

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. 375

<p>Date: Thursday, June 13, 2024</p> <p>Time: 6:30 p.m.</p> <p>Primary Location: San Mateo County Transit District Office 1250 San Carlos Ave, 2nd Fl. Auditorium, San Carlos, CA 94070</p> <p>Teleconference Location (Alternate Public Access): 310 D St. NE Washington DC, 20002</p>	<p>Join by Webinar: https://us02web.zoom.us/j/87348031641?pwd=z9Fs2U_wXZEUNuoxb2RR8F5aFedLQ.ghQaRlvi64pjaDov</p> <p>Webinar ID: 873 4803 1641</p> <p>Password: 061324</p> <p>Join by Phone: (669) 900-6833</p>
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*****HYBRID MEETING - IN-PERSON AND BY VIDEOCONFERENCE*****

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

1.0 **CALL TO ORDER/ ROLL CALL**

2.0 **PRESENTATIONS / ANNOUNCEMENTS**

2.1 None.

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. 374 dated May 9, 2024.
ACTION p. 1
- 3.2 Review and approval of Resolution 24-27 authorizing the C/CAG Executive Director to execute an agreement with BAWSCA for an amount not to exceed \$75,000 from Fiscal Year 2024-25 through Fiscal Year 2026-27 to fund the Rain Barrel Rebate Program.
ACTION p. 8
- 3.3 Review and approval of Resolution 24-28 authorizing the C/CAG Executive Director to execute Task Order EOA-17 with EOA, Inc. for an amount not to exceed \$2,460,000 for technical support services to the Countywide Stormwater Program for Fiscal Year 2024-25.
ACTION p. 13
- 3.4 Review and approval of Resolution 24-29 waiving the Request for Proposals Process and authorizing the C/CAG Executive Director to execute Amendment No.3 to the agreement with the County of San Mateo Information Services Department for website hosting services, extending the agreement term to June 30, 2025 for an additional amount not to exceed \$3,550.08.
ACTION p. 17
- 3.5 Review and approval of Resolution 24-30 determining that amendments to the Redwood City Zoning Code including general updates, and measures to implement programs in the Housing Element and El Camino Real Corridor Plan are conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.
ACTION p. 29
- 3.6 Review and approval of Resolution 24-31 determining that a proposed childcare center within an existing building at 1776 Laurel Street, San Carlos, is consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.
ACTION p. 37
- 3.7 Review and approval of Resolution 24-32 authorizing the C/CAG Executive Director to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 2024-2025 in an amount not to exceed \$175,000.
ACTION p. 42
- 3.8 Review and approval of the Finance Committee's recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of March 31, 2024.
ACTION p. 46
- 3.9 Receive a copy of the Actuarial Valuation of Other Post-Employment Benefit (OPEB) Programs as of June 30, 2023, and GASB 75 Report for the fiscal year ending June 30, 2024.
ACTION p. 54
- 3.10 Review and approval of Resolution 24-33 authorizing the prefunding of OPEB in an

- amount not to exceed \$55,000 for Fiscal Year 2023/24 through the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS. ACTION p. 58
- 3.11 Fiscal Year 2024/25 Transportation Fund for Clean Air (TFCA) (40%) Program for San Mateo County:
- 3.11.1 Review and approval of Resolution 24-34 authorizing the C/CAG Executive Director to execute a Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the Fiscal Year 2024/25 Transportation Fund for Clean Air (TFCA) Program in an amount up to \$1,044,800. ACTION p. 61
- 3.11.2 Review and approval of Resolution 24-35 authorizing the C/CAG Executive Director to execute a funding agreement with Commute.org in an amount up to \$600,000 under the Fiscal Year 2024/25 Transportation Fund for Clean Air (TFCA) Program to provide services related to the Countywide Voluntary Trip Reduction Program. ACTION p. 64
- 3.11.3 Review and approval of Resolution 24-36 authorizing the C/CAG Executive Director to execute a funding agreement with Commute.org in an amount up to \$40,000 using Fiscal Year 2024/25 Transportation Fund for Clean Air (TFCA) Program fund for the BART Shuttle Program. ACTION p. 67
- 3.12 Review and approval of Resolution 24-37 authorizing the C/CAG Executive Director to execute an agreement with the Commute.org in the amount of \$535,500 in Congestion Relief Plan (CRP) Funds to provide services related to the FY 2024/25 Countywide Voluntary Trip Reduction Program. ACTION p. 70
- 3.13 Review and approval of Resolution 24-38 approving projects to be funded under the C/CAG Lifeline Transportation Program Cycle 7 for a total amount of \$5,795,575. ACTION p. 73
- 3.14 Review and approval of Resolution 24-39 authorizing the C/CAG Executive Director to execute Amendment No. 12 to the agreement with the City of San Carlos to provide financial services to C/CAG for an amount not to exceed \$108,500 for Fiscal Year 2024-25. ACTION p. 80
- 3.15 Review and approval of Resolution 24-40 adopting the C/CAG distribution policy for the Fiscal Year 2024/25 State Transit Assistance (STA) Population-Based funds. ACTION p. 88
- 3.16 Review and approval of Resolution 24-41 authorizing the C/CAG Chair to execute Amendment No. 3 to the funding agreement with City of South San Francisco for the construction phase of the South San Francisco Smart Corridor Expansion project, extending the term to June 30, 2025 for no additional cost. ACTION p. 93
- 3.17 Review and approval of Resolution 24-42 authorizing the C/CAG Chair to execute Amendment No. 5 to the Agreement with the City of South San Francisco for fiber conduit purchase of the Smart Corridor Extension Project, extending the contract term

to June 30, 2025, at no additional cost. ACTION p. 99

3.18 Review and approval of Resolution 24-43 authorizing the C/CAG Executive Director to execute Amendment No. 1 to the Agreement with the City of Brisbane for fiber conduit purchase of the Smart Corridor Extension Project, extending the contract term to June 30, 2025, at no additional cost. ACTION p. 105

3.19 Review and approval of Resolution 24-44 authorizing the C/CAG Executive Director to execute Amendment No. 3 with Kimley-Horn and Associates, Inc. to provide Smart Corridor Northern Cities Design Support for an additional \$190,032.88, for a new not to exceed amount of \$639,032.88, and to extend the contract end date to June 30, 2026. ACTION p. 112

3.20 Review and approval of Resolution 24-45 supporting the submittal of an Allocation Request with the Metropolitan Transportation Commission by the San Mateo County Transportation Authority for Regional Measure 3 Funding in the amount of \$2.685M for the Right-of-Way and Construction Phases of the US 101/SR 92 Interchange Area Improvement Project and Authorize the Executive Director to execute the Amendment to the Cooperative Agreement with Caltrans and SMCTA and all other documents to document the change in project funding. ACTION p. 122

3.21 Review and approval of Resolution 24-48 authorizing the C/CAG Executive Director to execute Amendment No. 1 to the Model Use Agreements between C/CAG and nine consulting firms for use of the C/CAG-VTA San Mateo Countywide Transportation Model for a two-year time extension with no additional cost. ACTION p. 133

4.0 **REGULAR AGENDA**

4.1 Review and approval of Resolution 24-46 adopting the C/CAG Fiscal Year 2024/25 Program Budget and Member Fees. (*Special voting procedures apply*) ACTION p. 138

4.2 Conduct a public hearing on the draft San Mateo Countywide Local Roadway Safety Plan (LRSP); review and approval of Resolution 24-47 adopting the San Mateo Countywide Local Roadway Safety Plan (LRSP) and accompanying Vision Zero Goal. (*Special Voting Procedures apply*) ACTION p. 158

4.3 Receive a presentation on the San Mateo Countywide Automated Vehicles Strategic Plan. INFORMATION p. 171

4.4 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. 173

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 – 8 Letters

p.181

8.0 **CLOSED SESSION**

8.1 Public Employee Performance Evaluation (Government Code Section 54957).

Title: Executive Director

8.2 Conference with Labor Negotiators (Government Code Section 54957.6).

C/CAG Designated Representative: Adam Rak

Unrepresented Employee: Executive Director

9.0 **RECONVENE IN OPEN SESSION**

9.1 Report out on any actions taken during the closed session.

10.0 **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.

11.0 **ADJOURNMENT**

Next scheduled meeting July 11, 2024

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

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

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

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

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

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

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

***In-person participation:**

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

***Remote participation:**

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

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

C/CAG

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

MINUTES

Meeting No. 374
May 9, 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		Absent		
Brisbane	Karen Cunningham			
Burlingame	Peter Stevenson			
Colma		Absent		
Daly City	Juslyn Manalo			
East Palo Alto	Lisa Gauthier			
Foster City	Stacy Jimenez			
Half Moon Bay	Debbie Ruddock			
Hillsborough	Christine Krolik			
Menlo Park	Maria Doerr			
Millbrae	Gina Papan			
Pacifica	Sue Vaterlaus			
Portola Valley	Craig Taylor			
Redwood City	Alicia Aguirre			
San Bruno	Michael Salazar			
San Carlos	Adam Rak			
San Mateo	Rich Hedges			
South San Francisco	Eddie Flores			
Woodside		Absent		
San Mateo County		Absent		

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

C/CAG Staff Present (In-Person):	Members of the Public (Remote):
Sean Charpentier – Executive Director	Daniel Iacofano – MIG
Melissa Andrikopoulos – Legal Counsel	Rachel Bennett – MIG
Mima Crume – Clerk of the Board	Mike Swire
Audrey Shiramizu	
Eva Gaye	
Jeff Lacap	Members of the Public (In-Person):
Kaki Cheung	Theresa Vallez-Kelly – SMC Office of Education
Kim Springer	Nancy McGee – SMC Office of Education
Kim Wever	Drew Corbett – City of San Mateo
Van Ocampo	
C/CAG Staff Present (Remote):	
Reid Bogert	
Susy Kalkin	

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

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

The Board received an update on the San Mateo County Safe Routes to School program, including the annual report for Fiscal Year 2022-2023. The report highlights the program's achievements, such as the second cycle of the School Travel Fellowship Program, which promotes partnerships among schools, community partners, and cities to enhance school travel safety. In addition, the program saw an increase in education and outreach activities, including in-person bike rodeos, pedestrian presentations, walk-and-roll-to-school days, and other initiatives encouraging more active transportation for students and families.

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.

APPROVED

- 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. APPROVED
- 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. APPROVED
- 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
- 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. APPROVED
- 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). APPROVED
- 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. APPROVED
- 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
- 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
- 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. APPROVED
- 3.11 Receive update on the Washington D.C. and Sacramento legislative visits. INFORMATION
- 3.12 Review and approval of the appointment of one elected official to the Congestion Management & Environmental Quality (CMEQ) Committee. ACTION

Board Member Hedges MOVED to approve the consent agenda items 3.1 through 3.12.

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**

The board received a presentation highlighting recent achievements and upcoming plans, including interim finance support for planning studies, completion of the Equity Study and Congestion Management Plan 2023 update, and progress on safety and mitigation plans.

In funding, \$31 million was secured through the biannual STIP update, \$4.5 million planned for Lifeline Transportation projects, \$2.3 million allocated for TDA Article 3 projects, \$850,000 began distribution for sustainable streets projects, and OBAG funds were reprogrammed for the Sharp Park project.

In stormwater management, support was provided for the Municipal Regional Stormwater Permit 3.0, advancement of regional stormwater projects, application for a \$60 million NOAA grant, and securing of a \$3.4 million EPA grant.

For capital projects, design was completed for the North Cities Smart Corridor and 92-101 Area Improvements projects, with continued planning for the 92-101 direct connector and managed lanes projects. The San Mateo County Energy Watch referred 30 projects, achieving significant energy savings.

Regarding equity, the first annual Equity Assessment report showed progress on 36 action items, with 21 completed or substantially completed. Efforts included distributing the equity plan to officials, using a CBO database for community engagement, and integrating equity into job descriptions and reports. A \$4.5 million Lifeline Transportation call for equity-focused projects was also issued.

The fiscal year budget overview showed expected revenues of \$19.6 million and expenditures of \$39.5 million, due to timing differences in funding and project completion. With 14 full-time staff, supported by various county agencies, the major goals for the upcoming year include securing long-term finance support, completing a strategic plan, advancing the Equity Action Plan, and undertaking significant planning and capital projects.

- 4.2 Participate in a focused discussion on the C/CAG Strategic Plan vision statement and agency mission. **INFORMATION**

The board received a presentation on the Strategic Plan Development, focusing on the revised mission and vision statements. They emphasized the collaborative efforts and feedback received in previous workshops. Key revisions were made to the mission and vision statements to better reflect the goals of the strategic plan.

Mr. Iacofano provided an overview of the strategic plan process, detailing upcoming steps and the involvement of board committees and staff in refining the plan's elements. He highlighted the importance of public input through an online comment tool. The board provided feedback on the mission and vision statements, with suggestions to incorporate equitable access into the mission statement.

Looking ahead, the plan involves further review and revision, with a goal to present a finalized draft for board approval by early fall. Overall, the session was productive, with significant progress made towards refining the strategic plan.

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

C/CAG staff, Kim Springer, and Executive Director, Sean Charpentier provided an overview of the discussion and actions taken by the C/CAG Legislative Committee earlier in the evening. Springer mentioned the state budget and May revise expected shortly, AB 1837 (Papan) – Transit Coordination and Accountability with a Support position taken by the Committee, Discussion on SB 1031 (Wiener) – Regional Transit Measure, which C/CAG has previously sent a Oppose Unless Amended letter to the legislature, AB 817 (Pacheco) – Brown Act Advisory Bodies, and discussion at the end of the Committee meeting on a housing bond bill and housing preservation. Director Charpentier discussed AB 1837 first for a vote of Support by the C/CAG Board.

Board Member Papan MOVED to approve and support AB 1837. Board Member Salazar SECONDED. **MOTION CARRIED 17-0-0**

Director Charpentier moved on to SB 1031, sharing that the Legislative Committee voted to maintain the position of Oppose Unless Amended with additional amendments requested. Charpentier provided additional presentation and the C/CAG discussed the position and legislation. The C/CAG Board voted to maintain the Oppose Unless Amended position with additional amendments, including joint authority between C/CAG and the SMCTA for approval, and use of direct funds, measure should not pay for transit consolidation study, there should be more return to source for direct funding rather than imputed benefit.

Public comment was made by Michael Swire.

Board Member Krolik MOVED to maintain the Oppose Unless Amended position with the previously mentioned amendments (SB 1031). Board Member Hedges SECONDED. **MOTION CARRIED 16-0-1 (Menlo Park Abstains)**

5.0 COMMITTEE REPORTS

5.1 Chairperson’s Report.

Chair Rak announced that at our June meeting, we will have a closed session to evaluate the executive director. The board should anticipate receiving a survey for this either on Friday or Monday, similar to last year's. Chair Rak has requested completion of the survey a week to 10 days before the meeting so that he and Vice Chair Salazar can review it. Currently, our August meeting is canceled.

5.2 Board Members Report/Communication.

Board Member Papan/MTC Commissioner and Supervisor Canepa are actively seeking

funding from Regional Measure 3 for multiple transportation projects. They aim to secure additional funding for the 84/101 interchange, a crucial link between the Port of Redwood City and the bridge area and are also pursuing \$48 million for the interchange and \$5 million to study a Busway plan across Dumbarton involving Menlo Park and nearby cities.

In addition, they are seeking funding for grade separation in Burlingame and a pilot program to improve streets in Pacifica. The recent installation of new e-bikes at Daly City BART station highlights their efforts to enhance last-mile transportation options. Hoping to expand similar programs to other jurisdictions.

Commissioner Papan has reached out to mayors and city managers of cities with BART stations to discuss fare gate issues and charges. They plan to meet with BART leadership to clarify financial responsibilities and are organizing a meeting to enhance businesses at each BART station with a focus on smaller, non-brick-and-mortar improvements to improve the overall rider experience.

6.0 EXECUTIVE DIRECTOR'S REPORT

Mr. Charpentier reported on recent developments, including the ribbon-cutting for the first Bay Wheels bicycle facility in San Mateo County on May 1st, with photos available. The facility aims to expand in San Mateo County, complementing existing services in San Francisco, with plans to potentially expand further.

He also attended a tour of the Port of Redwood City on April 24th, highlighting its critical economic role in the region, including its contribution to construction materials in Silicon Valley. Efforts are underway to secure funding for this important infrastructure.

On May 3rd, a scoping meeting was held in Foster City for the 92/101 direct connector project, starting its environmental phase. The meeting was well-attended by stakeholders, including Stacy Jimenez and Sam Hindi from the city council.

Mr. Charpentier shared good news that San Mateo County exceeded its RHNA (Regional Housing Needs Allocation) requirements for the 2015-2023 cycle, indicating robust building permit issuance. He acknowledged the efforts of cities, staff, developers, and nonprofit organizations in achieving this milestone.

Additionally, he noted ongoing recruitment for various C/CAG Board committees and announced the promotion of Audrey Shiramuzu to Senior Transportation Program Specialist.

7.0 COMMUNICATIONS - Information Only.

7.1 Written Communication – 1 Letter

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.

Public Member Mike Swire reminded everyone about Bike to Wherever Days next week, encouraging participation to experience biking firsthand and thanking C/CAG and TA for sponsoring the event.

Mr. Swire also attended the online presentation for the 101/92 direct connector project, where he and other elected officials expressed concerns. He criticized the project as another costly and ineffective highway widening that won't reduce congestion. Swire noted the lack of public transit over the 92 bridge, suggesting that tech companies should fund the project instead of San Mateo taxpayers.

He has highlighted that the project's benefits may primarily serve single occupancy drivers from the East Bay, potentially worsening climate change impacts and hindering housing efforts in San Mateo County. Mr. Swire raised concerns about increased air pollution and congestion, especially around Fiesta Gardens School in San Mateo.

9.0 **ADJOURNMENT** – 8:35 p.m.

C/CAG AGENDA REPORT

Date: June 13, 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 24-27 authorizing the C/CAG Executive Director to execute an agreement with BAWSCA for an amount not to exceed \$75,000 from Fiscal Year 2024-25 through Fiscal Year 2026-27 to fund the Rain Barrel Rebate Program.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-27 authorizing the C/CAG Executive Director to execute an agreement with BAWSCA for an amount not to exceed \$75,000 from Fiscal Year 2024-25 through 2026-27 to fund the Rain Barrel Rebate Program.

FISCAL IMPACT

Not to exceed \$75,000 over three years, with an annual estimated expenditure of \$25,000, contingent on the approved annual C/CAG program budget.

SOURCE OF FUNDS

NPDES stormwater fee.

BACKGROUND

In 2014, pursuant to Resolution 14-36, C/CAG and the Bay Area Water Supply and Conservation Agency (BAWSCA) initiated the Rain Barrel Rebate Pilot Program (the Program), intended to provide rebates to residential and commercial water customers in San Mateo County for the purchase and installation of rain barrels. Rain barrels capture stormwater runoff from roofs that can then be used to water landscaping or gardens. Capturing stormwater in this fashion has multiple benefits: reducing the amount of runoff and pollutants from individual properties that reach municipal storm drain systems, reducing potable water usage for outdoor irrigation needs, and educating the public regarding the importance of managing stormwater as a resource.

C/CAG provided \$25,000 annually to BAWSCA for the first three fiscal years since the pilot program began in October 2014, for a total of \$75,000. Due to lower rebate numbers beginning in Fiscal Year 2016-17 coinciding with the end of the multi-year drought, C/CAG and BAWSCA continued to implement the program through Fiscal Year 2020-21 without C/CAG adding any additional funds to the agreement. In subsequent years, C/CAG has funded the program at a

consistent rate through amendments to the original agreement from 2014 to ensure adequate funding for rebates on an annual basis and to cover the administrative costs of BAWSCA's management of the rebate process. In 2020, pursuant to Resolution 20-27, C/CAG and BAWSCA revised the program terms to pilot additional rebate amounts and categories for larger rain barrels and cisterns and an incentive on rain garden installations as part of BAWSCA's Lawn Be Gone! turf replacement rebate program. The intention of expanding the rebate program was to further incentivize additional green stormwater management practices for residential and commercial properties to support C/CAG's Countywide Stormwater Program's (the Program) public education and green infrastructure implementation goals, and to create additional flexibility in the rebate process, which was updated in 2020 with BAWSCA's new online rebate platform. The following rebate amounts were adopted as part of this program expansion:

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

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

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

To date, approximately 3,000 barrels have been installed within the county under the pilot rebate program. Since the expansion of the program in 2020 to include larger incentives for larger rainwater harvesting systems, new supportive purchasing options (including a multi-year bulk order campaign) and coinciding with longer more intense periods of drought, punctuated with high intensity winter storms, there has been an uptick in rain barrel rebate participation in recent

years.

Given the overall success of the program, including expansion to partnerships with schools through the County Office of Education Climate Ready and Sustainable Schools Initiative to install rain barrels and rain gardens at over a dozen schools throughout the county, C/CAG and BAWSCA staff recommend continuing to operate the Program as an ongoing partnership under the Countywide Stormwater Program. Staff recommend continuing to fund the program at a commensurate rate with prior years and to enter into a new agreement with BAWSCA to refresh the agreement language and establish a new three-year term and not to exceed funding amount beginning Fiscal Year 2024-25.

Staff recommend the C/CAG Board review and approve Resolution 24-27 authorizing the C/CAG Executive Director to execute an Agreement with the Bay Area Water Supply and Conservation Agency for the Rain Barrel Rebate Program for an amount not to exceed \$75,000 from July 1, 2024 through June 30, 2027.

EQUITY IMPACTS AND CONSIDERATIONS

The Program does not currently include income-dependent or other equity criteria for rebate/incentive amounts. C/CAG and BAWSCA staff, however, have evaluated and will continue to explore opportunities to increase the reach and accessibility of the program, including seeking participation by residents of multi-family housing as well as potential progressive rebate structures based on income or other equity-based demographic criteria.

ATTACHMENTS

1. Resolution 24-27
2. Agreement with the Bay Area Water Supply and Conservation Agency (The document is available on the C/CAG website. See “Additional Agenda Materials” for the relevant Board Meeting at: <https://ccag.ca.gov/committees/board-of-directors-2/>)

RESOLUTION 24-27

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT
WITH THE BAY AREA WATER SUPPLY AND CONSERVATION AGENCY FOR AN AMOUNT
NOT TO EXCEED \$75,000 FROM FISCAL YEAR 2024-25 THROUGH FISCAL YEAR 2026-
27 TO FUND THE RAIN BARREL REBATE PROGRAM.**

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

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

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

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

WHEREAS, through annual amendments to the Agreement with BAWSCA, C/CAG continued to fund the Program maintaining at minimum funding amount of \$25,000 for rebates on an annual basis through Fiscal Year 2023-24; and

WHEREAS, in partnership, C/CAG and BAWSCA have made significant Program improvements over the years, including updating the application and rebate portal, enhancing public education and outreach activities, introducing a tiered rebate structure for increased rain barrel capacities, implementing a multi-year bulk order rain barrel distribution campaign, and engaging schools in rain barrel and cistern pilot project and community workshop events; and

WHEREAS, the existing Agreement with BAWSCA to implement the Program expires on June 30, 2023; and

WHEREAS, given the overall success of the pilot rebate program, C/CAG and BAWSCA wish to continue funding and implementing the Program as an ongoing collaboration of the Countywide Stormwater Program, subject to resources and funding availability.

NOW THEREFORE BE IT RESOLVED, the C/CAG Executive Director is authorized to execute an Agreement with the Bay Area Water Supply and Conservation Agency for an amount not to exceed \$75,000 from Fiscal Year 2024-25 through Fiscal Year 2026-27 to fund the Rain Barrel Rebate Program. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final terms of said Agreement prior to its execution, subject to approval as to form by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF JUNE, 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: June 13, 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 24-28 authorizing the C/CAG Executive Director to execute Task Order EOA-17 with EOA, Inc. for an amount not to exceed \$2,460,000 for technical support services to the Countywide Stormwater Program for Fiscal Year 2024-25.

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

RECOMMENDATION

That the C/CAG Board review and approve of Resolution 24-28 authorizing the C/CAG Executive Director to execute Task Order EOA-17 with EOA, Inc. for an amount not to exceed \$2,460,000 for technical support services to the Countywide Stormwater Program for Fiscal Year 2024-25.

FISCAL IMPACT

Not to exceed \$2,460,000 in Fiscal Year 2024-25, consistent with the proposed Fiscal Year 2024-25 C/CAG program budget.

SOURCE OF FUNDS

NPDES and Measure M Stormwater funds.

BACKGROUND

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

1. General Technical Support

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

Following the procurement process for selecting new stormwater technical support services, the C/CAG Board approved, via Resolution 22-68, initial three-year on-call stormwater consultant service contracts with EOA, Inc. (EOA) and Craftwater Engineering (Craftwater), specifying EOA’s support on all 13 tasks and Craftwater’s support on just the Green Infrastructure and Regional Collaborative Program Planning. Though the initial contracts are specified for three years, consistent with C/CAG’s procurement policies, staff recommended in the staff report to the C/CAG Board recommending approval of the contracts to consider contract amendments after the initial three years for time extensions to allow for ongoing support throughout the full five-year permit. Consistent with past on-call stormwater technical support contracts to the Countywide Program, the contracts further specify the C/CAG Executive Director is authorized, subject to approval and negotiation as to form by C/CAG’s legal counsel, to execute Task Orders each fiscal year consistent with the adopted annual C/CAG program budget to meet current permit compliance needs, which are variable and may change over the course of the permit. C/CAG’s Executive Director has executed the following Task Orders to complete work on behalf of the Countywide Program under the new on-call contracts since August 2022:

Fiscal Year	Task Order	Contractor	Category	Task Order Budget
FY22-23	EOA-15	EOA	All	\$1,881,976
	CW-01	Craftwater	Green Infrastructure	\$23,000
FY22-23 Total				\$1,904,976
FY23-24	EOA-16	EOA	All	\$2,398,150
	EOA-16 Amend. No.1	EOA	PCBs and Mercury/Training	\$56,430
FY23-24 Total				\$2,454,580
FY24-25 Proposed	EOA-17	EOA	All	\$2,460,000
Total Contracted Amount (since 2022, including FY24-25 Proposed)				\$6,819,556

Each year, C/CAG staff develops the Countywide Program scope and budget for the next fiscal year, with input and support from the Stormwater Committee and the MRP Implementation Ad-hoc Workgroup of the Stormwater Committee. During the last permit term (“MRP 2.0”), the Countywide Program budgeted between approximately \$1.7M and \$2.5M for stormwater technical support to

achieve the program’s compliance goals. Generally, costs have increased with subsequent permit terms and costs typically increase during the early years of each new permit, tapering off thereafter as permit requirements are completed. The last year of each permit term can also result in increased consultant costs associated with supporting the MRP reissuance process. The reissued MRP includes significant new monitoring requirements for trash and Low Impact Development facilities, with average annual monitoring costs for the program increasing from approximately \$600,000 during the prior permit to approximately \$900,000 beginning in Fiscal Year 2023-24. The new permit also includes increased compliance goals for previously existing Provisions, including for green infrastructure implementation, Polychlorinated Biphenyls (PCBs) load reductions in old industrial areas, trash reduction requirements, as well as entirely new Provisions focused on addressing stormwater runoff impacts from unsheltered populations, tracking cost of compliance, and asset management, among others.

Due to ongoing program budget constraints and no commensurate increase in program revenue, C/CAG staff developed the draft proposed Fiscal Year 2024-25 Countywide Program budget with input from the MRP Implementation Ad-hoc Workgroup and its consultants, with a priority on addressing core compliance needs and reducing planned services in non-compliance activities, such as green infrastructure planning and advancing the Green Infrastructure Tracking Tool. At the May 16 Stormwater Committee meeting, staff presented the Draft Fiscal Year 2024-25 Countywide Program budget and solicited input from Committee members. Staff have worked with EOA to develop a scope of work and budget for the next fiscal year as proposed in Task Order EOA-17 (Attachment 2).

Staff recommend the C/CAG Board review and approve Resolution 24-28 authorizing the C/CAG Executive Director to execute Task Order EOA-17 with EOA for an amount not to exceed \$2,460,000 for Fiscal Year 2024-25 for technical support services to the Countywide Stormwater Program, and further authorizing the Executive Director to negotiate the final terms of the proposed Task Order subject to C/CAG legal counsel approval as to form prior to execution.

EQUITY IMPACTS AND CONSIDERATIONS

The federal and State mandates associated with the core compliance requirements of the MRP, which are the focus of the proposed Task Order EOA-17 Scope and Budget, are largely not based on consideration of equity impacts or equitable distribution of resources. Provision C.17 of the MRP, which addresses stormwater discharges associated with unsheltered populations, does, however, require the co-permittees of the MRP document potential impacts of unsheltered populations on receiving waters. Through the proposed Task Order EOA-17, the Countywide Program will support its member agencies in compliance with this provision, including developing a regional Best Management Practices report outlining municipal best practices for addressing potential impacts of unsheltered populations on receiving waters and updating jurisdictional maps of associated geospatial data.

ATTACHMENTS

1. Resolution 24-28
2. Task Order EOA-17 (The document is available on the C/CAG website. See “Additional Agenda Materials” for the relevant Board Meeting at: <https://ccag.ca.gov/committees/board-of-directors-2/>)

RESOLUTION 24-28

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE TASK ORDER EOA-17 WITH EOA, INC. FOR AN AMOUNT NOT TO EXCEED \$2,460,000 FOR TECHNICAL SUPPORT SERVICES TO THE COUNTYWIDE STORMWATER PROGRAM FOR FISCAL YEAR 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 administers a Countywide Water Pollution Prevention Program; and

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

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

WHEREAS, C/CAG staff negotiated final scopes of work and budgets with EOA to support the Countywide Stormwater Program in Fiscal Year 2024-25;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that the C/CAG Executive Director is authorized to execute Task Order EOA-17 with EOA, Inc. for an amount not to exceed \$2,460,000 for technical support services to the Countywide Stormwater Program for Fiscal Year 2024-25, consistent with the proposed Fiscal Year 2024-25 C/CAG program budget. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final terms of said Task Order prior to its execution, subject to approval as to form by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF JUNE, 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: June 13, 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 24-29 waiving the Request for Proposals Process and authorizing the C/CAG Executive Director to execute Amendment No.3 to the agreement with the County of San Mateo Information Services Department for website hosting services, extending the agreement term to June 30, 2025 for an additional amount not to exceed \$3,550.08.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-29 waiving the Request for Proposals Process and authorizing the C/CAG Executive Director to execute Amendment No.3 to the agreement with the County of San Mateo Information Services Department for website hosting services, extending the agreement term to June 30, 2025 for an additional amount not to exceed \$3,550.08.

FISCAL IMPACT

Not to exceed \$3,550.08 through Fiscal Year 2024-25 for a new total amount not to exceed \$16,438.96. contingent on the approved annual C/CAG program budget.

SOURCE OF FUNDS

Funding for C/CAG's website hosting comes from the C/CAG general fund.

BACKGROUND

In 2020, consistent with C/CAG's procurement policy, the Executive Director executed a new agreement with the San Mateo County Information Services Department to provide website hosting services via Flywheel (the County's contracted website hosting company) to the C/CAG website on an annual basis, for a total amount not to exceed \$3,125 for services through June 30, 2021. C/CAG staff recommended leveraging the County Information Services Department (County ISD) and their contractor, Flywheel, to host the C/CAG website, given occasional security issues and inconsistencies in services with C/CAG's previous website vendor and given Flywheel's reputation as a robust managed WordPress website hosting company with a focus on security and performance. The table below shows the fiscal year budgeted amounts for County ISD hosting of C/CAG's websites and the proposed Fiscal Year 2024-25 funding to continue hosting C/CAG's websites on the Flywheel platform (C/CAG added its new Traffic Demand website www.ccagtdm.org to the Flywheel hosting environment in 2023):

Fiscal Year	Approved	Budget (rounded to nearest dollar)
FY19-20 and FY20-21	June 2020	\$3,125
FY21-22 and FY22-23	June 2022	\$5,845
FY23-24	December 2022	\$3,920
FY24-25 Proposed	N/A	\$3,550
Total Proposed Contract Amount through June 30, 2025		\$16,439

Consistent with C/CAG’s procurement policy and given the current agreement term with County ISD expires June 30, 2024, the general satisfaction and increased efficiency of having C/CAG’s websites hosted on a County-managed platform, and the desire for uninterrupted website hosting services, C/CAG staff recommends waiving the Request for Proposals process and authorizing the C/CAG Chair to execute Amendment No.3 to the existing agreement with County ISD for one year and adding an additional amount not to exceed \$3,550.08 for Fiscal Year 2024-25 services. County ISD is currently conducting a Request for Proposals process to procure ongoing website hosting services for County-managed websites. Extending the agreement for one year will allow County ISD to complete its vendor procurement process and provide ongoing uninterrupted support for C/CAG’s websites. Following the County ISD procurement, C/CAG staff will re-evaluate options for website hosting services beginning Fiscal Year 2025-26. As detailed in the Exhibits of Amendment No.3 (see Attachment 2) County ISD will be providing website hosting services only, while additional technical services to help maintain the websites will continue to be provided through a separate contract with C/CAG’s current website maintenance and design vendor, BlinkTag.

EQUITY IMPACTS AND CONSIDERATIONS

This item is necessary for the administration/operations of C/CAG.

ATTACHMENTS

1. Resolution 24-29
2. Amendment No. 3 to the Agreement with County of San Mateo ISD

RESOLUTION 24-29

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY WAIVING THE REQUEST FOR PROPOSALS PROCESS AND AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT No.3 TO THE AGREEMENT WITH THE COUNTY OF SAN MATEO INFORMATION SERVICES DEPARTMENT FOR WEBSITE HOSTING SERVICES, EXTENDING THE AGREEMENT TERM TO JUNE 30, 2025 FOR AN ADDITIONAL AMOUNT NOT TO EXCEED \$3,550.08.

WHEREAS, C/CAG operates and manages a dedicated website for providing public access to all relevant program and public resource information pertaining to C/CAG's activities on two WordPress websites, www.ccag.ca.gov and www.ccagtdm.org, and since the original development of its websites has procured technical assistance to support webserver hosting, website design and ongoing maintenance activities; and

WHEREAS, in 2020, consistent with C/CAG's procurement policy and with the recommendation from County staff to consider hosting C/CAG's website on the County's hosting platform, Flywheel, a managed WordPress hosting service, to provide timely, consistent and high quality website hosting support, the C/CAG Executive Director executed an initial one-year Agreement with San Mateo County Information Services Department (County) for hosting services to support C/CAG's main website for an amount not to exceed \$3,125; and

WHEREAS, at its June 10, 2021 meeting the C/CAG Board approved Resolution 21-47 authorizing the C/CAG Chair to execute Amendment No. 1 to the Agreement with the County, for an additional not to exceed amount of \$5,844.44 for support services during Fiscal Years 2021-22 and 2022-23 and further extending the term to June 30, 2023; and

WHEREAS, C/CAG and the County have determined the Flywheel hosting environment has provided sufficient services to maintain C/CAG's website with observed cost-efficiencies and improved website maintenance from prior services; and

WHEREAS, in 2022 pursuant to C/CAG Board approved Resolution 22-100, C/CAG transitioned a newly developed Traffic Demand Management website to the Flywheel hosting environment and extended the Agreement term with the County to June 30, 2024 for an additional amount not to exceed \$3,919.64; and

WHEREAS, the County is currently conducting a Request for Proposals process for ongoing County-managed website hosting services; and

WHEREAS, C/CAG requires continued, uninterrupted website hosting for its two website domains, and staff deem the County website hosting services sufficient and cost effective; and

WHEREAS, C/CAG and the County desire to extend the Agreement term for an additional year to provide the County time to complete its current website hosting service

procurement process and to ensure uninterrupted service to C/CAG's websites; and

WHEREAS, C/CAG staff will re-evaluate options for future website hosting services after the completion of the County procurement process and prior to the proposed termination of the amended Agreement.

NOW THEREBY BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the Request for Proposals process is waived in the best interest of C/CAG and the C/CAG Executive Director is authorized to execute Amendment No.3 to the Agreement with the County of San Mateo Information Services Department for website hosting services, extending the term of the Agreement to June 30, 2025 for an additional amount not to exceed \$3,550.08 for a new total contract amount not to exceed \$16,438.96. Be it further resolved, the C/CAG Executive Director is authorized to negotiate the final terms of said amendment prior to its execution, subject to approval as to form by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF June 2024.

Adam Rak, Chair

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

WHEREAS, the Board of Directors of the City/County Association of Governments for San Mateo County (hereinafter referred to as “C/CAG”) and the County of San Mateo (hereinafter referred to as “County”) are parties to an agreement for web hosting services for the domains www.ccag.ca.gov and www.ccagtdm.org dated July 3, 2020 (the “Agreement”), and

WHEREAS, the Agreement provided for services for Fiscal Year 2020-21, with a term through June 30, 2021 and not to exceed amount of \$3,124.40; and

WHEREAS, pursuant to the C/CAG Board approved Resolution 21-47, the parties extended the Agreement through June 30, 2023, for an additional amount not to exceed \$5,844.84 for Fiscal Years 2021-22 and 2022-23 and a new total amount not to exceed \$8,969.24; and

WHEREAS, pursuant to the C/CAG Board approved Resolution 22-100, the parties extended the Agreement through June 30, 2024, for an additional amount not to exceed \$3,919.64 for Fiscal Year 2023-24 and a new total amount not to exceed \$12,888.88; and

WHEREAS, the parties wish to extend the term of the Agreement through June 30, 2025 for an additional amount not to exceed \$3,550.08 for web hosting services through Fiscal Year 2024-25, contingent on the C/CAG annual budget process; and

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

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

1. Section 3 of the Agreement is revised to reflect an additional amount not to exceed \$3,550.08 for Fiscal Year 2024-25, and a new total agreement amount not to exceed \$16,438.96.
2. Section 4 of the Agreement is revised to reflect a new contract termination date of June 30, 2025.
3. Exhibits A and B of the Agreement are replaced in their entirety with Exhibits A and B (revised June 6, 2024) reflecting the proposed itemized cost of services to be provided for FY 2020-21, FY 2021-22, FY 2022-23, FY 2023-24, and FY 2024-25, as shown in Attachment A to this amendment.
4. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
5. This amendment shall take effect upon on full execution by both parties.

City/County Association of Governments (C/CAG)

County of San Mateo (County)

Sean Charpentier, Executive Director

By

Title: _____

Date: _____

Date: _____

Approved as to form:

Legal Counsel for C/CAG

Attachments:

Attachment A– Revised Exhibits A and B (Rev. June 6, 2024) to the Agreement with County of San Mateo

Exhibit A – Scope of Work (rev. June 2024)

In consideration of the payments set forth in Exhibit B, County shall provide the following services described in tables below.

Description of Services performed by the County in FY 2019-20

One-Time hosting subscription fee for hosting the site on Flywheel for the month of June 2020. The following is included: <ul style="list-style-type: none"> • Hosting services for www.ccag.ca.gov • Staging environment • Daily website backups (retained for 30 days) • SSL Certificate provided by 'LetsEncrypt' 	\$44.00 (1-month flat fee)
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Hourly work estimates for FY 2019-20 (June):

One-time cost of onboarding – 2 hours (@\$164/hr) <ul style="list-style-type: none"> • Flywheel vendor relationship management, including: <ul style="list-style-type: none"> ○ Support, escalations and ISD Incident response 	2 hours
Annual hosting maintenance (@\$164/hr) for June <ul style="list-style-type: none"> • Flywheel vendor relationship management, including: <ul style="list-style-type: none"> ○ Support, escalations and ISD Incident response 	1 hour
Subtotal of work hours for FY 2019-20	3 hours

Description of Services performed by the County in FY 2020-21

One-Time hosting subscription fee for hosting the site on Flywheel for duration of FY 2020 -21 (12 months). The following is included: <ul style="list-style-type: none"> • Hosting services for www.ccag.ca.gov • Staging environment • Daily website backups (retained for 30 days) • SSL Certificate provided by 'LetsEncrypt' 	\$528.00 (12-month flat fee)
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Hourly work estimates for FY 2020-21:

Annual hosting maintenance (@\$171.70/hr) for 12 months <ul style="list-style-type: none"> • Flywheel vendor relationship management, including: <ul style="list-style-type: none"> ○ Support, escalations and ISD Incident response 	12 hours
Subtotal of work hours for FY 2020-21	12 hours

Description of Services performed by the County in FY 2021-22

<p>One-Time hosting subscription fee for hosting the site on Flywheel for duration of FY 2021 -22 (12 months). The following is included:</p> <ul style="list-style-type: none"> • Hosting services for www.ccag.ca.gov • Staging environment • Daily website backups (retained for 30 days) • SSL Certificate provided by 'LetsEncrypt' 	<p>\$528.00 (12-month flat fee)</p>
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Hourly work estimates for FY 2021-22:

<p>Annual hosting maintenance (@\$191/hr) for 12 months</p> <ul style="list-style-type: none"> • Flywheel vendor relationship management, including: <ul style="list-style-type: none"> ○ Support, escalations and ISD Incident response 	<p>12 hours</p>
<p>Subtotal of work hours for FY 2021-22</p>	<p>12 hours</p>

Description of Services performed by the County in FY 2022-23

<p>One-Time hosting subscription fee for hosting the site on Flywheel for duration of FY 2022 -23 (12 months). The following is included:</p> <ul style="list-style-type: none"> • Hosting services for www.ccag.ca.gov • Staging environment • Daily website backups (retained for 30 days) • SSL Certificate provided by 'LetsEncrypt' 	<p>\$564.00 (12-month flat fee)</p>
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<p>One-Time hosting subscription fee for hosting the site on Flywheel for duration of FY 2022 -23 (10 months). The following is included:</p> <ul style="list-style-type: none"> • Hosting services for www.ccagtdm.org • Staging environment • Daily website backups (retained for 30 days) • SSL Certificate provided by 'LetsEncrypt' 	<p>\$470.00 (10-month flat fee)</p>
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Hourly work estimates for FY 2022-23:

<p>Annual hosting maintenance (@\$199.27/hr) for 12 months</p> <ul style="list-style-type: none"> • Flywheel vendor relationship management, including: <ul style="list-style-type: none"> ○ Support, escalations and ISD Incident response 	<p>12 hours</p>
<p>Subtotal of work hours for FY 2022-23</p>	<p>12 hours</p>

Description of Services performed by the County in FY 2023-24

<p>One-Time hosting subscription fee for hosting the site on Flywheel for duration of FY 2023 -24 (12 months). The following is included:</p> <ul style="list-style-type: none"> • Hosting services for www.ccag.ca.gov • Staging environment • Daily website backups (retained for 30 days) • SSL Certificate provided by 'LetsEncrypt' 	<p>\$564.00 (12-month flat fee)</p>
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<p>One-Time hosting subscription fee for hosting the site on Flywheel for duration of FY 2023 -24 (12 months). The following is included:</p> <ul style="list-style-type: none"> • Hosting services for www.ccagtdm.org • Staging environment • Daily website backups (retained for 30 days) • SSL Certificate provided by 'LetsEncrypt' 	<p>\$564.00 (12-month flat fee)</p>
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Hourly work estimates for FY 2023-24:

<p>Annual hosting maintenance (@\$199.27/hr) for 12 months</p> <ul style="list-style-type: none"> • Flywheel vendor relationship management, including: <ul style="list-style-type: none"> ○ Support, escalations and ISD Incident response 	<p>12 hours</p>
<p>Subtotal of work hours for FY 2023-24</p>	<p>12 hours</p>

Description of Services to be performed by the County in FY 2024-25

<p>One-Time hosting subscription fee for hosting the site on Flywheel for duration of FY 2024 -25 (12 months). The following is included:</p> <ul style="list-style-type: none"> • Hosting services for www.ccag.ca.gov • Staging environment • Daily website backups (retained for 30 days) • SSL Certificate provided by 'LetsEncrypt' 	<p>\$564.00 (12-month flat fee)</p>
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<p>One-Time hosting subscription fee for hosting the site on Flywheel for duration of FY 2024 -25 (12 months). The following is included:</p> <ul style="list-style-type: none"> • Hosting services for www.ccagtdm.org • Staging environment • Daily website backups (retained for 30 days) • SSL Certificate provided by 'LetsEncrypt' 	<p>\$564.00 (12-month flat fee)</p>
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Hourly work estimates for FY 2024-25:

<p>Annual hosting maintenance (@\$201.84/hr) for 12 months</p> <ul style="list-style-type: none"> • Flywheel vendor relationship management, including: <ul style="list-style-type: none"> ○ Support, escalations and ISD Incident response 	<p>12 hours</p>
<p>Subtotal of work hours for FY 2024-25</p>	<p>12 hours</p>

<p>Total work hours for FY 2019-20, FY 2021-22, FY 2021-22, FY 2022-23, and FY 2024-25</p>	<p>63 hours</p>
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Exhibit B – Cost Summary (rev. June 2024)

In consideration of the services provided by County described in Exhibit A and subject to the terms of the Agreement, Entity shall pay County based on the following fee schedule and terms:

C-CAG Website Hosting Schedule of Payment (C-CAG to County):

Year	Invoice Dates:	Invoice Amount
FY 2019-20 (hosting for 1 month)	June 2020	\$536.00
FY 2020-21 (hosting for 12 months)	June 2020	\$2,588.40
FY 2022-23 (hosting for 12 months)	June 2021	\$2,820.00
FY 2022-23 (hosting for 12 months)	June 2022	\$3,425.24
FY 2023-24 (hosting for 12 months)	June 2023	\$3,519.24
FY 2024-25 (hosting for 12 months)	June 2024	\$3,550.08

Itemized costs for FY2019-2020 Fiscal year:

Description of task/activity	Unit price	Total amounts
Annual hosting subscription – www.ccag.ca.gov (1 month) for June 2020	\$44.00	\$44.00
One-time cost of onboarding (@164.00/hr) for 2 hours	\$164.00	\$328.00
Hosting maintenance (@164.00/hr) for 1 hour	\$164.00	\$164.00
Subtotal		\$536.00

Itemized costs for FY2020-2021 Fiscal year:

Description of task/activity	Unit price	Total amounts
Annual hosting subscription – www.ccag.ca.gov (12 months)	\$528.00	\$528.00
ISD estimate for annual hosting maintenance (@171.70/hr) for 12 hours	\$171.70	\$2,060.40
Subtotal		\$2,588.40

Itemized costs for FY2021-2022 Fiscal year:

Description of task/activity	Unit price	Total amounts
Annual hosting subscription – www.ccag.ca.gov (12 months)	\$528.00	\$528.00

ISD estimate for annual hosting maintenance (@191.00/hr) for 12 hours	\$191.00	\$2,292.00
Subtotal		\$2,820.00

Itemized costs for FY2022-2023 Fiscal year:

Description of task/activity	Unit price	Total amounts
Annual hosting subscription – www.ccag.ca.gov (12 months)	\$564.00	\$564.00
Annual hosting subscription – www.ccagtdm.org (10 months)	\$470.00	\$470.00
ISD estimate for annual hosting maintenance (@199.27/hr) for 12 hours	\$199.27	\$2,391.24
Subtotal		\$3,425.24

Itemized costs for FY2023-2024 Fiscal year:

Description of task/activity	Unit price	Total amounts
Annual hosting subscription – www.ccag.ca.gov (12 months)	\$564.00	\$564.00
Annual hosting subscription – www.ccagtdm.org (12 months)	\$564.00	\$564.00
ISD estimate for annual hosting maintenance (@199.27/hr) for 12 hours	\$199.27	\$2,391.24
Subtotal		\$3,519.24

Itemized costs for FY2024-2025 Fiscal year:

Description of task/activity	Unit price	Total amounts
Annual hosting subscription – www.ccag.ca.gov (12 months)*	\$564.00	\$564.00
Annual hosting subscription – www.ccagtdm.org (12 months)*	\$564.00	\$564.00
ISD estimate for annual hosting maintenance (@201.84/hr)* for 12 hours	\$201.84	\$2,422.08
Subtotal		\$3,550.08

Total payment due for FY 2019-20, FY 2021-22, FY 2021-22, FY 2022-23, and FY 2024-25	\$16,438.96
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*Estimated hourly rates for ISD hosting maintenance in FY 2024-25, subject to change
 Invoiced amounts are due within 30 days upon receipt.

C/CAG AGENDA REPORT

Date: June 13, 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 24-30 determining that amendments to the Redwood City Zoning Code including general updates, and measures to implement programs in the Housing Element and El Camino Real Corridor Plan are conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.

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

RECOMMENDATION

That the C/CAG Board of Directors, acting as the San Mateo County Airport Land Use Commission, approve Resolution 24-30 determining that amendments to the Redwood City Zoning Code including general updates, and measures to implement programs in the Housing Element and El Camino Real Corridor Plan are conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport (San Carlos ALUCP), subject to the following condition:

- Prior to adoption, the Use Table for the CN (Neighborhood Commercial) District, Article 13.2, shall be amended to note that child care and assembly/meeting facilities uses need to be reviewed for ALUCP consistency.

BACKGROUND/PROJECT DESCRIPTION

The City of Redwood City has prepared amendments to its Zoning Code in order to: 1) clean up sections that have become outdated over time and/or internally inconsistent; 2) implement required programs in the City's Housing Element; and 3) implement policies identified in the City's El Camino Real Corridor Plan. In accordance with California Public Utilities Code (PUC) Section 21676(b), Redwood City has submitted these amendments to the ALUC for a determination of consistency with relevant airport / land use compatibility criteria in the San Carlos ALUCP.

The proposed amendments are included in **Attachment 4**, and cover a wide range of topics, many of which are not relevant with respect to ALUCP compatibility. Accordingly, this report will focus only on those text amendments that relate to ALUC concerns. For ease of review, a summary table is provided in the application materials as **Attachment 2a** that clarifies these factors.

The amendments build on previous Zoning Ordinance revisions that Redwood City adopted last year, including a new section in their zoning code entitled, "Airport Land Use Compatibility Plan

Consistency”, which references the provisions of the San Carlos ALUCP, and requires all applicable projects comply with the relevant noise, safety, airspace protection and overflight policies (see **Attachment 3**). The current amendments reflect continued efforts to incorporate additional guidance into Redwood City’s standards to ensure compliance with ALUCP requirements and focus on highlighting the specific uses in the ALUCP that are conditionally consistent within particular noise contours and/or aircraft safety zones and directing that such uses be reviewed by Redwood City for ALUCP consistency.

DISCUSSION

ALUCP Consistency Evaluation

Four airport / land use compatibility factors are addressed in the San Carlos ALUCP that relate to the proposed amendments. These include policies for: (a) noise compatibility, (b) safety compatibility, (c) airspace compatibility, and (d) overflight compatibility.

In accordance with the guidance provided in the ALUCP, local agencies must establish procedures in their zoning ordinances to implement and ensure compliance with the compatibility policies and address any direct conflicts between the zoning ordinance (heights, permitted uses, etc.) and the ALUCP.

The following sections address how the subject amendments address each of the land use compatibility factors.

(a) Noise Compatibility

Pursuant to San Carlos ALUCP Noise Policy 1, the CNEL 60 dB contour defines the noise impact area of the Airport. All land uses located outside of this contour are deemed consistent with the noise compatibility policies of the ALUCP. As shown in **Attachment 3**, Redwood City’s zoning ordinance currently addresses ALUCP noise policy requirements as follows:

“Airport Noise Evaluation and Mitigation. All projects shall comply with the Noise Compatibility Policies of the ALUCP. Uses shall be reviewed per the Noise/Land Use Compatibility Criteria listed in Table 4-3 of the ALUCP. Uses listed as “conditionally compatible” shall be required to mitigate impacts to comply with the interior (CNEL 45 dB or lower, unless otherwise stated) and exterior noise standards established by the ALUCP or Redwood City General Plan, whichever is more restrictive...”

Attachment 2b shows the San Carlos ALUCP noise contours in relation to the Redwood City zoning districts. Only two zone districts are located within the noise impact area – CP (Commercial Park) and IR (Industrial Restricted). In accordance with the San Carlos ALUCP Table 4-3, Noise Compatibility Criteria, various uses are identified as either consistent, conditionally consistent, or not consistent, and the proposed amendments include footnotes on these various uses in these zone districts to reference the need for future project applications to be reviewed for consistency with the ALUCP requirements. Therefore, the proposed amendments are consistent with the Noise Compatibility Policies of the ALUCP.

(b) Safety Compatibility

The San Carlos ALUCP includes safety zones and related land use compatibility policies and criteria. ALUCP Table 4-4 identifies the Safety Compatibility Criteria for the various safety zones, noting uses that are compatible, conditionally compatible, or incompatible.

The following text is currently included in the Redwood City Zoning Ordinance to address ALUCP Safety Policy consistency:

“Safety Compatibility Evaluation. All uses must comply with Safety Compatibility Policies of the ALUCP. Project applicants shall be required to evaluate potential safety issues if the property is located within any of the Safety Compatibility Zones established in the ALUCP and depicted in Exhibit 4-3 of the ALUCP. All projects located within a Safety Compatibility Zone shall be required to determine if the proposed land use is compatible with the Safety Compatibility Land Use Criteria as noted in ALUCP Safety Compatibility Policy 1 - Evaluating Safety Compatibility for New Development and listed in Table 4-4 of the ALUCP.”

Attachment 2c depicts the San Carlos ALUCP Safety Zones in relation to the Redwood City Zoning Map. As shown, portions of many different zone districts are situated within a safety zone. The proposed amendments generally include footnotes throughout these zone districts to highlight the various uses that need to be reviewed for ALUCP compatibility. However, one small zone district was not included in these revisions, so the following condition is recommended:

- Prior to adoption, the Use Table for the CN (Neighborhood Commercial) District, Article 13.2, shall be amended to note that child care and assembly/meeting facilities uses need to be reviewed for ALUCP consistency.

Subject to this condition, the amendments would be consistent with the Safety Compatibility policies and criteria of the San Carlos ALUCP.

(c) Airspace Compatibility

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

As outlined in **Attachment 3**, the Redwood City Zoning Ordinance currently includes text to address ALUCP Airspace Policy consistency, summarized below:

Airspace Protection Evaluation. All projects shall comply with Airspace Protection Policies of the ALUCP.

- Requires project applicants to file Form 7460-1, Notice of Proposed Construction or Alteration, with the FAA for any proposed new structure and/or alterations to existing structures that would exceed the FAA notification heights, consistent with Airspace Protection Policies 2 & 3.

- Restricts maximum height of a new buildings/structures to (1) the height of the controlling airspace protection surface s or (2) the maximum height determined not to be a “hazard to air navigation” by the FAA, consistent with Airspace Protection Policies 4 & 5.
- Other Flight Hazards. Consistent with Airspace Protection Policy 6, for projects located within AIA B, calls for evaluation of land use characteristics to assure they are not hazards to air navigation, including sources of glare; distracting lights; sources of dust, smoke, steam, electric or electronic interference; wildlife attractants (especially flocks of birds), etc.

Compliance with these zoning provisions will ensure future compatibility with the Airspace Protection Policies of the San Carlos ALUCP.

(d) Overflight Compatibility

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

The existing zoning text includes both of these policy provisions and references are included in the amendments. Adherence to these requirements will ensure future projects are consistent with the Overflight Compatibility policies of the San Carlos ALUCP.

Airport Land Use Committee Meeting

The Airport Land Use Committee considered this application at its May 23, 2024 meeting, and recommended that it be determined consistent with the policies of the SFO ALUCP, subject to the condition noted 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 24-30

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

2. Application Materials
 - a. Analysis Table – ALUCP Consistency
 - b. San Carlos Airport Noise Contour/Redwood City Zoning Exhibit
 - c. San Carlos Airport Safety Zones/Redwood City Zoning Exhibit

3. Redwood City Zoning Code Article 32.10 – Airport Land Use Compatibility Plan Consistency (adopted 7/24/23)

RESOLUTION 24-30

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY, ACTING AS THE SAN MATEO COUNTY AIRPORT LAND USE COMMISSION, DETERMINING THAT PROPOSED AMENDMENTS TO THE REDWOOD CITY ZONING CODE INCLUDING GENERAL UPDATES, AND MEASURES TO IMPLEMENT PROGRAMS IN THE HOUSING ELEMENT AND EL CAMINO REAL CORRIDOR PLAN ARE CONDITIONALLY CONSISTENT WITH THE COMPREHENSIVE AIRPORT LAND USE COMPATIBILITY PLAN FOR THE ENVIRONS OF SAN CARLOS AIRPORT.

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

WHEREAS, in accordance with the requirements of California Public Utilities Code Section 21676(b) a local agency General Plan, Zoning Ordinance and/or any affected specific plan must be consistent with the applicable airport/land use criteria in the relevant adopted Airport Land Use Compatibility Plan; and

WHEREAS, Redwood City has referred proposed Zoning Code amendments (“Amendments”) to C/CAG, acting as the Airport Land Use Commission, for a determination of consistency with relevant airport / land use compatibility criteria in the *Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport* (San Carlos ALUCP); and

WHEREAS, the Amendments include modifications to clean up sections that have become outdated over time and/or internally inconsistent, implement required programs in the City's Housing Element, and implement policies identified in the City's El Camino Real Corridor Plan, many of which affect property within Airport Influence Area B (AIA); and

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

- (a) **Noise Compatibility** - The CNEL 60 dB aircraft noise contour defines the threshold for airport noise impacts established in the San Carlos ALUCP, and all land uses located outside this contour are deemed consistent with the noise compatibility policies of the ALUCP. Redwood City’s Zoning Ordinance addresses all noise compatibility policies and requirements of the San Carlos ALUCP, including the requirement to comply with the Noise/Land Use Criteria listed in Table 4-3 of the ALUCP. The Amendments provide clarifying language to further highlight specific uses in various zone districts that would need to be reviewed for consistency with ALUCP noise compatibility policies. Adherence to these requirements will ensure consistency with the Noise Compatibility policies of the San Carlos ALUCP.

- (b) **Safety Compatibility** – The San Carlos ALUCP includes six safety zones and related land use compatibility policies and criteria. ALUCP Table 4-4 identifies the Safety Compatibility Criteria for the various safety zones, noting uses that are compatible, conditionally compatible, or incompatible. The Redwood City Zoning Ordinance requires that all projects located within a Safety Compatibility Zone shall be required to determine if the proposed land use is compatible with the Safety Compatibility Land Use Criteria as noted in ALUCP.

Among the Amendments are modified use tables that footnote the corresponding uses that are subject to review per the ALUCP. Exhibit A identifies an additional modification to the use tables to add clarity and thereby ensure consistency with the Safety Policies of the ALUCP.

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

The Redwood City Zoning Ordinance reflects the full requirements of the Airspace Compatibility Policies of the San Carlos ALUCP, thereby ensuring future projects will be required to comply.

- (d) **Overflight Compatibility** - The San Carlos ALUCP contains two policies regarding overflight compatibility which are generally “buyer awareness” measures focused on informing prospective buyers and/or tenants of property within the vicinity of an airport about the airport’s impact on the property. The Redwood City Zoning Ordinance includes both of these policy provisions, compliance with which will ensure future projects will be consistent with the Overflight Compatibility policies of the San Carlos ALUCP; and

WHEREAS, at its May 23, 2024 meeting, based on the factors listed above and subject to inclusion of the modification identified in Exhibit A, the Airport Land Use Committee recommended that the C/CAG Board of Directors, acting as the Airport Land Use Commission, determine that the Amendments be found consistent with the policies and criteria of the San Carlos ALUCP.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments for San Mateo County, acting as the San Mateo County Airport Land Use Commission, that subject to the condition outlined in Exhibit A, the amendments to the Redwood City Zoning Code including general updates, and measures to implement programs in the Housing Element and El Camino Real Corridor Plan are determined to be consistent with the policies and criteria contained in the *Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport*.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF JUNE 2024.

Adam Rak, Chair

Resolution 24-30 – Condition of Consistency Determination:

1. A Prior to adoption, the Use Table for the CN (Neighborhood Commercial) District, Article 13.2, shall be amended to note that child care and assembly/meeting facilities uses need to be reviewed for ALUCP consistency.

C/CAG AGENDA REPORT

Date: June 13, 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 24-31 determining that a proposed childcare center within an existing building at 1776 Laurel Street, San Carlos, is consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.

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

RECOMMENDATION

That the C/CAG Board of Directors, acting as the San Mateo County Airport Land Use Commission, approve Resolution 24-31 determining that a proposed childcare center within an existing building at 1776 Laurel Street, San Carlos, is consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.

BACKGROUND/PROJECT DESCRIPTION

The proposed project entails conversion of a former office building (approximately 8,000 sf) for use as a childcare center. The facility is designed to accommodate an estimated 97 childcare slots, with a maximum of 18 staff members on-site. In addition, the current parking lot would be converted to an outdoor playground.

The subject property is located within Safety Zone 6 as identified in the San Carlos ALUCP. Per the ALUCP Safety Compatibility Criteria (Table 4-4), commercial daycare is listed as conditionally permitted use in Safety Zone 6, so the City of San Carlos has referred the project to the ALUC for a determination of consistency with the San Carlos ALUCP.

DISCUSSION

ALUCP Consistency Evaluation

The San Carlos ALUCP contains policies and criteria to address four issues: (a) aircraft noise impacts; (b) safety compatibility criteria; (c) airspace protection; and (d) overflight notification. As the project site is not located within a noise impact contour and does not involve increased building heights, the consistency evaluation will focus on safety compatibility.

Safety Compatibility

The San Carlos ALUCP includes six safety zones and related land use compatibility policies and criteria. As shown on San Carlos ALUCP Exh. 4-3, **Attachment 3**, the project site is located within Safety Zone 6, the traffic pattern zone.

Commercial daycare is identified in San Carlos ALUCP Table 4-4 as a conditionally compatible use. Safety Policy 4 applies to review of “Land Uses of Particular Concern” – relevant discussion is cited below:

“Safety Compatibility Policy 4 - Land Uses of Particular Concern

Land uses which pose the greatest concern are those in which the occupants have reduced effective mobility or are unable to respond in emergency situations. Children’s schools, day care centers, hospitals, nursing homes, and other uses in which the majority of occupants are children, elderly, and/or handicapped shall be prohibited within Zones 1 through 5. High capacity and medium capacity indoor assembly rooms shall be prohibited in Zones 1 through 5.

- a. For the purposes of these criteria, children’s schools include all grades through grade 12.
- b. Day care centers and family day care homes are defined by state law. Non-commercial daycare centers ancillary to a place of business are permitted in Zones 2 through 5 provided that the overall use of the property meets the intensity criteria indicated in Table 4-4. Family day care homes are permitted in any location where residential development is permitted and the intensity of the day care home is ≤14 people. Commercial day care centers are conditionally compatible in Zone 6.
- ...
- h. Generally no limit is placed on the intensity of new nonresidential uses within Safety Zone 6. Exceptions to these criteria should be considered on a case-by-case basis by the C/CAG Board when it performs consistency reviews for development proposals that involve schools, day care centers, hospitals, indoor assembly facilities, outdoor assembly facilities, and correctional facilities. Large indoor or outdoor assembly facilities (greater than 1,000 people) should be avoided in Safety Zone 6.”

As noted above, while daycare uses are listed as conditional in the San Carlos ALUCP within Safety Zone 6, the plan does not provide guidance as to what factors to consider in determining consistency, nor does it detail the types of conditions that should be imposed. As a result, to assist in this determination, last year staff requested our on-call ALUC consultants review the 2011 California Airport Land Use Planning Handbook as well as ALUCPs from comparable airports to provide additional guidance.

A review of seven ALUCPs revealed that there is not a consistent approach in how childcare uses are addressed within Safety Zone 6 – some plans identify childcare as a compatible use in Safety Zone 6; some find the use incompatible but provide an opportunity for increases to existing facilities (up to 50 additional children); and others identify them as conditionally compatible subject to intensity limits ranging from 300-450 people per acre. The consultant’s review also noted the following:

- The 2011 Handbook specifically recommends limiting large day care centers in Safety Zone 6 and a maximum intensity of 200 to 300 people per acre when occurring in a suburban setting. However, if the airport environs are more urbanized, then no maximum intensity is recommended as a condition.
- Safety Zone 6 typically encompasses the area underlying a general aviation airport’s traffic pattern, generally away from the runway ends and extended runway centerline where aircraft accidents tend to be concentrated. The risks associated with potential aviation accidents are considered relatively low in these areas, and the more densely developed the airport environs, the lower a community’s potential occurrences of available sites outside the traffic pattern.

For this reason, the most restrictive conditions on childcare facilities may not be appropriate for the San Carlos Airport environs.

Given this overall guidance, the following analysis of the proposed childcare facility is provided:

The project site encompasses 13,000 sf, with maximum occupancy anticipated to be 115 (97 children and 18 staff), resulting in an intensity of 385 people/acre. This intensity is within the maximum range of 300-450 people/acre identified within other ALUCPs, as noted above.

$$\begin{aligned} 13,000 \text{ sf site}/43,560 &= .30 \text{ acres} \\ 115 \text{ people}/.30 &= 383 \text{ people per acre} \end{aligned}$$

The site is located along Laurel Street, an established commercial corridor, one block from El Camino Real. Also, as shown on **Attachment 3**, the site is located on the outer edges of the safety zone boundary. While currently buildings in the immediate area are generally not more than 2-3 stories, the San Carlos General Plan and Zoning Ordinance support and anticipate much denser urban development along Laurel and El Camino Real, with allowable heights of 50-75 feet. Given this commercial/urban setting, and location on the outer edge of the safety zone boundary, it is recommended that the ALUC determine that the intensity of the proposed childcare facility at this location is consistent with the Safety Policies and criteria of the San Carlos ALUCP and with guidance found in the 2011 California Airport Land Use Handbook.

Airport Land Use Committee Meeting

The Airport Land Use Committee considered this application at its May 23, 2024 meeting, and recommended that it be determined consistent with the policies of the SFO ALUCP, subject to the conditions discussed above. Additionally, while acknowledging the issue was outside of ALUC purview, the Committee further discussed the topic of leaded fuel and directed that a letter be sent to San Carlos outlining the discussion.

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 24-31

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

2. ALUCP application, together with related project description and exhibits
3. San Carlos ALUCP Exh. 4-3 – Safety Zones

RESOLUTION 24-31

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY, ACTING AS THE SAN MATEO COUNTY AIRPORT LAND USE COMMISSION, DETERMINING THAT A PROPOSED CHILDCARE CENTER WITHIN AN EXISTING BUILDING AT 1776 LAUREL STREET, SAN CARLOS, IS CONDITIONALLY CONSISTENT WITH THE COMPREHENSIVE AIRPORT LAND USE COMPATIBILITY PLAN FOR THE ENVIRONS OF SAN CARLOS AIRPORT.

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

WHEREAS, San Carlos is processing an application to allow conversion of an 8,000 square foot office building and associated parking lot at 1776 Laurel Street for use as a childcare center; and

WHEREAS, San Carlos has referred the project to C/CAG, acting as the Airport Land Use Commission, for a determination of consistency with relevant airport / land use compatibility criteria in the *Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport* (San Carlos ALUCP) since the subject property is located within Safety Zone 6, where commercial daycare is a conditionally permitted use; and

WHEREAS, the project site is not located within a noise impact contour and the use will be contained within an existing structure; therefore the consistency determination focuses on Safety Compatibility, as discussed below:

Safety Policy Consistency – The San Carlos ALUCP includes six sets of safety zones and related land use compatibility policies and criteria. Per San Carlos ALUCP Exhibit 4-3, the project site is located within Safety Zone 6. Commercial daycare is identified in the ALUCP as a conditionally compatible use in Safety Zone 6, with no specific criteria identified, so the following factors were considered:

- A review of seven ALUCPs from similarly situated airports revealed that there is not a consistent approach in how childcare uses are addressed within Safety Zone 6 – some plans identify childcare as a compatible use in Safety Zone 6; some find the use incompatible but provide an opportunity for increases to existing facilities (up to 50 additional children); and others identify them as conditionally compatible subject to intensity limits ranging from 300-450 people per acre.
- The 2011 California Airport Land Use Planning Handbook recommends a maximum intensity of 200 to 300 people per acre for childcare centers within Safety Zone 6 when occurring in a suburban setting; the Handbook does not include an intensity range for more urbanized settings.
- The project site encompasses 13,000 sf, with maximum occupancy anticipated to be 115 (97 children and 18 staff), resulting in an intensity of 385 people/acre.

- The site is located along Laurel Street, an established commercial corridor, one block from El Camino Real, and is located on the outer edges of the safety zone boundary. The San Carlos General Plan and Zoning Ordinance support and anticipate denser urban development along Laurel and El Camino Real, with allowable heights of 50-75 feet, so the area is considered more urban than suburban.

The intensity of the childcare center is consistent with the Safety criteria of the ALUCP and with guidance found in the 2011 California Airport Land Use Handbook given that the project site is in a more urban environment and situated on the outer edge of the safety zone. Additionally, the intensity is within the maximum range of 300-450 people/acre identified within other ALUCPs that were reviewed.

WHEREAS, at its May 23, 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 project be found consistent with the policies and criteria of the San Carlos ALUCP.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments for San Mateo County, acting as the San Mateo County Airport Land Use Commission, that the proposed childcare center within an existing building at 1776 Laurel Street, San Carlos, is determined to be consistent with the policies and criteria contained in the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF JUNE 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: June 13, 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 24-32 authorizing the C/CAG Executive Director to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 2024-25 in an amount not to exceed \$175,000.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-32 authorizing the C/CAG Executive Director to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 2024-25, in an amount not to exceed \$175,000.

FISCAL IMPACT

Up to \$175,000 has been included in the proposed FY 2024-25 C/CAG Budget for the 21 Elements housing related activities.

SOURCE OF FUNDS

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

DISCUSSION

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

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

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

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

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

Work Plan

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

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

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

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

Budget

A detailed budget is provided in Attachment 2. The contribution from local jurisdictions remains the same as in the past funding cycle, with the remainder shared by C/CAG and the San Mateo County Department of Housing (DoH). C/CAG’s contribution is 7.5% higher than last year (\$175,000 v. \$162,893), with the difference added to the “Other Tasks as Assigned” category. This will allow additional flexibility to address special needs that can arise during the year, such as assistance with monitoring development and implementation of MTCs Transit Oriented Communities (TOC) policy, etc. Below is a summary of the budget:

FY 2024-2025 Total Budget	\$383,493
<i>C/CAG Contribution</i>	<i>\$175,000</i>
<i>DoH Contribution</i>	<i>\$162,893</i>
<i>Cities Contribution - 21 Elements (Dues)</i>	<i>\$ 45,600</i>

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

C/CAG and the San Mateo County Department of Housing (DoH) have been co-funding 21 Elements, with DoH acting as the lead agency in managing the consultant contract. Staff recommends the continuation of this cooperative partnership to support the 21 Elements collaboration in FY 2024-25 including a contribution by C/CAG in a not to exceed amount of \$175,000.

EQUITY IMPACTS AND CONSIDERATIONS

21 Elements helps support cities in adopting pro housing policies with a focus on addressing gaps in affordable housing production. A significant focus has been on AFFH Affirmatively Furthering Fair Housing (AFFH) which includes an analysis of existing disparities. The initiative encourages improved community engagement, with a focus on special needs populations

ATTACHMENTS

1. Resolution 24-32

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

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

RESOLUTION 24-32

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE A COOPERATIVE AGREEMENT WITH THE SAN MATEO COUNTY DEPARTMENT OF HOUSING FOR A JOINT WORKPLAN FOR HOUSING-RELATED ACTIVITIES FOR FY 2024-2025 IN AN AMOUNT NOT TO EXCEED \$175,000.

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

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

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

WHEREAS, C/CAG has budgeted up to \$175,000 in funds to continue to sponsor the 21 Elements effort in FY2024-25 to assist all member jurisdictions to implement Housing Elements and develop effective on-going housing implementation policies and programs, and to continue collaboration with County of San Mateo Department of Housing on a cost-saving countywide cooperative work program; and

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

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County to authorize the C/CAG Executive Director to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 2024-25 in an amount not to exceed \$175,000, subject to approval of C/CAG FY 2024-25 Annual Budget; and further authorize the Executive Director to negotiate final terms prior to execution, subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF JUNE 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: June 13, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of March 31, 2024.

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

RECOMMENDATION

That the C/CAG Board review and approve the recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of March 31, 2024.

FISCAL IMPACT

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

SOURCE OF FUNDS

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

BACKGROUND

According to the C/CAG Investment Policy adopted on September 10, 2020:

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

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

The LAIF Quarter Ending 3/31/24 net interest earning rate is 4.12%
 San Mateo County Pool Quarter Ending 3/31/24 net interest earning rate is 3.75%

The LAIF’s average life is 226 days, or 0.62 of a year. San Mateo County Pool’s current average maturity of the portfolio is 1.67 years with an average duration of 1.52 years.

On November 14, 2013 the C/CAG Board approved the following C/CAG investment portfolio parameters:

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

On December 2, 2020, the Finance Committee reviewed the investment portfolio and noted the increasing gap between the quarterly interest rate and the net of administrative fees of the LAIF and the COPOOL, with LAIF lagging behind the COPOOL. The Finance Committee recommended no change to the investment portfolio, but guided staff to target LAIF investments to 60% allocation and increase COPOOL investments to 40% allocation dependent upon the changes of the interest rate.

On December 10, 2020, the C/CAG Board approved of no change to the range of limits to the C/CAG investment portfolio and approved the Finance Committee’s recommendation for staff to target LAIF investments to 60% allocation and increase COPOOL investments to 40% allocation dependent upon the changes of the interest rate.

Investment allocation between LAIF and COPOOL:

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

On May 22, 2024, the Finance Committee reviewed the investment portfolio. The Committee did not meet quorum and did not take any action. However, the Committee Members that attended agreed that no change was needed to the investment portfolio.

The investment portfolio as of March 31, 2024 is as follows:

	12/31/2023		3/31/2024	
	Amount	Percent	Amount	Percent
LAIF	\$15,478,855	60%	\$16,915,927	60%
COPOOL	\$10,341,684	40%	\$11,267,828	40%
Total	\$25,820,539	100%	\$28,183,755	100%

Staff recommends the C/CAG Board to review and approve the recommendation of no change to the investment portfolio and accept the Quarterly Investment Reports as of March 31, 2024 (Attachment 1). Attachment 2 is an information only summary report that provides an overview on the market and investment statements.

EQUITY IMPACTS AND CONSIDERATIONS

C/CAG Investment Policy supports investment in authorized issuers that display adherence to strong environmental, social and governance (ESG) principles, including but not limited to, environmental sustainability, social and economic justice, and good corporate governance.

ATTACHMENT

1. Quarterly Investment Report as of March 31, 2024 from San Carlos Financial Services Manager
2. C/CAG Investment Portfolio Performance and Composition 1Q 2024

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

Board of Directors Agenda Report

To: Sean Charpentier, Executive Director
From: Paul Harris, Financial Services Manager
Date: April 30, 2024

SUBJECT: Quarterly Investment Report as of March 31, 2024

RECOMMENDATION:

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

ANALYSIS:

The attached investment report (Attachment 1) indicates that on March 31, 2024, funds in the amount of \$28,183,755 were invested producing a weighted average yield of 3.95%. Of the total investment portfolio, 60.0% of funds were invested in the Local Agency Investment Fund (LAIF) and 40.0% in the San Mateo County Investment Pool (COPOOL). On December 2, 2020, the Finance Committee reviewed the investment portfolio and noted the increasing gap between the quarterly interest rate, net of administrative fees, of LAIF and the COPOOL, with LAIF lagging behind the COPOOL. The Finance Committee recommended no change to the investment portfolio, but guided Staff to target LAIF investments to 60% allocation and increase COPOOL investments to 40% allocation dependent upon the changes of the interest rate. These percentages are within the range specified by the C/CAG Board. The portfolio mix reflects the Board approved percentage invested in the County Investment Pool and LAIF. Accrued interest earnings for this quarter totaled \$277,427.

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

	Qtr Ended 03/31/2024	Qtr Ended 12/31/2023	Increase (Decrease)
Total Portfolio	\$ 28,183,755	\$ 25,820,539	\$ 2,363,216
Weighted Average Yield	3.95%	3.66%	0.29%
Accrued Interest Earnings	\$ 277,427	\$ 263,216	\$ 14,211

There was an increase of \$2.3 million in the portfolio balance at the end of this quarter compared to the previous quarter mainly due to the timing of cash receipts offset by expenses for Measure M, Bay Area Air Quality, Congestion Relief and Management, and Express Lane. The higher quarterly interest rate resulted in higher interest earnings.

Historical cash flow trends are compared to current cash flow requirements on an ongoing basis to ensure that C/CAG's investment portfolio will remain sufficiently liquid to meet all reasonably anticipated operating requirements. As of March 31, 2024, the portfolio contains sufficient liquidity to meet the next six months of expected expenditures by C/CAG. All investments are in compliance with the Investment Policy. Attachment 2 shows a historical comparison of the portfolio for the past nine quarters.

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

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

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

Attachments

- 1 – Investment Portfolio Summary for the Quarter March 31, 2024
- 2 – Historical Summary of Investment Portfolio

CITY & COUNTY ASSOCIATION OF GOVERNMENTS
SUMMARY OF ALL INVESTMENTS
 For Quarter Ending March 31, 2024

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

Local Agency Investment Fund (LAIF)	4.12%	16,915,927	60%	16,817,667
San Mateo County Investment Pool (COPOOL)	3.68%	11,267,828	40%	11,135,544

Agency Securities

none

Total - Investments	3.95%	28,183,755	100%	27,953,211
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GRAND TOTAL OF PORTFOLIO	3.95%	\$ 28,183,755	100%	\$ 27,953,211
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Total Interest Earned This Quarter	277,427
Total Interest Earned (Loss) Fiscal Year-to-Date	769,263

Note: CCAG Board approved the following investment portfolio mix at its November 14, 2013 meeting:
 LAIF - 50% to 70%
 COPOOL - 30% to 50%
 On December 2, 2020, the Finance Committee reviewed the investment portfolio and noted the increasing gap between the quarterly interest rate, net of administrative fees, of LAIF and the COPOOL, with LAIF lagging behind the COPOOL. The Finance Committee recommended no change to the investment portfolio, but guided Staff to target LAIF investments to 60% allocation and increase COPOOL investments to 40% allocation dependent upon the changes of the interest rate.

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

C/CAG Investment Portfolio Performance and Composition 4Q 2023

Report Created for Finance Committee May 22, 2024

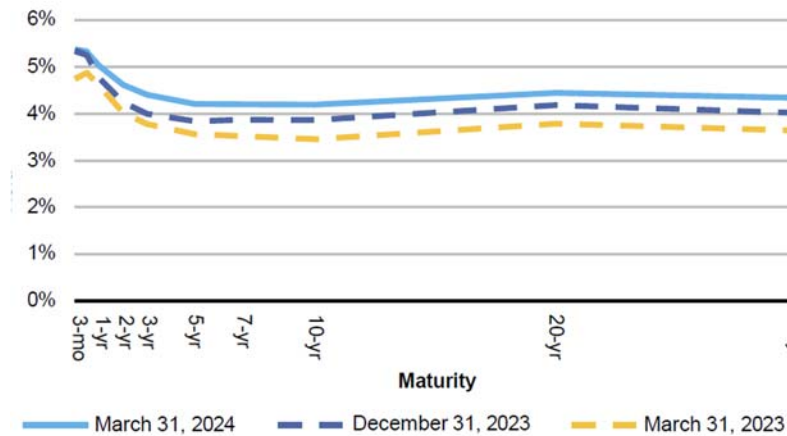
Capital Markets Summary 1Q 2024

In the first quarter of 2024, the U.S. economy demonstrated strong resilience characterized by robust consumer spending, declining inflation, and a healthy labor market. The Federal Reserve maintained the overnight rate at 5.25% to 5.50%, continuing its pause on rate hikes since July 2023. The Fed's projection now includes three 0.25% rate cuts for 2024, with fewer cuts planned for 2025. As a result, market expectations have aligned more closely with the Fed's outlook, leading to higher yields in the first quarter due to the Fed's "higher-for-longer" stance. Equity markets benefited from this strong economic backdrop, with the S&P 500 Index rising by 10.6%.

US Treasury Yield Curve & US Treasury Yields Over Time

Inflation readings for January and February were above expectations, but overall, CPI continued its downward trend from mid-2022 peaks. The U.S. economy grew impressively, with real GDP rising 3.4% in Q4 2023, driven by strong consumer spending supported by a tight labor market that added over 800,000 jobs in the first quarter. As the market adjusted to the delayed rate cut expectations, U.S. Treasury yields rose significantly, impacting longer-duration Treasury indices negatively, while shorter-duration indices saw positive returns. Investment-grade sectors, especially asset-backed securities, performed well due to tightening yield spreads and strong market demand.

U.S. Treasury Yield Curve



Source: PFM (Public Financial Management)

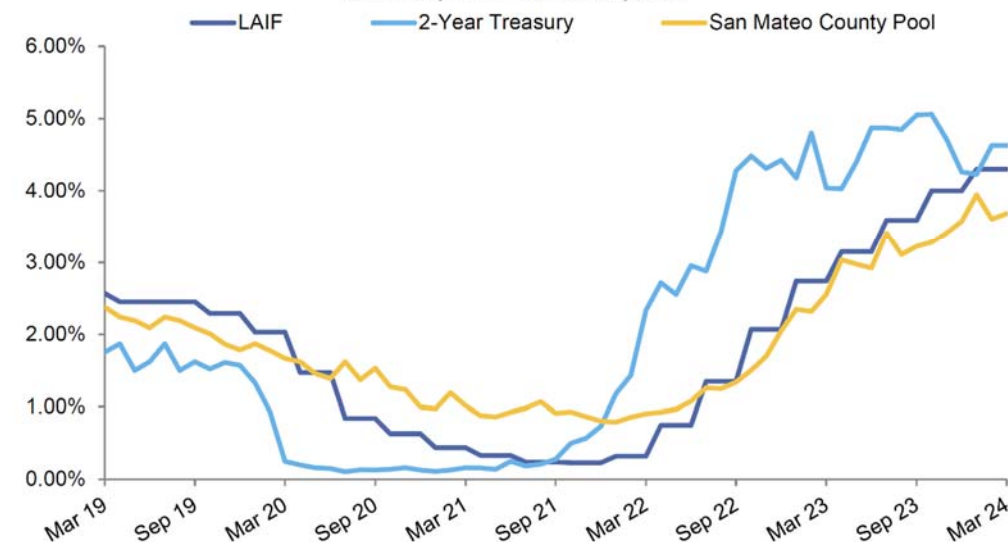
U.S. Treasury Yields

Maturity	Mar '24	Dec '23	Change over Quarter	Mar '23	Change over Year
3-Month	5.37%	5.34%	0.03%	4.75%	0.62%
1-Year	5.03%	4.77%	0.26%	4.62%	0.41%
2-Year	4.62%	4.25%	0.37%	4.03%	0.59%
5-Year	4.21%	3.85%	0.36%	3.58%	0.63%
10-Year	4.20%	3.88%	0.32%	3.47%	0.73%
30-Year	4.34%	4.03%	0.31%	3.65%	0.69%

Source: Bloomberg.

Yield History

March 31, 2019 - March 31, 2024



Source: PFM (Public Financial Management)

Portfolio Performance 1Q 2024

The C/CAG investment portfolio returns for the first quarter of 2024 were strong, with a 4.12% return for LAIF and a 3.75% return for the County Pool Fund. Both investment pools continue a trend of increasing quarterly effective yields, with LAIF's effective yield increasing from 3.42% to 4.12% since the first quarter of the fiscal year, and the County Pool Fund's increasing from 3.32% to 3.75% during that same time period. The total C/CAG portfolio asset allocation at the end of the first quarter was 60% to LAIF and 40% to the County Pool Fund, which is within the stated investment policy allocation ranges.

LAIF

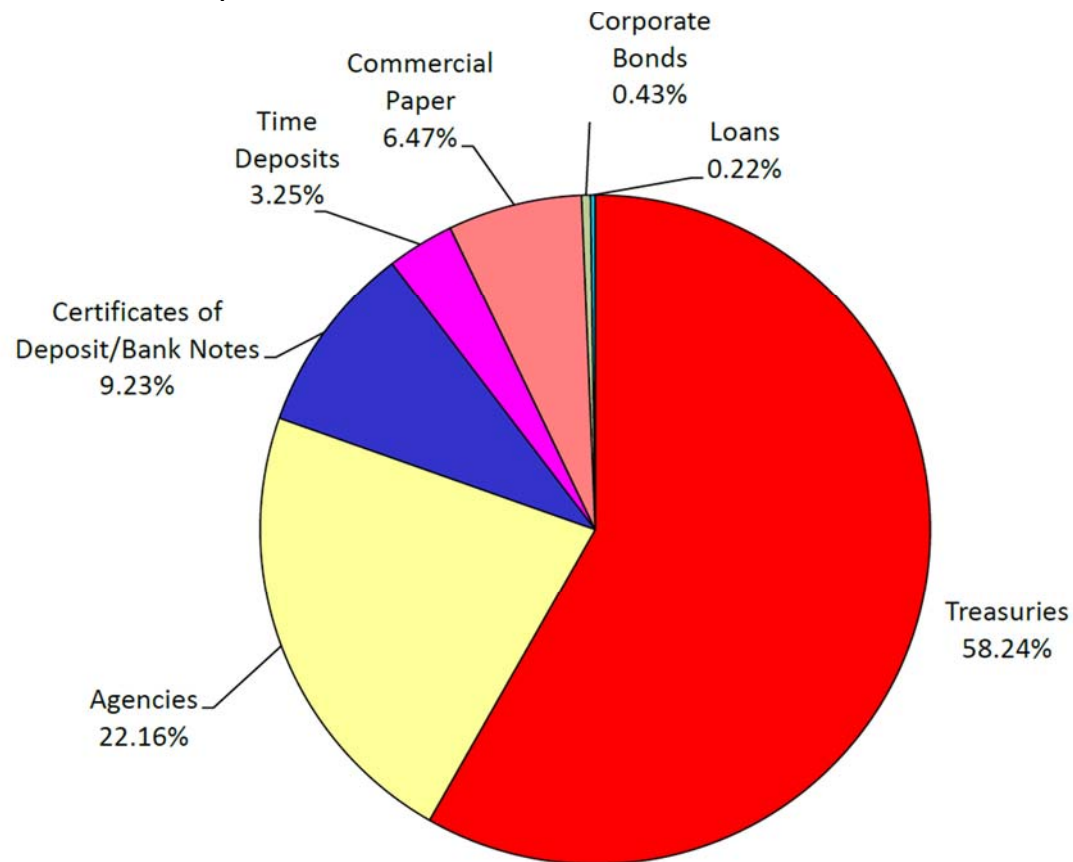
PMIA Average Monthly Effective Yields:

January 2024	4.012
February 2024	4.122
March 2024	4.232

PMIA Quarter to Date: 4.12%

PMIA Average Life: 226 days or 0.62 years

Portfolio Composition Pie Chart:



Source: PMIA/LAIF Performance Report as of 5/8/2024

COPOOL

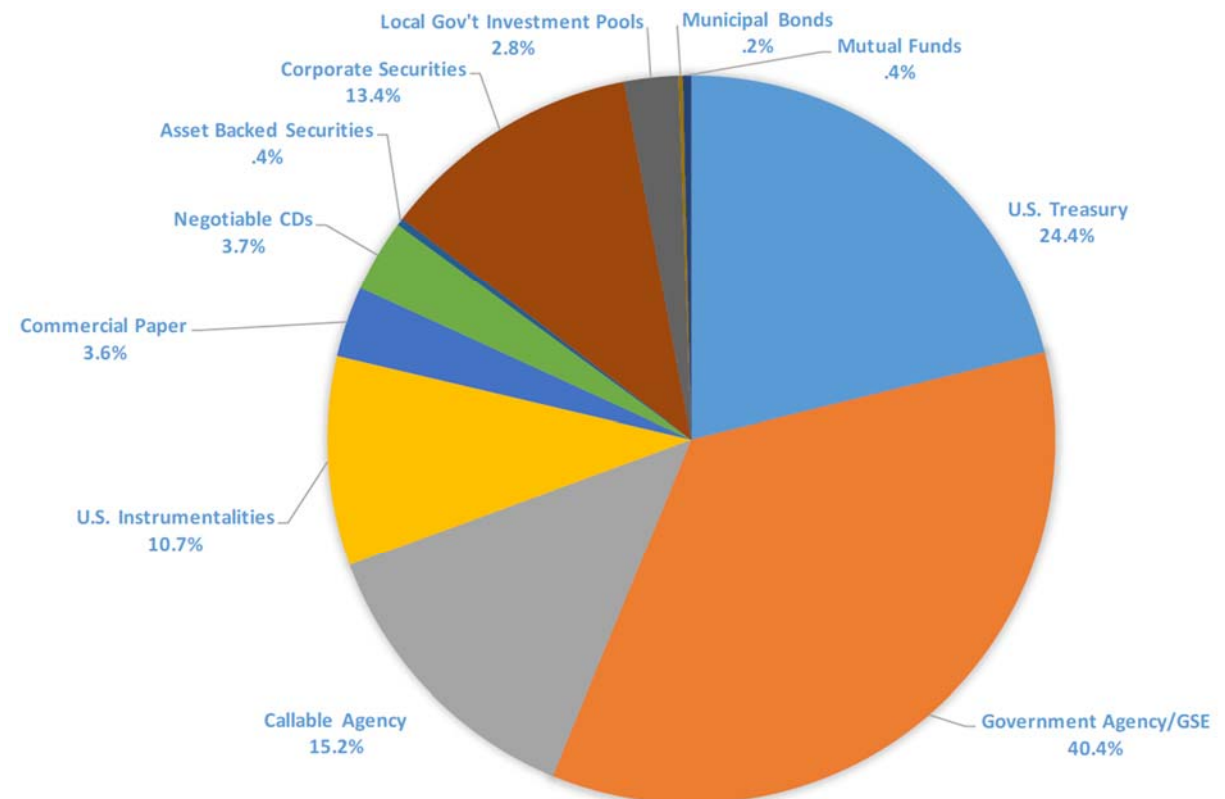
PMIA Average Monthly Effective Yields:

January 2024	3.945
February 2024	3.609
March 2024	3.684

PMIA Quarter to Date: 3.75%

PMIA Average Duration: 1.52 years

Portfolio Composition Pie Chart:



Source: San Mateo County Investment Portfolio Compliance Report March 2024

2 of 2

C/CAG AGENDA REPORT

Date: June 13, 2024

TO: C/CAG Board of Directors

From: Sean Charpentier, Executive Director

Subject: Receive a copy of the Actuarial Valuation of Other Post-Employment Benefit (OPEB) Programs as of June 30, 2023, and GASB 75 Report for the fiscal year ending June 30, 2024

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

RECOMMENDATION:

That the C/CAG Board of Directors receives a copy of the Actuarial Valuation of Other Post-Employment Benefit (OPEB) Programs as of June 30, 2023, and GASB 75 Report for the fiscal year ending June 30, 2024

FISCAL IMPACT:

Cost to prepare the updated actuarial valuation report for OPEB liabilities is \$5,850.

REVENUE SOURCES:

Funding for the report preparation is from C/CAG General Fund.

BACKGROUND/DISCUSSION:

The Government Accounting Standards Board (GASB) adopted accounting and financial reporting standards provide requirements for the accounting and financial reporting by employers for post-employment benefits other than pensions (OPEB). C/CAG provides post-employment benefits in the form of health insurance for retirees. C/CAG has elected to prefund OPEB through CalPERS Trust. See additional background information in the section below.

The California Employers' Retiree Benefit Trust (CERBT) Fund is an Internal Revenue Code Section 115, multiple-employer OPEB trust fund and has a fiduciary responsibility for financial reporting in accordance with the Governmental Accounting Standards Statement No. 74. C/CAG is required to submit a renewal OPEB Valuation at least every two years, including the Certificate of Funding Policy.

C/CAG engaged MacLeod Watts, Inc., an actuarial services firm, to prepare the updated actuarial valuation of other postemployment benefits (OPEB) liabilities to comply with GASB 75. The Principal Actuary of MacLeod Watts, prior to founding the firm, was the Director of Post-Employment Benefits at Bickmore & Associates, which provided services to C/CAG since 2012.

Although GASB 75 requires that updated calculations be prepared after the close of every fiscal year end, each valuation may typically be used for two years (fiscal year ending June 30, 2022 and fiscal year ending June 30, 2024) in the development of the plan accounting under GASB 75.

This report presents the results derived from the actuarial valuation conducted on June 30, 2023 (Measurement date of June 30, 2023) of the Other Post-Employment Benefit (OPEB) program of C/CAG. The purposes of this valuation are to:

1. Develop Actuarially Determined Contribution (ADC) levels for prefunding plan benefits.
2. Provide information required by the California Employers' Retiree Benefit Trust (CERBT).
3. Assess the OPEB liabilities and provide disclosure information as required by Statement No. 75 of the Government Accounting Standards Board (GASB 75) for the fiscal year ending June 30, 2023.

Below is a brief summary of Actuarially Determined Contribution (ADC) and other related data excerpt from the report:

Valuation date	6/30/2021		6/30/2023	
Discount rate	5.50%		5.50%	
Number of Covered Employees				
Actives	2		2	
Retirees	2		3	
Total Participants	4		5	
For fiscal year ending	6/30/2024	6/30/2025	6/30/2026	
Actuarial Present Value of Projected Benefits	\$ 526,106	\$ 675,904	\$ 677,912	
Actuarial Accrued Liability (AAL)				
Actives	300,761	131,203	159,728	
Retirees	161,222	364,909	349,812	
Total AAL	461,983	496,112	509,540	
Actuarial Value of Assets	373,450	401,194	428,402	
Unfunded AAL (UAAL)	88,533	94,918	81,138	
UAAL Amortization method	Level Dollar	Level Dollar	Level Dollar	
Remaining amortization period (years)	7	6	5	
Amortization Factor	5.9019	5.2703	4.5052	
Actuarially Determined Contribution (ADC)				
Normal Cost	\$ 6,239	\$ 20,198	\$ 20,804	
Amortization of UAAL	15,001	18,010	18,010	
Interest to fiscal year end	1,296	2,101	2,135	
Total ADC	22,536	40,309	40,949	

As described on the prior page, OPEB funding consists of 3 different sources. The chart below estimates how these 3 contribution sources would apply toward satisfying the ADC for each of these years.

1 Implicit subsidy contribution	\$ 13,569	\$ 8,433	\$ 9,858
2 <i>Estimated agency paid premiums for retirees</i>	\$ 25,155	\$ 25,793	\$ 27,337
3 <i>Estimated agency contribution to OPEB trust</i>	-	6,083	3,754
Total Expected Employer Contributions (1+2+3)	\$ 38,724	\$ 40,309	\$ 40,949

Additional background information:

In compliance with Government Accounting Standards Board (GASB) Statement Number 45, C/CAG retained Bickmore & Associates, an actuarial firm, in 2012 to prepare the Actuarial Valuation of the Other Post-Employment Benefit Programs. This valuation was conducted as of July 1, 2012, and covered fiscal years ending June 30, 2014 and June 30, 2015. That actuarial valuation was updated in June 2016 for fiscal years ending June 30, 2016 and June 30, 2017.

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

- Resolution 15-xx prefunding of \$30,000 for FY 2014-15.
- Resolution 16-21 prefunding of \$27,000 for FY 2015-16.
- Resolution 17-26 prefunding of \$25,000 for FY 2016-17.
- Resolution 18-37 prefunding of \$44,631 for FY 2017-18.
- Resolution 19-34 prefunding of \$42,802 for FY 2018-19.
- Resolution 20-39 prefunding of \$48,452 for FY 2019-20.
- Resolution 21-26 prefunding of \$40,244 for FY 2020-21.
- Resolution 22-58 prefunding of \$20,823 for FY 2021-22.
- Resolution 23-62 prefunding of \$55,000 for FY 2022-23.
- Resolution 24-33 prefunding of \$55,000 for FY2023-24.

In total, C/CAG invested \$381,288 in the CERBT Trust, with the account ending balance of \$101,122 on June 30, 2023.

Funds deposited into an irrevocable trust may only be used to pay retiree medical benefits. However, should C/CAG stop prefunding retiree medical benefits, it may withdraw funds from the trust, as needed, to pay retiree medical benefits. Also, if C/CAG were ever able to completely extinguish its retiree medical liability, any funds remaining in the trust would be returned to C/CAG.

In October 2021, the Finance Committee directed C/CAG staff to make higher annual payments to CALPERS to address C/CAG’s CALPERS Unfunded Accrued Liability. C/CAG staff also recommended working with the Finance Committee annually during the budget process to identify the recommended annual payment amount to be included in the Draft Agency budget submitted to

the Board for adoption. The draft FY2024-2025 budget includes an amount of \$55,000 for OPEB payment.

EQUITY IMPACTS AND CONSIDERATIONS

This item is necessary for the administration/operations of C/CAG.

ATTACHMENT

1. The “Actuarial Valuation of Other Post-Employment Benefit (OPEB) Programs as of June 30, 2023 and GASB 75 Report for the fiscal year ending June 30, 2024” is available on the C/CAG website (*See “Additional Agenda Materials” for the relevant Board Meeting*) at: <https://ccag.ca.gov/committees/board-of-directors-2/>

C/CAG AGENDA REPORT

Date: June 13, 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 24-33 authorizing the prefunding of OPEB in an amount not to exceed \$55,000 for Fiscal Year 2023/24 through the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS.

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

RECOMMENDATION:

That the C/CAG Board review and approve Resolution 24-33 authorizing the prefunding of OPEB in an amount not to exceed \$55,000 for Fiscal Year 2023/24 through the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS.

FISCAL IMPACT:

Prefunding OPEB for fiscal year 2023-24 in an amount not to exceed \$55,000.

SOURCE OF FUNDS:

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

BACKGROUND:

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

On June 11, 2015, the C/CAG Board adopted Resolution 15-33 authorizing an agreement and election of C/CAG to prefund OPEB through CalPERS – California Employers' Retiree Benefit Trust Program (CERBT). At that meeting, the C/CAG Board also approved a funding policy in an amount of \$30,000 to cover the Annual Required Contribution (ARC) as initial investment into the CERBT trust and selected Asset Allocation Strategy 2 for FY 2014-15. The CERBT Fund of CalPERS is a multiple-employer OPEB trust fund and has a fiduciary responsibility for financial reporting in accordance to the Governmental Accounting Standards Statement (GASB) No. 74.

MacLeod Watts conducted the Actuarial Valuation of Other Post Employment Benefit Programs & GASB 75 Report for the Fiscal Year Ending June 30, 2024, dated April 29, 2024 (Study).

Staff are requesting the authority to pay up to \$55,000.

ATTACHMENT

Resolution 24-33.

RESOLUTION 24-33

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG)
AUTHORIZING THE PREFUNDING OF OTHER POST EMPLOYMENT BENEFITS (OPEB)
THROUGH THE CALIFORNIA EMPLOYERS' RETIREE BENEFIT TRUST PROGRAM (CERBT)
OF CALPERS FOR FISCAL YEAR 2023-24 IN AN AMOUNT NOT TO EXCEED \$55,000**

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

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

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

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

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

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

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

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

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

WHEREAS, C/CAG adopted Resolution 23-62 and has deposited \$55,000 in the CalPERS trust (CERBT) in June 2023.

WHEREAS, C/CAG is interested in prefunding the calculated Actuarially Determined Contribution (ADC) for fiscal year 2023-24 in the amount of up to \$55,000 in the CalPERS trust.

NOW, THEREFORE, BE IT RESOLVED that the City/County Association of Governments of San Mateo County (C/CAG) Board of Directors authorize prefunding its Other Post Employment Benefits (OPEB) for fiscal year 2023-24 through CERBT of CalPERS in an amount not to exceed \$55,000.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF JUNE 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: June 13, 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 24-34 authorizing the C/CAG Executive Director to execute a Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the Fiscal Year 2024/25 Transportation Fund for Clean Air (TFCA) Program in an amount up to \$1,044,800.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-34 authorizing the C/CAG Executive Director to execute a Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the Fiscal Year 2024/25 Transportation Fund for Clean Air (TFCA) Program in an amount up to \$1,044,800.

FISCAL IMPACT

Upon execution, this agreement will provide up to \$1,044,800 in new TFCA funding to C/CAG for Fiscal Year 2024/25. The BAAQMD estimated that San Mateo County will receive a total of \$1,686,637 in TFCA funding (\$1.04M in new funds and \$0.65M from the reprogramming of underbudgeted and canceled projects)

SOURCE OF FUNDS

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

BACKGROUND

C/CAG, as the administrating agency for the TFCA Program in San Mateo County, distributes funds to qualifying projects that reduce air pollution, greenhouse gas emissions, and traffic congestion by improving transportation options. The funding agreement to be executed between C/CAG and the Air District is for the receipt of the FY 2024/25 TFCA County Program Manager

funds.

On March 14, 2024, the C/CAG Board adopted Resolution 24-12 approving the FY 2024/25 Expenditure Plan. The following projects are to be funded as part of the FY 2024/25 TFCA Program:

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

Funding agreements with project sponsor, Commute.org are presented to the C/CAG Board for approval under subsequent Agenda Items 3.11.2 and 3.11.3 respectively. For the “Other Projects to be determined” category, C/CAG is conducting a one-time limited call for projects for the estimated available \$1,000,000 in TFCA funds. Scope of work and selected projects will be brought back to the C/CAG Board for approval, after Committee review.

EQUITY IMPACTS AND CONSIDERATIONS

Funding allocated through this program serves to benefit all community members by facilitating the implementation of projects aimed at reducing air pollution from motor vehicles.

ATTACHMENTS

1. Resolution 24-34
2. Draft Funding Agreement between C/CAG and BAAQMD for FY 2024/25 (*The document is available on the C/CAG website (See “Additional Agenda Materials”) at: <https://ccag.ca.gov/committees/board-of-directors-2/>*).

RESOLUTION 24-34

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE THE PROGRAM MANAGER FUNDING AGREEMENT WITH THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT (BAAQMD) FOR THE FISCAL YEAR 2024/25 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) PROGRAM FOR AN AMOUNT UP TO \$1,044,800

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

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

WHEREAS, the Board of Directors of the City/County Association of Governments at its March 14, 2024 meeting approved the Fiscal Year 2024/25 Expenditure Plan, which detailed projects and programs to be funded through the San Mateo County local share of Transportation Fund for Clean Air (TFCA) revenues; and

WHEREAS, C/CAG will act as the Program Manager for \$1,044,800 of TFCA funding; and

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that on behalf of C/CAG, the Executive Director is authorized to enter into an agreement with the Bay Area Air Quality Management District for the Fiscal Year 2024/25 Transportation Fund for Clean Air (TFCA) Program for an amount up to \$1,044,800, subject to approval of C/CAG Fiscal Year 2024/25 annual budget, and subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED THIS 13TH DAY OF JUNE 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: June 13, 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 24-35 authorizing the C/CAG Executive Director to execute a funding agreement with Commute.org in an amount up to \$600,000 under the Fiscal Year 2024/25 Transportation Fund for Clean Air (TFCA) Program to provide services related to the Countywide Voluntary Trip Reduction Program

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-35 authorizing the C/CAG Executive Director to execute a funding agreement with Commute.org in an amount up to \$600,000 under the Fiscal Year 2024/25 Transportation Fund for Clean Air (TFCA) Program to provide services related to the Countywide Voluntary Trip Reduction Program.

FISCAL IMPACT

Under the FY 2024/25 TFCA Program, the Bay Area Air Quality Management District allocated C/CAG a total funding of \$1,044,800. Per C/CAG Resolution 24-12, up to \$600,000 is designated for the Commute.org Countywide Voluntary Trip Reduction Program. The total project cost for the Countywide Voluntary Trip Reduction Program is \$1,500,000, with up to \$600,000 coming from the TFCA funding. This allocation is subject to the approval of the FY2024/25 C/CAG budget.

SOURCE OF FUNDS

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

BACKGROUND

On March 14, 2024, per Resolution 24-12, the C/CAG Board approved the Expenditure Plan for projects to be funded as part of the FY 2024/25 TFCA Program. The FY2024/25 Program includes up to \$600,000 for the Countywide Voluntary Trip Reduction Program managed by Peninsula Traffic Congestion Relief Alliance (also known as Commute.org). This Program assists private and public sectors to connect their employees and customers with transportation options that provide alternatives to driving alone. Commute.org provides these transportation demand management (TDM) services in collaboration and partnership with the Bay Area Carpool Program, 511 Contra Costa, San Francisco's Office of the Environment, Solano Napa Commuter Information, MTC and various transportation agencies in the Bay Area. The goal is to encourage use of transportation alternatives, such as carpools, vanpools, telework and transit. Efforts are targeted primarily at commute trips that originate or terminate in San Mateo County. Program components are detailed in Attachment A. Project Information of the draft funding agreement, included as Attachment 2.

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

EQUITY IMPACTS AND CONSIDERATIONS

Funding allocated through this program serves to benefit all community members by facilitating the implementation of projects aimed at reducing air pollution from motor vehicles.

ATTACHMENTS

1. Resolution 24-35
2. Draft Funding Agreement with Commute.org for the FY 2024/25 TFCA Program (*The document is available on the C/CAG website (See "Additional Agenda Materials") at: <https://ccag.ca.gov/committees/board-of-directors-2/>*).

RESOLUTION 24-35

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE A FUNDING AGREEMENT WITH COMMUTE.ORG IN AN AMOUNT UP TO \$600,000 UNDER THE FISCAL YEAR 2024/25 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) PROGRAM TO PROVIDE SERVICES RELATED TO THE COUNTYWIDE VOLUNTARY TRIP REDUCTION PROGRAM

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

WHEREAS, the Board of Directors of the City/County Association of Governments at its March 14, 2024 meeting approved an expenditure plan for certain projects and programs to be funded through San Mateo County’s local share of Transportation Fund for Clean Air (TFCA) revenues; and

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Executive Director is authorized to enter into an agreement with Commute.org for up to \$600,000 under the Transportation Fund for Clean Air (TFCA) Program for Fiscal Year 2024/25, subject to approval of C/CAG Fiscal Year 2024/25 Annual Budget, and subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED THIS 13TH DAY OF JUNE 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: June 13, 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 24-36 authorizing the C/CAG Executive Director to execute a funding agreement with Commute.org in an amount up to \$40,000 using Fiscal Year 2024/25 Transportation Fund for Clean Air (TFCA) Program fund for the BART Shuttle Program

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

RECOMMENDATION

That the C/CAG Board reviews and approves Resolution 24-36 authorizing the C/CAG Executive Director to execute a funding agreement with Commute.org in an amount up to \$40,000 using Fiscal Year 2024/25 Transportation Fund for Clean Air (TFCA) Program fund for the BART Shuttle Program.

FISCAL IMPACT

Under the FY 2024/25 TFCA Program, the Bay Area Air Quality Management District allocated C/CAG a total funding of \$1,044,800. The total cost of the BART Shuttle Program is \$855,000, and the TFCA funding contribution is \$40,000. This allocation is subject to the approval of the FY2024/25 C/CAG agency budget.

SOURCE OF FUNDS

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

BACKGROUND

On March 14, 2024, the C/CAG Board approved the Expenditure Plan for projects to be funded as part of the FY 2024/25 TFCA Program under Resolution 24-12. The FY2024/25 Program includes up to \$40,000 for the BART Shuttle Program. The Program will support three (3) routes of the Commute.org Shuttle Program, providing peak commute period shuttle bus service from public transit stations to major employment sites in San Mateo County. BART stations served include Balboa Park and South San Francisco. Program components are detailed in Attachment

A, Project Information, of the draft Funding Agreement (Attachment 2). Commute.org is the project sponsor and is responsible to meet the TFCA cost-effectiveness criteria and all funding requirements.

EQUITY IMPACTS AND CONSIDERATIONS

Funding allocated through this program serves to benefit all community members by facilitating the implementation of projects aimed at reducing air pollution from motor vehicles.

ATTACHMENTS

1. Resolution 24-36
2. Draft Funding Agreement between C/CAG and Commute.org for the FY 2024/25 TFCA Program (*The document is available on the C/CAG website (See “Additional Agenda Materials”) at: <https://ccag.ca.gov/committees/board-of-directors-2/>*).

RESOLUTION 24-36

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE A FUNDING AGREEMENT WITH COMMUTE.ORG IN AN AMOUNT UP TO \$40,000 USING THE FISCAL YEAR 2024/25 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) PROGRAM FUND FOR THE BART SHUTTLE PROGRAM

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

WHEREAS, the Board of Directors of the City/County Association of Governments at its March 14, 2024 meeting approved an expenditure plan for certain projects and programs for funding through San Mateo County’s local share of Transportation Fund for Clean Air (TFCA) revenues; and

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the Executive Director is authorized to enter into an agreement with Commute.org for up to \$40,000 under the Fiscal Year 2024/25 Transportation Fund for Clean Air (TFCA) Program, subject to approval of C/CAG Fiscal Year 2024/25 Annual Budget, and subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED THIS 13TH DAY OF JUNE 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: June 13, 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 24-37 authorizing the C/CAG Executive Director to execute an agreement with the Commute.org in the amount of \$535,500 in Congestion Relief Plan (CRP) Funds to provide services related to the FY 2024/25 Countywide Voluntary Trip Reduction Program.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-37 authorizing the C/CAG Executive Director to execute an agreement with Commute.org in an amount of \$535,500 in Congestion Relief Plan (CRP) Funds to provide services related to the FY 2024/25 Countywide Voluntary Trip Reduction Program.

FISCAL IMPACT

Staff recommends providing an amount not to exceed \$535,500 in Congestion Relief Plan (CRP) Funds to Commute.org for the implementation of FY 2024/25 Countywide Voluntary Trip Reduction Program. This item is subject to the approval of the FY2024/25 Agency budget.

SOURCE OF FUNDS

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

BACKGROUND

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

Staff recommends approving Resolution 24-37, authorizing the C/CAG Chair to execute an agreement with Commute.org in the amount of \$535,500 in Congestion Relief Plan (CRP) Funds to provide services related to the FY 2024/25 Countywide Voluntary Trip Reduction Program.

EQUITY IMPACTS AND CONSIDERATIONS

Commute.org provides programs that benefit all community members by facilitating the implementation of projects aimed at reducing air pollution from motor vehicles.

ATTACHMENTS

1. Resolution 24-37
2. Funding Agreement with Commute.org for the Countywide Voluntary Trip Reduction Program and Scope of Work (*The document is available on the C/CAG website (See "Additional Agenda Materials") at: <https://ccag.ca.gov/committees/board-of-directors-2/>*)

RESOLUTION 24-37

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT BETWEEN C/CAG AND COMMUTE.ORG IN THE AMOUNT OF \$535,500 IN CONGESTION RELIEF PLAN (CRP) FUNDS TO PROVIDE SERVICES RELATED TO THE COUNTYWIDE VOLUNTARY TRIP REDUCTION PROGRAM FOR FISCAL YEAR 2024/25

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County, on behalf of C/CAG, the Executive Director is authorized to enter into a funding agreement with Commute.org in an amount up to \$535,500 in Congestion Relief Plan (CRP) Funds to provide services related to the Countywide Voluntary Trip Reduction Program for Fiscal Year 2024/25. Be it further resolved that it is subject to approval of C/CAG Fiscal Year 2024/25 Annual Budget and legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED THIS 13TH DAY OF JUNE 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: June 13, 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 24-38 approving projects to be funded under the C/CAG Lifeline Transportation Program Cycle 7 for a total amount of \$5,795,575.

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

RECOMMENDATION

That the C/CAG Board review and approve of Resolution 24-38 approving projects to be funded under the C/CAG Lifeline Transportation Program Cycle 7 for a total amount of \$5,795,575.

FISCAL IMPACT

This program will fund projects totaling \$5,795,575 in State Transit Assistance (STA) funds.

SOURCE OF FUNDS

\$5,795,575 in State Transit Assistance (STA) funds. For STA funds, pass through funding agreements will be executed between SamTrans and the project sponsor as required; transit agencies receive STA funds directly.

BACKGROUND

State Transit Assistance (STA) County Block Grant Program

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

split averaged 37% for paratransit and 63% for the Lifeline program. C/CAG has continued to set aside its share of STA funding for a Lifeline Transportation Program Call for Projects.

Community Based Transportation Plan (CBTP)

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

CBTPs are based in Equity Priority Communities. MTC defines these Communities as ones that have a high concentration of both minority and low-income households or have a concentration of other factors, including people with disabilities, seniors, and cost-burdened renters. The CBTPs are developed with local input, and the perspectives of residents and community-based organizations (CBOs). There are currently 4 CBTPs in San Mateo County (San Bruno/South San Francisco; North Central San Mateo, Daly City, and Southeast San Mateo County). The CBTP's include a series of transportation solutions designed to benefit Equity Priority Communities

C/CAG Lifeline Transportation Program Cycle 7 Call for Projects

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

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

Project Evaluation

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

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

During the initial call for projects, staff had indicated that the total amount available of STA

funds was \$4.5 million. In reviewing the amounts of additional residual revenue from previous fiscal year allocations, staff determined that there is available funding to allocate towards additional Cycle 7 Lifeline Transportation Program projects. The additional funding capacity allows on-going transit operation projects, such as the SamTrans Coastside Service and Route 117, City of San Mateo's Get Around: Senior Transportation Program, and City of Menlo Park Shopper's Shuttle, to be recommended for funding.

Attachment 2 highlights the recommended project ranking, which would fully fund up to 12 projects totaling \$5.7 million. This funding recommendation will fund 8 operating projects and 4 capital projects. The City of Millbrae's proposed community shuttle project was not recommended for funding because the project is in the design phase. Staff have communicated with Millbrae staff regarding several potential funding sources that could be used to plan and define the proposed community shuttle program.

Recommendation

The C/CAG Technical Advisory Committee approved the draft nomination list on May 16th. Staff provided the draft nomination list to the C/CAG Congestion Management and Environmental Quality (CMEQ) Committee at the May 24th meeting; however, the committee was unable to vote on the item as quorum was not met.

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

Equity Consideration

The Lifeline Transportation Cycle 7 Program provides direct funding to projects identified in Equity Priority Communities across the county. C/CAG staff initiated the call for projects to Community Based Organizations and conducted two public workshops to engage the community regarding the Lifeline Program.

ATTACHMENTS

1. Resolution 24-38
2. Proposed Cycle 7 Lifeline Transportation Program Project List

RESOLUTION 24-38

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY APPROVING THE DRAFT NOMINATION LIST FOR THE LIFELINE TRANSPORTATION (CYCLE 7) GRANT PROGRAM FOR A TOTAL AMOUNT OF \$5,795,575

WHEREAS, C/CAG is the designated program administrator of the Cycle 7 Lifeline Transportation Program funded by State Transit Assistance (STA) County Block Grant Program by the Metropolitan Transportation Commission (MTC); and

WHEREAS, the Board of Directors of the City/County Association of Governments at its December 14, 2023 meeting, reviewed and approved a call for projects for the Cycle 7 Lifeline Transportation Program; and,

WHEREAS, on February 16, 2024 C/CAG staff received thirteen applications through a call for projects process amounting to \$6.4 million; and,

WHEREAS, the Cycle 7 Lifeline Transportation Program available funding consisted of \$4.5 million of State Transit Assistance (STA) funds; and

WHEREAS, C/CAG staff determined that there is available residual funding from previous Lifeline cycles to allocate towards additional Cycle 7 Lifeline Transportation Program projects; and

WHEREAS, on April 12th and 15th, applications were reviewed by the Lifeline Transportation Program evaluation committee; and,

WHEREAS, the evaluation committee recommended to fund twelve projects amounting to \$5.7 million; and,

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

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the “Proposed Cycle 7 Lifeline Transportation Program” attached list of projects is approved to be forwarded to the Metropolitan Transportation Commission (MTC). Be it further resolved that the C/CAG Executive Director is authorized execute a Memorandum of Understanding with SamTrans for their projects awarded under the Lifeline Transportation Program Cycle 7, subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF JUNE 2024.

Adam Rak, Chair

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

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

*New Operating Project

C/CAG AGENDA REPORT

Date: June 13, 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 24-39 authorizing the C/CAG Executive Director to execute Amendment No. 12 to the agreement with the City of San Carlos to provide financial services to C/CAG for an amount not to exceed \$108,500 for Fiscal Year 2024-25.

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 24-39, authorizing the C/CAG Executive Director to execute Amendment No. 12 to the agreement with the City of San Carlos. This amendment provides financial services to C/CAG for an amount not to exceed \$108,500 for FY 2024-25.

FISCAL IMPACT

The amendment is estimated to cost \$108,500 for FY 2024-25. The funding is included in the proposed C/CAG budget for FY 2024-25.

SOURCE OF FUNDS

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

BACKGROUND

The City of San Carlos is the Financial Agent for C/CAG. C/CAG annually negotiates a fee for these services. The agreement was first entered into by both parties in 2012. On June 14, 2012, C/CAG Board approved Resolution 12-42 authorizing the Chair to execute an agreement between C/CAG and City of San Carlos to provide financial services to C/CAG in an amount of \$73,600 for fiscal year 2012-13. Since then, the C/CAG Board has authorized annual amendment to said agreement each following fiscal year for the City of San Carlos to provide financial services. Rates were adjusted each year approximately by the CPI. For fiscal year 2015-16, Amendment No. 3 included the additional effort to implement Government Accounting Standards Board (GASB) Statement No. 68, *Accounting and Financial Reporting for Pensions*.

The City of San Carlos provide a variety of financial services, which include maintaining bank and investment accounts, implementing internal financial controls, paying vendors and project sponsors, managing receivables, investing surplus cash, financial reporting, managing audit processes, attending

Finance Committee meetings, and more. A high level of service has been achieved by the City of San Carlos. All reports were provided on a timely basis. The City of San Carlos and C/CAG staff has formed positive working relationships, and San Carlos staff has been very responsive to requests.

The City of San Carlos has updated the annual cost to ensure full recovery of cost for services, including an adjustment of hourly rate, and added hours for the preparation of the State Controller's Annual Financial Transaction report, and hours for the Program Audits. It is proposed, as part of Amendment No. 12, the fee for regular financial services for fiscal year 2024-25 be \$108,500. In addition, City will be reimbursed by C/CAG for other services and special projects, as requested by C/CAG, at the fully burdened hourly rate of \$208 per hour.

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

EQUITY IMPACTS AND CONSIDERATIONS

This item is necessary for the administration/operations of C/CAG.

ATTACHMENTS

1. Resolution 24-39
2. Amendment No. 12 to the agreement between C/CAG and the City of San Carlos to provide financial services.

RESOLUTION 24-39

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT NO. 12 TO THE AGREEMENT BETWEEN C/CAG AND THE CITY OF SAN CARLOS TO PROVIDE FINANCIAL SERVICES TO C/CAG FOR A TOTAL OF \$108,500 FOR FY 2024-25

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

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

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

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

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

Amendment No. 1, \$75,366 for FY 13-14, approved by Resolution 13-16 (June 13, 2013); and Amendment No. 2, \$77,700 for FY 14-15, approved by Resolution 14-10 (May 8, 2014); and Amendment No. 3, \$80,430 for FY 15-16, approved by Resolution 15-18 (May 14, 2015); and Amendment No. 4, \$82,440 for FY 16-17, approved by Resolution 16-06 (May 12, 2016); and Amendment No. 5, \$85,000 for FY 17-18, approved by Resolution 17-25 (June 7, 2017); and Amendment No. 6, \$88,200 for FY 18-19, approved by Resolution 18-35 (June 14, 2018); and Amendment No. 7, \$93,000 for FY 19-20, approved by Resolution 19-27 (May 9, 2019); and Amendment No. 8, \$95,300 for FY 20-21, approved by Resolution 20-38 (June 11, 2020); and Amendment No. 9, \$97,000 for FY 21-22, approved by Resolution 21-24 (May 13, 2021); and Amendment No. 10, \$97,000 for FY 22-23, approved by Resolution 22-37 (June 9, 2022); and Amendment No. 11, \$105,400 for FY 23-24, approved by Resolution 23-61 (June 8, 2023); and

WHEREAS, the City of San Carlos has proposed a fee of \$108,500 to provide financial services for fiscal year 2024-25; and,

WHEREAS, C/CAG and the City of San Carlos wish to set forth the terms and conditions, funding, and scope of work for the financial services as provided in Amendment No. 12.

THEREFORE BE IT RESOLVED NOW, by the Board of Directors of the City/County Association of Governments of San Mateo County authorizing the C/CAG Executive Director to execute Amendment No. 12 to the Financial Service Agreement for fiscal year 2024-25 between the City of San Carlos and C/CAG in an amount not to exceed \$108,500; and further authorize the C/CAG Executive Director to negotiate the final terms prior to its execution, subject to approval as to form by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF JUNE 2024.

Adam Rak, Chair

AMENDMENT No. 12**AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN THE CITY OF SAN CARLOS AND
CITY/COUNTY ASSOCIATION of GOVERNMENTS OF SAN MATEO COUNTY**

This Twelfth Amendment to the Agreement for Professional Services is made and entered into as of July 1, 2024, by and between the City of San Carlos, hereinafter referred to as "CITY" and the City/County Association of Governments of San Mateo County, hereinafter referred to as "C/CAG".

WITNESSETH:

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

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

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

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

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

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

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

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

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

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

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

WHEREAS, on July 1, 2023, the City and C/CAG executed Amendment Eleven to the Agreement which adjusted the compensation; and

WHEREAS, on July 1, 2023, the City and C/CAG executed Amendment Eleven to the Agreement which adjusted the compensation; and

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

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

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

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

1. C/CAG agrees to reimburse CITY for Financial Services. The fixed annual fee for Fiscal Year 2024-25 (July 1, 2024 to June 30, 2025) will be adjusted from \$105,400 to \$108,500.
2. C/CAG agrees to reimburse CITY for other services and special projects. The fully burdened hourly rate for Fiscal Year 2024-25 (July 1, 2024 to June 30, 2025) will be adjusted to \$208 per hour. Expenses are excluded from this rate and will be billed separately.
3. All other terms of the Original Agreement and Amendment One remain in full force and effect.

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

CITY OF SAN CARLOS

DATE: _____

Jeff Maltbie, City Manager

ATTEST:

DATE: _____

Crystal Mui, City Clerk

APPROVED AS TO FORM

DATE: _____

Gregory J Rubens, City Attorney

C/CAG

DATE: _____

Adam Rak, Chair

APPROVED AS TO FORM

DATE: _____

Melissa Andrikopoulos

C/CAG Legal Counsel

C/CAG AGENDA REPORT

Date: June 13, 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 24-40 adopting the C/CAG distribution policy for the Fiscal Year 2024-2025 State Transit Assistance (STA) Population-Based funds.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-40 adopting the C/CAG distribution policy for the Fiscal Year 2024-2025 State Transit Assistance (STA) Population-Based funds.

FISCAL IMPACT

Based on the latest STA fund estimate, an estimated amount of \$3,198,936 is available in the Population-Based State Transit Assistance (STA) program for San Mateo County in Fiscal Year 2024-2025.

SOURCE OF FUNDS

The State Transit Assistance (STA) Program funds are derived from a sales tax on diesel fuel. The funding for the program is split between a Revenue Based Program, which is distributed to transit operators by MTC. The Population-Based Program is distributed to the Bay Area based on the 19% share of the state's population. In Fiscal Year 2024-2025, San Mateo County will receive approximately \$3,198,936 in Population- Based State Transit Assistance (STA) funding, based on the current STA Fund Estimate.

BACKGROUND

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

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

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

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

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

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

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

Fiscal Year 2024-2025

For Fiscal Year 2024-25, the County share of population-based STA funds is estimated to be \$3,198,936 per the Governor's budget. This estimate may change depending on the actual STA revenue generated.

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

The C/CAG TAC reviewed and approved the C/CAG distribution policy for the Fiscal Year 2024-2025 State Transit Assistance (STA) Population-Based funds at the May 16, 2024 meeting. The Congestion Management and Environmental Quality (CMEQ) Committee was not able to take a formal action at their May 20, 2024 meeting due to a lack of quorum.

Recommendation

C/CAG Staff requests that the C/CAG Board review and approve Resolution 24-40 adopting the C/CAG distribution policy for the Fiscal Year 2024-2025 State Transit Assistance (STA) Population-Based funds

Equity Impacts and Considerations

STA Funding is allocated to the Lifeline Transportation Program, which funds project identified through the community-based transportation planning (CBTP) process. The process aims to improve the mobility of residents within Equity Priority Communities. Identified by MTC, Equity Priority Communities are census tracts that have a significant concentration of underserved populations, such as households with low incomes and people of color.

ATTACHMENTS

1. Resolution 24-40
2. MTC Resolution No. 4321 (The following documents are available on the C/CAG website (*See "Additional Agenda Materials"*) at: <https://ccag.ca.gov/committees/board-of-directors-2/>)

RESOLUTION 24-40**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY ADOPTING THE DISTRIBUTION POLICY FOR FISCAL YEAR 2024-25 STATE TRANSIT ASSISTANCE (STA) POPULATION- BASED FUNDS**

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

WHEREAS, the Metropolitan Transportation Commission (MTC), the regional transportation agency for the San Francisco Bay Area, established guidelines MTC resolution 3837 governed the State Transit Assistance (STA) Population- Based fund distribution policy; and

WHEREAS, under Resolution 3837, funding was distributed to fund northern county small transit operators, Regional Paratransit, the Lifeline Transportation Program, and MTC regional coordination programs; and

WHEREAS, MTC established the new STA County Block Grant Program policy under MTC Resolution 4321, whereby the nine Bay Area Congestion Transportation Agencies (CTA's) would determine how to invest the population-based STA funds in public transit services and lifeline transportation services; and

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

WHEREAS, C/CAG is delegated to coordinate with STA-eligible transit operators and develop the STA Population-Based distribution policy within San Mateo County; and

WHEREAS, SamTrans is the only STA-eligible operator in San Mateo County; and

WHEREAS, the February 2024 MTC projection for the Fiscal Year 2024-25 San Mateo County share of STA Block grant was \$3,198,936; and

WHEREAS, because the STA annual funding amounts are projections, the distribution between SamTrans' paratransit program and the C/CAG Lifeline Transportation Program are recommended as percentages as opposed to a specific dollar amount; and

WHEREAS, C/CAG staff is proposing to maintain the historical distribution for of 37% for Paratransit and 63% for Lifeline Transportation; and

WHEREAS, On April 30, 2024, C/CAG staff discussed this with the SamTrans staff and received concurrence on the proposal; and

WHEREAS, this proposal was recommended by the C/CAG C/CAG Congestion Management Program Technical Advisory Committee (CMP TAC) on May 16, 2024; and

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the City/County Association of Governments of San Mateo County adopt the distribution policy for Fiscal Year 2024-25 State Transit Assistance (STA) Population- Based funds

PASSED, APPROVED, AND ADOPTED, THIS THIRTEENTH DAY OF JUNE 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: June 13, 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 24-41 authorizing the C/CAG Chair to execute Amendment No. 3 to the funding agreement with City of South San Francisco for the construction phase of the South San Francisco Smart Corridor Expansion project, extending the term to June 30, 2025 for no additional cost.

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

RECOMMENDATION

Review and approval of Resolution 24-41 authorizing the C/CAG Chair to execute Amendment No. 3 amendment to the funding agreement with City of South San Francisco for the construction phase of the South San Francisco Smart Corridor Expansion project, extending the term to June 30, 2025 for no additional cost.

FISCAL IMPACT

There is not any financial impact associated with this item.

SOURCE OF FUNDS

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

BACKGROUND

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

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

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

In January 2021, the C/CAG Board approved a funding agreement with the City of South San Francisco for the construction phase in the amount of \$917,000. In December 2021, the C/CAG Board approved Amendment No. 1, adding \$1.6M to the funding agreement, bringing the total funding agreement amount to \$2.517M. Amendment No. 1 also extended the term of the agreement to June 30, 2023 due to delays. In June 2023, the C/CAG Board approved Amendment No. 2, extending the term of the agreement from June 30, 2023 to June 30, 2024 due to continued construction delays include supply chain issues, permitting conflicts, and unexpected issues in the field while testing.

Construction has progressed significantly over the last year and is close to completion. However, there are still construction delays due to supply chain delays, difficulty pulling wire through existing infrastructure, and permitting conflicts. Due to these delays, C/CAG and the City are seeking a 12-month extension to enable project completion.

Staff recommends that the C/CAG Board reviews and approves Resolution 24-41 authorizing the C/CAG Chair to execute Amendment No. 3 to the funding agreement with City of South San Francisco for the construction phase of the South San Francisco Smart Corridor Expansion project, extending the term to June 30, 2025 for no additional cost.

EQUITY IMPACTS AND CONSIDERATIONS

The Smart Corridor is a countywide project aimed at improving mobility throughout the region. For the existing southern segments, the Smart Corridor has helped reduce traffic times along arterial roads during major freeway incidents. This benefits all road users, especially motorists who spend a larger portion of their income or time on transportation.

Additionally, the Smart Corridor system has positive impacts for non-motorists and other vulnerable populations. For example, the system can be used to implement transit signal priority, which can reduce travel times for transit riders. In Belmont, the City used Smart Corridor infrastructure to implement an adaptive traffic control system. This allowed the City to use real-time traffic conditions to change signal timing accordingly, which resulted in reduced congestion and improved access to schools. The Smart Corridor also includes dozens of trailblazer message signs installed along arterial roads to guide road users through detour routes. These wayfinding signs are especially beneficial for users that may not have a smartphone or internet access.

Completing the South San Francisco Smart Corridor Expansion will benefit city residents and visitors. The project will also further C/CAG's goal of expanding the system to provide a seamless and connected system along the US-101 corridor.

ATTACHMENTS

1. Resolution 24-41
2. Draft funding agreement amendment

RESOLUTION 24-41

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO. 3 TO THE FUNDING AGREEMENT WITH CITY OF SOUTH SAN FRANCISCO FOR THE CONSTRUCTION PHASE OF THE SOUTH SAN FRANCISCO SMART CORRIDOR EXPANSION PROJECT, EXTENDING THE TERM TO JUNE 30, 2025 FOR NO ADDITIONAL COST.

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

WHEREAS, the C/CAG sponsored San Mateo County Smart Corridor Project (Smart Corridor) is an Intelligent Transportation System (ITS) project that extends along El Camino Real and major local streets connecting to US-101, and enables cities and the California Department of Transportation (Caltrans) to proactively manage daily traffic and non-recurring traffic congestion; and

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

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

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

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

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

WHEREAS, C/CAG and the City of South San Francisco entered into agreement amendment No. 2 to extend the agreement to enable project completion due to construction delays to June 30, 2024;

WHEREAS, C/CAG and the City of South San Francisco desire to enter into agreement for amendment No. 3 to extend the agreement to enable project completion due to project delays to June 30, 2025;

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County, that the C/CAG Chair is authorized to execute Amendment No. 3 to the funding agreement with the City of South San Francisco for the construction phase of the South San Francisco Smart Corridor Expansion project, extending the term to June 30, 2025 for no additional cost. Be it further resolved that the Board of Directors authorize the Executive Director to negotiate final terms prior to execution, subject to review by Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF JUNE 2024.

Adam Rak, Chair

**AMENDMENT NO. 3 TO THE FUNDING AGREEMENT
BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
CITY OF SOUTH SAN FRANCISCO
FOR
CONSTRUCTION PHASE OF THE SMART CORRIDOR EXTENSION PROJECT**

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

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

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

WHEREAS, C/CAG and the City executed Amendment No. 2 on June 8, 2023 to extend the term of the agreement to June 30, 2024; and

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

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

1. The term of the Agreement, as provided in Section 2. Time of Performance, shall be extended through June 30, 2025.
2. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
3. This amendment shall take effect on June 13, 2024.

SIGNATURES ON FOLLOWING PAGE

CITY OF SOUTH SAN FRANCISCO

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

By: _____
Sharon Ranals
City Manager

By: _____
Adam Rak
C/CAG Chair

Date: _____

Date: _____

Approved as to Form:

Approved as to Form:

City Attorney

Melissa Andrikopoulos
Legal Counsel for C/CAG

C/CAG AGENDA REPORT

Date: June 13, 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 24-42 authorizing the C/CAG Chair to execute Amendment No. 5 to the Agreement with the City of South San Francisco for fiber conduit purchase of the Smart Corridor Extension Project, extending the contract term to June 30, 2025, at no additional cost.

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

RECOMMENDATION

Review and approval of Resolution 24-42 authorizing the C/CAG Chair to execute Amendment No. 5 to the Agreement with the City of South San Francisco for fiber conduit purchase of the Smart Corridor Extension Project, extending the contract term to June 30, 2025, at no additional cost.

FISCAL IMPACT

There is not any financial impact associated with this item.

SOURCE OF FUNDS

Funding for the fiber conduit purchase came from Measure M, the annual ten dollars (\$10) vehicle registration fee program, specifically the intelligent transportation system (ITS)/Smart Corridor program category.

BACKGROUND

The San Mateo County Smart Corridor project is a longstanding Agency priority. It is designed to improve mobility of local arterial streets by installing Intelligent Transportation System (ITS) equipment, such as an interconnected traffic signal system, close circuit television (CCTV) cameras, dynamic message signs, and vehicle detection system, on predefined designated local streets and state routes. The ITS infrastructure provides local cities and Caltrans with day-to-day traffic management capabilities to address recurring and non-recurring traffic congestion.

The South San Francisco expansion of the Smart Corridor is in the construction phase, with funding from State Transportation Improvement Program (STIP), the Traffic Light Synchronization Program (TLSP), and C/CAG Measure M program.

For the Smart Corridor devices to communicate with the Transportation Management Center, fiber optic communication infrastructure plays a critical role. The fiber communications network enables the sharing of data, supports coordinated and interoperable transportation systems across multiple jurisdictions, and facilitates technology-based transportation management strategies. The City of South San Francisco was offered by a third party an opportunity to purchase underground conduits through the City's Dig Once policy. The policy is ~~the~~ the City's effort to allow parties to collaborate on

telecommunications construction projects in the City's Right-of-Way to reduce near and long-term impacts of construction and excavation work. A portion of the routes proposed for telecommunications installation by a third party overlaps with the Smart Corridor project alignment.

In June of 2020, C/CAG entered into a funding agreement with the City to purchase the underground conduit. The purchase is anticipated to save C/CAG \$1 Million in construction costs for the Smart Corridor project. To date, most of the conduits have been installed. The funding agreement was amended in June of 2021 to provide additional time to address unexpected utilities conflicts and allow for additional coordination required with the San Mateo County Flood and Sea Level Rise Resiliency District. The funding agreement was amended in June 2022 due to supply chain issues, which resulted in delays with obtaining the necessary Union Pacific Railroad (UPRR) permitting. The funding amendment was later amended in December 2022 and in October 2023 due to continued supply chain delays and UPRR permitting challenges.

The contractor has resubmitted the permit application to UPRR and is pending approval. The City is seeking a 12-month extension to the funding agreement to enable project completion.

Staff recommends that the C/CAG Board reviews and approves Resolution 24-42 authorizing the C/CAG Chair to execute Amendment No. 5 with the City of South San Francisco for fiber conduit purchase of the Smart Corridor Extension Project, extending the contract term to June 30, 2025 at no additional cost.

EQUITY IMPACTS AND CONSIDERATIONS

The Smart Corridor is a countywide project aimed at improving mobility throughout the region. For the existing southern segments, the Smart Corridor has helped reduce traffic times along arterial roads during major freeway incidents. This benefits all road users, especially motorists who spend a larger portion of their income or time on transportation.

Additionally, the Smart Corridor system has positive impacts for non-motorists and other vulnerable populations. For example, the system can be used to implement transit signal priority, which can reduce travel times for transit riders. In Belmont, the City used Smart Corridor infrastructure to implement an adaptive traffic control system. This allowed the City to use real-time traffic conditions to change signal timing accordingly, which resulted in reduced congestion and improved access to schools. The Smart Corridor also includes dozens of trailblazer message signs installed along arterial roads to guide road users through detour routes. These wayfinding signs are especially beneficial for users that may not have a smartphone or internet access.

The fiber is critical to the Smart Corridor, as noted in this staff report. Completing the fiber installation for the South San Francisco Smart Corridor Expansion will enable the City to access and use the ITS project devices, benefiting city residents and visitors. The project will also further C/CAG's goal of expanding the system to provide a seamless and connected system along the US-101 corridor.

ATTACHMENTS

1. Resolution 24-42
2. Draft funding agreement amendment

RESOLUTION 24-42**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO.5 TO THE AGREEMENT WITH THE CITY OF SOUTH SAN FRANCISCO FOR FIBER CONDUIT PURCHASE OF THE SMART CORRIDOR EXTENSION PROJECT, EXTENDING THE CONTRACT TERM TO JUNE 30, 2025 AT NO ADDITIONAL COST**

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

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

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

WHEREAS, C/CAG was the Lead Agency for the Project Study Report and Project Approval and Environmental Document phases; and the City of South San Francisco is designated as the Lead Agency for Design and Construction Phases; and

WHEREAS, partnering with the City to purchase conduit would significantly reduce the future construction costs; and

WHEREAS, C/CAG and the City of San Francisco entered into a funding agreement for the purchase of Smart Corridor fiber conduit in an amount up to \$300,000 in June of 2020; and

WHEREAS, C/CAG and the City of San Francisco entered into agreement amendment No. 1 in June 2021 to address unexpected utilities conflicts and allow for additional coordination required with the San Mateo County Flood and Sea Level Rise Resiliency District; and

WHEREAS, C/CAG and the City of San Francisco entered into agreement amendment No. 2 in June 2022 to resolve permitting issues with the Union Pacific Railroad;

WHEREAS, C/CAG and the City of San Francisco entered into agreement amendment No. 3 in December 2022 to provide additional time to resolve ongoing permitting challenges with the Union Pacific Railroad;

WHEREAS, C/CAG and the City of San Francisco entered into agreement amendment No. 4 to allow the contractor to complete the installation;

WHEREAS, C/CAG and the City of San Francisco desire to enter into agreement for amendment No. 5 to allow the contractor to complete and finalize the installation;

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Chair is authorized to execute amendment No. 5 with the City of South San Francisco for fiber conduit purchase of the Smart extension project, extending the contract term to June 30, 2025 at no additional cost; and further authorize the Executive Director to negotiate final terms prior to execution, subject to review by Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF JUNE 2024.

Adam Rak, Chair

**AMENDMENT NO. 5 TO THE AGREEMENT
BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
THE CITY OF SOUTH SAN FRANCISCO**

WHEREAS, the City/County Association of Governments for San Mateo County (hereinafter referred to as “C/CAG”) and the City of South San Francisco (hereinafter referred to as “the City”) are parties to a Funding Agreement (the “Agreement”) originally dated October 28, 2020, for purchase and installation of conduits for the Smart Corridor Extension Project (the “Project”); and

WHEREAS, the City and C/CAG executed amendment No. 1 on July 1, 2021 to address unexpected utilities challenges and provide additional time to coordinate with the San Mateo County Flood and Sea Level Rise Resiliency District to advance the Project, and

WHEREAS, the City and C/CAG executed amendment No. 2 on June 2022 to resolve permitting issues with the Union Pacific Railroad; and

WHEREAS, the City and C/CAG executed amendment No. 3 in December 2022 to provide additional time to address permitting challenges with the Union Pacific Railroad;

WHEREAS, the City and C/CAG executed amendment No. 4 in October 2023 to provide additional time for the contractor to complete conduit installation;

WHEREAS, C/CAG and the City have determined that additional time is needed to allow the contractor complete and finalize the conduit installation; and

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

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

1. The term of the Agreement, as provided in Section 3 “Time of Performance,” shall be extended through June 30, 2025.
2. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
3. This amendment shall take effect on June 13, 2024.

[Signatures on the following page]

City/County Association of Governments (C/CAG)

City of South San Francisco

Adam Rak
C/CAG Chair

By
Title: _____

Date: _____

Date: _____

Approved as to form:

Melissa Andrikopoulos
Legal Counsel for C/CAG

DRAFT

C/CAG AGENDA REPORT

Date: June 13, 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 24-43, authorizing the C/CAG Executive Director to execute Amendment No. 1 to the Agreement with the City of Brisbane for fiber conduit purchase of the Smart Corridor Extension Project, extending the contract term to June 30, 2025, at no additional cost.

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

RECOMMENDATION

Review and approval of Resolution 24-43, authorizing the C/CAG Executive Director to execute Amendment No. 1 to the Agreement with the City of Brisbane for fiber conduit purchase of the Smart Corridor Extension Project, extending the contract term to June 30, 2025, at no additional cost.

FISCAL IMPACT

The funding agreement amount is \$1,156,949. The Board approved a 10% contingency in the amount of \$115,695 to be authorized and executed by the C/CAG Executive Director in future contract amendments, if necessary. A total budget of \$1,272,643 is available for the project.

SOURCE OF FUNDS

Funding for this agreement is from local Measure M funds (the \$10 vehicle registration fee).

BACKGROUND

The San Mateo County Smart Corridor project is a longstanding Agency priority. It is designed to improve mobility of local arterial streets by installing Intelligent Transportation System (ITS) equipment, such as an interconnected traffic signal system, close circuit television (CCTV) cameras, dynamic message signs, and vehicle detection system, on predefined designated local streets and state routes. The ITS infrastructure provides local cities and Caltrans with day-to-day traffic management capabilities to address recurring and non-recurring traffic congestion. The segments between City of San Bruno at the northern limits to the Santa Clara County line in the City of East Palo Alto has been completed. This portion of the project includes more than 238 intersections, 50 miles of fiberoptic communication cable, and 600 devices installed as part of the Smart Corridor, including 270 CCTV cameras, 117 trailblazer/arterial dynamic message signs, and 40 vehicle detection systems. The South San Francisco expansion is in construction and is expected to be complete in 2024.

Continuing with the vision to build the Smart Corridor from the Santa Clara County line to the San Francisco County line, the Northern Cities segment is the next segment of the project. The project is a joint effort by the cities of Daly City and Brisbane, the Town of Colma, C/CAG, and the California Department of Transportation. The project corridors include Junipero Serra Blvd, Southgate Ave., Serramonte Blvd., Bayshore Blvd., and Tunnel Ave. A map of the Northern Cities project corridors is included as Attachment 2 to the staff report.

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

Intermountain Infrastructure Group, LLC (IIG) applied to the City of Brisbane for permits to excavate and install privately-owned conduits in various locations in the Right of Way (ROW) throughout the City. Portions of the routes in the IIG installation proposal overlap with the Smart Corridor alignment. As Smart Corridor project sponsor, C/CAG entered into a funding agreement with the City on October 31, 2023. This agreement covers the purchase of conduits for the portion of the ROW covered in IIG's proposal that aligns with the Smart Corridor, as well as the cost of installing 288 strands of backbone fiber in the Smart Corridor conduits. Because the conduits will be in the City's ROW, the City is managing the procurement and installation of the conduit and fiber. C/CAG will reimburse the City's costs related to the conduit and fiber installation up to \$1,272,643. IIG began conduit construction in winter of 2023.

Installation of the conduit and fiber has been delayed due to unexpected obstructions and difficulties installing the conduit in the field. For example, IIG has encountered bed rock during installation, as well as conflicts with other construction happening in the project area. IIG's schedule has been pushed out by more than six months, and more time is needed to complete their installation.

Staff recommends that the C/CAG Board reviews and approves Resolution 24-43, authorizing the C/CAG Executive Director to execute Amendment No. 1 to the Agreement with the City of Brisbane for fiber conduit purchase of the Smart Corridor Extension Project, extending the contract term to June 30, 2025, at no additional cost.

EQUITY IMPACTS AND CONSIDERATIONS

The Smart Corridor is a countywide project aimed at improving mobility throughout the region. For the existing southern segments, the Smart Corridor has helped reduce traffic times along arterial roads during major freeway incidents. This benefits all road users, especially motorists who spend a larger portion of their income or time on transportation.

Additionally, the Smart Corridor system has positive impacts for non-motorists and other vulnerable populations. For example, the system can be used to implement transit signal priority, which can reduce travel times for transit riders. In Belmont, the City used Smart Corridor infrastructure to implement an adaptive traffic control system. This allowed the City to use real-time traffic conditions to change signal timing accordingly, which resulted in reduced congestion and improved access to schools. The Smart Corridor also includes dozens of trailblazer message signs installed along arterial roads to guide road users through detour routes. These wayfinding signs are especially beneficial for users that may not have a smartphone or internet access.

The conduit and fiber is critical to the Smart Corridor, as noted in this staff report. Completing the conduit and fiber installation for the Brisbane Smart Corridor Expansion will benefit city residents and visitors. The project will also further C/CAG's goal of expanding the system to provide a seamless and connected system along the US-101 corridor.

ATTACHMENTS

1. Resolution 24-43
2. Map of Northern Cities project corridors
3. Draft Funding Agreement

RESOLUTION 24-43**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT NO. 1 TO THE AGREEMENT WITH THE CITY OF BRISBANE FOR FIBER CONDUIT PURCHASE OF THE SMART CORRIDOR EXTENSION PROJECT, EXTENDING THE CONTRACT TERM TO JUNE 30, 2025, AT NO ADDITIONAL COST**

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

WHEREAS, the C/CAG sponsored San Mateo County Smart Corridor Project (Smart Corridor) is an Intelligent Transportation System (ITS) project that extends 20 miles along El Camino Real and major local streets connecting to US-101 and enables cities and the California Department of Transportation (Caltrans) to proactively manage daily traffic and non-recurring traffic congestion cause by diverted traffic due to major incidents on the freeway; and

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

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

WHEREAS, C/CAG and the City of Brisbane entered into a funding agreement for the purchase of Smart Corridor fiber conduit in an amount not to exceed \$1,156,949 in October of 2023; and

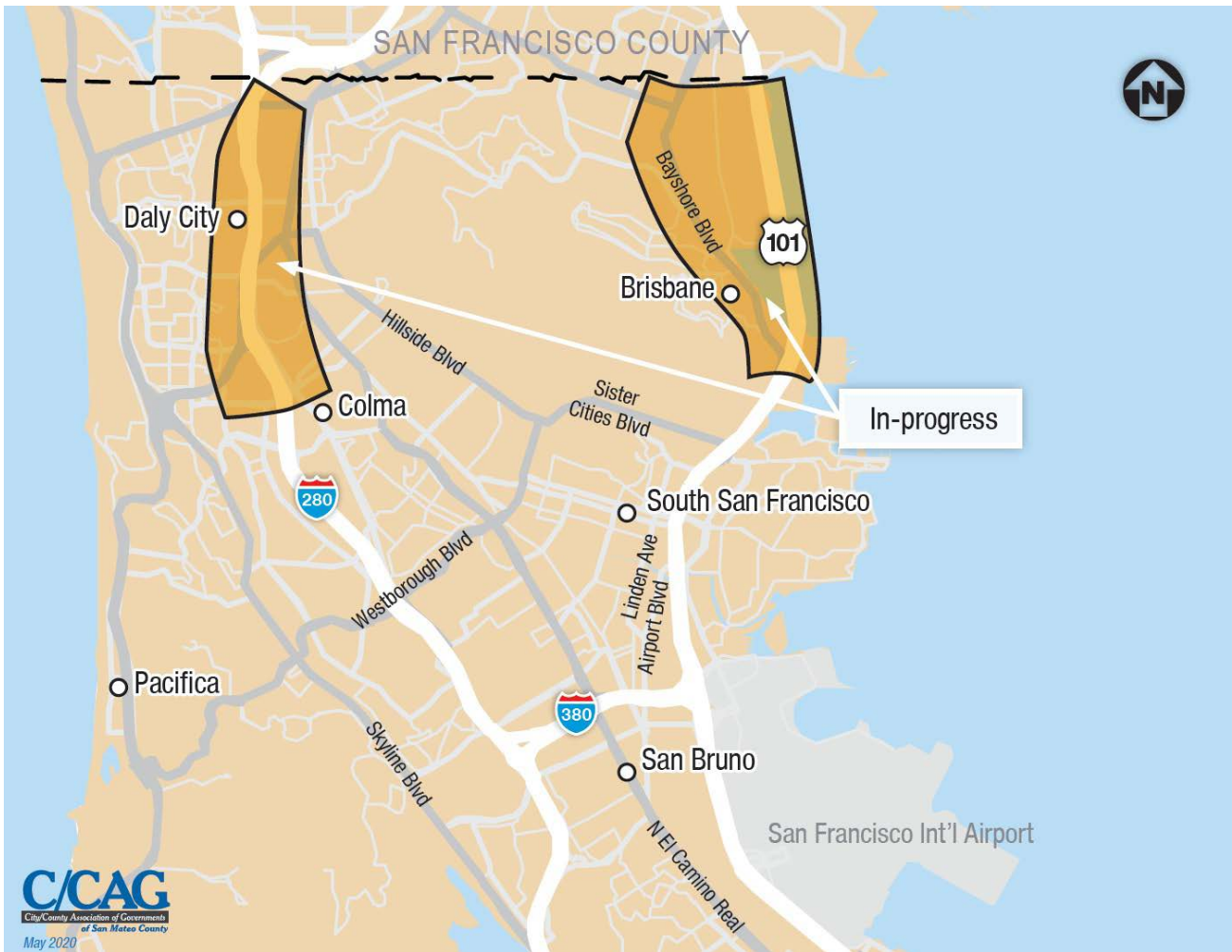
WHEREAS, C/CAG and the City of Brisbane desire to enter into amendment no. 1 to provide additional time to address construction delays due to unexpected obstructions experienced during conduit installation;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Executive Director is authorized to execute amendment No. 1 to the Agreement with the City of Brisbane for fiber conduit purchase of the Smart Corridor Extension Project, extending the contract term to June 30, 2025, at no additional cost. Be it further resolved that the Executive Director is authorized to negotiate the final terms prior to execution by parties, and execute future contract amendments in an amount not-to-exceed the appropriated contingency, subject to legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF JUNE 2024.

Adam Rak, Chair

Northern Cities Project Limits



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

WHEREAS, the City/County Association of Governments for San Mateo County (hereinafter referred to as “C/CAG”) and the City of Brisbane (hereinafter referred to as “the City”) are parties to a Funding Agreement (the “Agreement”) originally dated October 31, 2023, for conduit purchase and fiber installation for the Smart Corridor Extension Project (the “Project”); and

WHEREAS, C/CAG and the City have determined that additional time is needed for the contractor to address delays and unexpected obstructions and difficulties during installation;

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

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

1. The term of the Agreement, as provided in Section 3 “Time of Performance,” shall be extended through June 30, 2025.
2. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
3. This amendment shall take effect on June 13, 2024.

[Signatures on the following page]

City/County Association of Governments (C/CAG)

City of Brisbane

Sean Charpentier
C/CAG Executive Director

By
Title: _____

Date: _____

Date: _____

Approved as to form:

Melissa Andrikopoulos
Legal Counsel for C/CAG

DRAFT

C/CAG AGENDA REPORT

Date: June 13, 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 24-44 authorizing the C/CAG Executive Director to execute Amendment No. 3 with Kimley-Horn and Associates, Inc. to provide Smart Corridor Northern Cities Design Support for an additional \$190,032.88, for a new not to exceed amount of \$639,032.88, and to extend the contract end date to June 30, 2026.

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

RECOMMENDATION

That the Board review and approve Resolution 24-44 authorizing the C/CAG Executive Director to execute Amendment No. 3 with Kimley-Horn and Associates, Inc. to provide Smart Corridor Northern Cities Design Support for an additional \$190,032.88, for a new not to exceed amount of \$639,032.88, and to extend the contract end date to June 30, 2026.

FISCAL IMPACT

If approved, Amendment No. 3 would add \$190,032.88 to the contract, bringing the not to exceed contract amount to \$639,032.88.

SOURCE OF FUNDS

Funding for Amendment No. 3 would come from State Transportation Improvement Program (STIP), and Local Partnership Program (LPP) funds.

BACKGROUND

The C/CAG sponsored San Mateo County Smart Corridor (Smart Corridor) project implements Intelligent Transportation System (ITS) equipment such as an interconnected traffic signal system, close circuit television (CCTV) cameras, trailblazer/arterial dynamic message signs, and vehicle detection system on predefined designated local streets and state routes to provide local cities and Caltrans day to day traffic management capabilities in addressing recurring and non-recurring traffic congestion.

Continuing with the vision to build the Smart Corridor from the Santa Clara County line to the San Francisco County line, with the South San Francisco segment currently in construction, the

Northern Cities segment is the next segment of the Smart Corridor project. The project is a joint effort by the cities of Daly City and Brisbane, the Town of Colma, the City/County Association of Governments of San Mateo (C/CAG), and the California Department of Transportation. The project corridors include Junipero Serra Blvd, Southgate Ave., Serramonte Blvd., Bayshore Blvd., and Tunnel Ave. A map of the Northern Cities project corridors is included as Attachment 1 to the staff report.

On December 9, 2021, the C/CAG Board authorized the C/CAG Executive Director to execute an agreement with Kimley-Horn and Associates in the amount of \$350,000 to provide design services to complete Plans, Specifications, and Estimates (PS&E) for the Northern Cities expansion. Amendment No. 1, which adjusted the budgets between project tasks without any cost increase, was executed on September 1, 2022. Amendment No. 2, which added \$99,000 to the contract due to additional effort needed to complete the preparation of the PS&E package, was executed on May 11, 2023.

The project team has completed the PS&E package and is preparing the cities to advertise for construction. To complete project construction, the project team will need design support during construction. Under this new amendment, the project team will continue supporting the cities' advertisement and contract award, responding to contractor submittals, change orders, and Requests for Information (RFIs), and other design support needed during construction.

Staff recommends that the C/CAG Board approves Amendment No. 3 by adding \$190,032.88 to the Kimley-Horn contract, bringing the not to exceed amount to \$639,032.88, and to extend the contract end date to June 30, 2026.

EQUITY IMPACTS AND CONSIDERATIONS

The Smart Corridor is a countywide project aimed at improving mobility throughout the region. For the existing southern segments, the Smart Corridor has helped reduce traffic times along arterial roads during major freeway incidents. This benefits all road users, especially motorists who spend a larger portion of their income or time on transportation.

Additionally, the Smart Corridor system has positive impacts for non-motorists and other vulnerable populations. For example, the system can be used to implement transit signal priority, which can reduce travel times for transit riders. In Belmont, the City used Smart Corridor infrastructure to implement an adaptive traffic control system. This allowed the City to use real-time traffic conditions to change signal timing accordingly, which resulted in reduced congestion and improved access to schools. The Smart Corridor also includes dozens of trailblazer message signs installed along arterial roads to guide road users through detour routes. These wayfinding signs are especially beneficial for users that may not have a smartphone or internet access.

Completing the Northern Cities extension of the Smart Corridor project will benefit the county's residents and visitors. The project will also further C/CAG's goal of expanding the system to provide a seamless and connected system along the US-101 corridor.

ATTACHMENTS

1. Resolution 24-44
2. Northern Cities project corridors map
3. Draft Amendment No. 3

RESOLUTION 24-44

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT NO. 3 WITH KIMLEY-HORN AND ASSOCIATES, INC. TO PROVIDE SMART CORRIDOR NORTHERN CITIES DESIGN SUPPORT FOR AN ADDITIONAL \$190,032.88, FOR A NEW NOT TO EXCEED AMOUNT OF \$639,032.88, AND TO EXTEND THE CONTRACT DATE TO JUNE 30, 2026.

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 responsible for the development and implementation of the Congestion Management Program for San Mateo County; and

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

WHEREAS, the Smart Corridor Northern Extension continues the implementation efforts along the US 101 corridor to the San Francisco County line and on Interstate 280 from Interstate 380 to the San Francisco County line in the cities of Daly City and Brisbane, and Town of Colma; and

WHEREAS, a complete Plans, Specifications and Estimates (PS&E) bid package is necessary prior to the California Transportation Commission (CTC) approving funds for the project to advance to the construction phase; and

WHEREAS, in January 2022, C/CAG entered into a 2-year agreement with Kimley-Horn and Associates, Inc. for Smart Corridor Northern Cities PS&E and Design Support Services at an amount not to exceed \$350,000; and

WHEREAS, Amendment No. 1, executed on September 1, 2022, adjusted the budgets between Tasks 2, 3, 4, 5, and 6 with no cost increase; and

WHEREAS, Amendment No. 2, executed on May 11, 2023, added \$99,000 to the contract with Kimley-Horn and Associates, Inc. to cover additional scope from a great amount of stakeholder input and necessary follow up correspondence. This resulted in a contract not-to-exceed amount of \$449,000; and

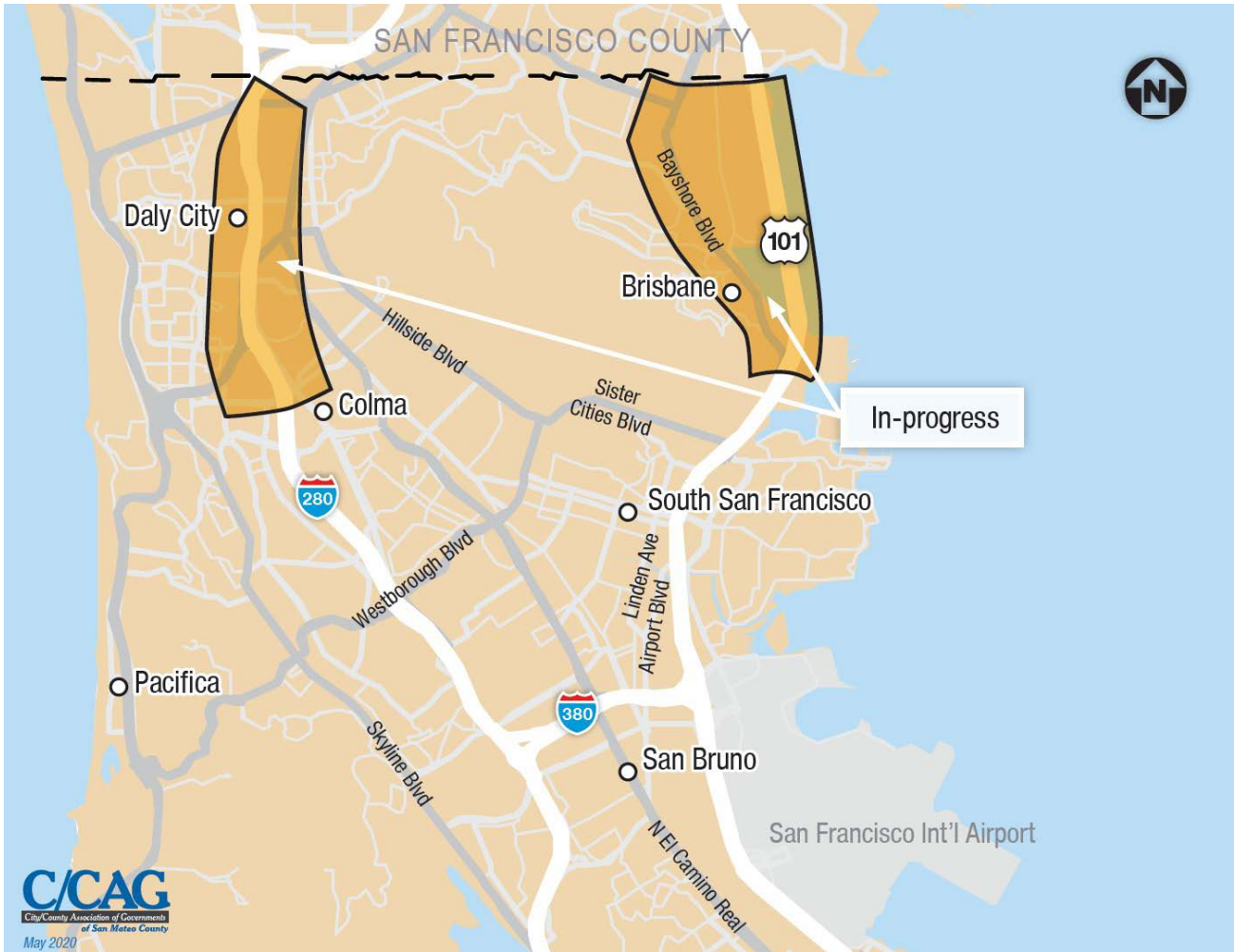
WHEREAS, CAG desires to add \$190,032.88 to the contract with Kimley-Horn and Associates, Inc., and to extend the contract end date to June 30, 2026 to continue supporting the project throughout the duration of project construction. This results in a contract not-to-exceed amount of \$639,032.88; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Executive Director is authorized to execute Amendment No. 3 to the Agreement between C/CAG and Kimley-Horn and Associates, Inc. for Smart Corridor Northern Cities PS&E and Design Support Services, adding \$190,032.88 to the contract for a new not to exceed amount of \$639,032.88, and extending the contract end date to June 30, 2026. Be it further resolve that the C/CAG Executive Director is authorized to negotiate the final terms of the said agreement prior to its execution by the C/CAG Chair, subject to approval as to form by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED THIS 13TH DAY OF JUNE, 2024

Adam Rak, Chair

Northern Cities Project Limits



**AMENDMENT NO. 3 TO THE AGREEMENT
BETWEEN
THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
KIMLEY-HORN AND ASSOCIATES, INC. FOR SMART CORRIDOR NORTHERN
CITIES PS&E AND DESIGN SUPPORT SERVICES**

WHEREAS, the City/County Association of Governments of San Mateo County (hereinafter referred to as “C/CAG”) and Kimley-Horn and Associates, Inc. (hereinafter referred to as “Consultant”) are parties an Agreement originally dated January 19, 2022, for Smart Corridor Northern Cities PS&E and Design Support Services (the “Project”); and

WHEREAS, Amendment No. 1, executed on September 1, 2022, adjusted the budgets between Tasks 2, 3, 4, 5, and 6 with no cost increase; and

WHEREAS, Amendment No. 2, executed on May 11, 2023, added \$99,000 to the contract with Kimley-Horn and Associates, Inc. to cover additional scope from a great amount of stakeholder input and necessary follow up correspondence. This resulted in a contract not-to-exceed amount of \$449,000; and

WHEREAS, C/CAG desires to add \$190,032.88 to the contract with Kimley-Horn and Associates, Inc., and to extend the contract end date to June 30, 2026 to continue supporting the project throughout the duration of project construction. This results in a contract not-to-exceed amount of \$639,032.88; and

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 scope of work for the Agreement, as provided in Exhibit A, “Scope of Work”, shall include the following revisions to the Deliverables for Task 5: Design Support During Construction:

“Task 5: Design Support During Construction:

- Attend Pre-construction meeting (10 hours)
- Bid Analysis, Meetings, and Environmental Commitments (48 hours)
- PS&E Updates for Re-Advertisement (56 hours)
- Prepare Conformed Construction Plans and Specifications (9 hours)
- Attendance at weekly construction meetings (128 hours)
- Field meetings and support (66 hours)
- Submittal Reviews (80 hours)
- RFI Review and responses (130 hours)
- Preparation of Construction Change Orders (60 hours)
- Punchlist and Construction Acceptance Support (46 hours)
- Preparation of Record Drawings based on Contractor “As-built” mark-ups (80 hours)
- As-needed support services (168 hours) – only if authorized by C/CAG.”

2. The Project Budget and Schedule of the Agreement as provided in Exhibit B, shall replace and include the following revisions to Task 5: Design Support During Construction, as provided in the new Exhibit B, “Revised – Project Budget”, attached hereto and incorporated into the Agreement.
3. The new Exhibit B, “Revised – Project Budget” reflects the Consultant’s additional scope of work and budget.
4. Except as expressly amended herein, all other provisions of the Agreement shall remain full force and effect.
5. This amendment shall take effect on June 13, 2024.

DRAFT

City/County Association of Governments
(C/CAG)

Kimley-Horn and Associates

Sean Charpentier
C/CAG Executive Director

Randy Durrenberger, P.E.
Project Manager/Sr. Vice President

Date: _____

Date: _____

Approved as to form:

Melissa Andrikopoulos
Legal Counsel for C/CAG

DRAFT

Exhibit B
Revised – Project Budget

Work Items	Randy	Shawn	Analyst	Support	Total
	\$411.07	\$241.14	\$155.98	\$101.12	
Task 5 – Design Support During Construction					
Attend Pre-Construction Meeting	2	4	4		10
Bid Analysis, Meetings, and Environmental Commitments	2	16	30		48
PS&E Updates for Re-Advertisement	16		40		56
Prepare Conformed Construction Plans and Specifications	1	3	5		9
Weekly Construction Meetings	8	60	60		128
Field Meetings and Field Review	6	30	30		66
Review of Contractor Submittals	2	30	48		80
RFI Reviews and Responses	2	64	64		130
Preparation of Construction Change Orders	18	18	24		60
Punchlist/Construction Acceptance Support	2	20	24		46
Record Drawings	4	12	60	4	80
As-needed Support Services	40	60	60	8	168
Task 5 Total Hours	103	317	449	12	881
<i>Task 5 Labor</i>	<i>\$42,340.52</i>	<i>\$76,442.52</i>	<i>\$70,036.46</i>	<i>\$1,213.38</i>	<i>\$190,032.88</i>

C/CAG AGENDA REPORT

Date: June 13, 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 24-45 supporting the submittal of an Allocation Request with the Metropolitan Transportation Commission by the San Mateo County Transportation Authority for Regional Measure 3 Funding in the amount of \$2.685M for the Right-of-Way and Construction Phases of the US 101/SR 92 Interchange Area Improvement Project and Authorize the Executive Director to execute the Amendment to the Cooperative Agreement with Caltrans and SMCTA and all other documents affected by this change in project funding.

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

RECOMMENDATION

Review and approve Resolution 24-45 supporting the submittal of an Allocation Request with the Metropolitan Transportation Commission (MTC) by the San Mateo County Transportation Authority (SMCTA) for Regional Measure 3 (RM3) Funding in the amount of \$2.685M for the Right-of-Way (ROW) and Construction (CON) Phases of the US 101/SR 92 Interchange Area Improvement Project (Project) and Authorize the Executive Director to execute the Amendment to the Cooperative Agreement with Caltrans and SMCTA and all other documents affected by this change in project funding.

FISCAL IMPACT

The submittal of an Allocation Request for additional RM3 Funds in the amount of \$2.685M has no fiscal impact with C/CAG. The additional allocation will bring the total RM3 funding for this project to \$21.962M.

SOURCE OF FUNDS

Full Project (PA&ED, PS&E, ROW and CON) funding is through a combination of Federal, State, RM3 and Measure A. The breakdown for each funding source is as follows:

- Federal Earmark - \$1M
- STIP \$5.611M (excluding the \$1.685M)
- Regional Measure 3 - \$21.962M
- Measure A Highway Program Funds - \$23.013M

BACKGROUND

The US 101/SR 92 Interchange (Interchange) is a major facility that serves both regional traffic and local street connections. During AM and PM peak traffic periods, motorists experience substantial delay and congestion at the Interchange and its vicinity, caused by heavy traffic volume, inadequate capacity, and inefficient weaving and merging at the ramp connectors.

On June 5, 2018, Bay Area voters approved Senate Bill (SB) 595 (Chapter 650, Statutes 2017), commonly referred to as Regional Measure 3. RM3 provides funding to eligible Bay Area transportation projects that are identified in the Regional Measure 3 Expenditure Plan. There is \$50 million for improvements to the Interchange that can be used for the US101/SR 92 Interchange Area Improvement Project and/or the US101/SR 92 Interchange Direct Connector Project.

An Allocation Request is required by MTC, from the sponsor agency/ies, to access the funds. MTC also requires that the project sponsors' Governing Board adopt a resolution (in strict MTC format) authorizing the submittal of an Allocation Request for specific project phase(s).

In April 2024, upon the request of the project sponsors, MTC allocated \$19.277M of RM3 Funds for the ROW and CON Phases of the Project. MTC staff later informed C/CAG that due to limited capacity in the current California Transportation Commission (CTC) programming cycle, the \$1.685M in STIP funds originally programmed for Project Construction Support will not be available for allocation until Fiscal Year 2026. C/CAG and TA staff immediately met with MTC staff to identify available funds that could be used in lieu of the STIP funds and avoid the two-year delay. It was decided that using RM3 funds as substitute for the STIP funds is the best option given its availability, accessibility, and how the Project is included in the RM3 Expenditure Plan. The \$1.685M in STIP fund will then be reprogrammed by MTC to offset the costs of another project when it becomes available, sometime in FY 2026.

Caltrans is the Implementing Agency for the Project ROW and CON Phases, using RM3 funds, in lieu of STIP, to pay for Caltrans' construction support, will necessitate additional RM3 dollars to cover Caltrans' indirect costs to administer non-State funds. The indirect cost charged to the project is a requirement by Caltrans to recover the full cost of providing goods and services to other entities as per California State Administrative policy when using non-State funding sources. A total of \$2.685M in additional RM3 funds is now needed to replace the \$1.685M of STIP funds previously programmed, plus contingency.

C/CAG and SMCTA are co-sponsors of the Project, so both C/CAG and SMCTA Boards need to adopt a resolution supporting the submittal of an allocation request. On June 6, 2024, SMCTA Board authorized the submittal of the Allocation Request to MTC and C/CAG has to take the same action in order for MTC to consider the allocation request package complete.

Construction is anticipated to begin during the latter half of 2024 and scheduled to be completed in 2026.

Equity Impacts and Considerations

The Project is regionally significant and will help improve mobility throughout the region by reducing congestion, eliminating inefficient weaving and merging, and increase traffic safety at the Interchange and its vicinity, it will also improve local street connections. These benefit all road users, especially motorists who spend a larger portion of their income or time on transportation.

Additionally, the Project Co-sponsors (C/CAG and SMCTA) are advancing multimodal improvements in the vicinity of the project, including a 1.3 mile separated bikeway along Fashion Island Boulevard and a mobility/transit hub at the 92/101 Interchange that will encourage the use of public transportation and have positive impacts for non-motorists and other vulnerable populations.

ATTACHMENTS

1. Resolution 24-45

RESOLUTION 24-45
A RESOLUTION BY THE BOARD OF DIRECTORS OF THE
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO
COUNTY (C/CAG) SUPPORTING THE SUBMITTAL OF AN ALLOCATION
REQUEST WITH THE METROPOLITAN TRANSPORTATION
COMMISSION FOR REGIONAL MEASURE 3 FUNDING FOR THE RIGHT
OF WAY AND CONSTRUCTION PHASES OF THE US 101/SR 92
INTERCHANGE AREA IMPROVEMENT PROJECT.

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

WHEREAS, SB 595 (Chapter 650, Statutes 2017), commonly referred as Regional Measure 3, identified projects eligible to receive funding under the Regional Measure 3 Expenditure Plan; and

WHEREAS, the Metropolitan Transportation Commission (MTC) is responsible for funding projects eligible for Regional Measure 3 funds, pursuant to Streets and Highways Code Section 30914.7(a) and (c); and

WHEREAS, MTC has established a process whereby eligible transportation project sponsors may submit allocation requests for Regional Measure 3 funding; and

WHEREAS, allocation requests to MTC must be submitted consistent with procedures and conditions as outlined in Regional Measure 3 Policies and Procedures (MTC Resolution No. 4404; and

WHEREAS, the City/County Association of Governments of San Mateo County (C/CAG), together with the San Mateo County Transportation Authority (SMCTA) (hereinafter, referred together as "Project Co-sponsors") are eligible sponsors of transportation projects in the Regional Measure 3 Expenditure Plan; and

WHEREAS, the US 101/SR 92 Interchange Area Improvement Project (hereinafter, "PROJECT") is eligible for consideration under the Regional Measure 3 Expenditure Plan, as identified in California Streets and Highways Code Section 30914.7(a); and

WHEREAS, the Regional Measure 3 allocation request, attached hereto in the Initial Project Report and incorporated herein as though set forth at length, lists the project, purpose, schedule, budget, expenditure and cash flow plan for which Project Co-sponsors are requesting that MTC allocate Regional Measure 3 funds; now, therefore, be it

RESOLVED, that Project Co-sponsors, and its agents shall comply with the provisions of the Metropolitan Transportation Commission's Regional Measure 3 Policies and Procedures; and be it further

RESOLVED, that Project Co-sponsors certifies that the PROJECT is consistent with the Regional Transportation Plan (RTP); and be it further

RESOLVED, that the PROJECT has obtained environmental clearance and permitting approval; and be it further

RESOLVED, that the Regional Measure 3 phase or segment is fully funded, and results in an operable and useable segment; and be it further

RESOLVED, that C/CAG, as co-sponsor of the PROJECT, approves the allocation request and updated Initial Project Report, attached to this resolution; and be it further

RESOLVED, that C/CAG approves the cash flow plan, attached to this resolution; and be it further

RESOLVED, that C/CAG has reviewed the project needs and has adequate staffing resources to deliver and complete the project within the schedule set forth in the allocation request and updated Initial Project Report, attached to this resolution; and, be it further

RESOLVED, that C/CAG is an eligible sponsor of projects in the Regional Measure 3 Expenditure Plan, in accordance with California Streets and Highways Code 30914.7(a); and be it further

RESOLVED, that Project Co-sponsors is authorized to submit an application for Regional Measure 3 funds for the PROJECT in accordance with California Streets and Highways Code 30914.7(a); and be it further

RESOLVED, that Project Co-sponsors certifies that the projects and purposes for which RM3 funds are being requested is in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 et seq.) and if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 et. seq. and the applicable regulations thereunder; and be it further

RESOLVED, that there is no legal impediment to C/CAG making allocation requests for Regional Measure 3 funds; and be it further

RESOLVED, that there is no pending or threatened litigation which might in any way adversely affect the proposed project, or the ability of C/CAG, to deliver such project; and be it further

RESOLVED, that C/CAG, indemnifies and holds harmless MTC, BATA, and their Commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of C/CAG, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM3 funds. C/CAG agrees, at its own cost, expense, and risk, to defend any and all claims, actions, suits, or other legal proceedings brought or instituted against MTC, BATA, and their Commissioners, officers, agents, and employees, or any of them, arising out of such act or omission, and to pay and satisfy any resulting judgments. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM3 funds as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages, and be it further

RESOLVED, that C/CAG, shall, if any revenues or profits from any non-governmental use of property, that those revenues or profits shall be used exclusively for the public

transportation services for which the project was initially approved, either for capital improvements or maintenance and operational costs, otherwise the Metropolitan Transportation Commission is entitled to a proportionate share equal to MTC's percentage participation in the PROJECT; and be it further

RESOLVED, that assets purchased with RM3 funds including facilities and equipment shall be used for the public transportation uses intended, and should said facilities and equipment cease to be operated or maintained for their intended public transportation purposes for its useful life, that the Metropolitan Transportation Commission (MTC) shall be entitled to a present day value refund or credit (at MTC's option) based on MTC's share of the Fair Market Value of the said facilities and equipment at the time the public transportation uses ceased, which shall be paid back to MTC in the same proportion that Regional Measure 3 funds were originally used; and be it further

RESOLVED, that Project Co-sponsors shall post on both ends of the construction site(s) at least two signs visible to the public stating that the PROJECT is funded with Regional Measure 3 Toll Revenues; and be it further

RESOLVED, that C/CAG Board authorizes its Executive Directors, or it's designee, to execute and submit an allocation request for additional funding for the ROW and CON Phases with MTC for Regional Measure 3 funds in the amount of Two Million Six Hundred Eighty-five Thousand Dollars (\$2, 685,000), for the project, purposes and amounts included in the project application attached to this resolution; and be it further

RESOLVED, that C/CAG Board authorizes its Executive Directors, or it's designee, to execute the Amendment to the Cooperative Agreement with Caltrans and SMCTA, and all other documents necessary to be amended to reflect the change in funding; and be it further

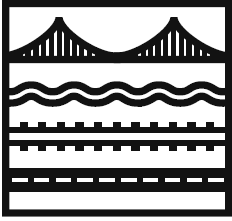
RESOLVED, that the Executive Director of C/CAG, or his designee, is hereby delegated the authority to make non-substantive changes or minor amendments to the allocation request or IPR as he/she deems appropriate, subject to the approval of the Legal Counsel of CCAG, and be it further

RESOLVED, that a copy of this resolution shall be transmitted to MTC in conjunction with the filing of the Project Co-sponsors' application referenced herein.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Board supports the submittal of the Allocation Request for RM3 funding with the Metropolitan Transportation Commission for the Right-of-Way and Construction Phases of the US 101/SR 92 Interchange Area Improvement Project in the amount of \$2,685,000.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF JUNE 2024.

Adam Rak, Chair



Regional Measure 3

Initial Project Report

Project/Subproject Details

Basic Project Information

Project Number	18
Project Title	Highway 101/State Route 92 Interchange
RM3 Funding Amount	\$50,000,000

Subproject Information

Subproject Number	18.1
Subproject Title	Highway 101/State Route 92 Interchange Area Improvements
RM3 Funding Amount	\$21,962,000

I. Overall Subproject Information

a. Project Sponsor / Co-sponsor(s) / Implementing Agency

Project Co-sponsors: San Mateo County Transportation Authority (SMCTA) & City/County Association of Governments of San Mateo County (C/CAG)

Implementing Agency: California Department of Transportation (Caltrans)

b. Detailed Project Description *(include definition of deliverable segment if different from overall project/subproject)*

A Preliminary Planning Study (PPS) was prepared in June 2016 that identified a number of short-term and long-term alternatives to address the congestion and safety concerns within the US 101 / SR 92 Interchange and in its vicinity. The short-term alternatives comprise the US 101 / SR 92 Area Improvements Project (Project) which focus on addressing existing deficiencies through non-complex improvements, with relatively low implementation costs. The Project scope includes four build improvements as follows:

1. Westbound SR 92 to southbound US 101 loop ramp and structure widening improvements - Adding a lane on the loop ramp.
2. Northbound and southbound US 101 to eastbound SR 92 merging and re-striping improvements – Eliminate the merge between the Southbound 101 connector ramp and

eastbound SR 92 and extend the merge point between the northbound and southbound 101 connector ramps to eastbound SR 92.

3. Southbound US 101 Fashion Island Boulevard off-ramp improvements – Shift the Fashion Island Boulevard off ramp exit location from the southbound US 101 connector ramp to the westbound SR 92 ramp.
4. Northbound US 101 at Hillsdale Boulevard off-ramp and intersection modification and widening improvements - Widen and restripe the off-ramp at the northbound US 101 Hillsdale Blvd. exit to increase storage; extend the outside eastbound Hillsdale Boulevard through lane past the Hillsdale Boulevard / Northbound US 101 off-ramp intersection.

The Project Initiation Document (PID) was completed on October 29, 2019 and the PA/ED phase was completed on September 8, 2021. The PS&E phase was completed in November 2023. The request for Regional Measure 3 funds will fund the Construction phase.

c. Impediments to Project Completion

- Community concerns

d. Risk Management *(describe risk management process for project budget and schedule, levels of contingency and how they were determined, and risk assessment tools used)*

As part of the PS&E phase, a baseline project risk register was developed in collaboration with the Project Development Team (PDT). The PDT includes all Project key stakeholders, in addition to coordination with local jurisdictions and utility providers such as PG&E and AT&T. The risk register identifies community concerns as a risk during the construction phase. The Project may experience public concerns or complaints during construction, leading to delays or additional work to mitigate concerns or complaints resulting in additional cost and schedule delays. The Project is located along a busy corridor where local businesses and nearby residential properties may be affected. Local communities may raise concerns and complaints regarding the construction activities. There may be concerns from local businesses and residents regarding noise, traffic control, and limited access. This risk will be mitigated by the PDT by working with the public outreach branch to address public or local agency concerns or complaints during construction.

e. Operability *(describe entities responsible for operating and maintaining project once completed/implemented)*

The Project is located entirely within Caltrans Right of Way and will be maintained by Caltrans.

f. Project Graphic(s) *(include below or attach)*



II. Project Phase Description and Status

a. Environmental/Planning

Does NEPA apply? Yes No

Completed - Environmental review of the US101/SR92 Interchange Area Improvement elements has been completed and approved. Caltrans is the lead agency for the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) documentation and assessment of the US 101/SR 92 Area Improvement elements of the Project. The Project was determined to be a Categorical Exemption/Exclusion (CE/CE) under both CEQA and NEPA. The final environmental document was signed by Caltrans in August 2021. The subsequent Project Report was approved in September 2021 and provided authorization for the Project to proceed to the Plans, Specifications, and Estimates (PS&E) phase.

b. Design

The PS&E phase was completed in November 2023.

c. Right-of-Way Activities / Acquisition

Utility relocation is anticipated in all four improvement locations. Right of Way activities commenced in May 2022 and are scheduled for completion by May 2025.

d. Construction / Vehicle Acquisition / Operating

- Improvement 1: Westbound SR 92 to southbound US 101 loop connector and structure widening improvements. The existing loop connector has a single 13- foot general purpose lane

with a 9.25-foot right shoulder and a 5-foot left shoulder. This improvement proposes to widen the loop connector by adding another general purpose lane to the outside of the existing lane. The width for these two general purpose lanes will be 13 feet and 18 feet respectively. The 18-foot lane will accommodate the truck turn on this loop ramp. The widened loop ramp will have a 10-foot right shoulder and a 5-foot left shoulder. Both lanes will be metered.

- Improvement 2: Northbound and southbound US 101 to eastbound SR 92 merging and restriping improvements. This improvement will eliminate the inside merge between the southbound US 101 connector and eastbound SR 92 to improve safety by providing standard outside merges between the southbound and northbound US 101 connectors. Currently, the convergence of the two-lane southbound and single-lane northbound US 101 connectors and the two-lane eastbound SR 92 through lanes results in a merge of five 12-foot lanes to three 12-foot lanes over a distance of approximately 1,000 feet. Improvement 2 will modify the lane merge such that an initial outside merge from five lanes to four lanes occurs on the Seal Slough Bridge. The improvement will then shift the location of the second merge point farther east. The fourth lane will be extended beyond the Mariners Island Boulevard off-ramp and then will merge from four lanes to three lanes using a standard outside lane drop. The improvements at Seal Slough Bridge are proposed within the existing structure and do not propose to widen the bridge. Therefore, adding a fourth lane without widening the bridge will result in a lane width change from 12 feet to 11 feet; also, the shoulder widths will change from 5- plus feet to 2 feet for the left shoulder and 10-plus feet to 4 to 5 feet for the right shoulder. The roadway between Seal Slough Bridge and the Mariners Island Boulevard on-ramp will be widened to accommodate the 12-foot lanes and 10-foot right shoulder.
- Improvement 3: Southbound US 101 Fashion Island Boulevard off-ramp improvements. The existing single-lane off-ramp traffic exits Fashion Island Boulevard through the eastbound SR 92 connector ramp. This improvement proposes to relocate the Fashion Island Boulevard off-ramp exit from the eastbound SR 92 connector ramp to the westbound SR 92 connector ramp. Meanwhile, due to the westbound SR 92 to southbound US 101 loop ramp widening, the Fashion Island Boulevard off-ramp will be re-aligned from southbound US 101 to the westbound SR 92 connector to have appropriate horizontal clearance from the loop ramp. The re-aligned off-ramp will maintain the single 12-foot lane, 8-foot left shoulder, and 4-foot right shoulder to the ramp terminus, where the single lane splits to three lanes.
- Improvement 4: Northbound US 101 Hillsdale Boulevard off-ramp and intersection modification and widening improvements. The northbound US 101 off-ramp to E. Hillsdale Boulevard is a two-lane off-ramp, with the left lane turning left onto E. Hillsdale Boulevard and the right lane splitting to one left turn lane and two shorter right-turn lanes. This improvement will widen the off-ramp to provide more storage for the two right-turn lanes and also restripe the lanes to split the left lane into two left-turn lanes and split the right lane into two right-turn lanes. The widened off ramp will maintain the 12-foot lanes, the 4-foot left shoulder, and the 8-foot right shoulder. At the US 101 overcrossing, the outside eastbound lane will turn into a shared through/right turn lane at the northbound US 101 loop on-ramp from the existing designated right-turn lane. The through lane will be extended through Hillsdale Boulevard and the US 101 northbound off-ramp intersection. The northbound US 101 loop on-ramp will be widened to meet the current standard lane widths.

III. Project Schedule

Phase-Milestone	Planned	
	Start Date	Completion Date
Environmental Studies, Preliminary Eng. (ENV / PE / PA&ED)	4/2020	9/2021
Final Design - Plans, Specs. & Estimates (PS&E)	3/2022	11/2023
Right-of-Way Activities /Acquisition (R/W)	5/2022	5/2025
Construction (Begin – Open for Use) / Acquisition (CON)	10/2024	12/2026

IV. Project Budget

Capital

Project Budget	Total Amount - Escalated to Year of Expenditure (YOE)- (Thousands)
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	\$2,411
Design - Plans, Specifications and Estimates (PS&E)	\$3,950
Right-of-Way Activities /Acquisition (R/W)	\$225
Construction / Rolling Stock Acquisition (CON)	\$45,000
Total Project Budget (in thousands)	\$51,586

Deliverable Segment Budget (if different from Project budget)	Total Amount - Escalated to Year of Expenditure (YOE)- (Thousands)
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	
Design - Plans, Specifications and Estimates (PS&E)	
Right-of-Way Activities /Acquisition (R/W)	
Construction / Rolling Stock Acquisition (CON)	
Total Project Budget (in thousands)	

Operating	Total Amount - Escalated to Year of Expenditure (YOE)- (Thousands)
Annual Operating Budget	

V. Project Funding

Please provide a detailed funding plan in the Excel portion of the IPR. Use this section for additional detail or narrative as needed and to describe plans for any "To Be Determined" funding sources, including phase and year needed.

VI. Contact/Preparation Information

Contact for Project Sponsor

Name: Peter Skinner

Title: Executive Officer

Phone: (650) 622-7818

Email: skinnerp@samtrans.com

Mailing Address: 1250 San Carlos Avenue, San Carlos, CA 94070

Person Preparing Initial Project Report (if different from above)

Name: Carolyn Mamaradlo

Title: Senior Project Manager

Phone: (650) 394-9633

Email: mamaradloc@samtrans.com

Mailing Address: 1250 San Carlos Avenue, San Carlos, CA 94070

Date: June 13, 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 24-48 authorizing the C/CAG Executive Director to execute Amendment No. 1 to the Model Use Agreements between C/CAG and nine consulting firms for use of the C/CAG-VTA San Mateo Countywide Transportation Model for a two-year time extension with no additional cost.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-48 authorizing the C/CAG Executive Director to execute Amendment No. 1 to the Model Use Agreements between C/CAG and nine consulting firms for use of the C/CAG-VTA San Mateo Countywide Transportation Model for a two-year time extension with no additional cost.

FISCAL IMPACT

None. Execution of the model use agreements authorizes use of the C/CAG-VTA San Mateo Countywide Transportation Model by designated transportation firms for transportation planning and analysis projects in San Mateo County. Individual project sponsors will establish funding agreements to pay for modeling services separately.

SOURCE OF FUNDS

N/A

BACKGROUND

Congestion Management Program legislation requires that C/CAG, as the Congestion Management Agency for San Mateo County, develop and maintain a countywide travel demand model. C/CAG licenses the countywide travel demand model for San Mateo County from the Santa Clara Valley Transportation Authority (VTA), which maintains a travel demand model that is optimized for the counties of Santa Clara and San Mateo and accounts for transportation impacts from neighboring counties and regional commute sheds (the “C/CAG-VTA Model”).

C/CAG issued a request for qualifications (RFQ) in 2021 to pre-qualify a list of eligible firms to operate the C/CAG-VTA Model. Only VTA and the firms pre-qualified through this process are authorized to operate the C/CAG-VTA Model.

Nine responses were received and reviewed by a scoring panel made up of staff from C/CAG, VTA, the City of Menlo Park, and the City of Redwood City. This panel recommended that C/CAG pre-qualify all nine firms based on their strong technical qualifications and local experience with the C/CAG-VTA travel demand model or models of similar construction:

- AECOM;
- DKS Associates;
- Elite Transportation Group;
- Fehr & Peers;
- Hexagon Transportation Consultants;
- Kimley Horn;
- Kittleson & Associates;
- TJKM; and
- WSP

C/CAG has agreements in place with nine consulting firms in addition to VTA to run the C/CAG-VTA Model. These agreements will expire on June 30, 2024 and C/CAG staff recommend continuing the agreement with the nine consultants for two additional years to continue to exclusively operate the C/CAG-VTA Model.

The C/CAG-VTA Model is a four-step travel demand model implemented in Citilabs Cube Voyager software that is based on the BAYCAST-90 travel forecasting system previously used by the Metropolitan Transportation Commission (MTC). The model is currently being updated to be consistent with the most recent land use and socioeconomic projections database of the Association of Bay Area Governments (ABAG) and the incorporation of projects from the latest Regional Transportation Plan, Plan Bay Area 2050.

ATTACHMENTS

1. Resolution 24-48
2. Amendment No.1 to the Agreement Between the City/County Association of Governments of San Mateo County and (Name of Firm) for Use of the C/CAG-VTA San Mateo Countywide Transportation Model

RESOLUTION 24-48

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT NO. 1 TO THE MODEL USE AGREEMENTS BETWEEN C/CAG AND NINE CONSULTING FIRMS FOR USE OF THE C/CAG-VTA SAN MATEO COUNTYWIDE TRANSPORTATION MODEL FOR A TWO-YEAR TIME EXTENSION WITH NO ADDITIONAL COST

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

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

WHEREAS, C/CAG has need of a transportation forecasting model in order to develop travel demand analysis for San Mateo County; and

WHEREAS, C/CAG and the Santa Clara Valley Transportation Authority (“VTA”) are parties to an agreement originally dated September 10, 2020 (the “C/CAG-VTA Model Agreement”) that allows C/CAG to license from VTA a software forecasting model of the transportation system of the San Francisco Bay Area that is optimized for Santa Clara and San Mateo counties and accounts for transportation impacts from neighboring counties and regional commute sheds (the “C/CAG-VTA Model”); and

WHEREAS, C/CAG organized a competitive process to pre-qualify transportation planning firms to run and operate the C/CAG-VTA Model in 2021; and

WHEREAS, AECOM; DKS Associates; Elite Transportation Group; Fehr & Peers; Hexagon Transportation Consultants; Kimley Horn; Kittelson & Associates, Inc.; TJKM Transportation Consultants; and WSP were nine firms recommended to be pre-qualified (“Designated Transportation Planning Firms”) through this competitive process; and

WHEREAS, C/CAG created terms of use in order to authorize use of the C/CAG-VTA Model by the Designated Transportation Planning Firms to provide travel demand simulation and forecasting services to C/CAG and its Member Agencies, C/CAG Planning partners (including Caltrain JPB, SamTrans, the San Mateo County Transportation Authority), and consultants under contract with C/CAG or its Member Agencies and Planning partners (collectively the “C/CAG Users”), and

WHEREAS, C/CAG approved Resolution 22-10 authorizing Model Use Agreements between C/CAG and the Designated Transportation Planning Firms in 2022; and

WHEREAS, C/CAG’s agreement with the Designated Transportation Planning Firms ends on June 30, 2024; and

WHEREAS, C/CAG and the Designated Transportation Planning Firms desire to extend the option to continue to exclusively run the C/CAG-VTA Model for two additional years.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Executive Director is authorized to execute Amendment No. 1 to the Model Use Agreements between C/CAG and nine consulting firms for use of the C/CAG-VTA San Mateo Countywide Transportation Model for a two-year time extension with no additional cost.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF JUNE 2024.

Adam Rak, Chair

**AMENDMENT NO. 1 TO THE AGREEMENT
BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
(Name of Firm)**

WHEREAS, the City/County Association of Governments of San Mateo County (hereinafter referred to as “C/CAG”) and (Name of Firm) (hereinafter referred to as “Contractor”) are parties to an Agreement dated (Date of Agreement), Between the City/County Association of Governments of San Mateo County and (Name of Firm) for Use of the C/CAG-VTA San Mateo Countywide Transportation Model (the “Agreement”); and

WHEREAS, the Agreement indicated a completion date of June 30, 2024; and

WHEREAS, C/CAG desires to extend the C/CAG-VTA Model Agreement by two years to authorize the use of the C/CAG-VTA San Mateo Countywide Transportation Model; and

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

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

1. The Agreement shall terminate on June 30, 2026.
2. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
3. This amendment shall take effect upon execution by both parties.

City/County Association of Governments
(C/CAG)

(Name of Firm)

Sean Charpentier, C/CAG Executive Director

By
Title:_____

Date: _____

Date: _____

C/CAG AGENDA REPORT

Date: June 13, 2024

To: C/CAG Board of Directors

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 24-46 adopting the Draft Final C/CAG Program Budget and Member Fees for Fiscal Year 2024-25. (*Special Voting Procedures apply*)

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 24-46 adopting the draft final C/CAG Program Budget and Member Fees for Fiscal Year 2024-25. This item is subject to special voting procedures.

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 reimbursement from partners, grants, regional/state/federal transportation and other funds, property taxes/fees, Department of Motor Vehicle fees, State or Federal earmarks, 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.

On April 24, 2024, the Finance Committee reviewed the initial draft and assumptions for the Fiscal Year 2024-25 Program Budget and Member Fees. The C/CAG Board reviewed the budget and assumptions at the May 9, 2024 meeting. Final draft C/CAG Fiscal Year 2024-25 Program Budget and Fees was presented to the Finance Committee on May 22, 2024. The Committee recommended the draft budget for C/CAG Board approval on June 13, 2024.

Since May 9, 2024, staff has updated the final budget to account for the more current information available, which included refining projections for year-end estimates for fiscal year 2023-24 and updating fiscal year 2024-25 budget amounts. Based on the updates, revenues for fiscal year 2024-25 increased by nearly \$1.8 million, while expenditures were up just over \$1.2M. The increased revenues came from additional federal and state reimbursements for projects and staffing expenses. However, it is important to note that these federal funds are granted over a four-to-five-year period. Higher reimbursements in the short term means that the total grant commitment will be depleted earlier. To partially offset this impact, the cost of traffic model development work has been shifted to the local Congestion Relief Fund in the final budget. Expenditure increases were due to higher distributions from the Transportation Fund for Clean Air (TFCA) Fund (\$0.2M) and the Measure M (\$10 vehicle registration fee) Fund (\$0.7M). Additionally, the final budget included new and

updated costs, such as the expenses related to establishing a transportation safety committee following the Local Road Safety Plan, additional consultant expenses for the Community Based Transportation Plans, and procurement software subscription fee. The table below summarizes the changes between the updated budget and the original draft budget.

Table 1: Updated Budget Summary

	Beginning Balance	Revenues	Expenditures	Ending Balance
Original 2024-25	\$39,150,484	\$19,578,773	\$39,503,131	\$19,226,126
Updated 2024-25	\$38,841,603	\$21,362,147	\$40,704,708	\$19,499,042
Difference	(\$308,881)	\$1,783,374	\$1,201,577	\$272,916

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.

Assumptions and Highlights on the 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 and 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 29 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 60 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 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 announced in early summer. If successful, C/CAG will return with a budget amendment later in the fiscal year.

Major Organizational Fiscal Year 24-25 Goals:

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 FY 24-25 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.

Future Funding Forecast:

Many of C/CAG's funding streams are contractual with grantors, with the exception of property tax revenues for the Stormwater Program and Measure M's vehicle registration fee. Most other funding sources are either annual or distributed every four to five years. Due to the short-term nature of these funds, it is anticipated that all MTC Planning funds will be expended before the next OBAG

Cycle 4 begins in FY 2026. Currently, MTC federal funds account for 37% of the Agency's personnel costs.

C/CAG faces challenges due to stagnant operating revenues. Transportation operating revenue, including Member Fees, CRP Fees, MTC Planning funds, and STIP Planning funds, has not seen significant increases for many years. For instance, the Agency's member fee remained unchanged for six years prior to July 2022.

The situation is exacerbated by rising staff and overhead costs. The FY25 personnel budget has increased by 56% compared to the FY2020 budget, driven by the need for additional staff for new initiatives and plans for staff advancement.

To address these issues, staff will work closely with the finance committee to explore several potential solutions. These include seeking new state and federal funding opportunities, utilizing existing fund balances, adjusting the repayment schedule of the Express Lane Operating Loan, allocating more of the next OBAG Cycle 4 funding for planning support, and considering other revenue stabilization and diversification strategies. Staff expects to return to the Board to have future discussions on this topic.

EQUITY IMPACTS AND CONSIDERATIONS

Progress made to advance equity in Fiscal Year 2023-2024 was summarized in the draft budget presentation in May. Staff plans to provide annual updates together with the budget review process.

ATTACHMENTS

1. Resolution 24-46
2. Proposed C/CAG Member Fee for Fiscal Year 2024-25
3. 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.

RESOLUTION 24-46**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY ADOPTING THE C/CAG 2024-25 PROGRAM BUDGET AND MEMBER FEES**

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

WHEREAS, C/CAG is authorized as a Joint Powers Agency to provide services for member agencies; and

WHEREAS, C/CAG is required to adopt a program budget and establish fees annually; and

WHEREAS, on February 8, 2024, C/CAG has adopted Resolution 24-06 approving the population data to be used by C/CAG programs; and

WHEREAS, on April 24, 2024, the C/CAG Finance Committee reviewed the initial draft and assumptions for the FY 2024-25 Program Budget and Member Fees.

WHEREAS, on May 9, 2024, the C/CAG reviewed the initial draft and assumptions for the FY 2024-25 C/CAG Program Budget and Member Fees; and

WHEREAS, on May 22, 2024, the C/CAG Finance Committee has recommended approval of the Final draft and assumptions for the FY 2024-25 C/CAG Program Budget and Member Fees; and

WHEREAS, the Board of Directors has been presented for its consideration and approval of a proposed budget of \$40,704,708 for FY 2024-25.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Board adopts the 2024-25 Program Budget and Member Fees, subject to special voting procedures.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF JUNE 2024.

Adam Rak, Chair

Draft C/CAG Member Fees - FY 2024-2025¹

Draft Congestion Relief Program (CRP) Assessment - FY 2024-2025¹

Draft NPDES Member Fee^{1,2,4}

Agency	Population ³	Percent of Population	General Fund Fee ²	Gas Tax Fee ²	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
TOTAL	737,644	100.000%	\$ 307,060	\$ 457,222	\$ 764,282

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.

Agency	Percent of Population ²	Total Trips ²	% 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
TOTAL	100.000%	5,315,765	100.000%	\$ 1,942,500

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.

Agency	NPDES Basic ³	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			
TOTAL	\$ 11,165	\$ 153,178	\$ 164,343

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.

ATTACHMENT 3

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
BEGINNING BALANCE	1,890,408	3,709,324	2,697,133	3,254,198	13,420,294	665,728	1,535,939	1,171,285	406,301	10,090,993	38,841,603
REVENUES											
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	634,116	0	0	0	0	0	0	0	634,116
MTC/ Federal Funding	0	2,197,165	0	0	0	0	0	0	0	706,268	2,903,433
Grants	0	1,757,273	0	0	0	850,000	0	1,525,000	0	0	4,132,273
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	308,000	0	0	0	0	0	0	0	0	308,000
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	0	0	0	0	0	0	0	0
TOTAL	394,433	5,043,251	703,360	2,101,067	144,147	871,032	1,091,451	3,239,805	19,471	7,754,130	21,362,147
TOTAL SOURCES OF FUNDS	2,284,841	8,752,575	3,400,493	5,355,265	13,564,441	1,536,760	2,627,390	4,411,090	425,772	17,845,123	60,203,750
EXPENDITURES											
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	640,729	2,951,895	0	1,405,793	941,000	892,125	0	3,156,984	10,000	1,948,288	11,946,814
Supplies	23,000	0	0	10,000	0	2,000	0	2,000	0	0	37,000
Prof. Dues & Memberships	18,525	0	0	0	0	17,500	0	28,000	0	500	64,525
Conferences & Meetings/Trainings	31,000	15,000	0	15,000	0	2,000	0	6,000	0	2,500	71,500
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	2,351,848	30,000	374,000	6,459,817	24,263,246
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
TOTAL	1,032,481	4,942,411	544,991	3,101,480	14,844,915	961,034	2,393,485	3,778,630	384,000	8,721,282	40,704,708
TRANSFERS											
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	(698,977)	345,004	95,177	67,269	24,770	8,279	7,271	97,038	0	54,169	0
TOTAL	(698,977)	345,004	155,177	855,769	(3,066,230)	(149,221)	7,271	57,038	0	2,494,169	0
NET CHANGE	60,929	(244,164)	3,192	(1,856,182)	(11,634,538)	59,219	(1,309,305)	(595,863)	(364,529)	(3,461,321)	(19,342,561)
TRANSFER TO RESERVES	0	0	0	0	0	0	0	0	0	0	0
TOTAL USE OF FUNDS	333,504	5,287,415	700,168	3,957,249	11,778,685	811,813	2,400,756	3,835,668	384,000	11,215,451	40,704,708
ENDING BALANCE	1,951,337	3,465,160	2,700,325	1,398,016	1,785,756	724,947	226,634	575,422	41,772	6,629,672	19,499,042
RESERVE FUND											
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
BEGINNING BALANCE	1,425,977	3,671,575	3,044,665	2,976,433	4,378,302	564,995	1,379,289	1,603,452	525,868	9,362,417	28,932,973
REVENUES											
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	430,000	0	0	10,316,938	483,649	0	816,549	0	0	12,047,136
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
TOTAL	367,317	3,430,925	629,957	1,975,587	10,431,104	500,307	1,057,347	2,622,688	15,433	8,153,704	29,184,369
TOTAL SOURCES OF FUNDS	1,793,294	7,102,500	3,674,622	4,952,020	14,809,406	1,065,302	2,436,636	4,226,140	541,301	17,516,121	58,117,342
EXPENDITURES											
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	1,523,622	0	402,893	614,525	494,256	0	2,655,586	10,000	2,246,335	8,181,132
Supplies	3,536	0	0	0	0	0	0	0	0	0	3,536
Prof. Dues & Memberships	1,500	0	0	0	0	17,500	0	30,000	0	500	49,500
Conferences & Meetings/Trainings	20,000	7,487	0	3,000	0	1,700	0	2,970	0	2,000	37,157
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	862,825	30,000	125,000	4,875,570	8,041,342
OPEB Trust	55,000	0	0	0	0	0	0	0	0	0	55,000
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
TOTAL	506,327	3,021,762	474,000	1,293,622	2,080,112	531,755	888,825	3,004,982	135,000	7,339,354	19,275,739
TRANSFERS											
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
TOTAL	(603,441)	371,414	503,489	404,200	(691,000)	(132,181)	11,872	49,873	0	85,774	0
NET CHANGE	464,431	37,749	(347,532)	277,765	9,041,992	100,733	156,650	(432,167)	(119,567)	728,576	9,908,630
TRANSFER TO RESERVES	0	0	0	0	0	0	0	0	0	0	0
TOTAL USE OF FUNDS	(97,114)	3,393,176	977,489	1,697,822	1,389,112	399,574	900,697	3,054,855	135,000	7,425,128	19,275,739
ENDING BALANCE	1,890,408	3,709,324	2,697,133	3,254,198	13,420,294	665,728	1,535,939	1,171,285	406,301	10,090,993	38,841,603
RESERVE FUND											
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
BEGINNING BALANCE	1,454,158	3,373,441	3,036,046	2,394,335	3,158,833	325,896	1,370,712	1,267,304	517,066	9,233,484	26,131,275
REVENUES											
Interest Earnings	30,800	63,900	123,546	99,100	35,200	9,900	26,400	35,200	11,500	25,800	461,346
Member Contribution	298,116	443,905	0	1,850,000	0	0	0	160,282	0	300,000	3,052,303
Cost Reimbursements	0	0	532,603	0	0	0	0	0	0	0	532,603
MTC/ Federal Funding	0	1,362,500	0	0	0	0	0	0	0	706,268	2,068,768
Grants	0	465,740	0	0	10,312,000	720,000	0	1,725,000	0	0	13,222,740
DMV Fee	0	0	0	0	0	0	1,020,400	0	0	6,700,000	7,720,400
NPDES Fee	0	0	0	0	0	0	0	1,582,678	0	0	1,582,678
TA Cost Share	0	0	0	0	0	0	0	0	0	50,000	50,000
Miscellaneous/ SFIA	0	0	0	0	0	0	0	0	0	0	0
Street Repair Funding	0	0	0	0	0	0	0	0	0	0	0
PPM-STIP	0	235,000	0	0	0	0	0	0	0	0	235,000
Assessment	0	0	0	0	0	0	0	0	0	0	0
TLSP	0	0	0	0	0	0	0	0	0	0	0
TOTAL	328,916	2,571,045	656,149	1,949,100	10,347,200	729,900	1,046,800	3,503,160	11,500	7,782,068	28,925,838
TOTAL SOURCES OF FUNDS	1,783,074	5,944,486	3,692,195	4,343,435	13,506,033	1,055,796	2,417,512	4,770,464	528,566	17,015,552	55,057,113
EXPENDITURES											
Administration Services	120,000	214,000	205,889	66,000	86,000	16,000	2,000	36,000	0	47,000	792,889
Professional Services	146,853	1,830,886	326,714	301,170	0	82,103	63,364	458,812	0	205,019	3,414,921
Consulting Services	552,655	2,386,338	0	1,551,838	991,000	850,000	0	2,670,083	384,000	2,438,223	11,824,137
Supplies	11,000	2,000	0	0	0	0	0	0	0	0	13,000
Prof. Dues & Memberships	19,250	22,000	0	3,000	0	0	0	28,000	0	500	72,750
Conferences & Meetings/Trainings	15,500	5,000	0	1,000	1,000	10,000	0	6,000	0	7,000	45,500
Printing/ Postage	10,000	6,000	0	0	0	0	0	0	0	0	16,000
Publications	4,000	3,000	0	0	0	0	0	0	0	0	7,000
Distributions	0	0	0	1,079,200	12,812,000	0	2,297,730	830,000	125,000	6,229,159	23,373,089
OPEB Trust	55,000	0	0	0	0	0	0	0	0	0	55,000
Miscellaneous	13,700	2,000	0	1,000	0	0	0	1,000	0	0	17,700
Bank Fee	3,500	0	0	0	0	0	0	0	0	0	3,500
Audit Services	22,500	0	0	0	0	0	0	0	0	2,500	25,000
Loan to SMCEL JPA	0	0	0	0	0	0	0	0	0	0	0
TOTAL	973,958	4,471,224	532,603	3,003,208	13,890,000	958,103	2,363,094	4,029,895	509,000	8,929,401	39,660,486
TRANSFERS											
Transfers In	0	0	0	0	691,000	150,000	0	40,000	0	0	881,000
Transfers Out	0	0	0	841,000	0	0	0	0	0	40,000	881,000
Administrative Allocation	(603,441)	371,414	0	66,689	0	17,819	11,872	89,873	0	45,774	0
TOTAL	(603,441)	371,414	0	907,689	(691,000)	(132,181)	11,872	49,873	0	85,774	0
NET CHANGE	(41,601)	(2,271,593)	123,546	(1,961,797)	(2,851,800)	(96,022)	(1,328,166)	(576,608)	(497,500)	(1,233,107)	(10,734,648)
TRANSFER TO RESERVES	0	0	0	0	0	0	0	0	0	0	0
TOTAL USE OF FUNDS	370,517	4,842,638	532,603	3,910,897	13,199,000	825,922	2,374,966	4,079,768	509,000	9,015,175	39,660,486
ENDING BALANCE	1,412,557	1,101,848	3,159,592	432,538	307,033	229,874	42,546	690,696	19,566	8,000,377	15,396,627
RESERVE FUND											
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
BEGINNING BALANCE	1,127,187	1,454,158	1,425,977	1,890,408	
REVENUES					
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	-
TOTAL	336,931	328,916	367,317	394,433	19.92%
TOTAL SOURCES OF FUNDS	1,464,118	1,783,074	1,793,294	2,284,841	28.14%
EXPENDITURES					
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	640,729	15.94%
Supplies	7,466	11,000	3,536	23,000	109.09%
Prof. Dues & Memberships	1,500	19,250	1,500	18,525	-3.77%
Conferences & Meetings/Trainings	7,800	15,500	20,000	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	55,000	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	-
TOTAL	531,310	973,958	506,327	1,032,481	6.01%
TRANSFERS					
Transfers In	493,169	0	0	0	-
Transfers Out	0	0	0	0	-
Administrative Allocation	0	(603,441)	(603,441)	(698,977)	15.83%
TOTAL	(493,169)	(603,441)	(603,441)	(698,977)	15.83%
NET CHANGE	298,790	(41,601)	464,431	60,929	-246.46%
TRANSFER TO RESERVES	0	0	0	0	-
TOTAL USE OF FUNDS	38,141	370,517	(97,114)	333,504	-9.99%
ENDING BALANCE	1,425,977	1,412,557	1,890,408	1,951,337	38.14%
RESERVE FUND					
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
BEGINNING BALANCE	3,271,875	3,373,441	3,671,575	3,709,324	
REVENUES					
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	2,197,165	61.26%
Grants	1,995,686	465,740	430,000	1,757,273	277.31%
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	308,000	31.06%
Assessment	0	0	0	0	-
TLSP	0	0	0	0	-
TOTAL	2,732,136	2,571,045	3,430,925	5,043,251	96.16%
TOTAL SOURCES OF FUNDS	6,004,011	5,944,486	7,102,500	8,752,575	47.24%
EXPENDITURES					
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	1,523,622	2,951,895	23.70%
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	-
TOTAL	2,031,502	4,471,224	3,021,762	4,942,411	10.54%
TRANSFERS					
Transfers In	0	0	0	0	-
Transfers Out	0	0	0	0	-
Administrative Allocation	300,934	371,414	371,414	345,004	-7.11%
TOTAL	300,934	371,414	371,414	345,004	-7.11%
NET CHANGE	399,700	(2,271,593)	37,749	(244,164)	-89.25%
TRANSFER TO RESERVES	0	0	0	0	-
TOTAL USE OF FUNDS	2,332,436	4,842,638	3,393,176	5,287,415	9.18%
ENDING BALANCE	3,671,575	1,101,848	3,709,324	3,465,160	214.49%
RESERVE FUND					
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
BEGINNING BALANCE	2,884,876	3,036,046	3,044,665	2,697,133	
REVENUES					
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	634,116	19.06%
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	-
TOTAL	393,535	656,149	629,957	703,360	7.20%
TOTAL SOURCES OF FUNDS	3,278,411	3,692,195	3,674,622	3,400,493	-7.90%
EXPENDITURES					
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	-
TOTAL	333,746	532,603	474,000	544,991	2.33%
TRANSFERS					
Transfers In	100,000	0	0	0	-
Transfers Out	0	0	503,489	60,000	-
Administrative Allocation	0	0	0	95,177	-
TOTAL	(100,000)	0	503,489	155,177	-
NET CHANGE	159,789	123,546	(347,532)	3,192	-97.42%
TRANSFER TO RESERVES	0	0	0	0	-
TOTAL USE OF FUNDS	233,746	532,603	977,489	700,168	31.46%
ENDING BALANCE	3,044,665	3,159,592	2,697,133	2,700,325	-14.54%
RESERVE FUND					
Beginning Balance	0	0	0	0	-
Transfers In	0	0	0	0	-
Transfers Out	0	0	0	0	-
Ending Balance	0	0	0	0	-
	150				

SAN MATEO CONGESTION RELIEF FUND

	2022-23	2023-24	2023-24	2024-25	Y-O-Y Budget
	ACTUALS	ADOPTED	ESTIMATED	BUDGET	% Change
BEGINNING BALANCE	3,434,286	2,394,335	2,976,433	3,254,198	
REVENUES					
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	-
TOTAL	1,929,426	1,949,100	1,975,587	2,101,067	7.80%
TOTAL SOURCES OF FUNDS	5,363,712	4,343,435	4,952,020	5,355,265	23.30%
EXPENDITURES					
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	1,405,793	-9.41%
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	-
TOTAL	1,344,901	3,003,208	1,293,622	3,101,480	3.27%
TRANSFERS					
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	67,269	0.87%
TOTAL	1,042,378	907,689	404,200	855,769	-5.72%
NET CHANGE	(457,853)	(1,961,797)	277,765	(1,856,182)	-5.38%
TRANSFER TO RESERVES	0	0	0	0	-
TOTAL USE OF FUNDS	2,387,279	3,910,897	1,697,822	3,957,249	1.19%
ENDING BALANCE	2,976,433	432,538	3,254,198	1,398,016	223.21%
RESERVE FUND					
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
BEGINNING BALANCE	2,171,031	3,158,833	4,378,302	13,420,294	
REVENUES					
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	-
TOTAL	103,696	10,347,200	10,431,104	144,147	-98.61%
TOTAL SOURCES OF FUNDS	2,274,727	13,506,033	14,809,406	13,564,441	0.43%
EXPENDITURES					
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	-
TOTAL	742,925	13,890,000	2,080,112	14,844,915	6.87%
TRANSFERS					
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	24,770	-
TOTAL	(2,846,500)	(691,000)	(691,000)	(3,066,230)	343.74%
NET CHANGE	2,207,271	(2,851,800)	9,041,992	(11,634,538)	307.97%
TRANSFER TO RESERVES	0	0	0	0	
TOTAL USE OF FUNDS	(2,103,575)	13,199,000	1,389,112	11,778,685	-10.76%
ENDING BALANCE	4,378,302	307,033	13,420,294	1,785,756	481.62%
RESERVE FUND					
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
BEGINNING BALANCE	454,380	325,896	564,995	665,728	
REVENUES					
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	-
TOTAL	344,636	729,900	500,307	871,032	19.34%
TOTAL SOURCES OF FUNDS	799,016	1,055,796	1,065,302	1,536,760	45.55%
EXPENDITURES					
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	1,700	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	-
TOTAL	337,016	958,103	531,755	961,034	0.31%
TRANSFERS					
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	8,279	-53.54%
TOTAL	(102,995)	(132,181)	(132,181)	(149,221)	12.89%
NET CHANGE	110,615	(96,022)	100,733	59,219	-161.67%
TRANSFER TO RESERVES	0	0	0	0	-
TOTAL USE OF FUNDS	234,021	825,922	399,574	811,813	-1.71%
ENDING BALANCE	564,995	229,874	665,728	724,947	215.37%
RESERVE FUND					
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	2023-24	2023-24	2024-25	Y-O-Y Budget
	ACTUALS	ADOPTED	ESTIMATED	BUDGET	% Change
BEGINNING BALANCE	1,415,352	1,370,712	1,379,289	1,535,939	
REVENUES					
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	-
TOTAL	1,056,130	1,046,800	1,057,347	1,091,451	4.27%
TOTAL SOURCES OF FUNDS	2,471,482	2,417,512	2,436,636	2,627,390	8.68%
EXPENDITURES					
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	862,825	2,351,848	2.36%
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	-
TOTAL	1,087,291	2,363,094	888,825	2,393,485	1.29%
TRANSFERS					
Transfers In	0	0	0	0	-
Transfers Out	4,902	0	0	0	-
Administrative Allocation	0	11,872	11,872	7,271	-38.76%
TOTAL	4,902	11,872	11,872	7,271	-38.76%
NET CHANGE	(36,063)	(1,328,166)	156,650	(1,309,305)	-1.42%
TRANSFER TO RESERVES	0	0	0	0	-
TOTAL USE OF FUNDS	1,092,193	2,374,966	900,697	2,400,756	1.09%
ENDING BALANCE	1,379,289	42,546	1,535,939	226,634	432.68%
RESERVE FUND					
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	2023-24	2023-24	2024-25	Y-O-Y Budget
	ACTUALS	ADOPTED	ESTIMATED	BUDGET	% Change
BEGINNING BALANCE	1,708,002	1,267,304	1,603,452	1,171,285	
REVENUES					
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	-
TOTAL	1,744,033	3,503,160	2,622,688	3,239,805	-7.52%
TOTAL SOURCES OF FUNDS	3,452,035	4,770,464	4,226,140	4,411,090	-7.53%
EXPENDITURES					
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	-
TOTAL	1,831,080	4,029,895	3,004,982	3,778,630	-6.24%
TRANSFERS					
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	97,038	7.97%
TOTAL	17,503	49,873	49,873	57,038	14.37%
NET CHANGE	(104,550)	(576,608)	(432,167)	(595,863)	3.34%
TRANSFER TO RESERVES	0	0	0	0	-
TOTAL USE OF FUNDS	1,848,583	4,079,768	3,054,855	3,835,668	-5.98%
ENDING BALANCE	1,603,452	690,696	1,171,285	575,422	-16.69%
RESERVE FUND					
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%

AB1546 (\$4 DMV FEE) PROGRAM

	2022-23	2023-24	2023-24	2024-25	Y-O-Y Budget
	ACTUALS	ADOPTED	ESTIMATED	BUDGET	% Change
BEGINNING BALANCE	538,376	517,066	525,868	406,301	
REVENUES					
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	-
TOTAL	12,698	11,500	15,433	19,471	69.31%
TOTAL SOURCES OF FUNDS	551,074	528,566	541,301	425,772	-19.45%
EXPENDITURES					
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	-
TOTAL	25,206	509,000	135,000	384,000	-24.56%
TRANSFERS					
Transfers In	0	0	0	0	-
Transfers Out	0	0	0	0	-
Administrative Allocation	0	0	0	0	-
TOTAL	0	0	0	0	-
NET CHANGE	(12,508)	(497,500)	(119,567)	(364,529)	-26.73%
TRANSFER TO RESERVES	0	0	0	0	
TOTAL USE OF FUNDS	25,206	509,000	135,000	384,000	-24.56%
ENDING BALANCE	525,868	19,566	406,301	41,772	113.49%
RESERVE FUND					
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
BEGINNING BALANCE	11,090,583	9,233,484	9,362,417	10,090,993	
REVENUES					
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	-
TOTAL	7,845,239	7,782,068	8,153,704	7,754,130	-0.36%
TOTAL SOURCES OF FUNDS	18,935,822	17,015,552	17,516,121	17,845,123	4.88%
EXPENDITURES					
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	2,246,335	1,948,288	-20.09%
Supplies	0	0	0	0	-
Prof. Dues & Memberships	500	500	500	500	0.00%
Conferences & Meetings/Trainings	1,841	7,000	2,000	2,500	-64.29%
Printing/ Postage	0	0	0	0	-
Publications	0	0	0	0	-
Distributions	4,982,162	6,229,159	4,875,570	6,459,817	3.70%
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	-
TOTAL	7,396,458	8,929,401	7,339,354	8,721,282	-2.33%
TRANSFERS					
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	54,169	18.34%
TOTAL	2,176,947	85,774	85,774	2,494,169	2807.84%
NET CHANGE	(1,728,166)	(1,233,107)	728,576	(3,461,321)	180.70%
TRANSFER TO RESERVES	0	0	0	0	-
TOTAL USE OF FUNDS	9,573,405	9,015,175	7,425,128	11,215,451	24.41%
ENDING BALANCE	9,362,417	8,000,377	10,090,993	6,629,672	-17.13%
RESERVE FUND					
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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CAG AGENDA REPORT

Date: June 13, 2024

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

From: Sean Charpentier, Executive Director

Subject: Conduct a public hearing on the draft San Mateo Countywide Local Roadway Safety Plan (LRSP); review and approval of Resolution 24-47 adopting the San Mateo Countywide Local Roadway Safety Plan (LRSP) and accompanying Vision Zero Goal. (*Special Voting Procedures apply*)

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-47 adopting the San Mateo Countywide Local Roadway Safety Plan (LRSP) and accompanying Vision Zero Goal.

FISCAL IMPACT

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

SOURCE OF FUNDS

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

BACKGROUND

Overview

A Local Roadway Safety Plans (LRSP) identifies and systematically analyzes roadway safety needs and develops a prioritized list of safety countermeasures. A LRSP offers a proactive approach to addressing safety needs and demonstrates an agency's responsiveness to safety challenges through local agency partnerships and collaboration. The completion of the countywide LRSP will render jurisdictions in the County eligible for grant funding from the Metropolitan Transportation Commission (MTC) OBAG 3 County & Local Program, and future funding for Caltrans Highway Safety Improvement Program and US Department of Transportation Safe Streets for All (SS4A).

Final San Mateo Countywide Local Roadway Safety Plan (LRSP)

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

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

<u>Committee/ Stakeholder</u>	<u>Comment</u>	<u>Action Taken</u>
TAC/Board	Desire to measure implementation and success	-Provided a framework for implementation in the Plan -Recommended continuation of an advisory group as the Countywide Transportation Safety Advisory Committee (TSAC)
CMEQ/BPAC & Board	Concerns/questions about effect of autonomous vehicles (AVs)	-Added latest available language from USDOT related to AVs and safety -This can be an ongoing topic for the TSAC.
CMEQ/BPAC	Ideas for additional data to improve safety planning and prioritization (e.g. near-miss data, pavement quality data)	Recommended data quality enhancement studies for C/CAG on behalf of jurisdictions to be incorporated in future plan updates
BPAC/Board	Desire to prioritize social equity impacts	Added language to Plan introduction
TAC/Board	Plan to update local and county plans in future	TSAC and C/CAG will coordinate with local agencies to agree on future update schedules (5 years or less)
TAC	Our existing plan will expire within the next 5 years. What should we do?	Staff recommends that local jurisdictions consider adopting a local resolution cosigning the Countywide LRSP, noting agreement with the vision/goals, countywide High Injury Network, prioritization method, and relevant proposed actions that pertain to local agencies. This serves as an interim measure to meet HSIP/SS4A requirements.
BART	LRSP efforts should center around improving access to public	Incorporated comment from BART and added BART to TSAC roster

	transportation and working with relevant agencies	
SamTrans	SamTrans desire to prioritize bus stops for safety improvement	Coordinated with SamTrans to include countywide bus stop prioritization in plan.

Vision Zero Goal

This Countywide Plan vision establishes a desired future condition for San Mateo County, one which is achievable only with collaborative efforts from all relevant agencies. As the lead agency in developing this plan, C/CAG envisions a County of diverse partners sharing resources and responsibility for maintaining a safe and equitable transportation system, with all agencies consistently working together to eliminate death and severe injury on roads countywide.

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

- Identify safety improvements, strategies, and programs using the Safe System Approach to eliminate fatalities and severe injuries on local roads.
- Enhance the existing roadway network in a cost-effective manner that promotes traffic safety and social equity, meets the needs of the community, and enriches the lives of residents.
- Promote a culture across agencies and communities that puts roadway safety first in all actions.

C/CAG will lead, coordinate, and support each of its 21 local jurisdictions in achieving their respective vision and goals to reduce or eliminate fatalities and severe injury crashes across all public roadways.

It is anticipated that the following cities with individual plans developed through this process will locally adopt separate resolutions to become eligible for USDOT, Caltrans, and other safety funding opportunities:

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

Recommendation

The C/CAG Technical Advisory Committee and Bicycle and Pedestrian Advisory Committee recommended approval of the Final San Mateo Countywide Local Roadway Safety Plan at their May 16th and May 23rd, 2024 meetings, respectively. The Congestion Management and Environmental Quality (CMEQ) Committee was not able to take a formal action at their May 20, 2024 meeting due to a lack of quorum.

Staff requests that the C/CAG Board review and approve the final San Mateo Countywide Local Roadway Safety Plan.

Equity Impacts and Considerations

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

ATTACHMENTS

1. Resolution 24-47
2. Final San Mateo Countywide Local Roadway Safety Plan Executive Summary
3. Final San Mateo Countywide Local Roadway Safety Plan (The following documents are available on the C/CAG website (See "*Additional Agenda Materials*") at: <https://ccag.ca.gov/committees/board-of-directors-2/>)

RESOLUTION 24-47**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY ADOPTING THE COUNTYWIDE LOCAL ROADWAY SAFETY PLAN AND ACCOMPANYING VISION ZERO GOAL**

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

WHEREAS, C/CAG has identified the San Mateo Countywide Local Roadway Safety Plan as a priority planning effort with countywide significance; and

WHEREAS, C/CAG has conducted a Public Hearing in compliance with the requirements for adoption of a Countywide Local Roadway Safety Plan; and

WHEREAS, C/CAG has considered the comments received in writing and at the Public Hearing; and

WHEREAS, according to data from the California Strategic Highway Safety Plan, 17,317 people have been killed in traffic collisions in California from 2013 through 2017, for an average of 9.5 people per day; and

WHEREAS, from 2018 to 2022, a reported 109 crashes resulted in deaths and 789 resulted in severe, life-changing injuries on non-freeway roadways in San Mateo County, an average of 22 fatal crashes and 158 severe injury crashes per year Countywide; and

WHEREAS, one death on County streets is one too many, and C/CAG is dedicated to strategies that aim to reduce and eliminate deaths and serious injuries on streets in all jurisdictions countywide; and

WHEREAS, of fatal/severe injury crashes in the County during this period, 43 percent involved a person walking or riding a bicycle; and

WHEREAS, seniors, children, people of color, people with disabilities, people in low-income communities, people walking, and people bicycling face a disproportionate risk of traffic injuries and fatalities; and

WHEREAS, injury crashes in dark unlit conditions are approximately twice as likely to result in death or severe injury when compared to crashes in other lighting conditions; and

WHEREAS, injury crashes Countywide most frequently occur at unsignalized intersections on major roadways and are most severe along midblock roadway segments with posted speeds 35 mph or higher; and

WHEREAS, unsafe speed was the most commonly cited crash factor among fatal/severe injury crashes at these and other locations; and

WHEREAS, young crash victims (ages 15-34) and aging victims (ages 50-69, 75-84) are overrepresented among fatal and severe injury crashes Countywide; and

WHEREAS, one in five countywide fatal/severe injury crashes involved alcohol or drug

usage; and

WHEREAS, 43 percent of non-freeway fatal/injury crashes Countywide were on State Highway roads within local jurisdictions; and

WHEREAS, Vision Zero is a public health-based traffic safety strategy to reduce and eventually eliminate traffic deaths and serious injuries using a data-driven, multi-disciplinary, and Safe System approach that also increases safe, healthy, equitable mobility for all; and

WHEREAS, the Safe System Approach recognizes that while human error will always occur, a system of redundant engineering and non-engineering solutions can reduce crashes and can prevent crashes from causing death or severe injuries; and

WHEREAS, the Federal Highway Administration has made a commitment to eliminating fatalities and serious injuries on the nation's roadways using a Safe System approach to achieve the goals of Vision Zero; and

WHEREAS, the Federal Highway Administration and State Department of Transportation (Caltrans) grant funding for improving safety requires the preparation and implementation of a systematic approach to improve safety as presented in the County's Local Roadway Safety Plan (Exhibit A); and

WHEREAS, Caltrans has adopted the goal of moving "toward zero deaths" by incorporating the Safe System Approach and using proven effective strategies and countermeasures; and

WHEREAS, the Metropolitan Transportation Commission (MTC) passed a Vision Zero policy in 2020 that identified actions to support agencies; and

NOW THEREFORE BE IT RESOLVED, that C/CAG declares that Vision Zero is its guiding principle for transportation planning within San Mateo County; and

BE IT FURTHER RESOLVED, that C/CAG shall plan, fund, research, coordinate, and evaluate with the County's 21 jurisdictions with the overriding goal of eliminating traffic-related fatalities and serious injuries; and

BE IT FURTHER RESOLVED, that the C/CAG Board directs C/CAG staff to prioritize safety in C/CAG plans and calls for projects; and

BE IT FURTHER RESOLVED, that C/CAG shall convene an inter-jurisdictional Transportation Safety Advisory Committee (TSAC), to include staff from constituent jurisdictions along with partner agencies identified in the Countywide Local Roadway Safety Plan (LRSP); and which will be used to implement the Countywide LRSP and integrate the Safe System approach into all aspects of transportation planning and engineering; and

BE IT FURTHER RESOLVED, that C/CAG Board of Directors adopts the Countywide Local Roadway Safety Plan that summarizes specific recommendations and action items to be taken by C/CAG and partner agencies that will address the emphasis areas of pedestrian and bicyclist safety, nighttime/low light safety, unsignalized intersections on arterial/collector roadways, vulnerable age groups, speed-related roadway crashes, high-speed roadways, and alcohol involvement; and

BE IT FURTHER RESOLVED, that the LRSP will be implemented in an equitable manner consistent with the C/CAG San Mateo County Equity Framework and Action Plan, accounting for historic inequities in transportation and safety investments across the county; and

BE IT FURTHER RESOLVED, that the TSAC shall develop an annual update and a 3-5 year report on progress toward the Vision Zero goals, tracking process and outcome metrics, and shall present these updates to the C/CAG Board.

PASSED, APPROVED, AND ADOPTED, THIS THIRTEENTH DAY OF JUNE 2024.

Adam Rak, Chair



Executive Summary

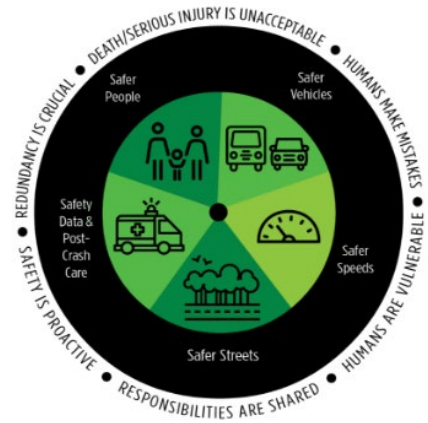
The City/County Association of Governments (C/CAG) created this Local Road Safety Plan (LRSP) with the following safety partners:



SAFE SYSTEM APPROACH


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


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




VISION & GOALS

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

- 

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

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

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

The goals of this plan include the following:

- 1 Regularly review crash history and community needs to identify and prioritize opportunities to reduce crash risk for roadway users of all ages and abilities.
- 2 Partner with other local agencies to incorporate roadway safety into all actions.
- 3 Implement context-appropriate safety countermeasures systemically and as part of all projects to target emphasis areas and underserved communities.
- 4 Support agencies in providing opportunities for citizen engagement to identify issues and inform Countywide safety solutions.
- 5 Embrace the Safe System Approach to promote engineering and non-engineering strategies in the community.
- 6 Work with agencies to monitor safety projects and implementation to track progress towards goals.

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

PUBLIC ENGAGEMENT

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

AUG 10

Virtual meeting (recorded and posted to plan website)

AUG 16

East Palo Alto

AUG 19

Half Moon Bay Farmers Market

AUG 20

Foster City Summer Days

AUG 27

San Carlos Block Party

AUG - SEP

Online webmap (countywide input)

DEC 17

Belmont Farmers Market

DEC 20

Woodside Public Library

JAN 9

Colma BART Station

JAN 16

Atherton Library

JAN 18

Brisbane Farmers' Market

FEB 7

Portola Valley Bicycle, Pedestrian, & Traffic Safety Committee

MAR - APR

Various

Countywide Virtual Kickoff Meeting

Sharing the purpose and timing of the plan

Phase 1 Pop-up/Tabling Event

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

Phase 1 Concurrent Online Input

Phase 2 Pop-up/Tabling Event

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

Phase 3 Draft Plan

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

HIGH INJURY NETWORK

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

EMPHASIS AREAS

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



Pedestrian and bicyclist safety



Motor vehicle speed related roadway segment crashes



Nighttime/low light safety



High-speed roadways (35+ mph)



Unsignalized intersections on arterials/collectors



Alcohol involvement



Vulnerable age groups (youth and aging)

RECOMMENDATIONS

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



PROJECT PRIORITIZATION

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



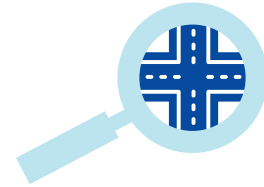
Crash History

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



Social Equity

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



Systemic Factors

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

IMPLEMENTATION & MONITORING

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

C/CAG AGENDA REPORT

Date: June 13, 2024

To: C/CAG Board of Directors

From: Sean Charpentier, Executive Director

Subject: Receive a presentation on the San Mateo Countywide Automated Vehicles Strategic Plan

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

RECOMMENDATION

That the Board of Directors receive a presentation on the San Mateo Countywide Automated Vehicles Strategic Plan.

FISCAL IMPACT

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

SOURCE OF FUNDS

The project is funded with the Alternative Congestion Relief and Transportation Demand Management (ACR/TDM) grant, with local match coming from the Congestion Relief Program.

BACKGROUND

The San Mateo Countywide Automated Vehicles Strategic Plan (AV Strategic Plan) builds on a virtual workshop led by the San Mateo Transportation Authority (TA) and SamTrans on November 17, 2021. The workshop focused on bringing attention to the advent of Automated Vehicles (AVs) to San Mateo County communities, and to help the County better understand the impact AVs may have on our local roads and streets. One of the key next steps identified by stakeholders at the workshop was to develop a Countywide AV Strategic Plan.

The Countywide AV Strategic Plan represents a joint effort by C/CAG and the TA to identify the current state of AVs in San Mateo County, establish a shared-vision for AV deployment, identify opportunities for AV pilots and other AV-related projects, and to develop an AV action plan.

The TA and C/CAG are jointly sponsoring the project. The consulting firm WSP was selected to prepare the Plan. The Technical Advisory Committee (TAC) and other interested stakeholders

serve in an advisory role offering recommendations and guidance to the Plan. The final deliverable is an AV Strategic Plan, including an Action Plan.

At the Board meeting on December 14, 2023, the Board received a comprehensive presentation covering the project overview, schedule, and summaries of the Existing Conditions and the public workshop held on November 15, 2023. In January 2024, the project team presented the draft strategies to the C/CAG Technical Advisory Committee (TAC), the primary advisory committee for this plan. In May 2024, the project team presented the draft plan to the TAC. The team summarized how the plan incorporated and responded to the Committee's previous comments. For example, the project team discussed AV regulation and local agencies' roles.

At the June 13, 2024 Board meeting, the project team and consultant will present the draft plan, an outreach summary, and a list of next steps. Following the feedback from the Board at this June meeting, the project team expects to bring the final plan for acceptance at the July C/CAG Board meeting.

A copy of the draft AV Strategic Plan is included as a web attachment. The draft plan will be available for public comment on the project website until June 21, 2024.

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

EQUITY IMPACTS AND CONSIDERATIONS

AVs are rapidly emerging as a transformative technology with the potential to revolutionize various sectors of transportation. AVs can promote equity by enhancing safety for all road users, including pedestrians and bicyclists, improving mobility for people with disabilities, offering shared services in areas with limited public transportation, and reducing reliance on private car ownership. All of these factors can potentially lead to less traffic congestion and parking demand.

Recognizing this potential, the plan includes strategies and recommendations for projects, pilot programs, funding, and activities that impact all users. Equity and Accessibility is a Guiding Principle in the AV Plan, ensuring that future AV applications leverage AV technologies to make traveling more accessible and affordable for people of all ages, abilities, and income levels. The plan also includes specific equity strategies including establishing an Equity Policy for AVs and focusing future AV pilots in traditionally underserved areas.

ATTACHMENTS

1. Draft AV Strategic Plan (*The document is available to download at the C/CAG Board website (See "Additional Meeting Materials") at: <https://ccag.ca.gov/committees/board-of-directors-2/>*).
2. AV Strategic Plan Presentation (*The document is available to download at the C/CAG Board website (See "Additional Agenda Materials") at: <https://ccag.ca.gov/committees/board-of-directors-2/>*).

C/CAG AGENDA REPORT

Date: June 13, 2024

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

From: Sean Charpentier, Executive Director

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

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

RECOMMENDATION

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

FISCAL IMPACT

N/A

SOURCE OF FUNDS

N/A

BACKGROUND

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

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

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

introduced in the Senate, many of them “spot” bills. The Legislature returned from its spring recess on April 1 and 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. The following actions were taken at past Legislative Committee and Board meetings:

- February 8, 2024 meeting: AB 1798 (Papan) Support – Stormwater contamination pilot, and SB 532 (Weiner) Oppose – Tolls increases to support transit. Letter on SB 532 was not sent.
- March 14, 2024 meeting: Voted to Table the SB 532 letter, and voted to send a letter opposing the reversion of funds previously allocated in the State budget from ATP and REAP.
- April 11, 2024 meeting: A position of “Oppose Unless Amended” on SB 1031 (Wiener) – Regional Measure.
- May 9, 2024 meeting: Voted to maintain “Oppose Unless Amended” position on SB 1031, with additional comments to the initial letter sent in May. Voted to send a Support letter on AB 817 (Pacheco) – Brown Act and voted to Support SB 1037 (Papan) – Transit Coordination.

At this June meeting, the Legislative Committee will receive and update the on the state budget, the status of SB 1031 (Wiener) – Regional Measure, SB 1037 – Housing Element Enforcement, an update on the Climate Bond, and SB 915 (Cortese) – Autonomous Vehicle Service.

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, May 29, 2024 from Shaw Yoder Antwih Schmelzer & Lange

Below are informational links:

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



1415 L Street
Suite 1000
Sacramento
CA, 95814
916-446-4656

May 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 – June 2024**

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 a total of 1,009 bills between the Senate and Assembly Appropriations Committee were placed on the suspense file. The suspense file hearings took place on May 16; the Senate had 341 measures on suspense, with 254 (75%) passing to the Senate Floor, and the Assembly had 668 measures on suspense, with 435 (65%) passing to the Assembly Floor. Bills must now move out of the first house by May 24 to meet the House of Origin legislative deadline. For more information about key legislative and budget deadlines, see the adopted 2024 Legislative Calendar available [here](#).

Legislature Reaches Budget Agreement

On May 29, it was [announced](#) that the Legislature had come to an agreement between the houses on the FY 2024-25 budget package. While details are still emerging, the Legislature is pushing back on several of the cuts proposed by the Governor, some of which C/CAG opposes, including cuts to the Regional Early Action Planning (REAP) 2.0 program and the Active Transportation Program. The Legislature has also agreed to maintain funding for critical grade separation projects and funding for transit agencies facing fiscal cliffs, including the commitment of \$1.2 billion to the MTC region. We expect the budget committees to hear the proposals the week of May 27, with floor votes coming as early as the week of June 3. It should be noted that this is the Legislature's version of the budget, allowing the Legislature to meet the June 15 deadline for passing a budget. Negotiations with the Administration will commence in short order and ultimately, the Governor will have to approve the final budget package, ideally before the start of the fiscal year beginning July 1.

SB 1031 - Regional Measure

As you are aware, the effort to authorize a regional transportation funding measure for voter consideration is ensconced in SB 1031 (Wiener and Wahab). This bill is the vehicle of the authorization legislation for the Bay Area regional transportation funding measure and includes requirements for a

transit consolidation study. SB 1031 includes various revenue mechanisms (sales tax, employer tax, vehicle fees, property related fees) and identifies the funding priorities for the revenue generated from the measure, focusing on transit operations and transformation, safe streets and pothole repair, connectivity/mobility improvements, and climate resilience.

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

On May 17, substantive amendments went into print as the bill passed the Senate Appropriations Suspense File. Those amendments are listed below:

- Requires MTC to develop an expenditure plan with impacted counties and have the plan approved by transportation agencies in a majority of counties impacted by the measure and a majority of the population of the impacted counties.
- The amendments require, after the first five years, that the return to source go from 70 percent to 90 percent across the funding categories described above.
- Prohibits the placement of a ballot measure in Marin or Sonoma counties until November 2028 and dictates that if these counties opt to place the regional measure on the ballot and have not yet passed the SMART tax measure, a minimum amount of revenues equal to the existing SMART tax go to SMART.
- Requires MTC, on or before April 1, 2025, to amend or update its regional transportation plan to include the extension of rail transit service operated by the Sonoma-Marina Area Rail Transit District within the transportation network identified in the sustainable communities strategy and within the financial element.

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 915 (Cortese) Autonomous Vehicles

This bill would authorize a city with a population of 250,000 or more that has an approved autonomous vehicle service, defined to mean conducting commercial passenger service or engaging in commercial activity using driverless vehicles authorized to operate by the Department of Motor Vehicles, the Public Utilities Commission, or any other applicable state agency, to enact an ordinance within that jurisdiction. The bill would require each city that enacts an ordinance to include certain provisions, including a policy for entry into the business of providing autonomous vehicle services including a permitting program that includes reasonable vehicle caps and hours of service restrictions. The bill would also authorize a city with a population of less than 250,000 that shares a border with a larger city that has enacted an autonomous vehicle ordinance to enact an ordinance substantially consistent with that autonomous vehicle ordinance enacted by the larger city. The bill would also authorize these cities to levy service charges, fees, or assessments in the amount sufficient to pay for the costs of carrying out an ordinance enacted and grant oversight over fare structures.

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.

SB 1037 (Wiener) Housing Element Enforcement

The Planning and Zoning Law requires a city or county to adopt a general plan that includes a housing element and requires the Department of Housing and Community Development (HCD) to determine

whether the housing element is in substantial compliance. The Planning and Zoning Law requires HCD to notify a local agency and, at its discretion, the Attorney General, that they are out of compliance with and in violation of state law. The Planning and Zoning Law also requires that an application for a housing development be subject to a specified streamlined, ministerial approval process if the development satisfies certain objective planning standards. This bill, in any action brought by the Attorney General for non-compliance, would subject the local agency to specified remedies, including a civil penalty between \$10,000 and \$50,000 per month, for each violation. The penalties would only apply when local land use decisions or actions are arbitrary, capricious, entirely lacking in evidentiary support, contrary to established public policy, unlawful, or procedurally unfair. Any penalties collected would support the development of affordable housing located in the affected jurisdiction.

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.

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. ***This bill failed to pass the Assembly Appropriations Committee and is not moving forward in 2024.***

AB 1837 (Papan) Bay Area Transit Coordination – C/CAG SUPPORT

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

AB 1999 (Irwin) Electricity Rates

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

AB 2290 (Friedman) Bikeways

This bill would establish the Bikeway Quick-Build Project Pilot Program within the Caltran's maintenance program to expedite the 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 require 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.

****Unless noted, all bills discussed above are still active. For a full list of the bills we are tracking for C/CAG, please click [here](#).***

C/CAG AGENDA REPORT

Date: June 13, 2024

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

From: Sean Charpentier, Executive Director

Subject: Written Communications - Information Only (8 Letters)

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

BACKGROUND

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

1. **5/7/2024** – To The Honorable Pete Buttigieg, United States Department of Transportation RE: 2024 Safe Streets and Roads for All (SS4A) Grant Program Request for State Route 84 - United States 101 Interchange Reimagined (Project).
2. **5/10/2024** – To Paul Teicher, US Department of Transportation. RE: Support for the South San Francisco Downtown Safe Streets Project and Vision Zero Plan.
3. **5/13/2024** – To The Honorable Pete Buttigieg, Secretary of the United States Department of Transportation. RE: Letter of Support for Updating and Enhancing Colma’s Comprehensive Safety Action Plan with Speed Management.
4. **5/14/2024** – To The Honorable Anna Caballero Chair, Senate Appropriations Committee. RE: SB 1031 (Wiener and Wahab) Bay Area Regional Measure – OPPOSE UNLESS AMENDED (second letter).
5. **5/15/2024** – To MTC Staff. RE: Draft 2024 Equity Priority Communities Update
6. **5/23/2024** – To The Honorable María Durazo Chair, Senate Local Government Committee. RE: AB 817 (Pacheco) Brown Act – SUPPORT.
7. **5/23/2024** – To The Honorable Scott Wiener Chair, Senate Committee on Budget. RE: Protect Funding for Regional Early Action Planning Grants (REAP 2.0).
8. **5/30/2024** – To Honorable Mayors Medina and Coleman, and City Councilmembers of the Cities of San Bruno and South San Francisco. RE: Initiating an update of the San Bruno/South San Francisco Community-Based Transportation Plan (CBTP), adopted in 2012.

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/>