



# CITY OF SAN MATEO

City Hall  
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## Agenda Report

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Agenda Number: 6

Section Name: {{section.name}}

File ID: {{item.tracking\_number}}

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**TO:** City Council  
**FROM:** Drew Corbett, City Manager  
**PREPARED BY:** Public Works Department  
**MEETING DATE:** May 17, 2021

**SUBJECT:**  
Local Roadway Safety Plan – Agreement and Appropriation

### **RECOMMENDATION:**

Adopt a Resolution to approve a grant funding agreement with the California Department of Transportation for the Local Roadway Safety Plan Project, to authorize a budget appropriation in the amount of \$72,000 for the Local Roadway Safety Plan Project, and to authorize the Public Works Director to execute the Program Supplement Agreement in substantially the form presented.

### **BACKGROUND:**

On March 26, 2020, City staff applied for the Local Roadway Safety Plan grant from the California Department of Transportation (Caltrans). The grant will provide funding for the City to develop a Local Roadway Safety Plan (LRSP), which is a document that will create a framework for the City to systematically analyze and identify traffic safety problems and recommend traffic safety improvements. By using a multi-disciplinary approach to traffic safety that includes collecting and analyzing traffic safety data and identifying areas for prioritization, the LRSP will help the City evaluate traffic safety issues, prioritize resources, pursue funding, and achieve goals of improving traffic safety.

Additionally, starting in 2022, the LRSP will be required for the City to be eligible to apply for Highway Safety Improvement Program (HSIP) funding. Projects that are eligible for HSIP funding include, but are not limited to, pedestrian crossing improvements, traffic signal improvements, and guardrail improvements. Caltrans requires that the LRSP be updated or validated at least every five years.

On September 23, 2020, the City was selected to receive grant funding for the LRSP. The grant provides \$72,000 in State funding and requires an \$8,000 local match. On March 12, 2021, the City received funding allocation from Caltrans for the LRSP grant, which authorized City staff to move forward with the project. A City Council resolution is required by Caltrans to authorize a representative to sign the Program Supplement Agreement for the project. After receipt of signed agreements, City staff will begin the process to procure the services of a qualified firm to develop the plan.

### **BUDGET IMPACT:**

The maximum Local Roadway Safety Plan grant award that the City needs to appropriate to the LRSP project is \$72,000. A local match in the amount of \$8,000 (10%) is required to secure the grant funding. The Citywide Traffic Calming Project has sufficient funding to provide the \$8,000 local match for the grant funding.

### **ENVIRONMENTAL DETERMINATION:**

This resolution is not a project subject to CEQA, because it is a government fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (CEQA Guidelines Section 15378(b)(4).)

**NOTICE PROVIDED**

All meeting noticing requirements were met.

**ATTACHMENTS**

Att 1 - Proposed Resolution

Att 2 - Program Supplement Agreement

Att 3 - Master Agreement for State Funded Projects

**STAFF CONTACT**

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