

# 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*

### Meeting Minutes

of the

### Resource Management and Climate Protection Committee (RMCP)

#### Meeting Location:

155 Bovet Rd. - Ground Floor Conference Room  
San Mateo CA, 94402

**Date:** Wednesday, October 15, 2025    **Time:** 3:00 p.m.

<b>Committee Member:</b>	<b>Agency:</b>	<b>Attendance:</b>	<b>Notes:</b>
Donna Colson (Chair)	Burlingame		
Tom Francis (Vice Chair)	BAWSCA	Yes	
Alex Fernandez	Filoli		
Betsy Nash	Menlo Park	Yes	
Bill Chiang	PG&E		
Bob Nyugen	City of Millbrae	Yes	
Christina Donovan	Sares Regis Group of Northern California	Yes	
Kaia Aiken	City of Redwood City	Yes	
Ortensia Lopez	El Concilio		
Ray Mueller	County of San Mateo	Yes	
Sarah Hubbard	Sustainable San Mateo County	Yes	
Sue Beckmeyer	Pacifica	Yes	Arrived at 3:34

#### Additional Attendees and Speakers

Sean Charpentier – C/CAG

Matt Petrofsky – C/CAG

Avana Andrade – County Sustainability Department

Marjory Ruiz – PG&E

Note: All presentations for this meeting have been posted on the C/CAG RMCP Committee website:

<https://ccag.ca.gov/committees/resource-management-and-climate-protection-committee/>

Meeting was called to order at 3:06 P.M.

## AGENDA

**1. Roll Call and introductions.**

Sean Charpentier introduced new C/CAG staff member Matt Petrofsky. Committee staff completed Roll Call and a quorum of six members was achieved.

**2. Public Comments on items not on the agenda.**

There were no public comments.

**3. Approval of minutes of the July 16, 2025, RMCP Committee Meetings.**

The Committee approved the minutes of the July 16, 2025 RMCP Committee meetings, with a motion by Member Nash, seconded by Member Hubbard. A vote was taken and both draft minutes passed (6,0,0).

**4. Approval of RMCP Committee meeting dates for January 2026 through January 2027.**

The Committee reviewed the proposed meeting date for calendar year 2026. An amendment was recommended to remove the July 2026 meeting. A motion was made by Member Hubbard, seconded by Member Nash. A vote was taken and approval passed, including the recommended amendment (6,0,0).

**5. Receive a presentation on the Regionally Integrated Climate Action Planning Support**

Matt Petrofsky, C/CAG staff, gave a brief presentation about the Regionally Integrated Climate Action Planning Support (RICAPS) program. C/CAG staff recommended that the RMCP committee review and approve the draft 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. 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 committee discussed or asked questions about the following: the standardization of greenhouse gas emissions inventory standards and RICAPS role in helping cities complete their own emissions inventories; the County's uniqueness in emissions reporting by including methane gas leakage; the desire for a public facing dashboard displaying jurisdictional emissions data; RICAPS goals for 2026, which focus on implementation and include focuses on existing building electrification, and mode shift.

Public comment included appreciation of RICAPS and an interest to have the group focus on the operationalization of stakeholder engagement to build consensus across communities.

A motion was made by Member Nash, seconded by Member Hubbard to approve the recommendation for continued funding. A vote was taken and approval passed (6,0,0).

**6. Presentation on the County of San Mateo's community oriented and government operations focused carbon sequestration efforts.**

Avana Andrade, County of San Mateo Sustainability Department, and Matt Petrofsky, C/CAG

staff, gave a presentation on the County of San Mateo's community oriented and government operations focused carbon sequestration efforts. These aim to assist the County in achieving its government operations related carbon neutrality target (an 80% reduction of greenhouse gas emissions over 2005 levels by 2030 and carbon neutrality by 2035), and its community related carbon neutrality target (a 45% reduction of greenhouse gas emissions over 1990 levels by 2030 and carbon neutrality within unincorporated San Mateo County by 2040), by implementing climate smart practices on County owned and operated parkland, and by designing and launching a carbon farming fund that will advance carbon sequestration efforts on the County's working lands.

The committee discussed or asked questions about the following: whether Parks carbon sequestration efforts include ocean management measures; availability of grant dollars for implementation; cost of implementation per acre; the goals of the Community carbon sequestration research being to understand how a seed fund could fit into the landscape of other environmental funding mechanism; the scale of funding available (a \$300,000 seed fund to be hopefully matched); how the types of programs being funded are not new, and how they have been vetted and run by the RCD with extensive stakeholder engagement; the issues facing farmers within San Mateo County, and how climate smart practices can help with the economics of farming; composting; and grant funding availability.

## **7. Committee Member Updates**

Executive director, Sean Charpentier gave the following updates: the Federal Government recently approved the C/CAG application for the Safe Streets for All grant; C/CAG staff on November 13<sup>th</sup> will be putting forward recommendations for Bay Area Air District Transportation Fund for Clean Air projects, spending almost \$600,000 across three jurisdictions; BayWheels launched in early October in Daly City; C/CAG submitted an unsuccessful grant application for the Caltrans Sustainable Transportation Planning Grant, but will reapply for an EV infrastructure planning project; Stormwater staff are applying for a trash capture grant.

Sarah Hubbard, Executive Director of Sustainable San Mateo County gave the following updates: the SSMC indicators launch occurred, focused on the climate impacts of the food system; SSMC received funding to update its emissions tracking dashboard so that new lenses can be applied to increase the utility of the dashboard.

Sue Beckmeyer, Council member of the City of Pacifica, let the group know about a presentation she will give on October 29 titled Shifting Shorelines, adapting to climate change on the Coast.

Tom Francis, Water Resources Manager of BAWSCA, gave the following updates: an early draft of a Scientific Basis Report, related to the Bay Delta Plan and Bay Delta Water Quality Control Plan, has been released. BAWSCA supports the State Board in review of the voluntary agreement; BAWSCA is updating its long-term water supply strategy; BAWSCA is doing a water demand study.

Betsy Nash, Vice Mayor of Menlo Park let the group know that Menlo Park passed a reach code.

## **8. Next Scheduled Meeting Date: November 19, 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](mailto:mcrume@smcgov.org) by 10:00 a.m. prior to the meeting date.

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

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

1. Your written comment should be emailed to [scharpentier@smcgov.org](mailto:scharpentier@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 RMCP Committee 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 RMCP Committee members and included in the administrative record of the meeting as soon as practicable.

**SPOKEN COMMENTS:** Members of the public who wish to speak on matters not on the agenda will be given an opportunity to address the Committee during the agenda item titled "Public Comment on Items Not on the Agenda." Members of the public who wish to speak on a matter on the agenda will have two minutes each to address the Committee on that agenda item unless a different time limit is established by the Chair. No speaker who has already spoken on an item will be entitled to speak to that item again. At the call of the Chair, public comments will be taken in-person and remote. Public comments will be taken first by speakers in person followed by via Zoom. If you have documents you wish to distribute to the Committee and include in the official record, please hand it to the C/CAG Staff who will distribute the information to the Committee members and staff. \*Those participating remotely will:

1. Access the meeting through Zoom at the online location or via phone as indicated at the top of this agenda.
2. 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. 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. Click on “raise hand” when the C/CAG Clerk or Chair calls for the item on which you wish to speak. 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