

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. 376

Date: Thursday, September 12, 2024	Join by Webinar: https://us02web.zoom.us/j/81317558310 ?pwd=xcO5xpjoZhHJwOH8GdVuYTSe MVhIw7.1
Time: 6:30 p.m.	Webinar ID: 813 1755 8310
Primary Location: San Mateo County Transit District Office 1250 San Carlos Ave, 2nd Fl. Auditorium, San Carlos, CA 94070	Password: 091224
	Join by Phone: (669) 900-6833

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

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

1.0 CALL TO ORDER/ ROLL CALL

2.0 PRESENTATIONS / ANNOUNCEMENTS

- 2.1 Receive a Presentation on the performance of San Mateo County Highway 101 Express Lanes Program. INFORMATION p. 1
- 2.2 Receive a presentation from Commute.org on countywide trip reduction efforts. INFORMATION p. 3

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. 375 dated June 13, 2024. ACTION p. 5
- 3.2 Biennial review and approval of the C/CAG Conflict of Interest Code. ACTION p. 13
- 3.3 Review and approval of the appointment of Marie Chuang, Councilmember, Town of Hillsborough to the C/CAG Finance Committee to fill one vacancy. ACTION p. 17
- 3.4 Review and approval of Resolutions 24-49 to 24-52 supporting submittal of applications for San Mateo County Transportation Authority Cycle 7 Pedestrian and Bicycle and the Cycle 2 Alternative Congestion Relief/Transportation Demand Management Programs and authorizing local match:
 - 3.4.1 Review and approval of Resolution 24-49 to support a joint application for Measure A Alternative Congestion Relief and Measure W Transportation Demand Management program funding to prepare a Shared Automated Vehicle Feasibility Study, in partnership with the San Mateo County Transportation Authority, and authorize a local match of \$20,000. ACTION p. 23
 - 3.4.2 Review and approval of Resolution 24-50 to support an application for Measure A Alternative Congestion Relief and Measure W Transportation Demand Management program funding to develop a Smart Corridor Incident Response Timing Plan for the northern cities (Daly City/Colma & Brisbane) and authorize a match of \$20,000; and authorize a match of \$10,000 to support South San Francisco's application for a Smart Corridor Incident Response Timing Plan. ACTION p. 27
 - 3.4.3 Review and approval of Resolution 24-51 to support an application for Measure A Alternative Congestion Relief and Measure W Transportation Demand Management program funding for sidewalk data procurement for the San Mateo County Comprehensive Bicycle and Pedestrian Plan Update, and authorize a local match of \$20,000. ACTION p. 33
 - 3.4.4 Review and approval of Resolution 24-52 to support an application for Measure A & W Cycle 7 Pedestrian and Bicycle Program funding to launch a San Mateo County Bikeshare and Scooter-share Education and Marketing Campaign and authorize a local match of \$10,000. ACTION p. 37
- 3.5 Review and approval of Resolution 24-53 authorizing the C/CAG Executive Director to execute the Amended and Restated Memorandum of Understanding with San Mateo County Transportation Authority and all other documents necessary to complete the Project Approval & Environmental Document Phase of the US 101 Managed Lane

- Project, North of I-380. ACTION p. 41
- 3.6 Review and approval of recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of June 30, 2024. ACTION p. 57
- 3.7 Review and approval of Resolution 24-54 adopting the C/CAG Investment Policy Update. ACTION p. 66
- 3.8 Review and approval of Resolution 24-55 amending the Congestion Management Program Technical Advisory Committee and the Stormwater Committee guidelines by designating the Director of Engineering and Transportation as the primary representative for the City of Redwood City. ACTION p. 84
- 3.9 Review and approval of Resolution 24-56 authorizing the C/CAG Executive Director to send a letter to the County of San Mateo and CalRecycle summarizing C/CAG's review of the Countywide Integrated Waste Management Plan as the Local Task Force in San Mateo County. ACTION p. 95
- 3.10 Review and approval of Resolution 24-57 determining that the Daly City Draft 2023-2031 Housing Element and related general plan and zoning amendments are conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. ACTION p. 102
- 3.11 Review and approval of Resolution 24-58 authorizing the C/CAG Executive Director to negotiate, subject to legal counsel approval, and execute Amendment No. 2 to the funding agreement with the City of Pacifica for the Sharp Park Priority Development Area Pedestrian Improvement Project to extend the agreement to December 31, 2025. ACTION p. 112
- 3.12 Receive a copy of Amendment No. 1 to the agreement with MIG to prepare a C/CAG Strategic Plan, extending the period of performance to October 30, 2024. INFORMATION p. 117
- 3.13 Review and approval of Resolution 24-59 authorizing the C/CAG Executive Director to execute a Memorandum of Understanding (MOU) between C/CAG and the San Mateo County Transportation Authority (SMCTA) for the Countywide Transportation Plan update. ACTION p. 119
- 3.14 Review and approval of Resolution 24-60 authorizing the C/CAG Executive Director to execute the First Amendment to the Memorandum of Understanding (MOU) between the San Mateo County Transportation Authority (SMCTA) and C/CAG for the US 101 SR 92 Interchange Area Improvement Project. ACTION p. 122
- 3.15 Review and approval of appointment of Councilmember Betsy Nash of Menlo Park, to fill a vacant elected official seat on the Resource Management and Climate Protection Committee. ACTION p. 131

4.0 **REGULAR AGENDA**

- 4.1 Review and approval of Resolutions 24-61 through 24-62 authorizing the C/CAG Executive Director to execute amendments to the Daly City/Colma construction funding agreement and the Caltrans construction cooperative agreement for the construction phase of the Northern Cities Smart Corridor Expansion project. ACTION p. 136
- 4.2 Review and approval of Resolution 24-63 adopting the amended C/CAG Program Budget for Fiscal Year 2024-25. (*Special Voting Procedure Apply*) ACTION p. 148
- 4.3 Action on Compensation Adjustment for Executive Director and review and approval of Resolution 24-64 authorizing the C/CAG Chair to execute Amendment No. 3 to the agreement between C/CAG and Executive Director. ACTION p. 156
- 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. 160

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 – 13 Letters p. 168
- Letter to MTC Staff regarding Draft 2024 Equity Priority Communities Update, date May 25, 2024
 - Letter (transmitted electronically) to Governor Gavin Newsom, in support of Joint Legislative Budget Plan Proposal for Regional Early Action Planning Grants of 2021 (REAP 2.0), dated June 7, 2024
 - Letter to Buffy Wicks Chair, Assembly Appropriations Committee opposing SB 1037 (Wiener) Housing Element Enforcement, dated June 25, 2024
 - Letter to Nancy Skinner Chair, Senate Housing Committee noting concerns, AB 3093 (Ward) – Housing Element Categories, dated June 25, 2024
 - Letter to Pete Buttigieg United States Secretary of Transportation regarding Support for Strengthening Mobility and Revolutionizing Transportation (Smart)Stage 1 Grant Program, dated June 27, 2024
 - Comment Letter addressed to the State Water Resources Control Board regarding its Revised Draft Cost Reporting Policy, dated July 9, 2024
 - Letter to San Mateo County Transportation Authority regarding Support for the Countywide Bicycle Trainers program, dated August 15, 2024

- Letter to Linda Hui, Strategic Incentives Division, Bay Area Air Quality Management District regarding comments on the Transportation Fund for Clean Air (TFCA) 40% Fund Policies commencing FYE 2026, dated August 23, 2024
- Letter to Gavin Newsom requesting Veto of SB 1037 (Wiener) – Housing Element Enforcement, dated September 4, 2024
- Letter to Gavin Newsom requesting Veto of AB 3093 (Ward) – Housing Element Categories, dated September 4, 2024
- Letter to Gavin Newsom requesting Veto of SB 450 (Atkins) – Housing Development Approvals, dated September 4, 2024
- Letter to Britt Tanner, IDEA TSP Program Manager, Metropolitan Transportation Commission regarding Support for San Mateo County Transit District’s Countywide Transit Signal Priority – Network Optimization Working Group (TSP-NOW) Proposal to the Innovative Deployment to Enhance Arterials (IDEA) Program, dated September 5, 2024
- Letter to Pete Buttigieg, Secretary, U.S. Department of Transportation, Senate Housing Committee regarding City of Burlingame – Broadway Grade Separation Project, dated September 6, 2027

8.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

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

9.0 ADJOURNMENT

Next scheduled meeting October 10, 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 AGENDA REPORT

Date: September 12, 2024

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

From: Sean Charpentier, Executive Director

Subject: Receive a Presentation on the performance of San Mateo County Highway 101 Express Lanes Program.

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

RECOMMENDATION

That the C/CAG Board receive a presentation on the performance of San Mateo County Highway 101 Express Lanes Program.

FISCAL IMPACT

There is no financial impact associated with this presentation.

SOURCE OF FUNDS

Not applicable.

BACKGROUND

The San Mateo County 101 Express Lanes project consists of 22 miles of express lanes in both directions on U.S. 101 from the Santa Clara County line to the I-380 in South San Francisco. The express lanes operate between 5am and 8pm on Monday through Friday and use dynamic pricing to encourage carpooling and transit use, increase person throughput (the number of people moved) and reduce congestion in the corridor. The express lanes between the Santa Clara County line and Whipple Ave. opened in February of 2022. The section between Whipple Ave. and I-380 opened in March 2023. For more information see: <https://101expresslanes.org/>

The San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA) was jointly created by C/CAG and the San Mateo County Transportation Authority (SMCTA). The SMCEL-JPA is responsible for overseeing the operations and administration of the San Mateo 101 Express Lanes, in addition to jointly exercising ownership rights over the Express Lanes. The SMCEL-JPA has a 6-member Board of Directors, with three members appointed by C/CAG (Alicia Aguirre, Michael Salazar and Rich Hedges) and three members appointed by the SMCTA (Rico Medina, Carlos Romero and Julia Mates).

In addition to the express lanes, the SMCEL-JPA created and implements the Community Transportation Benefits Program, which works with Samaritan House to distribute a FasTrak Transponder pre-loaded with \$200 or a Clipper Card pre-loaded with \$200 to eligible San Mateo County residents. For more information see: <https://101expresslanes.org/program/equity-program>

Lacy Vong, the Policy and Program Manager for SMCEL-JPA, will provide the presentation.

Equity Impacts and Considerations

The San Mateo County 101 Express Lanes program aims to address equity by providing targeted transportation assistance to underserved residents in San Mateo County who are 18 years or older, earning an income at or below 60% of the San Mateo Area Median Income. The program enhances access to essential services such as healthcare, education, and employment. This initiative also helps reduce transportation barriers, promoting social and economic inclusion and improving the quality of life for vulnerable communities in San Mateo County.

ATTACHMENT

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/>

1. San Mateo County Highway 101 Express Lanes Update

C/CAG AGENDA REPORT

Date: September 12, 2024

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

From: Sean Charpentier, Executive Director

Subject: Receive a presentation from Commute.org on countywide trip reduction efforts.

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

RECOMMENDATION

That the Board receive a presentation from Commute.org on countywide trip reduction efforts.

FISCAL IMPACT

There is no fiscal impact.

SOURCE OF FUNDS

N/A

BACKGROUND

For over 20 years, Commute.org has provided transportation demand management (TDM) programming and services to San Mateo County employers, residents, and commuters. Their goal is to reduce traffic congestion and greenhouse gas emissions by promoting the use of sustainable transportation and commute alternatives, with funding derived from a variety of local and regional public sources. C/CAG supports Commute.org through an annual allocation from the Congestion Relief Plan (CRP) and with annual Bay Area Air Quality Management District (BAAQMD) Transportation Fund for Clean Air (TFCA) funding.

Major efforts include coordination of various commuter programs (Guaranteed Ride Home program, carpool/vanpool incentive programs, bicycle incentive programs, Caltrain and transit incentive programs, etc.), as well as related outreach and education efforts.

Additionally, Commute.org provides significant support to C/CAG's Countywide Transportation Demand Management (TDM) Program¹ through its ongoing outreach efforts to local

¹ As of January 1, 2022, the C/CAG CMP TDM Policy requires that local jurisdictions in San Mateo County notify C/CAG of any new development project within their purview that is estimated to generate at least 100 Average Daily Trips (ADT), and such projects are required to implement a suite of TDM measures designed to reduce ADT by 25-35% depending on project type, size and location.

communities, and as our partner in developing and implementing the monitoring and reporting components of the TDM program.

John Ford, the Executive Director with Commute.org, will present at the Board meeting on various Commute.org programs and related efforts.

ATTACHMENTS

1. Commute.org Presentation (will be available on the C/CAG website (See “Presentations”) at: <https://ccag.ca.gov/committees/board-of-directors-2/>

C/CAG

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

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

MINUTES

Meeting No. 375
June 13, 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		Absent		
Burlingame		Absent		
Colma	Carrie Slaughter			
Daly City			Juslyn Manalo	
East Palo Alto	Lisa Gauthier			
Foster City	Stacy Jimenez			
Half Moon Bay	Debbie Ruddock			
Hillsborough	Christine Krolik			
Menlo Park		Absent		
Millbrae	Anders Fung			
Pacifica	Tygaras Bigstyck Alternate (depart 7:00pm) Sue Vaterlaus (arrive 7:00pm)			
Portola Valley		Absent		
Redwood City		Absent		
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	Vamsi Tabjulu – SamTrans
Melissa Andrikopoulos – Legal Counsel	Rayn Adamson – WSP
Mima Crume – Clerk of the Board	
Audrey Shiramizu	
Eva Gaye	Members of the Public (In-Person):
Jeff Lacap	Drew Corbett – City of San Mateo
Kaki Cheung	Virgina Lingham – WSP
Kim Springer	
Kim Wever	
Susy Kalkin	
Van Ocampo	
C/CAG Staff Present (Remote):	
Kim Wever	

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

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.

APPROVED

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.

APPROVED

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.
APPROVED

- 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. APPROVED
- 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. APPROVED
- 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. APPROVED
- 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. APPROVED
- 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. APPROVED
- 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. APPROVED
- 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. APPROVED
- 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. APPROVED
 - 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.

APPROVED

- 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. APPROVED
- 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. APPROVED
- 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. APPROVED
- 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. APPROVED
- 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. APPROVED
- 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. APPROVED
- 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. APPROVED
- 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. APPROVED
- 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. APPROVED
- 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. APPROVED

- 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. APPROVED

Board Member Lewis MOVED to approve the consent agenda items 3.1 through 3.21. Board Member Krolik SECONDED. **MOTION CARRIED 13-0-0**

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*) APPROVED

The Board received a presentation on the C/CAG Fiscal Year 2024/25 Program Budget and Member Fees.

Board Member Gauthier MOVED to approve item 4.1. Board Member Manalo SECONDED.

A Special Voting Procedure was taken by roll call. **MOTION CARRIED 13-0-0.** Results: 13 Agencies approving. This represents 62% of the agencies, representing 67% of the population.

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

- 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*) APPROVED

The Board received a presentation on the draft San Mateo Countywide Local Roadway Safety Plan (LRSP), which aims to enhance roadway safety and qualify jurisdictions for grants. The plan includes vision, goals, data analysis, engineering recommendations, and an implementation framework, addressing autonomous vehicles, social equity impacts, and local agency coordination. The hearing concluded with no public comments.

Board Member Hedges MOVED to approve item 4.2. Board Member Ruddock SECONDED.

A Special Voting Procedure was taken by roll call. **MOTION CARRIED 13-0-0.**
 Results: 13 Agencies approving. This represents 62% of the agencies, representing 67% of the population.

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

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

The Board received a presentation on the draft San Mateo Countywide Automated Vehicle (AV) Strategic Plan. Ms. Lingham from WSP outlined key steps such as forming an AV task force, developing a countywide plan, and planning AV pilots for first and last-mile connections. The plan focuses on AV policies, strategies, and future deployments. The presentation included the project timeline, engagement activities, and key findings, emphasizing safety, partnerships, and AV implementation. Short-term actions include hiring staff, forming an AV working group, and assessing the feasibility of an AV shuttle pilot. Public comments are open until July 15, with final acceptance expected in the fall.

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.)

C/CAG Executive Director, Sean Charpentier, provided an overview of the C/CAG Legislative Committee meeting held earlier in the evening, including positions taken on legislation and the state budget.

Mr. Charpentier shared the SB 915 (Cortese) – Local Ordinances for Autonomous Vehicles, was voted as Oppose Unless Amended, with changes to include appropriate countywide bodies or JPAs serving 250,000 or more in population to set the ordinance.

Board Member Hedges MOVED approval of the Legislative Committee’s position. Board Member Lewis SECONDED. **MOTION CARRIED 13-0-0** APPROVED

Mr. Charpentier discussed SB 1037 (Weiner) – Penalties for Non-compliance Housing. The Legislative Committee took an Oppose position on this legislation. The Legislative Committee expressed concerns for the number of housing elements still to be completed and the challenges at HCD for completion.

Board Member Lewis MOVED to Oppose. Board Member Vaterlaus SECONDED.
MOTION CARRIED 13-0-0

Mr. Charpentier discussed a new piece of legislation AB 3093 (Ward) – RHNA to Include Homeless. The Legislative Committee requested a Letter of Concern because the bill has been recently introduced and has not been heard, and has significant potential policy implications.

Board Member Hedges MOVED to send a Letter of Concern. Board Member Gauthier SECONDED. **MOTION CARRIED 13-0-0**

Mr. Charpentier discussed some of the budget issues and timelines, including REAP and Active Transportation funding, which at this point is nearly fully funded in the early budget proposal, and grade separations which risk losing funding. The legislature is working on a trailer bill to help support funds lost to these initiatives.

5.0 COMMITTEE REPORTS

5.1 Chairperson’s Report

Chair Rak reported the plan to reconvene the ad hoc Equity Subcommittee for a remote meeting this summer to review stipend options to support diverse students in engineering and planning fields. Interested members should contact Chair Rak or email Mr. Charpentier.

5.2 Board Members Report/Communication

None.

6.0 EXECUTIVE DIRECTOR’S REPORT

Mr. Charpentier reported the next meeting on July 11th will be held at 455 County Center in Redwood City due to room unavailability. He also announced a call for projects for \$1 million in TFCA funding, with applications due on August 14th. Additionally, he acknowledged Audrey Shiramizu and Eva Gaye for graduating from the San Mateo County Leadership's Emerging Leadership Program, and Kim Springer's graduation from the California Association of Councils of Governments Regional Leader Program.

7.0 COMMUNICATIONS - Information Only

7.1 Written Communication – 8 Letters

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.

There were no items to report from 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.

Clerk Crume reported that there were no public comments.

11.0 **ADJOURNMENT** – 8:23 pm

C/CAG AGENDA REPORT

ITEM 3.2

Date: September 12, 2024
To: City/County Association of Governments of San Mateo County Board of Directors
From: Sean Charpentier, Executive Director
Melissa Andrikopoulos, Deputy County Attorney
Subject: Biennial review and approval of the C/CAG Conflict of Interest Code

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

RECOMMENDATION

That the C/CAG Board review and approve the C/CAG Conflict of Interest Code.

FISCAL IMPACT

None.

SOURCE OF FUNDS

Not applicable.

BACKGROUND

California Government Code § 87306.5 requires each local agency to review its Conflict of Interest Code biennially to determine if it is accurate or, alternatively, if it must be amended. The C/CAG Board conducted its last biennial review in July 2022.

While there has been no change to C/CAG's organizational structure, staff is recommending a revision to C/CAG's Conflict of Interest Code to specify all positions required to file, including the C/CAG positions that are filled by County employees. County employees filling C/CAG staff positions have historically filed under the "Consultant" category. Staff recommends this revision for increased clarity.

ATTACHMENTS

1. Conflict of Interest Code of the City/County Association of Governments of San Mateo County

**Conflict of Interest Code of
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
(C/CAG)**

**County of San Mateo
State of California**

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix, designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the City/County Association of Governments of San Mateo County (C/CAG).

As directed by Government Code Section 82011, the code reviewing body is the Board of Supervisors for the County of San Mateo. Pursuant to 2 Cal. Code of Regs. Section 18227 and Government Code Section 87500, the County Clerk for the County of San Mateo shall be the official responsible for reviewing and retaining statements of economic interests and making the statements available for public inspection and reproduction.

Individuals holding designated positions shall file their statements of economic interests with C/CAG, which will make the statements available for public inspection and reproduction (Gov. Code Sec. 81008). Upon receipt of the statements, C/CAG shall make and retain copies and forward the originals to the County Clerk.

**City/County Association of Governments of San Mateo County (C/CAG)
Conflict of Interest Code**

List of Designated Positions for C/CAG and Financial Disclosure Categories

Each person holding any position listed below must file statements disclosing the kinds of financial interest shown for the designated employee’s position. Statements must be filed at the times and on the forms prescribed by law. Failure to file statements on time may result in penalties including but not limited to late fines.

Designated Employees	Disclosure Category
Members, Board of Directors	1,2,3,4
Alternate Members, Board of Directors	1,2,3,4
Ex Officio Members, Board of Directors	1,2,3,4
Legal Counsel	1,2,3,4
Executive Director	1,2,3,4
Deputy Director	1,2,3,4
Program Director	1,2,3,4
Stormwater Program Director	1,2,3,4
Transportation System Coordinator	1,2,3,4
Associate Transportation System Coordinator	1,2,3,4
Program Specialist	1,2,3,4
Senior Program Specialist	1,2,3,4
Other Consultants*	1,2,3,4

* Those consultants who, within the meaning of 2 Cal. Code of Regs. Section 18700, *et seq.* are required to file statements of economic interests, shall do so. During each calendar year, C/CAG shall maintain a list of such consultants for public inspection in the same manner and location as this Conflict of Interest Code. Nothing herein excuses any consultant from any other provision of the Conflict of Interest Code, specifically those dealing with disqualification.

C/CAG
Description of Disclosure Categories

Category 1

A designated person assigned to Category 1 is required to disclose investments which may foreseeably be materially affected by any decision made or participated in by the designated employee.

Category 2

A designated person assigned to Category 2 is required to disclose interests in real property which may be materially affected by a decision made or participated in by the designated employee.

Category 3

A designated person assigned to Category 3 is required to disclose income which may be materially affected by any decision made or participated in by the designated employee.

Category 4

A designated person assigned to Category 4 is required to disclose any business entity in which the designated employee is a director, officer, partner, trustee, or holds any position of management which may be materially affected by any decision made or participated in by the designated employee.

C/CAG AGENDA REPORT

Date: September 12, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of the appointment of Marie Chuang, Councilmember, Town of Hillsborough to the C/CAG Finance Committee to fill one vacancy.

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve the appointment of Marie Chuang, Councilmember, Town of Hillsborough to the C/CAG Finance Committee to fill one vacancy.

FISCAL IMPACT

None

SOURCE OF FUNDS

N/A

BACKGROUND

The C/CAG Finance Committee reviews and provides recommendations to the C/CAG Board on matters relating to quarterly investment reports, the C/CAG budgets, investment policy, and other financial technical issues.

One seat on the C/CAG Finance Committee was vacated when Committee member Adam Rak became C/CAG Chair in April 2024. C/CAG Chair and Vice Chair are required to sit on the Finance Committee. C/CAG Executive Director Sean Charpentier announced the vacancy at the May Board meeting and followed up with a Committee Recruitment Letter from the C/CAG Chair via email.

Candidates for the Finance Committee should have a background in finance and can be either a current C/CAG Board or Alternate member or a former C/CAG Board member. The requirement of having served on C/CAG was made since the finance committee member should be familiar with C/CAG programs and the program's impact on the budget. A strong finance background helps with review of the investment portfolio, annual investment policy, budget review, and other technical financial matters.

Councilmember Marie Chuang from the Town of Hillsborough is a former C/CAG Board member and C/CAG Chair with a strong finance background. She has expressed interest in serving on the C/CAG Finance Committee and meets the qualification.

EQUITY IMPACTS AND CONSIDERATIONS

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

ATTACHMENTS

1. Current Finance Committee Roster
2. Letter of Interest from Councilmember Marie Chuang

Current Finance Committee Roster

Jurisdiction	Member
Burlingame	Donna Colson (Committee Chair)
East Palo Alto	Carlos Romero
San Bruno	Michael Salazar (C/CAG Vice Chair)
San Carlos	Adam Rak (C/CAG Chair; Committee Vice Chair)
<i>Vacant</i>	<i>Elected Official</i>

June 18, 2024

Sean Charpentier
Executive Director
City/County Association of Governments of San Mateo County
555 County Center, 5th Floor
Redwood City, CA 94063

Via e-mail to: scharpentier@smcgov.org

Re: Letter of Interest - Finance Committee Seat

Dear Sean:

I would like to be considered as a candidate to serve on C/CAG's Finance Committee. I served on C/CAG from 2015 to 2023 and was Chair for two years from 2020 to 2022. I am familiar with the agency, its programs, and its funding, and believe that my finance experience, as well as my membership on several other public and non-profit finance committees, qualify me to serve on this committee.

Please let me know if you require any additional information in order for the C/CAG Board to consider my appointment to the Finance Committee.

Sincerely,

A handwritten signature in blue ink that reads "Marie Chuang". The signature is fluid and cursive.

Marie Chuang
Councilmember, Town of Hillsborough

C/CAG AGENDA REPORT

Date: September 12, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolutions 24-49 to 24-52 supporting submittal of applications for San Mateo County Transportation Authority Cycle 7 Pedestrian and Bicycle and the Cycle 2 Alternative Congestion Relief/Transportation Demand Management Programs and authorizing local match.

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolutions 24-49 to 24-52 supporting submittal of applications for San Mateo County Transportation Authority Cycle 7 Pedestrian and Bicycle and Cycle 2 Alternative Congestion Relief/Transportation Demand Management Programs and authorizing local match.

FISCAL IMPACT

A total local match of \$80,000 subject to approval of Item 4.2, Fiscal Year 2024-2025 Agency Budget Amendment.

Item #	Reso #	Project Title	Local Match
3.4.1	24-49	Shared Automated Vehicle Feasibility Study	\$20,000
3.4.2	24-50	San Mateo County Smart Corridor Incident Response Timing Plan	\$30,000*
3.4.3	24-51	Sidewalk data procurement for the San Mateo County Comprehensive Bicycle and Pedestrian Plan Update	\$20,000
3.4.3	24-52	San Mateo County Bikeshare and Scooter-share Education and Marketing Campaign	\$10,000

* Includes \$10,000 of local match for the South San Francisco Smart Corridor Incident Response Plan development.

SOURCE OF FUNDS

Congestion Relief Program Funds and Smart Corridor Program Funds.

BACKGROUND

On June 10, 2024, San Mateo County Transportation Authority (TA) issued the Call for Projects (CFP) for both the Pedestrian and Bicycle (Ped/Bike) and Alternative Congestion Relief/Transportation Demand Management (ACR/TDM) Programs.

The Cycle 7 Ped/Bike Program will release approximately \$19 million in available Measure A and W funds. All phases of work, large or small, are eligible if they meet the TA's timely use of funds requirements. Applicants are encouraged to apply for the small capital project funds to deliver quick build projects that enhance bicycle and pedestrian safety and comfort. The Planning & Promotions category fund a wide variety of projects, such as corridor implementation or feasibility studies for priority projects (including traffic or parking analysis, initial concept designs, and cost estimates), Vision Zero programs, public engagement, and more.

The Cycle 2 ACR/TDM Program will release approximately \$6 million in available Measure A and W funds. Strategies funded by this program aim to encourage the use of sustainable transportation options and enhance mobility across San Mateo County. This second cycle focuses on citywide TDM Plan, helping the jurisdictions to identify strategies that the cities themselves can lead. Examples of eligible TDM competitive projects include bike parking, vanpools, wayfinding/signage, transit pass subsidies, E-bike subsidies, micro-mobility subsidies, pedestrian/bicycle crossing treatments near transit, and more. This program also includes separate funding buckets for projects in small/coastal communities and mid/large jurisdictions.

C/CAG submitted four grant applications by the August 30, 2024 deadline. Background and details of each application are presented to the C/CAG Board for approval under subsequent Agenda Items 3.4.1 through 3.4.4. However, for the applications to be deemed complete, the C/CAG Board needs to adopt resolutions authorizing the submittal of the applications by October 1, 2024.

Staff recommends that the C/CAG Board of Directors review and approve Resolutions 24-49 to 24-52 supporting submittal of applications for San Mateo County Transportation Authority Cycle 7 Pedestrian and Bicycle and Cycle 2 Alternative Congestion Relief/Transportation Demand Management Programs, and authorizing local match.

ATTACHMENTS

1. Item 3.4.1 Agenda Report and Attachment
2. Item 3.4.2 Agenda Report and Attachment
3. Item 3.4.3 Agenda Report and Attachment
4. Item 3.4.4 Agenda Report and Attachment

C/CAG AGENDA REPORT

Date: September 12, 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 24-49 to support a joint application for Measure A Alternative Congestion Relief and Measure W Transportation Demand Management program funding to prepare a Shared Automated Vehicle Feasibility Study, in partnership with the San Mateo County Transportation Authority, and authorize a local match of \$20,000.

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 24-49 to support a joint application for Measure A Alternative Congestion Relief and Measure W Transportation Demand Management program funding to prepare a Shared Automated Vehicle Feasibility Study, in partnership with the San Mateo County Transportation Authority, and authorize a local match of \$20,000.

FISCAL IMPACT

If awarded, C/CAG will provide a local match of \$20,000 subject to approval of Item 4.2, Fiscal Year 2024-2025 Agency Budget Amendment.

SOURCE OF FUNDS

The local match would come from the Congestion Relief Program.

BACKGROUND

On June 10, 2024, San Mateo County Transportation Authority (TA) issued the Call for Projects for the Alternative Congestion Relief/Transportation Demand Management (ACR/TDM) Program.

The Shared Automated Vehicle (SAV) Feasibility Study will build upon the development of the San Mateo Countywide Automated Vehicles (AV) Strategic Plan, led by C/CAG and the TA. One of the near-term recommendations highlighted in the AV Strategic Plan was to conduct a study on the feasibility of operating SAV pilots in San Mateo County. The SAV Feasibility Study represents the logical next step in moving San Mateo County into a future with safe, equitable, and supportive SAV deployments. The project scope will include stakeholder outreach, an existing conditions report, potential route identification and alternatives, and a pilot program plan. C/CAG received several letters of support for this study, including from SamTrans, Caltrain, BART, and Commute.org.

The scope of work was designed to approximately fit a total budget of \$220,000 (\$20,000 from C/CAG's local matching funds and \$200,000 from the ACR/TDM grant award).

C/CAG submitted the grant application by the August 30, 2024 deadline. However, for the application to be deemed complete, the C/CAG Board needs to adopt a resolution authorizing the submittal of the application by October 1, 2024.

Staff recommends that the C/CAG Board review and adopt Resolution 24-49 to support a joint application for Measure A Alternative Congestion Relief and Measure W Transportation Demand Management program funding to prepare a Shared Automated Vehicle Feasibility Study, in partnership with the San Mateo County Transportation Authority, and authorize a local match of \$20,000.

EQUITY IMPACTS AND CONSIDERATIONS

One of the guiding principles from the AV Strategic Plan is to leverage AV technologies to make traveling more accessible and affordable for people of all ages, abilities, and income levels. The SAV Feasibility Study, which is a follow up on the AV Strategic Plan, aims to achieve that objective by identifying multiple locations in the county where an SAV shuttle pilot would be feasible.

For example, one of the criteria for selecting a location will be how well a route serves lower-income and underserved communities, including Metropolitan Transportation Commission's Equity Priority Communities and C/CAG's Equity Focus Areas.

Additionally, SAVs may provide more independence to people who are unable or cannot drive, including people with disabilities, elderly populations, and young children. SAV technology may also improve safety for non-motorists on the roadways and sidewalks, like pedestrians, bicyclists, and scooter users.

SAVs can also prioritize access to transit hubs and may be easier to implement than traditional transit service, especially in areas that lack transit or are more transit-isolated, like areas on the coastside. This may result in better transit access countywide and encourage more transit use, which can result in reduced traffic congestion and lower greenhouse gas emissions.

ATTACHMENTS

1. Resolution 24-49

RESOLUTION 24-49

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY SUPPORTING THE SUBMITTAL OF AN APPLICATION FOR THE SHARED AUTOMATED VEHICLE (SAV) FEASIBILITY STUDY TO THE CYCLE 2 SAN MATEO COUNTY TRANSPORTATION AUTHORITY FOR MEASURE A ALTERNATIVE CONGESTION RELIEF AND MEASURE W TRANSPORTATION DEMAND MANAGEMENT PROGRAM FUNDING, AND AUTHORIZING A LOCAL MATCH OF \$20,000

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, in partnership with the San Mateo County Transportation Authority (TA), C/CAG (Sponsor) has developed the San Mateo Countywide Automated Vehicle Strategic Plan, and

WHEREAS, C/CAG and the TA have identified the need to study the feasibility of shared automated vehicle (SAV) pilot projects as identified in the San Mateo Countywide Automated Vehicle Strategic Plan, and

WHEREAS, it will cost \$220,000 to implement the Project scope, and

WHEREAS, the Sponsor seeks \$200,000 for the Project, and

WHEREAS, the San Mateo County Transportation Authority (TA) issued a Call for Projects for the Measure A Alternative Congestion Relief & Measure W Transportation Demand Management (ACR/TDM) Program on June 10, 2024, and

WHEREAS, the TA requires a resolution from the Sponsor's governing body:

1. Supporting the Project and application for \$200,000 in TA ACR/TDM Program funds for Project, and

2. Committing the Sponsor to the completion of the Project, including the commitment of matching funds in the amount of \$20,000 needed for implementation, and
3. Certifying that any funds awarded by the San Mateo County Transportation Authority will be used to supplement existing funds for program activities, and will not replace existing funds or resources, and
4. Authorizing the Executive Director of the Sponsor, or his/her designee, to sign a funding agreement with the TA, if funds are awarded, for TA ACR/TDM Program funding for the Project and to take any other actions necessary to give effect to this resolution, and
5. Committing to commence work on the Project, if awarded, within one year of the TA Board of Directors allocating 2024 Cycle 2 ACR/TDM Program funding.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that C/CAG:

1. Directs staff to submit an application for TA ACR/TDM Program funds for \$200,000 for the Shared Automated Vehicle (SAV) Feasibility Study.
2. Authorizes the Executive Director, or his/her designee, to execute a funding agreement with the TA to encumber any ACR/TDM Program funds awarded.
3. Commits to the completion of the Project, including the commitment of \$20,000 of matching funds needed for implementation, if awarded the requested TA funds.
4. Certifies that any funds awarded by the TA will be used to supplement existing funds for the Project, and will not replace existing funds or resources.
5. Commits to commencing work on the Project, if awarded, within one year of the TA Board of Directors allocating the 2024 Cycle 2 ACR/TDM Program funds.
6. Authorizes the Executive Director to take any other actions necessary to give effect to this resolution.

PASSED, APPROVED, AND ADOPTED THIS 12TH DAY OF SEPTEMBER 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: September 12, 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 24-50 to support an application for Measure A Alternative Congestion Relief and Measure W Transportation Demand Management program funding to develop a Smart Corridor Incident Response Timing Plan for the northern cities (Daly City/Colma & Brisbane) and authorize a match of \$20,000; and authorize a match of \$10,000 to support South San Francisco's application for a Smart Corridor Incident Response Timing Plan.

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 24-50 to support an application for Measure A Alternative Congestion Relief and Measure W Transportation Demand Management program funding to develop a Smart Corridor Incident Response Timing Plan for the northern cities (Daly City/Colma & Brisbane) and authorize a match of \$20,000; and authorize a match of \$10,000 to support South San Francisco's application for a Smart Corridor Incident Response Timing Plan.

FISCAL IMPACT

If awarded, C/CAG will provide a total local match of \$30,000, subject to approval of Item 4.2, Fiscal Year 2024-2025 Agency Budget Amendment.

SOURCE OF FUNDS

The \$20,000 in local match for the northern cities segment will come from the Congestion Relief Program, while the \$10,000 match for the South San Francisco segment will be funded through the Smart Corridor Program.

BACKGROUND

On June 10, 2024, San Mateo County Transportation Authority (TA) issued the Call for Project for the Alternative Congestion Relief/Transportation Demand Management (ACR/TDM) Program.

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 equipment is connected to underground fiberoptic communication infrastructure, enabling

the equipment to communicate and share data with local transportation management centers (TMCs). 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. The devices include 270 CCTV cameras, 117 trailblazer/arterial dynamic message signs, and 40 vehicle detection systems. The South San Francisco expansion is currently in construction and is expected to be completed in early 2025. The Northern Cities segment is the last segment of the project and includes the cities of Daly City and Brisbane and the Town of Colma. Design is complete for the Northern Cities segment and the project is ready to enter into the construction phase.

Incident response timing plans have been developed and implemented for segments from San Bruno to East Palo Alto, supporting Caltrans and local jurisdictions in deploying incident response strategies. This project will extend these plans to the remaining Smart Corridor segments (Daly City, Colma, and Brisbane) to enhance congestion management capabilities. The project will also review and update the existing plans and establish a framework for a countywide cloud-based Transit Signal Priority system, leveraging the Corridor's fiber communications assets. The City of South San Francisco is applying to the Transportation Authority for funding to develop an incident response plan for its Smart Corridor segment. As the program sponsor, C/CAG is requesting Board's approval for a \$10,000 local match to support the Plan development.

C/CAG submitted the grant application by the August 30, 2024 deadline. However, for the application to be deemed complete, the C/CAG Board needs to adopt a resolution authorizing the submittal of the application by October 1, 2024.

Staff recommends that the C/CAG Board review and approve Resolution 24-50 to support an application for Measure A Alternative Congestion Relief and Measure W Transportation Demand Management program funding to develop a Smart Corridor Incident Response Timing Plan for the northern cities (Daly City/Colma & Brisbane) and authorize a match of \$20,000; and authorize a match of \$10,000 to support South San Francisco's application for a Smart Corridor Incident Response Timing Plan.

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 Northern Cities expansion will provide a comprehensive system all along US-101 in the County, providing Smart Corridor benefits for the many different communities that live and travel within and around the bayside. The expansion will also connect communities along I-280 for the first time.

ATTACHMENT

1. Resolution 24-50

RESOLUTION 24-50

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY SUPPORTING THE SUBMITTAL OF A MEASURE A ALTERNATIVE CONGESTION RELIEF AND MEASURE W TRANSPORTATION DEMAND MANAGEMENT PROGRAM APPLICATION TO DEVELOP A SMART CORRIDOR INCIDENT RESPONSE TIMING PLAN FOR THE NORTHERN CITIES (DALY CITY/COLMA & BRISBANE) AND AUTHORIZE A MATCH OF \$20,000; AND AUTHORIZE A MATCH OF \$10,000 TO SUPPORT SOUTH SAN FRANCISCO'S APPLICATION FOR A SMART CORRIDOR INCIDENT RESPONSE TIMING PLAN

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 (Sponsor) has identified the need for an incident response timing plan for the new Smart Corridor segments in South San Francisco, Daly City, Colma, and Brisbane, and

WHEREAS, the Plan will enhance the congestion management capabilities for local jurisdictions and California Department of Transportation, and

WHEREAS, it will cost \$220,000 to implement the Project scope, and

WHEREAS, the Sponsor seeks \$200,000 for the Project, and

WHEREAS, the San Mateo County Transportation Authority (TA) issued a Call for Projects for the Measure A Alternative Congestion Relief & Measure W Transportation Demand Management (ACR/TDM) Program on June 10, 2024, and

WHEREAS, the TA requires a resolution from the Sponsor's governing body:

1. Supporting the Project and application for \$200,000 in TA ACR/TDM Program funds for Project, and

2. Committing the Sponsor to the completion of the Project, including the commitment of matching funds in the amount of \$20,000 needed for implementation, and
3. Certifying that any funds awarded by the San Mateo County Transportation Authority will be used to supplement existing funds for program activities, and will not replace existing funds or resources, and
4. Authorizing the Executive Director of the Sponsor, or his/her designee, to sign a funding agreement with the TA, if funds are awarded, for TA ACR/TDM Program funding for the Project and to take any other actions necessary to give effect to this resolution, and
5. Committing to commence work on the Project, if awarded, within one year of the TA Board of Directors allocating 2024 Cycle 2 ACR/TDM Program funding.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that C/CAG:

1. Directs staff to submit an application for TA ACR/TDM Program funds for \$200,000 for the San Mateo County Smart Corridor Incident Response Timing Plan.
2. Authorizes the Executive Director, or his/her designee, to execute a funding agreement with the TA to encumber any ACR/TDM Program funds awarded.
3. Commits to the completion of the Project, including providing \$20,000 of matching funds for the Northern cities Incident Response Plan, if awarded the requested TA funds.
4. Certifies that any funds awarded by the TA will be used to supplement existing funds for the Project, and will not replace existing funds or resources.
5. Commits to commencing work on the Project, if awarded, within one year of the TA Board of Directors allocating the 2024 Cycle 2 ACR/TDM Program funds.
6. Authorizes the Executive Director to take any other actions necessary to give effect to this resolution.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Directors of the City/County Association of Governments of San Mateo County that C/CAG authorizes the provision of \$10,000 to the City of South San Francisco as local match for its Incident Response Plan.

PASSED, APPROVED, AND ADOPTED THIS 12TH DAY OF SEPTEMBER 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: September 12, 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 24-51 to support an application for Measure A Alternative Congestion Relief and Measure W Transportation Demand Management program funding for sidewalk data procurement for the San Mateo County Comprehensive Bicycle and Pedestrian Plan Update, and authorize a local match of \$20,000.

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 24-51 to support an application for Measure A Alternative Congestion Relief and Measure W Transportation Demand Management program funding for sidewalk data procurement for the San Mateo County Comprehensive Bicycle and Pedestrian Plan Update, and authorize a local match of \$20,000.

FISCAL IMPACT

If awarded, C/CAG will provide a local match of \$20,000 subject to approval of Item 4.2, Fiscal Year 2024-2025 Agency Budget Amendment.

SOURCE OF FUNDS

The local match would come from the Congestion Relief Program.

BACKGROUND

On June 10, 2024, San Mateo County Transportation Authority (TA) issued the Call for Projects for the Alternative Congestion Relief/Transportation Demand Management (ACR/TDM) Program.

As the Congestion Management Agency for the County of San Mateo, C/CAG updates the San Mateo County Comprehensive Bicycle and Pedestrian Plan every five years. The plan identifies pedestrian and bicycle infrastructure gaps within the County to enhance multimodal transportation options and recommend projects to improve bicycle and pedestrian safety. For the next Bike and Pedestrian Plan update, C/CAG plans to collect sidewalk data to document existing conditions and identify unsafe and disconnected sidewalk infrastructure. C/CAG intends to partner with a third-party data vendor that uses advanced technology, such as drone data and artificial intelligence, to gather the information. With this vendor, C/CAG aims to gather sidewalk data to create a detailed map of sidewalk conditions and assets, including ramps and ADA accessibility. In addition to informing the County Bike and Pedestrian Plan, C/CAG would share the data with local jurisdictions for their own use. For

example, cities could use the data to better understand gaps in the network, prioritize pedestrian improvement projects, and apply for external grants for these projects.

C/CAG submitted the grant application by the August 30, 2024 deadline. However, for the application to be deemed complete, the C/CAG Board needs to adopt a resolution authorizing the submittal of the application by October 1, 2024.

Staff recommends that the C/CAG Board review and approve Resolution 24-51 to support an application for Measure A Alternative Congestion Relief and Measure W Transportation Demand Management program funding for sidewalk data procurement for the San Mateo County Comprehensive Bicycle and Pedestrian Plan Update, and authorize a local match of \$20,000.

EQUITY IMPACTS AND CONSIDERATIONS

Collecting and utilizing sidewalk data can significantly enhance accessibility for all users, particularly those with lower incomes who may not have access to other forms of transportation. Safer and more reliable sidewalk infrastructure ensures that individuals who rely on walking or biking can do so with reduced risks of injury or fatalities, leading to a better and safer experience for everyone on the road.

Utilizing data to improve sidewalks also benefits those with limited mobility. Wider, well-maintained sidewalks are easier to navigate for individuals using wheelchairs or other mobility aids. Additionally, elders, children, and people with physical disabilities who depend on walking and public transit will greatly benefit from improved sidewalk infrastructure.

Prioritizing sidewalk projects enhances basic access for all, ensuring that vulnerable road users are safely separated from emergency vehicles and traffic on the roadway. This focus on safer, more accessible sidewalks helps create a more equitable transportation system, offering safer and more reliable options for everyone in the community.

ATTACHMENT

1. Resolution 24-51

RESOLUTION 24-51

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY SUPPORTING THE SUBMITTAL OF AN APPLICATION FOR SIDEWALK DATA PROCUREMENT TO THE CYCLE 2 SAN MATEO COUNTY TRANSPORTATION AUTHORITY FOR MEASURE A ALTERNATIVE CONGESTION RELIEF AND MEASURE W TRANSPORTATION DEMAND MANAGEMENT PROGRAM FUNDING, AND AUTHORIZING A LOCAL MATCH OF \$20,000

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 (Sponsor) has identified the need for a comprehensive database of sidewalk infrastructure in San Mateo County to identify gaps in the existing network, and

WHEREAS, the Sponsor has developed the Sidewalk Data Procurement (Project) to document the existing sidewalk infrastructure to allow C/CAG and local jurisdictions to better prioritize pedestrian safety improvement projects, and

WHEREAS, it will cost \$220,000 to implement the Project scope, and

WHEREAS, the Sponsor seeks \$200,000 for the Project, and

WHEREAS, the San Mateo County Transportation Authority (TA) issued a Call for Projects for the Measure A Alternative Congestion Relief & Measure W Transportation Demand Management (ACR/TDM) Program on June 10, 2024, and

WHEREAS, the TA requires a resolution from the Sponsor's governing body:

1. Supporting the Project and application for \$200,000 in TA ACR/TDM Program funds for Project, and
2. Committing the Sponsor to the completion of the Project, including the commitment of matching funds in the amount of \$20,000 needed for implementation, and

3. Certifying that any funds awarded by the San Mateo County Transportation Authority will be used to supplement existing funds for program activities, and will not replace existing funds or resources, and
4. Authorizing the Executive Director of the Sponsor, or his/her designee, to sign a funding agreement with the TA, if funds are awarded, for TA ACR/TDM Program funding for the Project and to take any other actions necessary to give effect to this resolution, and
5. Committing to commence work on the Project, if awarded, within one year of the TA Board of Directors allocating 2024 Cycle 2 ACR/TDM Program funding.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that C/CAG:

1. Directs staff to submit an application for TA ACR/TDM Program funds for \$200,000 for the Sidewalk Data Procurement.
2. Authorizes the Executive Director, or his/her designee, to execute a funding agreement with the TA to encumber any ACR/TDM Program funds awarded.
3. Commits to the completion of the Project, including the commitment of \$20,000 of matching funds needed for implementation, if awarded the requested TA funds.
4. Certifies that any funds awarded by the TA will be used to supplement existing funds for the Project, and will not replace existing funds or resources.
5. Commits to commencing work on the Project, if awarded, within one year of the TA Board of Directors allocating the 2024 Cycle 2 ACR/TDM Program funds.
6. Authorizes the Executive Director to take any other actions necessary to give effect to this resolution.

PASSED, APPROVED, AND ADOPTED THIS 12TH DAY OF SEPTEMBER 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: September 12, 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 24-52 to support an application for Measure A & W Cycle 7 Pedestrian and Bicycle Program funding to launch a San Mateo County Bikeshare and Scooter-share Education and Marketing Campaign, and authorize a local match of \$10,000.

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 24-52 to support an application for Measure A & W Cycle 7 Pedestrian and Bicycle Program funding to launch a San Mateo County Bikeshare and Scooter-share Education and Marketing Campaign, and authorize a local match of \$10,000.

FISCAL IMPACT

If awarded, C/CAG will provide a local match of \$10,000, subject to approval of Item 4.2, Fiscal Year 2024-2025 Agency Budget Amendment.

SOURCE OF FUNDS

Congestion Relief Program Funds

BACKGROUND

C/CAG is planning to launch a bike and scooter share pilot program with a vision to provide residents and visitors—including low-income individuals, communities of color, persons with disabilities, and other historically marginalized communities—with an affordable, convenient, and sustainable transportation option that reduces vehicle miles travelled, connects communities to destinations across the County, and seamlessly integrates with transit.

Bike and Scooter-share refers to bicycles, electric bicycles, or electric scooters that may be borrowed as part of a self-service rental program. It has been envisioned as one of the tools to address first and last mile challenges, bridging the transportation gap between home and transit stations, and from transit stations to places of employment. Other benefits include reducing short distance vehicle trips and increasing transportation access.

On June 10, 2024, San Mateo County Transportation Authority (TA) issued the Call for Projects for the Pedestrian and Bicycle (Ped/Bike) Program. C/CAG has made significant strides in developing a

San Mateo County bikeshare and scooter-share program in recent years. These initiatives have been pivotal in providing our residents with flexible, eco-friendly transportation alternatives. However, to maximize their impact and adoption, C/CAG recognizes the critical need for a comprehensive education and marketing campaign that will effectively communicate the benefits and usage of these services. Through C/CAG's Community Outreach Plan, a Market Service Plan was created to help promote the bikeshare/scooter-share pilot. C/CAG would like to use the TA grant to implement the strategies in the Market Service Plan, including educating and highlighting the safety, recreational, and health benefits of bikeshare and scooter-share trips. C/CAG staff plans to present a project update, including the Community Outreach Plan findings and next steps, at an upcoming Board meeting.

C/CAG plans to utilize a multifaceted approach to reach potential users. This includes digital marketing, community workshops, partnerships with local businesses and community-based organizations, and direct engagement with residents through events and demonstrations. By leveraging various communication channels, C/CAG will ensure that our message reaches a broad and diverse audience including underserved and low-income populations.

C/CAG submitted the grant application by the August 30, 2024 deadline. However, for the application to be deemed complete, the C/CAG Board needs to adopt a resolution authorizing the submittal of the application by October 1, 2024.

Staff recommends that the C/CAG Board review and approve Resolution 24-52 to support an application for Measure A & W Cycle 7 Pedestrian and Bicycle Program funding to launch a San Mateo County Bikeshare and Scooter-share Education and Marketing Campaign, and authorize a local match of \$10,000.

EQUITY IMPACTS AND CONSIDERATIONS

The Education and Marketing Campaign will prioritize equity through conducting equity-focused community engagement and marketing. The activities include, but not limited to, developing ambassador programs, rider education trainings, and partnerships with local community organizations.

ATTACHMENTS

1. Resolution 24-52

RESOLUTION 24-52

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY SUPPORTING THE SUBMITTAL OF AN APPLICATION FOR SAN MATEO COUNTY BIKESHARE AND SCOOTER-SHARE EDUCATION AND MARKETING CAMPAIGN FOR THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY FOR CYCLE 7 PEDESTRIAN AND BICYCLE PROGRAM FUNDING AND AUTHORIZING A LOCAL MATCH OF \$10,000

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

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

WHEREAS, C/CAG has recognized the critical need for a comprehensive education and marketing campaign that will effectively communicate the benefits and usage of bikeshare and scooter-share, and

WHEREAS, C/CAG has developed San Mateo County Bikeshare and Scooter-share Education and Marketing Campaign (Project) to implement the strategies outlined in the Micromobility Market Service Plan, and

WHEREAS, it will cost \$110,000 to implement the Project by utilizing a multifaceted approach, including digital marketing, community workshops, partnerships with local businesses and community-based organizations, and direct engagement with residents through events and demonstrations, and

WHEREAS, C/CAG seeks \$100,000 for the Project, and

WHEREAS, the San Mateo County Transportation Authority (TA) issued a Call for Projects for the Cycle 7 Measures A and W Pedestrian and Bicycle Program on June 10, 2024, and

WHEREAS, the TA requires the C/CAG Board to adopt a resolution:

1. Supporting the Project and application for \$100,000 in TA Measures A and W Pedestrian and Bicycle Program funds for Project;
2. Committing the Sponsor to the completion of the Project, including the commitment of matching funds in the amount of \$10,000 needed for implementation;
3. Certifying that any funds awarded by the TA will be used to supplement existing funds for program activities, and will not replace existing funds or resources; and
4. If funds are awarded, authorizing C/CAG's Executive Director, or his/her designee, to sign a funding agreement or memorandum of understanding (MOU) with the TA for TA Measures A and W Pedestrian and Bicycle Program funding for the Project and to take any other

actions necessary to give effect to this resolution and execute applicable amendments.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that C/CAG:

1. Directs staff to submit an application for TA Measures A and W Pedestrian and Bicycle Program funds for \$100,000 for the San Mateo County Bikeshare and Scooter-share Education and Marketing Campaign.
2. Authorizes the Executive Director, or his/her designee, to execute a funding agreement with the TA to encumber any Measures A and W Pedestrian and Bicycle Program funds awarded.
3. Commits to the completion of the Project, including the commitment of \$10,000 of matching funds needed for implementation, if awarded the requested TA funds.
4. Certifies that any funds awarded by the TA will be used to supplement existing funds for the Project, and will not replace existing funds or resources.
5. Commits to commencing work on the Project, if awarded, within one year of the TA Board of Directors allocating the 2024 Cycle 7 Measures A and W Pedestrian and Bicycle Program funds.
6. Authorizes the Executive Director to take any other actions necessary to give effect to this resolution.

PASSED, APPROVED, AND ADOPTED, THIS 12TH DAY OF SEPTEMBER 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: September 12, 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 24-53 authorizing the C/CAG Executive Director to execute the Amended and Restated Memorandum of Understanding with San Mateo County Transportation Authority and all other documents necessary to complete the Project Approval & Environmental Document Phase of the US 101 Managed Lane Project, North of I-380.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-53 authorizing the C/CAG Executive Director to execute the Amended and Restated Memorandum of Understanding with San Mateo County Transportation Authority and all other documents necessary to complete the Project Approval & Environmental Document Phase of the US 101 Managed Lane Project, North of I-380 (Project).

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

FISCAL IMPACT

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

SOURCE OF FUNDS

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

BACKGROUND

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

In May 2015, SMCTA issued another Highway Program Call For Projects where C/CAG, as the project sponsor, was awarded \$8 Million to complete the environmental phase of the auxiliary lane,

with SMCTA as the implementing agency. During that time, the US 101 Managed Lane Project, south of I-380, was expanded to include an express lane alternative to better align the Project with the managed lanes concepts developed for the corridor.

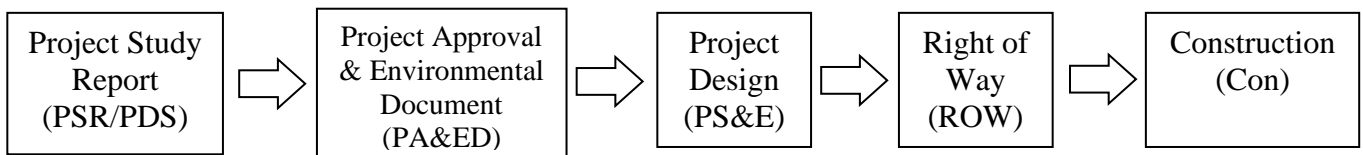
In June 2016, SMCTA took action to become a co-sponsor of the US 101 Managed Lane Project, together with CCAG. Project scoping meetings were held in August of the same year where several inquiries about plans for a Managed Lane north of I-380 were received by Caltrans, SMCTA, and C/CAG. Per Caltrans'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

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

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

CALTRANS' PROJECT APPROVAL PROCESS (TYPICAL)

Projects typically must follow the sequential process shown below:



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

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

The Amended and Restated Memorandum of Understanding with SMCTA documents the time extension needed to complete the PA&ED Phase of the Project, it does not commit C/CAG towards

supporting any of the alternatives currently being considered.

On April 11, 2024, CCAG Board adopted Resolution 24-20 authorizing the C/CAG Executive Director to execute the First Amendment to the MOU between SMCTA and CCAG. However, prior to execution of the said MOU, SMCTA Legal decided to revise the title of the MOU to Amended and Restated Memorandum of Understanding between SMCTA and CCAG. This last-minute change in the Title of the document necessitates bringing the MOU back to the CCAG Board for approval to re-authorize the Executive Director to execute the document.

Equity Impacts and Considerations

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

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

ATTACHMENTS

- 1.) Resolution 24-53
- 2.) First Amendment to the Memorandum of Understanding between C/CAG and San Mateo County Transportation Authority co-sponsoring the Project Approval and Environmental Document Phase of the US 101 Managed Lane Project, North of I-380.

RESOLUTION 24-53

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

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

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

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

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

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

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

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

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

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

ATTACHMENT 1

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

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

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

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Executive Director is hereby authorized to execute the Amended and Restated Memorandum of Understanding with the San Mateo County Transportation Authority as well as all other documents necessary for the completion of the Project Approval and Environmental Document Phase of the US 101 Managed Lane Project, North of I-380, and further authorize the Executive Director to negotiate the final terms of said MOU prior to its execution by the C/CAG Executive Director, subject to approval as to form by legal counsel.

PASSED, APPROVED, AND ADOPTED, THIS 12TH DAY OF SEPTEMBER 2024.

Adam Rak, Chair

**Amended and Restated
Memorandum of Understanding (MOU)
between
San Mateo County Transportation Authority
and
City/County Association of Governments of San Mateo County
for US 101 Managed Lanes North of I-380 Project PA&ED Phase**

This Memorandum of Understanding (MOU) is entered into as of the 6th day of March 2020, by and between the San Mateo County Transportation Authority (TA) and City/County Association of Governments of San Mateo County (C/CAG), each of which is referred to herein individually as “Party” and jointly as “Parties.”

RECITALS

WHEREAS, on November 2, 2004, the voters of San Mateo County approved the continuation of the collection and distribution by the TA of the Measure A half cent transaction and use tax for an additional 25 years to implement the 2004 Transportation Expenditure Plan, beginning January 1, 2009 (New Measure A); and

WHEREAS, at the request of C/CAG and as part of the 2012 Highway Program Call for Projects, the TA allocated \$1 million of funding through Resolution 2012-17 and prepared a Project Initiation Document (PID) for the 101 Auxiliary Lanes (Oyster Point to San Francisco County Line) Project that was approved by Caltrans in June 2015; and

WHEREAS, on October 1, 2015, as part of a Highway Program Call for Projects, the TA’s Board of Directors programmed and allocated New Measure A funds to C/CAG for the environmental phases of two projects on the 101 Corridor: the US 101 Auxiliary Lanes (Oyster Point to San Francisco County Line) Project and US 101 Staged HOT Lanes now renamed the “101 Managed Lanes Project” (Whipple to I-380) through Resolution 2015-19; and

WHEREAS, work on the US 101 Auxiliary Lanes Project did not advance because during scoping for the environmental phase of the project, the TA and C/CAG recognized the need to consider managed lanes north of I-380 to better align the project with the managed lanes concepts developed for the corridor south of the I-380, address the growing congestion problem, and improve person throughput; and

WHEREAS, the TA and C/CAG have been collaborating with the San Francisco County Transportation Authority (SFCTA) on strategies to extend managed lanes north of I-380 into San Francisco; and

WHEREAS, SFCTA requested at coordination meetings that TA and C/CAG jointly fund a Project Study Report – Project Development Support (PSR-PDS) to study the managed

lane concepts from I-380 to downtown San Francisco through US 101 (in San Mateo County and San Francisco County) and I-280 (in San Francisco County); and

WHEREAS, the Caltrans-approved PSR-PDS for the PID phase of the US 101 Auxiliary Lanes Project did not include managed lanes as a project alternative, and the PSR-PDS must be modified to include managed lanes in order to advance the project to environmental phase per Caltrans policy; and

WHEREAS, the Parties desired to collectively participate in the development of a PSR-PDS implemented by the SFCTA; and

WHEREAS, on January 4, 2018, the TA Board of Directors, with the concurrence of C/CAG, reallocated \$1 million of the \$8 million in New Measure A funds that were previously allocated for the environmental phase of the US 101 Auxiliary Lane Project to the PID phase of the 101-280 Managed Lanes (I-380 to 5th and King Streets) Project (“US 101 Managed Lanes North of I-380 Project” or “Project”) pursuant to Resolution 2018-02; and

WHEREAS, on March 14, 2018, the TA and SFCTA entered into a funding agreement which provided up to \$250,000 of the \$1 million in reallocated New Measure A funds for TA staff support for the Project and provided to SFCTA up to \$750,000 or 50% of the costs associated with PSR-PDS, whichever is less, for reimbursement of expenditures related to the PSR-PDS; and

WHEREAS, on June 12, 2018, the Parties entered into a Memorandum of Understanding for the PID phase and subsequently completed the work; and

WHEREAS, the PSR-PDS for the Project was approved by Caltrans in October 2019 which allows the Project to advance to the environmental phase; and

WHEREAS, Caltrans, SFCTA, TA and C/CAG have now agreed to divide the Project by county, and the TA and C/CAG will be the sponsoring, funding and implementing agencies for the environmental phase of the Project within San Mateo County, and SFCTA will be the sponsoring, funding and implementing agency for the environmental phase of the Project within San Francisco County; and

WHEREAS, TA and C/CAG are co-sponsors of the environmental phase of the Project within San Mateo, with the TA as the Implementing Agency; and

WHEREAS, the cost of completing the environmental phase within San Mateo County is estimated at \$8 million; and

WHEREAS, on November 7, 2019, the TA Board of Directors reallocated \$7 million of the \$8 million in New Measure A funds that were previously allocated for the environmental phase of the US 101 Auxiliary Lane Project to the environmental phase of

the Project and allocated an additional \$1 million to the Project through Resolution 2019-29; and

WHEREAS, at the TA’s request, C/CAG reviewed and concurred with the TA’s reallocation on February 13, 2020 and the allocation of additional funds to the Project; and

WHEREAS, on March 6, 2020, the TA and C/CAG entered into a Memorandum of Understanding for the Project Approval and Environmental Document (PAED) phase of the Project; and

WHEREAS, the PAED phase MOU originally expired on July 31, 2022, and the Parties wish to amend and restate the MOU to allow for an extension of the PAED phase until June 30, 2025, to complete the Scope of Work; and

WHEREAS, on December 7, 2023, through Resolution 2023-26, the TA’s Board of Directors programmed and allocated an additional \$2,150,000 in New Measure A Highway Program Category for the PAED phase, which increases the total PAED phase Scope of Work budget to \$10,150,000; and

WHEREAS, the Project meets the intent of the 2009 Transportation Expenditure Plan and the TA’s Strategic Plan 2014-2019.

Now, THEREFORE, the Parties to this MOU agree as follows:

A. Project Scope and Description

1. Project Scope. The Project is the implementation of a managed lane on US 101 from I-380 interchange into a logical termini near the San Mateo/San Francisco County Line, which will be determined through the environmental phase.
2. Scope of Work. The Scope of Work, further detailed in Exhibit A, includes preparation and completion of a Caltrans approved environmental document for the Project Approval and Environmental Document (PA&ED)/environmental phase.
3. Limited to Scope of Work. This MOU is intended to cover only the Scope of Work. Further roles and responsibilities for subsequent phases of work on, or other tasks related to, the Project will be determined by negotiations between the Parties.

B. Funding and Payment

1. Funding Commitment. The TA will provide \$10,150,000 of New Measure A funds for the completion of the Scope of Work (New Measure A Funds). C/CAG will not receive New Measure A Funds for the Scope of Work and will bear its own costs relative to this Project.

2. Insufficient Funding. In the event that additional funding is needed to complete the Scope of Work, the TA and C/CAG will work collectively to identify the additional amounts needed and potential sources of funding.

C. Term

1. Term of Agreement. The term of this MOU commences on the Execution Date of March 6, 2020, and will conclude upon the earliest of: (a) 6 months after completion of the Scope of Work, (b) termination by C/CAG or the TA pursuant to section C-3, or (c) December 31, 2025.
2. Time of Performance. The Scope of Work must be completed no later than June 30, 2025.
3. Termination by the Parties. Either Party may at any time terminate the MOU by giving ten (10) days' written notice to the other Party. The other Party may continue work on the Project. However, in case of termination, neither Party may seek nor be entitled to receive further reimbursement from the other Party for any costs or expenses incurred in connection with the Scope of Work nor termination of this MOU.
4. Expiration of TA Financial Obligations. Any and all financial obligations of the TA pursuant to this MOU will expire upon the expenditure of the TA's maximum contribution to the Project as established in Section B.1 above or upon termination of this MOU under Section C.

D. TA Responsibilities

1. The TA will implement, perform and complete the Scope of Work, either through its consultants and/or Caltrans.
2. The TA will make available to the Project up to \$10,150,000 of New Measure A funds for the Scope of Work.
3. For purposes of delivering the Scope of Work, the TA agrees to:
 - a. Provide technical oversight for performance of the Scope of Work to be completed by Caltrans and/or TA's consultants;
 - b. Procure and administer the consultant/contractor services to complete the Scope of Work;
 - c. Keep C/CAG apprised of developments, such as award of contracts or potential

changes that may affect the scope, schedule, or budget of the Project or Scope of Work;

- d. Attend regular meetings of a Project Development Team (PDT) comprised of various Caltrans functional units, C/CAG, and representatives from involved local and regional entities to provide input and guidance on the Scope of Work; and
 - e. Consult with C/CAG where necessary/appropriate.
4. The TA will review, process, and audit (at its discretion) invoices and other documentation of expenditures for work performed under this MOU. The TA will also track the accumulation and expenditure of New Measure A funds allocated for the Scope of Work, and process other documentation of expenditures in compliance with TA accounting and budgeting requirements.

E. C/CAG Responsibilities

- 1. C/CAG may, at its discretion, review any professional services agreements, change orders and any other agreements that the TA has entered into for the performance of the Scope of Work; however, the TA retains ultimate authority over contracting and related decisions.
- 2. C/CAG may, at its discretion, review the work products and deliverables produced by Caltrans and/or TA's contractors/consultants for the Scope of Work, including reports, designs, drawings, plans, specifications, schedules and other materials.
- 3. C/CAG may, at its discretion, review and audit invoices and other documentation of expenditures for the Scope of Work; however, the TA retains ultimate authority for expenditure of New Measure A funds on the Project.
- 4. C/CAG will actively participate in the PDT meetings related to the Scope of Work.
- 5. C/CAG is solely responsible for all costs, including staff time, needed to fulfill its responsibilities set forth in this Section E.

F. Third Party Roles

- 1. Third Party Roles. Caltrans is responsible for completion of a portion of the Scope of Work.
 - a. For the purposes of delivering the Scope of Work, Caltrans will be responsible for executing a Cooperative Agreement with TA and C/CAG to deliver the Scope of

Work and to list the terms and conditions, roles and responsibilities associated with review and approval of the environmental document.

G. Indemnification

1. Each of the Parties will indemnify, hold harmless and defend the other Party and its directors/councilmembers, officers, employees and agents (collectively, “Indemnitees”) against all liability, claims, suits, actions, costs or expenses related to performance of the Scope of Work or the Project, including but not limited to those arising from loss of or damage to property, and injuries to or death of any person (including but not limited to the property or employees of each Party) when arising out of or resulting from any act or omission by the indemnifying Party, its agents, employees, contractors or subcontractors in connection with any aspect of the Project, including Project design, construction and/or maintenance.
2. Each of the Parties will also fully release, indemnify, hold harmless and defend the other Party and Indemnitees from and against any and all claims or suits that may be brought by any of the Indemnifying Party’s contractors or subcontractors performing work in connection with or related to the Project.
3. The indemnifying Party’s obligation to defend includes the payment of all reasonable attorneys’ fees and all other costs and expenses of suit, and if any judgment is rendered, or settlement entered, against any Indemnitee, the indemnifying Party must, at its expense, satisfy and discharge the same. Indemnitees may require the indemnifying Party to obtain counsel satisfactory to the Indemnitees.
4. This indemnification will survive termination or expiration of this MOU.

H. Miscellaneous

1. Ownership of Work. All reports, designs, drawings, plans, specifications, schedules, studies, memoranda, and other documents assembled for or prepared by or for; in the process of being assembled or prepared by or for; or furnished to the TA or C/CAG under this MOU, are the joint property of the TA and C/CAG. Each Party is entitled to copies and access to these materials during the progress of the Project and upon completion of the Scope of Work or termination of this MOU. Both Parties may retain a copy of all material produced under this MOU for use in their general activities.
2. Attribution to the TA and C/CAG. C/CAG must include attribution that indicates work was funded by New Measure A Funds from the TA. Both TA and C/CAG must include attribution that indicates project is sponsored by both parties. This provision applies to any project, or publication, that was funded in part or in whole by New Measure A Funds. Acceptable forms of attribution include TA branding

on Project-related documents, construction signs, public information materials, and any other applicable documents.

3. No Waiver. No waiver of any default or breach of any covenant of this MOU by either Party will be implied from any omission by either Party to take action on account of such default if such default persists or is repeated. Express waivers are limited in scope and duration to their express provisions. Consent to one action does not imply consent to any future action.
4. Assignment. No Party can assign, transfer or otherwise substitute its interest or obligations under this MOU without the written consent of the other Party.
5. Governing Law. This MOU is governed by the laws of the State of California as applied to contracts that are made and performed entirely in California.
6. Modifications. This MOU may only be modified in a writing executed by both Parties.
7. Disputes. If a question arises regarding interpretation of this MOU or its performance, or the alleged failure of a Party to perform, the Party raising the question or making the allegation must give written notice thereof to the other Party. The Parties will promptly meet in an effort to resolve the issues raised. If the Parties fail to resolve the issues raised, alternative forms of dispute resolution, including mediation or binding arbitration, may be pursued by mutual agreement. It is the intent of the Parties to the extent possible that litigation be avoided as a method of dispute resolution.
8. Attorneys' Fees. In the event legal proceedings are instituted to enforce any provision of this MOU, the prevailing Party in said proceedings will be entitled to its costs, including reasonable attorneys' fees, in addition to such other remedies to which it may be entitled.
9. Relationship of the Parties. It is understood that this is an MOU by and between independent contractors and is not intended to and does not create the relationship of agent, servant, employee, partnership, joint venture or association, or any other relationship whatsoever other than that of independent contractor.
10. Warranty of Authority to Execute MOU. Each Party to this MOU represents and warrants that each person whose signature appears hereon is duly authorized and has the full authority to execute this MOU on behalf of the entity that is a Party to this MOU.
11. Severability. If any portion of this Agreement, or the application thereof, is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining portions of this MOU, or the application thereof, will remain in full force and effect.
12. Counterparts. This MOU may be executed in counterparts.

13. Entire MOU. This MOU constitutes the entire agreement between the Parties pertaining to its subject matter and supersedes any prior or contemporaneous written or oral agreement between the Parties on the same subject.
14. Notices. All notices affecting any of the clauses of this MOU must be in writing and mailed postage prepaid by certified or registered mail, return receipt requested, or by personal delivery or overnight courier, to the appropriate address indicated below or at such other place(s) that either Party may designate in written notice to the other. Notices will be deemed received upon delivery if personally served, one (1) day after mailing if delivered via overnight courier, or two (2) days after mailing if mailed as provided above.

To TA: San Mateo County Transportation Authority
1250 San Carlos Avenue
P.O. Box 3006
San Carlos, CA 94070-1306
Attn: Dora Seamans
District/TA Secretary

To C/CAG: City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063-1665
Attn: Van Ocampo
Transportation Systems Coordinator

IN WITNESS WHEREOF, the Parties have hereunder subscribed their names the day and year indicated below.

CITY/COUNTY ASSOCIATION OF GOVERNMENTS (C/CAG)

By: _____
Name: Sean Charpentier
Its: Executive Director

APPROVED AS TO FORM

Legal Counsel for C/CAG

SAN MATEO COUNTY TRANSPORTATION AUTHORITY

By: _____
Name: April Chan
Its: Executive Director

APPROVED AS TO FORM

Legal Counsel for the TA

Exhibit A: Scope of Work Information

EXHIBIT A: SCOPE OF WORK INFORMATION

US 101 Managed Lanes North of I-380

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

Lead/Implementing Agency: *SMCTA*

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

Project Description and Scope of Work:

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

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

Project Schedule:

	<u>Begin</u>	<u>End</u>
PID	<i>COMPLETED</i>	
PAED	<i>11/20</i>	<i>6/25</i>
PS&E	<i>FUTURE PHASE</i>	
Right-of-Way	<i>FUTURE PHASE</i>	
Construction	<i>FUTURE PHASE</i>	

Project Budget/ Source of Funding:

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

Phase	Measure A/W Funding Amount	Other Sources*		Total
		List Fund Source	Amount	
PAED	\$10,150,000			\$10,150,000
TA Technical Assistance, if applicable				
Total:	\$10,150,000		\$0	\$10,150,000

* The other fund sources are provided for informational purposes.

Operating Responsibility: *Caltrans*

Maintenance Responsibility: *Caltrans*

Project Implementation Responsibility: *SMCTA*

Project Oversight Responsibility: *Caltrans*

C/CAG AGENDA REPORT

Date: September 12, 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 June 30, 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 June 30, 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 6/30/24 net interest earning rate is 4.36%
 San Mateo County Pool Quarter Ending 6/30/24 net interest earning rate is 3.94%

The LAIF’s average life is 217 days, or 0.59 of a year. San Mateo County Pool’s current average maturity of the portfolio is 1.64 years with an average duration of 1.49 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 August 21, 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 June 30, 2024 is as follows:

	3/31/2024		6/30/2024	
	Amount	Percent	Amount	Percent
LAIF	\$16,915,927	60%	\$17,093,105	60%
COPOOL	\$11,267,828	40%	\$11,485,218	40%
Total	\$28,183,755	100%	\$28,578,323	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 June 30, 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 June 30, 2024 from San Carlos Financial Services Manager
2. C/CAG Investment Portfolio Performance and Composition 2Q 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: August 21, 2024

SUBJECT: Quarterly Investment Report as of June 30, 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 June 30, 2024, funds in the amount of \$28,578,323 were invested producing a weighted average yield of 4.19%. 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 \$297,639.

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

	Qtr Ended 06/30/2024	Qtr Ended 03/31/2023	Increase (Decrease)
Total Portfolio	\$ 28,578,323	\$ 28,183,755	\$ 394,568
Weighted Average Yield	4.19%	3.97%	0.22%
Accrued Interest Earnings	\$ 297,639	\$ 277,427	\$ 20,212

There was an increase of \$394,568 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 NPDES, Congestion Relief and Management, Express Lane, Smart Corridor, and AB1546. 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 June 30, 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 June 30, 2024
- 2 – Historical Summary of Investment Portfolio

CITY & COUNTY ASSOCIATION OF GOVERNMENTS

SUMMARY OF ALL INVESTMENTS

For Quarter Ending June 30, 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)	4.36%	17,093,105	60%	17,030,135
San Mateo County Investment Pool (COPOOL)	3.94%	11,485,218	40%	11,385,296

Agency Securities

none

Total - Investments	4.19%	28,578,323	100%	28,415,431
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GRAND TOTAL OF PORTFOLIO	4.19%	\$ 28,578,323	100%	\$ 28,415,431
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Total Interest Earned This Quarter	297,639			
Total Interest Earned (Loss) Fiscal Year-to-Date	1,066,902			

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

LAIF - 50% to 70%

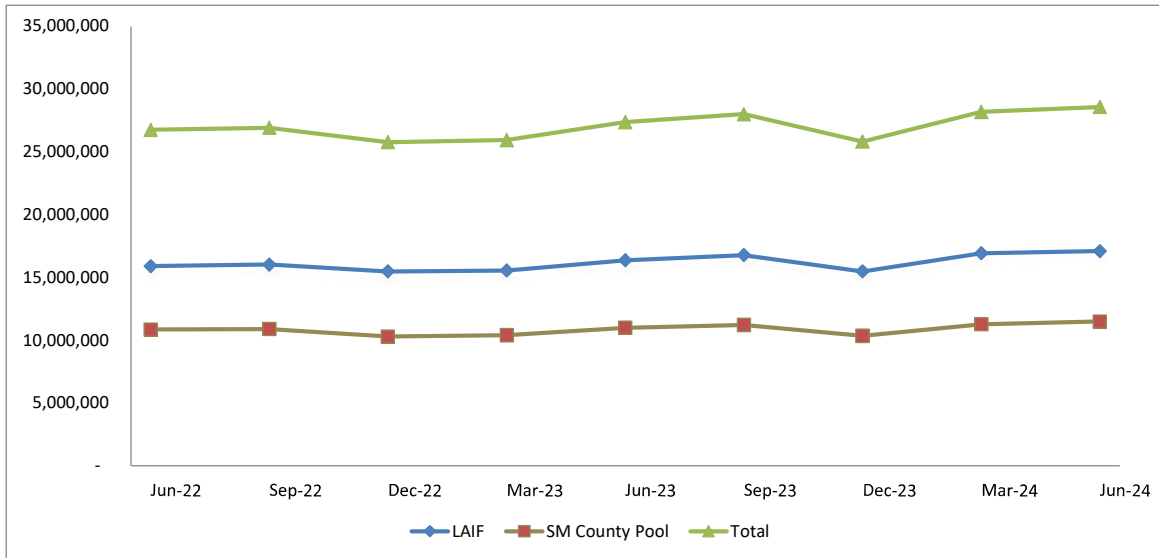
COPOOL - 30% to 50%

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

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

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

City and County Association of Governments Historical Summary of Investment Portfolio June 30, 2024



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

City/County Association of Governments Investment Portfolio

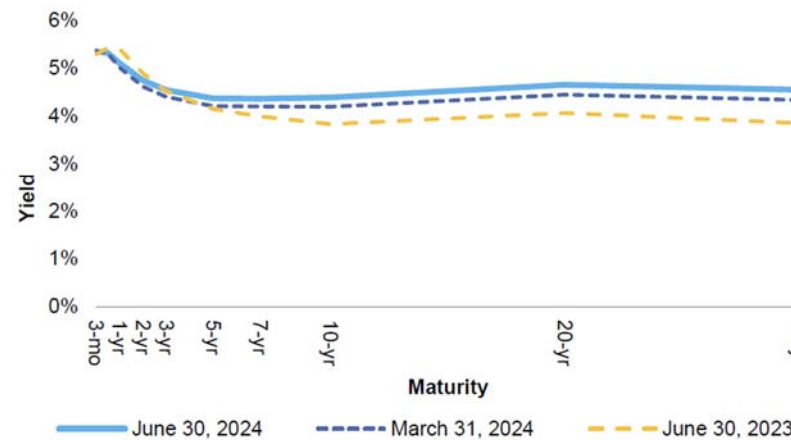
	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24
LAIF	15,900,010	16,028,660	15,480,103	15,558,262	16,365,013	16,787,787	15,478,855	16,915,927	17,093,105
SM County Pool	10,849,975	10,877,624	10,288,794	10,384,089	10,997,275	11,204,132	10,341,684	11,267,828	11,485,218
Total	26,749,985	26,906,284	25,768,897	25,942,350	27,362,288	27,991,920	25,820,539	28,183,755	28,578,323

C/CAG Investment Portfolio Performance and Composition 4Q 2023
 Report Created for Finance Committee August 21, 2024

Capital Markets Summary 2Q 2024

In the second quarter of 2024, the U.S. economy experienced moderate growth, with inflation slowing toward the Fed's 2% target. Consumer activity began to taper, and the labor market showed improved balance. The Fed maintained its target rate at 5.25%-5.50%, marking seven consecutive meetings without a change. This suggests only one or two rate cut(s) in 2024, the first perhaps in September, aligning with market expectations. Investment markets were optimistic, expecting a "soft landing," which supported risk asset valuations. Equity markets, particularly technology stocks, performed well, with the S&P 500 rising 4.3% and the NASDAQ 8.5%. U.S. Treasury yields also increased across all maturities.

U.S. Treasury Yield Curve



Source: PFM (Public Financial Management)

U.S. Treasury Yields

Maturity	Jun '24	Mar '24	Change over Quarter	Jun '23	Change over Year
3-Month	5.36%	5.37%	(0.01%)	5.30%	0.06%
1-Year	5.12%	5.03%	0.09%	5.42%	(0.30%)
2-Year	4.76%	4.62%	0.14%	4.90%	(0.14%)
5-Year	4.38%	4.21%	0.17%	4.16%	0.22%
10-Year	4.40%	4.20%	0.20%	3.84%	0.56%
30-Year	4.56%	4.34%	0.22%	3.86%	0.70%

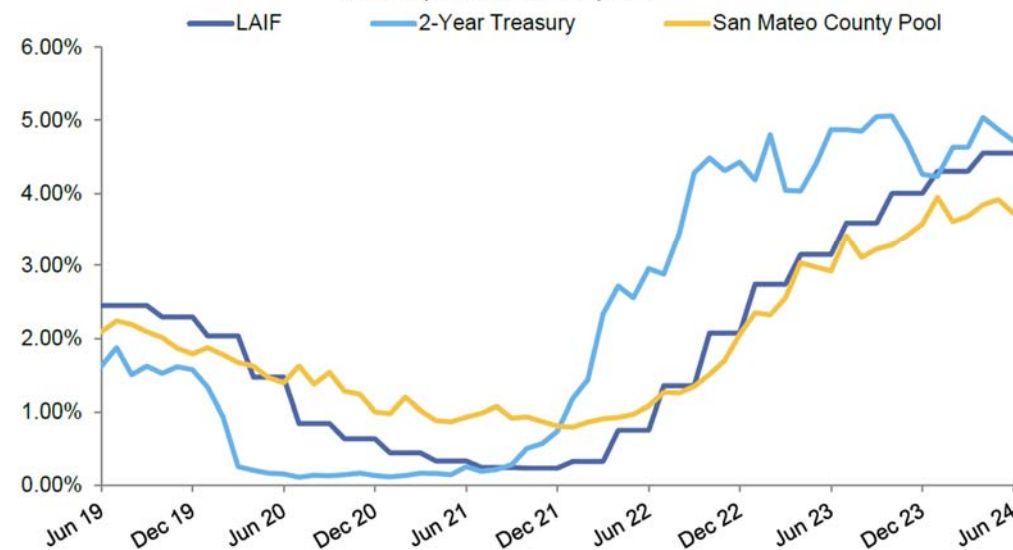
Source: Bloomberg.

US Treasury Yield Curve & US Treasury Yields Over Time

In the second quarter of 2024, with U.S. inflation moving closer to the Fed's 2% target, the Personal Consumption Expenditures Index (PCE) fell and core PCE reached a multi-year low of 2.6% in May. U.S. GDP growth slowed to 1.4% in Q1, due to negative contributions from net exports, private inventories, and declining personal spending. The labor market softened, with unemployment rising to 4.1% in June, ending a 28-month period below 4.0%. Despite this, wage growth continued to outpace inflation, supporting consumption. U.S. Treasury yields rose modestly, with shorter-duration indices performing well amid elevated Fed rates. A 20-basis point rise in the 30-Year U.S. Treasury yield at Q2's end erased gains for most agency mortgage-backed securities (MBS), though agency commercial MBS outperformed. Asset-backed securities excelled with strong demand, while short-term credit experienced general tightening.

Yield History

June 30, 2019 - June 30, 2024



Source: PFM (Public Financial Management)

Portfolio Performance 2Q 2024

The C/CAG investment portfolio returns for the second quarter of 2024 were strong, with a 4.36% return for LAIF and a 3.94% return for the County Pool Fund. Both investment pools continue a trend of increasing quarterly effective yields, with LAIF's effective yield increasing from 4.12% to 4.36% since the first quarter of the fiscal year, and the County Pool Fund's increasing from 3.75% to 3.94% 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

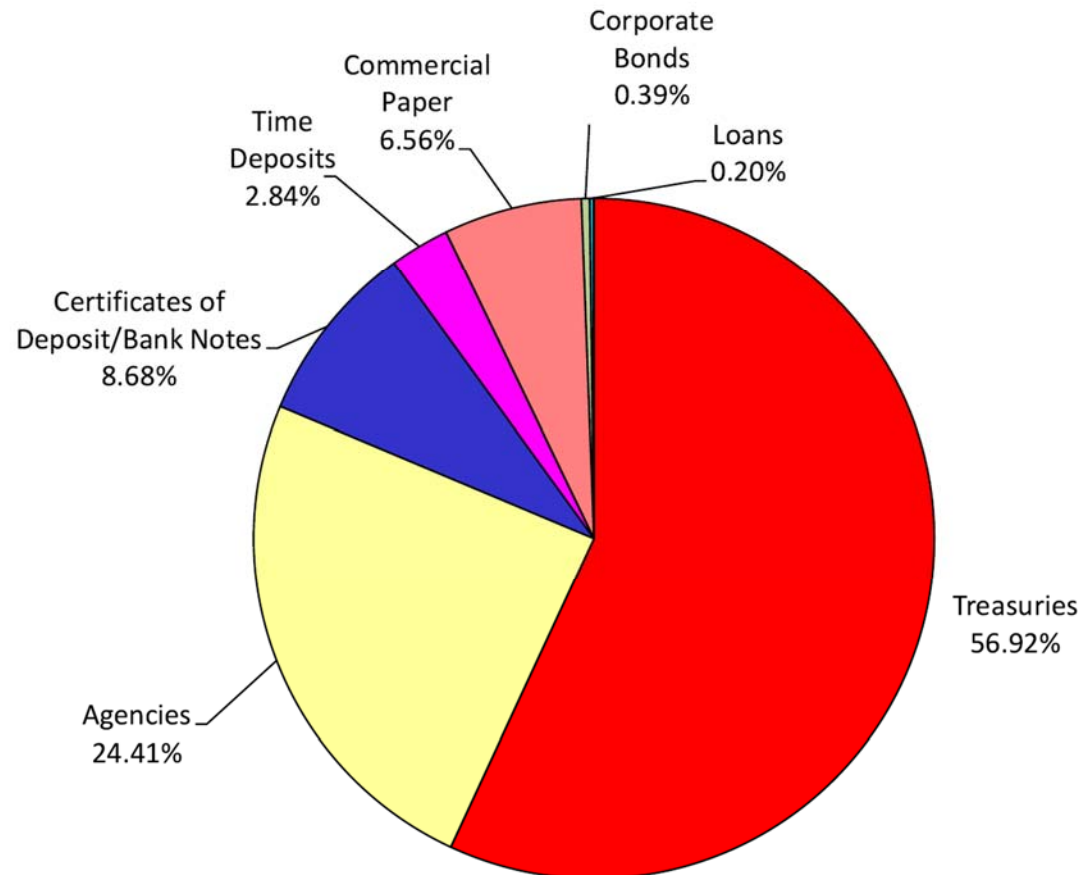
PMIA Average Monthly Effective Yields:

April 2024	4.272
May 2024	4.332
June 2024	4.480

PMIA Quarter to Date: 4.36%

PMIA Average Life: 217 days or 0.59 years

Portfolio Composition Pie Chart:



Source: PMIA/LAIF Performance Report as of 8/7/2024

COPOOL

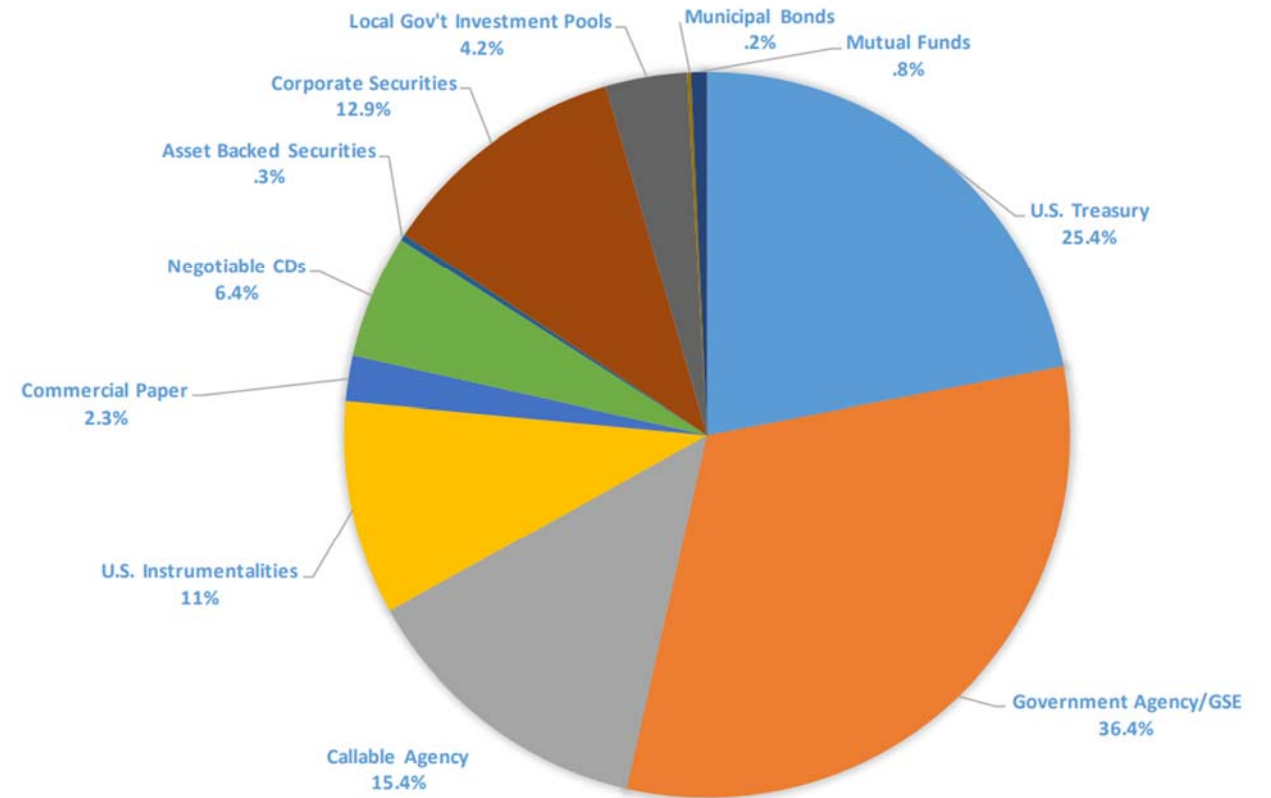
PMIA Average Monthly Effective Yields:

April 2024	3.843
May 2024	3.912
June 2024	3.723

PMIA Quarter to Date: 3.94%

PMIA Average Duration: 1.49 years

Portfolio Composition Pie Chart:



Source: San Mateo County Investment Portfolio Compliance Report June 2024

C/CAG AGENDA REPORT

Date: September 12, 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 24-54 adopting the C/CAG Investment Policy Update

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 24-54, adopting the C/CAG Investment Policy update.

FISCAL IMPACT

Adoption of the Investment Policy may affect the return on investments.

SOURCE OF FUNDS

The Investment Policy applies to all C/CAG funds held by the C/CAG Financial Agent (City of San Carlos).

BACKGROUND

The C/CAG Investment Policy stated that the policy shall be reviewed at least annually, and that the C/CAG Board shall adopt the Policy by resolution on an annual basis. The last update of the C/CAG Investment Policy was adopted by the C/CAG Board on September 14, 2023. On August 21, 2024, the Finance Committee reviewed the C/CAG investment policy update. The Committee did not meet quorum and did not take any action. However, the Committee Members that attended agreed on the proposed modifications.

Previous years' modifications to the policy were made to be consistent with state standards recommended by the California Debt and Investment Advisory Commission (CDIAC). Similarly, this year's proposed modifications to the C/CAG Investment Policy from staff are based on CDIAC guidelines updated on 1/1/2024. The CDAIC updates do not require any changes to the C/CAG Investment Portfolio, which is held in County Pool and LAIF funds. All modifications have been changed and shown as a track change on Attachment 2. Staff recommends that the C/CAG Board of Directors review and approve Resolution 24-54, adopting the C/CAG Investment Policy update.

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.

ATTACHMENTS

1. Resolution 24-54
2. C/CAG Investment Policy update (with track changes)

RESOLUTION 24-54

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY ADOPTING THE C/CAG INVESTMENT POLICY UPDATE

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

WHEREAS, the City of San Carlos is the Fiscal Agent for C/CAG, and

WHEREAS, the City of San Carlos invests the C/CAG funds under its control, and

WHEREAS, it is important for the C/CAG Board to provide clear Investment Policy direction, and

WHEREAS, C/CAG shall review and adopt its investment policy at least annually, and

WHEREAS, the proposed C/CAG investment policy update has been reviewed by its Finance Committee on August 21, 2024. The Committee did not meet quorum and did not take any action. However, the Committee Members that attended agreed on the proposed modifications.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the attached C/CAG Investment Policy is approved and adopted.

PASSED, APPROVED, AND ADOPTED, THIS 12TH DAY OF SEPTEMBER 2024.

Adam Rak, Chair

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
(C/CAG)**

INVESTMENT POLICY

Adopted on September ~~xx15~~, 202~~43~~

POLICY

The investment of the funds of the City and County Association of Governments (C/CAG) is directed to the goals of safety, liquidity and yield. This Investment Policy incorporates the policies defined by the certified investment policy standards recommended by the California Debt and Investment Advisory Commission (CDIAC). The authority governing investments for municipal governments is set forth in the California Government Code, Sections 53600+ through 53686. C/CAG's portfolio shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

The three objectives, in priority order, of the investment policy of the City and County Association of Governments are:

- 1- SAFETY OF PRINCIPAL - The primary objective of the investment policy of the City and County Association of Governments is SAFETY OF PRINCIPAL. Investments shall be placed in those securities as outlined by type and maturity sector in this document to achieve this objective. 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.
- 2- LIQUIDITY TO MEET NEEDS - Effective cash flow management and resulting cash investment practices are recognized as essential to good fiscal management and control. The portfolio should have adequate liquidity to meet the immediate and ~~short term~~short-term needs.
- 3- RETURN ON INVESTMENT - A reasonable return on investment should be pursued. Safety of Principal should not be reduced in order to achieve higher yield.

C/CAG's investment portfolio shall be designed and managed in a manner responsive to the public trust and consistent with State and local law. Portfolio management requires continual analysis and as a result the balance between the various investments and maturities may change in order to give C/CAG the optimum combination of ~~s~~Safety of ~~p~~Pincipal, necessary liquidity, and optimal yield based on cash flow projections.

SCOPE

The investment policy applies to all financial assets of the City and County Association of Governments as accounted for in the Annual Financial Statements. Policy statements outlined in this document focus on C/CAG's pooled funds.

PRUDENCE

The standard to be used by investment officials shall be that of a "prudent investor" and shall be applied in the context of managing all aspects of the overall portfolio. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.

It is C/CAG's full intent, at the time of purchase, to hold all investments until maturity to ensure the return of all invested principal dollars.

However, it is realized that market prices of securities will vary depending on economic and interest rate conditions at any point in time. It is further recognized that in a well-diversified investment portfolio, occasional measured losses are inevitable due to economic, bond market or individual security credit analysis. These occasional losses must be considered within the context of the overall investment program objectives and the resultant long-term rate of return.

The Administrative Services Director of the City of San Carlos (City) and other individuals assigned to manage the investment portfolio, acting within the intent and scope of the investment policy and other written procedures and exercising due diligence, shall be relieved of personal responsibility and liability for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

OBJECTIVES

Safety of Principal

Safety of principal is the foremost objective of the City and County Association of Governments. Each investment transaction shall seek to ensure that capital losses are avoided, whether from securities default, broker-dealer default or erosion of market value. C/CAG shall seek to preserve principal by mitigating the two types of risk: credit risk and market risk.

Credit risk, defined as the risk of loss due to failure of the issuer of a security, shall be mitigated by investing in investment grade securities and by diversifying the investment portfolio so that the failure of any one issuer does not unduly harm C/CAG's capital base and cash flow.

Market risk, defined as market value fluctuations due to overall changes in the general level of interest rates, shall be mitigated by limiting the average maturity of C/CAG's investment portfolio to two years, the maximum maturity of any one security to five years, structuring the portfolio based on historic and current cash flow analysis eliminating the need to sell securities prior to maturity and avoiding the purchase of long term securities for the sole purpose of short term speculation.

Liquidity

Historical cash flow trends are compared to current cash flow requirements on an ongoing basis in an effort to ensure that C/CAG's investment portfolio will remain sufficiently liquid to enable C/CAG to meet all reasonably anticipated operating requirements. The C/CAG Executive Director will provide a projected cash flow schedule in consultation with the C/CAG Chair.

MATURITY MATRIX

Maturities of investments will be selected based on liquidity requirements to minimize interest rate risk and maximize earnings. Current and expected yield curve analysis will be monitored and the portfolio will be invested accordingly. The weighted average maturity of the pooled portfolio should not exceed two years and the following percentages of the portfolio should be invested in the following maturity sectors:

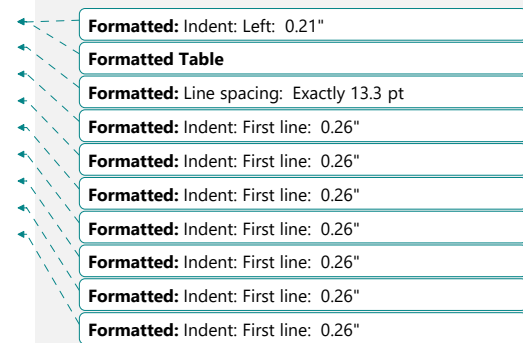
<u>Maturity Range</u>	<u>Suggested Percentage</u>
1 day to 7 days	10 to 50%
7 days to 180	10 to 30%
180 days to 360 days	10 to 30%
1 year to 2 years	10 to 20%
2 years to 3 years	0 to 20%
3 years to 4 years	0 to 20%
4 years to 5 years	0 to 20%

No more than 30% of the portfolio shall have a maturity of 2-5 years.

PERFORMANCE EVALUATION

Day-to-day management of C/CAG's portfolio is conducted by the C/CAG Fiscal Agent Financial Services Manager. Investment performance is monitored and evaluated by the Fiscal Agent's Investment Committee and provided to the C/CAG Finance Committee and C/CAG Board on a quarterly basis. Investment performance statistics and activity reports are generated on a quarterly basis for review by the Fiscal Agent's Investment Committee and presentation to the C/CAG Finance Committee, and to the C/CAG Board. Annually, a statement of investment policy, and any proposed changes to the policy, will be rendered to the C/CAG Finance Committee and to the C/CAG Board for consideration at a public meeting.

C/CAG's investment portfolio is designed to at least attain a market average rate of return through economic cycles. The market average rate of return is defined as average return on the Local Agency Investment Fund (assuming the State does not adversely affect LAIF's returns due to budget constraints).



DELEGATION OF AUTHORITY

The Joint Powers Authority Agreement of the City and County Association of Governments of San Mateo County and the authority granted by the C/CAG Board, assign the responsibility of investing unexpended cash to the City's Administrative Services Director. Daily management responsibility of the investment program may be delegated to the City's Financial Services Manager, who shall establish procedures for the operation consistent with this investment policy. For the longer-term investments the C/CAG Fiscal Agent shall invest in accordance with the directions provided by C/CAG Board.

FISCAL AGENT INVESTMENT COMMITTEE

An investment committee consisting of the City of San Carlos Treasurer, City Manager, and Administrative Services Director shall be established to provide general oversight and direction concerning the policy related to management of C/CAG's investment pool. The Financial Services Manager shall not be a member of the committee but shall serve in a staff and advisory capacity. The committee shall review and approve quarterly investment reports prepared by the Finance Department and reviewed by the Financial Services Manager or meet as necessary to discuss changes to the report or the investment strategy. The Investment Committee serving as the legislative body of the Investment Policy will have the quarterly reports for their review within forty-five (45) days following the end of the quarter covered by the report as per Section 53646 (b)(1) of the California Government Code.

ETHICS AND CONFLICTS OF INTEREST

The **C/CAG Finance Committee**, Officers, and employees involved in the investment process shall refrain from personal business activity that conflicts with proper execution of the investment program or impairs their ability to make impartial investment decisions. Additionally, the Fiscal Agent's Administrative Services Director and the Financial Services Manager are required to annually file applicable financial disclosures (Form 700 etc.) as required by the Fair Political Practices Commission (FPPC).

SAFEKEEPING OF SECURITIES

To protect against fraud or embezzlement or losses caused by collapse of an individual securities dealer, all securities owned by C/CAG shall be held in safekeeping by a third-party bank trust department, acting as agent for C/CAG under the terms of a custody agreement. All trades executed by a dealer will settle delivery versus payment (DVP) through C/CAG's safekeeping agent.

A receipt shall be provided for securities held in custody for C/CAG and shall be monitored by the Fiscal Agent's Administrative Services Director to verify investment holdings.

All exceptions to this safekeeping policy must be approved by the Fiscal Agent's Administrative Services Director in written form and included in the quarterly reporting to the C/CAG Board.

INTERNAL CONTROL

Separation of functions between the Fiscal Agent's Administrative Services Director or Financial Services Manager and/or the Senior Accountant is designed to provide an ongoing internal review to prevent the potential for converting assets or concealing transactions.

Investment decisions are made by the Fiscal Agent's Administrative Services Director, executed by the Fiscal Agent's Administrative Services Director or Financial Services Manager and confirmed by the Senior Accountant. All wire transfers initiated by the Fiscal Agent's Administrative Services Director or Financial Services Manager must be reconfirmed by the appropriate financial institution to the Senior Accountant. Proper documentation obtained from confirmation and cash disbursement wire transfers is required for each investment transaction. Timely bank reconciliation is conducted to ensure proper handling of all transactions.

The investment portfolio and all related transactions are reviewed and balanced to appropriate general ledger accounts by the Fiscal Agent's Senior Accountant on a monthly basis. An independent analysis by an external auditor shall be conducted annually to review and perform procedure testing on the Agency's cash and investments that have a material impact on the financial statements. The Fiscal Agent's Administrative Services Director and/or C/CAG Executive Director shall review and assure compliance with investment process and procedures.

REPORTING

The Fiscal Agent's Investment Committee shall review and render quarterly reports to the C/CAG Executive Director and to the C/CAG Board which shall include the face amount of the cash investment, the classification of the investment, the name of the institution or entity, the rate of interest, the maturity date, the current market value and accrued interest due for all securities. The quarterly reports will be submitted to the Fiscal Agent's Investment Committee within forty-five (45) days following the end of the quarter covered by the report as per Section 53646 (b)(1) of the California Government Code. Once approved by the Fiscal Agent's Investment Committee, the report is submitted to the C/CAG Executive Director and the C/CAG Finance Committee for review. The quarterly reports shall be placed on C/CAG's meeting agenda for its review and approval no later than 75 days after the quarter ends. If there are no C/CAG meetings within the 75-day period, the quarterly report shall be presented to the Finance Committee at the soonest possible meeting thereafter.

QUALIFIED BROKER/DEALERS

C/CAG shall transact business only with banks, savings and loans, and with broker/dealers registered with the State of California or the Securities and Exchange Committee. The broker/dealers should be primary or regional dealers. C/CAG and the Fiscal Agent currently do not maintain a list of ~~broker~~brokers/dealers approved to do business with C/CAG. When necessary, C/CAG and/or the Fiscal Agent shall go through the Request for Proposal processes to select the broker/dealers. Investment staff shall investigate dealers wishing to do business with C/CAG's staff to determine if they are adequately capitalized, have pending legal action against the firm or the individual broker and make markets in the securities appropriate to C/CAG's needs. C/CAG's investment policy shall be made available on C/CAG's website.

COLLATERAL REQUIREMENTS

Collateral is required for investments in certificates of deposit. In order to reduce market risk, the collateral level will be at least 110% of market value of principal and accrued interest. Collaterals should be held by an independent third party. Collaterals should be required for investments in CDs in excess of FDIC insured amounts.

AUTHORIZED INVESTMENTS

Investment of C/CAG's funds is governed by the California Government Code Sections 53600 et seq. The level of investment in all areas will be reviewed by the C/CAG Executive Director. Within the context of the limitations, the following investments are authorized, as further limited herein:

1. United States Treasury Bills, Bonds, and Notes or those for which the full faith and credit of the United States are pledged for payment of principal and interest. There is no percentage limitation of the portfolio that can be invested in this category, although a five-year maturity limitation is applicable.
2. Local Agency Investment Fund (LAIF) which is a State of California managed 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, with the knowledge that the pool/fund may include some investments allowed by statute but not explicitly identified in this investment policy.
3. 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, with the knowledge that the pool/fund may include some investments allowed by statute but not explicitly identified in this investment policy.

Socially Responsible Investment. In addition to and while complying with California Government Code provisions that regulate the investment of public funds (which require that, when managing and investing public funds, the objectives shall be, primarily, to safeguard principal of invested funds; secondarily, to meet the liquidity needs of the local government; and third, to achieve a return on invested funds), C/CAG recognizes the importance of socially responsible investing. C/CAG supports that the County's Treasurer will consider and promote 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. The County's Socially Responsible Investment Objectives can be found on page 3 of the [San Mateo County Investment Policy Statement](#).

4. Obligations issued by the Government National Mortgage Association (GNMA), the Federal National Mortgage Association (FNMA), and the Federal Home Loan Mortgage Corporation (FHLMC). A mortgage passthrough security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable passthrough certificate, or consumer receivable-backed

bond ~~has a maximum five years' maturity~~. Securities eligible for investment under this subdivision and not issued or guaranteed by an agency or issuer identified in California Government Code Section 53601 subdivision (b) or (f) subdivision, shall be rated in a rating category of "AA" or its equivalent or better by a nationally recognized statistical rating organization (NRSRO) and have a maximum remaining maturity of five years or less. Purchase of securities authorized by this subdivision shall not exceed 20% of the agency's surplus moneys that may be invested pursuant to this section. However, on August 28, 2019, the C/CAG Finance Committee rejected a modification to this provision which would allow a public agency to invest in mortgage-backed securities. Therefore, mortgage pass-through securities and mortgage-backed securities are disallowed investments unless as part of LAIF or County Pool investments, which are governed by Government Code 16429.1 and 53684, respectively.

5. Bills of exchange or time drafts drawn on and accepted by commercial banks, otherwise known as bankers' acceptances. Bankers' acceptances purchased may not exceed 180 days to maturity or 4025% of the cost value of the portfolio. Also, no more than 305% of the agency's money may be in bankers' acceptances of any one commercial bank.
6. Commercial paper ranked the highest letter and number rating by a Nationally Recognized Statistical Rating Organization (NRSRO), such as Standard & Poor's Ratings Services, Moody's Investors Services, or Fitch Ratings, Inc., and issued by domestic corporations having assets in excess of \$500,000,000 and having an "A2" or better rating on its long-term debentures as provided by NRSRO. Purchases of eligible commercial paper may not exceed 270 days to maturity and Purchases of commercial paper may not exceed 25% of the value of the portfolio. The amount invested in commercial paper of any one issuers in combination with any other securities from that issuer shall not be exceed 105% of the portfolio.
7. Negotiable Certificates of Deposit issued by nationally or state-chartered banks (FDIC insured institutions) or state or federal savings institutions. Purchases of negotiable certificates of deposit may not exceed 30% of total portfolio. A maturity limitation of five years is applicable. ~~The amount invested in NCD's with any one financial institution in combination with any other securities from that financial institution shall not exceed 5% of the portfolio.~~
8. Time deposits or placement service deposits, non-negotiable and collateralized in accordance with the California Government Code, may be purchased through banks or savings and loan associations. Since time deposits are not liquid, no more than 50% (effective January 1, 2020) of the investment portfolio may be invested in this investment type. A maturity limitation of five years is applicable. Effective January 1, 2020, no more than 50 percent of the agency's money may be invested in deposits, including certificates of deposit, through a placement service as authorized under 53601.8 (excludes negotiable certificates of deposit authorized under Section 53601(i)). On January 1, 2026, the maximum percentage of the portfolio reverts back to 30%. Investments made pursuant to 53635.8 remain subject to a maximum of 30% of the portfolio.
9. Medium Term Corporate Notes, with a maximum maturity of five years may be purchased. Securities eligible for investment shall be rated "A" or better by an NRSRO. Purchase of medium-term notes may not exceed 30% of the market value of the portfolio. ~~The amount invested in the medium term notes of any one issuer in combination with any other securities from the issuer shall not exceed 5% of the portfolio~~

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10. Ineligible investments are those that are not described herein, including but not limited to, common stocks and long term (over five years in maturity) notes and bonds are prohibited from use in this portfolio. It is noted that special circumstances may arise that necessitate the purchase of securities beyond the five-year limitation. On such occasions, requests must be reviewed by the C/CAG Executive Director and approved by the C/CAG Board prior to purchase.
11. Various daily money market funds administered for or by trustees, paying agents and custodian banks contracted by the City and County Association of Governments may be purchased as allowed under State of California Government Code. Only funds holding U.S. Treasury or Government agency obligations can be utilized. ~~A maximum of 10% of the portfolio may be invested in this category.~~

The following summary of maximum percentage limits, by instrument, is established for C/CAG's total pooled funds portfolio:

Authorized Investment Type	Government Code	Maximum Maturity	Minimum Credit Quality	Maximum in Portfolio	Maximum Investment in One Issuer
Local Agency Investment Fund (LAIF)	16429.1	Upon Demand	N/A	As approved by the C/CAG Board but no more than \$75 million permitted by LAIF.	(C)Ⓢ
San Mateo County Investment Pool	53684	Upon Demand	N/A	As approved by the C/CAG Board	(C)Ⓢ
Treasury Obligations (bills, notes & bonds)	53601(b)	5 Years	N/A	100%	N/A
US Government Agency and Federal Agency Securities	53601(f)	5 Years	N/A	100%	N/A
Bankers' Acceptances	53601(g)	180 Days	N/A	40 25 %	(B)
Commercial Paper	53601(h)	270 Days	Highest letter and number rating by an NRSRO	25%	(A)
Negotiable Certificates of Deposit	53601(i)	5 Years	N/A	30%	N/A 5%
Placement Service Deposits – Deposits or Certificates of Deposits	53601.8 and 53635.8	5 Years	N/A	50%	N/A

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Medium Term Corporate Notes	53601(k)	5 Years	A	30%	N/A 5%
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- (A) ~~10~~5% of outstanding paper of issuing corporation.
- (B) No more than ~~30~~5% of the agency’s money may be in bankers’ acceptances of any one commercial bank.
- (C) C/CAG Board approved the investment portfolio mix on November 13, 2013.
LAIF - 50% to 70%
COPOOL – 30% to 50%

DERIVATIVE INVESTMENTS

The use of derivatives is prohibited under this policy. Derivatives are financial instruments whose performance is derived, at least in part, from the performance of an underlying asset, security or index.

LEGISLATIVE CHANGES

Any State of California legislative action that further restricts allowable maturities, investment type, or percentage allocations will be incorporated into the City and County Association of Governments’ Investment Policy and supersede any and all previous applicable language.

INTEREST EARNINGS

All money earned and collected from investments authorized in this policy shall be allocated quarterly based on the cash balance in each fund at quarter end as percentage of the entire pooled portfolio.

LIMITING MARKET VALUE EROSION

The longer the maturity of securities, the greater is their market price volatility. Therefore, it is the general policy of C/CAG to limit the potential effects from erosion in market values by adhering to the following guidelines:

All immediate and anticipated liquidity requirements will be addressed prior to purchasing all investments.

Maturity dates for long-term investments will coincide with significant cash flow requirements where possible, to assist with short term cash requirements at maturity.

All long-term securities will be purchased with the intent to hold all investments to maturity under then prevailing economic conditions. However, economic or market conditions may change, making it in C/CAG’s best interest to sell or trade a security prior to maturity.

PORTFOLIO MANAGEMENT ACTIVITY

The investment program shall seek to augment returns consistent with the intent of this policy, identified risk limitations and prudent investment principals. These objectives will be achieved by use of the following strategies:

Active Portfolio Management. Through active fund and cash flow management, taking advantage of current economic and interest rate trends, the portfolio yield may be enhanced with limited and measurable increases in risk by extending the weighted maturity of the total portfolio.

Portfolio Maturity Management. When structuring the maturity composition of the portfolio, C/CAG shall evaluate current and expected interest rate yields and necessary cash flow requirements. It is recognized that in normal market conditions longer maturities produce higher yields. However, the securities with longer maturities also experience greater price fluctuations when the level of interest rates change.

Security Swaps. C/CAG may take advantage of security swap opportunities to improve the overall portfolio yield. A swap, which improves the portfolio yield, may be selected even if the transactions result in an accounting loss. Documentation for swaps will be included in C/CAG's permanent investment file documents. No swap may be entered into without the approval of the C/CAG Executive Director and the C/CAG Board.

Competitive Bidding. It is the policy of C/CAG to require competitive bidding for investment transactions that are not classified as "new issue" securities. For the purchase of non-"new issue" securities and the sale of all securities at least three bidders must be contacted. Competitive bidding for security swaps is also suggested, however, it is understood that certain time constraints and broker portfolio limitations exist which would not accommodate the competitive bidding process. If a time or portfolio constraining condition exists, the pricing of the swap should be verified to current market conditions and documented for auditing purposes.

POLICY REVIEW

The City/County Association of Governments' investment policy shall be adopted by resolution of the C/CAG Board on an annual basis. This investment policy shall be reviewed at least annually to ensure its consistency with the overall objectives of preservation of principal, liquidity and yield, and its relevance to current law and financial and economic trends. The Investment Policy, including any amendments to the policy shall be forwarded to the C/CAG Board for approval.

Glossary of Terms

Accrued Interest- Interest earned but not yet received.

Active Deposits- Funds which are immediately required for disbursement.

Amortization- An accounting practice of gradually decreasing (increasing) an asset's book value by spreading its depreciation (accretion) over a period of time.

Asked Price- The price a broker dealer offers to sell securities.

Basis Point- One basis point is one hundredth of one percent (.01).

Bid Price- The price a broker dealer offers to purchase securities.

Bond- A financial obligation for which the issuer promises to pay the bondholder a specified stream of future cash flows, including periodic interest payments and a principal repayment.

Bond Swap - Selling one bond issue and buying another at the same time in order to create an advantage for the investor. Some benefits of swapping may include tax-deductible losses, increased yields, and an improved quality portfolio.

Book Entry Securities - Securities, such stocks held in "street name," that are recorded in a customer's account, but are not accompanied by a certificate. The trend is toward a certificate-free society in order to cut down on paperwork and to diminish investors' concerns about the certificates themselves. All the large New York City banks, including those that handle the bulk of the transactions of the major government securities dealers, now clear most of their transactions with each other and with the Federal Reserve through the use of automated telecommunications and the "book-entry" custody system maintained by the Federal Reserve Bank of New York. These banks have deposited with the Federal Reserve Bank a major portion of their government and agency securities holdings, including securities held for the accounts of their customers or in a fiduciary capacity. Virtually all transfers for the account of the banks, as well as for the government securities dealers who are their clients, are now effected solely by bookkeeping entries. The system reduces the costs and risks of physical handling and speeds the completion of transactions.

Bearer and Registered Bonds - In the past, bearer and registered bonds were issued in paper form. Those still outstanding may be exchanged at any Federal Reserve Bank or branch for an equal amount of any authorized denomination of the same issue. Outstanding bearer bonds are interchangeable with registered bonds and bonds in "book-entry" form. That is, the latter exist as computer entries only and no paper securities are issued. New bearer and registered bonds are no longer being issued. Since August 1986, the Treasury's new issues of marketable notes and bonds are available in book-entry form only. All Treasury bills and more than 90% of all other marketable securities are now in book-entry form. Book-entry obligations are transferable only pursuant to regulations prescribed by the Secretary of the Treasury.

Book Value- The value at which a debt security is shown on the holder's balance sheet. Book value is acquisition cost less amortization of premium or accretion of discount.

Broker - In securities, the intermediary between a buyer and a seller of securities. The broker, who usually charges a commission, must be registered with the exchange in which he or she is trading, accounting for the name registered representative.

Certificate of Deposit- A deposit insured up to \$250,000 by the FDIC at a set rate for a specified period of time.

Collateral- Securities, evidence of deposit or pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposit of public moneys.

Constant Maturity Treasury (CMT)- An average yield of a specific Treasury maturity sector for a specific time frame. This is a market index for reference of past direction of interest rates for the given Treasury maturity range.

Coupon- The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value.

County Pool- County of San Mateo managed investment pool.

Credit Analysis- A critical review and appraisal of the economic and financial conditions or of the ability to meet debt obligations.

Current Yield- The interest paid on an investment expressed as a percentage of the current price of the security.

Custody- A banking service that provides safekeeping for the individual securities in a customer's investment portfolio under a written agreement which also calls for the bank to collect and pay out income, to buy, sell, receive and deliver securities when ordered to do so by the principle.

Delivery vs. Payment (DVP)- Delivery of securities with a simultaneous exchange of money for the securities.

Discount- The difference between the cost of a security and its value at maturity when quoted at lower than face value.

Diversification- Dividing investment funds among a variety of securities offering independent returns and risk profiles.

Duration- The weighted average maturity of a bond's cash flow stream, where the present value of the cash flows serve as the weights; the future point in time at which on average, an investor has received exactly half of the original investment, in present value terms; a bond's zero-coupon equivalent; the fulcrum of a bond's present value cash flow time line.

Fannie Mae- Trade name for the Federal National Mortgage Association (FNMA), a U.S. sponsored corporation.

Federal Reserve System- The central bank of the U.S. that consists of a seven member Board of Governors, 12 regional banks and approximately 8,000 commercial banks that are members.

Federal Deposit Insurance Corporation (FDIC)- Insurance provided to customers of a subscribing bank that guarantees deposits to a set limit (currently \$250,000) per account.

Fed Wire- A wire transmission service established by the Federal Reserve Bank to facilitate the transfer of funds through debits and credits of funds between participants within the Fed system.

Fiscal Agent - The organization that is essentially the checkbook for C/CAG funds.

Freddie Mac- Trade name for the Federal Home Loan Mortgage Corporation (FHLMC), a U.S. sponsored corporation.

Ginnie Mae- Trade name for the Government National Mortgage Association (GNMA), a direct obligation bearing the full faith and credit of the U.S. Government.

Inactive Deposits- Funds not immediately needed for disbursement.

Interest Rate- The annual yield earned on an investment, expressed as a percentage.

Investment Agreements- An agreement with a financial institution to borrow public funds subject to certain negotiated terms and conditions concerning collateral, liquidity and interest rates.

Local Agency Investment Fund (LAIF) - State of California managed investment pool.

Liquidity- Refers to the ability to rapidly convert an investment into cash.

Market Value- The price at which a security is trading and could presumably be purchased or sold.

Maturity- The date upon which the principal or stated value of an investment becomes due and payable.

Nationally Recognized Statistical Rating Organization (NRSRO)- A U.S. Securities & Exchange Commission registered agency that assesses the creditworthiness of an entity or specific security. NRSRO typically refers to Standard and Poor's Ratings Services, Fitch Ratings, Inc. or Moody's Investors Services.

New Issue- Term used when a security is originally "brought" to market.

Perfected Delivery- Refers to an investment where the actual security or collateral is held by an independent third party representing the purchasing entity.

Portfolio- Collection of securities held by an investor.

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Primary Dealer- A group of government securities dealers that submit daily reports of market activity and security positions held to the Federal Reserve Bank of New York and are subject to its informal oversight.

Purchase Date- The date in which a security is purchased for settlement on that or a later date.

Rate of Return- The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

Repurchase Agreement (REPO)- A transaction where the seller (bank) agrees to buy back from the buyer (C/CAG) the securities at an agreed upon price after a stated period of time.

Reverse Repurchase Agreement (REVERSE REPO)- A transaction where the seller (C/CAG) agrees to buy back from the buyer (bank) the securities at an agreed upon price after a stated period of time.

Risk- Degree of uncertainty of return on an asset.

Safekeeping- see custody.

Sallie Mae- Trade name for the Student Loan Marketing Association (SLMA), a U.S. sponsored corporation.

Secondary Market- A market made for the purchase and sale of outstanding issues following the initial distribution.

Settlement Date- The date on which a trade is cleared by delivery of securities against funds.

[Secured Overnight Financing Rate \(SOFR\)- represents a broad measure of the cost of borrowing cash overnight collateralized by Treasury securities.](#)

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Time Deposit-- A deposit in an interest-paying account that requires the money to remain on account for a specific length of time. While withdrawals can generally be made from a passbook account at any time, other time deposits, such as certificates of deposit, are penalized for early withdrawal.

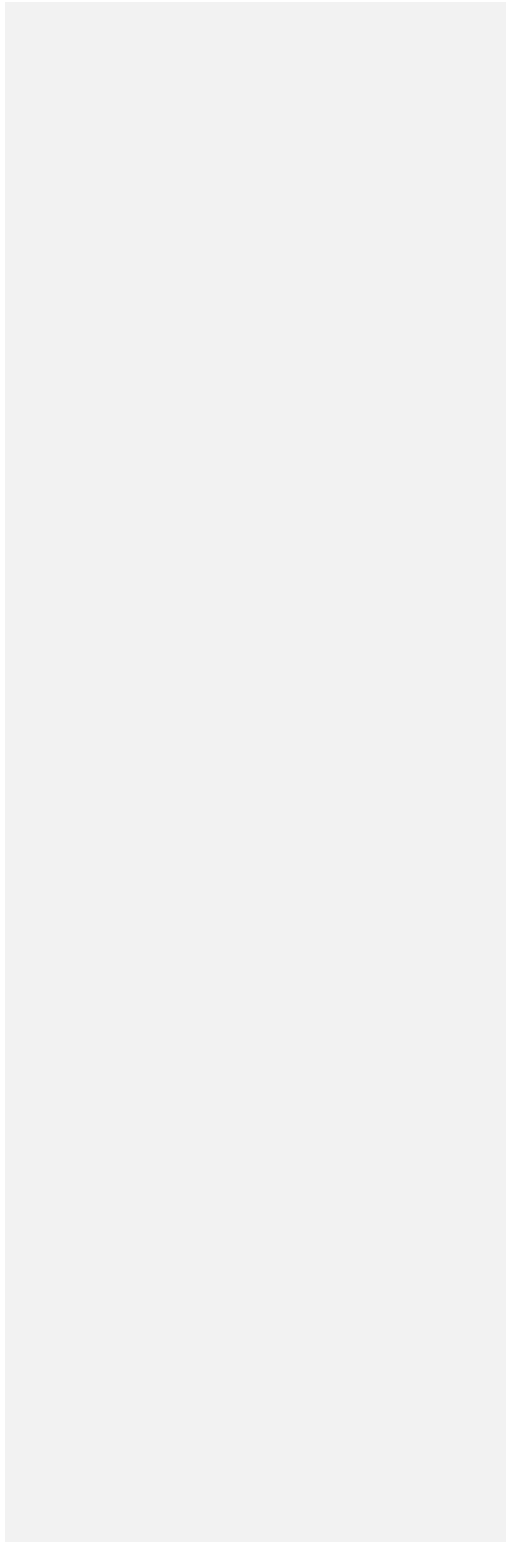
Treasury Obligations- Debt obligations of the U.S. Government that are sold by the Treasury Department in the forms of bills, notes, and bonds. Bills are short-term obligations that mature in one year or less. Notes are obligations that mature between one year and ten years. Bonds are long-term obligations that generally mature in ten years or more.

U.S. Government Agencies- Instruments issued by various US Government Agencies most of which are secured only by the credit worthiness of the particular agency.

Yield- The rate of annual income return on an investment, expressed as a percentage. It is obtained by dividing the current dollar income by the current market price of the security.

Yield to Maturity- The rate of income return on an investment, minus any premium or plus any discount, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond, expressed as a percentage.

Yield Curve- The yield on bonds, notes or bills of the same type and credit risk at a specific date for maturities up to thirty years.



C/CAG AGENDA REPORT

Date: September 12, 2024

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

From: Sean Charpentier, C/CAG Executive Director

Subject: Review and approval of Resolution 24-55 amending the Congestion Management Program Technical Advisory Committee and the Stormwater Committee guidelines by designating the Director of Engineering and Transportation as the primary representative for the City of Redwood City.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-55 to amend the Congestion Management Program Technical Advisory Committee and the Stormwater Committee guidelines by designating the Director of Engineering and Transportation as the primary representative for the City of Redwood City.

FISCAL IMPACT

There is no fiscal impact related to this item.

SOURCE OF FUNDS

Not applicable.

BACKGROUND

In 1998, C/CAG Bylaws established the Congestion Management Program Technical Advisory Committee (TAC). The Committee is comprised of engineers and planners who provide technical expertise and professional recommendations to the C/CAG Board regarding transportation and air quality issues. C/CAG's Stormwater Committee was convened in November 2012 and was created to provide policy input and recommendations to the C/CAG Board of Directors on issues pertaining to compliance with the Municipal Regional Stormwater Permit, administered by the San Francisco Bay Regional Water Quality Control Board (Regional Water Board). The Committee is comprised of director-level staff from C/CAG's 21 member agencies, each city and the County represented by one seat, and a non-voting staff from the Regional Water Board.

At the October 12, 2023 C/CAG Board meeting, the Board approved the addition of alternates to the Congestion Management Program Technical Advisory Committee and the Stormwater Committee. Both Committee Guidelines also include the named executive level position(s) from each jurisdiction in each Committee roster. The C/CAG Board approved the appointment of these positions, automatically enlisting jurisdiction staff fulfilling these roles onto the Committees. This streamlines the appointment process, reducing the need for City Managers to recommend and the

CCAG Board of Directors to approve a new member every time when there is a staffing change. For unique positions or situations where there are multiple positions (for example if a city has two Assistant Public Works Directors), the C/CAG Board makes individual named appointments.

The table below is an example.

Member Agency	TAC & Stormwater Committee Member	Alternate
City A	Public Works Director	City Engineer, or Assistant or Deputy Public Works Director

Recently, the City of Redwood City underwent an organizational change. Attachment 4 is a letter from the City requesting a change to the appointed position and alternate on the two Committees. The changes are reflected below:

Member Agency	TAC & Stormwater Committee Member	Alternate
City of Redwood City	Engineering and Transportation Director	Assistant Engineering and Transportation Director

Staff recommends that the C/CAG Board review and approve Resolution 24-55 adopting the revised membership guidelines for the TAC and Stormwater Committees (Attachment 2 and 3 respectively).

EQUITY IMPACTS AND CONSIDERATIONS

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

ATTACHMENTS

1. Resolution 24-55
2. Congestion Management Program Technical Advisory Committee (CMP TAC) Guidelines Updated (redlined)
3. Stormwater Committee Guidelines (redlined)
4. Letter recommending TAC and Stormwater Representatives from Melissa Stevenson Diaz, City Manager

RESOLUTION 24-55

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY ADOPTING THE AMENDED MEMBERSHIP GUIDELINES TO FOR THE CONGESTION MANAGEMENT PROGRAM TECHNICAL ADVISORY COMMITTEE AND STORMWATER COMMITTEE.

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

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

WHEREAS, C/CAG's existing bylaws designate a Congestion Management Program Technical Advisory Committee (TAC) and Stormwater Committee; and

WHEREAS, the TAC is comprised of staff planners and engineers, who provide professional recommendations to the Congestion Management and Environmental Quality Committee and C/CAG Board regarding transportation and air quality issues; and

WHEREAS, the Stormwater Committee is comprised of director-level staff who make technical and policy recommendations to the C/CAG Board of Directors related municipal stormwater permit compliance; and

WHEREAS, the TAC Guidelines were last updated on November 24, 2009, January 12, 2023, and September 21, 2023;

WHEREAS, the Stormwater Committee Guidelines were last updated on December 22, 2020 and September 21, 2023; and

WHEREAS, at the request of the City of Redwood City, C/CAG is amending the Committees' rosters by designating the Director of Engineering and Transportation and Assistant Director of Engineering and Transportation as the City's representatives on the Committees; and

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the City/County Association of Governments of San Mateo County hereby adopts the amended membership guidelines for the Congestion Management Program Technical Advisory Committee and Stormwater Committee.

PASSED, APPROVED, AND ADOPTED, THIS 12TH DAY OF SEPTEMBER 2024.

Adam Rak, Chair

Congestion Management Program Technical Advisory Committee (CMP TAC)

Guidelines

Established 11/24/09

Revised 9/~~1221~~/2024~~3~~

Mission

The CMP TAC is a staff committee composed of San Mateo County engineers and technical staff who provide expertise and professional recommendations to the CMEQ Committee and C/CAG Board regarding transportation and air quality issues, the Congestion Management Program, and the Countywide Transportation Plan.

Membership

The CMP TAC was originally established to include representatives from the Bay Area Air Quality Management District (BAAQMD) (1), the Metropolitan Transportation Commission (MTC) (1), San Francisco International Airport (SFIA) (1), the San Mateo County Transit District (SamTrans) (1 with 1 alternate), the San Mateo County Transportation Authority (SMCTA) (2), San Mateo County Government (3), the Central County Cities (2), the North County Cities (2), the South County Cities (2), the Cities at large (1), and Caltrans (3).

The current composition of the Technical Advisory Committee includes twenty city engineers, one county engineer, one representative each from the Metropolitan Transportation Commission, Caltrans, SamTrans/the Transportation Authority, and C/CAG. The representatives from the Metropolitan Transportation Commission and Caltrans are non-voting members. Other members have one vote each.

Term Limits

- There are no term limits for the CMP TAC. Members can remain on the TAC indefinitely or until the member voluntarily relieves him/or herself of the membership.

Co-Chairs

- The two Co-Chairs for the CMP TAC are appointed by Committee members at a CMP TAC Meeting every two years.
- There are no term limits.
- The role of the Co-Chairs is to manage the Committee meetings by calling the meeting to order, leading the Committee through the agenda topics, monitoring meeting discussion to ensure all discussion remains on topic, and leading the motion and approval of all action items.
- Co-Chairs will rotate every other meeting. A Co-Chair may chair consecutive meetings if the other Co-Chair is unavailable to attend.

Selection and Appointment Process

To streamline the process and ensure continuous representation, the Roster Table can include designated positions and/or individually named appointments. The Roster Table also includes a Primary Member and an Alternate Member.

The C/CAG Board of Directors shall approve all appointments of Primary and Alternate Members.

Designated positions are executive level positions where there may be only one position (ie Public Works Director) in the agency or there may be multiple positions (i.e., having multiple Deputy Public Works Directors).

The C/CAG’s Board of Directors will approve the appointment of these designated positions, effectively automatically appointing the staff member filling the designated position.

For designated positions where there are multiple positions, the jurisdiction or agency will need to propose a member by name, and the C/CAG Board will need to approve such appointment on an individual basis.

The City Manager or equivalent will notify the C/CAG Executive Director of any changes to the personnel filling the designated positions, or changes to the named positions themselves. The C/CAG Board will approve changes to the designated positions or name as necessary.

Interim or Acting appointments by the appropriate Executive to the designated positions where there is only one position (i.e., Public Works Director) are acceptable.

Primary Members

- The primary CMP TAC member is the Public Works Director, or a staff member holding a comparable level executive position identified by the jurisdiction or agency.

Alternate Members

- Each agency can have an alternate member.
- The alternate can be the City Engineer, Assistant or Deputy Public Works Director, Community Development Director, or a staff member holding an executive position identified by the jurisdiction or agency.
- The alternate has the authority to cast votes in lieu of the primary member.
- Attendance of an alternate member will not be recorded as attendance for the primary member.

The **Roster Table** below identifies the primary and alternate CMP TAC members, either by designated position or by name, where necessary, of the 2023 Congestion Management Program Technical Advisory Committee:

Member Agency	Primary Member	Alternate
Town of Hillsborough (Co-Chair)	Director of Public Works	Deputy Director
San Mateo County (Co-Chair)	Director of Public Works	Deputy Director, Krzysztof Lisaj
SMCTA / SamTrans	Director, Project Delivery	Director, Planning & Fund Management
City of Atherton	Director of Public Works	Associate Engineer, Tim Au

City of Belmont	Public Works Director	Assistant Public Works Director
City of Brisbane	Public Works Director	Deputy Public Works Director
City of Burlingame	Public Works Director	Assistant Public Works Director
C/CAG	Executive Director	N/A
Town of Colma	Director of Public Works	Deputy PW Director/City Engineer
City of Daly City	Director of Public Works	City Engineer
City of East Palo Alto	Director of Public Works	City Engineer
City of Foster City	Director of Public Works	Manager of Engineering
City of Half Moon Bay	Director of Public Works	Community Development Director
City of Menlo Park	Public Works Director	Assistant Public Works Director
City of Millbrae	Director of Public Works	City Engineer/Deputy Public Works Director
City of Pacifica	Director of Public Works	City Engineer/Deputy Public Works Director
Town of Portola Valley	TBD - vacant	N/A
City of Redwood City	Transportation Manager Engineering and Transportation Director	City Engineer Assistant Engineering and Transportation Director
City of San Bruno	Public Works Director	Deputy Director, Hae Won Ritchie
City of San Carlos	Director of Public Works	City Engineer
City of San Mateo	Director of Public Works	Deputy Public Works Director
City of South San Francisco	Public Works Director/City Engineer	Deputy Public Works Director
Town of Woodside	Public Works Director/Town Engineer	Deputy Town Engineer
MTC	Senior Program Coordinator, James Choe	N/A
Caltrans	District Division Chief - PM West Region	Regional PM - San Mateo County

Stormwater Committee Guidelines

Established: November 8, 2012

Revised: December 22, 2020/September 21, 2023/September 12, 2024

Description

The Stormwater Committee provides policy and technical advice and recommendations to the C/CAG Board of Directors and direction to technical subcommittees on all matters relating to stormwater management and compliance with associated regulatory mandates from the State Water Resources Control Board and San Francisco Bay Regional Water Quality Control Board.

The following are the general issues typically addressed by the Committee:

- Review and provide recommendations for the Countywide Water Pollution Prevention Program (Countywide Program)'s annual budget as part of the overall C/CAG budget approval process.
- Authorize submittal of countywide and regional compliance documents on behalf of their respective agencies for activities performed via C/CAG through the Countywide Program or the Bay Area Stormwater Management Agencies Association.
- Convey relevant program and compliance information and direction to appropriate staff and departments within their jurisdictions.
- Form ad-hoc work groups to address particular stormwater-related issues on an as-needed basis.
- Discuss and provide policy recommendations on stormwater issues, such as:
 - funding stormwater compliance activities at the local and countywide level;
 - unfunded mandate test claims;
 - permit appeals and litigation;
 - reissuance of the Municipal Regional Permit;
 - permit requirements, especially those related to new and redevelopment, monitoring, and pollutants of concern, including trash, mercury, PCBs, and pesticides;
 - training and technical support needs for municipal staffs
 - legislation and statewide policy issues impacting member agencies

Membership

The Stormwater Committee includes director-level staff with decision-making authority for implementing stormwater management programs within the member agencies in compliance with requirements in the Municipal Regional Permit. There is one representative from each of the 21 member agencies and one non-voting executive management representative from the Regional Water Quality Control Board staff.

Term Limits

- There are no term limits for the Stormwater Committee. Members can remain on the Committee indefinitely or until a member voluntarily relieves themselves from the membership.

Chair and Vice Chair

- The Chair and Vice Chair for the Stormwater Committee are annually nominated and voted upon by Committee members at a regularly scheduled meeting. The Chair manages the Committee meetings by calling the meeting to order, leading the Committee

through the agenda topics, monitoring meeting discussion to ensure all discussion remains on topic, and leading the motion and approval of all action items. The role of the Vice Chair is to support the Chair and act as a stand in should the Chair be unable to attend a meeting.

- There are no term limits.

Selection and Appointment Process

To streamline the process and ensure continuous representation, the Roster Table can include designated positions and/or individually named appointments. The Roster Table also includes a Primary Member and an Alternate Member.

The C/CAG Board of Directors shall approve all appointments of Primary and Alternate Members.

Designated positions are executive level positions where there may be only one position (ie Public Works Director) in the agency or there may be multiple positions (i.e., having multiple Deputy Public Works Directors).

The C/CAG's Board of Directors will approve the appointment of these designated positions, effectively automatically appointing the staff member filling the designated position.

For designated positions where there are multiple positions, the jurisdiction or agency will need to propose a member by name, and the C/CAG Board will need to approve such appointment on an individual basis.

The City Manager or equivalent will notify the C/CAG Executive Director of any changes to the personnel filling the designated positions, or changes to the named positions themselves. The C/CAG Board will approve changes to the designated positions or name as necessary.

Interim or Acting appointments by the appropriate Executive to the designated positions where there is only one position (i.e., Public Works Director) are acceptable.

Primary Members

- Primary Stormwater Committee members for C/CAG's member agencies shall be the Public Works Director, City Engineer/Managing Engineer (or equivalent) held by a single person, or a staff member holding a comparable executive position identified by the jurisdiction or agency with responsibility for compliance under the Municipal Regional Permit.
- The Regional Water Quality Control Board member shall be the Watershed Management Supervisor or a specified staff holding a comparable executive position identified by the Regional Water Quality Control Board.

Alternate Members

- Each agency can have an alternate member.
- The alternate for C/CAG's member agencies can be the City Engineer/Managing Engineer or Assistant or Deputy Director of Public (or equivalent) held by a single person, or a staff member holding a comparable executive position identified by the

jurisdiction or agency with responsibilities for compliance under the Municipal Regional Permit.

- The alternate for the Regional Water Quality Control Board member can be the Watershed Management Manager or a staff member holding a comparable executive position identified by the Regional Water Quality Control Board.
- The alternate has the authority to cast votes in lieu of the primary member.
- Attendance of an alternate member will not be recorded as attendance for the primary member.

The Roster Table below identifies the primary and alternate Stormwater Committee members, either by designated position or by name, where necessary, of the 2023 Stormwater Committee:

Member Agency	Primary Stormwater Committee Member	Alternate
City of Atherton (Vice Chair)	Director of Public Works	Associate Engineer, Tim Au
City of Belmont	Director of Public Works	Assistant Public Works Director
City of Brisbane (Chair)	Director of Public Works/City Engineer	Regulatory Compliance Manager
City of Burlingame	Director of Public Works	Environmental Compliance Manager
City of Daly City	Director of Public Works	City Engineer
City of East Palo Alto	Director of Public Works	City Engineer
City of Foster City	Director of Public Works	Manager of Engineering
City of Half Moon Bay	Director of Public Works	Associate Engineer
City of Menlo Park	Director of Public Works	Assistant Public Works Director
City of Millbrae	Director of Public Works	City Engineer/Deputy Public Works Director
City of Pacifica	Deputy Director of Public Works/City Engineer	Director of Public Works
City of Redwood City	City Engineer <u>Engineering and Transportation Director</u>	Senior Civil Engineer, Ahmad Haya <u>Assistant Engineering and Transportation Director</u>
City of San Bruno	Director of Public Works	Deputy Director of Public Works, Hae Won Ritchie

City of San Carlos	Director of Public Works	City Engineer
City of San Mateo	Director of Public Works	Deputy Public Works Director, Matthew Fabry
City of South San Francisco	Director of Public Works/City Engineer	Deputy Public Works Director
San Mateo County	Director of Public Works	Deputy Director Engineering & Resource Protection
Town of Colma	Director of Public Works and Planning	Deputy Public Works Director/City Engineer
Town of Hillsborough	Director of Public Works	Deputy Director of Public Works
Town of Portola Valley	Director of Public Works	Building Director
Town of Woodside	Director of Public Works/Town Engineer	Deputy Town Engineer
Regional Water Board	Watershed Management Supervisor	Watershed Management Manager



July 31, 2024

SENT VIA EMAIL

Sean Charpentier
City/County Association of Government of San Mateo County
555 County Center, 5th Floor
Redwood City, CA 94063

Re: Notification of Duly Authorized Representatives of the City of Redwood City on the C/CAG Stormwater Subcommittee & Technical Advisory Committee (TAC)

Dear Mr. Charpentier,

This is to document the person that I am authorizing to represent the City of Redwood City on the C/CAG Stormwater Subcommittee & Technical Advisory Committee (TAC):

Authorized Representative: Tanisha Werner, Engineering & Transportation Director

Alternate Representative: James O'Connell, Assistant Engineering & Transportation Director

This notification will remain in effect until it is changed by me or my successor.

Sincerely,

A handwritten signature in black ink, appearing to read "Melissa Stevenson Diaz".

Melissa Stevenson Diaz
City Manager

CC: Tanisha Werner, Engineering & Transportation Director
James O'Connell, Assistant Engineering & Transportation Director
FILE

C/CAG AGENDA REPORT

Date: September 12, 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 24-56 authorizing the C/CAG Executive Director to send a letter to the County of San Mateo and CalRecycle summarizing C/CAG's review of the Countywide Integrated Waste Management Plan as the Local Task Force in San Mateo County.

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

RECOMMENDATION

That the C/CAG Board review and approval of Resolution 24-56 authorizing the C/CAG Executive Director to send a letter to the County of San Mateo and CalRecycle summarizing C/CAG's review of the Countywide Integrated Waste Management Plan as the Local Task Force in San Mateo County.

FISCAL IMPACT

There is no fiscal impact associated with the submittal of letters of findings.

SOURCE OF FUNDS

The General Fund is the source of funds for the staff work related to the Local Task Force.

BACKGROUND/DISCUSSION

The California Department of Resource Recycling and Recovery (CalRecycle) oversees 1989 legislation, AB 939, which requires that each county prepare a Countywide Integrated Waste Management Plan (CIWMP) that outlines the solid waste management conditions of the County and the cities within its boundaries. This plan is required to be reviewed every five years to determine if a revision to any elements of the CIWMP is required. Part of this review process includes gathering input from the Local Task Force. The C/CAG Board serves as the Local Task Force for San Mateo County.

At its May 9, 2024 meeting, the C/CAG Board approved the composition of a Working Group composed of solid waste company staff (Serving San Mateo County cities), County Sustainability and Environmental Health staff, staff from Rethink Waste, environmental staff from four cities, and C/CAG staff, to complete the review on behalf of the C/CAG Board. After completing the review of the current CIWMP elements, the Working Group should comment on a letter of findings prepared by C/CAG staff, for submission to the C/CAG Board for approval.

After its formation, the Working Group met three times since the May 9, 2024 Board meeting:

1. June 21, 2024 to learn the history of the CIWMP, understand the review process, and review the Source Reduction and Recycling Element and the Household Hazardous Waste Element.
2. July 18, 2024 to review the Siting Element, including the remaining landfill capacity at Ox Mountain Landfill, and the Non-disposal Facility Element.
3. August 15, 2024 to review findings related to each element and a draft letter for comments.

After discussions at the final meeting, the Working Group provided final comments on a draft letter of findings based on the outcomes of the meetings for approval by the C/CAG Board and once approved, submittal to the County Sustainability Department and CalRecycle.

Through the meetings of the Working Group, there was consensus that several elements including the Source Reduction and Recycling Element, Siting Element, and the Household Hazardous Waste Element need no revisions at this time. The Non-disposal Facility Element should be revised since it does not reflect an accurate list of non-disposal facilities in operation in the county; a few have closed. However, this element may be revised without a full revision of the CIWMP. The following additional considerations were expressed by the participants in the CIWMP Working Group and are included in the letters to the County Sustainability Department and Cal Recycle:

- Supporting and increasing awareness of Extended Producer Responsibility (EPR) programs and legislation at the statewide and local levels
- Expansion of the use of durable reusable products through outreach and promotion

Resolution 24-56, authorizing the C/CAG Executive Director to send a letter to the County of San Mateo and CalRecycle summarizing C/CAG's review of the Countywide Integrated Waste Management Plan as the Local Task Force in San Mateo County, and the letters are provided as attachments to this staff report.

ATTACHMENT

1. Resolution 24-56
2. Draft Letter of Findings from C/CAG to County
3. Draft Letter of Findings from C/CAG to CalRecycle

RESOLUTION 24-56

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO SEND A LETTER TO THE COUNTY OF SAN MATEO AND CALRECYCLE SUMMARIZING C/CAG’S REVIEW OF THE COUNTYWIDE INTEGRATED WASTE MANAGEMENT PLAN AS THE LOCAL TASK FORCE IN SAN MATEO COUNTY

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

WHEREAS, AB 939 requires that all Countywide Integrated Waste Management Plans (CIWMPs) be reviewed every five years by the Local Task Force and the corresponding county, and

WHEREAS, C/CAG has been established as the Local Task Force for San Mateo County, and

WHEREAS, C/CAG approved a CIWMP Five-Year Review Working Group to review the elements of the existing CIWMP for the 2024 five-year review, and

WHEREAS, the Working Group met three times in June through August 2024 to review the elements of the CIWMP, and

WHEREAS, the Working Group has provided its finding, comments in a draft letter to C/CAG staff and the C/CAG Board, and

WHEREAS, the C/CAG Board shall send a letter to the County of San Mateo and the state oversight agency, CalRecycle.

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 send a letter to the County of San Mateo and CalRecycle summarizing C/CAG’s review of the Countywide Integrated Waste Management Plan as the Local Task Force in San Mateo County.

PASSED, APPROVED, AND ADOPTED, THIS 12TH DAY OF SEPTEMBER 2024.

Adam Rak, Chair

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*

September 12, 2024

Carolyn Bloede
County of San Mateo
Sustainability Department
455 County Center, 4th Floor
Redwood City, CA 94063

Dear Ms. Bloede:

This letter is to inform you that the City and County Association of Governments (C/CAG), as the Local Task Force (LTF) for San Mateo County, in coordination with a Countywide Integrated Waste management Plan (CIWMP) Working Group composed of County staff, solid waste company staff, an environmental organization staff, and city environmental staff, has completed a review of the elements of the existing Countywide Integrated Waste Management Plan (CIWMP), to determine if they are still relevant and appropriate tools for guiding waste reduction programs in San Mateo County, and to identify any elements that may need revision.

Based on our review, we find that some existing elements of the CIWMP are no longer adequate to guide waste reduction and diversion programs in San Mateo County. Below is a detailed summary of our review:

1. The Cities' and County's Source Reduction and Recycling Elements (SRREs) reflect the changes that have taken place in the solid waste industry, recycling markets, additional composting requirements under SB 1383, and in the waste reduction and diversion programs developed and implemented by the jurisdictions.
2. The Household Hazardous Waste Elements are still adequate and do not require any revisions at this time. The County's Environmental Health Department continues to provide the needed services to residents and small businesses for collection of hazardous waste in San Mateo County.
3. In the countywide Siting Element (SE), some of the information on is outdated, however the County has provided sufficient updates to CalRecycle via the Electronic Annual Report. These updates include the date of the last permit review (April 2017), the maximum permitted rate of disposal (3,598 tons/day), the permitted traffic volumes (501 vehicles/day round trip) and the average rate of daily waste receipt (1,647 cubic yards).

While Ox Mountain Landfill is the only remaining landfill in the county, the capacity for waste disposal at the landfill exceeds 15 years.

4. The non-disposal facilities listed in the countywide Non-Disposal Facility Element (NDFE) does not accurately represent the existing list of permitted facilities that are currently being utilized by jurisdictions. Several non-disposal facilities have closed and should be removed from the current list of available facilities. The countywide NDFE may be updated separately from other updates to the CIWMP.

The following additional considerations were expressed by the participants in the CIWMP Working Group:

- Supporting and increasing awareness of Extended Producer Responsibility (EPR) programs and legislation at the statewide and local levels.
- Expansion of the use of durable reusable products through outreach and promotion.

As the LTF, we request that the County of San Mateo Sustainability Department staff complete a 2024 Five-Year Review Report to C/CAG and to CalRecycle, so that CalRecycle may determine if revisions are necessary. If you have any questions, please feel free to contact me at scharpentier@smcgov.org.

Sincerely,

Sean Charpentier, Executive Director
City and County Association of Governments

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*

September 12, 2024

Ms. Cassandra Wagar
State of California
Department of Resources Recycling and Recovery
P.O. Box 4025 MS 9A
Sacramento, CA 95814

Dear Person - TBD:

This letter is to inform you that the City and County Association of Governments (C/CAG), as the Local Task Force (LTF) for San Mateo County, in coordination with a Countywide Integrated Waste management Plan (CIWMP) Working Group composed of County staff, solid waste company staff, an environmental organization staff, and city environmental staff, has completed a review of the elements of the existing Countywide Integrated Waste Management Plan (CIWMP), to determine if they are still relevant and appropriate tools for guiding waste reduction programs in San Mateo County, and to identify any elements that may need revision.

Based on our review, we find that some existing elements of the CIWMP are no longer adequate to guide waste reduction and diversion programs in San Mateo County. Below is a detailed summary of our review:

1. The Cities' and County's Source Reduction and Recycling Elements (SRREs) reflect the changes that have taken place in the solid waste industry, recycling markets, additional composting requirements under SB 1383, and in the waste reduction and diversion programs developed and implemented by the jurisdictions.
2. The Household Hazardous Waste Elements are still adequate and do not require any revisions at this time. The County's Environmental Health Department continues to provide the needed services to residents and small businesses for collection of hazardous waste in San Mateo County.
3. In the countywide Siting Element (SE), some of the information on is outdated, however the County has provided sufficient updates to CalRecycle via the Electronic Annual Report. These updates include the date of the last permit review (April 2017), the maximum permitted rate of disposal (3,598 tons/day), the permitted traffic volumes (501 vehicles/day round trip) and the average rate of daily waste receipt (1,647 cubic yards).

While Ox Mountain Landfill is the only remaining landfill in the county, the capacity for waste disposal at the landfill exceeds 15 years.

4. The non-disposal facilities listed in the countywide Non-Disposal Facility Element (NDFE) does not accurately represent the existing list of permitted facilities that are currently being utilized by jurisdictions. Several non-disposal facilities have closed and should be removed from the current list of available facilities. The countywide NDFE may be updated separately from other updates to the CIWMP.

The following additional considerations were expressed by the participants in the CIWMP Working Group:

- Supporting and increasing awareness of Extended Producer Responsibility (EPR) programs and legislation at the statewide and local levels.
- Expansion of the use of durable reusable products through outreach and promotion.

As the LTF, we request that the County of San Mateo Sustainability Department staff complete a 2024 Five-Year Review Report to C/CAG and to CalRecycle, so that CalRecycle may determine if revisions are necessary. If you have any questions, please feel free to contact me at scharpentier@smcgov.org.

Sincerely,

Sean Charpentier, Executive Director
City and County Association of Governments

C/CAG AGENDA REPORT

Date: September 12, 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 24-57 determining that the Daly City Draft 2023-2031 Housing Element and related general plan and zoning amendments are conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

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

RECOMMENDATION

That the C/CAG Board of Directors, acting as the San Mateo County Airport Land Use Commission, approve Resolution 24-57 determining that the Daly City Draft 2023-2031 Housing Element and related general plan and zoning amendments are consistent with the applicable airport/land use policies and criteria contained in the *Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport* (SFO ALUCP), subject to the following conditions:

- Amend the R-1 and R-3 Use Tables in the Zoning Ordinance to add a footnote to the following uses to highlight that such uses are conditionally compatible within the CNEL 65 dB airport noise contour and must comply with the provisions outlined in the SFO ALUCP:
 - All residential uses
 - Public and private schools
 - Transient lodging (hotels, motels, etc.)
 - Public assembly, including places of worship
 - Libraries
 - Hospitals and nursing homes
- Amend the PD “General Provisions” Section in the Zoning Ordinance to reference compliance with the provisions of the SFO ALUCP.

BACKGROUND

Daly City has referred its Draft Housing Element and related General Plan and Zoning Ordinance 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 SFO ALUCP. These policies are subject to Airport Land Use Committee / Board review, pursuant to California Public Utilities Code (PUC) Section 21676(b).

The Draft Housing Element identifies goals, policies, and programs to address existing and projected housing needs and includes a list of housing opportunity sites. The Regional Housing Needs Allocation (RHNA) is the share of the Regional Housing Needs Determination assigned to each jurisdiction by the Association of Bay Area Governments (ABAG). In December 2021, ABAG adopted a Final RHNA Methodology, which was approved by the California Department of Housing and Community Development in January 2022. The proposed RHNA for Daly City for this planning cycle is 4,838 units.

General Plan Amendments

The City has identified existing capacity for 3,985 new units under current land use designations and zoning districts through pipeline projects and vacant and underutilized sites. Zoning and land use designation amendments are proposed to accommodate an additional capacity of 1,110 new units. The seven parcels proposed for redesignation are as follows:

TABLE 2 PROPOSED LAND USE DESIGNATIONS

Assessor’s Parcel Number	Existing Land Use Designations	Proposed Land Use Designations
006-252-080	Residential Medium Low Density (R-MLD)	Residential High Density (R-HD)
008-104-110 ^a	Public Facilities (PF) ^b	Residential High Density (R-HD)
008-104-120 ^a	Public Facilities (PF) ^b	Residential High Density (R-HD)
008-520-180 ^a	Public Facilities (PF) ^b	Residential High Density (R-HD)
008-520-190 ^a	Public Facilities (PF) ^b	Residential High Density (R-HD)
008-521-110 ^a	Commercial Office (C-O)	Residential High Density (R-HD)
091-247-080 ^a	Commercial Mixed-Use (C-MU)	Residential High Density (R-HD)

Notes:

a. These parcels have also been proposed for rezoning (see Table 3, *Proposed Zoning Designations*, for more details).

b. These parcels have a land use designation of Public Facilities (PF) in the Daly City General Plan, but a land use designation of Hospital (HOSP) in the Sullivan Corridor Specific Plan (see Table 5, *Proposed Parcels in the Sullivan Corridor Specific Plan Area to be Amended to General Plan Land Use and Zoning District Residential Uses*).

Source: City of Daly City, 2023, *City of Daly City 2023-2031 Housing Element*.

Zoning Ordinance/Map Amendments

Several sites are also proposed to be rezoned to accommodate the increased density, as identified below:

TABLE 3 PROPOSED ZONING DISTRICTS

Assessor’s Parcel Number	Existing Zoning Districts	Proposed Zoning Districts
003-224-100	Planned Development (Permitting Office)	Planned Development (Permitting Residential)
008-104-110*	Hospital (HOSP)	Multiple Family (R-3)
008-104-120*	Hospital (HOSP)	Multiple Family (R-3)
008-520-180*	Hospital (HOSP)	Multiple Family (R-3)
008-520-190*	Hospital (HOSP)	Multiple Family (R-3)
008-521-110*	Office Commercial (C-O)	Multiple Family (R-3)
091-247-080*	Planned Development (Permitting Hotel)	Planned Development (Permitting Residential)

Note: *These parcels have also been proposed for new land use designations (see Table 2, *Proposed Land Use Designations*, for more details).

Source: City of Daly City, 2023, *City of Daly City 2023-2031 Housing Element*.

Various develop standards would also be modified, including:

- Amend the Serramonte Views Planned Development (PD57B) project on Serramonte Blvd. to allow very high density residential at a maximum height of up to 250 feet (with 15 additional feet for elevator shafts and rooftop mechanical equipment).
- Amend the Landmark Office Project Planned Development (PD59A) on Mission St./Hillside Blvd. to allow mixed-use or purely residential use, with heights of up to 150 feet.
(Both PD amendments would also include a note that allowable heights would need to comply with the SFO ALUCP)
- Amend the R-3 zoning district citywide to increase the maximum building height to 120 feet (plus 15 additional feet may be permitted for elevator shafts and rooftop mechanical equipment). The revised zoning table would stipulate that all allowable heights would be subject to additional height limitations imposed by SFO ALUCP.
- Amend the C-MU zone district to permit maximum building heights of 175 feet, plus up to 15 additional feet to accommodate rooftop appurtenances.

Additionally, to ensure airport land use compatibility is addressed in future projects, Daly City has proposed a new zoning ordinance section entitled, “Airport Land Use Compatibility Plan Consistency”, that incorporates the relevant criteria from the SFO ALUCP into the City’s development review process.

A full description of the proposed amendments and related maps are included in the application materials, **Attachment 2**.

DISCUSSION

I. SFO ALUCP Consistency Evaluation

Four airport / land use compatibility factors are addressed in the SFO ALUCP that relate to the proposed housing element update and associated general plan and zoning ordinance amendments. These include policies for: (a) airport influence area, (b) noise compatibility, (c) safety compatibility, and (d) airspace compatibility.

In accordance with the guidance provided in the ALUCP, local agencies must establish guidance in their General Plans and 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 Housing Element includes the following policy that recognizes the need to comply with ALUCP requirements:

- Policy HE. 4: Ensure that standards for new housing construction comply with airport land use compatibility requirements.

To implement the policy, as noted above, a new Zoning Ordinance section is proposed, entitled “Airport Land Use Compatibility Plan Consistency” that addresses all the relevant requirements of the SFO ALUCP, as discussed below.

(a) Airport Influence Area

Daly City is within two Airport Influence Areas: Area A – Real Estate Disclosure Area (all of San Mateo County) and Area B – the Policy/Project Referral Area, as defined by the SFO ALUCP. Within Area A, the real estate disclosure requirements of state law apply.

The proposed amendments incorporate the following requirements to address this notification requirement:

17.xx.020 - Airport Real Estate Disclosure Notices. All new development, including all residential structures, shall be required to comply with the real estate disclosure requirements of California Business and Professions Code Section 11010(b)(13). The following statement shall be included in the notice of intention to offer the property for sale or lease:

“Notice of Airport in Vicinity. This property is presently located in the vicinity of an airport, within what is known as an airport influence area. For that reason, the property may be subject to some of the annoyances or inconveniences associated with proximity to airport operations (for example: noise, vibration, or odors). Individual sensitivities to those annoyances can vary from person to person. You may wish to consider what airport annoyances, if any, are associated with the property before you complete your purchase and determine whether they are acceptable to you.”

Within Area B, the C/CAG Board of Directors, acting as the designated Airport Land Use Commission, shall review proposed land use policy actions, including new general plans, specific plans, zoning ordinances, plan amendments and rezonings, and land development proposals.

Daly City’s General Plan currently addresses the referral issue as follows:

Task NE-11.1: Route any proposed land use policy actions, including new specific plans, zoning ordinances, general plan amendments, and rezoning involving land development to the Airport Land Use Commission in compliance with the Airport Land Use Plan.

Adherence to both existing policy and proposed amendments will ensure compliance with the Airport Influence Policies of the SFO ALUCP.

(b) Noise Compatibility

The CNEL 65 dB aircraft noise contour defines the threshold for airport noise impacts established in the SFO ALUCP. As depicted on SFO ALUCP Exhibit IV-3, **Attachment 3**, the CNEL 65 dB contour extends over a relatively small portion of the southwest area of Daly City. This area includes three zone districts, the R-1 Single Family Zone, the R-3 Multiple Family Zone, and the PD, Planned Development Zone.

The proposed amendments incorporate the following requirements to address noise compatibility:

17.xx.030 - General provisions Airport Noise Evaluation and Mitigation. Project applicants shall be required to evaluate potential airport noise impacts if the project is located

within the CNEL 65 dB contour line of San Francisco International Airport (as mapped in the ALUCP). All projects so located 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 Daly City General Plan, whichever is more restrictive.

17.xx.040 - General provisions Avigation Easement. Any action that would either permit or result in the development or construction of a land use considered to be conditionally compatible with aircraft noise of CNEL 65 dB or greater (as mapped in the ALUCP) shall include the grant of an avigation easement to the City and County of San Francisco prior to issuance of a building permit(s) for any proposed buildings or structures, consistent with ALUCP Policy NP-3 Grant of Avigation Easement.

Enforcement of these provisions will ensure compliance with the ALUCP Noise Policies and criteria. However, it is recommended that the following conditions be included to provide clearer guidance within the Zoning Ordinance:

- Amend the R-1 and R-3 Use Tables in the Zoning Ordinance to add a footnote to the following uses to highlight that such uses are conditionally compatible within the CNEL 65 dB airport noise contour and must comply with the provisions outlined in the SFO ALUCP:
 - All residential uses
 - Public and private schools
 - Transient lodging (hotels, motels, etc.)
 - Public assembly, including places of worship
 - Libraries
 - Hospitals and nursing homes
- Amend the PD “General Provisions” Section in the Zoning Ordinance to reference compliance with the provisions of the SFO ALUCP.

(c) Safety Compatibility

The SFO ALUCP includes five safety zones and related land use compatibility policies and criteria. As shown on SFO ALUCP Exhibit IV-3, **Attachment 3**, the Safety Zones do not extend into Daly City, and accordingly the Safety Compatibility policies do not apply to developments in this jurisdiction. Therefore, the Draft Housing Element and related General Plan and Zoning Ordinance Amendments are consistent with the SFO ALUCP safety policies.

(d) Airspace Compatibility

The SFO ALUCP airspace policies establish maximum heights for the compatibility of new structures. The policies also stipulate the need for compliance with federal regulations requiring notification of the Federal Aviation Administration of certain proposed construction or alterations of structures, and also require an evaluation of other flight hazards that may negatively impact air navigation.

Structure Heights

SFO ALUCP Airspace Policy AP-3 states that in order to be consistent, the maximum height of a structure must be the lower of (1) the height shown on the critical aeronautical surfaces map (Exhibits

IV-17 & IV 18), or (2) the maximum height determined by the FAA not to be a “hazard to air navigation” by the FAA in an aeronautical study prepared pursuant to the filing of Form 7460-1.

To ensure compliance, the proposal includes the following:

17.xx.050 - Airspace Protection Evaluation. All projects shall comply with Airspace Protection Policies of the ALUCP.

- A. Notice of Proposed Construction or Alteration.** Project applicants shall file Form 7460-1, Notice of Proposed Construction or Alteration, with the Federal Aviation Administration (FAA) for any proposed new structure and/or alterations to existing structures (including ancillary antennae, mechanical equipment, and other appurtenances) that would exceed the FAA notification height of 200 feet above ground level. Any project that would exceed the FAA notification height shall submit a copy of the findings of the FAA’s aeronautical study, or evidence demonstrating exemption from having to file FAA Form 7460-1, as part of the development permit application.
- B. Maximum Compatible Building Height.** Building heights, including related roof-mounted equipment, stair/elevator towers, antennae, exhaust stacks, and other appurtenances, shall not exceed the maximum height limits permissible under either FAA regulations or the Critical Aeronautical Surfaces identified in SFO ALUCP. For avoidance of doubt, the lower of the two heights identified by the ALUCP and the FAA shall be the controlling maximum height. Upon receiving any application for land use entitlement or building permit, the Planning Division shall consult with SFO/CCAG to determine a proposed project’s compliance with this requirement.

Other Flight Hazards

SFO ALUCP Airspace Protection Policy AP-4 notes that certain land use characteristics need to be evaluated for potential impacts to air navigation in accordance with FAA regulations. Daly City’s proposal includes the following language to address this issue:

- C. Other Flight Hazards.** Within Airport Influence Area (AIA) B, certain land use characteristics are recognized as hazards to air navigation and, per ALUCP Policy AP-4, need to be evaluated to ensure compatibility with FAA rules and regulations. These characteristics include the following:
1. Sources of glare, such as highly reflective buildings, building features, or blight lights including search lights, or laser displays, which would interfere with the vision of pilots in command of an aircraft in flight.
 2. Distracting lights that could be mistaken for airport identification lightings, runway edge lighting, runway end identification lighting, or runway approach lighting.
 3. Sources of dust, smoke, water vapor, or steam that may impair the visibility of a pilot in command of and aircraft in flight.
 4. Sources of electrical/electronic interference with aircraft communications/navigation equipment.
 5. Any use that creates an increased attraction for wildlife, particularly large flocks of birds, that is inconsistent with FAA rules and regulations, including but not limited to

FAA Order 5200.5A, Waste Disposal Site On or Near Airports and FAA Advisory Circular 150/5200-33B, Hazardous Wildlife Attractants On or Near Airports and any successor or replacement orders or advisory circulars.

Adherence to the provisions noted above will ensure compliance with the Airspace Protection policies of the ALUCP.

SFO Planning Comments

Pursuant to standard practice, the project was referred to SFO Planning staff for review who provided comments, included as **Attachment 4**. Comments generally reference the need to address the SFO ALUCP policy requirements, which have now all been incorporated into the proposal, as discussed above.

Airport Land Use Committee Meeting

The Airport Land Use Committee considered this item at its meeting on August 22, 2024, and recommended that it be determined consistent with the policies of the SFO ALUCP subject to the conditions outlined above.

ATTACHMENTS

1. Resolution 24-57

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

2. Application Materials
 - a. Project Description
 - b. PD57B Amendments
 - c. PD59A Amendments
 - d. Housing Opportunity Sites Map
 - e. Land Use and Zoning Amendment Maps
 - f. R-3 and C-MU Zoning Map
3. SFO ALUCP Exhibit IV-3 – Airport Influence Area B (including noise and safety contours)
4. Comment letter from SFO Planning
5. Daly City Housing Element 2023-2031 – Revised July 2024

RESOLUTION 24-57

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY, ACTING AS THE SAN MATEO COUNTY AIRPORT LAND USE COMMISSION, DETERMINING THAT THE DALY CITY DRAFT 2023-2031 HOUSING ELEMENT AND RELATED GENERAL PLAN AND ZONING AMENDMENTS ARE CONDITIONALLY CONSISTENT WITH THE COMPREHENSIVE AIRPORT LAND USE COMPATIBILITY PLAN FOR THE ENVIRONS OF SAN FRANCISCO INTERNATIONAL AIRPORT.

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

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

WHEREAS, the City of Daly City, which includes areas within Airport Influence Area B (the “Project Referral Area” for San Francisco International Airport (SFO)), has prepared an update to its Housing Element, and associated general plan and zoning ordinance amendments, and has submitted them to C/CAG, acting as the San Mateo County Airport Land Use Commission, for a determination of consistency with the SFO ALUCP; and

WHEREAS, in accordance with the guidance provided in the ALUCP, local agencies must establish guidance in their General Plans and 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; and

WHEREAS, four airport / land use compatibility factors are addressed in the SFO ALUCP that relate to the proposed housing element update and associated general plan and zoning ordinance amendments, including policies for: (a) airport influence area, (b) noise compatibility, (c) safety compatibility, and (d) airspace compatibility, as discussed below; and

- a) Airport Influence Area – Daly City is within two Airport Influence Areas: Area A – Real Estate Disclosure Area and Area B – the Policy/Project Referral Area, as defined by the SFO ALUCP.

Within Area A, the real estate disclosure requirements of state law apply. The proposed amendments incorporate language requiring compliance with these disclosure requirements.

Within Area B, the SFO ALUCP identifies the proposed land use policy actions requiring referral to the ALUCP for consistency determinations. The Daly City General Plan currently incorporates this requirement.

- b) Noise Compatibility – The SFO ALUCP identifies the CNEL 65 dB aircraft noise contour as the noise impact area where noise policies apply. Policies identify a need to evaluate proposed uses considered conditional within this noise impact area and to

mitigated as outlined in the ALUCP Policy policies.

The proposed amendments incorporate the general requirements to address the noise compatibility policies of the ALUCP. However, to provide clearer guidance within the Zoning Ordinance relative to particular uses of concern, minor amendments to the zoning text have been included as a condition to this consistency determination, attached as Exhibit A.

- c) Safety Compatibility – The Safety Zones identified in the SFO ALUCP do not extend into Daly City, and accordingly the Safety Compatibility policies do not apply to developments in this jurisdiction.
- d) Airspace Compatibility – The SFO ALUCP airspace policies establish maximum heights for the compatibility of new structures. The policies also stipulate the need for compliance with federal regulations requiring notification of the Federal Aviation Administration of certain proposed construction or alterations of structures, and also require an evaluation of other flight hazards that may negatively impact air navigation.

The proposed amendments reflect the provisions of SFO ALUCP Airspace Policy AP-3, noting that maximum structure heights must be the lower of (1) the height shown on the critical aeronautical surfaces map, or (2) the maximum height determined by the FAA not to be a “hazard to air navigation” by the FAA in an aeronautical study prepared pursuant to the filing of Form 7460-1. The amendments also specifically reflect the provisions of Airspace Policy AP-4, Other Flight Hazards; and

WHEREAS, at its August 22, 2024 meeting, based on the factors listed above and subject to the conditions identified in Exhibit A, the Airport Land Use Committee recommended that the C/CAG Board of Directors, acting as the Airport Land Use Commission, determine that the Daly City Housing Element and related general plan and zoning amendments be found consistent with the policies and criteria of the SFO ALUCP.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments for San Mateo County, acting as the San Mateo County Airport Land Use Commission, that subject to the conditions contained in Exhibit A, attached, the Daly City Housing Element and associated general plan and zoning amendments are determined to be consistent with the applicable airport land use policies and criteria contained in the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

PASSED, APPROVED, AND ADOPTED, THIS 12TH DAY OF SEPTEMBER 2024.

Adam Rak, Chair

Resolution 24-57– Conditions of Consistency Determination:

Prior to adoption, the Daly City Zoning Ordinance shall be amended to incorporate the following revisions:

1. Amend the R-1 and R-3 Use Tables in the Zoning Ordinance to add a footnote to the following uses to highlight that such uses are conditionally compatible within the CNEL 65 dB airport noise contour and must comply with the provisions outlined in the SFO ALUCP:
 - All residential uses
 - Public and private schools
 - Transient lodging (hotels, motels, etc.)
 - Public assembly, including places of worship
 - Libraries
 - Hospitals and nursing homes

2. Amend the PD “General Provisions” Section in the Zoning Ordinance to reference compliance with the provisions of the SFO ALUCP.

C/CAG AGENDA REPORT

Date: September 12, 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 24-58 authorizing the C/CAG Executive Director to negotiate, subject to legal counsel approval, and execute Amendment No. 2 to the funding agreement with the City of Pacifica for the Sharp Park Priority Development Area Pedestrian Improvement Project to extend the agreement to December 31, 2025.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-58 authorizing the C/CAG Executive Director to negotiate, subject to legal counsel approval, and execute Amendment No. 2 to the funding agreement with the City of Pacifica for the Sharp Park Priority Development Area Pedestrian Improvement Project to extend the agreement to December 31, 2025.

FISCAL IMPACT

No fiscal impact.

SOURCE OF FUNDS

The project funding includes \$1,000,000 from the Federal Surface Transportation Funds and Congestion Mitigation Air Quality Improvement funds allocated through the OBAG 2 Grant Program, as well as \$1,258,247 from Measure M Safe Routes to School Funds.

Background

In March 2023, the C/CAG Board approved Resolution 23-16, which authorized the C/CAG Executive Director to sign an agreement with the City of Pacifica for the Sharp Park Priority Development Area Pedestrian Improvement Project. This agreement, funded through Measure M Safe Routes to School funds, allocated \$900,000 for the project's planning and design phase. In April 2023, the City received \$1,000,000 from reallocated OBAG 2 funds for the construction phase (Resolution 23-32). Additionally, in June 2023, the City was awarded \$358,247 from the Transportation Fund for Clean Air (TFCA) FY 23/24 program (Resolution 23-54). However, it

was later discovered that the project did not meet the TFCA funding criteria, and the TFCA funds could not be used.

After it was determined that the TFCA funds could not be utilized, staff proposed amending the agreement with the City to replace the \$358,247 in TFCA funds with local Measure M funds. In December 2023, the C/CAG Board approved Amendment No. 1 to the agreement (Resolution 23-106), which allocated \$358,247 in local Measure M funds to address the shortfall caused by the unawarded TFCA funds. This amendment also established a new contract termination date of December 31, 2024.

In August 2024, the city notified C/CAG staff that additional time was required to complete the project due to Coastal Development permitting requirements. To address this, the city requested a twelve-month extension to the agreement, proposing a revised end date of December 31, 2025.

Staff is requesting that the C/CAG Board approve an extension of the contract with the City of Pacifica until December 31, 2025, to accommodate additional permitting requirements. All other terms of the agreement shall remain unchanged.

EQUITY IMPACTS AND CONSIDERATIONS

The Sharp Park Priority Development Area Pedestrian Improvement Project aims to enhance safety for walking and bicycling in the Sharp Park community by installing bike and pedestrian facilities and ADA improvements along road segments and intersections. Although the project is not situated within C/CAG's Equity Focus Area or MTC's Equity Priority Communities, the city has highlighted that it is in a neighborhood where 62% of residents face high rent burdens.

ATTACHMENTS

1. Resolution 24-58
2. Draft Contract Amendment No. 2

RESOLUTION 24-58

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO NEGOTIATE, SUBJECT TO LEGAL COUNSEL APPROVAL, AND EXECUTE AMENDMENT NO. 2 TO THE FUNDING AGREEMENT WITH THE CITY OF PACIFICA FOR THE SHARP PARK PRIORITY DEVELOPMENT AREA PEDESTRIAN IMPROVEMENT PROJECT TO EXTEND THE AGREEMENT TO DECEMBER 31, 2025.

WHEREAS, on March 2023, the C/CAG Board approved Resolution 23-16, which authorized the C/CAG Executive Director to sign an agreement with the City of Pacifica for the Sharp Park Priority Development Area Pedestrian Improvement Project in an amount not to exceed \$900,000 of local Measure M funds; and

WHEREAS, on April 2023, the C/CAG Board approved Resolution 23-32, which reallocated \$1,000,000 of OBAG 2 funds to the City of Pacifica's project; and

WHEREAS, on June 2023 the C/CAG Board approved Resolution 23-54, which awarded the City with \$358,247 from the Transportation Fund for Clean Air (TFCA) FY 23/24 program; and

WHEREAS C/CAG staff later determined that the City's project did not meet TFCA funding guidelines and thus proposed that the C/CAG Board, approve Resolution 23-106 amending Agreement No. 1 with the city to replace the \$358,247 in TFCA funds with local Measure M funds; and

WHEREAS, in August 2024, the city notified C/CAG staff that additional time was required to complete the project due to Coastal Development permitting requirements. To address this, the city requested a twelve-month extension to the agreement, proposing a revised end date of December 31, 2025; and

WHEREAS, to ensure sufficient time to complete the project, there is a need to extend the contract timeline to December 31, 2025; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the City/County Association of Governments of San Mateo County authorizes the C/CAG Executive Director to negotiate, subject to legal counsel approval, and execute Amendment No. 2 to the funding agreement with the City of Pacifica for the Sharp Park Priority Development Area Pedestrian Improvement Project to extend the agreement to December 31, 2025.

PASSED, APPROVED, AND ADOPTED, THIS 12TH DAY OF SEPTEMBER 2024.

Adam Rak, Chair

**AMENDMENT NO. 2
TO THE
AGREEMENT BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
THE CITY OF PACIFICA**

This Amendment No. 2 to the Agreement between CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY, a joint powers agency whose members include the County of San Mateo and the twenty incorporated cities and towns within San Mateo County, hereinafter called “C/CAG,” and the City of Pacifica, hereinafter called “The City.”

WITNESSETH

WHEREAS, on March 2023, the C/CAG Board approved Resolution 23-16, which authorized the C/CAG Executive Director to sign an agreement with the City of Pacifica for the Sharp Park Priority Development Area Pedestrian Improvement Project in an amount not to exceed \$900,000 of local Measure M funds; and

WHEREAS, on April 2023, the C/CAG Board approved Resolution 23-32, which reallocated \$1,000,000 of OBAG 2 funds to the City of Pacifica’s project; and

WHEREAS, on June 2023 the C/CAG Board approved Resolution 23-54, which awarded the City with \$358,247 from the Transportation Fund for Clean Air (TFCA) FY 23/24 program; and

WHEREAS C/CAG staff later determined that the City’s project did not meet TFCA funding guidelines and thus proposed that the C/CAG Board, approve Resolution 23-106 amending Agreement No. 1 with the city to replace the \$358,247 in TFCA funds with local Measure M funds; and

WHEREAS, in August 2024, the city notified C/CAG staff that additional time was required to complete the project due to Coastal Development permitting requirements. To address this, the city requested a twelve-month extension to the agreement, proposing a revised end date of December 31, 2025; and

WHEREAS, to ensure sufficient time to complete the project, there is a need to extend the contract timeline to December 31, 2025.

NOW, THEREFORE, IT IS HEREBY AGREED by the C/CAG and The City that:

1. The term of the Agreement, as provided in “Contract Term/Termination”, shall be extended through December 31, 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 upon execution by both parties.

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

**City/County Association of Governments
(C/CAG)**

City of Pacifica

Sean Charpentier, Executive Director
C/CAG

Kevin Woodhouse, City Manager
City of Pacifica

Date: _____

Date: _____

Approved as to form:

Approved as to form:

Melissa Andrikopoulos, Legal Counsel
C/CAG

Michelle Marchetta Kenyon, City Attorney
City of Pacifica

C/CAG AGENDA REPORT

Date: September 12, 2024

To: C/CAG Board of Directors

From: Sean Charpentier, Executive Director

Subject: Receive a copy of Amendment No. 1 to the agreement with MIG to prepare a C/CAG Strategic Plan, extending the period of performance to October 30, 2024.

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

RECOMMENDATION

That the C/CAG Board of Directors receive a copy of Amendment No. 1 to the agreement with MIG to prepare a C/CAG Strategic Plan, extending the period of performance to October 30, 2024.

FISCAL IMPACT

There is no financial impact related to the contract amendment. The total not to exceed amount for the project budget is \$130,623, including a contingency in the amount of \$12,000.

SOURCE OF FUNDS

The project is funded using a combination of general funds, and contribution from the stormwater and energy programs.

BACKGROUND

C/CAG was initially formed to address common issues among members, and to adopt and implement state mandated countywide plans and programs, including congestion management, integrated solid waste management, airport land use and hazardous waste management. With the successful completion of the Agency's Equity Assessment and Framework, and the significant policy and regulatory changes effecting the transportation, energy and stormwater fields, C/CAG selected the consultant team MIG to support the development of the Agency's first strategic plan in December of 2023.

The project team conducted several workshops and discussions with the Board to gather input on the Plan. Additionally, before drafting the Plan, the consultant attended a majority of the C/CAG Committee meetings to obtain further feedback. The draft Plan was released in early August and available for public comments for one month. To ensure a comprehensive public review of the draft Plan, the project team extended the contract by one month, now concluding in October of 2024.

EQUITY IMPACTS AND CONSIDERATIONS

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

ATTACHMENT:

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

1. Executed Amendment No. 1

C/CAG AGENDA REPORT

Date: September 12, 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 24-59 authorizing the C/CAG Executive Director to execute a Memorandum of Understanding (MOU) between C/CAG and the San Mateo County Transportation Authority (SMCTA) for the Countywide Transportation Plan update.

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve Resolution 24-59 authorizing the C/CAG Executive Director to execute a Memorandum of Understanding (MOU) between C/CAG and the San Mateo County Transportation Authority (SMCTA) for the Countywide Transportation Plan update.

FISCAL IMPACT

The total project cost is \$400,000. Cost-share among agencies is as follows:

\$200,000 – C/CAG
 \$200,000 – SMCTA

SOURCE OF FUNDS

C/CAG share of fund will come from the C/CAG Congestion Relief Fund

BACKGROUND

COUNTYWIDE TRANSPORTATION PLANS

A Countywide Transportation Plan (CTP) establishes a long-range vision and goals for the transportation system, as well as recommends transportation project priorities and strategies that will achieve the vision and goals over time. The CTP is a primary input into the preparation of the San Francisco Bay Area's Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS, also referred to as "Plan Bay Area") prepared by the Metropolitan Transportation Commission (MTC).

PLAN BAY AREA

In 2021, MTC adopted the third iteration of Plan Bay Area, Plan Bay Area 2050, which connects the elements of housing, the economy, transportation, and the environment through 35 strategies that aim to make the Bay Area more equitable for all residents and more resilient in the face of unexpected challenges. In the short-term, the Plan's implementation plan identifies more than 80 specific actions for MTC, ABAG, and partner organizations to take over the next five years to make headway on each of the 35 strategies and achieving Plan Bay Area goals and objectives.

Currently, MTC is developing Plan Bay Area 2050+, a limited and focused update to Plan Bay Area 2050. It is an opportunity to refine select plan strategies to integrate the lessons of the last three years since the adoption of Plan Bay Area. Additionally, the limited and focused update approach will enable continued progress implementing the strategies of Plan Bay Area 2050.

MTC has developed a set of guidelines to provide context for coordinated transportation and land use planning in the San Francisco Bay Area by developing a common planning framework between CTPs and the RTP/SCS, reflective of state and regional climate and equity goals.

The next major update of Plan Bay Area is expected to begin in 2026 and be adopted in 2029. As stated in the CTP guidelines from MTC, MTC recommends that CTPs should be completed by 2026 to inform the next major update to Plan Bay Area.

SAN MATEO COUNTYWIDE TRANSPORTATION PLAN

As one of responsibilities as the County Transportation Agency (CTA), C/CAG prepares the CTP for San Mateo County. The last iteration of the CTP, the San Mateo Countywide Transportation Plan 2040 (SMCTP 2040), was adopted by the C/CAG Board on February 9, 2017. Since that time, the county's population and employment have increased substantially, several major transportation projects and planning efforts have been completed, a rapid change in commute patterns brought about by the COVID-19 pandemic, updated CTP guidelines from MTC have been adopted, and many policies regarding equity and climate have changed at the local, regional, state, and federal levels.

The development and preparation of SMCTP 2040 was funded through a cost-sharing partnership between C/CAG and the SMCTA. Both agencies desire to work together and collectively participate in funding the cost to complete the upcoming update of the CTP in San Mateo County. Total cost of the development effort is \$400,000, to be split 50/50 between C/CAG and SMCTA. C/CAG would be designated as the contract manager and lead the Request for Proposals (RFP) process and consultant management, which would require reimbursement of SMCTA's 50% share of the total project costs. The attached draft Memorandum of Understanding (MOU) outlines the specific details of the partnership and also includes the Scope of Work.

EQUITY IMPACTS AND CONSIDERATIONS

The County Transportation Plan is a countywide Plan that outlines a long-term vision and goals for San Mateo County's transportation system. As part of state and regional requirements, the CTP should demonstrate how investments that implement county and regional priorities help to illustrate how the region is achieving its climate, equity, and land use goals. More recently, the state has also identified equity as an equally important goal in its transportation planning and funding policies.

ATTACHMENTS

1. Resolution 24-59

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

2. Draft Memorandum of Understanding (MOU)

RESOLUTION 24-59

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY (SMCTA) FOR THE COUNTYWIDE TRANSPORTATION PLAN UPDATE

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 Congestion Transportation Agency (CTA) for San Mateo County and is responsible for preparing the County Transportation Plan (CTP) to outline a long-term vision and goals for a county's transportation system; and

WHEREAS, on February 9, 2017, C/CAG adopted the San Mateo Countywide Transportation Plan; and

WHEREAS, the Metropolitan Transportation Commission (MTC) has issued new Guidelines for Countywide Transportation Plans in November 2022 and a new CTP is required to be completed prior to the next update of Plan Bay Area; the San Francisco Bay Area's Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS); and

WHEREAS, the San Mateo County Transportation Authority (SMCTA) and C/CAG desire to work together and collectively participate in funding the cost to complete the next update of the Countywide Transportation Plan (PROJECT); and

WHEREAS, the parties have agreed that the SMCTA will provide a cost-share of \$200,000, for the PROJECT; and

WHEREAS, the parties have agreed that C/CAG will provide a cost-share of \$200,000, for the PROJECT; and

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County authorizing the C/CAG Executive Director to execute a Memorandum of Understanding (MOU) between C/CAG and the San Mateo County Transportation Authority (SMCTA) for the Countywide Transportation Plan update, and further authorize the Executive Director to negotiate final terms of the MOU, subject to legal counsel approval.

PASSED, APPROVED, AND ADOPTED, THIS 12TH DAY OF SEPTEMBER 2024.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: September 12, 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 24-60 authorizing the C/CAG Executive Director to execute the First Amendment to the Memorandum of Understanding (MOU) between the San Mateo County Transportation Authority (SMCTA) and City/County Association of Governments of San Mateo County (C/CAG) for the US 101 SR 92 Interchange Area Improvement Project.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-60 authorizing the C/CAG Executive Director to execute the First Amendment to the Memorandum of Understanding (MOU) between the San Mateo County Transportation Authority (SMCTA) and City/County Association of Governments of San Mateo County (C/CAG) for the US 101 SR 92 Interchange Area Improvement Project (Project).

FISCAL IMPACT

The approval of the First Amendment to the MOU between SMCTA and C/CAG for the Project has no Fiscal Impact to C/CAG.

SOURCE OF FUNDS

Full Project (PA&ED, PS&E, ROW and CON) cost is estimated at \$49,575,000 and full 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 - \$23.413M

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.

The Project will construct improvements at four locations within the Interchange and its vicinity that will help alleviate the AM and PM congestion and increase traffic safety. C/CAG, together with SMCTA are co-sponsors of the Project with Caltrans as the Implementing Agency.

On April 1, 2022, the Project co-sponsors entered into the MOU for the PS&E, ROW, and CON phases of the Project. The project team has completed the PS&E and ROW phases and Caltrans has advertised the project for bid. It is now estimated that construction of the Project will cost around \$45,400,000. It is therefore necessary for the project co-sponsors to amend the previous MOU to allow the increase in the CON phase to \$45,400,000 and brings the full project cost, including all phases for the Project, to \$49,575,000.

The First Amendment to the MOU between SMCTA and C/CAG for the Project (attached by reference) documents the cost increase as well as provide for time extension. Staff recommends that the C/CAG Board approve the First Amendment to the MOU and authorize the Executive director to execute the said document.

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 24-60
2. First Amendment to the Memorandum of Understanding between the San Mateo County Transportation Authority and City/County Association of Governments of San Mateo County for the US 101 SR 92 Interchange Area Improvement Project.

ATTACHMENT 1

RESOLUTION 24-60

A RESOLUTION BY THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) APPROVING THE FIRST AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY AND C/CAG FOR 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, the City/County Association of Governments of San Mateo County (C/CAG), together with the San Mateo County Transportation Authority (SMCTA) are Project Co-sponsors of the US101/SR92 Interchange Area Improvement Project; and

WHEREAS, on April 1, 2022, the Parties entered into the MOU for the PS&E, ROW, and CON phases (Scope of Work) for the Project; and

WHEREAS, the project team completed the PS&E and ROW phases, but additional funding was required for the remaining CON phase of work; and

WHEREAS, on December 7, 2023, the SMCTA's Board of Directors programmed and allocated a total of \$18,338,000 in additional Measure A funds (Original Measure A and New Measure A) Highway Program Category funds for the Project to fund additional construction costs; and

WHEREAS, the SMCTA and C/CAG agreed to provide \$21,962,000 in eligible Regional Measure 3 (RM3) matching funds toward the Scope of Work; and

WHEREAS, the federal Consolidated Appropriations Act, 2022 (Public Law 117-103) appropriated \$1,000,000 in Community Project Funding/Congressionally Directed Spending (CPF/CDS) for the Project; and

WHEREAS, the Parties desire to amend the MOU to allow an increase in the CON phase to a total of \$45,400,000 which brings the full Scope of Work costs for all included phases for the Project to \$49,575,000.

WHEREAS, the federal Consolidated Appropriations Act, 2022 (Public Law 117-103) appropriated \$1,000,000 in Community Project Funding/Congressionally Directed Spending (CPF/CDS) for the Project; and

WHEREAS, the First Amendment to the Memorandum of Understanding between the SMCTA and C/CAG for the US 101/SR 92 Interchange Area Improvement Project is attached hereto by reference.

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 approves the First Amendment to the MOU with SMCTA for the US 101/SR 92 Interchange Area Improvement Project and authorizes the Executive Director to execute the said MOU.

PASSED, APPROVED, AND ADOPTED, THIS 12TH DAY OF SEPTEMBER 2024.

Adam Rak, Chair

**FIRST AMENDMENT TO
THE MEMORANDUM OF UNDERSTANDING
BETWEEN THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY AND
THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO
COUNTY FOR THE
US 101/SR 92 INTERCHANGE AREA IMPROVEMENT PROJECT**

This FIRST AMENDMENT (First Amendment) to the MEMORANDUM OF UNDERSTANDING FOR SAN MATEO COUNTY ORIGINAL MEASURE A AND NEW MEASURE A HIGHWAY PROGRAM FUNDS for the City/County Association of Governments (C/CAG), US 101/SR 92 INTERCHANGE AREA IMPROVEMENT PROJECT (MOU) is made as of _____, by and between the San Mateo County Transportation Authority (TA) and the City/County Association of Governments (C/CAG) (Sponsor), referred to herein individually as “Party” and jointly as “Parties.”

WHEREAS, on December 2, 2021, the TA's Board of Directors programmed and allocated up to \$5,075,000 of the Measure W Highway Program Category funds for the Plans, Specifications and Estimates (PS&E), Right-of-Way (ROW), and Construction (CON) phases (Scope of Work) for the US 101/SR 92 Interchange Area Improvement Project (Project); and

WHEREAS, \$750,000 was allocated for PS&E, \$200,000, was allocated for ROW, and \$4,125,000 was allocated for CON; and

WHEREAS, on April 1, 2022, the Parties entered into the MOU for the PS&E, ROW, and CON phases (Scope of Work) for the Project; and

WHEREAS, the project team accomplished substantial completion of the PS&E and ROW phases, but additional funding was required for the remaining CON phase of work; and

WHEREAS, on December 7, 2023, the TA’s Board of Directors programmed and allocated an additional \$8,382,005 in Original Measure A and \$9,955,995 in New Measure A Highway Program Category funds for a total of \$18,338,000 for the Project to fund additional construction costs through Resolution 2023-26; and

WHEREAS, the TA and C/CAG agreed to provide \$21,962,000 in eligible Regional Measure 3 (RM3) matching funds toward the Scope of Work; and

WHEREAS, the federal Consolidated Appropriations Act, 2022 (Public Law 117-103) appropriated \$1,000,000 in Community Project Funding/Congressionally Directed Spending (CPF/CDS) for the Project; and

WHEREAS, the Parties desire to amend the MOU to allow an increase in the CON phase to a total of \$45,400,000 which brings the full Scope of Work costs for all included phases for the Project to \$49,575,000; and

WHEREAS, on January 5, 2023, through Resolution 2023-2, the TA's Board of Directors authorized the Executive Director to reassign the source of TA Measure A funds from Original Measure A to New Measure A.

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

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

“The Scope of Work, further detailed in Exhibit A, includes the PS&E, ROW, and CON phases in accordance with the Caltrans Project Development Procedures Manual.”

2. **FUNDING COMMITMENT.** Section B.1, Funding Commitment, is hereby deleted and replaced in its entirety with the following language:

“The TA will provide up to \$23,413,000 in Highway Program funds for the following tasks in the amounts specified below:

- a) \$750,000 for PS&E (Measure W)
- b) \$200,000 for ROW (Measure W)
- c) \$22,463,000 for CON (\$4,125,000 of Measure W, \$8,382,005 of Original Measure A, and \$9,955,995 of New Measure A)”

3. **TA RESPONSIBILITIES.** Section D.1, TA Responsibilities, is hereby deleted and replaced in its entirety with the following language:

“The TA will make available to the Project up to \$23,413,000 in Highway Program funds for the Scope of Work.”

4. **PARTIES' RESPONSIBILITIES.** Section E, Parties' Responsibilities, is hereby amended by adding the following language:

“In addition, for the purposes of the CON phase:

16. The Parties will share the responsibility to secure funding to complete the CON phase scope of work including development of allocation and authorization requests and accompanying documentation, as required for federal earmark and regional measure funding programs.

17. The Parties will share the responsibility to approve or endorse, in writing, the final deliverables or work products produced by Caltrans and/or its contractors/consultants for the CON phase.

18. The Parties will share the responsibility to review and audit invoices and other documentation of the expenditure of Measure A and W funds allocated for the Scope

of Work, however the TA retains ultimate authority for expenditure of Measure A and W funds on the Project.

19. The Parties will monitor the CON phase schedule and budget.

20. The Parties will participate in meetings as part of the project development process.”

5. **THIRD PARTY ROLES.** Section F, Third Party Roles, is hereby deleted and replaced in its entirety with the following language:

1. “Caltrans, as owner operator of the facility proposed for modification, is responsible for preparing, reviewing and approving the PS&E and ROW documents as well as managing the CON phase of the Project. The Parties have executed a cooperative agreement with Caltrans for the PS&E and ROW phases, and another separate cooperative agreement for the CON phase (Cooperative Agreements). The Cooperative Agreements list the terms and conditions, roles and responsibilities, and fee payment associated with Caltrans’ review and approval of the PS&E and ROW documents and construction of the Project.”

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

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

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

By: _____
Name: Sean Charpentier
Its: Executive Director

APPROVED AS TO FORM

Legal Counsel for C/CAG

**SAN MATEO COUNTY TRANSPORTATION
AUTHORITY**

By: _____
Name: April Chan
Its: Executive Director

APPROVED AS TO FORM

Legal Counsel for the TA

Exhibit A: Scope of Work Information

EXHIBIT A: SCOPE OF WORK INFORMATION

US 101/SR 92 Area Improvements Project

Sponsoring Agency: SMCTA & C/CAG
Lead/Implementing Agency: SMCTA
Contact: Carolyn Mamaradlo

Project Description and Scope of Work:

The San Mateo County Transportation Authority (SMCTA) in partnership with the City/County Association of Governments of San Mateo County (C/CAG), and in cooperation with Caltrans, propose to provide improvements serving the US 101 and State Route (SR) 92 interchange. The US 101 / SR 92 Interchange Area Improvements Project (Project) includes four key components: (1) Westbound SR 92 to southbound US 101 loop ramp and structure widening; (2) Northbound and southbound US 101 to eastbound SR 92 merging and re-striping; (3) Southbound US 101 Fashion Island Blvd off-ramp improvements; (4) Northbound US 101 at Hillsdale Blvd off-ramp and intersection modification and widening.

Project Schedule:

	Begin	End
PS&E	03/2022	06/2024
Right-of-Way	05/2022	05/2024
Construction	10/2024	12/2026

Project Budget/ Source of Funding:

Include funding plan for project defined above, including use of TA staff support, if applicable

	Funding Amount	List Fund Source	Amount	Total
PS&E - MW	\$750,000	PS&E - STIP	\$3,200,000	\$3,950,000
ROW - MW	\$200,000	ROW - RM3	\$25,000	\$225,000
CON - MW	\$4,125,000	CON - CPF/CDS	\$1,000,000	\$5,125,000
CON - NMA	\$9,955,995	CON - RM3	\$19,252,000	\$29,207,995
CON - OMA	\$8,382,005	CON - RM3	\$2,685,000	\$11,067,005
Total:	\$23,413,000		\$26,162,000	\$49,575,000

MW: Measure W

NMA: New Measure A

OMA: Original Measure A

* The other fund sources are provided for informational purposes.

For PS&E and ROW Scope of Work Phases:

Operating Responsibility: Caltrans

Maintenance Responsibility: Caltrans

Project Implementation Responsibility: *San Mateo County Transportation Authority*

Project Oversight Responsibility: *C/CAG and San Mateo County Transportation Authority*

For CON Scope of Work Phase:

Operating Responsibility: Caltrans

Maintenance Responsibility: Caltrans

Project Implementation Responsibility: *Caltrans*

Project Oversight Responsibility: *C/CAG and San Mateo County Transportation Authority*

C/CAG AGENDA REPORT

Date: September 12, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of appointment of Councilmember Betsy Nash of Menlo Park to fill a vacant elected official seat on the Resource Management and Climate Protection Committee.

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

RECOMMENDATION

That the C/CAG Board review and approve appointment of Councilmember Betsy Nash of Menlo Park to fill a vacant elected official seat on the Resource Management and Climate Protection Committee.

FISCAL IMPACT

None.

SOURCE OF FUNDS

Not Applicable.

BACKGROUND

The Resource Management and Climate Protection Committee (RMCP) seats seven elected officials plus one seat each from the following six specialties: energy, water, utility, nonprofit, business/chamber of commerce, and environmental organization, for a total of 13 seats. Originally called the Utilities Sustainability Task Force (USTF), the Committee developed a San Mateo County Energy Strategy for the county, which was adopted by every city in San Mateo County in 2009. The RMCP Committee provides information and recommendations to CMEQ and the C/CAG Board on items related to resource conservation and climate action. The Committee also tracks the progress of two main C/CAG programs, the San Mateo County Energy Watch (SMCEW) and the Regionally Integrated Climate Action Planning Suite (RICAPS). The Committee also seeks to integrate equity into resource conservation and climate actions, including workforce development, access by constituents, and inclusion of input by community-based organizations. Most recently, in coordination with BAWSCA, the Committee is exploring actions to reduce demand on potable water supplies, such as One Water programs, and electrification and resilience of homes and communities.

The RMCP Committee meets on the third Wednesday of the month (as needed) throughout the year at 3:00 p.m., in either San Mateo at 155 Bovet Rd. or, as a backup location, in Redwood City at County Center.

A recruitment letter for vacant seats on multiple Committees (RMCP, CMEQ, and BPAC committees) was sent to all elected officials in San Mateo County on August 23, 2024 with a due date of September 4, 2024 by 5:00 P.M., and notice that, if the vacant seats are not filled, the recruitment will remain open until filled.

One letter of interest was received for the open seat on the RMCP Committee from City of Menlo Park Councilmember Betsy Nash. The letter of interest is provided as an attachment to this staff report, as well as the May 2024 RMCP Committee Roster. With approval of this appointment, the RMCP Committee roster will be full.

Staff recommends that the C/CAG Board review and approve the appointment of City of Menlo Park Councilmember Betsy Nash to the RMCP Committee.

ATTACHMENTS

1. Letter of Interest – RMCP Committee – Betsy Nash, Menlo Park
2. RMCP Committee Roster – May 2024

Hi Sean,

I am interested in filling the vacant Elected Official seat on C/CAG's Resource Management and Climate Protection Committee (RMCP).

I was elected to the Menlo Park City Council in 2018 and re-elected in 2022 with a strong commitment to climate action, as well as housing and safe streets. Currently I serve as the primary City Council representative on the following regional agencies:

- * Peninsula Clean Energy (PCE) including the Executive Committee,
- * South Bayside Waste Management Authority (ReThinkWaste),
- * San Mateo Operational Area Emergency Services Organization (Emergency Services Council),
- * Stanford Community Resources Group (CRG) and the Council liaison to the Searsville Advisory Group, and
- * Meta Local Community Fund.

I am also the Council liaison to Menlo Park's Environmental Quality Commission (since 2020).

I hope to contribute to this committee with my experience and interest in the environment and climate action.

Please note that I am not able to attend the meeting on September 18th due to a prior commitment. I should be able to attend all future meetings.

Thank you,

Betsy Nash (she/her)
City Councilmember
City Hall - 2nd Floor
701 Laurel St.
tel 650-380-3986

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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

Resource Management and Climate Protection Committee (May 2024)	
Elected Officials (7)	
Donna Colson – <u>Committee Chair</u> Councilmember City of Burlingame dcolson@burlingame.org	Sue Beckmeyer Councilmember City of Pacifica sbeckmeyer@pacificagov.gov
Vacant	Gina Papan Councilmember City of Millbrae gpapan@ci.millbrae.ca.us
Dave Pine County Supervisor District 1 dpine@smcgov.org	Mary Hufty Councilmember Town of Portola Valley mhufty@portolavalley.net
Kaia Eakin Councilmember City of Redwood City keakin@redwoodcity.org	
<u>Stakeholder Representatives (6)</u>	
<u>Energy</u>	Ortensia Lopez Executive Director El Concilio of San Mateo County or10sia@el-concilio.com
<u>Water</u>	Tom Francis – <u>Committee Vice Chair</u> Water Resources Manager Bay Area Water Supply and Conservation Agency tfrancis@bawsca.org

Resource Management and Climate Protection Committee (May 2024)	
<u>Utility</u>	Bill Chiang Government Relations Pacific Gas and Electric Company william.chiang@pge.com
<u>Nonprofit</u>	Alex Fernandez Chief Operating Officer Filoli Center afernandez@filoli.org
<u>Business/Chamber of Commerce</u>	Jeff Smith Director, Residential Development Sares Regis Group, LLC JSmith@srgnc.com
<u>Environmental</u>	Sarah Hubbard Executive Director Sustainable San Mateo County shubbard@sustainableanmateo.org

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

C/CAG AGENDA REPORT

Date: September 12, 2024

To: C/CAG Board of Directors

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolutions 24-61 through 24-62 authorizing the C/CAG Executive Director to execute amendments to the Daly City/Colma construction funding agreement and the Caltrans construction cooperative agreement for the construction phase of the Northern Cities Smart Corridor Expansion project.

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

RECOMMENDATION

That the C/CAG Board of Directors review and approve the following resolutions for the construction phase of the Northern Cities Smart Corridor Expansion project:

1. Resolution 24-61, authorizing the Executive Director to execute an amendment to the construction funding agreement with the City of Daly City and Town of Colma.
2. Resolution 24-62, authorizing the Executive Director to execute an amendment to the construction cooperative agreement with the California Department of Transportation (Caltrans).

FISCAL IMPACT

Due to the higher-than-expected construction bids for the Smart Corridor project in the Daly City/Colma segment, an additional \$1,038,596 is needed to complete the project.

SOURCE OF FUNDS

C/CAG Measure M, the \$10 vehicle registration fee, will provide additional funding for the Smart Corridor program. In June 2024, the California Transportation Commission also approved a supplemental fund allocation of \$400,000 from the Local Partnership Program (LPP) state funds.

BACKGROUND

San Mateo County Smart Corridor Program

Project History

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 equipment is connected to underground fiberoptic communication infrastructure, enabling the equipment to communicate and share data with local transportation management centers (TMCs). 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. The devices include 270 CCTV cameras, 117 trailblazer/arterial dynamic message signs, and 40 vehicle detection systems.

The South San Francisco expansion is currently in construction and is expected to be completed in early 2025. C/CAG provided the City of South San Francisco \$2.817 million to purchase fiber conduits and support construction.

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 Caltrans. The design is complete for the Northern Cities segment and the project is ready to enter into the construction phase. A map of the Northern Cities project is included as Attachment 4 to the staff report. C/CAG is the program manager and project sponsor. The City of Daly City is leading construction of the segment located in Daly City and Colma. The City of Brisbane is managing construction within its city limit.

Existing Agreements

On May 11, 2023, C/CAG and the California Department of Transportation (Caltrans) entered into a construction cooperative agreement (co-op) outlining project responsibilities and funding details for project construction. The funding in the co-op agreement is for costs associated with the construction phases of the project in Daly City/Town of Colma and Brisbane. The original funding total was \$9,912,000. The co-op was amended in September 2023 to an updated total of \$9,916,938. C/CAG secured approval from the California Transportation Commission (CTC) in June 2024 to allocate a supplemental amount of \$400,000 state funds for project construction. The cooperative agreement is in the process of being revised to reflect the current funding landscape.

A summary of the existing funding identified in the Caltrans’ construction cooperative agreement is provided in the table below.

Existing Co-op Funding Table					
Implementing Agency →			C/CAG		Totals
Source	Party	Fund Type	Const. Support	Const. Capital	
LOCAL	C/CAG	Local	\$0	\$4,938	\$4,938
STATE	CALTRANS	SB 1 (LPP)	\$0	\$600,000	\$600,000
STATE	C/CAG	STIP/RIP	\$0	\$6,215,000	\$6,215,000
STATE	C/CAG	RIP-COVID	\$1,266,860	\$1,830,140	\$3,097,000
Totals			\$1,266,860	\$8,650,078	\$9,916,938

C/CAG has construction funding agreements with Daly City and the Town of Colma for \$5.8 million and with the City of Brisbane for \$3.6 million. Under these agreements, C/CAG will fund the construction capital costs, construction support, department furnished materials, and provide construction contingency.

In addition, C/CAG has earlier separate funding agreements with Daly City and Brisbane for \$672,500 and \$1.2M, respectively, to purchase, install, and connect its main fiber to the Smart Corridor devices in Daly City, and in Brisbane, to purchase and install the fiber communications needed for the Smart Corridor network.

Daly City/Colma Procurement

For Daly City/Colma, the construction contract was initially advertised on February 4, 2024 and bids were opened on March 4, 2024. The engineer's estimate for the construction cost for the Daly City/Colma segment was approximately \$3.7M. One firm submitted a bid at a cost of approximately \$5.9M, 59% higher than the engineer's estimate. After evaluating the bid package, the project team noted that bid prices were significantly higher than recent industry standards and above reasonable inflation. As a result, the Council of Daly City rejected the bid on April 8, 2024.

The construction contract was re-advertised on May 29, 2024. For the new advertisement, the construction documents were revised to solicit more competitive pricing. Bids were opened on June 26, 2024. The revised engineer's estimate was approximately \$4M. Three firms submitted bids. The lowest bid prepared by Columbia Electric came in at approximately \$4.5M. Shortly after the bid opening, the lowest bidder withdrew their bid citing that a material clerical mistake was made. The bid from the lowest apparent responsive bidder, Tennyson Electric, is \$5.4M, approximately 33% higher than the engineer's estimate. This brings the total construction cost for the Daly City/Colma segment to approximately \$7.1M.

Due to the higher-than-expected construction bids, an additional \$1,038,596 is required to complete the project. This necessitates amendments to both the construction funding agreement with Daly City/Colma and the cooperative agreement with Caltrans, as the latter must be updated to reflect the additional local funding. The City of Daly City is bringing a construction contract award to its City Council for approval at the September 9th, 2024 meeting. The construction contract award is contingent upon the C/CAG Board approving the Daly City/Colma Construction funding agreement amendment.

Brisbane Procurement

For Brisbane, the construction contract was advertised on July 10, 2024. The engineer's estimate for the construction cost for the Brisbane segment was approximately \$2.4M.

Bids were opened on August 15, 2024. Three firms submitted bids, with total base bid costs ranging from \$2.9M to \$3.6M. The apparent lowest responsive bid came in at \$2.9M, approximately 20% higher than the engineer's estimate. This brings the construction phase for the Brisbane segment to approximately \$3.8M, including design support during construction and system integration costs. The current funding agreement has sufficient resources to cover the higher than estimated construction costs, and the City does not intend to amend the agreement at this time.

Recommendations and considerations

C/CAG has been the project manager and project sponsor of the Smart Corridor since inception. The Northern Cities segment of Daly City, Colma, and Brisbane is the last remaining segment to complete a Countywide Smart Corridor network. C/CAG is responsible and committed to funding and delivering this project to completion. Currently, C/CAG has approximately \$10.3M in state funds to deliver this project. If C/CAG and its city partners are not able to fully fund and complete the project,

C/CAG is at risk of losing the state funding. C/CAG and its city partners have until September 30, 2024 to award the construction contracts, otherwise, C/CAG will lose the state funding.

To complete the projects and the Countywide network, and prevent the loss of funding, C/CAG staff is recommending adding an amount of \$1,038,596 to fully fund the Daly City/Colma project. This will require an amendment to the adopted FY2024/2025 Agency budget, which is covered under item 4.2 of the September 2024 meeting agenda. All other terms of the funding agreement remain the same. This strategy would allow C/CAG to retain the state funds and ensure that the project proceeds without delays. Postponing the project could lead to increased construction costs and a larger funding gap in the future.

While the countywide Smart Corridor project is nearing successful completion with the project underway in Daly City, Colma and Brisbane, recent construction bids have been volatile, exceeding engineers estimate. The Northern Cities projects rely on \$10.3M in STIP and Local Partnership Program (LPP) funding, which must be awarded to construction contracts by September 30th to avoid forfeiture. When construction bids exceed estimates due to the current volatile bidding environment, C/CAG bears the responsibility of securing additional funding or covering the costs beyond the initial projections. Staff has worked diligently with our partners to minimize the risk of the volatile pricing environment, and to proceed with a funding strategy that funds the projects while preserving the State funds. Staff would like to note that there is ongoing risk with all construction projects and C/CAG has limited capacity to absorb additional expenses.

A summary of the recommended amendment to the C/CAG and Caltrans construction cooperative agreement is outlined below.

Funding Table								
Implementing Agency →			C/CAG		Existing Totals	Proposed Amendment		Amended Totals
Source	Party	Fund Type	Const. Support	Const. Capital		Const. Support	Const. Capital	
LOCAL	C/CAG	Local	\$0	\$4,938	\$4,938	\$865,046	\$173,550	\$1,043,534
STATE	CALTRANS	SB 1 (LPP)	\$0	\$600,000	\$600,000	\$0	\$400,000	\$1,000,000
STATE	C/CAG	STIP/RIP	\$0	\$6,215,000	\$6,215,000	\$0	\$0	\$6,215,000
STATE	C/CAG	RIP-COVID	\$1,266,860	\$1,830,140	\$3,097,000	\$0	\$0	\$3,097,000
Totals			\$1,266,860	\$8,650,078	\$9,916,938	\$865,046	\$573,550	\$11,355,534

A summary of the recommended amendment to the C/CAG and Daly City/Colma construction funding agreement for construction activities in Daly City and Colma and support is outlined in the table below. See attachment 3 for the draft Amendment #1.

	Construction Funding Agreement	Amendment	Amended Total
Daly City/Colma	\$5,795,308	\$1,038,596	\$6,833,904

This information was presented to the C/CAG Finance Committee on August 21, 2024. The Committee members present at the meeting were supportive of the proposed amendments.

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 Northern Cities expansion will provide a comprehensive system all along US-101 in the County, providing Smart Corridor benefits for the many different communities that live and travel within and around the bayside. The expansion will also connect communities along I-280 for the first time.

ATTACHMENTS

1. Resolution 24-61
2. Resolution 24-62
3. Draft funding agreement amendment #1 with Daly City and Colma
4. Map of the Northern Cities Smart Corridor project corridors

RESOLUTION 24-61

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 AMENDMENT WITH THE CITY OF DALY CITY AND THE TOWN OF COLMA FOR THE CONSTRUCTION PHASE OF THE SMART CORRIDOR PROJECT IN AN AMOUNT NOT TO EXCEED \$1,038,596 TO COVER HIGHER THAN ANTICIPATED CONSTRUCTION COSTS.

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 Daly City, Town of Colma, and Caltrans desire to extend the Smart Corridor into the City of Daly City and the Town of Colma, 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, C/CAG completed the Project's Plans, Specifications and Estimate phase in November of 2023; and

WHEREAS, City of Daly City 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, under the authority granted by Resolution 23-103, C/CAG entered into a funding agreement with the City of Daly City, and Town of Colma for an amount of \$5,795,308. This agreement outlines the obligations and responsibilities of each Party for the construction phase of the Project; and

WHEREAS, due to the higher-than-expected construction bids for the Smart Corridor project in the Daly City/Colma segment, an additional \$1,038,596 is needed to complete the project. With this amendment, the total funding in the agreement will amount to \$6,833,904. All other terms of the original funding agreement remain the same.

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 #1 to the funding agreement with the City of Daly City and the Town of Colma, adding a total of \$1,038,596 to the construction phase of the Smart Corridor project. 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 12TH DAY OF SEPTEMBER 2024.

RESOLUTION 24-62

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE EXECUTIVE DIRECTOR OF C/CAG TO EXECUTE AN AMENDMENT TO THE COOPERATIVE AGREEMENT BETWEEN CALTRANS AND C/CAG FOR THE CONSTRUCTION PHASE FOR THE SMART CORRIDOR NORTHERN CITIES EXPANSION PROJECT

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, the Smart Corridor Northern Cities Expansion Project (Project) is being constructed in the Cities of Daly City, Brisbane, and the Town of Colma; and

WHEREAS, C/CAG developed the Plans, Specifications and Estimate (PS&E) for the Project; and

WHEREAS, C/CAG is the Project Sponsor and Implementing Agency for the construction of the Project; and

WHEREAS, under the authority granted by Resolution 23-31, Caltrans and C/CAG entered into a Cooperative Agreement, to document the obligations and responsibilities of C/CAG as Project Sponsor and Implementing Agency, and Caltrans as the owner/operator of the State Highway System, for the construction of the Project.

WHEREAS, due to the higher-than-expected construction bids for the Smart Corridor project in the Daly City/Colma segment, additional funding in the amount of \$1,038,596 is needed to complete the project. This necessitates amendment to the cooperative agreement with Caltrans, as it must be updated to reflect the additional local funding.

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 of C/CAG is authorized to execute an amendment to the Cooperative Agreement between Caltrans and C/CAG, adding a total of \$1,038,596 to the cooperative agreement for the construction of the Smart Corridor Northern Cities Expansion Project, and further authorizes the Executive Director to negotiate the final terms of the contract prior to its execution, subject to approval as to form by Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 12TH DAY OF SEPTEMBER 2024.

Adam Rak, Chair

**AMENDMENT NO. 1 TO THE FUNDING AGREEMENT
BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
CITY OF DALY CITY
AND
TOWN OF COLMA
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,”), the City of Daly City, (hereinafter referred to as “City”), and the Town of Colma (“Town”) are parties to an Agreement dated March 1, 2024, (each a “Party” and collectively the “Parties”), specifying each Party’s obligations and responsibilities for the construction phase of the Smart Corridor extension project (hereinafter referred to as the “Agreement”); and

WHEREAS, C/CAG provided the City and Town a total of \$5,795,308 in funding to cover project construction and related costs through the Agreement dated March 1, 2024; and

WHEREAS, the City advertised the construction contract on May 29, 2024 and bids came in higher than the total funding available; and

WHEREAS, the C/CAG Board approved an additional not to exceed amount of \$1,038,596 to cover construction and related costs; and

WHEREAS, the Parties desire to amend the Agreement as set forth herein;

IT IS HEREBY AGREED by the Parties as follows:

1. Exhibit B, *Funding Summary*, shall be replaced in its entirety with a new Exhibit B, *Revised Funding Summary*, attached hereto and incorporated into the Agreement.
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 September 13, 2024.

SIGNATURES ON FOLLOWING PAGE

CITY OF DALY CITY

TOWN OF COLMA

By: _____
Thomas J. Piccolotti
City Manager

By: _____
Daniel Barros
City Manager

Approved as to Form:

Approved as to Form:

Rose Zimmerman
City Attorney

Christopher Diaz
City Attorney

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

By: _____
Sean Charpentier
C/CAG Executive Director

Approved as to Form:

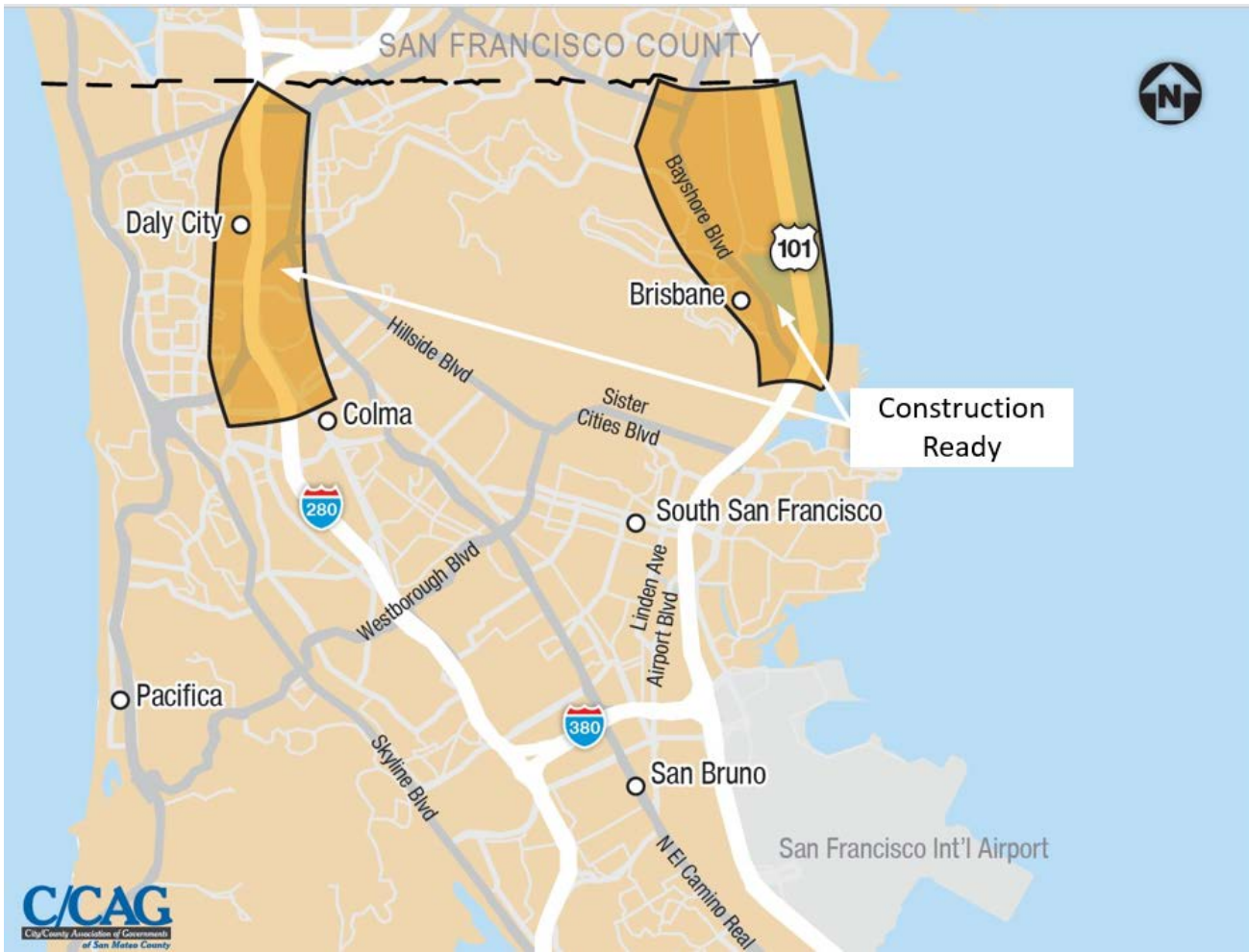
By: _____
Melissa Andrikopoulos
Legal Counsel for C/CAG

**Exhibit B
Revised Funding Summary**

Component	Project Cost	STIP Funds	Other Local Funds	LPP Funds	Funding Total
Construction Capital*	\$5,464,693	\$4,291,143	\$173,550	\$1,000,000	\$5,464,693
Construction Support**	\$819,704	\$819,704			\$819,704
Dept. Furnished Materials	\$3,038		\$3,038		\$3,038
Contingency	\$546,469	\$546,469			\$546,469
Total	\$6,833,904	\$5,657,316	\$176,588	\$1,000,000	\$6,833,904

*Includes costs of construction, as-builts, and PG&E utility.

Northern Cities Project Limits



C/CAG AGENDA REPORT

Date: September 12, 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 24-63 adopting the amended C/CAG Program Budget 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 review and approve Resolution 24-63 adopting the amended C/CAG Program Budget for Fiscal Year 2024-25. This item is subject to special voting procedures.

FISCAL IMPACT

Staff recommends amending the C/CAG Fiscal Year 2024-2025 budget, transferring an additional \$350,000 from the existing fund balance of the C/CAG Measure M program, specifically under the ITS category, to the Smart Corridor fund. The transfer is necessary to address the increased construction costs reflected in the recently received bids.

Additionally, staff recommends amending the Congestion Relief Program (CRP) budget by reallocating certain consultant expenditures from the federal One Bay Area Grant (OBAG) cycle 3 program to the CRP program. This \$300,000 of adjustment will help manage the expenditure rate of the federal OBAG funds more effectively.

SOURCE OF FUNDS

C/CAG Measure M, the \$10 vehicle registration fee, will provide additional funding for the Smart Corridor program. All member jurisdictions make contributions to the C/CAG Congestion Relief Program. The formula is based on two factors: population data and trip generation information from the travel demand model.

BACKGROUND

San Mateo County Smart Corridor Program

Project History

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 equipment is connected to underground fiberoptic communication infrastructure, enabling the equipment to communicate and share data with local transportation management centers (TMCs). 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. The devices include 270 CCTV cameras, 117 trailblazer/arterial dynamic message signs, and 40 vehicle detection systems. The South San Francisco expansion is currently in construction and is expected to be completed in early 2025.

The South San Francisco expansion is currently in construction and is expected to be completed in early 2025. C/CAG provided the City of South San Francisco \$2.817 million to purchase fiber conduits and support construction.

Northern Cities Segment

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 (Caltrans). The design is complete for the Northern Cities segment and the project is ready to enter into the construction phase. C/CAG is the program manager and project sponsor. The City of Daly City is leading construction of the segment located in Daly City and Colma. The City of Brisbane is managing construction within its city limit.

Currently, C/CAG has construction funding agreements with Daly City and the Town of Colma for \$5.8 million and with the City of Brisbane for \$3.6 million. Under these agreements, C/CAG will fund the construction capital costs, construction support, department furnished materials, and provide construction contingency. In addition, C/CAG has earlier funding agreements with Daly City and Brisbane for \$672,500 and \$1.2M, respectively, to purchase, install, and connect its main fiber to the Smart Corridor devices in Daly City, and in Brisbane, to purchase and install the fiber communications needed for the Smart Corridor network.

Daly City/Colma Procurement

The construction contract for the segment in Daly City/Colma was advertised for bids. More details on the procurement history can be found in item 4.1 of this agenda packet. Construction bids were opened on June 26, 2024. The lowest apparent responsive bid came in at approximately \$5.4M, approximately 33% higher than the engineer's estimate. Due to the higher-than-expected construction bids, additional funding is required to complete the project.

Recommended Amendment

C/CAG has been the project manager and project sponsor of the Smart Corridor since inception. The Northern Cities segment of Daly City, Colma, and Brisbane is the last remaining segment to complete a Countywide Smart Corridor network. C/CAG is responsible and committed to funding and delivering this project to completion. Currently, C/CAG has approximately \$10.3M in state funds to deliver this project. If C/CAG and its city partners are not able to fully fund and complete the project, C/CAG is at risk of losing the state funding. C/CAG and its city partners have until September 30, 2024 to award the construction contracts, otherwise, C/CAG will lose the state funding.

To complete the projects and the Countywide network, accommodate a potential accelerated draw down on existing funding agreements, and prevent the loss of funding, C/CAG staff are recommending transferring \$350,000 from the C/CAG Measure M fund balance, specifically the ITS/Smart Corridor category. This strategy would allow C/CAG to retain the state funds and ensure that the project proceeds without delays. Postponing the project could lead to increased construction costs and a larger funding gap in the future. An amount of \$10,000 from the \$250,000 will be utilized as local match for South San

Francisco’s application to the San Mateo County Transportation Authority for preparation of the City’s Smart Corridor Incident Response Plan. This topic is covered in agenda item 3.4.2 of the September 2024 meeting.

Depleting the C/CAG Measure M ITS program fund reserves come with risks if there are additional expenses associated with the completion of these projects. C/CAG has limited capacity to absorb additional expenses. Additionally, without the ITS program reserves, C/CAG would be unable to invest in other technology projects or make capital improvements in the near future. Staff has worked diligently with our partners to minimize the risk of the volatile pricing environment, and to proceed with a funding strategy that funds the projects while preserving the State funds.

Staff recommends amending the C/CAG Fiscal Year 2024-2025 budget, transferring an additional \$350,000 from the existing fund balance of the C/CAG Measure M program, specifically under the ITS category, to the Smart Corridor fund.

Congestion Relief Program

Due to a few factors, including the short-term nature of the C/CAG’s program funding, the Agency’s funding levels not keeping pace with rising costs, and the current loan for the Express Lane Joint Powers Authority, staff recommends amending the Congestion Relief Program (CRP) budget. This amendment involves reallocating certain consultant expenditures from the federal One Bay Area Grant (OBAG) cycle 3 program to the CRP program to better manage the expenditures rate of the federal OBAG funds.

For example, staff initially budgeted nearly \$200,000 in federal funds to update the County Transportation Plan. To slow the rate of current expenditures, these costs will now be covered using local Congestion Relief Program funds. Additionally, C/CAG plans to submit grant applications to the San Mateo County Transportation Authority’s Bike and Pedestrian and Alternative Congestion Relief and Transportation Demand Management (ACR-TDM) programs call for projects. The grant programs require a minimum of \$70,000 in funding match that was not previously anticipated. Additional details on this topic are covered under agenda item 3.4. These strategies and efforts will help to preserve the existing Federal OBAG 3 funds prior to the end of the current funding cycle (Fiscal Year 2025-26).

SUMMARY

Staff are requesting support for the following budget amendments.

1. Transfer \$350,000 from the Measure M ITS Smart Corridor Category to the Smart Corridor Fund.
2. Transfer \$230,000 in expenses from the Transportation Programs funds to the SMCRP Program and provide \$70,000 to meet local match requirements for grant applications. This results in an increase of \$300,000 in expenditures for the Congestion Relief Program.

For reference, a summary of the requested budget amendments is included in the following table:

Table 1: Summary of Budget Amendments

Fund	Account	Account Type	Original Budget Amount	Change	Modified Budget Amount	Impact on Ending Balance
Transportation	C2346000-520303	Expenditure	\$2,321,895	(\$230,000)	\$2,091,895	\$230,000
Congestion Relief	C4353000-520303	Expenditure	\$1,155,793	\$300,000	\$1,455,793	(\$300,000)
Measure M	C1023900-590001	Transfer Out	\$2,400,000	\$350,000	\$2,750,000	(\$350,000)
Smart Corridor	C5687000-490001	Transfer In	\$2,400,000	\$350,000	\$2,750,000	\$350,000

This information was presented to the C/CAG Finance Committee on August 21, 2024. The Committee members present at the meeting were supportive of the proposed amendments.

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 Northern Cities expansion will provide a comprehensive system all along US-101 in the County, providing Smart Corridor benefits for the many different communities that live and travel within and around the bayside. The expansion will also connect communities along I-280 for the first time.

ATTACHMENTS

1. Resolution 24-63
2. Proposed Revised C/CAG Fiscal Year 2024-25 Consolidated Program Budget
3. Adopted C/CAG Fiscal Year 2024-25 Consolidated Program Budget

RESOLUTION 24-63**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY ADOPTING THE AMENDED C/CAG PROGRAM BUDGET 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 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, on June 13th, 2024, the Board of Directors approved a budget of \$40,704,708 for FY 2024-25; and

WHEREAS, due to the higher-than-expected construction bids for the Smart Corridor project in the Daly City/Colma segment, additional funding is needed to complete the project, requiring a transfer of \$350,000 from the existing fund balance in the C/CAG Measure M Program to the Smart Corridor Program; and

WHEREAS, to slow down the rate of federal funding expenditure, \$230,000 in Transportation program costs is shifted to the Congestion Relief Program; and an additional \$70,000 is needed for unanticipated local match requirements, resulting in an increase of \$300,000 in expenditures for the Congestion Relief Program; and

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Board adopts the amended Fiscal Year 2024-25 Program Budget of \$40,774,708, subject to special voting procedures.

PASSED, APPROVED, AND ADOPTED, THIS 12TH DAY OF SEPTEMBER 2024.

Adam Rak, Chair

Proposed Revised C/CAG Fiscal Year 2024-25 Consolidated Program Budget

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	2,721,895	0	1,705,793	941,000	892,125	0	3,156,984	10,000	1,948,288	12,016,814
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	4,712,411	544,991	3,401,480	14,844,915	961,034	2,393,485	3,778,630	384,000	8,721,282	40,774,708
TRANSFERS											
Transfers In	0	0	0	60,000	3,441,000	157,500	0	40,000	0	0	3,698,500
Transfers Out	0	0	60,000	848,500	0	0	0	0	0	2,790,000	3,698,500
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	(3,416,230)	(149,221)	7,271	57,038	0	2,844,169	0
NET CHANGE	60,929	(14,164)	3,192	(2,156,182)	(11,284,538)	59,219	(1,309,305)	(595,863)	(364,529)	(3,811,321)	(19,412,561)
TRANSFER TO RESERVES	0	0	0	0	0	0	0	0	0	0	0
TOTAL USE OF FUNDS	333,504	5,057,415	700,168	4,257,249	11,428,685	811,813	2,400,756	3,835,668	384,000	11,565,451	40,774,708
ENDING BALANCE	1,951,337	3,695,160	2,700,325	1,098,016	2,135,756	724,947	226,634	575,422	41,772	6,279,672	19,429,042
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

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
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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

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Member Contribution	307,060	457,222	0	1,942,500	0	0	0	164,343	0	0	2,871,125
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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
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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
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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)
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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
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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

C/CAG AGENDA REPORT

Date: September 12, 2024

To: City/County Association of Governments Board of Directors

From: Melissa Andrikopoulos, C/CAG Legal Counsel

Subject: Action on Compensation Adjustment for Executive Director and review and approval of Resolution 24-64 authorizing the C/CAG Chair to execute Amendment No. 3 to the agreement between C/CAG and Executive Director

(For further information or response to questions, contact Melissa Andrikopoulos at mandrikopoulos@smcgov.org)

RECOMMENDATION

That the C/CAG Board approve Resolution 24-64 authorizing the C/CAG Chair to execute Amendment No. 3 to the agreement between C/CAG and Executive Director.

FISCAL IMPACT

Funding for C/CAG staff is budgeted in the C/CAG annual budget.

BACKGROUND

At the July 8, 2021 meeting, the C/CAG Board approved Resolution 21-56 authorizing the C/CAG Chair to execute an agreement between C/CAG and Sean Charpentier for service as Executive Director for a term beginning on August 1, 2021 and continuing through July 31, 2024.

As contemplated by the agreement, the C/CAG Board conducted a performance review and held a conference with labor negotiators in a closed session at the June 13, 2024 Board meeting. It is recommended the C/CAG Board approve Resolution 24-64 authorizing the C/CAG Chair to execute Amendment No. 3 to the agreement between C/CAG and Sean Charpentier for service as Executive Director. The amendment will increase the annual salary to \$265,732 and will extend the term of the agreement for an additional three years, to July 31, 2027; all other terms will remain in effect.

ATTACHMENTS

1. Resolution 24-64
2. Amendment No. 3 to the agreement between C/CAG and Sean Charpentier for service as Executive Director

RESOLUTION 24-64

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO. 3 TO THE AGREEMENT BETWEEN C/CAG AND SEAN CHARPENTIER FOR SERVICE AS EXECUTIVE DIRECTOR

* * * * *

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

WHEREAS, the C/CAG Board of Directors has selected Sean Charpentier as the Executive Director; and

WHEREAS, on July 8, 2021, the C/CAG Board of Directors approved Resolution 21-56 authorizing the C/CAG Chair to execute an agreement between C/CAG and Sean Charpentier for service as Executive Director for a term from August 1, 2021 to July 31, 2024; and

WHEREAS, the agreement provided for annual performance reviews, and that any salary increase would be made in conjunction with the annual performance review; and

WHEREAS, the C/CAG Board of Directors conducted the Executive Director's annual performance review and held a conference with labor negotiators in closed session at the June 13, 2024 Board meeting; and

WHEREAS, C/CAG and Executive Director desire to amend said agreement to reflect an annual salary of \$265,732, effective July 1, 2024, and to extend the term for an additional three years, to July 31, 2027, with no other changes to the terms of the agreement.

NOW, THEREFORE, BE IT RESOLVED that the City/County Association of Governments of San Mateo County (C/CAG) Board of Directors authorizes the Chair to execute Amendment No. 3 to the agreement between C/CAG and Sean Charpentier for service as Executive Director.

PASSED, APPROVED, AND ADOPTED THIS 12TH DAY OF SEPTEMBER 2024.

Adam Rak, Chair

**AMENDMENT NO. 3 TO THE AGREEMENT BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
SEAN CHARPENTIER FOR SERVICE AS EXECUTIVE DIRECTOR**

This Amendment No. 3 (“Amendment”) to the Agreement between the City/County Association of Governments of San Mateo County and Sean Charpentier for Service as Executive Director (“Agreement”) is entered into by and between the City/County Association of Governments of San Mateo County (“C/CAG”), and Sean Charpentier (“Executive Director”).

WITNESSETH

WHEREAS, C/CAG desires to continue to employ Sean Charpentier as the Executive Director of C/CAG; and

WHEREAS, Executive Director desires to continue to perform services for C/CAG on the terms and conditions contained in the Agreement, subject to changes described in this Amendment; and

WHEREAS, Executive Director has reviewed and accepted this Amendment.

NOW, THEREFORE, IT IS HEREBY AGREED by C/CAG and Executive Director that:

1. The termination date of the agreement set forth in Section 1 of the Agreement, “Term of Agreement,” shall be revised to July 31, 2027.
2. The first sentence of Section 4 of the Agreement, “Executive Director Salary,” shall be revised to read as follows:

Executive Director shall receive an annual salary of two hundred sixty five thousand seven hundred and thirty two dollars (\$265,732) effective July 1, 2024.
3. Except as expressly amended herein and in prior duly executed amendments to the Agreement, all other provisions of the Agreement dated August 1, 2021 shall remain in full force and effect.
4. This amendment, once executed by both parties, shall be effective as of July 1, 2024.

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

Executive Director

By: Sean Charpentier

Date:

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

By: Adam Rak
C/CAG Chair

Date:

By: Melissa Andrikopoulos
C/CAG Legal Counsel

Date:

C/CAG AGENDA REPORT

Date: September 12, 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.
- June 13, 2024 meeting: Voted to “Oppose Unless Amended” on SB 915 (Cortese) – Autonomous Vehicles, voted to “Oppose” SB 1037 (Wiener) – Penalties for Housing Noncompliance, and voted to send a “Letter of Concern” for AB 3093 (Ward) – RHNA Housing for the Homeless.
- July 11, 2024 meeting was canceled and there was no scheduled meeting for August 2024.

At this, September, meeting the Board will receive and update from staff on items discussed at the C/CAG Legislative Committee meeting held earlier in the evening.

Staff will request that the Legislative Committee recommend that the C/CAG Board of Directors ratify a letter sent to Governor Gavin Newsom requesting a Veto of AB 3093 (Ward) – Housing Element Categories. At the June meeting, the Committee and the C/CAG Board recommended that a letter of concern be sent, given that the bill was new, had not been heard in hearings, and could have significant policy implications. The bill progressed out of the legislature before the C/CAG Board could hear it again. The League of Cities has an oppose unless amended position. Given the timing, C/CAG sent a veto request to the Governor. The letter of Concern and the Veto Letter are included as Attachments in Item 7.1 - Written Communications.

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, September 3, 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

September 3, 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 – September 2024

Legislative Update

On August 5, the Legislature returned from its month-long Summer Recess and adjourned the 2023-24 Legislative Session on Saturday, August 31. For the first two weeks of August, fiscal committees met and the year’s final suspense hearings in the Appropriations Committees of both houses took place on August 15. During these two hearings, hundreds of bills moved to the Senate and Assembly Floors, with dozens more held in the Committees, making the later finished for the session. For the final two weeks of August, the Legislature met in floor session only. In the final two weeks, the Legislature sent Governor Newsom almost 1,000 bills. For these bills, the Governor has until September 30 to either sign, veto, or allow the bills to become law without his signature by taking no action.

After the election on November 5, the Legislature will convene for the 2025-26 Legislative Session on December 2 for the Organizing Session and the swearing-in of newly elected members. Members will then promptly return to their districts until early January, when they will begin the work of the 2025-26 Legislative Session in earnest.

Energy Bills

In the final weeks of the Legislative Session, it was rumored that the Governor, working with legislators, was pursuing legislation to reduce the costs of utility bills by eliminating public goods funds programs, which fund C/CAG’s San Mateo County Energy Watch program. Ultimately, legislation came into print that would have swept funding from three programs – the Self Generation Incentive Program, the School Energy Efficiency Stimulus Program, the California Alternate Rates for Energy Program (low-income solar) – and instead provided a one-time rebate of approximately \$30 to residential customers in IOU’s service areas. This plan was ensconced in AB 3121 (Petrie-Norris). Ultimately, the legislation failed passage.

However, the Legislature did pass AB 3264 (Petrie-Norris), which would require the Public Utilities Commission (CPUC), in consultation with the Energy Commission, to develop a framework for assessing, tracking, and analyzing total annual energy costs paid by residential households in California, require

IOUs to publish on their internet websites and provide CPUC a visual representation of certain cost categories included in residential electric or gas rates for the succeeding calendar year, require CPUC to submit a report to the Legislature on the demand-side management programs it oversees or that are paid for by ratepayers of community choice aggregators, electrical corporations, or gas corporations. It would further require the CPUC, in consultation with the Energy Commission, the California Infrastructure and Economic Development Bank, and the Independent System Operator, by July 1, 2025, to submit to the Governor and the Legislature a study identifying proposals to reduce the cost to ratepayers of expanding the state's electrical transmission grid as necessary to achieve the state's goals, to meet the state's requirements, and to reduce the emissions of greenhouse gases.

High-Speed Rail Authority Appoints New CEO

On August 8, the California High-Speed Rail Authority's Board of Directors announced the selection of Ian Choudri as the new CEO of the Authority, whose appointment comes after Brian Kelly's retirement announcement in January. Choudri brings to the High-Speed Rail Authority over 30 years of experience in the transportation sector, including working on the technology and train control systems of two high-speed rail projects in France and Spain. In his current role, Choudri serves as the Senior Vice President at HTNB Corporation, which is an infrastructure design firm that has taken on many state- and federal-level transportation infrastructure projects. Kelly's last day as CEO of the Authority is August 30.

Propositions Finalized for November 5 Election

In total, California voters will take action on 10 propositions, including the climate and education bonds passed by the Legislature. Each proposition is highlighted below; as a reminder, Prop. 1 appeared on the March ballot as Governor Newsom's mental health bond.

- Prop. 2: \$10 billion education bond.
- Prop. 3: Reaffirm the right of same-sex couples to marry.
- Prop. 4: \$10 billion climate bond.
- Prop. 5: ACA 1 / ACA 10.
- Prop. 6: End indentured servitude in state prisons.
- Prop. 32: Raise the state minimum wage to \$18 an hour.
- Prop. 33: Allow local governments to impose rent controls.
- Prop. 34: Require certain health care providers to use nearly all revenue from Medi-Cal Rx on patient care.
- Prop. 35: Make existing tax on managed health care insurance plans permanent.
- Prop. 36: Increase penalties for theft and drug trafficking.

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. ***This bill is on the Governor's Desk.***

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. ***This bill was substantively amended to no longer deals with bridge tolls.***

SB 915 (Cortese) Autonomous Vehicles – C/CAG OPPOSE UNLESS AMENDED

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. ***This bill was not heard in the Assembly Transportation Committee.***

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

This bill would require the targets and performance measures adopted by the California Transportation Commission to include within the SHOPP asset management plan 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, and to also incorporate complete streets elements into projects funded by the SHOPP. 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 and transit stops 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 complete streets facilities consistent with SHOPP asset management plan. ***This bill is on the Governor's Desk.***

SB 1031 (Wiener) Bay Area Transportation Regional Measure / Transit Consolidation – C/CAG Oppose Unless Amended

This bill would provide the Metropolitan Transportation Commission with the authority to propose a regional measure to fund transportation, dubbed Connect Bay Area. Additionally, the bill, as currently in print, includes provisions for transit governance and targets for transit operations; provides clear control for MTC over both historical transit formula funding (STA and LTF), as well new measure money, and condition access to those funds on adherence to the abovementioned governance structure and operational targets; and requires CalSTA to conduct a study to consolidate all of the transit agencies in the Bay Area. As noted above, the bill will soon be amended to reflect terms approved by the Senate Transportation Committee. ***This bill was not heard in the Assembly Transportation Committee.***

SB 1037 (Wiener) Housing Element Enforcement – C/CAG OPPOSE

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. ***This bill is on the Governor's Desk.***

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

This bill provides a narrow exemption under the Brown Act for non-decision-making legislative bodies to participate in meetings via teleconferencing outside of a declared state of emergency without posting the physical location of members or requiring a quorum to be present at a meeting location. ***This bill failed to pass the Senate Local Government Committee. The Committee requested amendments that would have required a quorum of members to be in-person and the author felt the amendments would undermine the purpose of the bill. We anticipate a Brown Act reform legislative package in 2025.***

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.***

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. ***This bill was not heard in the Senate Transportation Committee.***

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.***

AB 2290 (Friedman) Bikeways

This bill would establish the Bikeway Quick-Build Project Pilot Program within the Caltrans'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. ***This bill failed to pass the Senate Appropriations Committee.***

AB 3093 (Ward) Housing Element – C/CAG NOTE CONCERNS

This bill would create two new income categories in the development of local agency housing elements within the general plans: acutely low income and extremely low income. These two new income categories, along with the existing income categories (very low income, lower income, moderate income, etc.) would be required to be included in a city's future regional housing needs allocation (RHNA). ***This bill is on the Governor's Desk.***

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

C/CAG AGENDA REPORT

Date: September 12, 2024

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

From: Sean Charpentier, Executive Director

Subject: Written Communications - Information Only (13 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. **5/25/2024** – To MTC Staff
RE: Draft 2024 Equity Priority Communities Update
2. **6/7/2024** – To The Honorable Gavin Newsom Governor, State of California
RE: Support Joint Legislative Budget Plan Proposal for Regional Early Action Planning Grants of 2021 (REAP 2.0)
3. **6/25/2024** – To The Honorable Buffy Wicks Chair, Assembly Appropriations Committee
RE: SB 1037 (Wiener) Housing Element Enforcement – OPPOSE
4. **6/25/2024** – To The Honorable Nancy Skinner Chair, Senate Housing Committee
RE: AB 3093 (Ward) Housing Element Categories – NOTE CONCERNS
5. **6/27/2024** – The Honorable Pete Buttigieg United States Secretary of Transportation
RE: Letter of Support for Strengthening Mobility and Revolutionizing Transportation (Smart)Stage 1 Grant Program
6. **7/9/2024** – To Ms. Courtney Tyler, Clerk to the Board, State Water Resources Control Board
RE: Comment Letter – Revised Draft Municipal Stormwater Cost Policy
7. **8/15/2024** – To San Mateo County Transportation Authority, c/o Patrick Gilster
RE: Letter of Support for the Countywide Bicycle Trainers program
8. **8/23/2024** – To Linda Hui, Strategic Incentives Division, Bay Area Air Quality Management District
RE: Comments on the Transportation Fund for Clean Air (TFCA) 40% Fund Policies commencing FYE 2026
9. **9/4/2024** – To The Honorable Gavin Newsom, Governor, State of California
RE: RE: AB 3093 (Ward) Housing Element Categories – VETO REQUEST
10. **9/4/2024** – To The Honorable Gavin Newsom, Governor, State of California
RE: SB 1037 (Wiener) Housing Element Enforcement – VETO REQUEST

11. **9/4/2024** – To The Honorable Gavin Newsom, Governor, State of California
RE: SB 450 (Atkins) Housing Development Approvals – VETO REQUEST
12. **9/5/2024** – To Britt Tanner, IDEA TSP Program Manager, Metropolitan Transportation Commission RE: Letter of Support for San Mateo County Transit District’s Countywide Transit Signal Priority – Network Optimization Working Group (TSP-NOW) Proposal to the Innovative Deployment to Enhance Arterials (IDEA) Program
13. **9/6/2024** – To The Honorable Pete Buttigieg, Secretary, U.S. Department of Transportation, Senate Housing Committee RE: City of Burlingame – Broadway Grade Separation Project

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/>