

CITY OF SAN MATEO
RESOLUTION NO. ____ (2024)

**APPROPRIATE \$282,000 TO THE SAN MATEO CALTRAIN STATION NORTH ACCESS IMPROVEMENT PROJECT WITH
\$253,800 FUNDED THROUGH FISCAL YEAR 2024-25 TRANSPORTATION DEVELOPMENT ACT ARTICLE 3
PEDESTRIAN/BICYCLE PROJECT GRANT FUNDING FROM THE
METROPOLITAN TRANSPORTATION COMMISSION AND \$28,200 FROM THE CITY'S MEASURE A FUNDS**

WHEREAS, Article 3 of the Transportation Development Act (TDA), Public Utilities Code (PUC) Section 99200 et seq., authorizes the submission of claims to a regional transportation planning agency for the funding of projects exclusively for the benefit and/or use of pedestrians and bicyclists; and

WHEREAS, the Metropolitan Transportation Commission (MTC), as the regional transportation planning agency for the San Francisco Bay region, has adopted MTC Resolution No. 4108, Revised, entitled "Transportation Development Act, Article 3, Pedestrian/Bicycle Projects," which delineates procedures and criteria for submission of requests for the allocation of "TDA Article 3" funding; and

WHEREAS, MTC Resolution No. 4108, Revised requires that requests for the allocation of TDA Article 3 funding be submitted as part of a single, countywide coordinated claim from each county in the San Francisco Bay region; and

WHEREAS, the City of San Mateo desires to submit a request to MTC for the allocation of TDA Article 3 funds to support the projects described in Attachment B to this resolution, which are for the exclusive benefit and/or use of pedestrians and/or bicyclists;

WHEREAS, the City of San Mateo is required to provide local matching funds; and

WHEREAS, sufficient funds are available in the Measure A fund balance to satisfy the local matching fund needs.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN MATEO, CALIFORNIA, HEREBY FINDS AND RESOLVES that:

1. Pursuant to section 15378(b)(5) of the California Environmental Quality Control Act (CEQA) Guidelines, the adoption of the resolution to accept grant funding and appropriate local matching funds is not a project subject to CEQA in that it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment.
2. The City of San Mateo declares it is eligible to request an allocation of TDA Article 3 funds pursuant to Section 99234 of the Public Utilities Code.
3. There is no pending or threatened litigation that might adversely affect the project or projects described in Attachment B to this resolution, or that might impair the ability of the City of San Mateo to carry out the project.
4. The project has been reviewed by the Bicycle and Pedestrian Advisory Committee (BPAC) of the City of San Mateo.

5. The City of San Mateo attests to the accuracy of and approves the statements in Attachment A to this resolution.
6. A certified copy of this resolution and its attachments, and any accompanying supporting materials shall be forwarded to the congestion management agency, countywide transportation planning agency, or county association of governments, as the case may be, of San Mateo County for submission to MTC as part of the countywide coordinated TDA Article 3 claim.
7. The appropriation of \$253,800 in TDA Article 3 grant funding and \$28,200 in Measure A funds to meet the local match funding requirements to the San Mateo Caltrain Station North Access Improvement Project (46R028) in the Capital Projects Fund is authorized.

Attachment A

Re: Request to the Metropolitan Transportation Commission for the Allocation of Fiscal Year 2024/2025 Transportation Development Act Article 3 Pedestrian/Bicycle Project Funding

Findings

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1. That the CITY OF SAN MATEO is not legally impeded from submitting a request to the Metropolitan Transportation Commission for the allocation of Transportation Development Act (TDA) Article 3 funds, nor is the CITY OF SAN MATEO legally impeded from undertaking the project(s) described in “Attachment B” of this resolution.
2. That the CITY OF SAN MATEO has committed adequate staffing resources to complete the project(s) described in Attachment B.
3. A review of the project(s) described in Attachment B has resulted in the consideration of all pertinent matters, including those related to environmental and right-of-way permits and clearances, attendant to the successful completion of the project(s).
4. Issues attendant to securing environmental and right-of-way permits and clearances for the projects described in Attachment B have been reviewed and will be concluded in a manner and on a schedule that will not jeopardize the deadline for the use of the TDA funds being requested.
5. That the project(s) described in Attachment B comply with the requirements of the California Environmental Quality Act (CEQA, Public Resources Code Sections 21000 et seq.).
6. That as portrayed in the budgetary description(s) of the project(s) in Attachment B, the sources of funding other than TDA are assured and adequate for completion of the project(s).
7. That the project(s) described in Attachment B are for capital construction and/or final design and engineering or quick build project; and/or for the maintenance of a Class I bikeway which is closed to motorized traffic and/or Class IV separated bikeway; and/or for the purposes of restriping Class II bicycle lanes; and/or for the development or support of a bicycle safety education program; and/or for the development of a comprehensive bicycle and/or pedestrian facilities plan, and an allocation of TDA Article 3 funding for such a plan has not been received by the CITY OF SAN MATEO within the prior five fiscal years.
8. That the project(s) described in Attachment B which are bicycle projects have been included in a detailed bicycle circulation element included in an adopted general plan, or included in an adopted comprehensive bikeway plan (such as outlined in Section 2377 of the California Bikeways Act, Streets and Highways Code section 2370 et seq.) or responds to an immediate community need, such as a quick-build project.
9. That any project described in Attachment B bicycle project meets the mandatory minimum safety design criteria published in the California Highway Design Manual or is in a National Association of City and Transportation Officials (NACTO) guidance or similar best practices document.
10. That the project(s) described in Attachment B will be completed in the allocated time (fiscal year of allocation plus two additional fiscal years).
11. That the CITY OF SAN MATEO agrees to maintain, or provide for the maintenance of, the project(s) and facilities described in Attachment B, for the benefit of and use by the public.

Attachment B**TDA Article 3 Project Application Form**

1. Agency	City of San Mateo		
2. Primary Contact	Nicolette Chan, Associate Transportation Planner		
3. Mailing Address	330 W. 20th Avenue, San Mateo CA 94403		
4. Email Address	nchan@cityofsanmateo.org	5. Phone Number	650-522-7326
6. Secondary Contact (in the event primary is not available)	Sue-Ellen Atkinson, Principal Transportation Planner		
7. Mailing address (if different) N/A <input checked="" type="checkbox"/>			
8. Email Address	Seatkinson@cityofsanmateo.org	9. Phone Number	650-522-7288
10. Send allocation instructions to (if different from above):			
11. Project Title	San Mateo Caltrain Station North Access Improvement Project		
12. Amount requested	\$253,800	13. Fiscal Year of Claim	2024/2025

14. Description of Overall Project:

The project will design a new pedestrian and bicycle entrance for the San Mateo Caltrain station at the northeastern extent and improve pedestrian access on Cypress Avenue connecting to the new entrance.

15. Project Scope Proposed for Funding: (Project level environmental, preliminary planning, and ROW are ineligible uses of TDA funds.)

The goal of the project scope is to reach 100% PS&E by the grant funding expiration date. The scope for the proposed funding includes consultant procurement for engineering, outreach, and environmental services, community outreach, 30%, 65%, 95%, and 100% PS&E, and environmental documents (CEQA).

16. **Project Location:** A map of the project location is attached or a link to an online map of the project location is provided below:



Project Relation to Regional Policies (for information only)

17. Is the project in an [Equity Priority Community](#)? Yes ☐ No ☒

18. Is this project in a [Priority Development Area](#) or a [Transit-Oriented Community](#)? Yes ☒ No ☐

19. Project Budget and Schedule

Project Phase	TDA 3	Other Funds	Total Cost	Estimated Completion (month/year)
Bike/Ped Plan				
ENV				
PA&ED				
PS&E	253,800	28,200	282,000	Feb-26
ROW				
CON				
Total Cost	253,800	28,200	282,000	

Project Eligibility

A. Has the project been reviewed by the Bicycle and Pedestrian Advisory Committee? Yes ☒ No ☐

If "YES," identify the date and provide a copy or link to the agenda. October 12, 2022

If "NO," provide an explanation).

- B.** Has the project been approved by the claimant's governing body? Yes ☒ No ☐
If "NO," provide expected date: _____
- C.** Has this project previously received TDA Article 3 funding? Yes ☐ No ☒
(If "YES," provide an explanation on a separate page)
- D.** For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to [Chapter 1000 of the California Highway Design Manual](#)? Yes ☒ No ☐
- E. 1.** Is the project categorically exempt from CEQA, pursuant to CCR Section 15301(c), Existing Facility? Yes ☒ No ☐
- 2.** If "NO" above, is the project is exempt from CEQA for another reason? Yes ☐ No ☐
Cite the basis for the exemption. _____
If the project is not exempt, please check "NO," and provide environmental documentation, as appropriate. N/A ☐
- F.** Estimated Completion Date of project (month and year): February 2026
- G.** Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility, please identify below and provide the agreement. Yes ☒ No ☐
- H.** Is a Complete Streets Checklist required for this project ? Yes ☒ No ☐
If the amount requested is over \$250,000 or if the total project phase or construction phase is over \$250,000, a Complete Streets checklist is likely required. Please attach the Complete Streets checklist or record of review, as applicable. More information and the form may be found here: <https://mtc.ca.gov/planning/transportation/complete-streets>

