

# C/CAG

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

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

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

Meeting No. 374

<p><b>Date:</b> Thursday, May 9, 2024</p> <p><b>Time:</b> 6:30 p.m.</p> <p><b>Primary Location:</b> San Mateo County Transit District Office 1250 San Carlos Ave, 2<sup>nd</sup> Fl. Auditorium, San Carlos, CA 94070</p>	<p><b>Join by Webinar:</b> <a href="https://us02web.zoom.us/j/85269430812?pwd=Y3dNZWEza2JaQ2JCZVA5ZUh4ZFlodz09">https://us02web.zoom.us/j/85269430812?pwd=Y3dNZWEza2JaQ2JCZVA5ZUh4ZFlodz09</a></p> <p><b>Webinar ID:</b> 852 6943 0812</p> <p><b>Password:</b> 050924</p> <p><b>Join by Phone:</b> (669) 900-6833</p>
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#### \*\*\*HYBRID MEETING - IN-PERSON AND BY VIDEOCONFERENCE\*\*\*

This meeting of the C/CAG Board of Directors will be held in person and by teleconference pursuant to Government Code Section 54953(e). Members of the public will be able to participate in the meeting remotely via the Zoom platform or in person at the location above. The Board welcomes comments, including criticism, about the policies, procedures, programs, or services of the agency, or of the acts or omissions of the Board and committees. Speakers shall not disrupt, disturb, or otherwise impede the orderly conduct of a Board meeting. For information regarding how to participate in the meeting, either in person or remotely, please refer to the instructions at the end of the agenda.

#### 1.0 CALL TO ORDER/ ROLL CALL

#### 2.0 PRESENTATIONS / ANNOUNCEMENTS

- 2.1 Receive an update on the San Mateo County Safe Routes to School Program Annual Report for FY 2022-2023. INFORMATION p. 1

#### 3.0 ACTION TO SET AGENDA AND APPROVE CONSENT AGENDA ITEMS

This item is to set the final consent and regular agenda, and to approve the items listed on the consent agenda. All items on the consent agenda are approved by one action. There will be no

separate discussion on these items unless members of the Board, staff, or public request specific items to be removed for separate action.

- 3.1 Approval of minutes of regular business meeting No. 373 dated April 11, 2024. ACTION p. 3
- 3.2 Review and approval of Resolution 24-21 determining that Glenview Highlands, a 58-unit, 3-story townhome development at 850 Glenview Drive, San Bruno, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. ACTION p. 9
- 3.3 Review and approval of Resolution 24-22 determining that a proposed amendment to the Millbrae General Plan “General Commercial” land use designation to add life science and related biotechnology-type uses, including Biosafety Levels 1 or 2, on properties located east of US 101, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. ACTION p. 15
- 3.4 Receive a copy of a Resolution of the San Bruno City Council giving notice to the C/CAG Board, as the San Mateo County Airport Land Use Commission (ALUC), of its intent to consider an override of the ALUC determination of inconsistency with the noise policies of the Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport for proposed General Plan and Navy Site Specific Plan Amendments and Rezoning of 1101, 1150, and 1151 El Camino Real and 1292 Huntington Avenue. INFORMATION p. 22
- 3.5 Review and approval of Resolution 24-23 adopting the San Mateo County Transportation Development Act (TDA) Article 3 Program, funding ten Bicycle and Pedestrian project proposals for Fiscal Year 2023-2024 for \$2,262,217. ACTION p. 24
- 3.6 Review and approval of Resolution 24-24 terminating agreements by resolutions for the Dumbarton Corridor Pre-PID scope of work between C/CAG and the San Mateo County Transportation Authority by Resolution No. 22-10, and associated local match agreement (Resolution 22-60). ACTION p. 32
- 3.7 Review and approval of Resolution 24-25 approving Agreement with the San Mateo County Superintendent of Schools (San Mateo County Office of Education) for the San Mateo County Safe Routes to School Program in an amount not to exceed \$798,223 for Fiscal Year 2024-25. ACTION p. 36
- 3.8 Receive a copy of executed Amendment No. 1 to the agreement with Mariposa Planning Solutions for the preparation of a Shared Micromobility Community Outreach Plan adding \$11,955, an amount that does not exceed established contingency, for a new total not to exceed \$131,548. INFORMATION p. 40
- 3.9 Receive workplan and draft working group roster for completion of Countywide Integrated Waste Management Plan five-year review by C/CAG as the solid waste Local Task Force in San Mateo County. INFORMATION p. 46

- 3.10 Review and approval of Resolution 24-26 extending the terms of the pre-qualified bench of consultants to April 30, 2026 in order to continue providing transportation planning and program support services. ACTION p. 50
- 3.11 Receive update on the Washington D.C. and Sacramento legislative visits. INFORMATION p. 54
- 3.12 Review and approval of the appointment of one elected official to the Congestion Management & Environmental Quality (CMEQ) Committee. ACTION p. 62

#### 4.0 **REGULAR AGENDA**

- 4.1 Review the initial draft of C/CAG Fiscal Year 2024-25 Program Budget and receive Equity Action Plan update. INFORMATION p. 66
- 4.2 Participate in a focused discussion on the C/CAG Strategic Plan vision statement and agency mission. INFORMATION p. 100
- 4.3 Review legislative update and, if appropriate, recommend approval of C/CAG legislative policies, priorities, or positions. (A position may be taken on any legislation, including legislation not previously identified in the legislative update. Action is only necessary if recommending approval of a policy, priority, or position.). POSSIBLE ACTION p. 102

#### 5.0 **COMMITTEE REPORTS**

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

#### 6.0 **EXECUTIVE DIRECTOR'S REPORT**

#### 7.0 **COMMUNICATIONS** - Information Only.

- 7.1 Written Communication – 1 Letter p. 128

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

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

#### 9.0 **ADJOURNMENT**

Next scheduled meeting June 13, 2024

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

**PUBLIC RECORDS:** Public records that relate to any item on the open session agenda for a regular Board meeting, standing committee meeting, or special meeting are available for public inspection. Those public records that are distributed less than 72 hours prior to a regular Board meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members, of the Board. The Board has designated the City/County Association of Governments of San Mateo County (C/CAG), located at 555 County Center, 5th Floor, Redwood City, CA 94063, for the purpose of making public records available for inspection. Such public records are also available on C/CAG's website at: <http://www.ccag.ca.gov>. Please note that C/CAG's office is temporarily closed to the public; please contact Mima Crume at (650) 599-1406 to arrange for inspection of public records.

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

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

Written comments should be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to [mcrume@smcgov.org](mailto:mcrume@smcgov.org).
2. Your email should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda.
3. Members of the public are limited to one comment per agenda item.
4. If your emailed comment is received at least 2 hours prior to the meeting, it will be provided to the C/CAG Board members, made publicly available on the C/CAG website along with the agenda. Emails received less than 2 hours before the meeting will be provided to the C/CAG Board members and included in the administrative record of the meeting as soon as practicable.

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

\*In-person participation:

1. If you wish to speak to the Board, please fill out a speaker's slip located on the 2<sup>nd</sup> floor auditorium side table against the wall. If you have anything that you wish distributed to the Board and included in the official record, please hand it to the C/CAG Clerk who will distribute the information to the Board members and staff.

\*Remote participation:

1. The C/CAG Board meeting may be accessed through Zoom at the online location indicated at the top of this agenda.
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
3. You will be asked to enter an email address and name. We request that you identify yourself by your name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When the C/CAG Clerk or Chair call for the item on which you wish to speak, click on "raise hand." The Clerk will activate and unmute speakers in turn. Speakers will be notified shortly before they are called on to speak. If calling in via phone, press \*9 to raise your hand and when called upon press \*6 to unmute.
5. When called, please limit your remarks to the time allotted.

If you have any questions about this agenda, please contact C/CAG staff: Executive Director: Sean Charpentier (650) 599-1409  
Clerk of the Board: Mima Crume (650) 599-1406

**C/CAG AGENDA REPORT**

Date: May 9, 2024  
To: City/County Association of Governments of San Mateo County Board of Directors  
From: Sean Charpentier, Executive Director  
Subject: Receive an update on the San Mateo County Safe Routes to School Program Annual Report for Fiscal Year 2022-2023

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

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**RECOMMENDATION**

That the C/CAG Board receive an update on the San Mateo County Safe Routes to School Program Annual Report for Fiscal Year 2022-2023.

**FISCAL IMPACT**

None.

**SOURCE OF FUNDS**

The San Mateo County Safe Routes to School (SRTS) Program for FY 2022-2023 was funded using a combination of federal Congestion Mitigation and Air Quality Improvement (CMAQ) funds from the One Bay Area Grant (OBAG) Program and local Measure M funding, which is the \$10 vehicle registration fee levied in San Mateo County.

**BACKGROUND**

Since 2010, The County/Association of Governments (C/CAG) has contracted with the San Mateo County Office of Education (SMCOE) to administer the Safe Routes to School Program. Program activities include bike and pedestrian rodeos, walk and roll to school days, and funding for special projects. In adherence to reporting obligations to C/CAG, SMCOE annually compiles a report summarizing the activities undertaken within the fiscal year and outlining projected objectives for the ensuing year. Theresa Vallez-Kelly, the Program Coordinator of the Safe Routes to School Program at SMCOE, will present the Fiscal Year 2022-2023 annual report to the Board.

During Fiscal Year 2022-23, the SRTS program funded and provided education and encouragement activities to that included in-person bike rodeos, bike and pedestrian safety presentations, walk and roll to school days, and other initiatives to encourage a shift towards more

active modes of transportation for students and their families. The program provided support to 111 schools across the County and organized a grand total of 239 educational and encouragement events. This marks a significant rise from the previous fiscal year (FY) 2021-2022, during which the program supported 76 schools and organized 155 educational events.

In addition, the SRTS program saw its second year of the School Travel Fellowship Program in action. This innovative program offers support to municipalities seeking to collaborate with schools and community partners in promoting safe and accessible active transportation around school areas. Noteworthy is the selection of five teams in Daly City, East Palo Alto, Redwood City, San Mateo, and South San Francisco, comprising of school officials, community partners, and city staff. These teams utilized quick-build strategies like temporary traffic circles, high-visibility crosswalks, and curb extensions, alongside demonstration projects, to bolster traffic safety in near respective schools in their communities.

These demonstrations, typically spanning a few days to a week, serve as a cost-effective approach for cities to assess project feasibility, gather community feedback, and address concerns before committing to permanent infrastructure changes. A standout example from previous years is the East Palo Alto team's creation of a temporary traffic circle near Pulgas Ave and Runnymede Street, as well as Pulgas Ave and Beech Street, aimed at calming traffic along the roadway and enhancing safety for students commuting to school. Building on the success of this fellowship initiative, the City of East Palo Alto secured funding to transition these temporary traffic circles into permanent mini roundabouts.

### *Impact of SRTS Program*

To measure the effectiveness of the SRTS Program, during FY 2022-2023 the County Office of Education launched the Safe Routes to [School Travel Tally Database](#), offering access to an extensive repository of school travel data spanning the county. This database details commuting trends for students and their families. Users can leverage the interactive map on the webpage to compare commuting patterns across school districts and delve into the travel patterns of individual schools. Additionally, SMCOE SRTS now conducts an annual Fall collection of travel data, further enriching the database and underlining the significance of safe school travel.

### **Equity Impacts and Considerations**

The San Mateo County Safe Routes to School Program's commitment to equity extends to educational opportunities, outreach events, and partnerships to improve safety in priority schools. The program further prioritizes grant funding in schools that are in Equity Priority Communities.

### **ATTACHMENTS**

1. FY 2022-2023 Safe Routes to School Annual Report (*will be available online at:* <http://ccag.ca.gov/committees/board-of-directors/>)

# C/CAG

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

#### MINUTES

Meeting No. 373  
April 11, 2024

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

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

#### 1.0 CALL TO ORDER/ ROLL CALL

Chair Adam Rak called the meeting to order at 6:30p.m. Roll call was taken.

AGENCY:	IN-PERSON:	ABSENT:	REMOTE AB 2449	REMOTE Publicly Accessible Teleconference Location:
Atherton	Elizabeth Lewis			
Belmont	Davina Hurt			
Brisbane	Karen Cunningham			
Burlingame		Absent		
Colma	Carrie Slaughter			
Daly City		Absent		
East Palo Alto		*See below		
Foster City	Stacy Jimenez			
Half Moon Bay		Absent		
Hillsborough	Christine Krolik			
Menlo Park	Maria Doerr			
Millbrae	Anders Fung			
Pacifica	Tygarjas Bigstycck			
Portola Valley	Craig Taylor			
Redwood City	Alicia Aguirre			
San Bruno	Michael Salazar			
San Carlos	Adam Rak			
San Mateo			Rich Hedges	
South San Francisco	Flor Nicolas			
Woodside		Absent		
San Mateo County		Absent		

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

<b>C/CAG Staff Present (In-Person):</b>	<b>Members of the Public (Remote):</b>
Sean Charpentier – Executive Director	*Martha Barrangan – East Palo Alto
Mima Crume – Clerk of the Board	*Rico Medina – SMCTA
Audrey Shiramizu	
Eva Gaye	
Kaki Cheung	<b>Members of the Public (In-Person):</b>
Kim Springer	Grace Carsky – Kittleson & Associates
Kim Wever	Daniel Iacofano – MIG
Susy Kalkin	Rachel Bennet – MIG
Van Ocampo	Lou Hexter – MIG
<b>C/CAG Staff Present (In-Person):</b>	
Melissa Andrikopoulos – Legal Counsel	
Jeff Lacap	
Reid Bogert	

Board Member Cunningham MOVED to approve Board Member Hedges’s remote participation as authorized by AB 2449 for emergency circumstances. Board Member Salazar SECONDED.

**MOTION CARRIED 14-0-0**

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

## 2.0 PRESENTATIONS / ANNOUNCEMENTS

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

Chair Rak presented a certificate of appreciation from the Board of Directors of the City County Association of Governments (CCAG) of San Mateo County, expressing appreciation to Davina Hurt for her leadership as Chair of C/CAG.

## 3.0 ACTION TO SET AGENDA AND APPROVE CONSENT AGENDA ITEMS

This item is to set the final consent and regular agenda, and to approve the items listed on the consent agenda. All items on the consent agenda are approved by one action. There will be no separate discussion on these items unless members of the Board, staff, or public request specific items to be removed for separate action.

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

- 3.2 Review and approval of Resolution 24-14 authorizing the C/CAG Executive Director to



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

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

Board Member Lewis MOVED to approve the consent agenda items 3.1 through 3.10.

Fung SECONDED. **MOTION CARRIED 15-0-0**

#### 4.0 **REGULAR AGENDA**

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

The Board received an overview of the Local Roadway Safety Plan (LRSP), following its outline. It covers the purpose of the LRSP aligned with the safe system approach, commitment to Vision Zero, plan development process, safety analysis, identification of priority projects, recommendations, evaluation, and implementation framework, and next steps for finalizing and adopting the LRSP.

Mr. Charpentier highlighted two key points from the presentation. Firstly, the studies are now crucial for funding applications, as seen in the recent notice of funding availability for regional ATP funds by MTC, which mandates an LRSP or equivalent. Secondly, the project team is exploring ways to help jurisdictions extend their existing plans for another five years, ensuring future alignment and updates.

Board Member Doerr asked if schools were among the priority areas considered, to which it was affirmed that they were, especially within the High-End network and systemic factors for prioritization. She then inquired about community engagement. Ms. Gaye confirmed that 11 events were held, with fact sheets available in Spanish, Mandarin, and English.

Board member Hurt inquired about metrics and accountability, asking for more detailed information. She asked whether there would be a scoring card or similar tool and how they should ensure accountability for safety aspects.

Ms. Carsky emphasized the flexible nature of the implementation, monitoring, and evaluation process, highlighting the need for each entity to determine what works best for them. She stressed the provision of a framework and initial ideas to guide the process, ultimately placing the responsibility on each entity to carry out the work. She also mentioned the recommendation for the safety working group and proposed tailoring the framework to suit the county and individual agencies during discussions.

Board member Jimenez inquired about the process of rolling out the plan to individual cities. The response confirmed that each jurisdiction with a chapter in the plan would need to adopt it through a local resolution.

Clerk Crume stated that there were no comments from the public.

Board Member Doerr **MOVED** to continue the public hearing until the June 13, 2024, board meeting. Board Member Salazar **SECONDED. MOTION CARRIED 15-0-0**

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

C/CAG staff, Kim Springer, provided the C/CAG Board with an overview of the Legislative

Committee meeting held earlier in the evening. Springer mentioned timelines for State committees and budget prior to the governor’s May revised budget, and four bills, AB 1837 (Papan) – Transit Coordination, AB 817 (Pacheco) – Brown Act, SB 960 (Wiener) – Complete Streets on State Highways, and AB 1798 (Papan) – Stormwater Runoff, which are moving through committees. SB 1031 (Wiener) Regional Measure and Transit Consolidation, which lacks clarity but has regional significance in terms of transit and roadway funding. C/CAG Executive Director, Sean Charpentier shared staff and Legislative Committee concerns with the bill as written. The Legislative Committee took a position Opposed Unless Amended.

The C/CAG Board discussed SB 1031, including the potential value of consolidation, who might support consolidation. Eventually the C/CAG Board voted to take an Oppose Unless Amended Position, with Member Krolik making the motion and Member Lewis seconding.

Board Member Krolik MOVED to accept the recommendation of the legislative committee. Board Member Lewis SECONDED. **MOTION CARRIED 15-0-0**

4.3 C/CAG Strategic Plan Development Board Workshop Session 2. INFORMATION

The Board took part in Session 2 of the Strategic Plan Development Board Workshop, where members discussed and actively engaged with the following topics:

Mission, Vision, Values, Transportation, Stormwater Management, Energy Environment & Climate, Land Use – Airport Compatibility and Finance & Administration.

Board Member Taylor MOVED to extend the meeting until 9:15 p.m. Board Member Salazar SECONDED. **MOTION CARRIED 13-2-0** (Redwood City, Town of Colma opposed)

5.0 **COMMITTEE REPORTS**

5.1 Chairperson’s Report

None.

5.2 Board Members Report/Communication

None.

6.0 **EXECUTIVE DIRECTOR’S REPORT**

Mr. Charpentier expressed gratitude for the input on the strategic plan and thanked Davina Hurt for her leadership as Chair. He also thanked the board members who volunteered for C/CAG committees and mentioned ongoing recruitment for vacancies. Regarding the 92/101 interchange, construction on area improvements will commence later this year, with scoping meetings scheduled for the long-term vision, including a larger ramp or flyover. The virtual scoping meeting is scheduled for Tuesday, April 23rd at 6 pm, and a link will be provided. Additionally, an in-person scoping meeting will take place on Wednesday, May 1st at 6 pm at the Foster City Community Center, located at 1000 East Hillsdale Avenue, Foster City, California.

7.0 **COMMUNICATIONS** - Information Only

7.1 Written Communication – 3 Letters

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

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

Clerk Crume stated that there were no comments from the public.

9.0 **ADJOURNMENT** – 9:01p.m.

**C/CAG AGENDA REPORT**

Date: May 9, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 24-21 determining that Glenview Highlands, a 58-unit, 3-story townhome development at 850 Glenview Drive, San Bruno, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

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

**RECOMMENDATION**

That the C/CAG Board of Directors, acting as the San Mateo County Airport Land Use Commission, approve Resolution 24-21 determining that Glenview Highlands, a 58-unit, 3-story townhome development at 850 Glenview Drive, San Bruno, is consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport (SFO ALUCP), subject to the following conditions:

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

**DISCUSSION**

The proposed project is comprised of a 58-unit, 3-story townhome development on a 3.28-acre site located at the intersection of Glenview Drive and San Bruno Ave., just east of Skyline Boulevard.

The project is located within Airport Influence Area B (AIA B), the “Project/Plan Referral” area, for San Francisco International Airport, and is subject to Airport Land Use Committee/Commission review pursuant to California Public Utilities Code (PUC) Section 21676. In accordance with these requirements, the City of San Bruno has referred the subject development project to C/CAG, acting as the San Mateo County Airport Land Use Commission, for a determination of consistency with the SFO ALUCP.

ALUCP Consistency Evaluation

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

*(a) Aircraft Noise Impacts*

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

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

*(b) Safety Compatibility*

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

*(c) Height of Structures/Airspace Protection*

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

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

As proposed, the 3-story structures would be approximately 41 feet tall. With a ground elevation of approximately 430–475 feet above mean sea level (MSL), the overall height of the project would therefore be about 516’ above MSL, well below the critical aeronautical surfaces which lie at approximately 800-850’ above MSL. However, as shown on the **Attachment 5**, and as indicated in the Project application, the site and surrounding terrain penetrates air space which requires projects to file FAA Form 7460-1 for review by the FAA. Accordingly, the following condition of approval is included:

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

Real Estate Disclosure

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

As this disclosure requirement is not currently included in San Bruno’s Municipal Code, the following condition is proposed:

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

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

The Airport Land Use Committee considered this application at its April 25, 2024 meeting, and recommended that it be determined consistent with the policies of the SFO ALUCP, as discussed above.

### **EQUITY IMPACTS AND CONSIDERATIONS**

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

### **ATTACHMENTS**

1. Resolution 24-21

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

2. ALUCP application, together with related project description and plan set excerpts
3. SFO ALUCP Exh. IV-6 – Noise Compatibility Zones
4. SFO ALUCP Exh. IV-2 – Safety Compatibility Zones
5. SFO ALUCP Exh. IV-11 – FAA Notification Filing Areas
6. Comment letter from SFO Planning dated April 11, 2024

## RESOLUTION 24-21

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY, ACTING AS THE SAN MATEO COUNTY AIRPORT LAND USE COMMISSION, DETERMINING THAT GLENVIEW HIGHLANDS, A 58-UNIT, 3-STORY TOWNHOME DEVELOPMENT AT 850 GLENVIEW DRIVE, SAN BRUNO, IS CONDITIONALLY CONSISTENT WITH THE COMPREHENSIVE AIRPORT LAND USE COMPATIBILITY PLAN FOR THE ENVIRONS OF SAN FRANCISCO INTERNATIONAL AIRPORT.**

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

**WHEREAS**, per the requirements of California Public Utilities Code Section 21676 and Policy GP-10.1 of the *Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport* (SFO ALUCP), prior to adoption, a local agency that has not brought its land use policy documents into compliance with the airport land use compatibility plan (ALUCP) shall submit all proposed development and land use policy actions affecting property within AIA B to the ALUC for a determination of consistency with applicable policies; and

**WHEREAS**, San Bruno has referred a proposed residential townhome project, Glenview Highlands, at 850 Glenview Drive, to the ALUC for an ALUCP consistency determination; and

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

- (a) Noise Compatibility – The Community Noise Equivalent Level (CNEL) 65 dB aircraft noise contour defines the threshold for airport noise impacts established in the SFO ALUCP. All land uses located outside this contour are deemed consistent with the noise policies of the ALUCP. Per SFO ALUCP Exhibit IV-6, the project area lies outside the bounds of the CNEL 65 dB contour and is therefore consistent with the ALUCP noise policies and criteria.
- (b) Safety Policy Consistency – The SFO ALUCP includes five sets of safety zones and related land use compatibility policies and criteria. The project site is not located within a Safety Zone, and therefore the safety policies and criteria do not apply to the Project.
- (c) Airspace Protection Policy Consistency – In order to be deemed consistent with the ALUCP, the maximum height of a new building must be the lower of (1) the height shown on the critical aeronautical surfaces map; or (2) the maximum height determined not to be a “hazard to air navigation” by the FAA in an aeronautical study prepared pursuant to the filing of Form 7460-1.

The height of the proposed structures would reach approximately 516 feet above mean sea level (MSL), well below the critical aeronautical surfaces above the site which range from approximately 800-850 feet above MSL. The site is located in an area that requires project sponsors to file FAA Form 7460-1 for review and issuance of a



“Determination of No Hazard” by the FAA, receipt of which has been included in Exhibit A, attached, as a condition of this determination; and

**WHEREAS**, the Project site is located within Airport Influence Area A (AIA A) of SFO, the real estate disclosure area. Pursuant to Policy IP-1, notification is required, prior to sale or lease of property located within the AIA, of the proximity of the airport and that therefore the property may be subject to some of the annoyances or inconveniences associated with proximity to airport operations. As this disclosure requirement is not currently included in San Bruno’s Municipal Code, it is reflected as a condition in Exhibit A; and

**WHEREAS**, at its April 25, 2024 meeting, based on the factors and conditions identified above, the Airport Land Use Committee recommended that the C/CAG Board of Directors, acting as the Airport Land Use Commission, determine that the proposed project be found consistent with the policies and criteria of the SFO ALUCP.

**NOW THEREFORE BE IT RESOLVED**, by the Board of Directors of the City/County Association of Governments for San Mateo County, acting as the San Mateo County Airport Land Use Commission, that subject to the conditions outlined in Exhibit A, the Glenview Highlands townhome development at 850 Glenview Drive, San Bruno, is determined to be consistent with the policies and criteria contained in the *Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport*.

**PASSED, APPROVED, AND ADOPTED, THIS 9<sup>TH</sup> DAY OF MAY 2024.**

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*Adam Rak, Chair*

**Resolution 24-21 – Conditions of Consistency Determination**

1. Prior to issuance of a building permit, the project sponsor shall file Form 7460-1 with the FAA and provide to the City of San Bruno an FAA “Determination of No Hazard”.
2. The City of San Bruno shall require that the project sponsor comply with the real estate disclosure requirements outlined in Policy IP-1 of the SFO ALUCP, which apply to sale or lease of property located within the AIA.

## C/CAG AGENDA REPORT

Date: May 9, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 24-22 determining that a proposed amendment to the Millbrae General Plan “General Commercial” land use designation to add life science and related biotechnology-type uses, including Biosafety Levels 1 or 2, on properties located east of US 101, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

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

### RECOMMENDATION

That the C/CAG Board of Directors, acting as the San Mateo County Airport Land Use Commission, approve Resolution 24-22 determining that a proposed amendment to the Millbrae General Plan to modify allowable uses within the “General Commercial” land use designation to add life science and related biotechnology-type uses, including Biosafety Levels 1 or 2, on properties located east of US 101, is consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport (SFO ALUCP), subject to the following condition:

- Prior to adoption, the last sentence of the proposed General Commercial land use definition/description shall be amended substantially as follows:

*Any use containing Biosafety Level 2 is subject to review and approval of a Conditional Use Permit, and if located within Safety Zone 3 as defined in the SFO Airport Land Use Compatibility Plan (ALUCP), shall include ~~with~~ specific findings that there is no feasible land use alternative for the site and enhanced exiting requirements as identified in the ALUCP.*

### BACKGROUND/PROJECT DESCRIPTION

The City of Millbrae completed an update to its General Plan in 2022 which was reviewed at the time by the ALUC and determined to be conditionally compatible with the SFO ALUCP. In February 2024, Millbrae proposed an amendment to the allowable uses in the “General Commercial” land use category that would apply only to properties so designated that are located east of US 101, as follows:

“This designation provides for a full range of commercial uses including apparel and accessory stores, food stores, banks, personal and professional services, hospitals, offices including life sciences, laboratory, technology, biotechnology, or research and development uses, large format retail stores, and eating and drinking

establishments. Other uses may include multi-family residential, hotels and outdoor sales. Life sciences, laboratory, technology, biotechnology, or research and development uses in the General Commercial classification are limited to properties located east of U.S. 101 and may contain Biosafety Levels 1, 2, or 3 only. Any use containing Biosafety Levels 2 or 3 is subject to review and approval of a Conditional Use Permit.”

This proposal was reviewed by the ALUC Committee in February, and subsequently by the ALUC Commission in March, where a resolution was adopted finding the proposal inconsistent with the safety compatibility policies of the SFO ALUCP due to inclusion of Biosafety level 3 use within Safety Zone 3. Following that determination, the Millbrae City Council discussed the option of pursuing an override of the ALUC determination, but instead directed its staff to revise the proposal to remove Biosafety Level 3 use. Accordingly, Millbrae staff has submitted a revised proposal for ALUC review which deletes the Biosafety Level 3 use. As shown in the attached application materials, **Attachment 2**, the proposal would impact three parcels located at 1 Old Bayshore Rd. and 401 E. Millbrae Ave. The revised proposal includes the following text:

“This designation provides for a full range of ~~retail~~ commercial uses including apparel and accessory stores, food stores, banks, personal and professional services, hospitals, offices including life sciences, laboratory, technology, biotechnology, or research and development uses, large format retail stores, and eating and drinking establishments. Other uses may include multi-family residential, hotels and outdoor sales. Life sciences, laboratory, technology, biotechnology, or research and development uses in the General Commercial classification are limited to properties located east of U.S. 101 and may contain Biosafety Levels 1 or 2 only. Any use containing Biosafety Level 2 is subject to review and approval of a Conditional Use Permit with specific findings that there is no feasible land use alternative for the site.”

The affected properties are located within Airport Influence Area (AIA) B for San Francisco International Airport, the area subject to formal CCAG/ALUC review. In accordance with the requirements of California Public Utilities Code Section 21676(b), the City of Millbrae has referred the proposal to C/CAG, acting as the San Mateo County Airport Land Use Commission, for a determination of consistency with the SFO ALUCP.

## **DISCUSSION**

### ***SFO ALUCP Consistency Evaluation***

The SFO ALUCP includes policies regarding establishment of: A) an Airport Influence Area, with related real estate disclosure requirements and Airport Land Use Commission review authority; B) noise compatibility policies and criteria; C) safety policies and criteria; and D) airspace protection policies. As the proposed Amendment does not involve noise sensitive uses and does not alter development standards, this review will focus on Safety Compatibility issues only.

**Safety Policy Consistency Analysis** – The overall objective of safety compatibility guidelines is to minimize the risks associated with potential aircraft accidents. The most fundamental safety compatibility component is to provide for the safety of people and property on the ground in the event of an aircraft accident near an airport.

The SFO ALUCP includes five sets of safety zones and identifies land uses which are either incompatible or should be avoided within each of these zones. As shown on **Attachment 3**, the southern half of the property impacted by the proposed amendment lies within Safety Zone 3, the Inner Turning Zone (ITZ), while the northern half of the property is not located within a Safety Zone. Per the *California Airport Land Use Planning Handbook*, the relative risk level in Safety Zone 3 is considered moderate to high.

### Biosafety Levels

The SFO ALUCP identifies the various Biosafety Levels as follows<sup>1</sup>:

***“D. Medical and biological research facilities handling highly toxic or infectious agents***

*These facilities are classified by “Biosafety Levels.” Biosafety Level 1 does not involve hazardous materials and is not subject to the restrictions on hazardous uses in Table IV-2. Definitions of the other three biosafety levels are quoted from Biosafety in Microbiological and Biomedical Laboratories, below.*

- a. *Biosafety Level 2 practices, equipment, and facility design and construction are applicable to clinical, diagnostic, teaching, and other laboratories in which work is done with the broad spectrum of indigenous moderate-risk agents that are present in the community and associated with human disease of varying severity.*
  - b. *Biosafety Level 3 practices, safety equipment, and facility design and construction are applicable to clinical, diagnostic, teaching, research, or production facilities in which work is done with indigenous or exotic agents with a potential for respiratory transmission, and which may cause serious and potentially lethal infection.*
  - c. *Biosafety Level 4 practices, safety equipment, and facility design and construction are applicable for work with dangerous and exotic agents that pose a high individual risk of life-threatening disease, which may be transmitted via the aerosol route and for which there is no available vaccine or therapy.”*
- **Biosafety Level 1 Use** – Pursuant to the safety compatibility criteria established in Table IV-2 of the SFO ALUCP, included as **Attachment 4**, *Biosafety Level 1 use* is not listed as either incompatible or a use to avoid within Safety Zone 3, and is therefore compatible.
  - **Biosafety Level 2 Use** – Per the ALUCP Safety Compatibility Criteria, Biosafety Level 2 Uses within Safety Compatibility Zone 3 are listed as a use that should be avoided, noting that the “Use is not fully compatible and should not be permitted unless no feasible alternative is available. Where use is allowed, habitable structures shall be provided with at least 50% more exits than required by applicable codes. Where the 50% factor results in a fraction, the number of additional exits shall be rounded to the next highest whole number.” To assure compatibility with these requirements the following text modification is recommended:
    1. Prior to adoption, the last sentence of the proposed General Commercial land use definition/ description shall be amended substantially as follows:

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<sup>1</sup> Per *Biosafety in Microbiological and Biomedical Laboratories*, 5<sup>th</sup> Edition, 2009, published by the U.S. Department of Health and Human Services in concert with the Public Health Service, Centers for Disease Control and Prevention, and the National Institutes of Health, or any successor publication.

Any use containing Biosafety Levels 2 is subject to review and approval of a Conditional Use Permit, and if located within Safety Zone 3 as defined in the SFO Airport Land Use Compatibility Plan (ALUCP), shall include with specific findings that there is no feasible land use alternative for the site and enhanced exiting requirements as identified in the ALUCP.

Subject to this amended language, Biosafety Level 2 use within Safety Zone 3 would reflect the requirements of the safety compatibility criteria identified in the SFO ALUCP.

### ***SFO Planning***

Pursuant to standard practice, the revised proposal was referred to SFO Planning staff for review and comment. As outlined in their comment letter, **Attachment 6**, they note appreciation for the removal of Biosafety Level 3 use from the proposal but continue to object to Biosafety Level 2 use as well. They contend that Biosafety Level 2 use in Safety Zone 3 is “inconsistent with the ALUCP and poses an unreasonable public safety hazard by exposing residents and businesses in the City to greater potential harm in the event of an aircraft accident” and recommend the ALUC determine the proposal incompatible with the ALUCP. However, as noted previously in the “Safety Policy Consistency Analysis” discussion, the ALUCP does not list the use as “incompatible”, but rather as a use to “avoid”, and therefore ALUC staff recommends the proposal be determined conditionally consistent, subject to the clarifying language identified above.

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

The Airport Land Use Committee considered this application at its April 25, 2024 meeting, and recommended that it be determined consistent with the policies of the SFO ALUCP, subject to the conditions discussed above.

### **EQUITY IMPACTS AND CONSIDERATIONS**

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

### **ATTACHMENTS**

1. Resolution 24-22

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

2. Application Materials
3. SFO ALUCP Exh. IV-9 Safety Compatibility Zones
4. SFO ALUCP Table IV-2 Safety Compatibility Criteria
5. SFO ALUCP Policy SP-3 Hazardous Uses
6. Comment letter from SFO Planning dated April 12, 2024

## RESOLUTION 24-22

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY, ACTING AS THE SAN MATEO COUNTY AIRPORT LAND USE COMMISSION, DETERMINING THAT A PROPOSED AMENDMENT TO THE MILLBRAE GENERAL PLAN “GENERAL COMMERCIAL” LAND USE DESIGNATION TO ADD LIFE SCIENCE AND RELATED BIOTECHNOLOGY-TYPE USES, INCLUDING BIOSAFETY LEVELS 1 OR 2, ON PROPERTIES LOCATED EAST OF US 101, IS CONDITIONALLY CONSISTENT WITH THE COMPREHENSIVE AIRPORT LAND USE COMPATIBILITY PLAN FOR THE ENVIRONS OF SAN FRANCISCO INTERNATIONAL AIRPORT.**

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

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

**WHEREAS**, in 2022, Millbrae submitted its General Plan and Zoning Ordinance to the ALUC for an ALUCP consistency determination and the documents were found conditionally consistent with the SFO ALUCP; and

**WHEREAS**, Millbrae is considering an amendment modify allowable uses within its General Commercial land use designation to include life sciences and related uses, including uses that may contain Biosafety Levels 1 or 2, on properties so designated that are located east of US 101, and has referred the proposal to the ALUC, for a determination of consistency with relevant airport / land use compatibility criteria in the *Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport* (SFO ALUCP); and

**WHEREAS**, the proposed amendment does not involve noise sensitive uses and does not alter development standards, and therefore the ALUCP consistency evaluation focuses solely on safety compatibility, as discussed below:

Safety Policy Consistency – The SFO ALUCP includes five sets of safety zones and related land use compatibility policies and criteria. Three parcels are affected by the proposed amendment. The southerly half of the affected property lies within Safety Zone 3, the Inner Turning Zone (ITZ), while the northerly half is not located within a Safety Zone. SFO ALUCP Table IV-2, Safety Compatibility Criteria, identifies uses within the various safety zones that are either incompatible or that should be avoided unless no feasible alternative exists.

- (a) Biosafety Level 1 – Pursuant to the Safety Compatibility Criteria, *Biosafety Level 1 use* is not listed as either incompatible or a use to avoid within Safety Zone 3, and is therefore compatible.
- (b) Biosafety Level 2 – The Safety Compatibility Criteria identify *Biosafety Level 2* as a use that should be avoided within Safety Compatibility Zone 3. Uses listed as “avoid” include a note indicating that the “Use is not fully compatible and should not be

permitted unless no feasible alternative is available. Where use is allowed, habitable structures shall be provided with at least 50% more exits than required by applicable codes. Where the 50% factor results in a fraction, the number of additional exits shall be rounded to the next highest whole number.” To assure the proposed amendment reflects the requirements of the safety compatibility criteria, a condition is included in Exhibit A, requiring clarifying language be included in the proposed “General Commercial” description; and

**WHEREAS**, at its April 25, 2024 meeting, based on the factors listed above, the Airport Land Use Committee recommended that the C/CAG Board of Directors, acting as the Airport Land Use Commission, determine that the proposed amendment be found consistent with the policies and criteria of the SFO ALUCP, subject to the condition noted.

**NOW THEREFORE BE IT RESOLVED**, by the Board of Directors of the City/County Association of Governments for San Mateo County, acting as the San Mateo County Airport Land Use Commission, that subject to the conditions outlined in Exhibit A, the proposed amendment to the Millbrae General Plan “General Commercial” land use designation to add life science and related biotechnology-type uses, including Biosafety Levels 1 or 2, on properties located east of US 101, is consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

**PASSED, APPROVED, AND ADOPTED, THIS 9<sup>TH</sup> DAY OF MAY 2024.**

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*Adam Rak, Chair*



**Resolution 24-22 – Condition of Consistency Determination**

1. Prior to adoption, the last sentence of the proposed General Commercial land use definition/description shall be amended substantially as follows:

*Any use containing Biosafety Level 2 is subject to review and approval of a Conditional Use Permit, and if located within Safety Zone 3 as defined in the SFO Airport Land Use Compatibility Plan (ALUCP), shall include ~~with~~ specific findings that there is no feasible land use alternative for the site and enhanced exiting requirements as identified in the ALUCP.*

## C/CAG AGENDA REPORT

Date: May 9, 2024

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

From: Sean Charpentier, Executive Director

Subject: Receive a copy of a Resolution of the San Bruno City Council giving notice to the C/CAG Board, as the San Mateo County Airport Land Use Commission (ALUC), of its intent to consider an override of the ALUC determination of inconsistency with the noise policies of the Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport for proposed General Plan and Navy Site Specific Plan Amendments and Rezoning of 1101, 1150, and 1151 El Camino Real and 1292 Huntington Avenue.

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

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### RECOMMENDATION

That the C/CAG Board of Directors, in its capacity as the San Mateo County Airport Land Use Commission (ALUC), receive a copy of a Resolution of the San Bruno City Council giving notice to the C/CAG Board, as the San Mateo County Airport Land Use Commission (ALUC), of its intent to consider an override of the ALUC determination of inconsistency with the noise policies of the Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport for proposed General Plan and Navy Site Specific Plan Amendments and Rezoning of 1101, 1150, and 1151 El Camino Real and 1292 Huntington Avenue.

### BACKGROUND/DISCUSSION

On March 14, 2024, the C/CAG Board, acting as the San Mateo County Airport Land Use Commission (ALUC), adopted Resolution 24-11 (**Attachment 1**) determining that proposed General Plan and Zoning Amendments related to four potential housing sites identified in the San Bruno Draft 2023-2031 Housing Element, situated within or adjacent to the Tanforan Shopping Center in San Bruno, are not consistent with the noise compatibility policies of the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

San Bruno has transmitted to the ALUC a resolution (**Attachment 2**) that declares its intent to consider an override of the ALUC's determination and includes draft findings in support.

State law [PUC Section 21675.1(d)] provides that local agencies may override a determination of the Airport Land Use Commission. The override process involves the following mandatory steps:

- Local agency must hold a public hearing to consider overriding the ALUC's action;
- Local agency must make specific findings that its proposed action is consistent with the

- purposes of the Airport Land Use Commission statutes;
- Local agency must approve overriding the ALUC’s determination by at least a 2/3 majority vote.
  - Local agency must provide the ALUC and Caltrans Division of Aeronautics a copy of the proposed decision and findings at least 45 days in advance of any override decision.

**ATTACHMENTS**

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

1. C/CAG Board/ALUC Resolution 24-11
2. San Bruno Transmittal letter dated April 10, 2024, and City Council Resolution No. 2024-26

**C/CAG AGENDA REPORT**

Date: May 9, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 24-23 adopting the San Mateo County Transportation Development Act (TDA) Article 3 Program, funding ten Bicycle and Pedestrian project proposals for Fiscal Year 2023/2024 for \$2,262,217.

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

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**RECOMMENDATION**

That the C/CAG Board review and approve Resolution 24-23 adopting the San Mateo County Transportation Development Act (TDA) Article 3 Program, funding ten Bicycle and Pedestrian project proposals for Fiscal Year 2023/2024 for \$2,262,217.

**FISCAL IMPACT**

There is a total of \$2.59M available for the TDA Article 3 Program for the FY 2023/2024 cycle.

**SOURCE OF FUNDS**

TDA Article 3 funds are derived from the following sources:

- Local Transportation Funds (LTF), derived from a ¼ cent of the general sales tax collected statewide
- State Transit Assistance Fund (STA), derived from the statewide sales tax on gasoline and diesel fuel.

**BACKGROUND**

TDA Article 3 funds are distributed by the Metropolitan Transportation Commission (MTC) to C/CAG on a formula basis annually. C/CAG acts as the program administrator in San Mateo County and issues a call for projects for eligible bicycle and pedestrian projects. This funding is available for bicycle and pedestrian projects in San Mateo County with the cities, the County of San Mateo and joint powers agencies (consisting of cities in San Mateo County and/or the County) being eligible applicants.

At the September 14, 2023 C/CAG Board meeting, the Board approved the TDA Article 3 Pedestrian and Bicycle Program Call for Projects and schedule for the FY 2023/2024 Cycle. The total amount of TDA Article 3 funds available for the current cycle is \$2.59M. Of the \$2.59M available for this grant cycle, an amount of \$300,000 will be available to fund planning projects. The remaining \$2,290,706 is set aside for capital projects. The maximum grant amount for the planning project and capital projects is \$100,000 and \$400,000, respectively.

The TDA Article 3 FY 2023/2024 Call for Projects was issued on September 18, 2023. By the due date of November 13, 2023, C/CAG received 11 applications seeking a total of \$2.36M. Based on MTC guidelines, one project application did not meet requirements for funding at this time. Not including that application, C/CAG received four planning applications and six capital applications from a total of 10 jurisdictions. All ten of these applications passed the screening process. All project sponsors presented their respective projects at the January 25, 2024 Bicycle and Pedestrian Advisory Committee (BPAC) meeting, which is the designated advisory body to make recommendations on project funding. BPAC members evaluated and scored the applications between December 2023 and February 2024. C/CAG staff received scores from 9 of 13 Committee members. At the March 28, 2024 meeting, the Committee voted to approve the project ranking and forwarded their recommendations to the Board for consideration.

In summary, the schedule for the TDA Article 3 Program Call for Project process is presented below.

<b>Activity</b>	<b>Date</b>
Call for Projects Issued	September 18, 2023
Project Applications Due	November 13, 2023
Project Sponsor Presentations to BPAC	January 25, 2024
C/CAG BPAC Application Review	December 2023 – February 2024
C/CAG BPAC Recommendation	March 28, 2024
C/CAG Board Approval	May 9, 2024

Attachment 1 provides the project ranking summary and recommended project list for funding.

The total amount of TDA Article 3 funds requested for this cycle was \$2.26M. Because the total grant funding available is \$2.59M, all 10 projects were eligible for funding. C/CAG plans to use the remaining balance of approximately \$327,000 as a local match for state or federal grants aimed at facilitating the update of the Countywide Comprehensive Bicycle and Pedestrian Plan.

Upon approval by C/CAG Board, Staff will submit the projects recommended for funding to MTC for allocation approval. MTC will provide allocation instructions to project sponsors directly.

Jurisdictions receiving TDA Article 3 FY 2023/2024 funds must expend the funds by no later than June 30, 2026, after allocations are made by MTC. Capital projects should be ready to implement as soon as possible.

### **EQUITY IMPACTS AND CONSIDERATIONS**

For the FY 2023/2024 cycle, staff reviewed the TDA 3 evaluation score sheet and criteria with the BPAC in July 2023, ahead of the Call for Projects. Staff proposed updated scoring criteria to prioritize equity and incentivize the development of more projects in underserved areas, resulting in a final score sheet with expanded equity scoring criteria. For example:

- In the previous TDA 3 cycle, project proposals received maximum points if they were mostly located within a C/CAG Equity Focus Area (EFA) or MTC Equity Priority Community (EPC). For this year’s cycle, 1 of 5 points were granted to projects that, while not falling within EFAs or EPCs, demonstrated a clear service to underserved areas or were adjacent to EFAs/EPCs.
- In the previous TDA 3 cycle, project proposals received more points if applicants could provide higher local matches. For this year’s cycle, if a project was located mostly in a C/CAG EFA or MTC EPC, and provided at least the required 10% match, the project received the maximum 10

points. If a project was not located in an EFA or EPC, the applicant would need to provide a 50% local match to receive the maximum 10 points.

- Project proposals also received 1 point if the applicant had previously applied for TDA 3 funding for the same project in the past 10 years but was not awarded funding. This was to encourage jurisdictions to apply that may not have been awarded in recent years.

In addition to C/CAG's typical Call for Projects outreach to eligible jurisdictions, C/CAG distributed the Call for Projects to C/CAG's Community Based Organization (CBO) list. C/CAG also hosted three Community Workshop meetings on Zoom open to members of the public. The workshops were held on September 27, 2023; October 11, 2023; and October 24, 2023. C/CAG invited CBOs and interested members of the public to attend to learn more about the TDA Article 3 program, project eligibility, and to encourage public members to advocate for local projects that they would like to see built or improved within their communities.

For this cycle, C/CAG received 10 applications. Eight of these applications were in an equity area, defined as located mostly within an EFA/EPC, or an area that is adjacent to an EFA/EPC or in a clearly underserved area. Upon approval by the C/CAG Board, 80% of the total programming funding available will be awarded to projects in an equity area. See Table 1 for a summary of projects within equity areas. C/CAG will continue to document the number of applicants and funded projects that fall within equity areas for future TDA cycles.

### **Attachments**

1. BPAC Project ranking summary (as of March 15, 2024)
2. Resolution 24-23
3. Table 1: TDA 3 FY 2023/2024 Projects in Equity Areas

Attachment 1: Project ranking summary (as of March 15, 2024)

	Applicant	Average Score	Project Funding Requested
<i>Planning Project Proposals</i>			
1	<b>Commute.org: San Mateo County Bicycle Education</b> <i>Matching funds for SMCTA grant to implement a Pedestrian and Bicycle Education Program.</i>	82.6	\$ 20,000
2	<b>Foster City: Bicycle &amp; Pedestrian Master Plan</b> <i>Plan to address bicycle and pedestrian safety and needs within the City.</i>	66.9	\$ 80,000
3	<b>Atherton: Updating the Town's Bicycle and Pedestrian Master Plan</b> <i>Plan update to improve bike and pedestrian infrastructure throughout the Town.</i>	61.6	\$ 100,000
4	<b>Hillsborough: Bicycle and Pedestrian Master Plan</b> <i>Create Master Plan to guide infrastructure implementation and identify future improvements.</i>	61.2	\$ 100,000
<i>Capital Project Proposals</i>			
1	<b>South San Francisco: Buffered Bike Lane Enhancement Project</b> <i>Quick build to construct/add bollards to existing buffered bike lanes.</i>	82.3	\$ 345,717
2	<b>San Bruno: Safe Routes to School High-Priority Improvements</b> <i>Implement high-priority recommendations at 10 schools in Safe Routes to School Plan.</i>	77.3	\$ 380,700
3	<b>East Palo Alto: Pulgas Avenue Mini-Roundabouts</b> <i>Install two mini-roundabouts at two intersections on Pulgas Ave.</i>	69.6	\$ 400,000
4	<b>Belmont Village Bicycle Improvements</b> <i>Install Class II bike facilities.</i>	66.7	\$ 330,000
5	<b>Colma: Lawndale Blvd. RRFB Mid-Block Crosswalk &amp; Bike Lane Improvement Project</b> <i>Install high-visibility mid-block crosswalk.</i>	61.0	\$ 252,000
6	<b>San Mateo Caltrain Station North Access Improvement Project</b> <i>Design new pedestrian and bicycle entrance to San Mateo Caltrain station.</i>	55.0	\$ 253,800
		<b>Total</b>	\$ 2,262,217

## RESOLUTION 24-23

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY ADOPTING THE SAN MATEO COUNTY TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 PROGRAM, FOR FISCAL YEAR 2023/2024 FOR \$2,262,217

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

**WHEREAS**, Article 3 of the Transportation Development Act (TDA), Public Utilities Code (PUC) Section 99200 *et seq.*, authorizes the submission of claims to a regional transportation planning agency for the funding of projects exclusively for the benefit and/or use of pedestrians and bicyclists; and

**WHEREAS**, the Metropolitan Transportation Commission (MTC), as the regional transportation planning agency for the San Francisco Bay region, has adopted MTC Resolution No. 4108, Revised, which delineates procedures and criteria for submission of requests for the allocation of TDA Article 3 funds; and

**WHEREAS**, MTC Resolution No. 4108, Revised requires that requests from eligible claimants for the allocation of TDA Article 3 funds be submitted as part of a single, countywide coordinated claim, composed of certain required documents; and

**WHEREAS**, C/CAG is the designated Congestion Management Agency responsible for the development and implementation of the Transportation Development Act Article 3 (TDA Article 3) Program in San Mateo County; and

**WHEREAS**, the TDA Article 3 Program makes available \$2,590,706 for eligible bicycle and pedestrian planning and capital projects; and

**WHEREAS**, the C/CAG has undertaken a process in compliance with Revised MTC Resolution No. 4108, for consideration of project proposals submitted by eligible claimants of TDA Article 3 funds in San Mateo County, and a prioritized list of projects, included as Attachment A of this resolution, was developed as a result of this process; and

**WHEREAS**, C/CAG has developed the TDA Article 3 Program guidelines with input from the Bicycle and Pedestrian Advisory Committee, and the project evaluation criteria includes factors such as project readiness, level of community support, safety, network connectivity, equity, local match, plan consistency and more; and

**WHEREAS**, the C/CAG Bicycle and Pedestrian Advisory Committee scored all ten applications received by the November 13, 2023 deadline; and

**WHEREAS**, four planning projects and six capital projects are eligible for funding under the Fiscal Year 2023/2024 TDA Article 3 Program; and



**WHEREAS**, the C/CAG Board has considered the final recommendation from the C/CAG Bicycle and Pedestrian Advisory Committee; and

**RESOLVED**, that the C/CAG Board approves the prioritized list of projects included as Attachment A to this resolution; and furthermore, be it

**RESOLVED**, that the C/CAG Board approves the submittal to MTC, of the San Mateo County fiscal year FY 2023/2024 TDA Article 3 countywide, coordinated claim, composed of the following required documents:

- A. transmittal letter
- B. a certified copy of this resolution, including Attachment A;
- C. one copy of the governing body resolution and required attachments, for each claimant whose project or projects are the subject of the coordinated claim;
- D. a description of the process for public and staff review of all proposed projects submitted by eligible claimants for prioritization and inclusion in the countywide, coordinated claim;
- E. confirmation that each project meets Caltrans' minimum safety design criteria and is ready to implement within the next fiscal year.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County that the Board hereby adopts the San Mateo County Transportation Development Act (TDA) Article 3 Program, funding ten Bicycle and Pedestrian project proposals for Fiscal Year 2023/2024 for \$2,262,217, as shown in the associated staff report.

**PASSED, APPROVED, AND ADOPTED THIS 9TH DAY OF MAY 2024.**

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**Adam Rak, Chair**

ATTACHMENT A: TDA Article 3 FY 2023/2024 Project Summary

	Applicant	Average Score	Project Funding Requested
<i>Planning Project Proposals</i>			
1	<b>Commute.org: San Mateo County Bicycle Education</b> <i>Matching funds for SMCTA grant to implement a Pedestrian and Bicycle Education Program.</i>	82.6	\$ 20,000
2	<b>Foster City: Bicycle &amp; Pedestrian Master Plan</b> <i>Plan to address bicycle and pedestrian safety and needs within the City.</i>	66.9	\$ 80,000
3	<b>Atherton: Updating the Town's Bicycle and Pedestrian Master Plan</b> <i>Plan update to improve bike and pedestrian infrastructure throughout the Town.</i>	61.6	\$ 100,000
4	<b>Hillsborough: Bicycle and Pedestrian Master Plan</b> <i>Create Master Plan to guide infrastructure implementation and identify future improvements.</i>	61.2	\$ 100,000
<i>Capital Project Proposals</i>			
1	<b>South San Francisco: Buffered Bike Lane Enhancement Project</b> <i>Quick build to construct/add bollards to existing buffered bike lanes.</i>	82.3	\$ 345,717
2	<b>San Bruno: Safe Routes to School High-Priority Improvements</b> <i>Implement high-priority recommendations at 10 schools in Safe Routes to School Plan.</i>	77.3	\$ 380,700
3	<b>East Palo Alto: Pulgas Avenue Mini-Roundabouts</b> <i>Install two mini-roundabouts at two intersections on Pulgas Ave.</i>	69.6	\$ 400,000
4	<b>Belmont Village Bicycle Improvements</b> <i>Install Class II bike facilities.</i>	66.7	\$ 330,000
5	<b>Colma: Lawndale Blvd. RRFB Mid-Block Crosswalk &amp; Bike Lane Improvement Project</b> <i>Install high-visibility mid-block crosswalk.</i>	61.0	\$ 252,000
6	<b>San Mateo Caltrain Station North Access Improvement Project</b> <i>Design new pedestrian and bicycle entrance to San Mateo Caltrain station.</i>	55.0	\$ 253,800
		<b>Total</b>	\$ 2,262,217

Table 1: TDA 3 FY 2023/2024 Projects in Equity Areas

	Received applications	Applications <b>located mostly within</b> an EFA/EPC	Applications <b>adjacent</b> to EFA/EPC or in <b>clearly underserved area</b>	Total Programming Funding Available	Total Funding Recommended for Applications in Equity Areas	% of Funding Recommended to Equity Areas
FY 2023/2024	10	5	3	\$ 2,590,706	\$ 2,062,217	80%

## C/CAG AGENDA REPORT

**Date:** May 9, 2024

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

**From:** Sean Charpentier, Executive Director

**Subject:** Review and approval of Resolution 24-24 terminating agreements by resolutions for the Dumbarton Corridor Pre-PID scope of work between C/CAG and the San Mateo County Transportation Authority by Resolution No. 22-10, and associated local match agreement (Resolution 22-60).

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

### RECOMMENDATION

That the C/CAG Board review and approve of Resolution 24-24 terminating two previously authorized agreements by resolutions for the Dumbarton Corridor Pre-PID scope of work between C/CAG and the San Mateo County Transportation Authority by Resolution No. 22-10, and C/CAG and San Mateo County Economic Development Association by Resolution No. 22-60.

### FISCAL IMPACT

None

### SOURCE OF FUNDS

Funds for the previously approved scope of work for the Dumbarton Corridor Pre-PID project came from Short Range Highway Plan funds from the SMCTA with matching funds will be provided SAMCEDA.

### BACKGROUND/DISCUSSION

The SMCTA issues calls for projects for use of the Measure A and Measure W funds, including the Short-Range Highway Plan program. For the issuance on August 6, 2021, C/CAG staff responded with an application on September 24, 2021, for PIDs for a Dumbarton Roadway Improvements Project (Project).

The C/CAG Board adopted Resolution 21-69 supporting the Dumbarton Corridor Project Initiation Document (PID) project and authorizing the submittal of the application. In total, staff requested \$4,500,000 of Measure A and Measure W funds and committed to a ten percent match of \$500,000. Prior to submission, staff received a letter from SAMCEDA committing to \$500,000 of matching private funds for the Project.

The Project was to analyze the options for managed lane roadway facilities for express buses, other transit, shuttles, and high occupancy vehicles with the goal of reducing vehicle congestion and greenhouse gas emissions and increasing person throughput in this congested corridor. Other major goals include analyzing improvements to pedestrian and bike safety, connections to and along the Bayfront for commuting and recreation, and strategies to reduce transportation impacts on the local

community. Building on past efforts by the SMCTA and MTC, there was to be significant stakeholder and community engagement including participation in identifying alternatives to be analyzed and key equity and community concerns, especially with disadvantaged communities along the Dumbarton corridor.

C/CAG and SMCTA staff separated the total project scope and cost into two phases. The first phase, which is partially covered by the funding agreement currently proposed, is for up to \$750,000 (\$675,000 in SMCTA funds in the Agreement, with a match of \$75,000 from the private sector), was the pre-PID phase, which is scoped for stakeholder engagement and defining the alternatives that will be studied in an eventual PID.

Adoption of Resolution 22-10 authorized the C/CAG Executive Director to execute a Funding Agreement for \$675,000 with San Mateo County Transportation Authority for Phase 1, the Dumbarton Roadway Facility Improvements Pre-Project Initiation Document effort. Adoption of Resolution 22- 60 authorized the C/CAG Chair to execute an Agreement between C/CAG and the San Mateo County Economic Development Association for a \$75,000, representing a 10% local Match for the Pre-PID scope of the Dumbarton Corridor project. Subsequently, staff executed the two contracts as authorized by the two above resolutions.

Due to staff capacity constraints, which delayed the finalization of the scope or work and posting of an RFP for the Pre-PID phase of the Project, and with both technical and timing challenges, which included SamTrans proposing a potential planning project exploring use of existing and owned railway rights of way for purposes of exploring expansion of bus transit, and the fact that this SamTrans project could lead to new opportunities in the corridor, staff have decided to hold off on the Pre-PID Project.

To alert the Board of these considerations and desire to terminate the existing contract, staff is recommending the C/CAG Board review and approve resolution 24-24. C/CAG staff will notify both SMCTA and SAMCEDA of the Board's action, terminating the contracts. Resolution 24-24 is provided as an attachment to this staff report.

## **EQUITY IMPACTS AND CONSIDERATIONS**

If C/CAG initiates future planning efforts in the Dumbarton corridor, staff, consistent with C/CAG's Equity Action Plan, will include equity components.

## **ATTACHMENTS**

1. Resolution 24-24

## **RESOLUTION 24-24**

### **RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY TERMINATING TWO PREVIOUSLY AUTHORIZED AGREEMENTS BY RESOLUTIONS FOR THE DUMBARTON CORRIDOR PRE-PID SCOPE OF WORK BETWEEN C/CAG AND THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY BY RESOLUTION NO. 22-10, AND C/CAG AND SAN MATEO COUNTY ECONOMIC DEVELOPMENT ASSOCIATION BY RESOLUTION NO. 22-60**

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

**WHEREAS**, roadway connections and interchanges between US 101 and the Dumbarton Bridge experience traffic congestion and lack managed lane, active transportation, and green infrastructure improvements; and

**WHEREAS**, C/CAG desired to sponsor the implementation of a project to establish consensus and create Project Initiation Documents for a Dumbarton Roadway Improvement Project (Project) leveraging a call for Projects for Measure A and Measure W Highway Program funds issued on August 6, 2021; and

**WHEREAS**, C/CAG submitted an application for Measure A and/or Measure W funds seeking \$4,500,000 for the Dumbarton Roadway Improvement Project with approval of the application by the Board on October 14, 2021, the SMCTA Board awarded funds on December 2, 2021, and SAMCEDA provided a commitment letter for \$500,000 for the required local match, and

**WHEREAS**, the C/CAG Board, at its April 14, 2022 meeting, adopted Resolution No. 22-10 authorizing the C/CAG Executive Director to execute a funding agreement with the SMCTA for \$675,000 for the Pre-PID phase of the Project and, at its July 14, 2022 meeting, adopted Resolution 22-60 authorizing the C/CAG Chair to execute a funding agreement between C/CAG and the San Mateo County Economic Development Association for a \$75,000 10% local match for the Pre-PID scope, and

**WHEREAS**, due to staff capacity delays and a potential new planning project by SamTrans to improve existing bus transit along railway rights of way in the Dumbarton corridor, and staff's desire to see the result's of SamTrans' planning efforts before undertaking a pre-PID or PID project.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the City/County Association of Government of San Mateo County authorizes termination of two previously authorized agreements by resolutions for the Dumbarton Corridor Pre-PID scope of work between C/CAG and the San Mateo County Transportation Authority by Resolution No. 22-10, and C/CAG and San Mateo County Economic Development Association by Resolution No. 22-60.

**PASSED, APPROVED, AND ADOPTED, THIS 9TH DAY OF MAY 2024.**

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*Adam Rak, Chair*

## C/CAG AGENDA REPORT

Date: May 09, 2024

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

From: Sean Charpentier, C/CAG Executive Director

Subject: Review and approval of Resolution 24-25 approving Agreement with the San Mateo County Superintendent of Schools (San Mateo County Office of Education) for the San Mateo County Safe Routes to School Program in an amount not to exceed \$798,223 for Fiscal Year 2024-25.

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

### RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-25 authorizing an agreement with the San Mateo County Superintendent of Schools (San Mateo County Office of Education) for the San Mateo County Safe Routes to School Program in an amount not to exceed \$798,223 for Fiscal Year 2024-2025.

### FISCAL IMPACT

The project funding for fiscal year 2024-2025 shall not exceed \$798,223. The Funding model for FY 24-25 includes \$798,223 of both Federal Surface Transportation Program funds and local Measure M funds (\$706, 267.71 of STP funds and an additional \$91,955.29 of Measure M funds).

### SOURCE OF FUNDS

The San Mateo County Safe Routes to School (SRTS) Program receives its funding through a blend of federal Surface Transportation Program (STP) funds from the Metropolitan Transportation Commission (MTC) One Bay Area Grant (OBAG) Program, as well as local Measure M funding, which is generated by the \$10 vehicle registration fee imposed in San Mateo County. A total of \$2,120,000 in STP funds and \$274,669 in local Measure M funding has been allocated to administer the Safe Routes to School Program over a four-year period (FYs 2022-23 through 2025-26). For FY 24-25, the San Mateo County Office of Education will be granted a partial allocation of \$798,223.



## **BACKGROUND**

### Safe Routes to School Program

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

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

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

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

The agreement for Fiscal Year 2024-25 with the San Mateo County Office of Education incorporates revised language from C/CAG's Single Audit, now detailed in Clauses "A-D" within ARTICLE I: INTRODUCTION of the AGREEMENT. These modifications were similarly applied to the revised No.2 FY 2023-2024 agreement (Resolution 24-19) with the County Office of Education.

In fiscal year 2024-2025, SMCOE proposes to conduct the following activities:

- Coordinate School Travel Fellowship and other opportunities for districts/schools and their respective municipalities to collaborate.
- Coordinate county-wide walk and roll to school days
- Coordinate bike and pedestrian education in San Mateo County schools

- Vet all Safe Routes to School vendors for inclusion on the approved vendor list
- Provide bike and pedestrian educational materials
- Conduct student travel tallies once a year at schools receiving SRTS services
- Coordinate Safe Routes to School professional development opportunities
- Plan and deliver program training, based upon the needs and interests of participants and key stakeholders
- Facilitate quarterly Safe Routes to School Community Advisory Committee meetings
- Conduct public information activities that involve media releases and updating the Safe Routes web page on the County Office’s Web site
- Foster collaborative networks across the county to strengthen program awareness and implementation
- Complete and submit quarterly activity reports to C/CAG
- Conduct annual evaluation and submit report to C/CAG
- Pursue additional sources of funding to expand the program scope and reach
- Contract with transportation planning firm to complete the following tasks
  - Assist with planning and facilitation of Safe Routes to School Community Advisory Committee meetings
  - Prioritize the following through School Travel Fellowship projects
    - Infrastructure needs at priority locations and areas of concern as identified in the high injury network (HIN) analysis
    - Safety campaign based on crash causes in areas of concern
    - Pilot recommendation from Slow Speed Guidebook
    - Coordination with Caltrans for Caltrans roads on HIN

## **EQUITY IMPACTS AND CONSIDERATIONS**

The San Mateo County Safe Routes to School Program’s commitment to equity extends to educational opportunities, outreach events, and partnerships to improve safety in priority schools. The program further prioritizes grant funding in schools that are in Equity Priority Communities.

## **ATTACHMENTS**

1. Resolution 24-25
2. Draft Agreement between C/CAG and SMCOE for FY 2024-2025 (*The document is available for download at the C/CAG website at:*  
<http://ccag.ca.gov/committees/board-of-directors/>)

## **RESOLUTION 24-25**

### **RESOLUTION TO THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG CHAIR TO EXECUTE AGREEMENT WITH THE SAN MATEO COUNTY OFFICE OF EDUCATION TO ADMINISTER AND MANAGE THE SAN MATEO COUNTY SAFE ROUTES TO SCHOOL PROGRAM IN AN AMOUNT NOT TO EXCEED \$798,223 FOR FY 2024-25.**

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

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

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

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

**WHEREAS**, C/CAG and the San Mateo County Office of Education wish to enter into an agreement to implement the Safe Routes to School program for FY 2024-2025 in an amount not to exceed \$798,223; and

**NOW THEREFORE BE IT RESOLVED**, by the Board of Directors of the City/County Association of Governments of San Mateo County that the Chair is authorized to execute an agreement between C/CAG and the San Mateo County Office of Education for the San Mateo County Safe Routes to School Program in an amount not to exceed \$798,223 for FY 2024-25. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final scope and terms of the Agreement and related materials prior to execution by both parties, subject to legal counsel approval as to form.

**PASSED, APPROVED, AND ADOPTED, THIS 9<sup>TH</sup> OF MAY, 2024.**

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*Adam Rak, Chair*

## C/CAG AGENDA REPORT

Date: May 9, 2024

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

From: Sean Charpentier, Executive Director

Subject: Receive a copy of executed Amendment No. 1 to the agreement with Mariposa Planning Solutions for the preparation of a Shared Micromobility Community Outreach Plan adding \$11,955, an amount that does not exceed established contingency, for a new total not to exceed \$131,548.

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

### RECOMMENDATION

That the C/CAG Board receives a copy of the executed Amendment No. 1 to the agreement with Mariposa Planning Solutions for the preparation of a Shared Micromobility Community Outreach Plan. This amendment added \$11,955, an amount that is within the established contingency, bringing the new total of the agreement to \$131,548.

### FISCAL IMPACT

Resolution 23-86 established a contingency in the amount of \$11,959 (10% of contract) for a total project budget of \$131,552. Amendment No.1 added \$11,955, an amount that is within the established contingency, bringing the new total of the agreement to \$131,548.

### SOURCE OF FUNDS

Funding for the project comes from federal Surface Transportation funds and local Congestion Relief Plan funds.

### BACKGROUND

Micromobility refers to services such as bikeshare and scooter-share, where users are able to check out various small and light-weight vehicles for short term use through a self-service rental portal. It has been envisioned as one of the tools to address first and last mile challenges, bridging the transportation gap between home and transit stations, and from transit stations to places of employment. Other benefits of micromobility include reducing short distance vehicle trips and increasing transportation access.

In December 2022, C/CAG adopted the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan (Plan). The Plan includes the feasibility analysis of a bike share and scooter share program, research on best practices, and program guidelines to support jurisdictions that wish to launch a program. The study recommended a multi-jurisdictional shared micromobility pilot program in the County, with a pilot duration of one to two years with possible extensions. The primary

recommended vehicle type is e-bicycles, and individual jurisdictions have the option to add e-scooters and manual bicycles. The two locations recommended for the pilot are 1) Daly City, Broadmoor, and Colma, and 2) Redwood City and North Fair Oaks. This selection is based on their close proximity to high frequency transit locations, the ability to serve a large population in an equity priority community with limited access to vehicles and high reliance on transit.

To ensure a robust community engagement process, C/CAG is developing a Community Outreach Plan for the Shared Micromobility pilot project.

The goals for the Community Outreach Plan include:

- Seek community input on potential micromobility station locations within the two pilot areas;
- Gain feedback on what should be included in an equity program for the pilot (focused on reducing barriers to use shared micromobility, including options for low-income and unbanked individuals and those who require the use of an adaptive vehicle);
- Advise the Micromobility Governance Working Group on refining the scope of work and program guidelines for the shared micromobility operator based on the community's comments; and
- Assist with promoting and marketing the program to potential users.

In October 2023, the C/CAG Board approved Resolution 23-86 authorizing the C/CAG Executive Director to execute an agreement with Mariposa Planning Solutions for the preparation of a Shared Micromobility Community Outreach Plan. The contract amount is \$119,593. The Board authorized a contingency in the amount of \$11,959 (10% of contract), bringing the total project budget to \$131,552. The Executive Director was authorized to execute future contract amendments in an amount not-to-exceed the appropriated contingency.

Due to the need for additional survey development and data analysis, Mariposa Planning Solutions has requested additional funds to complete the project. C/CAG staff supported adding \$11,955 to the project budget for a new total amount not-to-exceed \$131,548. Since the amount is within the established contingency, staff requested that the C/CAG Executive Director execute Amendment No. 1 to the agreement with Mariposa Planning Solutions. Attachment 1 is a copy of the fully executed amendment.

## **EQUITY IMPACTS AND CONSIDERATIONS**

The Community Outreach Plan is centered around equity, through seeking community input on potential micromobility station locations and gaining feedback on what should be included in an equity program for the pilot. The Plan also created a Community Based Organizations (CBOs) list and engaged with CBOs through the survey and multiple outreach engagement events.

## **ATTACHMENT**

1. Amendment No. 1 to the agreement with Mariposa Planning Solutions for the preparation of a Shared Micromobility Community Outreach Plan

**AMENDMENT NO. 1 TO THE AGREEMENT  
BETWEEN  
THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY  
AND  
MARIPOSA PLANNING SOLUTIONS**

WHEREAS, the City/County Association of Governments of San Mateo County (hereinafter referred to as “C/CAG”) and Mariposa Planning Solutions. (hereinafter referred as “Consultant”) are parties an Agreement originally dated October 24, 2023, for development of the Community Outreach Plan for the Shared Micromobility pilot project (the “Project”); and

WHEREAS, the Agreement term included a completion date of October 31, 2024 and a total not-to-exceed amount of \$119,593; and

WHEREAS, due to the need for additional time on the survey development and data analysis, the Consultant has requested additional funds to complete the Project;

WHEREAS, C/CAG wishes to add \$11,955 to the project budget for a new total amount not-to-exceed \$131,548; and

WHEREAS, the C/CAG Board of Directors adopted Resolution 23-86 and established a contingency in the amount of \$11,959 and authorized the C/CAG Executive Director to execute future contract amendments using the contingency, in an amount not-to-exceed a total budget of \$131,552.

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

IT IS HEREBY AGREED by C/CAG and Consultant that:

1. The not-to-exceed amount of the Agreement, as provided in Section 2 “Payments” therein, shall be replaced with following:

**Payments.** In consideration of the services rendered with all terms, conditions, and specifications set forth herein, in Exhibit A, Scope of Work, and Exhibit C, Key Personnel Assignments, and in any subsequent task orders executed under the governance of this Agreement, C/CAG shall reimburse Consultant on a deliverable basis. The aggregate total amount of payment by C/CAG to Consultant for services shall not exceed one hundred thirty one thousand and five hundred forty eight dollars (\$131,548), as shown in Exhibit B, Project Budget and Schedule, for services provided during the Contract Term set forth below, including (as applicable) labor, supervision, applicable surcharges such as taxes, insurance, and fringe benefits, indirect costs, overhead, profit, subconsultants’ costs (including mark-up), travel, equipment, materials and supplies, expenses, and any fixed fee. Payments shall be made to Consultant monthly, based on an invoice submitted by Consultant that has been reviewed and approved by C/CAG, that identifies expenditures and describes services performed and percentage of deliverables completed. C/CAG shall have the right to receive, upon request, documentation substantiating charges billed to C/CAG. Consultant will be paid promptly upon receipt by the C/CAG Project Manager of an acceptable invoice. Final invoice must contain the final cost and all credits due C/CAG. The final invoice should be submitted within sixty (60) calendar

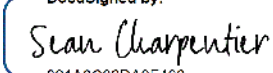
days after completion of Consultant’s work. Invoices shall be mailed or emailed to C/CAG Project Manager at the following address:

City/County Association of Governments of San Mateo County  
555 County Center, 5th Floor  
Redwood City, CA 94063  
Attention: Kim Wever  
kwever@smcgov.org

2. The Project Budget provided in Exhibit B to the Agreement, shall be deleted in its entirety, and replaced by the “Revised – Project Budget”, attached hereto and hereby incorporated into the Agreement.
3. The Key Personnel Assignments provided in Exhibit C to the Agreement, “Key Personnel Assignments” shall be deleted in its entirety, and replaced by Exhibit C, “Revised – Key Personnel Assignments”, attached hereto and hereby incorporated into the Agreement.

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

City/County Association of Governments  
(C/CAG)

DocuSigned by:  
  
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 Sean Charpentier, Executive Director

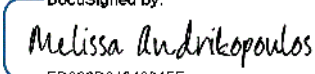
Date: 4/30/2024

Mariposa Planning Solutions  
(Consultant)

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 Christopher Lepe, President

Date: 4/30/2024

Approved as to form:

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 Melissa Andrikopoulos  
 Legal Counsel for C/CAG

## Exhibit B

## Project Budget and Schedule

## REVISED – PROJECT BUDGET

Task/Deliverable		Total Labor Hours	Direct Expenses	Total Project Cost
<b>Task 1</b>	<b>Project Administration and Meetings</b>	<b>136</b>		<b>\$ 33,219</b>
1.1	Project Kick-Off Meeting	16		\$ 3,439
1.2	Weekly Project Management Meetings	80		\$ 19,000
1.3	Monthly Invoices and Progress Reports	10		\$ 2,800
1.4	Micromobility Working Group and C/CAG	30		\$ 7,980
<b>Task 2</b>	<b>Planning Phase Community Outreach Plan and Collaterals</b>	<b>117</b>		<b>\$ 25,831</b>
2.1	Planning Phase Community Outreach Plan Outline	7		\$ 1,620
2.2	Draft Planning Phase Community Outreach Plan	53		\$ 12,176
2.3	Final Planning Phase Community Outreach Plan	25		\$ 5,858
2.4	San Mateo County Community Based Organizations (CBOs) Contact List	6		\$ 1,466
2.5	San Mateo County Shared Micromobility Program public friendly fact sheet (in English, Spanish, Chinese, and Tagalog), talking points social media toolkits, and messaging for the C/CAG website and outreach partners	26		\$ 4,711
<b>Task 3</b>	<b>Implementation of the Planning Phase Community Outreach Plan</b>	<b>295</b>		<b>\$ 49,121</b>
3.1	Community outreach intercept survey and visual aids (in English, Spanish, Tagalog, and Chinese)	55		\$ 9,404
3.2	Completed print surveys and notes from virtual feedback session	13		\$ 2,105
3.3	Community outreach (4 geographic specific in person events and pop ups, 1 virtual event for a broader geographic audience, and an online survey) and outreach summary, findings, and assessments from the Planning Phase (to be completed by March 2024 integrating feedback from the shared micromobility program operator).	227		\$ 37,612
<b>Task 4</b>	<b>Micromobility Service Launch Marketing Plan</b>	<b>81</b>		<b>\$ 14,682</b>
4.1	Service Launch Marketing Plan Outline	9		\$ 1,824
4.2	Draft Service Launch Marketing Plan	46		\$ 8,054
4.3	Final Service Launch Marketing Plan	26		\$ 4,804
	Total Hours	<b>628</b>		
	Direct Expenses (Travel, Materials, Stipends, Interpretation & Translation Services, & Bike Repairs for events)		\$ 8,696	\$ 8,696
			<b>Total Project Cost</b>	<b>\$ 131,548</b>
	<b>Non-Labor Costs (Direct Expenses)</b>			
	Mileage for outreach - All	\$309		
	Outreach costs (printing fliers, banners, food, outreach promotional items, etc.) - Initially planned for SVBC but taken on by MPS	\$1,459		
	Stipends for community participation - SVBC	\$1,600		
	2 free bike repairs for events - SVBC	\$499		
	Interpretation (4 hours for virtual events) - MPS	\$0		
	Translation (written) - 4 pages of content (fact sheet and survey - assume 2 pages each), 250 words per page across 3 languages (Spanish, Chinese, and Tagalog) + updates from client revisions - MPS	\$1,829		
	Social Pinpoint - Online survey and mapping tool - MPS (unanticipated expense)	\$3,000		
	<b>TOTAL \$</b>	<b>\$8,696</b>		



## Exhibit C

## REVISED – KEY PERSONNEL ASSIGNMENTS

Hourly billing rates and staff for CONSULTANT and SUBCONSULTANT(S) are included below.

## MARIPOSA PLANNING SOLUTIONS

	<u>Name</u>	<u>Loaded Rate/hour</u>	<u>Est. hours</u>	<u>Task Description</u>
1.	Chris Lepe	\$280	123	Project Manager/Point of Contact, Task 1-4
2.	Allison Mannos	\$175	112	Communications/Equity Advising, Task 1-4

## EMERGENT LABS (SUBCONSULTANT)

	<u>Name</u>	<u>Loaded Rate/hour</u>	<u>Est. hours</u>	<u>Task Description</u>
3.	Brytanee Brown	\$238	153	Outreach Planning, Task 1-4
4.	Andrew Saephan	\$150	60	Graphic Design, Task 2-4
5.	Daniella Biffi	\$50	40	Data Analysis & Report Writing, Task 3

## SILICON VALLEY BICYCLE COLLATION (SUBCONSULANT)

	<u>Name</u>	<u>Loaded Rate/hour</u>	<u>Est. hours</u>	<u>Task Description</u>
6.	Sandhya Laddha	\$175	17	Advocacy Director, Task 3
7.	Anthony Montes	\$150	86	Assoc. Director of Advocacy, Task 1-4
8.	Heather Wolnick	\$150	37	Community Organizer, Task 3

## C/CAG AGENDA REPORT

**Date:** May 9, 2024

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

**From:** Sean Charpentier, Executive Director

**Subject:** Receive workplan and draft working group roster for completion of Countywide Integrated Waste Management Plan five-year review by C/CAG as the solid waste Local Task Force in San Mateo County.

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

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### RECOMMENDATION

That the C/CAG Board receive workplan and draft working group roster for completion of Countywide Integrated Waste Management Plan five-year review by C/CAG as the solid waste Local Task Force in San Mateo County.

### FISCAL IMPACT

Costs for staff time is allocated in the FY 2024-25 budget.

### SOURCE OF FUNDS

General Funds

### BACKGROUND/DISCUSSION

State law (California Public Resources Code Section 40950) requires each county to convene a task force (referred to as the “local task force”) to review and comment on State-mandated waste management plans. In San Mateo County, the cities and County designated C/CAG as the local task force for this purpose, per the Joint Powers Agreement Continuing Establishment of the City/County Association of Governments. C/CAG, as the designated local task force, is responsible for providing comments to the County and the State on the completeness of the five elements of the Countywide Integrated Waste Management Plan (CIWMP) every five years.

The original San Mateo County CIWMP was completed and was approved by the State of California Integrated Waste Management Board in the month of October 1996. A CIWMP update was completed in October 1999 establishing the date for the five-year cycle. A five-year review was completed and approved in 2004, 2009, 2014, and 2019. In each five-year cycle, C/CAG reviewed and commented on the CIWMP.

The first step in this process is for C/CAG, as the LTF, to review the various elements of the current CIWMP, and the cities’ documents, looking for elements that may require updating. The cities in San Mateo County submit annual reports to the State, which include their programs for diverting waste from landfills. After review of both the existing CIWMP and cities’ annual reports, C/CAG, as the LTF, will advise the County and the State whether a review and possible update to the CIWMP is necessary. The advice to the County and State comes in the form of a letter from the

C/CAG Board.

In the past, C/CAG has established an Ad Hoc Committee consisting of stakeholders to CIWMP, as suggested by the State, to complete the review and to advise the C/CAG Board (as the LTF). In past five-year cycles, the C/CAG Board has appointed elected officials from the sitting Board to participate in the review. Staff believes that this elected official participation is not necessary, as the process responsibility can be undertaken by C/CAG staff and reported back to the C/CAG Board as the LTF, along with a draft letter to advise the State and County.

### **State Requirements – The Five-Year Process for Review and Revision of the CIWMP**

Prior to the fifth anniversary of CalRecycle (State) approval of a CIWMP, or its most recent review or revision, C/CAG as the LTF must complete a review of the CIWMP to assure that the cities' and County waste management practices remain consistent with practices defined as Source Reduction first; Recycling second, and finally, Transformation and Landfilling.

In time to allow the County to complete the review, C/CAG as the LTF should submit written comments on the five elements of the CIWMP that require further review or revision, if any, to the County and the State. These elements are:

1. Source Reduction and Recycling Element (list of programs to increase diversion of waste from landfills)
2. Household Hazardous Waste Element (list of programs to prevent disposal of residential hazardous waste into landfills)
3. Non-Disposal Facility Element (list of permitted solid waste facilities in the county excluding landfills)
4. Siting Element (estimation of remaining years of in-county landfill capacity)
5. Summary Plan (summary and coordination of the other elements)

Of the five elements, the first three are updated annually by each city in an Electronic Annual Report (EAR), which they submit to CalRecycle annually. For these elements, the Working Group will review each city's programs to ensure actual efforts are reflected in the EARs. The fourth element, the Siting Plan, will be reviewed by the Working Group based on a presentation by the county's landfill operator, for discussion. The last element, the Summary Plan, is not required to be reviewed or updated, as it is a summary of the previous elements.

C/CAG staff will return to the C/CAG Board once the review process is completed and recommendations for comments from the LTF to the State and the County are readied. Staff will provide a draft letter of LTF Comments for approval for signature and submittal by the C/CAG Board. Upon approval, staff will attach signature and forward to the State and the County.

Within 45 days of receiving LTF comments, the County must determine if a revision to any of the elements is necessary and notify the LTF and the State of its findings in a CIWMP Review Report (Report). A template for this Report is provide by the State.

When preparing the CIWMP Review Report Template, the County must address at least the following:

- changes in demographics in the county,

- changes in quantities of waste within the county,
- changes in funding sources for administration of the Siting Element and Summary Plan,
- changes in administrative responsibilities,
- programs that were scheduled to be implemented but were not, a statement as to why they were not implemented, the progress of programs that were implemented, a statement as to whether programs are meeting their goals, and if not, what contingency measures are being enacted,
- changes in permitted disposal capacity, and quantities of waste disposed of in the county or regional agency,
- changes in available markets for recyclable materials,
- changes in the implementation schedule.

Within 90 days of receipt of the CIWMP Review Report, staff at the State will review the County's findings and approve or disapprove the Report. Within 30 days of its action, the State will send a letter to confirm its approval or disapproval and may include areas of the CIWMP that require revision and request that those elements be updated.

If a revision is necessary, the county or regional agency shall submit a CIWMP revision schedule to the State in the review report and:

- the County should revise the CIWMP in the areas noted as deficient in the CIWMP Review Report and/or as identified by the State.
- The County should submit all revisions of its CIWMP to the State for approval.

C/CAG staff and the County will work together through the review process for two reasons. One, the County (Sustainability Department) oversees participation in a countywide (city) solid waste staff committee, the Solid Waste Advisory Committee and, two, the County will both support the Working Group's work and gain knowledge of any issues that may arise through the process. The review process will likely include a series of three meetings over a period of three months.

**Staff Recommendation for the Working Group**

In keeping with the State suggested make-up of the LTF committee and, considering the various elements of the CIWMP in the review process for 2024, staff and the County Sustainability Department recommend the following membership for the Working Group and has secured commitments for participation:

Number	Category of Stakeholder	Participant Name and Affiliation
4	Solid Waste Company Staff	<ul style="list-style-type: none"> <li>• Mia Rossi, Community Outreach Manager, Recology SMC</li> <li>• Teresa Montgomery, Sustainability Manager, SSF Scavenger)</li> <li>• Monica Devincenzi, Municipal Manager, Republic Services</li> </ul>

1	County Environmental Health Staff	<ul style="list-style-type: none"> <li>Liliana Mejia, EHS Supervisor, San Mateo County Environmental Health</li> </ul>
1	Environmental Organization	<ul style="list-style-type: none"> <li>Julia Au, Sr. Outreach, Education, and Compliance Manager, ReThink Waste</li> </ul>
4	Environmental Staff from Cities	<ul style="list-style-type: none"> <li>Matt Nichols, Management Analyst, City of Half Moon Bay</li> <li>Brandi de Garreaux, Senior Management Analyst, Town of Woodside</li> <li>Vicki Sherman, Environmental Initiatives Coordinator, City of Redwood City</li> <li>Christina Fernandez, Deputy City Manager and Chief Sustainability Officer, City of South San Francisco</li> </ul>
1	Local Task Force/CCAG Representative	<ul style="list-style-type: none"> <li>Kim Springer; Transportation Systems Coordinator</li> </ul>
2	County Sustainability Department Staff	<ul style="list-style-type: none"> <li>Gordon Tong, Waste Reduction Program Manager, County of San Mateo</li> <li>Elizabeth Carrade, Senior Sustainability Specialist, County of San Mateo</li> </ul>

Staff is recommending that the C/CAG Board receive the workplan and draft composition of the Working Group for completion of the five-year Countywide Integrated Waste Management Plan review. Staff will report back to the C/CAG Board with details of the findings of the review at a future C/CAG Board meeting.

**EQUITY IMPACTS AND CONSIDERATIONS**

Review of the Countywide Integrated Waste Management Plan is completed based on a process and requirements managed by the State.

**ATTACHMENT**

None

## C/CAG AGENDA REPORT

Date: May 9, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 24-26 extending the terms of the pre-qualified bench of consultants to April 30, 2026 in order to continue providing transportation planning and program support services.

(For further information or questions contact Kaki Cheung at [kcheung1@smcgov.org](mailto:kcheung1@smcgov.org))

### RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-26, extending the terms of the pre-qualified bench of consultants. This extension enables the consultants to continue providing transportation planning and program support services until April 30, 2026.

### FISCAL IMPACT

None.

### SOURCE OF FUNDS

N/A.

### BACKGROUND

In April of 2022, the C/CAG Board approved a list of consultants to serve on the Agency's Transportation Planning and Program Support Bench ("Bench"). Ten consultants together can provide the following types of services:

1. **Comprehensive Planning Support:** develop plans, policies, and programs to be adopted and implemented by C/CAG that encompass comprehensive community goals, including transportation, land use and housing.
2. **Engagement and Outreach:** meaningfully and authentically engage diverse stakeholders in planning and community development processes.
3. **Project/Program Development, Administration and Management:** develop and administer transportation projects and programs, provide project/program oversight, ensure projects/programs are completed in a timely fashion and within budget.

4. **Grant Writing:** assist with completion of federal, state, and other grant applications.

Selection to enter into a contract with one of the pre-qualified consultants takes place by direct selection or via a mini-procurement. The mini-RFQ or mini-RFP awards are made based on the evaluation factors listed in the mini-RFQ or mini-RFP. Contract periods of performance and amounts are determined on a per-contract basis based on the project solicited to the Bench.

Some examples of services provided in the last two years by the bench include an update of the C/CAG's Congestion Relief Plan, and preparation of Caltrans and federal grant applications.

The current pre-qualified consultant bench is set to expire by the end of April. The original procurement documents stated that the Board can extend the performance period up to two additional years. Staff recommends that the C/CAG Board reviews and approves Resolution 24-26, extending the terms of the pre-qualified bench of consultants to April 30, 2026. This extension enables the consultants to continue providing transportation planning and program support services.

## **EQUITY IMPACTS AND CONSIDERATIONS**

A consultant bench allows for the inclusion of consultants with diverse backgrounds and perspectives. This diversity can better represent the needs and interests of various communities.

## **ATTACHMENTS**

1. Resolution 24-26
2. List of Pre-Qualified List of Consultants

## **RESOLUTION 24-26**

### **RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY EXTENDING THE TERMS OF THE PRE-QUALIFIED BENCH OF CONSULTANTS TO APRIL 30, 2026 IN ORDER TO CONTINUE PROVIDING TRANSPORTATION PLANNING AND PROGRAM SUPPORT SERVICES.**

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

**WHEREAS**, C/CAG has a need for consultants who can provide a wide range of transportation planning, engagement and outreach, program/project development, administration and management, and grant writing services on an as-needed basis; and

**WHEREAS**, C/CAG organized a competitive procurement process to pre-qualify firms for four service categories: Comprehensive Planning Support, Engagement and Outreach, Project/Program Development, Administration and Management and Grant Writing; and

**WHEREAS**, AMG, Alta Planning + Design, DKS Associates, Evan Brooks Associate, Gray Bowen Scotts, Iteris, Kimley Horn and Associates, Perkins & Will, PlaceWorks, and Steer Group were ten firms recommended to be pre-qualified through this competitive process.

**WHEREAS**, the initial term of the consultant bench is from April 2022 to April 2024. C/CAG wishes to extend the term of the consultant bench to April 30, 2026 in order to continue providing transportation planning and program support services.

**NOW THEREFORE BE IT RESOLVED** by the Board of Directors of the City/County Association of Governments of San Mateo County that the term of the pre-qualified consultant bench to provide transportation planning and program support services is extended through April 30, 2026.

**PASSED, APPROVED, AND ADOPTED, THIS 9TH DAY OF MAY, 2024.**

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**Adam Rak, Chair**



## Transportation Planning and Program Support Services

	Firm Name	Service Category			
		Comprehensive Planning Support	Engagement and Outreach	Project/Program Development & Administration	Grant Writing
<b>1</b>	AMG	1	1	1	1
<b>2</b>	Alta Planning + Design			1	1
<b>3</b>	DKS Associates	1	1		
<b>4</b>	Evan Brooks Associate			1	1
<b>5</b>	Gray Bowen Scotts			1	1
<b>6</b>	Iteris			1	1
<b>7</b>	Kimley Horn and Associates	1	1	1	1
<b>8</b>	Perkins & Will	1			
<b>9</b>	PlaceWorks	1	1	1	
<b>10</b>	Steer Group	1	1	1	
	Total Number of Applicants	6	5	8	6

## C/CAG AGENDA REPORT

**Date:** May 9, 2024  
**To:** City/County Association of Governments of San Mateo County Board of Directors  
**From:** Sean Charpentier, Executive Director  
**Subject:** Receive update on the Washington D.C. and Sacramento legislative visits.  
 (For further information, contact Kim Springer at [kspringer@smcgov.org](mailto:kspringer@smcgov.org))

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### RECOMMENDATION

That the C/CAG Board receive an update on the Washington D.C. and Sacramento legislative visits.

### FISCAL IMPACT

Travel costs associated with the Washington D.C. visit were allocated in the FY2023-24 budget.

### SOURCE OF FUNDS

General and NPDES funds.

### BACKGROUND/DISCUSSION

C/CAG began contracting for federal legislative advocacy through a contract with consultant Ken Brown Strategic Consulting in January 2022. This was the first time C/CAG, as an agency, has contract for this type of service. The contract includes support for visits to Washington, D.C. to support funding requests, discretionary applications, and to build relationships with federal departments and San Mateo County's delegation.

Washington, D.C. visits with federal representatives and departments took place on March 13 through March 14, 2024 and was attended by Board Chair - Adam Rak, Vice Chair - Michael Salazar, and staff, Sean Charpentier and Reid Bogert. The major focus was on a \$60m competitive NOAA Grant application that C/CAG submitted in February this year; however, other project priorities were discussed including the \$1m RAISE application submitted to update our bicycle and pedestrian plan. The Washington D.C. visit schedule is provided at attachment 1 to this staff report.

As a follow up to the Washington DC trip, staff and Ken Brown and Asheley Badesh submitted Member Directed Funding requests for the following projects.

1. NOAA One Watershed Climate Resilience Infrastructure in San Mateo County
2. San Mateo County Pathways Forward: An Inclusive Bike and Pedestrian Plan

See attachment 2 for the fact sheet for these projects.

In addition, staff and Board members made a legislative visit to Sacramento on April 16, 2024 to meet with members; mainly the San Mateo County delegation. The visit was supported by staff

from C/CAG's legislative advocate Shaw Yoder Antwih Schmelzer & Lange, and attended by Board Chair - Adam Rak, Vice Chair - Michael Salazar, Legislative Committee Vice Chair - Gina Papan, and staff, Sean Charpentier, Kaki Cheung, and Kim Springer. The Sacramento visit schedule is provided at attachment 2 to this staff report.

## **EQUITY IMPACTS AND CONSIDERATIONS**

Using tools developed in the Equity Assessment, Framework, and Action Plan project, completed in December 2023, equity considerations, including Equity Focus Area communities affected and opportunities to reduce existing disparities, are considered in the development of plans, program, project, and processes. Most federal sources for requests include requirements to serve priority communities. C/CAG continues to pursue funds for projects and programs that would advance C/CAG's equity goals.

## **ATTACHMENTS**

1. Washington D.C. Visits
2. Member Directed Funding Fact Sheets
3. Sacramento Visits

## Washington D.C Visit

March 13, 2024 – March 14, 2024

### Legislators or Legislative Staff, and Agency Meetings:

- Eric Henshall, LD for Congresswoman Eshoo
- Joint Session Meeting for Elected Officials - Senator Padilla, Senator Butler, and staff
- US EPA Office of Policy, Office of Water, & Office of Air
- Congressman Kevin Mullin
- US DOE Office of Energy Efficiency and Renewable Energy
- Matthew Ceja, Policy Advisor for Energy, Transportation, & Air Quality, Office of Senator Butler
- NOAA – Intergovernmental Affairs Team
- Angela Ebiner, Policy Advisor (NOAA), Office of Senator Padilla
- US DOT – Intergovernmental Affairs Team



## Implementing OneWatershed Climate Resilience Infrastructure in San Mateo County

### *A Regional Approach to Multi-Hazard Risk Evaluation, Equitable Engagement, and Coordinated Climate Resilience Infrastructure & Nature-Based Solutions*

The City/County Association of Governments of San Mateo County (C/CAG) has launched an innovative OneWatershed Climate Resilience initiative in partnership with a diverse, cross-sector collaboration of regional entities, local governments, community-based organizations (CBOs), academic institutions, climate experts, and workforce development organizations.



**San Mateo County is Extremely Vulnerable to Climate Impacts:** Bounded by the Pacific Ocean to the west and the San Francisco Bay to the east, San Mateo County is uniquely vulnerable to climate change impacts, which will have compound effects on watershed infrastructure and communities. San Mateo is the most vulnerable county to sea level rise in California with an estimated \$39.1 billion in assets at risk to flooding in the next 50-100 years. In addition to public infrastructure, nearly 30,000 homes and 3,000 commercial parcels in the County are at-risk to climate change impacts that could cause displacement and job loss. In 2023, a number of communities in San Mateo County experienced unprecedented wet weather events, and portions of the County received more than four inches of rain in a single storm, causing major property flooding and road closures, and even deaths. Communities in San Mateo County will face additional severe climate risks in the coming decades, as the pendulum swings between extreme heat and drought followed by torrential atmospheric river events, compounded by the effects of sea level rise. Adding to the climate change hazard challenge, already under-resourced and under-represented communities face the brunt of the impacts. Lower income families often reside in locations that are at greater risk to flooding, at the bottom of watersheds, and these families are historically less able to respond to and recover from climate-related hazards when they occur.

#### **Project Goals:**

- 1) **Risk Reduction:** Design and Construct OneWatershed Climate Resilience Infrastructure.
- 2) **Regional Collaboration and Coordination:** Integrate and Expand Existing Regionally Collaborative Climate Resilience
- 3) **Equity:** Activate and Scale Adaptive Capacity through Equitable and Inclusive Engagement and Workforce Development.
- 4) **Enduring Capacity:** Develop Long-Term Strategies for Sustained Funding for Resilience Infrastructure.

**Project Activities:** To address the shared challenges facing the region, the OneWatershed Coalition plans eight major adaptation activities:

- 1) **Interstate 280/Interstate 380 Regional Infiltration Facility and Associated City of San Bruno Storm Drain Upgrades** – The project team will install a regional-scale subsurface infiltration gallery to capture and recharge stormwater runoff diverted from the culverted San Bruno Creek.
- 2) **Walnut Pump Station Replacement and Creek Restoration** - The Walnut Pump Station Replacement, in the Belle Air neighborhood of San Bruno, will replace an end-of-life asset that is not appropriately sized for increasingly frequent extreme precipitation events. The adjacent creek channel will be restored.
- 3) **OneWatershed Climate Resilience Framework Pilot Project** - With the assistance of a California ICARP grant award, OneWatershed partners are developing an in-depth equitable engagement process. The OneWatershed Coalition will pilot this process in the San Bruno Creek watershed, combining the

lived experience reported throughout engagement with the results of a geospatial countywide shared-risk assessment to identify infrastructure assets in the watershed that are most vulnerable to climate impacts.

- 4) **Sustainable Streets Projects** – The OneWatershed Coalition will deploy three priority projects from the countywide 2021 Sustainable Streets Master Plan to promote multimodal transportation, stormwater treatment, urban greening, habitat, and pedestrian safety improvements in high-vulnerability areas.
- 5) **Pescadero Upper Town Reach Project** - This project is a community-based, collaborative, integrated approach to riparian and floodplain restoration along a flood prone half-mile reach of Pescadero Creek.
- 6) **Regional Collaborative Program and OneWatershed Climate Resilience Framework** - The OneWatershed Coalition will integrate two ongoing initiatives – the Regional Collaborative Stormwater Program and the OneWatershed Climate Resilience Framework – to provide the institutional structures needed to support long-term funding and implementation of OneWatershed climate resilience and multi-benefit green stormwater infrastructure at scale with co-benefits related to water quality, transportation improvements, park or recreation spaces, and/or habitat.
- 7) **Engagement, Community Capacity Building, and Regional Outreach** - This adaptation activity includes program-level engagement including establishment of Climate Change Community Teams in three watersheds (Colma, Daly City, and Pescadero), and ongoing meetings with those Teams as well as two established Teams (East Palo Alto and San Bruno Creek) through the course of the project. This activity also includes a regional symposium to share information about the San Mateo County approach for local stakeholders and the broader San Francisco Bay Area region.
- 8) **Workforce Development Pilot Program** - The Workforce Development Pilot Program will focus on training up to 125 participants in the design, construction, and/or maintenance of OneWatershed infrastructure using the curricula of two established training programs: the National Green Infrastructure Certification Program (see below) and ReScape’s nature-based Qualification Trainings and Workshops.

**Project Partners:** The “OneWatershed” initiative has assembled an all-star coalition of partners with the capacity to implement critical projects, engage with vulnerable communities, and affect lasting change:

**Government:** C/CAG, San Mateo County Office of Sustainability; and the Cities of San Bruno, Daly City, East Palo Alto, South San Francisco, Town of Colma.

**Special Districts:** Bay Area Water Supply and Conservation Agency (BAWSCA), which provides regional water supply planning, resource development, and conservation program services for 26 cities, water districts, and private utilities in San Mateo, Santa Clara, and Alameda County; San Mateo County Flood and Sea Level Rise Resiliency District (OneShoreline), an independent, cross-jurisdictional government agency that works to secure resources for regional resilience; and San Mateo Resource Conservation District, which connects the people of San Mateo County with technical, financial and educational assistance to conserve and manage natural resources.

**Community-Based Groups:** Climate Resilient Communities, which empowers underrepresented community members in the Bay Area to support climate resilience, unity, justice, and sustainability and Association of Ramaytush Ohlone, which carries forward the ancestral responsibilities of the original peoples of the San Francisco Peninsula to care for the earth and its people.

**Climate & Resilience Experts:** San Francisco Estuary Institute, which advances visionary science to rebuild the chemical, physical, and biological health of the San Francisco Bay-Delta Estuary; and ReScape California, which addresses climate change by providing a regenerative, nature-based whole systems watershed foundation for landscaping education, workforce development and policy.

**Academic & Workforce Development Institutions:** San Jose Conservation Corps and Charter School develops young adults to create transformational change for the community and planet; and EnviroCert National Green Infrastructure Certification Program (NGICP), which provides the base-level skill set needed for entry-level workers to properly construct, inspect, and maintain green infrastructure.

Please contact Reid Bogert Program Director, San Mateo Countywide Water Pollution Prevention Program, at 650-863-2126 or [rbogert@smcgov.org](mailto:rbogert@smcgov.org) for more information.

## San Mateo County Pathways Forward: An Inclusive Bike and Pedestrian Plan

*City and County Association of Governments of San Mateo County (C/CAG) Seeks to Conduct Comprehensive Analysis of Existing and Future Bike and Pedestrian Infrastructure*

The City and County Association of Governments of San Mateo County (C/CAG) seeks \$1,012,395 in US Department of Transportation (DOT) RAISE grant funds with \$255,000 in match to develop a *San Mateo County Pathways Forward: An Inclusive Bike and Pedestrian Plan* (Plan). The Plan will provide a comprehensive analysis of existing and future bicycle and pedestrian infrastructure, with an emphasis on safety, sustainability, health, and social equity. It will identify bicycle and pedestrian infrastructure gaps within the county to enhance multimodal transportation options; recommend projects that advance the reduction of greenhouse gas (GHG) emissions while advocating for the development of environmentally sustainable street infrastructure; and provide mobility options, such as an innovative e-bike strategy.



The emphasis on this plan update will be to focus bike and pedestrian investments and improve access in traditionally underserved and disadvantaged communities, in a systematic and consistent manner across partner agencies. San Mateo County has 24 census tracts that are identified as disadvantaged using the Climate and Economic Justice Screening Tool (CEJST). There are also five census tracts in the County that are categorized as persistent poverty areas. The Plan will also include a sidewalk inventory to identify unsafe and disconnected sidewalk infrastructure using advanced technology, such as drones and AI. The e-bike component will address the feasibility of e-bike infrastructure (paths and charging stations) to mitigate congestion by enabling long distance inter-county travel and in recreational coastal areas. The Plan will be led by the City/County Association of Governments of San Mateo County (C/CAG) with major stakeholder outreach to 20 incorporated jurisdictions, transit agencies, and the County, with special emphasis on underserved communities.

**Proposed Scope of Work:** With US DOT RAISE Planning grant funds, C/CAG will competitively procure an expert consultant to:

- Evaluate existing conditions, closely collaborate with the C/CAG Technical Advisory Committee (TAC) and Bicycle and Pedestrian Advisory Committee (BPAC) to understand community priorities. Additionally, use data analytics to determine measures to identify underserved area's populations.
- Perform a cost-benefit analysis.

- Identify gaps in active transportation infrastructure, determining where active transportation infrastructure can connect population centers and disadvantaged communities. Identify safety challenges that need to be addressed.
- Create an innovative e-bike strategy to identify the most advantageous routes for e-bike travel. These metrics will include feasibility, input from the community, locations for connecting the coast and bay side, and routes used for commuting. The team will also determine where charging stations should be implemented based on roadway width, grade, and other safety factors.
- Develop a design toolkit that recommends appropriate pedestrian and bicycle facility types and design elements.
- Use key findings from previous tasks to develop a comprehensive Countywide Active Transportation Plan.
- Complete conceptual design plans for the top 3-5 highest priority projects.

**Project Benefits:** Benefits of the *San Mateo County Pathways Forward: An Inclusive Bike and Pedestrian Plan* project will include:

- **Safety:** The Plan will identify safety measures around bicycles, e-bikes, and pedestrians to improve access, safety, and comfort for trips to and within the region.
- **Environmental Sustainability:** The Plan will prioritize investments aimed at encouraging mode shift, thereby reducing vehicle miles traveled and mitigating greenhouse gas emissions and harmful pollutants. These efforts will be particularly focused on Equity Priority Communities, which are disproportionately affected by highest levels of pollution.
- **Quality of Life:** The Plan will identify projects that help to reduce commute times, while offering convenient and time-efficient alternatives, thereby reducing vehicle dependence and improve quality of life throughout the County.
- **Mobility and Community Connectivity:** The main objective of the Plan is to increase mobility and community connectivity throughout the county, engaging the community and stakeholders to prioritize projects for planning and implementation.
- **Economic Competitiveness & Opportunity:** The Plan will advance the development of bike and pedestrian infrastructure that fosters tourism and facilitates multimodal access, thereby promoting a more balanced distribution of jobs and housing.
- **State of Good Repair:** After the extensive evaluation of existing conditions, the project team will identify projects that will restore, modernize, or connect existing bike and pedestrian infrastructure.
- **Partnership & Collaboration:** The Plan will develop priority projects in close coordination with the community and will engage diverse stakeholder groups to ensure an outcome that is based on the needs of all community members.
- **Innovation:** In evaluating existing conditions, data collection for sidewalk inventory will be gathered through innovative methods such as AI and drones.

C/CAG is committed to completing the development of *San Mateo County Pathways Forward: An Inclusive Bike and Pedestrian Plan* in a 33-month schedule to commence immediately upon the allocation of awarded funding.

Please contact Kaki Cheung at (650) 363-4105 or [kcheung1@smcgov.org](mailto:kcheung1@smcgov.org) for additional information.



Sacramento Visit

April 16, 2024

Legislators or Legislative Staff Meetings:

- Assemblymember Phil Ting
- Senator Scott Wiener
- Legislative Staff – Office of Senator Cortese
- Assemblymember Marc Berman
- Senator Scott Becker
- Assemblymember Diane Papan

## C/CAG AGENDA REPORT

**Date:** May 9, 2024

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

**From:** Sean Charpentier, Executive Director

**Subject:** Review and approval of the appointment of one elected official to the Congestion Management & Environmental Quality (CMEQ) Committee

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

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### RECOMMENDATION

That the C/CAG Board review and approve the appointments of one elected official to the Congestion Management & Environmental Quality (CMEQ) Committee.

### FISCAL IMPACT

None.

### SOURCE OF FUNDS

N/A.

### BACKGROUND

The CMEQ Committee provides advice and recommendations to the C/CAG Board of Directors on all matters relating to traffic congestion management, travel demand management, coordination of land use and transportation planning, mobile source air quality programs, energy resources and conservation, and other environmental issues facing local jurisdictions in San Mateo County.

There are three vacant seats on the CMEQ Committee for elected officials. One seat for an Environmental Community Member, One seat for a Public Member, and One seat for Peninsula Corridor Joint Powers Board (Caltrain). A recruitment letter for the vacant seats on the CMEQ Committee was sent to all elected officials in San Mateo County in November of 2023. A subsequent email was sent on April 17, 2024 with a due date of May 1, 2024. The recruitment letter was also sent to the CBOs on the distribution list that was created as part of the Equity Assessment.

One letter of interest was received prior to the recruitment deadline of May 1, 2024:

- San Carlos Councilmember Pranita Venkatesh

The recruitment for the other vacant seat for an elected official will remain open until filled.

**ATTACHMENTS**

- Roster for the CMEQ Committee
- Letter from San Carlos Councilmember Pranita Venkatesh

## CMEQ Roster

Chair: Gina Papan  
 Vice Chair: Dick Brown  
 Staff Support: Jeff Lacap (jlacap@smcgov.org)  
 Eva Gaye (egaye@smcgov.org)

<b>Name</b>	<b>Representing</b>
Dick Brown (Woodside Town Council Member)	Elected Official
Tom McCune (Belmont City Council Member)	Elected Official
Vacant	Elected Official
Richard Hedges (San Mateo City Council Member)	Elected Official
Stacy Jimenez (Foster City Council Member)	Elected Official
Stacy Miles Holland (Atherton Council Member)	Elected Official
Juslyn Manalo (Daly City Council Member)	Elected Official
Vacant	Elected Official
Vacant	Elected Official
Gina Papan (MTC Commissioner)	Metropolitan Transportation Commission (MTC)
Vacant	Environmental Community
Vacant	Public Member
Peter Ratto	San Mateo County Transit District (SamTrans)
Juan Salazar	Business Community
Deborah Penrose	Agencies with Transportation Interests
Pamela Herhold	Bay Area Rapid Transit (BART)
Vacant	Peninsula Corridor Joint Powers Board (Caltrain)

**From:** [Pranita Venkatesh](#)  
**To:** [Sean Charpentier \(C/CAG\)](#)  
**Subject:** CCAG  
**Date:** Tuesday, April 30, 2024 5:03:02 PM

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**CAUTION:** This email originated from outside of San Mateo County. Unless you recognize the sender's email address and know the content is safe, do not click links, open attachments or reply.

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Hello Sean,

My name is Pranita Venkatesh, and I am interested in the c/CAG congestion management & environmental quality committee (CMEQ)

I would like to learn more about CCAG and how my knowledge in public service could collaborate with different stakeholders.

I have served on the San Carlos City Council for 2 years and I own a small business in San Carlos.

I have a business degree, a Masters in education Masters in clinical psychology.

I value collaboration, communication and the mission of your organization. I will be able to fulfill the duties of attending meetings in person.

Please consider my letter of intent to be submitted for the CCAG ( CMEQ) committee.

Kind Regards,  
Pranita Venkatesh  
San Carlos City Council

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## C/CAG AGENDA REPORT

Date: May 9, 2024

To: C/CAG Board of Directors

From: Sean Charpentier, Executive Director

Subject: Review the initial draft of C/CAG Fiscal Year 2024-25 Program Budget and receive Equity Action Plan update.

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

### RECOMMENDATION

That the C/CAG Board of Directors review the initial draft of the C/CAG Fiscal Year 2024-25 Program Budget and Member Fees and provide feedback. In addition, the Board will receive a progress update on the implementation of initiatives identified in the Equity Action Plan.

### FISCAL IMPACT

In accordance with the proposed C/CAG 2024-25 Program Budget.

### SOURCE OF FUNDS

Funding sources for C/CAG include member assessments, cost reimbursements from partners, grants, regional/state/federal transportation and other funds, property taxes/fees, Department of Motor Vehicle fees, and interest earnings.

### BACKGROUND

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

For fiscal year 2024-25, it is proposed that the total member fees and assessments are as follows:

- Member Fees (including General Fund and Gas Tax Fees) – Pursuant to budget guidance approved in C/CAG Resolution 22-04, an annual increase that is consistent with the most recent regional Consumer Price Index (CPI) at a rate not to exceed 3% is authorized. The CPI adjustment provides stability for C/CAG’s ongoing operations, and avoids the future need of a large increase to make up for inflation. The annual 2023 regional Consumer Price Index rate was 3.7%. Per the resolution, the fiscal year 2024-25 C/CAG membership fees will increase by the maximum of 3%.
- Congestion Relief Program Assessment – For fiscal year 2024-25, the amount of this assessment has been increased by \$92,500, to a total of \$1,942,500 Countywide, pursuant to C/CAG Resolution 23-63. This assessment is authorized by the C/CAG Board every four years, and the 5% increase is being made to reflect the decline in purchasing power over the years, as the underlying fee has not been increased since 2007. Additionally, in each of the subsequent two years of the assessment period, the fee is to be escalated by CPI, with a maximum annual increase of 3%. This is in an effort to maintain the current levels of service and investment.

For budgeting purposes, the draft member fees for each individual member agency were sent to City Managers and the County Executive on March 19, 2024

The Draft C/CAG Fiscal Year 2024-25 Program Budget and Member Fees are being presented to the Finance Committee for review at its April 24, 2024 meeting. Any recommendations from the Finance Committee will be reported to the C/CAG Board at the May 9, 2024 meeting, and a final draft of the budget will be reviewed with the Finance Committee at its meeting on May 22, 2024. The final C/CAG Fiscal Year 2024-25 Program Budget and Fees will be submitted to C/CAG Board for approval on June 13, 2024.

Assumptions and Highlights on the Draft Fiscal Year 2024-25 Budget:

C/CAG manages its funds by grouping related revenues and expenditures into ten specific Program Funds. This includes General Fund, Transportation Fund, Smart Corridor Fund, Stormwater (NPDES) Fund, Measure M (\$10 Vehicle Registration Fee) Fund, Express Lanes Joint Powers Authority, Congestion Relief Program, Energy Watch, Transportation Fund for Clean Air, and AB 1546 (\$4 Vehicle Registration Fee).

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

**Revenues - Primary sources of funds:**

1. Member fees – As described on the previous page, assessments for this year reflect a 3% increase.
2. Vehicle registration fees and property taxes – C/CAG levies a \$10 vehicle registration fee for transportation and stormwater runoff programs. C/CAG receives certain property tax for the stormwater program. C/CAG also receives a portion of the Air District levied vehicle registration fee. For the FY 2024-25 budget, it is assumed the overall revenues will be substantially the same as last year.
3. Grants – C/CAG receives two types of grants:
  - a. On-going planning grants: MTC provides a five-year grant for various transportation planning and programming related activities and projects, allocated on an annual basis. Any unspent amount can be rolled over to the following fiscal year. Revenue is on a reimbursement basis.
  - b. Project specific grants: This type of grant is for specific projects, typically on a reimbursable basis. Project specific grant amounts will likely vary year-over-year to account for the variability of grant opportunities.

**Expenditures** – The majority of C/CAG expenditures are in the following four categories:

Administrative Services:

Costs in this category reflect the staffing costs for C/CAG’s Executive Director and Clerk, as well as for the ongoing retiree medical costs for three former C/CAG employees.

Professional Services:

These costs reflect County of San Mateo employees from the Department of Public Works that work on various initiatives in support of C/CAG. Costs billed by the County to C/CAG reflect the fully-burdened cost of these employees, including a charge for County overhead expenditures. Total expenditures related to professional services is approximately nine percent of the fiscal year 2024-25 C/CAG budget.

Consultant Services:

C/CAG spends a significant amount of its funding on consultants, approximately 30 percent of total budgeted expenditures for fiscal year 2024-25. These consultants provide specialized technical services in support of various C/CAG initiatives and projects.

Distributions:

C/CAG serves as either a direct funding source or a pass-through funding source to a number of organizations such as Commute.org, SamTrans, all 20 cities and the County (traffic congestion management and stormwater pollution prevention programs), County Office of Education (Safe Routes to School), and BAWSCA (Rain Barrel Rebate Program). For 2024-25, this category also includes \$13.8 million in funding to the cities leading the construction phase for the Smart Corridor program in the northern portion of the County. In total, distributions to other entities represent approximately 59 percent of the C/CAG budget for 2024-25.

Other:

The proposed budget includes the payment of the interest (approximately \$60,000) on the \$2.6 million of San Mateo County Express Lane Joint Powers Authority (SMCEL-JPA) Operating loan. It is anticipated that the SMCEL-JPA will continue to make annual interest payments and that principal payments will occur several years in the future after the SMCEL-JPA operating and equipment reserves are funded. Staff will return to the Finance Committee with an update and discussion on the operating loan at a later date.

C/CAG also applied for a \$60 million NOAA application for the countywide implementation of multiple green infrastructure and OneWatershed projects. Awards will be notified in early summer. If successful, C/CAG will return with a budget amendment later in the fiscal year.

Table 1 below shows a comparison of agency budgets over the recent two fiscal years.

Table 1: Budget Summary Comparison

	<b>Expenditures</b>	<b>Revenues</b>	<b>Ending Balance</b>
Adopted 2023/24	\$39.7M	\$28.9M	\$15.4M
Projected 2023/24	\$19.7M	\$30.0M	\$39.2M
Draft 2024/25	\$39.5M	\$19.6M	\$19.2M

Major Organizational FY 23/24 Accomplishments and FY24/25 Goals:

Major accomplishments that were completed in FY 23/24 include:

1. Secured interim finance support.



2. Completed and began implementing the Equity Study. Notable activities include distributed adopted Equity Plan to all local elected officials, created and utilized an CBO database for community engagement; integrated equity language to job descriptions; added equity sections to all Board and most committee staff reports; incorporated Equity Focused Areas (EFAs) in call for projects and plans; issued \$4.5m Lifeline Transportation Call for projects targeting Equity Priority Communities and EFAs; and included funding in the proposed budget and in various funding requests for ongoing Equity Assessment implementation.
3. Provided ongoing support for Municipal Regional Stormwater Permit (MRP) 3.0 implementation, including increased water quality monitoring efforts; implemented sustainable streets and regional stormwater projects, and advanced OneWatershed Integrated Climate Resilience infrastructure planning. Applied for competitive \$60M NOAA Grant for Countywide implementation of OneWatershed concepts. Executed \$3.4M EPA Water Quality Improvement grant for trash monitoring.
4. Initiated the implementation of two shared micromobility pilots in the county (Daly City/Colma/Broadmoor and Redwood City/North Fair Oaks).
5. Initiated the following studies and plans:
  - a) C/CAG Strategic Plan update.
  - b) Vehicle Miles Traveled (VMT) Greenhouse Gas (GHG) Mitigation Plan.
  - c) Planning for 3.7 mile of buffered bike lane on El Camino Real.
  - d) San Mateo Countywide Local Roads and Streets Safety Plan.
6. Completed the following planning efforts:
  - a) Two Community Based Transportation Plans.
  - b) 2023 Congestion Management Program Update.
7. Capital Projects:
  - a) Completed design of the \$10M Northern Cities Smart Corridor project.
  - b) Completed design of \$40M 92/101 Area Improvements
  - c) Continued the Project Approval/Environmental Document (PA/ED) phase for the Managed Lane North of I-380 project.
  - d) Initiate PA/ED of the 92/101 Direct Connector project.
8. Led the following funding Activities:
  - a) Biennial State Transportation Improvement Program (STIP) Update (\$31M)
  - b) Lifeline Transportation Call for Projects (\$4.5M)
  - c) Transportation Development Act (TDA) Article 3 Program (\$2.3M)
  - d) Reprogramming of \$1 m in lapsed OBAG 2 funds and other local funds to the Pacifica Sharp Park Project.
9. Provided on-going staff support to the San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA), successfully completing the first year of operation of the entire express lanes from the San Mateo/Santa Clara County Line to Interstate 380.
10. The San Mateo County Energy Watch Program referred energy efficiency and fuel switching projects that, when installed from July 2023 to date, include 30 projects that have resulted in 3,403,058 kWh first-year savings for customers across San Mateo County.

The proposed FY 24/25 budget reflects the ongoing work tasks and priorities that were identified in

the Draft 2-Year Work Plan. See attachment 3 for the updated 2-year workplan. Major new or updated initiatives for FY24/25 include:

- 1) Administration:
  - a) Secure long-term finance and administrative support.
  - b) Complete C/CAG's first Strategic Plan.
  - c) Continue to implement the Equity Action Plan.
- 2) Prepare the following planning Studies:
  - a) Begin the County Transportation Plan update.
  - b) Conduct planning of buffered bike lane along El Camino Real in Millbrae and San Bruno.
  - c) Initiate the update of the Countywide Bicycle and Pedestrian Plan.
  - d) Start the Congestion Management Program biannual update.
  - e) Complete the VMT/GHG Mitigation Plan.
  - f) Complete OneWatershed Climate Resilience Framework and Community-Led Plan.
- 3) Manage various Funding Activities:
  - a) Allocate approximately \$1M in TFCA funding.
  - b) Initiate planning for the next cycle of One Bay Area Grant (OBAG) program.
- 4) Provide ongoing support for Municipal Regional Stormwater Permit (MRP) 3.0 implementation, advance OneWatershed Integrated Climate Resilience infrastructure planning, distribute rain barrels via rebate partnership with BAWSCA, and continue to advance San Bruno Regional Stormwater Capture Project.
- 5) Capital Projects:
  - a) Commence construction of the North Cities Smart Corridor project and 92/101 Area Improvements
  - b) Complete the PAED phase for the Managed Lanes North of I-380
  - c) Advance the PAED phase of the 92/101 Direct Connector.
- 6) Implement Phase II of the San Mateo County Express Lanes's Community Transportation Benefits Program, and complete an organizational assessment of the Express Lanes Joint Power Authority.

Additional details on the draft C/CAG Fiscal Year 2024-25 Program Budget will be included in the presentation to the Board.

## **EQUITY IMPACTS AND CONSIDERATIONS**

Staff will provide a brief equity program update to the C/CAG Board as part of the budget review. See attachment 4.

## **ATTACHMENTS**

1. Proposed C/CAG Member Fee for Fiscal Year 2024-25
2. Consolidated Fiscal Year 2024-25 Proposed Budget
  - a. Exhibits: 2024-25 Proposed Budget, 2023-24 Estimated Revenues and Expenditures, 2023-24 Adopted Budget, and 2024-25 Proposed Budget summaries by fund.
3. C/CAG's Two Year Workplan

4. FY2024 Progress update on C/CAG Equity Action Plan implementation.

Draft C/CAG Member Fees - FY 2024-2025<sup>1</sup>

Agency	Population <sup>3</sup>	Percent of Population	General Fund Fee <sup>2</sup>	Gas Tax Fee <sup>2</sup>	Total Member Fee
Atherton	6,678	0.905%	\$ 2,780	\$ 4,139	\$ 6,919
Belmont	26,793	3.632%	\$ 11,153	\$ 16,607	\$ 27,761
Brisbane	4,648	0.630%	\$ 1,935	\$ 2,881	\$ 4,816
Burlingame	30,136	4.085%	\$ 12,545	\$ 18,680	\$ 31,224
Colma	1,359	0.184%	\$ 566	\$ 842	\$ 1,408
Daly City	101,471	13.756%	\$ 42,239	\$ 62,896	\$ 105,135
East Palo Alto	28,586	3.875%	\$ 11,900	\$ 17,719	\$ 29,618
Foster City	32,703	4.433%	\$ 13,613	\$ 20,271	\$ 33,884
Half Moon Bay	11,226	1.522%	\$ 4,673	\$ 6,958	\$ 11,631
Hillsborough	10,962	1.486%	\$ 4,563	\$ 6,795	\$ 11,358
Menlo Park	32,478	4.403%	\$ 13,520	\$ 20,131	\$ 33,651
Millbrae	22,487	3.048%	\$ 9,361	\$ 13,938	\$ 23,299
Pacifica	37,082	5.027%	\$ 15,436	\$ 22,985	\$ 38,421
Portola Valley	4,247	0.576%	\$ 1,768	\$ 2,632	\$ 4,400
Redwood City	81,495	11.048%	\$ 33,924	\$ 50,514	\$ 84,438
San Bruno	42,054	5.701%	\$ 17,506	\$ 26,067	\$ 43,573
San Carlos	29,496	3.999%	\$ 12,278	\$ 18,283	\$ 30,561
San Mateo	103,318	14.006%	\$ 43,008	\$ 64,041	\$ 107,049
South San Francisco	64,323	8.720%	\$ 26,776	\$ 39,870	\$ 66,646
Woodside	5,128	0.695%	\$ 2,135	\$ 3,179	\$ 5,313
San Mateo County	60,974	8.266%	\$ 25,382	\$ 37,794	\$ 63,176
<b>TOTAL</b>	<b>737,644</b>	<b>100.000%</b>	<b>\$ 307,060</b>	<b>\$ 457,222</b>	<b>\$ 764,282</b>

**NOTES:**

1. C/CAG member fees are comprised of two components: General Fund and Gas Tax.
2. Per C/CAG Resolution 22-04, C/CAG member fees for both the General Fund and the Gas Tax portions are to increase by the annual regional Consumer Price Index (CPI), with a max at 3%.
3. Individual jurisdiction's share is based on new population data from Dept of Finance, 1/1/2023, adopted by C/CAG Resolution 24-06.

Draft Congestion Relief Program (CRP) Assessment - FY 2024-2025<sup>1</sup>

Agency	Percent of Population <sup>2</sup>	Total Trips <sup>2</sup>	% of Trips	Congestion Relief
Atherton	0.905%	32,815	0.617%	\$ 14,789
Belmont	3.632%	166,620	3.134%	\$ 65,721
Brisbane	0.630%	66,207	1.245%	\$ 18,217
Burlingame	4.085%	313,808	5.903%	\$ 97,016
Colma	0.184%	50,528	0.951%	\$ 11,021
Daly City	13.756%	554,083	10.423%	\$ 234,843
East Palo Alto	3.875%	143,743	2.704%	\$ 63,902
Foster City	4.433%	263,851	4.964%	\$ 91,268
Half Moon Bay	1.522%	93,359	1.756%	\$ 31,839
Hillsborough	1.486%	55,931	1.052%	\$ 24,653
Menlo Park	4.403%	354,196	6.663%	\$ 107,479
Millbrae	3.048%	145,056	2.729%	\$ 56,112
Pacifica	5.027%	208,298	3.918%	\$ 86,884
Portola Valley	0.576%	36,833	0.693%	\$ 12,322
Redwood City	11.048%	735,787	13.842%	\$ 241,740
San Bruno	5.701%	296,184	5.572%	\$ 109,488
San Carlos	3.999%	251,045	4.723%	\$ 84,706
San Mateo	14.006%	818,876	15.405%	\$ 285,656
South San Francisco	8.720%	461,262	8.677%	\$ 168,971
Woodside	0.695%	43,111	0.811%	\$ 14,629
San Mateo County	8.266%	224,172	4.217%	\$ 121,243
<b>TOTAL</b>	<b>100.000%</b>	<b>5,315,765</b>	<b>100.000%</b>	<b>\$ 1,942,500</b>

**NOTES:**

1. Per C/CAG Resolution 23-63, Total CRP (countywide total) assessment fees are proposed a one-time increase by 5% (\$92,500 countywide, from \$1,850,000 to \$1,942,500).
2. Congestion Relief Fee is calculated based on population (Dept of Finance 2023) and trips generated (C/CAG/VTA travel demand model 2019), 50% each, respectively.

Draft NPDES Member Fee<sup>1,2,4</sup>

Agency	NPDES Basic <sup>3</sup>	NPDES	TOTAL NPDES
Atherton			
Belmont			
Brisbane	\$ -	\$ 12,303	\$ 12,303
Burlingame			
Colma	\$ -	\$ 4,154	\$ 4,154
Daly City			
East Palo Alto			
Foster City			
Half Moon Bay			
Hillsborough			
Menlo Park			
Millbrae			
Pacifica			
Portola Valley			
Redwood City			
San Bruno			
San Carlos			
San Mateo	\$ -	\$ 128,158	\$ 128,158
South San Francisco			
Woodside	\$ 11,165	\$ 8,564	\$ 19,729
San Mateo County			
<b>TOTAL</b>	<b>\$ 11,165</b>	<b>\$ 153,178</b>	<b>\$ 164,343</b>

**NOTES:**

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

FISCAL YEAR 2024-25 C/CAG CONSOLIDATED PROGRAM BUDGET											
	Administrative Program	Transportation Programs	Express Lanes JPA	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA Programs	NPDES Programs	AB 1546 Fees	Measure M Fees	Total
<b>BEGINNING BALANCE</b>	1,942,573	4,313,284	2,697,133	3,254,198	13,420,294	667,428	1,289,179	1,171,285	406,301	9,988,809	39,150,484
<b>REVENUES</b>											
Interest Earnings	87,373	123,591	69,244	158,567	144,147	21,032	46,651	78,662	19,471	347,862	1,096,600
Member Contribution	307,060	457,222	0	1,942,500	0	0	0	164,343	0	0	2,871,125
Cost Reimbursements	0	0	544,991	0	0	0	0	0	0	0	544,991
MTC/ Federal Funding	0	1,169,614	0	0	0	0	0	0	0	706,268	1,875,882
Grants	0	1,398,575	0	0	0	850,000	0	1,525,000	0	0	3,773,575
DMV Fee	0	0	0	0	0	0	1,044,800	0	0	6,700,000	7,744,800
NPDES Fee	0	0	0	0	0	0	0	1,471,800	0	0	1,471,800
TA Cost Share	0	200,000	0	0	0	0	0	0	0	0	200,000
Miscellaneous/ SFIA	0	0	0	0	0	0	0	0	0	0	0
Street Repair Funding	0	0	0	0	0	0	0	0	0	0	0
PPM-STIP	0	0	0	0	0	0	0	0	0	0	0
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>394,433</b>	<b>3,349,002</b>	<b>614,235</b>	<b>2,101,067</b>	<b>144,147</b>	<b>871,032</b>	<b>1,091,451</b>	<b>3,239,805</b>	<b>19,471</b>	<b>7,754,130</b>	<b>19,578,773</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>2,337,006</b>	<b>7,662,286</b>	<b>3,311,368</b>	<b>5,355,265</b>	<b>13,564,441</b>	<b>1,538,460</b>	<b>2,380,630</b>	<b>4,411,090</b>	<b>425,772</b>	<b>17,742,939</b>	<b>58,729,257</b>
<b>EXPENDITURES</b>											
Administration Services	111,984	103,944	195,387	93,725	16,834	19,763	2,000	26,010	0	50,838	620,484
Professional Services	95,743	1,871,572	349,604	291,462	125,000	27,646	39,637	529,636	0	259,339	3,589,639
Consulting Services	607,629	3,191,330	0	860,565	941,000	892,125	0	3,156,984	10,000	1,954,604	11,614,237
Supplies	8,000	0	0	10,000	0	2,000	0	2,000	0	0	22,000
Prof. Dues & Memberships	18,525	0	0	0	0	17,500	0	28,000	0	0	64,025
Conferences & Meetings/Trainings	31,000	15,000	0	15,000	0	2,000	0	6,000	0	0	69,000
Printing/ Postage	10,000	0	0	0	0	0	0	0	0	0	10,000
Publications	3,000	0	0	0	0	0	0	0	0	0	3,000
Distributions	0	0	0	1,285,500	13,762,081	0	2,151,848	30,000	374,000	5,808,817	23,412,246
OPEB Trust	55,000	0	0	0	0	0	0	0	0	0	55,000
Miscellaneous	15,000	0	0	0	0	0	0	0	0	0	15,000
Bank Fee	3,500	0	0	0	0	0	0	0	0	0	3,500
Audit Services	25,000	0	0	0	0	0	0	0	0	0	25,000
Loan to SMCEL JPA	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>984,381</b>	<b>5,181,846</b>	<b>544,991</b>	<b>2,556,252</b>	<b>14,844,915</b>	<b>961,034</b>	<b>2,193,485</b>	<b>3,778,630</b>	<b>384,000</b>	<b>8,073,598</b>	<b>39,503,131</b>
<b>TRANSFERS</b>											
Transfers In	0	0	0	60,000	3,091,000	157,500	0	40,000	0	0	3,348,500
Transfers Out	0	0	60,000	848,500	0	0	0	0	0	2,440,000	3,348,500
Administrative Allocation	(653,209)	322,413	88,945	62,864	23,148	7,737	6,795	90,684	0	50,622	0
<b>TOTAL</b>	<b>(653,209)</b>	<b>322,413</b>	<b>148,945</b>	<b>851,364</b>	<b>(3,067,852)</b>	<b>(149,763)</b>	<b>6,795</b>	<b>50,684</b>	<b>0</b>	<b>2,490,622</b>	<b>0</b>
<b>NET CHANGE</b>	<b>63,261</b>	<b>(2,155,257)</b>	<b>(79,701)</b>	<b>(1,306,549)</b>	<b>(11,632,916)</b>	<b>59,761</b>	<b>(1,108,829)</b>	<b>(589,509)</b>	<b>(364,529)</b>	<b>(2,810,090)</b>	<b>(19,924,358)</b>
<b>TRANSFER TO RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL USE OF FUNDS</b>	<b>331,172</b>	<b>5,504,259</b>	<b>693,936</b>	<b>3,407,616</b>	<b>11,777,063</b>	<b>811,271</b>	<b>2,200,280</b>	<b>3,829,314</b>	<b>384,000</b>	<b>10,564,220</b>	<b>39,503,131</b>
<b>ENDING BALANCE</b>	<b>2,005,834</b>	<b>2,158,027</b>	<b>2,617,432</b>	<b>1,947,649</b>	<b>1,787,378</b>	<b>727,189</b>	<b>180,350</b>	<b>581,776</b>	<b>41,772</b>	<b>7,178,719</b>	<b>19,226,126</b>
<b>RESERVE FUND</b>											
Beginning Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000
Transfers In	0	0	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0	0	0	0	0	0
Ending Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000

**FISCAL YEAR 2023-24 C/CAG CONSOLIDATED YEAR-END ESTIMATE**

	Administrative Program	Transportation Programs	Express Lanes JPA	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA Programs	NPDES Programs	AB 1546 Fees	Measure M Fees	Total
<b>BEGINNING BALANCE</b>	<b>1,425,977</b>	<b>3,671,575</b>	<b>3,044,665</b>	<b>2,976,433</b>	<b>4,378,302</b>	<b>564,995</b>	<b>1,379,289</b>	<b>1,603,452</b>	<b>525,868</b>	<b>9,362,417</b>	<b>28,932,973</b>
<b>REVENUES</b>											
Interest Earnings	69,201	97,885	155,957	125,587	114,166	16,658	36,947	62,301	15,421	275,512	969,635
Member Contribution	298,116	443,905	0	1,850,000	0	0	0	160,738	0	313,000	3,065,759
Cost Reimbursements	0	0	474,000	0	0	0	0	0	0	0	474,000
MTC/ Federal Funding	0	2,223,135	0	0	0	0	0	0	0	777,151	3,000,286
Grants	0	1,205,442	0	0	10,316,938	483,649	0	816,549	0	0	12,822,578
DMV Fee	0	0	0	0	0	0	1,020,400	0	12	6,738,041	7,758,453
NPDES Fee	0	0	0	0	0	0	0	1,583,100	0	0	1,583,100
TA Cost Share	0	0	0	0	0	0	0	0	0	50,000	50,000
Miscellaneous/ SFIA	0	0	0	0	0	0	0	0	0	0	0
Street Repair Funding	0	0	0	0	0	0	0	0	0	0	0
PPM-STIP	0	236,000	0	0	0	0	0	0	0	0	236,000
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>367,317</b>	<b>4,206,367</b>	<b>629,957</b>	<b>1,975,587</b>	<b>10,431,104</b>	<b>500,307</b>	<b>1,057,347</b>	<b>2,622,688</b>	<b>15,433</b>	<b>8,153,704</b>	<b>29,959,811</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>1,793,294</b>	<b>7,877,942</b>	<b>3,674,622</b>	<b>4,952,020</b>	<b>14,809,406</b>	<b>1,065,302</b>	<b>2,436,636</b>	<b>4,226,140</b>	<b>541,301</b>	<b>17,516,121</b>	<b>58,892,784</b>
<b>EXPENDITURES</b>											
Administration Services	103,689	96,244	180,914	86,782	15,587	18,299	1,000	24,083	0	47,072	573,670
Professional Services	82,637	1,394,409	293,086	103,000	0	0	25,000	262,343	0	167,877	2,328,352
Consulting Services	233,915	1,695,104	0	402,893	614,525	494,256	0	2,655,586	10,000	2,348,519	8,454,798
Supplies	3,536	0	0	0	0	0	0	0	0	0	3,536
Prof. Dues & Memberships	0	0	0	0	0	17,500	0	30,000	0	500	48,000
Conferences & Meetings/Trainings	0	7,487	0	3,000	0	0	0	2,970	0	2,000	15,457
Printing/ Postage	300	0	0	0	0	0	0	0	0	0	300
Publications	0	0	0	0	0	0	0	0	0	0	0
Distributions	0	0	0	697,947	1,450,000	0	1,109,585	30,000	125,000	4,875,570	8,288,102
OPEB Trust	24,335	0	0	0	0	0	0	0	0	0	24,335
Miscellaneous	0	0	0	0	0	0	0	0	0	0	0
Bank Fee	3,500	0	0	0	0	0	0	0	0	0	3,500
Audit Services	2,250	0	0	0	0	0	0	0	0	0	2,250
Loan to SMCEL JPA	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>454,162</b>	<b>3,193,244</b>	<b>474,000</b>	<b>1,293,622</b>	<b>2,080,112</b>	<b>530,055</b>	<b>1,135,585</b>	<b>3,004,982</b>	<b>135,000</b>	<b>7,441,538</b>	<b>19,742,300</b>
<b>TRANSFERS</b>											
Transfers In	0	0	0	503,489	691,000	150,000	0	40,000	0	0	1,384,489
Transfers Out	0	0	503,489	841,000	0	0	0	0	0	40,000	1,384,489
Administrative Allocation	(603,441)	371,414	0	66,689	0	17,819	11,872	89,873	0	45,774	0
<b>TOTAL</b>	<b>(603,441)</b>	<b>371,414</b>	<b>503,489</b>	<b>404,200</b>	<b>(691,000)</b>	<b>(132,181)</b>	<b>11,872</b>	<b>49,873</b>	<b>0</b>	<b>85,774</b>	<b>0</b>
<b>NET CHANGE</b>	<b>516,596</b>	<b>641,709</b>	<b>(347,532)</b>	<b>277,765</b>	<b>9,041,992</b>	<b>102,433</b>	<b>(90,110)</b>	<b>(432,167)</b>	<b>(119,567)</b>	<b>626,392</b>	<b>10,217,511</b>
<b>TRANSFER TO RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL USE OF FUNDS</b>	<b>(149,279)</b>	<b>3,564,658</b>	<b>977,489</b>	<b>1,697,822</b>	<b>1,389,112</b>	<b>397,874</b>	<b>1,147,457</b>	<b>3,054,855</b>	<b>135,000</b>	<b>7,527,312</b>	<b>19,742,300</b>
<b>ENDING BALANCE</b>	<b>1,942,573</b>	<b>4,313,284</b>	<b>2,697,133</b>	<b>3,254,198</b>	<b>13,420,294</b>	<b>667,428</b>	<b>1,289,179</b>	<b>1,171,285</b>	<b>406,301</b>	<b>9,988,809</b>	<b>39,150,484</b>
<b>RESERVE FUND</b>											
Beginning Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000
Transfers In	0	0	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0	0	0	0	0	0
Ending Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000

**FISCAL YEAR 2023-24 C/CAG CONSOLIDATED ADOPTED BUDGET**

	Administrative Program	Transportation Programs	Express Lanes JPA	SMCRP Program	Smart Corridor	LGP Energy Watch	TFCA Programs	NPDES Programs	AB 1546 Fees	Measure M Fees	Total
<b>BEGINNING BALANCE</b>	<b>1,454,158</b>	<b>3,373,441</b>	<b>3,036,046</b>	<b>2,394,335</b>	<b>3,158,833</b>	<b>325,896</b>	<b>1,370,712</b>	<b>1,267,304</b>	<b>517,066</b>	<b>9,233,484</b>	<b>26,131,275</b>
<b>REVENUES</b>											
Interest Earnings	30,800	63,900	123,546	99,100	35,200	9,900	26,400	35,200	11,500	25,800	461,346
Member Contribution	298,116	443,905	0	1,850,000	0	0	0	160,282	0	300,000	3,052,303
Cost Reimbursements	0	0	532,603	0	0	0	0	0	0	0	532,603
MTC/ Federal Funding	0	1,362,500	0	0	0	0	0	0	0	706,268	2,068,768
Grants	0	465,740	0	0	10,312,000	720,000	0	1,725,000	0	0	13,222,740
DMV Fee	0	0	0	0	0	0	1,020,400	0	0	6,700,000	7,720,400
NPDES Fee	0	0	0	0	0	0	0	1,582,678	0	0	1,582,678
TA Cost Share	0	0	0	0	0	0	0	0	0	50,000	50,000
Miscellaneous/ SFIA	0	0	0	0	0	0	0	0	0	0	0
Street Repair Funding	0	0	0	0	0	0	0	0	0	0	0
PPM-STIP	0	235,000	0	0	0	0	0	0	0	0	235,000
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>328,916</b>	<b>2,571,045</b>	<b>656,149</b>	<b>1,949,100</b>	<b>10,347,200</b>	<b>729,900</b>	<b>1,046,800</b>	<b>3,503,160</b>	<b>11,500</b>	<b>7,782,068</b>	<b>28,925,838</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>1,783,074</b>	<b>5,944,486</b>	<b>3,692,195</b>	<b>4,343,435</b>	<b>13,506,033</b>	<b>1,055,796</b>	<b>2,417,512</b>	<b>4,770,464</b>	<b>528,566</b>	<b>17,015,552</b>	<b>55,057,113</b>
<b>EXPENDITURES</b>											
Administration Services	120,000	214,000	205,889	66,000	86,000	16,000	2,000	36,000	0	47,000	792,889
Professional Services	146,853	1,830,886	326,714	301,170	0	82,103	63,364	458,812	0	205,019	3,414,921
Consulting Services	552,655	2,386,338	0	1,551,838	991,000	850,000	0	2,670,083	384,000	2,438,223	11,824,137
Supplies	11,000	2,000	0	0	0	0	0	0	0	0	13,000
Prof. Dues & Memberships	19,250	22,000	0	3,000	0	0	0	28,000	0	500	72,750
Conferences & Meetings/Trainings	15,500	5,000	0	1,000	1,000	10,000	0	6,000	0	7,000	45,500
Printing/ Postage	10,000	6,000	0	0	0	0	0	0	0	0	16,000
Publications	4,000	3,000	0	0	0	0	0	0	0	0	7,000
Distributions	0	0	0	1,079,200	12,812,000	0	2,297,730	830,000	125,000	6,229,159	23,373,089
OPEB Trust	55,000	0	0	0	0	0	0	0	0	0	55,000
Miscellaneous	13,700	2,000	0	1,000	0	0	0	1,000	0	0	17,700
Bank Fee	3,500	0	0	0	0	0	0	0	0	0	3,500
Audit Services	22,500	0	0	0	0	0	0	0	0	2,500	25,000
Loan to SMCEL JPA	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>973,958</b>	<b>4,471,224</b>	<b>532,603</b>	<b>3,003,208</b>	<b>13,890,000</b>	<b>958,103</b>	<b>2,363,094</b>	<b>4,029,895</b>	<b>509,000</b>	<b>8,929,401</b>	<b>39,660,486</b>
<b>TRANSFERS</b>											
Transfers In	0	0	0	0	691,000	150,000	0	40,000	0	0	881,000
Transfers Out	0	0	0	841,000	0	0	0	0	0	40,000	881,000
Administrative Allocation	(603,441)	371,414	0	66,689	0	17,819	11,872	89,873	0	45,774	0
<b>TOTAL</b>	<b>(603,441)</b>	<b>371,414</b>	<b>0</b>	<b>907,689</b>	<b>(691,000)</b>	<b>(132,181)</b>	<b>11,872</b>	<b>49,873</b>	<b>0</b>	<b>85,774</b>	<b>0</b>
<b>NET CHANGE</b>	<b>(41,601)</b>	<b>(2,271,593)</b>	<b>123,546</b>	<b>(1,961,797)</b>	<b>(2,851,800)</b>	<b>(96,022)</b>	<b>(1,328,166)</b>	<b>(576,608)</b>	<b>(497,500)</b>	<b>(1,233,107)</b>	<b>(10,734,648)</b>
<b>TRANSFER TO RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL USE OF FUNDS</b>	<b>370,517</b>	<b>4,842,638</b>	<b>532,603</b>	<b>3,910,897</b>	<b>13,199,000</b>	<b>825,922</b>	<b>2,374,966</b>	<b>4,079,768</b>	<b>509,000</b>	<b>9,015,175</b>	<b>39,660,486</b>
<b>ENDING BALANCE</b>	<b>1,412,557</b>	<b>1,101,848</b>	<b>3,159,592</b>	<b>432,538</b>	<b>307,033</b>	<b>229,874</b>	<b>42,546</b>	<b>690,696</b>	<b>19,566</b>	<b>8,000,377</b>	<b>15,396,627</b>
<b>RESERVE FUND</b>											
Beginning Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000
Transfers In	0	0	0	0	0	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	0	0	0	0	0	0
Ending Balance	40,000	800,000	0	300,000	0	0	0	120,000	0	340,000	1,600,000

## GENERAL FUND ADMINISTRATION

	2022-23	2023-24	2023-24	2024-25	Y-O-Y Budget
	ACTUALS	ADOPTED	ESTIMATED	BUDGET	% Change
<b>BEGINNING BALANCE</b>	<b>1,127,187</b>	<b>1,454,158</b>	<b>1,425,977</b>	<b>1,942,573</b>	
<b>REVENUES</b>					
Interest Earnings	47,498	30,800	69,201	87,373	183.68%
Member Contribution	289,433	298,116	298,116	307,060	3.00%
Cost Reimbursements	0	0	0	0	-
MTC/ Federal Funding	0	0	0	0	-
Grants	0	0	0	0	-
DMV Fee	0	0	0	0	-
NPDES Fee	0	0	0	0	-
TA Cost Share	0	0	0	0	-
Miscellaneous/ SFIA	0	0	0	0	-
Street Repair Funding	0	0	0	0	-
PPM-STIP	0	0	0	0	-
Assessment	0	0	0	0	-
TLSP	0	0	0	0	-
<b>TOTAL</b>	<b>336,931</b>	<b>328,916</b>	<b>367,317</b>	<b>394,433</b>	<b>19.92%</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>1,464,118</b>	<b>1,783,074</b>	<b>1,793,294</b>	<b>2,337,006</b>	<b>31.07%</b>
<b>EXPENDITURES</b>					
Administration Services	152,384	120,000	103,689	111,984	-6.68%
Professional Services	270,557	146,853	82,637	95,743	-34.80%
Consulting Services	71,218	552,655	233,915	607,629	9.95%
Supplies	7,466	11,000	3,536	8,000	-27.27%
Prof. Dues & Memberships	1,500	19,250	0	18,525	-3.77%
Conferences & Meetings/Trainings	7,800	15,500	0	31,000	100.00%
Printing/ Postage	483	10,000	300	10,000	0.00%
Publications	2,259	4,000	0	3,000	-25.00%
Distributions	0	0	0	0	-
OPEB Trust	0	55,000	24,335	55,000	0.00%
Miscellaneous	527	13,700	0	15,000	9.49%
Bank Fee	307	3,500	3,500	3,500	0.00%
Audit Services	16,809	22,500	2,250	25,000	11.11%
Loan to SMCEL JPA	0	0	0	0	-
<b>TOTAL</b>	<b>531,310</b>	<b>973,958</b>	<b>454,162</b>	<b>984,381</b>	<b>1.07%</b>
<b>TRANSFERS</b>					
Transfers In	493,169	0	0	0	-
Transfers Out	0	0	0	0	-
Administrative Allocation	0	(603,441)	(603,441)	(653,209)	8.25%
<b>TOTAL</b>	<b>(493,169)</b>	<b>(603,441)</b>	<b>(603,441)</b>	<b>(653,209)</b>	<b>8.25%</b>
<b>NET CHANGE</b>	<b>298,790</b>	<b>(41,601)</b>	<b>516,596</b>	<b>63,261</b>	<b>-252.07%</b>
<b>TRANSFER TO RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>
<b>TOTAL USE OF FUNDS</b>	<b>38,141</b>	<b>370,517</b>	<b>(149,279)</b>	<b>331,172</b>	<b>-10.62%</b>
<b>ENDING BALANCE</b>	<b>1,425,977</b>	<b>1,412,557</b>	<b>1,942,573</b>	<b>2,005,834</b>	<b>42.00%</b>
<b>RESERVE FUND</b>					
Beginning Balance	40,000	40,000	40,000	40,000	0.00%
Transfers In	0	0	0	0	-
Transfers Out	0	0	0	0	-
Ending Balance	40,000	40,000	40,000	40,000	0.00%



## TRANSPORTATION PROGRAMS

	2022-23	2023-24	2023-24	2024-25	Y-O-Y Budget
	ACTUALS	ADOPTED	ESTIMATED	BUDGET	% Change
<b>BEGINNING BALANCE</b>	<b>3,271,875</b>	<b>3,373,441</b>	<b>3,671,575</b>	<b>4,313,284</b>	
<b>REVENUES</b>					
Interest Earnings	70,475	63,900	97,885	123,591	93.41%
Member Contribution	430,975	443,905	443,905	457,222	3.00%
Cost Reimbursements	0	0	0	0	-
MTC/ Federal Funding	0	1,362,500	2,223,135	1,169,614	-14.16%
Grants	1,995,686	465,740	1,205,442	1,398,575	200.29%
DMV Fee	0	0	0	0	-
NPDES Fee	0	0	0	0	-
TA Cost Share	0	0	0	200,000	-
Miscellaneous/ SFIA	0	0	0	0	-
Street Repair Funding	0	0	0	0	-
PPM-STIP	235,000	235,000	236,000	0	-100.00%
Assessment	0	0	0	0	-
TLSP	0	0	0	0	-
<b>TOTAL</b>	<b>2,732,136</b>	<b>2,571,045</b>	<b>4,206,367</b>	<b>3,349,002</b>	<b>30.26%</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>6,004,011</b>	<b>5,944,486</b>	<b>7,877,942</b>	<b>7,662,286</b>	<b>28.90%</b>
<b>EXPENDITURES</b>					
Administration Services	128,671	214,000	96,244	103,944	-51.43%
Professional Services	1,459,590	1,830,886	1,394,409	1,871,572	2.22%
Consulting Services	426,821	2,386,338	1,695,104	3,191,330	33.73%
Supplies	0	2,000	0	0	-100.00%
Prof. Dues & Memberships	4,600	22,000	0	0	-100.00%
Conferences & Meetings/Trainings	9,562	5,000	7,487	15,000	200.00%
Printing/ Postage	0	6,000	0	0	-100.00%
Publications	0	3,000	0	0	-100.00%
Distributions	0	0	0	0	-
OPEB Trust	0	0	0	0	-
Miscellaneous	0	2,000	0	0	-100.00%
Bank Fee	0	0	0	0	-
Audit Services	2,258	0	0	0	-
Loan to SMCEL JPA	0	0	0	0	-
<b>TOTAL</b>	<b>2,031,502</b>	<b>4,471,224</b>	<b>3,193,244</b>	<b>5,181,846</b>	<b>15.89%</b>
					-
<b>TRANSFERS</b>					
Transfers In	0	0	0	0	-
Transfers Out	0	0	0	0	-
Administrative Allocation	300,934	371,414	371,414	322,413	-13.19%
<b>TOTAL</b>	<b>300,934</b>	<b>371,414</b>	<b>371,414</b>	<b>322,413</b>	<b>-13.19%</b>
<b>NET CHANGE</b>	<b>399,700</b>	<b>(2,271,593)</b>	<b>641,709</b>	<b>(2,155,257)</b>	<b>-5.12%</b>
<b>TRANSFER TO RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>
<b>TOTAL USE OF FUNDS</b>	<b>2,332,436</b>	<b>4,842,638</b>	<b>3,564,658</b>	<b>5,504,259</b>	<b>13.66%</b>
<b>ENDING BALANCE</b>	<b>3,671,575</b>	<b>1,101,848</b>	<b>4,313,284</b>	<b>2,158,027</b>	<b>95.86%</b>
<b>RESERVE FUND</b>					
Beginning Balance	800,000	800,000	800,000	800,000	0.00%
Transfers In	0	0	0	0	-
Transfers Out	0	0	0	0	-
Ending Balance	800,000	800,000	800,000	800,000	0.00%

**EXPRESS LANES JPA**

	2022-23	2023-24	2023-24	2024-25	Y-O-Y Budget
	ACTUALS	ADOPTED	ESTIMATED	BUDGET	% Change
<b>BEGINNING BALANCE</b>	<b>2,884,876</b>	<b>3,036,046</b>	<b>3,044,665</b>	<b>2,697,133</b>	
<b>REVENUES</b>					
Interest Earnings	61,736	123,546	155,957	69,244	-43.95%
Member Contribution	0	0	0	0	-
Cost Reimbursements	331,799	532,603	474,000	544,991	2.33%
MTC/ Federal Funding	0	0	0	0	-
Grants	0	0	0	0	-
DMV Fee	0	0	0	0	-
NPDES Fee	0	0	0	0	-
TA Cost Share	0	0	0	0	-
Miscellaneous/ SFIA	0	0	0	0	-
Street Repair Funding	0	0	0	0	-
PPM-STIP	0	0	0	0	-
Assessment	0	0	0	0	-
TLSP	0	0	0	0	-
<b>TOTAL</b>	<b>393,535</b>	<b>656,149</b>	<b>629,957</b>	<b>614,235</b>	<b>-6.39%</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>3,278,411</b>	<b>3,692,195</b>	<b>3,674,622</b>	<b>3,311,368</b>	<b>-10.31%</b>
<b>EXPENDITURES</b>					
Administration Services	128,709	205,889	180,914	195,387	-5.10%
Professional Services	204,987	326,714	293,086	349,604	7.01%
Consulting Services	0	0	0	0	-
Supplies	0	0	0	0	-
Prof. Dues & Memberships	0	0	0	0	-
Conferences & Meetings/Trainings	35	0	0	0	-
Printing/ Postage	0	0	0	0	-
Publications	0	0	0	0	-
Distributions	0	0	0	0	-
OPEB Trust	0	0	0	0	-
Miscellaneous	15	0	0	0	-
Bank Fee	0	0	0	0	-
Audit Services	0	0	0	0	-
Loan to SMCEL JPA	0	0	0	0	-
<b>TOTAL</b>	<b>333,746</b>	<b>532,603</b>	<b>474,000</b>	<b>544,991</b>	<b>2.33%</b>
<b>TRANSFERS</b>					
Transfers In	100,000	0	0	0	-
Transfers Out	0	0	503,489	60,000	-
Administrative Allocation	0	0	0	88,945	-
<b>TOTAL</b>	<b>(100,000)</b>	<b>0</b>	<b>503,489</b>	<b>148,945</b>	<b>-</b>
<b>NET CHANGE</b>	<b>159,789</b>	<b>123,546</b>	<b>(347,532)</b>	<b>(79,701)</b>	<b>-164.51%</b>
<b>TRANSFER TO RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>
<b>TOTAL USE OF FUNDS</b>	<b>233,746</b>	<b>532,603</b>	<b>977,489</b>	<b>693,936</b>	<b>30.29%</b>
<b>ENDING BALANCE</b>	<b>3,044,665</b>	<b>3,159,592</b>	<b>2,697,133</b>	<b>2,617,432</b>	<b>-17.16%</b>
<b>RESERVE FUND</b>					
Beginning Balance	0	0	0	0	-
Transfers In	0	0	0	0	-
Transfers Out	0	0	0	0	-
Ending Balance	0	0	0	0	-
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**SAN MATEO CONGESTION RELIEF FUND**

	2022-23	2023-24	2023-24	2024-25	Y-O-Y Budget
	ACTUALS	ADOPTED	ESTIMATED	BUDGET	% Change
<b>BEGINNING BALANCE</b>	<b>3,434,286</b>	<b>2,394,335</b>	<b>2,976,433</b>	<b>3,254,198</b>	
<b>REVENUES</b>					
Interest Earnings	79,426	99,100	125,587	158,567	60.01%
Member Contribution	1,850,000	1,850,000	1,850,000	1,942,500	5.00%
Cost Reimbursements	0	0	0	0	-
MTC/ Federal Funding	0	0	0	0	-
Grants	0	0	0	0	-
DMV Fee	0	0	0	0	-
NPDES Fee	0	0	0	0	-
TA Cost Share	0	0	0	0	-
Miscellaneous/ SFIA	0	0	0	0	-
Street Repair Funding	0	0	0	0	-
PPM-STIP	0	0	0	0	-
Assessment	0	0	0	0	-
TLSP	0	0	0	0	-
<b>TOTAL</b>	<b>1,929,426</b>	<b>1,949,100</b>	<b>1,975,587</b>	<b>2,101,067</b>	<b>7.80%</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>5,363,712</b>	<b>4,343,435</b>	<b>4,952,020</b>	<b>5,355,265</b>	<b>23.30%</b>
<b>EXPENDITURES</b>					
Administration Services	74,675	66,000	86,782	93,725	42.01%
Professional Services	129,514	301,170	103,000	291,462	-3.22%
Consulting Services	307,424	1,551,838	402,893	860,565	-44.55%
Supplies	0	0	0	10,000	-
Prof. Dues & Memberships	0	3,000	0	0	-100.00%
Conferences & Meetings/Trainings	39	1,000	3,000	15,000	1400.00%
Printing/ Postage	0	0	0	0	-
Publications	0	0	0	0	-
Distributions	833,249	1,079,200	697,947	1,285,500	19.12%
OPEB Trust	0	0	0	0	-
Miscellaneous	0	1,000	0	0	-100.00%
Bank Fee	0	0	0	0	-
Audit Services	0	0	0	0	-
Loan to SMCEL JPA	0	0	0	0	-
<b>TOTAL</b>	<b>1,344,901</b>	<b>3,003,208</b>	<b>1,293,622</b>	<b>2,556,252</b>	<b>-14.88%</b>
<b>TRANSFERS</b>					
Transfers In	0	0	503,489	60,000	-
Transfers Out	1,042,378	841,000	841,000	848,500	0.89%
Administrative Allocation	0	66,689	66,689	62,864	-5.74%
<b>TOTAL</b>	<b>1,042,378</b>	<b>907,689</b>	<b>404,200</b>	<b>851,364</b>	<b>-6.21%</b>
<b>NET CHANGE</b>	<b>(457,853)</b>	<b>(1,961,797)</b>	<b>277,765</b>	<b>(1,306,549)</b>	<b>-33.40%</b>
<b>TRANSFER TO RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>
<b>TOTAL USE OF FUNDS</b>	<b>2,387,279</b>	<b>3,910,897</b>	<b>1,697,822</b>	<b>3,407,616</b>	<b>-12.87%</b>
<b>ENDING BALANCE</b>	<b>2,976,433</b>	<b>432,538</b>	<b>3,254,198</b>	<b>1,947,649</b>	<b>350.28%</b>
<b>RESERVE FUND</b>					
Beginning Balance	300,000	300,000	300,000	300,000	0.00%
Transfers In	0	0	0	0	-
Transfers Out	0	0	0	0	-
Ending Balance	300,000	300,000	300,000	300,000	0.00%

**SAN MATEO COUNTY SMART COORIDOR**

	2022-23	2023-24	2023-24	2024-25	Y-O-Y Budget
	ACTUALS	ADOPTED	ESTIMATED	BUDGET	% Change
<b>BEGINNING BALANCE</b>	<b>2,171,031</b>	<b>3,158,833</b>	<b>4,378,302</b>	<b>13,420,294</b>	
<b>REVENUES</b>					
Interest Earnings	103,696	35,200	114,166	144,147	309.51%
Member Contribution	0	0	0	0	-
Cost Reimbursements	0	0	0	0	-
MTC/ Federal Funding	0	0	0	0	-
Grants	0	10,312,000	10,316,938	0	-100.00%
DMV Fee	0	0	0	0	-
NPDES Fee	0	0	0	0	-
TA Cost Share	0	0	0	0	-
Miscellaneous/ SFIA	0	0	0	0	-
Street Repair Funding	0	0	0	0	-
PPM-STIP	0	0	0	0	-
Assessment	0	0	0	0	-
TLSP	0	0	0	0	-
<b>TOTAL</b>	<b>103,696</b>	<b>10,347,200</b>	<b>10,431,104</b>	<b>144,147</b>	<b>-98.61%</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>2,274,727</b>	<b>13,506,033</b>	<b>14,809,406</b>	<b>13,564,441</b>	<b>0.43%</b>
<b>EXPENDITURES</b>					
Administration Services	45,625	86,000	15,587	16,834	-80.43%
Professional Services	0	0	0	125,000	-
Consulting Services	541,223	991,000	614,525	941,000	-5.05%
Supplies	0	0	0	0	-
Prof. Dues & Memberships	0	0	0	0	-
Conferences & Meetings/Trainings	0	1,000	0	0	-100.00%
Printing/ Postage	0	0	0	0	-
Publications	0	0	0	0	-
Distributions	156,077	12,812,000	1,450,000	13,762,081	7.42%
OPEB Trust	0	0	0	0	-
Miscellaneous	0	0	0	0	-
Bank Fee	0	0	0	0	-
Audit Services	0	0	0	0	-
Loan to SMCEL JPA	0	0	0	0	-
<b>TOTAL</b>	<b>742,925</b>	<b>13,890,000</b>	<b>2,080,112</b>	<b>14,844,915</b>	<b>6.87%</b>
<b>TRANSFERS</b>					
Transfers In	2,846,500	691,000	691,000	3,091,000	347.32%
Transfers Out	0	0	0	0	-
Administrative Allocation	0	0	0	23,148	-
<b>TOTAL</b>	<b>(2,846,500)</b>	<b>(691,000)</b>	<b>(691,000)</b>	<b>(3,067,852)</b>	<b>343.97%</b>
<b>NET CHANGE</b>	<b>2,207,271</b>	<b>(2,851,800)</b>	<b>9,041,992</b>	<b>(11,632,916)</b>	<b>307.91%</b>
<b>TRANSFER TO RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL USE OF FUNDS</b>	<b>(2,103,575)</b>	<b>13,199,000</b>	<b>1,389,112</b>	<b>11,777,063</b>	<b>-10.77%</b>
<b>ENDING BALANCE</b>	<b>4,378,302</b>	<b>307,033</b>	<b>13,420,294</b>	<b>1,787,378</b>	<b>482.15%</b>
<b>RESERVE FUND</b>					
Beginning Balance	0	0	0	0	-
Transfers In	0	0	0	0	-
Transfers Out	0	0	0	0	-
Ending Balance	0	0	0	0	-
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## SAN MATEO LGP ENERGY WATCH

	2022-23	2023-24	2023-24	2024-25	Y-O-Y Budget
	ACTUALS	ADOPTED	ESTIMATED	BUDGET	% Change
<b>BEGINNING BALANCE</b>	<b>454,380</b>	<b>325,896</b>	<b>564,995</b>	<b>667,428</b>	
<b>REVENUES</b>					
Interest Earnings	14,666	9,900	16,658	21,032	112.44%
Member Contribution	0	0	0	0	-
Cost Reimbursements	0	0	0	0	-
MTC/ Federal Funding	0	0	0	0	-
Grants	329,970	720,000	483,649	850,000	18.06%
DMV Fee	0	0	0	0	-
NPDES Fee	0	0	0	0	-
TA Cost Share	0	0	0	0	-
Miscellaneous/ SFIA	0	0	0	0	-
Street Repair Funding	0	0	0	0	-
PPM-STIP	0	0	0	0	-
Assessment	0	0	0	0	-
TLSP	0	0	0	0	-
<b>TOTAL</b>	<b>344,636</b>	<b>729,900</b>	<b>500,307</b>	<b>871,032</b>	<b>19.34%</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>799,016</b>	<b>1,055,796</b>	<b>1,065,302</b>	<b>1,538,460</b>	<b>45.72%</b>
<b>EXPENDITURES</b>					
Administration Services	3,293	16,000	18,299	19,763	23.52%
Professional Services	197,997	82,103	0	27,646	-66.33%
Consulting Services	132,658	850,000	494,256	892,125	4.96%
Supplies	0	0	0	2,000	-
Prof. Dues & Memberships	0	0	17,500	17,500	-
Conferences & Meetings/Trainings	1,875	10,000	0	2,000	-80.00%
Printing/ Postage	0	0	0	0	-
Publications	1,193	0	0	0	-
Distributions	0	0	0	0	-
OPEB Trust	0	0	0	0	-
Miscellaneous	0	0	0	0	-
Bank Fee	0	0	0	0	-
Audit Services	0	0	0	0	-
Loan to SMCEL JPA	0	0	0	0	-
<b>TOTAL</b>	<b>337,016</b>	<b>958,103</b>	<b>530,055</b>	<b>961,034</b>	<b>0.31%</b>
<b>TRANSFERS</b>					
Transfers In	150,000	150,000	150,000	157,500	5.00%
Transfers Out	47,005	0	0	0	-
Administrative Allocation	0	17,819	17,819	7,737	-56.58%
<b>TOTAL</b>	<b>(102,995)</b>	<b>(132,181)</b>	<b>(132,181)</b>	<b>(149,763)</b>	<b>13.30%</b>
<b>NET CHANGE</b>	<b>110,615</b>	<b>(96,022)</b>	<b>102,433</b>	<b>59,761</b>	<b>-162.24%</b>
<b>TRANSFER TO RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>
<b>TOTAL USE OF FUNDS</b>	<b>234,021</b>	<b>825,922</b>	<b>397,874</b>	<b>811,271</b>	<b>-1.77%</b>
<b>ENDING BALANCE</b>	<b>564,995</b>	<b>229,874</b>	<b>667,428</b>	<b>727,189</b>	<b>216.34%</b>
<b>RESERVE FUND</b>					
Beginning Balance	0	0	0	0	-
Transfers In	0	0	0	0	-
Transfers Out	0	0	0	0	-
Ending Balance	0	0	0	0	-

## TRANSPORTATION FUND FOR CLEAN AIR

	2022-23 ACTUALS	2023-24 ADOPTED	2023-24 ESTIMATED	2024-25 BUDGET	Y-O-Y Budget % Change
<b>BEGINNING BALANCE</b>	<b>1,415,352</b>	<b>1,370,712</b>	<b>1,379,289</b>	<b>1,289,179</b>	
<b>REVENUES</b>					
Interest Earnings	27,898	26,400	36,947	46,651	76.71%
Member Contribution	0	0	0	0	-
Cost Reimbursements	0	0	0	0	-
MTC/ Federal Funding	0	0	0	0	-
Grants	0	0	0	0	-
DMV Fee	1,028,232	1,020,400	1,020,400	1,044,800	2.39%
NPDES Fee	0	0	0	0	-
TA Cost Share	0	0	0	0	-
Miscellaneous/ SFIA	0	0	0	0	-
Street Repair Funding	0	0	0	0	-
PPM-STIP	0	0	0	0	-
Assessment	0	0	0	0	-
TLSP	0	0	0	0	-
<b>TOTAL</b>	<b>1,056,130</b>	<b>1,046,800</b>	<b>1,057,347</b>	<b>1,091,451</b>	<b>4.27%</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>2,471,482</b>	<b>2,417,512</b>	<b>2,436,636</b>	<b>2,380,630</b>	<b>-1.53%</b>
<b>EXPENDITURES</b>					
Administration Services	0	2,000	1,000	2,000	0.00%
Professional Services	21,206	63,364	25,000	39,637	-37.45%
Consulting Services	136,496	0	0	0	-
Supplies	0	0	0	0	-
Prof. Dues & Memberships	0	0	0	0	-
Conferences & Meetings/Trainings	0	0	0	0	-
Printing/ Postage	0	0	0	0	-
Publications	0	0	0	0	-
Distributions	929,589	2,297,730	1,109,585	2,151,848	-6.35%
OPEB Trust	0	0	0	0	-
Miscellaneous	0	0	0	0	-
Bank Fee	0	0	0	0	-
Audit Services	0	0	0	0	-
Loan to SMCEL JPA	0	0	0	0	-
<b>TOTAL</b>	<b>1,087,291</b>	<b>2,363,094</b>	<b>1,135,585</b>	<b>2,193,485</b>	<b>-7.18%</b>
<b>TRANSFERS</b>					
Transfers In	0	0	0	0	-
Transfers Out	4,902	0	0	0	-
Administrative Allocation	0	11,872	11,872	6,795	-42.76%
<b>TOTAL</b>	<b>4,902</b>	<b>11,872</b>	<b>11,872</b>	<b>6,795</b>	<b>-42.76%</b>
<b>NET CHANGE</b>	<b>(36,063)</b>	<b>(1,328,166)</b>	<b>(90,110)</b>	<b>(1,108,829)</b>	<b>-16.51%</b>
<b>TRANSFER TO RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>
<b>TOTAL USE OF FUNDS</b>	<b>1,092,193</b>	<b>2,374,966</b>	<b>1,147,457</b>	<b>2,200,280</b>	<b>-7.36%</b>
<b>ENDING BALANCE</b>	<b>1,379,289</b>	<b>42,546</b>	<b>1,289,179</b>	<b>180,350</b>	<b>323.89%</b>
<b>RESERVE FUND</b>					
Beginning Balance	0	0	0	0	-
Transfers In	0	0	0	0	-
Transfers Out	0	0	0	0	-
Ending Balance	0	0	0	0	-

## NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM

	2022-23 ACTUALS	2023-24 ADOPTED	2023-24 ESTIMATED	2024-25 BUDGET	Y-O-Y Budget % Change
<b>BEGINNING BALANCE</b>	<b>1,708,002</b>	<b>1,267,304</b>	<b>1,603,452</b>	<b>1,171,285</b>	
<b>REVENUES</b>					
Interest Earnings	42,590	35,200	62,301	78,662	123.47%
Member Contribution	152,645	160,282	160,738	164,343	2.53%
Cost Reimbursements	0	0	0	0	-
MTC/ Federal Funding	0	0	0	0	-
Grants	0	1,725,000	816,549	1,525,000	-11.59%
DMV Fee	0	0	0	0	-
NPDES Fee	1,548,798	1,582,678	1,583,100	1,471,800	-7.01%
TA Cost Share	0	0	0	0	-
Miscellaneous/ SFIA	0	0	0	0	-
Street Repair Funding	0	0	0	0	-
PPM-STIP	0	0	0	0	-
Assessment	0	0	0	0	-
TLSP	0	0	0	0	-
<b>TOTAL</b>	<b>1,744,033</b>	<b>3,503,160</b>	<b>2,622,688</b>	<b>3,239,805</b>	<b>-7.52%</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>3,452,035</b>	<b>4,770,464</b>	<b>4,226,140</b>	<b>4,411,090</b>	<b>-7.53%</b>
<b>EXPENDITURES</b>					
Administration Services	4,790	36,000	24,083	26,010	-27.75%
Professional Services	253,142	458,812	262,343	529,636	15.44%
Consulting Services	1,510,994	2,670,083	2,655,586	3,156,984	18.24%
Supplies	0	0	0	2,000	-
Prof. Dues & Memberships	30,604	28,000	30,000	28,000	0.00%
Conferences & Meetings/Trainings	2,349	6,000	2,970	6,000	0.00%
Printing/ Postage	0	0	0	0	-
Publications	0	0	0	0	-
Distributions	29,193	830,000	30,000	30,000	-96.39%
OPEB Trust	0	0	0	0	-
Miscellaneous	8	1,000	0	0	-100.00%
Bank Fee	0	0	0	0	-
Audit Services	0	0	0	0	-
Loan to SMCEL JPA	0	0	0	0	-
<b>TOTAL</b>	<b>1,831,080</b>	<b>4,029,895</b>	<b>3,004,982</b>	<b>3,778,630</b>	<b>-6.24%</b>
<b>TRANSFERS</b>					
Transfers In	40,000	40,000	40,000	40,000	0.00%
Transfers Out	57,503	0	0	0	-
Administrative Allocation	0	89,873	89,873	90,684	0.90%
<b>TOTAL</b>	<b>17,503</b>	<b>49,873</b>	<b>49,873</b>	<b>50,684</b>	<b>1.63%</b>
<b>NET CHANGE</b>	<b>(104,550)</b>	<b>(576,608)</b>	<b>(432,167)</b>	<b>(589,509)</b>	<b>2.24%</b>
<b>TRANSFER TO RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>
<b>TOTAL USE OF FUNDS</b>	<b>1,848,583</b>	<b>4,079,768</b>	<b>3,054,855</b>	<b>3,829,314</b>	<b>-6.14%</b>
<b>ENDING BALANCE</b>	<b>1,603,452</b>	<b>690,696</b>	<b>1,171,285</b>	<b>581,776</b>	<b>-15.77%</b>
<b>RESERVE FUND</b>					
Beginning Balance	120,000	120,000	120,000	120,000	0.00%
Transfers In	0	0	0	0	-
Transfers Out	0	0	0	0	-
Ending Balance	120,000	120,000	120,000	120,000	0.00%
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**AB1546 (\$4 DMV FEE) PROGRAM**

	2022-23 ACTUALS	2023-24 ADOPTED	2023-24 ESTIMATED	2024-25 BUDGET	Y-O-Y Budget % Change
<b>BEGINNING BALANCE</b>	<b>538,376</b>	<b>517,066</b>	<b>525,868</b>	<b>406,301</b>	
<b>REVENUES</b>					
Interest Earnings	11,984	11,500	15,421	19,471	69.31%
Member Contribution	0	0	0	0	-
Cost Reimbursements	0	0	0	0	-
MTC/ Federal Funding	0	0	0	0	-
Grants	0	0	0	0	-
DMV Fee	714	0	12	0	-
NPDES Fee	0	0	0	0	-
TA Cost Share	0	0	0	0	-
Miscellaneous/ SFIA	0	0	0	0	-
Street Repair Funding	0	0	0	0	-
PPM-STIP	0	0	0	0	-
Assessment	0	0	0	0	-
TLSP	0	0	0	0	-
<b>TOTAL</b>	<b>12,698</b>	<b>11,500</b>	<b>15,433</b>	<b>19,471</b>	69.31%
<b>TOTAL SOURCES OF FUNDS</b>	<b>551,074</b>	<b>528,566</b>	<b>541,301</b>	<b>425,772</b>	-19.45%
<b>EXPENDITURES</b>					
Administration Services	0	0	0	0	-
Professional Services	0	0	0	0	-
Consulting Services	25,206	384,000	10,000	10,000	-97.40%
Supplies	0	0	0	0	-
Prof. Dues & Memberships	0	0	0	0	-
Conferences & Meetings/Trainings	0	0	0	0	-
Printing/ Postage	0	0	0	0	-
Publications	0	0	0	0	-
Distributions	0	125,000	125,000	374,000	199.20%
OPEB Trust	0	0	0	0	-
Miscellaneous	0	0	0	0	-
Bank Fee	0	0	0	0	-
Audit Services	0	0	0	0	-
Loan to SMCEL JPA	0	0	0	0	-
<b>TOTAL</b>	<b>25,206</b>	<b>509,000</b>	<b>135,000</b>	<b>384,000</b>	-24.56%
<b>TRANSFERS</b>					
Transfers In	0	0	0	0	-
Transfers Out	0	0	0	0	-
Administrative Allocation	0	0	0	0	-
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	-
<b>NET CHANGE</b>	<b>(12,508)</b>	<b>(497,500)</b>	<b>(119,567)</b>	<b>(364,529)</b>	-26.73%
<b>TRANSFER TO RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL USE OF FUNDS</b>	<b>25,206</b>	<b>509,000</b>	<b>135,000</b>	<b>384,000</b>	-24.56%
<b>ENDING BALANCE</b>	<b>525,868</b>	<b>19,566</b>	<b>406,301</b>	<b>41,772</b>	113.49%
<b>RESERVE FUND</b>					
Beginning Balance	0	0	0	0	-
Transfers In	0	0	0	0	-
Transfers Out	0	0	0	0	-
Ending Balance	0	0	0	0	-
Note: Beginning/ Ending Reserve Fund Balance is not included in Beginning/ Ending Fund Balance					



**MEASURE M (\$10 DMV FEE)**

	2022-23	2023-24	2023-24	2024-25	Y-O-Y Budget
	ACTUALS	ADOPTED	ESTIMATED	BUDGET	% Change
<b>BEGINNING BALANCE</b>	<b>11,090,583</b>	<b>9,233,484</b>	<b>9,362,417</b>	<b>9,988,809</b>	
<b>REVENUES</b>					
Interest Earnings	261,605	25,800	275,512	347,862	1248.30%
Member Contribution	166,889	300,000	313,000	0	-100.00%
Cost Reimbursements	552,804	0	0	0	-
MTC/ Federal Funding	0	706,268	777,151	706,268	0.00%
Grants	0	0	0	0	-
DMV Fee	6,863,941	6,700,000	6,738,041	6,700,000	0.00%
NPDES Fee	0	0	0	0	-
TA Cost Share	0	50,000	50,000	0	-100.00%
Miscellaneous/ SFIA	0	0	0	0	-
Street Repair Funding	0	0	0	0	-
PPM-STIP	0	0	0	0	-
Assessment	0	0	0	0	-
TLSP	0	0	0	0	-
<b>TOTAL</b>	<b>7,845,239</b>	<b>7,782,068</b>	<b>8,153,704</b>	<b>7,754,130</b>	<b>-0.36%</b>
<b>TOTAL SOURCES OF FUNDS</b>	<b>18,935,822</b>	<b>17,015,552</b>	<b>17,516,121</b>	<b>17,742,939</b>	<b>4.27%</b>
<b>EXPENDITURES</b>					
Administration Services	23,924	47,000	47,072	50,838	8.17%
Professional Services	163,623	205,019	167,877	259,339	26.50%
Consulting Services	2,222,150	2,438,223	2,348,519	1,954,604	-19.83%
Supplies	0	0	0	0	-
Prof. Dues & Memberships	500	500	500	0	-100.00%
Conferences & Meetings/Trainings	1,841	7,000	2,000	0	-100.00%
Printing/ Postage	0	0	0	0	-
Publications	0	0	0	0	-
Distributions	4,982,162	6,229,159	4,875,570	5,808,817	-6.75%
OPEB Trust	0	0	0	0	-
Miscellaneous	0	0	0	0	-
Bank Fee	0	0	0	0	-
Audit Services	2,258	2,500	0	0	-100.00%
Loan to SMCEL JPA	0	0	0	0	-
<b>TOTAL</b>	<b>7,396,458</b>	<b>8,929,401</b>	<b>7,441,538</b>	<b>8,073,598</b>	<b>-9.58%</b>
<b>TRANSFERS</b>					
Transfers In	0	0	0	0	-
Transfers Out	2,176,947	40,000	40,000	2,440,000	6000.00%
Administrative Allocation	0	45,774	45,774	50,622	10.59%
<b>TOTAL</b>	<b>2,176,947</b>	<b>85,774</b>	<b>85,774</b>	<b>2,490,622</b>	<b>2803.70%</b>
<b>NET CHANGE</b>	<b>(1,728,166)</b>	<b>(1,233,107)</b>	<b>626,392</b>	<b>(2,810,090)</b>	<b>127.89%</b>
<b>TRANSFER TO RESERVES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>
<b>TOTAL USE OF FUNDS</b>	<b>9,573,405</b>	<b>9,015,175</b>	<b>7,527,312</b>	<b>10,564,220</b>	<b>17.18%</b>
<b>ENDING BALANCE</b>	<b>9,362,417</b>	<b>8,000,377</b>	<b>9,988,809</b>	<b>7,178,719</b>	<b>-10.27%</b>
<b>RESERVE FUND</b>					
Beginning Balance	340,000	340,000	340,000	340,000	0.00%
Transfers In	0	0	0	0	-
Transfers Out	0	0	0	0	-
Ending Balance	340,000	340,000	340,000	340,000	0.00%
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C/CAG Draft 2 YR workplan

<b>Color CODING KEY</b>
<b>Key Categories</b>
Required Activities By Statute or Role or Ownership
Discretionary Actions Necessary to accomplish C/CAG's Mission/Goals
Discretionary Actions Not Yet Started

			2024				2025				
			1Qtr	2Qtr	3Qtr	4Qtr	1Qtr	2Qtr	3Qtr	4Qtr	
<b>Agency wide efforts</b>			<b>Partner Orgs</b>								
1	Measure M Management (General)	Manage Measure M (\$10 Vehicle License Fee) including planning, admin, and annual formula distributions.	All 21- Jurisdictions, SamTrans, County Office of Education	X	X	X	X	X	X	X	X
2	General Financial/Organizational Tasks (contracts, HR, CALPERs, financial management, Audits, Finance Committee Investment policies)			X	X	X	X	X	X	X	X
3	Oversight, management and participation in Committees (CMEQ, TAC, BPAC, AAC, Stormwater, Finance)	C/CAG has 9 standing committees, including ALUC, with approximately 75 regular scheduled Brown Act meetings each year.		X	X	X	X	X	X	X	X
4	Airport Land Use Commission Activities and Committee (ALUC)	ALUC Meetings, project review, and ALUCP Management.		X	X	X	X	X	X	X	X
5	21- Elements support	C/CAG is a major partner in supporting 21 Elements efforts.	SMC Dept Housing, all 21- jurisdictions	X	X	X	X	X	X	X	X
6	C/CAG Equity Action Plan Implementation	Implementation of action items identified in the Equity Plan		X	X	X	X	X	X	X	X
7	State and Federal Advocacy Program	State advocacy (Shaw Yoder Antwih Schmelzer & Lange) for tracking and commenting on legislation and pursuing funding; & Federal Funding advocacy (Ken Brown & Associates) Schedule DC and Sacramento legislative visits.		X	X	X	X	X	X	X	X
8	C/CAG Strategic Plan Development	Develop a vision statement, strategic priorities, and a project list		X	X	X	X				
9	C/CAG Update Website	TBD	N/A								
10	Create Handbook of C/CAG Committees	TBD									
<b>Stormwater Program</b>			<b>Partner Orgs</b>								
11	Regional Water Board MRP Compliance	Managing Regional Stormwater Permit for all permittees (22) in San Mateo County, including 5 Year contract with EOA and coordinating annual compliance.	Water Quality Control Board, all 21 Jurisdictions	X	X	X	X	X	X	X	X
12	Multi Benefit Regional Projects	Continue to support Orange Memorial Park project in SSF; Implement recent \$2.4m Federal Earmark for project in San Bruno and initiate planning for NOAA grant to fund full project design/permitting/construction; support project development and funding options for Red Morton Park in Redwood City and Twin Pines project in Belmont. Evaluate future regional projects.	San Bruno, Belmont, Redwood City, Caltrans and 22 Stormwater Permittees	X	X	X	X	X	X	X	X
13	Advancing OneWatershed San Mateo County Efforts	Advance OneWatershed Framework Project with Geosyntec and countywide partners; develop concept plan for new OneWatershed Pilot Project in San Bruno Creek Watershed;	OneShoreline, BAWSCA, Climate Resilient Communities, San Bruno, County of San Mateo, South San Francisco	X	X	X	X	X	X	X	X
14	Phase II Green Infrastructure Tracking & Mapping Tool	Advance GI Tracking and Mapping Tool to support new MRP requirements for asset management, trash control mapping and GSI implementation	C/CAG member agencies	X	X	X	X	X			
15	Pilot Bulk Rain Barrel Rebates	Annual project to distribute approximately 800+ rain barrels. See press release and coverage in Agenda #9 Communications.	BAWSCA and RainWater Solutions, plus C/CAG member agencies	X	X	X	X	X	X	X	X

## C/CAG Draft 2 YR workplan

Color CODING KEY	
Key Categories	
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Discretionary Actions Not Yet Started	

			2024				2025					
			1Qtr	2Qtr	3Qtr	4Qtr	1Qtr	2Qtr	3Qtr	4Qtr		
16	Exploration of Stormwater Funding/Financing	Continue to explore funding and financing options for long-term stormwater revenue;										
17	\$50m+ NOAA Grant for One Watershed and Sustainable Streets	Apply for \$50m+ NOAA Grant for OneWatershed Projects in San Bruno and throughout San Mateo County;( San Bruno Regional Project and pilot OneWatershed Project in San Bruno Creek Watershed, Sustainable Streets Projects (Daly City, Colma, East Palo Alto), Pescadero Creek Flood Plain Restoration, Work Force Development, and Programmatic Enhancements for Regional Collaborative Program) implement if successful.	OneWatershed Partners, plus SFEI, Association of Ramaytush Ohlone, San Mateo Resource Conservation District, ReEscape CA, EnviroCert, San Jose Conservation Corps, Green Schoolyards America	X	X	X	X	X	X	X	X	X
18	Scaling Schoolyard Greening Efforts (State and Federal earmark attempt)	Support advanced design work for three sites in San Carlos School District following Resilient San Carlos Schoolyards project and additional schoolyard greening planning work at 10 additional school sites throughout the county if successful with funding request.	San Mateo County Office of Education					X	X	X	X	
	<b>Energy and Climate Program</b>		<b>Partner Orgs</b>									
19	San Mateo County Energy Watch (SMCEW)		OOS	X	X	X	X	X	X	X	X	X
20	Climate Action Planning (RICAPS)			X	X	X	X	X	X	X	X	X
21	Laundry to Landscape Program	Potential Earmark		X	X	X	X	X	X	X	X	X
22	Carbon Neutrality Plan	Potential Earmark			X	X	X	X	X			
	<b>Transportation Plans/Studies C/CAG LEAD</b>		<b>Partner Orgs</b>									
23	Community Based Transportation Plans - San Bruno/SSF	MTC required transportation plans for Equity Priority Communities. Initiate update of San Bruno/SSFplan w/completion est. end of 2025.	MTC, San Bruno, SSF	X	X	X	X	X	X	X	X	X
24	Congestion Management Plan Biannual Update	Required update of Congestion Management Plan every two years to monitor traffic on CMP Network and Companion Network.	All 21 Jurisdictions					X	X	X	X	
25	MTC RTP PBA 2050 Update	Every 4 years MTC must update its RTP Plan Bay Area. This update is intended to be a "focused" update. RTP is a 30 year plan that identifies over \$5.1 billion in San Mateo County projects.	All 21 Jurisdictions, SMCTA, SamTrans	X	X	X	X	X	X	X	X	X
26	County Transportation Plan Update (CTP)	Countywide update to the Countywide Transportation Plan. Required by MTC to connect Countywide efforts to the RTP PBA.	SMCTA, 21 Jurisdictions	X	X	X	X	X	X	X	X	X
27	Dumbarton Corridor Feasibility Study and Plan (Pre PID)	Study to identify alternatives to connect the Dumbarton Bridge to the Highway 101 Express Lanes. Roadway and ATP only. Alternatives will then be studied in greater detail in a PID. \$500k	East Palo Alto, Menlo Park, SamTrans, SMCTA	X	X	X	X	X	X			
28	Local Roadway Safety Plan	Countywide Local Roadway Safety Plan will identify safety improvement in Cities to reduce severe injury and fatal collisions on local roadways and ensure jurisdictions are eligible for certain types of MTC funding as well as making the County more competitive for certain types of Federal	All 21 Jurisdictions	X	X							
29	Planning Buffered Bike Lane El Camino Real San Bruno/Millbrae	Planning and design for 3.7 mile of buffered bike lane along ECR in San Bruno and Millbrae. Funded with \$760k budget request from then Asm. Mullin.	San Bruno, Millbrae, SMCTA	X	X	X	X	X	X			

## C/CAG Draft 2 YR workplan

Color CODING KEY	
Key Categories	
Required Activities By Statute or Role or Ownership	
Discretionary Actions Necessary to accomplish C/CAG's Mission/Goals	
Discretionary Actions Not Yet Started	

			2024				2025					
			1Qtr	2Qtr	3Qtr	4Qtr	1Qtr	2Qtr	3Qtr	4Qtr		
30	VMT/GHG Mitigation Plan and Program	Planning for a GHG/VMT Mitigation Program. Funded by Caltrans Planning Grant. \$670k. Recruiting consultant now.	Caltrans	X	X	X	X	X				
31	Countywide Comprehensive Bike and Pedestrian Plan	Update to the 2021 Comprehensive Bike and Ped Plan. Will identify and prioritize bicycle and pedestrian projects, update the equity focus areas, and include e-bike strategies, sidewalk inventories, and an update to the equity focus areas. Will submit applications for Caltrans planning grant, RAISE Planning Grant, and Earmarks.	All 21 jurisdictions, SMCTA				X	X	X	X	X	
32	Countywide Adaptive Traffic Signal Synchronization Plan and Implementation	Identify key corridors and routes to implement adaptive signal timing; prioritize signal timing for transit vehicles and emergency vehicles; install bicycle detection software; and leverage technology to better control and manage traffic flow. May seek federal earmark funding.	All 21 jurisdictions, SamTrans							X	X	
	<b>Transportation Plans/Studies C/CAG Supporting Role</b>		<b>Partner Orgs</b>									
33	Countywide Autonomous Vehicle Strategic Plan (SMCTA)	Identify the current state of AV in San Mateo County, establish a shared-vision for AV deployment, identify opportunities and challenges for AV deployment in the county, and to develop an AV action plan with prioritized next steps that align with potential funding availability.	SMCTA	X	X	X						
34	Implementation of pilot projects identified in the Autonomous Vehicle Plan	Implement pilot projects identified in the Autonomous Vehicle Strategic Plan	SMCTA				X	X	X	X	X	
35	US 101 Multimodal Strategy (SMCTA)	Develop a strategy and conduct outreach to create a multimodal package of projects to be added to or bundled with and complement the existing highway projects.	SMCTA	X	X	X						
	<b>Transportation Programs</b>		<b>Partner Orgs</b>									
36	Ongoing STIP, RTIP, MEASURE M, OBAG, Federal Project Delivery, and other required admin activities	Assist cities with regional, state, and Federal Funding. Currently assisting member agencies with the delivery of approx. \$195m in funding throughout the County	All 21 jurisdictions, SMCTA	X	X	X	X	X	X	X	X	X
37	Safe Routes To School Program	The (SRTS) Program is a collaborative effort between (C/CAG and the San Mateo County Office of Education (SMCOE). The program encourages and enables school children to walk and bicycle to school by implementing projects and activities that improve the health, well-being, and safety of children, resulting in less traffic congestion and vehicle emissions caused by school-related travel.	County Office of Education, school districts	X	X	X	X	X	X	X	X	X
38	TDM Policy Management	C/CAG's Countywide TDM policy is used by a majority of the Cities.	All 21 jurisdictions	X	X	X	X	X	X	X	X	X
39	Shuttle Program	C/CAG supports shuttle investment.	SMCTA, Commute.org, Menlo Park	X	X	X	X	X	X	X	X	X
40	Regional Support and Advocacy at MTC/ABAG and Caltrans for regional priorities.	Coordinate with multiple staff level committees, brief MTC Commissioners on relevant issues, support member agency <u>roadway, multimodal, and grade separation applications.</u>	All 21 jurisdictions	X	X	X	X	X	X	X	X	X
41	Transportation Fund for Clean Air County Program Manager Fund Management	C/CAG distributes Air District funds to qualifying projects that reduce air pollution, greenhouse gas emissions, and traffic congestion by improving transportation options.	BAAQMD, Commute.org	X	X	X	X	X	X	X	X	X
42	Big Data (StreetLight Data) Services	C/CAG manages a joint countywide subscription to StreetLight Data, allowing users to access big data to perform robust transportation analytics.	All 21 jurisdictions	x	x	x						

## C/CAG Draft 2 YR workplan

<b>Color CODING KEY</b>
<b>Key Categories</b>
Required Activities By Statute or Role or Ownership
Discretionary Actions Necessary to accomplish C/CAG's Mission/Goals
Discretionary Actions Not Yet Started

			2024				2025				
			1Qtr	2Qtr	3Qtr	4Qtr	1Qtr	2Qtr	3Qtr	4Qtr	
43	Micromobility (Bikeshare/Scooter share) Program Implementation	C/CAG Board adopted the Shared Micromobility Feasibility Study and Implementation Plan in December 2022. C/CAG has formed a Governance Working Group of participating pilot jurisdictions to finalize the program guidelines and procure vendor to launch the pilot. C/CAG is also developing a Community Outreach Plan to gain input from the community on station locations and an equity program. Pilot is anticipated to be operational in late 2024.	MTC, Daly City, Colma, SMC, Redwood City	X	X	X	X	X	X	X	X
44	USDOT Safe Streets for All Grant and Program (Placeholder)	Explore applying for Safe Streets for All Grant and Program for top 10 priority bike and pedestrian safety projects in each jurisdiction throughout County (Based on Local Streets and Roads Safety Plan) in 2024 and implementing if successful	All 21 jurisdictions	X	X	X	X	X	X	X	X
	<b>Calls For Projects/Funding</b>		<b>Partner Orgs</b>								
45	Lifeline STA County Block Call For Projects	Issue CFP In Q2 FY 23/24; The Lifeline Transportation Program is designed to help low-income residents by funding transportation projects that will improve their mobility options.	All 21 Jurisdictions; CBOs; SamTrans	X	X						
46	TDA Article 3	Provide planning and capital funding for active transportation projects. Will facilitate FY24-25 Call for Projects in beginning 2023 Q4.	All 21 Jurisdictions; CBOs; MTC	X	X	X	X				
47	Measure M Countywide Transportation Innovative Grant Program	A new Countywide Competitive Pilot Program dedicated to fund nimble Senior Mobility, ITS/Smart Corridor, Safe Routes to School, and Stormwater Management projects.	Measure M Funded Program Managers			X	X	X	X		
48	2026 STIP Update	Required update for County Formula Share STIP Funds.	SMCTA, Caltrans					X	X	X	
	<b>Smart Corridor Projects (C/CAG Lead)</b>		<b>Partner Orgs</b>								
49	Smart Corridor Ongoing Maintenance	Maintenance for fixtures and of Fiberoptic line that currently spans from East Palo Alto to San Bruno.	11 existing Smart Corridor jurisdictions; Caltrans	X	X	X	X	X	X	X	X
50	Smart Corridor SSF Construction	Support construction of Smart Corridor in SSF, including providing funding. Construction cost estimated at \$8.5M and anticipate completion by end of 2023.	SSF	X	X	X	X				
51	Smart Corridor Constuction Daly City/Colma	Support construction of Smart Corridor in Brisbane, Daly City, and Colma, including providing funding. Construction cost estimated at \$12.6M and anticipate construction advertisement in summer 2023.	Daly City & Colma, Caltrans	X	X	X	X	X	X	X	X
52	Smart Corridor Constuction Brisbane	Support construction of Smart Corridor in Brisbane, Daly City, and Colma, including providing funding. Construction cost estimated at \$12.6M and anticipate construction advertisement in summer 2023.	Brisbane, Caltrans	X	X	X	X	X	X	X	X
	<b>Managed Lane North of I 380 (Co-Sponsor with SMCTA)</b>		<b>Partner Orgs</b>								
52	PAED (Planning)	Project would extend the managed lanes north of I 380 to the SM/SF county line and close the remaining gap in SMC along 101. Total Project Cost Estimated at \$315.5M (Construction estimated at \$272.2M)	SMCTA, Caltrans	X	X	X	X	X			
53	PSE (Design)						X	X	X	X	
54	Construction										
	<b>92/101 Multi Modal Area Improvements (Co-Sponsor with SMCTA)</b>		<b>Partner Orgs</b>								

## C/CAG Draft 2 YR workplan

Color CODING KEY	
Key Categories	
Required Activities By Statute or Role or Ownership	
Discretionary Actions Necessary to accomplish C/CAG's Mission/Goals	
Discretionary Actions Not Yet Started	

			2024				2025						
			1Qtr	2Qtr	3Qtr	4Qtr	1Qtr	2Qtr	3Qtr	4Qtr			
55	PSE (Design)	Project would improve 92/101 Interchange at 4 locations, construction buffered bike lane along Fashion Island Blvd, and a mobility hub interchange. Construction Cost Est \$51M (\$44M for Highway Construction and \$7M for Multi-modal Component).	SMCTA, Caltrans, Foster City, City of San Mateo	X									
56	Construction			X	X	X	X	X	X	X	X	X	X
<b>92/101 Direct Connector (Co-Sponsor with SMCTA)</b>			<b>Partner Orgs</b>										
57	PAED (Planning)	Project is analyzing options to provide a direct connector between Hwy 92 and the Hwy 101 express lanes to encourage transit and HOVs. Total Proj Cost Est \$195.3M - Construction cost est is \$165M	SMCTA, Caltrans, Foster City, City of San Mateo	X	X	X	X	X	X	X	X	X	X
58	PSE (Design)												
59	Construction												
<b>San Mateo County Express Lane JPA (101 Express Lanes)</b>			<b>Partner Orgs</b>										
60	FY Budget Preparation	Prepare program budget.	SMCEL-JPA	X	X			X	X				
61	Equity Program Oversight	Oversee equity program with Samaritan House that distributes \$100 Clipper Cards or \$100 FasTrak Transponders. Explore evaluation of program including increasing the amount to \$200, adding online enrollment, and transitioning to a mobility wallet.	SMCEL-JPA	X	X	X	X	X	X	X	X	X	X
62	Expenditure Plan	State Required expenditure plan before any net revenue is expended.	SMCEL-JPA	X	X	X	X	X					
63	Organizational Assessment	Founding JPA requires an organizational assessment regarding the administrative structure of the organization.	SMCEL-JPA	X	X	X	X	X	X				
64	Express Lane Program Operation	Manage the express lane program operation from I-380 to San Mateo County/Santa Clara County line.	SMCEL-JPA	X	X	X	X	X	X	X	X	X	X
65	Ongoing management of Express Lanes Asset Database	Develop a database that enables strategic and systematic process of maintain, upgrading and expanding assets to support Express Lane operation. Designed to focus on resource allocation and planning.	SMCEL-JPA	X	X	X	X	X	X	X	X	X	X

## C/CAG AGENDA REPORT

Date: May 9, 2024  
To: City/County Association of Governments of San Mateo County Board of Directors  
From: Sean Charpentier, Executive Director  
Subject: FY2024 Progress update on C/CAG Equity Action Plan implementation.

(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 C/CAG Board receive a progress update on the implementation of initiatives outlined in the C/CAG Equity Action Plan.

### FISCAL IMPACT

Costs associated for the first six months of the Equity Action Plan implementation are difficult to assess because actions completed were undertaken by staff under multiple program areas and administrative activities.

### SOURCE OF FUNDS

General fund, NPDES fund, Congestion Relief fund, and Congestion Management fund.

### BACKGROUND

On April 24, 2022, the C/CAG Board of Directors adopted Resolution 22-16 authorizing the C/CAG Executive Director to execute an agreement with Mariposa Planning Solutions (Consultant) for the C/CAG Equity Assessment and Framework Development Project (Project). The C/CAG Board was updated with presentations by staff and the Consultant. The sixth meeting culminated in the Board's adoption of Resolution 23-99, approving the C/CAG Equity Assessment and Framework Development Project Final Report and Action Plan on December 14, 2023.

In the first six months since the adoption of the Action Plan, staff have implemented many of the 35 actions, especially those that could be implemented immediately. Some examples are the addition of Equity Impact Statements into all Board and Committee staff reports (Equity Action Plan #20). Another example is inclusion of language in new job postings (Equity Action Plan #12), expressing C/CAG's commitment to equity and desire to hire applicants with equity knowledge and/or experience.

Action 27 entails the creation of a database comprising contacts for Equity Focus Areas. The Action was integrated into the San Mateo County Shared Micromobility Community Outreach Plan, resulting in the development of a contact list for Community Based Organizations (CBOs). The list is currently utilized for various community engagement efforts.

In all, 21 actions have been completed or substantially completed, although many of these items are ongoing. For a complete list of actions and their status, staff has included Attachment 2 – Equity Action Plan Implementation Update to this staff report.

Below are additional instances illustrating the integration of the Equity Assessment into the various operational aspects of C/CAG, categorized by program areas.

### **General Organizational**

1. Equity Action Plan #5: The adopted Equity Assessment was emailed to all local elected officials in San Mateo County in March 2024.
2. Equity Action Plan #12: The following language has been incorporated into the C/CAG’s job descriptions.

“At C/CAG, we are committed to equity, which we define as actively identifying, acknowledging, and addressing historical and current disparities that might otherwise influence economic, health, and quality of life outcomes in the communities we serve. We strive to foster a workplace where equity and inclusion are core values. We also aim to create an environment where all employees are treated with fairness and respect, regardless of their background, and one where their unique perspectives are celebrated. We are dedicated to building a diverse and inclusive workforce, and we welcome candidates who share our commitment to these values.”

The ideal candidate possesses “knowledge of: Principles and practices of equity centered processes and engagement with diverse communities and/or community organizations.”

3. Equity Action Plan #13: The adopted Equity Assessment has been integrated into onboarding materials for new C/CAG Board of Director and/or committee members. The same will be included in the onboarding of any new staff.
4. Equity Action Plan #20: Equity Sections have been added to all C/CAG Board Staff reports and committee staff reports.
5. Equity Action Plan #21: Table 1 in attachment 1 has the reporting metrics for the recommended TDA Article 3 Call for Projects. The recommended Lifeline Transportation Call for Projects will be added to the June 13<sup>th</sup> Staff report. Eight percent (80%) of the funding recommended as part of the TDA Article 3 call for projects is in or will benefit an Equity Focus Area or Equity Priority Community.

### **Stormwater**

1. C/CAG’s application for the NOAA Climate Resilience Regional Challenge grant for the “Implementing OneWatershed Climate Resilience Infrastructure in San Mateo County” project involved seven community-based organizations and/or non-profit organizations as core partners. These organizations were strategically selected to advance climate justice and equity



in climate adaptation planning.

### **Safe Routes to School**

1. The SRTS program's commitment to equity extends to educational opportunities, outreach events, and partnerships to improve safety in priority schools.
2. The program prioritizes grant funding in schools that are in Equity Priority Communities.

### **Lifeline Transportation Program**

1. The Lifeline Transportation Program funds projects, identified through the community-based transportation planning (CBTP) process, which improves the mobility of low-income residents.
2. C/CAG issued a call for project in February 2024 and will bring recommended projects/program to the C/CAG Board at its June meeting. Due to the nature of Lifeline Transportation funding, all the projects/programs funded are anticipated to benefit equity priority and Equity Focus Areas.
3. Staff distributed the call for projects schedule, along with information on the two virtual C/CAG outreach meetings, to the CBO list.

### **Local Roadway Safety Plan**

1. C/CAG Countywide Local Roadway Safety Plan identified prioritized project locations using social equity as one of three criteria. Specifically, identifying locations where safety projects would benefit disadvantaged populations.

### **Micromobility**

1. Within the Shared Micromobility Community Outreach Plan, efforts were undertaken to solicit feedback and input from the community regarding station placement and equity program pricing.
2. The Plan also created a Community Based Organization contact list and the team engaged with them through surveys and outreach events.
3. The project's subconsultant, Silicon Valley Bicycle Coalition, partnered with Redwood City PAL, Friends for Youth, and Coastside on Bikes to host the free bike repair clinics in Daly City and North Fair Oaks.

### **Shuttles and Community Based Transportation Plans (CBTP)**

1. San Mateo County Shuttle Program CFP for FY23/24 & 24/25 included revised scoring criteria to include a strong equity component (25 pts out of maximum 110). Four shuttle routes are located within EPCs that received funding.
2. Consultant contract to update to San Bruno/SSF CBTP was awarded. The Plan is designed specifically to address access and mobility needs in the Equity Priority Communities (EPCs) within these communities, and projects identified will be prioritized in the LifeLine Transportation funding program. The scope includes funding for CBOs to engage in the plan development process and provide input.

### **TDA Article 3**

1. For the FY 2023/2024 cycle, staff proposed updated scoring criteria to prioritize equity and incentivize the development of more projects in underserved areas. Some of the changes from previous cycles are noted below:
  - In the previous TDA 3 cycle, project proposals received maximum points if they were mostly located within a C/CAG Equity Focus Area (EFA) or MTC Equity Priority Community (EPC). For this year's cycle, 1 of 5 points were granted to projects that, while not falling within EFAs or EPCs, demonstrated a clear service to underserved areas or were adjacent to EFAs/EPCs.
  - In the previous TDA 3 cycle, project proposals received more points if applicants could provide higher local matches. For this year's cycle, if a project was located mostly in a C/CAG EFA or MTC EPC, and provided at least the required 10% match, the project received the maximum 10 points. If a project was not located in an EFA or EPC, the applicant would need to provide a 50% local match to receive the maximum 10 points.
  - Project proposals also received 1 point if the applicant had previously applied for TDA 3 funding for the same project in the past 10 years but was not awarded funding. This was to encourage jurisdictions to apply that may not have been awarded in recent years.
2. In addition to C/CAG's typical Call for Projects outreach to eligible jurisdictions, C/CAG distributed the Call for Projects to C/CAG's Community Based Organization (CBO) list. C/CAG also hosted three Community Workshop meetings on Zoom open to members of the public C/CAG invited CBOs and interested members of the public to attend to learn more about the TDA Article 3 program, project eligibility, and to encourage public members to advocate for local projects that they would like to see built or improved within their communities.
3. For this cycle, C/CAG received 10 applications. Eight of these applications were in an equity area, defined as located mostly within an EFA/EPC, or an area that is adjacent to an EFA/EPC or in a clearly underserved area. If approved by the C/CAG Board on May 9th, 80% of the total programming funding available will be awarded to projects in an equity area.
4. See Attachment 1, Table 1 for a summary of projects within equity areas. C/CAG will continue to document the number of applicants and funded projects that fall within equity areas for future TDA cycles.

The FY 2024-25 budget requests a total of \$53,500 for completion of specific actions in the coming year.

### **EQUITY IMPACTS AND CONSIDERATIONS**

This staff report provides an update on the advancement of C/CAG's adopted Equity Framework and

Action Plan, serving as an integral component of the ongoing Actions stipulated in the Plan. It fulfills the requirement of reporting annually to the Board on implementation progress.

**ATTACHMENTS**

1. Table 1: Funding Summary
2. Equity Action Plan Implementation Update

Table 1: Funding Summary

	C/CAG Board of Directors Award	Received applications	Applications Funded	Applications <b>located mostly within</b> an EFA/EPC	Applications <b>adjacent to</b> EFA/EPC or in <b>clearly underserved area</b>	Total Programming Funding Available	Total Funding Recommended for Applications in Equity Areas	% of Funding Recommended to Equity Areas
TDA Article 3 (DRAFT RECOMMENDED)	5/9/2024	10	10	5	3	\$2,590,706	\$2,062,217	80%
Lifeline Transportation (Draft Recommended)	6/13/2024	TBD	TBD	TBD	TBD	TBD	TBD	TBD

# Draft Equity Action Plan Update

## C/CAG Equity Framework Action Plan

### Report to C/CAG Board - 2024

#### Category 1: Internal Equity (Organization and Administration)

**Goal 1: Create and maintain internal equity reporting, feedback, coordination, and collaboration structures.**

**Outcome: The Equity Framework and Action Plan's intent, commitments, and progress is communicated and in a constant state of implementation, with learning and adaptation along the way.**

Actions	Current Status	FY 2023-24	FY 2024-25	TBD	FY2024-25 Budget Requests
1. Establish an Equity Lead among C/CAG staff to help implement the Framework and Action Plan and support the use of new equity approaches and tools.	Completed	FY 2023-24	Ongoing		\$0
2. Convene and support the C/CAG Board of Directors (BOD) Equity Framework Ad Hoc Committee as needed to assist with Framework and Action Plan implementation.	TBD	Ongoing			
3. Conduct an annual evaluation of gaps, progress, lessons learned, and next steps towards meeting Equity Framework goals, outcomes, and actions, including project and program-level goals and actions.	Completed & Ongoing as part of Equity Framework Overview.	FY 2023-24	Ongoing		\$0
4. Provide an Equity Framework overview and equity evaluation update to the C/CAG BOD and Committees and at least one additional relevant public meeting each year.	Partially completed - report developed and ready for presentation.	FY 2023-24			\$0
5. Send C/CAG's Equity Framework and Action Plan to all elected officials in San Mateo County, with C/CAG's annual equity evaluation and progress updates.	Completed and Ongoing.	FY 2023-24	Ongoing		\$0
6. Obtain additional sources of funding to help implement the Equity Framework and Action Plan and provide staff and leadership with needed support.	Ongoing. Applied for RAISE and CALTRANS planning grants for implementing updated mapping.	FY 2023-24	Ongoing		\$0

**Goal 2: Continually strengthen and maintain internal organizational understanding, resources, and capacity.**

**Outcomes:**

- An increase in the number of staff, board, and committee members that are representative of EFA demographics and/or geographies.
- Staff, board, and committee members have a greater depth of credentials and/or lived experience relevant to equity advancement work.

Actions	Current Status	FY 2023-24	FY 2024-25	TBD	FY2024-25 Budget Requests
7. Consider adding equity focused seats to the Congestion Management & Environmental Quality (CMEQ) and Resource Management and Climate Protection (RMCP) committees.	TBD		TBD	TBD	\$0
8. Incorporate equity criteria in recruitment and selection of new candidates for open public committee member seats and encourage greater EFA geographic and demographic representation for appointed seats.	Initiated for current and future recruitments.	FY 2023-24	Ongoing		\$0
9. Conduct outreach to equity-focused CBOs to fill vacant public member seats for applicable committees (CMEQ RMCP).	Completed and ongoing using CBO EFA database created as part of Goal #27.	FY 2023-24	Ongoing		\$0
10. Explore developing a stipend policy for public members on C/CAG committees to increase the quantity and diversity of applicants for open committee seats.	TBD		TBD	TBD	
11. Work with the County on all C/CAG HR actions to identify opportunities to leverage their equity-oriented Human Resources Action Plan, staffing, and other HR resources.	Working with County Equity Office to both leverage County resources and participate in Community of Practice.	FY 2023-24	Ongoing		\$0
12. To the extent possible, incorporate equity expertise as a desired qualification in job descriptions for all relevant staff positions.	Incorporated into recruitment language.	FY 2023-24	Ongoing		
13. Ensure that the Equity Framework is included in all onboarding materials for C/CAG Staff, Board members, new staff, and Committee members.	Incorporated into Onboarding materials	FY 2023-24	Ongoing		
14. All staff participate in an agency-wide diversity, equity, inclusion, and belonging (DEIB) training on an annual basis and at least one equity-focused professional development activity of their choice every two years, including County of San Mateo equity trainings available to C/CAG staff.	In process. Staff are participating in County foundational equity trainings. Equity Lead will identify next level trainings.	FYs 2023-25	Ongoing		\$2,000
15. Provide the Board of Directors (BOD) with an annual presentation from an expert in the field on emerging equity themes relevant to C/CAG's activities.	Including in Budget		FY 2024-25 Ongoing		\$4,000

# Draft Equity Action Plan Update

## Goal 3: Promote economic justice and shared prosperity through procurement opportunities.

**Outcome:** C/CAG creates more procurement opportunities for Disadvantaged Business Enterprises (DBE).

Actions		FY 2023-24	FY 2024-25	TBD	FY2024-25 Budget Requests
16. Explore C/CAG's needs and goals around inclusive procurement and identify next steps and tools to achieve those goals.	TBD		TBD	TBD	
17. Join a procurement platform so SBE and DBE businesses can sign up to receive notification of C/CAG procurement opportunities.	Working on identifying a procurement platform that is both public and "accessible". May be able to leverage County's use of platform.		FY 2024-25		

## Category 2: C/CAG-Led Plans, Projects, Policies, Programs, and Grant Funding Opportunities

## Goal 4: Infuse a pro-equity approach in C/CAG-led or sponsored projects, programs, plans, and grant funding opportunities to maximize benefits for Equity Focus Area (EFA) geographies and demographics.

**Outcomes:**

- Equity is integrated in the design of projects, programs, funding calls, and other actions and initiatives.
- All applicable planning efforts, projects, and programs assess equity needs, impacts, and benefits, and convey results to the public, C/CAG committees & board.
- C/CAG staff, board, and committees have a clear understanding of how and which programs, projects, plans, and grant funded programs and projects are advancing equity.
- C/CAG-led or sponsored programs, projects, plans, and funding improves outcomes in EFA communities.

Actions		FY 2023-24	FY 2024-25	TBD	FY2024-25 Budget Requests
18. Use C/CAG's Equity Evaluation Review (EER) Tool to assist staff and decision makers in considering a range of equity considerations in the early stages of project, plan, program, and funding call design.	Tool available to staff and being used.	FY 2023-24	Ongoing		\$0
19. Include an appropriately-scaled equity analysis, assessing benefits and burdens of proposed actions, in all projects, programs, and planning efforts.	Ongoing and in progress		Ongoing		\$0
20. Provide the board and committees with a new Equity Section within staff reports to communicate benefits, burdens, and recommendations at the project, plan, program, and funding approval stage.	Completed for all Committees and Board	FY 2023-24	Ongoing		\$0
21. Establish reporting metrics relevant to C/CAG grant programs to evaluate and report on progress towards achieving equitable outcomes, including the percentage of funds benefiting EFA geographies and/or demographics.	Completed and ongoing. See Table 1 in Equity Assessment.	FY 2023-24	Ongoing		\$0
22. Evaluate C/CAG grantmaking spending and consider changes to project selection criteria, including the number of points that are allocated for equity outcomes and equitable engagement, & the degree to which a local match for projects located in EFAs is required.	Ongoing using data collected through #21.	FY 2023-24	Ongoing		\$0
23. Leverage outside funding whenever possible to assist EFAs with technical assistance for applicable state and regional funding applications.	Need to determine best approach.		FY 2024-25	TBD	\$0
24. Center equity and climate resiliency in C/CAG's upcoming strategic planning.	Included in Strategic Planning effort.	FY 2023-24			\$0

# Draft Equity Action Plan Update

## Category 3: EFA Community Engagement, Empowerment, & Accountability

### Goal 5: Build and maintain trust, transparency, and lasting relationships with EFA-serving CBOs.

**Outcomes:**

- Create an organized and centralized repository of CBO and community leader contacts for partnership, information sharing, and other engagement opportunities.
- Decision makers, EFA stakeholders, and the broader community are informed of progress towards meeting Equity Framework goals.
- EFA-serving CBOs are resourced to support C/CAG in reaching impacted and underserved populations and to provide valuable input and perspective.
- C/CAG projects, programs, planning efforts, and funding calls are increasingly effective at meaningfully engaging EFA-serving CBOs and other equity stakeholders.

Actions		FY 2023-24	FY 2024-25	TBD	FY2024-25 Budget Requests
25. Design equitable public participation plans for relevant C/CAG plans and projects, including: a. An emphasis on sufficient funding for outreach to areas of greatest need. b. Use of equitable communication and public participation strategies tailored towards EFA audiences.	Ongoing. Elements included in recently awarded Community Based Transportation Plan for San Bruno and SSF.	FY 2023-24	Ongoing		\$0
26. Incorporate adequate budget to support participation and input from EFA-serving CBOs and community leaders in C/CAG projects, grant proposals, and planning efforts (Obtain feedback on the methodology and funding amount from CBOs)	Ongoing. Elements included in recently awarded Community Based Transportation Plan for San Bruno and SSF.	FY 2023-24	Ongoing		\$0
27. Establish and maintain a database of Equity Focus Area (EFA) contacts that C/CAG staff can use for communications and community engagement purposes.	Excel spreadsheet of CBOs and community contacts has been developed.	FY 2024-24	Ongoing and to updated		\$0
28. Use C/CAG's EFA database to inform equity-focused CBOs of nonprofit funding opportunities within calls for projects, opportunities to serve on C/CAG Committees, and other opportunities to improve equitable public participation.	Completed and ongoing. Email data base is utilized for calls for projects and committee recruitments.	FY 2023-24	Ongoing		
29. Complete a study on improving language accessibility in C/CAG's materials and website with plan for necessary updates.	TBD		TBD	TBD	

### Goal 6: Use data and mapping to increase understanding and awareness of existing disparities and opportunities to advance equity.

**Outcome:** C/CAG staff leverage data, mapping, and analytical tools that are improved over time.

Actions		FY 2023-24	FY 2024-25	TBD	FY2024-25 Budget Requests
30. Establish and update an online equity dashboard, storyboard, and/or other data reporting and visualization strategies to share progress on data and performance measures relevant to C/CAG's Equity Framework, program areas, and activities.	Could be coordinated with website update.		FY 2024-25 & TBD		\$20,000
31. Update Equity Focus Area maps and associated demographic indicators such as race, income, and seniors 75 years and over) for each applicable C/CAG program area within five years and every five years thereafter based on available data, changing demographics and community conditions, EFA input, and other considerations.	Ongoing. Applied for Federal RAISE grant and Caltrans planning grant for this scope as part of the update to the Countywide Bicycle and Pedestrian Plan.				2025-26 or later
32. Work with other county-level agencies to coordinate mapping and data use, including opportunities to create unified Equity Focus Area maps.	Ongoing. Applied for Federal RAISE grant and Caltrans planning grant for this scope as part of the update to the Countywide Bicycle and Pedestrian Plan.				2025-26 or later

## Category 4: Countywide Leadership, Coalition Building, and Advocacy

### Goal 7: Provide countywide leadership.

**Outcome:** Through actions within the agency and as part of its role as a regional convener, C/CAG is increasingly seen as a leader in equity advancement efforts in San Mateo County.

Actions		FY 2023-24	FY 2024-25	TBD	FY2024-25 Budget Requests
33. Include equity in annual legislative priorities and actively support legislation that helps advance Equity Framework goals.	Completed - incorporated	Completed	Ongoing		\$0
34. Help SMC cities and the County meet equity standards in new state/federal requirements, including obtaining HCD's Prohousing Designation, by sharing equity best practices and other strategies.	Planned for FY 2024-25		FY 2024-25		\$0
35. Encourage regional and state standards that support C/CAG Equity Framework Goals, including within grants funding guidelines.	Staff aware of need to participate and promote C/CAG's Equity priorities.	FY 2023-24	Ongoing		\$0
36. Support the next generation of equity focused planners and engineers, including exploring options for funding relevant scholarships for students in the region.	Staff has begun research on Agencies and CBOs to possible partner with for an annual scholarship for a recipient in San Mateo County (APA, ITS, WTS, Minetta, COMTO).		FY 2024-25		\$7,500

<b>Total</b>	<b>\$53,500</b>
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## C/CAG AGENDA REPORT

Date: May 9, 2024

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

From: Sean Charpentier, Executive Director

Subject: Participate in a focused discussion on the C/CAG Strategic Plan vision statement and agency mission

(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 C/CAG Board participates in a focused discussion on the C/CAG vision statement and agency mission, as part of the strategic planning development effort.

### FISCAL IMPACT

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

### SOURCE OF FUNDS

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

### BACKGROUND

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

At the April Board meeting, the Consultant facilitated the second strategic planning workshop with the Board. The Consultant presented the draft strategic plan framework and facilitated a discussion on the proposed mission, vision, core values, goals, objectives, and performance measures.

The Board provided the following list of high-level input from the second workshop:

- Emphasize what makes C/CAG special and distinct from other regional agencies.
- Make the vision and mission statements more inspiring.
- Clarify the roles of C/CAG vs. the County or cities when it comes to land use, transportation, housing, green infrastructure, and other issues.
- Reflect "quality of life" in the goals and objectives.
- Acknowledge that many factors are beyond C/CAG's control, it will impact the performance measures being established.
- Specify how and when the Board will receive progress updates on the strategic plan



- implementation.
- Set clear, quantifiable targets to measure progress towards our goals.

Since the April meeting, the Consultant worked with C/CAG staff to address the Board's initial feedback. The Consultant will review the revised mission and vision statements with the Board at the May meeting.

The revised draft mission statement can be seen as follows:

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

The updated draft vision is shown below:

***“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.”***

## **EQUITY IMPACTS AND CONSIDERATIONS**

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

## **ATTACHMENTS**

None

**C/CAG AGENDA REPORT**

Date: May 9, 2024

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

From: Sean Charpentier, Executive Director

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

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

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**RECOMMENDATION**

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

**FISCAL IMPACT**

N/A

**SOURCE OF FUNDS**

N/A

**BACKGROUND**

The C/CAG Legislative Committee receives monthly written reports and oral briefings from C/CAG's State legislative advocate, Shaw Yoder Antwih Schmelzer & Lange (Consultant). Important or interesting issues, and votes on positions taken by the Committee, or that arise out of the Committee meetings, are reported to the full C/CAG Board through this item.

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

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

introduced in the Senate, many of them “spot” bills. The Legislature returned from its spring recess on April 1 and had until April 26 to move budgeted legislation to fiscal review, with many bills put into a suspense file. Suspense file hearing will take place mid-May with a deadline to move to the next house by May 24. The 2024 Legislative Calendar can be found here: [2024 Legislative Calendar](#).

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

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

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

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

At the April 11, 2024 meeting, the Legislative Committee and the Board discussed the amended Regional Measure language, now SB 1031 (Wiener), its intent, and reviewed other bills. A position of “Oppose unless amended” was taken by the Committee and the Board and a letter was sent to the San Mateo County delegation.

At this meeting, there will be further discussion about SB 1031 (Wiener) and the status of other bills of importance to C/CAG, and any positions taken by the Legislative Committee.

## **EQUITY IMPACTS AND CONSIDERATIONS**

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

## **Additional Information**

For additional information with respect to what the Metropolitan Transportation Commission/Association of Bay Area Governments Joint Legislative Committee, California League of Cities, California State Association of Counties (CSAC), and California Association of Councils of Government (CALCOG) are tracking, staff has included informational links to the relevant bill tracking websites, as well as the full legislative information for the State Legislature and the 2024 calendar of legislative deadlines. Lastly, staff have also included links to the 2024 legislation websites for the San Mateo County delegates for information only.

Committee members may view the bills being tracked at the following link provided by SYASL:

## C/CAG Bill Tracking

### **ATTACHMENTS**

1. C/CAG Legislative Update, April 29, 2024 from Shaw Yoder Antwih Schmelzer & Lange
2. Report on SB 1031 (Weiner) – Regional Measure

Below are informational links:

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



April 29, 2024

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

From: Matt Robinson, Andrew Antwih and Silvia Solis Shaw  
Shaw Yoder Antwih Schmelzer & Lange

Re: **STATE LEGISLATIVE UPDATE – May 2024**

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**Legislative Update**

The Legislature has been busy hearing bills in policy committees since returning from Spring Recess on April 1. Policy committees had until April 26 to hear bills with fiscal impacts and move them to the appropriations committees, where most bills will be placed on the suspense file. We anticipate the suspense file hearings to take place on May 16. Bills must move out of the first house by May 24. For more information about key legislative and budget deadlines, see the adopted 2024 Legislative Calendar available [here](#).

**State Budget Update**

Governor Newsom will release the May Revise, the Governor’s update to the January budget on or around May 14. We expect the May Revise to include updated projections for the state’s deficit and revised proposals to address the shortfall.

As we reported last month, on April 4, Governor Newsom, Senate President pro Tempore Mike McGuire, and Assembly Speaker Robert Rivas announced an agreement on roughly \$17 billion in early actions to *"significantly reduce the existing [budget] shortfall and best position California to responsibly address the budget in June."* Importantly, the agreement preserves the state's commitment to provide the full balance of the \$4 billion for the population-based Transit and Intercity Rail Capital Program (commonly referred to as AB 102 / SB 125 funding). No decision has been made on the \$200 million cut in Active Transportation Funds. The main elements of the agreement are included in [AB 106 \(Gabriel\)](#), which was signed by the Governor on April 15.

It is worth noting that AB 106 provides the Department of Finance with the ability to suspend the authority to expend any one-time funding provided in the Budget Acts of 2021, 2022, or 2023. The Department of Finance has provided notice to the Joint Legislative Budget Committee that the Newsom Administration intends to exercise this authority in a [letter dated April 17](#), which may have broad impacts on previously approved state expenditures. No additional details are currently available on how exactly this authority will be exercised.

### ***SB 1031 - Regional Measure***

As you are aware, the effort to authorize a regional transportation funding measure for voter consideration is now ensconced in SB 1031 (Wiener and Wahab). The bill currently includes various revenue mechanisms (sales tax, employer tax, vehicle fees, property related fees) and identifies the funding priorities for the revenue generated from the measure, focusing on transit operations and transformation, safe streets and pothole repair, connectivity/mobility improvements, and climate resilience. The bill also now includes some high-level return to source provisions, with minimum funding guarantees for transit operators based on the size of the system and a proposed breakdown of funding categories. The revenues are only to be used to fund transportation improvements in the Bay Area, and are required to be equitably allocated throughout the Bay Area, while guaranteeing a minimum 70% return to source for each county, as follows:

- 45% of revenues allocated for transit transformation investments, which includes minimum guarantees for operators.
- 25% of revenues for investments that support safe streets which would flow to STA and can be used for street repairs.
- 15% of revenues allocated for investments supporting connectivity.
- 15% of revenues allocated to agencies for transit transformation investments, and investments in safe streets and connectivity, for the purpose of maintaining the minimum county benefit threshold, preventing service cuts and increasing ridership, or investing in other regional priorities.

On April 23, the bill was heard in the Senate Transportation Committee. At the direction of the Chair, additional elements were agreed to by the authors, which include:

- The stated goal of raising \$1.5 billion in revenues, while limiting the sale tax portion to a half-cent.
- Limiting the duration of the measure to 30 years.
- Sunsetting the authority to place a measure on the ballot in 2040.
- “Limiting” MTC’s control and application of the regional network manager’s objectives to only State Transit Assistance funds.
- A limit on MTC’s bonding authority to capital projects and to funds “retained” by MTC.
- An agreement to continue working on the return to source provisions in the bill.
- Retain placeholder language for universal transit pass requirements.

During the hearing, Chair Cortese said that these amendments were the “absolute minimum” needed for the bill to advance from his committee and raised concerns about return to source and a desire to work on a more direct pass-through to individual counties. The bill passed the Senate Transportation Committee. The following day, April 24, the bill passed the Senate Revenue and Taxation Committee. It now heads to the Senate Appropriations Committee, where we will likely see the agreed to terms reflected in print.

### ***Bills of Interest***

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

This bill would make several changes to the ministerial approval process created by SB 9 for a housing development of no more than two units in a single-family zone (duplex), the subdivision of a parcel

zoned for residential use into two parcels (lot split), or both by requiring that that an application for a duplex or a lot split shall be considered and approved or denied within 60 days from the date the local agency receives a completed application. If the local agency has not approved or denied the application in that timeframe, it shall be approved. This bill also states that if a local agency denies an application for a duplex or lot split, the permitting agency shall return in writing a full set of comments to the application with a list of deficient items and a description of how the application can be remedied by the applicant. This bill would also prohibit a local agency from imposing objective zoning standards, objective subdivision standards, and objective design standards that do not apply uniformly to developments within the underlying zone.

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

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

**SB 903 (Skinner) – PFAS Ban**

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

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

On complete streets, this bill would require all transportation projects funded or overseen by Caltrans to provide complete streets facilities unless exempt pursuant to the bill. It would also require the targets and performance measures adopted by the California Transportation Commission to include within the SHOPP asset management plan objective targets and measures reflecting state transportation goals and objectives, including for complete streets assets on the state highway system. This bill would also require Caltrans' performance report to include a description of complete streets facilities on each project. Lastly, this bill would require Caltrans to develop and adopt a project intake, evaluation, and encroachment permit review process for complete streets facilities that are sponsored by a local jurisdiction or transit agency. As a part of this process, Caltrans would be required to designate an encroachment permit manager in each district to oversee the review of complete streets facilities applications. Caltrans would then be required to produce a report on the project applications submitted for complete streets facilities.

On transit priority projects, this bill would require the Director of Transportation to, on or before July 1, 2027, adopt a transit priority policy to guide the implementation of transit priority facilities on the state highway system. The bill would also require the Caltrans-prepared State Highway System Management Plan (SHSMP) to include specific and quantifiable accomplishments, goals, objectives, costs, and performance measures for transit priority facilities consistent with SHOPP asset management plan and Caltrans' most recent policy.

**AB 817 (Pacheco) Brown Act – Advisory Bodies – C/CAG SUPPORT**

This bill provides a narrow exemption under the Brown Act for non-decision-making legislative bodies to participate in meetings via teleconferencing outside of a declared state of emergency without posting

the physical location of members or requiring a quorum to be present at a meeting location. ***This bill passed the Assembly and is in the Senate.***

**AB 1798 (Papan) Stormwater Runoff – C/CAG SUPPORT**

This bill would require Caltrans and the State Water Resources Control Board, the Department of Toxic Substances Control, and the Department of Fish and Wildlife, to develop a programmatic environmental review process to prevent toxic compounds generated from vehicle tires from entering salmon and steelhead trout bearing waters. The bill would require Caltrans' process to include a pilot project at an unspecified location to study the effectiveness and cost effectiveness of installing and maintaining bioretention and biofiltration systems.

**AB 1837 (Papan) Bay Area Transit Coordination**

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

**AB 1999 (Irwin) Electricity Rates**

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

**AB 2290 (Friedman) Bikeways**

This bill would establish the Bikeway Quick-Build Project Pilot Program within the Caltrans' maintenance program to expedite development and implementation of bikeways on the state highway system and require Caltrans to develop guidelines for implementing bikeway quick-build projects. This bill would also that a bicycle facility identified for a street in an adopted bicycle plan or active transportation plan be included in a project funded by the RMRA that includes that street. Finally, AB 2290 would prohibit the allocation of Active Transportation Program funds for a project that creates a Class III bikeway unless the project is on a street with a design speed limit of 20 miles per hour or less or the project will reduce the design speed limit to 20 miles per hour or less.

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



**C/CAG AGENDA REPORT**

Date: May 9, 2024  
To: City/County Association of Governments of San Mateo County Legislative Committee  
From: Sean Charpentier, Executive Director  
Subject: Receive update and possible action on SB 1031 (San Francisco Bay Area: local revenue measure: transportation improvements ).

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

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**RECOMMENDATION**

C/CAG staff recommend that the Legislative Committee receive an update and provide direction regarding the SB 1031 (San Francisco Bay Area: local revenue measure: transportation improvements).

**FISCAL IMPACT**

N/A

**SOURCE OF FUNDS**

N/A

**BACKGROUND**

SB 1031 (Wiener) replaces SB 925 (Wiener) as the new regional transportation measure enabling legislation. The new bill was also consolidated with SB 926 (Wahab) – Bay Area Transit Consolidation, by actions of the State senate. The bill is sponsored by MTC. On April 11, 2024, the C/CAG Board of Directors took an Opposed Unless Amended Position on the SB 1031 and submitted the letter on April 15, 2024. The C/CAG letter is available as Attachment 5.

On April 16, 2024, the Authors amended the SB 1031.

A major emphasis of SB 1031 is to avert a transit fiscal cliff and provide new transit funding to every county. Attachment 4 has the MTC’s estimated near term transit operating shortfalls.

There are four major components to SB 1031:

**First**, it would require the State to study the consolidation of transit agencies in the San Francisco Bay Area.”

**Second**, it would authorize the MTC and the Bay Area Air Quality Management District (BAAQMD)

to jointly adopt a commute benefit ordinance for employers with 50+ employees that would require commute benefits that could include a pretax option, an employer paid benefit, employer provided transit, or an employer provided regional transit pass.

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

**Fourth**, it authorizes the MTC to place a regional transportation funding ballot measure on the ballot. The statute includes a range of potential revenue sources, including a sales tax, employer tax, parcel tax, and a vehicle registration fee. The statute identifies investment categories including transit transformation and transit operations, zero emission transit vehicles and infrastructure, a Safe Streets Category (potholes, bicycle, and pedestrian projects), a Connectivity Category (mobility improvements that close gaps and relieve bottle necks in the transportation network), and climate resilience.

Attachment 1 has a link to the legislation.

Concern Raised in 4/15/23 CCAG Letter	SB 1031 as written 4/16/24
1. Focus on how to improve the transit ridership experience and better provide mobility within and throughout the region without the presumption that the consolidation of transit operators is the best or only strategy to advance these goals.	“Consolidation” is still prominent in the legislation. There is added language for other additional forms of coordination.
2. A Balanced Multimodal Measure	Updated language includes 25% of for Safe Streets (capital) 15% for Connectivity (capital), and 10% for Flexible funding
3. Return to Source Provisions	70% return to source by county for each 5-year period. Return to source defined as: projects and programs that <u>benefit</u> that County.”
4. Include Opt-Out Language	Not included.
5. Preserve funding possibility for strategic expansions of managed lanes under specific conditions	Not included.
6. Flexibility for adjustments.	MTC calculates return to source provisions every two years.

As the legislation progressed through the Senate Committees, there was discussion of limiting the size of the potential sales tax to ½ cent.

The MTC released draft projections for what the potential distribution of funds. Jessica Epstein, SamTrans Government Affairs Director, provided a comprehensive presentation summarizing this

topic at the May 1<sup>st</sup> SamTrans meeting. It is included as Attachment 2. Table 1 has the potential distribution of funds for a \$1 billion tax measure, which also includes \$150 million to be raised by the TDM Ordinance.

**Table 1: Potential Distribution of Funds to San Mateo County (SMC) for \$1billion measure.**

	<b>\$\$\$ Millions</b>	<b>Comments</b>
Samtrans	\$25	Formula
Caltrain	\$15	Based on Share of AM Boardings in SMC
BART	\$24	Based on Share of AM Boardings in SMC
Safe Streets	\$27	As written, likely distributed by SMCTA
Connectivity	\$16	Distributed by MTC with County Transportation Agencies
<b>Total</b>	<b>\$107</b>	

Source: Attachment 2. (May be slight differences due to rounding).

According the numbers from MTC table, this would equal approximately a 99% return to source for San Mateo County.

Locally, SamTrans and Caltrain have recently maintained their Oppose Unless Amended positions, and the VTA switched its position from Oppose Unless Amended to an Oppose position. Attachment 3 has the support and opposition list from the April 24<sup>th</sup> Committee hearings.

#### **ANALYSIS**

In addition to concerns included in the April 15<sup>th</sup> position, an additional concern with the amended legislation is that it does not identify a role for C/CAG in either the programming or decision making related to the Safe Streets Category or the Connectivity Category generating \$27m and \$17m per year, respectively. Over the 30 years of the measure, these two sources could equal \$1.2 billion.

Also, with only 70% return to source, there are no safeguards that would prevent wide swings in the funding or that current return to source projections would not be dramatically reduced in the future.

#### **EQUITY IMPACTS AND CONSIDERATIONS**

Not applicable at this stage of the legislation.

#### **ATTACHMENTS**

1. The SB 1031 full bill language is available at: <https://legiscan.com/CA/text/SB1031/id/2962662>
2. May 1, 2024, SamTrans Presentation
3. List of positions taken on SB 1031 – LegInfo Bill Analysis 4/24/2024
4. Estimated near term transit operating shortfall, pursuant to MTC presentation from its April 24<sup>th</sup> workshop. Entire MTC presentation (item 2a\_24-0611\_5\_SB\_1031) available at: <https://mtc.ca.gov/meetings-events>
5. C/CAG Oppose Unless Amended Letter



# Recent SB 1031 Meetings/Hearings

- MTC Legislation Committee – April 12
- Senate Transportation Committee – April 23
- Senate Revenue and Taxation Committee – April 24
- MTC (Full Commission) Meeting – April 24
- MTC Workshop – April 24 & 25

## **Next steps**

- MTC Legislative Committee – May 10
- Senate Appropriations Committee; date TBD

# Updates to SB 1031

Topic	Previous Version	Current Version
<b>Consolidation/Coordination</b>	Study and plan to consolidate all 27 agencies. No funding identified.	Definition of consolidation includes coordination. Establishes goals of study and plan. Primary focus still consolidation, no funding identified.
<b>MTC Authority</b>	Enhances MTC's authority over fares, mapping & wayfinding, etc. Can restrict STA and LTF funds.	Maintains enhanced authority, now offers guardrails. Per Senate Transportation Committee can only restrict STA funds.
<b>Expenditures</b>	Minimum \$750 million to transit operations.	Expenditure Plan and return-to-source formulas.
<b>Revenues</b>	Size of measure not specified.	Per Senate Transportation Committee, goal is to raise \$1.5 billion annually; sales tax increase limited to not more than 1/2 cent which raises ~ \$1.0 billion.
<b>Conflict with local tax measures</b>	Allows for ballot measure any year and any number of times.	Per Senate Transportation Committee, MTC's authority to put a ballot measure to voters expires after 2040, taxes may have a duration of up to 30 years.

# SB 1031 Funding Framework

- San Mateo County will contribute 11% of overall measure
  - ½ cent sales tax (current SMC range 9.375%-9.875%); parcel tax; payroll tax; regional vehicle surcharge
  - 70% guaranteed minimum Return to Source
- Funding formula for total funds:

Expenditure Category	Percent
Transit Transformation	45%
<i>Transit Formula</i>	<i>40%</i>
<i>Transit Discretionary</i>	<i>60%</i>
Safe Streets	25%
Connectivity	15%
Flexible	15%
<b>Total</b>	<b>100%</b>

# Transit Transformation

- SamTrans – \$25M (\$20M formula, \$5M discretionary)
  - Guaranteed sum to operators with >5 million Riders per year and/or 25 million Miles per year
- Caltrain/BART – SMC share calculated by AM boardings (all discretionary)

System	AM Boardings	\$ Total
Caltrain	37%	\$15M
BART	9%	\$24M

- Caltrain will also get county shares from San Francisco and Santa Clara
- BART will also get county shares from Alameda, Contra Costa, SF and SC



# Safe Streets

- Funding would likely be administered by San Mateo County Transportation Authority; funds can be sub-apportioned to cities within the County
- Eligible investments include:
  - Pedestrian safety on sidewalks, crosswalks, and midblock segments with an emphasis on improvements near community facilities such as schools, business districts, and shopping areas;
  - Modifications to intersections, including adjustments to signal timing and projects that reduce conflicts between vehicles and other road users;
  - Safety and accessibility at transit stops;
  - Street surface repair and roadway treatments to reduce vehicle speeds;
  - Improvements to drainage and stormwater infrastructure.
- San Mateo County - \$27M

# Connectivity

- Multimodal Capital Improvement program administered by MTC with priorities developed in consultation with County and other partners
- Projects required to be in Plan Bay Area 2050+
- MTC may issue bonds to accelerate capital projects
- Eligible investments include:
  - Highway, transit, and rail mobility projects that close gaps and relieve bottlenecks in the existing transportation network in a climate-neutral manner;
  - Resilience improvements that protect transportation infrastructure from climate-fueled natural disasters;
  - Transportation safety improvements, including grade separations.
- San Mateo County - \$16M

# Flexible

- 15% of total funds to ensure each county has a minimum Return to Source of 70%
- Funds only going to those counties that are below the minimum
- Any remaining funds are at MTC discretion for regional priority improvements including transit/transformation (i.e. wayfinding, safety and cleanliness) and/or capital improvements
- San Mateo County - \$0M

# Application to San Mateo County

- Return to Source – 99%
  - Approx. 59% operations
  - Approx. 41% capital

## \$1B Scenario SMC Generation \$110/year

Expenditure Category	Percent
Transit Transformation	45%
<i>Transit Formula</i>	40%
<i>Transit Discretionary</i>	60%
Safe Streets	25%
Connectivity	15%
Flexible	15%
<b>Total</b>	<b>100%</b>

Expenditure Category	Percent
Transit Transformation	
<i>Transit Formula</i>	\$20M
<i>Transit Discretionary</i>	\$44M
Safe Streets	\$27M
Connectivity	\$16M
Flexible	\$0
<b>Total</b>	<b>\$108M</b>

➤ \$64M – 59%

➤ \$43M – 41%

Note: Sums may not total due to rounding

# \$1B Revenue Measure

- 99% Return to Source

County	Safe Streets	Connectivity	Transit Formula	Near-Term Transit Flex (Operating Shortfall & Min Guarantee)	TDM		
					Mandate	Flex	Total
Alameda	\$ 55	\$ 33	\$ 40	\$ 115		\$ -	\$ 243
Contra Costa	\$ 28	\$ 17	\$ 20	\$ 56		\$ -	\$ 121
Marin	\$ 8	\$ 5	\$ 6	\$ 23		\$ -	\$ 42
Napa	\$ 6	\$ 3	\$ 4	\$ 1		\$ 2	\$ 16
San Francisco	\$ 25	\$ 15	\$ 18	\$ 275		\$ -	\$ 332
San Mateo	\$ 27	\$ 16	\$ 20	\$ 44		\$ -	\$ 108
Santa Clara	\$ 72	\$ 43	\$ 52	\$ -		\$ 35	\$ 202
Solano	\$ 13	\$ 8	\$ 9	\$ 1		\$ 5	\$ 36
Sonoma	\$ 15	\$ 9	\$ 11	\$ -		\$ 7	\$ 43
Contribution to Shortfall Coverage				\$ (245)	\$ 150	\$ 95	\$ -
Regional Funds for Improvements					\$ -	\$ 6	\$ 6
<b>Grand Total (With TDM)</b>	<b>\$ 250</b>	<b>\$ 150</b>	<b>\$ 180</b>	<b>\$ 270</b>	<b>\$ 150</b>	<b>\$ 150</b>	<b>\$ 1,150</b>



# Thank You



Please email [epsteinj@samtrans.com](mailto:epsteinj@samtrans.com) with any questions.

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**SENATE COMMITTEE ON REVENUE AND TAXATION**

Senator Steven Glazer, Chair

2023 - 2024 Regular

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**Bill No:** SB 1031  
**Author:** Wiener  
**Version:** 4/16/24  
**Consultant:** Grinnell

**Hearing Date:** 4/24/24  
**Tax Levy:** No  
**Fiscal:** Yes

***SAN FRANCISCO BAY AREA: LOCAL REVENUE MEASURE: TRANSPORTATION IMPROVEMENTS***

SB 1031 (Wiener) 4/16/24

Page 10 of 10

**Support and Opposition** (4/23/24)

Support: Metropolitan Transportation Commission (Sponsor)

California Yimby

Housing Action Coalition

Napa County Transportation and Planning Agency/Napa Valley Transportation Authority

San Francisco County Transportation Authority

Seamless Bay Area

Sustainable Silicon Valley

Wellstone Democratic Renewal Club

1 Individual

Opposition: Alameda County Taxpayers' Association

Associated General Contractors of California

Bay Area Council

California Alliance for Jobs

California Association of Realtors

California Chamber of Commerce

California Taxpayers Association

City/County Association of Governments of San Mateo County

Coalition of Sensible Taxpayers (COST)

Contra Costa Taxpayers Association

Howard Jarvis Taxpayers Association

International Union of Operating Engineers, Cal-Nevada Conference

Kern County Taxpayers Association

Orange County Taxpayers Association

Peninsula Corridor Joint Powers Board (CALTRAIN)

San Mateo County Transit District (SAMTRANS)

Santa Clara Valley Transportation Authority

Sonoma County Transportation Authority/Regional Climate Protection Authority

-- END --

# Near-Term Transit Operating Shortfalls

FY 2027-28 Transit Operating Shortfalls	
Operators Serving Over 5 Million Riders/Year and/or Carrying Passengers More Than 25 Million Miles/Year	
Operator	Operating Shortfall* (\$ in Millions)
AC Transit	\$ 8
BART	\$ 258
Caltrain	\$ 40
GGBTHD	\$ 35
SamTrans	\$ 0
SFMTA	\$ 218
VTA	\$ 0
WETA	\$ 0
<i>Subtotal</i>	\$ 560
Operators Serving Less than 5 Million Riders/Year and/or Carrying Passengers Less Than 25 Million Miles/Year	
<i>Subtotal</i>	\$ 10
<b>Grand Total</b>	<b>\$ 570</b>

- Based on 2023 standardized deficits developed by MTC to allocate SB 125 state budget funding.
- Based on pre-pandemic funding agreements for existing resources and does not reflect the potential fare revenue benefits of accountability and customer experience measures underway.





CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
OF SAN MATEO COUNTY

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

April 15, 2024

The Honorable Dave Cortese  
Chair, Senate Transportation Committee  
State Capitol, Room 405  
Sacramento, CA 95814

RE: SB 1031 (Wiener and Wahab) Bay Area Regional Transportation Measure – OPPOSE UNLESS AMENDED

Dear Chair Cortese:

First, thank you for your efforts to create a regional transportation measure that could raise significant revenue to transform our multimodal transportation system in the Bay Area. C/CAG is the County Transportation Agency (CTA) and also the designated Congestion Management Agency (CMA) for San Mateo County. C/CAG represents all of San Mateo County's 764,442 residents through its 21-member Board of Directors, with each jurisdiction in the County having a dedicated seat. C/CAG works to improve climate resiliency, mobility, the environment, and equity throughout San Mateo County. C/CAG supports, leads, and co-sponsors multi modal projects throughout San Mateo County, including: the Reimagine SR 84/ US 101 Interchange Project, the US 101/SR 92 Direct Connector Project, the US 101 Managed Lanes Project North of I-380 Project, and other multimodal improvements throughout the County.

SB 1031, as currently written, raises significant concerns for C/CAG. At the April 11, 2024 C/CAG Board meeting, the C/CAG Board of Directors approved an “**Oppose Unless Amended**” position.

C/CAG employed various perspectives to review SB 1031. These included evaluating the advantages of participating in a regional measure versus having a single countywide measure, analyzing the amount and distribution of revenue allocated for a direct investment in the multimodal system in San Mateo County, recognizing that a strong economy in San Mateo County also requires commuters from other parts of the Bay Area, and considering the potential benefits for the vast majority of San Mateo County residents who work and travel within the County's boundaries.

C/CAG's concerns are outlined below.

**1. Focus the study on an objective analysis of strategies to improve ridership.**

SEC 3, 13978.9 (c) states that the CALSTA “*shall recommend a comprehensive plan to consolidate all of the transit agencies that are located in the San Francisco Bay area and that the plan shall be completed on or before January 1, 2027.*” This language predetermines that consolidation is the only outcome. C/CAG requests that the study in SB 1031 objectively focus on how to improve the transit ridership experience and better provide mobility within and throughout the region without the presumption that the consolidation of transit operators is the best or only strategy to advance these goals. Other potential strategies to improve ridership include shared services, increasing coordination, and creating an umbrella structure. The timeline of the study should be extended to allow the objective analysis and comprehensive public and stakeholder engagement to occur.

**2. A Balanced Multimodal Measure.**

While the focus of the measure is on transit transformation, it is crucial to ensure a balanced investment across various modes to address the variety of mobility needs and garner widespread support. The majority of taxpayers in San Mateo County work in San Mateo County and drive or carpool to work. Rather than suggesting a minimum of \$750 million for transit in *CHAPTER 4. Expenditures 66538.40. (b) (1)*, it would be advantageous to identify a proposed percentage that would be reflective of the need to balance investments across all modes.

Pavement management is an ongoing concern for our voters. The League of California Cities, April 2023, California Statewide Local Streets and Roads Needs Assessment identified that all the jurisdictions in San Mateo County needs \$870 million over 10 years for pavement management. C/CAG suggests that the Safe Streets category include a meaningful and material direct subvention to each jurisdiction for pavement management investments. In addition, there needs to be funding opportunities to address transportation challenges in our rural and coastal communities.

**3. Return to Source Provisions**

To ensure the success of the regional measure, significant direct return to source provisions must be included, guaranteeing that a significant portion of the revenue generated by each county's taxpayers is directly reinvested in that county. This would include funding for Transit, Connectivity, and Safe Streets categories. The transit funds must be flexible for use with both operating and capital expenses. Consequently, the deletion of *CHAPTER 4. Expenditures 66538.40. (1)(B)*, which statutorily prioritizes "sustaining services used by the greatest number of transit riders." is necessary. Strong direct return to source provisions will allow us to communicate how the regional measure can address the mobility needs of our taxpayers and residents.

**4. Opt Out Language**

A provision allowing individual counties to opt out of the regional measure needs to be incorporated into the legislation. Counties can choose to opt out based on the potential conflicts with future countywide ballot measures, or if it is determined that pursuing a local measure would yield greater benefits than participating in the regional measure. This is especially critical for San Mateo County, which, depending on the ultimate revenue source, has the potential to generate significant revenue. The inclusion of an opt out provision needs to be added to the legislation.

**5. Preserve funding possibility for strategic expansions of managed lanes under specific conditions.**

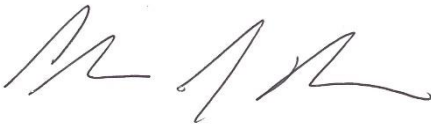
The legislation references "criteria around roadway capacity increases." The legislation should include flexibility for funding strategic roadway expansions for managed lanes (priced or HOV or transit only) that close gaps in the network, support expanded transit use, and include an equity program.

**6. Flexibility to for MTC to adjust the flexible non return to source components.**

Flexibility should be granted to MTC to adjust the investment of the regional funds that are not subject to the return to source guarantee. Given ongoing transportation challenges faced by the region from COVID-19, future flexibility will be vital to adapt to changing ridership trends and transportation patterns. It is critical that these regional funds be used strategically, and that geographic distribution is a consideration for these funds as well. Authorization should be provided for MTC to prepare an expenditure plan for the non return to source funding and update it periodically.

Thank you for this opportunity to comment. We look forward to the discussion. We will return to the C/CAG Board at its May 9th meeting to update our position based on the positive resolution of these concerns. If you have any questions, please contact Sean Charpentier, C/CAG Executive Director, at [scharpentier@smcgov.org](mailto:scharpentier@smcgov.org).

Sincerely,



Adam Rak, Chair  
City/County Association of Governments of San Mateo County

Cc: Senator Scott Wiener  
Senator Aisha Wahab  
Senator Steve Glazer  
Senator Josh Becker

Assembly Member Phil Ting  
Assembly Member Diane Papan  
Assembly Member Marc Berman  
Supervisor Alfredo Pedroza, MTC Chair

## C/CAG AGENDA REPORT

Date: May 9, 2024

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

From: Sean Charpentier, Executive Director

Subject: Written Communications - Information Only (1 Letter)

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

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### BACKGROUND

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

1. **4/15/2024** – SB 1031 (Wiener and Wahab) Bay Area Regional Transportation Measure – OPPOSE UNLESS AMENDED

### ATTACHMENTS

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