



CITY OF SAN MATEO

City Hall
330 W. 20th Avenue
San Mateo CA 94403
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Agenda Report

Agenda Number: 11

Section Name: {{section.name}}

Account Number: 11-6114

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TO: City Council
FROM: Alex Khojikian, City Manager
PREPARED BY: Parks and Recreation Department
MEETING DATE: October 21, 2024
SUBJECT:
Lifeline Grant Cycle 7 — Interagency Memorandum of Understanding

RECOMMENDATION:

Adopt a Resolution to approve an interagency Memorandum of Understanding (MOU) between the San Mateo County Transit District ("DISTRICT") and the City of San Mateo ("RECIPIENT") for the funding of the Get Around! Senior Transportation Program and authorize the acceptance of \$314,000 in grant funds to support the program for Fiscal Year 2024-2025; and authorize the Director of Parks and Recreation to execute the MOU.

BACKGROUND:

The Lifeline Transportation Program (LTP), established by the Metropolitan Transportation Commission (MTC), provides critical funding to improve mobility for low-income residents in the San Francisco Bay Area. In San Mateo County, the City/County Association of Governments of San Mateo (C/CAG) administers LTP funds, allocating resources to eligible local projects. The City of San Mateo applied for and was awarded \$320,000 in LTP funds to support the Get Around! Senior Transportation Program, aimed at improving transportation access for senior citizens in the community. To implement this project, the DISTRICT, as the only eligible recipient of State Transit Assistance (STA) funds in San Mateo County, will file claims on behalf of the City. This MOU formalizes the partnership between the San Mateo County Transit District and the City of San Mateo to support funding for the Get Around! Senior Transportation Program, ensuring the efficient use of the awarded funds and compliance with all administrative requirements.

The MOU outlines several key terms that define the partnership between the San Mateo County Transit District and the City of San Mateo. Under this agreement, the San Mateo County Transit District will claim and manage the Lifeline Transportation Program (LTP) funds on behalf of the City of San Mateo, ensuring that the necessary resources are available for the project. In exchange for handling the administrative aspects of the funding, the San Mateo County Transit District will retain \$6,000 of the \$320,000 grant to cover its administrative costs. Meanwhile, the City of San Mateo has already secured the required local match for the program in its existing budget and will be fully responsible for the facilitation of the Get Around! Senior Transportation Program.

This partnership is designed to improve transportation access for seniors in San Mateo, enhancing their mobility and fostering greater independence for this vulnerable group. The approval of this MOU is essential for the successful continuation of the Get Around! Senior Transportation Program, which provides valuable transportation services to over 400 senior residents in San Mateo monthly. Services set forth in this memorandum of understanding first commenced on July 1, 2024, and are to be completed on June 30, 2025.

BUDGET IMPACT:

The City will receive \$314,000 of the \$320,000 awarded for the project after administrative deductions, with no additional fiscal impact to the City, as the required local match has been secured in the existing budget.

ENVIRONMENTAL DETERMINATION:

This Memorandum of Understanding (MOU) is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 - Proposed Resolution

Att 2 - Memorandum of Understanding (MOU)

STAFF CONTACT

Stephanie Douglas, Community Services Manager

sdouglas@cityofsanmateo.org

(650) 522-7442