

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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

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

Meeting No. 388

<p>Date: Thursday, November 13, 2025</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/81924775181?pwd=p8pagi4YN7eayaR1iWFgvydOq4NOAT.1</p> <p>Webinar ID: 819 2477 5181</p> <p>Password: 111325</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 Receive a presentation from the Metropolitan Transportation Commission (MTC) on the Draft Plan Bay Area 2050+. ACTION p. 1

3.0 ACTION TO SET AGENDA AND APPROVE CONSENT AGENDA ITEMS

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

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

- 3.1 Approval of Minutes from October 16, 2025, C/CAG Board and ALUC Special Meeting No. 387. ACTION p. 3
- 3.2 Review and approval of Resolution 25-62 authorizing the C/CAG Executive Director to execute a two-year funding agreement with Joint Venture Silicon Valley to support the State of the Valley Silicon Valley Index in an amount not to exceed \$35,000 for fiscal years 2025-26 and 2026-27. ACTION p. 8
- 3.3 Review and approval of Resolution 25-63 ratifying C/CAG's submission of recommended project awards to the Bay Area Air District in an aggregate total of \$467,940 in Fiscal Year 2025/26 and \$152,556 in Fiscal Year 26/27 Transportation Fund for Clean Air Funds for the Half Moon Bay Eastside Parallel Trail - Segment 4 project, the East Palo Alto Civic Commons EV Charging Stations project, and the County of San Mateo Public Works Fleet Electrification project, and further authorizes the C/CAG Executive Director to execute associated funding agreements with project sponsors. ACTION p. 11
- 3.4 Review and approval of Resolution 25-64 authorizing the C/CAG Executive Director to execute a five-year agreement with Business Oriented Software Solutions, Inc. to provide Smart Corridor 811 USA North Ticket Management Services in an amount not to exceed \$16,500 for fiscal years 2025-26 through 2029-2030. ACTION p. 18
- 3.5 Review and approval of Resolution 25-65 determining that the Draft San Carlos Downtown Specific Plan is conditionally consistent with the applicable airport/land use policies and criteria contained in the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport. ACTION p. 22
- 3.6 Review and approval of Resolution 25-71 authorizing the C/CAG Executive Director to execute Amendment No. 2 to the Funding Agreement with DKG Consulting for Financial Services Support, increasing the contract amount by \$40,000 for a new not to exceed amount of \$85,000 and extending the term through December 31, 2027. ACTION p. 31
- 3.7 Review and approval of Resolution 25-66 authorizing the C/CAG Chair to execute Amendment No. 5 to the funding agreement with City of South San Francisco, extending the term to December 31, 2026 for the construction phase of the South San Francisco Smart Corridor Expansion project for no additional cost. ACTION p. 40
- 3.8 Review and approval of Resolution 25-67 authorizing the C/CAG Executive Director to execute Amendment No. 2 to the funding agreement with the City of Daly City and the Town of Colma, extending the term to December 31, 2026 for the construction phase of the Daly City/Colma Smart Corridor Expansion project for no additional cost. ACTION p. 47
- 3.9 Review and approval of Resolution 25-68 authorizing the C/CAG Executive Director to execute Amendment No. 1 to the funding agreement with the City of Brisbane, extending the term to December 31, 2026 for the construction phase of the Brisbane

Smart Corridor Expansion project for no additional cost.

ACTION p. 54

- 3.10 Receive a copy of the Title VI Contract Extension between C/CAG and Evan Brooks Associates, adding no additional cost to the existing EBA Contract.

INFORMATION p. 61

- 3.11 Review and approval of Resolution 25-69 authorizing a waiver of the Request for Proposals process and further authorizing the C/CAG Executive Director to execute an agreement with Kittelson & Associates in the amount not to exceed \$33,562 for technical assistance for the San Mateo Countywide Local Roadway Safety Plan waiving the RFP process due to specialized knowledge of countywide roadway safety planning.

ACTION p. 63

- 3.12 Review and approval of Resolution 25-70 authorizing the C/CAG Executive Director to execute a two-year funding agreement between C/CAG and the County of San Mateo County Sustainability Department for staff services to support the Regionally Integrated Climate Action Planning Support program in an amount not to exceed \$50,000 for calendar years 2026 and 2027.

ACTION p. 66

- 3.13 Review and approval of Resolution 25-72 authorizing the C/CAG Executive Director to execute Amendment No. 1 to the agreement with Shaw Yoder Antwih Schmelzer & Lang, Inc. for State Legislative Advocacy Services from January 1, 2026 through December 31, 2026 to add \$84,000 for a new not-to-exceed amount of \$336,000.

ACTION p. 69

4.0 **REGULAR AGENDA**

- 4.1 Open a public hearing on the draft update to the 2025 Congestion Management Program and continue the public hearing to December 11, 2025.

ACTION p. 74

- 4.2 Action on Compensation Adjustment for Executive Director and review and approval of Resolution 25-61 authorizing the C/CAG Chair to execute Amendment No. 4 to the agreement between C/CAG and Executive Director.

ACTION p. 83

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

POSSIBLE ACTION p. 87

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 – 17 Letters

p. 96

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 December 11, 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 AGENDA REPORT

Date: November 13, 2025

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

From: Sean Charpentier, Executive Director

Subject: Receive a presentation from the Metropolitan Transportation Commission (MTC) on the Draft Plan Bay Area 2050+ Update.

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

RECOMMENDATION

That the C/CAG Board receive a presentation from the Metropolitan Transportation Commission (MTC) on the Draft Plan Bay Area 2050+ Update.

FISCAL IMPACT

There is no financial impact related to this item.

SOURCE OF FUNDS

Not applicable.

BACKGROUND

MTC is the metropolitan transportation planning organization for the nine-county Bay Area; ABAG is the council of the governments. As such, MTC and ABAG are required to jointly develop a long-range regional plan every four years. As part of MTC-ABAG’s comprehensive outreach for the current long-range plan, Plan Bay Area 2050+, MTC-ABAG staff are presenting to local elected officials in all nine Bay Area counties. MTC-ABAG staff will join the November 13th meeting to present to the full City/County Association of Governments of San Mateo County Board.

Plan Bay Area 2050+

Plan Bay Area 2050+ is the long-range plan for the nine-county San Francisco Bay Area, focusing on four key issues – transportation, housing, the economy, and the environment. By identifying 35 strategies designed to make the region more equitable for all residents and more resilient to unexpected challenges, Plan Bay Area 2050+ outlines a path forward over the coming decades. This includes critical infrastructure to improve our transportation system and to protect communities from rising sea levels — as well as the types of public policies necessary to realize a future growth pattern for housing and jobs. Plan Bay Area 2050+ also meets and exceeds federal and state planning requirements, allowing it to serve as the Regional Transportation Plan and Sustainable Communities Strategy.

In June 2025 and July 2025, MTC and ABAG respectively voted to advance the Plan Bay Area 2050+ Final Blueprint into the environmental process for the long-range plan, as required under the California

Environmental Quality Act (CEQA). On Monday, October 20, 2025, MTC and ABAG released the Draft Plan Document and associated technical reports, Draft EIR, and Draft Implementation Plan for public comment, with informational webinars and hybrid public hearings slated for late October, November and December. The Final Plan Bay Area 2050+ is anticipated to be brought forward for adoption by MTC and ABAG in early 2026, with updates every four years going forward.

Throughout development of Plan Bay Area 2050+, MTC and ABAG have engaged C/CAG and other stakeholders via ongoing updates to relevant Bay Area County Transportation Authority (BACTA) bodies, one-on-one staff meetings, and a variety of public and partner outreach and engagement events. As this is a key milestone in the long-range planning process that commenced in 2023, MTC and ABAG are conducting briefings on Plan Bay Area 2050+ with elected officials on the county and city levels, consistent with the requirements of Senate Bill 375.

MTC is accepting public comments on the Draft Plan through December 18, 2025 at 5pm. Additional information on how to submit comments is available at:

<https://planbayarea.org/news/news-story/mtc-abag-release-draft-new-long-range-plan-bay-area>

Equity Impacts and Considerations

Plan Bay Area 2050+ advances equity in San Mateo County by targeting investments in transit, housing, jobs, and climate resilience for underserved communities. MTC and ABAG’s outreach and integrated planning ensure regional growth is inclusive, measurable, and benefits all residents.

ATTACHMENT

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

1. Presentation from MTC

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 & SAN MATEO COUNTY ALUC SPECIAL MEETING NOTICE

MINUTES

Meeting No. 387

October 16, 2025

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

This meeting of the C/CAG Board of Directors was held in person and by teleconference. Members of the public were able to participate in the meeting remotely via the Zoom platform and in person.

1.0 CALL TO ORDER/ ROLL CALL

Chair Rak called the meeting to order at 6:40 p.m. Roll call was taken.

AGENCY:	IN-PERSON:	ABSENT:	REMOTE AB 2449	REMOTE Publicly Accessible Teleconference Location:
Atherton	Elizabeth Lewis			
Belmont	Julia Mates			
Brisbane		Absent		
Burlingame	Peter Stevenson			
Colma	Thomas Walsh			
Daly City		Absent		
East Palo Alto	Mark Dinan			
Foster City	Stacy Jimenez			
Half Moon Bay		Absent		
Hillsborough	Sophie Cole			
Menlo Park				Cecilia Taylor
Millbrae		Absent		
Pacifica	Sue Beckmeyer			
Portola Valley	Rebecca Flynn			
Redwood City	Elmer Maritnez-Saballos			
San Bruno	Michael Salazar			
San Carlos	Adam Rak			
San Mateo	Adam Loraine			
South San Francisco		Absent		
Woodside		Absent		
San Mateo County	Lisa Gauthier			

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

C/CAG Staff Present (In-Person):	C/CAG Staff Present (Remote):
Sean Charpentier – Executive Director	Eva Gaye
Melissa Andrikopoulos – Legal Counsel	Reid Bogert
Mima Crume – Clerk of the Board	
Audrey Shiramizu	Members of the Public (In-Person):
Dan Sternkopf	Len Materman – One Shoreline
Jeff Lacap	
Kaki Cheung	Members of the Public (Remote):
Matt Petrofsky	None
Susy Kalkin	

2.0 **PRESENTATIONS / ANNOUNCEMENTS** – None

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

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

3.1 Approval of Minutes from September 11, 2025, C/CAG Regular Board Meeting and San Mateo County Airport Land Use Commission Meeting No. 386. **APPROVED**

3.2 Review and approval of Resolution 25-59 for City of Millbrae’s request for \$100,000 in reallocated Transportation Development Act Article 3 Funds from the Burlingame Murchison Drive, Trousdale Drive, and Davis Drive Bicycle Route Improvement Project, and adopting the San Mateo County Transportation Development Act (TDA) Article 3 Program, funding one project for Fiscal Year 2025/2026 for \$100,000. **APPROVED**

3.3 Receive a copy of a Resolution of the San Bruno City Council giving notice to the C/CAG Board, as the San Mateo County Airport Land Use Commission (ALUC), of its intent to consider an override of the ALUC determination that the proposed Tanforan Planned Development in San Bruno is inconsistent with the noise policies of the Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. **INFORMATION**

Vice Chair Salazar MOVED to approve the consent agenda items 3.1 through 3.3. Board Member Gauthier SECONDED. **MOTION CARRIED 14-0-1 (San Mateo - Abstain)**

4.0 **REGULAR AGENDA**

4.1 Receive an update from OneShoreline and information regarding upcoming vacancies for the City At-Large, City Central and City Coastal seats for the OneShoreline Board of Directors. **INFORMATION**

Executive Director Sean Charpentier provided an overview of upcoming vacancies on the OneShoreline Board of Directors. Three city seats – City at Large, City Coastal, and City Central – will expire at the end of December 2025. Current incumbents:

- At Large – Marie Chuang
- Coastal – Debbie Ruddock
- Central – Adam Rak

Recruitment notifications will be distributed with updates to the Board in November and appointments scheduled for the December C/CAG Board meeting.

Len Materman, Executive Director of OneShoreline, presented an update on projects, priorities, and future funding strategies. Highlights included:

- Countywide flood early warning system and insurance resilience pilot project
- Shoreline adaptation planning for both Bay and coastal cities
- Guidance for cities on resilient land use and public infrastructure planning
- Updates on state climate funding and upcoming parcel tax polling results

Board Discussion:

Directors discussed eligibility for regional representation, wastewater resilience, sea level rise impacts on El Camino Real, and local authority over climate-driven land use decisions.

Questions from Directors Cole, Flynn, Gauthier, Lewis, Stevenson, and Beckmeyer focused on:

- Wastewater infrastructure adaptation and water recycling in hill communities
- Local jurisdiction authority over development in flood-prone areas
- Shoreline Adaptation Plan progress and coordination with BCDC and state grants
- OneShoreline staffing and long-term funding strategies

Public Comment: None

- 4.2 Review and approval of Resolution 25-60 approving the Proposed 2026 State Transportation Improvement Program (STIP) for San Mateo County and also authorize the C/CAG Executive Director to negotiate with the Metropolitan Transportation Commission (MTC) and California Transportation Commission (CTC) to make minor modifications as necessary. (Special voting procedures apply). APPROVED

Jeff Lacap, C/CAG staff presented the proposed 2026 STIP for San Mateo County. Total programming of \$46 million includes \$9 million in new funds. New projects include:

- Colma El Camino Real Bicycle & Pedestrian Improvements
- San Carlos U.S. 101/Holly Street Interchange Improvements
- Moss Beach SR 1 Congestion & Safety Improvements

Board Member Mates MOVED to approve item 4.2. Board Member Gauthier SECONDED.

A Special Voting Procedure was taken by roll call. **MOTION CARRIED 15-0-0.**

Results: 15 Agencies approving. This represents 67% of the agencies, representing 72% of the population.

Ayes:	Noes:	Absent:
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		
		South San Francisco
		Woodside
San Mateo County		

- 4.3 Review legislative update and, if appropriate, recommend approval of C/CAG legislative policies, priorities, or positions. (A position may be taken on any legislation, including legislation not previously identified in the legislative update. Action is only necessary if recommending approval of a policy, priority, or position.) **NO ACTION TAKEN**

The Legislative Committee did not meet this month and will reconvene in November for a more detailed discussion. Mr. Charpentier summarized the outcome of key bills that C/CAG monitored or took positions on:

- SB 63 (Wiener and Arreguin): Support – *Signed by the Governor*. Enables SamTrans to opt into the measure with added accountability provisions.
- SB 71 (Wiener): Support – *Signed*. Extends CEQA exemptions for clean transportation projects.
- SB 1085 (Stefani): Support – *Signed*. Prohibits the sale of devices that obscure license plates, aiding express lane enforcement.
- SB 650 (Papan): Support – *Vetoed*. Would have improved the RHNA process by allowing additional time for local feedback.
- AB 259 (Rubio): Support – *Two-year bill*. Would expand teleconferencing flexibility under the Brown Act.
- SB 239 (Arreguin): Support/Seek Amendments – *Two-year bill*. Also related to Brown Act flexibility.
- SB 707 (Durazo): Watch – *Signed*. Extends AB 2449 teleconferencing provisions and adds flexibility for advisory committee members.
- SB 601 (Allen): Oppose – *Two-year bill*. Would broaden the definition of wetlands, increasing potential regulatory burdens on local jurisdictions.
- SB 79 (Wiener): Watch – *Signed*. Allows upzoning near transit corridors.

Mr. Charpentier noted that staff will continue to monitor the implementation of SB 707 and other Brown Act-related measures and will return with policy recommendations at the next meeting.

Public Comment: None

5.0 COMMITTEE REPORTS

5.1 Chairperson's Report

Chair Rak thanked Board members for attending the special meeting and noted the importance of approving the STIP before deadlines. He wished everyone a happy Halloween.

5.2 Board Members Report/Communication

No additional comments.

6.0 EXECUTIVE DIRECTOR'S REPORT

Mr. Charpentier provided updates on:

- Bay Wheels Expansion: Daly City event held October 3; CCAG played a key role in funding and planning.
- Rain Barrel Events: Scheduled for Daly City (Nov 1) and Half Moon Bay (Nov 8).
- Vision Zero Implementation: Countywide Safe Streets for All grant executed; upcoming white paper will address e-bike safety and consistent policy approaches among jurisdictions.

Discussion:

Directors Stevenson, Cole, Flynn, and Beckmeyer asked questions regarding coordination of Vision Zero efforts, e-bike regulation authority, and local ordinance limitations. Staff confirmed efforts to align countywide consistency and share best practices.

Public Comment: None

7.0 COMMUNICATIONS - Information Only

7.1 Written Communication – None

8.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

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

Public Comment: None

9.0 ADJOURNMENT – 7:44 p.m. - Next scheduled meeting November 13, 2025

C/CAG AGENDA REPORT

Date: November 13, 2025

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 25-62 authorizing the C/CAG Executive Director to execute a two-year funding agreement with Joint Venture Silicon Valley to support the State of the Valley Silicon Valley Index in an amount not to exceed \$35,000 for fiscal years 2025-26 and 2026-27.

(For further information or questions, contact Matt Petrofsky (mpetrofsky@smcgov.org))

RECOMMENDATION

That the C/CAG Board review and approve Resolution 25-62 authorizing the C/CAG Executive Director to execute a two-year funding agreement with Joint Venture Silicon Valley (JVSV) to support the State of the Valley Silicon Valley Index in an amount not to exceed \$35,000 for fiscal years 2025-26 and 2026-27.

FISCAL IMPACT

\$35,000 for two years.

SOURCE OF FUNDS

Congestion Relief fund. Funding for calendar year 2025 has been included in the C/CAG proposed budget. Funding for fiscal year 2026-27 is subject to C/CAG budget approval.

BACKGROUND

Joint Venture Silicon Valley promotes and facilitates greater cooperation and understanding within the region's public and private sectors through initiatives, forums and task forces. Through this agreement C/CAG agrees to support Joint Venture's State of the Valley Silicon Valley Index as it has since 2014. The contract amount is for \$17,500 per year for the current and next fiscal year. JVSV will use the support for the development and delivery of the State of the Valley Silicon Valley Index and will acknowledge C/CAG's sponsorship in publication. Resolution 25-62 and the Draft Agreement are provided as attachments to this staff report.

Equity Impacts and Considerations

The Joint Venture Silicon Valley State of the Valley Silicon Valley Index includes a section specifically on equity and may be one of the best accumulations of data and provision of indicators related to equity available to C/CAG.

ATTACHMENTS

1. Resolution 25-62

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

2. Draft Agreement with Joint Venture Silicon Valley

RESOLUTION 25-62

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE A TWO-YEAR FUNDING AGREEMENT WITH JOINT VENTURE SILICON VALLEY TO SUPPORT THE STATE OF THE VALLEY SILICON VALLEY INDEX IN AN AMOUNT NOT TO EXCEED \$35,000 FOR FISCAL YEARS 2025-26 AND 2026-27

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

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

WHEREAS, C/CAG desires to work jointly with organizations that support initiatives aimed at reducing energy use and greenhouse gas emissions, and promoting mobility improvements, and

WHEREAS, Joint Venture Silicon Valley provides an annual indicators report, State of the Valley Silicon Valley Index, which helps track trends and outcomes in our region, and

WHEREAS, Joint Venture Silicon Valley provides support in transportation management coordination activities between public and private sectors.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the Executive Director is authorized to execute an agreement with Joint Venture Silicon Valley to support the State of the Valley Silicon Valley Index in an amount not to exceed \$35,000 for fiscal years 2025-26 and 2026-27, and further authorize the C/CAG Executive Director to negotiate the final agreement prior to execution by the Executive Director, subject to approval by C/CAG Legal Counsel as to form.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF NOVEMBER, 2025.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: November 13, 2025

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 26-63 ratifying C/CAG's submission of recommended project awards to the Bay Area Air District in an aggregate total of \$467,940 in Fiscal Year 2025/26 and \$152,556 in Fiscal Year 2026/27 dollars for the Half Moon Bay Eastside Parallel Trail - Segment 4 project, the East Palo Alto Civic Commons EV Charging Stations project, and the County of San Mateo Public Works Fleet Electrification project, and further authorize the C/CAG Executive Director to execute associated funding agreements with project sponsors.

(For further information, contact Matt Petrofsky at mpetrofsky@smcgov.org)

RECOMMENDATION

Review and approval of Resolution 26-63 ratifying C/CAG's submission of recommended project awards to the Bay Area Air District in an aggregate total of \$467,940 in Fiscal Year 2025/26 and \$152,556 in Fiscal Year 2026/27 dollars for the Half Moon Bay Eastside Parallel Trail - Segment 4 project, the East Palo Alto Civic Commons EV Charging Stations project, and the County of San Mateo Public Works Fleet Electrification project, and further authorize the C/CAG Executive Director to execute associated funding agreements with project sponsors.

FISCAL IMPACT

The total available Transportation Fund for Clean Air (TFCA) 40% Funds for Fiscal Year 2025/26 is \$1,496,029. The estimated available TFCA 40% Funds for Fiscal Year 2026/27 is \$370,000.

SOURCE OF FUNDS

The Bay Area Air District (BAAD) 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 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 BAAD to one or more public agencies designated to receive the funds. For San Mateo County, C/CAG has been designated as the administrating agency to receive the funds.

BACKGROUND

In March 2025, the C/CAG Board approved the recommended TFCA 40% Fund Expenditure Plan for Fiscal Year 2025/26. The Expenditure Plan estimates that San Mateo County will receive a total of

\$1,496,029 (\$1.06M in new funds and \$0.43M from the reprogramming of underbudgeted and canceled projects). An amount of \$56,029 is budgeted for grant administration purposes, with the remaining \$1,440,000 available for projects.

In May 2025, the C/CAG Board authorized the award of up to \$306,060 in Fiscal Year 2026 TFCA funds for Town of Hillsborough’s Rapid Electric Vehicle Chargers. This was a previously unfunded project from a past call for projects cycle. The total remaining for Fiscal Year 2026 TFCA funds is \$467,940.

A summary of the approved Fiscal Year 2025/26 TFCA 40% fund expenditure plan is shown below:

	Estimated FY 2025/26 TFCA Funds
Administration	\$56,029
Commute.org - Countywide Voluntary Trip Reduction Program	\$600,000
Commute.org - BART Shuttle	\$66,000
Town of Hillsborough’s Rapid Electric Vehicle Chargers	\$306,060
Other Projects to be determined	\$467,940
Total	\$1,496,029

At the May 2025 Congestion Management Program Technical Advisory Committee (TAC) meeting, staff recommended proceeding with conducting a multi-year call for projects for fund available in the Other Projects to be determined category. The TAC reviewed and recommended approval of this motion. It is estimated that \$370,000 is available annually in Fiscal Year 2027 and 2028. In total, approximately \$1.21M was made available for a three-year call for projects.

	FY25-26	FY26-27	FY27-28
Estimated available TFCA funding by fiscal year	\$467,940	\$370,000	\$370,000

Key Information from the Multi-year Call for Projects

On July 10, 2025, C/CAG released a multi-year call for projects for the available \$1,210,000 in TFCA funds available for Fiscal Years 2025-26, 26-27, and 27-28 using the [TFCA 40% Fund Expenditure Plan Guidance](#) (Guidance) issued by the Bay Area Air Quality Management District.

Eligible Projects include the following:

1. **Clean air vehicles and electric and hydrogen recharging stations:** includes alternative fuel and plug-in hybrid-electric vehicles, scrapping old vehicles, and alternative fuel infrastructure.
2. **Ridesharing/First-Last Mile Connections:** includes shuttle, vanpool, carpool, transit, rail-bus, and smart growth projects.

3. **Bicycle Facilities:** includes installation of new bicycle paths/lanes/routes and secure bike parking, such as lockers and racks,
4. **Infrastructure Improvement for Trip Reduction:** includes traffic-calming and construction of facilities that expand access to mass transit, such as a new ferry terminal or bus-rapid-transit lane.

Evaluation

Cost Effectiveness (C-E), as defined in the Guidance, is used as screening criteria for all projects considered for allocation under the TFCA program. For instance, projects under the Alternative Fuel Light- and Medium Duty Vehicles category must result in a C-E of less than \$522,000 per weighted ton of reduced emissions. Those in the Bikeways category must show a C-E of less than \$500,000 per weighted ton of reduced emissions.

C/CAG received a total of four (4) project proposals by the August 15, 2025 deadline. Following staff review, only the City of East Palo Alto's proposal met the required C-E threshold. The remaining applicants either voluntarily withdrew their applications or were deemed ineligible.

As a result, the deadline for project proposal submission was extended to September 26, 2025. By the new submission deadline, C/CAG received an additional two (2) project proposals. All project proposals met the C-E threshold.

Projects were scored based on cost-effectiveness results.

Recommendation

Attachment 1 summarizes all the applications received. In Attachment 1, projects are ranked from the highest to lowest based on C-E scores.

At the October 15th and October 27th meetings, respectively, the TAC and the Congestion Management and Environmental Quality (CMEQ) committees reviewed the projects listed below. The TAC recommended Board approval of the items. The CMEQ did not have quorum but raised no objections. In both committees' questions were asked about future funding availability, which it is expected that there will be. The projects reviewed were as follows:

- **Half Moon Bay Eastside Parallel Trail - Segment 4:** Fully fund this project to complete a 0.27 mile gap in the existing trail. The recommended funding amount is \$200,000 from the FY2025-26 program.
- **East Palo Alto Civic Commons EV Charging Stations:** Partially fund the project up to the maximum allowable amount per charging station in accordance with the Air District guidance. This project will install five dual port, Level 2 public facing electric vehicle charging stations at the City Civic Commons project. The recommended funding amount is \$40,000 from the FY2025-26 program.
- **County of San Mateo Public Works Fleet Electrification:** Fully funding the project over two fiscal years to replace 14 fleet vehicles, including eight medium-duty vehicles, one light-duty trucks, and five light heavy-duty trucks. The recommended funding amounts of \$227,940 will

come from FY2025-26 and the remaining \$152,556 will be from the FY2026-27 program.

C/CAG is required to submit the project nomination to BAAD by November 1st, ahead of the November Board meeting. Consequently, C/CAG staff submitted the recommended projects, and now requests that the C/CAG Board reviews and approves Resolution 26-63, ratifying C/CAG's submission of recommended project awards to the BAAD in an aggregate total of \$467,940 in Fiscal Year 2025/26 and \$152,556 in Fiscal Year 2026/27 dollars for the Half Moon Bay Eastside Parallel Trail - Segment 4 project, the East Palo Alto Civic Commons EV Charging Stations project, and the County of San Mateo Public Works Fleet Electrification project. Staff further requests the C/CAG Board authorize the C/CAG Executive Director to execute associated funding agreements with project sponsors.

EQUITY IMPACTS AND CONSIDERATIONS

This program's funding aims to benefit the entire community by supporting projects that reduce motor vehicle air pollutions. Additionally, the evaluation process placed additional emphasis for projects located within an MTC Equity Priority Community, CalEnviroscreen 4.0 census tract, and the C/CAG Equity Focus Areas. The projects in an Equity Focus Area with a score of 8-10 and in an MTC Equity Priority Community or CalEnviroscreen high risk census tract (top 25%) received 5 points.

ATTACHMENTS

1. Resolution 26-63
2. FYE2026 Transportation Fund for Clean Air (TFCA) Projects Ranking

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

3. Draft Funding Agreement between C/CAG and Half Moon Bay for the Eastside Parallel Trail - Segment 4 project
4. Draft Funding Agreement between C/CAG and East Palo Alto for the East Palo Alto Civic Commons EV Charging Stations project
5. Draft Funding Agreement between C/CAG and the County of San Mateo for the Public Works Fleet Electrification project
6. Submitted TFCA Project Information Forms and Cost-effectiveness Worksheets for Fiscal Year End 2026 projects

RESOLUTION 26-63

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE INDIVIDUAL FUNDING AGREEMENTS IN THE AGGREGATE TOTAL AMOUNT OF \$467,940 IN FISCAL YEAR 2025/26 AND \$152,556 IN FISCAL YEAR 2026/27 TRANSPORTATION FUND FOR CLEAN AIR (TFCA) FUNDS FOR THE HALF MOON BAY EASTSIDE PARALLEL TRAIL - SEGMENT 4 PROJECT, THE EAST PALO ALTO CIVIC COMMONS EV CHARGING STATIONS PROJECT, AND THE COUNTY OF SAN MATEO PUBLIC WORKS FLEET ELECTRIFICATION PROJECT

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

WHEREAS, the Bay Area Air District (BAAD) is authorized to levy a fee on motor vehicles. Funds generated by the fee are referred to as the Transportation Fund for Clean Air (TFCA) funds. Forty percent (40%) of funds generated within a county where the fee is in effect shall be allocated by the BAAD to one or more public agencies designated to receive the funds. For San Mateo County, C/CAG has been designated as the administrating agency to receive the funds; and

WHEREAS, the Board of Directors of the City/County Association of Governments, at its March 13, 2025 meeting, approved certain projects and programs for funding through San Mateo County’s local share of Fiscal Year 2026 Transportation Fund for Clean Air (TFCA) revenues, including \$467,940 for “other projects to be determined” at a later time; and

WHEREAS, in May 2025, the Congestion Management Program Technical Advisory Committee (TAC) approved a multi-year call for projects using those Fiscal year 2026 funds, as well as Fiscal Year 2027 and 2028 funding estimates of \$370,000 annually, totaling approximately \$1.21 million over three years; and

WHEREAS, C/CAG invited local agencies to submit project proposals for this grant program and received three eligible projects; and

WHEREAS, C/CAG staff and the Congestion Management Technical Advisory Committee (TAC) recommended all three projects to the Board of Directors for award; and

WHEREAS, the Congestion Management & Environmental Quality (CMEQ) Committee also reviewed the three projects and while not having quorum for a vote, raised no objections; and

WHEREAS, the City of Half Moon Bay is recommended to receive up to \$200,000 of TFCA Funds for the Eastside Parallel Trail - Segment 4 Project; and

WHEREAS, the City of East Palo Alto is recommended to receive up to \$40,000 of TFCA

Funds for the Civic Commons EV Charging Stations Project, and

WHEREAS, the County of San Mateo is recommended to receive up to \$227,940 of FY2025-26 TFCA Funds and \$152,556 of FY2026-27 TFCA Funds for the Public Works Fleet Electrification Project, and

WHEREAS, the Board of Directors approved the project scopes and specific recommended grant amounts for the aforementioned projects; and

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County the ratification of C/CAG's submission of recommended project awards to the Bay Area Air District in an aggregate total of \$467,940 in Fiscal Year 2025/26 and \$152,556 in Fiscal Year 2026/27 dollars for the Half Moon Bay Eastside Parallel Trail - Segment 4 project, the East Palo Alto Civic Commons EV Charging Stations project, and the County of San Mateo Public Works Fleet Electrification project, and further the authorization of the C/CAG Executive Director to execute associated funding agreements with project sponsors.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF NOVEMBER 2025.

Adam Rak, Chair

Ranking	Lead Applicant Agency	Project Title	Brief Description	Cost Effectiveness (Tons of ROG, NOx & Weighted PM per dollar)	TFCA Grant Request Amount	Recommended Award		
						FY25-26	FY26-27	FY27-28
1	Half Moon Bay	Eastside Parallel Trail - Segment 4	This project will complete a 0.27 mile gap in the existing trail.	\$335,238	\$200,000	\$200,000		
2	East Palo Alto	Civic Commons EV Charging Stations	This project will install five dual port, Level 2 public facing electric vehicle charging stations at the EPA Civic Commons project.	\$493,007	\$210,000	\$40,000*		
3	County of San Mateo	Public Works Fleet Electrification	This project will replace 14 fleet vehicles, including eight medium-duty vehicles, one light-duty trucks, and five light heavy-duty trucks.	\$520,000	\$380,496	\$227,940	\$152,556	

* In accordance with the FYE 2026 TFCA 40% Fund Expenditure Plan Guidance, electric vehicle infrastructure generally does not qualify for more than \$6,000 per single-port Level 2 (6.6KW) charging station, \$8,000 per dual-port Level 2 charging station, and \$35,000 per DC fast charging station.

C/CAG AGENDA REPORT

Date: November 13, 2025

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 25-64 authorizing the C/CAG Executive Director to execute a five-year agreement with Business Oriented Software Solutions, Inc. to provide Smart Corridor 811 USA North Ticket Management Services in an amount not to exceed \$16,500 for fiscal years 2025-26 through 2029-2030.

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

RECOMMENDATION

Review and approval of Resolution 25-64 authorizing the C/CAG Executive Director to execute a five-year agreement with Business Oriented Software Solutions, Inc. to provide Smart Corridor 811 USA North Ticket Management Services in an amount not to exceed \$16,500 for fiscal years 2025-26 through 2029-2030.

FISCAL IMPACT

The five-year contract amount is \$14,000. The proposed not-to-exceed amount is \$16,500 to account for ticket fluctuations throughout the five-year contract.

SOURCE OF FUNDS

The contract can be funded with Measure M funds from the Smart Corridor/Intelligent Transportation System (ITS) category, and C/CAG's Congestion Relief Fund.

BACKGROUND

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

The Smart Corridor upgraded and interconnected traffic signal infrastructure on behalf of the cities of San Bruno, Millbrae, Burlingame, San Mateo, Belmont, San Carlos, Redwood City, Atherton, Menlo Park, and East Palo Alto, the unincorporated County and Caltrans, in addition to deploying ITS equipment on predefined designated local streets and state routes.

The current Smart Corridor project limit, operating since summer 2016, extends from I-380 in San Bruno to the Santa Clara County Line in East Palo Alto along El Camino Real and includes major local streets connecting to US-101. There are more than 238 intersections and 400 devices installed as part of the Smart Corridor, including 100 CCTV cameras, 47 trailblazer/arterial dynamic message

signs, and 22 vehicle detection systems. The Cities of South San Francisco, Brisbane, and Daly City, along with the Town of Colma, are expected to be a part of the Smart Corridor program in the next two years.

Smart Corridor Maintenance

For corridor consistence and economy of scale, it was agreed that C/CAG would be responsible for maintaining certain ITS equipment and devices deployed as part of the Smart Corridor project located within the cities' right-of-way. The equipment includes a number of the installed CCTV cameras, trailblazer/arterial dynamic message signs, and vehicle detection system. Other equipment maintained by the cities are upgraded traffic signal controllers, traffic signals, signals interconnect equipment, and communication lines located within the cities' right-of-way. Caltrans is responsible for maintaining equipment deployed within the State right-of-way.

As part of C/CAG's commitment to preventative maintenance, C/CAG monitors the Underground Service Alert of Northern California & Nevada (USA North, or USAN) 811 Safe Digging ticket requests to protect the underground Smart Corridor fiber communication lines.

C/CAG has retained three consultants to help maintain the Smart Corridor. One of the consultants, Econolite Systems, Inc. (ESI) has been monitoring the influx of 811 ticket requests for the Smart Corridor. C/CAG typically receives dozens of 811 ticket requests per day, which is time-consuming and costly to review and manage. Additionally, per USAN, C/CAG is required to respond to ticket requests in a timely manner.

Selection Process

To reduce the cost and burden of 811 ticket review, C/CAG embarked on a fair selection process to select a ticket management service. In November 2024, the C/CAG team reached out to USAN for a list of recommended vendors that provide ticket management systems to effectively and efficiently manage ticket requests. The C/CAG team researched the list of eight vendors and identified two vendors that could meet C/CAG's needs. The other six vendors provided services that were costly and beyond C/CAG's use, like comprehensive asset management. The two vendors identified were Boss811 and Norfield. C/CAG met with and received product demonstrations from the vendors. The C/CAG team determined that Boss811's service better met the Smart Corridor needs and could effectively automate and review tickets.

RECOMMENDATION

It is recommended that C/CAG enter into a five-year agreement with Business Oriented Software Solutions, Inc., the owner of the Boss811 service, to provide Smart Corridor 811 USA North Ticket Management Services in an amount not to exceed \$16,500 for fiscal years 2025-26 through 2029-2030. The Executive Director may approve up to one-year time extension.

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.

ATTACHMENTS

1. Resolution 25-64

The following attachments are available on the C/CAG website (*See “Additional Agenda Materials” for the November 2025 Board Meeting*) at: <https://ccag.ca.gov/committees/board-of-directors-2/>

- Draft Agreement between C/CAG and Business Oriented Software Solutions, Inc.

RESOLUTION 25-64

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE A FIVE-YEAR AGREEMENT WITH BUSINESS ORIENTED SOFTWARE SOLUTIONS, INC. TO PROVIDE SMART CORRIDOR 811 USA NORTH TICKET MANAGEMENT SERVICES IN AN AMOUNT NOT TO EXCEED \$16,500 FOR FISCAL YEARS 2025-26 THROUGH 2029-30

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

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

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

WHEREAS, equipment deployed for the Smart Corridor project includes a fiber optic communication network, an interconnected traffic signal system, close circuit video cameras, trailblazer/arterial dynamic message signs, and vehicle detection systems; and

WHEREAS, C/CAG is committed to preventative maintenance of the Smart Corridor equipment including monitoring the Underground Service Alert of Northern California & Nevada (USAN) 811 Safe Digging ticket requests; and

WHEREAS, Business Oriented Software Solutions, Inc. provides ticket management services that allow C/CAG to effectively and efficiently manage ticket requests.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the Executive Director is authorized to execute a five-year agreement with Business Oriented Software Solutions, Inc. to provide Smart Corridor 811 USA North Ticket Management Services in an amount not to exceed \$16,500 for fiscal years 2025-26 through 2029-30, and further authorize the C/CAG Executive Director to negotiate the final agreement prior to execution by the Executive Director, subject to approval by C/CAG Legal Counsel as to form.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF NOVEMBER, 2025.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: November 13, 2025

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 25-65 determining that the Draft San Carlos Downtown Specific Plan is conditionally consistent with the applicable airport/land use policies and criteria contained in the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.

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

RECOMMENDATION

That the C/CAG Board of Directors, acting as the San Mateo County Airport Land Use Commission, approve Resolution 25-65 determining that the Draft San Carlos Downtown Specific Plan is consistent with the applicable airport/land use policies and criteria contained in the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport (San Carlos ALUCP), subject to the following conditions:

- Amend Table 3.2, Land Use Regulations “Additional Regulations”, to include a reference to San Carlos Zoning Ordinance Section 18.21.150 A on the following use types to highlight the need to review for consistency with ALUCP safety compatibility policies:
 - Residential Care Facilities
 - Community Assembly Uses
 - Hospitals and Clinics
 - Schools, Public or Private
 - Cinema/Theater
- Amend Table 3.5 Building Heights “Additional Regulations”, to add a reference to San Carlos Zoning Ordinance 18.21.150 B. & F. to highlight the need to comply with the ALUCP airspace protection requirements.

BACKGROUND/PROJECT DESCRIPTION

In early 2024, San Carlos amended its Zoning Ordinance to incorporate a new section entitled “18.21.150 San Carlos Airport land use compatibility plan consistency.” This section outlines the ALUCP compatibility criteria to be applied to development applications (noise, safety, structure heights, other flight hazards, and overflight notification requirements) and describes how the local agency will ensure compliance during review and approval of development projects. Prior to adoption, these amendments were reviewed by the ALUC and determined to be consistent with the standards and requirements of the San Carlos ALUCP.

Project Description

San Carlos has submitted its draft San Carlos Downtown Specific Plan for a determination of consistency with the San Carlos ALUCP consistent with the requirements of California Public Utilities Code Section 21676(b). As described in more detail in **Attachment 2**, the San Carlos Downtown Specific Plan sets forth regulations for the future development, revitalization, and enhancement of Downtown San Carlos. It is intended to guide the long-term physical and economic evolution of the city's Downtown core. Its primary objective is to provide a cohesive vision and framework for land use and urban design, economic development, mobility and transportation, parking and Transportation Demand Management (TDM), public realm, public art, sustainability and resiliency, and infrastructure that reflects the community's aspirations and responds to changing needs.

The Plan Area is comprised of approximately 67.5 acres. This study area runs along the El Camino Real and Laurel Street corridors and is framed by Holly Street at the north end and Greenwood Avenue on the south end, with El Camino Real to the east and Walnut Street to the west. No changes to land use or zoning designations are proposed, except for one site at APN 050-072-380, consisting of approximately 1.1 acres and located at 1250 San Carlos Avenue. The land use and zoning change for this site allows greater development intensity, replacing the designation from Mixed-Use, Downtown Core, 100 (MU-DC-100) to Mixed-Use, Downtown, 120 (MU-D-120).

DISCUSSION

ALUCP Consistency Evaluation

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

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

The following sections address how the Downtown Specific Plan addresses each of the land use compatibility factors.

(a) Noise Compatibility

The 60 dB CNEL (Community Noise Equivalent Level) aircraft noise contour defines the threshold for airport noise impacts established in the San Carlos ALUCP. All land uses located outside this contour are deemed consistent with the noise policies of the ALUCP.

As shown on San Carlos ALUCP Exh. 4-2, **Attachment 3**, the Downtown Specific Plan project area lies outside the bounds of the 60 dB CNEL contour, so the Plan is consistent with the Noise Policies of the ALUCP.

(b) Safety Compatibility

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

San Carlos Zoning Ordinance section 18.21.150 requires review of new projects to ensure consistency with the San Carlos ALUCP, as follows:

A. Safety Compatibility Evaluation. All proposed development projects, alterations, or changes of use subject to the ALUCP will be reviewed for consistency with the County of San Mateo’s Safety Compatibility Policies of the ALUCP. Project applicants shall be required to evaluate potential safety issues if the property is located within any of the safety compatibility zones established in the ALUCP.

Table 3.2 of the draft Specific Plan, **Attachment 5**, identifies the use types that may be permitted within the various zone districts. To better clarify uses that should be reviewed for ALUCP consistency it is recommended that this table include a reference to the zoning ordinance section noted above to highlight those uses. Accordingly, the following condition is recommended:

- Amend Table 3.2, Land Use Regulations “Additional Regulations”, to include a reference to San Carlos Zoning Ordinance Section 18.21.150 A on the following use types to highlight the need to review for consistency with ALUCP safety compatibility policies:
 - Residential Care Facilities
 - Community Assembly Uses
 - Hospitals and Clinics
 - Schools, Public or Private
 - Cinema/Theater

Adherence to these requirements will ensure that new uses within the Specific Plan area will comply with the safety compatibility policies of the San Carlos ALUCP.

(c) Airspace Compatibility

The San Carlos ALUCP airspace policies establish maximum heights for the compatibility of new structures. The policies also stipulate the need for compliance with federal regulations requiring notification of the FAA of certain proposed construction or alterations of structures, and to review projects for certain land use characteristics that might pose a hazard to air navigation (*Other Flight Hazards*).

The following requirements are included in the San Carlos Zoning Ordinance section 18.21.150 to address ALUCP Airspace Protection Policy consistency:

B. Airspace Protection Evaluation. All proposed development projects, alterations, or changes of use subject to the ALUCP will be reviewed for consistency with Airspace Protection Policies of the ALUCP. These include notice of proposed construction or alteration, maximum compatible building height and other flight hazards and aviation easement requirements of San Carlos ALUCP Airspace Protection Policy 7.

- F. Federal Aviation Administration (FAA) Requirements. Proof of consistency with FAA rules and regulations must be provided through one (1) of the following ways:
1. A Federal Aviation Administration Review Not Required Form must be signed prior to issuance of building permit.
 2. Receive a determination of no hazard by the FAA after submittal of FAA Form 7460-1, Notice of Proposed Construction. Instructions and additional information on Form 7460 can be found within the ALUCP and on the FAA’s website.

Table 3.5 of the draft Specific Plan, **Attachment 6**, identifies maximum heights for structures within the different zone districts, with an overall maximum allowable height of 75 ft., plus a potential for 10 ft. additional height for tower elements.

The Airspace Protection Surface above the Plan area lies at 155 ft. above mean sea level, as indicated on San Carlos ALUCP Exh. 4-4, **Attachment 7**. Additionally, as shown on **Attachment 8**, any project in the Plan area that exceeds between 30-65 feet will require the filing of Form 7460-1, Notice of Proposed Construction or Alteration, with the FAA for any proposed new structure and/or alterations to existing structures that would exceed these FAA notification heights. To highlight this requirement within the Specific Plan the following condition is recommended:

- Amend Table 3.5 Building Heights “Additional Regulations”, to add a reference to San Carlos Zoning Ordinance 18.21.150 B. & F. to highlight the need to comply with the ALUCP height requirements.

Compliance with these provisions will ensure that new uses within the Specific Plan area will comply with the airspace protection policies of the San Carlos ALUCP.

(d) Overflight Compatibility

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

The San Carlos Zoning Ordinance includes both of these policy provisions and therefore these requirements will apply to new uses within the Specific Plan Area, ensuring consistency with the Overflight Compatibility policies of the San Carlos ALUCP.

Airport Land Use Committee

The Airport Land Use Committee considered this item at its October 23, 2025 meeting, and recommended that it be determined consistent with the San Carlos ALUCP subject to the recommended conditions.

EQUITY IMPACTS AND CONSIDERATIONS

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

ATTACHMENTS

1. Resolution 25-65

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

2. Application Materials
3. San Carlos ALUCP Exh. 4-2, Aircraft Noise Contours
4. San Carlos ALUCP Exh. 4-3, Airport Safety Zones
5. San Carlos Downtown Specific Plan Table 3.2 Land Use Regulations
6. San Carlos Downtown Specific Plan Table 3.5 Building Heights
7. San Carlos ALUCP Exh. 4-4, Airspace Protection Surfaces
8. San Carlos ALUCP Exh. 4-4a, FAA Notification Reqs.
9. Link to Draft San Carlos Downtown Specific Plan – <https://www.sancarlosedowntownplan.com/>

RESOLUTION 25-65

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY, ACTING AS THE SAN MATEO COUNTY AIRPORT LAND USE COMMISSION, DETERMINING THAT THE DRAFT SAN CARLOS DOWNTOWN SPECIFIC PLAN IS CONDITIONALLY CONSISTENT WITH THE APPLICABLE AIRPORT/LAND USE POLICIES AND CRITERIA CONTAINED IN THE COMPREHENSIVE AIRPORT LAND USE COMPATIBILITY PLAN FOR THE ENVIRONS OF SAN CARLOS AIRPORT.

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

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

WHEREAS, San Carlos has referred the Draft San Carlos Downtown Specific Plan (Downtown Specific Plan) to C/CAG, acting as the Airport Land Use Commission, for a determination of consistency with relevant airport / land use compatibility criteria in the *Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport* (San Carlos ALUCP); and

WHEREAS, the Downtown Specific Plan sets forth regulations for the future development, revitalization, and enhancement of Downtown San Carlos, which is situated within Airport Influence Area B (AIA) for San Carlos Airport; and

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

- (a) **Noise Compatibility** - The CNEL 60 dB aircraft noise contour defines the threshold for airport noise impacts established in the San Carlos ALUCP, and all land uses located outside this contour are deemed consistent with the noise compatibility policies of the ALUCP.

Per San Carlos ALUCP Exh. 4-2, Aircraft Noise Contours, the Downtown Specific Plan project area lies outside the bounds of the 60 dB CNEL contour, so the Plan is consistent with the Noise Policies of the ALUCP

- (b) **Safety Compatibility** – The San Carlos ALUCP includes six safety zones and related land use compatibility policies and criteria. The Downtown Specific Plan area is located within Safety Zone 6, the traffic pattern zone.

Section 18.21.150 of the San Carlos Zoning Ordinance requires review of all new projects to ensure consistency with the San Carlos ALUCP. Further, Table 3.2 of the Downtown Specific Plan identifies the use types that may be permitted within the various zone

districts, some of which are considered “conditionally permitted” under the ALUCP. Table 3.2 includes an “Additional Regulations” section to highlight added requirements for particular uses. As identified in Exhibit A, attached, a condition is included in this consistency determination that directs that Table 3.2 be amended to attach a reference within the “Additional Regulations” section applicable to specific identified uses to note they are subject to review for ALUCP Safety Compatibility purposes. This modification will add clarity and, combined with existing zoning requirements, will ensure consistency with the Safety Policies of the ALUCP.

- (c) **Airspace Compatibility** - The San Carlos ALUCP airspace policies establish maximum heights for the compatibility of new structures. The policies also stipulate the need for compliance with federal regulations requiring notification of the Federal Aviation Administration of certain proposed construction or alterations of structures, and to review projects for certain land use characteristics that might pose a hazard to air navigation (Other Flight Hazards).

Section 18.21.150 of the San Carlos Zoning Ordinance requires all proposed development projects to be reviewed for consistency with Airspace Protection Policies of the San Carlos ALUCP, including FAA notification requirements, maximum compatible building height, other flight hazards and aviation easement requirements.

Table 3.5 of the Downtown Specific Plan identifies maximum heights for structures within the different zone districts, with an overall maximum allowable height of 75 ft., plus a potential for 10 ft. additional height for tower elements. Per San Carlos ALUCP Exh. 4-4a, any project in the Plan area that exceeds between 30-65 feet will require the filing of Form 7460-1, Notice of Proposed Construction or Alteration, with the FAA for any proposed new structure and/or alterations to existing structures that would exceed these FAA notification heights. To emphasize this requirement, a condition is included in Exhibit A, attached, to add a reference to ALUCP compliance to Table 3.5.

Adherence to these provisions will ensure that new uses within the Downtown Specific Plan area will comply with the airspace protection policies of the San Carlos ALUCP

- (d) **Overflight Compatibility** - The San Carlos ALUCP contains two policies regarding overflight compatibility, which are generally “buyer awareness” measures focused on informing prospective buyers and/or tenants of property within the vicinity of an airport about the airport’s impact on the property. The San Carlos Zoning Ordinance includes both of these policy provisions and therefore these requirements will apply to new uses within the Specific Plan Area, ensuring consistency with the Overflight Compatibility policies of the San Carlos ALUCP; and

WHEREAS, at its October 23, 2025 meeting, based on the factors listed above and subject to inclusion of the modifications identified in Exhibit A, the Airport Land Use Committee recommended that the Downtown Specific Plan be found consistent with the policies and criteria of the San Carlos ALUCP.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments for San Mateo County, acting as the San Mateo County Airport Land Use

Commission, that subject to the conditions contained in Exhibit A, attached, the Draft San Carlos Downtown Specific Plan is consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF NOVEMBER 2025.

Adam Rak, Chair

Resolution 25-65 – Conditions of Consistency Determination:

1. Amend Table 3.2, Land Use Regulations “Additional Regulations”, to include a reference to San Carlos Zoning Ordinance Section 18.21.150 A on the following use types to highlight the need to review for consistency with ALUCP safety compatibility policies:
 - a. Residential Care Facilities
 - b. Community Assembly Uses
 - c. Hospitals and Clinics
 - d. Schools, Public or Private
 - e. Cinema/Theater

2. Amend Table 3.5 Building Heights “Additional Regulations”, to add a reference to San Carlos Zoning Ordinance 18.21.150 B. & F. to highlight the need to comply with the ALUCP airspace protection requirements.

C/CAG AGENDA REPORT

Date: November 13, 2025

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 25-71 authorizing the C/CAG Executive Director to execute Amendment No. 2 to the Funding Agreement with DKG Consulting for Financial Services Support, increasing the contract amount by \$40,000 for a new not to exceed amount of \$85,000 and extending the term through December 31, 2027.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 25-71, authorizing the C/CAG Executive Director to execute Amendment No. 2 to the Funding Agreement with DKG Consulting for Financial Services Support, increasing the contract amount by \$40,000 for a new not to exceed amount of \$85,000 and extending the term through December 31, 2027.

FISCAL IMPACT

The original funding agreement included a not to exceed amount of \$45,000. This amendment increases the total agreement amount to \$85,000.

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. The contract with DKG Consultants was amended in December of 2024 solely to extend the contract term. Amendment No. 1 did not include any changes to the approved budget.

To maintain continuity in addressing the agency's financial needs, staff recommends extending the existing contract with DKG Consultants for two additional years, through December of 2027. Their support remains critical for the following activities:

1. **Cost Allocation Plan Development:** Develop a cost allocation plan for Caltrans' approval. Accurately allocating costs across C/CAG programs, improving transparency and resource management.
2. **Budget Management:** Produce the annual C/CAG budget. Ensuring precise budget formulation, execution, and monitoring to align with agency goals.
3. **Financial Forecast and Planning:** Conduct financial revenue forecasting and scenario analysis to support C/CAG's long-term fiscal planning and decision making.

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.

EQUITY IMPACTS AND CONSIDERATIONS

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

ATTACHMENT

1. Resolution 25-71
2. Draft Amendment No.2 with DKG Consultants

RESOLUTION 25-71

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT NO. 2 TO THE AGREEMENT WITH DKG CONSULTANTS TO PROVIDE FINANCIAL SUPPORT SERVICES, INCREASING THE NOT-TO-EXCEED AMOUNT BY \$40,000 FOR A NEW NOT TO EXCEED AMOUNT OF \$85,000 AND EXTENDING THE TERM THROUGH DECEMBER 31, 2027

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

WHEREAS, the City/County Association of Governments of San Mateo County (C/CAG) and DKG Consultants (Consultant) entered into an Agreement effective January 31, 2024, for the provision of finance-related support services in an amount not to exceed \$45,000; and

WHEREAS, C/CAG followed its procurement policy in selecting DKG Consultants by soliciting qualifications and rates from potential service providers, and determined that DKG Consultants was best qualified to provide the needed services based on their expertise and prior experience supporting public agencies; and

WHEREAS, on December 12, 2024, the C/CAG Board authorized Amendment No. 1 to extend the contract term through December 31, 2025, with no change to the total contract amount; and

WHEREAS, additional financial and operational support is needed to develop future C/CAG operating budgets, prepare financial forecasts and scenario analyses, and develop cost allocation plans to ensure continuity of critical financial functions and operational efficiency; and

WHEREAS, C/CAG and DKG Consultants desire to enter into Amendment No. 2 to extend the term of the Agreement through December 31, 2027, and increase the not-to-exceed contract amount from \$45,000 to \$85,000 to continue providing these essential services.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County that the Executive Director is hereby authorized to execute Amendment No. 2 to the Agreement with DKG Consultants, extending the term through December 31, 2027, and increasing the total not-to-exceed contract amount by \$40,000 for a new not to exceed amount of \$85,000. Be it further resolved that the Board authorizes the Executive Director to make minor modifications to the amendment as needed, subject to approval by Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF NOVEMBER 2025.

Adam Rak, Chair

**AMENDMENT NO. 2 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, on December 12, 2024, the C/CAG Board authorized amendment No. 1 to the Agreement to extend the contract term through December 31, 2025, with no change to the contract amount; and

WHEREAS, additional time is required to support the development of future C/CAG operating budgets, prepare financial forecasts and scenario analyses, and produce cost allocation plans, ensuring continuity of critical financial functions and maintaining operational efficiency; and

WHEREAS, C/CAG and the Consultant desire to extend the term of the Agreement and increase the total not-to-exceed amount in order to continue providing these services; and

WHEREAS, the parties mutually agree to amend the Agreement as set forth below.

NOW, THEREFORE, C/CAG and the Consultant agree as follows:

1. Compensation

Section 2, Payments, of the Agreement is hereby amended to increase the not-to-exceed amount from forty-five thousand dollars (\$45,000) to eighty-five thousand dollars (\$85,000).

2. Term

Section 7. Contract Term/Termination, of the Agreement is hereby amended to extend the termination date from December 31, 2025 to December 31, 2027.

3. Debarment and Suspension Certification

A new Section 21. Debarment and Suspension Certification, is hereby added to the Agreement and shall read as follows:

21. Debarment and Suspension Certification

a. The Consultant’s signature affixed herein shall constitute a certification under penalty of perjury under the laws of the State of California, that the Consultant or any person associated therewith in the capacity of owner, partner, director, officer or manager:

1. Is not currently under suspension, debarment, voluntary exclusion, or determination of eligibility by any federal agency;
2. Has not been suspended, debarred, voluntarily excluded, or determined ineligible by any federal agency within the past three (3) years;
3. Does not have a proposed debarment pending; and
4. Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three (3) years.

b. Any exceptions to this certification must be disclosed to C/CAG. Exceptions will not necessarily result in denial of recommendation for award, but will be considered in determining responsibility. Disclosures must indicate the party to whom the exceptions apply, the initiating agency, and the dates of agency action.

c. Exceptions to the Federal Government excluded parties (<https://sam.gov/content/home>) maintained by the U.S. General Services Administration are to be determined by FHWA.

4. Electronic Signature

A new Section 22. Electronic Signature is hereby added to the Agreement and shall read as follows:

22. Electronic Signature. Both C/CAG and Consultant wish to permit this Agreement and future documents relating to this Agreement to be digitally signed in accordance with California law.

5. Exhibits

Exhibit A to the Agreement is hereby replaced in its entirety with the Exhibit A – Revised Scope of Work, attached hereto and incorporated herein by reference.

Exhibits B and C to the Agreement are also hereby replaced in their entirety with the revised Exhibit B – Revised Project Budget and Schedule and Exhibit C – Revised Key Personnel Assignment, respectively, attached hereto and incorporated herein by reference.

Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect. This amendment shall take effect on November 14, 2025.

[Signatures on the following page]

DKG Consultants (Consultant)

By _____
Drew Corbett, Principal

_____ Date

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

By _____
Sean Charpentier
C/CAG Executive Director

_____ Date

By _____
Melissa Andrikopoulos
C/CAG Legal Counsel

_____ Date

DRAFT

Exhibit A

REVISED SCOPE OF WORK

Consultant shall lead all the tasks listed below, as well as provide all project management activities to support each of the tasks listed below. Regular progress updates will be provided to the Executive Director and Deputy Executive Director.

- Task #1: Cost Allocation Plan
 - Develop the cost allocation plan and submit to Caltrans for review and approval.
 - Ensure the plan appropriately allocates administrative overhead costs to operational programs, funds and projects in a manner with best practices and applicable federal and state guidelines.
 - Provide documentation and recommendations for implementation.
- Task #2: Budget Development
 - Develop and document a process to produce annual C/CAG operating budget, including gathering financial data, reviewing historical expenditures, and refining cost projections.
 - Include recommendations to improve the budget format, organization, and presentation for greater clarity and usability.
 - Implement agreed-upon changes and assist in preparing presentation materials for Board and committee review.
- Task #3: Financial Forecast and Planning
 - Conduct financial revenue forecasting and scenario analysis to support C/CAG's long-term fiscal planning and decision making.
 - Conduct a strategic review of pension and Other Post-Employment Benefits (OPEB) liabilities.
 - Provide recommendations on options for addressing or mitigating these liabilities over time.
 - Review and update financial management policies, including reserve policies and investment policies.
- Task #4: As Needed Financial Support
 - Provide additional financial consulting services on an as-needed basis to address emerging needs identified by C/CAG. As-needed tasks may include financial analysis, policy review, audit support, or other special studies.

Exhibit B

REVISED PROJECT BUDGET AND SCHEDULE

Tasks	Estimated Hours	Total
1. Cost Allocation Plan	65	\$13,000
2. Budget Development	175	\$35,000
3. Financial Forecasting	90	\$18,000
4. Other tasks as need*	65	\$13,000
Tasks Completed in previous scope		
Staffing Model	10	\$2,000
Recruitment Support	20	\$4,000
Total	425	\$85,000

January 1, 2026 to December 31, 2026												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Cost Allocation Plan							X	X	X			
Budget Development		X	X	X	X	X						
Financial Forecasting				X	X	X	X					
Other Tasks as Needed	X	X	X	X	X	X	X	X	X	X	X	X

January 1, 2027 to December 31, 2027												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Cost Allocation Plan							X	X	X			
Budget Development		X	X	X	X	X						
Financial Forecasting				X	X	X	X					
Other Tasks as Needed	X	X	X	X	X	X	X	X	X	X	X	X

Exhibit C

KEY PERSONNEL ASSIGNMENT

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

Consultant Name	Classification	Hourly Rate
Drew Corbett	Principal	\$225
Emilia Archer	Senior Consultant	\$175

DRAFT

C/CAG AGENDA REPORT

Date: November 13, 2025

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 25-66 authorizing the C/CAG Chair to execute Amendment No. 5 to the funding agreement with City of South San Francisco, extending the term to December 31, 2026 for the construction phase of the South San Francisco Smart Corridor Expansion project for no additional cost.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 25-66 authorizing the C/CAG Chair to execute Amendment No. 5 to the funding agreement with City of South San Francisco, extending the term to December 31, 2026 for the construction phase of the South San Francisco Smart Corridor Expansion project for no additional cost.

FISCAL IMPACT

There is not any financial impact associated with this item.

SOURCE OF FUNDS

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

BACKGROUND

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

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

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

Construction of the South San Francisco Smart Corridor expansion is expected to be complete this winter. System integration is the next and final milestone for project completion. System integration is currently ongoing and is expected to be completed in spring 2026.

In January 2021, the C/CAG Board initially approved a funding agreement with the City of South San Francisco for the construction phase in the amount of \$917,000. Since then, the agreement has been amended multiple times:

- December 2021 (Amendment No. 1): Added \$1.6M, bringing the total funding agreement amount to \$2.517M, and extended the agreement to June 30, 2023 due to delays.
- June 2023 (Amendment No. 2): Extended the term to June 30, 2024 due to continued construction delays attributed to supply chain issues, permitting conflicts, and unexpected issues in the field while testing.
- June 2024 (Amendment No. 3): Further extended the agreement to June 30, 2025 to allow for project completion.
- February 2025 (Amendment No. 4): Added \$40,000 to provide local match for a grant to fund the Incident Response Plan and to cover additional construction management costs, bringing the total funding agreement amount to \$2.557M, and extended the agreement December 31, 2025.

As noted, construction is nearly complete for this project. Due to a complex network that includes integrating the City of South San Francisco's traffic management network, Caltrans' traffic management network, and the Smart Corridor central hub network, the system integration work is taking longer than expected. The City and C/CAG are requesting to extend the agreement term date to December 31, 2026 to allow for full project completion.

Staff recommends that the Board authorizes the C/CAG Chair to execute Amendment No.5 to the funding agreement with City of South San Francisco, extending the term to December 31, 2026 for the construction phase of the South San Francisco Smart Corridor Expansion project for no additional cost.

EQUITY IMPACTS AND CONSIDERATIONS

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

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

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

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

ATTACHMENTS

1. Resolution 25-66
2. Draft Funding Agreement Amendment no. 5 between the City of South San Francisco and C/CAG

RESOLUTION 25-66

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO. 5 TO THE FUNDING AGREEMENT WITH CITY OF SOUTH SAN FRANCISCO, EXTENDING THE TERM TO DECEMBER 31, 2026 FOR THE CONSTRUCTION PHASE OF THE SOUTH SAN FRANCISCO SMART CORRIDOR EXPANSION PROJECT FOR NO ADDITIONAL COST.

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

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

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

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

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

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

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

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

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; and

WHEREAS, the C/CAG Board approved Resolution 24-82 in December 2024 authorizing an additional \$10,000 to the agreement as the local match to develop an incident response timing plan; and

WHEREAS, the C/CAG Board approved Resolution 24-82 in December 2024 authorizing an additional \$10,000 to the agreement as the local match to develop an incident response timing plan; and

WHEREAS, the C/CAG Board approved Resolution 25-07 in February 2025 authorizing a total of \$40,000 added to the agreement for the construction phase of the project and extending the term to December 31, 2025; and

WHEREAS, C/CAG and the City of South San Francisco desire to enter into agreement amendment No. 5, extending the term to December 31, 2026 for the construction phase of the South San Francisco Smart Corridor Expansion project for no additional cost.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County, that the C/CAG Chair is authorized to execute Amendment No. 5 to the funding agreement with City of South San Francisco, extending the term to December 31, 2026 for the construction phase of the South San Francisco Smart Corridor Expansion project for no additional cost. Be it further resolved that the Board of Directors authorize the Executive Director to negotiate final terms prior to execution, subject to review by Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF NOVEMBER 2025.

Adam Rak, Chair

**AMENDMENT NO. 5 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 \$1,600,000 to cover the high construction bids 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 due to continued construction delays attributed to supply chain issues, permitting conflicts, and unexpected issues in the field while testing; and

WHEREAS, C/CAG and the City executed Amendment No. 3 on July 1, 2024 to extend the Agreement to allow for project completion due to project delays to June 30, 2025; and

WHEREAS, C/CAG and the City executed Amendment No. 4 on February 13, 2025 to extend the Agreement to December 31, 2025, and to increase the project funding by \$40,000 to provide the local match to develop an incident response timing plan and to cover additional construction management costs; and

WHEREAS, C/CAG and the City have determined that additional time is needed to complete construction and system integration;

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

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

1. The term of the Agreement, as provided in Section 2. Time of Performance, shall be extended through December 31, 2026.
2. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
3. This amendment shall take effect on January 1, 2026.

CITY OF SOUTH SAN FRANCISCO

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

By: _____
Sharon Ranals
City Manager

By: _____
Adam Rak
C/CAG Chair

Date: _____

Date: _____

Approved as to Form:

Approved as to Form:

City Attorney

Melissa Andrikopoulos
Legal Counsel for C/CAG

C/CAG AGENDA REPORT

Date: November 13, 2025
To: City/County Association of Governments of San Mateo County Board of Directors
From: Sean Charpentier, Executive Director
Subject: Review and approval of Resolution 25-67 authorizing the C/CAG Executive Director to execute Amendment No. 2 to the funding agreement with the City of Daly City and the Town of Colma, extending the term to December 31, 2026 for the construction phase of the Daly City/Colma Smart Corridor Expansion project for no additional cost.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 25-67 authorizing the C/CAG Executive Director to execute Amendment No. 2 to the funding agreement with the City of Daly City and the Town of Colma, extending the term to December 31, 2026 for the construction phase of the Daly City/Colma Smart Corridor Expansion project for no additional cost.

FISCAL IMPACT

There is not any financial impact associated with this item.

SOURCE OF FUNDS

Funding for this funding agreement comes from State Transportation Improvement Program (STIP), Local Measure M, and Local Partnership Program (LPP) funds.

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. This portion of the project includes more than 238 intersections, 50 miles of fiberoptic communication cable, and 600 devices installed as part of the Smart Corridor. The devices include 270 CCTV cameras, 117 trailblazer/arterial dynamic message signs, and 40 vehicle detection systems. The South San

Francisco expansion is currently in construction and is expected to be completed in 2026.

Continuing with the vision to build the Smart Corridor from the Santa Clara County line to the San Francisco County line, the Northern Cities segment is the next segment of the project. The project is a joint effort by the cities of Daly City and Brisbane, the Town of Colma, C/CAG, and the California Department of Transportation (Caltrans). The Northern Cities segment is currently under construction. A map of the Northern Cities project corridors is included as Attachment 2 to the staff report. The City of Daly City is leading construction of the segment located in Daly City and Colma, and the City of Brisbane is leading construction in its own city limit. This amendment is for the Daly City/Colma segment only.

Construction of the Daly City/Colma segment is expected to be complete this winter. System integration is the next and final milestone for project completion. C/CAG is leading system integration for the entire Northern Cities segment and is expected to kick off in December 2025.

In March 2024, the C/CAG Board approved a funding agreement with the City of Daly City and the Town of Colma for the construction phase of the Daly City/Colma segment in the amount of \$5.795M. Since then, the agreement has been amended once:

- September 2024 (Amendment No. 1): Added \$1.038M, bringing the total funding agreement amount to \$6.833M.

As noted, construction is expected to be complete this winter. The system integration work is expected to start in December 2025 and will extend through 2026. The City, Town, and C/CAG are requesting to extend the agreement term date to December 31, 2026 to allow for full project completion.

Staff recommends that the Board authorizes the C/CAG Executive Director to execute Amendment No. 2 to the funding agreement with the City of Daly City and the Town of Colma, extending the term to December 31, 2026 for the construction phase of the Daly City/Colma Smart Corridor Expansion project for no additional cost.

EQUITY IMPACTS AND CONSIDERATIONS

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

Additionally, the Smart Corridor system has positive impacts for non-motorists and other vulnerable populations. For example, the system can be used to implement transit signal priority, which can reduce travel times for transit riders. In Belmont, the City used Smart Corridor infrastructure to implement an adaptive traffic control system. This allowed the City to use real-time traffic conditions to change signal timing accordingly, which resulted in reduced congestion and improved access to schools. The Smart Corridor also includes dozens of trailblazer message signs installed along arterial roads to guide road users through detour routes. These wayfinding

signs are especially beneficial for users that may not have a smartphone or internet access.

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

ATTACHMENTS

1. Resolution 25-67
2. Draft Funding Agreement Amendment no. 2 between the City of Daly City, the Town of Colma, and C/CAG

RESOLUTION 25-67

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT NO. 2 TO THE FUNDING AGREEMENT WITH THE CITY OF DALY CITY AND THE TOWN OF COLMA, EXTENDING THE TERM TO DECEMBER 31, 2026 FOR THE CONSTRUCTION PHASE OF THE DALY CITY/COLMA SMART CORRIDOR EXPANSION PROJECT FOR NO ADDITIONAL COST.

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

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

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

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

WHEREAS, C/CAG completed the Project's Plans, Specifications and Estimate phase in November of 2023; and

WHEREAS, City of Daly City is the implementing agency for the construction phase of the Project, including contract administration, construction inspection and project reporting to the various grantors; and

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

WHEREAS, the C/CAG Board approved Resolution 24-61 in September 2025 authorizing an additional \$1,038,596 to the agreement due to higher-than-expected construction bids; and

WHEREAS, C/CAG, the City of Daly City, and the Town of Colma desire to enter into agreement amendment No. 2, extending the term to December 31, 2026 for the construction phase of the Daly City/Colma Smart Corridor Expansion project for no additional cost.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County, that the C/CAG Executive Director is authorized to execute Amendment No. 2 to the funding agreement with City of Daly City and Town of Colma, extending the term to December 31, 2026 for the construction phase of the Daly City/Colma Smart Corridor Expansion project for no additional cost. Be it further resolved that the Board of Directors authorize

the Executive Director to negotiate final terms prior to execution, subject to review by Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF NOVEMBER 2025.

Adam Rak, Chair

**AMENDMENT NO. 2 TO THE FUNDING AGREEMENT
BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
CITY OF DALY CITY
AND
TOWN OF COLMA
FOR
CONSTRUCTION PHASE OF THE SMART CORRIDOR EXTENSION PROJECT**

WHEREAS, the City/County Association of Governments of San Mateo County (hereinafter referred to as “C/CAG,”), the City of Daly City (hereinafter referred to as “City”), and the Town of Colma (hereinafter referred to as “Town”) (each a “Party” and collectively the “Parties”) are Parties to an Agreement dated March 1, 2024, specifying each Party’s obligations and responsibilities for the construction phase of the Smart Corridor extension project (hereinafter referred to as the “Agreement”); and

WHEREAS, the Parties have determined that additional time is needed to complete construction and system integration;

WHEREAS, the Agreement term ends on December 31, 2025;

WHEREAS, the Parties desire to amend the Agreement as set forth herein.

IT IS HEREBY AGREED by the Parties as follows:

1. The term of the Agreement, as provided in Section 3 “Time of Performance,” shall be extended through December 31, 2026.
2. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
3. This amendment shall take effect on January 1, 2026.

[Signatures on the following page]

CITY OF DALY CITY

TOWN OF COLMA

By: _____
Thomas J. Piccolotti
City Manager

By: _____
Daniel Barros
City Manager

Approved as to Form:

Rose Zimmerman
City Attorney

Christopher Diaz
City Attorney

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

By: _____
Sean Charpentier
C/CAG Executive Director

Approved as to Form:

By: _____
Melissa Andrikopoulos
Legal Counsel for C/CAG

C/CAG AGENDA REPORT

Date: November 13, 2025

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 25-68 authorizing the C/CAG Executive Director to execute Amendment No. 1 to the funding agreement with the City of Brisbane, extending the term to December 31, 2026 for the construction phase of the Brisbane Smart Corridor Expansion project for no additional cost.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 25-68 authorizing the C/CAG Executive Director to execute Amendment No. 1 to the funding agreement with the City of Brisbane, extending the term to December 31, 2026 for the construction phase of the Brisbane Smart Corridor Expansion project for no additional cost.

FISCAL IMPACT

There is not any financial impact associated with this item.

SOURCE OF FUNDS

Funding for this funding agreement comes from State Transportation Improvement Program (STIP), Local Measure M, and Local Partnership Program (LPP) funds.

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. This portion of the project includes more than 238 intersections, 50 miles of fiberoptic communication cable, and 600 devices installed as part of the Smart Corridor. The devices include 270 CCTV cameras, 117 trailblazer/arterial dynamic message signs, and 40 vehicle detection systems. The South San Francisco expansion is currently in construction and is expected to be completed in 2026.

Continuing with the vision to build the Smart Corridor from the Santa Clara County line to the San Francisco County line, the Northern Cities segment is the next segment of the project. The project is a joint effort by the cities of Daly City and Brisbane, the Town of Colma, C/CAG, and the California Department of Transportation (Caltrans). The Northern Cities segment is currently under construction. A map of the Northern Cities project corridors is included as Attachment 2 to the staff report. The City of Daly City is leading construction of the segment located in Daly City and Colma, and the City of Brisbane is leading construction in its own city limit. This amendment is for the Brisbane segment only.

Construction of the Brisbane segment is expected to be complete in spring 2026. System integration is the next and final milestone for project completion. C/CAG is leading system integration for the entire Northern Cities segment and is expected to kick off in December 2025.

In March 2024, the C/CAG Board approved a funding agreement with the City of Brisbane for the construction phase of the Brisbane segment in the amount of \$3.624M.

As noted, construction is expected to be completed in spring 2026. The system integration work is expected to start in December 2025 and will extend after construction. The City and C/CAG are requesting to extend the agreement term date to December 31, 2026 to allow for full project completion.

Staff recommends that the Board authorizes the C/CAG Executive Director to execute Amendment No. 1 to the funding agreement with the City of Brisbane, extending the term to December 31, 2026 for the construction phase of the Brisbane Smart Corridor Expansion project for no additional cost.

EQUITY IMPACTS AND CONSIDERATIONS

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

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

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

ATTACHMENTS

1. Resolution 25-68
2. Draft Funding Agreement Amendment no. 1 between the City of Brisbane and C/CAG

RESOLUTION 25-68

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT NO. 1 TO THE FUNDING AGREEMENT WITH THE CITY OF BRISBANE, EXTENDING THE TERM TO DECEMBER 31, 2026 FOR THE CONSTRUCTION PHASE OF THE BRISBANE SMART CORRIDOR EXPANSION PROJECT FOR NO ADDITIONAL COST.

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

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

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

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

WHEREAS, C/CAG completed the Project's Plans, Specifications and Estimate phase in November of 2023; and

WHEREAS, City of Brisbane is the implementing agency for the construction phase of the Project, including contract administration, construction inspection and project reporting to the various grantors; and

WHEREAS, under the authority granted by Resolution 24-5, C/CAG entered into a funding agreement with the City of Brisbane for an amount of \$3,624,068. This agreement outlines the obligations and responsibilities of each Party for the construction phase of the Project; and

WHEREAS, C/CAG and the City of Brisbane desire to enter into agreement amendment No. 1, extending the term to December 31, 2026 for the construction phase of the Brisbane Smart Corridor Expansion project for no additional cost.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County, that the C/CAG Executive Director is authorized to execute Amendment No. 1 to the funding agreement with City Brisbane, extending the term to December 31, 2026 for the construction phase of the Brisbane Smart Corridor Expansion project for no additional cost. Be it further resolved that the Board of Directors authorize the Executive Director to negotiate final terms prior to execution, subject to review by Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF NOVEMBER 2025.

Adam Rak, Chair

**AMENDMENT NO. 1 TO THE FUNDING AGREEMENT
BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
CITY OF BRISBANE
FOR
CONSTRUCTION PHASE OF THE SMART CORRIDOR EXTENSION PROJECT**

WHEREAS, the City/County Association of Governments of San Mateo County (hereinafter referred to as “C/CAG,”), the City of Brisbane (hereinafter referred to as “City”), (each a “Party” and collectively the “Parties”) are Parties to an Agreement dated March 1, 2024, specifying each Party’s obligations and responsibilities for the construction phase of the Smart Corridor extension project (hereinafter referred to as the “Agreement”); and

WHEREAS, the Parties have determined that additional time is needed to complete construction and system integration;

WHEREAS, the Agreement term ends on December 31, 2025;

WHEREAS, the Parties desire to amend the Agreement as set forth herein.

IT IS HEREBY AGREED by the Parties as follows:

1. The term of the Agreement, as provided in Section 3 “Time of Performance,” shall be extended through December 31, 2026.
2. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.
3. This amendment shall take effect on January 1, 2026.

[Signatures on the following page]

CITY OF BRISBANE

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

By: _____
Jeremy Dennis
City Manager

By: _____
Sean Charpentier
Executive Director

Approved as to Form:

Approved as to Form:

Michael Roush
City Attorney

Melissa Andrikopoulos
Legal Counsel for C/CAG

DRAFT

AGENDA REPORT

Date: November 13, 2025
To: City/County Association of Governments of San Mateo County
From: Sean Charpentier, Executive Director
Subject: Receive a copy of the Title VI Contract Extension between C/CAG and Evan Brooks Associates, adding no additional cost to the existing EBA Contract.

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

RECOMMENDATION

That the C/CAG Board of Directors receive a copy of the Title VI Contract Extension between C/CAG and Evan Brooks Associates, adding no additional cost to the existing EBA Contract.

FISCAL IMPACT

No additional cost.

SOURCE OF FUNDS

The C/CAG Title VI Implementation Plan is funded through general operation funds.

BACKGROUND

As the designated Congestion Management Agency (CMA) and County Transportation Agency (CTA), C/CAG is responsible for countywide transportation planning and for administering both state and federal transportation funds. As a recipient of federal-aid highway funds from the Federal Highway Administration (FHWA), C/CAG is required to comply with nondiscrimination laws and regulations, including Title VI of the Civil Rights Act of 1964, which prohibits discrimination based on race, color, or national origin in any program or activity receiving federal financial assistance.

On June 3, 2025, C/CAG entered into an agreement with Evan Brooks Associates (EBA) to develop a Title VI Implementation Plan, in an amount not to exceed \$24,975.50. Since the total contract value is below \$25,000, it falls within the Executive Director’s delegated signing authority. The C/CAG Board of Directors received a copy of the executed agreement on June 12, 2025.

The Title VI Implementation Plan will establish C/CAG’s standard operating procedures to ensure compliance with federal Title VI requirements. The plan will include an assessment of the agency’s organizational structure and staffing, a review of procedures across program areas, and an evaluation of programs and services provided to individuals with Limited English Proficiency (LEP).

C/CAG staff have determined that additional time is needed to complete the plan and therefore recommend extending the agreement with EBA through April 2026. Staff anticipate presenting the draft Title VI Plan to the Board for review in February 2026, followed by the final plan for adoption in March 2026.

EQUITY IMPACTS AND CONSIDERATIONS

The Title VI Implementation Plan is a mandatory requirement for agencies receiving federal funding. The plan outlines the procedures used to prevent and address discrimination based on race, color, or national origin within all federally funded programs and activities. C/CAG is responsible for preparing, implementing, and updating this plan on an annual basis to ensure ongoing compliance and equity in its operations.

ATTACHMENT

The following attachments are available on the C/CAG website (*See “Additional Agenda Materials” for the November 2025 Board Meeting*) at: <https://ccag.ca.gov/committees/board-of-directors-2/>

1. Amended Agreement No. 1 between C/CAG and Evan Brooks Associates for Title VI Implementation Plan.

C/CAG AGENDA REPORT

Date: November 13, 2025

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 25-69 authorizing a waiver of the Request for Proposals process and further authorizing the C/CAG Executive Director to execute an agreement with Kittelson & Associates in the amount not to exceed \$33,562 for technical assistance for the San Mateo Countywide Local Roadway Safety Plan waiving the RFP process due to specialized knowledge of countywide roadway safety planning.

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

RECOMMENDATION

That the C/CAG Board review and approve Resolution 25-69 authorizing a waiver of the Request for Proposals process and further authorizing the C/CAG Executive Director to execute an agreement with Kittelson & Associates in the amount not to exceed \$33,562 for technical assistance for the San Mateo Countywide Local Roadway Safety Plan waiving the RFP process due to specialized knowledge of countywide roadway safety planning.

FISCAL IMPACT

The cost of providing maintenance services for the VMT estimation tool is not to exceed \$33,562.

SOURCE OF FUNDS

Funding for this agreement will come from the C/CAG Congestion Relief Funds.

BACKGROUND

A Local Roadway Safety Plans (LRSP) identifies and analyzes roadway safety needs and develops a prioritized list of safety countermeasures. The LRSP also contributes to the California Strategic Highway Safety Plan (SHSP), which aims to reduce traffic fatalities and serious injuries across the State's roadways. The process of preparing an LRSP creates a framework to systematically identify and analyze safety problems and recommend safety improvements. Preparing an LRSP facilitates the development of local agency partnerships and collaboration, resulting in a prioritized list of improvements and actions that can demonstrate a defined need. The LRSP offers a proactive approach to addressing safety needs and demonstrates agency responsiveness to safety challenges. In addition, the completion of the countywide LRSP will render jurisdictions in the County eligible for grant funding from the Metropolitan Transportation Commission (MTC) OBAG 3 County & Local Program, and future funding for Caltrans Highway Safety Improvement Program and US Department of Transportation (USDOT) Safe Streets for All (SS4A).

At the June 13, 2025 meeting, the C/CAG Board approved Resolution 24-47, which adopted the San Mateo Countywide Local Roadway Safety Plan and accompanying Vision Zero Goal. Following adoption, many jurisdictions began pursuing grant opportunities to implement the safety countermeasures in the plan. However, feedback received from the USDOT requires that certain components necessary to be eligible for the Safe Streets for All (SS4A) grant program are needed to be amended in the plan.

Given that the plan was developed by Kittelson & Associates, staff recommends entering into an agreement with Kittelson & Associates to perform the necessary amendments in order for the plan to be compliant with various funding programs. The added time required for another firm and/or individual to acquire this knowledge base would create an unacceptable delay and would make jurisdictions ineligible to apply for the next round of SS4A funding (scheduled for Spring 2026) or result in significant cost savings. Therefore, in accordance with the adopted C/CAG Procurement Policy, Section 9a, staff recommends waiving the Request for Proposals process and entering into an agreement with Kittelson & Associates to technical assistance for the San Mateo Countywide Local Roadway Safety Plan.

EQUITY IMPACTS AND CONSIDERATIONS

The San Mateo Countywide LRSP is a countywide Plan that will include each of the jurisdictions in the county. As part of the Plan development led by C/CAG for the ten jurisdictions, the Plan prioritized locations within MTC's Equity Priority Community and the C/CAG's Equity Focus Areas.

ATTACHMENTS

1. Resolution 25-69

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

2. Draft Agreement Between Kittelson & Associates and C/CAG

RESOLUTION 25-69

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT WITH KITTELSON & ASSOCIATES IN AN AMOUNT NOT TO EXCEED \$33,562 FOR TECHNICAL ASSISTANCE FOR THE SAN MATEO COUNTYWIDE LOCAL ROADWAY SAFETY PLAN WAIVING THE RFP PROCESS DUE TO SPECIALIZED KNOWLEDGE OF COUNTYWIDE ROADWAY SAFETY PLANNING

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

WHEREAS, C/CAG is the Congestion Management Agency for San Mateo County; and

WHEREAS, C/CAG has identified the San Mateo Countywide Local Roadway Safety Plan as a priority planning effort with countywide significance; and

WHEREAS, that C/CAG shall plan, fund, research, coordinate, and evaluate with the County's 21 jurisdictions with the overriding goal of eliminating traffic-related fatalities and serious injuries; and

WHEREAS, the C/CAG Board approved Resolution 23-22 in 2023, which authorized C/CAG to enter into a contract with Kittelson & Associates ("Consultant") to develop the San Mateo Countywide Local Roadway Safety Plan and adopted in 2024; and

WHEREAS, there is a need to for technical amendments required for the plan in response to feedback received from the USDOT; and

WHEREAS, staff recommends waiving the Request for Proposals process pursuant to Section 9a of the C/CAG Procurement Policy due to the Consultant's specialized knowledge and the added time required for another firm and/or individual to acquire this knowledge base would create an unacceptable delay in the delivery of the service or not result in significant cost savings; and

WHEREAS, for the reasons identified above, waiver of the competitive process in this case is in the best interests of C/CAG; and

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County authorizes a waiver of the Request for Proposal process and authorizes the C/CAG Executive Director to execute an agreement with Kittelson & Associates in the amount not to exceed \$33,562. Be it further resolved that the C/CAG Executive Director is authorized to negotiate the final terms of said agreement prior to its execution by the C/CAG Executive Director, subject to approval as to form by C/CAG Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF NOVEMBER 2025.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: November 13, 2025

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

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 25-70 authorizing the C/CAG Executive Director to execute a two-year funding agreement between C/CAG and the County of San Mateo County Sustainability Department for staff services to support the Regionally Integrated Climate Action Planning Support program in an amount not to exceed \$50,000 for calendar years 2026 and 2027.

(For further information, contact Matt Petrofsky at mpetrofsky@smcgov.org)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 25-70 authorizing the C/CAG Executive Director to execute a two-year funding agreement between C/CAG and the County of San Mateo County Sustainability Department for staff services to support the Regionally Integrated Climate Action Planning Support program in an amount not to exceed \$50,000 for calendar years 2026 and 2027.

FISCAL IMPACT

Up to \$50,000.

SOURCE OF FUNDS

Congestion Relief funds in the amount of \$50,000 as included in the FY 2025/26 budget. Funding for calendar year 2027 is subject to C/CAG budget approval.

BACKGROUND

On September 16, 2010, the C/CAG Board adopted Resolution 10-53 authorizing the C/CAG Chair to execute an agreement with the Bay Area Air District to receive a \$50,000 grant, launching the C/CAG Climate Action Plan Template and Tool project. On March 7, 2011, the C/CAG Board adopted Resolution No. 11-11 for a PG&E Contract Work Authorization No. 2500458103 between C/CAG and PG&E for \$125,000. The total grant funding for Climate Action Plan Template was \$175,000, and with C/CAG's commitment to match funds, the total project budget was \$350,000 through calendar year 2012. The project eventually came to be known as the Regionally Integrated Climate Action Planning Support (RICAPS) Climate Collaborative.

C/CAG began contracting with the County of San Mateo to provide staff services for RICAPS for \$60,000 in 2012, \$50,000 in 2013, and subsequently every year through 2018 in an annual amount of

\$40,000. For 2019 and 2020, that amount was increased to \$50,000 due to a 55% reduction in funding from PG&E for these types of services to cities. Because approximately \$18,000 remained unspent at the end of calendar year 2020, the Executive Director extended that agreement through FY 2020/21. The extension aligned the cycle of the new agreement with the fiscal year. For fiscal year 2021/22, the County Sustainability Department requested funding for staff services to continue this program at a reduced amount of \$25,000. The reduction was due to C/CAG hiring staff from the County Sustainability Department, who will partially support the program as C/CAG staff. For fiscal years 2022-25 C/CAG continued to fund the County Sustainability Department at an amount of \$25,000.

C/CAG funding for staff services comes from Congestion Relief Funds, serving as a match to the PG&E Local Government Partnership grant. Since climate action planning support covers all sectors of GHG emissions: energy, transportation, solid waste and other emissions, the funding will support RICAPS efforts not necessarily related to energy. For this reason, staff wishes to continue to fund the County Sustainability Department at a rate of \$25,000 per year. The draft resolution and the draft Staff Services Agreement for RICAPS are provided as attachments to this staff report.

The goal of RICAPS is for every city in San Mateo County and the County to have adopted plans to reduce greenhouse gas emissions, a means to track individual jurisdiction and countywide progress through greenhouse gas emission inventories, and to provide ongoing implementation and technical support.

EQUITY IMPACTS AND CONSIDERATIONS

Tracking greenhouse gas emissions for each city in the county (including transportation emissions), and providing resources to cities to reduce emissions, will positively impact vulnerable communities by improving both indoor and outdoor air quality. The RICAPS Climate Collaborative program also works closely with city staff and Peninsula Clean Energy to spread awareness of electrification opportunities, including to the residential sector.

ATTACHMENTS

1. Resolution 25-70

The following attachments are available on the C/CAG website (*See “Additional Agenda Materials” for the February 2025 Board Meeting*) at: <https://ccag.ca.gov/committees/board-of-directors-2/>

2. Draft Staff Services Agreement between C/CAG and County of San Mateo County Sustainability Department

RESOLUTION NO. 25-70

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT BETWEEN C/CAG AND THE COUNTY OF SAN MATEO SUSTAINABILITY DEPARTMENT FOR STAFF SERVICES TO SUPPORT THE REGIONALLY INTEGRATED CLIMATE ACTION PLANNING SUPPORT (RICAPS) CLIMATE COLLABORATIVE PROGRAM IN AN AMOUNT NOT TO EXCEED \$50,000 FOR CALENDAR YEARS 2026 AND 2027

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

WHEREAS, C/CAG, by action of the Board, entered into grant agreements with the Bay Area Air Quality Management District and PG&E to fund Climate Action Planning starting in September 2010 and has continued to receive funding from PG&E to support climate action efforts countywide through Contract Work Authorizations (CWAs) in 2010- 2012, 2013-2014, 2015, 2016-18, 2019, 2020, 2020-23, 2023-25, and, most recently, January 1, 2026 through December 31, 2027; and

WHEREAS, C/CAG-provided matching funds allows for development of climate action plans and other efforts to reduce emissions generated outside of energy-related sectors under the San Mateo County Energy Watch Local Government Partnership with PG&E; and

WHEREAS, progress continued to be made and deliverables continued to be completed by C/CAG staff and County of San Mateo through a staffing agreement to expire on December 31, 2025; and

WHEREAS, C/CAG desires to continue the RICAPS program to support all member agencies, and for County of San Mateo staff to continue work on the Program and explore additional grant funding for Climate Planning for San Mateo County cities.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City/County Association of Governments of San Mateo County that the C/CAG Executive Director is authorized to execute an Agreement between C/CAG and the County of San Mateo Sustainability Department for staff services for the Regionally Integrated Climate Action Planning Support (RICAPS) Climate Collaborative program in an amount not to exceed \$50,000 for calendar years 2026 and 2027, and further authorizes the Executive Director to negotiate final terms of the agreement prior to execution by the Executive Director, subject to C/CAG legal counsel approval as to form.

PASSED, APPROVED, AND ADOPTED THIS 13TH DAY OF NOVEMBER 2025.

Adam Rak, Chair

C/CAG AGENDA REPORT

Date: November 13, 2025

To: C/CAG Board of Directors

From: Sean Charpentier, Executive Director

Subject: Review and approval of Resolution 25-72 authorizing the C/CAG Executive Director to execute Amendment No. 1 to the agreement with Shaw Yoder Antwih Schmelzer & Lang, Inc. for State Legislative Advocacy Services from January 1, 2026 through December 31, 2026 to add \$84,000 for a new not-to-exceed amount of \$336,000.

(For further information or response to questions, contact Matt Petrofsky mpetrofsky@smcgov.org)

RECOMMENDATION

That the C/CAG Board review and approve Resolution 25-72 authorizing the C/CAG Executive Director to execute Amendment No. 1 to the agreement with Shaw Yoder Antwih Schmelzer & Lang, Inc. for State Legislative Advocacy Services from January 1, 2026 through December 31, 2026 to add \$84,000 for a new not-to-exceed amount of \$336,000.

FISCAL IMPACT

The cost of the state legislative advocacy services will be \$7,000 per month for the 2026 legislative session, to add \$84,000 for a new not-to-exceed amount of \$336,000.

SOURCE OF FUNDS

Funds for state legislative advocacy services are programmed into the C/CAG budget, equally split between Congestion Relief and NPDES funds.

BACKGROUND

On August 15, 2022, C/CAG staff issued a Request for Proposals for state legislative advocacy services. The purpose of the RFP was to retain a part-time consultant to 1) monitor and review new pending legislation, policies, and regulations, 2) advocate C/CAG's interests with the California Legislature and its members and other parties as appropriate, and 3) support the Legislative Committee.

On November 10, 2022 the C/CAG Board approved Resolution 22-97 authorizing the C/CAG Executive Director to execute an Agreement with Shaw Yoder Antwih Schmelzer & Lang, Inc. for State Legislative Advocacy Services from January 1, 2023 through December 31, 2025 for an amount not to exceed \$252,000. That agreement includes an option to extend the contract for the 2026 and 2027 legislative sessions, under the same Agreement terms and at the rate of \$7,000 per month, subject to approval by the C/CAG Board and execution of an amendment by the Parties.

For the past three years, Shaw Yoder Antwih Schmelzer & Lang, Inc. have provided state legislative advocacy services without issue. Staff recommends that the Board authorizes the C/CAG Chair to execute Amendment No. 1 to the agreement with Shaw Yoder Antwih Schmelzer & Lange, Inc. for state legislative advocacy services, from January 1, 2026 through December 31, 2026 for a new not-to-exceed amount of \$336,000.

ATTACHMENT

1. Resolution 25-72
2. Draft Amendment No. 1 to the Agreement between C/CAG and Shaw Yoder Antwih Schmelzer & Lange

RESOLUTION 25-72

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AUTHORIZING THE C/CAG EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT WITH SHAW YODER ANTWIH SCHMELZER & LANGE, INC. FOR STATE LEGISLATIVE ADVOCACY SERVICE FROM JANUARY 1, 2026 THROUGH DECEMBER 31, 2026 TO ADD \$84,000 FOR A NEW NOT-TO-EXCEED AMOUNT OF \$336,000.

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

WHEREAS, C/CAG is a joint powers agency representing all twenty-one local jurisdictions in San Mateo County, and

WHEREAS, the C/CAG Board has determined that it is vital and necessary that its interests be actively advocated for with the California Legislature and Administration, and

WHEREAS, C/CAG has determined that outside legislative advocacy services would be the most appropriate method to ensure that C/CAG is adequately represented in the legislative and administrative processes in the capitol of the State of California, and

WHEREAS, on August 15, 2022, C/CAG staff issued a Request for Proposals for state legislative advocacy services, and

WHEREAS, through a competitive process, Shaw Yoder Antwih Schmeltzer & Lange, Inc. was selected as the most qualified candidate to provide legislative advocacy services, and

WHEREAS, the Agreement established an initial completion date of December 31, 2025; and

WHEREAS, the Agreement includes an option to extend the term for the 2026 and 2027 legislative sessions, under the same Agreement terms and at the same rate of \$7,000 per month, subject to approval by the C/CAG Board and execution of an amendment by the Parties; and

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

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County, that the C/CAG Executive Director is hereby authorized to execute Amendment No. 1 to the agreement with Shaw Yoder Antwih Schmeltzer & Lange, Inc. for state legislative advocacy services, from January 1, 2026 through December 31, 2026 to add \$84,000 for a new not-to-exceed amount of \$336,000. Be it further resolved that the Board of Directors authorize the Executive Director to negotiate final terms prior to execution, subject to review by Legal Counsel.

PASSED, APPROVED, AND ADOPTED, THIS 13TH DAY OF NOVEMBER 2025.

Adam Rak, Chair

**AMENDMENT NO. 1 TO THE AGREEMENT
BETWEEN
THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
SHAW YODER ANTWIH SCHMELZER & LANGE, INC.**

WHEREAS, the City/County Association of Governments of San Mateo County (hereinafter referred to as “C/CAG”) and Shaw Yoder Antwih Schmelzer & Lange, Inc. (hereinafter referred to as “Consultant”) are parties an Agreement originally dated November 10, 2022, for state legislative advocacy services for the C/CAG staff, the C/CAG Legislative Committee, and the C/CAG Board, covering the period of calendar years 2023, 2024, and 2025 (the “Project”); and

WHEREAS, the Agreement established an initial completion date of December 31, 2025; and

WHEREAS, the Agreement includes an option to extend the term for the 2026 and 2027 legislative sessions, under the same Agreement terms and at the same rate of \$7,000 per month, subject to approval by the C/CAG Board and execution of an amendment by the Parties; and

WHEREAS, C/CAG and Consultant now wish to amend the Agreement to continue services for the 2026 legislative session, as set forth herein.

NOW, THEREFORE, IT IS HEREBY AGREED by C/CAG and Consultant as follows:

1. **Payment.** The aggregate total amount of payment in Section 2, “Payment,” shall be increased from two hundred fifty-two thousand dollars (\$252,000) to three hundred thirty six thousand dollars (\$336,000).
2. **Term.** The term of the Agreement set forth in Section 5, “Contract Term/Termination,” shall be extended to a new termination date of December 31, 2026
3. **Notices.** The C/CAG contact person identified in Section 16, “Notices,” shall be replaced with the following:

City/County Association of Governments of San Mateo County
555 County Center, 5th Floor
Redwood City, CA 94063
Attention: Matt Petrofsky
Email: mpetrofsky@smcgov.org

4. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.

This amendment shall take effect upon the date of execution by both parties.

Signatures on the following page

City/County Association of Governments
(C/CAG)

Shaw Yoder Antwih Schmelzer & Lange, Inc
(Consultant)

Sean Charpentier, Executive Director

Date: _____

Date: _____

Approved as to form:

Melissa Andrikopoulos
Legal Counsel for C/CAG

DRAFT

C/CAG AGENDA REPORT

Date: November 13, 2025
To: City/County Association of Governments of San Mateo County Board of Directors
From: Sean Charpentier, Executive Director
Subject: Open a public hearing on the draft update to the 2025 Congestion Management Program and continue the public hearing to December 11, 2025.

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

RECOMMENDATION

That the C/CAG Board of Directors open a public hearing on the draft update to the 2025 Congestion Management Program and continue the public hearing to December 11, 2025.

FISCAL IMPACT

At the February 13, 2025 meeting, the C/CAG Board approved a consultant contract with TJKM Transportation Consultants in the amount of \$212,300 to provide traffic monitoring services for the 2025 CMP update.

SOURCE OF FUNDS

The 2025 CMP is funded through the C/CAG Transportation Fund.

BACKGROUND

Every two years, C/CAG, serving as the Congestion Management Agency for San Mateo County, prepares and adopts a Congestion Management Program (CMP). The Program identifies strategies to address transportation needs, reduce congestion, and promote coordinated, countywide solutions. It must also align with the Metropolitan Transportation Commission’s (MTC) planning process to ensure local jurisdictions remain eligible for state and federal transportation funding.

Although Senate Bill (SB) 743 requires the use of Vehicle Miles Traveled (VMT) to evaluate transportation impacts under the California Environmental Quality Act (CEQA), current CMP legislation still mandates the Level of Service (LOS) metric. As a result, staff continue to apply LOS standards to maintain compliance while preparing the 2025 CMP Update.

Originally enacted in 1991 and last amended in 2001, CMP legislation is now out of alignment with more recent policies and regulations, such as SB 743, California Environmental Quality Act (CEQA), and current transportation planning best practices. To resolve these inconsistencies, the CMP statute must be updated to reflect modern performance metrics.

Under existing CMP requirements, roadway operations are evaluated using the delay-based LOS metric, which assigns letter grades from A through F. Level of Service A represents free-flow

conditions and LOS F indicate severe congestion and excessive delays. In contrast, SB 743 and the 2018 updates to the CEQA Guidelines identify VMT as the preferred measure for assessing transportation impacts. The shift from LOS to VMT emphasizes system efficiency, multimodal mobility, and alignment with statewide greenhouse gas (GHG) reduction goals, reflecting a broader shift toward more sustainable and outcome-based transportation planning.

When the Level of Service (LOS) on a CMP roadway segment or intersection deteriorates and a violation is identified through the monitoring process, the CMP legislation provides local jurisdictions with two options to remain in conformance with the CMP requirements:

- **Implement a specific deficiency plan** to correct the LOS deficiency on the affected segment; or
- **Implement alternative measures** designed to achieve measurable, system-wide improvements in LOS and contribute to significant air quality benefits.

In certain cases, meeting the CMP's LOS standards may be infeasible or undesirable. For these situations, deficiency plans allow jurisdictions to adopt innovative and comprehensive strategies that improve traffic conditions on a broader, system-wide level.

To address jurisdiction-wide deficiencies identified on the CMP network, C/CAG developed the San Mateo County Congestion Relief Plan (CRP). The CRP was originally adopted in 2002 and subsequently reauthorized in 2007, 2011, 2015, 2019, and 2023. The CRP serves as the Countywide Deficiency Plan, fulfilling the statutory requirement to address roadway segment and intersection deficiencies identified through the bi-annual updates of the Congestion Management Program. With the CRP in place, individual jurisdictions within San Mateo County are not required to prepare separate deficiency plans based on the findings of this monitoring report. Additional information on the CRP is available: <https://ccag.ca.gov/wp-content/uploads/2023/06/5.1-A2-CRP-Plan-FY24-FY27.pdf>

2025 CMP Update

Since state legislation has yet to reconcile the inconsistencies between CMP requirements and SB 743 mandates, C/CAG will continue to adhere to the existing CMP framework. The 2025 CMP Update focuses on ensuring full compliance with applicable state and regional requirements, with particular emphasis on progress made in implementing the program's core elements since the 2023 update. Special attention is directed towards the monitoring of freeway, highway, and intersection traffic conditions. Comparative analyses between the 2023 and 2025 monitoring data will provide valuable insights into changes in congestion patterns over time.

Some key elements in the 2025 Program are highlighted below:

- Chapter 2- Designated Roadway System
 - Reflects the updated Companion Network, which now includes an additional 21 intersections identified as priority locations in the Countywide Local Roadway Safety Plan

- Chapter 5 – Trip Reduction and Travel Demand Element
 - Reflects the recent amendments made to the Transportation Demand Management (TDM) Policy approved by the C/CAG Board in March 2025
- Chapter 7 – Deficiency Plan Guidelines
 - Reflects the updated 2025 LOS Monitoring results
- Chapter 8 – Seven Year Capital Improvement Program
 - Reflects the 2026 State Transportation Improvement Program (STIP) project list to be consistent with the Regional Transportation Improvement Program (RTIP) guidelines (The 2026 STIP is to be adopted by the California Transportation Commission in March 2026)
- Appendices that were updated include the following:
 - Appendix F - 2025 CMP Monitoring (Draft)
 - Appendix G - Status of Capital Improvement Projects
 - Appendix I - Land Use Guide and Updated list
 -

2025 Traffic Level of Service and Performance Monitoring

To assess the operating conditions of San Mateo County’s roadway network, C/CAG is required to measure the Level of Service (LOS) for 53 roadway segments and 16 intersections included in the Congestion Management Program (CMP) network. The 2025 monitoring study was conducted during April, May, and August 2025. Primary tasks included the integration of travel time data with the LOS monitoring network and the completion of the LOS analysis.

In accordance with CMP requirements, C/CAG must identify any locations that exceed the LOS standards established in 1991 (refer to Chapter 3, Section 3.3 for additional details in the CMP). If a segment’s LOS falls below the adopted standard, CMP procedures require a subsequent analysis of volume reductions before determining whether a deficiency exists. Consistent with CMP guidelines, C/CAG excludes traffic impacts attributable to interregional travel based on the C/CAG Travel Demand Model.

The results of the 2025 CMP analysis indicate that twelve roadway segments, including one multi-lane highway segment, one two-lane highway segment, and ten freeway segments, initially operated below the established LOS standards prior to interregional trip adjustments (see Table 1 below):

Table 1

Route	Segment	Analysis Period
SR-1	San Francisco County Line → Linda Mar Blvd	AM and PM
SR-35	I-280 → SR-92	AM and PM
SR-92	I-280 → US-101	AM and PM
SR-92	US-101 → Alameda County Line	AM and PM
US-101	San Francisco County Line → I-380	AM and PM
US-101	I-380 → Millbrae Ave	PM only
US-101	Millbrae Ave → Broadway	PM only
US-101	Broadway → Peninsula Ave	AM and PM

US-101	SR-92 → Whipple Ave	AM and PM
I-280	SR-1 (South) → San Bruno Ave	AM and PM
I-280	SR-92 → SR-84	AM and PM
I-280	SR-84 → Santa Clara County Line	PM only

Overall, the 2025 monitoring results show that while traffic volumes have continued to rebound toward pre-pandemic levels, overall network performance has improved. The number of segments operating below LOS standards has decreased from 19 in 2019 to 12 in 2025 (see Table 2 below).

Table 2

Year	Exceeds LOS Standards	
	Roadway Segments	Intersections
2017	12	0
2019	19	0
2021	5	1
2023	12	1
2025	12	0

Following the adjustment for interregional trips, all twelve segments improved to LOS levels above the established standards. Therefore, the 2025 CMP does not identify any roadway segments as deficient per CMP guidelines.

Companion Network

In 2021, C/CAG staff developed a new Companion Network to monitor congestion in other areas of the county that are not included in the CMP network. The Companion Network was initially comprised of 10 roadway segments and 17 intersections, including local arterial roadways and locations along the coast. In the 2025 CMP update, 21 additional intersections identified as priority locations in the Countywide Local Roadway Safety Plan were added to the monitoring network for informational purposes only. A summary of the LOS results for the 2025 CMP Companion Network is provided below:

Companion Network Roadway Segment **Weekday** LOS

No roadway segments reported LOS E or worse.

CMP Companion Network Intersection **Weekday** LOS

The following intersections with a Level of Service (LOS) of E or worse are listed in Table 3:

Table 3

Jurisdiction	Intersection	2023 CMP		2025 CMP	
		LOS	Peak Period	LOS	Peak Period
San Carlos	Industrial Rd/Holly St	F	AM	-	-
Atherton	Middlefield Rd/Marsh Rd	-	-	E	PM
South San Francisco	El Camino Real/Westborough Blvd	-	-	E	AM
San Mateo County	SR-1/Cypress Ave	F	PM	F	PM
Redwood City	SR-84/Alameda de las Pulgas	F	AM	F	PM
San Mateo County	SR-92/SR-35	E	AM	-	-
Half Moon Bay	SR-1/Main St	E	AM	E	AM
Pacifica	SR-1/Reina del Mar Ave	F/E	AM/PM	F	AM
Atherton	El Camino Real/Selby Ln*	-	-	F	AM/PM
Palo Alto	University Ave/ Weeks Street*	-	-	E	AM
Woodside	Woodside Rd/Lindenbrook Rd*	-	-	F/F	AM/PM
Daly City	Mission St/E.Market St/SanPedro Rd*	-	-	E	AM
San Bruno	El Camino Real/Sneath Ln*	-	-	E/F	AM/PM
Redwood City	El Camino Real/ Jefferson Ave*	-	-	E/E	AM/PM
South San Francisco	Westborough Blvd at I-280/Junipero Serra Blvd*	-	-	F	PM

*Indicates newly added to Companion Network

CMP Companion Network Roadway Segment **Weekend** LOS

The following roadway segments shown in Table 4 operated at LOS E or worse:

Table 4

Intersection	2023 CMP		2025 CMP	
	LOS	Peak Period	LOS	Peak Period
SR-1, Linda Mar Blvd to Frenchmans Creek Rd	E	Midday/PM	E	Midday
SR-1, Frenchmans Creek Rd to Miramontes Rd	E	Midday/PM	E/E	Midday/PM
SR-92, SR-1 to I-280	E	AM/Midday/PM	E	AM/Midday/PM

CMP Companion Network Roadway Segment **Weekend** LOS

The following intersections shown in Table 5 reported LOS E or worse:

Table 5

Jurisdiction	Intersection	2023 CMP		2025 CMP	
		LOS	Peak Period	LOS	Peak Period
Half Moon Bay	Main St/SR-92	E	Midday	-	-
San Mateo County	SR-92/Skyline Blvd (SR-35)	E/F/E	AM/Midday/PM	-	-
San Mateo County	SR-35/SR-92	F/E	AM/PM	F	Midday/PM
Pacifica	SR-1/Reina Del Mar Ave	E	Midday	F	Midday
San Mateo County	SR-1/Cypress Ave	F	Midday/PM	F	Midday/PM

Staff will use these results to help inform the planning of future projects to help alleviate congestion at these locations.

Average Travel Times on US-101

General Purpose (GP) Travel Time Runs

The 2025 CMP travel time runs were conducted along the US-101 General Purpose (GP) lanes, between the San Mateo County/Santa Clara County Line and the San Francisco/San Mateo County Line, covering the limits of the US-101 Express Lanes corridor. For analysis purposes, the corridor was divided into two segments, as described below. A total of six travel time runs per direction were completed during both the AM peak period (7:00–9:00 AM) and the PM peak period (4:00–6:00 PM).

Northbound Segments

- **Segment 1:** US-101 – San Mateo/Santa Clara County Line to Grand Avenue (End of US-101 Express Lanes)
- **Segment 2:** US-101 – Grand Avenue (End of US-101 Express Lanes) to San Francisco/San Mateo County Line

Southbound Segments

- **Segment 1:** US-101 – San Francisco/San Mateo County Line to Grand Avenue (Beginning of US-101 Express Lanes)
- **Segment 2:** US-101 – Grand Avenue (Beginning of US-101 Express Lanes) to San Mateo/Santa Clara County Line

High-Occupancy Toll (HOT) Lane Travel Time Runs (Express Lanes)

Floating car surveys were conducted along the US-101 High-Occupancy Toll (HOT) lanes, between the San Mateo County/Santa Clara County Line and Grand Avenue (end of Express Lanes). INRIX data, which is a widely used commercial source of traffic information based on millions of vehicle and mobile device GPS readings, provides average travel speeds and congestion patterns on roadways. However, INRIX data does not distinguish between traffic activity in general-purpose lanes and traffic activity in express lanes. Therefore, field data collection was necessary to obtain accurate, lane-specific travel time information. The surveys utilized GPS-based technology to record travel times between the start and end points of each segment. A minimum of six travel time runs per direction were conducted during both the AM peak period (7:00–9:00 AM) and the PM peak period (4:00–6:00 PM). Table 6 below summarizes the survey results, showing the travel time savings achieved in the HOT lanes relative to the General-Purpose lanes:

Table 6

Direction	Segment Description	AM Savings	PM Savings
US-101 NB	San Mateo/Santa Clara Line to Grand Ave (End of Express lanes)	18%	22%
US-101 SB	Grand Ave (Beginning of US-101 Express Lanes) to SM/Santa Clara Line	21%	21%

Transit Travel Times

Transit travel time analysis for the 2025 CMP includes SamTrans Route EPX and Caltrain along the US-101 corridor. The SamTrans Route EPX, launched on February 12, 2024 provides weekday express service between East Palo Alto and the San Bruno BART Station, with four peak-period trips to downtown San Francisco utilizing the US-101 Express Lanes. Caltrain travel times are based on published schedules from June 2025, consistent with methodologies used in prior LOS monitoring studies.

Results show that general-purpose lane travel times along US-101 have increased between 2023 and 2025, particularly southbound during the AM peak. In contrast, the Express (HOT) lanes continue to provide substantial benefits, offering at least 20% shorter travel times for single-occupancy vehicles compared to general-purpose lanes.

Transit Ridership

Combined transit ridership has increased by 40% since 2023; however, it remains 39% lower in 2025 compared to 2019 levels. SamTrans, in contrast, has returned to pre-pandemic ridership levels. (see Table 7).

Table 7

Transit Agency	Annual Total Ridership				
	FY 2025	FY 2023	% Difference 2023-2025	FY 2019	% Difference 2019-2025
SamTrans	10,782,073	7,796,753	38%	10,670,850	1%
Caltrain	9,055,262	5,052,371	79%	17,662,773	-49%
BART (Colma and Daly City)	3,865,606	3,203,688	21%	7,741,549	-50%
BART (South San Francisco, San Bruno, SFO, and Millbrae)	5,408,046	4,798,306	13%	11,261,768	-52%
Combined Transit	29,110,987	20,851,118	40%	47,336,940	-39%

Recommendation

At the October 16th Technical Advisory Committee (TAC) meeting, the draft 2025 CMP was presented for review, and the TAC recommended its approval. The report was subsequently presented to the Congestion Management and Environmental Quality (CMEQ) Committee on October 27th as an informational item, as a quorum was not met. However, the Committee provided the following comments to the draft report:

- Is traffic congestion decreasing based on the 2025 data?
- Will future CMP updates include revisions to the statute to analyze congestion using Vehicle Miles Traveled (VMT) instead of Level of Service (LOS)?
- What additional actions are being implemented to address interregional travel?
- Will the raw data be available to the public for further analysis?

Following the C/CAG Board’s review of the draft report and the opening of the public comment period on November 13th, the final CMP will be presented to the TAC on November 20th, the CMEQ Committee on November 24th, and the C/CAG Board for adoption on December 11, 2025 where the public comment period will conclude.

Staff recommend that the C/CAG Board of Directors open a public hearing on the draft update to the 2025 Congestion Management Program and continue the public hearing to December 11, 2025.

Equity Impacts and Considerations

The 2025 CMP is a countywide plan that monitors congestion in each of the jurisdictions in the county, establish procedures to alleviate congestion, and promote countywide solutions. Furthermore, similar to the 2021 and 2023 CMP, the 2025 CMP will maintain a focus on geographic equity across the County by monitoring congestion at least one intersection or roadway segment in each of the 20 cities and towns, with the remaining five intersections allocated to unincorporated areas.

ATTACHMENTS

The following attachments are available on the C/CAG website (*See “Additional Agenda Materials” for the November 2025 Board Meeting*) at: <https://ccag.ca.gov/committees/board-of-directors-2/>

1. Draft 2025 CMP Monitoring Report
2. Draft 2025 San Mateo County CMP
3. Draft 2025 CMP Appendices

C/CAG AGENDA REPORT

Date: November 13, 2025

To: City/County Association of Governments Board of Directors

From: Melissa Andrikopoulos, C/CAG Legal Counsel

Subject: Action on Compensation Adjustment for Executive Director and review and approval of Resolution 25-61 authorizing the C/CAG Chair to execute Amendment No. 4 to the agreement between C/CAG and Executive Director

(For further information or response to questions, contact Melissa Andrikopoulos at mandrikopoulos@smcgov.org)

RECOMMENDATION

That the C/CAG Board approve Resolution 25-61 authorizing the C/CAG Chair to execute Amendment No. 4 to the agreement between C/CAG and Executive Director.

FISCAL IMPACT

Funding for C/CAG staff is budgeted in the C/CAG annual budget.

BACKGROUND

At the July 8, 2021 meeting, the C/CAG Board approved Resolution 21-56 authorizing the C/CAG Chair to execute an agreement between C/CAG and Sean Charpentier for service as Executive Director for a term beginning on August 1, 2021 and continuing through July 31, 2024; the term was subsequently extended to July 31, 2027.

As contemplated by the agreement, the C/CAG Board conducted a performance review and held a conference with labor negotiators in a closed session at the September 11, 2025 Board meeting. It is recommended the C/CAG Board approve Resolution 25-61 authorizing the C/CAG Chair to execute Amendment No. 4 to the agreement between C/CAG and Sean Charpentier for service as Executive Director. The amendment will increase the annual salary to \$292,305.20; all other terms will remain in effect.

ATTACHMENTS

1. Resolution 25-61
2. Amendment No. 4 to the agreement between C/CAG and Sean Charpentier for service as Executive Director

RESOLUTION 25-61

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY (C/CAG) AUTHORIZING THE C/CAG CHAIR TO EXECUTE AMENDMENT NO. 4 TO THE AGREEMENT BETWEEN C/CAG AND SEAN CHARPENTIER FOR SERVICE AS EXECUTIVE DIRECTOR

* * * * *

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

WHEREAS, the C/CAG Board of Directors has selected Sean Charpentier as the Executive Director; and

WHEREAS, on July 8, 2021, the C/CAG Board of Directors approved Resolution 21-56 authorizing the C/CAG Chair to execute an agreement between C/CAG and Sean Charpentier for service as Executive Director for a term from August 1, 2021 to July 31, 2024; and

WHEREAS, on September 12, 2024, the C/CAG Board of Directors approved Amendment No. 4 to the agreement, extending the term to July 31, 2027 and adjusting the compensation; and

WHEREAS, the agreement provided for annual performance reviews, and that any salary increase would be made in conjunction with the annual performance review; and

WHEREAS, the C/CAG Board of Directors conducted the Executive Director's annual performance review and held a conference with labor negotiators in closed session at the September 11, 2025 Board meeting; and

WHEREAS, C/CAG and Executive Director desire to amend said agreement to reflect an annual salary of \$292,305.20, effective July 1, 2025, with no other changes to the terms of the agreement.

NOW, THEREFORE, BE IT RESOLVED that the City/County Association of Governments of San Mateo County (C/CAG) Board of Directors authorizes the Chair to execute Amendment No. 4 to the agreement between C/CAG and Sean Charpentier for service as Executive Director.

PASSED, APPROVED, AND ADOPTED THIS 13TH DAY OF NOVEMBER 2025.

Adam Rak, Chair

**AMENDMENT NO. 4 TO THE AGREEMENT BETWEEN
CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY
AND
SEAN CHARPENTIER FOR SERVICE AS EXECUTIVE DIRECTOR**

This Amendment No. 4 (“Amendment”) to the Agreement between the City/County Association of Governments of San Mateo County and Sean Charpentier for Service as Executive Director (“Agreement”) is entered into by and between the City/County Association of Governments of San Mateo County (“C/CAG”), and Sean Charpentier (“Executive Director”).

WITNESSETH

WHEREAS, C/CAG desires to continue to employ Sean Charpentier as the Executive Director of C/CAG; and

WHEREAS, Executive Director desires to continue to perform services for C/CAG on the terms and conditions contained in the Agreement, subject to changes described in this Amendment; and

WHEREAS, Executive Director has reviewed and accepted this Amendment.

NOW, THEREFORE, IT IS HEREBY AGREED by C/CAG and Executive Director that:

1. The first sentence of Section 4 of the Agreement, “Executive Director Salary,” shall be revised to read as follows:

Executive Director shall receive an annual salary of two hundred ninety two thousand, three hundred and five dollars and twenty cents (\$292,305.20) effective July 1, 2025.

2. Except as expressly amended herein and in prior duly executed amendments to the Agreement, all other provisions of the Agreement dated August 1, 2021 shall remain in full force and effect.
3. This Amendment, once executed by both parties, shall be effective as of July 1, 2025.

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

Executive Director

By: Sean Charpentier

Date:

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

By: Adam Rak
C/CAG Chair

Date:

By: Melissa Andrikopoulos
C/CAG Legal Counsel

Date:

C/CAG AGENDA REPORT

Date: November 13, 2025

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 Dan Sternkopf at dsternkopf@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 legislative topics and any votes on positions taken or other actions recommended by the Legislative Committee to the C/CAG Board 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 and any additional information from Sacramento on bills discussed in the attached C/CAG Legislative Update. In addition, the consultant may discuss transportation or other program funding and changes in legislative leadership and committee assignments.

The newly elected legislature initially convened on December 2, 2024 and reconvened on January 6, 2025 for the continuation of the 2025-26 Regular Legislative Session. Legislators had until February 21 to introduce bills for consideration in the first year of the two-year session and are limited to 35

bills, a significant reduction from 50 bills in the previous two-year session. In all, approximately 2400 bills were introduced. The 2025 Legislative Calendar can be found here: [2025 Legislative Calendar](#), and list of bills being tracked by SYASL on C/CAG's behalf can be found here: [C/CAG Bill Tracking](#).

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 and committee rosters and chairs, State grant programs, recent committee hearings, and bill progress of interest to C/CAG since the Committee and Board last met.

Update on State and Federal C/CAG Budget Requests

C/CAG, with support from Shaw Yoder Antwih Schmelzer & Lange and Ken Brown Strategic consulting, has prepared five budget requests for a total of \$8.2M through the Fiscal Year 2025 State and Federal earmark process. C/CAG submitted all five budget requests to the San Mateo State Delegation and four to the Federal Senator Schiff and Federal Senator Padilla in early April.

Since submitting the funding requests, C/CAG staff and consultants have met with staff and/or representatives from the offices of U.S. Senator Padilla and Senator Schiff, Congressional Representative Liccardo, as well as State Assemblymember Stefani. Staff have been notified that Congressman Mullin is resubmitting proposals from Fiscal Year 2024 rather than soliciting new proposals for Fiscal Year 2025. The Federal delegation has been very supportive of these requests. Congressman Sam Liccardo included the request for \$1.2m for the Coastal Resiliency Project is included in the draft Federal Budget. Table 1 in Attachment 3 provides a summary of the budget requests.

Attachment 1 has an updated report from Shaw Yoder Antwih Schmelzer & Lange.

Staff will also prepare a presentation of ongoing/upcoming legislative items to consider with the following topics:

1. Scheduling in person visit to Sacramento.
2. Ongoing/new potential Legislation
 - a) SB 63. The Legislative authors submitted a letter to the file to clarify their intent regarding the process and limits on filling for appeal with the adjudication committee. See Attachment 2.
 - b) AB 650- (Papan RHNA reform, vetoed by Governor).
 - c) E Bikes
 - d) Other???
3. Potential Budget Requests

Staff will provide an update at the C/CAG Legislative Committee and C/CAG Board meetings.

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.

ATTACHMENTS

1. C/CAG Legislative Update, October 31, 2025 from Shaw Yoder Antwih Schmelzer & Lange
2. SB 63 Letter to Journal from Authors regarding petitions filed with the adjudication committee.
3. Attachment 3-Table 1: Budget Requests (see below)

Below are informational links:

- [Recent Joint ABAG MTC Legislation Committee Agendas](#)
- [California State Association of Counties \(CSAC\) bill positions and tracking](#)
- [California Associations of Councils of Government \(CALCOG\) bill tracking](#)
- Full Legislative search is available for specific bills at <http://leginfo.legislature.ca.gov/>
- [2025 California State Calendar of Legislative Deadlines](#)

San Mateo County Delegation

- [Legislation from Assemblymember Marc Berman](#)
- [Legislation from Assemblymember Diane Papan](#)
- [Legislation from Assemblymember Catherine Stefani](#)
- [Legislation from Senator Josh Becker](#)
- [Legislation Senator Scott Wiener](#)
- Bill Tracker for C/CAG by SYASL: [C/CAG Bill Tracking](#)
- Current client roster for Shaw Yoder Antwih Schmelzer & Lange - <https://syaslparters.com/clients/>

Attachment 2: Table 1: Budget Requests

Project	\$\$\$	Submitted To	Status
Strengthening Coastal Resilience	\$1,500,000	Asm. Berman, State Senator Becker, Federal Senator Padilla, Federal Senator Schiff, Congressman Liccardo	Congressman Liccardo included the request in the draft budget.
Roadway Safety Improvements, Capital Improvements	\$1,000,000	Asm. Papan, State Senator Becker	
Colma El Camino Real Bike/Ped Project	\$3,700,000	Asm. Catherine Stefani, State Senator Wiener, Federal Senator Padilla, Federal Senator Schiff	Senator Schiff requested \$2.96m, however, the project did not make it into the draft budget
Countywide One Watershed Strategic Plan	\$1,500,000	Asm. Papan, State Senator Becker, Federal Senator Padilla, Federal Senator Schiff	Senator Padilla requested \$1.5m, however, the project did not make it into the draft budget
Drought Conservation – Laundry to Landscape	\$590,000	Asm. Papan, State Senator Becker, Federal Senator Padilla, Federal Senator Schiff	Senator Padilla requested \$0.472m, however, the project did not make it into the draft budget
Total	\$8,290,000		



1415 L Street
Suite 1000
Sacramento
CA, 95814
916-446-4656

October 31, 2025

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

From: Matt Robinson, Andrew Antwih and Lizzie Cootsona
Shaw Yoder Antwih Schmelzer & Lange

Re: **STATE LEGISLATIVE UPDATE – November 2025**

Legislative Update

The Legislature recessed the first year of the two-year 2025-26 Legislative Session on September 13, after sending nearly 800 bills to the Governor in the final weeks of the legislative year. The Governor had until October 13 to sign or veto this last tranche of bills. This caps a year which saw California renew its historic Cap-and-Trade program, pass legislation authorizing the placement of a Bay Area Regional Measure on next year's General Election ballot, close a \$12 billion budget deficit, and more. Assemblymembers and State Senators introduced a total of 2,350 bills in 2025 – 917 of which made it to the Governor's desk for his consideration this year. Of these, 794 were signed into law and 123 were vetoed – meaning approximately one-third of the bills introduced at the start of the year successfully navigated California's full legislative process.

Also, in mid-September, Senate President Pro Tempore Mike McGuire announced that he would step down as leader of the State Senate on an earlier timeline than initially anticipated. Senator McGuire announced that, effective November 17, 2025, Senator Monique Limon (D-Santa Barbara) will take over as Senate Pro Tem. The initial timeline for this transition had been described as "early 2026." We expect to see some changes in leadership and key committee roles before the year is out.

The Legislature is now in recess until January 5, 2026. For information about key legislative and budget deadlines for next year, please see the tentative 2026 Legislative Calendar [here](#).

Bills with Positions

SB 71 (Wiener) CEQA Exemptions for Clean Transportation Projects – SUPPORT

This bill would extend the current January 1, 2030 sunset date established by SB 922 (Wiener, 2022) for statutorily authorized CEQA exemptions for transit and transportation projects to January 1, 2040, add additional project-types to the list of exemptions (ferry terminals, transit operational analysis, bus stops, bus shelters), and make substantive procedural changes surrounding board actions (i.e. board process for establishing a project's cost estimate). **This bill was signed by the Governor and will take effect on January 1, 2026.** To see the votes on this bill, please click [here](#).

SB 239 (Arreguín) Brown Act Teleconferencing Advisory Bodies – SUPPORT REQUEST AMENDMENTS

This bill would authorize a subsidiary body to use alternative teleconferencing provisions and would impose requirements for notice, agenda, and public participation. The bill would require the subsidiary body to post the agenda at the primary physical meeting location. The bill would require the members of the subsidiary body to visibly appear on camera during the open portion of a meeting that is publicly accessible via the internet or other online platform and would require the subsidiary body to list a member of the subsidiary body who participates in a teleconference meeting from a remote location in the minutes of the meeting. The bill would require the legislative body that established the subsidiary body electing to use teleconferencing pursuant to these provisions to establish the subsidiary body by charter, ordinance, resolution, or other formal action to make specified findings by majority vote, before the subsidiary body uses teleconferencing for the first time and every 12 months thereafter. The bill would require the subsidiary body to approve the use of teleconference by a two-thirds vote before using teleconferencing. Elected officials serving on a subsidiary body would be required to post their location and open the location to the public when participating remotely. **This bill was moved to the inactive file in the Senate and is now a two-year bill.** To see the votes on this bill, please click [here](#).

SB 601 (Allen) Waste Discharge – OPPOSE

This bill expands the NPDES/WDR permits under the Porter-Cologne Water Quality Control Act to cover previously unregulated waterways as defined by the Clean Water Act, now including “nexus waters” to essentially mean any waters of the state not designated as navigable under federal law, except for wetlands, which are protected under the State Wetland Policy. The bill would thereby significantly increase the types and number of regulated waterways and the costs to municipalities of implementing new water quality objectives for the expanded nexus waters. Importantly, it would also expand citizen suit provisions under the Porter-Cologne Water Quality Control Act applicable to all newly regulated nexus waters, creating significant risk of liability and associated costs to municipalities and public utility rate payers. **This bill was made a two-year bill in the Assembly Appropriations Committee.** To see the votes on this bill, please click [here](#).

AB 259 (Rubio) Brown Act Teleconferencing – SUPPORT

Existing law authorizes local agencies to use teleconferencing for board/council members under certain circumstances (illness, caring for others, travel, etc.) as long as a quorum of the members participate in person from the same location identified on the agenda and that the location is open to the public and is within the local agency’s jurisdiction. Existing law establishes limits on the number of meetings members may participate in via teleconference to two meetings per year if the legislative body regularly meets once per month or less. These provisions currently sunset on January 1, 2026. This bill would extend the sunset date and the alternative teleconferencing procedures until January 1, 2030. **This bill did not meet the policy committee deadline and is a two-year bill.** To see the votes on this bill, please click [here](#).

AB 650 (Papan) Housing Element Compliance – SUPPORT

AB 650 would have established a three-pronged approach: start the RHNA process earlier, allowing cities to begin planning sooner; require HCD to provide clear feedback and guidance; and offer relief to good actor cities in the form of a stay on the builder’s remedy while they are awaiting a response from HCD. By bolstering clarity in the housing review process, local jurisdictions would have been able to develop housing plans on time that comply with California’s complex laws, thus readying themselves for

much-needed housing production. **This bill was vetoed by the Governor. A copy of the veto message can be found [here](#).** To see the votes on this bill, please click [here](#).

AB 1085 (Stefani) License Plate Obstruction – SUPPORT

Existing law prohibits a person from obstructing a license plate that inhibits the plate’s recognition by an electronic device in connection with a toll road, high-occupancy toll lane, toll bridge, or other toll facility. Existing law also prohibits the sale of a product or device that obscures a license plate. This bill further expands on the list of obscuring devices to include a shade or tint that obstructs the reading or recognition of a license and would increase the penalty for the manufacture of these products from \$250 to \$1,000. **This bill was signed by the Governor and will take effect on January 1, 2026.** To see the votes on this bill, please click [here](#).

Bills of Interest

SB 63 (Wiener) Regional Measure – WATCH

This bill authorizes a sub-regional sales tax in five Bay Area counties – one-half cent in Alameda, Contra Costa, Santa Clara & San Mateo Counties and one cent in San Francisco County – to generate additional revenue to support Bay Area public transit systems. The bill defines appropriations from the regional measure to the named transit agencies as subventions from the revenue generated in each county in the measure and allows money returned to counties to be used for local streets and roads projects benefiting fixed-route transit. The bill also requires a financial efficiency review of AC Transit, BART, Caltrain, and Muni, and requires these transit agencies to implement the strategies identified in the review. The bill establishes a new maintenance of effort requirement for the named transit agencies and establishes “enhanced accountability” by providing a pathway for the creation of new “ad hoc” adjudication committees at the Metropolitan Transportation Commission. These “ad hoc” adjudication committees would have the opportunity to review claims filed against a named transit agency and implement corrective action, which could include the partial withholding of funds. **This bill was signed by the Governor and will take effect on January 1, 2026.** Once the bill takes effect, it will be up to local stakeholders to work to qualify the regional measure for the ballot through signature gathering, where it will likely need a simple majority of voters to pass on November 3, 2026. To see the votes on this bill, please click [here](#).

SB 79 (Wiener) Transit Oriented Development – WATCH

This bill requires that a residential development proposed within one-half or one-quarter mile of a transit-oriented development stop be an allowed use on any site zoned for residential, mixed, commercial, and further requires that the development be eligible for streamlined, ministerial approval, while establishing allowable densities on these properties. Recent amendments reduce the number of communities impacted by the bill by: limiting the applicability of its streamlining provisions to projects located near existing or currently planned Tier 1 or Tier 2 transit-oriented development stops in the 8 most transit-rich counties of the state, unless a local jurisdiction chooses to designate a station as a Tier 3 transit-oriented stop; removing ferries and low frequency commuter rail from the service types that may define a Tier 3 transit-oriented stop; and creating exemptions from its streamlining provisions to protect historical resources and limit greater density in very high fire severity zones and in local jurisdictions that have already upzoned station areas. Additionally, these amendments would advance new housing affordability and anti-demolition and displacement provisions and limit transit agencies’

land use authority. **This bill was signed by the Governor and will take effect on January 1, 2026.** To see the votes on this bill, please click [here](#).

SB 682 (Allen) Reducing PFAS Pollution at the Source - WATCH

This bill would have eliminated unnecessary uses of PFAS in cleaning products, dental floss, ski wax, juvenile products, food packages and cookware. This bill would have thereby prevented Per- and Polyfluoroalkyl substances (PFAS), “forever chemicals,” from entering California’s water, wastewater, and solid waste systems. As a result, this bill would have protected people from PFAS-associated health harms, prevented further contamination, and held manufacturers accountable to produce more sustainable products without these harmful chemicals. **This bill was vetoed by the Governor. A copy of the veto message can be found [here](#).** To see the votes on this bill, please click [here](#).

SB 707 (Durazo) Brown Act Reform – WATCH

This bill makes a number of changes to the Brown Act, including new public access and participation requirements for specified legislative bodies. SB 707 (Durazo) includes several different provisions related to the Brown Act. First, it extends existing authority permitting the limited use of remote participation for board members under certain circumstances. This authorization – originally set out in AB 2449 (Rubio) – was set to expire at the end of 2025. SB 707 also allows for entirely remote participation for advisory or subsidiary bodies. Notably, elected officials would be exempt from this and would need to attend in person or post their location and open that location to the public if they join remotely. This provision of the bill also requires that the advisory or subsidiary body offers a remote option and at least one physical location where members of the public can attend and participate.

Lastly, SB 707 requires a new category of legislative bodies – an “eligible legislative body” – to provide two-way teleconference opportunities for the public, to provide language translations of their agenda, and to reasonably assist members of the public with translation services. C/CAG does not meet the definition of eligible legislative body. **This bill was signed by the Governor.** To see the votes on this bill, please click [here](#).

AB 736 (Wicks) Affordable Housing Bond – WATCH

This bill proposes the Affordable Housing Bond Act of 2026, which seeks to authorize \$10 billion in bonds to address California's housing crisis. If approved by voters during the June 2, 2026 statewide election, the funds would support a range of affordable housing initiatives, including rental housing programs, homeownership assistance, farmworker housing grants, and tribal housing projects. Specific allocations include \$5 billion for multifamily housing programs, \$1.7 billion for supportive housing with operating subsidies, \$800 million for portfolio reinvestment programs, and \$1 billion for homeownership opportunities through existing programs like CalHome. Additional funding would target energy efficiency improvements, acquisition and rehabilitation of unrestricted housing units with affordability restrictions, and tribal community rebuilding efforts. The act is designed as an urgency statute to enable immediate implementation and preparation for bond issuance upon voter approval. **This measure did not move forward this year.** To see the votes on this bill, please click [here](#).

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

September 12, 2025

Ms. Erika Contreras
Secretary of the Senate
State Capitol, Room 400
Sacramento, California

Re: Letter to the Journal Regarding SB 63 (Wiener, Arreguin)

Dear Madam Secretary,

We write as joint authors of SB 63 to clarify the bill’s intent with respect to the addition of enhanced accountability provisions in Chapter 6 of Part 2 of Title 7.85 of the Government Code – which is added by the bill – and voter initiative.

Our intent is to provide each county included in the geography of the Public Transit Revenue Measure District with one total opportunity per subject operator per year to petition the applicable ad hoc adjudication committee for corrective action and withholding of funds. It is our intent that the participating county transportation entity and county board of supervisors for each county are together limited to this per-operator cap.

Furthermore, it is not our intent that the petition required to be filed with the commission to establish an ad hoc adjudication committee count toward the one ad hoc adjudication committee petition per subject operator per year per county cap.

Additionally, we do not intend that the magnitude of revenues generated in a specific county pursuant to a tax measure authorized by SB 63 directed to a specific subject operator be considered a compelling reason for a standard, policy, or commitment of a subject operator to disproportionately disadvantage the operation or maintenance of the subject operator’s transit system in the geographic jurisdiction of the county.

Finally, SB 63 does not change the voter approval requirement that applies to a measure proposed by a citizen’s initiative. A measure proposed by a citizen’s initiative proposed pursuant to SB 63 continues to only require a simple majority vote of the electorate, consistent with judicial precedent.

Sincerely,

Scott Wiener
Senator, 11th District

Jesse Arreguin
Senator, 7th District

C/CAG AGENDA REPORT

Date: November 13, 2025

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

From: Sean Charpentier, Executive Director

Subject: Written Communications - Information Only (17 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. **11/7/2025** – To Ms. Courtney Tyler, Clerk to the Board, State Water Resources Control Board Re: Comment Letter – Draft TVA Scientific Basis Report (SBR).
2. **11/7/2025** – To Caltrans District 4 Re: Letter of Support for San Mateo County’s Grant Application for the ATP/LSRP Update Project.
3. **11/3/2025** – To Caltrans Sustainable Communities Grant Review Committee, California Department of Transportation, Division of Transportation Planning Re: Support for City of South San Francisco Multimodal Transportation Action Plan.
4. **11/3/2025** – To Albert Savay, Director, Community Development, City of San Carlos Re: Letter of Support for the Old County Road Complete Streets Study.
5. **10/20/2025** – To Joel Shaffer, Britt Tanner, Mika Miyasato, Metropolitan Transportation Commission (MTC)/Association of Bay Area Governments (ABAG) Bay Area Metro Center.
6. **9/12/2025** – To The Honorable Gavin Newsom, Governor, State of California Re: SB 71 (Wiener) California Environmental Quality Act: exemptions: transit projects – SIGNATURE REQUEST.
7. **9/12/2025** – To The Honorable Gavin Newsom, Governor, State of California Re: AB 650 (Papan) Planning and zoning: housing element: regional housing needs allocation. – SIGNATURE REQUEST.
8. **9/10/2025** – Re: Letter of Support for the City of East Palo Alto’s FY 25 TA Measure A and Measure W Highway Safety Program for the Woodland Avenue Safety Upgrades Project.
9. **9/4/2025** – To Mr. Patrick Gilster Director, Planning and Fund Management San Mateo, County Transportation Authority Re: Town of Colma’s FY 25 TA Measure A and Measure W Highway Grant Application for El Camino Real Bicycle and Pedestrian Improvement Project.
10. **8/26/2025** – To AB 650 (Papan) Planning and zoning: housing element: regional housing needs allocation. – SIGNATURE REQUEST Re: AB 1085 (Stefani) License Plate Obstruction – SIGNATURE REQUEST.
11. **8/1/2025** – To Sue-Ellen Atkinson, Manager, Planning and Fund Management, San Mateo County Transportation Authority Re: Alternative Congestion Relief and Transportation Demand Management (TDM) Program Letter of Support for Bus Stop Improvement Plan Implementation – Near Term (Project).

12. **7/25/2025** – To San Mateo County Transportation Authority, 2025 Cycle 3 Transportation Demand Management Program Selection Committee Re: Intelligent Transportation System (ITS) Signal Resiliency and Smart Corridor Expansion Project Letter of Support.
13. **7/21/2025** – To Sue-Ellen Atkinson, Manager of Planning & Fund Management, San Mateo County Transportation Authority Re: Support for the South San Francisco TDM Implementation and Technical Assistance Program Grant Application for SMCTA’s 2025 Cycle 3 Transportation Demand Management (TDM) Program Call for Projects.
14. **7/21/2025** – To Sue-Ellen Atkinson, San Mateo County Transportation Authority Re: Support for the South San Francisco Advanced Signal Priority Transportation Demand Management Project.
15. **7/21/2025** – To San Mateo County Transportation Authority Re: Letter of Support for the City of Millbrae’s BRAVE Project (Bus Rider Access, Visibility and Experience).
16. **7/21/2025** – To Sue-Ellen Atkinson, Manager of Planning & Fund Management, San Mateo County Transportation Authority Re: Letter of Support for the City of Burlingame’s E-Micromobility program.
17. **7/8/2025** – To San Mateo County Transportation Authority Re: Letter of Support for the City of Millbrae’s e-Micromobility Project.

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/>)