

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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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 NOTICE and SAN MATEO COUNTY AIRPORT LAND USE COMMISSION MEETING NOTICE

Meeting No. 379

<p>Date: Thursday, December 12, 2024</p> <p>Time: 6:30 p.m.</p> <p>Primary Location: 1250 San Carlos Ave. 2nd Floor, Auditorium San Carlos, CA 94070</p>	<p>Join by Webinar: https://us02web.zoom.us/j/89201871451 ?pwd=9NuKeMUyY4ASnAGcYXIbvFDcDCb5Yb.1</p> <p>Webinar ID: 892 0187 1451</p> <p>Password: 121224</p> <p>Join by Phone: (669) 900-6833</p>
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HYBRID MEETING - IN-PERSON AND BY VIDEOCONFERENCE

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

1.0 CALL TO ORDER/ ROLL CALL

2.0 PRESENTATIONS / ANNOUNCEMENTS

2.1 Certificate of Appreciation to Davina Hurt for her years of dedicated service to C/CAG.

p. 1

2.2 Certificate of Appreciation to Lisa Gauthier for her years of dedicated service to C/CAG.

p. 2

- 2.3 Certificate of Appreciation to Karen Cunningham for her years of dedicated service to C/CAG. p. 3
- 2.4 Certificate of Appreciation to Maria Doerr for her years of dedicated service to C/CAG. p. 4
- 2.5 Certificate of Appreciation to Warren Slocum for his years of dedicated service to C/CAG. p. 5
- 2.6 Presentation from Community Planning Collaborative on the 21 Elements effort. p. 6
- 2.7 Presentation by Peninsula Clean Energy on community programs. p. 7

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. 378 dated November 14, 2024. ACTION p. 8
- 3.2 Receive a copy of the executed Amendment No. 1 to the funding agreement with DKG Consultants for financial service support, extending the period of performance through December 31, 2025, at no additional costs. ACTION p. 15
- 3.3 Review and approval of the Finance Committee’s recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of September 30, 2024. ACTION p. 19
- 3.4 Review and accept the C/CAG Financial Statements (Audit) for Fiscal Year Ended June 30, 2024. ACTION p. 28
- 3.5 Review and accept the C/CAG State Transportation Improvement Program (STIP) Planning, Programming & Monitoring Program (PPM) Final Project Expenditure Audit Report from July 1, 2023, through June 30, 2024. ACTION p. 29
- 3.6 Review and accept the Measure M Fund Financial Statements (Audit) for the Year Ended June 30, 2024. ACTION p. 31
- 3.7 Review and accept the Transportation Fund for Clean Air (TFCA) Program Manager Fund Projects Financial Audit for Project Period Ended June 30, 2023. ACTION p. 32
- 3.8 Review and approval of Resolution 24-80 approving the C/CAG Travel Policy. ACTION p. 34
- 3.9 Review and approval of release of the Joint Call for Projects for the C/CAG and San

Mateo County Transportation Authority Shuttle Program for Fiscal Year 25/26 & Fiscal Year 26/27, including an allocation of \$1,097,722 of Congestion Relief Program funds.

ACTION p. 38

- 3.10 Review and approval of Resolution 24-81 authorizing the C/CAG Executive Director and/or C/CAG Chair to execute future agreements and all necessary documents between C/CAG and the Federal Highway Administration (FHWA) related to the Fiscal Year (FY) 2024 Safe Streets and Roads for All (SS4A) grant funding. ACTION p. 45
- 3.11 Review and approval of Resolution 24-82 authorizing the C/CAG Chair to execute Amendment No. 4 to the funding agreement with City of South San Francisco, increasing the agreement by \$10,000 to provide the local match for developing the incident response plan for the South San Francisco Smart Corridor Expansion project. ACTION p. 51
- 3.12 Review and approval of Resolution 24-83 amending existing programming actions for the US-101 Managed Lanes Project North of I-380 in the State Transportation Improvement Program (STIP) for San Mateo County. ACTION p. 59
- 3.13 Committee Appointments.
- 3.13.1 Review and approval of the appointment Gina Papan for one year and the appointment of Eddie Flores, Vice Mayor, City of South San Francisco to the Legislative Committee. ACTION p. 65
- 3.13.2 Review and approval of the appointment of Burlingame Councilmember-elect Desiree Thayer to the Bicycle and Pedestrian Advisory Committee. ACTION p. 70

4.0 **REGULAR AGENDA**

- 4.1 Consider candidates and make an appointment for the governing board member representing the Southern Region for the San Mateo County Flood and Sea Level Rise Resiliency District (OneShoreline) and adopt Resolution 24-84, which records the respective appointment. ACTION p. 74
- 4.2 Appoint C/CAG Chair Adam Rak on an interim basis to serve on the San Mateo County Express Lane Joint Powers Authority (SMCEL-JPA). ACTION p. 85
- 4.3 Review and approval of the C/CAG Board meeting 2025 Calendar. ACTION p. 87
- 4.4 Review and approval of Resolution 24-85 accepting the C/CAG VMT/GHG Model Mitigation Program and Final Report. ACTION p. 89
- 4.5 Presentation by Ken Brown Strategic Consulting on federal funding efforts for C/CAG programs. ACTION p. 94
- 4.6 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. 96

5.0 COMMITTEE REPORTS

5.1 Chairperson's Report

5.2 Board Members Report/Communication

6.0 EXECUTIVE DIRECTOR'S REPORT

7.0 COMMUNICATIONS - Information Only

7.1 Written Communication – 3 Letters

p. 106

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 January 9, 2025

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

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

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

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

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

1. Your written comment should be emailed to mcrume@smcgov.org.

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

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

**In-person participation:*

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

**Remote participation:*

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

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

C/CAG

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

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

WHEREAS, Davina Hurt has served on the C/CAG Board of Directors from 2015 through 2024, providing valuable leadership and expertise to regional governance; and

WHEREAS, Davina Hurt has been a dedicated member of the C/CAG Board of Directors, serving as C/CAG Chair from April 2022 to March 2024 and actively contributing to the Legislative Committee, Finance Committee, and Administrator’s Advisory Committee; and

WHEREAS, under her leadership at C/CAG, Davina Hurt facilitated significant advancements, including the transition to hybrid Board meetings, approval and implementation of the equity plan, and the facilitation of strategic planning sessions; and

WHEREAS, Davina Hurt has served with distinction as a Councilmember for the City of Belmont since 2016, including terms as Mayor (2019-2020) and Vice Mayor (2018-2019, 2022-2023), demonstrating steadfast commitment to her community; and

WHEREAS, Davina Hurt has served on the California Air Resources Board (CARB) since December 2020 and as Chair of the Bay Area Air Quality Management District (BAAQMD) Board since October 2019, representing the cities of San Mateo County in advancing environmental sustainability and public health initiatives; and

WHEREAS, Davina Hurt, an accomplished attorney with over 15 years of experience, has demonstrated a strong commitment to social justice and consumer protection through her service on the California Department of Consumer Affairs licensee board and as a judicial extern for the U.S. District Court for the Northern District of California; and

WHEREAS, she has championed community advocacy as past board president of Samaritan House, board member of the Legal Aid Society of San Mateo County, and council member of the Markkula Center for Applied Ethics, focusing on poverty alleviation, equity, and ethical governance; and

WHEREAS, Davina Hurt has influenced state-level public policy, contributing to Veloz’s electric vehicle initiatives and leading the Equity Forward initiative of the Silicon Valley Community Foundation; and

WHEREAS, her advocacy for sustainable and equitable communities includes leading Belmont’s first equity, climate, and strategic plans, while advancing housing, infrastructure, public safety, and community engagement; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the City/County Association of Governments of San Mateo County does hereby recognize and commend Davina Hurt for her outstanding contributions to the City of Belmont, San Mateo County, and the State of California, and extends its sincere gratitude for her tireless dedication and exemplary public service.

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

Adam Rak, Chair

C/CAG

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**A PRESENTATION OF THE BOARD OF DIRECTORS OF THE
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF
SAN MATEO COUNTY (C/CAG) EXPRESSING APPRECIATION TO
LISA GAUTHIER
FOR HER DEDICATED SERVICE TO C/CAG**

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

WHEREAS, Lisa Gauthier has served on the C/CAG Board of Directors from 2015 through 2024, providing valuable leadership and expertise to regional governance; and

WHEREAS, Lisa Gauthier has served on the C/CAG Legislative Committee from 2021 through 2024, contributing to policy development and advocacy efforts; and

WHEREAS, Lisa Gauthier was elected to the East Palo Alto City Council in 2012, serving multiple terms as Vice Mayor in 2014, 2018, and 2022, and as Mayor in 2015, 2019, and 2023, during which she championed public safety, affordable housing, and community well-being, contributing to historic achievements such as zero homicides in the city; and

WHEREAS, Lisa Gauthier is actively involved in numerous organizations, including The Health Trust, Live in Peace, the San Mateo County Office of Emergency Services, Stanford Medicine Community Council, One Shoreline Agency, and the San Francisquito Creek Joint Powers Authority, showcasing her dedication to community engagement; and

WHEREAS, Lisa Gauthier currently serves as Senior Vice President of Inclusion & Belonging for the Silicon Valley Leadership Group, leading initiatives in Workforce/Education, Racial Justice and Equity, and Healthcare policy, and demonstrating her strong advocacy for diverse communities; and

WHEREAS, Lisa Gauthier has been recognized for her exceptional leadership and service, receiving the Athena Award from the Mountain View Chamber of Commerce in 2018, being named one of Silicon Valley’s 100 Women of Influence in 2020, and receiving the Woman of the Year Award from Assemblymember Marc Berman in 2022; and

WHEREAS, Lisa Gauthier was elected as a San Mateo County Supervisor in 2024, where she continues her dedication to equity, sustainability, and improving the quality of life for all residents in the county;

NOW, THEREFORE, BE IT RESOLVED, that the C/CAG Board of Directors honors and celebrates Lisa Gauthier for her outstanding leadership, unwavering commitment to public service, and significant contributions to the communities of San Mateo County and beyond.

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

Adam Rak, Chair

C/CAG

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A PRESENTATION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) EXPRESSING APPRECIATION TO KAREN CUNNINGHAM FOR HER DEDICATED SERVICE TO C/CAG

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

WHEREAS, Karen Cunningham, has served on the C/CAG Board of Directors from 2020 to 2024; and

WHEREAS, Karen Cunningham, has served on the C/CAG Legislative Committee from 2021 through 2024; and

WHEREAS, Karen Cunningham is a dedicated public servant and community leader in the City of Brisbane, California, with a strong background in art direction, design, and community engagement; and

WHEREAS, Karen Cunningham was elected to the Brisbane City Council in November 2017, re-elected in 2020, and has served as both Mayor and Mayor Pro Tempore, advocating for fire safety, supporting small businesses, and championing local governance; and

WHEREAS, Karen Cunningham has represented Brisbane on various regional boards and commissions, the Peninsula Traffic Congestion Relief Alliance, and the County Library Joint Powers Authority, and has served as a liaison to the Friends of the Brisbane Library; and

WHEREAS, Karen Cunningham has actively participated in subcommittees focused on fiscal policy, public information, economic development, and public art, showcasing her dedication to improving her community; and

NOW, THEREFORE, the Board of Directors of C/CAG extends its heartfelt commendation and deep gratitude to Karen Cunningham for her years of dedicated public service to the residents of San Mateo County. The Board wishes her continued happiness and success in all her future endeavors.

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

Adam Rak, Chair

C/CAG

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A PRESENTATION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) EXPRESSING APPRECIATION TO MARIA DOERR

FOR HER DEDICATED SERVICE TO C/CAG

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

WHEREAS, Maria Doerr has served on the C/CAG Board of Directors, representing the City of Menlo Park since 2024,

WHEREAS, Maria Doerr was appointed to the Menlo Park City Council in January 2023, where she prioritized downtown revitalization, road safety, and sustainability initiatives, while also serving on the Bay Area Water Supply & Conservation Agency (BAWSCA) Board and as an alternate director on the Peninsula Clean Energy (PCE) Board; and

WHEREAS, Maria Doerr has demonstrated exceptional dedication to public service, sustainability, and community engagement throughout her career; and

WHEREAS, Maria Doerr, she has held significant roles in clean energy and conservation, contributing to national and international projects, including at the COP21 UN Climate Conference; and

WHEREAS, Maria Doerr currently serves as a Program Officer for the Rural Climate Partnership, where she leads initiatives to support rural communities in advancing climate resilience and sustainable practices; and

NOW, THEREFORE, the Board of Directors of C/CAG extends its heartfelt commendation and deep gratitude to Maria Doerr for her years of dedicated public service to the residents of San Mateo County. The Board wishes her continued happiness and success in all her future endeavors.

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

Adam Rak, Chair

C/CAG

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A PRESENTATION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) EXPRESSING APPRECIATION TO SUPERVISOR WARREN SLOCUM FOR HIS DEDICATED SERVICE TO C/CAG

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

WHEREAS, Supervisor Warren Slocum has served as a member of the C/CAG Board of Directors from 2023 to 2024, contributing his expertise and leadership to advance the goals of the organization; and

WHEREAS, Supervisor Warren Slocum began his service on the San Mateo County Board of Supervisors in January 2013, representing District 4, which includes Redwood City, East Palo Alto, parts of Menlo Park, and the unincorporated community of North Fair Oaks; and

WHEREAS, Supervisor Warren Slocum has prioritized equity and social progress, focusing on affordable housing, addressing homelessness, and reducing traffic congestion while working collaboratively with diverse community stakeholders to improve quality of life; and

WHEREAS, before joining the Board of Supervisors, Supervisor Warren Slocum served as San Mateo County’s Chief Elections Officer & Assessor-County Clerk-Recorder, where he modernized services by introducing accessible voting equipment and digitizing public records; and

WHEREAS, Supervisor Warren Slocum served honorably in the U.S. Army during the Vietnam War and earned a Bachelor of Science in History from San Diego State University, reflecting his lifelong commitment to public service and education; and

WHEREAS, Warren Slocum and his wife, Maria Diaz-Slocum, have been residents of Redwood City for over 30 years, raising two sons who were educated in the public school system, with Maria serving as an elected Trustee of the Redwood City School District;

NOW THEREFORE, BE IT RESOLVED, that the C/CAG Board of Directors recognizes and honors Supervisor Warren Slocum for his outstanding leadership, dedicated public service, and significant contributions to the residents of San Mateo County, leaving a lasting legacy of progress and positive impact.

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

Adam Rak, Chair

C/CAG AGENDA REPORT

DATE: December 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 Community Planning Collaborative on the 21 Elements effort.

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

RECOMMENDATION:

That the C/CAG Board of Directors receive a presentation from Community Planning Collaborative on the 21 Elements effort.

FISCAL IMPACT:

None.

BACKGROUND/DISCUSSION:

Since 2008, C/CAG and the County Department of Housing (DOH) have co-sponsored the 21 Elements initiative, staffed by Community Planning Collaborative (formerly Baird & Driskell Community Planning), through which all jurisdictions in San Mateo County cooperate to update their respective Housing Elements and share information on housing policies and programs. The 21 Elements effort is regionally recognized model for successful cooperation on housing issues.

This presentation on 21 Element activities is intended to provide a summary of the past year's accomplishments as well as a preview of upcoming efforts.

ATTACHMENT:

1. 21- Elements Presentation (will be available online at <http://ccag.ca.gov/board-of-directors/>)

C/CAG AGENDA REPORT

DATE: December 12, 2024

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

FROM: Sean Charpentier, Executive Director

SUBJECT: Presentation by Peninsula Clean Energy on community programs.

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

RECOMMENDATION:

That the C/CAG Board of Directors receive a presentation by Peninsula Clean Energy on community programs.

FISCAL IMPACT:

None.

BACKGROUND/DISCUSSION:

Community Choice Aggregation (CCA) is a program that allows local governments to purchase electricity for their residents and businesses from an alternative supplier. The existing utility, like Pacific Gas and Electric (PG&E) in San Mateo County, continues to deliver the electricity through its transmission and distribution system. Peninsula Clean Energy (PCE) was launched in 2016 and is San Mateo County's community CCA. The City of Los Banos joined PCE in 2020. PCE, similar to C/CAG, has a board made up of one elected official from each jurisdiction it serves, so there is some overlap between the C/CAG Board and its committees and the PCE Board.

PCE's priorities are to deliver 100% renewable energy annually by 2030, maximizing renewable energy 24/7 through periods of low and high demand for electricity. Additionally, PCE seeks to contribute to its jurisdiction's ability to reach the State's 2045 goal of 100% greenhouse gas free electricity for transportation and buildings.

PCE staff, Kirsten Andrews-Schwind, Associate Director of Community Relations and Climate Equity, and Marc Hershman, Director of Government Affairs, will provide a presentation, updating the C/CAG Board on programs and activities in our communities in San Mateo County. PCE's presentation is provided on the C/CAG website as an attachment to this staff report.

ATTACHMENT:

The following attachment will be available on the C/CAG website (See "Presentations") at:
<https://ccag.ca.gov/committees/board-of-directors-2/>

1. PCE Presentation

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

MINUTES

Meeting No. 378
November 14, 2024

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

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

1.0 CALL TO ORDER/ ROLL CALL

Chair 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	Cliff Lentz			
Burlingame	Peter Stevenson			
Colma		Absent		
Daly City	Roderick Daus-Magbual			
East Palo Alto	Lisa Gauthier			
Foster City	Stacy Jimenez			
Half Moon Bay	Debbie Ruddock			
Hillsborough	Christine Krolik			
Menlo Park	Maria Doerr			
Millbrae	Anders Fung			
Pacifica	Sue Vaterlaus			
Portola Valley		Absent		
Redwood City	Alicia Aguirre			
San Bruno	Michael Salazar			
San Carlos	Adam Rak			
San Mateo	Rich Hedges			
South San Francisco		Absent		
Woodside		Absent		
San Mateo County		Absent		

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

C/CAG Staff Present (In-Person):	Members of the Public (Remote):
Sean Charpentier – Executive Director	Rachael Bennett – MIG
Melissa Andrikopoulos – Legal Counsel	Mollie Carter – Sustainable San Mateo County
Mima Crume – Clerk of the Board	
Dan Sternkopf	
Eva Gaye	Members of the Public (In-Person):
Jeff Lacap	Mike Swire
Kaki Cheung	
Kim Springer	
Kim Wever	
Van Ocampo	
C/CAG Staff Present (Remote):	
Reid Bogert	

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

2.0 PRESENTATIONS / ANNOUNCEMENTS

- 2.1 Receive a presentation update on OneShoreline and on the recruitment process for the Southern Region City seat and possibly others on OneShoreline’s (San Mateo County Flood and Sea Level Rise Resiliency District) Board of Directors.

Len Matterman, CEO of One Shoreline, presented an update on the agency’s activities, funding, and efforts to address regional climate resiliency. He highlighted land use planning, resilience projects, and community engagement initiatives while emphasizing the need for continued collaboration and funding. Matterman addressed questions on project funding, federal opportunities, and regional impacts, underscoring the importance of proactive measures. He also noted high interest in a One Shoreline walking tour, with plans for additional sessions.

- 2.2 Certificate of Appreciation to Rich Hedges for his years of dedicated service to C/CAG.
- 2.3 Certificate of Appreciation to Sue Vaterlaus for her years of dedicated service to C/CAG.
- 2.4 Certificate of Appreciation to Alicia Aguirre for her years of dedicated service to C/CAG.

Chair Rak presented proclamations to three board members: Rich Hedges, Sue Vaterlaus, and Alicia Aguirre, honoring their dedicated service and significant contributions to CCAG and their respective communities.

3.0 ACTION TO SET AGENDA AND APPROVE CONSENT AGENDA ITEMS

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- 3.1 Approval of minutes of regular business meeting No. 376 dated September 12, 2024.
APPROVED
- 3.2 Approval of minutes of regular business meeting No. 377 dated October 10, 2024.
APPROVED
- 3.3 Review and approval of Resolution 24-75 determining that a proposed warehouse/distribution facility at 1000 San Mateo Ave., San Bruno, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.
APPROVED
- 3.4 Review and approval of Resolution 24-76 determining that a proposed office/life science campus, including related rezoning, at 1301 Shoreway Road, Belmont, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.
APPROVED
- 3.5 Review and approval of Resolution 24-66 ratifying C/CAG's submission of recommended project awards to the Bay Area Air Quality Management District in an aggregate total of \$1,000,000 in Fiscal Year 2024/25 Transportation Fund for Clean Air Funds for San Bruno's Public Works Corporation Yard Electrification and San Mateo's Battery Electric Street Sweeper projects, and further authorize the C/CAG Executive Director to execute associated funding agreements with project sponsors.
APPROVED
- 3.6 Review and approval of Resolution 24-67 authorizing the C/CAG Executive Director to execute Amendment No. 2 to the Fiscal Year 2021/22 Transportation Fund for Clean Air (TFCA) Funding Agreement with City of Millbrae for the Millbrae Smart City Traffic Signal Project, extending project completion date to March 31, 2025, at no additional cost.
APPROVED
- 3.7 Review and approval of Resolution 24-77 authorizing the C/CAG Executive Director to execute Amendment No. 2 to the Fiscal Year 2021/22 Transportation Fund for Clean Air (TFCA) Funding Agreement with City of San Bruno for the Bicycle Route Installation Project, extending project completion date to March 31, 2025, at no additional cost.
APPROVED
- 3.8 Review and approval of Resolution 24-71 authorizing the C/CAG Executive Director to execute a funding agreement with Metropolitan Transportation Commission (MTC) in an amount up to \$200,000 to expand and operate the Bay Wheels Bikeshare program in the City of Daly City.
APPROVED
- 3.9 Review and approval of Resolution 24-72 requesting the transfer of project sponsorship of the OBAG 3 Bay Road Complete Street Rehabilitation Project from County of San Mateo to Redwood City, and support for a 3-month extension and flexibility for the City of Daly City in meeting the Housing Incentive Pool (HIP) grant program Housing Element requirements.
APPROVED

- 3.10 Review and approval of Resolution 24-78 authorizing the C/CAG Executive Director to execute an Agreement with S.R. Rose Engineering Inc to provide project management services for the Northern Cities Smart Corridor project, in an amount not to exceed \$171,600 covering the period of November 18, 2024 through May 31, 2026, establishing a contingency in the amount of \$ 17,160 (10% of contract) for a total project budget of \$188,760, waiving the Request for Proposals process in accordance with C/CAG procurement policy, and authorizing the Executive Director to execute future amendments in an amount not-to-exceed the appropriated contingency. APPROVED
- 3.11 Review and approval of Resolutions 24-69 and 24-73 to allocate \$250,000 of Fiscal Year 2024/2025 Transportation Development Act (TDA) Article 3 funding for the San Mateo Countywide Comprehensive Bicycle and Pedestrian Plan update, and to adopt the San Mateo County TDA Article 3 Program for Fiscal Year 2024/2025 totaling \$2,512,217. APPROVED
- 3.12 Receive a copy of the executed Amendment No. 1 to the agreement with Fehr & Peers for maintenance services of the San Mateo Countywide Vehicle Miles Traveled (VMT) Estimation Tool, extending the agreement term only. INFORMATION
- 3.14 Review and approval of Resolution 24-74 authorizing the C/CAG Executive Director to execute a Partnership Agreement with Climate Resilience Communities to submit an application for up to \$20 million under the U.S. Environmental Protection Agency Community Change Grant Program for the proposed *Groundwork for Resilience and Equity in San Mateo County: Advancing Green Infrastructure and a Green Workforce in Frontline Communities* project. APPROVED
- 3.15 Review and approval of Resolution 24-79 specifying the membership requirements for the Legislative Committee. APPROVED

Item 3.13 was removed from the consent agenda and will be brought back to the board at a future date.

- 3.13 Review and approval of Resolution 24-68 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 Comprehensive Bicycle and Pedestrian Plan update. NO ACTION

Board Member Doerr MOVED to approve the minor adjustment to the agenda, swapping item 4.5 with 4.4. Board Member Krolik SECONDED. **MOTION CARRIED 16-0-0**

Board Member Fung MOVED to approve consent agenda items 3.1 through 3.12 and 3.14 through 3.15. Board Member Salazar SECONDED. **MOTION CARRIED 16-0-0**

Additionally, Mr. Charpentier noted that Item 3.15, detailing Legislative Committee membership under Resolution 24-79, had been reviewed by the committee and was recommended for approval by the Board.

4.0 **REGULAR AGENDA**

- 4.1 Review and approval of Resolution 24-70 adopting the first C/CAG Strategic Plan. APPROVED

Kaki Cheung, C/CAG Deputy Director, introduced CCAG’s first-ever strategic plan, marking a significant milestone for the agency. Developed over 11 months in partnership with MIG, the plan will guide CCAG’s priorities for the next 3–5 years. Rachel Bennett

from MIG outlined the collaborative process involving board members, staff, and community input, which emphasized equity, climate action, and actionable goals. The strategic plan includes mission and vision statements, core values, goals, and performance measures.

Board Member Gauthier MOVED to approve item 4.1. Board Member Hedges SECONDED. A roll call vote was taken. **MOTION CARRIED 14-0-0**

- 4.2 Review and acceptance of the San Mateo Countywide Automated Vehicle Strategic Plan. APPROVED

Audrey Shiramizu presented the final San Mateo Countywide Automated Vehicle Strategic Plan, developed with the San Mateo County Transportation Authority. The plan outlines 22 strategies to prepare for AVs, focusing on pilots, testing, and local roles in infrastructure and emergency response. Incorporating public and board feedback, the plan was approved, with next steps including funding for pilot projects.

Board Member Krolik MOVED to approve item 4.2. Board Member Salazar SECONDED. A roll call vote was taken. **MOTION CARRIED 14-0-0**

- 4.3 Appoint two Board of Director members to serve on the San Mateo County Express Lane Joint Powers Authority (SMCEL-JPA). APPROVED

The board discussed appointing two members to the San Mateo County Express Lane Joint Powers Authority (JPA). Sean Charpentier, C/CAG Executive Director, noted that two current appointees are terming out, and while only one letter of interest was received from Stacey Jimenez (Foster City), additional recruitment for the second seat will continue. A motion to appoint Jimenez to the JPA Board was unanimously approved. Vice Chair Salazar raised the need for potential bylaw adjustments to address quorum issues for future consideration.

Board Member Krolik MOVED to approve item 4.3. Board Member Hedges SECONDED. A roll call vote was taken. **MOTION CARRIED 14-0-0**

- 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.) APPROVED

C/CAG staff to the Legislative Committee, Kim Springer, provided an overview of topics discussed at the Legislative Committee meeting held earlier in the evening. The topics included the Governor's efforts to control fuel costs, key upcoming dates for the next legislative session, changes in the legislature and the San Mateo County delegation, election outcomes, planning for a C/CAG leadership visit to Sacramento, a vote taken on supporting a proposed change to Legislative Committee membership, the upcoming State budget from the governor, and discussion about the regional transportation measure and the vote taken. C/CAG Executive Director, Sean Charpentier, provided background on the regional transportation measure and letter sent on November 7, 2024 to the MTC ABAG Legislative Committee (in packet), in preparation for submission of another letter for the upcoming MTC/ABAG special board meeting on December 9, 2024. The request was for the C/CAG Board to authorize the C/CAG leadership to review and staff to submit the

letter. A motion was made by Member Fung, seconded by Member Lewis. A roll call vote was taken. **MOTION CARRIED 14-0-0**

4.5 Review and approval of the appointments of one Public and one Environmental member to the Congestion Management & Environmental Quality (CMEQ) Committee. **APPROVED**

Eva Gaye, C/CAG staff, presented a request to appoint one public and one environmental member to the Congestion Management and Environmental Quality (CMEQ) Committee. Three candidates expressed interest: Rich Hedges (public member), Mike Swire (public or environmental seat), and Molly Carter (environmental seat). Each candidate gave a two-minute presentation. Board members voted by ballot, with results to be announced after tallying. Hedges, as a current council member, was clarified to be eligible to vote despite terming out soon, following C/CAG protocols.

Votes were tallied, and Rich Hedges was appointed as the public member with 9 votes, Molly Carter was appointed as the environmental member with 10 votes. Mike Swire received 4 votes for the public member seat and 3 votes for the environmental member seat.

The voting results by city were as follows:

- **Atherton:** Public member - Mike Swire; Environmental member - Molly Carter
- **Brisbane:** Public member - Rich Hedges; Environmental member - Molly Carter
- **Daly City:** Public member - Rich Hedges; Environmental member - Molly Carter
- **East Palo Alto:** Public member - Rich Hedges; Environmental member - Molly Carter
- **Foster City:** Public member - Rich Hedges; Environmental member - Molly Carter
- **Half Moon Bay:** Public member - Mike Swire; Environmental member - Mike Swire
- **Hillsborough:** Public member - Mike Swire; Environmental member - Molly Carter
- **Menlo Park:** Public member - Mike Swire; Environmental member - Mike Swire
- **Millbrae:** Public member - Rich Hedges; Environmental member - Molly Carter
- **Pacifica:** Public member - Rich Hedges; Environmental member - Molly Carter
- **Redwood City:** Public member - Rich Hedges; Environmental member - Molly Carter
- **San Bruno:** Public member - Rich Hedges; Environmental member - Molly Carter
- **San Carlos:** Public member - Rich Hedges; Environmental member - Molly Carter
- **San Mateo:** Abstained from voting on both seats

Final tally:

- Public Member: Rich Hedges - 9 votes, Mike Swire - 4 votes
- Environmental Member: Molly Carter - 10 votes, Mike Swire - 3 votes

The board expressed gratitude to all candidates for their willingness to serve, especially acknowledging Mike Swire's qualifications and contributions. A suggestion was made to consider ranked-choice voting for future elections to better reflect candidate preferences for multiple roles. Congratulations were extended to Rich Hedges and Molly Carter for their appointments.

5.0 COMMITTEE REPORTS

5.1 Chairperson's Report

None.

5.2 Board Members Report/Communication

6.0 EXECUTIVE DIRECTOR'S REPORT

Mr. Charpentier reported on several updates during the Executive Director's report. He began by acknowledging the efforts of all Board members, particularly those departing, and emphasized their valuable contributions. He also congratulated returning members and expressed appreciation for the Board's dedication.

He announced two upcoming rain barrel events. The first will be in Hillsborough on December 7, with an order deadline of November 23. The second will take place in San Carlos on December 14, with an order deadline of November 30. Both events are open to all residents, regardless of location.

Mr. Charpentier thanked city staff and members for supporting these initiatives and shared that additional materials and notices would be sent out soon.

7.0 COMMUNICATIONS - Information Only

7.1 Written Communication – 5 Letters

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.

No public comments were made.

9.0 ADJOURNMENT

Next scheduled meeting December 1~~2~~³, 2024

C/CAG AGENDA REPORT

Date: December 12, 2024

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

From: Sean Charpentier, Executive Director

Subject: Receive a copy of the executed Amendment No.1 to the funding agreement with DKG Consultants for financial services support, extending the period of performance through December 31, 2025, at no additional costs.

(For further information or response to questions, contact Kaki Cheung at kcheung1@smcgov.org)

RECOMMENDATION

That the C/CAG Board receive a copy of the executed Amendment No.1 to the funding agreement with DKG Consultants for financial services support, extending the period of performance through December 31, 2025, at no additional costs.

FISCAL IMPACT

The original funding agreement has a not to exceed amount of \$45,000. This contract amendment is solely for a time extension.

SOURCE OF FUNDS

This agreement is funded with general operation funds.

BACKGROUND

As part of an ongoing effort to strengthen financial management and operational efficiency, C/CAG has been building additional financial capacity within the agency. The City of San Carlos currently serves as the Agency's fiscal agent. However, C/CAG has not yet established a dedicated Finance Manager role. This gap underscores the need for targeted financial expertise to ensure the Agency's fiscal health and sustainability.

DKG Consultants was initially engaged to provide financial consulting services. The scope of work includes support for budget development, execution, and monitoring, as well as the establishment of a Cost Allocation Plan to accurately allocate costs and resources across various programs. These efforts have been instrumental in improving financial reporting and facilitating informed decision-making.

To maintain continuity in addressing the agency's financial needs, staff recommends extending the existing contract with DKG Consultants. Their support remains critical for the following activities:

1. **Budget Management:** Ensuring precise budget formulation, execution, and monitoring to align with agency goals.

2. **Cost Allocation Plan Development:** Accurately allocating costs across C/CAG programs, improving transparency and resource management.
3. **Strategic Financial Planning:** Assisting in the design and support with the selection of a permanent Finance Manager/ Management Analyst role, including defining job responsibilities and scope to address C/CAG's financial needs comprehensively.

Ongoing financial consulting services will help bridge the gap until a permanent Finance Manager/Management Analyst is hired, ensuring uninterrupted progress on critical financial initiatives and sustaining operational efficiency.

The original contract with executed with a not-to-exceed amount of \$45,000. This amendment proposes a time extension only, with no changes to the contract's scope of work or budget.

EQUITY IMPACTS AND CONSIDERATIONS

This item improves the administration/operations of C/CAG.

ATTACHMENT

1. Executed Amendment No.1 with DKG Consultants

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

WHEREAS, the City/County Association of Governments of San Mateo County (hereinafter referred to as “C/CAG”) and DKG Consultants (“Consultant”) entered into a Funding Agreement (the “Agreement”), effective January 31, 2024; and

WHEREAS, the Consultant provides financial support services to meet C/CAG’s finance-related needs (“Project”); and

WHEREAS, the Project was originally scheduled for completion on December 31, 2024; and

WHEREAS, additional time is required to support the development of the Fiscal Year 2025-2026 operating budget, develop financial forecasts, and produce revenue projections to identify potential vulnerabilities and potential solutions, ensuring the successful completion of the full Project scope; and

WHEREAS, C/CAG and the Consultant have mutually agreed to extend the Project’s completion date to December 31, 2025; and

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

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

1. The termination date specified in Section 7. Contract Term/Termination, of the Agreement is hereby amended from December 31, 2024 to December 31, 2025.

Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect. This amendment shall take effect on December 6, 2024.

[Signatures on the following page]

DKG Consultants (Consultant)

By  _____ 12/2/2024
68D1D2C158424C3...
Drew Corbett, Principal Date

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

By  _____ 12/2/2024
821A8C92DA0F468...
Sean Charpentier Date
C/CAG Executive Director

By  _____ 12/2/2024
ED938D8404994FE...
Melissa Andrikopoulos Date
C/CAG Legal Counsel

C/CAG AGENDA REPORT

Date: December 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 September 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 September 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 9/30/24 net interest earning rate is 4.56%
 San Mateo County Pool Quarter Ending 9/30/24 net interest earning rate is 3.86%

The LAIF’s average life is 231 days, or 0.63 of a year. San Mateo County Pool’s current average maturity of the portfolio is 1.82 years with an average duration of 1.66 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 December 4, 2024, the Finance Committee reviewed the investment portfolio and recommend no change to portfolio, but guided staff to continue monitoring the interest rates.

The investment portfolio as of September 30, 2024 is as follows:

	6/30/2024		9/30/2024	
	Amount	Percent	Amount	Percent
LAIF	\$17,093,105	60%	\$17,723,603	60%
COPOOL	\$11,485,218	40%	\$11,799,618	40%
Total	\$28,578,323	100%	\$29,523,221	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 September 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.

ATTACHMENTS

1. Quarterly Investment Report as of September 30, 2024 from San Carlos Financial Services Manager
2. C/CAG Investment Portfolio Performance and Composition 3Q 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: November 8, 2024

SUBJECT: Quarterly Investment Report as of September 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 September 30, 2024, funds in the amount of \$29,523,221 were invested producing a weighted average yield of 4.28%. 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 \$310,549.

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

	Qtr Ended 9/30/2024	Qtr Ended 6/30/2024	Increase (Decrease)
Total Portfolio	\$ 29,523,221	\$ 28,578,323	\$ 944,898
Weighted Average Yield	4.28%	4.19%	0.09%
Accrued Interest Earnings	\$ 310,549	\$ 297,639	\$ 12,910

There was an increase of \$0.9 million in the portfolio balance at the end of this quarter compared to the previous quarter mainly due to the timing of cash receipts offset by expenses for Congestion Relief and Management, Smart Corridor, NPDES, Measure M and Bay Area Air Quality. The slightly 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 September 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 September 30, 2024
- 2 – Historical Summary of Investment Portfolio

CITY & COUNTY ASSOCIATION OF GOVERNMENTS
SUMMARY OF ALL INVESTMENTS
 For Quarter Ending September 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)	4.56%	17,723,603	60%	17,760,133
San Mateo County Investment Pool (COPOOL)	3.86%	11,799,618	40%	11,847,996

Agency Securities

none

Total - Investments	4.28%	29,523,221	100%	29,608,129
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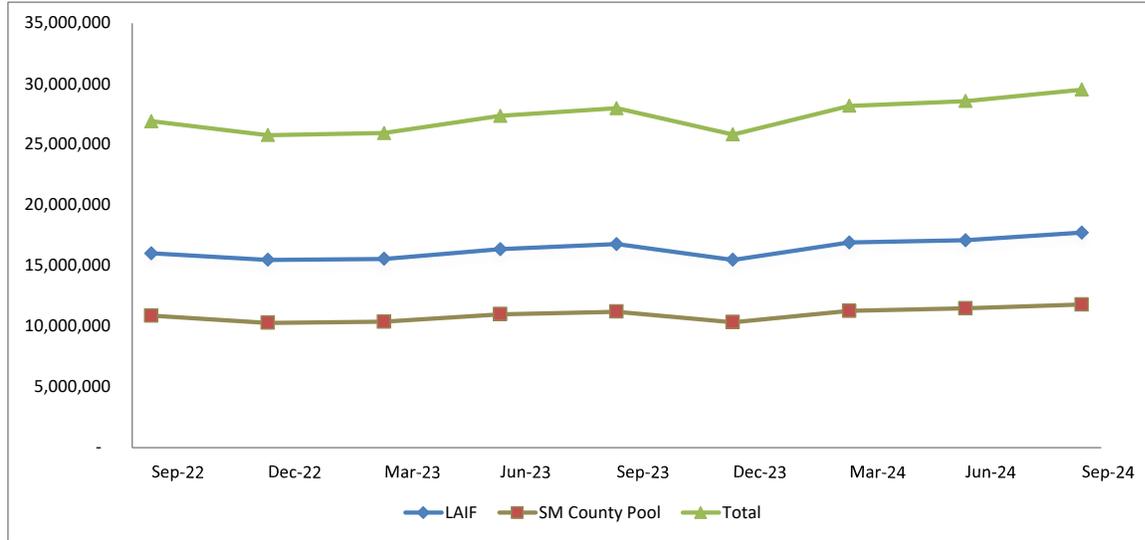
GRAND TOTAL OF PORTFOLIO	4.28%	\$ 29,523,221	100%	\$ 29,608,129
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Total Interest Earned This Quarter	310,549			
Total Interest Earned (Loss) Fiscal Year-to-Date	310,549			

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 September 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

	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24
LAIF	16,028,660	15,480,103	15,558,262	16,365,013	16,787,787	15,478,855	16,915,927	17,093,105	17,723,603
SM County Pool	10,877,624	10,288,794	10,384,089	10,997,275	11,204,132	10,341,684	11,267,828	11,485,218	11,799,618
Total	26,906,284	25,768,897	25,942,350	27,362,288	27,991,920	25,820,539	28,183,755	28,578,323	29,523,221

C/CAG Investment Portfolio Performance and Composition 3Q 2024

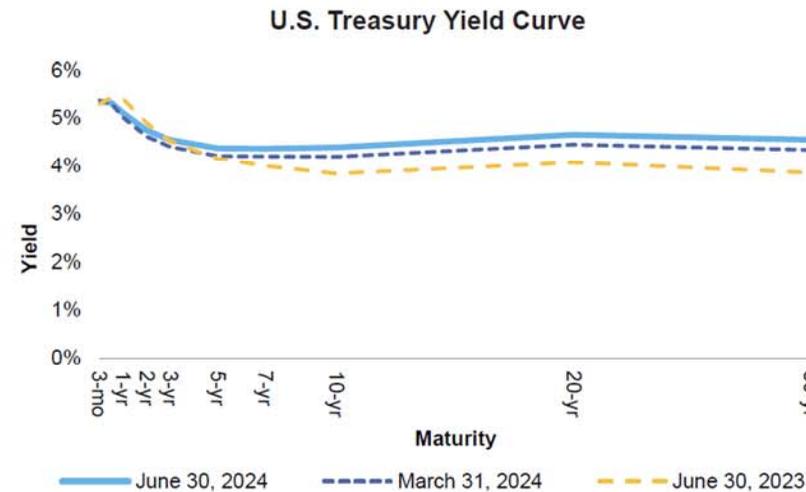
Report Created for Finance Committee December 4, 2024

Capital Markets Summary 3Q 2024

In the third quarter of 2024, U.S. economic conditions were characterized by (1) moderating economic growth following two quarters of exceptional strength; (2) recent inflation patterns resuming the path towards the Federal Reserve (Fed)'s 2% target; (3) the U.S. economy and labor market remained in a strong, though softening, position with the national unemployment rate across all workers rose slightly to 4.2% in 3Q 2024, up from 4.0% in the second quarter; and (4) resilient consumer spending supported by wage growth that is outpacing inflation. The Federal Reserve (Fed) left the target range for the federal funds rate unchanged at 5.25% to 5.50% at the June Federal Open Market Committee (FOMC) meeting. The Fed's much-anticipated update to its Summary of Economic Projections showed just one quarter-point rate cut through the balance of 2024, two fewer than previously forecast. Chair Jerome Powell noted the revision reflected the slow progress on moving inflation towards the Fed's 2% target. The labor market slowed meaningfully over the summer months before picking back up in September. Going forward, we expect more volatility in employment growth and a modest hiring pace, warranting a slightly more cautious outlook.

US Treasury Yield Curve & US Treasury Yields Over Time

In the third quarter of 2024, as measured by the Consumer Price Index (CPI), U.S. inflation improved after several months of disappointingly high readings earlier in the year. The year-over-year (YoY) change in the Consumer Price Index (CPI) occurred at 3.3%. Core CPI (which removes volatile food and energy components) came in at 3.4%, the smallest increase over three years. The Fed's preferred inflation gauge, the Personal Consumption Expenditures Index (PCE) showed a similar downward trend as Core PCE hit a three-year low of 2.6%. U.S. Treasury yields remain rangebound at historically high levels. The yields on benchmark 2-, 5-, and 10-year U.S. Treasuries ended June at 4.75%, 4.38%, and 4.40%, respectively. Although the yield curve remains deeply inverted, 5-year yields remain at the higher end of their 20+ year range. The ability to lock-in yields at 4% or greater remains an attractive value proposition.

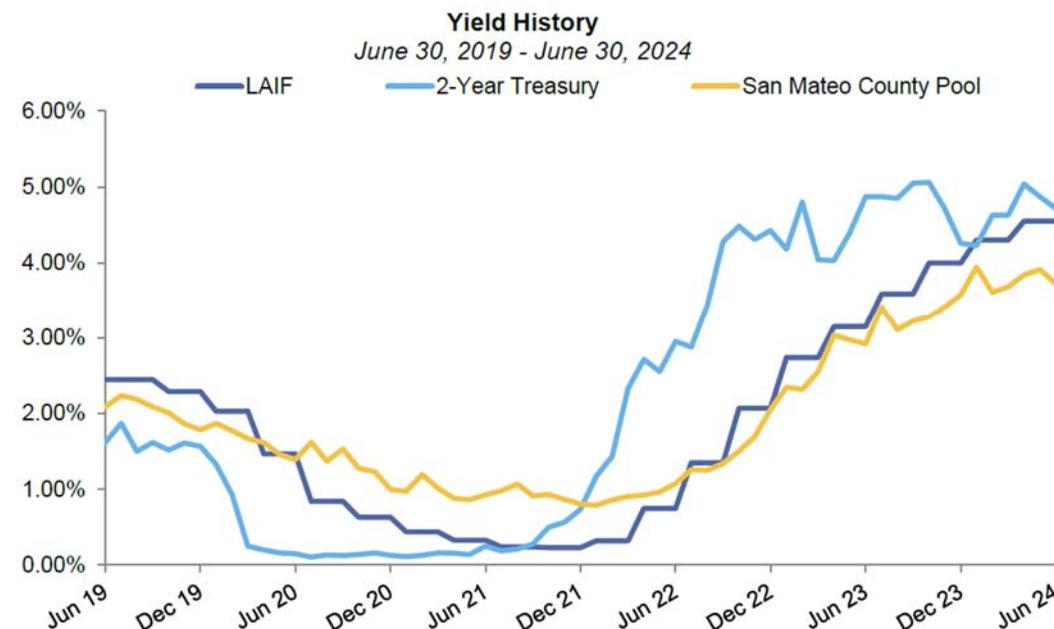


Source: PFM (Public Financial Management)

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.



Source: PFM (Public Financial Management)

Portfolio Performance 3Q 2024

The C/CAG investment portfolio returns for the third quarter of 2024 were strong, with a 4.56% return for LAIF and a 3.86% return for the County Pool Fund. LAIF's effective yield increased from 4.36% to 4.56% since the second quarter of the fiscal year, and the County Pool Fund's decreased slightly from 3.94% to 3.86% during that same time period. The total C/CAG portfolio asset allocation at the end of the third quarter was 60% to LAIF and 40% to the County Pool Fund, which is within the stated investment policy allocation ranges.

LAIF

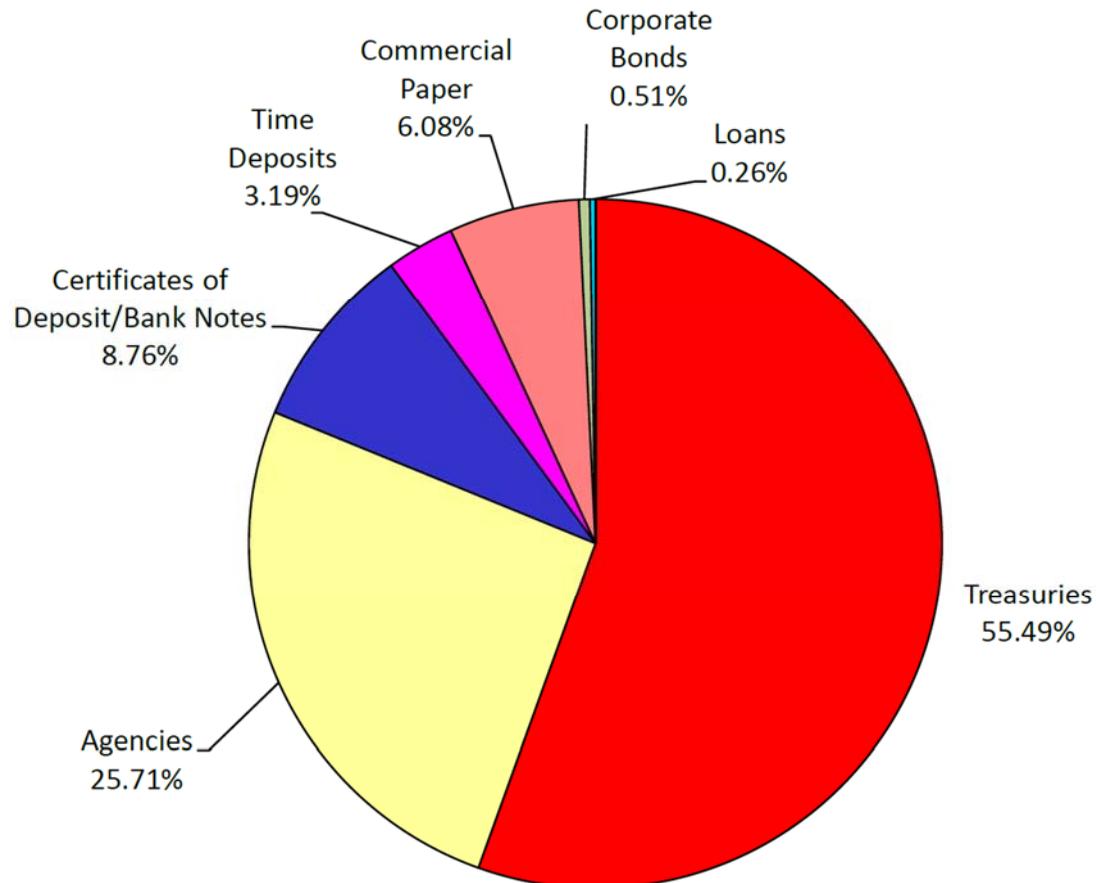
PMIA Average Monthly Effective Yields:

July 2024	4.516
August 2024	4.579
September 2024	4.575

PMIA Quarter to Date: 4.56%

PMIA Average Life: 231 days or 0.63 years

Portfolio Composition Pie Chart:



Source: PMIA/LAIF Performance Report as of 10/23/2024

COPOOL

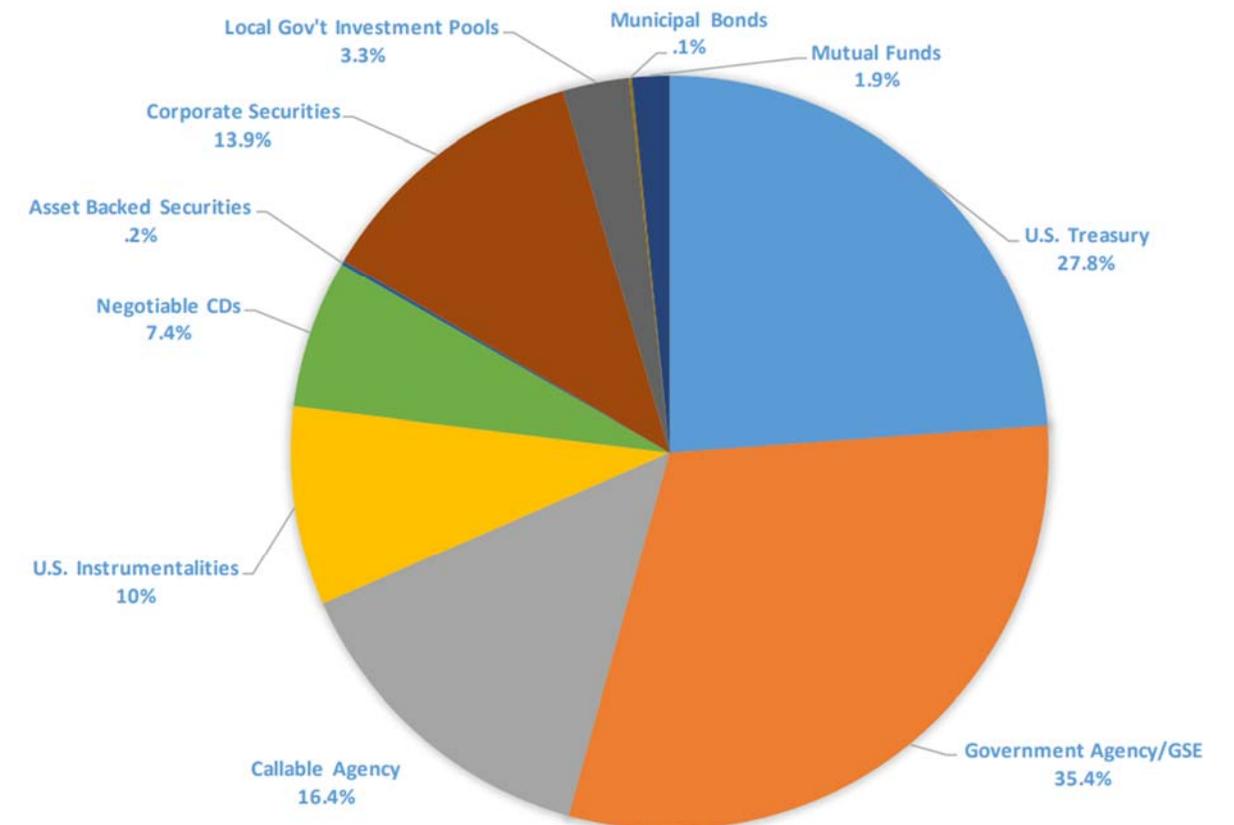
PMIA Average Monthly Effective Yields:

July 2024	4.126
August 2024	3.723
September 2024	3.777

PMIA Quarter to Date: 3.86%

PMIA Average Duration: 1.66 years

Portfolio Composition Pie Chart:



Source: San Mateo County Investment Portfolio Compliance Report September 2024

C/CAG AGENDA REPORT

Date: December 12, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and accept the C/CAG Financial Statements (Audit) for Fiscal Year Ended June 30, 2024

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

RECOMMENDATION

That the C/CAG Board reviews and accepts the C/CAG Financial Statements (Audit) for Fiscal Year Ended June 30, 2024.

FISCAL IMPACT

None.

SOURCE OF FUNDS

Member assessments, parcel fee, motor vehicle fee (TFCA/ AB1546/ Measure M), grants from State/ Federal Transportation programs, and other grants.

BACKGROUND

An independent audit was performed on C/CAG's financial statements and the related notes to the financial statements for the year ended June 30, 2024. No issues were identified that required correction. The auditor expressed the opinion that the C/CAG financial statements present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of C/CAG as of June 30, 2024, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

The C/CAG Finance Committee reviewed and accepted the reports at their December 4, 2024 meeting, received oral presentation from the auditor, and expressed appreciation for the clean audit.

EQUITY IMPACTS AND CONSIDERATIONS

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

ATTACHMENT

The following attachment is available on the C/CAG website (*See "Additional Agenda Materials" for the relevant Board Meeting*) at: <http://ccag.ca.gov/board-of-directors/>):

- C/CAG Financial Statements (Audit) for the Year Ended June 30, 2024

C/CAG AGENDA REPORT

Date: December 12, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and accept the C/CAG State Transportation Improvement Program (STIP) Planning, Programming & Monitoring Program (PPM) Final Project Expenditure Audit Report from July 1, 2023 through June 30, 2024

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

RECOMMENDATION

That the C/CAG Board reviews and accepts the C/CAG State Transportation Improvement Program (STIP) Planning, Programming & Monitoring Program (PPM) Final Project Expenditure Audit Report from July 1, 2023 through June 30, 2024.

FISCAL IMPACT

None.

SOURCE OF FUNDS

State Transportation Improvement Program (STIP) Planning, Programming & Monitoring (PPM) funds come from State transportation grant.

BACKGROUND

C/CAG received a State grant for Planning, Programming & Monitoring (PPM) fund from the State Transportation Improvement Program (STIP), in an amount of \$236,000 for fiscal year 2023/24. This grant was expended during the period from July 1, 2023 through June 30, 2024.

To comply with grantor's requirement, an independent audit was performed on this state grant. Final Project Expenditure Audit Report is shown in the attachment. No issues were identified that required correction.

The auditor expressed their opinion that the financial statements present fairly, in all material respects, the Final Project Expenditure Report as of June 30, 2024, and the respective changes in financial position for the period of July 1, 2023 through June 30, 2024, then ended in conformity with accounting principles generally accepted in the United States of America. The C/CAG Finance Committee reviewed and accepted this report at their December 4, 2024 meeting.

EQUITY IMPACTS AND CONSIDERATIONS

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

ATTACHMENT

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

1. C/CAG State Transportation Improvement Program (STIP) Planning, Programming & Monitoring Program (PPM) Final Project Expenditure Audit Report from July 1, 2023 through June 30, 2024

C/CAG AGENDA REPORT

Date: December 12, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and accept the Measure M Fund Financial Statements (Audit) for the Year Ended June 30, 2024

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

RECOMMENDATION

That the C/CAG Board reviews and accepts the Measure M Fund Financial Statements (Audit) for the Year Ended June 30, 2024.

FISCAL IMPACT

None.

SOURCE OF FUNDS

Dedicated motor vehicle registration fee.

BACKGROUND

On an annual basis, C/CAG conducts a separate independent audit on the Measure M Fund (\$10 vehicle registration fee). An audit report (Financial Statements) for the Measure M Funds for the year ended June 30, 2024 has been prepared. No issue was identified that require correction.

The auditor expressed their opinion that the Measure M financial statements present fairly, in all material respects, the respective financial position of the Measure M Fund, as of June 30, 2024, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America. The C/CAG Finance Committee reviewed and accepted the report at their December 4, 2024 meeting.

EQUITY IMPACTS AND CONSIDERATIONS

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

ATTACHMENT

The following attachment is available on the C/CAG website (*See "Additional Agenda Materials" for the relevant Board Meeting*) at: <http://ccag.ca.gov/board-of-directors/>:

1. Measure M Fund Financial Statements (audit report) for Fiscal Year Ended June 30, 2024

C/CAG AGENDA REPORT

Date: December 12, 2024

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

From: Sean Charpentier, Executive Director

Subject: Review and accept the Transportation Fund for Clean Air (TFCA) Program Manager Fund Projects Financial Audit for Project Period Ended June 30, 2023

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

RECOMMENDATION

That the C/CAG Finance Committee reviews and accepts the Transportation Fund for Clean Air (TFCA) Program Manager Fund Projects Financial Audit for Project Period Ended June 30, 2023.

FISCAL IMPACT

None

SOURCE OF FUNDS

Transportation Fund for Clean Air (TFCA)

BACKGROUND

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

C/CAG receives TFCA funds from the Bay Area Air Quality Management District (BAAQMD) annually and distributes these funds to qualifying projects that reduce air pollution, greenhouse gas emissions, and traffic congestion by improving transportation options.

Every two years, BAAQMD conducts a separate independent audit on the TFCA funds. The BAAQMD is responsible for selecting the auditor and determining the audit schedule. The Air District's independent audit firm performed an audit on the TFCA Program Manager Fund Projects ending on June 30, 2023. This audit encompasses projects completed in Fiscal Years 2021/22 and 2022/23. The auditors did not find any issues that require correction.

The following table lists C/CAG’s TFCA Program Manager Funded projects for the period ended by June 30, 2023:

Project Number	Project Sponsor	Project Name
21SM03	Commute.org	San Mateo County Carpool Incentives Program
21SM05	City of South San Francisco	East of 101 Bicycle Safety Improvement Project
21SM08	City of Belmont	Ralston Ave. Adaptive Signalization System
21SM09	City of Millbrae	Millbrae Ave and Helen Drive Traffic Calming Pilot
22SM00	C/CAG	Administration
22SM01	Commute.org	Countywide Voluntary Trip Reduction Program
22SM02	SamTrans	SamTrans Shuttles
23SM00	C/CAG	Administration
23SM01	Commute.org	Countywide Voluntary Trip Reduction Program
23SM02	Commute.org	BART Shuttle Program

The auditor found that the Agency’s financial statements for the TFCA Program Manager Fund were presented fairly, and that they were prepared in accordance with accounting principles generally accepted in the United States of America.

For San Mateo County, the auditors completed all of the audit procedures and collected sufficient evidence to issue the audit report in July of 2024. However, because the auditors were awaiting for materials from other County Program Managers from other Counties, the auditors did not finalize the TFCA audit until November of 2024.

The C/CAG Finance Committee reviewed, accepted, and recommended Board acceptance of the TFCA Program Manager Fund Projects Financial Audit for Project Period Ended June 30, 2023 at their December 4, 2024 meeting. Staff recommends the Board to review and accept the TFCA Program Manager Fund Projects Financial Audit for Project Period Ended June 30, 2023.

EQUITY IMPACTS AND CONSIDERATIONS

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

ATTACHMENT

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

1. Independent Auditor’s Reports and Schedule of Expenditures of TFCA Program Manager Fund Projects Period Ended June 30, 2023.

C/CAG AGENDA REPORT

Date: December 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 24-80 approving the C/CAG Travel Policy

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

RECOMMENDATION

That the C/CAG Board reviews and approves Resolution 24-80 approving the C/CAG Travel Policy.

FISCAL IMPACT

There is not any financial impact related to this action item.

SOURCE OF FUNDS

The proposed C/CAG Travel Policy will apply to all C/CAG staff and Board Members when traveling on C/CAG business, which typically will use the General Fund or the appropriate program fund.

BACKGROUND

The C/CAG Board currently operates without an official Travel Policy, relying instead on the County of San Mateo's Travel Policy ([Administrative Memorandum B-16](#)) for guidance. To codify existing practices, staff recommend adopting a C/CAG Travel Policy that is based on the County's Travel Policy.

The C/CAG Finance Committee reviewed the proposed Travel Policy and recommended its adoption by the C/CAG Board at their December 4, 2024 meeting. Staff recommends that the Board review the proposed Travel Policy and approves Resolution 24-80 adopting the proposed Travel Policy.

EQUITY IMPACTS AND CONSIDERATIONS

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

ATTACHMENTS

1. Resolution 24-80
2. Draft C/CAG Travel Policy

RESOLUTION 24-80

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

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

WHEREAS, C/CAG operates as a joint powers authority, serving the interests of its member agencies; and

WHEREAS, it is essential for C/CAG staff and Board Members to travel for official business, including attending meetings, conferences, and other professional engagements; and

WHEREAS, C/CAG has historically relied on the County of San Mateo’s Travel Policy (Administrative Memorandum B-16) for guidance in such matters; and

WHEREAS, to codify and formalize travel practices specific to C/CAG, staff developed a C/CAG Travel Policy modeled after the County’s Travel Policy; and

WHEREAS, the proposed C/CAG Travel Policy establishes clear guidelines for travel-related expenditures and reimbursements, ensuring accountability, transparency, and consistency in its application; and

WHEREAS, the C/CAG Finance Committee reviewed the proposed Travel Policy at their December 4, 2024 meeting and recommended its adoption by the C/CAG Board; 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 Travel Policy is approved and adopted.

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

Adam Rak, Chair

C/CAG TRAVEL POLICY

Established on December 12, 2024

The C/CAG Travel Policy is intended to establish consistent, efficient, and effective guidelines for City/County Association of Governments of San Mateo County (C/CAG) staff and its Board Members when traveling on C/CAG business.

I. Purpose and Appropriateness of Travel

Travel on C/CAG time and at C/CAG expense will be permitted for bona fide business reasons that will benefit C/CAG. Travel for attending business conferences, services, and meetings will be permitted only if there is a clear benefit to C/CAG and there is not a more cost effective means of getting the information disseminated at the conference.

II. Reimbursement for Travel Expenses Within San Mateo County

Reimbursement for expenses incurred while traveling on C/CAG business within the San Mateo County (County) limits is limited to conference registration, transportation costs, and actual costs of expenses reasonably incurred in the performance of official duties. However, expenses incurred to attend C/CAG Board meetings and committee meetings are not reimbursable.

Whenever practical, C/CAG staff and Board Members are encouraged to carpool or use public transportation for C/CAG related business travel within the County limits.

III. Reimbursement for Travel Expenses Outside San Mateo County

Reimbursement for expenses incurred while traveling on C/CAG business outside San Mateo County limits shall include:

- Meals (see section IV.e below for further restrictions)
- Lodging
- Transportation
- Incidentals (e.g. tips, baggage transfers). Such expenses must be necessary and reasonable.

IV. All Travel

When traveling on C/CAG time and at C/CAG expense, staff and Board Members should adhere to the following:

a. Advance Planning

Business travel should be planned in advance whenever possible to obtain the lowest possible rates. Reduced rates and fares can generally be obtained by booking in advance.

b. Lodging

Government and group rates offered by a provider of lodging services shall be used when available. If such rate is not available, the maximum reimbursement rate shall be limited to the Continental United States (CONUS) current rate as set forth in the Code of Federal Regulations or double the amount of the CONUS current rate for CONUS designated high cost of living metropolitan areas. If the lodging is in connection with a conference or organized educational

activity, reimbursement for lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available at the time of booking. If such rate is not available, the maximum reimbursement rate shall be limited to double the amount of the CONUS current rate or the group rate, whichever is higher.

Current CONUS rates can be found at www.gsa.gov/perdiem.

c. Air Transportation

Staff and Board Members shall use coach or economy classes of air travel accommodations.

d. Ground Transportation

Staff and Board Members shall use the least expensive and most efficient form of ground transportation (including carpooling and public transportation). Employees receiving a biweekly transportation allowance are not eligible to claim reimbursement for ground transportation travel expenses incurred within County of San Mateo and the City and County of San Francisco.

e. Meals

Reimbursements will only be provided for meals incurred for self during business travel when all of the following criteria are satisfied:

- The meal was purchased outside of the County limits; and
- The cost of the meal was reasonable and not excessive

The maximum reimbursement for the actual cost of travel related meals for self will be limited to CONUS except that for CONUS designated high cost of living metropolitan areas the maximum reimbursement rate shall be limited to double the amount of the CONUS current rate.

f. Weekend Travel

Reimbursement for Saturday or Sunday travel will be made when adequate justification is provided on the staff and/or Board Members expense reimbursement form.

g. Out-of-State Travel

All out-of-state travel for meetings and conferences must be approved by the Executive Director.

C/CAG AGENDA REPORT

Date: December 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 release of the Joint Call for Projects for the C/CAG and San Mateo County Transportation Authority Shuttle Program for Fiscal Year 25/26 & Fiscal Year 26/27, including an allocation of \$1,097,722 of Congestion Relief Program funds.

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

RECOMMENDATION

That the C/CAG Board review and approve release of the Joint Call for Projects for the C/CAG and San Mateo County Transportation Authority Shuttle Program for Fiscal Year 25/26 & Fiscal Year 26/27, including an allocation of \$1,097,722 of Congestion Relief Program funds.

FISCAL IMPACT

It is anticipated that approximately \$17,097,722 will be available for the FY 25/26 & FY 26/27 funding cycle. Of this total amount, C/CAG will provide up to \$1,097,722 of Congestion Relief Program funds.

SOURCE OF FUNDS

Funding to support the shuttle programs will be derived from the Congestion Relief Plan adopted by C/CAG and is anticipated to include \$1,097,722 in funding (\$540,750 for FY 25/26 and \$556,972 for FY 26/27). Additionally, the San Mateo County Transportation Authority (TA) anticipates allocating approximately \$16,000,000 in Measure A Sales Tax funds for the two-year funding cycle. The C/CAG funding is contingent upon the Board of Directors approving the shuttle funding under the Congestion Relief Program each fiscal year as part of the annual budget adoption process.

BACKGROUND/DISCUSSION

For the upcoming San Mateo County Shuttle Program, C/CAG will again partner with the San Mateo County Transportation Authority to issue a joint call for projects (CFP) for FY 25/26 and FY 26/27. Applicants will prepare a single application for each route, and a scoring committee will rank the projects for funding. Once the proposed projects have been scored, they will be brought to each respective Board of Directors for the funding allocation.

The result of this process will be a single prioritized list of projects to be funded by each agency. Staff from each agency will be responsible for administering its agency's funding agreements

with the shuttle program project sponsors.

Program Overview

The funding for this CFP is intended to start new local transportation services, augment existing services, or continue projects previously funded by the Shuttle Program. Shuttles funded through this program must be open to the general public, and must conform to all applicable federal, state and local laws and regulations.

Guidelines and Evaluation Approach

In September 2021, SamTrans and Caltrain adopted the [Peninsula Shuttle Study](#) (Study), which was conducted in coordination with the TA, C/CAG, and Commute.org. The study aimed to streamline the management and operations of the multi-agency Peninsula Shuttle Program. The primary focus of the Study was to modernize data management, enhance rider communication, and simplify core management roles. As part of the process, the Study recommended new General Guideline Requirements & Screening Criteria (Attachment 1) and Evaluation & Scoring Metrics (Attachment 2) for the TA and C/CAG to use as part of the CFP grant process. The new approach focuses on data-driven performance metrics and simplifies the application process for sponsors. These guidelines and evaluation criteria were utilized in the last CFP and are proposed to be used in the upcoming CFP.

Next Steps

A tentative Timeline for Project Review and Approval:

- December 12, 2024 – C/CAG Board of Directors Funding Approval
- January 9, 2025 – TA Board of Directors Presentation
- January 2025 – Call for Projects Released
- Late February 2025 – Applications Due
- March 2025 – Evaluation Committee Scoring Period
- April 2025 – Present Draft Recommendations to TA CAC & TA Board and C/CAG CMEQ & TAC Committees
- May 2025 – Final Shuttle Program Adoption by TA & C/CAG Boards

EQUITY IMPACTS AND CONSIDERATIONS

A primary goal of the shuttle program is to sustain and enhance local mobility for transit-reliant populations. Shuttles help fill gaps in local bus service to address unmet community mobility needs—especially for underserved populations. Accordingly, the scoring criteria for the program includes a strong equity component. The scoring focuses on maximizing ridership (50 points), equity (25 points), and first/last mile need (25 points), along with up to 10 bonus points.

ATTACHMENTS

1. San Mateo County Shuttle Program - General Guideline Requirements and Screening Criteria
2. San Mateo County Shuttle Program - Evaluation and Scoring Metrics

Exhibit A. General Guideline Requirements and Screening Criteria

All proposed shuttle applications must meet all of the guideline requirements and screening criteria listed in the table below and include the appropriate attachments with the applications.

Criteria	Description
Eligibility	
Project is located in San Mateo County	Shuttle serves residents or employers in San Mateo County
Applicant is an eligible agency	Applicants may include local jurisdiction or Commute.org; may also be partnered with other public, non-profit, or private entities to co-sponsor
Applicant provides a governing board resolution (Attachment 1)	Applicant provides a board resolution in support of the proposed shuttle service application which includes the following: service description and benefits, total project cost and matching funds provided, certifies non-supplantation of funds, and authorizes Sponsor's Chief Executive or City/Town Manager (or similar) to execute a funding agreement with the TA or C/CAG
Need & Service Principles	
Shuttle provides coordinated first/last mile connection to a major transit station or regional bus route	Eligible services include Caltrain, BART, WETA, and regional bus routes (including SamTrans ECR, 292, 110, 17, and 294, as well as Dumbarton Express)
Shuttle is open to the public and serves a range of users	Shuttles do not limit public access. A single employer does not account for >75% of ridership based on survey data.
Shuttle vehicles are ADA-accessible and can accommodate bicycles	Shuttle provider opts into SamTrans shuttle contract or provides vehicle specifications and photos of independently-operated shuttle vehicles
Operations & Readiness	
Applicant provides an operating plan and service map (Attachment 2)	Applicant provides operating plan summarizing proposed schedule, stops, and operator. Applicant provides photos of stops. Applicant agrees to notify the TA, C/CAG, and SamTrans in writing of service changes in advance of implementation or risk losing funding for periods where changes were implemented.
SamTrans Shuttle Network Concurrence Review	SamTrans Operations Planning will provide a concurrence review of all submitted applications to assess the entire network of shuttles. The review will assess overlap with existing and proposed bus/shuttle services and access for equity focus areas. Applicants agree to incorporate route or stop modifications recommendations, where feasible.
Monitoring and quarterly reporting	Applicant agrees provide AVL and APC data to SamTrans (either via their own system or one provided by SamTrans). Applicant agrees to provide quarterly files summarizing ridership by stop and by trip (in format specified by SamTrans), participation in annual survey by SamTrans, and preparation of quarterly financial/progress reports required by the TA or C/CAG. Applicant agrees to manage customer service and rider feedback with summaries provided in quarterly progress reports.
Funding plan	Minimum match of 25% is required. C/CAG and TA Measure A/W funds are not eligible as match except for Local Streets & Road funds. No increased match will be required this cycle for underperforming existing shuttles due to the impacts of the COVID-19 pandemic. Funding plan may include costs directly tied to the shuttle service, such as leasing vehicles, operations, marketing and outreach, and staff time directly associated with shuttle administration are eligible. Vehicle purchase and overhead, indirect or other staff costs are not eligible.
Customer Service/Information	
Applicant provides a Marketing plan (Attachment 3)	Marketing plan identified to provide information and marketing materials to potential riders. Applicant will be responsible for providing SamTrans with a GTFS feed accompanied by a list and map of stops for use on the SamTrans website, app, and third-party trip planning and real-time tracking apps.
Provide signage at all stops	Applicant agrees to install signage at all stop locations.

Exhibit B. Evaluation and Scoring Metrics

Table B.1 below summarizes the application metrics and questions along with the associated possible points. Table B.2 summarizes the weightings based on whether an application is a previously funded existing shuttle from FY 2023 or is a newly proposed service.

Table B.1 Application Metrics and Scoring Rubric

Criteria	Description	Points Possible	Responsibility	Methodology Notes
Goal 1: Equity				
1.1 - Serves residents in a SamTrans Equity Zone	Shuttle serves residents in an Equity Zone as identified by Reimagine SamTrans	0 - No 1 - Yes	Coverage of proposed routes, populated by TA Staff	Route design reflects intent to connect residents of a Community of Concern to regional transit
1.2 - Serves lower income riders	Percent of riders potentially qualifying for very low-income housing assistance	1 - 0% to 19% 2 - 20% to 39% 3 - 40% to 59% 4 - 60% to 79% 5 - 80% to 100%	Based on results of 2022 Shuttle Annual Survey, populated by TA staff	Based on annual survey data and County of San Mateo very low-income housing assistance limits (by household size and income)
1.3 - Assessment of equity need	Staff review of how the proposed shuttle would serve low-income communities, communities of color, seniors, or other vulnerable populations.	Scores of 1 to 5 based on quintiles of staff rankings	Written response by applicant	Based on applicant's description as well as assessment of local context. Consider how reliant riders are on the shuttle and how the shuttle serves key destinations for underserved populations.
Goal 2: First/Last Mile Need				
2.1 Overlaps with existing bus and shuttle services	Staff review of proposed shuttle relative to existing bus or shuttle service in the proposed service area	0 - Serves similar geographic area; similar span of service/headways; similar connections 1 - Serves similar geographic area but more or substantially different service (e.g. more frequent peak period service) 2 - Does not serve similar geographic area & provides new or substantially different service	Based on SamTrans Shuttle Network Concurrence Review of proposed route, populated by SamTrans staff	Geographic area defined as 1/4 mile walksheds from stops. Consider overlap with both public and private services and whether any services already have tapped into the market

Criteria	Description	Points Possible	Responsibility	Methodology Notes
2.2 - Leverages matching funds	1 point for meeting the minimum match amount; 1 point for each additional match tier	1 - 25% match to 29% 2 - 30% to 34% 3 - 35% to 39% 4 - 40% to 44% 5 - 45% to 49% 6 - 50% to 54% 7 - 55% to 59% 8 - 60% to 64% 9 - 65% to 70% 10- >70%	Funding plan provided by applicant	Match subject to change based on program funding availability
2.3 - Assessment of first/last mile need	Staff review of how the proposed shuttle would address first/last mile gaps between regional transit and employment centers, residential areas, and/or activity centers	Scores of 1 to 5 based on quintiles of staff rankings	Written response by applicant	Based on applicant's description as well as assessment of local context. Consider how critical the service is for first/last mile connections to regional transit and whether other options are available.
Goal 3: Ridership				
3.1 - Daily ridership	Based on ridership data from the previous six months for existing shuttles For new shuttles, ridership potential should be qualitatively evaluated by the reviewer based on application materials, and may be assigned a ranking in comparison to a shuttle with comparable characteristics	Scores of 1 to 5 based on quintiles of applications received	Based on results of 2022 Shuttle Annual Survey, populated by TA staff	For new shuttles, comparable characteristics include: subsidized transit fares; number/density of people and jobs served; duplication with other services; serving commuter and community markets; etc.
3.2 - Productivity	Passengers per revenue hour, based on ridership and service data from the previous six months	Scores of 1 to 5 based on quintiles of applications received	Based on results of 2022 Shuttle Annual Survey, populated by TA staff	New shuttles should estimate productivity using estimated daily ridership & revenue hours
3.3 - Cost efficiency	Net subsidy per passenger for TA-C/CAG funds, based on data from previous six months. Calculation excludes matching funds.	Scores of 1 to 5 based on quintiles of applications received	Based on results of 2022 Shuttle Annual Survey, populated by TA staff	New shuttles should estimate productivity using estimated daily ridership & cost

Criteria	Description	Points Possible	Responsibility	Methodology Notes
3.4 - VMT reduction	Shuttles reduce vehicle miles traveled	Scores of 1 to 5 based on quintiles of applications received	Based on results of 2022 Shuttle Annual Survey, populated by TA staff	<p>VMT Prevented = [% of Riders Shifted from Driving] * [Average Length of Home-to-Work Journey by Home Zip Code] * [Average Daily Ridership]</p> <p>[% of Riders Shifted from Driving] = Based on annual rider survey results, what percentage of riders report that they would commute entirely by car if the shuttle did not exist</p> <p>New shuttles estimated based on comparable ridership, mode shift, and trip length estimates</p>
3.5 - Assessment of ridership growth potential	Staff review of a shuttle's potential to grow ridership.	Scores of 1 to 5 based on quintiles of staff rankings	Written response by applicant	Based on applicant's description as well as assessment of local context. Assessment should focus on whether the shuttle serves an area with significant development activity and whether it has demonstrated a sustained ridership growth trend. May also consider whether major changes to shuttle planning or TDM programs have the potential to affect ridership, such as increased GoPass participation and other transit subsidies by nearby employers, expansion of frequency or service hours, and adjustments to route to serve bidirectional markets of residents and employees.
Bonus Points				
B.1 - Clean-fuel vehicles	Shuttle does not use diesel, gasoline, or natural gas	0 - No 1 - Yes	Written response by applicant	Based on applicant's description of shuttle vehicles
B-2 - Off-peak service	Shuttle provides off-peak service (i.e., midday)	0 - No 1 - Yes	Written response by applicant	Shuttle schedule includes off-peak service (e.g. greater than 8 hours of service per day, outside of peak periods from 6am-10am and 3pm-7pm)

Criteria	Description	Points Possible	Responsibility	Methodology Notes
B-3 - Sidewalk connectivity	Most shuttle stops are provided on-street/in public right-of-way connected to sidewalks	0 - <60% of stops located on-street with sidewalk access 1 - 60-79% of stops located on-street with sidewalk access 2 - >80% of stops located on-street with sidewalk access	Photos of individual stops and sidewalk access provided by applicant	Shuttle stops located on public streets connected to sidewalks are more accessible and attract a wider range of riders. Applicants should provide a map with proposed stop locations annotated. This rating should exclude the stop at the Caltrain/BART/ferry/regional bus transfer.
B-4 - Private sector match	Shuttle includes matching funds from the private sector	0 - No 1 - Yes	Funding plan provided by applicant	Private sector match may include direct contribution of matching funds or pass-through from city fees

Table B.2 Weightings for Existing and New Shuttles

Criteria	Max Raw Points from Table B.1	Adjusted Weighting for Existing Shuttles	Adjusted Weighting for New Shuttles
1.1 - Serves residents in a SamTrans Equity Zone	1	10	15
1.2 - Serves lower income riders	5	10	0
1.3 - Assessment of equity need	5	5	10
2.1 - Overlaps with existing bus/shuttle services	2	10	10
2.2 - Leverages matching funds	10	10	10
2.3 - Assessment of first/last mile need	5	5	5
3.1 - Daily ridership	5	10	10
3.2 - Productivity	5	10	10
3.3 - Cost Efficiency	5	10	10
3.4 - VMT Reduction	5	10	10
3.5 - Assessment of ridership growth potential	5	10	10
B.1 - Clean-fuel vehicles	1	1	1
B.2 - Off-peak service	1	4	4
B.3 - Private sector match	1	1	1
B.4 - Sidewalk connectivity	2	4	4
Total Possible	58	110	110

C/CAG AGENDA REPORT

Date: December 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 24-81 authorizing the C/CAG Executive Director and/or C/CAG Chair to execute future agreements and all necessary documents between C/CAG and the Federal Highway Administration (FHWA) related to the Fiscal Year (FY) 2024 Safe Streets and Roads for All (SS4A) grant funding.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-81 authorizing the C/CAG Executive Director and/or C/CAG Chair to execute future agreements and all necessary documents between C/CAG and the Federal Highway Administration (FHWA) related to the Fiscal Year (FY) 2024 Safe Streets and Roads for All (SS4A) grant funding.

FISCAL IMPACT

C/CAG has been awarded \$433,171 in SS4A grant funding and will provide a local in-kind match.

SOURCE OF FUNDS

The project is funded through The Bipartisan Infrastructure Law (BIL), which created the Safe Streets and Roads for All (SS4A) discretionary program, allocating \$5 billion in funds from 2022 to 2026 for projects aimed at improving roadway safety. The SS4A grant program requires 20 percent of the total project funding to come from non-Federal sources. The local in-kind match will come from C/CAG staff time dedicated to the project.

BACKGROUND

The City/County Association of Governments of San Mateo County (C/CAG) completed a comprehensive Countywide Local Roadway Safety Plan (LRSP) for the county, which was adopted on June 13, 2024. As part of the LRSP’s recommendations, C/CAG identified the need for additional planning activities to establish a framework for ongoing community needs review, capacity-building, and enhanced collaboration among local agencies. This includes conducting further research on transportation safety topics relevant to local agencies and monitoring the implementation of actions identified in the LRSP by these agencies.

On August 29, 2024, C/CAG applied for the U.S. Department of Transportation (USDOT) Safe Streets and Roads for All (SS4A) grant program, which funds projects aimed at reducing serious injuries and fatalities on roadways through strategies aligned in Local Roadway Safety Plans and supplemental planning funds to assist local agencies to continue developing and/or implementing safety plans. The funding for this project will build upon the work of the Transportation Safety Advisory Committee (TSAC), which contributed to the development of the Countywide LRSP. The TSAC will include representatives from all 21 jurisdictions within San Mateo County, partner agencies, and community stakeholders. The committee will meet quarterly to address the following priorities:

- Regular Crash and Community Needs Review
- Local Agency Collaboration
- Best Practices Training
- Whitepaper Development
- Plan Monitoring and Reporting of Safety Countermeasures

In November 2024, staff was notified that C/CAG will be awarded \$433,171 in SS4A funding to support supplemental planning activities. To facilitate the use of the awarded funds, the C/CAG Executive Director and/or C/CAG Chair will be required to sign funding future agreements between C/CAG and the Federal Highway Administration (FHWA) concerning the Fiscal Year (FY) 2024 Safe Streets and Roads for All (SS4A) grant funding.

EQUITY IMPACTS AND CONSIDERATIONS

The TSAC will focus on prioritizing transportation safety investments in disadvantaged communities across San Mateo County. C/CAG will ensure that TSAC includes representatives from city staff, equity priority communities, vulnerable road users, youth, older adults, parents of school-age children, local businesses, and families impacted by traffic violence. Additionally, C/CAG will develop monitoring activities to assess the impact of projects on equity priority communities, ensuring that the benefits are effectively distributed.

ATTACHMENTS

1. Resolution 24-81
2. SS4A Grant Application Supplemental Planning Activities for the County of San Mateo

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

3. Draft SS4A Agreement with FHWA

RESOLUTION 24-81

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR AND/OR C/CAG CHAIR TO EXECUTE FUTURE AGREEMENTS AND ALL NECESSARY DOCUMENTS BETWEEN C/CAG AND THE FEDERAL HIGHWAY ADMINISTRATION (FHWA) RELATED TO THE FISCAL YEAR (FY) 2024 SAFE STREETS AND ROADS FOR ALL (SS4A) GRANT FUNDING

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

WHEREAS the City/County Association of Governments of San Mateo County (C/CAG) completed a comprehensive Local Roadway Safety Plan (LRSP) for the county, which was adopted on June 13, 2024; and

WHEREAS, recommendations from the LRSP identified the need for additional and supplemental planning activities to create a framework for continuous community needs review, capacity-building, and improved collaboration among local agencies. This will involve further research on transportation safety topics pertinent to local agencies and the monitoring of implementation actions by these agencies; and

WHEREAS, C/CAG staff developed an application for the U.S. Department of Transportation (USDOT) Safe Streets and Roads for All (SS4A) grant program, which funds projects aimed at reducing serious injuries and fatalities on roadways through strategies aligned in Local Roadway Safety Plans.; and

WHEREAS, C/CAG has been notified by USDOT of its intent to award \$433,171 for Supplemental Planning activities in San Mateo County for FY2024 grant application; and

WHEREAS, In accordance with the grant guidelines, C/CAG is contributing a local in-kind match of \$108,293 (20%) to the project which consist of staff time; and

WHEREAS, C/CAG staff will begin the contracting process with the Federal Highway Administration (FHWA), which includes completing required documentation prior to the notification to proceed.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County authorizes the C/CAG Executive Director and/or C/CAG Chair to execute future agreements and all necessary documents between C/CAG and the Federal Highway Administration (FHWA) related to the Fiscal Year (FY) 2024 Safe Streets and Roads for All (SS4A) grant funding.

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

Adam Rak, Chair

PROJECT OVERVIEW & LOCATION

The City/County Association of Governments of San Mateo County (C/CAG) completed a comprehensive Local Roadway Safety Plan (LRSP) for San Mateo County, California, which was adopted in June 2024. The Countywide LRSP covers twenty-one local agencies and utilizes the Safe System Approach and aligns with the objectives of the California Strategic Highway Safety Plan (SHSP), which targets a reduction in traffic fatalities and serious injuries statewide.

The LRSP reveals that data collected between 2018 and 2022, there were 12,526 collisions in the county. Of these, 8,468 occurred along at-grade roadways, with 5,756 (57%) occurred on local roadways, and while 2, 712 (43%) took place on state-owned roads. The analysis of Fatal and Severe Injury (F/SI) crash trends shows that 1,073 individuals have been severely injured or killed. Contributing factors to these crashes include nighttime/low light safety, unsignalized intersections, motor vehicle speed and alcohol involvement.

As local agencies prepare to implement the recommendations outlined in the LRSP, C/CAG has identified the need for supplemental planning activities to develop a structure for ongoing review of community needs, capacity-building, and collaboration among local agencies; conduct additional research on transportation safety topics of interest for local agencies; and monitor and evaluate implementation actions by local agencies. With the SS4A Planning and Demonstration Grant Program funds, C/CAG proposes the following:

Establish a San Mateo County Transportation Safety Advisory Committee (TSAC):

Building upon the advisory group partook in LRSP development, the TSAC will include representatives from the 21 jurisdictions within San Mateo County, partner agencies, and community partners. It will convene quarterly to address the following items: **(1) Regular Crash and Community Needs Review:** Conduct ongoing evaluations of crash data and community needs to identify and prioritize opportunities for reducing crash risks for all roadway users, regardless of age or ability. **(2) Local Agency Collaboration:** Work closely with local agencies to integrate roadway safety considerations into all relevant actions and policies. **(3) Best Practices Training:** Organize training sessions to keep local jurisdictions updated on state-of-the-art safety planning and implementation practices.

Whitepaper Development: Explore and develop whitepaper on the following transportation safety topics of interest identified by local agencies during LRSP development: **(1) Integrating Emerging Technologies into Transportation Safety,** **(2) Developing Comprehensive Road Safety Management Systems,** **(3) Leveraging Data and Analytics for Road Safety Improvement.**

Plan Monitoring and Reporting of Safety Countermeasures: Funding will support the development of reporting protocols and plan monitoring throughout the implementation of key safety countermeasures identified in the Countywide LRSP on an annual basis. This funding will enable C/CAG to enhance safety coordination, promote effective safety measures, and ensure continuous improvement in road safety for San Mateo County's diverse communities.

SELECTION CRITERIA

Safety Impact

According to the LRSP, pedestrians are among the most vulnerable travelers for fatal and severe injuries in San Mateo County. From 2018 to 2022, pedestrians and bicyclists were involved in 13% of all injury crashes but accounted for 23% of fatal and severe injury (F/SI) crashes. The primary cause of these severe and fatal injuries is poor lighting conditions; crashes occurring in darkness or low-light conditions and 27% were more likely to result in fatal or severe injuries. Additional contributing factors include proximity to transit stops (32% of F/SI), streets with higher speed limits (38% F/SI), roadway conditions, and the age of victims, with those between 15-29 and 55-59 years old experiencing the highest injury severity. Motor vehicle crashes account for 57% of all F/SI crashes in the county, with leading factors including inadequate street lighting, unsignalized intersections, excessive speeds, and alcohol use.

State Highways in San Mateo County – which span multiple jurisdictions, accommodate high volumes of people access various travel modes, and support essential freight needs - account for 43% of at-grade crashes in the County, with this figure reaching up to 77% in some jurisdictions. Importantly, 10% of the High Injury Network (HIN) for pedestrians and bicyclists is located along El Camino Real (SR-82). This highlights a well-documented issue: major arterials typically present higher pedestrian crash risks due to increased vehicle speeds, volumes, and broader crossing widths. The LRSP recommends countermeasures for implementation by local agencies to address these primary contributing factors and reduce F/SI crashes. C/CAG and its partners will establish a process for regularly collecting and analyzing data on performance measures to evaluate changes both county-wide and at prioritized locations, including those in disadvantaged communities.

Equity Impact

In San Mateo County, 22% of the population lives in disadvantaged communities according to the US DOT Equitable Transportation Community data. In developing the countywide safety action plan, social equity was a criterion for project prioritization on the High Injury Network. In addition, C/CAG surveyed 352 respondents, with 55% residing and working in these disadvantaged areas across the county. Community feedback highlighted a need for improvements in safe system elements, including safer roads (70%), safer people (46%), and safer speeds (34%). In response to this feedback, the TSAC will prioritize transportation safety investments in disadvantaged communities. C/CAG will ensure TSAC representation from equity priority communities, vulnerable road users, youth, older adults, parents of school-age children, local businesses, and families affected by traffic violence and will develop plan monitoring activities to evaluate project impacts on equity priority communities.

Engagement and Collaboration

Establishing the TSAC will enable C/CAG to build on the public and stakeholder engagement efforts established in the countywide action plan. This includes ongoing community engagement to identify issues and shape safety solutions. Additionally, C/CAG will continue to embrace the Safe System Approach to promote engineering and non-engineering strategies in the communities across San Mateo County.

C/CAG AGENDA REPORT

Date: December 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 24-82 authorizing the C/CAG Chair to execute Amendment No. 4 to the funding agreement with City of South San Francisco, increasing the agreement by \$10,000 to provide the local match for developing the incident response plan for the South San Francisco Smart Corridor Expansion project.

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

RECOMMENDATION

That the C/CAG board review and approve Resolution 24-82 authorizing the C/CAG Chair to execute Amendment No. 4 to the funding agreement with City of South San Francisco, increasing the agreement by \$10,000 to provide the local match for developing the incident response plan for the South San Francisco Smart Corridor Expansion project.

FISCAL IMPACT

The amendment would increase the existing agreement by \$10,000.

SOURCE OF FUNDS

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

BACKGROUND

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

Continuing with the vision to build the Smart Corridor from the Santa Clara county line to the San Francisco county line, the South San Francisco expansion is the next segment of the Smart

Corridor project. The routes include Airport Boulevard, Oyster Point Road, Gateway Boulevard, and Grand Avenue, which are close to the freeway corridor and consist of major and minor arterials that extend north-south parallel to U.S. 101 or east-west arterial-to-freeway connectors.

As part of Smart Corridor implementation, the City of South San Francisco will need to develop an incident response timing plan to ensure that the City and Caltrans can proactively deploy incident response strategies to manage congestion when the Smart Corridor is activated. The plan will also update guidelines for deployment of timing plans by Caltrans and prepare graphics and diagrams for all strategies.

In August 2024, the City of South San Francisco applied for \$100,000 to fund this project from the San Mateo County Transportation Authority's (TA) Alternative Congestion Relief/Transportation Demand Management (ACR/TDM) grant program. The ACR/TDM grant requires a local match of 10%. At the September 2024 C/CAG Board meeting, the Board of Directors approved the local match for this project if awarded funding. The TA Board approved funding for this project at their December 2024 TA Board meeting.

In January 2021, the C/CAG Board approved a funding agreement with the City of South San Francisco for the construction phase in the amount of \$917,000. In December 2021, the C/CAG Board approved Amendment No. 1, adding \$1.6M to the funding agreement, bringing the total funding agreement amount to \$2.517M. Amendment No. 1 also extended the term of the agreement to June 30, 2023 due to delays. In June 2023, the C/CAG Board approved Amendment No. 2, extending the term of the agreement from June 30, 2023 to June 30, 2024 due to continued construction delays attributed to supply chain issues, permitting conflicts, and unexpected issues in the field while testing. In June 2024, the C/CAG Board approved Amendment No. 4, extending the term of the agreement from June 30, 2024 to June 30, 2025 to enable project completion.

Following the TA Board approval of the ACR/TDM grant funding for the incident response plan, staff recommends that the C/CAG Board review and approve Resolution 24-82 authorizing the C/CAG Chair to execute Amendment No. 4 to the funding agreement with City of South San Francisco, increasing the agreement by \$10,000 to provide the necessary local match for developing the incident response plan for the South San Francisco Smart Corridor project.

EQUITY IMPACTS AND CONSIDERATIONS

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

Additionally, the Smart Corridor system has positive impacts for non-motorists and other vulnerable populations. For example, the system can be used to implement transit signal priority, which can reduce travel times for transit riders. In Belmont, the City used Smart Corridor infrastructure to implement an adaptive traffic control system. This allowed the City to use real-time traffic conditions to change signal timing accordingly, which resulted in reduced congestion

and improved access to schools. The Smart Corridor also includes dozens of trailblazer message signs installed along arterial roads to guide road users through detour routes. These wayfinding signs are especially beneficial for users that may not have a smartphone or internet access.

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

ATTACHMENTS

1. Resolution 24-82

The following attachments are available on the C/CAG website (*See "Additional Agenda Materials" for the December 2024 Board Meeting*) at: <https://ccag.ca.gov/committees/board-of-directors-2/>

2. Draft Funding Agreement Amendment no. 4 between the City of South San Francisco and C/CAG

RESOLUTION 24-82

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO. 4 TO THE FUNDING AGREEMENT WITH CITY OF SOUTH SAN FRANCISCO, INCREASING THE AGREEMENT BY \$10,000 TO PROVIDE THE LOCAL MATCH FOR DEVELOPING THE INCIDENT RESPONSE PLAN FOR THE SOUTH SAN FRANCISCO SMART CORRIDOR 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, C/CAG, City of South San Francisco, and Caltrans desire to extend the Smart Corridor into the City of South San Francisco, which includes the installation of fiber optic communication network as well as deployment of an interconnected traffic signal system, close circuit video cameras, trailblazer/arterial dynamic message signs, and vehicle detection systems; and

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

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

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

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

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

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

WHEREAS, C/CAG and the City of South San Francisco desire to enter into agreement amendment No. 4, increasing the total by \$10,000. This additional funding will serve as the local

match for developing the incident response plan for the South San Francisco Smart Corridor Expansion project.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County, that the C/CAG Chair is authorized to execute Amendment No. 4 to the funding agreement with the City of South San Francisco for the construction phase of the South San Francisco Smart Corridor Expansion project, increasing the agreement by \$10,000 to provide the local match for developing the incident response plan. 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 DECEMBER 2024.

Adam Rak, Chair

**AMENDMENT NO. 4 TO THE FUNDING AGREEMENT
BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
CITY OF SOUTH SAN FRANCISCO
FOR
CONSTRUCTION PHASE OF THE SMART CORRIDOR EXTENSION PROJECT**

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

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

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

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

WHEREAS, C/CAG and the City executed Amendment No. 3 to extend the agreement to enable project completion due to project delays to June 30, 2025;

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

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

1. 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 December 12, 2024.

SIGNATURES ON FOLLOWING PAGE

CITY OF SOUTH SAN FRANCISCO

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

By: _____
Sharon Ranals
City Manager

By: _____
Adam Rak
C/CAG Chair

Date: _____

Date: _____

Approved as to Form:

Approved as to Form:

City Attorney

Melissa Andrikopoulos
Legal Counsel for C/CAG

**Exhibit B
Revised Funding Summary**

	Project Cost	STIP Funds	Other Local Funds (i.e. Measure M Vehicle Registration Fees)	TLSP Funds	Funding Total
Component	In thousands of dollars (\$1,000)				
Construction	\$8,169	\$2,044	\$2,527	\$3,598	\$8,169
Total	\$8,169	\$2,044	\$2,527	\$3,598	\$8,169

C/CAG AGENDA REPORT

Date: December 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 24-83 amending existing programming actions for the US-101 Managed Lanes Project North of I-380 in the State Transportation Improvement Program (STIP) for San Mateo County.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 24-83 amending existing programming actions for the US-101 Managed Lanes Project North of I-380 in the State Transportation Improvement Program (STIP) for San Mateo County.

FISCAL IMPACT

There is no direct fiscal impact to C/CAG other than staff time. Upon California Transportation Commission (CTC) approval, the STIP funds will be allocated to project sponsors directly.

SOURCE OF FUNDS

Funding for the 2024 STIP Program will come from both state and federal funding sources.

BACKGROUND

State Transportation Improvement Program (STIP)

The STIP is the biennial five-year plan for future allocations of state transportation funds. It is a five-year document adopted every two years by the CTC to program certain portions of the gas tax for transportation projects. The Program is developed in coordination with the Metropolitan Transportation Commission (MTC).

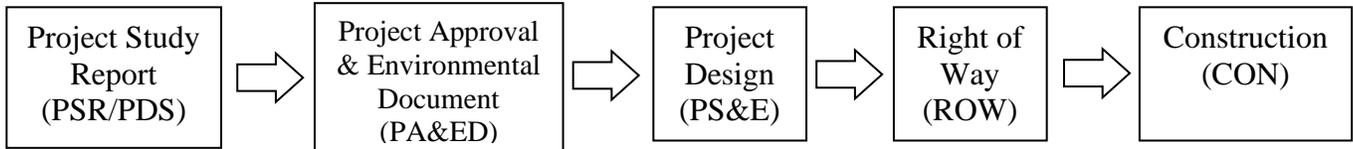
For San Mateo County, C/CAG is the designated agency responsible for developing the regional share of the STIP. STIP candidate projects must be consistent with the Regional Transportation Plan as well as the County's Congestion Management Program. The CTC typically programs (reserves) STIP funds many years in advance to manage the flow of funds.

The last update of the STIP, the 2024 STIP, including its proposed technical changes and new project proposals, was approved via Resolution 23-94 by the C/CAG Board at their October 12, 2023 meeting.

US-101 Managed Lanes Project North of I-380

The project is a partnership among Caltrans, C/CAG, and the San Mateo County Transportation Authority (SMCTA). C/CAG and the SMCTA are serving as project co-sponsors. Also, the SMCTA is the Implementing Agency for the Project Approval and Environmental Document (PAED) phase of the project. The PAED phase is analyzing multiple alternatives including both an HOV and HOT (high occupancy toll) lanes, as well converting a lane and adding a lane alternatives. The updated project schedule anticipates that a public draft environmental document will be available during the fall of 2025.

Projects typically must follow the sequential process shown below:



Below is the STIP funding history for the US-101 Managed Lanes Project North of I-380:

- 2020 STIP: \$7.2 million programmed for the Plans, Specifications, and Estimates (PS&E) phase of the project in Fiscal Year 2024-2025.
- 2022 STIP: Re-programming a portion of the \$7.2 million in the 2020 STIP to fund \$1.7 million for the Right of Way (ROW) phase in Fiscal Year 2025-2026. \$5.4 million is now programmed to the PS&E phase.
- 2024 STIP - \$28.9 million programmed for the Construction phase of the project in Fiscal Year 2027-2028.
- 2024 STIP Amendment – Additional \$2.230 million programmed for the Construction phase as a result from cost savings from another project.

Programming funds for construction in future fiscal years does not commit the C/CAG Board to any of the alternatives being analyzed as part of the PAED process. As noted above, STIP funds are required to be programmed (or reserved) many years in advance.

A STIP amendment is needed to adjust the fiscal years of when STIP funds would be allocated based on the current project schedule. The project is currently in the PA&ED and is scheduled to be completed in Fall 2025. Accordingly, the \$1.7 million programmed in Fiscal Year 2025-2026 will need to extend to Fiscal Year 2026-2027 to align with the project schedule.

In the 2024 STIP, C/CAG recommended programming of the \$31 million to the Construction phase of the project in Fiscal Year 2027-2028. The CTC did not program the STIP funding to the construction phase of the project since the project would not be seeking Senate Bill (SB)1 funds during the 2024 Cycle; the CTC aligns STIP funding with SB1 cycles. This amendment request to re-program the STIP funding to the Construction phase will allow the project to be eligible for the next cycle of SB 1 in 2026. The fiscal year in which construction funds would be requested will also need to be extended to Fiscal Year 2028-2029 to also align with the project schedule.

Additionally, the \$5.4 million that was programmed for the PS&E phase in Fiscal Year 2024-2025 has an allocation deadline of February 28, 2025. Because of the updated project schedule, this allocation will not be met because a completed PA&ED phase is required. Therefore, the \$5.4 million

will be considered lapsed funds and will be returned to the county share. A summary of the proposed STIP amendments can be found in the attached Resolution.

Recommendation

Staff requests that the C/CAG Board review and approve of Resolution 24-83 amending existing programming actions for the US-101 Managed Lanes Project North of I-380 in the State Transportation Improvement Program for San Mateo County. **As noted above, this amendment does not commit the C/CAG Board to any of the project alternatives currently being analyzed for the US-101 Managed Lanes Project – North of I-380. This acknowledgement is also communicated in Resolution 24-83.**

EQUITY IMPACTS AND CONSIDERATIONS

The nature of the STIP process requires the funds be programmed (or reserved) many years in advance. If there are equity concerns regarding the project, they will be identified in the future environmental analysis of the project development. However, the US-101 Managed Lanes Project North of I-380 continues to be identified as a project of countywide and regional significance to help expand the network of managed lanes in the Bay Area.

ATTACHMENTS

1. Resolution 24-83 (Includes STIP Amendment Summary)

RESOLUTION 24-83

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AMENDING EXISTING PROGRAMMING ACTIONS FOR THE US-101 MANAGED LANES PROJECT – NORTH OF I-380 IN THE 2024 STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) FOR SAN MATEO COUNTY

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 (C/CAG) of San Mateo County is the designated Congestion Management Agency (CMA) for San Mateo County; and

WHEREAS, at their October 10, 2019 meeting, the C/CAG Board approved Resolution 19-72 which allocated \$7.177 million in STIP funding to the US-101 Managed Lane Project North of I-380 (“Project”) in the 2020 STIP; and

WHEREAS, at their October 14, 2021 meeting, the C/CAG Board approved Resolution 21-76 which re-programmed a portion \$7.177 million in 2020 STIP funds to fund right of way phase of the Project in the 2022 STIP; and

WHEREAS, at their October 12, 2023 meeting, the C/CAG Board approved Resolution 23-94 which allocated \$29.9 million STIP funding to the Project in the 2024 STIP; and

WHEREAS, at their February 8, 2024 meeting, the C/CAG Board approved Resolution 24-4 which amended the funding allocation from \$29.9 million to \$31.29 million in STIP funding to the construction phase of the Project as a result from another project’s cost savings; and

WHEREAS, the current project schedule of the Project indicates delays; and

WHEREAS, C/CAG Staff recommends re-programming the \$1.7 million in the Right of Way phase from Fiscal Year 2025-2026 to Fiscal Year 2026-2027 for the Project; and

WHEREAS, C/CAG Staff recommends re-programming the \$31.29 million in the Construction phase in from Fiscal Year 2027-2028 to Fiscal Year 2028-2029 for the Project; and

WHEREAS, the amended 2024 STIP is shown in the Attached Table; and

WHEREAS, that this amendment recommendation does not commit the C/CAG Board to any of the project alternatives currently being analyzed for the for the Project.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County to amend the funding allocation for the US-101 Managed Lanes Project - North of I-380 in the 2024 State Transportation Improvement Program (STIP) for San Mateo County.

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

Adam Rak, Chair

2024 STIP Program - San Mateo County

				Project Totals by Fiscal Year (\$1,000's)						Project Totals by Component (\$1,000's)							
	Lead Agency	PPNO	Project	Prior Info Only	23-24	24-25	25-26	26-27	27-28	28-29	R/W	Const	E & P	PS&E	R/W Sup	Con Sup	
Projects	SM C/CAG	668D	SR 92/US 101 Short Term Area Improvements	5,628									2,411	3,217			
	Redwood City	692K	Woodside Interchange Improvements	8,000							8,000						
	South San Francisco	702D	Produce Interchange - Improvements	5,000										5,000			
	Daly/Bris/Colma	658G	ITS Improvements in San Mateo Northern Cities - (Daly City, Brisbane, and Colma)	9,312								9,312					
	SM C/CAG	658M	US 101 Managed Lane Project North of I-380			5,477	1,700	1,700	31,290	31,290		31,290		5,477	1,700		
	Caltrans	658D	US 101 Express Lanes Project - Whipple to I-380		2,320								2,320				
	Pacifica	NEW	Highway 1/Manor Drive Overcrossing Improvement Project						5,000				5,000				
Admin	SM C/CAG	2140A	Planning, programming, and monitoring (CMA)	236	236	308	308	309	309	270							

C/CAG AGENDA REPORT

Date: December 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 Gina Papan for one year and the appointment of Eddie Flores, Vice Mayor, City of South San Francisco to the Legislative Committee.

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

RECOMMENDATION

That the C/CAG Board review and approve appointment of Gina Papan for one year and appointment of Eddie Flores, Vice Mayor, City of South San Francisco to the Legislative Committee.

FISCAL IMPACT

None.

SOURCE OF FUNDS

Not Applicable.

BACKGROUND

Legislative Committee:

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

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

A recruitment letter for vacant seats on the Committees (CMEQ, BPAC, RMCP, and Legislative committees) was sent to all elected officials in San Mateo County on November 21, 2024 with a due date for letters of interest of December 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 open seats on the Legislative Committee from City of South San Francisco Vice Mayor, Eddie Flores. The letter of interest is provided as Attachment 1 to this staff report.

In addition, the C/CAG Board approved Resolution 24-79 specifying the membership requirements for the Legislative Committee, including that, if a Legislative Committee member ceases to hold local elected office and continues to represent San Mateo County or the San Mateo County cities on a regional body integral to C/CAG's mission, the C/CAG Board of Directors may appoint that member to the C/CAG Legislative Committee if the Board of Directors finds that such appointment is desirable for advancing C/CAG's policy goals, and that the reappointed member shall serve up to one one-year term at the Board of Director's discretion.

Legislative Committee Chair, Gina Papan serves as commissioner to the Metropolitan Transportation Commission. Committee Chair Papan submitted a letter seeking reappointment to the Legislative Committee, provided as Attachment 2 to this staff report.

Staff recommends that the C/CAG Board review and approve the appointment of Gina Papan for one year and the appointment of Eddie Flores, Vice Mayor, City of South San Francisco to the Legislative Committee.

ATTACHMENTS

1. Letter of Interest – Eddie Flores, City of South San Francisco
2. Letter Seeking Reappointment – Gina Papan, Legislative Committee Chair and MTC Commissioner



JAMES COLEMAN, MAYOR (DIST. 4)
EDDIE FLORES, VICE MAYOR (DIST. 5)
MARK ADDIEGO, MEMBER (DIST. 1)
FLOR NICOLAS, MEMBER (DIST. 3)
MARK NAGALES, MEMBER (DIST. 2)
SHARON RANALS, CITY MANAGER

OFFICE OF THE CITY COUNCIL

December 4, 2024

Mr. Sean Charpentier
C/CAG Executive Director
City/County Association of Governments of San Mateo County
555 County Center, 5th Floor
Redwood City, CA 94063
Via email: scharpentier@smcgov.org

RE: Letter of Interest – C/CAG Legislative Committee Member

Dear Honorable Chair, Vice Chair, and Directors,

I am writing to express my strong interest in serving on the Legislative Committee of the Cities and Counties Association of San Mateo County (C/CAG). As the Vice Mayor of South San Francisco and an active member of C/CAG, I am deeply committed to advancing the goals of our community through effective advocacy and legislative affairs. I am excited about the opportunity to contribute my expertise and collaborate with fellow committee members to influence policy and legislative matters that impact our region.

Throughout my tenure as Vice Mayor, I have actively engaged in legislative advocacy at both the local and state levels. My experience includes working closely with policymakers, community stakeholders, and advocacy groups to drive meaningful change. I have successfully navigated the complexities of the legislative process, advocated for policies that benefit our community, and built strong relationships with elected officials and legislative bodies.

One of my key accomplishments includes leading efforts to secure funding for critical infrastructure projects in South San Francisco. By collaborating with state legislators and leveraging our local resources, we were able to obtain substantial funding for transportation and housing initiatives. Additionally, I have played a pivotal role in advocating for policies that promote environmental sustainability and economic development, ensuring that our city's growth is both inclusive and sustainable.

My expertise in legislative affairs is further reinforced by my active participation in various advocacy campaigns and legislative summits for the League of California Cities, and National League of Cities. As current President of the League of California Cities – Peninsula Division, I have consistently demonstrated a keen understanding of the legislative landscape and have been effective in articulating our community's needs and priorities. My commitment to staying informed about legislative developments and my proactive approach to advocacy have positioned me as a

strong voice for our city and county.

As a member of the Legislative Committee, I am eager to contribute to the committee's efforts in monitoring and analyzing bills of potential interest to C/CAG member agencies. I am particularly interested in working with the committee to recommend positions on specific bills, collaborate with our legislative lobbyist, and identify opportunities for legislative sponsorship that align with C/CAG's adopted policies. Furthermore, I am committed to supporting the committee's work in tracking federal policies and funding opportunities that benefit our region.

I am confident that my experience, skills, and dedication to advocacy make me a strong candidate for the Legislative Committee. I am enthusiastic about the opportunity to work alongside other committee members to advance C/CAG's legislative priorities and make a positive impact on our community.

Thank you for considering my application. I look forward to the opportunity to contribute to the important work of the C/CAG Legislative Committee.

In service,



Eddie Flores
Vice Mayor
City of South San Francisco



City of Millbrae

621 Magnolia Avenue, Millbrae, CA 94030

GINA PAPAN
Vice Mayor

December 4, 2024

Chair Adam Rak and C/CAG Board of Directors
Via EMAIL to Executive Director Sean Charpentier

RE: Reappointment to C/CAG Legislative Committee (C/CAG Leg Committee)

Dear Chair Rak and C/CAG Directors,

With this letter of intent, I am seeking reappointment to the C/CAG Leg Committee. During my four terms on the Millbrae City Council, I served eight years on the C/CAG Leg Committee and currently act as the Chair of the Leg. Committee. I am also greatly honored and privilege to serve the twenty cities in San Mateo County as the Metropolitan Transportation Commissioner (MTC). Thanks to the Mayors of our cities, I will continue to serve our cities as the MTC Commissioner after my city council term ends in December of this year. As the MTC Commissioner and under the new guidelines recently established by the C/CAG board, I respectfully ask for your vote and reassignment to the C/CAG Leg Committee.

MTC represents and pushes legislation that frequently impacts our cities (i.e., proposed Housing Bond and a regional Transportation funding tax). Having served on the C/CAG Committee and MTC, I am able to keep C/CAG members up-to-date on what is happening at MTC, and also take back to MTC, the feedback and impacts of legislation on our cities. Having a strong connection between C/CAG and MTC is important to my representation of our cities.

Since my first day as an MTC Commissioner, I have kept my commitment to be a strong, passionate, and committed advocate for our cities, towns, and county. I have always carefully balanced my responsibility to recognize every city and town in county is unique and has specific needs and priorities – while also identifying issues and opportunities where I can be one voice for all of San Mateo County and even the entire nine county Bay Area when appropriate.

I am seeking reappointment in order to continue by advocacy on behalf of C/CAG, all our cities, and San Mateo County. There is much work to be done, and I would be greatly honored to work closely with you all to get it done.

I respectfully ask for your vote in support of my reappointment. Thank you.

Sincerely,

Gina Papan
Millbrae Vice Mayor, (until Dec. 10, 2024)
MTC Commissioner for the Cities in San Mateo County

C/CAG AGENDA REPORT

Date: December 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 Burlingame Councilmember-elect Desiree Thayer to the Bicycle and Pedestrian Advisory Committee.

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

RECOMMENDATION

That the C/CAG Board review and approve the appointment of Burlingame Councilmember-elect Desiree Thayer to the Bicycle and Pedestrian Advisory Committee.

FISCAL IMPACT

None.

SOURCE OF FUNDS

N/A.

BACKGROUND

The Bicycle and Pedestrian Advisory Committee regularly provides advice and recommendations to the full C/CAG Board of Directors on matters relating to bicycle and pedestrian improvement projects. The Committee also advises the Board on priority projects for funding through the Transportation Development Act Article 3 grant program and the One Bay Area Grant program. There are currently up to four vacant elected member seats on the Committee.

A recruitment letter was distributed on November 21, 2024, to all elected officials and interested parties in San Mateo County, with applications due by December 4, 2024. By the deadline, C/CAG staff received one letter of interest from Burlingame Councilmember-elect Desiree Thayer.

Councilmember-elect Desiree Thayer expressed a strong interest in bike and pedestrian improvement projects, reflecting her commitment to active and public transportation as her primary modes of travel. Notably, Ms. Thayer has lived car free for 14 of her 18 years in the Bay Area, bringing valuable personal experience and perspective to the Committee's discussions and initiatives.

Staff recommends that the C/CAG Board considers the appointment of Burlingame Councilmember-elect Desiree Thayer to the Committee. The recruitment for the other vacant seats

will remain open until filled.

EQUITY IMPACTS AND CONSIDERATIONS

C/CAG Committee appointments are open to all San Mateo County elected officials. The recruitment letter was sent to all local elected officials and to C/CAG's CBO list.

ATTACHMENTS

1. Roster for the BPAC Committee
2. Letter of Interest from Desiree Thayer

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

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

BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE**MEMBERSHIP ROSTER – December 2024****ELECTED OFFICIALS:**

<i>Flor Nicolas</i> City of South San Francisco	<i>Patrick Sullivan</i> City of Foster City
<i>Mary Bier</i> City of Pacifica	<i>Vacant</i>
<i>Vacant</i>	<i>Vacant</i>
<i>Vacant</i>	<i>Vacant</i>

PUBLIC MEMBERS:

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



The City of Burlingame

CITY HALL -- 501 PRIMROSE ROAD
BURLINGAME, CALIFORNIA 94010-3997

TEL: (650) 558-7201
www.burlingame.org

December 04, 2024

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

Dear Executive Director Charpentier and C/CAG Board of Directors,

I'm writing to express my interest for consideration to serve on the Bicycle and Pedestrian Advisory Committee (BPAC).

I am the presumptive Councilmember-elect for Burlingame City Council District 2. I am particularly interested in bicycle and pedestrian projects and would be honored to be appointed to the C/CAG BPAC.

I am interested in contributing to BPAC discussions and recommendations to the Board for bicycle and pedestrian improvement projects. In my 18 years in the Bay Area, I lived car-free for 14 years (including six years in San Mateo County), which gives me many lived-experiences relevant to the BPAC. Even now in a single-car household, I primarily use active and public transportation.

Please feel free to contact me at 650-731-2257 if you have any questions or need additional information.

I appreciate your consideration.

Sincerely,

Desiree A. Thayer

C/CAG AGENDA REPORT

Date: December 12, 2024

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

From: Sean Charpentier, Executive Director

Subject: Consider candidates and make an appointment for the governing board member representing the Southern region for the San Mateo County Flood and Sea Level Rise Resiliency District (OneShoreline) and adopt Resolution 24-84, which records the respective appointment.

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

RECOMMENDATION

That the C/CAG Board of Directors consider candidates and make an appointment for the governing board member representing the Southern region for the San Mateo County Flood and Sea Level Rise Resiliency District (OneShoreline) and adopt Resolution 24-84, which records the respective appointment.

FISCAL IMPACT

None

SOURCE OF FUNDS

NA.

BACKGROUND

The C/CAG Board of Directors played a leadership role in the formation of the San Mateo County Flood and Sea Level Rise Resiliency District (OneShoreline). In September 2019, the Governor signed AB 825 that modified the existing San Mateo County Flood Control District to establish OneShoreline. OneShoreline's objectives are to address sea level rise, flooding, coastal erosion, and large-scale stormwater infrastructure improvements through integrated regional planning, design, permitting, project implementation, and long-term operations and maintenance to create a resilient "one shoreline" San Mateo County. In 2019, all 20 Cities and San Mateo County approved resolutions of support and funding for OneShoreline during a start-up period of three years. For more information, see the OneShoreline website at: <https://oneshoreline.org/>. The OneShoreline Board of Directors consists of seven seats, including five city/town representatives (At-Large, Northern, Central, Southern, and Coastal regions); and two County

Supervisor seats (At-Large and Coastal district). A map of the Districts is included in Attachment 2.

The C/CAG Board of Directors appoints all five of the city/town seats; and the County Board of Supervisors appoints the two County Supervisor seats. To accomplish staggered Board member terms, AB 825 established four-year terms, except for initial two-year terms for the city/town At-Large, Central Region, and Coast Region seats; as well as the County At-Large seat. The C/CAG Board of Directors appointed all five city/town seats in June 2019. The initial 2-year term on the staggered seats expired on December 31, 2021 and were subsequently filled. The initial 4-year terms for the Northern and Southern city/town seats expired on December 31, 2023, and were subsequently filled. All subsequent appointments will be for 4 years. The C/CAG Board of Directors will consider appointing one city/town representative for the Southern city/town seat at the December 12, 2024 meeting, as the current Southern Region representative (Lisa Gauthier, City Council Member of the City of East Palo Alto) will no longer be on City Council as of December 17, 2024.

Recruitment Process

At the November 14, 2024 meeting, the C/CAG Board of Directors received a presentation on the draft recruitment package and schedule. C/CAG staff sent a recruitment letter to local elected officials on November 21, 2024. The original deadline for submitting a Candidacy form and a Letter of interest was 5pm on December 4th. The deadline was extended to 4pm on Friday December 6th due to the holiday and City Council transitions. See Attachment 3 for the recruitment package. C/CAG staff received the following candidacy forms/letters of interest:

Southern Region City/Town Seat:

1. Kaia Aiken, City of Redwood City
2. Cecilia Taylor, City of Menlo Park

Attachment 2 has the submitted Letters of Interest and Candidacy Forms.

The C/CAG Board will vote to appoint one person to the Southern Region city/town seat, with the candidate receiving the most votes being selected for appointment to that seat. In the case of a tie vote, the C/CAG Board will revote with only the candidates who were tied being considered for subsequent votes. C/CAG staff recommends the Board approve Resolution 24-84 to record the appointed candidate.

ATTACHMENTS

1. Resolution 24-84
2. Letters of Interest/Candidacy Forms
3. Recruitment Package (*The document is available on the C/CAG website (See "Additional Agenda Materials") at: <https://ccag.ca.gov/committees/board-of-directors-2/>*)

RESOLUTION 24-84

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY APPOINTING THE SOUTHERN REGION GOVERNING BOARD MEMBERS FOR THE FLOOD AND SEA LEVEL RISE RESILIENCY DISTRICT (ONESHORELINE).

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 previously approved Resolution 19-01 endorsing the proposal for the San Mateo County Flood and Sea Level Rise Resiliency District; and

WHEREAS, in September 2019, the State of California approved AB 825 that created the San Mateo County Flood and Sea Level Rise Resiliency District (OneShoreline); and

WHEREAS, AB 825 created a new seven-member governing board that includes five city/town council seats to be appointed by C/CAG; and

WHEREAS, four of the city/town seats are geographically based and one is at-large; and

WHEREAS, C/CAG previously approved Resolution 19-15 defining the geographic boundaries for the At-Large (open to all cities/towns), Northern (Brisbane, Colma, South San Francisco, San Bruno, Millbrae, Burlingame), Central (Hillsborough, San Mateo, Foster City, Belmont, San Carlos), Southern (Redwood City, Menlo Park, East Palo Alto, Atherton, Woodside, Portola Valley), and Coastal (Daly City, Pacifica, Half Moon Bay) seats for the governing board; and

WHEREAS, at its November 14, 2024 Board meeting, the C/CAG Board of Directors received information on C/CAG's recruitment for the Southern city/town seat, which will be vacant on December 17, 2024, and C/CAG staff subsequently distributed the recruitment package to all City Councilmembers in San Mateo County; and

NOW THEREFORE BE IT RESOLVED, the Board of Directors of the City/County Association of Governments of San Mateo County hereby appoints the candidate named in Exhibit A for the Southern Region seat on the governing board for the San Mateo County Flood and Sea Level Rise Resiliency District (OneShoreline).

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

Adam Rak, Chair

Exhibit A – Appointed Candidate

Exhibit A to Resolution 24-84

C/CAG-Appointed Member to the Governing Board of the
San Mateo County Flood and Sea Level Rise Resiliency District

Appointed at the December 12, 2024 C/CAG Board meeting

Southern Member:

Attachment 1: Candidacy Form

**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*

Date: 11/27/24

I, Kaia Eakin, am hereby submitting my candidacy for the
(Please print name)

following seat on OneShoreline (Flood and Sea Level Rise Resiliency District).

X **Southern** (Redwood City, Menlo Park, East Palo Alto, Atherton, Woodside, Portola Valley)

Kaia Eakin
Signature

Attachment: Letter of Interest



Kaia Eakin
Redwood City Council
1017 Middlefield Road
Redwood City, CA 94063
KEakin@RedwoodCity.org

November 27, 2024

Mr. Sean Charpentier
City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063

Dear Mr. Charpentier,

Please accept this letter of interest for the open seat on the C/CAG
OneShoreline District Board for the Southern Region.

As a lifelong San Mateo County resident, I have often appreciated our luck in living alongside the bay. Over the years, I have seen quite a bit of transformation. From the creation of Bedwell Bayfront Park in Menlo Park, to the incremental restoration of wetlands on Bair Island in Redwood City, to the successful construction of the Bay Front Canal and many other projects, our bayfront has always been a precious resource for the community.

Several years ago, I was delighted to read about the creation of OneShoreline to address sea level rise, flooding, coastal erosion, and stormwater improvements in a coordinated manner. It was one more example of the ways in which San Mateo County exhibits true leadership.

Redwood City has about 10 miles of bay shore, and up to as much as 20 miles if you include the tidal marsh and island shorelines within the bay adjacent to Redwood City. This is among the most shoreline in the county. Also, Redwood City includes some significant infrastructure for the entire region along its bayfront, such as the sewage treatment plant in Redwood Shores among other vital resources.

Earlier this month, the Redwood City Council held a study session on its 104-page *Sea Level Rise Vulnerability Planning Study*. It's an early first step, no doubt the first of many, but crucial none-the-less.

As a member of the OneShoreline I would seek to work with county leaders and Redwood City's staff/consultants to help find the best solutions and create the

Kaia Eakin
C/CAG OneShorelin Letter of Interest
November 27, 2024
Page 2 of 2

most cohesive collaborations to tackle the challenges presented by sea level rise and episodic stormwater intrusion/flooding. I would be honored to join in your efforts.

Thank you for your consideration.

Respectfully,



Kaia Eakin
Councilwoman
City of Redwood City



**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*

Date: 12/6/2024

*I, Cecilia Taylor, am hereby submitting my candidacy for the
(Please print name)*

following seat on OneShoreline (Flood and Sea Level Rise Resiliency District).

X **Southern** *(Redwood City, Menlo Park, East Palo Alto, Atherton, Woodside, Portola Valley)*

Signed by:

945DFA9DFF3C4AB...

Signature

Attachment: Letter of Interest



December 6, 2024

C/CAG – City/County Association of Governments of San Mateo County Board of Directors

RE: Letter of interest – One Shoreline Board of Directors Southern Region seat

Dear C/CAG Board of Directors,

I am honored to submit my letter of interest for the Southern County member seat on the One Shoreline Board of Directors. As a long-time supporter of the San Mateo County Flood and Sea Level Rise District, I have been deeply invested in its work since its inception.

Leadership in Local Government

I was first elected to the City Council in 2018, and have had the privilege of serving in various leadership roles, including Vice Mayor in 2019 and 2023, as well as Mayor in 2020 and 2024. These positions have provided me with invaluable experience in governance, collaboration, and community engagement.

One of my most notable accomplishments this year was my integral involvement in the adoption of the 2023-2031 General Plan Housing Element, which includes updates to the Safety Element and its first Environmental Justice Element. These updates focus on addressing public health risks and environmental justice concerns, thereby promoting the well-being of residents, particularly those in underserved communities.

This year I currently represent the City on:

- Association of Bay Area Governments,
- League of California Cities (Peninsula Division)
- Palo Alto Community Fund Advisory Board
- San Mateo County Council of Cities – City Selection Committee
- Home for All
- San Mateo County Flood and Sea Level Rise District (One Shoreline)

These roles have allowed me to build valuable relationships and deepen my understanding of the critical issues facing our region. I am committed to continuing to work collaboratively to advance solutions that foster sustainable growth, protect the environment, and improve the quality of life for all residents.

Collaboration with Key Stakeholders

Since December 2020, I have served as the City of Menlo Park liaison to One Shoreline as Mayor and City Councilmember. In this role, I have demonstrated a strong commitment to addressing the concerns of both residents and developers. My work on five projects along the Bay shoreline in Menlo Park has allowed me to build valuable relationships with developers, stakeholders, and community members.

Knowledge of Coastal Issues and Commitment to Climate Action

I have closely followed the work of the California Coastal Commission, particularly its growing focus on climate action in recent years. The agency has been proactive in addressing challenges such as rising sea levels, extreme weather events, and other impacts of climate change, which are increasingly affecting our coastlines.

I serve as an alternate on the San Francisco Bay Conservation and Development Commission (BCDC) Equity Taskforce and play a vital role in the development of the Racial Equity Action Plan. This plan will serve as the agency's roadmap for meaningful change, establishing a vision, goals, objectives, and actions aimed at improving racial equity in all aspects of the agency's operations, from staffing to communications, and in how we implement policies.

I have also been involved in the implementation of the Regional Shoreline Adaptation Plan (RSAP), which has been integrated into BCDC's San Francisco Bay Plan. The RSAP supports the Bay Area's local governments and communities in addressing the risks of coastal flood hazards through coordinated and consistent adaptation planning and implementation. This comprehensive strategy is vital for ensuring that our local governments are well-equipped to manage and mitigate the impacts of coastal flood risks moving forward.

Strategic Planning Experience

As a resident and community advocate of San Mateo County for over five decades, I have lived in Daly City, San Bruno, San Mateo, Redwood City, and Menlo Park. These diverse experiences provide me with a unique and comprehensive perspective that I would bring to the One Shoreline Board. My involvement with the City/County Association of Governments (C/CAG) over the years has allowed me to further develop skills in addressing regional issues and long-term planning.

Experience with Community Engagement and Environmental Justice

I am deeply committed to environmental justice and believe that the challenges our coastal and South Bay communities face – particularly sea level rise, groundwater rise, and flooding – require immediate and decisive action. My leadership experience has prepared me to ensure that our climate crisis planning and policies reflect the diverse needs of all communities. I am dedicated to a bottom-up approach that ensures the voices of underserved communities are heard and represented in decision-making.

I will continue the strong tradition of collaborative leadership that has been a hallmark of this county, fostering private and public partnerships to advance our shared goals. Additionally, I am committed to working diligently in Sacramento and at the federal level to secure the resources necessary to support our initiatives.

Thank you for considering my application. I look forward to the opportunity to contribute to this critical work.

I respectfully ask for your support.

Sincerely,

Signed by:

945DFA9DFF3C4AB...

Menlo Park Mayor Cecilia Taylor

C/CAG AGENDA REPORT

Date: December 12, 2024

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

From: Sean Charpentier, Executive Director of C/CAG

Subject: Appoint C/CAG Chair Adam Rak on an interim basis to serve on the San Mateo County Express Lane Joint Powers Authority (SMCEL-JPA).

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

RECOMMENDATION:

That the C/CAG Board appoint C/CAG Chair Adam Rak on an interim basis to serve on the San Mateo County Express Lane Joint Powers Authority.

FISCAL IMPACT:

There is not any fiscal impact related to this item.

SOURCE OF FUNDS:

Not applicable.

BACKGROUND:

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 charged with 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 commenced tolling on 22-mile segment (in each direction) between Whipple Ave and I-380 since March 2023. In addition, the SMCEL-JPA funds and administers the San Mateo County Express Lane Community Benefit Program. For more details, the project website can be found at: <https://101expresslanes.org/>.

The Joint Exercise of Powers Agreement (JEPA) establishing the SMCEL-JPA provides for a governing board of six members: three from C/CAG and three from SMCTA. Each board member serves a two-year term, with reappointment at the discretion of the appointing authority. The JEPA mentions that the SMCEL-JPA Board should reflect a balanced composition from throughout the County. The JEPA is available at: <https://ccag.ca.gov/wp-content/uploads/2018/07/First-Amended-and-Restated-JEPA-executed-agreement-CCAG.pdf>.

The SMCEL-JPA Board is responsible for approving policies, budgets, and service contracts. Likely major upcoming SMCEL-JPA tasks in the next year include developing an Expenditure Plan to identify where net toll revenue will be invested to improve mobility in the corridor, expanding the Express Lanes Community Benefits program (equity program) and procuring a new Policy Program Manager to

provide consultant support.

In June 2023, the C/CAG Board appointed Alicia Aguirre, Michael Salazar, and Gina Papan to a 2-year term. In February 2024, the C/CAG Board of Directors appointed Richard Hedges to replace Gina Papan to complete the remainder of the term. Board member Aguirre has completed her term, and Board member Hedges has opted not to seek re-election. As a result, the C/CAG Board must appoint two new members to fill these vacancies for the remainder of the current term through May 2025. At the November 2024 meeting, the Board appointed member Stacey Jimenez to fill one of the two vacancies.

This election cycle has brought significant turnover among C/CAG Board members. Eight primary C/CAG Board members, representing 38% of the Board, will be leaving the C/CAG Board due to the conclusion of their terms as local elected officials or transitions to other local elected positions.

Amid the transitions following the recent elections and ongoing reorganization of committee and board representation across many cities, C/CAG Chair Adam Rak has graciously agreed to serve on the JPA Board on an interim basis until a permanent appointment is made to fill the vacancy. C/CAG will start recruiting for the permanent appointment for the SMCEL-JPA seat in early 2025 when the City Council/Supervisory committee appointments are known.

The first SMCEL-JPA Board meeting for the new C/CAG Members is anticipated to be February 7th at 9am.

EQUITY IMPACTS AND CONSIDERATIONS

Appointing C/CAG Board Members to the SMCEL-JPA Board of Directors is a core C/CAG function. The SMCEL-JPA endeavors to enhance equity and improve mobility outcomes for low-income households through its Community Benefits program, which includes provisions such as a \$200 Clipper Card or FasTrak Transponder for eligible residents of San Mateo County. Additionally, the SMCEL-JPA supports regional efforts aimed at promoting equity by reducing fees and adopting a payment plan option.

ATTACHMENT:

N.A

C/CAG AGENDA REPORT

Date: December 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 C/CAG Board meeting 2025 Calendar.
(For further information, contact Mima Crume mcrume@smcgov.org)

Recommendation:

That the C/CAG Board of Directors review and approve the 2025 meeting calendar.

Staff has conducted an analysis of city recess schedules within San Mateo County, which indicates that recesses typically occur in July and August.

- 6 take a recess in July (5 cities and the County)
- 9 cities take a recess in August
- 6 cities do not take a recess.
- SamTrans and SMCTA do not take a recess.
- The SMCEL-JPA is switching to approximately bi monthly meetings and anticipates a recess in July.

Currently, the summer recess for C/CAG Board meetings is in August. Staff request direction from the Board on whether the C/CAG summer recess should be in July or August.

Fiscal Impact:

None.

Background/Discussion:

The following schedule for the 2025 Board meetings is proposed. All meetings start at 6:30 p.m. unless otherwise noted.

January 9th

February 13th

March 13th

April 10th

May 8th

June 12th

July 10th (TBD)

August 14th (TBD)

September 11th

October 9th

November 13th

December 11th

Attachments:

None.

C/CAG AGENDA REPORT

Date: December 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 24-85 accepting the C/CAG VMT/GHG Model Mitigation Program deliverables and Final Report.

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

RECOMMENDATION

That the C/CAG Board review and approve of Resolution 24-85 accepting the C/CAG VMT/GHG Model Mitigation Program and Final Report.

FISCAL IMPACT

\$531,180 with a local match in the amount of \$68,820.

SOURCE OF FUNDS

Funds in the amount of \$531,180 to fund the project come from an existing FY2022-23 Sustainable Communities Planning Grant from Caltrans. Matching funds are provided through staff time expended in development of the C/CAG Vehicle Miles Traveled/Greenhouse Gas Model Mitigation Program project.

BACKGROUND

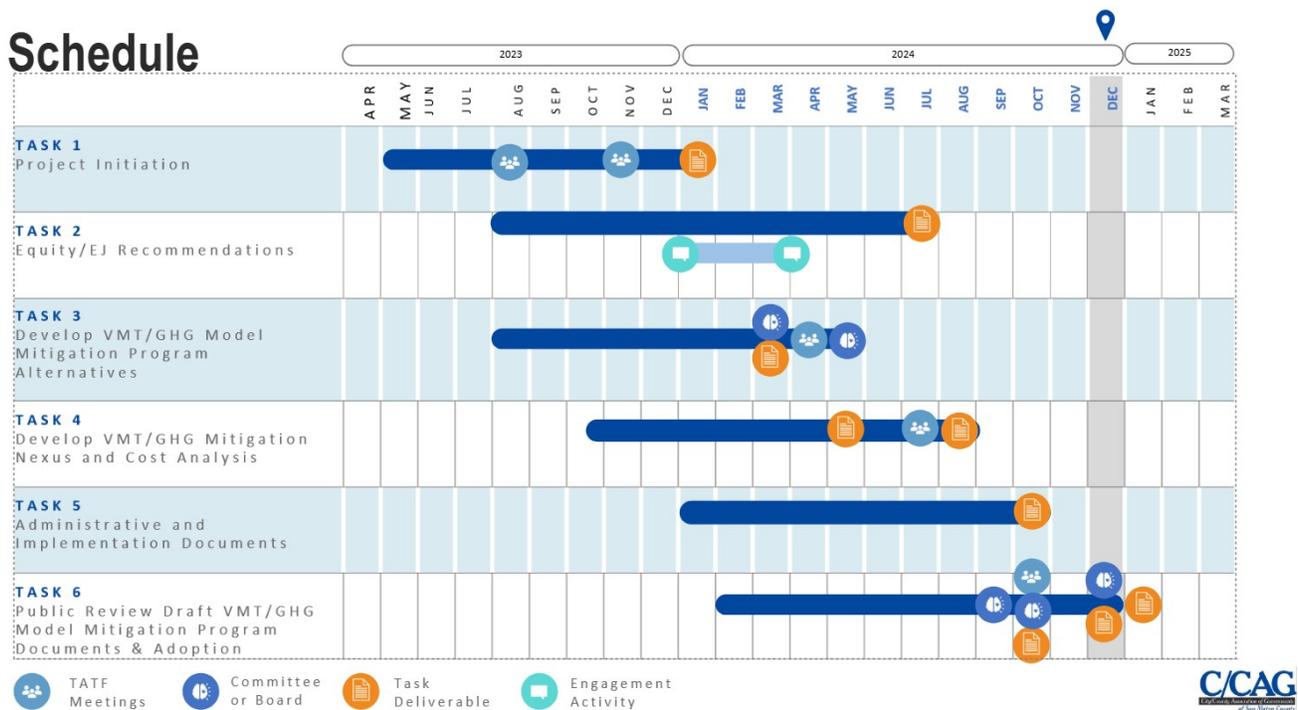
Senate Bill 743 (SB 743), and other legislation, altered transportation impact analysis under the California Environmental Quality Act (CEQA). This change shifted the definition of a transportation impact from traffic congestion, often measured by intersection level of service (LOS), to the overall amount of travel occurring by private automobile, measured by vehicle miles traveled (VMT). Mitigation measures for VMT impacts under CEQA involve reducing the number and/or the length of automobile trips, often through encouraging the use of other modes by improving the bicycle and pedestrian network, expanding transit services, offering financial incentives for using non-automobile modes, or changing land use patterns to promote walkability.

In response, C/CAG began to seek out funding to create a model mitigation program that provides cities guidance on how to establish a legally defensible local VMT/GHG mitigation program. This model program would include example mitigation actions and data supporting their effectiveness at reducing VMT/GHG, their cost, and equity and implementation considerations in San Mateo County. After two consecutive proposals from C/CAG to Caltrans for funds to develop a Model, under the Caltrans Sustainable Communities Planning Grant, C/CAG was awarded funds for the project.

On May 12, 2022, the C/CAG Board adopted Resolution 22-29 authorizing the C/CAG Executive Director to execute an agreement between C/CAG and Caltrans for the FY2022-23 Sustainable Communities Planning Grant for the development of a Vehicle Mile Traveled/Greenhouse Gas Model Mitigation Program in the amount of \$531,180. After a procurement process for a consultant to support the project, the C/CAG Board adopted Resolution 23-27 authorizing the C/CAG Executive Director to execute an agreement between C/CAG and Fehr & Peers (Consultant) for consulting services for a VMT/GHG Mitigation Model Program project for an amount not to exceed the \$531,180 through February 28, 2025.

On March 14, 2024, the C/CAG Board received an update presentation on the project and an opportunity to review and provide input on a list of potential VMT/GHG-reducing projects that had been developed through the work of the Consultant, C/CAG staff, and the Technical Advisory Task Force. At the October 10, 2024 meeting, the C/CAG Board was presented the draft final report for comment and provided an opportunity to ask questions about the project.

The project, which launched in May of 2023, has been informed by multiple stakeholders, including a Technical Advisory Task Force (TATF) made up of State, regional, and local (cities and transit) agency staff, and direct input from Community-based Organizations through 20 individual interviews. Specific meetings with the County of San Mateo, San Mateo County Department of Housing, and City of Half Moon Bay staff have been completed to attain additional coastside and housing input. Other meetings were held with agency staff and consultants working on significant highway projects in San Mateo County to also ensure the program is applicable for countywide highway projects. The following graphic provides further details of the general tasks and critical dates through completion of the project.



Staff, along with Matt Goynes, Principal at Fehr & Peers, will provide a presentation on the project, an overview of comments received on the draft final report presented in October, and ask for the Board’s

approval of resolution 24-85, accepting the C/CAG VMT/GHG Model Mitigation Program deliverables and final report, the latter of which is provided as Attachment 1 to this staff report. In addition, the final report website location provides a Memorandum of Changes from Draft to Final Report.

C/CAG staff have established a C/CAG VMT/GHG Model Mitigation Program website, which now includes the final report and appendices. The site also includes the final VMT Estimation Tool spreadsheet for this project. Future VMT-related content will be added over time. The link to the website is provided on the C/CAG website as Attachment 2 to this staff report.

EQUITY IMPACTS AND CONSIDERATIONS

The Caltrans 2022-23 Sustainable Communities Planning Grant specifically requested that grant proposals address equity. C/CAG staff developed a grant proposal with the concept that a Model VMT/GHG Mitigation Program may be able to direct mitigation dollars from projects to Equity Focus Area or Equity Priority communities in San Mateo County. In addition, the project scope included the development of Equity and Environmental Justice Recommendations. The recommendations have been informed by a series of 20 in-person interviews with community-based organizations and community leaders. The interviewees include a broad list of focus communities, including community resources, disability, multiple ethnicities, low-income, farmworkers, and a spectrum of youth-family-seniors.

The Equity and Environmental Justice appendix, along with the final document will be provided to cities, project sponsors, and developers, along with the other tools developed through this project, and is intended to provide sensitivity, awareness, and best practices to those that may implement various VMT mitigation projects in communities.

ATTACHMENT

1. Resolution 24-85
2. Link to C/CAG VMT/GHG Model Mitigation Program Final Report and Memorandum of Changes from Draft to Final Report: <https://ccag.ca.gov/projects/countywide-projects/vmt-ghg-model-mitigation-program/>

RESOLUTION 24-85

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY ACCEPTING THE C/CAG VMT/GHG MODEL MITIGATION PROGRAM DELIVERABLES AND FINAL REPORT

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

WHEREAS, Senate Bill 743 (SB 743), and other legislation, altered transportation impact analysis under the California Environmental Quality Act (CEQA) from Level of Service (LOS) to Vehicle Miles Traveled (VMT) and requiring mitigation of VMT induced for CEQA compliance; and

WHEREAS, C/CAG desired funding to create a model mitigation program that provides San Mateo County cities guidance on how to establish a legally defensible local VMT/GHG mitigation program; and

WHEREAS, C/CAG applied for grant funding and was awarded through the Caltrans Sustainable Communities Planning Grant; and

WHEREAS, the C/CAG Board adopted Resolution 22-29 authorizing the C/CAG Executive Director to execute an agreement between C/CAG and Caltrans for the FY2022-23 Sustainable Communities Planning Grant for the development of a Vehicle Mile Traveled/Greenhouse Gas Model Mitigation Program in the amount of \$531,180; and

WHEREAS, after a procurement process for a consultant to support the project, the C/CAG Board adopted Resolution 23-27 authorizing the C/CAG Executive Director to execute an agreement between C/CAG and Fehr & Peers (Consultant) for consulting services for a VMT/GHG Mitigation Model Program project for an amount not to exceed the \$531,180 through February 28, 2025; and

WHEREAS, the project, which launched in May of 2023, has been informed by multiple stakeholders, including a Technical Advisory Task Force (TATF) made up of State, regional, and local (cities and transit) agency staff, and direct input from Community-based Organizations through 20 individual interviews; and

WHEREAS, C/CAG staff and the consultant publicized a draft final report to the C/CAG Board, the Congestion Management and Environmental Protection and the Congestion Management Program Technical Advisory committees at their October meetings, and broadly to stakeholder for comments and have incorporated those comments into the final report; and

WHEREAS, C/CAG Staff recommends the C/CAG Board accept the C/CAG VMT/GHG Model Mitigation final report.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that they accept the C/CAG VMT/GHG Model Mitigation Program deliverables and Final Report.

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

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: December 12, 2024

To: C/CAG Board of Directors

From: Sean Charpentier, Executive Director

Subject: Presentation by Ken Brown Strategic Consulting on federal funding efforts for C/CAG programs.

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

RECOMMENDATION

That the C/CAG Board of Directors receive a presentation by Ken Brown Strategic Consulting on federal funding efforts for C/CAG programs.

BACKGROUND/DISCUSSION

On January 13, 2022 the C/CAG Board passed Resolution No. 22-02 authorizing the C/CAG Executive Director to execute an agreement between C/CAG and Consultant for federal advocacy consulting services for an amount not to exceed \$235,000 through January 12, 2024. On June 8, 2023, the C/CAG Board adopted Resolution 23-25 authorizing the C/CAG Executive Director to execute a two-year amendment to the agreement, adding \$192,000 for a new total not to exceed amount of \$427,000 and extending the term through January 12, 2026. Staff has completed its third year (session) working with the Consultant on federal advocacy, which is primarily focused on funding development. The following are key efforts made in 2024.

- In March 2024, the C/CAG leadership and staff visited its congressional delegation and key agencies on a Washington, DC advocacy trip, to build relationships and discuss key projects.
- \$850,000 for C/CAG's Sustainable Streets Pilot was included in the final version of the FY 2024 Omnibus Appropriations Bill signed by President Biden in March, 2024.
- In July 2024, C/CAG received notification that its US DOT RAISE grant application for the San Mateo County Pathways Forward project was not awarded, but received a “Highly Recommended” ranking, which indicates that the proposal received the highest possible ranking on its merits. This has allowed C/CAG to resubmit the project for consideration in a special round of funding for “Projects of Merit,” with awards to be announced on January 13, 2024.
- In November of 2024, C/CAG was awarded \$433,171 in Safe Streets & Roads for All Planning & Demonstration funds. The proposal was submitted with the consultant’s guidance and review, to conduct supplemental planning activities based on recommendations from its recently finalized Countywide Local Roadway Safety Plan, and to continue collaboration and engagement with the public and local agencies to support monitoring new safety countermeasures. Supplemental planning activities will include developing a structure for ongoing review of community needs, capacity-building

and collaboration among local agencies, conducting additional research on transportation safety topics of interest for local agencies, and monitoring and evaluating implementation actions by local agencies.

- In November of 2024, with the consultant’s guidance and review, C/CAG submitted an EPA Community Change grant proposal for approximately \$20 million for a project titled: Groundwork for Equity and Resilience in San Mateo County: Advancing Green Infrastructure and a Green Workforce in Frontline Communities.

Ken Brown, Principal at Ken Brown Strategic Consulting, will attend in person and provide an overview of potential challenges related to C/CAG’s goals, given changes in Washington, and federal funding advocacy efforts to date for legislative session 2024. The presentation will be posted on C/CAG website as an attachment to this staff report.

ATTACHMENTS

1. Ken Brown Strategic Consultant Presentation: posted on C/CAG Board meeting website: <https://ccag.ca.gov/committees/board-of-directors-2/>

C/CAG AGENDA REPORT

Date: December 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, election results, or changes in legislative leadership or committee assignments.

September 30, 2024 marked the final day for the Governor to act on bills sent to him in the second year of the 2023-24 Legislative Session. Of the hundreds of bills passed by the Legislature in the final weeks of session, the Governor signed 1,017 bills and vetoed 189 bills, equating to a 15.7% veto rate.

Of the total bills signed, 668 were Assembly bills and 349 were Senate bills.

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 this calendar year:

- 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.
- September 12, 2024 meeting: Voted to ratify a veto letter to Governor requesting a Veto of AB 3093 (Ward) – Housing Element Categories.
- October 10, 2024: The C/CAG Legislative Committee does not meet in October due to the end of the Legislative Session.
- November 14, 2024: Voted to ratify a letter sent to Joint MTC ABAG Legislation Committee noting continued concerns on the Transportation Revenue Measure and to give C/CAG leadership authority to send additional letters of concern.

At this December meeting, the C/CAG Board will receive an overview of the Legislative Committee meeting held earlier in the evening. The Legislative Committee will receive an update from C/CAG’s legislative consultant and discuss 2025 meeting dates, potential timelines for meeting with State legislative members and staff, 2025 funding priorities, and any developments in pursuit of a regional transportation measure.

Regional Transportation Measure

MTC is having a special commission meeting on December 9th to outline potential legislative language for a regional ballot measure. At the November 14, 2024 meeting, C/CAG staff received

approval to provide an updated letter describing unaddressed concerns on the proposed Regional Transportation Measure, after review by C/CAG Board and Legislative Committee leadership. C/CAG submitted a letter to the December 9, 2024 Joint MTC ABAG Legislation Committee describing San Mateo County’s critical concerns about the proposed regional transportation measure, including the need for opt-out language, flexibility for multi-modal investments, return to source guarantees, accountability and transformation, and taxation and impact of local funding sources. The letter is provided as Attachment 2 to this staff report.

EQUITY IMPACTS AND CONSIDERATIONS

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

Additional Information

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

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

ATTACHMENTS

1. C/CAG Legislative Update, November 24, 2024 from Shaw Yoder Antwih Schmelzer & Lange
2. Regional Transportation Measure Letter – submitted December 6, 2024

Below are informational links:

3. [Recent Joint ABAG MTC Legislation Committee Agendas](#)
4. [California State Association of Counties \(CSAC\) bill positions and tracking](#)
5. [California Associations of Councils of Government \(CALCOG\) bill tracking](#)

6. Full Legislative information is available for specific bills at <http://leginfo.legislature.ca.gov/>
7. [2025 California State Calendar of Legislative Deadlines](#)
8. San Mateo County Delegation
 - [Legislation from Assemblymember Marc Berman](#)
 - [Assemblymember Diane Papan](#)
 - [Legislation from Assemblymember Phil Ting](#)
 - [Legislation from Senator Josh Becker](#)
 - [Legislation Senator Scott Wiener](#)
9. Bill Tracker for C/CAG by SYASL: [C/CAG Bill Tracking](#)
10. Current client roster for Shaw Yoder Antwih Schmelzer & Lange - <https://syaslparkers.com/clients/>



November 24, 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 – December 2024**

Legislative Update

On November 7, shortly after former President Trump won the presidential election, Governor Newsom convened a special session of the Legislature to determine how best to protect the rights of Californians over the next four years under another Trump presidency. Specifically, the special session will focus on bolstering the state’s legal funding used to support future lawsuits against the Trump administration to protect California’s civil rights, reproductive freedom, climate action, and immigrant families.

This is the first of many actions that the Newsom Administration plans to take in partnership with the Legislature to build up California’s defenses against an incoming federal administration that has, on several occasions, threatened certain actions against the state.

The special session will convene on December 2, which is also when the Legislature will come in for the first Organizational Session of the 2025-26 Legislative Session, and when newly elected members will be sworn into the Legislature. Legislators will return to Sacramento to officially begin the legislative session on Monday, January 6, 2025. Governor Newsom will release his proposed Fiscal Year 2025-26 Budget on or around January 10. The deadline to introduce bills is February 21. You can find the official deadlines for the upcoming legislative year linked [here](#).

California Election Results

California’s general election was held on November 5, where all 80 Assembly seats were on the ballot along with 20 of the 40 Senate seats. Currently, Democrats have a supermajority in both houses, and these are projected to be maintained. However, Republicans did gain some ground in the State Capitol by flipping two Democratic seats in the Assembly and by likely defeating incumbent Senator Josh Newman (D) with former Assembly Member Steven Choi (R). Additionally, results on several of the statewide ballot propositions suggest some voter shifts on issues including public safety (Prop 36) and the economy (Prop 32). More on these below. The C/CAG State Legislative Delegation will see one change with Assembly Member Ting reaching the limit of his term. Assembly Member Stefani will now represent C/CAG in the California State Assembly covering the northwest portion of the County.

Key Assembly Races

District	Candidate	Notes
19	Catherine Stefani (D) - 61.4%	Previously held by Phil Ting, who termed out.
	David E. Lee (D) - 38.6%	
21	Diane Papan (D) - 73.5%	
	Mark Gilham (R) - 26.5%	
23	Marc Berman (D) - 60.5%	
	Lydia Kou (R) - 39.5%	

Key Senate Races

District	Candidate	Notes
11	Scott Wiener (D) - 78%	
	Yvette Corkrean (R) - 22%	
13	Josh Becker (D) - 72.3%	
	Alexander Glew (R) - 27.7%	

Statewide Ballot Measure Results

Please recall that Californians voted on Prop. 1, which was the vehicle for the mental health bond, during the primary election in March. Below is the current breakdown for the November ballot propositions:

- **Prop. 2**, which would institute a \$10 billion education bond, is passing with 58.7% of voters supporting the proposition.
- **Prop. 3**, which would reaffirm the right of same-sex couples to marry, is passing with 62.6% of voters supporting the proposition.
- **Prop. 4**, which would institute a \$10 billion climate bond, is passing with 59.8% of voters supporting the proposition.
- **Prop. 5**, also known as ACA 1 / ACA 10, would lower the voting threshold for local bonds and is failing with 55.1% of voters rejecting the proposition.
- **Prop. 6**, which would end indentured servitude in state prisons, is failing with 53.3% of voters rejecting the proposition.
- **Prop. 32**, which would raise the state minimum wage to \$18 an hour, is failing with 50.7% of voters rejecting the proposition.
- **Prop. 33**, which would allow local governments to impose rent controls, is failing with 60% of voters rejecting the proposition.
- **Prop. 34**, which would require certain health care providers to use nearly all revenue from Medi-Cal Rx on patient care, is passing with 50.9% of voters supporting the proposition.
- **Prop. 35**, which would make existing tax on managed health care insurance plans permanent, is passing with 67.9% of voters supporting the proposition.
- **Prop. 36**, which would increase penalties for theft and drug trafficking, is passing with 68.4% of voters supporting the proposition.

Local Transportation Measures

Related to the Bay Area's efforts to secure authorization for a regional tax, there were several local ballot measures on the November ballot this year to fund transit and transportation. These measures showed mixed results. We note the likely outcomes below:

- **Madera County Measure T** (Sales Tax - Citizens Initiative – Majority Vote) to fund broad transportation improvements with main focus on streets, roads, and highways. Passing with 52.4 percent.
- **San Diego County Measure G** (Sales Tax - Citizens Initiative – Majority Vote) to prioritize rail and transit for traffic congestion relief. Failing with 48.9 percent.
- **Napa County Measure U** (Sales Tax Extension – 2/3rds Vote) for various uses, including NVTA transit service. Passing with 72.5 percent.
- **Placer County Measure B** (New Sales Tax – 2/3rds Vote) to primarily fund streets, roads, and highways. Failing with 63.6 percent.
- **City of San Francisco Measure L** (Increased Tax on TNC/AV Rides – Citizens Initiative – Majority Vote) to fund transit operations. Received 56.9 percent, but failed due to another measure receiving more votes (Measure M).

CAPTI Now Open for Public Comment

On November 1, the California State Transportation Agency (CalSTA) released a draft of the actions and descriptions to be included in the updated Climate Action Plan for Transportation infrastructure (CAPTI), which can be found [here](#). The draft actions to be included in the plan are all intended to be completed by the end of 2026. CAPTI was established by CalSTA in 2021 in response to Governor Newsom's Executive Orders [N-19-19](#) and [N-79-20](#), which mandated the state to take critical steps to reduce greenhouse gas emissions in the transportation industry. As this plan is still relatively new, this is the first time that it will be undergoing an update. CalSTA is encouraging stakeholders to review the draft actions and descriptions for inclusion in the 2025 plan and provide feedback to CAPTI@calsta.ca.gov no later than December 13.

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

December 6, 2024

MTC Commissioners
Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105

RE: #6b Regional Transportation Measure

Dear Chair Pedroza, Vice Chair Josefowitz and Commissioners:

San Mateo County and the Bay Area need robust and fiscally sound public transit, a fully integrated world class transit system, and safe streets and other critical multimodal investments. We appreciate MTC's efforts to address this important and difficult task.

C/CAG is the County Transportation Agency (CTA) and the designated Congestion Management Agency (CMA) for San Mateo County. C/CAG represents all of San Mateo County's 764,442 residents through its 21-member Board of Directors, with each jurisdiction in the County having a dedicated seat. C/CAG works to improve climate resiliency, mobility, the environment, and equity throughout San Mateo County.

C/CAG has been actively engaged in the earlier discussions about a regional transportation measure and SB 1031. At the November 14th meeting, the C/CAG Board of Directors authorized this letter expressing San Mateo County's critical concerns and that support for a potential regional measure will necessitate the addressing of these concerns.

San Mateo County is unlikely to support the current proposals because MTC has failed to make the following requested changes or accommodations, which are provided in greater detail below:

- Failure to include opt out language,
- Lack of flexibility and multi-modal investments,
- Lack of robust return to source guarantees,
- Lack of regional transit accountability and transformation measures, and
- Concern about taxation levels and detrimental impact on local funding sources.

Failure to Include Opt-Out Language

Among all the Bay Area counties, San Mateo County has the most risk related to the renewal of a local sales tax measure because Measure A expires the earliest in 2033. A renewal ballot measure might occur as soon as 2028. This schedule means that if there is a regional measure in 2026, individuals and

businesses will begin feeling and absorbing the increased taxes right as San Mateo County is beginning to mobilize for a sale tax renewal in 2028. Adding language allowing San Mateo County to opt out if the regional measure conflicts with or jeopardizes the renewal of Measure A is critical.

Lack of Local Flexibility and Multi Modal Investments

It is crucial to ensure a balanced investment across various modes to address the variety of mobility needs and garner widespread support. Most taxpayers in San Mateo County work in San Mateo County and drive or carpool to work. We are strategically expanding our bicycle and pedestrian networks. Pavement management is an ongoing concern for our voters and several of our cities have the lowest Pavement Index in the region. In addition, there needs to be funding opportunities to address transportation challenges in our rural and coastal communities, which are just as critical as our urbanized areas and support our tourism industry. Multimodal investments in transit, active transportation, roadway improvements, and grade separations that are consistent with MTC's Plan Bay Area have a better chance to create broader coalitions of support from our communities and other key stakeholders.

Lack of Robust Return to Source Guarantees

Any regional measure must include robust return to source provisions to ensure that a substantial portion of revenue generated by taxpayers within each County is directly reinvested in that County on an annual basis. Each County should have sole decision-making authority over the vast majority of the revenue raised within that County. The current MTC proposals do not include sufficiently robust return to source provisions or adequate County decision making authority. For example, as proposed, MTC would have decision making authority to allocate all or almost all the funding in the first 10-15 years of the Scenario 1A and the Hybrid Scenario. This lack of local decision-making authority is untenable in San Mateo County. Furthermore, any County expenditure plan must be approved by both C/CAG and the San Mateo County Transportation Authority as both agencies have a role in transportation planning and project implementation in San Mateo County.

Lack of Regional Transit Accountability and Transformation Measures

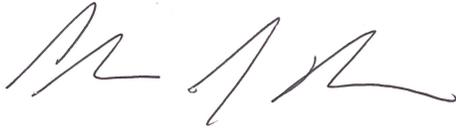
San Mateo County has a long history of providing capital, operating, and fare surcharge funding regional transportation facilities such as Caltrain and BART. Recent polls clearly show the public wants transportation transformation including seamless transfers, cleaner and safer operations and stations, real time information, improved lighting, better signage, and new fare gates. Funding the status quo is not acceptable. MTC's current proposals do not specifically set forth the transformation measures important to the public. There must be full transparency regarding regional transit's efforts to transform transportation, align service with existing post-pandemic ridership trends and scale its operations appropriately, plus transparent and responsible fiscal management of administration overhead costs. Assumptions about funding for pandemic fare loss must be standardized, reflect an objective third party accounting of the costs, an equitable distribution, and a limited duration. It is vital to have a fair and transparent accounting of future potential funding investments to build consensus for a transformative regional transportation measure in San Mateo County. If there are county contributions to regional transit, all participating counties must contribute their proportionate amount.

Concern about Taxation Levels and Detrimental Impact on Local Funding Sources

In San Mateo County, a ½ sales tax would increase the sales tax rate over 10% in 10 of our cities representing a majority of our population. Counties have varying levels of sales taxes rates, with some higher than San Mateo County, and also some considerably lower than San Mateo County. There are significant concerns about tax fatigue among voters, economic competitiveness, and other negative economic impacts of increasing sales tax rates or parcel taxes. Additionally, the twenty cities in San Mateo County will likely raise significant concerns about a potential parcel tax increase because they (and our schools) rely heavily on parcel taxes for operations and infrastructure.

Thank you for this opportunity to comment. If you have any questions, please contact Sean Charpentier, C/CAG Executive Director, at scharpentier@smcgov.org.

Adam Rak

A handwritten signature in black ink, appearing to read 'Adam Rak', with a stylized, cursive script.

C/CAG Chair

cc:

Senator Josh Becker
Senator Scott Weiner
Assembly Member Phil Ting
Assembly Member Diane Papan
Assembly Member Marc Berman

C/CAG AGENDA REPORT

Date: December 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 (3 Letters)

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

BACKGROUND

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

1. **11/7/2024** – To MTC Programming and Allocations Committee Bay Area Metro Center RE: OBAG/HIP Housing Element Compliance
2. **12/3/2024** – To Metropolitan Transportation Commission Planning Committee & Regional Network Management Council. RE: Inclusion of Redwood City Ferry Service and Terminal Project in the final version of Plan Bay Area 2050+
3. **12/6/2024** – To MTC Commissioners Bay Area Metro Center RE: #6b Regional Transportation Measure

ATTACHMENTS

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