



# AGENDA

## BOARD OF DIRECTORS MEETING

### SAN MATEO COUNTY TRANSPORTATION AUTHORITY

Due to COVID-19, this meeting will be conducted via teleconference only (no physical location) pursuant to [Assembly Bill 361](#) (Government Code Section 54953).

Directors, staff and the public may participate remotely via Zoom at <https://samtrans.zoom.us/j/97489736685?pwd=UkN4T0gwU0lwbHFjZkNCTm1Dd0VaZz09> or by entering Webinar ID: **974 8973 6685**, Passcode: **019469** in the Zoom app for audio/visual capability or by calling 1-669-900-9128 (enter webinar ID and press # when prompted for participant ID) for audio only. The video live stream will be available during or after the meeting at <https://www.smcta.com/whats happening/boardofdirectors/video.html>.

**Public Comments:** Members of the public are encouraged to participate remotely. Public comments may be submitted to [publiccomment@smcta.com](mailto:publiccomment@smcta.com) prior to the meeting's call to order so that they can be sent to the Board as soon as possible, while those received after an agenda item is heard will be included into the Board's weekly correspondence and posted online at: [https://www.smcta.com/whats happening/board\\_of\\_directorscalendar.html](https://www.smcta.com/whats happening/board_of_directorscalendar.html).

Oral public comments will also be accepted during the meeting through Zoom\* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Use the Raise Hand feature to request to speak. For participants calling in, dial \*67 if you do not want your telephone number to appear on the live broadcast. Callers may dial \*9 to use the Raise Hand feature for public comment. Each commenter will be recognized to speak and callers should dial \*6 to unmute themselves when recognized to speak for two minutes or less. The Board Chair shall have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

**January 6, 2022 – Thursday**

**5:00 pm**

- 1) Call to Order
- 2) Swearing-in:
  - a) Emily Beach (Cities-at-large Representative)
  - b) Mark Nagales (Cities – Northern County Representative)
  - c) Board of Supervisors Representative
- 3) Roll Call/Pledge of Allegiance

Note: All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

- 4) Election of 2022 Officers MOTION
- 5) Public Comment For Items Not on the Agenda  
Public comment by each individual speaker shall be limited two (2) minutes. Items raised that require a response will be deferred for staff reply.
- 6) Report of the Citizens Advisory Committee
- 7) Consent Calendar  
Members of the Board may request that an item under the Consent Calendar be considered separately
  - a) Adoption of Resolution Making Findings that the Proclaimed State of Emergency for COVID-19 Continues to Impact the Board's and Committees' Ability to Meet Safely in Person RESOLUTION
  - b) Approval of Minutes of the Board of Directors Meeting of December 2, 2021 MOTION
  - c) Acceptance of Statement of Revenues and Expenditures for the Period Ending November 30, 2021 MOTION
- 8) Report of the Chair
- 9) San Mateo County Transit District Liaison Report
- 10) Joint Powers Board Liaison Report
- 11) Report of the Executive Director
- 12) State and Federal Legislative Update INFORMATIONAL
- 13) Adoption of 2022 Legislative Program MOTION
- 14) Program
  - a) Program Report: Peninsula Corridor Electrification Project Update INFORMATIONAL
- 15) Finance
  - a) Amendment of the Fiscal Year 2022 Budget to Increase Total Expenditures from \$148,893,304 to \$162,834,813 RESOLUTION
  - b) Adoption of Alternative Congestion Relief and Transportation Demand Management Plan; Programming and Allocation of Funds for TDM Monitoring and Equity Programs RESOLUTION
  - c) Authorize the Filing of a Letter of No Prejudice Request for Regional Measure 3 Funding in the Amount of \$2.025 Million for the State Route 92/US 101 Direct Connector and Area Improvements Projects RESOLUTION
- 16) Requests from the Authority
- 17) Written Communications to the Authority

- 18) Date/Time of Next Regular Meeting: Thursday, February 3, 2022, 5:00 pm via Zoom teleconference (additional location, if any, to be determined)
- 19) Report of Legal Counsel
- 20) Adjourn

## **INFORMATION FOR THE PUBLIC**

All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

If you have questions on the agenda, please contact the Authority Secretary at 650-508-6242. Assisted listening devices are available upon request. Agendas are posted on the TA website at [https://www.smcta.com/whats happening/board\\_of\\_directorscalendar.html](https://www.smcta.com/whats happening/board_of_directorscalendar.html).

Communications to the Board of Directors can be emailed to [board@smcta.com](mailto:board@smcta.com).

*Free translation is available; Para traducción llama al 1.800.660.4287; 如需翻译 请电1.800.660.4287*

### **Date and Time of Regular and Citizens Advisory Committee Meetings**

The Transportation Authority (TA) meets regularly on the first Thursday of the month at 5 p.m. The TA Citizens Advisory Committee (CAC) meets regularly on the Tuesday prior to the TA Board meeting at 4:30 pm. Date, time and location of meetings may be changed as necessary. Meeting schedules for the Board and CAC are available on the TA website.

### **Location of Meeting**

**Due to COVID-19, the meeting will only be via teleconference as per the information provided at the top of the agenda. The Public may not attend this meeting in person.**

\*Should Zoom not be operational, please check online at [https://www.smcta.com/whats happening/board\\_of\\_directorscalendar.html](https://www.smcta.com/whats happening/board_of_directorscalendar.html) for any updates or further instruction.

### **Public Comment**

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### **Accessible Public Meetings/Translation**

Upon request, SamTrans will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least 72 hours in advance of the meeting or hearing. Please direct requests for disability-related modification and/or interpreter services to the Title VI Administrator at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email [titlevi@samtrans.com](mailto:titlevi@samtrans.com); or request by phone at 650-622-7864 or TTY 650-508-6448.

### **Availability of Public Records**

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070-1306, at the same time that the public records are distributed or made available to the legislative body.

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
STAFF REPORT**

TO: Transportation Authority

THROUGH: Carter Mau  
Acting Executive Director

FROM: Joan Cassman  
Legal Counsel

SUBJECT: **ADOPTION OF RESOLUTION MAKING FINDINGS THAT THE PROCLAIMED  
STATE OF EMERGENCY FOR COVID-19 CONTINUES TO IMPACT THE BOARD'S  
AND COMMITTEES' ABILITY TO MEET SAFELY IN PERSON**

**ACTION**

Legal Counsel and the Acting Executive Director recommend the Board adopt its next resolution under Assembly Bill 361 (AB 361) (1) making findings that the proclaimed COVID-19 pandemic State of Emergency continues to impact the ability of the San Mateo County Transportation Authority (TA) Board of Directors (Board) and its committees to meet safely in person, and (2) allowing for the TA to use the modified teleconferencing requirements under California Government Code Section 54953 for Board and committee meetings for the next 30 days.

**SIGNIFICANCE**

On October 7, 2021, the Board adopted its first resolution under AB 361 documenting the findings described above. The Board also was advised to consider similar actions monthly thereafter until conditions change and remote meetings are no longer necessary and appropriate. The proposed action would enable the TA's Board and committees to continue to meet remotely for the next 30 days.

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

On March 4, 2020, Governor Newsom declared a State of Emergency to exist in California as a result of the COVID-19 pandemic. The Governor issued Executive Order N-29-20 on March 17, 2020 to suspend certain provisions of the Ralph M. Brown Act related to teleconferencing to facilitate legislative bodies' use of remote public meetings to help protect against the spread of COVID-19. On June 11, 2021, the Governor issued Executive Order N-08-21, which specified that Executive Order N-29-20 remained in effect through September 30, 2021, at which point it expired.

On September 16, 2021, Governor Newsom signed AB 361 into law as urgency legislation that went effect immediately. AB 361 amended Government Code Section 54953 to

allow legislative bodies, during proclaimed states of emergency, to meet remotely, without requiring public notice of or accesses to locations where legislative body members would participate in the meetings by teleconference, and without requiring a quorum of the members of the legislative body of the agency to participate from locations within the boundaries of the agency's jurisdiction.

On November 10, 2021, the Governor issued Executive Order N-21-21, which extended the State of Emergency and the timeframes set forth in Executive Orders N-12-21 and N-17-21 until at least March 31, 2022. The Governor's action was primarily in response to a plateau in California's preceding record of week-over-week declines in COVID-19 cases and hospitalizations, indicating the potential beginning of a new surge in COVID-19 cases, and the need to protect capacity in and prevent staffing shortages at health care facilities with the onset of the flu season.

To be allowed to meet remotely pursuant to AB 361, the legislative body must hold a meeting during a proclaimed state of emergency and:

- find that state or local officials have imposed or recommended measures to promote social distancing; or
- by majority vote, determine that as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

Local agency determinations to meet using the modified teleconferencing rules under AB 361 can be relied upon for up to 30 days. After that, a local agency can continue to meet remotely pursuant to AB 361 if it reconsiders the circumstances of the state of emergency and finds, by a majority vote, that:

- the state of emergency continues to directly impact the ability of the members to meet in person, or
- state or local officials continue to impose or recommend measures to promote social distancing.

Prepared by: Shayna van Hoften, Legal Counsel

415-995-5880

**RESOLUTION NO. 2022 -**

**BOARD OF DIRECTORS, SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
STATE OF CALIFORNIA**

**\*\*\***

**FINDING THAT THE PROCLAIMED STATE OF EMERGENCY FOR THE COVID-19  
PANDEMIC CONTINUES TO IMPACT THE ABILITY FOR THE BOARD OF DIRECTORS AND ITS  
COMMITTEES TO MEET SAFELY IN PERSON, AND DIRECTING THAT VIRTUAL BOARD AND  
COMMITTEE MEETINGS CONTINUE**

**WHEREAS**, on March 4, 2020, Governor Newsom declared a State of Emergency to exist in California as a result of the threat of the COVID-19 pandemic, which declaration remains in effect; and

**WHEREAS**, the San Mateo County Board of Supervisors subsequently declared a local emergency related to COVID-19, which declaration also remains in effect; and

**WHEREAS**, on March 17 and June 11, 2020, the Governor issued Executive Orders N-29-20 and N-08-21, respectively, suspending certain provisions of the Ralph M. Brown Act related to teleconferencing through September 30, 2021 to facilitate legislative bodies conducting public meetings remotely to help protect against the spread of COVID-19 and to protect the health and safety of the public; and

**WHEREAS**, on September 16, 2021, the Governor signed Assembly Bill (AB) 361 into law amending Government Code Section 54953, effective immediately, to allow legislative bodies to continue to meet remotely under less restrictive requirements during a proclaimed State of Emergency provided that (1) state or local officials have imposed or recommended measures to promote social distancing, or (2) the legislative bodies determine that meeting in person would present imminent risks to the health or safety of attendees, and (3) the legislative bodies make such findings at least every thirty days during the term of the declared state of emergency; and

**WHEREAS**, on October 7, 2021, pursuant to Resolution 2021-25, the San Mateo County Transportation Authority Board of Directors (Board) made the requisite findings to allow teleconferencing under AB 361 for 30 days; and

**WHEREAS**, in recognition that California had stopped recording week-over-week declines in COVID-19 cases and hospitalizations and the fact that flu season was approaching, on November 10, 2021, Governor Newsom issued Executive Order N-21-21 to extend the State of Emergency and the timeframes set forth in Executive Orders N-12-21 and N-17-21 until at least March 31, 2022; and

**WHEREAS**, the Board finds that state and local officials, including the San Mateo County Health Officer, the California Department of Public Health (CDPH), and the Department of Industrial Relations, have maintained or continued to recommend measures to promote social distancing, and current public health data continues to indicate that dominant strains of Covid-19 present ongoing risks of severe illness, even in vaccinated populations; and

**WHEREAS**, the Board has reviewed the findings made in Resolution 2021-25 and again concludes that there is a continuing threat of COVID-19 to the community, and that Board and committee meetings have characteristics that continue to give rise to risks to health and safety of meeting participants (such as the increased mixing associated with bringing together people from across the community, the need to enable those who are immunocompromised or unvaccinated to be able to safely continue to participate fully in public governmental meetings, and the challenges with fully ascertaining and ensuring compliance with vaccination and other safety recommendations at such meetings); and



**WHEREAS**, to help protect against the spread of COVID-19 and its variants, and to protect the health and safety of the public, the Board desires to take the actions necessary continue to hold its Board and committee meetings remotely as authorized by AB 361.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transportation Authority has reconsidered the circumstances of the COVID-19 State of Emergency, and finds that (1) the COVID-19 State of Emergency continues to directly impact the ability of the members to meet safely in person, (2) meeting in person would present imminent risks to the health or safety of meeting attendees, and (3) state or local officials continue to impose or recommend measures to promote social distancing; and

**BE IT FURTHER RESOLVED**, that in light of these findings, the Board directs the Acting Executive Director and Authority Secretary to continue to agendize public meetings of the Board, and all District committees that are subject to the Brown Act, only as online teleconference meetings; and

**BE IT FURTHER RESOLVED**, that the TA will comply with the requirements of Government Code Section 54953(e)(2) when holding Board and committee meetings pursuant to this Resolution; and

**BE IT FURTHER RESOLVED**, that this Resolution will be in effect for the maximum period of time permitted under AB 361 (30 days), and the Board will reconsider the findings in this Resolution each month and may subsequently reaffirm these findings.

Regularly passed and adopted this 6th day of January, 2022 by the following

vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transportation Authority

ATTEST:

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Authority Secretary

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
1250 SAN CARLOS AVENUE, SAN CARLOS, CA 94070  
MINUTES OF DECEMBER 2, 2021**

**MEMBERS PRESENT:** E. Beach (Chair), J. Mates, R. Medina (Vice Chair), M. Nagales, C. Romero  
**Via  
Teleconference**

**MEMBERS ABSENT:** C. Groom, D. Horsley

**STAFF PRESENT:** C. Mau, A. Chan, J. Hurley, H. El-Guindy, S. van Hoften, P. Gilster, P. Skinner, J. Williams, J. Brook, D. Seamans

### **1. CALL TO ORDER**

Chair Emily Beach called the meeting to order at 5:01 pm.

### **2. ROLL CALL/PLEDGE OF ALLEGIANCE**

Chair Beach led the Pledge of Allegiance. Ms. Seamans confirmed that a quorum was present.

### **3. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

There were no comments.

### **4. REPORT OF THE CITIZENS ADVISORY COMMITTEE**

Chair Beach noted that the report was posted on the website.

### **5. CONSENT CALENDAR**

- a) Adoption of Resolution Making Findings that the Proclaimed State of Emergency for COVID-19 Continues to Impact the Board's and Committees' Ability to Meet Safely in Person – Approved by Resolution No. 2021-31**
- b) Approval of Minutes of the Board of Directors Meeting of November 4, 2021**
- c) Acceptance of Statement of Revenues and Expenditures for the Period Ending October 31, 2021**
- d) Acceptance of Capital Projects Quarterly Status Report for 1st Quarter Fiscal Year 2022**
- e) Award of Contract to Provide Financial Audit Services – Approved by Resolution No. 2021-32**

Motion/Second: Medina/Romero

Ayes: Beach, Mates, Medina, Nagales, Romero

Noes: None

Absent: Groom, Horsley

## **6. REPORT OF THE CHAIR**

Chair Beach thanked colleagues on the ACR/TDM (Alternative Congestion Relief/Transportation Demand Management) Ad Hoc Committee. She also thanked staff for their efforts in hosting the Towards an Autonomous Future in San Mateo County Virtual Workshop.

## **7. SAN MATEO COUNTY TRANSIT DISTRICT LIAISON REPORT**

Vice Chair Rico Medina said that the report was posted on the website and provided a brief summary of Board actions.

## **8. JOINT POWERS BOARD LIAISON REPORT**

Carter Mau, Acting Executive Director, said the report was posted on the website. He said there was a short discussion on Caltrain governance, which will be continued to the January 2022 JPB Board meeting. He said they anticipated that the JPB Board would also hold a special meeting in December on the Caltrain electrification project.

Vice Chair Rico Medina noted that SamTrans staff has put in a lot of effort towards the Caltrain governance meetings.

## **9. REPORT OF THE EXECUTIVE DIRECTOR**

Mr. Mau said that his report was in the packet. He said he had received positive feedback about the Autonomous Future Workshop. In addition, he updated the Board regarding the San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA). He noted that MTC (Metropolitan Transportation Commission) has established an Express Lanes Executive Steering Committee, and that April Chan, Chief Officer, Planning, Grants/Transportation Authority, and Sean Charpentier, Executive Director, City/County Association of Governments of San Mateo County (C/CAG), both represent the San Mateo County Express Lanes project and sit on the SMCEL-JPA Board.

## **10. PROGRAM**

### **a) Alternative Congestion Relief and Transportation Demand Management (ACR/TDM) Plan Update**

Ms. Chan reported that the ACR/TDM plan is a result of the direction outlined in the most recent TA Strategic Plan.

Patrick Gilster, Manager, Programming and Monitoring, provided the presentation.

Chair Beach praised the planning process, which included contributions from community stakeholders.

Director Mark Nagales asked how the allocation split-percentages were decided upon. Mr. Gilster said the project team looked at the population of the various geographic areas in the county and wanted to ensure some level of equity for smaller jurisdictions to compete successfully in the funding program.

Director Julia Mates asked how the 25 percent equity score in the evaluation criteria was going to be determined. Mr. Gilster said equity would be determined by three different metrics: income, vulnerable populations, and mode-based.

Director Carlos Romero thanked Mr. Gilster for listening to the ad hoc committee.

Chair Beach said she looked forward to an increase in TDM funding countywide, specifically (1) to support the development of more housing, (2) to have more money for TDM planning, and (3) to have a competitive grant program for smaller/coastal jurisdictions.

## 11. FINANCE

### a. Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook

Derek Hansel, Chief Financial Officer, introduced Tom Tight, Managing Director, and Mark Creger, Director-Portfolio Manager, Public Trust Advisors, who provided the presentation.

Director Carlos Romero asked if the duration of the TA's investments would be shrinking. Mr. Hansel said they are trying to best position the funds being managed by Public Trust Advisors relative to the rest of the balance sheet. He said that Public Trust is operating within all the guidelines and parameters of the Authority.

Director Mates asked if there was a baseline assessment that the TA could do to determine how they are doing in ESG (environmental, social, and governance) investing so far. Mr. Creger said it was up to the TA which industries and companies it wants in its portfolio. Mr. Hansel said it was a relatively small set of investments that could potentially be affected.

Chair Beach asked how ESG is performing. Mr. Creger said there is a growing body of research showing that companies that incorporate ESG principles in their decision-making are turning out to have better financial performance and better performance in the financial markets. Chair Beach asked if staff could provide the Board with recommendations on investment strategies, and Mr. Hansel concurred.

Motion/Second: Nagales/Medina

Ayes: Beach, Mates, Medina, Nagales, Romero

Noes: None

Absent: Groom, Horsley

### b) Programming and Allocation of \$113,968,000 in Measure A and Measure W Highway Program Funds for Twelve Highway Projects and Request Programming and Allocation of \$2,302,000 in Local Partnership Formula Funds – *Approved by Resolution No. 2021-33*

Mr. Gilster presented the staff report.

Director Romero said he was pleased that the East Palo Alto project was shovel-ready and would be moving forward in light of the recommended funding.

Motion/Second: Romero/Medina

Ayes: Beach, Mates, Medina, Nagales, Romero

Noes: None

Absent: Groom, Horsley

## 12. STATE AND FEDERAL LEGISLATIVE UPDATE

Casey Fromson, Acting Chief Communications Officer, briefly summarized the highlights of recent federal and state legislation. She said that President Biden has signed the bipartisan infrastructure bill into law. She said on November 19, the House passed the

Build Back Better Bill. She said there is a CR (continuing resolution) waiting for approval to fund the federal government for the rest of the year through February. She noted the state's ineligibility for federal funding for public transportation agencies due to ongoing litigation involving the Department of Labor and FTA (Federal Transit Administration), and said that it is hoped that the federal government will free up the flow of grants while the litigation is still pending. She finally noted a number of retirements at the congressional level, including the retirement of transportation advocates Congresswoman Jackie Speier and Congressman Peter DeFazio.

She said there was a large surplus at the state level and hope for a state transportation package.

Director Romero asked if they are expecting CRs every year and Ms. Fromson said likely yes.

### **13. 2022 DRAFT LEGISLATIVE PROGRAM**

Ms. Fromson provided a brief summary of the draft program, noting that they would incorporate any suggestions from the TA CAC before bringing the final plan for Board approval in January.

### **14. REQUESTS FROM THE AUTHORITY**

There were no requests.

### **15. WRITTEN COMMUNICATIONS TO THE AUTHORITY**

Chair Beach noted that the correspondence was available on the website.

### **16. DATE/TIME OF NEXT REGULAR MEETING**

Chair Beach announced that the next meeting would be on Thursday, January 6, 2022, 5:00 pm via Zoom teleconference.

### **17. REPORT OF LEGAL COUNSEL**

Shayna van Hoften, Legal Counsel, said that there was nothing to report.

### **18. ADJOURN**

The meeting adjourned at 6:31pm.

An audio/video recording of this meeting is available online at [www.smcta.com](http://www.smcta.com). Questions may be referred to the Authority Secretary's office by phone at 650.508.6242 or by email to [board@smcta.com](mailto:board@smcta.com).

# Report of the TA Citizens Advisory Committee

Meeting of November 30, 2021

## Committee Action

- Approved the Minutes of the CAC Meeting of November 2, 2021

## Committee Motions Regarding TA Board Items for December 2, 2021

- Approved the Adoption of Resolution Making Findings that the Proclaimed State of Emergency for COVID-19 Continues to Impact the Board's and Committees' Ability to Meet Safely in Person
- Accepted the Statement of Revenues and Expenditures for the Period Ending October 31, 2021
- Accepted the Capital Projects Quarterly Status Report for 1st Quarter Fiscal Year 2022
- Approved the Award of Contract to Provide Financial Audit Services
- Accepted the Quarterly Investment Report and Fixed Income Market Review and Outlook
- Approved the Programming and Allocation of \$113,968,000 in Measure A and Measure W Highway Program Funds for Twelve Highway Projects and Request Programming and Allocation of \$2,302,000 in Local Partnership Formula Fund

## Discussion Highlights

### Acceptance of Quarterly Investment Report and Fixed Income Market Review and Outlook

Connie Mobley-Ritter, Treasury Director, introduced Mark Creger, Director-Portfolio Manager, Public Trust Advisors, who provided the presentation and responded to the members' questions surrounding the interest rate yield, the federal government debt ceiling, how the Federal Reserve stimulates the economy, and margin buying.

### Alternative Congestion Relief and Transportation Demand Management (ACR/TDM) Plan Update

Patrick Gilster, Manager, Programming and Monitoring, provided the presentation. Peter Ohtaki asked if the program could help cities transition from gas- to electric-powered shuttles. Peter Skinner, Director, Grants and Fund Programming, said that the shuttle providers are turnkey operations and EV (electric vehicle) shuttles would need to be obtained through a new contract. He added that there are not many small buses currently available since the technology is relatively new.

### State and Federal Legislative Update

Amy Linehan, Public Affairs Specialist, provided a summary of federal and state legislation. She said that President Biden had signed the federal infrastructure bill into law. She said there has been little activity about how Congress will fund the federal government after the current CR (continuing resolution) runs out on December 3. She said that Governor Newsom is slated to release the state budget on January 10. Chair Barbara Arietta asked about the state's ineligibility for federal funding for public transportation agencies. Jessica Epstein, Manager, Government and Community Affairs, said this does not affect the TA or any fund that it is applying for. She acknowledges that there has been litigation since 2013 regarding collective bargaining violations, and that it remains to be seen if the federal government will give the grants while the litigation is still pending.

**Report of the Chair**

Chair Arietta promoted the SamTrans Holiday Train on December 4 and 5.

**Report from Staff**

Joe Hurley, TA Director, gave a brief report-out on the Toward an Autonomous Future in San Mateo County Virtual Workshop on November 17. He introduced Heba El-Guindy, the new TA Deputy Director, who expressed that she was pleased to have joined the TA.



**SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
STAFF REPORT**

TO: Transportation Authority

THROUGH: Carter Mau  
Acting Executive Director

FROM: Derek Hansel  
Chief Financial Officer

SUBJECT: **STATEMENT OF REVENUES AND EXPENDITURES FOR THE PERIOD ENDING  
NOVEMBER 30, 2021**

**ACTION**

Staff proposes that the Board accept and enter into the record the Statement of Revenues and Expenditures for the month of November 2021 and supplemental information.

The statement columns have been designed to provide easy comparison of year to date prior to current actuals for the current fiscal year including dollar and percentage variances.

**SIGNIFICANCE**

**Year to Date Revenues:** As of November year-to-date, the Total Revenue (Page 1, line 8) is \$87.3 million less than prior year actuals. This is primarily due to the issuance of the 2020 Series A & B Sales Tax Revenue Bonds included in Other Sources – 101 EL Project (page 1, line 6) in prior year. The decreases are partially offset by the increases in Measure A Sales Tax (Page 1, line 2) and Measure W Sales Tax (Page 1, line 3) in current year.

**Year to Date Expenditures:** As of November year-to-date, the Total Expenditures (Page 1, line 28) are \$6.2 million less than prior year actuals. This is primarily due to a fluctuation in expenditures associated with various capital projects.

**Budget Amendment:**

There are no budget amendments for the month of November 2021.

Prepared By:

Yijia Ma, Senior Accountant– General Ledger  
Jennifer Ye, Acting Director – Accounting

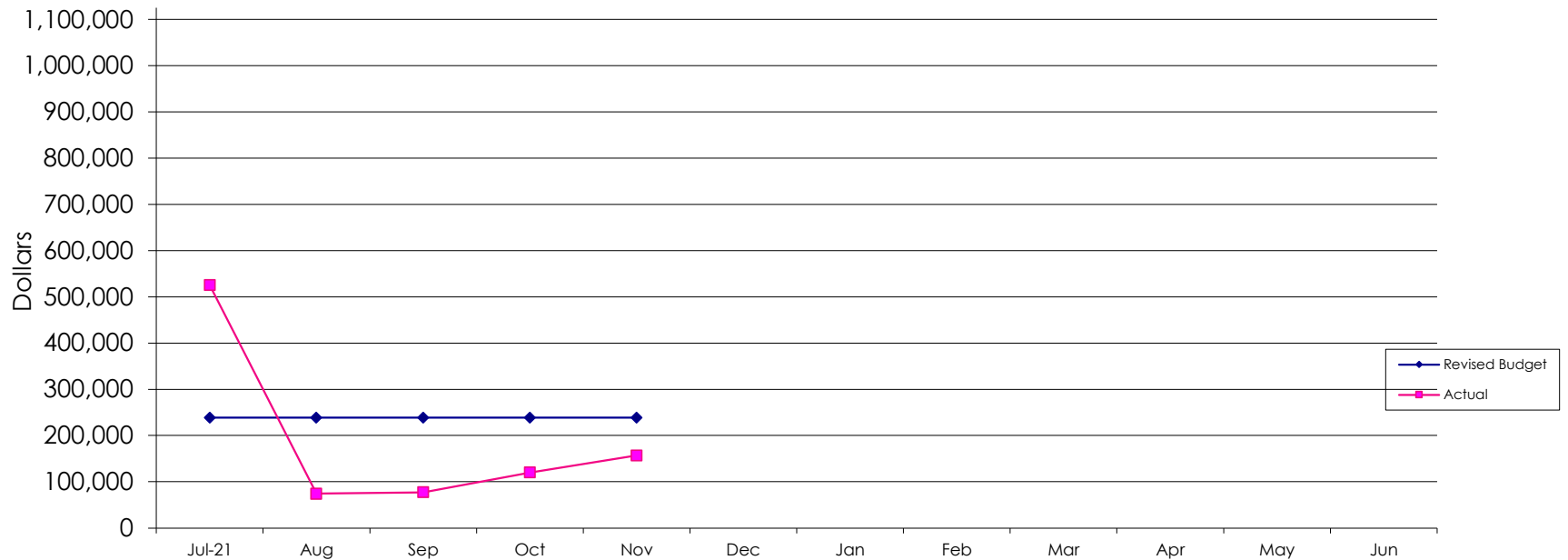
650-508-7947  
650-622-7890

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY**  
**STATEMENT OF REVENUES AND EXPENDITURES**  
**Fiscal Year 2022**  
**November 2021**

% OF YEAR ELAPSED: 41.7%

	YEAR TO DATE				ANNUAL
	PRIOR ACTUAL	CURRENT ACTUAL	\$ VARIANCE	% VARIANCE	ADOPTED BUDGET
<b>REVENUES:</b>					
Measure A Sales Tax	33,812,639	42,259,333	8,446,694	25.0%	96,495,540
Measure W Sales Tax	16,752,914	21,078,582	4,325,668	25.8%	48,247,770
Interest Income	2,555,393	2,380,283	(175,110)	(6.9%)	4,898,970
Rental Income	401,565	480,767	79,202	19.7%	1,170,938
Other Sources-101 EL Project	100,000,000	-	(100,000,000)	(100.0%)	400,000.00
<b>TOTAL REVENUE</b>	<b>153,522,511</b>	<b>66,198,965</b>	<b>(87,323,545)</b>	<b>(56.9%)</b>	<b>151,213,218</b>
<b>EXPENDITURES:</b>					
Measure A Annual Allocations	12,341,614	15,424,656	3,083,042	25.0%	35,220,872
Measure A Categories	5,481,960	20,814,193	15,332,233	279.7%	60,309,713
Other Uses-101 EL Project	30,573,064	6,016,299	(24,556,765)	(80.3%)	-
Measure W Annual Allocations	3,388,564	4,215,737	827,173	24.4%	9,649,554
Measure W Categories	1,485	45,455	43,970	2960.9%	38,598,216
Oversight	552,653	373,228	(179,425)	(32.5%)	2,250,000
Administrative					
Staff Support	383,626	377,750	(5,876)	(1.5%)	1,421,054
Measure A Info.- Others	-	-	-	0.0%	5,000
Other Admin Expenses	1,284,220	576,227	(707,993)	(55.1%)	1,438,895
Total Administrative	1,667,846	953,977	(713,869)	(42.8%)	2,864,949
<b>TOTAL EXPENDITURES</b>	<b>54,007,186</b>	<b>47,843,545</b>	<b>(6,163,641)</b>	<b>(11.4%)</b>	<b>148,893,304</b>
<b>EXCESS (DEFICIT)</b>	<b>99,515,325</b>	<b>18,355,420</b>	<b>(81,159,904)</b>	<b>(81.6%)</b>	<b>2,319,914</b>
<b>BEGINNING FUND BALANCE</b>	<b>397,385,766</b>	<b>506,922,667</b>	<b>(1)</b>		<b>472,440,349</b>
<b>ENDING FUND BALANCE</b>	<b>496,901,091</b>	<b>525,278,087</b>			<b>474,760,263</b>
(1) Restated to reflect audited fund balance. Unspent bond proceeds of \$34,482,318 was included.					

## SAN MATEO COUNTY TRANSPORTATION AUTHORITY ADMINISTRATIVE EXPENSES



**Current Year Data**

	Jul '21	Aug '21	Sep '21	Oct '21	Nov '21	Dec '21	Jan '22	Feb '22	Mar 22	Apr 22	May 22	Jun 22
<b>MONTHLY EXPENSES</b>												
<b>Revised Budget</b>	238,746	238,746	238,745	238,746	238,746							
<b>Actual</b>	525,159	74,377	77,471	119,877	157,093							
<b>CUMULATIVE EXPENSES</b>												
<b>Staff Projections</b>	238,746	477,492	716,237	954,983	1,193,729							
<b>Actual</b>	525,159*	599,536	677,007	796,884	953,977							
<b>Variance-F(U)</b>	(286,413)	(122,044)	39,230	158,099	239,752							
<b>Variance %</b>	-119.97%	-25.56%	5.48%	16.56%	20.08%							

\*San Mateo County Transportation Authority recorded all insurance expenses paid in July for FY22 instead of amortizing on monthly basis.

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
CASH AND INVESTMENTS AS OF NOVEMBER 30, 2021**

11/30/2021

**LIQUIDITY FUNDS MANAGED BY DISTRICT STAFF**

Bank of America Checking	9,430,346.37
JP Morgan Bank Checking	34,848,182.94
LAIF	65,748,512.36

**INVESTMENT FUNDS**

Investment Portfolio (Market Values)*	213,748,193.16
MMF - US Bank Custodian Account	630,415.72
Cash	72,200.74
County Pool	145,880,311.37

**Total**

	<b>\$ 470,358,162.66</b>
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\* Fund Managed by Public Trust Advisors



Report: GAAP Balance Sheet by Lot  
 Account: PTA-San Mateo Co. Trans. Agg (257430)  
 As of: 11/30/2021

ABS	Description	PAR	Maturity	Original Cost	Accrued Interest	Market Value	Market Value + Accrued
14313FAD1	CARMX 2018-3 A3	100,036.99	06/15/2023	100,023.36	139.16	100,437.62	100,576.78
36255JAD6	GMCAR 2018-3 A3	68,948.67	05/16/2023	68,932.59	86.76	69,233.85	69,320.61
65479CAD0	NAROT 2020-B A3	600,670.55	07/15/2024	600,654.09	146.83	601,131.08	601,277.91
92348TAA2	VZOT 2020-A A1A	800,000.00	07/22/2024	799,906.32	452.22	807,464.56	807,916.78
		<b>1,569,656.21</b>		<b>1,569,516.36</b>	<b>824.98</b>	<b>1,578,267.11</b>	<b>1,579,092.09</b>
AGCY BOND	Description	PAR	Maturity	Original Cost	Accrued Interest	Market Value	Market Value + Accrued
3130A8HK2	FEDERAL HOME LOAN BANKS	3,275,000.00	06/14/2024	3,452,930.75	26,586.63	3,359,661.60	3,386,248.23
3130AJHU6	FEDERAL HOME LOAN BANKS	1,600,000.00	04/14/2025	1,592,064.00	1,044.44	1,573,742.03	1,574,786.48
3133EMRZ7	FEDERAL FARM CREDIT BANKS FUNDING CORP	3,300,000.00	02/26/2024	3,298,812.00	2,177.08	3,275,670.19	3,277,847.27
3135G03U5	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,600,000.00	04/22/2025	1,596,704.00	1,083.33	1,581,015.63	1,582,098.97
3135G04Z3	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1,600,000.00	06/17/2025	1,596,688.00	3,644.44	1,569,649.81	1,573,294.25
3135G05X7	FEDERAL NATIONAL MORTGAGE ASSOCIATION	3,800,000.00	08/25/2025	3,787,422.00	3,800.00	3,708,401.72	3,712,201.72
3135G06H1	FEDERAL NATIONAL MORTGAGE ASSOCIATION	4,665,000.00	11/27/2023	4,659,681.90	129.58	4,635,922.22	4,636,051.80
3137EAER6	FEDERAL HOME LOAN MORTGAGE CORP	1,100,000.00	05/05/2023	1,099,538.00	297.92	1,099,561.72	1,099,859.63
3137EAES4	FEDERAL HOME LOAN MORTGAGE CORP	1,600,000.00	06/26/2023	1,595,328.00	1,722.22	1,595,284.72	1,597,006.94
3137EAEX3	FEDERAL HOME LOAN MORTGAGE CORP	3,800,000.00	09/23/2025	3,786,662.00	2,691.67	3,701,667.40	3,704,359.07
3137EAHEY1	FEDERAL HOME LOAN MORTGAGE CORP	3,900,000.00	10/16/2023	3,885,453.00	609.38	3,871,105.29	3,871,714.67
		<b>30,240,000.00</b>		<b>30,351,283.65</b>	<b>43,786.70</b>	<b>29,971,682.32</b>	<b>30,015,469.02</b>
CASH	Description	PAR	Maturity	Original Cost	Accrued Interest	Market Value	Market Value + Accrued
CCYUSD	Cash	72,200.74	11/30/2021	72,200.74	0.00	72,200.74	72,200.74
		<b>72,200.74</b>		<b>72,200.74</b>	<b>0.00</b>	<b>72,200.74</b>	<b>72,200.74</b>
CD	Description	PAR	Maturity	Original Cost	Accrued Interest	Market Value	Market Value + Accrued
22535CDV0	Credit Agricole Corporate & Investment Bank, NY	1,500,000.00	04/01/2022	1,500,000.00	28,300.00	1,512,523.50	1,540,823.50
23341VZT1	DNB Bank ASA, New York Branch	1,600,000.00	12/02/2022	1,600,000.00	16,501.33	1,623,691.20	1,640,192.53
65558TLL7	Nordea Bank Abp, New York Branch	1,600,000.00	08/26/2022	1,600,000.00	7,975.56	1,619,336.00	1,627,311.56
83050PDR7	Skandinaviska Enskilda Banken AB (publ)	1,600,000.00	08/26/2022	1,600,000.00	8,018.67	1,619,500.80	1,627,519.47
		<b>6,300,000.00</b>		<b>6,300,000.00</b>	<b>60,795.56</b>	<b>6,375,051.50</b>	<b>6,435,847.06</b>
CORP	Description	PAR	Maturity	Original Cost	Accrued Interest	Market Value	Market Value + Accrued
023135AZ9	AMAZON.COM INC	500,000.00	08/22/2024	532,605.00	3,850.00	523,029.19	526,879.19
023135BW5	AMAZON.COM INC	2,225,000.00	05/12/2024	2,221,751.50	528.44	2,201,434.54	2,201,962.97
037833AS9	APPLE INC	1,475,000.00	05/06/2024	1,605,301.50	3,533.85	1,561,312.52	1,564,846.37

037833AZ3	APPLE INC	750,000.00	02/09/2025	794,340.00	5,833.33	782,423.75	788,257.09
037833DT4	APPLE INC	1,600,000.00	05/11/2025	1,603,216.00	1,000.00	1,597,717.47	1,598,717.47
05531FBH5	TRUIST FINANCIAL CORP	1,550,000.00	08/01/2024	1,552,573.00	12,916.67	1,605,724.39	1,618,641.06
06406RAL1	BANK OF NEW YORK MELLON CORP	650,000.00	10/24/2024	652,860.00	1,402.92	668,570.75	669,973.66
14913R2P1	CATERPILLAR FINANCIAL SERVICES CORP	805,000.00	09/13/2024	803,905.20	1,033.08	796,105.29	797,138.37
24422ETL3	JOHN DEERE CAPITAL CORP	685,000.00	01/06/2022	681,979.15	7,311.42	686,569.55	693,880.98
24422EUQ0	JOHN DEERE CAPITAL CORP	350,000.00	01/10/2022	349,664.00	4,386.67	350,991.73	355,378.39
46647PBB1	JPMORGAN CHASE & CO	1,500,000.00	04/01/2023	1,500,000.00	8,017.50	1,513,074.23	1,521,091.73
693475AV7	PNC FINANCIAL SERVICES GROUP INC	1,550,000.00	01/23/2024	1,561,036.00	19,288.89	1,629,290.00	1,648,578.89
69371RP75	PACCAR FINANCIAL CORP	570,000.00	03/01/2022	569,498.40	4,061.25	573,602.49	577,663.74
69371RR57	PACCAR FINANCIAL CORP	455,000.00	11/08/2024	454,972.70	261.63	452,401.90	452,663.53
89236TFS9	TOYOTA MOTOR CREDIT CORP	500,000.00	01/08/2024	534,995.00	6,653.47	525,649.37	532,302.84
89236TGT6	TOYOTA MOTOR CREDIT CORP	750,000.00	02/13/2025	757,327.50	4,050.00	762,752.30	766,802.30
89236TGT6	TOYOTA MOTOR CREDIT CORP	225,000.00	02/13/2025	227,198.25	1,215.00	228,825.69	230,040.69
89236TGT6	TOYOTA MOTOR CREDIT CORP	225,000.00	02/13/2025	228,132.00	1,215.00	228,825.69	230,040.69
89236TJN6	TOYOTA MOTOR CREDIT CORP	830,000.00	09/13/2024	829,609.90	1,123.96	820,243.52	821,367.48
91159HHZ6	US BANCORP	500,000.00	05/12/2025	512,005.00	382.64	503,926.49	504,309.13
931142DP5	WALMART INC	1,500,000.00	04/22/2024	1,618,200.00	5,362.50	1,577,137.34	1,582,499.84
		<b>19,195,000.00</b>		<b>19,591,170.10</b>	<b>93,428.22</b>	<b>19,589,608.19</b>	<b>19,683,036.40</b>
<b>FHLMC</b>	<b>Description</b>	<b>PAR</b>	<b>Maturity</b>	<b>Original Cost</b>	<b>Accrued Interest</b>	<b>Market Value</b>	<b>Market Value + Accrued</b>
3137BGK24	FHMS K-043 A2	1,055,000.00	12/25/2024	1,107,255.47	2,692.01	1,112,378.07	1,115,070.08
3137BM6P6	FHMS K-721 A2	740,776.60	08/25/2022	747,084.78	1,907.50	748,694.17	750,601.67
3137FKK39	FHMS K-P05 A	22,238.58	07/25/2023	22,238.51	59.36	22,702.62	22,761.98
3137FQ3V3	FHMS K-J27 A1	155,477.70	07/25/2024	155,473.97	271.05	157,810.72	158,081.77
		<b>1,973,492.88</b>		<b>2,032,052.73</b>	<b>4,929.92</b>	<b>2,041,585.59</b>	<b>2,046,515.50</b>
<b>MUNI</b>	<b>Description</b>	<b>PAR</b>	<b>Maturity</b>	<b>Original Cost</b>	<b>Accrued Interest</b>	<b>Market Value</b>	<b>Market Value + Accrued</b>
157411TK5	CHAFFEY CALIF JT UN HIGH SCH DIST	375,000.00	08/01/2024	375,000.00	2,626.25	385,361.25	387,987.50
93974ETG1	WASHINGTON ST	500,000.00	08/01/2025	500,000.00	958.47	491,605.00	492,563.47
		<b>875,000.00</b>		<b>875,000.00</b>	<b>3,584.72</b>	<b>876,966.25</b>	<b>880,550.97</b>
<b>MMFUND</b>	<b>Description</b>	<b>PAR</b>	<b>Maturity</b>	<b>Original Cost</b>	<b>Accrued Interest</b>	<b>Market Value</b>	<b>Market Value + Accrued</b>
31846V534	FIRST AMER:US TRS MM Y	630,415.72	11/30/2021	630,415.72	0.00	630,415.72	630,415.72
SM - CP N/M A	County Pool New Measure A	122,143,637.65	11/30/2021	122,143,637.65	0.00	122,143,637.65	122,143,637.65
SM - CP O/M A	County Pool Old Measure A	23,736,673.72	11/30/2021	23,736,673.72	0.00	23,736,673.72	23,736,673.72
SM - LAIF	Local Agency Investment Fund	65,748,512.36	11/30/2021	65,748,512.36	0.00	65,748,512.36	65,748,512.36
		<b>212,259,239.45</b>		<b>212,259,239.45</b>		<b>212,259,239.45</b>	<b>212,259,239.45</b>
<b>SUPRANAT'L</b>	<b>Description</b>	<b>PAR</b>	<b>Maturity</b>	<b>Original Cost</b>	<b>Accrued Interest</b>	<b>Market Value</b>	<b>Market Value + Accrued</b>
459058JB0	INTERNATIONAL BANK FOR RECONSTRUCTION AN	750,000.00	04/22/2025	750,900.00	507.81	741,230.34	741,738.15
		<b>750,000.00</b>		<b>750,900.00</b>	<b>507.81</b>	<b>741,230.34</b>	<b>741,738.15</b>

US GOV	Description	PAR	Maturity	Original Cost	Accrued Interest	Market Value	Market Value + Accrued
9128283J7	UNITED STATES TREASURY	1,675,000.00	11/30/2024	1,793,951.18	97.79	1,739,448.98	1,739,546.76
912828R69	UNITED STATES TREASURY	8,850,000.00	05/31/2023	8,528,841.80	395.09	9,014,211.75	9,014,606.84
912828R69	UNITED STATES TREASURY	2,850,000.00	05/31/2023	2,781,421.87	127.23	2,902,881.75	2,903,008.98
912828W48	UNITED STATES TREASURY	1,525,000.00	02/29/2024	1,624,065.43	8,235.84	1,576,290.33	1,584,526.17
912828XX3	UNITED STATES TREASURY	4,650,000.00	06/30/2024	4,744,089.84	38,918.48	4,803,305.85	4,842,224.33
912828XX3	UNITED STATES TREASURY	6,500,000.00	06/30/2024	6,597,500.00	54,402.17	6,714,298.50	6,768,700.67
912828XX3	UNITED STATES TREASURY	1,500,000.00	06/30/2024	1,522,089.84	12,554.35	1,549,453.50	1,562,007.85
912828XX3	UNITED STATES TREASURY	400,000.00	06/30/2024	410,859.38	3,347.83	413,187.60	416,535.43
912828XX3	UNITED STATES TREASURY	2,600,000.00	06/30/2024	2,726,648.44	21,760.87	2,685,719.40	2,707,480.27
912828YH7	UNITED STATES TREASURY	1,480,000.00	09/30/2024	1,529,718.75	3,781.32	1,509,715.44	1,513,496.76
912828YM6	UNITED STATES TREASURY	2,250,000.00	10/31/2024	2,358,808.59	2,890.19	2,295,000.00	2,297,890.19
912828YY0	UNITED STATES TREASURY	3,200,000.00	12/31/2024	3,400,875.01	23,434.78	3,288,624.00	3,312,058.78
912828YY0	UNITED STATES TREASURY	1,480,000.00	12/31/2024	1,543,246.88	10,838.59	1,520,988.60	1,531,827.19
912828Z52	UNITED STATES TREASURY	3,200,000.00	01/31/2025	3,352,750.02	14,706.52	3,250,748.80	3,265,455.32
912828Z52	UNITED STATES TREASURY	375,000.00	01/31/2025	384,755.86	1,723.42	380,947.13	382,670.55
912828ZC7	UNITED STATES TREASURY	3,200,000.00	02/28/2025	3,320,624.99	9,149.17	3,223,500.80	3,232,649.97
912828ZD5	UNITED STATES TREASURY	2,030,000.00	03/15/2023	2,041,260.17	2,158.98	2,034,995.83	2,037,154.81
912828ZF0	UNITED STATES TREASURY	2,250,000.00	03/31/2025	2,267,753.92	1,916.21	2,219,854.50	2,221,770.71
912828ZF0	UNITED STATES TREASURY	2,135,000.00	03/31/2025	2,130,329.69	1,818.27	2,106,395.27	2,108,213.54
912828ZL7	UNITED STATES TREASURY	1,600,000.00	04/30/2025	1,594,437.50	513.81	1,569,937.60	1,570,451.41
912828ZT0	UNITED STATES TREASURY	1,550,000.00	05/31/2025	1,543,158.21	10.65	1,512,339.65	1,512,350.30
912828ZT0	UNITED STATES TREASURY	1,200,000.00	05/31/2025	1,194,281.26	8.24	1,170,843.60	1,170,851.84
912828ZT0	UNITED STATES TREASURY	1,075,000.00	05/31/2025	1,058,413.08	7.38	1,048,880.73	1,048,888.11
912828ZW3	UNITED STATES TREASURY	2,250,000.00	06/30/2025	2,240,244.14	2,353.94	2,193,311.25	2,195,665.19
91282CAB7	UNITED STATES TREASURY	2,455,000.00	07/31/2025	2,389,884.95	2,051.39	2,389,981.78	2,392,033.17
91282CAB7	UNITED STATES TREASURY	2,025,000.00	07/31/2025	1,971,290.03	1,692.09	1,971,369.99	1,973,061.99
91282CAF8	UNITED STATES TREASURY	2,055,000.00	08/15/2023	2,050,263.86	753.87	2,044,163.99	2,044,917.86
91282CAJ0	UNITED STATES TREASURY	1,550,000.00	08/31/2025	1,524,570.31	984.81	1,506,587.60	1,507,572.41
91282CAN1	UNITED STATES TREASURY	480,000.00	09/30/2022	480,093.75	102.20	479,737.44	479,839.64
91282CAP6	UNITED STATES TREASURY	1,650,000.00	10/15/2023	1,643,232.43	266.31	1,638,849.30	1,639,115.61
91282CAT8	UNITED STATES TREASURY	1,700,000.00	10/31/2025	1,687,183.60	363.95	1,648,933.70	1,649,297.65
91282CAT8	UNITED STATES TREASURY	550,000.00	10/31/2025	538,570.31	117.75	533,478.55	533,596.30
91282CAW1	UNITED STATES TREASURY	5,325,000.00	11/15/2023	5,315,847.66	588.40	5,297,128.95	5,297,717.35
91282CAX9	UNITED STATES TREASURY	1,780,000.00	11/30/2022	1,779,860.95	6.11	1,778,052.68	1,778,058.79
91282CAZ4	UNITED STATES TREASURY	2,000,000.00	11/30/2025	1,993,906.26	20.60	1,946,718.00	1,946,738.60
91282CAZ4	UNITED STATES TREASURY	1,050,000.00	11/30/2025	1,037,285.16	10.82	1,022,026.95	1,022,037.77
91282CBA8	UNITED STATES TREASURY	1,650,000.00	12/15/2023	1,641,556.64	952.36	1,635,755.55	1,636,707.91
91282CBC4	UNITED STATES TREASURY	3,725,000.00	12/31/2025	3,686,440.44	5,845.62	3,622,707.78	3,628,553.39
91282CBC4	UNITED STATES TREASURY	1,550,000.00	12/31/2025	1,526,931.64	2,432.40	1,507,435.45	1,509,867.85
91282CBE0	UNITED STATES TREASURY	350,000.00	01/15/2024	348,728.52	165.25	346,609.20	346,774.45
91282CBH3	UNITED STATES TREASURY	2,925,000.00	01/31/2026	2,860,330.09	3,666.19	2,841,020.33	2,844,686.51
91282CBH3	UNITED STATES TREASURY	375,000.00	01/31/2026	367,617.19	470.02	364,233.38	364,703.40
91282CBM2	UNITED STATES TREASURY	2,095,000.00	02/15/2024	2,084,279.49	768.55	2,073,312.56	2,074,081.11
91282CBQ3	UNITED STATES TREASURY	4,850,000.00	02/28/2026	4,805,099.62	6,162.98	4,732,159.55	4,738,322.53
91282CBQ3	UNITED STATES TREASURY	1,620,000.00	02/28/2026	1,602,154.70	2,058.56	1,580,638.86	1,582,697.42
91282CBT7	UNITED STATES TREASURY	3,025,000.00	03/31/2026	2,977,379.88	3,864.35	2,981,161.70	2,985,026.05
91282CBT7	UNITED STATES TREASURY	500,000.00	03/31/2026	492,128.91	638.74	492,754.00	493,392.74
91282CBU4	UNITED STATES TREASURY	2,225,000.00	03/31/2023	2,221,610.35	473.73	2,218,567.53	2,219,041.25
91282CBU4	UNITED STATES TREASURY	1,835,000.00	03/31/2023	1,832,132.81	390.69	1,829,695.02	1,830,085.71
91282CBV2	UNITED STATES TREASURY	1,725,000.00	04/15/2024	1,723,113.28	835.25	1,713,275.18	1,714,110.43
91282CBW0	UNITED STATES TREASURY	2,350,000.00	04/30/2026	2,343,482.42	1,509.32	2,314,200.10	2,315,709.42

91282CBW0	UNITED STATES TREASURY	1,625,000.00	04/30/2026	1,629,760.75	1,043.68	1,600,244.75	1,601,288.43
91282CBW0	UNITED STATES TREASURY	1,950,000.00	04/30/2026	1,943,449.23	1,252.42	1,920,293.70	1,921,546.12
91282CBX8	UNITED STATES TREASURY	1,835,000.00	04/30/2023	1,831,559.38	196.43	1,828,836.24	1,829,032.66
91282CCD1	UNITED STATES TREASURY	1,835,000.00	05/31/2023	1,830,985.94	6.30	1,827,832.49	1,827,838.79
91282CCF6	UNITED STATES TREASURY	3,175,000.00	05/31/2026	3,172,147.46	65.42	3,125,142.98	3,125,208.39
91282CCF6	UNITED STATES TREASURY	1,625,000.00	05/31/2026	1,628,745.12	33.48	1,599,482.63	1,599,516.11
91282CCG4	UNITED STATES TREASURY	1,725,000.00	06/15/2024	1,714,959.97	1,991.29	1,704,919.28	1,706,910.57
91282CCK5	UNITED STATES TREASURY	5,000,000.00	06/30/2023	4,992,187.50	2,615.49	4,978,710.00	4,981,325.49
91282CCK5	UNITED STATES TREASURY	1,025,000.00	06/30/2023	1,024,319.34	536.18	1,020,635.55	1,021,171.73
91282CCL3	UNITED STATES TREASURY	825,000.00	07/15/2024	824,806.64	1,168.56	817,523.85	818,692.41
91282CCN9	UNITED STATES TREASURY	5,000,000.00	07/31/2023	4,990,234.40	2,088.99	4,974,805.00	4,976,893.99
91282CCP4	UNITED STATES TREASURY	2,550,000.00	07/31/2026	2,531,572.27	5,326.94	2,491,727.40	2,497,054.34
91282CCP4	UNITED STATES TREASURY	2,550,000.00	07/31/2026	2,514,439.45	5,326.94	2,491,727.40	2,497,054.34
91282CCP4	UNITED STATES TREASURY	1,125,000.00	07/31/2026	1,117,485.35	2,350.12	1,099,291.50	1,101,641.62
91282CCP4	UNITED STATES TREASURY	850,000.00	07/31/2026	838,146.48	1,775.65	830,575.80	832,351.45
91282CCZ2	UNITED STATES TREASURY	5,315,000.00	09/30/2026	5,238,804.49	7,921.39	5,248,977.07	5,256,898.46
91282CCZ2	UNITED STATES TREASURY	1,800,000.00	09/30/2026	1,774,195.31	2,682.69	1,777,640.40	1,780,323.09
		<b>153,055,000.00</b>		<b>153,212,900.18</b>	<b>288,725.40</b>	<b>152,573,801.86</b>	<b>152,862,527.26</b>



# Base Risk Summary - Fixed Income

PTA-San Mateo Co. Trans. Agg (257430)

11/01/2021 - 11/30/2021

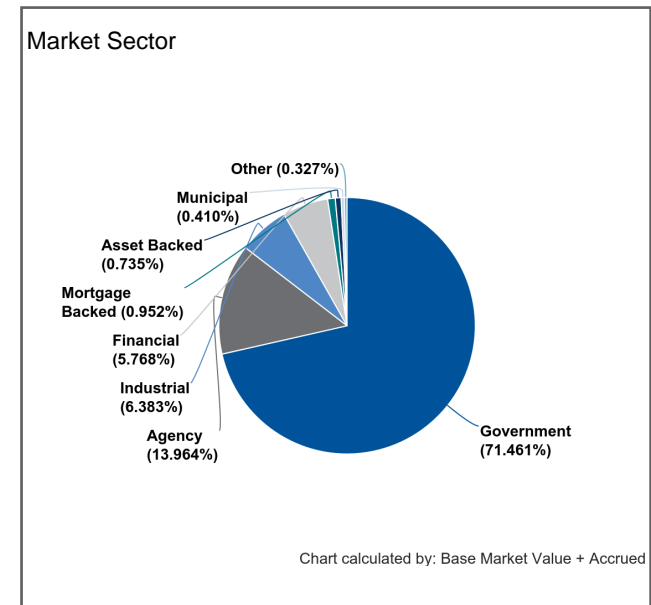
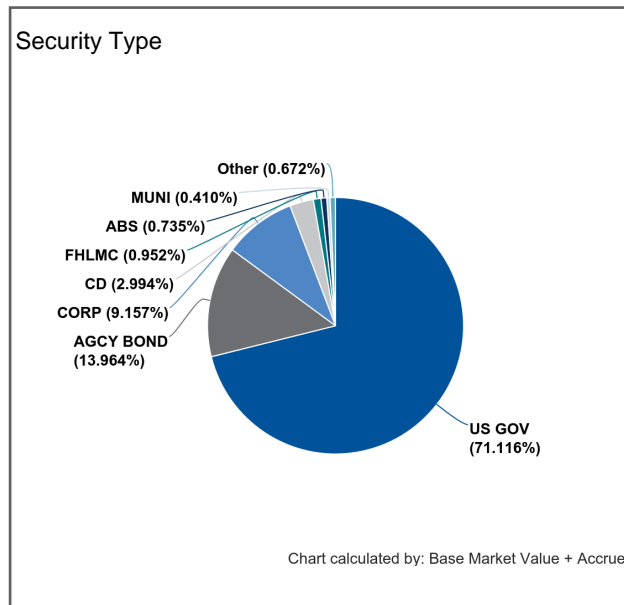
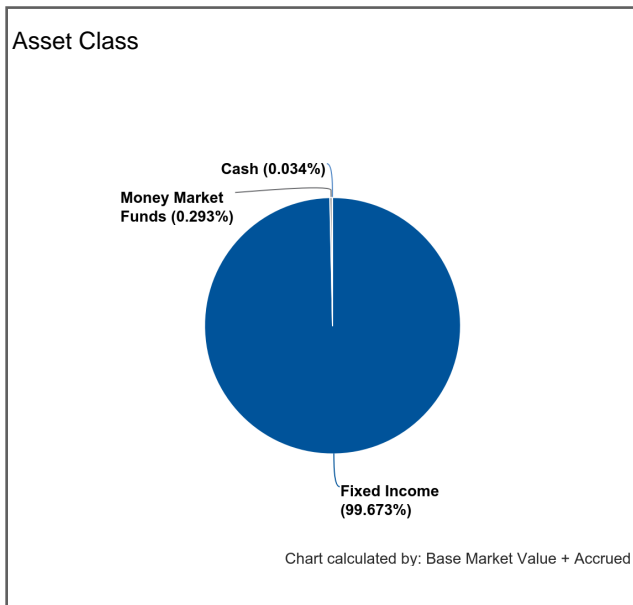
Dated: 12/07/2021

Balance Sheet	
Book Value + Accrued	215,685,970.65
Net Unrealized Gain/Loss	-738,577.73
Market Value + Accrued	214,947,392.92

Cash and Fixed Income Summary	
Risk Metric	Value
Cash	72,200.74
MMFund	630,415.72
Fixed Income	214,244,776.46
Duration	2.741
Convexity	0.102
WAL	2.789
Years to Final Maturity	2.814
Years to Effective Maturity	2.787
Yield	0.778
Book Yield	0.830
Avg Credit Rating	AA+/Aa1/AA+

Issuer Concentration	
Issuer Concentration	% of Base Market Value + Accrued
United States	71.116%
Other	10.860%
Federal Home Loan Mortgage Corporation	5.731%
Federal National Mortgage Association	5.352%
Federal Home Loan Banks	2.308%
Apple Inc.	1.839%
Farm Credit System	1.525%
Amazon.com, Inc.	1.270%
---	100.000%

Footnotes: 1,2

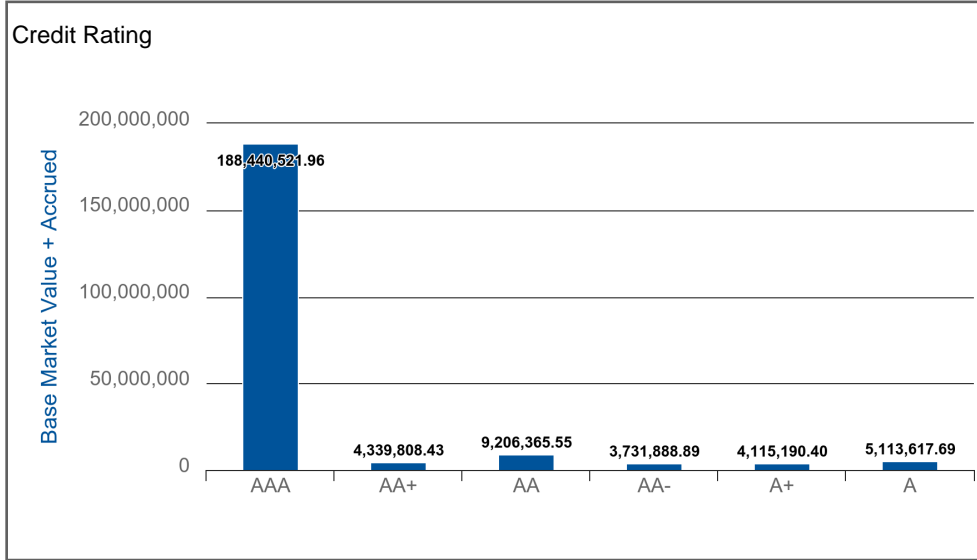


# Base Risk Summary - Fixed Income

PTA-San Mateo Co. Trans. Agg (257430)

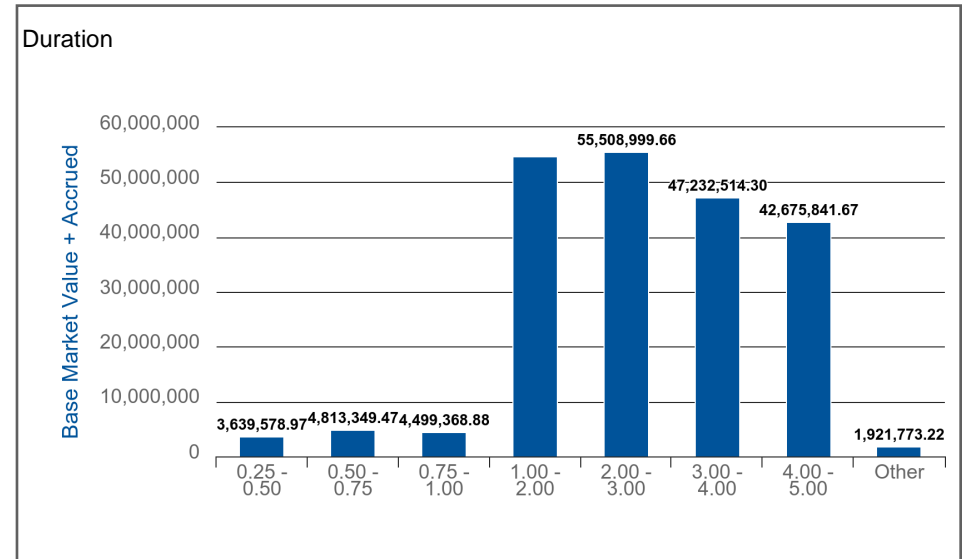
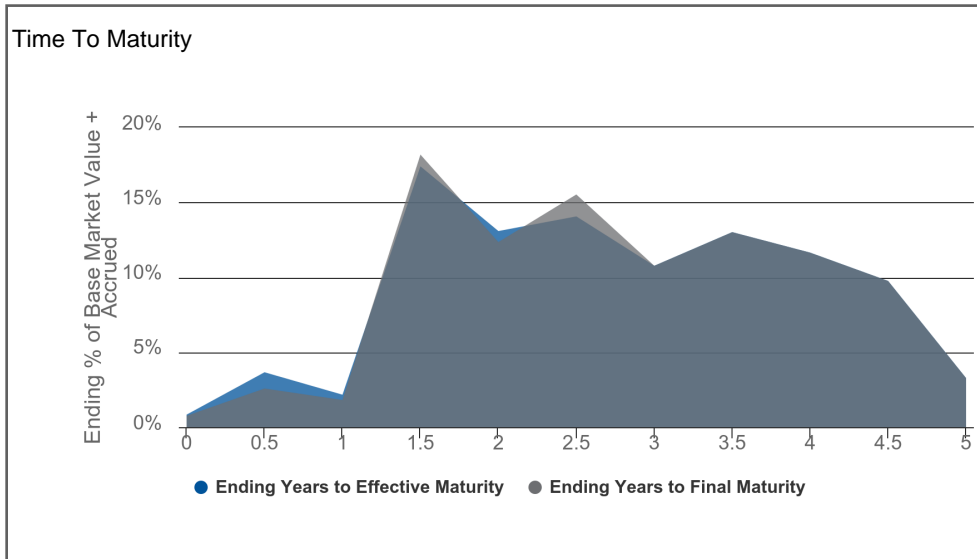
11/01/2021 - 11/30/2021

Dated: 12/07/2021



### Credit Duration Heat Map

Rating	0 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5 - 7	7 - 10	10 - 15	15 - 30
AAA	2.461%	24.661%	20.634%	20.058%	19.854%	0.000%	0.000%	0.000%	0.000%
AA	3.702%	0.000%	3.226%	1.110%	0.000%	0.000%	0.000%	0.000%	0.000%
A	0.757%	0.767%	1.964%	0.805%	0.000%	0.000%	0.000%	0.000%	0.000%
BBB	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
BB	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
B	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CCC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
CC	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
C	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%
NA	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%

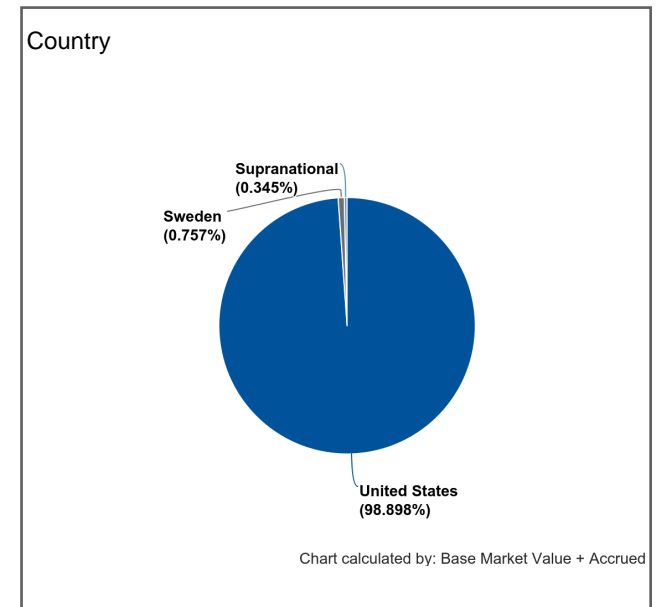
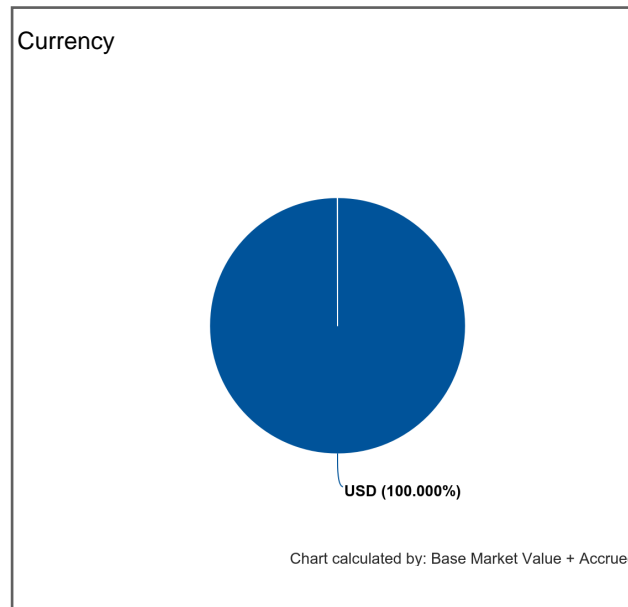
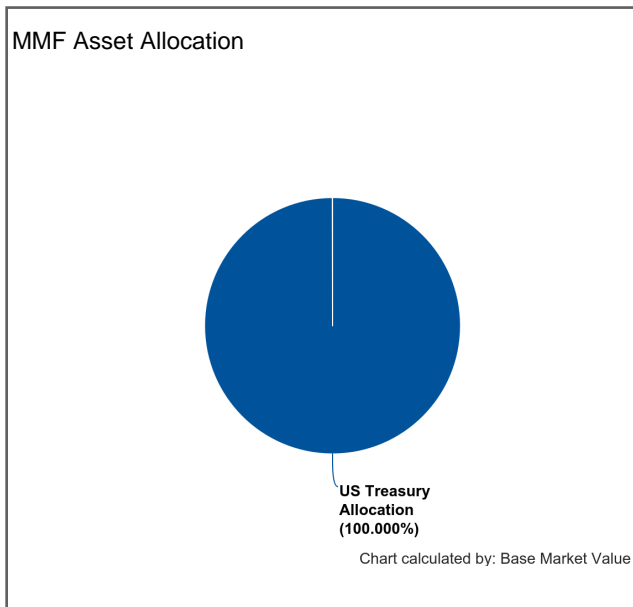
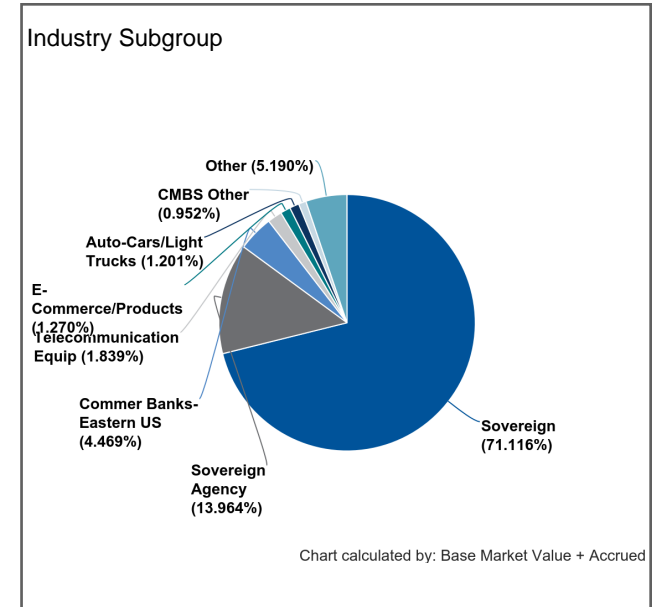
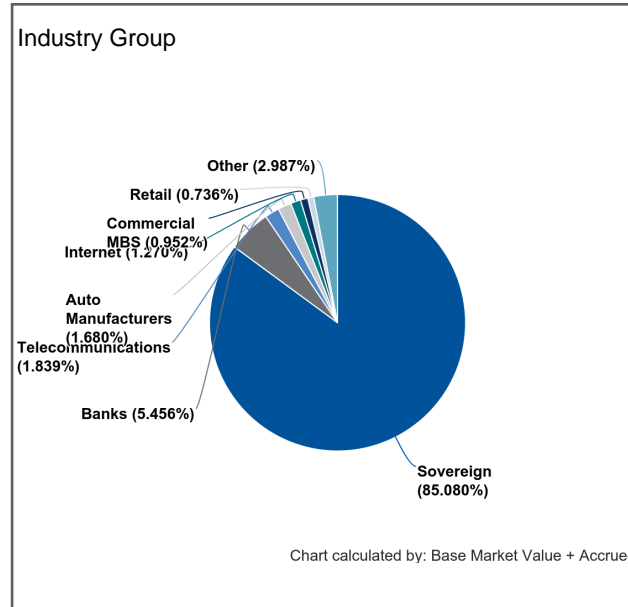
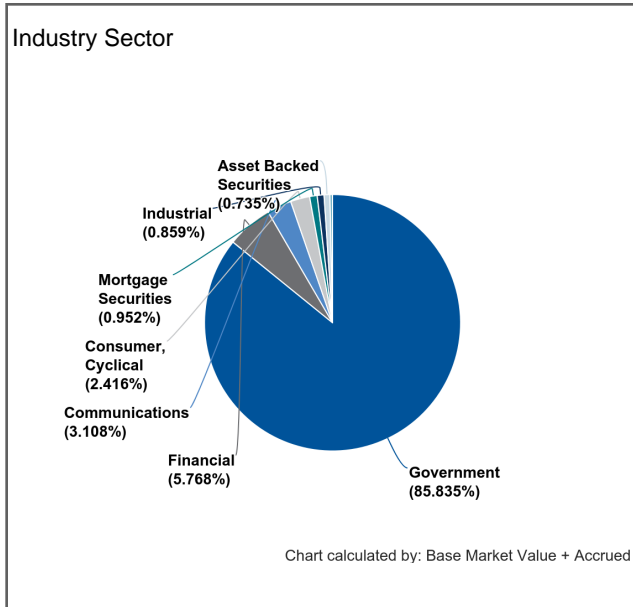


# Base Risk Summary - Fixed Income

PTA-San Mateo Co. Trans. Agg (257430)

11/01/2021 - 11/30/2021

Dated: 12/07/2021



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## Base Risk Summary - Fixed Income

11/01/2021 - 11/30/2021

PTA-San Mateo Co. Trans. Agg (257430)

Dated: 12/07/2021

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1: \* Grouped by: Issuer Concentration. 2: \* Groups Sorted by: % of Base Market Value + Accrued.



Report: GAAP Trading Activity

Account: PTA-San Mateo Co. Trans. Agg (257430)

Date: 11/01/2021 - 11/30/2021

Identifier	Description	Base Original Units	Base Current Units	Transaction Type	Trade Date	Settle Date	Final Maturity	Base Principal	Accrued Interest	Market Value
14313FAD1	CARMX 2018-3 A3	0.00	(29,497.85)	Principal Paydown	11/15/2021	11/15/2021	06/15/2023	(29,497.85)	0.00	29,497.85
3137BM6P6	FHMS K-721 A2	0.00	(1,298.18)	Principal Paydown	11/01/2021	11/01/2021	08/25/2022	(1,298.19)	0.00	1,298.19
3137FKK39	FHMS K-P05 A	0.00	(55.69)	Principal Paydown	11/01/2021	11/01/2021	07/25/2023	(55.69)	0.00	55.69
3137FQ3V3	FHMS K-J27 A1	0.00	(491.66)	Principal Paydown	11/01/2021	11/01/2021	07/25/2024	(491.66)	0.00	491.66
31846V534	FIRST AMER:US TRS MM Y	631,187.57	631,187.57	Buy	---	---	11/30/2021	631,187.57	0.00	(631,187.57)
31846V534	FIRST AMER:US TRS MM Y	(771.85)	(771.85)	Sell	11/24/2021	11/24/2021	11/30/2021	(771.85)	0.00	771.85
36255JAD6	GMCAR 2018-3 A3	0.00	(22,777.24)	Principal Paydown	11/16/2021	11/16/2021	05/16/2023	(22,777.24)	0.00	22,777.24
65479CAD0	NAROT 2020-B A3	0.00	(34,329.45)	Principal Paydown	11/15/2021	11/15/2021	07/15/2024	(34,329.45)	0.00	34,329.45
<b>San Mateo County TA</b>		<b>630,415.72</b>	<b>541,965.65</b>					<b>541,965.64</b>	<b>0.00</b>	<b>(541,965.64)</b>

\* Showing transactions with Trade Date within selected date range.

\* Weighted by: Absolute Value of Principal

\* MMF transactions are collapsed

\* The Transaction Detail/Trading Activity reports provide our most up-to-date transactional details. As such, these reports are subject to change even after the other reports on the website have been locked down.

\* While these reports can be useful tools in understanding recent activity, due to their dynamic nature we do not recommend using them for booking journal entries or reconciliation.

## SMCTA – Glossary of Terms

**Accrued Interest** - The interest that has accumulated on a bond since the last interest payment up to, but not including, the settlement date. Accrued interest occurs as a result of the difference in timing of cash flows and the measurement of these cash flows.

**Amortized Cost** - The amount at which an investment is acquired, adjusted for accretion, amortization, and collection of cash.

**Book Yield** - The measure of a bond's recurring realized investment income that combines both the bond's coupon return plus its amortization.

**Average Credit Rating** - The average credit worthiness of a portfolio, weighted in proportion to the dollar amount that is invested in the portfolio.

**Convexity** - The relationship between bond prices and bond yields that demonstrates how the duration of a bond changes as the interest rate changes.

**Credit Rating** - An assessment of the credit worthiness of an entity with respect to a particular financial obligation. The credit rating is inversely related to the possibility of debt default.

**Duration** - A measure of the exposure to interest rate risk and sensitivity to price fluctuation of fixed-income investments. Duration is expressed as a number of years.

**Income Return** - The percentage of the total return generated by the income from interest or dividends.

**Original Cost** - The original cost of an asset takes into consideration all of the costs that can be attributed to its purchase and to putting the asset to use.

**Par Value** - The face value of a bond. Par value is important for a bond or fixed-income instrument because it determines its maturity value as well as the dollar value of coupon payments.

**Price Return** - The percentage of the total return generated by capital appreciation due to changes in the market price of an asset.

**Short-Term Portfolio** - The city's investment portfolio whose securities' average maturity is between 1 and 5 years.

**Targeted-Maturities Portfolio** - The city's investment portfolio whose securities' average maturity is between 0 and 3 years.

**Total Return** - The actual rate of return of an investment over a given evaluation period. Total return is the combination of income and price return.

**Unrealized Gains/(Loss)** - A profitable/(losing) position that has yet to be cashed in. The actual gain/(loss) is not realized until the position is closed. A position with an unrealized gain may eventually turn into a position with an unrealized loss, as the market fluctuates and vice versa.

**Weighted Average Life (WAL)** - The average number of years for which each dollar of unpaid principal on an investment remains outstanding, weighted by the size of each principal payout.

**Yield** - The income return on an investment. This refers to the interest or dividends received from a security and is expressed as a percentage based on the investment's cost and its current market value.

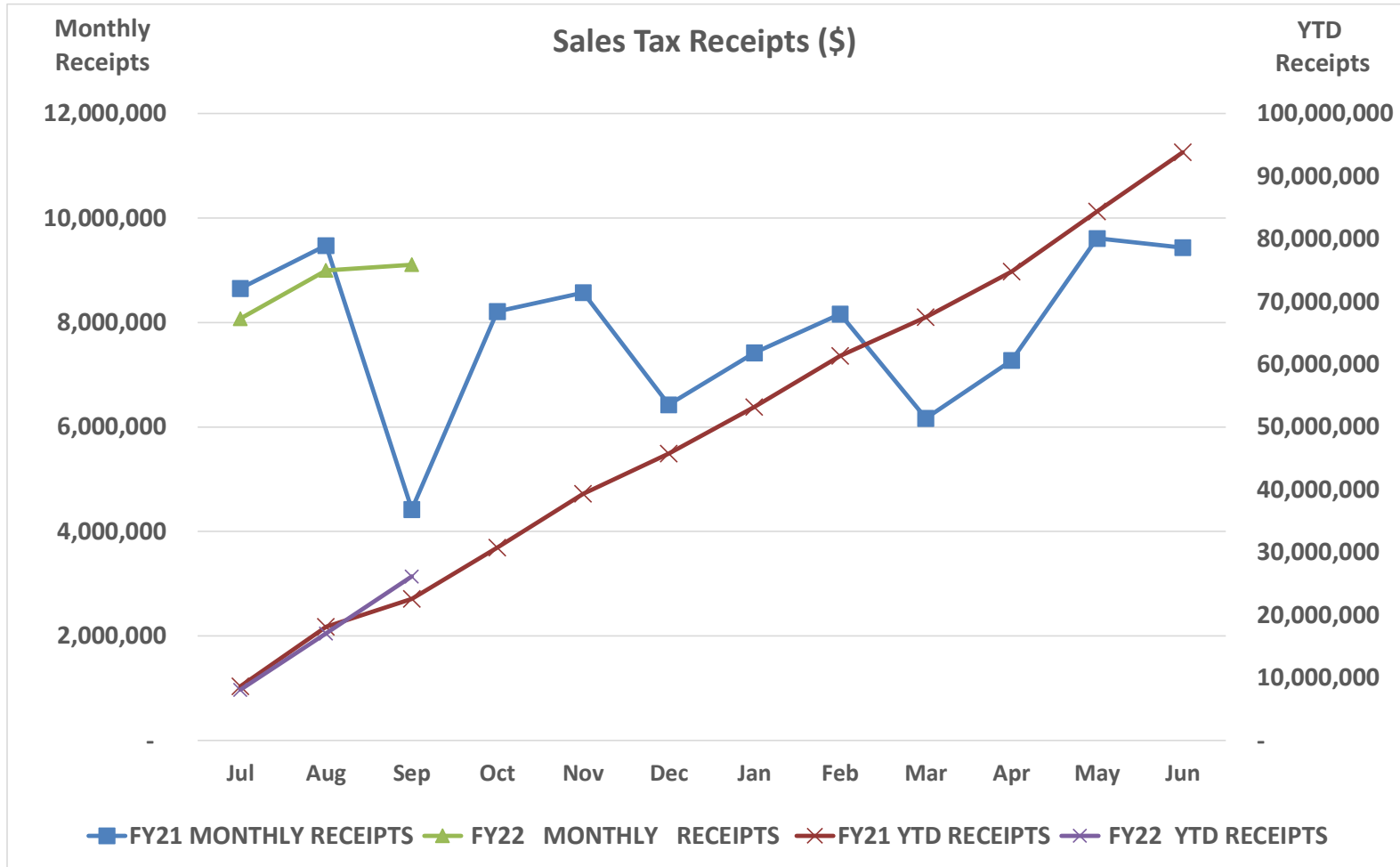
**Yield to Maturity at Cost (YTM @ Cost)** - The internal rate of return of a security given the amortized price as of the report date and future expected cash flows.

**Yield to Maturity at Market (YTM @ Market)** - The internal rate of return of a security given the market price as of the report date and future expected cash flows.

**Years to Effective Maturity** – The average time it takes for securities in a portfolio to mature, taking into account the possibility that any of the bonds might be called back to the issuer.

**Years to Final Maturity** - The average time it takes for securities in a portfolio to mature, weighted in proportion to the dollar amount that is invested in the portfolio. Weighted average maturity measures the sensitivity of fixed-income portfolios to interest rate changes.

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
FY2022  
Measure A Sales Tax  
November 2021**



\* Sales tax receipts are received and reconciled two months in arrears with a quarterly true up by the State of California also two months in arrears

SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
CHECKS WRITTEN  
NOVEMBER 2021

Unit	Ref	Name	Amount	Method	Description
SMCTA	000081	KADESH & ASSOCIATES, LLC	4,600.00	ACH	Operating Expense
SMCTA	000082	KHOURI CONSULTING LLC	5,500.00	ACH	Operating Expense
SMCTA	000352	EIDE BAILLY, LLP	35,665.00	CHK	Operating Expense
SMCTA	000353	HINDERLITER, DE LLAMAS AND ASSOCIATES	2,878.17	CHK	Operating Expense
SMCTA	000079	ZOON ENGINEERING, INC.	95,509.35	ACH	Capital Programs (1)
SMCTA	000085	ZOON ENGINEERING, INC.	124,552.86	ACH	Capital Programs (1)
SMCTA	000108	DEPARTMENT OF TRANSPORTATION	7,054,553.55	WIR	Capital Programs (1)
SMCTA	000333	PACIFIC GAS & ELECTRIC COMPANY	45.51	CHK	Capital Programs (1)
SMCTA	000334	PACIFIC GAS & ELECTRIC COMPANY	268.10	CHK	Capital Programs (1)
SMCTA	000335	PACIFIC GAS & ELECTRIC COMPANY	104.37	CHK	Capital Programs (1)
SMCTA	000340	PACIFIC GAS & ELECTRIC COMPANY	341.60	CHK	Capital Programs (1)
SMCTA	000341	PACIFIC GAS & ELECTRIC COMPANY	242.35	CHK	Capital Programs (1)
SMCTA	000342	PACIFIC GAS & ELECTRIC COMPANY	193.07	CHK	Capital Programs (1)
SMCTA	000343	PACIFIC GAS & ELECTRIC COMPANY	222.55	CHK	Capital Programs (1)
SMCTA	000344	PACIFIC GAS & ELECTRIC COMPANY	66.61	CHK	Capital Programs (1)
SMCTA	000345	PACIFIC GAS & ELECTRIC COMPANY	78.43	CHK	Capital Programs (1)
SMCTA	000346	PACIFIC GAS & ELECTRIC COMPANY	311.89	CHK	Capital Programs (1)
SMCTA	000348	PACIFIC GAS & ELECTRIC COMPANY	329.38	CHK	Capital Programs (1)
SMCTA	000349	PACIFIC GAS & ELECTRIC COMPANY	82.02	CHK	Capital Programs (1)
SMCTA	000350	PALO ALTO, CITY OF	363.99	CHK	Capital Programs (1)
SMCTA	000080	MARK THOMAS & COMPANY AND AECOM JV	102,337.40	ACH	Capital Programs (2)
SMCTA	000086	MARK THOMAS & COMPANY AND AECOM JV	486,025.14	ACH	Capital Programs (3)
SMCTA	000103	PENINSULA CORRIDOR JOINT POWERS BOARD	560,581.09	WIR	Capital Programs (4)
SMCTA	000336	PENINSULA TRAFFIC CONGESTION RELIEF	15,932.71	CHK	Capital Programs (4)
SMCTA	000104	SAN MATEO COUNTY TRANSIT DISTRICT	2,406,854.83	WIR	Capital Programs (5)
SMCTA	000105	SAN MATEO COUNTY EXPRESS LANES JOINT POW	800,871.77	WIR	Capital Programs (6)
SMCTA	000106	HANSON BRIDGETT LLP	13,299.00	WIR	Capital Programs (7)
SMCTA	000107	PENINSULA CORRIDOR JOINT POWERS BOARD	3,427,629.57	WIR	Capital Programs (8)
SMCTA	000109	PENINSULA CORRIDOR JOINT POWERS BOARD	395,523.48	WIR	Capital Programs (9)
SMCTA	000330	CITY OF PACIFICA	9,481.51	CHK	Capital Programs (10)
SMCTA	000083	GRAY-BOWEN-SCOTT	21,030.12	ACH	Capital Programs (11)
SMCTA	000084	GRAY-BOWEN-SCOTT	23,311.69	ACH	Capital Programs (11)
SMCTA	000331	FIVEPATHS, LLC	4,290.00	CHK	Capital Programs (11)
SMCTA	000332	HALF MOON BAY, CITY OF	178,668.59	CHK	Capital Programs (12)
SMCTA	000337	REDWOOD CITY, CITY OF	294,803.36	CHK	Capital Programs (13)
SMCTA	000338	WSP USA INC.	37,332.68	CHK	Capital Programs (14)
SMCTA	000339	HALF MOON BAY, CITY OF	35,895.12	CHK	Capital Programs (15)
SMCTA	000347	SOUTH SAN FRANCISCO, CITY OF	34,399.03	CHK	Capital Programs (16)
SMCTA	000351	STANTEC CONSULTING SERVICES, INC.	3,839.37	CHK	Capital Programs (17)
			<u>16,178,015.26</u>		

(1)	101 HOV Ln Whipple - San Bruno	(8)	\$818,356.80	Broadway Grade Separation
(2)	\$74,607.90 101 HOV Ln Whipple - San Bruno		947,516.60	SSF Caltrain Station
	<u>27,729.50</u> US 101/SR 92 Direct Connector		<u>1,661,756.17</u>	25th Ave Grade Separation
	<u>\$102,337.40</u>		<u>\$3,427,629.57</u>	
(3)	\$146,805.99 101 HOV Ln Whipple - San Bruno	(9)	\$164,269.90	CBOSS/PTC Project
	293,315.72 101 Managed Lanes (Nof I-380)		<u>231,253.58</u>	Caltrain Electrification
	41,932.69 101 Peninsula Ave/Poplar I/C		<u>\$395,523.48</u>	
	<u>3,970.74</u> US 101/SR 92 Direct Connector			
	<u>\$486,025.14</u>	(10)		San Pedro Creek/Rte 1 Bridge R
(4)	Shuttles FY21-22 Funding	(11)		Express Lane Operations
(5)	\$2,152,475.75 SMCTA Operating Administration	(12)		Hwy 1 Poplar-Wavecrest HMB
	<u>254,379.08</u> Shuttles FY21-22 Funding	(13)		2017 Bike/Ped Call for project
	<u>\$2,406,854.83</u>	(14)	\$161.89	SMCTA Capital Administration
(6)	\$97,313.77 ELJPA Loan		1,048.50	101 Managed Lanes (Nof I-380)
	<u>703,558.00</u> SMCTA Operating Administration		18,774.74	ACR/TDM Plan
	<u>\$800,871.77</u>		<u>17,347.55</u>	Highway Oversight
			<u>\$37,332.68</u>	
(7)	\$2,883.00 TA-Caltrain Project Oversight	(15)		Hwy 1 Main-Kehoe HMB
	372.00 Highway Oversight	(16)		101 Produce Ave Interchange
	2,883.00 ACR Oversight	(17)		101 Peninsula Ave/Poplar I/C
	2,139.00 Highway Oversight			
	4,882.50 Railroad Grade Sep Oversight			
	<u>139.50</u> Pedestrian & Bicycle Oversight			
	<u>\$13,299.00</u>			





**BOARD OF DIRECTORS 2022**

EMILY BEACH, CHAIR  
RICO E. MEDINA, VICE CHAIR  
CAROLE GROOM  
DON HORSLEY  
JULIA MATES  
MARK NAGALES  
CARLOS ROMERO

CARTER MAU  
ACTING EXECUTIVE DIRECTOR

**AGENDA ITEM #11  
JANUARY 6, 2022**

**MEMORANDUM**

**To:** TA Board of Directors  
**From:** Carter Mau, Acting Executive Director  
**Subject:** Executive Director's Report – January 6, 2022

**San Mateo County Express Lanes Joint Powers Authority Update (SMCEL-JPA)**

One of the objectives of SMCEL-JPA in the administration of the US101 Express Lanes is to ensure that all social and economic groups realize the benefits of these new lanes. In May 2021, the SMCEL-JPA Board approved an Equity Program that was developed through the San Mateo US 101 Express Lanes Equity Study project. The goal of the Equity Program is to provide meaningful transportation benefits to eligible San Mateo residents to help address inequities. Toward that effort, the SMCEL-JPA at their December 10, 2021 meeting authorized an agreement with Samaritan House, a trusted service provider working on-the-ground with the Program's target population, to administer the initial phase of the Equity Program. The initial phase of the Equity Program will consist of providing eligible residents with:

- 1) Clipper card with a value of \$100; or
- 2) FasTrak® toll tag/transponder with a value of up to \$100.

Eligible individuals will be given a choice between benefits that best meet their transportation needs. The Equity Program is expected to roll out to eligible recipients in early 2022.

**Peninsula Shuttle Study Update**

At the November 3, 2021 SamTrans Board of Directors Meeting, SamTrans approved the recommendations of the Peninsula Shuttle Study (Study) to improve and simplify shuttle operations in San Mateo County and streamline the administration of the shuttle program. The Study represented a joint effort funded by SamTrans and Caltrain in collaboration with the TA, Commute.org, and C/CAG.

In addition to operational/administrative improvements, the Study also proposed a refreshed evaluation process and criteria for the TA and C/CAG Shuttle Program Call for

Projects. The goal of this new data-driven evaluation process is to better prioritize both ridership and equity when selecting shuttle routes for funding while maximizing public benefits. TA staff and C/CAG plan to consider these recommendations as part of the future Calls for Projects process.

Lastly, the Study recommended the TA and C/CAG to extend the FY 2021/2022 Shuttle Program for one additional fiscal year to allow for continued COVID-19 ridership recovery and for the initial implementation of Reimagine SamTrans in order to have a better understanding of how the comprehensive overhaul of the bus routes and network may impact shuttle operations in the future.

TA staff are currently working with existing shuttle sponsors on their FY 2023 funding needs and will present recommendations for the one-year funding extension for these projects to the Board of Directors later in spring 2023.

### **Complete Streets Webinar**

The San Mateo County Transportation (TA) will be hosting a Complete Streets webinar on January 25<sup>th</sup>, 2022 from 4:00 to 5:30 PM. Complete Streets is the practice of considering the mobility needs of all roadway users including people who walk, bike, use scooter, take transit, or drive. This webinar is intended to promote knowledge of sharing with local elected officials, transportation advisory bodies, technical planning/engineering staff, and non-profit, business, and other organizations regarding best practices in Complete Streets policies, designs, and implementation.

The webinar will focus on three components: (1) overview of the benefits of Complete Streets for all roadway users to increase safety and comfort; (2) identify tangible ways that San Mateo County can build and prioritize better facilities; and, (3) preview ways the TA will be evaluating projects to ensure its investments provide the greatest benefits to San Mateo County residents.

Following the webinar, the TA will be offering separate Complete Streets technical trainings for local jurisdiction engineering and planning staff. Jurisdictions that participate in the webinar and these technical trainings may be given additional points in future Call for Projects by demonstrating how best practices were integrated in future funding requests. The TA will be integrating information from the webinar into upcoming 2022 Call for Projects for the Pedestrian & Bicycle and ACR/TDM programs. This set of webinar and technical trainings were identified in the TA Strategic Plan 2020-2024 to help promote the highest and best use of TA funding in the Local Streets & Road, Highway, and Pedestrian & Bicycle funding categories.

To sign up for the webinar, please visit: <https://www.eventbrite.com/e/complete-streets-webinar-tickets-228494993677>

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
STAFF REPORT**

TO: Transportation Authority

THROUGH: Carter Mau  
Acting Executive Director

FROM: Casey Fromson  
Chief Communications Officer

SUBJECT: **STATE AND FEDERAL LEGISLATIVE UPDATE**

**ACTION**

Staff proposes the Board:

1. Receive the attached Federal and State Legislative Updates.

**SIGNIFICANCE**

The Legislative Program establishes the principles that will guide the legislative and regulatory advocacy efforts. Based on those principles, staff coordinates closely with our Federal and State advocates on a wide variety of issues that are considered in Congress and the State legislature. The attached reports highlight the recent issues and actions that are relevant to the Board, and specifies those bills on which staff proposes that the Authority take a formal position.

Prepared By: Amy Linehan, Public Affairs Specialist

650-418-0095

# KADESH & ASSOCIATES, LLC

Federal Update  
San Mateo County Transportation Authority  
December 10, 2021

## **Legislative schedule update and overview**

Although both chambers were originally scheduled to be in recess from December 13 through the end of the year, the Senate will remain in session until it approves additional must-pass bills, including a bill to increase the debt limit as well as the annual defense authorization bill. The House is now scheduled to return to session on Tuesday, December 14, for a one-day session to vote on the debt limit bill. Meanwhile, Senate Majority Leader Schumer has stated that he wants a final Senate vote on the Build Back Better Act before Christmas, but there is reason to believe that schedule will not hold.

As you are aware, Congress Member Jackie Speier (D-San Mateo) announced she would be stepping down at the end of 2022. Several candidates announced their intention to run for the soon-to-be vacant seat and depending on the outcome, there could be turnover in elected positions at the state or local level in San Mateo County.

## **Infrastructure Investment and Jobs Act / Surface Transportation Reauthorization**

The Infrastructure Investment and Jobs Act (also now known as the Bipartisan Infrastructure Law) was signed into law by President Biden on November 15, and the executive branch has already begun the scoping and ramp-up efforts that will be needed to implement it.

President Biden has selected former New Orleans Mayor Mitch Landreau to oversee the implementation of the new law, and federal agencies have begun to issue requests for information, and to host listening sessions and briefings for intergovernmental partners. In addition, DOT has invited public comment on its FY2022-2026 strategic framework, which will coincide with the implementation of the new law.

As a reminder, the new law includes \$550 billion in new funding, and \$1.2 trillion in total, for roads and bridges, rail systems, drinking water and clean water, the electric grid, and other infrastructure. As described in earlier reports, the new law includes several programs that can fund work on railway-highway crossings and grade separations, including the Section 130 program, a Reconnecting Communities pilot program, and a Railroad Crossing Elimination competitive grant program.

*Earmarks:* There were no earmarks in the IIJA.

## **Appropriations**

Congress averted a government shutdown in early December, extending federal funding through Feb. 18 under a continuing resolution.

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However, this is just the latest reprieve, and does not indicate progress. Congressional leadership, and in particular the leaders in the Senate, have not reached agreement on how to proceed with the 12 appropriations bills (or, more likely, a combination of the bills known as an “omnibus”) to fund the government. The Senate has yet to consider any appropriations bills for FY22, while the House passed nine appropriations bills earlier this year. It is likely that FY22 appropriations will not be resolved until after the Build Back Better Act is approved.

*Earmarks:* The status of Congressionally Directed Spending requests is one of the several items that remains unresolved between the two chambers.

### **Reconciliation**

Once the IIJA was approved by the House, the path toward a House vote on the Build Back Better Act opened up as well. The several moderate House Democrats who had raised cost concerns about the bill were reassured by the Congressional Budget Office’s evaluation of the legislation, and the House approved the BBBA by a party-line vote.

As a reminder, the legislation includes a number of climate and social safety net funding programs, including several under the jurisdiction of DOT, such as \$4B to reduce on-road greenhouse gas emissions through FHWA, \$2.37B for competitive FHWA grants to reconnect communities divided by infrastructure barriers, and \$10B for high speed rail corridor assistance.

The Senate has made technical and other edits to the House bill, both to comply with parliamentary and budget rules and to include Senate priorities. As of today, nearly all Senate committees have submitted their final text to the Parliamentarian, the CBO, and their Republican counterparts, and the “Byrd bath” has begun – a procedure named for former Senator Robert Byrd in which staff argue the merits of particular provisions for inclusion in a reconciliation bill.

*Earmarks:* A reconciliation bill cannot contain earmarks, and we do not assume that the final Build Back Better Act will include funding to facilitate earmarks.

### **Debt ceiling**

The Senate has voted 64-36, with 14 Republicans joining all 50 Democrats, to end debate on a bill (S. 610) to allow a simple-majority vote on forthcoming legislation to increase the debt limit. The Senate will still need to pass S. 610 with at least 51 votes, and President Joe Biden would have to sign it into law for it to take effect. As soon as that happens, a path will be cleared for Democrats to sidestep a Republican filibuster and approve — and send to President Biden for signature — a bill to raise the debt limit.

It is rare to lower the Senate’s filibuster threshold. Conservatives in the Senate have complained that the move was a mistake by Senate Minority Leader McConnell, and Democrats say it opens the door to future exceptions to the 60-vote threshold.

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Recently, the Treasury Department has identified December 15 as the date by which the limit will need to be addressed, other experts believe there may be more flexibility; as reported in previous updates, this is the date when the U.S. will start to miss payments to workers, beneficiaries, or bondholders.



December 15, 2021

TO: Board Members, San Mateo County Transportation Authority  
FROM: Gus Khouri, President  
Khouri Consulting LLC

**RE: STATE LEGISLATIVE UPDATE – JANUARY**

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**GENERAL UPDATE**

The Legislature is in recess and will return to Sacramento on January 3 to begin the second year of the 2021-22 Legislative Session. The Legislature released the [2022 Tentative Legislative Calendar](#) in late-October establishing the deadlines for 2022.

There are two notable deadlines in the calendar: 1) all two-year bills still in the house of origin must move to the other house by January 31 and 2) February 18 marks the bill introduction deadline for new bills. The Calendar also notes which holidays the Legislature will take during the session in 2022 and confirms that August 31 will be the final day of the 2021-22 Legislative Session. Governor Newsom will release his proposed FY 22-23 State Budget by January 10, as required by the Constitution.

There has been quite a bit of movement with respect to departures in the legislature, particularly for the Class of 2012, who are either choosing to pursue other opportunities or not to run for their final term. There may be up to eight departures that are anticipated including Assembly Member Kevin Mullin who represents most of San Mateo County, and is looking to succeed Congresswoman Jackie Speier who is retiring from a long-distinguished career of public service.

More movement is expected once maps are finalized by the California Citizens Redistricting Commission by December 27. The maps are not expected to dramatically alter districts that would result in a dramatic loss of seats for either party. Democrats currently enjoy a 58 to 19 margin of representation in the Assembly (two Democrat-leaning seats are vacant, and one seat is held by an Independent).

**STATE BUDGET UPDATE**

Legislators and the Governor continue to work on finalizing an agreement on the FY 21-22 transportation budget package. Governor Newsom is in pursuit of exhausting the remaining \$4.2 billion in appropriation authority from the High-speed Rail Bond Act of 2008, also referred to as Proposition 1A.

Over \$3.4 billion in one-time General Fund money proposed for the Transit and Intercity Rail Capital Program (TIRCP) (\$2.6 billion), which includes \$500 million for grade separation projects, Active Transportation Program (ATP) (\$500 million), and State and Local Climate Adaption Program (\$400

million), is at stake. There is also \$1.1 billion available in accrued interest from various transportation account investments.

Conversations are expected to be renewed in January with the Governor's goal of reaching an agreement before negotiations commence on the 2022-23 State Budget, which will be released on January 10. There may be some carryover conversation and augmentations made, as some legislators are asking for figures beyond the funds provided in the enacted FY 21-22 State Budget (exceeding the \$4.5 billion cited above).

**Other Budget Proposals:**

In addition, Speaker Anthony Rendon and Assembly Transportation Committee Chair Laura Friedman are advocating for only partial appropriation of the funds (\$2.5B), and for pronounced investments into existing commuter and intercity passenger rail services, predominantly in the Los Angeles Basin (\$5 billion).

During its October 14 meeting, the California Transportation Commission (CTC) proposed a \$7 billion package (\$2.5 billion over Governor Newsom's May Revise) that supports the Governor's \$2.5 billion augmentation for TIRCP while also calling for a one-time augmentation of \$1.5 billion for Cycle 5 backlog for ATP, \$500 million for bicycle corridors, and \$2.5 billion for the State Transportation Improvement Program (STIP), but solely for rail.

The Legislative Analyst's Office is forecasting a budget surplus of \$31.2 billion surplus. On December 8 and 9, the Assembly and Senate Budget Committees, respectively, convened to provide a recap of investments made in FY 21-22 and establish a framework for prospective investments for FY 22-23. The Assembly is proposing a \$10 billion investment towards "transportation projects statewide, including transit infrastructure." It is uncertain as to whether this amount includes or is in addition to the \$4.5 billion carryover from FY 21-22.

**CLIMATE ACTION PLAN FOR TRANSPORTATION INFRASTRUCTURE (CAPTI) UPDATE**

On December 2, the California State Transportation Agency hosted a webinar to discuss implementation of the Newsom Administration's Climate Action Plan for Transportation Infrastructure. The webinar highlighted how CAPTI's principles have been incorporated into various programs overseen by CalSTA and the California Transportation Commission, including through the final cycle 5 guidelines for the Transit and Intercity Rail Capital Program, the draft 2022 Interregional Transportation Strategic Plan, and the guidelines scoping process for the Solutions for Congested Corridors Program and the Trade Corridors Enhancement Program. The webinar also highlighted upcoming stakeholder engagement opportunities to inform CAPTI implementation, which are outlined in webinar presentation found [here](#). A recording of the webinar can be found [here](#).

**STATEWIDE COMPETITIVE GRANT PROGRAMS**

Below is a list of major reoccurring competitive grant programs administered by the State from which transit and rail projects are eligible/can be funded. SB 1 Cycle 3 guideline development will be discussed through spring of 2022, with guideline adoption and the calls for projects in the various programs occurring in summer of 2022, applications being due fall of 2022, and awards adopted in summer of 2023.

*Active Transportation Program (ATP)*

The ATP was created in 2013 to consolidate five programs (Transportation Alternatives Program, Safe Routes to School Program, Bicycle Transportation Account Program, Recreational Trails Program, and



Environmental Enhancement and Mitigation Program) to better leverage resources to provide multi-modal options. The CTC awarded \$450 million this March for Cycle 5.

#### *Solutions for Congested Corridors Program (SCCP)*

The SCCP provides funding to achieve a balanced set of transportation, environmental, and community access improvements to reduce congestion throughout the state. The program makes \$250 million available annually (programmed in 2-year increments) for projects that implement specific transportation performance improvements.

#### *Local Partnership Program (LPP)*

The LPP is intended to provide local and regional transportation agencies that have passed sales tax measures, developer fees, or other imposed transportation fees with a continuous appropriation of \$200 million annually from the Road Maintenance and Rehabilitation Account to fund road maintenance and rehabilitation, sound walls, and other transportation improvement projects. The Competitive program is funded at \$80 million annually.

#### *Trade Corridor Enhancement Program (TCEP)*

The TCEP provides funding for infrastructure improvements on federally designated Trade Corridors of National and Regional Significance, on the Primary Freight Network as identified in California Freight Mobility Plan, and along other corridors that have a high volume of freight movement. There is approximately \$300 million provided per year (programmed in 2-year increments) for the competitive program.

#### **Grade Separation Funding**

Below is a list of the funding sources that we are aware of and/or that have been used to fund grade separations in the recent years. The funding sources below are managed across various state agencies and departments, including the Public Utilities Commission (PUC), the California State Transportation Agency (CalSTA), the California Transportation Commission (CTC), and Caltrans.

#### *PUC Section 190 Grade Separation Program*

The Program is a [state funding program](#) to grade separate crossings between roadways and railroad tracks and provides approximately \$15 million annually, transferred from Caltrans. Agencies apply to the PUC for project funding. The proposed FY 2021-22 budget contains \$500 million in one-time General Fund money that will be administered through the Transit and Intercity Rail Capital Program. This funding is subject to an agreement on the FY 21-22 transportation budget package.

#### *State Transportation Improvement Program*

The STIP, managed by Caltrans and programmed by the CTC, is primarily used to fund highway expansion projects throughout the state, but also supports grade separations. The STIP is programmed every two years (currently the 2018 STIP added \$2.2 billion in new funding). Local agencies receive a share of STIP funding, as does the State. The STIP is funded with gasoline excise tax revenues. In January, the STIP was estimated to have a shortfall of \$100 million. The May Revise has decreased that deficit to about \$32 million, which should not have an impact on the county's share.

#### *Proposition 1A*

This \$9.95 billion Bond Act is the primary funding source for the high-speed rail project and has been used to fund a very limited number of grade separation projects in the past, including in the City of San Mateo. The legislature is currently deliberating on exhausting the remaining \$4.2 billion in appropriation authority.

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
STAFF REPORT**

TO: Transportation Authority

THROUGH: Carter Mau  
Acting Executive Director

FROM: Casey Fromson  
Chief Communications Officer

SUBJECT: **ADOPTION OF 2022 LEGISLATIVE PROGRAM**

**ACTION**

Staff proposes the Committee recommend the Board:

1. Approve the San Mateo County Transportation Authority (TA) 2022 Legislative Program.

**SIGNIFICANCE**

The 2022 Legislative Program (Program) establishes the principles that will guide the San Mateo County Transportation Authority's (TA) legislative and regulatory advocacy efforts through the 2022 calendar year, including the second half of the 2021-22 State legislative session and the first session of the 118<sup>th</sup> Congress.

The program is intended to be broad enough to cover the wide variety of issues that are likely to be considered during that time and flexible enough to allow the TA to respond swiftly and effectively to unanticipated developments. Adoption of the Program provides our legislative delegation and our transportation partners with a clear statement of the TA's priorities.

*Objectives*

The 2022 Program is organized to guide the TA's actions and positions in support of three primary objectives:

1. Maintain and enhance funding opportunities to support the TA's programs, projects, and services.
2. Seek a regulatory environment that streamlines project delivery and maximizes the TA's ability to meet public transportation service demands.
3. Reinforce and expand programs that build and incentivize public transportation ridership.

The Program is structured to apply these core objectives to a series of issues detailed in the 2022 Legislative Program. Should other issues surface that require the TA's attention, actions will be guided by the three policy objectives listed above. If

needed, potential action on issues that are unrelated to these policy goals will be brought to the Board of Directors for consideration.

#### *Advocacy Process*

Staff will indicate on each monthly legislative update recommended positions for ending bills. Once the board has an opportunity to review the recommended position, staff will communicate the position to the relevant entity (such as the bill author, agency, or coalition).

In rare circumstances, should a position on a bill be needed in advance of a board meeting, staff will confer with the Board Chair. If legislation falls outside of the scope of the Board's adopted Legislative Program, Board approval will be required prior to the agency taking a position.

The TA and its legislative consultants will employ a variety of engagement tools to support the 2022 Legislative Program, including:

#### 1. Direct Engagement

Engage policymakers directly and sponsor legislation, submit correspondence and provide public testimony that communicates and advances the TA's legislative priorities and positions.

#### 2. Coalition-based Engagement

Engage local and regional stakeholders to build awareness about specific issues and participate in local, regional, statewide and national coalitions organized to advance positions that are consistent with the 2022 Program.

#### 3. Media Engagement

Build public awareness and communicate legislative priorities by issuing press releases, organizing media events, and through the use of social media and other electronic media.

### **BUDGET IMPACT**

There is no impact on the budget.

### **BACKGROUND**

Staff actively monitors legislative and regulatory activity and will seek Board positions on selected bills as appropriate to further the TA's legislative objectives and to provide support for our advocacy efforts.

Staff will supply updated reports summarizing relevant legislative and regulatory activities, allowing the Board to track legislative developments and providing opportunities to take appropriate action on pending legislation.

Prepared By: Jessica Epstein, Government and  
Community Affairs Manager

650-400-6451

# San Mateo County Transportation Authority

## 2022 Legislative Program

### **Purpose**

Legislative and regulatory actions have the potential to significantly benefit San Mateo County Transportation Authority (Agency) programs and services. They also have the potential to present serious challenges that threaten the Agency's ability to meet the county's most critical transportation demands.

The 2022 Legislative Program establishes the principles that will guide the Agency's legislative and regulatory advocacy efforts through the 2022 calendar year, including the second half of the 2022 State legislative session and second session of the 117<sup>th</sup> Congress. The program is intended to be broad enough to cover the wide variety of issues that are likely to be considered during that time and flexible enough to allow the Agency to respond swiftly and effectively to unanticipated developments.

### **Objectives**

The 2022 Legislative Program is organized to guide the Agency's actions and positions in support of three primary objectives:

- Maintain and enhance funding opportunities to support the Agency's programs and services;
- Seek a regulatory environment that streamlines project delivery and maximizes the Agency's ability to meet transportation service demands; and
- Reinforce and expand programs that build and incentivize public transportation ridership, improve quality transportation choices, and better incorporate SamTrans service with other agencies in the Bay Area.

### **Issues**

The Legislative Program is structured to apply these core objectives to a series of Regional, State and Federal issues falling in these categories:

- Budget and Transportation Funding Opportunities
- Transportation Projects Funding Requests and Needs
- Regulatory, Legislative, and Administrative Issues

Within these categories are a detailed list of specific legislative initiatives and corresponding set of policy strategies.

Should other issues surface that require the Board's attention, actions will be guided by the three policy objectives listed above. If needed, potential action on issues that are unrelated to these policy goals will be brought to the Board for consideration.

### **Advocacy Process**

Staff will indicate on each monthly legislative update recommended positions for pending bills. Once the Board has an opportunity to review the recommended position, staff will communicate the position to the relevant entity (such as the bill author, agency, or coalition). In rare circumstances, should a position on a bill be needed in advance of a Board meeting, staff will confer with the Board Chair. If legislation falls outside of the scope of the Board's adopted Legislative Program, Board approval will be required prior to the Agency taking a position.

### **Public Engagement Strategies**

Staff, led by the Communications Division and its legislative consultants, will employ a variety of public engagement strategies to support the 2022 Legislative Program, including:

- Direct Engagement  
Engage policymakers directly and sponsor legislation, submit correspondence and provide public testimony that communicates and advances the Agency's legislative priorities and positions.
- Coalition-based Engagement  
Engage local and regional stakeholders to build awareness about specific issues and participate in local, regional, statewide and national coalitions organized to advance positions that are consistent with the 2022 Legislative Program.
- Media Engagement  
Build public awareness and communicate the Agency's legislative priorities by issuing press releases, organizing media events, and through the use of social media.

The adopted legislative program will guide the Agency's legislative advocacy efforts until approval of the next program.

**State and Regional**

**Funding Opportunities and Challenges**

<i>Issue / Background</i>	<i>Strategy</i>
<p><b>General Funding</b>                      In 2020 and 2021, transit agencies were hit hard by the loss of ridership and revenue due to the COVID-19 pandemic. Additional funding is needed to mitigate the pandemic’s impact for transit agencies.</p> <p style="color: red;">In 2021, Governor Newsom as part of his May Revise, proposed significant new funding for transportation. An agreement between the Governor and State Legislature was not reached in 2021 but the transportation funding conversation will continue in 2022.</p> <p>In 2017, the State enacted SB1, which provides \$5.2 billion to maintain local streets and roads and highways, ease traffic congestion, and provide mobility options through investments in public transportation and bicycle and pedestrian programs.</p> <p>In 2014, the Legislature called for, via SB 1077, a pilot program to study a road charge model as an alternative to the gas tax. The nine-month pilot began in July 2016, with over 5,000 participating vehicles statewide. The California State Transportation Agency (CalSTA) reported its</p>	<ul style="list-style-type: none"> <li>● Direct advocacy for additional resources to secure state funding for transit systems, especially if there is a new state transportation package.</li> <li>● Ensure that COVID relief funding is suballocated through the region is based on revenue losses.</li> <li>● Protect against the elimination or diversion of any State or regional funds that support the agency’s transportation needs.</li> <li>● Support State funding allocation requests for investments that benefit the Agency’s transportation programs and services.</li> <li>● Work with legislative delegation, regional agencies, transit systems and transit associations to identify and advance opportunities for funding that would support the Agency’s transportation priorities.</li> <li>● Support efforts to provide funding for the deployment of zero emission transit vehicles and infrastructure.</li> </ul>

<p>findings from the Legislature to the CTC and the Legislature in 2018.</p>	
<p><b>Formula Funding</b> In 2021, transit formula funding suffered due to the COVID-19 pandemic as fuel consumption declined.</p> <p>After years of diversion to support the State’s General Fund, funding for the State Transit Assistance (STA) program has remained stable over the last few budget cycles thanks to successful legal, legislative and political efforts on behalf of the transportation community. Still, more revenue is needed in order to meet the demand of increased ridership, reduce highway congestion and adhere to the State’s mandate of reducing greenhouse gas emissions, and creating livable communities.</p> <p>In 2019, the California Transit Association convened a working group, at the request of the Senate and Assembly Transportation Committees to review and provide potential changes to the Transportation Development Act (TDA). The CTA effort resulted in temporary relief in meeting farebox recovery ratio requirements to access LTF, STA, LCTOP and SOGR funds as well as several more significant and permanent changes to TDA such as adding additional exemptions for on-demand service, cost of security, transitioning to zero-emission operations, and more. In 2022, the TDA conversation will continue to assess more</p>	<ul style="list-style-type: none"> <li>● Support the full funding of the STA program at levels called for in the 2011 reenactment of the 2010 gas-tax swap legislation.</li> <li>● Advocate for the regularly scheduled issuance of State infrastructure bonds that support the Agency’s services and programs.</li> <li>● Support full and timely allocation of the Agency’s STIP share.</li> <li>● Participate in the CTA’s TDA taskforce and support CTA efforts to engage the Legislature on TDA reform and the review of performance measures for transit.</li> </ul>

<p>holistic changes to TDA to maximize flexibility for maintaining and expanding service. The Agency is part of the working group.</p>	
<p><b>Cap-and-Trade Revenues</b> In 2012, the State began implementing the cap-and-trade market-based compliance system approved as a part of the California Global Warming Solutions Act of 2006 (AB 32). Since the program began selling allowances, the program has generated billions of dollars. In 2014, legislation was enacted creating a long-term funding plan for cap-and-trade which dedicates 60 percent of cap-and-trade revenues to transportation. The remaining 40 percent is subject to annual appropriation through the state budget process. In 2017, the legislature extended the program from 2020 to 2030.</p> <p>The programs require a certain percentage of funds be expended in state defined “disadvantaged communities” (as defined by CalEnviroScreen). This can prove difficult in jurisdictions with a small number of disadvantaged communities.</p>	<ul style="list-style-type: none"> <li>● Work with the Administration and like-minded coalitions to secure the appropriation of additional cap-and-trade revenues to support the Agency’s transportation needs.</li> <li>● Support legislation and regional action that makes a broad array of the Agency’s emissions-reducing transportation projects, programs and services eligible for investment.</li> <li>● Protect existing cap-and-trade appropriations for transit operations, capital projects and sustainable communities strategy implementation.</li> <li>● Support efforts to revise the State’s definition on “disadvantaged communities” to encompass a larger proportion of disadvantaged communities on the Peninsula.</li> </ul>
<p><b>Voter Threshold</b> Legislation has been considered in recent years that provide a framework for lowering the thresholds for the State or a city, county, special JPB or regional public agency to impose a special tax.</p>	<ul style="list-style-type: none"> <li>● Support efforts to amend the State Constitution to reduce the voter threshold required for the State or a city, county, special district or regional transportation agency to impose a special tax for transportation projects or programs.</li> </ul>
<p><b>Other State or Local Funding Options</b> Local and regional governments continue to seek methods for funding new infrastructure, facility needs, sustainability initiatives, and projects that will</p>	<ul style="list-style-type: none"> <li>● Advocate for legislation that would create new local funding tools to support transportation infrastructure and services.</li> <li>● Support innovative local and regional funding options that will provide financial support for the agency.</li> </ul>



<p>support ridership growth through a variety of methods such as managed lanes and local ballot measures.</p> <p>In 2020, there was the potential for a regional transportation measure (called FASTER Bay Area), led by the Bay Area Council, Silicon Valley Leadership Group and SPUR. <b>MTC is kicking off a listening tour regarding a potential future regional ballot. Many details about the timing, funding mechanism and expenditure plan are still being discussed.</b></p> <p>In 2014, the Federal Aviation Administration’s (FAA) issued a rule called the “Policy and Procedures Concerning the Use of Airport Revenue, proceeds from Taxes on Aviation Fuel.” The rule would require that local taxes on aviation fuels must be spent on airports is contrary to states’ rights to control their general application sales tax measures. The State of California has been active in addressing this issue.</p>	<ul style="list-style-type: none"> <li>● Support legislation that works to ensure revenues generated through express lane projects remain in the County of origin.</li> <li>● Advocate for funding sources that would assist transit agencies in obtaining funds for sustainability initiatives including water conservation, waste reduction, long-term resource efficiency of facilities and equipment, and greenhouse gas reductions.</li> <li>● Support funding for workforce development, retention, and housing to attract and retain quality personnel.</li> <li>● Support efforts that allow for public private partnerships that benefit the implementation of capital projects, efficient operation of transit services, or enhanced access to a broad range of mobility options that reduce traffic congestion.</li> <li>● Work to ensure the agency is at the table and appropriately funded as part of any potential regional funding measure.</li> <li>● Support efforts to ensure sales tax revenues generated from aviation fuel continue to fund planned transportation projects. Support the State of California in its efforts to respond and address FAA’s requests.</li> </ul>
<p><b>Transportation &amp; Housing Connection</b> Given the housing shortage crisis, there have been efforts at the State and regional level to link housing and zoning with transportation funding.</p>	<ul style="list-style-type: none"> <li>● Evaluate state or regional efforts that directly link transportation funding to housing and provide for higher density housing projects near transit stations.</li> <li>● Advocate for solutions that appropriately match decision making authority with funding (i.e – An agency shouldn’t be financially penalized for decisions that are outside the authority of the agency).</li> <li>● Monitor the implementation of the Surplus Lands Act and advocate for clarifying language on the disposition of properties subject to the Act.</li> </ul>

Transportation Projects	
<p><b>General</b> Pre-pandemic, as the Bay Area’s population continued to grow, the region’s transportation infrastructure was strained. Although transit ridership remains far below pre-pandemic levels, we expect riders to return to public transit once major employers along the corridor bring their employees back to the office. We are already seeing highways, local streets and roads becoming heavily congested. Despite the pandemic, the demand for housing with easy access to public transit continues to grow.</p>	<ul style="list-style-type: none"> <li>• Work with partners in the region to bring business, community, and transportation stakeholders together to enhance, support and advocate for transportation and mobility in the Bay Area.</li> </ul>
<p><b>101 Managed/Express Lanes</b> There are several Managed and Express Lanes projects in San Mateo County including the 101 Express Lanes from San Mateo to I-380 (Phase 1); North of 380 to San Francisco (Phase 2); and the 101/92 interchange. Construction of Phase 1 (Northern and Southern Sections Express Lanes) is expected to be complete in late 2022. Phase 2 began environmental efforts in 2021. The 101/92 project start environmental efforts in 2022.</p>	<ul style="list-style-type: none"> <li>• Support funding opportunities that will help the project move through the different stages of planning, environmental, and construction phases.</li> <li>• Support policies that will allow for effective public private partnerships.</li> <li>• Participate in future workshops held by the California Transportation Commission to ensure eligibility for all projects.</li> <li>• Support funding and regulations that complement the San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA) adopted 101 equity program.</li> </ul>
<p><b>Transit-Oriented Development / First and Last Mile</b> First and last mile projects, as well as transit-oriented development projects are an important part of the broad transit ecosystem that will help support robust ridership in the corridor.</p>	<ul style="list-style-type: none"> <li>• Support efforts to provide commuters with easy and convenient options to travel to and from major transit centers to their final destination.</li> <li>• Support the development of new and innovative first and last mile options.</li> <li>• Support increased funding opportunities for first and last mile projects.</li> <li>• Advocate for policies that promote transit-oriented developments in ways that with compliment transit services.</li> <li>• Support state funding incentives and streamlining processes for transit-oriented development.</li> </ul>
<p><b>Transportation Demand Management (TDM)</b> TDM is the application of strategies and policies to</p>	<ul style="list-style-type: none"> <li>• Support efforts that provide more TDM tools and funding opportunities.</li> </ul>

<p>reduce travel demand of single-occupancy vehicles or to redistribute this demand in space or time.</p>	<ul style="list-style-type: none"> <li>• Support policies that encourage use of TDM.</li> </ul>
<p><b>Electrification Project</b> In 2012, the State Legislature appropriated Prop 1A high-speed rail funds to modernize the Caltrain corridor and lay the foundation for future high-speed rail service. Under a multi-party regional funding agreement, this investment was matched with a variety of local, regional, state and federal funding sources to electrify the corridor, install an advanced signaling system and replace 75% of Caltrain’s aging diesel trains with electric trains that will dramatically improve service between San Francisco and San Jose. <b>The Project has a funding gap that requires additional financial resources.</b></p> <p>The Electrification Project is a transformational first step in the realization of a larger future for Caltrain that will be guided by the Caltrain 2040 Business Plan efforts.</p> <p><b>Caltrain 2040 Business Plan</b> In October 2019, the Caltrain Board adopted a long-term 2040 Service Vision, defining an ambitious plan for growing service over the next 20-plus years. The service vision outlines the capital and operating needs to achieve the vision and includes projects such as longer EMU fleet, longer platforms, level boarding, passing tracks, grade separations and station upgrades. It also identified needs to prepare the railroad to expand and integrate into a regional rail network. While the Plan is close to final, Caltrain turned its attention to COVID recovery in 2020 and plans to close out the Business Plan in 2022.</p>	<ul style="list-style-type: none"> <li>• <b>Direct advocacy to support allocation of one-time general fund money, TIRCP, cap-and-trade, or other State funding, to fill the funding gap for the Electrification project to ensure timely completion of the project by 2024.</b></li> <li>• Work with state, local and regional partners to advance policies and actions that will help secure funding needed to fulfill local, regional and state commitments to the Electrification Project.</li> <li>• Advocate for the sale and allocation of Proposition 1A bonds to meet the commitments specified in SB 1029 with respect to the Caltrain corridor and work to include funding for Caltrain in any future Proposition 1A appropriations.</li> <li>• Work to address regulatory challenges that limit the implementation of solutions that will maximize Caltrain capacity and service benefits.</li> <li>• Advocate for funding and policies to support grade separation projects.</li> <li>• Support the allocation of cap-and-trade or other state / regional funding to advance implementation of Caltrain projects.</li> <li>• Work to address regulatory actions or policies that negatively impact Caltrain future capacity or service improvements.</li> <li>• Support the implementation of the Caltrain Business Plan associated projects and policies. Continue to educate the Caltrain legislative delegation and key members of the Administration on the Plan.</li> <li>• Ensure relevant state and regional agencies incorporate relevant elements of the Caltrain Business Plan in their long-term plans.</li> <li>• Support funding and regulations that are consistent with Caltrain’s equity and growth policy.</li> <li>• Consistent with existing agreements between JPB and CHSRA, support efforts to plan, engage stakeholders, and implement the Blended System project on the Caltrain corridor.</li> </ul>

<p><b>Caltrain Equity and Growth Framework</b> In 2020, Caltrain developed a policy to advance equity within the system and neighboring communities. The policy will help address systemic inequality by taking steps to ensure the Caltrain system is accessible and useful to all. The policy also advances efforts to improve Caltrain connections to the regional transit network and provide direction on service priorities during and after the COVID-19 pandemic.</p> <p><b>High-Speed Rail Blended System</b> In 2016, a new round of HSR Blended System planning, outreach and environmental clearance work kicked-off in the corridor. HSR anticipates releasing a Draft EIR in 2020. While this project is not being led by the JPB, the agency owns the right-of-way and has a significant interest in the process and success of the project that will “blended” with Caltrain service. <b>In 2022, HSR will likely finalized the EIR for the northern Caltrain corridor and request additional allocation of Prop 1A resources for the Central Valley work.</b></p>	
<b>Legislative, Regulatory and Administrative Issues</b>	
<p><b>General</b> Every year a variety of legislation or regulatory action is pursued that would affect regulations governing transportation-related service operations, administration, planning and project delivery. In addition, opportunities exist to reform or update existing regulations that are outdated, or can be improved to address potential burdens on transportation agencies without</p>	<ul style="list-style-type: none"> <li>• Support opportunities to remove barriers to, and improve the ability to conduct, safe, efficient transportation operations, administration, planning and project delivery efforts, including alternative project delivery methods that provide flexibility to the agency.</li> <li>• Oppose efforts to impose unjustified and burdensome regulations or restrictions on the Agency’s ability to conduct efficient transportation operations, administration, planning and project delivery efforts.</li> </ul>

<p>affecting regulatory goals. Recently, there have been calls for a more coordinated and streamlined transit system in the Bay Area.</p> <p>The State is providing guidance on COVID related transit measure to protect the public health and reduce virus transmission during the pandemic.</p>	<ul style="list-style-type: none"> <li>• Engage with MTC, the Legislature, and stakeholders on policies stemming from <b>MTC’s Blue Ribbon Transit Recovery Task Force’s Bay Area Transit Transformation Action Plan</b>, and the “Seamless” Bay Area efforts.</li> <li>• Ensure that new requirements impacting transit agencies support improved connections with other transit system and don’t result in tradeoffs that have unintended consequences for key transit riders and stakeholders.</li> <li>• Work with the Administration to ensure guidance considers impacts on transit operations and the ability to meet transit rider mobility needs.</li> </ul>
<p><b>Part-Time Transit Lanes</b> In 2021, AB 476 (Mullin) was introduced to allow the state and its transportation agencies to establish part-time transit lanes on highway shoulders where appropriate and only if certain conditions are met, including supporting infrastructure, operating speeds, and driver training. The bill will move forward in 2022.</p>	<ul style="list-style-type: none"> <li>• Support legislation to authorize the use of highway shoulders as part-time transit lanes.</li> <li>• Support legislation that would improve transit throughput in the state and the Bay Area.</li> </ul>
<p><b>California Environmental Quality Act (CEQA)</b> Several regional and statewide transportation organizations continue working to modernize CEQA and minimize unnecessary delays during the environmental review process. In 2020, legislation was passed (SB 288) providing a series of statutory exemptions for transit and active transportation projects under CEQA.</p>	<ul style="list-style-type: none"> <li>• Closely monitor efforts to modernize CEQA. Without compromising CEQA’s effectiveness as an environmental protection policy, support proposals that advantage transportation projects, including bicycle, pedestrian and transit-oriented development projects.</li> <li>• Monitor the implementation and opportunities related to SB 288 (Wiener), and support the extension of the provisions included in SB 288.</li> </ul>
<p><b>Sustainable Communities Strategies</b> Implementation In conjunction with AB 32 and SB 32 implementation, the Sustainable Communities and Climate Protection Act (SB 375) requires regions to develop Sustainable Communities Strategies (SCS) with integrated housing, land-use and transportation policies that will accommodate</p>	<ul style="list-style-type: none"> <li>• Advocate for policies that provide adequate and equitable funding to support increased demand and dependence on the Agency’s transportation services associated with the implementation of SB 375 and Plan Bay Area.</li> <li>• Ensure any planning, development, or policy proposals are consistent with the Agency’s policies and planning.</li> <li>• Support efforts to provide ensure transit agencies are eligible for climate resiliency program funding.</li> </ul>

<p>population growth and reduce regional greenhouse gas emissions by specific amounts. In 2017, regional authorities in the Bay Area approved the update to Plan Bay Area. The final Plan Bay Area 2050 was adopted in 2021.</p>	
<p><b>Transit Bus Electrification Zero-Emission Bus:</b> In December 2018, the California Air Resources Board adopted the Innovative Clean Transit regulation. This regulation, which aims to transition all transit buses operating in California to zero-emission bus technologies by 2040, presents transit agencies with new funding and operational challenges. Addressing these challenges requires ongoing engagement with regulatory bodies, including ARB, the California Energy Commission and the California Public Utilities Commission, to unlock new funding and to design programs supportive of compliance with the regulation.</p>	<ul style="list-style-type: none"> <li>• Advocate for priority funding from the State Legislature, ARB, CEC and CPUC for zero-emission buses and charging/refueling infrastructure to facilitate compliance with the ICT regulation.</li> <li>• Support legislation to extend the sales tax exemption for zero-emission transit buses previously authorized under AB 784 (Mullin).</li> <li>• Continue to educate State Legislature, ARB, CEC and CPUC on any challenges to implement the ICT regulation.</li> <li>• Continue to monitor implementation of Pacific Gas &amp; Electric’s Commercial Electric Vehicle Rate, determine whether further refinements to the rate are necessary.</li> </ul>
<p><b>Executive Orders Related to GHG Emissions:</b> Since taking office, Governor Newsom has issued two Executive Orders – N-19-19 and N-79-20 – calling for reduced emissions from the transportation sector and larger, coordinated investments in transit, active transportation and land-use. The executive orders highlight the need for expanding clean transportation options.</p> <p>Building on the executive orders above, in 2021, CalSTA adopted the Climate Action Plan for Transportation Infrastructure (CAPTI), which details how the state recommends investing billions of discretionary transportation dollars annually to</p>	<ul style="list-style-type: none"> <li>• Work to ensure state and federal funds are made available to achieve the goals outlined in the orders.</li> <li>• Engage in the State’s effort to address the transit-specific goals outlined in the executive orders.</li> <li>• Protect transit agencies from any negative impacts stemming from the executive orders (e.g. additional mandates without funding, changes to funding guidelines that might disadvantage transit projects).</li> </ul>

<p>aggressively combat and adapt to climate change while supporting public health, safety and equity.</p>	
<p><b>CARB In-use Loco Regulation:</b> To meet Executive Order N-79-20 and achieve 100% zero emissions from off-road vehicles and equipment operations in the state by 2035, CARB anticipates adopting a In-Use Locomotive Regulation. As currently written, it would require all owners, operators, sellers, leasers, renters or manufacturers to create spending accounts (based on emissions level and amount of work performed in California) for zero-emission loco purchases as early as 2023. In 2030, it would ban all locomotives 23 years or older from operating in the state.</p>	<ul style="list-style-type: none"> <li>• Engage in CARB’s effort to reach 100% zero emissions from locomotives.</li> <li>• Support efforts for an alternative pathway with individualized agency plans</li> <li>• Work to ensure funding programs are available to support transition to new technology</li> </ul>

<b>Federal</b>	
<b>Funding Opportunities and Challenges</b>	
<i>Issue / Background</i>	<i>Strategy</i>
<p><b>Federal Appropriations</b> In 2021, transit agencies continued to be hit hard by the loss of ridership and revenue due to the COVID-19 pandemic. We expect the same in 2022. While federal emergency relief funding (CARES Act, CRSSA, and the American Rescue Plan) have provided some relief in the near-term, significant additional funding is needed to mitigate the pandemic’s long-term impact.</p>	<ul style="list-style-type: none"> <li>• Advocate directly as well as support broad stakeholders coalition efforts to secure additional federal funding for transit systems through the Infrastructure Investment and Jobs Act (infrastructure package) and the Build Back Better Act.</li> <li>• Seek funding opportunities to fill the Caltrain Electrification Project gap in the infrastructure package and FY 22 Appropriations bill.</li> <li>• Seek funding opportunities for Zero Emission Bus infrastructure the Low or No Emission Vehicle Grant program.</li> <li>• Partner with local, regional, State and national coalitions to advocate appropriation of the maximum authorized amount for programs that benefit the Agency’s transportation services and needs.</li> </ul>

<p>Every year, Congress adopts several appropriations bills that cover 12 major issue areas, including the Transportation, Housing and Urban Development bill. These measures provide the authority for federal agencies to spend money during the upcoming fiscal year for the programs they administer.</p> <p>Congress passed a series of continuing resolutions (CR) to keep federal agencies funded at the same level as the previous fiscal year, through February 18, 2022.</p>	<ul style="list-style-type: none"> <li>• Work with local and regional coalitions to support requests for funding from discretionary programs,</li> <li>• Communicate frequently with the Agency’s federal delegation and key appropriators on the needs or concerns of pending appropriation bills.</li> </ul>
<p><b>Tax and Finance</b> Congress considers legislation that governs tax and finance issues that impact transit agencies.</p>	<ul style="list-style-type: none"> <li>• Support efforts to ensure tax provisions that benefit the agency’s priorities are included in any tax or finance proposal.</li> <li>• Protect against the elimination or diversion of any tax policies that support the agency’s transportation needs.</li> </ul>
<p><b>Transportation Projects</b></p>	
<p><b>General</b> Support Agency projects and the efforts of partnering agencies to obtain federal funding for the Agency’s related transit projects.</p>	<ul style="list-style-type: none"> <li>• Work with federal delegation members, as well as local, regional, and state coalitions to support the federal funding requests for Agency projects and for our partner transit agencies on projects that provide complimentary services for the agency.</li> </ul>
<p><b>Electrification Project</b> The current funding plan includes funding from several federal funding sources including the FTA Capital Investments Grant Core Capacity Program.</p> <p><b>The Project currently has a funding gap that we are working to close through State and federal funding sources.</b></p> <p>Positive Train Control (PTC) is a federal mandate. The current Caltrain Positive Train Control (PTC)</p>	<ul style="list-style-type: none"> <li>• <b>Work with federal delegation members, as well as local, regional, and state coalitions to fill the Electrification Project funding gap.</b></li> <li>• Advocate for the Caltrain Electrification Project FTA Core Capacity funding to be included in the President’s budget request and in the annual THUD Appropriations bills.</li> <li>• Advocate for additional PTC funding for operating expenses.</li> <li>• Support efforts to streamline regulatory administrative hurdles to supporting full PTC operations.</li> <li>• Support the allocation of federal funding to advance implementation of Caltrain-related projects.</li> <li>• Advocate for funding and policies to support grade separation projects.</li> <li>• Work to address regulatory actions or policies that negatively impact future capacity or service improvements.</li> </ul>



<p>project includes some funding from the Federal Railroad Administration (FRA).</p> <p>The CalMod program is a transformational first step in the realization of a larger future for Caltrain that will be guided by the Caltrain 2040 Business Plan efforts.</p> <p><b>Caltrain 2040 Business Plan</b> In October 2019, the Caltrain Board adopted a long-term 2040 Service Vision, defining an ambitious plan for growing service over the next 20-plus years. The service vision outlines the capital and operating needs to achieve this vision and includes projects such as longer EMU fleet, longer platforms, level boarding, passing tracks, grade separations and station upgrades. It also identified needs to prepare the railroad to expand and integrate into a regional rail network. While the Plan is close to final, Caltrain turned it’s attention to COVID recovery in 2020 and plans to close out the Business Plan in 2022.</p> <p><b>Caltrain Equity and Growth Framework</b> In 2020, Caltrain developed a policy to advance equity within the system and neighboring communities. The policy will help address systemic inequality by taking steps to ensure the Caltrain system is accessible and useful to all. The policy also advances efforts to improve Caltrain connections to the regional transit network and provide direction on service priorities during and after the COVID-19 pandemic.</p>	<ul style="list-style-type: none"> <li>• Support the implementation of the Caltrain Business Plan associated projects and policies. Continue to educate the Caltrain legislative delegation and key members of the Administration on the Plan.</li> <li>• Support funding and regulations that are consistent with Caltrain’s equity and growth policy.</li> <li>• Consistent with existing agreements between JPB and CHSRA, support efforts to plan, engage stakeholders, and implement the Blended System project on the Caltrain corridor.</li> </ul>
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<p><b>High-Speed Rail Blended System</b> In 2016, a new round of HSR Blended System planning, outreach and environmental clearance work kicked-off in the corridor. HSR anticipates releasing a Draft EIR in 2020. While this project is not being led by the JPB, the agency owns the right-of-way and has a significant interest in the process and success of the project that will “blended” with Caltrain service.</p>	
<p><b>101 Managed/Express Lanes</b> There are several Managed and Express Lanes projects in San Mateo County including the 101 Express Lanes from San Mateo to I-380 (Phase 1); North of 380 to San Francisco (Phase 2); and the 101/92 interchange. Construction of Phase 1 (Northern and Southern Sections Express Lanes) is expected to be complete in late 2022. Phase 2 began environmental efforts in 2021. The 101/92 project start environmental efforts in 2022.</p>	<ul style="list-style-type: none"> <li>• Support funding opportunities that will help the project move through the different stages of planning, environmental, and construction phases.</li> <li>• Support policies that will allow for effective public private partnerships.</li> </ul>
<p><b>Legislative, Regulatory and Administrative Issues</b></p>	
<p><b>General</b> Every year a variety of legislation or regulatory action is pursued that would affect regulations governing transportation-related service operations, administration, planning and project delivery. In addition, opportunities exist to reform or update existing regulations that are outdated, or can be improved to address potential burdens on transportation agencies without affecting regulatory goals.</p>	<ul style="list-style-type: none"> <li>• Support opportunities to remove barriers to, and improve the ability to conduct, safe, efficient transportation operations, administration, planning and project delivery efforts, including alternative project delivery methods that provide flexibility to the agency.</li> <li>• Oppose efforts to impose unjustified and burdensome regulations or restrictions on the Agency’s ability to conduct efficient transportation operations, administration, planning and project delivery efforts.</li> </ul>

<p><b>Infrastructure Investment and Jobs Act implementation</b> In November 2021, Congress approved and the President signed into law the IIJA, includes \$550 billion in new funding, and \$1.2 trillion in total, for infrastructure investment, including for roads and bridges, rail systems, bus systems, drinking water and clean water, the electric grid, and other programs. MTC estimates that the Bay Area will receive at least \$4.5 billion in formula fundings from IIJA.</p>	<ul style="list-style-type: none"> <li>• Support efforts to seek federal funds through IIJA for agency projects and plans.</li> <li>• Monitor and review guidance and rulemaking proposals affecting IIJA implementation and other transportation issues.</li> <li>• Collaborate with local, regional, state and national transportation advocacy groups to coordinate comments and advocacy efforts that support regulations that maximize benefits for transportation programs, services and users.</li> <li>• Collaborate with local, regional, state and national transportation advocacy groups to coordinate proposals and advocacy efforts for IIJA funding and implementation</li> </ul>
<p><b>Additional Infrastructure Proposals</b> Congress and the Biden Administration are currently deliberating the Build Back Better Act, which if enacted would provide significantly increased funding for climate programs, high speed rail, and active transportation.</p>	<ul style="list-style-type: none"> <li>• Monitor closely and take action as needed during Congressional deliberation of provisions that may have a significant impact on transit / transportation projects and programs.</li> <li>• Advocate for funding for the Agency’s projects and needs if and when the Build Back Better Act is enacted.</li> </ul>
<p><b>FAA Rule</b> In 2014, the Federal Aviation Administration’s (FAA) issued a rule called the “Policy and Procedures Concerning the Use of Airport Revenue, proceeds from Taxes on Aviation Fuel.” The rule would require that local taxes on aviation fuels must be spent on airports is contrary to states’ rights to control their general application sales tax measures.</p> <p>The Senate FY2021 Transportation/HUD Appropriations bill includes report language encouraging the Department of Transportation “to continue working with State and local governments and the FAA to develop a path forward to allow the use of local sales tax revenues generated on the sale of aviation fuel to</p>	<ul style="list-style-type: none"> <li>• Support efforts to protect the ability of local and state governments to determine how general sales tax measures are allocated.</li> <li>• Continue to advocate for report language in the annual appropriations bills and support legislative changes that would permanently clarify the issue.</li> <li>• Support the State of California in its efforts to respond and address FAA’s requests</li> </ul>

be used in a manner consistent with their enactment.”

Congress is currently negotiating the FY2021 appropriations bills now and it unclear if this language remains in the final conference report.

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
STAFF REPORT**

TO: Transportation Authority

THROUGH: Carter Mau  
Acting Executive Director

FROM: April Chan  
Chief Officer, Planning, Grants and Transportation Authority

SUBJECT: **PROGRAM REPORT: PENINSULA CORRIDOR ELECTRIFICATION PROJECT  
UPDATE**

**ACTION**

No action is required. This item is being presented to the Board for information only.

**SIGNIFICANCE**

This presentation is part of a series of program reports presented to the Board. Each of the six Measure A program areas – Transit, Highways, Local Streets/Transportation, Grade Separations, Pedestrian and Bicycle, and Alternative Congestion Relief Programs – will be featured individually throughout the year. For this month, staff will feature a presentation and update on Peninsula Corridor Electrification Project.

The TA Board received an update at the July 2021 meeting on the PCEP project, reporting on significant issues that would have an impact on both the project budget and schedule. Since that time Caltrain staff, with the assistance of industry experts have undertaken a thorough evaluation of the project cost, schedule, and implementation risks to an array of strategies in order achieve cost and schedule certainty. The conclusion of this effort coupled with the ongoing negotiation with the PCEP contractor has unveiled the need for an additional \$462 Million of funding, increasing the overall project cost to \$2.44 Billion, from \$1.98 Billion and a delayed opening from third quarter of FY 2022 to the second quarter of FY 2024.

Caltrain staff is developing a funding strategy which includes federal and state sources along with funding from Measure RR. In addition to these sources there is the potential of tapping into what is referred to as the “Super Contingency”. Previously the TA, on behalf of the San Mateo County Transit District, along with the other JPB member agencies and the Metropolitan Transportation Commission (MTC) collectively pledged an additional 10% contingency, or \$200 million, for possible cost increases associated with the project.

Additional information will be provided via PowerPoint.

**BUDGET IMPACT**

There is no impact on the budget.

**BACKGROUND**

PCEP includes the electrification of the existing Caltrain corridor between San Francisco and San Jose and the replacement of 75 percent of Caltrain's diesel train service with high-performance electric trains, called Electric Multiple Units.

Prepared By: Joseph Hurley, Director, SMCTA Program

650-508-7942

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
STAFF REPORT**

TO: Transportation Authority

THROUGH: Carter Mau  
Acting Executive Director

FROM: Derek Hansel  
Chief Financial Officer

April Chan  
Chief Officer Planning,  
Grants/Transportation Authority

SUBJECT: **AMENDMENT OF THE FISCAL YEAR 2022 BUDGET TO INCREASE TOTAL  
EXPENDITURES FROM \$148,893,304 TO \$162,834,813**

**ACTION**

Staff recommends the Board amend the Fiscal Year (FY) 2022 Budget to:

1. Reflect actual FY2021 Measure A sales tax revenues, which increases revenues from the budgeted amount of \$80 million to the actual amount of \$93,832,331 (Line 1 of Attachment A)
2. Reflect actual FY2021 Measure W sales tax revenues, which increases revenues from the budgeted amount of \$40 million to the actual amount of \$46,620,378 (Line 3 of Attachment A)
3. Increase Measure A and Measure W Categories Expenditures by a total of \$13,941,509, for a revised total budget of \$162,834,813 (Line 34 of Attachment A).

**SIGNIFICANCE**

This action is recommended to "true-up" make more fully transparent the funds available in each of the 2004 Measure A Transportation Expenditure Plan (TEP) and the Measure W Congestion Relief Plan categories that are programmed and allocated by the Board of Directors (Board).

**EXPENDITURES:**

**Measure A Categories (Attachment A, Line 18): Increase of \$8,645,207**

Line 18, Measure A Categories, reflects funds that are pooled by the TA for distribution to project sponsors in accordance with the 2004 TEP and as determined by the Board. The amounts budgeted for FY2021 were based on tax revenue estimates, which were exceeded during the year. The excess revenues now must be included in the FY2022 budget to "true-up" funds available for the following categories and projects: Alternative Congestion Relief, Dumbarton, Caltrain, Pedestrian and Bicycle Program, Local Shuttle, Streets and Highways, Grade Separation and San Mateo County Ferry Service as more specifically set forth in Attachment B.

**Measure W Categories (Attachment A, Line 24): Increase of \$5,296,302**

The 2019-2049 Measure W program was approved on November 6, 2018 with sales tax collection beginning on July 1, 2019. Line 24, Measure W Categories, reflects funds that are pooled by the TA for distribution to project sponsors in accordance with the Congestion Relief Plan and as determined by the Board. The amounts budgeted for FY2021 were based on tax revenue estimates, which were exceeded during the year. The excess revenues now must be included in the FY2022 budget to “true-up” funds available for the following categories and projects: Countywide Highway Congestion Improvements; Local Safety, Pothole and Congestion Relief Improvements; Grade Separation, Bicycle and Pedestrian Improvements, and Regional Transit Connections as more specifically set forth in Attachment B.

**Annual Allocations**

Under the Measure A and Measure W plans, Annual Allocations are percentage-based “pass-throughs” to recipients such as each city in San Mateo County and the County of San Mateo. The amounts assigned under these Annual Allocations are transmitted directly to the recipients when tax revenues are received. Accordingly, the differences between budgeted and actual tax revenues are not carried over from year to year and do not need to be reflected in the next years' revised budgets as part of the true-up process.

**BUDGET IMPACT**

The overall impact to the FY2022 Budget is an increase of \$13,941,509 in total expenditures, from \$148,893,304 to \$162,834,813.

**BACKGROUND**

The TA annually adopts a budget. On June 3, 2021, the Board adopted the FY2022 Budget in the amount of \$148,893,304 per Board Resolution No. 2021-14.

Prepared by: Daniel Srour, Senior Budget Analyst

650-508-6302



**RESOLUTION NO. 2022 –**  
**SAN MATEO COUNTY TRANSPORTATION AUTHORITY**  
**STATE OF CALIFORNIA**

\* \* \*

**AMENDING THE FISCAL YEAR 2022 BUDGET TO INCREASE TOTAL EXPENDITURES**  
**FROM \$148,893,304 TO \$162,834,813**

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

**WHEREAS**, on November 6, 2018, the voters of San Mateo County approved the San Mateo County Transit District's collection of the Measure W half-cent transactions and use tax for 30 years to fund investment for transportation and public transit in accordance with the San Mateo County Congestion Relief Plan (Congestion Relief Plan), one half of which is administered by the TA; and

**WHEREAS**, the Board of Directors (Board) adopted the TA's Fiscal Year (FY) 2022 Budget on June 3, 2021, pursuant to Resolution 2021-14, based on projected tax revenues for FY2021; and

**WHEREAS**, staff recommends the Board increase the FY2022 Budget to reflect the adjusted budgeted sales tax revenues generated in FY2021, specifically to "true-up" actual sales tax receipts available for the 2004 TEP and Congestion Relief Plan categories subject to programming and allocation by the Board as follows:

1. Increase the FY2022 Budget by \$13,941,509 in total Expenditures, from \$148,893,304 to \$162,834,813 (Line 34 of Attachment A), which includes the increase in actual FY2021 Measure A sales tax Revenues to \$93,832,331 (Line 1

of Attachment A) and the increase in Measure W sales tax Revenues to \$46,620,378 (Line 3 of Attachment A); and

2. Increase Measure A Categories Expenditures for the Alternative Congestion Relief, Dumbarton, Caltrain, Pedestrian and Bicycle Program, Local Shuttle, Streets and Highways, Grade Separation and San Mateo County Ferry Service categories by a combined \$8,645,207 (Line 18 of Attachment A); and
3. Increase Measure W Categories expenditures for the Countywide Highway Congestion Improvements; Local Safety, Pothole, and Congestion Relief Improvements; Grade Separation; Bicycle and Pedestrian Improvements, and Regional Transit Connections categories by a combined \$5,296,302 (Line 24 of Attachment A); and

**WHEREAS**, the revised budget does not reflect the additional Measure A and Measure W sales tax revenues passed through directly to the cities in San Mateo County, the County of San Mateo and other entities during FY2021, as those funds were transmitted on a percentage basis in accordance with the 2004 TEP and Congestion Relief Plan when tax revenues are received.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transportation Authority hereby amends the Fiscal Year 2022 Budget of \$148,893,304 to increase Measure A Categories expenditures by \$8,645,207, and increase Measure W Categories expenditures by \$5,296,302 for a revised total Budget of \$162,834,813 as set forth in Attachments A and B.

Regularly passed and adopted this 6<sup>th</sup> day of January, 2022 by the following vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transportation Authority

ATTEST:

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Authority Secretary

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
FY2022 REVISED BUDGET**

	<u>FY2021 ACTUAL</u>	<u>FY2022 ADOPTED</u>	<u>FY2022 REVISED</u>	<u>FY2022 REVISED TO FY2022 ADOPTED Increase (Decrease)</u>	<u>BUDGET PERCENT CHANGE</u>		
	A	B	C	D= C-B	E = D/B		
<b><u>REVENUE:</u></b>							
1	Sales Tax - Measure A	93,832,331	96,495,540	96,495,540	-	0.0%	1
2							2
3	Sales Tax - Measure W	46,620,378	48,247,770	48,247,770	-	0.0%	3
4							4
5	Interest Income	5,478,520	4,898,970	4,898,970	-	0.0%	5
6							6
7	Rental Income	1,111,433	1,170,938	1,170,938	-	0.0%	7
8							8
9	Other Sources	100,000,000	400,000	400,000	-	0.0%	9
10							10
11	<b>TOTAL REVENUE</b>	<b>247,042,662</b>	<b>151,213,218</b>	<b>151,213,218</b>	<b>-</b>	<b>0.0%</b>	11
12							12
13							13
14	<b><u>EXPENDITURES:</u></b>						14
15							15
16	Measure A Annual Allocations	33,664,244	35,220,872	35,220,872 (1)	-	0.0%	16
17							17
18	Measure A Categories	53,368,590	60,309,713	68,954,920 (1)	8,645,207	14.3%	18
19							19
20	Other Uses	65,517,681			-	100.0%	20
21							21
22	Measure W Annual Allocations	9,324,053	9,649,554	9,649,554 (1)	-	0.0%	22
23							23
24	Measure W Categories	193,240	38,598,216	43,894,518 (1)	5,296,302	13.7%	24
25							25
26	Oversight	871,414	2,250,000	2,250,000	-	0.0%	26
27							27
28	<b>Administrative:</b>						28
29	Staff Support	1,210,680	1,481,054	1,481,054	-	0.0%	29
30	Measure A Info-Others		5,000	5,000	-	0.0%	30
31	Other Admin Expenses	790,561	1,378,895	1,378,895	-	0.0%	31
32	Total Administrative	2,001,241	2,864,949	2,864,949	-	0.0%	32
33							33
34	<b>TOTAL EXPENDITURES</b>	<b>164,940,463</b>	<b>148,893,304</b>	<b>162,834,813</b>	<b>13,941,509</b>	<b>9.4%</b>	34
35							35
36	<b>EXCESS/(DEFICIT)</b>	<b>82,102,199</b>	<b>2,319,914</b>	<b>(11,621,595)</b>			36
37							37
38	<b>(1) See Attachment B for details</b>						38

**FY2022 ALLOCATIONS AND EXPENDITURES**

		<b>MEASURES A &amp; W TEP % Share</b>	<b>FY2022 Adopted Budget</b>	<b>FY2021 True Up</b>	<b>FY2022 Revised</b>		
<b>MEASURE A ANNUAL ALLOCATIONS:</b>							
1	LOCAL STREETS & TRANSPORTATION					1	
2	ALLOCATION TO LOCAL ENTITIES	22.50%	21,711,497		21,711,497	2	
3	SFO BART EXTENSION	2.00%	1,929,911		1,929,911	3	
4		<b>Total Pass-Thru</b>	<b>23,641,407</b>		<b>23,641,407</b>	4	
5						5	
6	PARATRANSIT	4.00%	3,859,822		3,859,822	6	
7	TRANSFER TO SMCTD FOR CALTRAIN *	8.00%	7,719,643		7,719,643	7	
8						8	
9	<b>TOTAL ANNUAL ALLOCATIONS</b>		<b>35,220,872</b>		<b>35,220,872</b>	9	
10						10	
11	<b>MEASURE A CATEGORIES:</b>	<b>PROJECT</b>				11	
12	ALTERNATIVE CONGESTION RELIEF	1.00%				12	
13	Available for future ACR projects	000903	440,344	138,323	578,668	13	
14	Commute.org TDM program	000807	524,611		524,611	14	
15	DUMBARTON	100263	2.00%	1,929,911	276,647	2,206,557	15
16	CALTRAIN	000605	8.00%	7,719,643	1,106,587	8,826,230	16
17	PEDESTRIAN AND BICYCLE PROGRAM	000816	3.00%	2,894,866	414,970	3,309,836	17
18	LOCAL SHUTTLE	000902	4.00%	3,859,822	553,293	4,413,115	18
19	STREETS AND HIGHWAYS			-	-	19	
20	Key congested corridors program	000900	17.30%	16,693,728	2,392,993	19,086,722	20
21	Supplemental roadway projects	000901	10.20%	9,842,545	1,410,898	11,253,443	21
22	GRADE SEPARATION	100258	15.00%	14,474,331	2,074,850	16,549,181	22
23	SAN MATEO COUNTY FERRY SERVICE	100264	2.00%	1,929,911	276,647	2,206,557	23
24						24	
25	<b>TOTAL MEASURE A CATEGORIES</b>		<b>60,309,713</b>	<b>8,645,207</b>	<b>68,954,920</b>	25	
26	STAFF SUPPORT	1.00%	964,955		964,955	26	
27	<b>TOTAL MEASURE A SALES TAX</b>		<b>96,495,540</b>	<b>8,645,207</b>	<b>105,140,747</b>	27	
28						28	
29	<b>MEASURE W ANNUAL ALLOCATIONS: **</b>						
30	LOCAL SAFETY, POTHOLE AND CONGESTION RELIEF IMPROVEMENTS					30	
31	ALLOCATION TO LOCAL ENTITIES	10.00%	9,649,554		9,649,554	31	
32						32	
33	<b>MEASURE W CATEGORIES: **</b>						
34	COUNTYWIDE HIGHWAY CONGESTION IMPROVEMENTS	100422	22.50%	21,711,497	2,979,170	24,690,667	34
35	LOCAL SAFETY, POTHOLE AND CONGESTION RELIEF IMPROVEMENTS					35	
36	GRADE SEPARATION	100423	2.50%	2,412,389	331,019	2,743,407	36
37	BICYCLE AND PEDESTRIAN IMPROVEMENTS	100424	5.00%	4,824,777	662,038	5,486,815	37
38	REGIONAL TRANSIT CONNECTIONS	100425	10.00%	9,649,554	1,324,076	10,973,630	38
39	<b>TOTAL MEASURE W CATEGORIES</b>		<b>38,598,216</b>	<b>5,296,302</b>	<b>43,894,518</b>	39	

\* TA will retain the 16% allocation for Caltrain in FY22; SamTrans Member Operating & Capital Contribution is \$0 for FY22 Budget

\*\* Percents reflect 50% of the total Half Cent Sales Tax related to Measure W

(1) Note: 1% of the total Measure W Categories will be reserved for Staff Support

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
STAFF REPORT**

TO: Transportation Authority

THROUGH: Carter Mau  
Acting Executive Director

FROM: April Chan  
Chief Officer, Planning, Grants and Transportation Authority

SUBJECT: **ADOPTION OF ALTERNATIVE CONGESTION RELIEF AND TRANSPORTATION DEMAND MANAGEMENT PLAN; PROGRAMMING AND ALLOCATION OF FUNDS FOR TDM MONITORING AND EQUITY PROGRAMS**

**ACTION**

Staff recommends the Board of Directors (Board):

1. Adopt the San Mateo County Transportation Authority's (TA) first Alternative Congestion Relief (ACR) and Transportation Demand Management (TDM) Plan;
2. Program and allocate \$500,000 of Measure A ACR Program funds to Commute.org for the development of a Countywide TDM Monitoring Program;
3. Program and allocate \$400,000 of Measure A ACR Program funds to the San Mateo County Express Lanes Joint Powers Authority (JPA) for the US 101 Express Lanes Equity Program; and
4. Authorize the Acting Executive director, or his designee, to take any actions necessary to give effect to the above actions.

**SIGNIFICANCE**

The ACR/TDM Plan (Plan) was developed to guide investment decisions and funding allocations for the Measure A ACR Program and the TDM subcategory of the Measure W Countywide Highway Congestion Improvements program. The Plan provides a vision for the ACR/TDM program, program guidelines, example eligible projects/programs, and evaluation criteria for future Calls for Projects (CFP).

Staff began work on an ACR/TDM study and resulting Plan in January 2021, and sought input throughout the process from a stakeholder advisory group consisting of advocacy, nonprofit, business, city and agency staff. The Plan was also guided by input from a TA Board Ad-Hoc Committee and was subject to review and comment by the Board at its December 2, 2021 meeting. Regular presentations at key milestones were also made to the City/County Association of Governments of San Mateo County (C/CAG) Technical Advisory Committee (TAC) and the Commute.org board of directors.

Since the presentation of the Draft ACR/TDM Plan to the Board last month, the Draft Plan was also made available for public comment between December 2, 2021 and December 16, 2021. At the January 2022 meeting, staff will provide updates to the Board on any public comments received and will present any edits to the Draft ACR/TDM Plan.

In addition to considering approval of the Plan, TA staff is requesting the Board consider programming and allocating the one-time funding recommended in the Plan. This includes \$500,000 for Commute.org to develop a Countywide TDM Monitoring Program; and \$400,000 to support the San Mateo County Express Lanes JPA's US 101 Express Lanes Equity Program.

### **BUDGET IMPACT**

There is sufficient budget authority in Fiscal Year 2022 and prior year budgets to support the staff recommendations.

### **BACKGROUND**

The TA's Measure A half-cent sales tax for transportation programs and projects was reauthorized in 2004 for a period of 25 years by the voters of San Mateo County. Measure A took effect on January 1, 2009 and expires on December 31, 2033. Contained within the Measure A Transportation Expenditure Plan is a program category that allocates one percent of the generated funds to Alternative Congestion Relief, which is aimed at commute alternatives and planning work to support Intelligent Transportation Systems. Historically, this funding category has been used to primarily support Commute.org's ongoing annual TDM work programs. This historical allocation is proposed to continue with the adoption of the Plan.

On November 6, 2018, the voters of San Mateo County approved Measure W, a new 30-year half-cent sales tax for transportation programs and projects that took effect July 1, 2019 and expires on June 30, 2049. The Measure W Congestion Relief Program includes the Countywide Highway Congestion Improvements program category. Through the 2020-2024 TA Strategic Plan, the TA developed a competitive TDM subcategory to encourage programs and projects that reduce highway congestion including, but not limited to, non-Single Occupant Vehicle trips and off-peak trip demand. Unlike the ACR category in Measure A, projects that qualify for Measure W TDM funds must show a nexus to the highway system. Measure W commits one percent of total annual Measure W funds for TDM projects.

Prepared by: Patrick Gilster, Manager of Programming and Monitoring 650-622-7853

**RESOLUTION NO. 2022 –**

**BOARD OF DIRECTORS SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
STATE OF CALIFORNIA**

**\* \* \***

**ADOPTING THE ALTERNATIVE CONGESTION RELIEF AND TRANSPORTATION DEMAND  
MANAGEMENT PLAN, AND PROGRAMMING AND ALLOCATING \$900,000 FOR  
COUNTYWIDE TDM MONITORING AND THE US 101 EXPRESS LANES EQUITY PROGRAM**

**WHEREAS**, on June 7, 1988, the voters of San Mateo County approved a ballot measure to allow the collection and distribution by the San Mateo County Transportation Authority (TA) of a half-cent sales tax in San Mateo County for 20 years with the tax revenues to be used for highway and transit improvements pursuant to the Transportation Expenditure Plan presented to the voters; and

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

**WHEREAS**, on November 6, 2018, the voters of San Mateo County approved a ballot measure known as "Measure W," which increased the sales tax in San Mateo County by 1/2 percent, and tasked the TA with administering four of the five transportation program categories pursuant to the Congestion Relief Plan presented to the voters; and

**WHEREAS**, the TA prepared and adopted a Strategic Plan in December 2019 to address the requirements of both measures and provide a policy framework for the implementation of the New Measure A and Measure W programs; and



**WHEREAS**, the Strategic Plan 2020-2024 directed staff to prepare the Alternative Congestion Relief and Transportation Demand Management Plan (ACR/TDM Plan) to create a consolidated program and guide project funding decisions specific to the ACR category in Measure A and the TDM subcategory of the Countywide Highway Congestion Improvements category in Measure W; and

**WHEREAS**, staff coordinated with the City/County Association of Governments of San Mateo County (C/CAG), Commute.org, San Mateo County, cities in the county, and an advisory group of over 40 active participants to develop the ACR/TDM Plan; and

**WHEREAS**, the draft ACR/TDM Plan includes one-time allocations of funds to Commute.org for a Countywide TDM Monitoring Program and to the San Mateo County Express Lanes Joint Powers Authority for the US 101 Express Lanes Equity Program.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transportation Authority hereby:

1. Adopts the attached Alternative Congestion Relief and Transportation Demand Management Plan; and
2. Programs and allocates \$500,000 of Measure A Alternative Congestion Relief program funds to Commute.org for the development of a Countywide TDM Monitoring Program; and
3. Programs and allocates \$400,000 of Measure A Alternative Congestion Relief program funds to the San Mateo County Express Lanes Joint Powers Authority for the US 101 Express Lanes Equity Program; and
4. Authorizes the Acting Executive Director, or his designee, to take any actions necessary to give effect to the above actions.

Regularly passed and adopted this 6<sup>th</sup> day of January, 2022 by the following  
vote:

AYES:

NOES:

ABSENT:

---

Chair, San Mateo County Transportation Authority

ATTEST:

---

Authority Secretary



**Draft**  
**ALTERNATIVE CONGESTION RELIEF (ACR)**  
**TRANSPORTATION DEMAND MANAGEMENT (TDM) PLAN**

---



SAN MATEO COUNTY  
**Transportation  
Authority**

# ACKNOWLEDGEMENTS

## BOARD OF DIRECTORS

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Chair Cities at Large

**Rico E. Medina**

Vice Chair San Mateo County Transit District

**Carole Groom\***

**Don Horsley**

**Julia Mates**

**Mark Nagales**

**Carlos Romero\***

## EXECUTIVE STAFF

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Acting General Manager / CEO

**April Chan**

Chief Officer, Planning, Grants/ Transportation Authority

**Derek Hansel**

Chief Financial Officer

**Casey Fromson**

Acting Chief Communications Officer

**Dora Seamans**

Executive Officer, Authority Secretary

**Joan Cassman**

General Counsel

## STAFF/CONSULTANT SUPPORT

Joe Hurley, Director

Peter Skinner, Director, Grants and Fund Management

Patrick Gilster, Manager, Programming and Monitoring

Jessica Epstein, Manager, Government and Community Affairs

Lori Low, Government and Community Affairs Officer

Jennifer Williams, Administrative Analyst II

Lauren Tsoi, WSP

Naomi Batzer, WSP

Jeremy Halpern, WSP

Brady Nadell, WSP

\* TA staff would like to extend an extra thank you to Directors Beach, Groom, and Romero for participating in a TA Board Ad-Hoc Committee to help shape the development of the ACR/TDM Plan.

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B	Stakeholder Survey	
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# INTRODUCTION

The San Mateo County Transportation Authority (TA) is an independent agency that plans, funds and delivers transportation programs and projects throughout San Mateo County. The role of the TA is to administer proceeds from the county's two transportation sales tax measures, Measure A and Measure W. The TA Alternative Congestion Relief/Transportation Demand Management (ACR/TDM) Plan (Plan) is a guide for initiating and selecting projects and programs for the plan-based Measure A ACR category and the competitive Measure W TDM subcategory. These funds will support projects and programs that aim to reduce reliance on automobiles for travel and work and to increase the efficient use of the transportation network in San Mateo County. The Plan follows the recommendation set out by the TA Strategic Plan 2020-2024 which guides funded transportation programs in San Mateo County. The Plan integrates recommendations from other relevant plans, such as the US-101 Mobility Action Plan; peer research on TDM; and stakeholder input to assess current TDM needs in San Mateo County and provides the basis for the Plan's recommendations.

The TA Strategic Plan 2020-2024 recommended the creation of the Plan to provide a structure for the new TDM funding program. Until this Plan, Measure A funds were primarily used to support Commute.org, a joint powers authority in San Mateo County comprised of 17 cities and towns as well as the County of San Mateo. Commute.org is the county's transportation demand management agency and operates shuttle services throughout San Mateo County, as well as other non-automobile resources and incentive programs. Along with Measure W, the new funding sources available for ACR/TDM projects and programs dictate a need to reassess the scope and structure of the TDM program.

The ACR/TDM Plan development relies heavily on stakeholder engagement and feedback. TA staff assembled a project Advisory Group, consisting of staff from local jurisdictions and stakeholder organizations, and an Ad-Hoc Committee of the TA Board. Each group met

with the project team three times over the course of the Plan development. Separately, the project team presented to Commute.org Board of Directors and the City/County Association of Governments of San Mateo County's (C/CAG's) Technical Advisory Group project updates. Lastly, a project landing page on the TA website and Plan fact sheet were prepared as a means to communicate information with the general public.

The Plan will act as a guide to organize the first and future TDM call-for-projects (CFP) cycles. Applicants will be able to determine if their projects and programs are eligible for funding by referring to the program inventory. The program guidelines and funding split directly address countywide gaps, such as countywide TDM monitoring, that were brought up during the stakeholder interview process. Finally, the evaluation criteria, with both quantitative and qualitative measures, will provide the flexibility needed to evaluate a wide range of TDM projects. The Plan also recommends future work, including a vehicle miles traveled (VMT) reduction model that is specifically calibrated to local conditions and TDM strategies eligible under the TDM program.

## The Plan includes:

- Section 2: Measure A and W background, including TDM Definition and Plan Goals
- Section 3: Relevant Plans Review
- Section 4: Local TDM Conditions based on the stakeholder interview process
- Section 5: Program Inventory
- Section 6: Program Guidelines and Selection

The ACR/TDM Plan development project team (project team) includes TA Programming and Monitoring staff, SMCTD Government Affairs and Communication staff, and staff from WSP (the consultant for the project).

# 2 | MEASURE A AND MEASURE W BACKGROUND

## 2.1 MEASURE A

Measure A is a half-cent sales tax passed in 1988 to fund transportation construction projects, such as highway improvements, grade separations, and Caltrain commuter rail projects through the TA for a period of 20 years. In 2004, County voters reauthorized the TA's mission and a new Transportation Expenditure Plan (TEP) for an additional 25 years beginning in 2009 and running until 2033.

### Measure A has four key goals:

- Reduce congestion
- Make regional connections
- Enhance safety
- Meet local mobility needs

Within the Measure A TEP is a program category that allocates one percent of the generated funds to Alternative Congestion Relief, which aims to provide commute alternatives and Intelligent Transportation Systems (ITS) (see Figure 2-1).

FIGURE 2-1: MEASURE A FUNDING

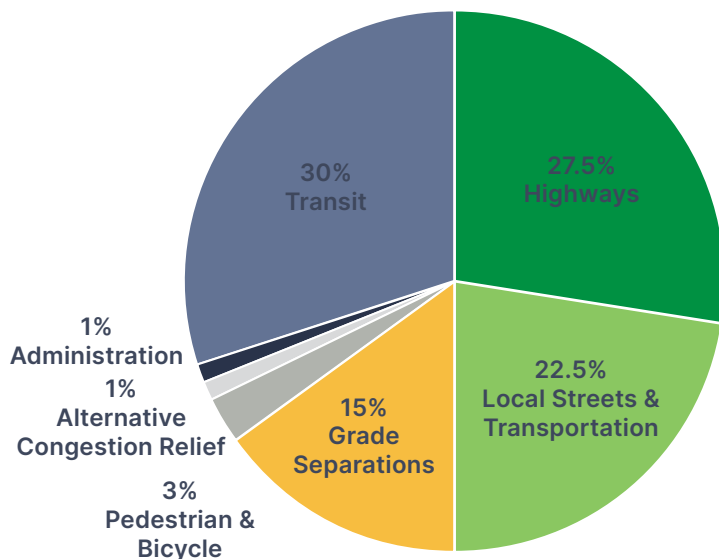


Photo: US-101 Express Lanes Construction

The one percent of Measure A generated funds for the ACR category is expected to accrue \$15 million over the 25-year time horizon, or approximately \$910,000 annually. The Measure A TEP governs the funding allocations for this category and requires that 0.8% (of the one percent) must be used for the “efficient use of the transportation network through ride sharing, flexible work hours, and other commute alternatives” and 0.2% must be used for the “planning and design of ITS systems for improved highway/transit capacity”.<sup>1</sup> The distribution method is plan-based which provides the opportunity to create direct funding or competitive programs. Historically, the TA has used this funding category to provide direct support to Commute.org’s ongoing annual TDM work programs, but the rest has not been allocated to specific projects or programs.

Measure A funds can continue to support Commute.org’s annual work program through direct allocation while maintaining flexibility for other projects and programs through additional direct allocation, first-come-first-serve selection,

<sup>1</sup> ITS includes innovative ways of transport and traffic management that enable users to be better informed and make safer, more coordinated, and smarter uses of transportation networks. See: <https://www.dot.ny.gov/divisions/operating/oom/transportation-systems/systems-optimization-section/ny-moves/what-is-its>

or competitive selection.

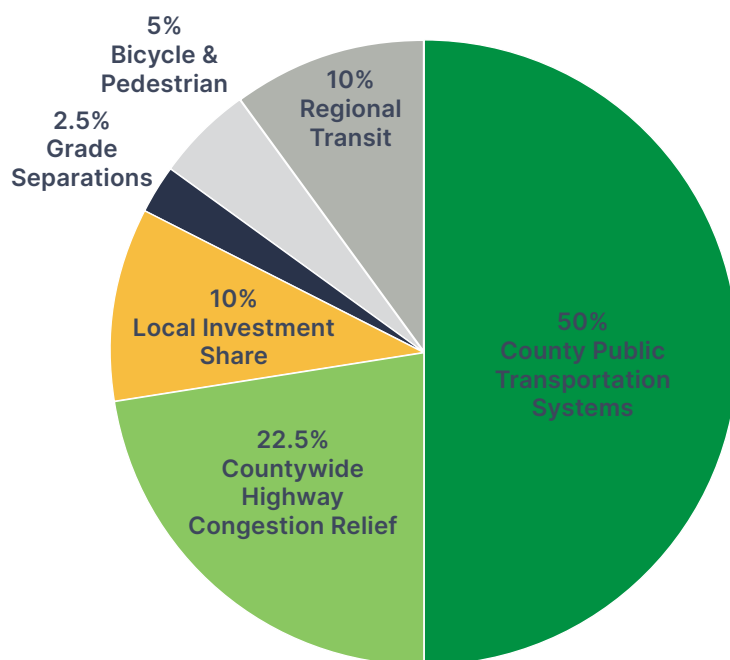
## 2.2 MEASURE W

Measure W is a half-cent sales tax that voters approved in 2018 to fund the implementation of the San Mateo County Congestion Relief Plan, along with other transportation services in the County. Fifty percent of the sales tax is administered by SamTrans and the other fifty percent is administered by the TA (see Figure 2-2). The measure is set to run from 2018 through 2038.

### Measure W is guided by 11 core principles:

- Relieve traffic congestion countywide
- Invest in a financially sustainable public transportation system that increases ridership, embraces innovation, creates more transportation choices, improves travel experience, and provides quality, affordable transit options for youth, seniors, people with disabilities, and people with lower incomes
- Implement environmentally friendly transportation solutions and projects that incorporate green stormwater infrastructure and plan for climate change
- Promote economic vitality, economic development, and the creation of quality jobs
- Maximize opportunities to leverage investment and services from public and private partners
- Enhance safety and public health
- Invest in repair and maintenance of existing and future infrastructure
- Facilitate the reduction of vehicle miles traveled, travel times and greenhouse gas emissions
- Incorporate the inclusion and implementation of complete street policies and other strategies that encourage safe accommodation of all people using the roads, regardless of mode of travel
- Incentivize transit, bicycle, pedestrian, carpooling and other shared-ride options over driving alone
- Maximize traffic reduction potential associated

FIGURE 2-2: MEASURE W FUNDING BREAKDOWN



with the creation of housing in high-quality transit corridors

Through the TA Strategic Plan 2020-2024, the TA developed a competitive TDM subcategory under the Highway Category aimed to encourage programs and projects that reduce highway congestion, including, but not limited to non-single occupant vehicle trips (SOV) and off-peak trip demand. The only constraint under Measure W is that projects must show a nexus to the highway system to qualify for Measure W TDM funds.<sup>2</sup> Approximately four percent of the Countywide Highway Congestion Relief program (or one percent of annual Measure W funds) is set aside for the TDM subcategory. This amounts to approximately \$24 million over 30 years, or \$819,000 annually. Measure W's TDM subcategory provides a significant new source of revenue that allows for more projects selected through a competitive process.

<sup>2</sup> Nexus includes any project that can demonstrate highway Vehicle Miles Traveled (VMT) reductions.



## 2.3 MEASURE A AND MEASURE W

Table 2-1 provides a summary of the two Measures.

TABLE 2-1: MEASURE A AND W SUMMARY

	Measure A ACR Category	Measure W TDM Category
History	Half-cent sales tax running from 2009-2033	Half-cent sales tax running from 2019-2038
Dollar Amount for ACR/TDM	\$15M over 15 years	\$24M over 30 years
Funding Distribution Method Requirements	Plan-based	Competitive (with guidelines set by this Plan)
Additional Funding Restrictions	<p>80% of ACR money must go towards “efficient use of the transportation network through ride sharing, flexible work hours and other commute alternatives”</p> <p>20% for planning and design of ITS systems for improved highway/transit capacity</p>	Projects must have a nexus with highway congestion relief



Photo: Protected Bicycle Lane



Photo: Bicycle Route

## 2.4 TDM DEFINITION

A first step to developing the ACR/TDM Plan is to create a definition for ACR/TDM. The definition establishes a baseline understanding future projects and programs must meet to qualify for funding under the ACR/TDM program. A draft definition was presented to the ACR/TDM Advisory Group, the TA Board Ad-Hoc Committee, Commute.org Board, and C/CAG Technical Advisory Committee for comment and feedback and revised accordingly.

The Plan definition is:

*Alternative Congestion Relief (ACR) and Transportation Demand Management (TDM) are strategies that encourage the use of sustainable transportation options and enhance mobility. ACR/TDM initiatives work toward ensuring that people's trips are safe, reliable, and convenient while discouraging driving, managing congestion, and reducing Vehicle Miles Traveled (VMT).*

The definition was used to derive the Plan's goals and assist with developing the Plan's program inventory, guidelines, and evaluation criteria.

## 2.5 PLAN GOALS

Developing ACR/TDM goals are an important component of the Plan because they help frame the TDM outcomes that the TA is striving to achieve. The TA will use the goals to guide local cities and towns as they develop projects and plans that are eligible for Measure A or W funding.



Photo: SamTrans Bus

The Plan's goals were developed from peer agency literature review and the goals and core principles of Measure A and W, as seen in [Table 2-2](#) on the next page. TDM themes from the TA Strategic Plan and US-101 Mobility Action Plan were also extracted to inform the draft goals. The draft goals were presented to the Advisory Group and Board Ad-Hoc Committee for feedback and were revised accordingly.

**TABLE 2-2: ACR/TDM PLAN GOALS**

Goal	Sub-goal (Source)
Provide Congestion Relief	<ul style="list-style-type: none"> <li>▶ Offer reliable travel times for all   US-101 MAP</li> <li>▶ Reduce commute corridor congestion   Measure A</li> <li>▶ Relieve traffic congestion countywide   Measure W</li> <li>▶ Maximize potential traffic reduction potential associated with the creation of housing in high-quality transit corridors   Measure W</li> </ul>
Increase Sustainable Transportation Options	<ul style="list-style-type: none"> <li>▶ Prioritize high capacity mobility options for all   US-101 MAP</li> <li>▶ Invest in a financially sustainable public transportation system that increases ridership, embraces innovation, creates more transportation choices, improves travel experience, and provides quality, affordable transit options for youth, seniors, people with disabilities, and people with lower incomes   Measure W</li> <li>▶ Incentivize transit, bicycle, pedestrian, carpooling, and other shared-ride options over driving alone   Measure W</li> </ul>
Promote Sustainability & Health	<ul style="list-style-type: none"> <li>▶ Foster healthy and sustainable communities   US-101 MAP</li> <li>▶ Enhance Safety   Measure A</li> <li>▶ Implement environmentally friendly transportation solutions and projects that incorporate green stormwater infrastructure and plan for climate change   Measure W</li> <li>▶ Incorporate the inclusion and implementation of complete street policies and other strategies that encourage safe accommodation of all people using the roads, regardless of mode of travel   Measure W</li> <li>▶ Enhance safety and public health   Measure W</li> <li>▶ Facilitate the reduction of vehicle miles traveled, travel times, and greenhouse gas emissions   Measure W</li> </ul>
Encourage Economic Development Opportunities	<ul style="list-style-type: none"> <li>▶ Promote economic vitality, economic development, and the creation of quality jobs   Measure W</li> <li>▶ Maximize opportunities to leverage investment and services from public and private partners   Measure W</li> </ul>

Each sub-goal is used only to ensure that potentially eligible projects align with at least one of the guiding documents used to develop the higher-level goals.

## 2.6 PLAN OUTCOMES

The outcome of the Plan is two fold: first to identify and set program guidelines for project and program eligibility and second to craft the pathway for the first Call for Projects (CFP) process for the Measure A and Measure W ACR/TDM funding cycle. The program guidelines development process included engaging with local stakeholders through a survey and interview, conducting a TDM best practices and agency peer review, and then framing a program inventory that identifies and classifies eligible projects. Lastly, the CFP process will be supplemented by a evaluation criteria framework that includes both quantitative and qualitative criteria.

The Plan is a guide to organize the ACR/TDM call-for-projects cycles. Applicants will be able to determine if their projects and programs are eligible for funding by using the program inventory. The program guidelines and funding split will directly address countywide gaps, such as countywide TDM monitoring, that were brought up during the stakeholder interview process. Finally, the evaluation criteria, with both quantitative and qualitative measures, will provide the flexibility needed to evaluate a wide range of TDM projects. The Plan also recommends future work tasks, including developing a quantitative tool for local jurisdictions to utilize for their applications to assist with calculating metrics required for the application process.



Photo: Scooter Share

# 3 | RELEVANT PLANS

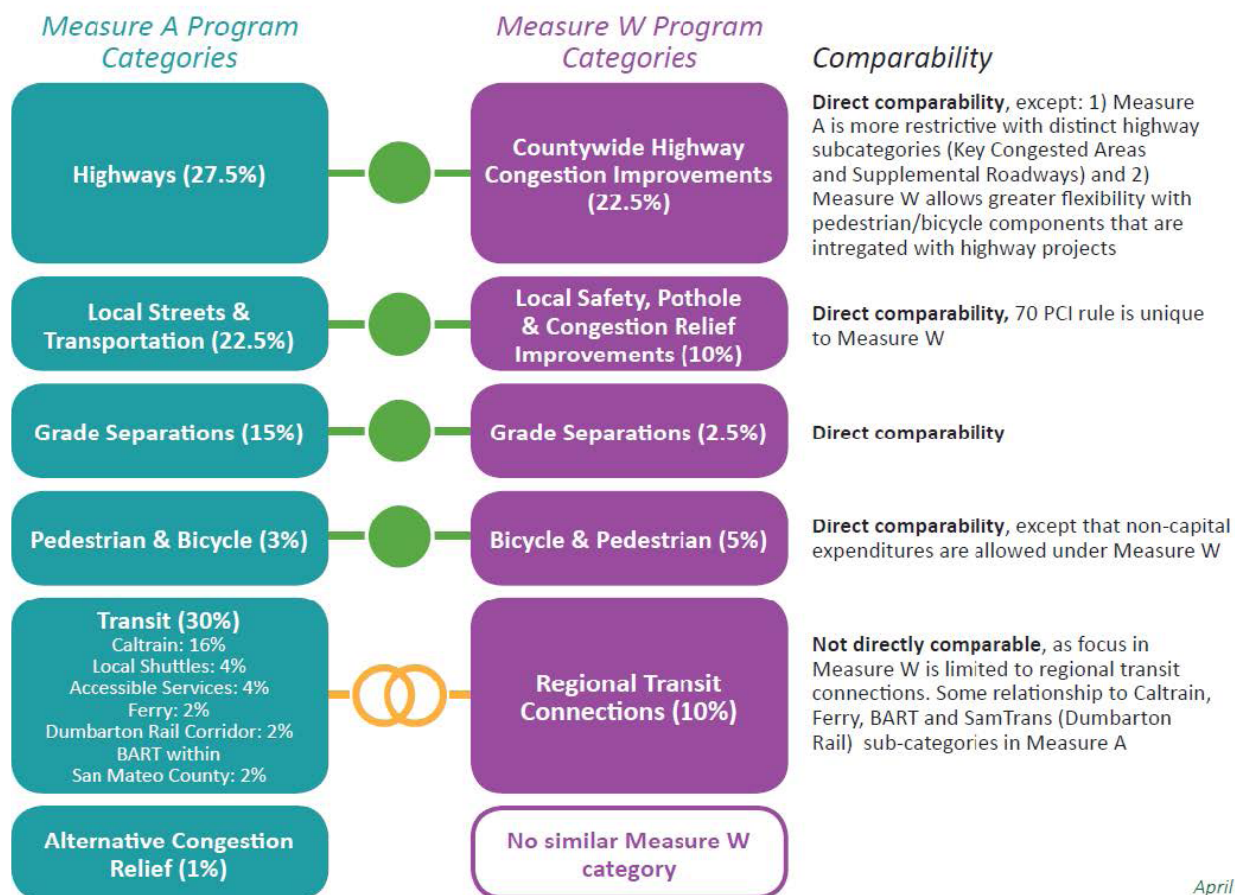
This section reviews regionally relevant plans for the ACR/TDM Plan. The plans provide context and background information on TDM activities within the county and the greater Bay Area. The section begins with the TA Strategic Plan 2020-2024, followed by a summary of countywide plans, regional plans and peer TDM plans.

## 3.1 SMCTA STRATEGIC PLAN 2020-2024 (2019)

The TA Strategic Plan 2020-2024 sets a vision for Measure A and Measure W funds. The Strategic Plan takes the four goals outlined in Measure A, the eleven core principles outlined in Measure W, and recommends criteria for the competitive funding programs. A chart comparing the two Measures' funding categories are shown in Figure 3-1. The Strategic Plan recommends adding a TDM subcategory to the Measure W highway program that would use four percent of the Measure W Highway Congestion Improvements funds for TDM projects and programs.

The Strategic Plan recommends the development of this report, an ACR/TDM Plan to establish the project selection process and evaluation criteria for the TDM subcategory funds.

FIGURE 3-1: SUMMARY OF SAN MATEO COUNTY BASED PLANS



April 2019

## 3.2 SUMMARY OF SAN MATEO COUNTY & OTHER APPLICABLE PLANS

Table 3-1 summarizes regionally relevant plans for the ACR/TDM Plan, including regionally applicable and best practice example Plans from the Bay Area. Further detailed description on these plans can be found in [Appendix A](#).

TABLE 3-1: SUMMARY OF SAN MATEO COUNTY BASED PLANS

Plan	Agency	Key takeaways for the ACR/TDM Plan
Strategic Plan (2020-2024)	SMCTA	The Strategic Plan took the four goals of Measure A, the eleven core principles of Measure W, and set recommended criteria for the competitive funding programs. The Strategic Plan recommended adding a TDM subcategory to the Measure W highway program which would use four percent of the Measure W Highway Congestion Improvements funds towards TDM projects and programs.
Short Range Highway Plan (2021-2030)	SMCTA	The Short Range Highway Plan (SRHP) outlines an evaluation framework that weights project scoring based on project phase with earlier planning work focused on need and construction and engineering prioritizing effectiveness. The SRHP identifies 4 percent of the Measure W Highway Program must be dedicated to funding TDM projects and programs.
US-101 Mobility Action Plan	SMCTA	The US-101 Mobility Action Plan (MAP) recognizes that infrastructure improvements alone along US-101 will not solve congestion along the corridor. It identifies almost 60 actions public, private, and non-profit sector leaders could take over the next five years to fully leverage the upcoming infrastructure investment to offer reliable travel times for all, prioritize high-capacity mobility options for all, and foster healthy and sustainable communities.
Short Range Transit Plan (2019-2028)	SamTrans	The SamTrans Short Range Transit Plan (SRTP) documents the District's assets, capital and operating costs, ridership and programs for the last three fiscal years and provides forecasts for the next ten years (FY 2019 - 2028). The goals of the SRTP are focused on enhancing service for the transit-dependent, expanding innovative mobility services and promoting programs that relieve traffic congestion. Initiatives suggested that overlap with ACR/TDM include Transportation Network Company (TNC) Service Delivery and Microtransit Pilots.

Plan	Agency	Key takeaways for the ACR/TDM Plan
San Mateo Countywide Transportation Plan	C/CAG	The countywide transportation plan provides a coordinated, comprehensive transportation framework for the county. Several of the key vision and goals support the TDM Strategic Plan including ITS, demand-side and land-use measures for TDM and innovative parking policy and programs. The plan emphasizes the goal of VMT and GHG reductions supports over focusing on traffic delay.
Plan Bay Area 2050	MTC	Plan Bay Area 2050 is the region’s long range strategic plan focused on housing, economic, transportation and the environment. Plan Bay Area 2050 forecasts a large household growth in San Mateo County with less job growth. This emphasizes the county’s interest in utilizing TDM measures to enhance first/last mile opportunities.
Mobility Hubs Implementation Playbook	MTC	The Mobility Hubs Implementation Playbook proposes several mobility hubs in San Mateo County. These have a potential to increase accessibility and touch on TDM-related solutions including bicycle and pedestrian facilities, bikeshare systems and other new mobility. MTC and the TA have avenues to collaborate particularly in funding and technical assistance to support local jurisdictions. Mobility hub planning, design, and construction could be incorporated as eligible project categories for ACR/TDM.
Caltrain 2040 Business Plan	Caltrain	The Business Plan sets a vision for the growth of the railroad and its evolution from a traditional-commuter rail system with service stacked in the AM and PM commute times to a rail system with expanded midday and off peak service. First/last mile strategies, many of which are also TDM strategies, are emphasized such as bike parking, wayfinding, and access strategies. Caltrain provides a useful equity framework for the peninsula including looking at historic injustices in San Mateo County’s transportation and land use practices, considering social, racial and geographic equity as a significant factor in analyses and improved engagement. Therefore, a specific equity focused goal in the ACR/TDM Plan would align well with other countywide planning efforts.
Rethinking Mobility: A Transportation Strategic Plan for the City of Walnut Creek	Walnut Creek	The transportation strategic plan provides a comprehensive example of city-led TDM to promote reductions in SOVs. It provides a template for San Mateo County jurisdictions’ TDM plans.
Transportation Choices Plan: Transit and Transportation Demand Management	City of Alameda	The transportation choices plan provides another example of how a city implemented transit and TDM projects and programs in a targeted and strategic way.

# 4 | CURRENT TDM CONDITIONS IN SAN MATEO COUNTY

This section reviews existing countywide and local TDM programs and stakeholder outreach to assess TDM gaps, barriers and desired outcomes.

## 4.1 LOCAL TDM PROGRAMS

The City/County Association of Governments of San Mateo County (C/CAG) has traditionally led the development of TDM policy in San Mateo County. C/CAG is the designated Congestion Management Agency (CMA) for the county, which is responsible for updating the Congestion Management Plan (CMP) biennially. Since 2000, C/CAG has had an adopted TDM policy with guidelines for analyzing the impact of land use decisions made by local jurisdictions. The previous policy required all projects with over 100 peak hour trips to create a TDM plan which would include measures to reduce new trips from a menu of TDM options. All C/CAG members, which include all jurisdictions in San Mateo County, are subject to the countywide TDM policy unless they have their own, more stringent, TDM requirements. Over time, TDM projects in the county have been mainly developer-led as these larger projects are the ones that must conform with C/CAG's requirements.

C/CAG adopted a major update to their TDM policy in September 2021.<sup>3</sup> Table 4-1 summarizes the changes between the previous policy and the new policy. The first is lowering the requirement from 100 peak hour trips to 100 average daily trips (ADTs). The second is a greater focus on VMT reduction with adoption of vehicle trip reduction targets and mode share targets. Another area for update is related to monitoring and reporting. As part of the update, C/CAG proposed to collaborate with Commute.org to administer monitoring and reporting post-occupancy. However, it should be noted that no additional funding was identified for Commute.org to take on that monitoring role or to develop a consolidated monitoring platform to track if developments are implementing the strategies they agreed to.



Photo: US-101 Highway

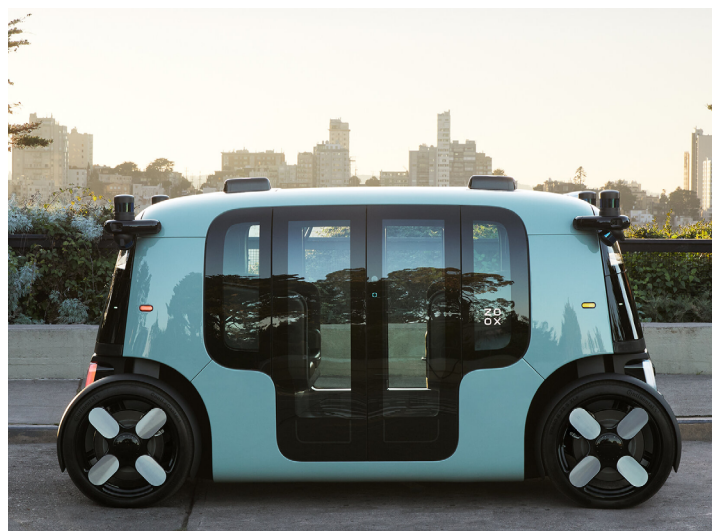


Photo: Zoox Automated Vehicle

<sup>3</sup> [https://ccag.ca.gov/wp-content/uploads/2021/09/6.3-A5-CCAG\\_TDM-Policy-Update-Approach-June-2021\\_Final-w-redlines.pdf](https://ccag.ca.gov/wp-content/uploads/2021/09/6.3-A5-CCAG_TDM-Policy-Update-Approach-June-2021_Final-w-redlines.pdf)



**TABLE 4-1: MAJOR CHANGES UNDER C/CAG TDM POLICY UPDATE**

TDM Policy Area	Previous Policy	Updated Policy
Threshold for TDM Application	100 Peak Hour Trips	100 Average Daily Trips (ADTs) small projects/500 ADT large projects
Vehicle trip reduction and mode share targets	No quantifiable targets	Vehicle Trip Reduction target between 25%-35% depending on project type and size SOV mode share target between 67%-73% depending on project size
Monitoring & Reporting	No systematic post-occupancy monitoring requirement. Local jurisdictions are supposed to report project applications but inconsistently delivered.	Require periodic post-occupancy reporting. C/CAG partner with Commute.org for administering monitoring & reporting process across the county. Set up a process to help project owners struggling to achieve TDM targets

Only three of the 22 jurisdictions in San Mateo County have either a TDM Plan or ordinance separate from the C/CAG TDM Policy, with two cities currently in the process of codifying TDM (see Table 4-2). The local TDM ordinances are generally similar to C/CAG’s in their provision of a menu of TDM measures to mitigate developer/employer trips such as bicycle parking, shuttles or transit passes. However, most of these plans do not provide direction for jurisdiction-wide TDM-related programs or projects where the local jurisdiction could lead efforts. A common avenue for TDM implementation is through the General Plan and Transportation Impact Assessment Guidelines.



Photo: Facebook Campus

**TABLE 4-2: JURISDICTIONS WITH TDM PLANS OR ORDINANCES**

Jurisdiction	TDM Plan or Ordinance
East Palo Alto	East Palo Alto is in the process of amending their Code of Ordinances to require a TDM plan for all projects that generate 100 or more net new weekday (AM or PM peak hour) or weekend peak hour trips.
South San Francisco	South San Francisco has an ordinance within their Municipal Code where all projects generating one hundred or more trips shall prepare and submit a preliminary TDM plan that includes all required measures and additional measures necessary to achieve a minimum 28% alternative mode use.
Redwood City	Redwood City has a TDM plan called “Redwood City Moves” which builds off of the General Plan to promote the best travel experience possible for everyone in Redwood City by creating and maintaining a safe, multimodal, and accessible transportation network. The plan separates projects into tiers and provides developers with a menu of options to choose from to support TDM and reach their required number of TDM points. It includes specific goals such as 50% of trips will be non-automobile trips by 2040.
Belmont	Belmont’s TDM Plan requires projects to provide features and amenities that will foster a better pedestrian/bicycle environment, support transit, and make it easier and more appealing for residents, employees, and visitors to use alternatives to driving alone. They use a points-based system to evaluate projects based on their type and size. The TDM menu options include things such as bike parking, bike amenities, pedestrian amenities, carpool/vanpool, shuttles, transit passes, and telecommuting.
Menlo Park	Menlo Park’s TDM program aims to encourage creative ways to mitigate the traffic impact of new development projects. Their development requirements are stricter than C/CAG’s and the Municipal Code calls for at least a 20% reduction of trips in certain new zoning districts.

<sup>4</sup> Chapter 10.32 Transportation System Management Plan

The ACR/TDM Plan was supported by an Advisory Group with representatives from local jurisdictions and community-based organizations from across San Mateo County including:

Atherton	Millbrae
BART	Pacific Climate Committee
Belmont	Pacifica
Brisbane	Palo Alto
C/CAG San Mateo	Redwood City
Caltrain	Safe Routes to School – County Office of Education
Colma	SAMCEDA
Commute.org	San Bruno
Daly City	San Carlos
East Palo Alto	SFO
Eden Housing	San Mateo Area Chamber
Facebook	San Mateo Central Labor Council
Foster City	San Mateo County
Foster City Chamber of Commerce	San Mateo County Aging and Adult Services
Friends of Caltrain	San Mateo County Housing
Google	Santa Clara Valley Transportation Authority (VTA)
Greenbelt Alliance	Senior Coastsiders
Half Moon Bay	Silicon Valley Bike Coalition
Half Moon Bay Chamber of Commerce	South San Francisco
Joint Venture Silicon Valley	Office of Supervisor Slocum
League of Women Voters – North and Central San Mateo County	Office of Supervisor Horsley
Menlo Park	
Metropolitan Transportation Commission	

## 4.2 STAKEHOLDER OUTREACH

Stakeholder input is a foundational part of the ACR/TDM Plan’s development. It provides insight on the County’s stakeholder’s TDM priorities and inform the plan’s development on the program’s goals and objectives as well as evaluating and recommending project applications through the Call for Projects process. The project team developed a robust stakeholder outreach plan, using a two-step approach to engagement. The first step focused on organizing project stakeholders to present materials and gather feedback and the second step focused on specific outreach with individual cities to gather first-person insights.

### 4.2.1 Stakeholder Group Engagement

Project stakeholders were organized into two groups, Group 1 – Plan Development and Group 2 – Information Sharing. Group 1 received more detailed project progress information and be used to gather focused, project-specific feedback. Group 2 received project updates and provided high-level feedback to TA staff and the project team.

The participants are:

#### Group 1:

- ACR/TDM Advisory Group
- SMCTA Ad-Hoc Committee

#### Group 2:

- SMCTA Board
- SMCTA Citizens Advisory Committee (CAC)
- Commute.org Board of Directors
- C/CAG Technical Advisory Committee (TAC)

Separate meetings for the Advisory Group and Ad-Hoc Committee were scheduled to present new project material, and feedback from the Advisory Group was used to inform project information presented to the Ad-Hoc Committee. The project team met with the Advisory Group and Ad-Hoc Committee each three times during the course of the project. In the first meeting the project team introduced ACR/TDM to the

groups, including a draft project definition and project goals, and discussed the current status of TDM policy in the county. The second meeting focused on the draft ACR/TDM framework and the draft Measure A and W funding categories. The final meeting discussed the draft evaluation criteria and Call for Projects requirements and process. Group 2 project stakeholders received project updates of the same materials.

#### 4.2.2 Information Gathering Engagement

The second element of the stakeholder outreach plan consisted of meeting with San Mateo County city staff individually and releasing an online survey to them to collect information about current TDM policies in place, barriers each city faces, and what the city would be interested in implementing moving forward if funding were available. The full survey can be found in [Appendix B-1](#) with the survey results in [Appendix B-2](#).

#### ONLINE SURVEY

The project team received 16 responses from local jurisdiction planning or engineering staff to the online survey which covered topics such as local TDM initiatives, projects, and barriers.

When asked about both projects the constituents like and projects their local City Council or Board of Directors likes, the highest rated for both groups according to staff were shuttles and bicycle infrastructure (both at 80 percent for constituents and 93 percent for governing Boards respectively). The lowest rated TDM projects were real time traveler information and micromobility and share programs at under 50 percent. The largest gap between constituents and boards was for carpool and vanpool programs where 73 percent of governing Boards supports versus 53 percent of constituents according to staff.

Jurisdiction staff indicated implementation challenges were primarily due to having limited or no staff availability to implement and monitor project and funding availability. Some surveys identified a lack of guidance from municipal

policy or code (33 percent) or a lack of a TDM plan or policy (20 percent) as a limitation. While some local jurisdictions may have municipal code requirements for development, almost all jurisdictions do not have a TDM Plan for strategies that the local jurisdiction itself could lead which aligns with the findings of the existing plans review. Additionally, 40 percent of jurisdictions who responded had not submitted any TDM-related grant opportunities in the past and 30 percent of those who submitted did not have their project funded. The most common reason for not submitting for grant funding was staff availability. See [Appendix B-2](#) for the full survey results.

#### STAKEHOLDER INTERVIEWS

The project team held individual interviews with 21 different stakeholder groups between April 2021 and June 2021, including cities and towns in San Mateo County, county agencies, business/economic development organizations, representatives from Safe Routes to School, affordable housing groups, and active transportation advocacy organizations.<sup>5</sup>

The main themes that emerged from the stakeholder interview process were that TDM in San Mateo County is primarily market-led and reactionary. Many cities follow C/CAG's current 100 peak hour trip requirements for developers, but do not have their own TDM requirements. This leads to a lack of coordinated, city-wide TDM planning. The second is that cities with their own TDM plans or ordinances typically place more stringent TDM requirements on developers as CEQA mitigations during individual project development review. This leads to ad hoc TDM strategies that developers include in site-specific TDM plans which are not coordinated with other developments or projects.

The project team also asked what cities' main barriers were to implement TDM during stakeholder outreach. Jurisdictions cited limited staff availability, particularly in smaller jurisdictions, to monitor or enforce C/CAG trip requirements. There is also limited staff availability for TDM planning and minimal funding

<sup>5</sup> The 21 stakeholder groups included: Menlo Park, Atherton, Belmont, Brisbane, Foster City, Colma, Daly City, South San Francisco, Millbrae, San Mateo, East Palo Alto, Redwood City, Pacifica, San Carlos, Burlingame, C/CAG, San Mateo County, SAMCEDA, Mid-Pen Housing, Safe Routes to Schools, and the Silicon Valley Bicycle Coalition.

available to implement city TDM projects and programs. Without local TDM plans, jurisdictions do not have guidance on what citywide TDM projects or programs to plan for or to implement. Finally, there is a lack of technical knowledge and education on TDM – particularly how to set up Transportation Management Associations (TMAs), which TDM measures are the most effective, and how to codify TDM in ordinances and other policies.

The project team also asked about priority projects. The most cited projects included:

- Shuttles
- Bike and pedestrian spot treatments (examples: pedestrian stairs, crosswalks, bike lane network gaps, etc.)
- TMAs
- TDM plans
- Subsidized transit passes
- Bike or scooter share
- Technical assistance
- Countywide monitoring
- Safe Routes to School

Finally, the project team asked about desired outcomes from the ACR/TDM Plan. Stakeholders noted countywide monitoring; funding for TDM plans or ordinances; parking management plans; trip reductions through first/last mile improvements; technical assistance with TDM; and equity-based programs. Many stakeholder also indicated that countywide monitoring for

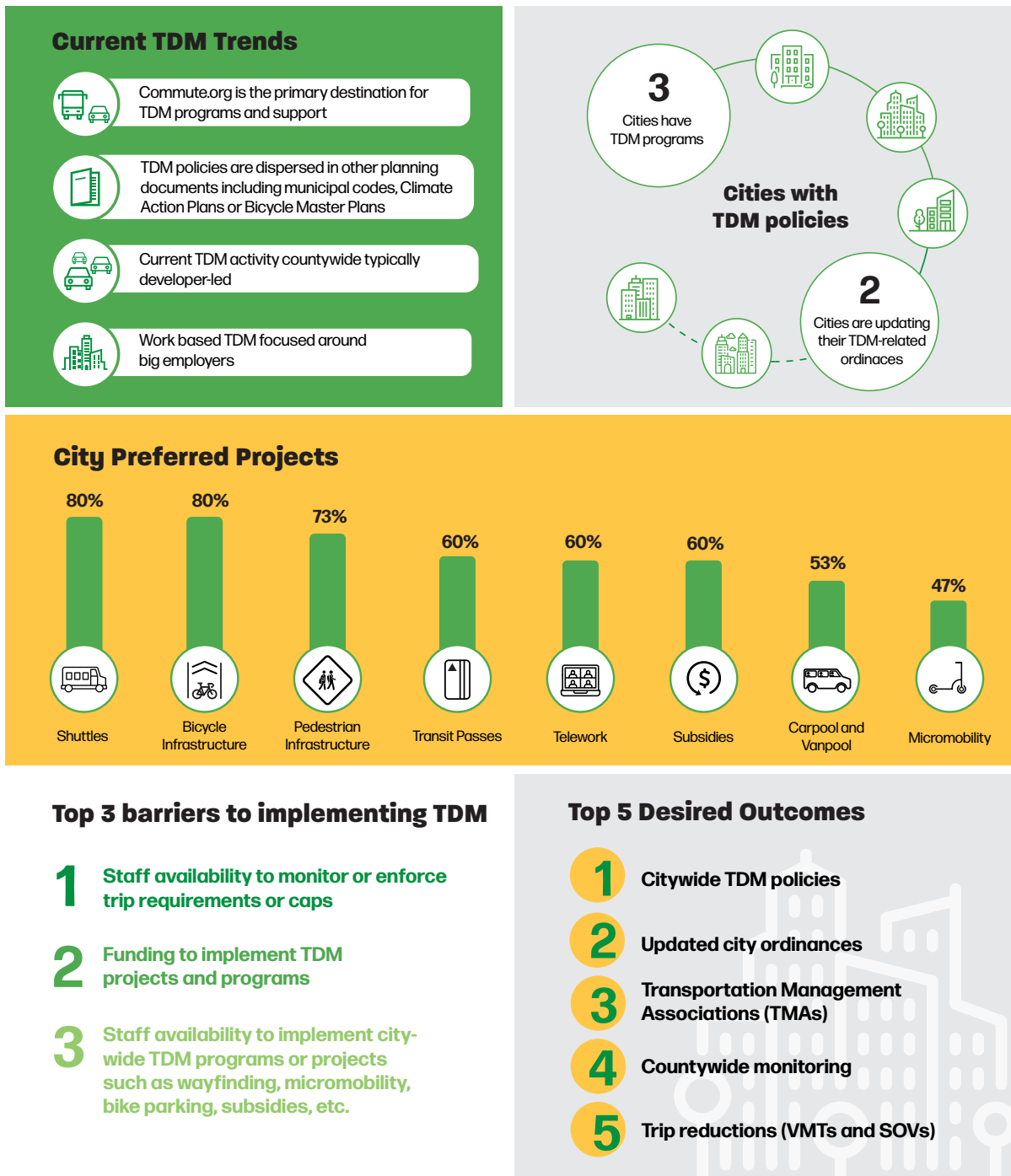
C/CAG's TDM requirements will allow consistent reporting in a centralized location and will help free up local jurisdiction staff time. This will also help with regional coordination efforts. Funding for TDM plans, ordinances, and parking management plans for cities will help cities create coordinated, citywide TDM plans and decrease reliance on the implementation of ad hoc TDM strategies by individual developments. Stakeholders noted the need for first/last mile VMT reductions and suggested spot treatments for bike and pedestrian facilities to encourage means of transportation other than personal vehicles, especially for the first/last mile of a trip.

To help local jurisdictions increase their knowledge of TDM best practices and strategies, educational resources or workshops could be organized in partnership with C/CAG and Commute.org. Topics could include how to start TMAs, best practices for TDM plans and ordinances, and the most effective TDM measures. Many stakeholders wanted to know more about TMAs and their ability to help with on-going funding of TDM strategies at the local level, especially for potential first/last mile shuttles. TMAs could also be helpful in shifting the current focus from solely large employers to area-wide districts like downtowns or business parks to incorporate small and medium businesses. Stakeholders believed that equity in TDM in San Mateo County included shifting focus from large, professional employers to programs that focus on alternative shift workers and students (or non-peak trips). A heavy focus was placed on subsidized transit passes.

### 4.3 STAKEHOLDER OUTREACH SUMMARY

The local plans review and stakeholder outreach provided insight into the TDM environment in the county. Stakeholder outreach indicated that the top barriers to implementing TDM include limited staff availability to monitor or enforce C/CAG’s requirements; minimal funding to implement smaller TDM projects and programs that don’t typically compete well in other, larger categories such as the bicycle and pedestrian program; and a lack of coordinated TDM policy in local jurisdictions that leads to a disjointed approach to TDM. By highlighting these challenges, the Plan will include targeted solutions to address these issues, in addition to helping reinforce the definition and goals of the Plan. Figure 4-1 presents a summary of the stakeholder outreach process.

FIGURE 4-1: STAKEHOLDER OUTREACH SUMMARY



# 5 | PROGRAM INVENTORY

The project team reviewed four peer agencies based on their TDM policies and best practices, including Alameda County Transportation Commission (Alameda CTC), San Diego Association of Governments (SANDAG), North Carolina Triangle (NCT), and Capital Area Metropolitan Planning Organization (CAMPO). The purpose of the peer review is to understand what programs and projects could be implemented in San Mateo County to identify what types of best practice strategies should be eligible for ACR/TDM funds. Each of the peers has a large focus on regional coordination, technical or planning assistance for local jurisdictions, and monitoring/performance measurements. A summary of each agency’s focus is in [Table 5-1](#).

**TABLE 5-1: PEER AGENCY PROGRAM FOCUS**

Agency	Program Focus
Alameda CTC	Supporting local jurisdictions through technical assistance programs and planning grants, such as their Sustainable Communities Technical Assistance Program, TMA feasibility studies, and parking studies. <sup>6</sup> Require local governments to undertake TDM actions such as 1) adopting design guidelines to enhance transit, pedestrian, and bicycle access and 2) implementing capital improvements that contribute to congestion management and GHG reductions.
CAMPO	Developing data collection, sharing programs, and procedures to advance the planning and implementation efforts of member agencies to address TDM priorities. <sup>7</sup> Establishing a TDM subcommittee within CAMPO’s Technical Advisory Committee to advance TDM in the region across the full spectrum of applications and processes. <sup>8</sup>
Triangle J	Estimating the impacts of TDM strategies with sketch planning and modeling. Triangle J publishes an annual report, the “Triangle TDM Program Impact Report” that calculates the reduction of vehicle trips, VMT, and vehicle emissions from programs funded by the Triangle TDM Grant Program. <sup>9</sup>
SANDAG	Providing planning assistance, coordination assistance, and iCommute (similar to Commute.org) as part of their TDM strategies. The Mobility Management Toolbox provides tools such as a mobility management guidebook, VMT reduction calculator tool, implementation guidance, etc. to jurisdictions and developers to evaluate the benefits of TDM projects. Working with local stakeholders on best practices for effective micromobility operations and data sharing at a regional scale. <sup>10,11</sup>

<sup>6</sup> Alameda CTC (2017) “Congestion Management Program”, Chapter 5: Travel Demand Management Element. [https://www.alamedactc.org/wp-content/uploads/2018/11/CMP\\_05\\_TDM\\_Elements\\_2017.pdf](https://www.alamedactc.org/wp-content/uploads/2018/11/CMP_05_TDM_Elements_2017.pdf)

<sup>7</sup> CAMPO (2019). “Regional Transportation Demand Management Plan”, pg. 6. <https://47kzwj6dn1447gy9z7do16an-wpengine.netdna-ssl.com/wp-content/uploads/2019/09/FINAL-Regional-TDM-Plan.pdf>

<sup>8</sup> Ibid, pg. 9

<sup>9</sup> TJCOCG. “Annual Impact Report FY 2019-20” [https://www.tjcog.org/sites/default/files/uploads/TDM/fy20\\_annual\\_impact\\_report.pdf](https://www.tjcog.org/sites/default/files/uploads/TDM/fy20_annual_impact_report.pdf)

<sup>10</sup> SANDAG. “TDM Planning Resources”. <https://www.sandag.org/index.asp?classid=13&subclassid=97&projectid=592&fuseaction=projects.detail>

<sup>11</sup> SANDAG (2019). “Transportation Demand Management Factsheet”. [https://www.sandag.org/uploads/publicationid/publicationid\\_1549\\_12578.pdf](https://www.sandag.org/uploads/publicationid/publicationid_1549_12578.pdf)

Alameda CTC, Triangle J, and CAMPO provide free or reduced transit passes. CAMPO utilizes a Transit Empowerment Fund to distribute passes to low income individuals.

Compared with the peer agencies, San Mateo County jurisdictions are doing well at working with developers to create site specific TDM programs, providing incentives at the county-level through Commute.org, and providing education and outreach for TDM and Safe Routes to School. Opportunities for new focus include citywide TDM planning and local TDM requirement implementation, as well as estimating and providing impacts of TDM strategies. The list below highlights areas of focus for policies and projects in San Mateo County.

### Key Policy Takeaways for the ACR/TDM Plan Development:

- Host a technical advisory committee (CAMPO)
- Estimate and publish impacts of implementing TDM strategies, including monitoring and quantification of VMTs and GHG emissions (Triangle J)
- Provide technical assistance to local jurisdictions (Alameda CTC)

- Provide planning grants to local jurisdictions, especially for TMAs (Alameda CTC)
- Provide education and outreach for TDM (CAMPO)
- Create CMP requirements for local jurisdictions (Alameda CTC)
- Create a collaborative, regional plan for TDM (CAMPO, SANDAG)

### Key Project Opportunities to Include in the ACR/TDM Plan:

- Subsidized or free transit passes (Alameda CTC, Triangle J, CAMPO)
- Safe Routes to School access projects (Alameda CTC, SANDAG)
- Carpool and vanpool programs (SANDAG, Triangle J)
- Shared mobility projects (CAMPO)
- A Mobility Management Toolbox (SANDAG)

The full peer review can be found in [Appendix C](#).

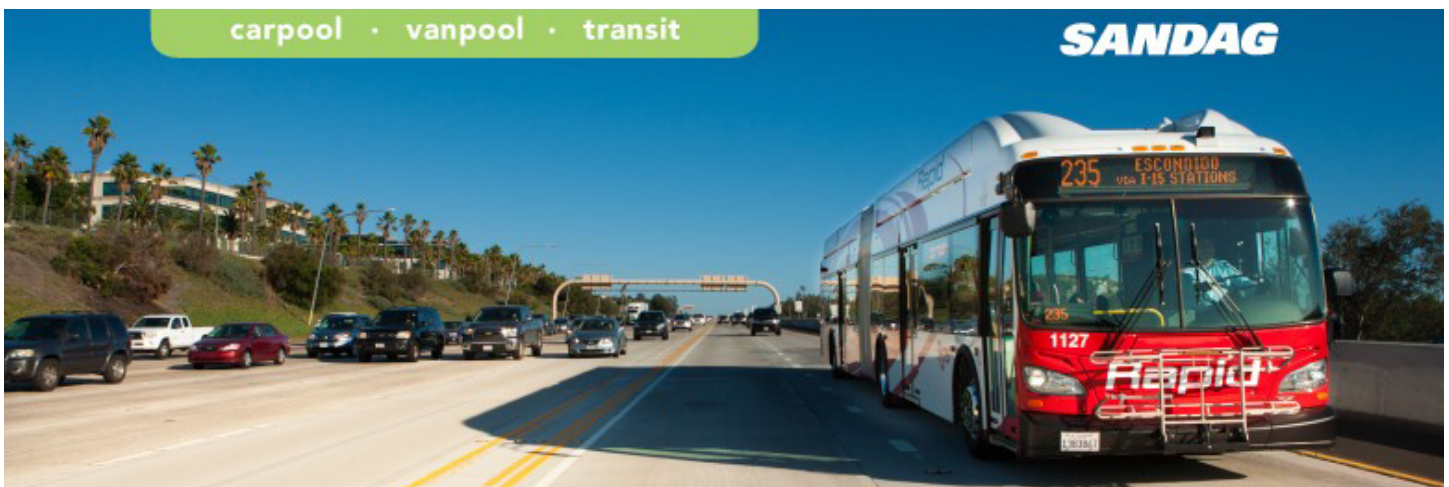
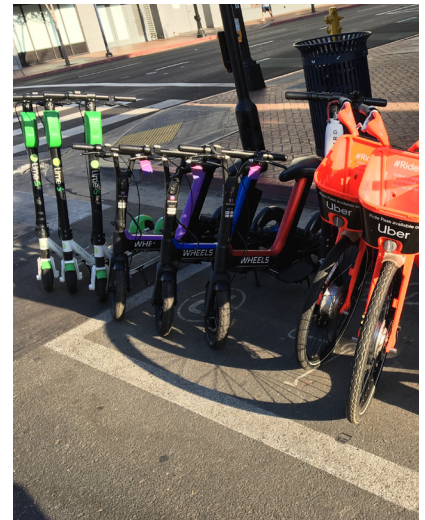


Photo: San Diego Association of Governments (SANDAG) iCommute Program





## 5.1 PROGRAM INVENTORY

This section documents the development of the program inventory, which is a living document of eligible ACR and TDM programs and projects.

A program inventory is a list a eligible projects and programs to help agencies determine whether their desired project is appropriate for the ACR/TDM funds. Given the wide range of potential eligible projects and the rapidly developing nature of TDM strategies, future projects and programs that align with the intent of the ACR/TDM Plan goals and project categories could be eligible for funding. The list below is not intended to be a complete inventory of all eligible projects and future project or program sponsors should consult with TA staff to determine eligibility.

The program inventory development process includes input from the local jurisdictions and community-based organizations described in this Plan. Additionally, a peer review of relevant agencies with similar tech industries populations, and funding processes was conducted to better understand best TDM practices. Table 5-2 describes the full program inventory. This inventory outlines which potential projects are eligible for Measure A and W funding under the Plan.

Photos clockwise: Transit Signal Priority (TSP) Project, Bikeshare and Scootershare Options, Safe Routes to School, Real Time Transit Updates

**TABLE 5-2: FULL ACR/TDM PROGRAM & PROJECT INVENTORY FOCUS**

	<b>Measure A</b>	<b>Measure W</b>
<b>Network Efficiency</b> (ITS and transit)	<p><b>ITS Sub-category Planning &amp; Design Eligible Projects:</b></p> <ul style="list-style-type: none"> <li>▶ Mobility Hub Plan</li> <li>▶ Transit Signal Improvements</li> <li>▶ Data Purchasing</li> <li>▶ Real Time Information</li> <li>▶ Dynamic Parking Signs</li> <li>▶ AV and Shared AV (pilot programs)</li> </ul> <p><b>Competitive Funds:</b></p> <ul style="list-style-type: none"> <li>▶ Transit Passes</li> <li>▶ Charging stations (infrastructure as part of mobility hubs)</li> <li>▶ Transit Signal Improvements (Infrastructure)</li> <li>▶ Transit Stop &amp; Access Improvements</li> </ul>	<ul style="list-style-type: none"> <li>▶ Transit Passes</li> <li>▶ Charging stations (infrastructure as part of mobility hubs)</li> <li>▶ Transit Signal Improvements (Infrastructure)</li> <li>▶ Transit Stop &amp; Access Improvements</li> </ul>
<b>Congestion Demand &amp; Relief</b> (Plans and other behavior shifts)	<ul style="list-style-type: none"> <li>▶ Technical Assistance</li> <li>▶ Planning Bench</li> <li>▶ Countywide Taskforce and/or Workshops</li> <li>▶ Monitoring (through Commute.org) and TDM Clearinghouse</li> <li>▶ Lifeline/Equity-focused On-Demand Rideshare Subsidies</li> <li>▶ Safe Routes to School (crossing &amp; safety improvements)*</li> <li>▶ Carpool or Vanpool Programs</li> <li>▶ Affordable Housing Carshare</li> <li>▶ Telework Incentives</li> </ul>	<ul style="list-style-type: none"> <li>▶ Climate Action Plans (with transportation elements)</li> <li>▶ Safe Routes to School (crossing &amp; safety improvements)*</li> <li>▶ Carpool or Vanpool Programs</li> <li>▶ Affordable Housing Carshare</li> <li>▶ Telework Incentives</li> <li>▶ Planning Work (includes City TDM Plans &amp; Requirements, TMA Feasibility Studies, Curbside/Parking Management Plans or Reduction Requirements)</li> </ul>
<b>Sustainable Transportation Modes</b> (Bikes and pedestrians)	<ul style="list-style-type: none"> <li>▶ E-Bike/Scootershare programs</li> <li>▶ E-Bike &amp; E-Scooter subsidies</li> <li>▶ Bike Charging Station</li> <li>▶ Bike and Pedestrian Crossings*</li> <li>▶ Bike and Pedestrian Access &amp; Wayfinding*</li> <li>▶ Bike Parking &amp; Repair*</li> <li>▶ Countywide Bikeshare</li> </ul>	<ul style="list-style-type: none"> <li>▶ E-Bike/Scootershare programs</li> <li>▶ E-Bike &amp; E-Scooter subsidies</li> <li>▶ Bike Charging Station</li> <li>▶ Bike and Pedestrian Crossings*</li> <li>▶ Bike and Pedestrian Access &amp; Wayfinding*</li> <li>▶ Bike Parking &amp; Repair*</li> <li>▶ Countywide Bikeshare</li> <li>▶ Bike Parking Plan</li> <li>▶ Wayfinding Plan</li> </ul>

\*Denotes spot treatment that wouldn't compete in the Bike/Pedestrian CFP

# 6 | PROGRAM GUIDELINES AND SELECTION

This section outlines how programs and projects are anticipated to be funded under Measure A and Measure W.

The program guidelines account for the local TDM environment in the county, best practices based on peer reviews, and feedback from stakeholder outreach. The program guidelines define the funding categories and funding allocations. This section estimates the amount of funding per measure and funding category for a typical two-year CFP cycle and identifies how accrued plan-based Measure A funds will be allocated.

Lastly, this section outlines the CFP process which includes project evaluation and selection. It includes qualitative and quantitative evaluation criteria that is based on equity, need, effectiveness, readiness and funding leverage.

## 6.1 PROGRAM FUNDING CATEGORIES

Table 6-1 shows the recommended funding categories for Measure A and Measure W.

TABLE 6-1: MEASURE A AND MEASURE W FUNDING CATEGORIES

Measure A Funding Category	Measure W Funding Categories
Intelligent Transportation Systems	Not Applicable to Measure W
Commute.org Operations	Not Applicable to Measure W
Not Applicable to Measure A	ACR/TDM Planning and Policy Funds
TDM Competitive Project Funds	TDM Competitive Project Funds

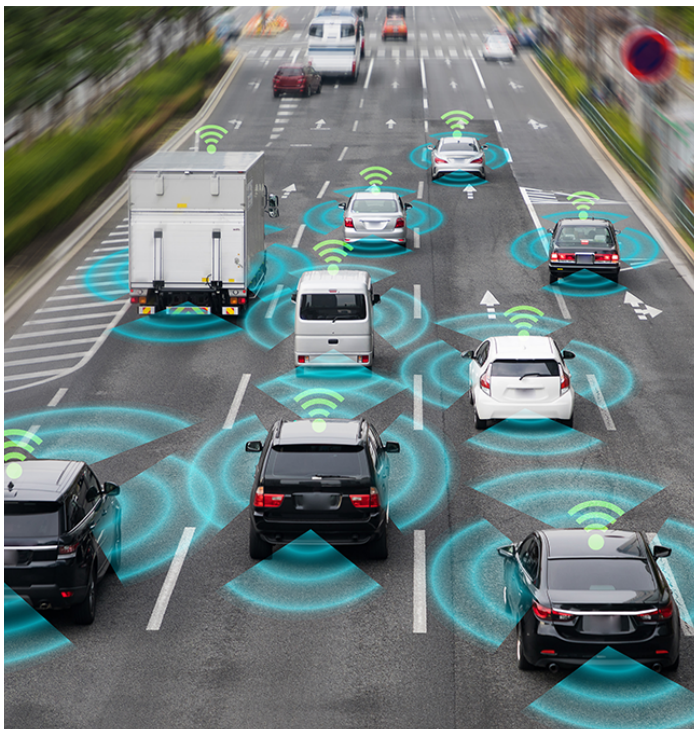
The two measures overlap under the TDM competitive project funds, where funds will be programmed through the Call for Projects process. The other funding categories are unique to Measure A or Measure W. Detailed description of the funding categories are provided in the following sections.

## 6.2 MEASURE A

The Measure A TEP approved by the voters indicates that funding is plan-based. The creation of this ACR/TDM Plan fulfills that requirement and provides opportunities to provide direct allocations to certain programs or create additional competitive categories. This flexibility enables TA staff to organize the funding categories to cover a broad range of project or programs. This spectrum is highlighted in the proposed funding categories described in [Table 6-2](#), which shows the proposed Measure A funding category and its definition.

**TABLE 6-2: MEASURE A FUNDING CATEGORIES AND DEFINITIONS**

	<b>Measure A Funding Category</b>	<b>Definition</b>
1.	Intelligent Transportation Systems (ITS)	Provides funds for the planning and design of ITS systems for improved highway/transit capacity.
2.	Commute.org Operations	Continue to fund Commute.org's operations and programs.
3.	Countywide TDM Monitoring Program	Create a Countywide TDM Monitoring Program through Commute.org to assist with monitoring of C/CAG's TDM requirements for developers.
4.	TDM Competitive Funds	Set aside to be distributed on a competitive basis for TDM projects that will use a joint CFP process with Measure W funds.



*Photo: Autonomous Technology*

### 6.2.1 Intelligent Transportation Systems

Measure A specifically identifies ITS as a funding distribution requirement. Twenty percent of Measure A funding must go towards the planning and design of ITS systems for improved highway/transit capacity. Example projects and programs include:

- Mobility Hub Plans
- Data Purchasing
- Real Time Information Plans
- Dynamic Parking Signs Plans
- AV and Shared AV (pilot programs)

ITS includes innovative ways of transport and traffic management that enable users to be better informed and make safer, more coordinated, and smarter uses of transportation networks.



### 6.2.2 Commute.org Operations

Currently, a portion of Measure A funding (approximately \$500,000 per year) goes towards Commute.org’s operations and shuttle administration. The new funding cycle will continue to support and finance Commute.org’s operations. The Plan’s proposed Measure A funding distribution calls for continued funding to Commute.org with the intent to encourage additional educational and training opportunities for jurisdictions. This would fill a need that many stakeholders identified during their stakeholder interviews. Workshops could be held in partnership with C/CAG and the TA to cover topics such as setting up TMAs, best practices for TDM programs and ordinances, effective monitoring, etc.



### 6.2.3 Countywide TDM Monitoring Program

A countywide TDM monitoring program would support local jurisdictions with monitoring of C/CAG’s TDM requirements for developers. Many smaller jurisdictions and those with limited staff availability have a difficult time monitoring and enforcing TDM requirements for developers. This would streamline the process for businesses by creating a centralized place to show their compliance and would free up limited staff time in local jurisdictions. These funds are intended to create an on-going funding source allocated directly to Commute.org to enable the creation and management of such a program.



### 6.2.4 TDM Competitive Funds

Measure A funding can be plan-based or competitive. Funds have accrued from Measure A over the past few years, which means that there is a bigger pot of funding for the upcoming CFP cycle. The remaining funds will be released on a competitive basis similar to Measure W. Example projects that could be funded include:

- Bikeshare or Scooter Shares
- Bike Parking
- Safe Routes to School
- Transit Passes
- Wayfinding
- Bike & Pedestrian Spot Treatments



### 6.2.5 Funding Breakdown

The TA Strategic Plan 2020-2024 estimates that Measure A accrues approximately \$910,000 per year. Table 6-3 shows the proposed breakdown for the annual allocation to each of the funding categories and the two-year fund projection amount that would correlate to the typical two-year CFP cycle.

*Photos clockwise: Shuttle Service, Cycling Infrastructure, Lyft Bikes, Facebook Campus Rendering*

**TABLE 6-3: MEASURE A FUNDING SUBCATEGORY BREAKDOWN**

Measure A Funding Category	Administration	Annual Allocation Percentage	Typical Two-Year CFP Fund Projection
1. Intelligent Transportation Systems (ITS)	Competitive - Call for Projects	20%	\$364,000
2. Commute.org Operations & Shuttle Administration	Direct Annual Allocation	60%	\$1,092,000
3. Countywide TDM Monitoring Program	Direct Annual Allocation	10%	\$182,000
4. TDM Competitive Funds	Competitive - Call for Projects	10%	\$182,000
<b>Total</b>		<b>100%</b>	<b>\$1,820,000</b>

Since the onset of Measure A ACR funding category, the TA has been collecting monies that now total approximately \$3.8 million in addition to the on-going support provided to Commute.org. Using the “plan-based” directive from the Measure A TEP, three additional one-time allocations of existing funds are included as seed money to help jumpstart important countywide TDM-related initiatives.

The first one-time allocation will be to help Commute.org plan for the Countywide TDM Monitoring Program and purchase or develop a platform to coordinate monitoring of development TDM requirements. The second one-time allocation will be for TDM Planning Funds to help jumpstart much needed planning efforts identified by stakeholders to identify strategies that local agencies could lead rather than developers. The TDM Planning Funds will be open for all jurisdictions to apply for and be competitively distributed in the joint CFP with Measure W funds. The third category will be to support jumpstarting the US 101 Express Lanes Equity Program to bolster the program’s aim of developing equity-focused projects. [Table 6-4](#) shows the breakdown of existing funds from Measure A.

**TABLE 6-4: MEASURE A EXISTING FUND USE<sup>12</sup>**

	<b>Measure A Funding Category</b>	<b>Administration</b>	<b>Allocation of Accrued Funds</b>
1.	Intelligent Transportation Systems (ITS)	Competitive - Call for Projects	\$760,200
2.	Commute.org Operations & Shuttle Administration	Direct Annual Allocation	\$572,353
3.	Countywide TDM Monitoring Program	Direct Annual Allocation	\$500,000
4.	TDM Planning Funds	Competitive - Call for Projects	\$500,000
5.	TDM Competitive Funds	Competitive - Call for Projects	\$1,068,447
6.	Express Lanes Equity Program Jumpstart Funds	Direct One-time Allocation	\$400,000
<b>Total</b>			<b>\$3,801,000</b>

### 6.3 MEASURE W

The Measure W TEP approved by voters indicates that funding will be distributed through a competitive-based process. The eligible projects must have a nexus to highway congestion relief since the program is a sub-category of the Countywide Highway Congestion Relief category. Measure W is split into two main categories – ACR/TDM planning funds and competitive funds. [Table 6-5](#) presents each funding category within Measure W and its definition.

**TABLE 6-5: MEASURE W FUNDING CATEGORIES AND DEFINITIONS<sup>13</sup>**

	<b>Measure W Funding Category</b>	<b>Definition</b>
1.	ACR/TDM Planning Funds	Provides funding for developing TDM plans and policies at the local jurisdiction level.
2.	TDM Competitive Funds	Set aside to be distributed on a competitive basis for TDM projects that will use a joint CFP process with Measure A TDM competitive funds.

<sup>12</sup> This table reflects accrued Measure A funds as of December 2020. Any funds accrued after that date will be distributed based on the percentages in Table 6-3.

<sup>13</sup> This table represents the use of Measure A accrued funds as of December 2020. Funds collected after this period will be distributed based on the formula provided in Table 6-3.

### 6.3.1 ACR/TDM Planning Funds

ACR/TDM planning funds provide funding to local jurisdictions to develop TDM plans. This would support local jurisdictions who lack funding for the creation of citywide TDM plans that provide guidance on possible jurisdiction-led actions as opposed to the historical site-specific, ad-hoc developer led efforts. The planning funds are intended to help identify and prioritize projects or programs at the local level that would be eligible to apply for future TDM competitive funding from the TA. Example projects or programs include:

- TDM Plans
- TMA Feasibility Studies
- City TDM Requirements (ordinances)
- Curbside/Parking Management Plans or Reduction Requirements
- Climate Action Plans with transportation elements

### 6.3.2 TDM Competitive Funds

The TDM competitive funds make up the remaining Measure W funding category.

These funds include a set aside to be distributed on a competitive basis for TDM projects that will use a joint CFP process with Measure A TDM competitive funds. Sample projects that are eligible for funding are located in the project inventory. Projects that receive competitive funds from Measure W must demonstrate a highway nexus for congestion relief.

### 6.3.3 Funding Breakdown

The TA Strategic Plan 2020-2024 estimates that Measure W accrues approximately \$819,000 per year. Measure W requires funding to be distributed on a competitive basis and that all proposed projects or programs have a nexus to reducing highway congestion. Prior to the development of this ACR/TDM Plan, no Measure W funds have been released in a competitive Call for Projects. Any accrued Measure W funds will be released in accordance with the percentage breakdowns presented in the ACR/TDM Plan. [Table 6-6](#) shows the proposed funding breakdown. Measure W is a half-cent sales tax, revenue will be variable from year to year, but the percentage for allocation will remain stable.

**TABLE 6-6: MEASURE W ANNUAL ALLOCATION AND TWO-YEAR CFP FUND PROJECTION**

	<b>Measure W Funding Category</b>	<b>Administration</b>	<b>Annual Allocation of New Funds</b>	<b>Typical Two-Year CFP Fund Projection</b>
1.	ACR/TDM Planning and Policy Funds	Competitive - Call for Projects	10%	\$162,000
2.	TDM Competitive Funds	Competitive – Call for Projects	90%	\$1,458,000
<b>Total</b>			<b>100%</b>	<b>\$1,620,000</b>



## 6.4 GENERAL PROGRAM GUIDELINES

Each funding measure identifies eligible sponsors. Measure A eligible sponsors are the San Mateo County cities and the County, which also include joint powers authorities such as Commute.org who operate on behalf of local jurisdictions. For Measure W, the eligible sponsors are set by the Strategic Plan and for the Countywide TDM program, Commute.org was added as an eligible sponsor.

Finally, [Table 6-7](#) shows the general funding requirements that were developed based on input from the Advisory Group and TA Board Ad Hoc Committee, including minimum matches, maximum project funding, timeline for fund use, and number of applications per cycle.

The program guidelines section outlines how programs and projects are funded under Measure A and W, including funding breakdowns by subcategory, how to distribute accrued Measure A funds versus funds moving forward, and other requirements such as matching, timely use of funds, and maximum funding available per project. The Advisory Group and the TA Board Ad-Hoc Committee also recommended that any prior accrued sales tax money to be used in the TDM Competitive Funds be spread out over multiple CFP cycles. This will help to distribute additional funding in future CFPs once more TDM planning has occurred across San Mateo County in hopes that local jurisdictions will continue to develop and identify more competitive TDM projects.

After each CFP, any remaining funds in the subcategories will go back into the overall pot of ACR/TDM funding. This will allow all ACR/TDM funding to be re-distributed into the subcategories prior to each CFP cycle. Therefore, funds will not rollover in the subcategories except for the Measure A ITS category which is required by the TEP.

**TABLE 6-7: GENERAL PROGRAM GUIDELINES**

Program Guideline Category	Guideline Requirement
Matching Funds: Standard	Require a 10% minimum match for project/program applications in all sub-categories.
Matching Funds: Equity Priority Locations	Reduce the minimum match to 5 percent for project/program applications located in MTC Equity Priority Communities and/or Re-Imagine SamTrans and/or SamTrans Equity Priority Areas.
Maximum Project Award	For the planning and policy funding sub-category, requests for funding are capped at a maximum of \$100,000.  For the ITS and competitive funding sub-categories, requests for funding are capped at a maximum of \$200,000.
Number of Applications	Jurisdictions are limited to sponsoring and submitting up to three applications per Call for Projects cycle.
Timely Use of Funds	Projects or programs must complete a funding agreement and begin work within one-year of an award and expend all funds within two years of the executed funding agreement date.

## 6.5 CALL FOR PROJECTS PROCESS

The majority of the ACR/TDM funds will be awarded through a competitive CFP. This includes the ITS, Planning, and TDM Competitive Funds categories. Applications for the TDM Competitive Funds category will be separated into two categories – small/coastal jurisdictions and mid/large jurisdictions. The TA will plan to release CFPs on a two-year cycle which is consistent with a majority of other TA programs.

The goal for the CFP is to make the process as simple and accessible as possible for local jurisdictions to encourage participation. The ACR/TDM funding source is a smaller pot of funds compared to the Highway and Bicycle and Pedestrian funding sources, and the TA recognizes that adding another funding application process can strain already limited staff resources. The sample CFP presented in the Plan, reflects this background. The sample application can be found in [Appendix E](#) but will be updated prior to each CFP cycle to reflect new tools or information as they become available.

In addition to an application, the applicant will be required to have a mandatory pre-submittal meeting with the TA staff. The broadness of the ACR/TDM category dictates that TA staff be able to make a determination which funding category is the most appropriate for the jurisdiction to apply under, prior to receiving the formal application. Applicants will also be able to request the use of the Equity-based reduced match during the pre-submittal meetings (see Table 6-7).

### 6.5.1 TDM Competitive Funds Split

During the stakeholder interviews, the project team received many comments regarding geographic equity and fair distribution of sales tax dollars. Most comments focused on how smaller jurisdictions and coastal communities do not typically compete well in TA competitive programs against larger jurisdictions with larger populations and regional transit access. To address this concern, the project team created the TDM Competitive Funds split to ensure that small and coastal jurisdictions had a guaranteed source of funds. The split was calculated using a comparison of population sizes of communities across San Mateo County and was adjusted with input from the Advisory Group and Ad-Hoc Committee. Any funds not used in a sub-category will be made available to other sub-categories.

TABLE 6-8: TDM COMPETITIVE FUNDS SPLIT

Measure A and W Funding Category	Administration	Annual Allocation of New Funds
Small and Coastal Jurisdictions	Competitive – Call for Projects	30%
Mid/Large Jurisdictions	Competitive – Call for Projects	70%

## SMALL AND COASTAL JURISDICTIONS

This category will group the small and coastal jurisdictions together in an effort to incentivize them to apply for TDM project funding. Table 6-9 below shows communities that are eligible to apply for funding through the Small or Coastal Jurisdiction category.

TABLE 6-9: SMALL AND COASTAL JURISDICTIONS

Jurisdiction	Population
Colma	1,302
Portola Valley	4,592
Brisbane	4,697
Woodside	5,542
Atherton	7,168
Hillsborough	11,447
Half Moon Bay	12,834
Pacifica	38,984
<b>Total</b>	<b>86,566</b>

Unincorporated San Mateo County will be considered on a case-by-case basis as different locations within unincorporated San Mateo County have different contexts. Therefore, projects or programs proposed in unincorporated communities of less than 20,000 people are eligible to apply under this category.

## MID/LARGE JURISDICTIONS

Mid/Large jurisdictions include those jurisdictions with populations greater than 20,000 and that are not centrally bounded along Highway 1. Table 6-10 shows eligible communities which funding category to apply under. For Unincorporated San Mateo County, programs or projects proposed for the entire County or all unincorporated areas will be considered under this category.

TABLE 6-10: MID/LARGE JURISDICTION

Jurisdiction	Population
Millbrae	22,625
Belmont	27,097
East Palo Alto	29,593
San Carlos	30,154
Burlingame	30,576
Foster City	33,997
Menlo Park	34,138
San Bruno	43,083
South San Francisco	67,408
Redwood City	85,784
San Mateo	104,333
Daly City	106,677
<b>Total</b>	<b>615,465</b>

## 6.5.3 Project Evaluation and Selection FRAMEWORK

The CFP application evaluation criteria sets the procedure for TA staff to evaluate funding applications for consistency and applicability with the program's requirements. The project team developed the ACR/TDM evaluation criteria by considering several factors: 1) the criteria from the TA's other funding programs (Highway, Bicycle and Pedestrian and Shuttle) to identify which criteria may be appropriate for the ACR/TDM program, 2) the Plan's definition and goals, and 3) stakeholder feedback. This input was used to determine what evaluation may look like before identifying the criteria themselves.

The Plan considered questions on how much the criteria should include qualitative versus quantitative metrics. While the evaluation criteria is not binary, accounting for the amount of information the TA will ask of applicants underscores where the evaluation criteria sits on the spectrum between fully qualitative and fully quantitative (as shown in [Figure 6-1](#)).

Qualitative questions allow for a holistic approach where applicants can highlight the benefits of the project or program. This can be especially useful with a program as broad as TDM, where several project or program types may be difficult to quantify. A disadvantage of qualitative criteria is that the process would rely heavily on the subjectivity of the panel, potentially losing credibility.

Quantitative questions allow for comparison across a common denominator, whether it be in travel time savings, VMT reductions, or cost per unit benefit. This allows for an apple-to-apple comparison of improvements. The main disadvantage is that for many planning type projects, the benefits are difficult to assess. Additionally, for a program of this scale, applicants may have trouble accessing the necessary data. While many other TA funding programs have tools to calculate the effectiveness of proposed projects, not all TDM strategies have effectiveness metrics or are calculated in the same manner. Therefore, quantitative metrics may be used to understand needs but applicants will work with TA staff to propose appropriate monitoring metrics during the application process.

The ACR/TDM program attempts to balance both, by including quantitative requirements with qualitative questions to allow applicants to highlight strengths that might not otherwise be captured.

**FIGURE 6-1: ILLUSTRATION OF QUALITATIVE-QUANTITATIVE CRITERIA SPECTRUM**



## PROJECT EVALUATION AND PRIORITIZATION

The TA will assemble a ACR/TDM Evaluation Committee to evaluate project applications and proposals. The makeup of the evaluation committee is important to ensure diverse voices are heard during the selection process. The ACR/TDM Evaluation will be made up of impartial members who are not directly eligible for or are not a sub-recipient of potential ACR/TDM funding. This may include representatives from peer agencies like the San Francisco County Transportation Authority or Santa Clara Valley Transportation Authority and other representatives from agencies that operate in San Mateo County such as SamTrans, Caltrain, or Caltrans. The committee's review will be based on criteria outlined in the CFP. The three general categories of criteria within project evaluation and selection are: need, effectiveness, and equity. These three categories are discussed below and also included in [Appendix D-1](#).

### 6.5.4 Evaluation Criteria

The detailed discussion of the evaluation criteria can be found in [Appendix D-1](#). The criteria for each of the competitive funding programs may be modified, subject to Board approval, to maintain flexibility and account for new policy directives, initiatives, and legislation that further promote ACR/TDM goals.

#### CRITERIA DEVELOPMENT

The evaluation criteria for the Plan is based on the criteria identified in the 2020-2024 TA Strategic Plan. The Strategic Plan identified typical evaluation categories, including:

- Need
- Effectiveness
- Sustainability
- Readiness
- Funding Leverage

**TABLE 6-11: PROPOSED EVALUATION CRITERIA WEIGHTING**

Criteria	Definition	Criteria Weight
Need	Addresses how well the project addresses the goals of the ACR/TDM program	40%
Effectiveness	Addresses how the project will show success and plans to track them	25%
Equity	Addresses how the project will contribute to advancing equitable outcomes	25%
Readiness	Address how ready the program/project may be to begin study or implementation	5%
Funding Leverage	Addresses if the necessary funding has been allocated or identified	5%
<b>Total</b>		<b>100%</b>

**Need:** The Project Review Committee will establish during the evaluation if the project meets the need identified in the ACR/TDM goals.

- Is the project consistent with the goals of the Plan?
- Does it support the policies of the sponsoring city’s TDM goals?
- What is the mobility issue that needs to be addressed?
- How does this project contribute to a larger public goal?

However, based on the input from the Advisory Group and TA Board Ad-Hoc Committee, the Sustainability criteria was placed under the Need category. This allowed for Equity to be elevated in the weighting as a standalone criteria.

#### CONNECTION TO GOALS

The evaluation criteria maintain a direct connection to the TDM Plan goals discussed in Section 2. The five TDM goals are informed by the four goals of Measure A and 11 priorities of Measure W, as well as the Strategic Plan and US-101 MAP.

The Need section connects a quantitative and qualitative metric to each TDM goal, shown in [Table 6-12](#).

The TA will develop a tool to help applicants calculate the potential proxy metrics in order to streamline the application process. The proxy metrics will help compare needs across communities in an apples to apples manner.

TABLE 6-12: NEED CRITERIA

Goal	Qualitative Narrative Question	Potential Quantitative Proxy Metrics
Provide Congestion relief	How will the project or plan provide congestion relief or reduce VMT?	Vehicles Miles Traveled: Calculate total VMT of all census blocks or tracts a project boundary impacts
Increase Sustainable Transportation Options	How will the project or plan create incentives for transit, bicycle, pedestrian, carpooling, and other shared-ride options over driving alone?	Walkability: Calculate the average intersection density for all census blocks or tracts a project boundary impacts
Promote Sustainability & Health	How will the project or plan enhance health or safety?	Pollution Exposure: Calculate the average Pollution Burden Percentile scores of all census blocks a project boundary impacts
Invest Funding Equitably	How will the project or plan would address the needs of historically underserved populations?	Equity Priority Areas: Calculate the proportion a project boundary overlaps with SamTrans EPAs or MTC EPCs

**Effectiveness:** The Effectiveness category measures how the project or program will demonstrate success and plans to track them.

- How will the program or project be monitored over time?
- How will the program or project measure success?
- How will the program or project be sustained after a two-year award?

Given the broad spectrum of eligible projects, the applicant will be responsible for identifying the proposed monitoring strategy for each program or project.

**Equity:** The Equity category will determine if a project meets countywide equity goals, including geographic, socioeconomic, and historically disadvantaged communities. Applicants will identify if their project or program utilizes one of three equity approaches:

- Progressive with respect to income
- Benefits transportation disadvantaged
- Improves basic access

Evaluating a program or project’s equity will be through a mix of qualitative and a quantitative metrics, including:

- Location: Is the program or project located in either a MTC Equity Priority Community (region-wide assessment) and/or SamTrans Equity Priority Areas (countywide assessment)
- User: Will the program or project provide benefits for low income users, people with disabilities, older adults, non-traditional shift workers or other vulnerable populations
- Mode: Will the program or project create incentives for or encourages taking transit, riding bicycle, walking, carpooling, or using other first/last mile options over driving alone

For further discussion of equity framings and SamTrans and MTC equity tools see [Appendix D-1](#) and [D-2](#).

## 7 | CONCLUSION

The TA ACR/TDM Plan is a framework for identifying and selecting eligible projects and programs for the plan-based Measure A ACR category and the competitive Measure W TDM subcategory. It describes the current TDM environment in San Mateo County and reflects the views and concerns of local jurisdictions and stakeholders. The Plan combines this information into a program inventory, program guidelines, and evaluation criteria to be used during the CFPs cycle.

This plan supports reducing reliance on automobile travel and making the county's transportation network more efficient by encouraging sustainable transportation options and enhancing mobility through safe, reliable, and convenient trips. Projects and programs funded through the Plan will provide congestion relief, increase sustainable transportation options, promote sustainability and health, encourage economic development opportunities, and invest funding equitably.

# APPENDIX A

## RELEVANT PLANS



Appendix A provides more detail on the relevant plans to the ACR/TDM Plan. The Strategic Plan 2020-2024 is covered in the main body of the report in Chapter 3.

## 1.1 SMCTA SHORT RANGE HIGHWAY PLAN 2021-2030 (2021)

The TA Short Range Highway Plan (SRHP) establishes a strategy for directing the Agency’s Measure A and Measure W revenues towards highway improvements in San Mateo County over the next ten years. Based on guidance from the SMCTA 2020-2024 Strategic Plan, the SRHP establishes criteria and evaluates 30 potential highway projects. The SRHP also discusses funding challenges for eligible projects and potential funding sources to offset that shortfall.

A major contribution of this plan to the TA’s framework is the separation of criteria weighting by project phase. As shown in Figure A-1, projects in the planning and feasibility study or environmental review stages are evaluated primarily based on need, while later phases include other factors such as effectiveness. This provides an opportunity for the TA to collaborate with unsuccessful project sponsors to improve their applications before the next CFP.

FIGURE A-1: SRHP EVALUATION CRITERIA

Project Phase	Example from Inventory	Criteria Groupings					
		Need	Effectiveness	Sustainability	Readiness	Funding Leverage	
1	Planning & Feasibility Studies	Kelly Avenue & Highway 1 Safety Improvement Project	●				
		SR 92 from U.S. 101 to I-280	●				
		Geneva Avenue Extension	●				
		US 101/Candlestick Point Interchange Environmental Studies	●				
		US 101/Sierra Point Pkwy Interchange replacement	●				
2	Environmental Review	US 101/Peninsula Ave. Interchange Project	●				
3	Engineering Design	SR 1 (Mid Coast) Congestion, Throughput & Safety Improvements	●	●	●	●	●
		US 101/ Woodside Road (SR 84) Interchange Project	●	●	●	●	●
4	Right of Way & Construction	SR 1 - Gray Whale Cove	●	●	●	●	●
		US 101/Holly Street Interchange Project	●	●	●	●	●
		US 101/University Avenue Interchange Project	●	●	●	●	●
		US 101 Express Lanes Project (SC/SM Co. Line to I-380)	●	●	●	●	●
5	Landscape/ Closeout	US 101/Holly Street Interchange Project	Not Applicable (Projects not evaluated)				
		US 101/Willow Road Interchange Project - Landscaping	Not Applicable (Projects not evaluated)				
		US 101/Broadway Interchange Project	Not Applicable (Projects not evaluated)				

● Applicable to CFP Evaluation

Key: Pkwy = Parkway; SC/SM Co. = Santa Clara/San Mateo County; SR = State Route; U.S. = United States

Source: SMCTA SRHP 2021-2030

## 1.2 US-101 MOBILITY ACTION PLAN (US-101 MAP) (2021)

The US-101 Mobility Action Plan (MAP) identifies 60 actions that public, private, and non-profit sector leaders can take over the next five years to fully leverage upcoming infrastructure investments. It acknowledges that infrastructure updates along US-101 alone would not solve congestion or its impact on adjacent communities. MAP's goals include:

1. Offer reliable travel times for all
2. Prioritize high capacity mobility options for all
3. Foster healthy and sustainable communities

## 1.3 SAMTRANS SHORT RANGE TRANSIT PLAN (2019-2028) (2019)

The SamTrans Short Range Transit Plan (SRTP) addresses the Agency's operating and service plan for the next ten years. The SRTP documents the district's assets, capital and operating costs, ridership, and programs for the last three fiscal years and provides forecasts for the next ten years (FY 2019 through FY 2028). Operating highlights include:

- Systemwide ridership decreased one percent annually on average (prior to COVID-19)
- Express bus service is expected to grow as additional express bus service is added
  - Paratransit ridership (and cost) are expected to rise four percent annually
  - Shuttle service is expected to grow by one percent per year, however, there is currently enough capacity for the additional ridership

The SRTP also provides important countywide demographic information as it relates to SamTrans services. Currently, the eastern shore of the peninsula and the county's northern border have the highest population and employment densities. Results from the SamTrans Triennial Customer Survey in 2018 found that the majority of SamTrans passengers tend to have low incomes and identify as non-white. The average passenger income is approximately \$50,000 per year – half the countywide median household income – and most passengers identify as Hispanic/Latino (32%), Filipino (25%) or White (21%). The survey found that between 2015 and 2018 fewer riders had access to a car, saw an increase in senior and youth riders, and saw that more people paid for Clipper in cash.

## 1.4 SAN MATEO COUNTYWIDE TRANSPORTATION PLAN (2017)

The San Mateo Countywide Transportation Plan (SMCTP) from the City/County Association of Governments of San Mateo County (C/CAG) provides a coordinated, comprehensive transportation planning framework for the county. The central vision is to “provide an economically, environmentally, and socially sustainable transportation system that offers practical travel choices, enhances public health through changes in the built environment, and fosters inter-jurisdictional cooperation.” There are several specific visions and goals are related to TDM in the plan. These relevant visions and goals are shown in [Table A-1](#).

**TABLE A-1: TDM-RELATED VISIONS AND GOALS**

Category	Vision	Goal
Transportation System Management and Intelligent Transportation System (ITS)	A San Mateo County in which the transportation system is safe, efficient, cost effective, and environmentally responsible.	Manage travel efficiently through supply-side measures, including low-cost traffic operations improvements and use of technologies that reduce or eliminate the need for increases in physical capacity.
Transportation Demand Management (TDM)	A San Mateo County in which reliance on solo occupant motor vehicle travel is minimized.	Reduce and manage travel efficiently through demand-side measures, including land use planning and transportation demand management efforts at work sites.
Parking	Parking in San Mateo County that is a “rightsized” balance of supply and demand, supportive of Transit Oriented Development and Sustainable Communities Strategies, intuitive to use, and environmentally responsible.	Encourage innovations in parking policy and programs, including incentives for reduced parking requirements, and a comprehensive approach to parking management and pricing.

The plan assesses both challenges and opportunities to improving the overall transportation system in San Mateo County. The plan identifies potential strategies, including close coordination with surrounding counties San Francisco, Santa Clara and Alameda, and an increased emphasis on reducing VMT and Greenhouse Gases (GHG) rather than reducing traffic delay. The four approaches to address these challenges are identified as:

- Enhancing transit capacity/frequency/connectivity,
- Intelligent Transportation Systems (ITS) & Transportation System Management (TSM),
- Employer-based trip reduction programs/parking policy, and
- Improving safety for pedestrians and bicyclists.

All of these elements, ITS/TSM, employer-based programs and policies, and active transportation projects in particular, are potential elements of a TDM program.

## **1.5 METROPOLITAN TRANSPORTATION COMMISSION (MTC) PLAN BAY AREA 2050**

The Metropolitan Transportation Commission (MTC) prepares a regional transportation plan/sustainable communities strategy (RTP/SCS) every four years. The most recent iteration is Plan Bay Area 2050 – the final draft was adopted in October. Forecasting out to 2050, the RTP/SCS projects population and economic growth trends, including where people in the Bay Area will live, work and how they will travel. Plan Bay Area 2050 doesn't address TDM specifically, but its 35 Strategies to reach the GHG reduction targets are related, primarily through VMT reduction, including

- Support Community-led Transportation Enhancements in Equity Priority Communities (formerly Communities of Concern)
- Build a Complete Streets network
- Allow a greater mix of housing densities and types of Growth Geographies comprised of Priority Development Areas (PDAs), select Transit-Rich Areas (TRAs) and select High-Resource Areas (HRAs)
- Expand TDM initiatives
- Expand commute trip reduction programs at major employers

The strategies aim to concentrate growth in a combination of PDAs, TRAs and HRAs and to reduce VMT. For San Mateo County, the 2050 housing growth forecasts estimates 70 percent of household growth in North San Mateo County, 39 percent in Central San Mateo County, and 32 percent in South San Mateo County. This is paired with a modeled three to four percent growth in jobs. As one of the major job centers of the region, the increased household growth in the county would indicate a greater ability for people to live near their place of work. The significant household growth combined with effective TDM policies applied to new residential development has the potential to significantly contribute to the county's VMT reduction goals.

## **1.6 MTC MOBILITY HUBS IMPLEMENTATION PLAYBOOK (2021)**

In April 2021, MTC released the Mobility Hubs Implementation Playbook to assist agencies and community organizations with planning for mobility hubs and aligning with regional objectives including: Coordinated Mobility, Climate Action, Equitable Mobility, Exceptional Experience, Safety, and Value. Mobility hubs are defined as central community places – centered around frequent high-capacity transit – that seamlessly bring together various modes of public transit, bike share, car share and micro-mobility. MTC believes their role for mobility hubs is to fund them, ensure consistency, and provide technical assistance. These three components are all potential areas of collaboration between the TA and MTC. Another programming collaboration includes MTC's regional wayfinding programs that could be applied at mobility hubs. MTC has identified several potential mobility hub locations in the nine-county Bay Area, including several in San Mateo County.

## **1.7 CALTRAIN 2040 BUSINESS PLAN (ONGOING)**

Caltrain's Long Range Service Vision (adopted in Fall 2019) aims to turn Caltrain into a regional rail service with frequent (15-minute headway) and all-day service. Key considerations of the plan include

how the service can be more affordable and equitable, as well as how it will integrate with other Bay Area transit services including SamTrans, VTA, BART, ACE, future HSR. First/last mile strategies and land uses around stations will also be key to implementing the Service Vision. The Caltrain Business Plan was meant to follow this service vision but has since had several key activities paused due to the COVID-19 pandemic with a focus instead on recovery planning. One of these efforts was the Equity, Connectivity, Recovery, and Growth Policy Framework, which was adopted by the Board on September 3, 2020. While the future conditions are uncertain, Caltrain is focusing on recovery and service growth, as well as a focus on equity.

## 1.8 RETHINKING MOBILITY: A TRANSPORTATION STRATEGIC PLAN FOR THE CITY OF WALNUT CREEK (2020)

The Rethinking Mobility Plan (2020) is a city led TDM program and provides an example of how jurisdictions can create a comprehensive, citywide TDM plan.

The Walnut Creek 2006 General Plan recommended developing and adopting a comprehensive TDM program to promote further reductions in SOV trips. The City has worked on parking programs, adopting a Bicycle and Pedestrian Master Plan, offering reduced-cost transit passes to City employees, reducing parking requirements in BART-accessible areas, and subsidizing two bus routes that serve the downtown area. In 2017, the Contra Costa Transportation Authority (CCTA) provided a grant to the City to prepare a citywide Transportation Strategic Plan (TSP) to reduce SOV trips and peak-period traffic congestion. The strategy also manages parking demand and enhances access for those walking, biking, and using public transit<sup>1</sup>.

- The TSP highlighted programs and strategies to meet their TDM goals. These include:
- Collecting data for school, bicycle, and pedestrian trips
- Providing access and connection to transit (includes free student passes, mobility and TNC pilots for underserved transit areas)
- Requesting annual or bi-annual TDM program reporting from Walnut Creek's largest employers
- Improving walking and biking conditions (includes spot treatments, especially around BART)
- Enhancing the transportation experience
- Pursuing innovative partnerships to address first/last mile and gap coverage challenges
- Promoting Safe Routes to School
- Managing parking, including reviewing and modifying parking requirements for new developments, extending or eliminating time restrictions for on-street meters and price parking by zone, and increasing the hourly rates and cost of monthly parking permits in municipal garages
- Providing specific, time-targeted strategies to meet their TDM goals (includes near-term, mid-term, and long-term actions and measuring TDM project and program impacts)<sup>2,3</sup>

The City of Walnut Creek is on the path to meet its goals. Despite challenges from the COVID-19 pandemic, Walnut Creek was still able to implement free transit for students through their Pass2Class two-month pilot program.

<sup>1</sup> A Resolution of the City Council of the City of Walnut Creek Adopting 'Rethinking Mobility: A Transportation Strategic Plan'. [https://walnutcreek.granicus.com/MapView.php?view\\_id=12&clip\\_id=4159&meta\\_id=231917](https://walnutcreek.granicus.com/MapView.php?view_id=12&clip_id=4159&meta_id=231917)

<sup>2</sup> Rethinking Mobility: A Transportation Strategic Plan for the City of Walnut Creek (2020). [http://www.rethinkingmobilitywc.com/wp-content/uploads/2020/12/RethinkingMobility\\_Final\\_Nov2020\\_red.pdf](http://www.rethinkingmobilitywc.com/wp-content/uploads/2020/12/RethinkingMobility_Final_Nov2020_red.pdf)

<sup>3</sup> <https://www.walnut-creek.org/departments/community-and-economic-development/transportation-strategic-plan>

## 1.9 CITY OF ALAMEDA: TRANSPORTATION CHOICES PLAN: TRANSIT AND TRANSPORTATION DEMAND MANAGEMENT (2018)

The Transportation Choices Plan (2018) highlights current goals and objectives that allow the City of Alameda to measure its performance in providing effective travel choices and reducing SOV trips and quantifies existing and expected future travel characteristics. The plan includes potential projects and programs in a program inventory that is sorted by implementation time (near-term, mid-term, and long-term) that move the city towards achieving its performance goals. Notable projects include bicycle master plans, parking management, pedestrian master plans, bikeshare, transit signal priority, Safe Routes to School project, a citywide TMA, and TDM ordinance updates.

The priority strategies include:

- Expand transit, bicycling, and walking to/from Oakland and BART
- Expand transit and carpools to/from San Francisco
- Expand transit and achieve a low-cost or “free” rider experience within Alameda
- Improve bicycle and pedestrian safety within Alameda
- Improve mobility for all modes within Alameda<sup>4</sup>

Alameda plans to measure their progress through:

- Mode shift: measures shift from drive alone to other modes
- Climate change: assess the impact on GHG emissions
- Equity: assess the impact on ADA compliance, low income, and minority populations
- Safety: assess the impact on safety for all street users
- Cost: assess planning-level operating and capital costs<sup>5</sup>
- Alameda CTC is making progress on its priority strategies. They are the project sponsor for the East Bay Greenway, which proposes to construct a bicycle and pedestrian facility that will follow the BART alignment (between Lake Merritt BART and South Hayward BART) for 16 miles between Oakland, San Leandro, and Hayward. It will connect seven BART stations as well as downtown areas, schools, and other major destinations.<sup>6</sup> Alameda CTC also runs the Student Transit Pass Program, which provides free youth Clipper cards to eligible middle and high school students in Alameda County. These cards allow unlimited free bus rides in their area as well as a 50 percent discount on BART trips and youth discounts on other transit systems.<sup>7</sup>

<sup>4</sup> City of Alameda (2018). Transportation Choices Plan: Transit and Transportation Demand Management. [https://www.alamedaca.gov/files/assets/public/departments/alameda/transportation/tcp/part-1\\_tcp.pdf](https://www.alamedaca.gov/files/assets/public/departments/alameda/transportation/tcp/part-1_tcp.pdf)

<sup>5</sup> Ibid.

<sup>6</sup> <https://www.alamedactc.org/programs-projects/bicycle-and-pedestrian/eastbaygreenway/>

<sup>7</sup> <https://www.alamedactc.org/programs-projects/studentpass/>

# APPENDIX B

# SURVEY

# APPENDIX B-1

# SURVEY



## B-1 | SURVEY INSTRUMENT

1. Does your jurisdiction have TDM requirements?
  - a. Yes
  - b. No
2. If yes, what do you have? (select all that apply)
  - a. City-led TDM (e.g. TDM Plan, Municipal Code, Climate Action Plan, etc.)
  - b. Developer-led TDM (Trip reduction requirements in development agreements, etc.)
  - c. Employer-led TDM (Trip reduction requirements in use permits, etc.)
  - d. C/CAG Countywide CMP TDM Policy Only
  - e. Other \_\_\_\_\_
3. What plans document these requirements? If available, please provide a link to the applicable document.
  - a. Short answer
4. What types of TDM programs, policies, or projects do you currently have?
5. What projects do your constituents like? (select all that apply)
  - a. Shuttles
  - b. Pedestrian infrastructure (including secured crossings and prioritization)
  - c. Bicycle infrastructure (including lockers, parking, etc.)
  - d. Micromobility and share programs
  - e. Transit fare reductions and subsidies
  - f. Real-time traveler information
  - g. Carpool and vanpool programs
  - h. Employer flexible work hours & virtual work
  - i. Incentive or subsidy program (including e-bike subsidies, parking cash-outs, etc.)
  - j. Other \_\_\_\_\_
6. What projects does your board like? (select all that apply)

- a. Shuttles
  - b. Pedestrian infrastructure (including secured crossings and prioritization)
  - c. Bicycle infrastructure (including lockers, parking, etc.)
  - d. Micromobility and share programs
  - e. Transit fare reductions and subsidies
  - f. Real-time traveler information
  - g. Carpool and vanpool programs
7. Do you have any TDM-related priorities or goals? If so, what are they?
  8. What are the promising new and innovative approaches that the region should test and pilot?
  9. What are your jurisdictions' limitations to implementing TDM programs or projects? (select all that apply)
    - a. No adopted TDM Plan or Policy
    - b. Municipal Code or Transportation Impact Guidelines do not provide guidance on trip reduction requirements or trip caps
    - c. Staff availability to monitor or enforce trip requirements or caps
    - d. Staff availability to implement citywide TDM programs or projects such as wayfinding, micromobility, bike parking, subsidy, etc.
    - e. Funding to implement TDM projects and programs
    - f. Other\_\_\_\_\_
  10. What are your upcoming agency-led programs and projects that have potential TDM elements included? If there aren't any, is there a specific type of program you would be interested in?
  11. Are these programs or projects fully-funded, partially-funded, or not funded?
    - a. Fully funded
    - b. Partially funded
    - c. Not funded
  12. Would you look to the TA for funding?
    - a. Yes
    - b. No
  13. If you wouldn't look to the TA for funding, why?
  14. Has your jurisdiction submitted any TDM-related grant opportunities in the past?

- 15.** If so, which ones? (select all that apply)
- a.** One Bay Area Grant (OBAG)
  - b.** Active Transportation Program (ATP)
  - c.** Transportation Fund for Clear Air (TFCA)
  - d.** Transformative Climate Communities (TCC)
  - e.** Other \_\_\_\_\_
- 16.** Were those projects funded?
- a.** Yes
  - b.** No
- 17.** If the project wasn't funded, what type of project was it and why?
- 18.** What are your lessons learned from the grant application process?
- 19.** Is there anything that prevents you from submitting for grant funding?

## **APPENDIX B-2**

# **SURVEY RESULTS**

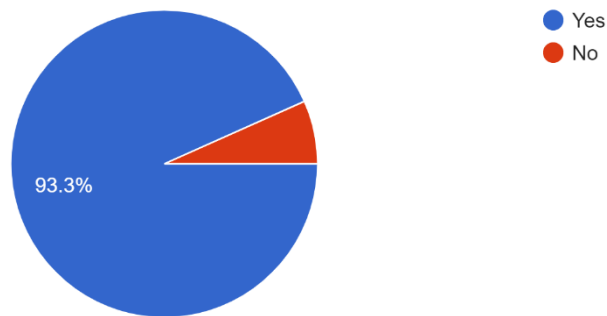
# B-2 SURVEY RESULTS

1. Does your jurisdiction have TDM requirements?

- a. Yes
- b. No

1. Does your jurisdiction have TDM requirements?

15 responses

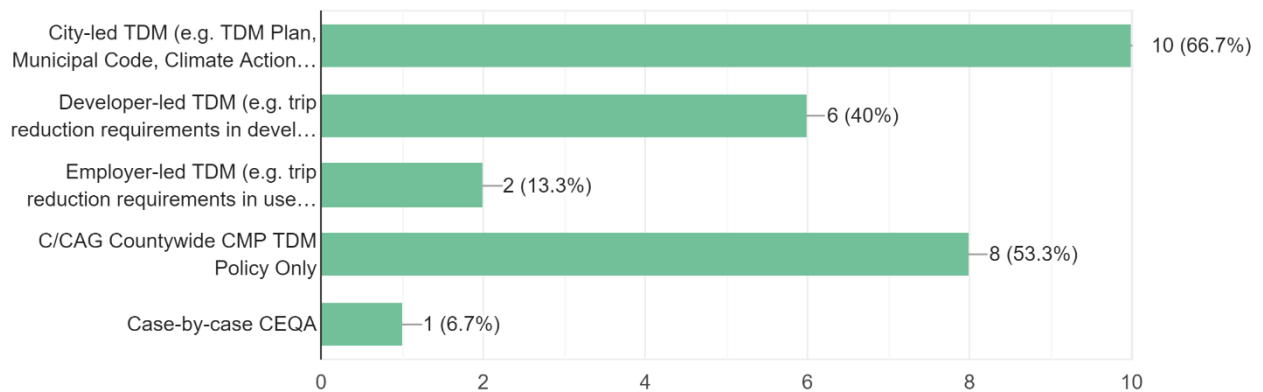


2. If yes, what do you have? (select all that apply)

- a. City-led TDM (e.g. TDM Plan, Municipal Code, Climate Action Plan, etc.)
- b. Developer-led TDM (Trip reduction requirements in development agreements, etc.)
- c. Employer-led TDM (Trip reduction requirements in use permits, etc.)
- d. C/CAG Countywide CMP TDM Policy Only
- e. Other \_\_\_\_\_

2. If yes, what do you have? (select all that apply)

15 responses



3. What plans document these requirements? If available, please provide a link to the applicable document.

a. Short answer, withheld for confidentiality

4. What types of TDM programs, policies, or projects do you currently have?

- TDM requirements for developers, Transportation Master Plan (2020), Bicycle Master Plan (2005), shuttles, safe routes to school, transportation management association feasibility study, bike wayfinding/lanes, Middle Ave Caltrain undercrossing
- City is in process of updating the TDM ordinance
- We do not have a program in place, only relates to project base
- Citywide TDM, Council-adopted policy
- For SMC employees, cash incentives for walking, biking, or carpooling to work; subsidy for transit pass, pre-tax allowance for parking at transit stations, emergency ride home, bike lockers, flexible schedules. Unincorporated areas, actively pursuing funding to support bicycle and pedestrian infrastructure, “smart” corridors
- We have required a robust TDM program by Gilead Sciences, one of the City’s major employers. Gilead Sciences has instituted a robust Transportation Demand Management program, including the launch of the Gilead Commuter Bus Program on December 1, 2016. Gilead is permitted to generate up to 2,110 new AM peak hour trips and up to 2,230 new PM peak hour trips. In the TDM Annual Report Submittal for 2019, the Gilead Commuter Program and other TDM measures have resulted in up to 1,013 new AM peak hour trips and 822 new PM peak hour trips, well below the maximum that would be allowed. Approximately 1,100 employees current participate in the commuter program. Another large employer, Illumina, also has a TDM program. Before occupancy in May 2017, Illumina established an East Bay BART shuttle program, an intercampus shuttle, a private last-mile shuttle service to BART and Caltrain, joined the Commute.org consortium, enhanced employee commuter benefits, and conducted significant, pre-occupancy employee outreach and marketing. Multiple pre-move commuter events were hosted to educate employees about the new and enhanced transportation benefits. Follow-up surveys were postponed due to COVID. The City has required TDM programs for six other smaller developments, including annual reporting.
- We have a TDM Plan and in-progress TDM ordinance. Currently, all new projects are subject to the 2018 TDM Plan.
- TSM Program
- Measures apply to projects projected to generate 100+ new peak hour trips
- Shuttles, Bike Lockers/other facilities
- Requirements for TDM plans for any commercial projects generating more than 100 daily trips, seeking a FAR bonus, or for residential projects seeking a parking reduction.
- TDM plans are required as part of most private development projects. Rail Corridor TOD Plan has specific trip reduction targets and short/long-term goals and required establishment of Rail Corridor TMA.
- Employee incentives through Commute.org
- C/CAG TDM requirements

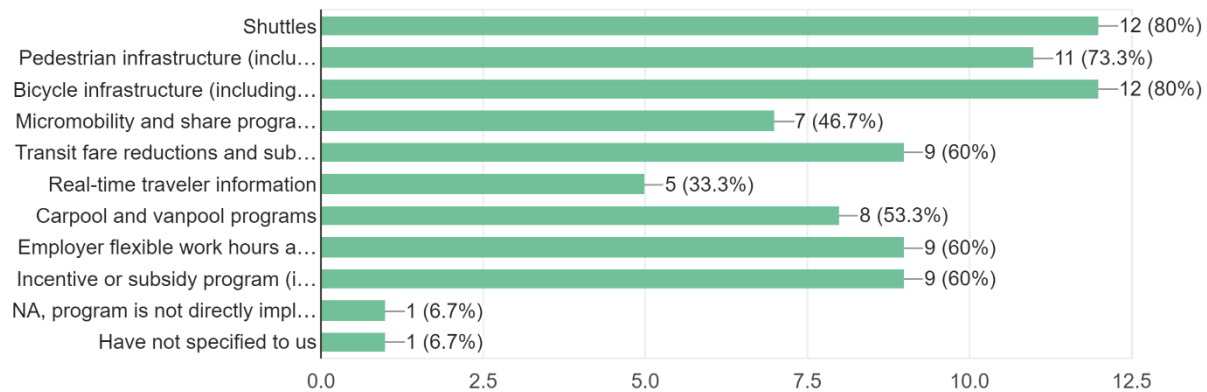
- None that I know of

5. What projects do your constituents like? (select all that apply)

- Shuttles
- Pedestrian infrastructure (including secured crossings and prioritization)
- Bicycle infrastructure (including lockers, parking, etc.)
- Micromobility and share programs
- Transit fare reductions and subsidies
- Real-time traveler information
- Carpool and vanpool programs
- Employer flexible work hours & virtual work
- Incentive or subsidy program (including e-bike subsidies, parking cash-outs, etc.)
- Other \_\_\_\_\_

5. What projects do your constituents like? (select all that apply)

15 responses

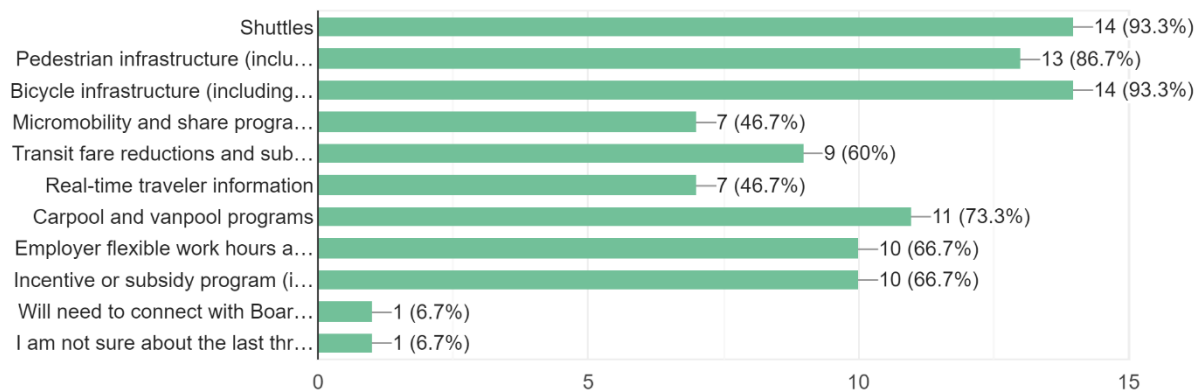


6. What projects does your board like? (select all that apply)

- Shuttles
- Pedestrian infrastructure (including secured crossings and prioritization)
- Bicycle infrastructure (including lockers, parking, etc.)
- Micromobility and share programs
- Transit fare reductions and subsidies
- Real-time traveler information
- Carpool and vanpool programs
- Employer flexible work hours & virtual work
- Incentive or subsidy program (including e-bike subsidies, parking cash-outs, etc.)
- Other \_\_\_\_\_

6. What projects does your board like? (select all that apply)

15 responses



7. Do you have any TDM-related priorities or goals? If so, what are they?

- Transportation management association feasibility study to help smaller businesses with TDM, and how that may mesh with regional efforts
- Updated TDM ordinance to require 40% reduction of trips
- to reduce cut through traffic and provide alternative means of transportation
- decrease SOV trips
- Implementing the Unincorporated San Mateo County Active Transportation Plan and Connect the Coast side, which include recommended active transportation infrastructure, policies, and programs; transit service and microtransit; and real-time traveler information. Similarly, the County intends to address implementation of C/CAG's TDM policy and SB 743 VMT requirements, and in developing these, will need to revisit policies related to parking, providing of bike/ped infrastructure, and management strategies. Priorities for Shift include parking management and paid parking strategies and hoteling/teleworking. Further, ISD is advancing smart mobility solutions for data collection/analysis (including related to parking management), transit stop improvements (charging benches, real-time information), pedestrian smart lighting, among others.
- Land Use/Circulation Policy LUC-F-3: Employer-based Trip Reduction. The City will work with employers to implement employer-based trip reduction programs that get people to high-boarding destinations on the Peninsula and, if applicable, in the East Bay, such as employment centers and regional destinations, including: a. Coordinating with regional and local ridesharing organizations; b. Encouraging Caltrain/bus passes; c. Employer-based shuttles.
- Yes, included in TDM plan. Reduce drive alone mode share to 50% by 2040.
- Updating the C/CAG TDM program to reflect current best practices, provide updated performance targets, and standardize annual survey, monitoring and reporting requirements.
- Trip reduction especially peak hour
- Reduction of peak time traffic, reduction of GHGs, increased mode share for AMS.



- Development of Citywide TDM policy/goals.
- Reduce vehicle miles traveled and manage traffic on SR-1.

8. What are the promising new and innovative approaches that the region should test and pilot?

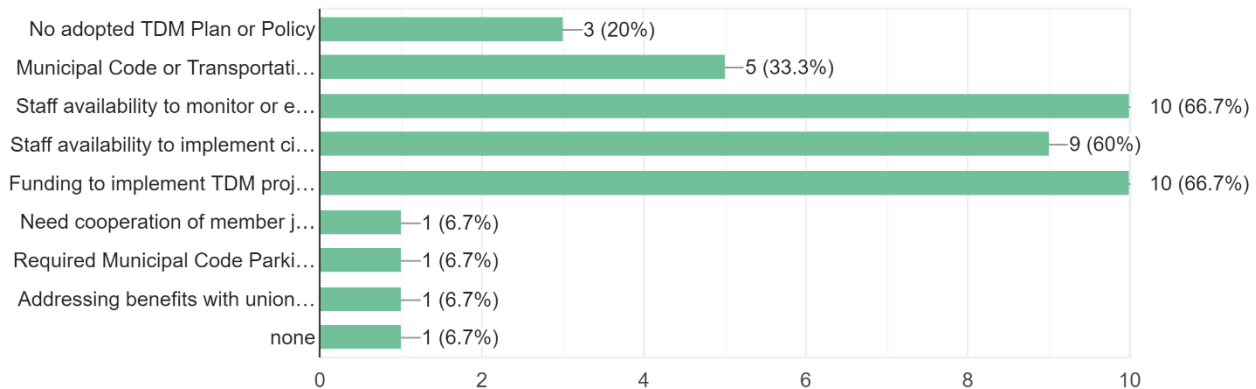
- Regional coordination/efforts where transit agencies are lacking, first/last mile gap solutions
- Regional/countywide cooperation
- Telework to the max
- Regional VMT mitigation banks, congestion pricing, quick-build/pilot projects for traffic calming and bike/ped infrastructure, pooled private/public partnership-led hoteling offsite options for teleworkers, regional approach to parking requirements and pricing
- More shuttles; subsidize on-demand “last mile” connections
- shuttles, micromobility, integrated fare
- EV Charging Stations, reduced parking requirements, transit oriented development, car share, transit pass subsidies, bicycle improvements, SOV trip reduction strategies.
- e-bikes, fare integration
- Parking maximums, aggressive housing production proximate to transit, microtransit
- Integrated approach to micromobility, first/last-mile connections, VMT banking
- Remote work requirements for certain employers; increased transit and bike/ped infrastructure funding.

9. What are your jurisdictions' limitations to implementing TDM programs or projects? (select all that apply)

- No adopted TDM Plan or Policy
- Municipal Code or Transportation Impact Guidelines do not provide guidance on trip reduction requirements or trip caps
- Staff availability to monitor or enforce trip requirements or caps
- Staff availability to implement citywide TDM programs or projects such as wayfinding, micromobility, bike parking, subsidy, etc.
- Funding to implement TDM projects and programs
- Other\_\_\_\_\_

9. What are your jurisdictions' limitations to implementing TDM programs or projects? (select all that apply)

15 responses



10. What are your upcoming agency-led programs and projects that have potential TDM elements included? If there aren't any, is there a specific type of program you would be interested in?

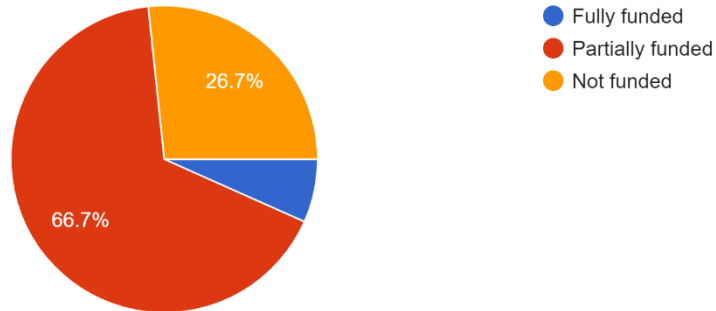
- Safe Routes to School, TMA feasibility study, shuttles, Transportation Master Plan
- TDM ordinance update and Ravenswood Specific Plan Update
- developer led TDM
- Ongoing work with the County's Shift program & implementation of bicycle and pedestrian improvements, programs and policies in the County's Active Transportation Plan
- City Staff continues to implement the 92 Corridor Alliance Work Plan by implementing "right-sized" transit solutions around high capacity / fixed routes, last mile shuttles, water based transit, carpooling, and bicycles. New projects are reviewed for progress in meeting the goals of Transportation Demand Management (TDM) programs currently in place; new development project applications (such as a proposed new hotel), are reviewed for their capacity to incorporate new TDM programs.
- The City continues to promote alternative transportation through its "Connect Foster City" website
- We are in the process of amending the city ordinance to add TDM requirements.
- There aren't any. Funding for TDM implementation, monitoring and management program for large development projects
- County-wide CMP TDM Program update
- Various capital projects that include bike/pedestrian/transit improvements
- Interested in more robust and innovative shuttle service (first/last mile)
- General Plan Update - we will be updating our TDM ordinance
- Citywide TDM policy development, developer guidelines
- Rockaway Quarry Specific Plan

11. Are these programs or projects fully-funded, partially-funded, or not funded?

- a. Fully funded
- b. Partially funded
- c. Not funded

11. Are these programs or projects fully-funded, partially-funded, or not funded?

15 responses

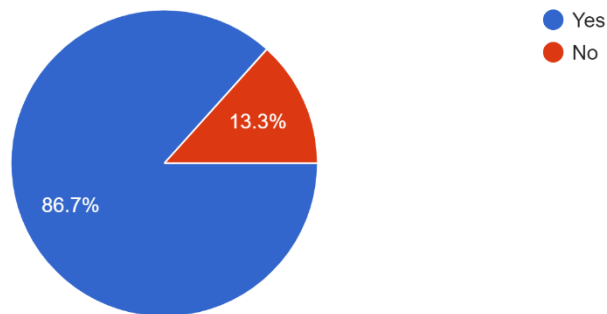


12. Would you look to the TA for funding?

- a. Yes
- b. No

12. Would you look to the TA for funding?

15 responses



13. If you wouldn't look to the TA for funding, why?

- This is the answer we're looking for with this project, but we wouldn't look to the TA if we knew a project wasn't eligible. Either defining specific categories/items, or ironically leaving it broad may allow a jurisdiction to think outside the box for potentially novel solutions that haven't been tested. Related sidenote: we looked to CCAG for Lifeline funding for some of our shuttles. We run traditional shuttles (scheduled services) and a hybrid paratransit one ("Shoppers Shuttle"), both in typical 20 passenger vehicles. The latter is geared for seniors and less mobile patrons, but it is not necessarily efficient. We looked at possibly offering subsidized Lyft credits (similar to what Little House/Sequoia Health District does) as a way to supplement the Shoppers Shuttle to better utilize funds. But because TNCs don't qualify with the grant money, we're not able to pursue 'novel' ideas

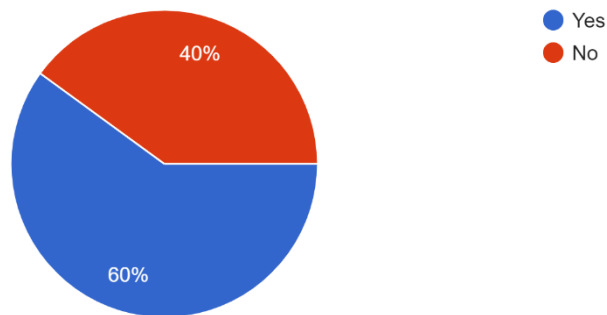
and are relegated to more costly means of providing service. Neither is a perfect solution, but having the flexibility to choose the best options might make it easier and more enticing for jurisdictions to apply for funding.

- to help with program administration as well as starting new TDM measures such as citywide shuttle.
- Size of town and staffing
- Developer funded.

14. Has your jurisdiction submitted any TDM-related grant opportunities in the past?

14. Has your jurisdiction submitted any TDM-related grant opportunities in the past?

15 responses

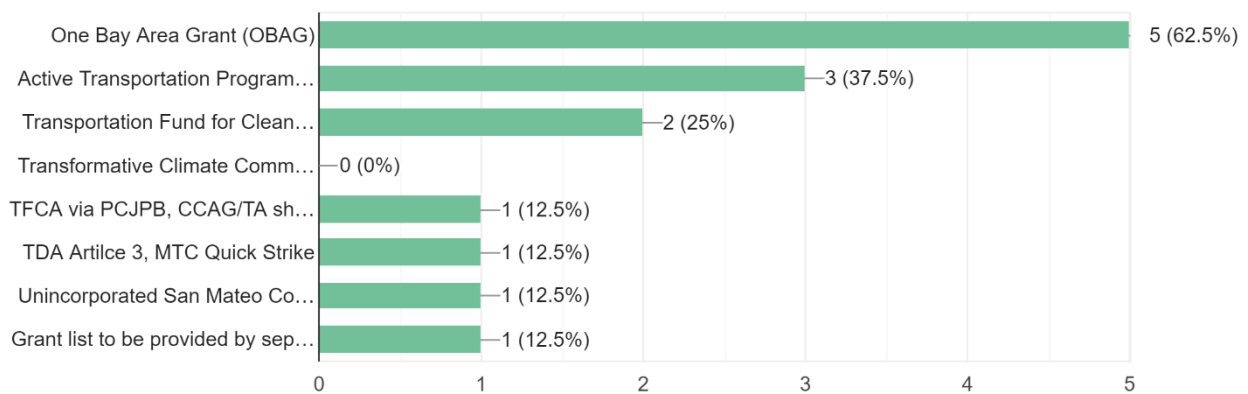


15. If so, which ones? (select all that apply)

- One Bay Area Grant (OBAG)
- Active Transportation Program (ATP)
- Transportation Fund for Clear Air (TFCA)
- Transformative Climate Communities (TCC)
- Other \_\_\_\_\_

15. If so, which ones? (select all that apply)

8 responses

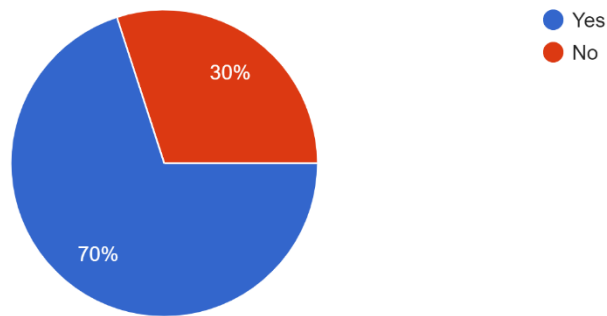


16. Were those projects funded?

- a. Yes
- b. No

16. Were those projects funded?

10 responses



17. If the project wasn't funded, what type of project was it and why?

- All of the listed projects have been funded except for the Caltrans STP grant application in North Fair Oaks, which is pending
- OBAG was funded, ATP, TDA Article 3 was not, MTC Quick Strike is TBD.
- ATP- Safe Routes to Schools did not receive points for being a community of concern location.
- TDA Article 3 - walkway project did not have enough projected pedestrian use to be competitive.

18. What are your lessons learned from the grant application process?

- Not sure. Would be good to get feedback if project was say asking for too much money, wasn't competitive enough, there were just better projects, what made the project 'weak' in the eyes of the judges, etc. Sometimes grants feel like you're shooting in the dark, not too sure what's the appropriate amount to ask for or how competitive you'll be.
- Strong community engagement and documented feedback supporting the application is critical. Early and often leadership discussions about the need for the project. Starting off with easy wins.
- Very restrictive and complicated process. Requirements on what the funding can be used for and the timelines on when funding must be spent are restrictive. Also, the tracking and monitoring of the funds is cumbersome and complicated and approval process is complex.
- Robust supporting data is critical to ensure competitiveness
- They take time to administer

19. Is there anything that prevents you from submitting for grant funding?

- Similar to what I wrote above. If there is not enough staff time, or not knowing if you'll have a real chance or not of getting full (or even partial funding to make the effort worth it) grant is hard to determine if it's worth the effort to go through the process.
- Staffing and funding limitations
- Jurisdiction does not fit the criteria for these grants
- Costs for future operations and maintenance and enforcement (e.g., monitoring of a program), “divisive” projects for community and/or elected leadership, staff time to oversee a grant if awarded and to engage in requisite reporting requirements, lack of pipeline projects (e.g., little funding to prepare us for grants that are construction/implementation-ready)
- Probably lack of awareness that funds are available to support TDM plans and programs; City does not have a Priority Development Area, so availability of grants is more limited
- Not clear what type of TDM measure may work especially after COVID impacts.
- Jurisdiction is a small city and often its projects are not as competitive with other larger cities in the SF Bay Area. Also, grant application process is a very restrictive and complicated process. Requirements on what the funding can be used for and the timelines on when funding must be spent are restrictive. Also, the tracking and monitoring of the funds is cumbersome and complicated and approval process is complex.
- No, unless it requires the applicant be a local jurisdiction
- Sometimes they require additional outside support for grant application writing and data collection/projection, do not have a wide variety of proposed projects eligible for every available grant.
- Staff availability / time
- Staff time and no current projects
- Awareness of TDM grant opportunities

# APPENDIX C

# PEER REVIEW

TABLE C-1 ALAMEDA COUNTY TRANSPORTATION COMMISSION (ALAMEDA CTC)

Agency TDM Definition	Goals	TDM Focus Area	TDM Programs
<p>TDM and parking management seek to address transportation challenges, such as congestion and the need for adequate parking, with programs that manage travel demand. TDM measures seek to reduce demands on existing roadway and parking capacity using incentives and disincentives designed to influence travel choice.</p> <p><b>Travel demand management (TDM)</b> measures seek to reduce pressure on existing roadway and parking capacity by using incentives and disincentives to influence travel choice. They reduce peak-period vehicle trips and total vehicle miles traveled. Related benefits include reducing congestion and carbon emissions, improving public health, and increasing transportation options.</p>	<p>The goal of the Alameda County Transportation Demand Management (TDM) Program is to accommodate growing travel demand by increasing the number of trips people take using alternative modes to driving a single-occupancy vehicle (SOV).</p> <p>Other goals:</p> <ul style="list-style-type: none"> <li>▶ Reduce congestion and vehicle trips</li> <li>▶ Increase transit use and reduce drive alone rates</li> <li>▶ Reduce emissions</li> <li>▶ Produce quick results and longer-term impacts</li> <li>▶ Are cost effective</li> <li>▶ Are politically viable</li> <li>▶ Region-wide applicability and flexibility</li> <li>▶ Pro-market<sup>27</sup></li> </ul>	<p>Parking management, financial incentives, shared vehicle services, safety net, alternative commute scheduling, promotional activities, urban form and land use, trip reduction mandates, multimodal infrastructure</p>	<p><b>Express lanes and congestion pricing strategies:</b> toll-free use for carpools and transit to encourage commuters to share their ride. 38% of users travel toll free through carpools, transit, or eligible clean air vehicles</p> <p><b>Guaranteed Ride Home</b></p> <p><b>Technical Support:</b> support creation of new <b>TMA</b>s in the county and strengthen existing TMA's through technical assistance. Ex: Emeryville TMA (all commercial and industrial property owners in the city) includes shuttles for community members to BART, information and referral services. Alameda CTC also provides TOD technical assistance through the <b>Sustainable Communities Technical Assistance Program</b>. This includes funding TDM and parking studies to assist local jurisdictions. <b>Provide 1) technical resources and 2) planning grants</b></p> <p><b>Information &amp; Education: Commute Choices</b> provides information on the full range of TDM programs in Alameda County. Alameda CTC funds and promote green transportation modes through public outreach, earned and paid media, and advertising. Ex: I Bike Advertising Campaign. Also have, <b>Bicycle Safety Education classes</b></p> <p><b>Safe Routes to School:</b> intended to reduce traffic congestion and promote health by working with educators, parents, and students to increase walking, biking, and carpooling to school</p> <p><b>Transit Passes:</b> pilot program to offer free or reduced transit passes to middle/high schools</p> <p><b>CMP Requirements:</b> requires local governments to undertake TDM actions. Must 1) adopt design guidelines or comparable policies that enhance transit and pedestrian and bicycle access; and 2) implement capital improvements that contribute to congestion management and greenhouse gas reduction</p>



TABLE C-1 ALAMEDA COUNTY TRANSPORTATION COMMISSION (ALAMEDA CTC)

Agency TDM Definition	Goals	TDM Focus Area	TDM Programs
<p><b>Transportation Demand Management (TDM)</b>                      Programs and strategies that manage and reduce traffic congestion by encouraging the use of transportation alternatives.</p>	<p>The goal of the iCommute program is to reduce traffic congestion in order to cut greenhouse gas emissions and other environmental pollutants that result from driving alone.</p>	<p>Ridesharing, alternative work schedules and teleworking, transit use, biking, and walking</p>	<p><b>Planning Assistance:</b> Mobility Management Toolbox<sup>31</sup>: helps jurisdictions and developers evaluate the benefits of TDM and TSM on reducing VMT. Includes a mobility management guidebook, VMT reduction calculator tool, implementation guidance, etc.</p> <p>Park &amp; Ride Strategy: interregional strategy to improve planning and management of park and ride facilities. Includes GIS data center, identifies tools for improving existing and future facilities, and proposes regional recommendations for public agencies to consider.</p> <p>Regional Parking Management Toolbox: framework for evaluating, implementing, and managing parking management strategies</p> <p><b>Local Agency Collaboration:</b> Regional Micromobility Coordination &amp; Mobility Hub Planning: coordinate with local stakeholders on best practices for effective micromobility operations and data sharing. Currently working on a Mobility Hub Pilot projects</p> <p><b>iCommute:</b> Employer Services Program<sup>32</sup>: Free assistance to local businesses, helping them develop and implement customized employee commuter benefit programs that lower costs, increase productivity, and help the environment</p> <p>SANDAG Vanpool Program: contracts with vanpool vendors that provide vehicles, maintenance, and insurance. Provides up to \$400 in a monthly subsidy to qualified vanpools (5 or more people)</p> <p>Guaranteed Ride Home (GRH): provides a free ride home up to three times per year in the event of an emergency to commuters using alternative transportation modes</p> <p>Bike Encouragement Program: hosts Bike to Work Day events, funding mini-grants in support of Bike Month events, and manage 750 bike lockers at more than 60 transit stations and park and ride lots.</p> <p>Walk, Ride, and Roll to School: education and outreach program to increase number of children who walk bike, skate, or scooter to school. Offers free education and safety classes and events for schools.</p> <p>Promotions and Campaigns: iCommute organizes annual, nationally celebrated events to encourage participation in TDM programs, including Bike to Work Day and Rideshare Week.</p> <p>iCommute Partnership Program: relies on support from business and agency partners to fund programs and services. This includes customized levels of support including cash donations, in-kind contributions and in return, partners receive marketing benefits and exposure to regional decision makers, employers, the public, and iCommute participants.</p>

TABLE C-3 NORTH CAROLINA TRIANGLE J COUNCIL OF GOVERNMENTS

Agency TDM Definition	Goals	TDM Focus Area	TDM Programs
<p><b>Transportation Demand Management (TDM)</b> is the application of strategies and policies to reduce reliance on single occupancy vehicles (SOV) for travel by encouraging options such as carpooling, vanpooling, public transit, biking, walking, teleworking, and flexible work weeks.</p>	<p><b>Previous goal from 7-Year Long Range Triangle TDM Plan (2007):</b> Reduce annual commute VMT (vehicle miles traveled) growth by 25%</p> <p><b>New Goals (2019):</b></p> <ul style="list-style-type: none"> <li>Refine and enhance program evaluation methods</li> <li>Align funding cycles with performance</li> <li>Expand program marketing and outreach</li> <li>Get innovative</li> <li>Integrate with local and regional planning efforts</li> </ul>	<p>Carpooling, vanpooling, taking transit, telecommuting, walking or bicycling</p>	<p><b>Transit Passes: GoPass</b> allows employees or students to ride on all transit systems across the Triangle for free when employers, universities or property managers pay a discounted fare. GoPass use rose by 2.6% to 848,653 boardings on GoTriangle buses in FY2019.</p> <p><b>Information: GoLive</b> provides real-time bus route information. The Triangle also provides bicycle use and safety trainings.</p> <p><b>Share the Ride NC</b> helps form carpools and vanpools, houses Emergency Ride Home program, Single Trip Matching Tool, and GoPerks incentive program (incentives to start a smart commute or for loyal smart commuters). 23% increase in participation from FY2018</p> <p><b>TMA: GoRTP</b> is the TMA for the Research Triangle Park (includes 300 member companies and 55,000 employees). Services include employee vanpools, telework, compressed work weeks, transit, Emergency Ride Home (ERH), carpools, and bicycle facilities</p> <p><b>Best Workplace for Commuters:</b> membership program which provides qualified employers with national recognition and an elite designation for offering high quality commuter benefits, such as a free or low cost bus pass, vanpool fares and strong telework programs. The program provides public recognition and promotion of exemplary workplaces, as well as technical assistance, training, web-based tools, and forums for information exchange.</p> <p><b>University Programs:</b> shuttles for students (Duke), bike and scooter shares (UNC bikeshare program – Tarheel Bikes has over 6,500 members)</p> <p><b>Vanpools:</b> enables employees to pay one monthly fare and share an Enterprise vehicle with 6 – 14 other passengers. GoTriangle provides each vehicle a \$400 monthly subsidy.</p>

**TABLE C-4 CAPITAL AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO)**

Agency TDM Definition	Goals	TDM Focus Area	TDM Programs
<p><b>Transportation Demand Management (TDM)</b> is a collection of strategies designed to reduce automobile trips, roadway congestion, and parking demand by redirecting travel towards other modes, times, and routes. TDM programs, plans, and policies address traffic congestion, safety, mobility, and travel time reliability issues by considering operational strategies, implementing mobility solutions, air quality maintenance, and providing choices for travelers.</p>	<p><b>Regional Coordination:</b> Document a collaborative plan where all TDM stakeholders have ownership and contribute to developing and maintaining a regional TDM system that benefits the entire CAMPO region;</p> <p><b>Incorporate TDM into the transportation planning process:</b> Develop CAMPO policies with its partner agencies that promote and prioritize both programmatic and infrastructure investments in TDM projects and strategies;</p> <p><b>Provide Education and Outreach:</b> Expand outreach and education to travelers, providing the transportation options available to them for getting from point A to point B;</p> <p><b>Improve the Transportation System:</b> Enhance the performance of the region’s multimodal transportation system, especially during peak periods; and</p> <p><b>Increase Mobility Choices for Travelers:</b> Provide a range of transportation options throughout the region.</p>	<p>Ridesharing, flexible work schedule, multimodal, realtime information, land use</p>	<p><b>Bus Express Lanes:</b> Toll-free access for transit vehicles led to a 73% increase in Express Bus ridership on MoPac route due to higher speeds and commutes that are up to 50% faster</p> <p><b>Park and Ride:</b> dedicated to transit stations or other lots that are not normally used during work hours such as those of churches, theaters, or shopping malls. Ex: Austin’s New Life Church parking lot is used as a Park-and-Ride facility for Capital Metro’s Express Bus Service.</p> <p><b>Guaranteed Ride Home</b></p> <p><b>Commute Planning:</b> Smart Trips Austin offers personalized transportation information for commuters. Includes informational events on riding the bus, carpooling, biking, etc. Commute Solutions offers a one stop trip planning tool.</p> <p><b>Transit Passes:</b> MetroWorks provides organizations a purchasing plan to offer employees and students transit passes at a discounted price. Offers employees free or discounted transit passes and reduced or reimbursed costs for shared mobility programs such as carpools or vanpools. Transit Empowerment Fund distributes transit passes to low-income individuals.</p> <p><b>Shared Mobility:</b> community-based carpooling solutions, bicycle share (B-cycle use is very high), scootershare (Lime and Bird), caeshare (ZipCar and Car2Go)</p> <p><b>Parking Policies:</b> Managing parking supply, either through cost, time or availability is a powerful, market-based incentive to influence traveler behavior. Focus on Austin CBD and San Marcos for managing parking. Recommend region-wide parking study be conducted to gather more data on other regional nodes</p>

# APPENDIX D

# EVALUATION CRITERIA

# APPENDIX D-1

# EVALUATION CRITERIA

# D-1 EVALUATION CRITERIA

A review of other SMCTA funding programs and peer agencies were reviewed to find best practices for both the evaluation criteria and call for projects process. The table below presents some key takeaways, though not all takeaways will be necessarily appropriate for the ACR/TDM program they are helpful in framing.

**Table D1-1 Summary of Evaluation Criteria Peer Programs**

<b>Program</b>	<b>Agency</b>	<b>Key Takeaways</b>
Highway Program	SMCTA	An early submittal can be helpful to applicants
Bicycle-Pedestrian Program	SMCTA	Be conscious and transparent about who will sit on the scoring panel. Online tools to provide data can aid in quantitative scoring. A separate infrastructure and non-infrastructure application can make sure appropriate questions are asked of each type of project
Peninsula Shuttle Study	SMCTA and C/CAG	A key goal after the study is to streamline the application process. Online tools to provide data can aid in quantitative scoring.
Transportation Demand Management	Capital Area Metropolitan Planning Organization (CAMPO)	Uses “communities of concern” to target funds. Framing questions as "provide detail and documentation/analysis" while not being overly prescriptive on sources or what level of detail. TDM can be difficult to measure and show results immediately. For this reason CAMPO deferred performance measures data collection 2 years.
Transportation Demand Management	Triangle J Council of Governments (TJCOG)	Measuring and weighting areas of high job concentration (work clusters) in addition to “communities of concern”

Each category serves an important function in evaluating the project. *Need* addresses how well the project addresses the goals of the ACR/TDM program. *Effectiveness* addresses how the project will show success and plans to track them. *Equity* addresses how the project will contribute to advancing equitable outcomes. *Readiness* addresses how ready the project/program is ready to begin study or implementation. *Funding Leverage* addresses if the necessary funding has been allocated or identified

# APPENDIX

## EQUITY

One area of interest to both the Board and Advisory group was how to assess equity in the evaluation criteria. Equity can be complicated first by how to define it as well as who is included and who is not.

Transportation equity can be measured one of three ways: location-based, user-based or mode-based. Location-based estimates focus on populations, benefits and costs by geography, typically using concentration approach at the census tract level. If a project overlaps a tract/area with a high concentration of the target population, it is assumed to benefit them. One advantage to this method is that it tends to be easy to assess in GIS. A user-based approach starts with the recognition that not everyone can use the system the same way. Target groups using this type of analysis may include older adults and people with disabilities or low-income households (who may or may not live in an area of high concentration of low-income households). Mode-based equity metrics derives from the basis that users of certain modes of transportation are inherently disadvantaged. This type of metric would focus on transit riders or pedestrians as needing special consideration. The ACR/TDM program in some ways is inherently structured to address mode-based equity in its desire to improve options beyond single occupancy driving.

Most conceptions of equity fall into one of two categories: horizontal equity and vertical equity. Horizontal equity is concerned with the distribution between individuals or groups with the same ability and need. In contrast vertical equity is concerned with the distribution of costs and benefits between groups of different need and ability such as income. Based on feedback from the Advisory group, vertical equity seems to be the primary goal. Three possible framings for vertical transportation equity are presented in Table D1-2. Applicants are encouraged to describe how their project increases equity under these framings.

**Table D1-2: Transportation Equity Criteria and Definitions**

Criteria	Definition	Type of Equity
Progressive with respect to income.	This reflects whether a strategy increases Transportation Affordability and makes lower income households better or worse off.	Vertical
Benefits transportation disadvantaged.	This reflects whether a strategy makes people who are transportation disadvantaged better off by increasing their travel options or providing financial savings.	Vertical
Improves basic access	This reflects whether a strategy favors more important transport (emergency response, commuting, essential shopping) over less important transport.	Vertical

Source: Litman, Todd. "Evaluating Transportation Equity." Victoria Transportation Policy Institute 2021

## NEED

The **NEED** section contain looks at the five goals of the ACR/TDM program. For each of the goals there are two parts, a qualitative narrative provided by the applicant and a quantitative proxy metric. See Table D1-3 for a full accounting

**Table D1-3 Need Criteria by Goal**

Goal	Narrative Question	Proxy Metrics	Source
Provide Congestion relief	Please explain how your project or plan provides congestion relief or reduces VMT	Initial: If possible, select strategy VMT reduction potential  Future: Calculate total VMT of all census blocks or tracts a project boundary impacts	Initial: CAPCOA GHG Mitigation Guide Future: Streetlight data or travel demand model runs
Increase Sustainable Transportation Options	Please explain how your project or plan will create incentives for transit, bicycle, pedestrian, carpooling, and other shared-ride options over driving alone?	Calculate the average intersection density for all census blocks or tracts a project boundary impacts	OpenStreetMaps
Promote Sustainability & Health	Please explain how your project or plan will enhance health or safety	Calculate the average Pollution Burden Percentile scores of all census blocks a project boundary impacts	CalEnviroscreen 4.0
Encourage Economic Development Opportunities	Please explain how your project or plan improve access to employment, job centers, business districts or retail opportunities	Calculate total number of jobs within ½-mile of a project boundary	US Census OntheMap tool
Invest Funding Equitably	Please explain how your project or plan would address the needs of historically underserved populations	Calculate the proportion a project boundary overlaps with SamTrans EPAs or MTC EPCs	SamTrans, MTC

## EFFECTIVENESS

Effectiveness is meant to measure how the project will show success and plan to track that. In an ideal world a common metric could be used to track all projects by the same baseline. However, given the breadth of eligible projects, the proper metrics for success vary widely. The TA will ask applicants to provide their own metrics for monitoring to judge success based on the goals of the project or plan.



# APPENDIX

## READINESS

Readiness is a measure of how ready the project or program is to begin study or implementation. Questions about readiness are most appropriate for projects near the design and construction phase.

## FUNDING LEVERAGE

Funding leverage will assess if the necessary funding for the project or program has been identified or allocated. The standard funding match the TA has required for other programs is 10%. However, for projects associated with disadvantaged communities, a reduced match of 5% will be required instead. This will be assessed by overlap with either MTC's Equity Priority Communities (EPCs) or SamTrans' Equity Priority Areas (EPAs) described in further detail in Appendix D-2. TA staff will have a pre-submittal meeting with all applicants and will approve a project to use the reduced match prior to submission.

## **APPENDIX D-2**

# **EVALUATION CRITERIA TOOLS**

# D-2 EVALUATION CRITERIA TOOLS

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## 1.1 VMT REDUCTION CALCULATION TOOLS

A VMT reduction calculator is a tool used to assess the effectiveness of ACR/TDM strategies. VMT reduction is a key goal identified for ACR/TDM, reducing VMT is identified in the ACR/TDM definition. However it is difficult to estimate both the VMT generated by a new project and associated reductions of mitigations for a variety of reasons. The science is still developing on providing those values, the field of modeling VMT and potential reduction strategies at a project level is an assumption-filled endeavor. At the moment there are several possible tools with different approaches to assessing VMT reduction. For this program in particular, having a comprehensive tool would be challenging given the broad range of project-types eligible under the ACR/TDM program.

In the best case scenario, a VMT reduction calculator would need to account for local conditions (ex: transit mode share, job/population density, average commute time). Such a model does not currently exist calibrated to San Mateo County conditions but could be considered in future. Recognizing the need for interim VMT reduction assessment for the upcoming Call-for-Projects, several sources for VMT reduction information are discussed below.

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### *ALAMEDA COUNTY TRANSPORTATION COMMISSION (ACTC) VMT REDUCTION CALCULATOR TOOL*

In the near term, a realistic VMT estimation tool that could be used by project applicants is Alameda County Transportation Commission's (ACTC) VMT Reduction Calculator tool. Adapted from San Diego Association of Governments (SANDAG), the spreadsheet-based tool assesses the percent reduction to VMT for 29 TDM strategies (example shown in Figure D2-1).

# APPENDIX

Figure D2-1 Sample ACTC VMT Reduction Strategy

**1E. Employer Vanpool Program**

Level of application: **Project/Site** [Return to Main](#)  
 Type of VMT affected: **Employee commute trips** [Results Summary](#)  
 Max VMT reduction: **10.4%**

This strategy will implement an employer-sponsored vanpool service. Vanpooling is a flexible form of public transportation that provides groups of 5 to 15 people with a cost-effective and convenient rideshare option for commuting. The mode shift from long-distance, single-occupied vehicles to shared vehicles reduces overall commute VMT, thereby reducing GHG emissions. When implementing a vanpool service, best practice is to subsidize the cost for employees that have a similar origin and destination and provide priority parking for employees that vanpool.

Does employer sponsor a vanpool program?	<input type="checkbox"/>	user input	
Default % of employees that participate in vanpool program	<input type="text" value="2.7%"/>	constant, source (2)	
User override of % of employees that participate	<input type="text"/>	user input, optional	<div style="border: 1px solid black; padding: 2px; font-size: 8px;">The user may override the above default vanpool participation rate in this cell. Leave blank otherwise.</div>
Vanpool participation rate used for calculation	<input type="text" value="2.7%"/>	calculated	
Default average length of one-way vehicle commute trip in region (miles)	<input type="text" value="#N/A"/>	Alameda CTC model	
User override of length of one-way vehicle commute trip in region	<input type="text"/>	user input, optional	<div style="border: 1px solid black; padding: 2px; font-size: 8px;">The user may override the above average auto commute trip length in this cell. Leave blank otherwise.</div>
Length of one-way vehicle commute trip in region used for calculation	<input type="text"/>	calculated	
Default average length of one-way vanpool commute trip (miles)	<input type="text" value="42.0"/>	constant, source (2)	
User override of length of one-way vanpool commute trip	<input type="text"/>	user input, optional	<div style="border: 1px solid black; padding: 2px; font-size: 8px;">The user may override the above default long (vanpool) commute trip length in this cell. Leave blank otherwise.</div>
Length of one-way vanpool commute trip used for calculation	<input type="text" value="42.0"/>	calculated	
Average vanpool occupancy (including driver)	<input type="text" value="6.25"/>	constant, source (2)	
Change in VMT	<input type="text"/>	<input type="checkbox"/> Exclude from Results	Not Active

Formula: % Change in VMT = (((1- Vanpool participation rate ) \* Length of one-way vehicle commute trip in region + Vanpool participation rate \* ( Length of one-way vanpool commute trip / Average vanpool occupancy (including driver) ))/((1- Vanpool participation rate ) \* Length of one-way vehicle commute trip in region + Vanpool participation rate \* Length of one-way vanpool commute trip ))-1)

If the user override of vanpool participation rate exceeds maximum of 15%, the default value will be used, source (1, 2)

... Conflict Info 1A VCTR program 1B CTR program 1C carpool 1D1 transit subsidy (employees) 1

The tool is primarily intended to address VMT reduction for various projects and programs. The tool is calibrated to Alameda County conditions and locations and meant to assist local jurisdictions. Transportation Analysis Zones (TAZs) can be selected, as shown in Figure D2-2, which automatically inputs various values into the spreadsheet such as population and employment densities, commute distances, VMT per employee and transit mode share. While TAZs assist with data input, the spreadsheet also typically has the possibility of a manual override for inputs. SMCTA would need to provide applicants with a spreadsheet to assist in filling in the necessary cells potentially calculating values to the city-level as needed. Step by step guidance would be necessary for all 29 spreadsheets.



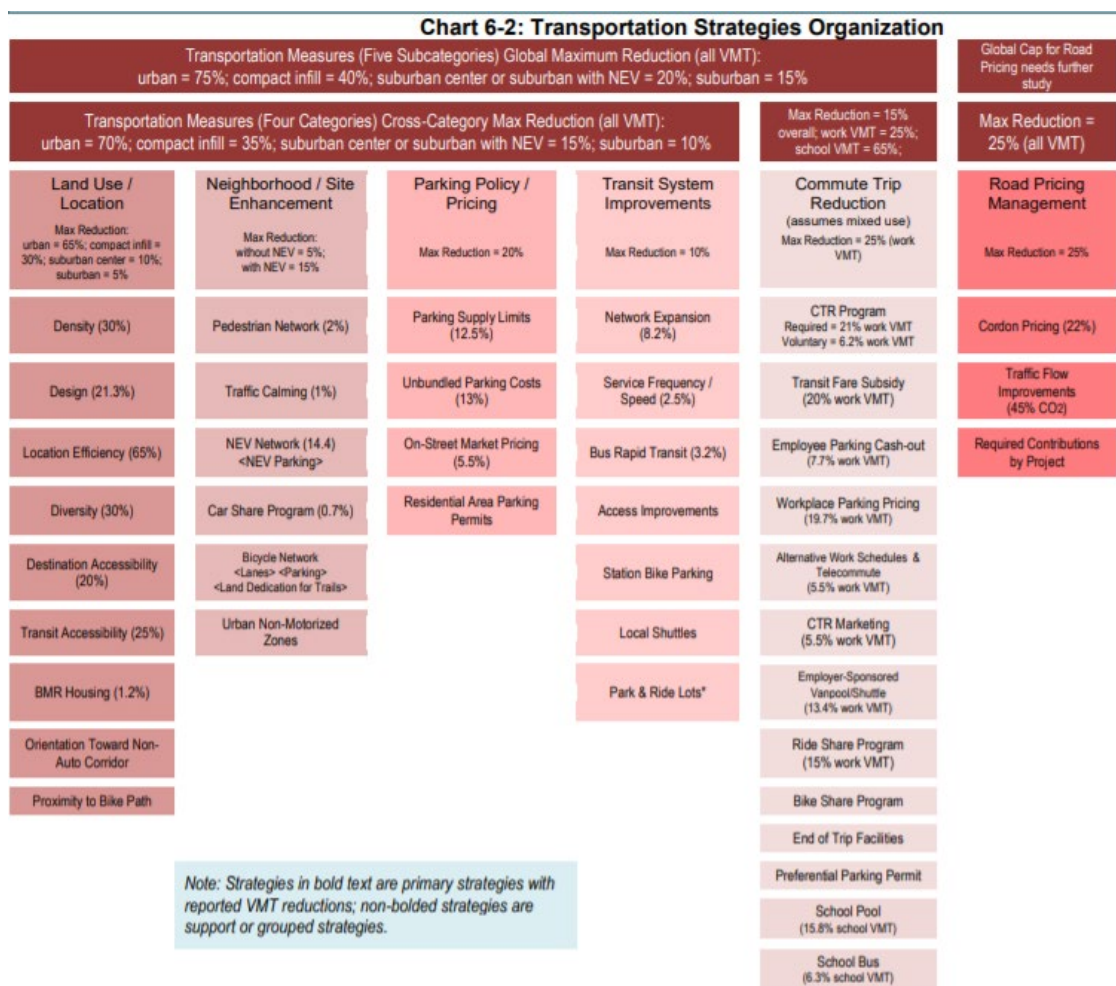
# APPENDIX

For these reasons, the SGC tool was not recommended for further consideration.

## CAPCOA QUANTIFYING GHG MITIGATION MEASURES (2010)

The California Air Pollution Control Officers Association (CAPCOA) produced a 2010 report on quantifying GHG mitigation measures so that local governments could assess emission reductions. In the report, a long list of VMT reducing strategies are provided based on best knowledge. As shown in Figure D2-4, a reduction range is still provided for various strategies but there is less customization to local circumstances

Figure D2-4 CAPCOA Transportation VMT reduction strategies



This report could be used by applicants to confirm that the program or plan has proven VMT reduction potential. A public draft for an update was released in August 2021 but is still under development

## OPR SB743 TECHNICAL ADVISORY (2018)

Jurisdictions and agencies around the state have recently changed the way they evaluate transportation impacts of projects primarily due to state-level changes to the California Environmental Quality Act (CEQA) through Senate Bill

743 (SB743) which passed in 2013. These changes are meant to focus evaluation on measuring relevant impacts to greenhouse gas (GHG) emissions rather than impacts to vehicular traffic. As of June 2020, all jurisdictions were required to change their transportation impact measurement for the purpose of CEQA from Level of Service (LOS) to Vehicle Miles Traveled (VMT). The VMT determined to be generated from a project could be mitigated through TDM measures. LOS analysis is still requested by every jurisdiction in San Mateo County as part of the local impact analysis even if it is no longer an impact per CEQA.

California's Office of Planning and Research (OPR) develops technical advice on issues that affect CEQA and land use planning. Following the passage of Senate Bill 743 (2013), OPR prepared a technical advisory on evaluating transportation impacts in CEQA for the shift to evaluating VMT. This included recommendations regarding methodology, how to assess significance thresholds, and estimating VMT impacts for both land use and transportation projects. One part of CEQA is the estimation not only of a project's impact but providing mitigations as needed. OPR presents a list of VMT mitigations and alternatives to address these.

Similar to the CAPCOA guidance, the inclusion of the project type in this list of measures could be used by project applicants to prove the project or programs VMT reduction potential.

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### ***FUTURE VMT CALCULATION TOOLS***

All the VMT calculation tools described above are already prepared. However, none are calibrated to local conditions. This requires either extra work by TA staff to prepare necessary data inputs, such as for the ACTC VMT reduction calculator. Alternatively, a simple method is used to identify whether the general project type has VMT reducing potential but does not consider the specifics of the project or strongly differentiate between projects.

In the long term, C/CAG is in the process of updating its TDM policy. One element under development is a VMT estimation tool. It is currently focused on development-related TDM strategies. If the model were expanded to accommodate more project types, the tool has the benefit of a calculator calibrated to local San Mateo county conditions. At this time the tool is not available and its capabilities and shortcomings are unknown.

Another potential program that could incorporate VMT reduction calculations is a VMT Mitigation bank or exchange. As SB743 has been implemented, local agencies have found that individual projects can only provide so much mitigation. A bike lane along the road in front of a new development is not as impactful if it does not connect into a network. MPOs across California are beginning to research, develop and pilot VMT mitigation banks and exchanges. In this scheme, developers would pay into a regional bank or trade VMT credit on an exchange. In this way, a program approach would contribute to a larger pool of targeted funds for VMT reduction.

In order to implement such system, a nexus study would need to be used to assess VMT generated by projects and VMT reductions from mitigation measures, including from the types of projects funded under the ACR/TDM program. These reduction values, calibrated to local conditions, could be used as part of future assessment of project applications

**Recommendation: coordinate with C/CAG to understand the tool's purpose and potential application**

# APPENDIX

## 1.2 LOCATION-BASED EQUITY ASSESSMENT

If using a demographic concentration-based approach (aka location-based), there are two primary datasets for San Mateo County. First, is Metropolitan Transportation Commission (MTC's) Equity Priority Communities (formerly Communities of Concern) whose framework is meant to identify communities with significant concentrations of historically underserved populations, primarily people of color and people with low incomes. The EPC framework is used widely at MTC/ABAG as well as county and city agencies throughout the Bay Area. Eight demographic factors are considered (pictured in Table D2-5): people of color, low income (less than 200% of the federal poverty level), limited English proficiency, zero-vehicle household, older adults (age 75 and over), people with disabilities, single-parent families and severely rent-burdened households (pay more than 50% of their income on rent). The concentration threshold is set at half a standard deviation over the regional mean. In order for a census tract to qualify as an EPC tract, the tract must have a high concentration of both people of color and low-income OR low income and at least three of the other six factors.

**Table D2-5: Concentration Thresholds for Equity Priority Community Demographic Factors in Plan Bay Area 2050**

DEMOGRAPHIC FACTOR	% REGIONAL POPULATION	CONCENTRATION THRESHOLD
1. People of Color	58%	70%
2. Low-Income (<200% Federal Poverty Level)	21%	28%
3. Limited English Proficiency	8%	12%
4. Zero-Vehicle Household	9%	15%
5. Seniors 75 Years and Over	6%	8%
6. People with Disability	10%	12%
7. Single Parent Families	13%	18%
8. Severely Rent-Burdened	10%	14%
<i>Definition</i> – Census tracts that have a concentration of BOTH people of color AND low-income households, OR that have a concentration of 3 or more of the remaining 6 factors (#3 to #8) but only IF they also have a concentration of low income households.		

One shortcoming for the use of EPCs for SMCTA's process is that San Mateo County is significantly more affluent and white than the region as a whole. Thus there are relatively few EPCs in the county (shown in Figure D2-6) and a concentration based framework that was calibrated to county demographics might capture other nuance and relative need within the county. The Reimagine SamTrans Transit Equity Index and Equity Priority Areas (EPAs) helps address this need. Reimagine SamTrans uses fewer demographic factors - low-income, people of color and zero-vehicle households – and uses an index approach where each of the demographic factors are characterized by an index score of 1 to 5. The sum of the three factors form the Transit Equity Index. SamTrans has designated the census tracts in the highest third of the equity index as Equity Priority Areas (EPAs) . Due to different methodologies a tract may be an EPC, an EPA, both or neither.



Figure D2-6 Equity Priority Communities Map (MTC)



# Equity Priority Communities

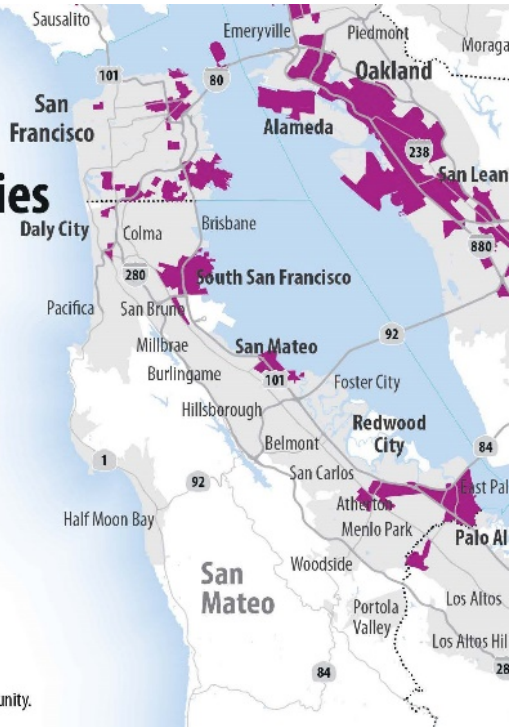
American Community Survey 2014 - 2018

## Equity Priority Communities

The Equity Priority Communities (tract geography) dataset is based upon eight demographic variables:

1. People of Color (70% threshold)
2. Low-Income (28% threshold)
3. Limited English Proficiency (12% threshold)
4. Seniors 75 Years and Over (8% threshold)
5. Zero-Vehicle Households (15% threshold)
6. Single Parent Families (18% threshold)
7. People with a Disability (12% threshold)
8. Rent-Burdened Households (14% threshold)

If a tract exceeds both threshold values for Low-Income and People of Color shares OR exceeds the threshold value for Low-Income AND also exceeds the threshold values for three or more variables (#3 to #8), it is an Equity Priority Community.



# APPENDIX E

# SAMPLE CALL FOR PROJECTS APPLICATION

# SAMPLE CFP APPLICATION

For the purposes of this application, any submission will be referred to as a 'project' throughout this application regardless of the intent of the request. However, please provide further description of the proposed project in this section.

## GENERAL INFORMATION

**Project Title:** \_\_\_\_\_

**Project Type:**

- Plan (e.g. TDM Plan, Climate Action Plan, Municipal code update etc)
- Program (e.g. subsidies, educational promotion etc)
- Project (e.g. network gap closure, wayfinding, charging stations etc)

**Project Scale:** Please identify the geographic extent of the project \_\_\_\_\_

- Countywide/Multijurisdictional
- Citywide
- Neighborhood
- Singular site/Spot treatment

**Project Location:** Please describe the geographic extent of the project

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**Project Cost:** Amount Requested \_\_\_\_\_  
Total Matching Funds \_\_\_\_\_  
Unfunded Amount \_\_\_\_\_

**Project Scope:** Please describe the elements of the project

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**Project Schedule:** Start Date \_\_\_\_\_ End Date \_\_\_\_\_

**Sponsoring Agency:** \_\_\_\_\_

**Implementing Agency (if different than Sponsor):** \_\_\_\_\_

**Program Location:** Please identify the geographic extent of the project \_\_\_\_\_

**Funding Leverage:** Does the project meet the minimum funding match (insert % value)?

*Please attach support letter*

# APPENDIX

## ACR/TDM ELIGIBILITY

**Program Classification:** Please select as many as apply (at least one).

- Network Efficiency – projects and programs that are intelligent transportation systems (ITS) and transit related
- Congestion and Demand Relief – projects and programs that are planning related or encourage behavior shifts
- Sustainable Transportation Modes – projects and programs that are bicycle and pedestrian related (separate from projects that qualify under the Bicycle and Pedestrian Program).

**Pre-submittal meeting with TA staff:** Meeting occurred on \_\_\_\_\_ (MM/DD/YYYY)

**Highway Nexus:** Please indicate how your project has a highway nexus. This could include if your project has a VMT reduction potential. If your project was is not listed in Exhibit XX, please also provide an alternative source and explanation that support consideration for reducing highway congestion or VMT.

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**Funding Leverage:** Please select match amount needed and percent match provided. Note that equity match must be pre-approved in consultation with TA staff.

- Standard Match (10%)
- Reduced Equity Match (5%)

**Match sources:** Please identify sources for match funds. Note: additional credit is given to applications with a private match

Local \_\_\_\_\_

Private \_\_\_\_\_

Other \_\_\_\_\_

## ACR/TDM EVALUATION CRITERIA

### NEED

Check the goals your project addresses. Each goal has an associated qualitative question and quantitative metric. If your project allows analysis with that metric it is recommended to include. Projects should meet a minimum of 3 goals.

- Provide Congestion Relief**

*Depending on your project, you may choose to use the Alameda County Transportation Commission (ACTC) VMT Reduction calculator to provide a quantitative assessment of VMT reduction benefits. The tool is based on work for SANDAG and tailored to Alameda County characteristics. San Mateo County has its own characteristics but maintains enough similarity that the tool will suffice. NOTE: Only certain strategies are covered with the calculator. Additionally, the research literature on which the tool is based covers urban and suburban land uses. Low-density areas (rural) would not apply.*

Step 1: Download ACTC VMT Calculator found on their website [here](#). Select “Alameda County Vehicle Miles Traveled Reduction Calculator Tool” then the hyperlinked “Alameda County VMT Reduction Calculator Tool” which should download the excel spreadsheet tool

Step 2: Download the VMT Tool Design Document to have additional FAQ answered

Step 3: Review the 28 strategies from the five Mobility Management Strategies. Please see the TA's data spreadsheet to assist you to input the manual override values.

Alternatively, identify if your project could be covered under state guidance having VMT reduction potential. Possible references include [CAPCOA Quantifying Greenhouse Gas Mitigation Measures \(2010\)](#) or [OPR Technical Advisory on Evaluating Transportation Impacts in CEQA \(2018\)](#)

**Please explain how your project provides congestion relief or reduces VMT.**

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**Increase Sustainable Transportation Options**

*Calculate the average intersection density for all census blocks or tracts a project boundary impacts. Using OpenStreetMaps is recommended*

**Please explain how your project will create incentives for transit, bicycle, pedestrian, carpooling, and other shared-ride options over driving alone?**

If checked, please explain:

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**Promote Sustainability & Health**

*Prepare a report using San Mateo County All Together Better (<http://www.smcalltogetherbetter.org/>) using the socio-needs index of all census blocks a project boundary impacts. If citywide program, using Get Healthy SMC Healthy Cities Reports **Using SMC All Together Better or Get Healthy SMC datasets are recommended***

**Please explain how your project or plan will enhance health or safety**

If checked, please explain:

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**Encourage Economic Development Opportunities**

*Calculate total number of jobs within ½-mile of a project boundary  
Using US Census OntheMap is recommended*

# APPENDIX

Please explain how your project or plan improve access to employment, job centers, business districts or retail opportunities

If checked, please explain:

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**Invest Funding Equitably**

*Calculate the proportion a project boundary overlaps with SamTrans EPAs or MTC EPCs*

**MTC EPC and SamTrans EPA shapefile links can be found below**

<https://mtc.maps.arcgis.com/home/item.html?id=28a03a46fe9c4df0a29746d6f8c633c8>

**SamTrans link here when active**

**Please explain how your project or plan would address the needs of historically underserved populations including but not limited to low-income communities, people of color, seniors and non-traditional shift workers**

If checked, please explain:

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Please describe any other needs this project meets that have not been covered above? *Some examples: safety, affordability, travel time improvement, mobility, access*

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## EFFECTIVENESS

Effectiveness will address how the project will demonstrate success and track that over time. Recognizing the wide variation of eligible project types, applicants will give a proposal depending on the strategy/project applied.

Is this project identified in a local, countywide or regional planning document? If so please identify which

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If the project would require additional funds to maintain a program after the timeline in the application, how does the applicant intend to be self-sustaining after the ACR/TDM funds have been used?

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What outcomes does the project aim to achieve? What metrics do you propose to deploy to track the project's objectives? Please propose metrics that can be tracked (e.g. number of transit passes distributed in equity communities, construction of the scope of work within schedule, etc.)

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## EQUITY

**Location-based:** Does your project's geographic extent fall within either a MTC Equity Priority Community (EPC) tract or SamTrans Equity Indicators tract? The SamTrans Equity Zone applies to tracts with the lowest two quartiles of the Transit Equity Index.

- Any overlap with a Equity Priority Community (MTC)
- Any overlap with a Equity Priority Area (SamTrans)

MTC EPC data layer: <https://opendata.mtc.ca.gov/datasets/equity-priority-communities-plan-bay-area-2050/explore?location=37.878600%2C-122.370850%2C9.04>

SamTrans Equity Indicator map: [\[link\]](#) NOT PUBLIC

**User-based:** Equity can cover a spectrum of needs and evaluated several ways. Three equity framings are provided below. Please describe how the project/program considers equity under at least one user-based equity framing below:

1. **Progressive with respect to income** - This reflects whether a strategy increases Transportation Affordability and makes lower-income households better or worse off.
2. **Benefits transportation disadvantaged** - This reflects whether a strategy makes people who are transportation disadvantaged (which could include among other low-income households, people with disabilities, older adults, non-traditional shift workers, or other vulnerable populations) better off by increasing their travel options or providing financial savings.
3. **Improves Basic Access** - This reflects whether a strategy favors more important transport (emergency response, commuting, essential shopping) over less important transport.
4. Other

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What are potential negative impacts of the project on historically marginalized communities?

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# APPENDIX

## CRITERIA WEIGHTING

Criteria	Definition	Criteria Weight
Need	Addresses how well the project addresses the goals of the ACR/TDM program	40%
Effectiveness	Addresses how the project will show success and plans to track them	25%
Equity	Addresses how the project will contribute to advancing equitable outcomes	25%
Readiness	Addresses how ready the project/program is ready to begin study or implementation	5%
Funding Leverage	Addresses if the necessary funding has been allocated or identified	5%
<b>Total</b>		100%

## BONUS

The TA is looking to fund these types of project this cycle. If one of these project types please check below

- TDM Plan
  - Climate Action Plan
  - Municipal TDM ordinance language
  - Mobility Hub planning
-



**SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
STAFF REPORT**

TO: Transportation Authority

THROUGH: Carter Mau  
Acting Executive Director

FROM: April Chan  
Chief Officer, Planning, Grants and Transportation Authority

SUBJECT: **AUTHORIZE THE FILING OF A LETTER OF NO PREJUDICE REQUEST FOR REGIONAL MEASURE 3 FUNDING IN THE AMOUNT OF \$2.025 MILLION FOR THE STATE ROUTE 92/US 101 DIRECT CONNECTOR AND AREA IMPROVEMENTS PROJECTS**

**ACTION**

Staff recommends the Board of Directors (Board) adopt a Resolution to:

1. Authorize the filing a Letter of No Prejudice (LONP) request with the Metropolitan Transportation Commission (MTC) for \$2.025 million in Regional Measure 3 (RM3) funding for the State Route (SR) 92/US 101 Direct Connector (Direct Connector) and Area Improvements (Area Improvements) projects; and
2. Authorize the Acting Executive director, or his designee to take any other actions necessary to file the LONP.

**SIGNIFICANCE**

Bay Area voters approved RM3 on June 5, 2018, which included an Expenditure Plan that provides funding for a range of transportation projects in the San Francisco Bay Area. As part of the RM3 Expenditure Plan, \$50 million was included for improvements to the Highway 101/State Route 92 Interchange. The funds can be used for either the planned Direct Connector or the SR 92/101 Area Improvement projects. A brief description of both projects is included in the Background section of this report.

While MTC has increased bridge tolls to fund the expenditure plan, RM3 has been held up in litigation and toll revenues collected are being deposited in an escrow account for future allocation. As no allocations of RM3 funds are anticipated until litigation is resolved in favor of RM3, MTC has developed a LONP process to allow project sponsors to move RM3-funded projects forward with other funds in the meantime, at the project sponsors' own risk. Sponsors with an approved LONP would be able to receive reimbursement in the future, assuming RM3 is upheld in the courts. If RM3 does not prevail, then the project sponsor would have covered such costs without reimbursement.

To receive an LONP, the MTC requires project sponsors to submit an official request for specific phase(s) of a project detailing the amount of RM3 funds to be reimbursed, and

the committed fund source to be used in lieu of RM3 funds. MTC also requires a LONP request be accompanied by an adopted Resolution using MTC's prescribed template.

The preliminary engineering and environmental review phase of the Direct Connector is estimated to cost \$12.2 million, with \$2 million to be funded through RM3 and the remaining \$10.2 million to be funded by the San Mateo County Transportation Authority (TA) using Measure A Highway Program funds allocated at the TA's December 2, 2021 Board of Directors meeting. The \$2 million of RM3 funds represents the required match for the Direct Connector to be eligible for the TA's 2021 Highway Program call for projects. Additionally, the Area Improvements right of way phase includes \$25,000 in RM3 funds as match to \$200,000 in Measure A Highway Program funds, out of a total of \$5,075,000 allocated to multiple phases of the project at the TA's December 2021 Board of Directors meeting. To ensure both projects can be reimbursed for the RM3 share of the project cost, TA staff are working with the MTC to receive a LONP using the Measure A Highway Program funds as the backstop to the RM3 funding.

While TA and MTC staff are hopeful that RM3 will be upheld, there is a risk RM3 funds may not be available for either project. In the event funds do not materialize, TA staff will need to identify alternative fund sources for the \$2.025 million, which may include additional Measure A Highway Program funds, or State funds available to the TA, such as future cycles of the Local Partnership Program.

#### **BUDGET IMPACT**

There is no budget impact associated with the requested action at this time. If RM3 is not upheld in the courts, staff will then return with an alternative funding strategy for these projects to backfill the RM3 funds.

#### **BACKGROUND**

The SR 92/US 101 interchange serves nearly half a million travelers each day. The Direct Connector project proposes to construct new ramps directly connecting SR 92 to the new US 101 Express Lanes, facilitating traffic flow and significantly reducing the travel time of transit and high-occupancy vehicles through the interchange. The Area Improvement project will result in multiple near-term safety and operational improvements including multiple ramp modifications, structure widening, and intersection and striping modifications. The Area Improvement Project goes hand-in-hand with the Direct Connector project.

Prepared by: Peter Skinner, Director, Grants and Fund Management 650-622-7818

**RESOLUTION NO. 2022-**

**BOARD OF DIRECTORS, SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
STATE OF CALIFORNIA**

**\* \* \***

**AUTHORIZE THE FILING OF A LETTER OF NO PREJUDICE REQUEST FOR  
REGIONAL MEASURE 3 FUNDING IN THE AMOUNT OF \$2.025 MILLION FOR THE  
STATE ROUTE 92/US 101 DIRECT CONNECTOR AND AREA IMPROVEMENTS PROJECTS**

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

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

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

**WHEREAS**, Letter of No Prejudice (LONP) requests to MTC must be submitted consistent with procedures and conditions as outlined in Regional Measure 3 Policies and Procedures (MTC Resolution No. 4404); and

**WHEREAS**, San Mateo County Transportation Authority (TA) is an eligible sponsor of transportation project(s) in the Regional Measure 3 Expenditure Plan; and

**WHEREAS**, the SR 92/US 101 Direct Connector Project and Area Improvements Project (hereinafter, "Projects") are eligible for consideration in the Regional Measure 3 Expenditure Plan, as identified in California Streets and Highways Code Section 30914.7(a); and

**WHEREAS**, the Regional Measure 3 LONP request lists each Project's purpose, schedule, budget, expenditure and cash flow plan.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transportation Authority hereby certifies:

1. The TA and its agents shall comply with the provisions of the Metropolitan Transportation Commission's Regional Measure 3 Policies and Procedures; and
2. The TA will fund the scope of work covered under the Letter of No Prejudice (LONP) with San Mateo County Measure A sales tax revenues; and

3. The TA proceeds with the Direct Connector and Area Improvements Projects scopes of work at-risk, in the event that Regional Measure 3 (RM3) funds do not become available for allocation; and
4. The TA will only be eligible for reimbursement for these scopes of work from RM3 funds following an allocation by the Metropolitan Transportation Commission (MTC), for expenses incurred following the date of the LONP approval; and
5. The Projects are consistent with the Regional Transportation Plan (RTP); and
6. The year of funding for any design, right-of-way and/or construction phases has taken into consideration the time necessary to obtain environmental clearance and permitting approval for the Projects; and
7. The Regional Measure 3 phases or segments are fully funded, and result in operable and useable segments; and
8. The TA approves the LONP request and updated Initial Project Reports; and
9. The TA approves the cash flow plans for the Projects; and
10. The TA has reviewed the Projects' needs and has adequate staffing resources to deliver and complete the Projects within the schedules set forth in the LONP request; and
11. The TA is an eligible sponsor of projects in the Regional Measure 3 Expenditure Plan, in accordance with California Streets and Highways Code 30914.7(a); and
12. The TA is authorized to submit an application for an LONP request for Regional Measure 3 funds for the Projects in accordance with California Streets and Highways Code 30914.7(a); and
13. The Projects and purposes for which RM3 funds are being requested are in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 et seq.) and if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 et seq. and the applicable regulations thereunder; and
14. There is no legal impediment to TA making LONP requests for Regional Measure 3 funds; and
15. There is no pending or threatened litigation which might in any way adversely affect the Projects, or the ability of TA to deliver such Projects; and

16. The TA shall indemnify and hold harmless MTC, its Commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of TA, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM3 funds. TA agrees at its own cost, expense, and risk, to defend any and all claims, actions, suits, or other legal proceedings brought or instituted against MTC, BATA, and their Commissioners, officers, agents, and employees, or any of them, arising out of such act or omission, and to pay and satisfy any resulting judgments. In addition to any other remedy authorized by law, so much of the funding due under any future allocation of RM3 funds to this scope as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages; and
17. The TA shall, if it obtains any revenues or profits from any non-governmental use of the Projects, use those revenues or profits exclusively for the public transportation services for which the Projects were initially approved, either for capital improvements or maintenance and operational costs; otherwise the Metropolitan Transportation Commission is entitled to a proportionate share equal to MTC's percentage participation in the Projects; and
18. That assets purchased with RM3 funds including facilities and equipment shall be used for the public transportation uses intended, and should said facilities and equipment cease to be operated or maintained for their intended public transportation purposes for its useful life, that the Metropolitan Transportation Commission shall be entitled to a present day value refund or credit (at MTC's option) based on MTC's share of the Fair Market Value of the said facilities and equipment at the time the public transportation uses ceased, which shall be paid back to MTC in the same proportion that Regional Measure 3 funds were originally used.

**BE IT FURTHER RESOLVED** the Board of Directors of the San Mateo County Transportation Authority hereby authorizes its Acting Executive Director, or his designee, to execute and submit an LONP request for the preliminary engineering/environmental clearance phase of the Direct Connector Project with MTC for Regional Measure 3 funds in the amount of \$2,000,000.

**BE IT FURTHER RESOLVED** the Board of Directors of the San Mateo County Transportation Authority hereby authorizes its Acting Executive Director, or his designee, to execute and submit an LONP request for the right of way phase of the Area Improvements Project with MTC for Regional Measure 3 funds in the amount of \$25,000.

**BE IT FURTHER RESOLVED** that the Acting Executive Director, or his designee, is authorized to execute any necessary agreements or other documents, and to take any additional actions that may be necessary to give effect to this resolution.

**BE IT FURTHER RESOLVED**, that a copy of this resolution shall be transmitted to MTC in conjunction with the filing of the TA LONP request referenced herein.

Regularly passed and adopted this 6th day of January, 2022 by the following  
vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transportation Authority

ATTEST:

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Authority Secretary