a local match of \$20,000 for this project, in addition to providing staff resources on the project.

### BACKGROUND




The Countywide AV Strategic Plan represents a joint effort by C/CAG and the TA to identify the current state of AVs in San Mateo County, establish a shared-vision for AV deployment, identify opportunities for AV pilots and other AV-related projects, and to develop an AV action plan. The TA and C/CAG are jointly sponsoring the project. The consultant firm WSP was selected to prepare the Plan. The Technical Advisory Committee (TAC) serves in an advisory role offering recommendations and guidance to the Plan. The final deliverable is a comprehensive AV Strategic Plan with clearly identified goals and strategies.

At the August 17, 2023 TAC meeting, the project consultant presented a project overview, goals, schedule, and initial findings from the Existing Conditions draft report. At the January 18, 2024 TAC meeting, the project consultant provided a summary of feedback from recent outreach events, including the November 2023 public workshop and presentations at the C/CAG and TA Boards and the TA's Community Advisory Committee (CAC). The project team also presented draft strategies and led an interactive discussion with the Committee to gather feedback on those strategies.

At the May 16, 2024 meeting, the project consultant will present the draft plan and summarize how the plan incorporates and responds to the comments and discussion from the January TAC meeting. For example, the Committee discussed AV regulation and local agencies' roles. In

response to that discussion, the draft plan includes a Roles & Responsibilities table (Chapter 3: San Mateo County’s AV Priorities). The table is provided below.

### Draft San Mateo Countywide AV Strategic Plan: Roles & Responsibilities

Regulation & Permitting		Operations	
	Permits for driverless commercial passenger operation on local roads/streets		Curbside access
	Permits for driverless testing (no passengers) on local streets/roads		Operation of driverless vehicles (adhering to local traffic laws, etc.)
	Driverless vehicle reporting		Traffic management data (e.g., work zones, lane configuration changes)
	AV safety standards and guidelines		Operation of first-last mile SAV solutions / technology integration
Infrastructure Readiness		Enforcement & Emergency Response	
	Road maintenance/infrastructure enhancements		Emergency response coordination
	Upgrades to bus stop and fleet maintenance facilities		Emergency response operations
	Infrastructure standards and guidance		AV traffic enforcement
Planning & Engagement		<b>LEGEND</b> Agencies & Organizations involved in regulating and planning for Automated Vehicles.	
	Funding for new projects, pilots and studies		Federal agencies (e.g., FHWA and NHTSA)
	Community outreach and engagement		State agencies (e.g., DMV and/or CPUC)
			Local and/or Regional agencies (e.g. SMCTA, C/CAG and city agencies)
	Coordination with local and regional planning requirements		Private Sector

Following the feedback from the May TAC meeting, the project team expects to bring the final plan for adoption at the July C/CAG Board meeting.

A copy of the draft AV Strategic Plan is included as an attachment on the TAC website. The draft plan will be available for public comment on the project website until June 11, 2024.

For additional information on the project, please visit the project website at: <https://www.smcta.com/planning-projects/SMCAVPlan>.

#### ATTACHMENTS

1. Draft AV Strategic Plan (*The document is available to download at the C/CAG TAC website (See “Additional Meeting Materials”) at: <https://ccag.ca.gov/committees/congestion-management-program-technical-advisory-committee/>*).
2. AV Strategic Plan Presentation (*The document is available to download at the C/CAG TAC website (See “Presentations”) at: <https://ccag.ca.gov/committees/congestion-management-program-technical-advisory-committee/>*).

## C/CAG AGENDA REPORT

Date: May 16, 2024

To: Congestion Management Program Technical Advisory Committee

From: Sean Charpentier, Executive Director

Subject: Receive a presentation on the C/CAG Strategic Plan development process and participate in a discussion on the proposed Agency mission, vision, core values, goals, objectives, and performance measures

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

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### RECOMMENDATION

That the Technical Advisory Committee receive a presentation on the C/CAG Strategic Plan development process and participate in a discussion on the proposed Agency mission, vision, core values, goals, objectives, and performance measures.

### 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 Plan to cover the next three to five years. Through a competitive procurement process, MIG Inc. (MIG) was selected to perform this work.

The Consultant will provide information on the strategic plan development process, and facilitate a discussion on the proposed mission, vision, core values, goals, objectives, and performance measures.

Attachment 1 showcases the draft Strategic Plan framework.

### EQUITY IMPACTS AND CONSIDERATIONS

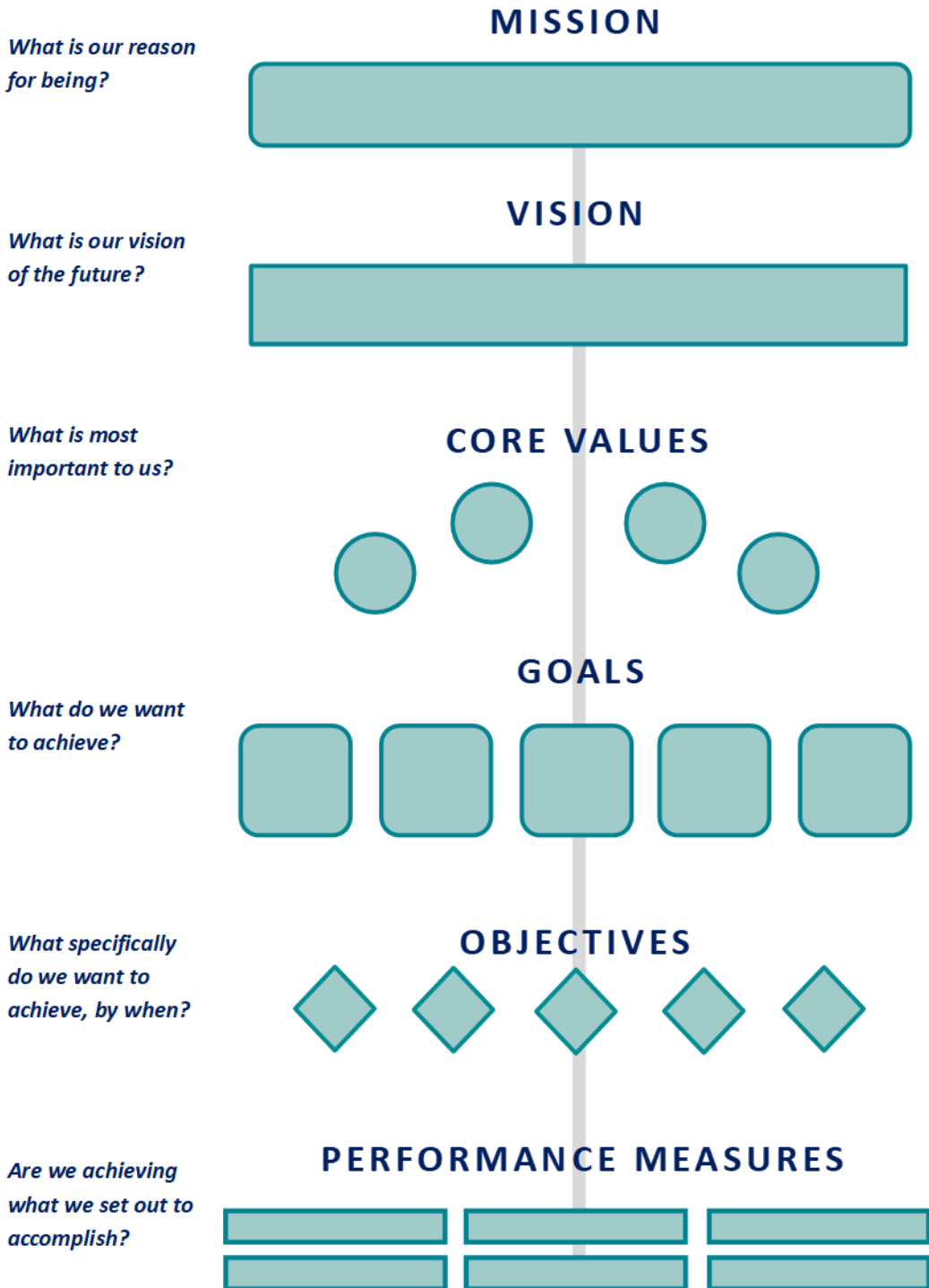
This item improves the administration/operations of C/CAG. C/CAG is currently implementing its

Equity Assessment. The strategic planning process may identify additional desired equity outcomes or strategies.

**ATTACHMENT**

1. Draft C/CAG Strategic Plan Framework

# C/CAG STRATEGIC PLAN FRAMEWORK





## MISSION

C/CAG provides a collaborative forum for all jurisdictions in San Mateo County to pursue our shared goals for an equitable, accessible, and robust multi-modal transportation network and a climate resilient future.

## VISION

C/CAG is a leader in innovative and sustainable mobility, climate-resilient infrastructure, clean energy, and balanced land use, while achieving equitable outcomes and improved quality of life 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 address the needs of underserved communities.
- **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, fund, 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 promotion of green infrastructure and 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, fund, 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.
- Support implementation of Local Roadway Safety Plan (LRSP) priority countermeasures for every jurisdiction.

- **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 (date TBD).
- 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 (date TBD).
- 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 (date TBD).
- 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 (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 Continue planning and design of the US 101/SR92 Interchange Direct Connector Project and SM101 Managed Lanes North of I-380 project (2028).

### **Long Term (5+ years)**

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

## GOAL 1 – PERFORMANCE MEASURES

- Mode shift (proportion of trips made by transit, shuttles, high occupancy vehicles, biking, and walking).
- Miles of new/upgraded bicycle and pedestrian facilities.
- Implementation of the countywide CMP TDM policy.
- Reduction of traffic-related injuries and fatalities.
- Percent of grant funds allocated to Equity Priority Communities/Equity Focus Areas.

DRAFT

## GOAL 2 – STORMWATER MANAGEMENT

Manage stormwater as a resource, meet Regional Stormwater Permit requirements, and reduce climate risk through promotion of green infrastructure and 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 in conjunction with BAWSCA (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 (date TBD).
- 2.13 Develop a fully operational OneWatershed Climate Resilience Infrastructure Program with funding and institutional structures (date TBD).

## GOAL 2 – PERFORMANCE MEASURES

- Municipal Regional Stormwater Permit Compliance.
- Volume of stormwater captured for beneficial use.
- Completion of regional multi benefit OneWatershed projects.
- Initiation of new OneWatershed projects.
- Percentage of San Mateo County jurisdictions with completed stormwater plans.

## 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.
- Explore alternative energy sources such as green hydrogen.

- **Operations**

- Promote conservation and expansion of potable water resources through conservation and use of recycled water.
- Promote the installation of battery charging infrastructure.
- 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.
- Level of carbon sequestration.



## 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.
- 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 Develop and implement an onboarding process for new staff and Board members (by 2025).
- 5.4 Create and maintain committee guidebook that includes procedures, work plans, and key documents (date TBD).
- 5.5 Create and implement a community outreach public awareness strategy (2026).
- 5.6 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.
- Receipt of federal funding.