CITY OF DALY CITY

Regular Meeting - CITY COUNCIL

AGENDA

Monday, May 12, 2025 - 7:00 PM

City Hall Council Chambers – 2nd Floor
City Hall 333 – 90th Street
Daly City, CA 94015

To watch the live telecast:
https://www.youtube.com/@DalyCityGov/streams, https://www.dalycity.org/agendas, or Comcast Ch. 27

PUBLIC PARTICIPATION
There are three ways to submit public comments: (1) submit written comments by meeting day, (2) submit written comments during the meeting, and (3) attend the meeting in person.

1. To submit written comments by meeting day, please email cityclerk@dalycity.org and include "Public Comment" in the subject line. All written comments received by 4:00 pm on meeting day will be provided to the City Council prior to the meeting.

Please note: Any emailed comments received after 4:00 p.m. on the meeting date are not guaranteed to be received by the City Council prior to the meeting. Comments are not read aloud into the record.

2. During the meeting, you may visit www.dalycity.org/agendas to submit comments using the Public Comment form to address the City Council on a specific item, or during the public comment period, and such comments are delivered to the City Council and City Staff during the meeting, and may be read into the record at the time they are received.

3. To speak at the meeting in person, please complete a Speaker Card located at the entrance to the Council Chamber and submit it to a Staff Member as early in the meeting as possible.

Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting should call the office of the City Clerk at (650) 991-8078 as soon as possible.

CALL TO ORDER

The City of Daly City acknowledges that we are on the ancestral lands of the Ramaytush (rah-my-toosh) Ohlone (O-lon-ee) peoples. We recognize their enduring connection to this region and honor their history, culture, and contributions. As the Indigenous protectors of this land, we affirm their sovereign rights as the original inhabitants of this land and pay respects to the Ancestors, Elders, and Relatives of the Ramaytush Ohlone peoples.

PLEDGE TO THE FLAG:

AVAILABILITY OF PUBLIC RECORDS:

All public record 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 the City Clerk's Office, City Hall located at 333 90th Street, Daly City, CA during normal business hours, at the same time that the public records are distributed or made available to the legislative body.

ROLL CALL:

PRESENTATIONS:

1. Proclamation: Asian American, Native Hawaiian, and Pacific Islanders Heritage Month - Myanmar Student Union of Skyline College, Adonis Marcelino, and Rowena Meafua of Pacific Islands Together

2. Proclamation: Golden State Valkyries

3. Proclamation: National Public Works Week May 18-24, 2025 - Richard Chiu, Director of Public Works

4. Proclamation: Emergency Medical Services Week May 19-25, 2025 - Battalion Chief Matt Powers, North County Fire Authority

5. DCPLA Fund-the-Need Grant to the Daly City Public Library - Board President Clayton Koo

APPROVAL OF MINUTES:

6. Regular Meeting of April 28, 2025

APPROVAL OF AGENDA:

7. Regular Meeting of May 12, 2025

ORAL COMMENT:

NOTE: Speakers are limited to two minutes, unless modified by the Mayor.
The Council cannot take action on any matter raised under this item.

CONSENT AGENDA

All items listed on the Consent Agenda are considered to be routine and may be approved by one roll call vote of the City Council. There shall be no separate discussion of the matters on the Consent Agenda unless requested by a member of the City Council. If discussion is required, that item will be removed from the Consent Agenda and will be considered separately at the end of the Agenda.

Resolutions:

8. Accept and Appropriate a Fund-the-Need Grant from the Daly City Public Library Associates

9. Accept and Appropriate $370,500 in Congressionally Directed Spending Funds and Appropriate $48,002 for the Bayshore Elementary and Woodrow Wilson Elementary School Sustainable Street Project

10. Approve FY 2025-26 Project List for Road Maintenance and Rehabilitation Account Funds Authorized Under SB 1

11. Accept California Office of Traffic Safety Grant Funds for Allied Agency Reporting Service by the California Highway Patrol

12. Authorize the City Manager to Execute Memorandum of Understanding between County of San Mateo and the City of Daly City and Appropriate $47,320 for the Hillside Boulevard Complete Streets Corridor Project

13. Set Time and Place of Public Hearing - Notice of Intent to Lien Real Property **(Set Time: 6/9/25)**

14. Set Time and Place for a Public Hearing on Vacancy Reporting **(Set Time: 5/27/25)**

END OF CONSENT AGENDA

PUBLIC HEARINGS:

15. National Pollutant Discharge Elimination System Local Stormwater Program Regulatory Fee

    STAFF: Richard Chiu, Jr.

    RECOMMENDATION: Open/Close Hearing
    Adopt Resolution by Roll Call Vote

16. Approval of Benefit Assessments for Linda Vista Area for Fiscal Year 2025-26

    STAFF: Richard Chiu, Jr.

    RECOMMENDATION: Open/Close Hearing
    Adopt Resolution by Roll Call Vote

APPOINTMENTS: Board/Commission Membership Committee Appointments

REPORTS:

17. Council Committee

18. City Council

19. Staff

ADJOURNMENT:

Proclamation

Asian American, Native Hawaiian, and Pacific Islanders Heritage Month May 2025

WHEREAS, each May, we celebrate Asian American, Native Hawaiian, and Pacific Islander (AANHPI) Heritage Month to honor the rich histories, diverse cultures, and vital contributions of individuals and communities with roots in Asia and the Pacific Islands; and

WHEREAS, the AANHPI community has played an essential role in shaping our nation's history, from building the Transcontinental Railroad to serving in our armed forces, advancing science and technology, contributing to arts and literature, and advocating for civil rights and social justice; and

WHEREAS, Daly City is home to a vibrant AANHPI community, whose heritage, traditions, and values have profoundly shaped the City's identity and continue to enrich the social, cultural, and economic lives of our residents; and

WHEREAS, we recognize the resilience and achievements of AANHPI individuals—past and present—while also acknowledging the challenges they have faced, reaffirming our commitment to equity, inclusion, and justice for all; and

WHEREAS, through community events, educational programs, and cultural celebrations, we uplift the voices and stories of AANHPI individuals and honor their integral role in building a stronger and more unified Daly City; and

WHEREAS, the Federal Asian Pacific American Council (FAPAC) has chosen this year's theme as "A Legacy of Leadership and Resilience", marking May 2025 as a month to celebrate the history, achievements, and cultural contributions of AANHPI communities in the United States.

NOW, THEREFORE, I, DR. RODERICK DAUS-MAGBUAL, Mayor, and members of the City Council of the City of Daly City, do hereby proclaim **May 2025** as **"Asian American, Native Hawaiian, and Pacific Islanders Heritage Month"** in Daly City to celebrate and pay tribute to the contributions of Asian Americans, Native Hawaiians, and Pacific Islanders to American history, society, and culture.

Signed and sealed by the Mayor and City Council
of the City of Daly City this 12th day of May 2025.

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Dr. Roderick Daus-Magbual, Mayor

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Glenn R. Sylvester, Vice Mayor

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Juslyn C. Manalo, Councilmember

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Pamela DiGiovanni, Councilmember

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Teresa G. Proaño, Councilmember

Proclamation

Golden State Valkyries

WHEREAS, the Golden State Valkyries, a professional women's basketball team dedicated to excellence, equity, and representation, have become a beacon of empowerment and inspiration in the world of sports and beyond; and

WHEREAS, the Valkyries will tip off their inaugural WNBA season on May 16, 2025 at Chase Center in San Francisco; and

WHEREAS, the Valkyries exemplify the spirit of diversity and inclusion, building a team and culture that celebrates the unique strengths of each individual while striving together for greatness; and

WHEREAS, Head Coach Natalie Nakase is the first Asian American and Native Hawaiian, and Pacific Islander (AANHPI) woman to serve as a head coach in the WNBA and has demonstrated exceptional leadership, resilience, and vision in the world of basketball, breaking barriers as both a player and coach at the highest levels; and

WHEREAS, Kaitlyn Chen was selected 30th overall in the 2025 WNBA Draft by the Valkyries, making history as the first Taiwanese American to be drafted into the WNBA and the first to play in a WNBA game; and

WHEREAS, both Coach Nakase's and Chen's achievements and visibility continue to inspire young athletes of AANHPI heritage and beyond, paving the way for future generations to dream without limits and pursue their goals with passion and purpose; and

WHEREAS, the leadership, teamwork, and advocacy of the Golden State Valkyries and Coach Nakase embody the values of unity, perseverance, and excellence that AANHPI Heritage Month seeks to uplift and celebrate.

NOW, THEREFORE, I, DR. RODERICK DAUS-MAGBUAL, Mayor, and members of the City Council of the City of Daly City, do hereby proclaim **May 16, 2025** as **"Golden State Valkyries Day"** in Daly City to recognize and honor the Golden State Valkyries, Head Coach Natalie Nakase, and Kaitlyn Chen for their outstanding contributions to sports, culture, and community, and for serving as powerful role models during AANHPI Heritage Month and throughout the year.

Signed and sealed by the Mayor and City Council
of the City of Daly City this 12th day of May 2025.

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Dr. Roderick Daus-Magbual, Mayor

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Glenn R. Sylvester, Vice Mayor

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Juslyn C. Manalo, Councilmember

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Pamela DiGiovanni, Councilmember

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Teresa G. Proaño, Councilmember

Proclamation

National Public Works Week

WHEREAS, May 18 – 24, 2025 is celebrated as NATIONAL PUBLIC WORKS WEEK; and

WHEREAS, National Public Works Week is a celebration of the dedicated public works professionals who provide and maintain the infrastructure and services collectively known as public works; and

WHEREAS, the theme of this year's National Public Works Week is "People Purpose Presence"; and

WHEREAS, this year's theme is to shine a spotlight on the way public works professionals advance our quality of life by always being there to serve the People of Daly City; and

WHEREAS, Public Works professionals protect our quality of life by providing and maintaining our transportation and stormwater systems, public buildings, parks and grounds, vehicles and equipment, emergency response, and right-of-way management; and

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, administration, maintenance workers, mechanics, custodians, and employees at all levels; and

WHEREAS, the health, safety and comfort of this community greatly depends on the efforts and skills of dedicated public works employees; and

WHEREAS, it is in the public interest for the citizens, civic leaders and children in the City of Daly City to gain knowledge of and to celebrate the quiet work these professionals do that makes life better for all of us.

NOW, THEREFORE, I, DR. RODERICK DAUS-MAGBUAL, Mayor, and members of the City Council of the City of Daly City, do hereby proclaim May 18 – 24, 2025 as **NATIONAL PUBLIC WORKS WEEK,** in the City of Daly City, and call upon all residents and civic organizations in the community to pay tribute to our public works professionals, and to recognize the substantial contributions they make to protecting our health, safety, and quality of life.

Signed and sealed by the Mayor and City Council of the City of Daly City this 12th day of May 2025.

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Dr. Roderick Daus-Magbual, Mayor

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Glenn R. Sylvester, Vice Mayor

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Juslyn C. Manalo, Councilmember

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Pamela DiGiovanni, Councilmember

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Teresa G. Proaño, Councilmember

Proclamation

Emergency Medical Services Week
May 19-25, 2025

WHEREAS, emergency medical services is a vital service provided by the North County Fire Authority and other emergency medical teams to the public; and

WHEREAS, the North County Fire Authority Firefighter Paramedics and EMTs, as well as other emergency medical teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality pre-hospital emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, pre-hospital emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

WHEREAS, the members of emergency medical services teams engage and complete thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of the North County Fire Authority Firefighter Paramedics and EMTs, as well as all other emergency medical services providers by designating the Emergency Medical Services Week.

NOW, THEREFORE, I, DR. RODERICK DAUS-MAGBUAL, Mayor, and the City Council of the City of Daly City, do hereby proclaim the Week of **May 19 - 25, 2025**, as "**Emergency Medical Services Week"**.

Signed and sealed by the Mayor and City Council of the City of Daly City this 12th day of May 2025.

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Dr. Roderick Daus-Magbual, Mayor

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Glenn R. Sylvester, Vice Mayor

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Juslyn C. Manalo, Councilmember

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Pamela DiGiovanni, Councilmember

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Teresa G. Proaño, Councilmember

CITY OF DALY CITY
MINUTES – REGULAR MEETING – CITY COUNCIL
APRIL 28, 2025

Visit https://www.youtube.com/@DalyCityGov/streams **to view the City Council meeting**

CALL TO ORDER:

Mayor Daus-Magbual called the regular meeting to order at 7:32 P.M. and read the City's Land Acknowledgement:

The City of Daly City acknowledges that we are on the ancestral lands of the Ramaytush (rah-my-toosh) Ohlone (O-lon-ee) peoples. We recognize their enduring connection to this region and honor their history, culture, and contributions. As the Indigenous protectors of this land, we affirm their sovereign rights as the original inhabitants of this land and pay respects to the Ancestors, Elders, and Relatives of the Ramaytush Ohlone peoples.

ROLL CALL: Councilmembers Present
Roderick Daus-Magbual, Mayor
Glenn R. Sylvester, Vice Mayor
Pamela DiGiovanni
Juslyn C. Manalo
Teresa G. Proaño

Staff Present
Thomas J. Piccolotti, City Manager
Rose L. Zimmerman, City Attorney
K. Annette Hipona, City Clerk

PRESENTATIONS:

Walk Audit Presentation - Marjorie H. Tobias Elementary
(Eleanor Yturria, Cammy Caylao, Sophie Montemayor, Elise Lau, Amara Aung, Chase Norman, Jayden To, Karina Tang, Ferret Leung, Evana Chan, James Delancey, Jayden Ramil, Alexander De Leon, Natalie Win, Logan Salima)

Proclamation Commending Phyllis Rizzi
(Phyllis Rizzi, Chair of the Daly City Age-Friendly Task Force)

Proclamation: 2025 AAPI Fest
(Melody Gawliu, Over the Fog)

Proclamation: Arab American Heritage Month
(Amro Radwan, Chair of the Daly City Small Business Commission)

Proclamation: Wildfire Preparedness Month (May 2025)
(Fire Safety Inspector Orlando Aguon, North County Fire Authority)

Note on Public Comments:
To provide public comments, members of the public have the option to- 1) attend in person, 2) email the City Clerk, or 3) submit comments through the public comment portal on the City's website. Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting are instructed to call the office of the City Clerk at 991-8078 prior to the meeting.

APPROVAL OF MINUTES:

Regular Meeting of April 14, 2025

It was moved by Councilmember Manalo, seconded by Councilmember DiGiovanni and carried to approve the minutes of April 14, 2025.

APPROVAL OF AGENDA:

It was moved by Councilmember Manalo, seconded by Councilmember DiGiovanni and carried to approve the agenda.

CONSENT AGENDA:

It was moved by Councilmember Manalo, seconded by Councilmember Proaño and carried to approve the consent agenda.

Communications:

Accept 2025 QTR 1 Investment Report

Accept Report Regarding the Potential Repayment to the County of San Mateo for the Cost of Installation of New Fare Gates at the Daly City BART Station

Resolutions:

Accept and Appropriate Grant Funding from CalRecycle

Resolution 25-61, Accepting And Appropriating Grant Funding From The California Department Of Resources Recycling And Recovery

Authorize the City Manager to Execute an Agreement and Appropriate Grant Funds with the Jefferson Elementary School District

Resolution 25-62, Authorizing Execution Of Agreement With Jefferson Elementary School District For The After School Education And Safety Program At MP Brown Elementary School And The Expanded Learning Program At Daniel Webster And Majorie H. Tobias Elementary Schools And Fernando Rivera Intermediate School

Accept and Appropriate a $13,383 Grant from the California State Library

Resolution 25-63, Accepting And Appropriating Grant Funds From The California State Library's Lunch At The Library Program

Approve Quitclaim of Public Service Utility Easement and Emergency Vehicle Access Easement on Map of Point Martin II to KB Home South Bay, Inc., and Acceptance of Public Service Utility Easements and Emergency Vehicle Access Easement from KB Home South Bay, Inc.

Resolution 25-64, Approving Quitclaim Of Public Service Utility Easement And Emergency Vehicle Access Easement On Map Of Point Martin II To KB Home South Bay, Inc., And Accepting Public Service Utility Easements And Emergency Vehicle Access Easement From KB Home South Bay, Inc. Point Martin II

Set Time and Place of the Public Hearing for Daly City's National Pollutant Discharge Elimination System Program Regulatory Fee (Set Time: 5/12/25)

Resolution 25-65, Setting Time And Place Of Public Hearing Re: Maintaining Adopted Regulatory Fees Necessary To Fund Local Specific Program Activities Mandated Under The Municipal Regional Stormwater NPDES Permit, And Requesting San Mateo County To Collect Such Fees

END OF CONSENT OF AGENDA

PUBLIC HEARINGS:

Proposed Increases and Updates to the Daly City Master Fee Schedule

Assistant Director of Finance and Administrative Services Amanda Halbur provided the staff report seeking approval of proposed increases and updates to the City's Master Fee Schedule for fiscal year 2026.

Staff addressed questions on the following: the tiered structure for occupancy and fire inspection fees and how the fees were determined, whether the inspection fees can be reduced for businesses under 5,000 square feet (sq. ft.), how much inspection fees changed from the previous year(s) for those in Tier 1, the number of businesses in each tier, the number of staff it takes to perform an inspection, questions on equity for smaller businesses relating to inspection fees, whether the proposed fees are comparable to other jurisdictions, the fees for commercial vehicles, monitoring and enforcement of commercial vehicles for illegal dumping, the process for fee analysis, the regional study on development fees, increases in recreational fees, and fees related to fire and police alarms.

The Council discussed the occupancy and fire inspection fees and were in favor of modifying the tiered structure with Tier 1 comprising of businesses up to 5,000 sq. ft. and Tier 2 comprising of businesses that are 5,001-10,000 sq. ft.

It was moved by Councilmember DiGiovanni, seconded by Councilmember Proaño and carried to open the hearing. There were no public comments.

It was moved by Councilmember Manalo, seconded by Councilmember Proaño and carried to close the hearing.

It was moved by Councilmember Manalo, seconded by Councilmember DiGiovanni and carried by unanimous roll call vote to adopt the resolution with the amendment to modify the tiered structure related to occupancy and annual fire inspection fees.

Resolution 25-66, Approving Proposed Increases And Updates To The Daly City Master Fee Schedule

REPORTS:

Council Committee:

San Mateo County Department of Emergency Management (Sylvester)
Peninsula Clean Energy (PCE) (Daus-Magbual)

Council

Councilmember DiGiovanni reported attendance at the following: the Volunteer Luncheon, thanking Director Brown and recognizing the departments who served the volunteers; the sensory-friendly activity for children, recognizing the work of Recreation and Director Brown; and the Recreation Resource Day at Serramonte Center. DiGiovanni noted the potential for Daly City to partner with South San Francisco Dispatch.

Councilmember Proaño reported attendance at the following: the Volunteer Luncheon, recognizing Recreation staff Opal and acknowledged working with staff on serving lunch for the volunteers; the Pasta Bingo by the Daly City Host Lions Club, with another event planned in September; the first meeting of the Daly City Women's Commission which honored Phyllis Rizzi, expressing pride in the commissioners; the performance by the Ata Mai Dance Group at Thomas Pollicita School, along with Manufou Anoa'i; and Spring Fun Day, thanking Recreation's Director Brown.

Councilmember Manalo reported attendance at the following: Spring Fun Day, acknowledging the work from all the volunteers and staff on the event; the all sensory activity, recognizing Recreation staff for providing inclusive activities for the community and acknowledging the departments' participation; the Peninsula Division Cal Cities reception for their City Leaders Summit which extends from San Francisco to Santa Clara; the Volunteer Luncheon, acknowledging the staff and Councilmember Proaño for serving the volunteers, and recognizing Recreation's Opal for the amazing meal; the Brisbane Council of Cities Dinner, along with Mayor Daus-Magbual, to meet and network with Councilmembers from San Mateo County; the Peninsula Book Collaborative session with community members for feedback on the Magical Bridge Playground at Hillside Park, along with Joyce Cabrera, and recognized the collaborative's programming for youth and collaboration with Library; and a meeting with an organization which will bring a global hero, Dr. José Rizal, into the community.

Mayor Daus-Magbual reported attendance at the following: a tour of Seton Medical Center with Jackie Maturan, Marcel Balmeo, and Malcolm Lee to see improvements at the center and to provide feedback to Seton from the community; and a meeting with the José Rizal National Foundation to see if Daly City is interested in commemorating Dr. José Rizal, a national figure in the Philippines. Dr. Daus-Magbual provided some background on Dr. José Rizal's legacy and recommended creating an ad hoc committee comprised of himself, Councilmember Manalo and City Manager Piccolotti to study the feasibility of the foundation's proposal. The Mayor noted the upcoming Youth Poet Laureate Commencement on April 30 at 6:30 PM by the DCPLA which has showcased the talent in Daly City, and encouraged the public to check the City's social media accounts to view all upcoming events in the City.

ADJOURNMENT:

Mayor Daus-Magbual adjourned the meeting at 10:10 PM in memory of Teresa Zermeño, Analyn Samonte Ellazar, Samuel Craig, Alfredo Francisco Buenaventura, Khader Mohammed Othman, Pope Francis, and the victims of the Lapu Lapu Festival in Vancouver.

Approved as submitted, this 12th

City Clerk

day of May, 2025.

Roderick Daus-Magbual
Mayor

Meeting Date: May 12, 2025

Subject: Accepting and Appropriating an $11,500 Grant from the Daly City Public Library Associates

Recommended Action

It is recommended the City Council accept an $11,500 grant from the Daly City Public Library Associates and appropriate this amount for the purchase of jumbo magnetic tiles for STEM play, scholarship prizes for the Summer Learning Challenge, and new materials on Native Americans.

Background/Discussion

The Daly City Public Library Associates' 2025 St. Patrick's Day Fund-the-Need event raised funds for several library projects to benefit the community. Attendees donated towards sets of jumbo magnetic tiles, $1,000 scholarship prizes for the Summer Learning Challenge, and new materials to refresh the Library's collections on Native Americans.

Fiscal Impact

This grant from the Daly City Public Library Associates was not anticipated in the current Fiscal Year budget. Accept and appropriate the $11,500 for expenditure in Fiscal Year 2024-25.

Summary/Conclusion

Staff is available to provide any additional information desired by the Mayor or City Council.

Respectfully submitted,

Chela Anderson
Library Director

City Council Agenda Report

Item # _____

Meeting Date: May 12, 2025

Subject: Accept and Appropriate $370,500 in Congressionally Directed Spending Funds and Appropriate $48,002 for the Bayshore Elementary and Woodrow Wilson Elementary School Sustainable Street Project

Recommended Action

Staff recommends that the City Council:

1. Accept and Appropriate $370,500 in Congressionally Directed Spending Funds;

2. Authorize the City Manager, or his designee, to execute the Memorandum of Understanding (MOU) between the City/County Association of Governments of San Mateo County (C/CAG) and Daly City for administering the Congressionally Directed Spending Funds; and

3. Appropriate $48,002 of unallocated Measure A funds for the local match.

Background

In 2021, C/CAG completed the San Mateo Countywide Sustainable Streets Master Plan. The Plan identified and prioritized hundreds of opportunities throughout San Mateo County to integrate active transportation improvements with green stormwater infrastructure to provide water quality improvement and additional co-benefits, such as improving bicycle and pedestrian safety, enhancing urban greening, and reducing the impacts of climate change. Twelve project concepts for high priority sustainable streets projects that focused in areas of underserved and vulnerable communities were included in the Plan. C/CAG coordinated with five municipalities with high priority concept designs, including the City of Daly City, City of East Palo Alto, City of South San Francisco, County of San Mateo and Town of Colma, to submit an application for $1,500,000 under the Fiscal Year 2024 Congressionally Directed Spending (CDS) program through Congressmember Kevin Mullin's Office and Senator Alex Padilla's Office to fund planning and design for up to five high priority sustainable street project, under the CDS project title "San Mateo County Sustainable Streets Pilot Project.

Discussion

The Consolidated Appropriations Act of 2024 included an appropriation of $850,000 under the CDS program for Fiscal Year 2024 and lists C/CAG as the recipient of said funds to implement the San Mateo County Sustainable Streets Pilot Project. C/CAG, in coordination with the local agencies included in C/CAG's San Mateo County Sustainable Streets Pilot Project application, went through a process to recommend funding three of the five sustainable streets projects, including the Bayshore Elementary School and Woodrow Wilson Elementary School Sustainable Streets Project, based on project readiness.

The Daly City Woodrow Wilson and Bayshore Elementary Schools Sustainable Street Project proposes integrated Safe Routes to School and green stormwater infrastructure improvements at up to 11 intersections near Woodrow Wilson Elementary School and Bayshore Elementary School. The proposed improvements include construction of curb extensions and bioretention planters for water quality treatment with striping and upgraded ADA compliant curb ramps for enhanced pedestrian safety.

The City agrees to completing the planning, design and permitting of the project and be substantially consistent with the originally envisioned project concept and adhere to the Fiscal Year 2024 CDS program deadlines.

Fiscal Impact

The total cost to prepare design plans for the project is estimated at $418,502. The City has been awarded CDS funds through C/CAG in the amount of $370,500 with a required local match of $48,002.

This action will accept and appropriate $370,500 in grant funds and will appropriate $48,002 of unallocated Measure A funds for the project's required local match.

Summary/Conclusion

Staff recommends that the City Council:

1. Accept and Appropriate $370,500 in Congressionally Directed Spending Funds;

2. Authorize the City Manager, or his designee, to execute the MOU between C/CAG and Daly City for administering the CDS Funds; and

3. Appropriate $48,002 of unallocated Measure A funds for the local match requirement.

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,

Shirley Chan
Acting City Engineer

Richard Chiu, Jr.
Director of Public Works

Attachments: Memorandum of Understanding between the City/County Association of Governments of San Mateo County and the City of Daly City for Administering $370,500 in Fiscal Year 2024 Congressionally Directed Spending Funds for Planning and Design of the Bayshore Elementary and Woodrow Wilson Elementary School Sustainable Streets Project

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MEMORANUM OF UNDERSTANDING
BETWEEN
THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY AND THE CITY OF DALY CITY FOR ADMINISTERING $370,500 IN FISCAL YEAR 2024 CONGRESSIONALLY DIRECTED SPENDING FUNDS FOR PLANNING AND DESIGN OF THE BAYSHORE ELEMENTARY SCHOOL AND WOODROW WILSON ELEMENTARY SCHOOL SUSTAINABLE STREETS PROJECT.

This Memorandum of Understanding (MOU) entered into as of the _22nd_ day of _April , 2025, by and between the City/County Association of Governments of San Mateo County, herein referred to as “C/CAG,” and the City of Daly City, herein referred to as "CITY,” collectively referred to as “PARTIES,” is for the purpose of outlining and defining the roles, responsibilities, terms and conditions for administering $370,500 in Fiscal Year 2024 Congressionally Directed Spending funds for planning and design of the Bayshore Elementary School and Woodrow Wilson Elementary School Sustainable Streets Project, hereinafter referred to as “PROJECT”.

RECITALS

WHEREAS, C/CAG manages the San Mateo Countywide Water Pollution Prevention Program to support its member agencies in meeting state and federal mandates to reduce pollution discharging from municipal storm drainage systems; and

WHEREAS, in 2021, C/CAG completed the San Mateo Countywide Sustainable Streets Master Plan, which identified and prioritized hundreds of opportunities throughout San Mateo County to integrate active transportation improvements with green stormwater infrastructure to provide water quality improvement and additional co-benefits, such as improving bicycle and pedestrian safety, enhancing urban greening, and reducing the impacts of climate change; and

WHEREAS, the San Mateo Countywide Sustainable Streets Master Plan included 12 project concepts for high priority sustainable streets projects focusing in areas of underserved and vulnerable communities, with the intention of supporting future funding for implementation; and

WHEREAS, C/CAG, in coordination with five municipalities with high priority concept designs developed in the San Mateo Countywide Sustainable Streets Master Plan, including the City of Daly City, City of East Palo Alto, City of South San Francisco, County of San Mateo and Town of Colma, submitted an application for $1,500,000 under the Fiscal Year 2024 Congressionally Directed Spending program, herein referred to as “CDS”, through Congressmember Kevin Mullin’s Office and Senator Alex Padilla’s Office to fund planning and design for up to five high priority sustainable street projects, including the PROJECT, under the CDS project title “San Mateo County Sustainable Streets Pilot Project”; and

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WHEREAS, the Consolidated Appropriations Act of 2024 included an appropriation of $850,000 under the CDS program for Fiscal Year 2024 and lists C/CAG as the recipient of said funds to implement the San Mateo County Sustainable Streets Pilot Project; and

WHEREAS, there is an 11.47% (percent) non-federal local match requirement for the Fiscal Year 2024 CDS program administered by the Federal Highway Administration, totaling $110,127 for the entire grant amount of $850,000 allocated to the San Mateo County Sustainable Streets Pilot Project; and

WHEREAS, the Federal Highway Administration is authorized to allocate the CDS funding via the California Department of Transportation, herein referred to as "Caltrans," through the Caltrans Local Assistance Program to implement the San Mateo County Sustainable Streets Pilot Project, including the PROJECT; and

WHEREAS, to best utilize the available CDS funding, C/CAG, in coordination with the local agencies included in C/CAG's San Mateo County Sustainable Streets Pilot Project application, went through a process of recommending funding three of the five sustainable streets projects, including the PROJECT, based on project readiness and local buy in; and

WHEREAS, as requested by C/CAG and agreed upon by the selected local agencies recommended for funding, including the City of Daly City, City of East Palo Alto and Town of Colma, Caltrans approved a request to suballocate the $850,000 in total CDS funding designated for the San Mateo County Sustainable Streets Pilot Project to the three selected local agencies and to enter into funding agreements with the respective local agencies directly, without C/CAG acting as a passthrough for funding to the local agencies; and

WHEREAS, C/CAG and the CITY wish to document the general expectations and roles and responsibilities for implementing the PROJECT under the San Mateo County Sustainable Streets Pilot Project.

Now, THEREFORE, the PARTIES to this MOU agree as follows:

1. SCOPE OF WORK

The PROJECT Scope of Work pursuant to this MOU includes planning, design and permitting only for the PROJECT, as originally envisioned through the project concept developed in C/CAG's San Mateo Countywide Sustainable Streets Master Plan (see Exhibit A). It is expected that the PROJECT plans and designs under this Scope of Work shall be substantially consistent with the concept plan for the PROJECT (Exhibit A), recognizing plans and designs may need to be modified to accommodate site constraints, utility conflicts, and funding availability, among other considerations as the PROJECT develops. This MOU only pertains to the Scope of Work as defined herein. The main components of the PROJECT, as originally envisioned in the San Mateo Countywide Sustainable Streets Master Plan, are summarized as follows:

Daly City Woodrow Wilson and Bayshore Elementary Schools Sustainable Streets Project:

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- The Daly City Woodrow Wilson and Bayshore Elementary Schools Sustainable Street Project proposes integrated Safe Routes to School and green stormwater infrastructure improvements at up to 11 intersections near two schools in Daly City (Woodrow Wilson Elementary School and Bayshore Elementary School).

- The proposed improvements include construction of curb extensions and bioretention planters for water quality treatment with striping and upgraded ADA compliant curb ramps for enhanced pedestrian safety.

The PARTIES further recognize that the full scope and scale of the PROJECT, as originally conceptualized in the San Mate Countywide Sustainable Streets Master Plan, would require additional funding to complete 100% (percent) engineering plans and specifications and cost estimates, and may require additional funding for permitting beyond the amount provided for the PROJECT through the CDS funding. As such, the PARTIES agree that the CITY will advance the PROJECT planning, design and permitting to the greatest extent feasible as defined within this Scope of Work with the funds made available through the Fiscal Year 2024 CDS program.

2. FUNDING ALLOCATION

a. ***Funding Commitment.*** C/CAG and the CITY have agreed to allocate $370,500 of the total amount of $850,000 provided by the Fiscal Year 2024 CDS program under the San Mateo County Sustainable Streets Design Pilot Project for the PROJECT. The CITY has agreed to provide the associated 11.47% (percent) local match requirement of $48,002.

3. TERM OF MOU

a. This MOU is effective upon execution and will terminate upon the earliest of: (a) six months after written acceptance of C/CAG of the completion of the Scope of Work, (b) termination by C/CAG pursuant to Section 2.c. of this MOU, or (c) September 30, 2027.

4. GENERAL RESPONSIBILITIES

a. ***C/CAG.***

- As the named funding recipient for the Fiscal Year 2024 CDS funding allocated to the San Mateo County Sustainable Streets Design Pilot Project pursuant to the authorizing legislation (Consolidated Appropriations Act of 2024), C/CAG is committed to the success of the PROJECT Scope of Work and will provide in-kind staff and consultant support to the CITY in preparing the PROJECT for inclusion in the Federal Transportation Improvements Program (FTIP) 2025 Amendment and to support the CITY in submitting its E-76 federal obligation request through Caltrans.

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- C/CAG reserves the right to request review of the funding agreement between the CITY and Caltrans prior to execution to ensure substantial consistency with the San Mateo County Sustainable Streets Pilot Project.

- As needed, C/CAG will continue to seek additional funding to complete planning, design, and permitting for the PROJECT.

- As needed, C/CAG will continue to seek state and federal funding for the construction of the PROJECT.

b. CITY.

- As the PROJECT sponsor, the CITY will ensure timely obligation of the CDS funding for the PROJECT, consistent with the Fiscal Year 2024 CDS program Caltrans E-76 deadline of September 30, 2027.

- The CITY agrees to complete the Scope of Work as detailed in Section 1 by the Fiscal Year 2024 CDS program deadline of September 30, 2032.

- As needed, the CITY will continue to seek additional funding to complete planning, design, and permitting for the PROJECT.

- As needed, the CITY will continue to seek state and federal funding for the construction of the PROJECT.

5. HOLD HARMLESS/ INDEMNITY

The PARTIES agree to fully indemnify, defend, and hold each other (including their appointed and elected officials, officers, employees, and agents) harmless and free from any damage or liability imposed for injury occurring by reason of the negligent acts or omissions or willful misconduct of the indemnifying PARTY, its appointed or elected officials, officers, employees, or agents, under or in connection with any work, authority, or jurisdiction delegated to such PARTY under this MOU. No PARTY, nor any appointed or elected official, officer, employee, or agent thereof, shall be responsible for any damage or liability occurring by reason of the negligent acts or omissions or willful misconduct of any other PARTY, its appointed or elected officials, officers, employees, or agents, under or in connection, with any work, authority, or jurisdiction delegated to such other party under this MOU.

6. NOTICES

All notices affecting any of the clauses of this MOU must be in writing via email to the appropriate address indicated below.

Docusign Envelope ID: 71A4D52D-5EFE-4D63-899A-3CB352F9811E

To C/CAG:
City/County Association of Governments of San Mateo County
Attn: Reid Bogert, C/CAG Stormwater Program Director
Email: rbogert@smcgov.org

To CITY:
City of Daly City
Attn: Shirley Chan, Acting City Engineer
Email: schan@dalycity.org

IN WITNESS WHEREOF, the PARTIES have executed this MOU on the date set forth above.

AGREED AND EXECUTED BY:

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

By: DocuSigned by: Sean Charpentier 021A8C92DA0F468... Date: 5/1/2025, 2025

Title: Executive Director, C/CAG

CITY OF DALY CITY

By: DocuSigned by: Thomas J. Piccolotti 4BBAF10D6EBB4C2 Date: 5/1/2025, 2025

Title: Director

Approved as to Form:

By: Signed by: Melissa Andrikopoulos ED936D8404994FE...

Name: Melissa Andrikopoulos

Legal Counsel for C/CAG

Docusign Envelope ID: 71A4D52D-5EFE-4D63-899A-3CB352F9811E

EXHIBIT A

PROJECT CONCEPT FOR THE BAYSHORE ELEMENTARY SCHOOL AND WOODROW WILSON ELEMENTARY SCHOOL SUSTAINABLE STREETS PROJECT FROM THE SAN MATEO COUNTYWIDE SUSTAINABLE STREETS MASTER PLAN

Docusign Envelope ID: 71A4D52D-5EFE-4D63-899A-3CB352F9811E

Bayshore & Woodrow Wilson Elementary Daly City

Concept Description

In March 2019 walk audits were conducted at Bayshore Elementary School and Woodrow Wilson Elementary School in Daly City which identified several critical intersections where curb extensions could be installed to establish a safer route to these schools. Nine intersections were evaluated for safety improvements and stormwater management opportunities. Curb extensions coupled with bioretention planters are proposed at 5 intersections near Bayshore Elementary and 6 intersections near Woodrow Wilson Elementary. These curb extensions will extend the sidewalk at crosswalks which will reduce crossing distances, preclude vehicles from parking too close to crossings, slow vehicles, and increase pedestrian visibility. These curb extensions will also provide space for bioretention planters that will capture stormwater runoff from approximately 2.2 acres of roadway and sidewalk area.

Site Characteristics

In Priority Development Area
Yes

Watershed
Broadmoor & Bayshore

Green Infrastructure Performance

Drainage Management Area
2.2 ac

Annual Runoff Captured
4.0 ac-ft

Bioretention Area / Storage Volume
3,700 sf / 0.10 ac-ft

Active Transportation Performance

Key Transportation Benefits
- » *Reduced pedestrian crossing distance*
- » *Traffic calming*

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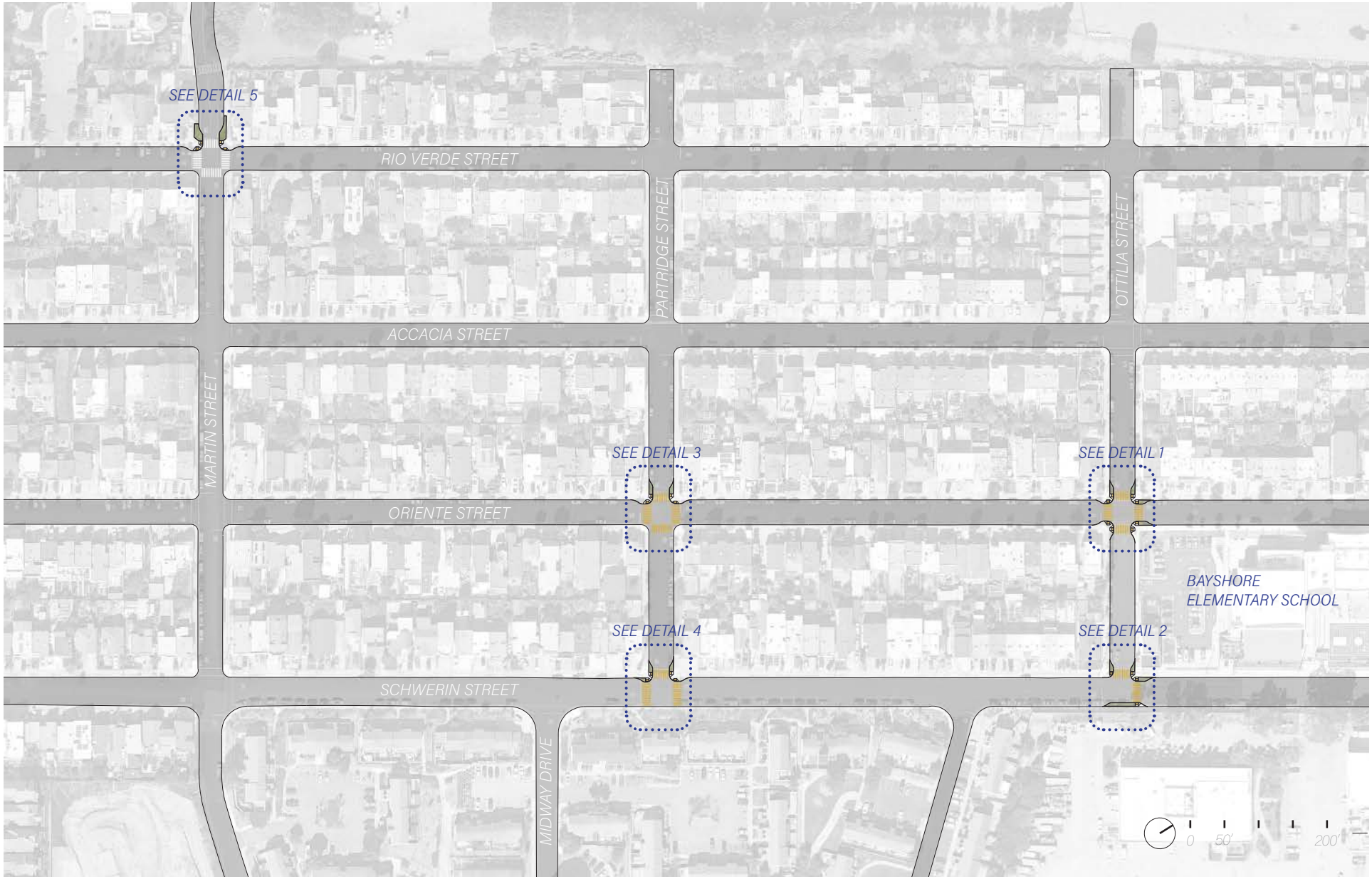
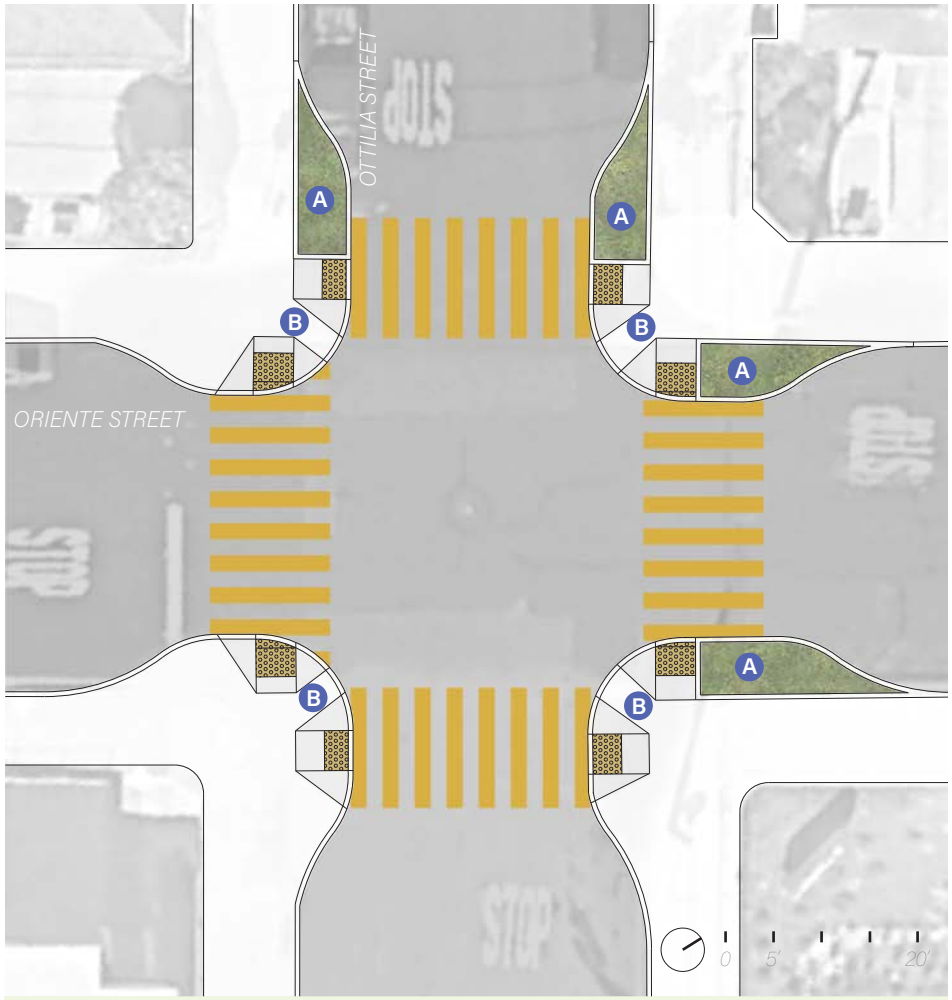


Site Plan Context: Bayshore Elementary School, Daly City

Docusign Envelope ID: 71A4D52D-5EFE-4D63-899A-3CB352F9811E

Bayshore & Woodrow Wilson Elementary Daly City

Concept Detail 1: Ottilia Street and Oriente Street

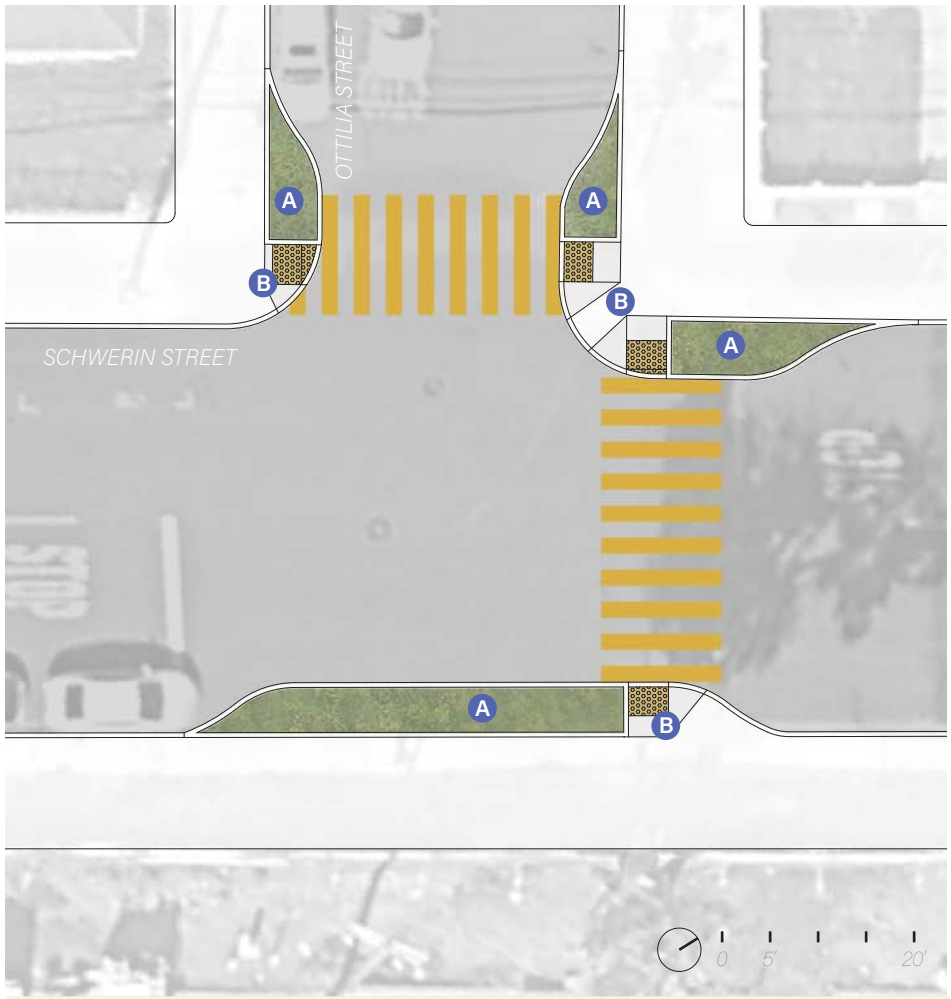


KEY SITE IMPROVEMENTS

- **A** *Proposed stormwater curb extension*
- **B** *New curb ramp extensions*

Note: Sewer main runs along the western half of Oriente Street and may run below proposed stormwater curb extension planters

Concept Detail 2: Ottilia Street and Schwerin Street



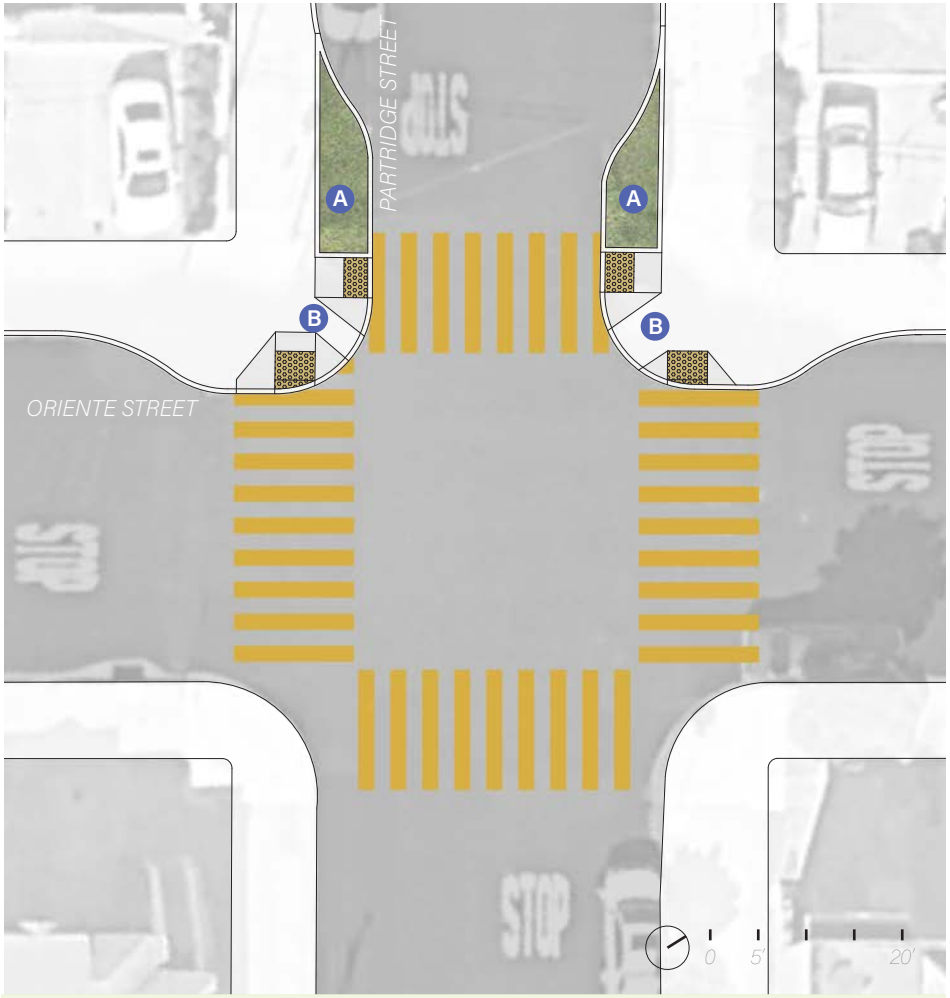
KEY SITE IMPROVEMENTS

- **A** *Proposed stormwater curb extension*
- **B** *New curb ramp extensions*

Note: Sewer main runs along the western half of Schwerin Street and may run below proposed stormwater curb extension planters

Docusign Envelope ID: 71A4D52D-5EFE-4D63-899A-3CB352F9811E

Concept Detail 3: Partridge Street and Oriente Street

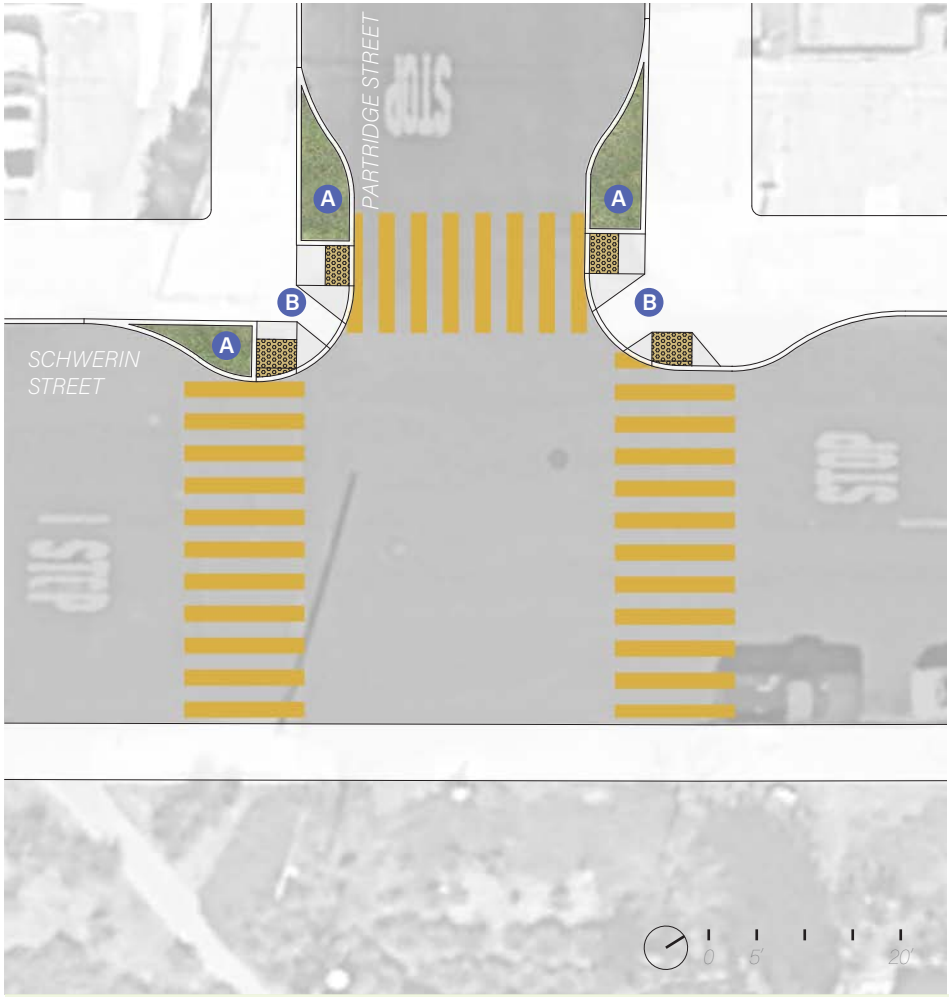


KEY SITE IMPROVEMENTS

- **A** *Proposed stormwater curb extension*
- **B** *New curb ramp extensions*

Note: Sewer main runs along the western half of Oriente Street and may run below proposed stormwater curb extension planters

Concept Detail 4: Partridge Street and Schwerin Street



KEY SITE IMPROVEMENTS

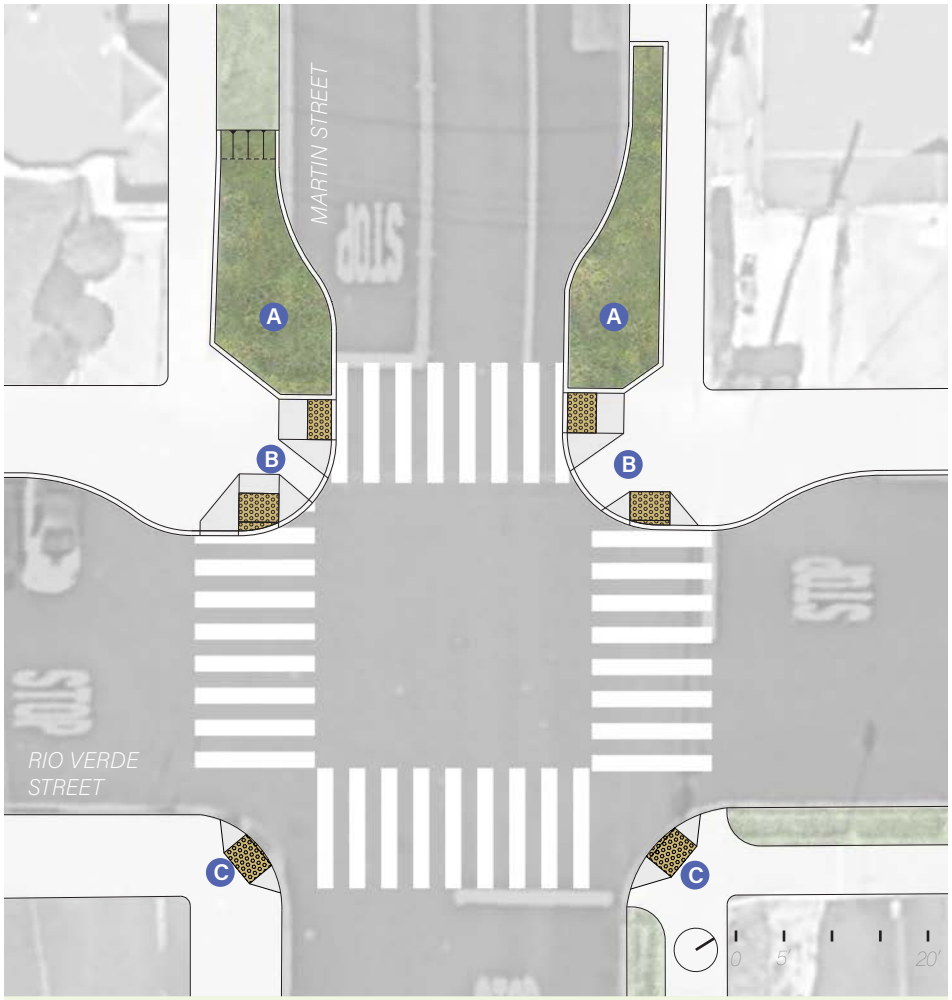
- **A** *Proposed stormwater curb extension*
- **B** *New curb ramp extensions*

Note: Sewer main runs along the western half of Schwerin Street and may run below proposed stormwater curb extension planters

Docusign Envelope ID: 71A4D52D-5EFE-4D63-899A-3CB352F9811E

Bayshore & Woodrow Wilson Elementary Daly City

Concept Detail 5: Martin Street and Rio Verde Street



KEY SITE IMPROVEMENTS

- A *Proposed stormwater curb extension*
- B *New curb ramp extensions*
- C *New curb ramp*

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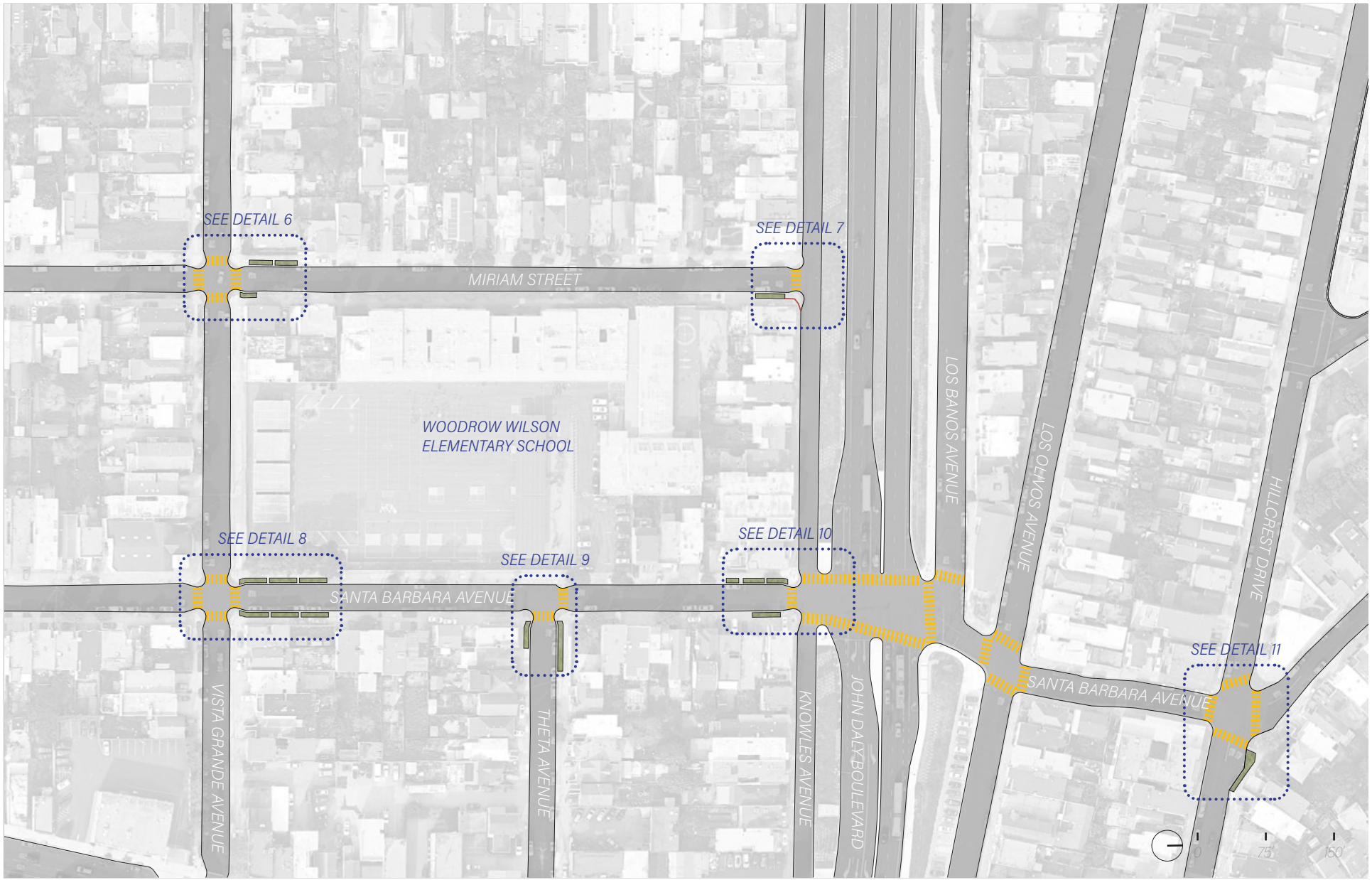

Site Plan Context: Woodrow Wilson Elementary School, Daly City

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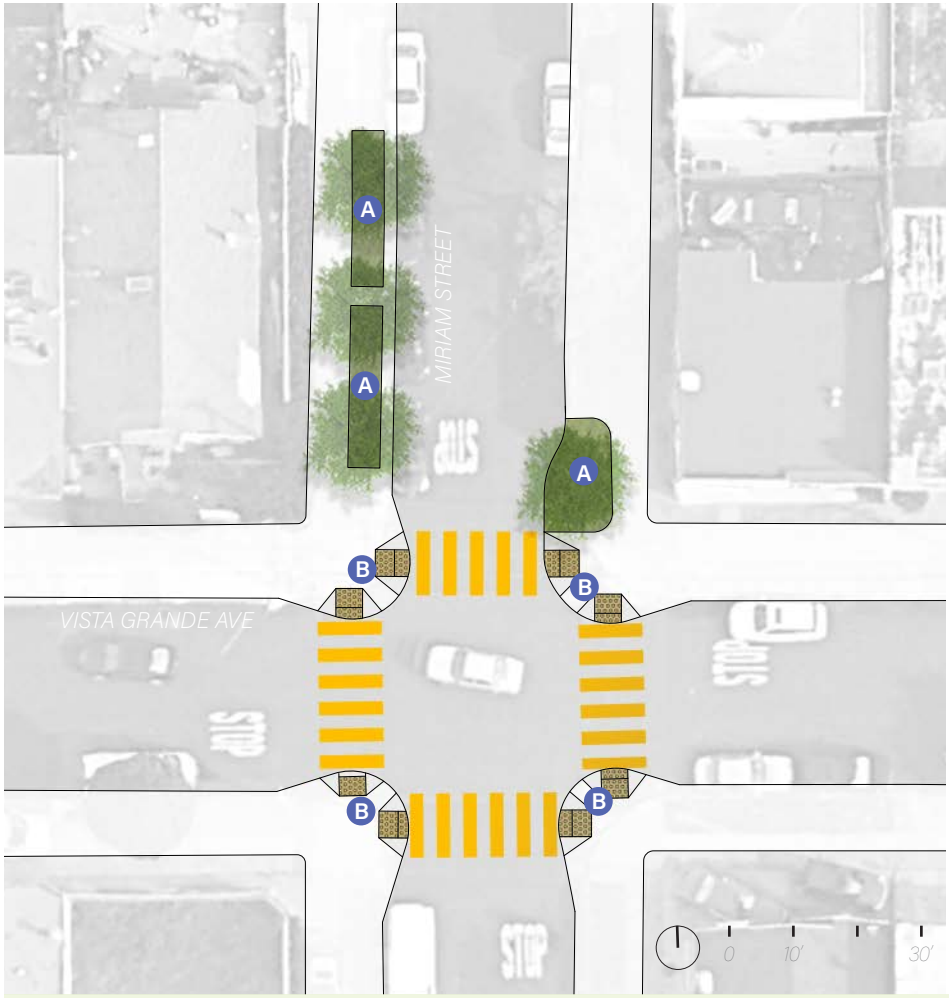
Bayshore & Woodrow Wilson Elementary Daly City

Concept Detail 6: Miriam Street and Vista Grande Ave

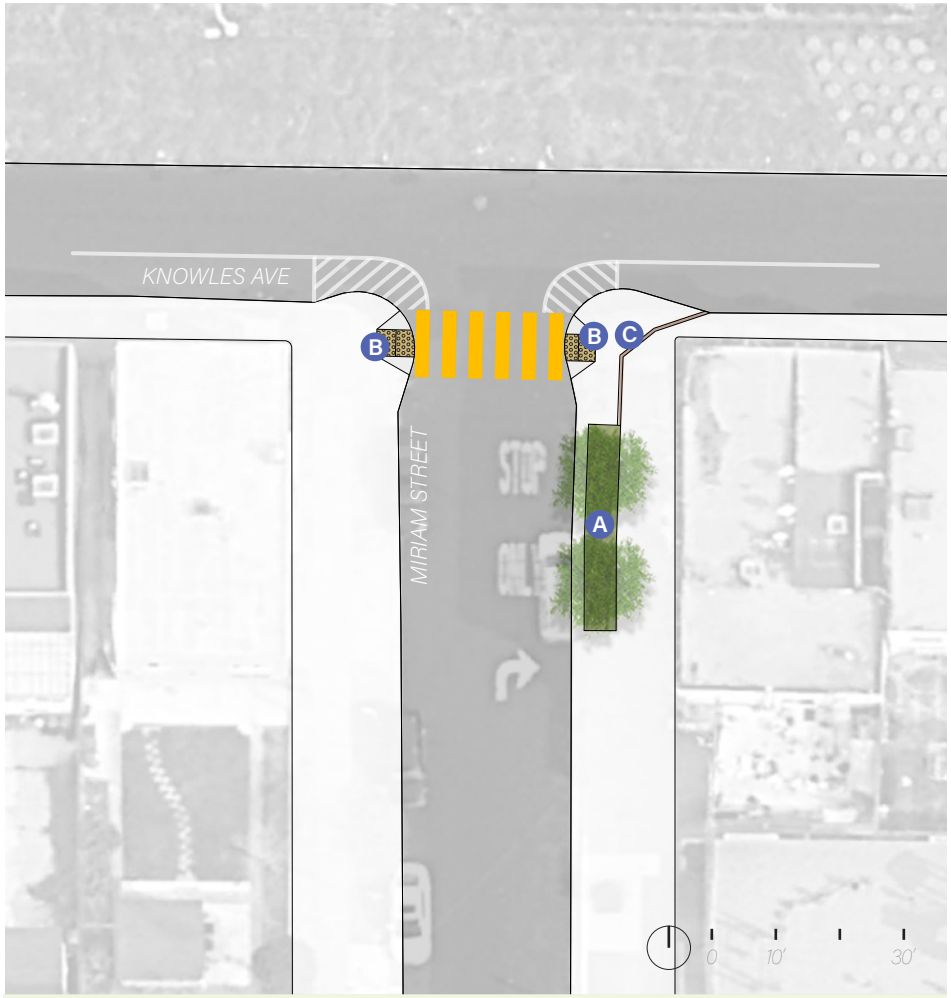


KEY SITE IMPROVEMENTS

- **A** *Proposed bioretention planter*
- **B** *New curb ramp extensions*

Note: Stormwater curb extension on east side of Miriam St is limited to the existing red curb and does not encroach on the existing driveway apron.

Concept Detail 7: Miriam Street and Knowles Ave

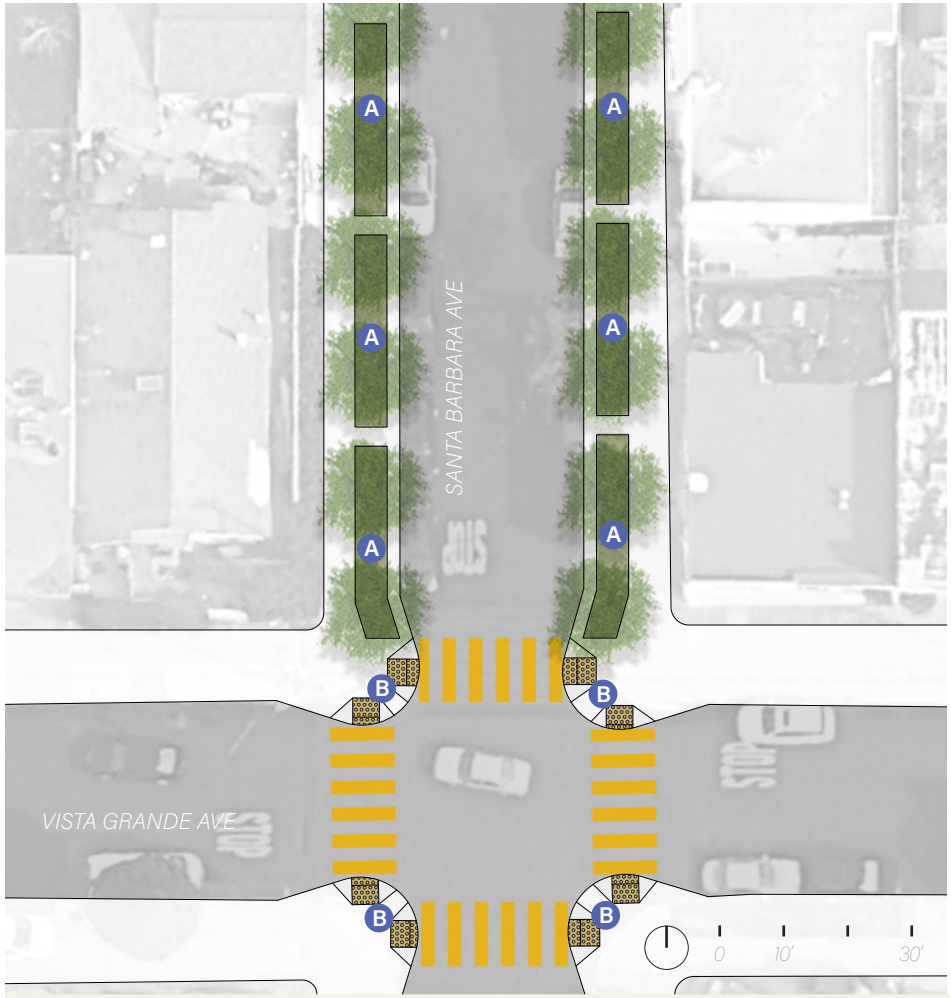


KEY SITE IMPROVEMENTS

- **A** *Proposed bioretention planter*
- **B** *New curb ramp extensions*
- **C** *Runnel*

Docusign Envelope ID: 71A4D52D-5EFE-4D63-899A-3CB352F9811E

Concept Detail 8: Santa Barbara Ave and Vista Grande Ave



KEY SITE IMPROVEMENTS

- **A** *Proposed bioretention planter*
- **B** *New curb ramp extensions*

Concept Detail 9: Santa Barbara Ave and Theta Ave

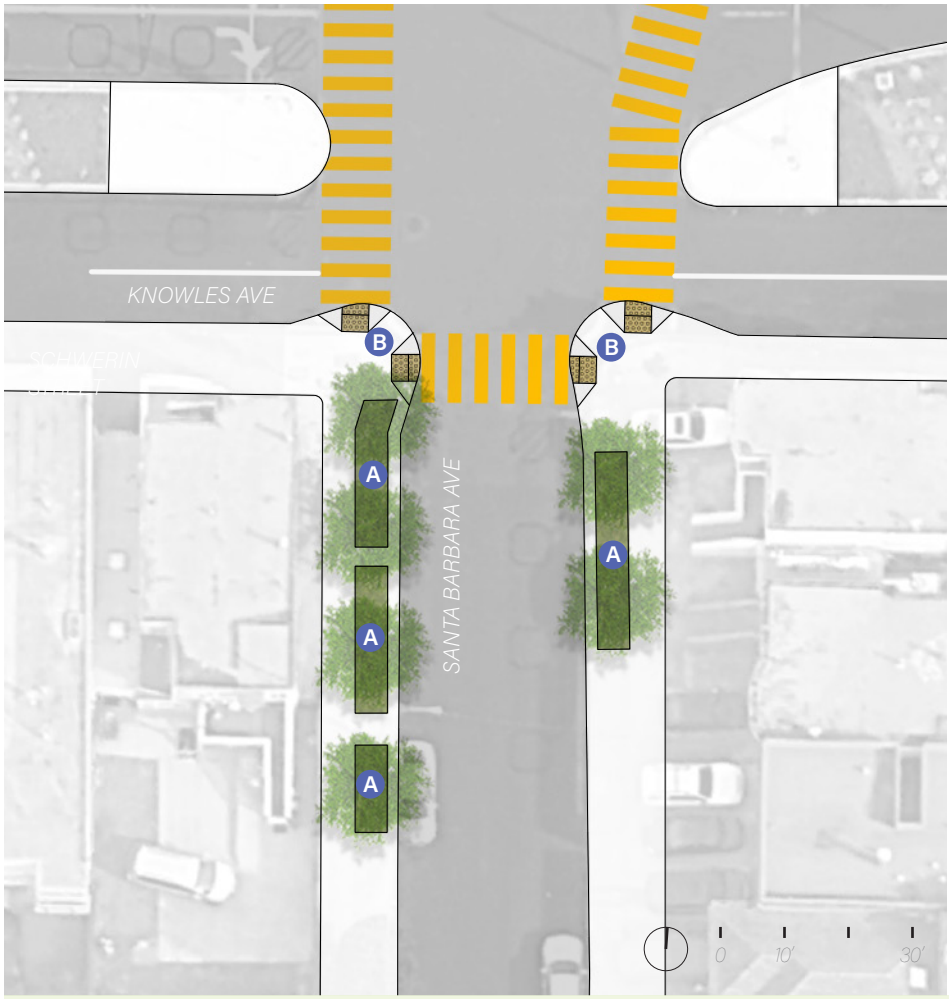
KEY SITE IMPROVEMENTS

- **A** *Proposed bioretention planter*

Docusign Envelope ID: 71A4D52D-5EFE-4D63-899A-3CB352F9811E

Bayshore & Woodrow Wilson Elementary Daly City

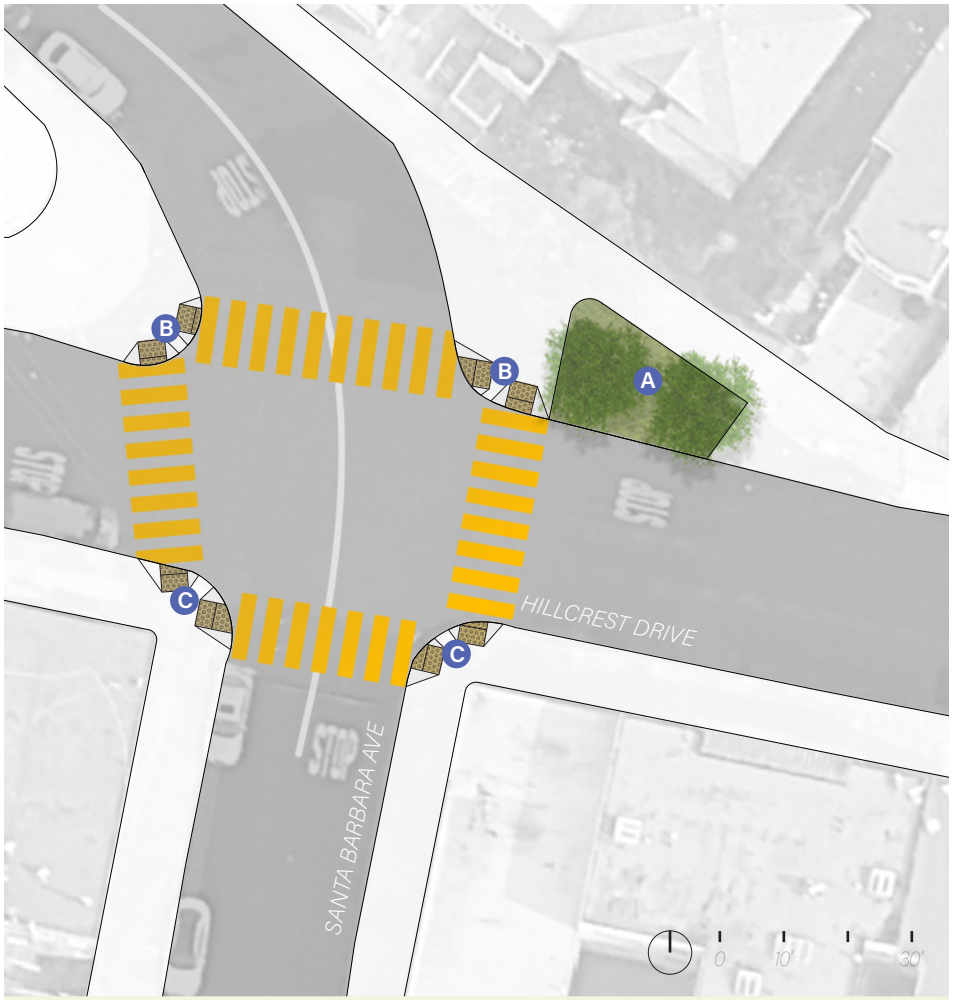
Concept Detail 10: Santa Barbara Ave and Knowles Ave



KEY SITE IMPROVEMENTS

- **A** *Proposed bioretention planter*
- **B** *New curb ramp extensions*

Concept Detail 11: Santa Barbara Ave and Hillcrest Drive



KEY SITE IMPROVEMENTS

- **A** *Proposed stormwater curb extension*
- **B** *New curb ramp extensions*
- **C** *New curb ramps*

Note: Stormwater planter does not encroach on the existing driveway apron.

Docusign Envelope ID: 71A4D52D-5EFE-4D63-899A-3CB352F9811E

Project Benefits

Prioritize Non-Motorized Users
Promote active transportation

Walkability & Safety
Curb extensions for safer street crossing

Visual Safety
Curb extensions slow vehicles

Increased Trees
Shade for walking comfort
Heat and carbon emission reduction

Neighborhood Beautification
Increased vegetation
Provide engaging streets to walk on

Groundwater Recharge
Recharge of Westside and Visitacion Valley Groundwater Basins

Re-establishes Natural Hydrology
Bioretention planters capture and infiltrate stormwater

Planning-Level Cost Estimate

DESCRIPTION	UNIT COST	UNIT COST	QUANTITY	SUBTOTAL
Utilities Protection/Relocation	$220,000	LS	1	$220,000
Sawcutting Pavement	$40	LF	4,000	$160,000
Concrete Demo, Excavation & Offhaul	$11	SF	21,000	$231,000
Planter Excavation & Offhaul	$70	CY	350	$24,500
Planter Curb & 36" Sidewalls	$200	LF	1,600	$320,000
Bio-soil Media	$275	CY	210	$57,800
Underdrains	$6	SF	21,000	$126,000
Drain Rock Subbase	$160	CY	140	$22,400
Plantings & Mulch	$25	SF	3,800	$95,000
Catch Basin Relocation	$8,000	EA	5	$40,000
Storm Drain Connections	$7,500	EA	18	$135,000
Curb and Gutter	$70	LF	2,800	$196,000
Bioretention Curb Inlet	$1,500	EA	20	$30,000
Bioretention Curb Outlet	$1,000	EA	20	$20,000
Curb Ramps	$2,750	EA	56	$154,000
Crosswalk Striping	$2,000	EA	28	$56,000
Pavement and Sidewalk Repair	$11.50	SF	17,500	$201,300
Irrigation System	$7,000	EA	11	$77,000
Traffic Sign Replacement	$2,000	EA	11	$22,000
		CONSTRUCTION SUBTOTAL		$2,188,000
Traffic Control (5% Construction)				$109,400
Mobilization (10% construction)				$219,000
Contingency (30% construction)				$656,000
Design Fees (15% total)				$476,000
		TOTAL PROJECT COST (DESIGN + CONSTRUCTION)		$3,648,000

This is a planning-level cost estimate ($2020) for design and construction. Soft costs for City administration and project management and post-construction operations and maintenance are not included. Other factors that may affect the cost of future construction include escalation and market conditions.

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Additional Considerations

This project concept is presented for discussion only. This project concept is planning-level and subject to revision as additional information becomes available. Factors to be considered during design of this project include but are not limited to the following:

- Infiltration Potential. Soils around Woodrow Wilson are classified as hydrologic soil group (HSG) B which indicates potentially good soils for infiltrating. Near Bayshore Elementary School the HSG is unknown, however, regional geologic maps indicate the site is has Quaternary Hillslope Deposit which may indicate unconsolidated soil that is conducive to infiltration. A geotechnical investigation will be conducted during design development, including site-specific borings and infiltration tests, to ensure facilities are designed appropriately. Proposed green infrastructure improvements may be lined with impermeable geotextile and fitted with underdrain pipes to connect treated flows to existing storm drain line if infiltration is deemed infeasible.

- Utility Conflict. Initial utility assessments were conducted for sanitary sewer, storm sewer, and water. Bioretention facilities are proposed in configurations that minimize disruption of water and sewer lines. Other utilities such as power and telecom were not available for consideration during the development of this concept.

- Irrigation. Green infrastructure planters should be irrigated to ensure establishment and maintenance of healthy plants during periods with no rain. The planning-level cost estimate includes an irrigation system for the bioretention planters.

City Council Agenda Report

Item # _____

Meeting Date: May 12, 2025

Subject: Approve FY 2025-26 Project List for Road Maintenance and Rehabilitation Account Funds Authorized Under SB 1

Recommended Action

Recommend the City Council adopt a Resolution approving the FY 2025-26 Project List for SB 1 Road Maintenance and Rehabilitation Account Funds

Background/Discussion

SB 1 (Beall) was filed with the Secretary of State on April 28, 2017. The bill established a Road Maintenance and Rehabilitation Account (RMRA) in the State Transportation Fund that is intended to address deferred maintenance on the state highway system and the local street and road network. As written, SB 1 requires the California Transportation Commission (CTC) adopt criteria to ensure efficient use of these funds. The RMRA funds will be provided to cities on a monthly basis along with traditional gas tax monthly disbursements, with the first distribution in January 2018.

A city or county must submit a project list and supporting documentation to the CTC each year, which means the FY25-26 project list will need to be submitted by July 1, 2025. Public Works staff recommends using the RMRA funds for the completion of the Street Resurfacing (2025-26) project and the Bayshore Slurry Seal project. The projects are identified in the City's ten-year Capital Improvement Plan (CIP).

Fiscal Impact

The approval of this recommendation will satisfy the CTC Project List requirement to receive SB1 funds in the amount of approximately $2.75 million.

Summary/Conclusion

Recommend the City Council adopt a Resolution approving the FY 2025-26 Project List for SB 1 Road Maintenance and Rehabilitation Account Funds.

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,

Sibely Calles
Senior Management Analyst

Richard Chiu
Director of Public Works

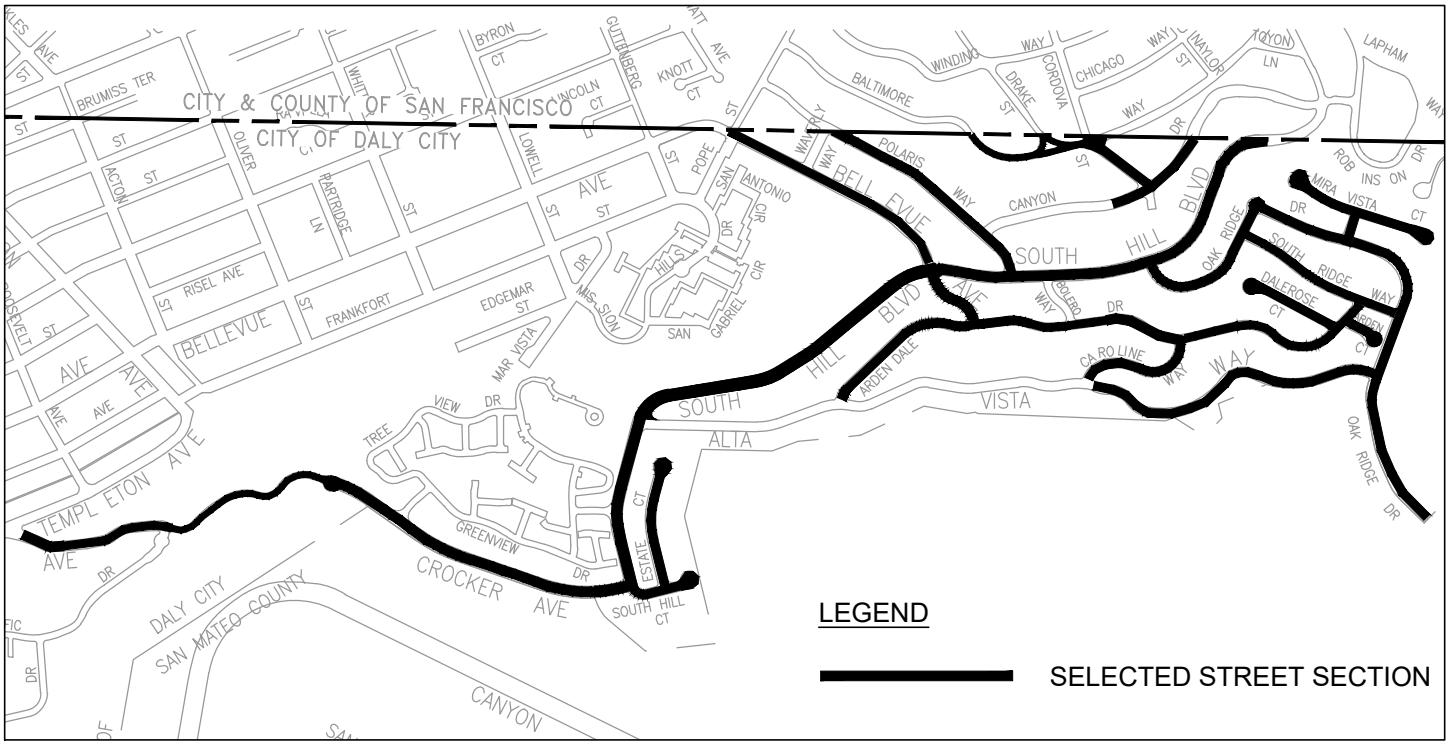
Attachments: Bayshore Street Slurry Seal Project Location Map
Street Resurfacing (2025-26) Project Location Map
FY26 SB1 Project List Resolution-Draft

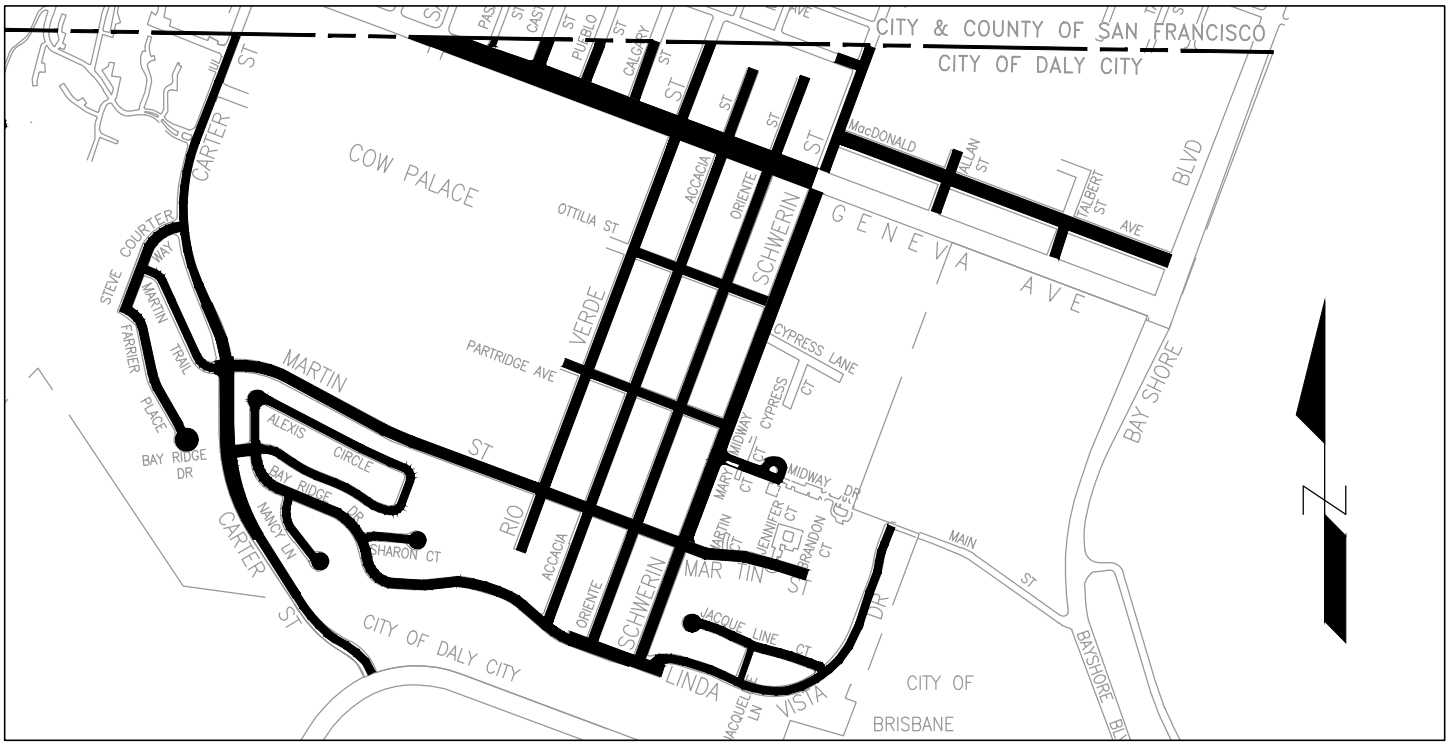
CITY OF DALY CITY

SAN MATEO COUNTY, CALIFORNIA

PROJECT LOCATION MAP OF

BAYSHORE STREET SLURRY SEAL





0 500 1000 2000 Feet

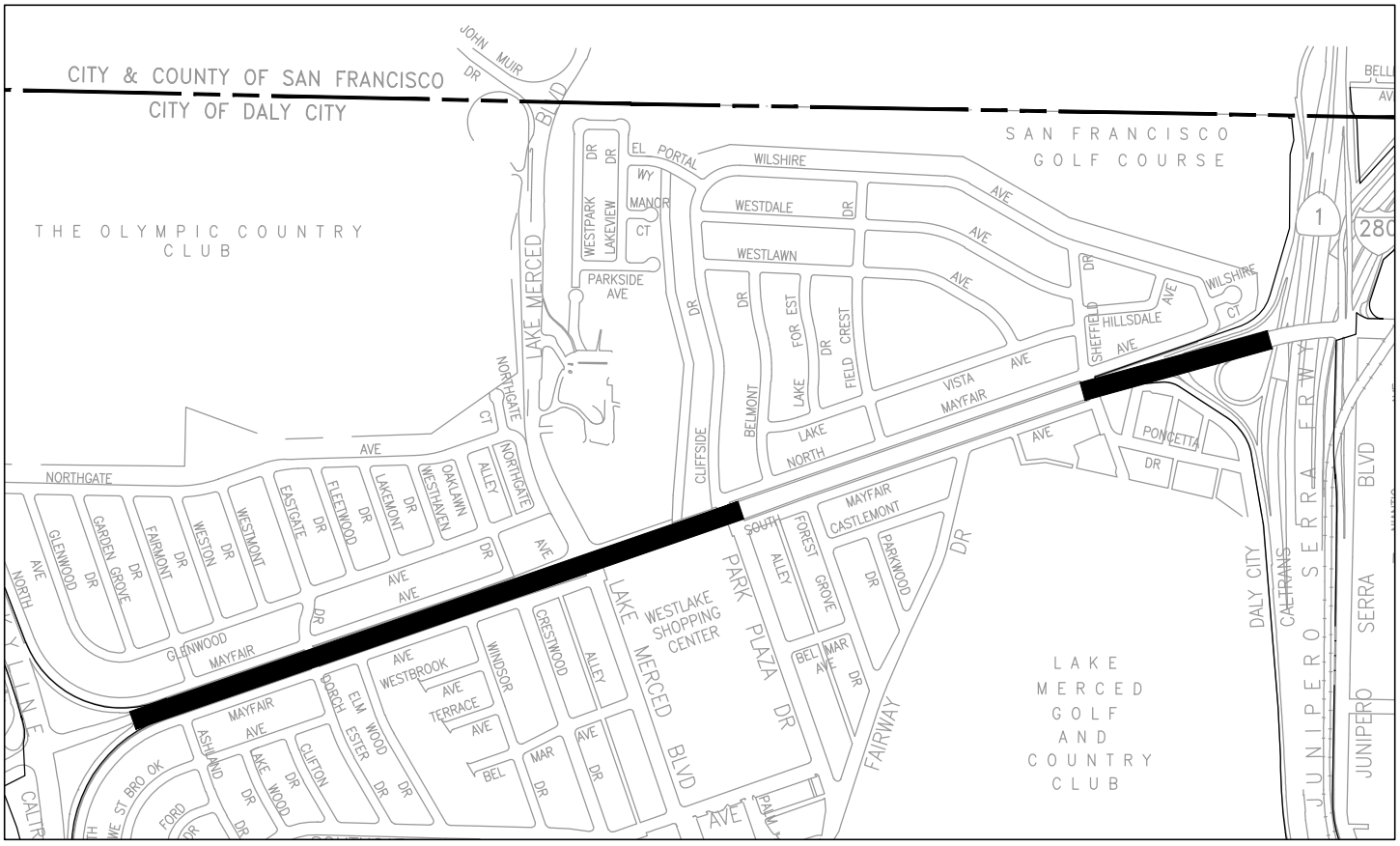
1" = 1000'-0"

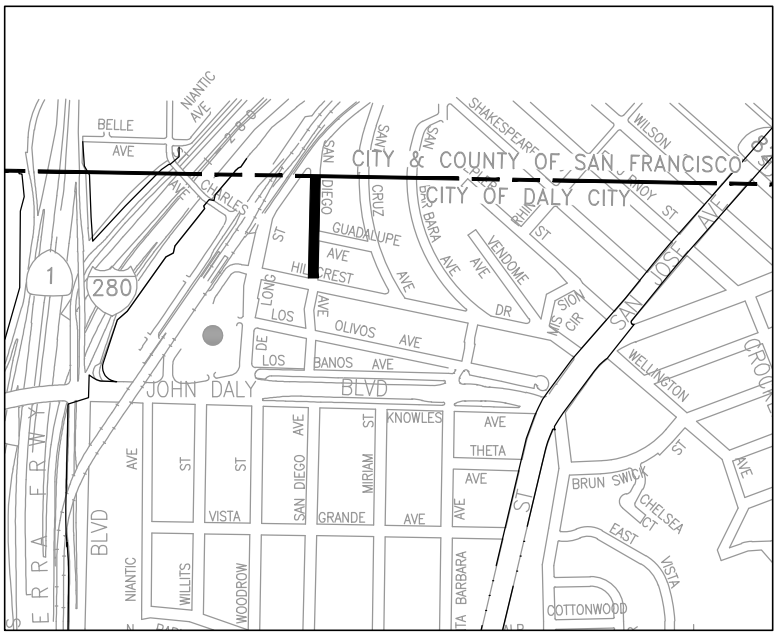
CITY OF DALY CITY

SAN MATEO COUNTY, CALIFORNIA

PROJECT LOCATION MAP OF

2025-26 STREET RESURFACING





N

LEGEND

SELECTED STREET SECTION

0 500 1000 2000

Feet

1" = 1000'-0"

RESOLUTION NO._____

RESOLUTION ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2025-26 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City of Daly City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City of Daly City must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City of Daly City, will receive an estimated $2.75 million in RMRA funding in Fiscal Year 2025-26 from SB 1; and

WHEREAS, this is the 8th year in which the City of Daly City is receiving SB 1 funding and will enable the City of Daly City to continue essential road maintenance and rehabilitation projects, safety improvements, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City of Daly City has undergone a public process to ensure public input into our community's transportation priorities/the project list; and

WHEREAS, the City of Daly City used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City of Daly City maintain and rehabilitate approximately 1.0 centerline miles of street pavement throughout the City of Daly City this year and dozens of similar projects into the future; and

WHEREAS, the 2021 California Statewide Local Streets and Roads Needs Assessment found that the City of Daly City's streets and roads are in an "good" condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a "very good" condition; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the City Council of the City of Daly City, State of California, as follows:

1. The foregoing recitals are true and correct.

2. The following list of proposed projects will be funded in-part or solely with Fiscal Year 2025-26 Road Maintenance and Rehabilitation Account revenues in their delivery. With the listing of these projects in the adopted fiscal year resolution, the City of Daly City is reaffirming to the public and the State our intent to fund these projects with Road Maintenance and Rehabilitation Account revenues:

    - The Bayshore Street Slurry Seal project will apply surface seal to approximately 12.3 miles of pavement in the Bayshore neighborhood (Map Attached). This project will be designed in the fall/winter of 2025 and will be constructed in the summer of 2026. The useful life of the pavement treated with surface seal is approximately seven (7) years.

    - The 2025-26 Street Resurfacing Project will repair and overlay street segments selected from the City's 5-year Master Plan for street repair and resurfacing in coordination with the City's Pavement Management System. Work will be done on John Daly Boulevard and San Diego Avenue. This project will be designed in fall/winter of 2025 and will be constructed in the summer of 2026. The useful life of the pavement with an overlay is approximately twenty (20) years.

PASSED AND ADOPTED by the City Council of the City of Daly City, State of California this _____ day of _____, 2025, by the following vote:

City Council Meeting Agenda Report Item # ____

Meeting Date: 05/12/2025

Subject: **Accept California Office of Traffic Safety Grant Funds for Allied Agency Reporting Service by the California Highway Patrol**

Recommended Action

Staff recommends Council accept and appropriate California of Traffic Safety Grant funds totaling $25,000.00 to be used towards the purchase of the Sun Ridge RIMS software to facilitate the electronic transfer of all collision reports to the California Highway Patrol.

Background

In partnership with the National Highway Traffic Safety Administration (NHTSA), the Office of Traffic Safety (OTS) provides grant funds to government entities to conduct effective state and local traffic safety programs.

Discussion

This OTS grant provides a total award of $25,000.00. The focus of the grant funds will be for the installation and implementation of computer software. The CHP 555 Transfer, known as the Allied Agency Reporting Service (AARS), by the California Highway Patrol (CHP), is an available interface to RIMS users that will electronically transfer the CHP-555 collision reports directly to the CHP. Currently, the Daly City Police Records Division mails a hard copy of each collision report to the CHP via U.S. Postal Service on a weekly basis. Electronic submission of collision reports eliminates the need to mail. Reports are received by the CHP in a timely manner, further supporting statistical tracking. This grant will be administered by the Police Department.

Fiscal Impact

Staff requests the acceptance of $25,000.00 in California Office of Traffic Safety grant funds for the Allied Agency Reporting Service in the Sun Ridge RIMS system. The term of Grant Number TR25008 runs from 10/01/2024 through 09/30/2025.

Summary/Conclusion

Staff is available to provide additional information desired by the Mayor or Councilmembers.

Respectfully submitted,

Cameron Christensen
Acting Chief of Police

City Council Agenda Report

Item # _____

Meeting Date: May 12, 2025

Subject: Authorize the City Manager to Execute Memorandum of Understanding between County of San Mateo and the City of Daly City and Appropriate $47,320 for the Hillside Boulevard Complete Streets Corridor Project

Recommended Action

Staff recommends that the City Council:

1. Authorize the City Manager, or his designee, to execute the Memorandum of Understanding between County of San Mateo (County) and the City of Daly City (City) for cost sharing and establishing responsibilities for the implementation of the Hillside Boulevard Complete Streets Corridor Project; and

2. Appropriate $47,320 of unallocated Measure A funds for the local match requirement.

Background

On June 10, 2024, San Mateo County Transportation Authority (SMCTA) issued a Call for Projects for Pedestrian and Bicycle Program funds. The goal of the program is to fund projects that improve bicycling and pedestrian accessibility and safety in San Mateo County. The proposed project should encourage more residents to participate in active transportation and thereby reduce auto trips and congestion. A total of approximately $19 million is available for this cycle of the Pedestrian and Bicycle Program, which covers Fiscal Years 2025 and 2026.

Applications for the Pedestrian and Bicycle Program were due to the SMCTA on August 30, 2024. The Pedestrian and Bicycle Program is a combination of sales tax collected under the Countywide Measure A and Measure W Sales Tax Programs. A minimum of 10% local match must be provided for projects or a reduced minimum of 5% local match for projects based in an approved equity priority zone.

City staff worked in partnership with County of San Mateo's staff and identified a pedestrian and bicycle improvement project to be eligible for the grant funding. Staff submitted a joint application, where the City is the project sponsor and the County is the implementing agency, to conduct public outreach and prepare preliminary engineering drawings for the Hillside Boulevard Complete Streets Corridor Project. The project's goal is to improve safety and accessibility on Hillside Boulevard between East Market Street and Hoffman Street which connects travel through Daly City, the unincorporated County to Colma and South San Francisco. Currently, this segment of Hillside Boulevard has four travel lanes with narrow sidewalks and no dedicated space for bicyclists. The proposed project would reduce the number of travel lanes to match the two-lane road configuration that exists at the north and south ends of the project area. This segment of Hillside Boulevard has been identified on both the City/County Association of Governments of San Mateo County (C/CAG) Pedestrian High Injury Network and Daly City High Injury Network. The proposed project would also re-align sharply skewed intersecting streets to reduce lengthy

pedestrian crossing distances and plan for wayfinding and accessibility improvements via A and B Streets to the Colma BART Station. The lane reduction and protected bikeways is expected to improve bicycle safety and slow traffic along the corridor to enhance the safety and operations for all users on the corridor.

Discussion

On December 15, 2024, the SMCTA programmed and allocated $520,000 of Measure W funds for the Project. The County and the City committed to providing a cumulative 20% funding match of $130,000 and agreed to cost share the required funding match based on the proportion of Hillside Boulevard road right-of-way within the project limits of each party's jurisdiction (approximately 36.4% in Daly City and 63.6% in the County). In addition to fiscal contributions, the MOU also establishes the County and City's roles and responsibilities for the project. The County will serve as the lead implementing agency and will manage the day-to-day work of the consultant, procure and manage the community-based organization and organize and facilitate regular meetings. The City's responsibilities include assisting with the community engagement efforts, reviewing preliminary engineering designs and environmental clearance documents and participating in stakeholder meetings.

Fiscal Impact

The total cost for project planning with community outreach, preliminary engineering and environmental clearance is estimated at $650,000. The City's local match requirement is $47,320.

This action will appropriate $47,320 of unallocated Measure A funds for the project's required local match.

Summary/Conclusion

Staff recommends that the City Council:

1. Authorize the City Manager, or his designee, to execute the Memorandum of Understanding between the County and the City for cost sharing and establishing responsibilities for the implementation of Hillside Boulevard Complete Streets Corridor Project; and

2. Appropriate $47,320 of unallocated Measure A funds for the local match requirement.

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,

Shirley Chan
Acting City Engineer

Richard Chiu, Jr.
Director of Public Works

Attachments: Draft Memorandum of Understanding between the City of Daly City and the County of San Mateo for the Hillside Boulevard Complete Streets Corridor Project

Agreement No. _____

MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF DALY CITY AND THE COUNTY OF SAN MATEO
FOR THE HILLSIDE BOULEVARD COMPLETE STREETS CORRIDOR PROJECT

This memorandum of Understanding ("MOU") is made and entered into this _____ day of ____, 2025, by and between the County of San Mateo, a political subdivision of the state of California, (County), and the City of Daly City, an incorporated place of the state of California (City), each a "Party" and collectively referred to as "Parties".

* * *

W I T N E S S E T H:

WHEREAS, on January 25, 2024, the U.C. Berkeley Safe Transportation Research and Education Center (SafeTREC) produced the Final Report for a Complete Streets Safety Assessment for two specific roads, one of which was for Hillside Boulevard between East Market and Hoffman Streets in Daly City (City) and unincorporated County (County); and

WHEREAS, the Final Report recommended a road diet for Hillside Boulevard converting it from a 4-lane to a 2-lane roadway and the realignment of several intersections to improve safety and access for pedestrians and bicyclists, including children attending nearby schools; and

WHEREAS, on June 10, 2024, the San Mateo County Transportation Authority (SMCTA) issued a Call for Projects for the Cycle 7 Measure A & W Pedestrian & Bicycle Program; and

WHEREAS, the Parties collaborated on the development of a grant application for concept planning with community engagement, preliminary engineering and environmental clearance for the Hillside Boulevard Complete Streets Corridor Project (Project) to further consider recommendations from the U.C. Berkeley SafeTREC Safety Assessment and to explore opportunities to provide wayfinding signage and spot access improvements to the Colma BART Station from Hillside Boulevard; and

WHEREAS, the grant application identifies the City as the Project Sponsor and the County as the implementing agency; and

WHEREAS, on December 15, 2024, the SMCTA programmed and allocated $520,000 of Measure W funds for the Project; and

WHEREAS, the Parties have committed to a cumulative 20% funding match of $130,000, which includes in-kind costs, to the Project for a total project scope of work cost of $650,000; and

WHEREAS, the Parties have agreed to a cost-share of the required funding match, based on the proportion of Hillside Boulevard road right of way within the Project limits of each Party's jurisdiction, not to exceed $47,320 or 36.4% (City), and $82,680 or 63.6% (County), for a total funding match not to exceed $130,000; and

WHEREAS, the Parties entered into separate ten year primary grant agreements with the SMCTA that are herein referenced as Exhibit B to this MOU for the City, which became effective on April 30, 2025 herein referenced as Exhibit C for the County, which became effective on March 17, 2025, that outline the process, terms and conditions governing the allocation and expenditure of Measure A and W Funds for capital projects; and

WHEREAS, the Parties will enter into a Project Supplement with the SMCTA that provides detailed information regarding the Project, including all SMCTA specific requirements; and

WHEREAS, the Parties desire to enter into this Agreement to establish the terms and conditions for the cost sharing of the required funding match and responsibilities between the two agencies for the implementation of the Project.

NOW THEREFORE, in consideration of the mutual covenants and conditions contained herein, the Parties hereto agree as follows:

The terms and conditions of this MOU, all exhibits and attachments, and all documents expressly incorporated by reference, represent the entire MOU of the Parties with respect to the subject matter of this MOU. The terms and conditions of this MOU shall not be altered or modified except by a written amendment to this MOU signed by the Parties.

1. **Purpose.** The purpose of this MOU is to establish the terms and conditions for the cost sharing and responsibilities for the planning, preliminary engineering and environmental phases of the Hillside Boulevard Complete Streets Corridor Project, an SMCTA grant funded project.

The scope of work includes:
Project planning with community outreach, preliminary engineering and environmental clearance as listed in the Project Description and Scope of Work section of Exhibit A to this MOU.

This MOU outlines responsibilities for each phase of the project. After completion, final design, construction and the project's future operation and maintenance cost responsibilities will be addressed in future Agreements, or MOUs.

2. **Term of MOU and Termination.** This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of this MOU and the governing bodies of the parties and shall remain in full force and effect until the completion of the Project. This MOU accounts for all required match costs to complete this Project incurred after the Parties execute a Program Supplement with the SMCTA.

This MOU may be terminated, without cause, by any of the parties upon 30 days written notice to Parties. If a Party terminates the MOU, they will be responsible for their share of the total cost of work performed up to the effective date of the termination, including reimbursement to the SMCTA for all monies paid by the SMCTA and costs incurred by the SMCTA in connection with the Project Scope of Work, as well as all reasonable costs and expenses incurred to effect such termination within (90) days of the TA's submission to the Parties of a detailed statement of such payments and costs.

3. Authorizations. The County Executive Officer, or designee, serving as the County Board of Supervisors' designee, is authorized to approve extensions to the term of this MOU, to modify due dates, to resolve conflicts, or otherwise grant approvals on behalf of the County, provided such approvals are not vested in the authority of the Board of Supervisors, and provided that any approval requiring payment of funds in excess of appropriated funds requires County Board of Supervisors' approval of the appropriations of those funds.

The City Manager is authorized to approve extensions to the term of this MOU, to modify due dates, to resolve conflicts, or otherwise grant approvals on behalf of the City, provided that any approval requiring payment of funds in excess of appropriated funds shall require City Council approval of the appropriation of those funds.

4. Responsibilities of the Parties.

County Responsibilities:

1) Develop and coordinate a detailed Scope of Work by task with the City and SMCTA for a work directive proposal request for the selection of the SMCTA transportation planning and engineering consultant (SMCTA Consultant) for the Project to help in carrying out the Scope of Work.
2) Coordinate with the City and the SMCTA in the selection process for and the selection of the SMCTA Consultant
3) Serve as the lead implementing entity for carrying out the Project Scope of Work and managing the SMCTA Consultant.
4) Procure and manage community-based organizations (CBOs) to assist with community engagement efforts as part of the Project Scope of Work.
5) As part of the delivery of the Scope of Work, the County agrees to:
    a. Manage the day-to-day work of the SMCTA Consultant, handle official communications regarding the contract.
    b. Review of preliminary engineering design deliverables, community outreach, and environmental clearance documents.
    c. Provide relevant information within its jurisdictional boundaries, that includes traffic and utility data within its road right of way.
    d. Organize and facilitate regular meetings of a project management team comprised of representatives from the County and City, the SMCTA Consultant and contracted CBOs
    e. Organize and coordinate with the SMCTA Consultant for the facilitation of project stakeholder group comprised of local agency representatives from the County, City, local schools, community-based organizations and other key stakeholders that will be invited to participate, including the business community.

6) Contribute its share of $82,680 of matching funds toward the SMCTA funding award for the Project, through a combination of Project CBO contract expenses (estimated at $50,000) as part of Item #4 above, and through eligible staff expenses.
7) Coordinate with the City to prepare SMCTA required progress reports and an accounting of its share of match expenses to the City and the SMCTA.

City Responsibilities:

1) Coordinate and provide input to the County and SMCTA on the detailed Scope of Work by task prepared by the County for a work directive proposal request for the selection of the SMCTA Consultant for the Project to help in carrying out the Scope of Work.
2) Coordinate with the County and the SMCTA in the selection process for and the selection of the SMCTA Consultant.
3) Coordinate with the County to provide input on and assist with carrying out the Project Scope of Work.
4) Coordinate and provide input in working with the County and CBOs to assist with community engagement efforts as part of the Project Scope of Work.
5) As part of the delivery of the Scope of Work, the City agrees to:
    a. Review of preliminary engineering design deliverables, community outreach, and environmental clearance documents.
    b. Provide relevant information within its jurisdictional boundaries, including traffic and utility data within its road right of way.
    c. Attend and participate in regular meetings of a project management team comprised of representatives from the County, City, the SMCTA Consultant and contracted CBOs
    d. Attend and participate in a project stakeholder group comprised of local agency representatives from the County, City, local schools, community-based organizations and other key stakeholders that will be invited to participate, including the business community
6) Contribute its share of $47,320 of match through a combination of $40,000 to the SMCTA to pay for Consultant expenses and the remaining amount through eligible staff expenses.
7) Coordinate with the County to finalize and submit all required SMCTA progress and expense reports, including an accounting of its share of matching staff expenses to the City.

5. Payment.

Up to $130,000 will be paid by the Parties to cover the local match required to receive SMCTA awarded funding for this Project. The split of the required match between the Parties will be allocated based on the percentage of Hillside Blvd. road right of way within each party's jurisdiction, 63.6% County and 36.4% City as further described in Section 4.

Any modifications to the scope of work for the planning/preliminary engineering and environmental phases of the Project, increases in cost or addition of future Project phases, will require approval of each Party and an Amendment to this MOU.

The intent of this section of MOU is to cover matching costs for the Project phases between the Parties that includes staff and CBO costs to complete the Scope of Work for the Project.

General Provisions

A. Indemnification. Pursuant to Government Code Section 895.4, each Party agrees to fully indemnify, defend, and hold the other Party (including its appointed and elected officials, officers, employees, and agents) harmless from any damage or liability imposed for injury (as defined by Government Code section

810.8) occurring by reason of the negligent acts or omissions or willful misconduct of the indemnifying party, its appointed or elected officials, officers, employees, or agents, under or in connection with any work, authority, or jurisdiction delegated to such Party under this MOU. No Party, nor any appointed or elected official, officer or employee, or agent thereof shall be responsible for any damage or liability occurring by reason of the negligent acts or omissions or willful misconduct of the other party hereto, its appointed or elected officials, officers, employees, or agents, under or in connection, with any work, authority, or jurisdiction delegated to such other party under this MOU.

B. Amendments. Each party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU including contribution limits by Parties, which are mutually agreed upon by and between the Parties, shall be incorporated by written instrument, and effective when executed and signed by both Parties.

C. Severability. If any provision of this MOU shall be held to be invalid, void, or unenforceable, the validity, legality, or enforceability of the remaining portions hereof shall not in any way be affected or impaired thereby.

D. Applicable Law. The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of California. The courts of the State of California shall have jurisdiction over any action arising out of this MOU.

E. Notices. Any and all notices required to be given hereunder shall be deemed to have been delivered upon deposit in the United States mail, postage prepaid, addressed to both Parties at the following address or such other address as is provided by such party in writing:

To City: City of Daly City
Richard Chiu, Jr.
333 90th Street
Daly City, CA 94063
Attn: Director of Public Works

To County: County of San Mateo
Mike Callagy
500 County Center, 5th Floor
Redwood City, CA 94063
Attn: County Executive Officer

F. Entirety of Agreement. This MOU, consisting of 7 pages, including the signature pages and one Exhibit A, represents the entire and complete MOU between Parties and supersedes any prior negotiations, representations and agreements, whether written or oral.

G. Debt Limitation. The Parties are subject to laws or policies which limit their ability to incur debt in future years. Nothing in this MOU shall constitute an obligation of future legislative bodies of the City or County to appropriate funds for the purpose of this MOU.

H. Conflict of Interest. The Parties shall avoid all conflicts of interest in the performance of this MOU and shall immediately notify the other Party should a conflict of interest arise that would prohibit or impair the Party's ability to perform under this MOU.

I. Disputes. The Parties agree that, with regard to all disputes or disagreements arising under this MOU that are not resolved informally at the staff level after a good faith attempt by the Parties, the Parties may, at their sole and mutual discretion, agree to engage in mediation. The costs of the mediation shall be divided equally between the parties, unless otherwise agreed.

J. Non-Discrimination. Neither the City nor County will discriminate, in any way, against any person based on sex, pregnancy, childbirth or related medical conditions, race, veteran status, religion, color, national origin or ancestry, physical or mental disability, medical condition, marital status, age, gender (including gender identity and gender perception), sexual orientation, use of family medical leave, genetic testing, or any other basis protected by federal or state law. This policy shall apply to all employment practices.

K. Counterparts. This Agreement may be executed in any number of counterparts, each of which, when executed and delivered, shall be deemed to be an original, and all of which, taken together, shall be deemed to be one and the same instrument.

7. Signatures. In witness whereof, the Parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

The effective date of this MOU is the date of the signature last affixed to page 7.

IN WITNESS WHEREOF, the Parties hereto, by their duly authorized representatives, have executed this Memorandum of Understanding.

APPROVED AS TO FORM:

By:
Thomas J. Piccolotti
City Manager
City of Daly City
Date:

By:

City Attorney, City of Daly City
Date:

APPROVED AS TO FORM:

By:
Mike Callagy
County Executive
Date:

By:
Xxxxxxxx
County Council
Date:

EXHIBIT A: SCOPE OF WORK INFORMATION

Hillside Boulevard Complete Streets Corridor Project

Sponsoring Agency:	City of Daly City
Project Contact:	Shirley Chan, Acting City Engineer (650) 991-8231, schan@dalycity.org
Lead/Implementing Agency:	County of San Mateo
Project Contact:	Krzysztof Lisaj, Deputy Director of Engineering Resources and Protection (650) 363-4100, klisaj@smcgov.org

Project Description and Scope of Work:

The Hillside Boulevard Complete Streets Corridor Project will include concept planning with community engagement, preliminary engineering and environmental clearance for a road diet on Hillside Boulevard between East Market Street and Hoffman Street, which is in both Daly City and unincorporated San Mateo County. The Project will reduce the number of continuous travel lanes from 4 to 2 and add a center turn lane, in addition to widening sidewalks where space permits, and add curb extensions, rectangular rapid flashing beacons (RRFBs), ADA compliant curb ramps, and high visibility crosswalks. The design will also evaluate realigning skewed intersections at Lisbon, Sylvan, Villa, Chester, and Linden Streets. Hillside Boulevard is a transit route and all road diet work will conform with SamTrans bus stop guidelines. The Project will upgrade the existing Class III bikeway from a shared route with sharrows to a combination of Class IV separated and Class II buffered bikeways, and also include wayfinding signage and spot access improvements along the A and B Street corridors to better connect to the Colma BART Station. These improvements will enhance bicycle and pedestrian safety and access, provide transportation choices, implement first mile/last mile solutions, provide safe routes to schools, and reduce vehicle miles traveled (VMT) and greenhouse gas (GHG) emissions.

EXHIBIT B: CITY OF DALY CITY - SMCTA PRIMARY GRANT AGREEMENT

to be inserted here

EXHIBIT C: COUNTY OF SAN MATEO - SMCTA PRIMARY GRANT AGREEMENT

to be inserted here

City Council Meeting Agenda Report Item # ____

Meeting Date: May 12, 2025

Subject: SET TIME AND PLACE OF PUBLIC HEARING – NOTICE OF INTENT TO LIEN REAL PROPERTY

Recommended Action

It is recommended that the City Council set the time and place for a public hearing on June 9, 2025, at 7:00 p.m. – Notice of Intent to Lien Real Property.

Background

On June 25, 2012, the City Council entered into an agreement with the County of San Mateo to impose lien assessments on real property for unpaid Business License rental property taxes. This agreement was approved by Resolution No.12-99. Daly City Municipal Code, Chapters 5.16.050 and 5.04.030, requires that all commercial and residential real property pay a license tax based on the gross rental income collected.

Summary/Conclusion

Staff recommends that the City Council set June 9, 2025, at 7:00 p.m. as the date and time for a public hearing – Notice of Intent to Lien Real Property.

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,

Amanda Halbur
Assistant Director of Finance
and Administrative Services

City Council Meeting Agenda Report Item # _____

Meeting Date: May 12, 2025

Subject: Set Time and Place of Public Hearing Regarding Vacancies Pursuant to Government Code section 3502.3

Recommended Action
Staff recommends that the City Council set May 27, 2025 at 7:00 p.m. as the date and time for a public hearing regarding vacancies pursuant to Government Code section 3502.3.

Background/Discussion
Assembly Bill ("AB") 2561, codified in Government Code section 3502.3, passed in 2024, and requires public agencies to hold a public hearing to address the status of job vacancies prior to the adoption of the upcoming final budget. During this public hearing, the City must present information on the status of vacancies and the City's recruitment and retention efforts. This public hearing will ensure compliance with the new law.

Fiscal Impact
There is no anticipated fiscal impact.

Summary/Conclusion
Staff recommends that the City Council set a public hearing on vacancies pursuant to Government Code section 3502.3 for Tuesday, May 27, 2025 at 7:00 p.m. in the City Council Chambers.

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,

Natalie Sakkal
Director of Human Resources

Timothy J. Nevin
Director of Finance & Administrative Services

Meeting Date: May 12, 2025

Subject: National Pollutant Discharge Elimination System Local Stormwater Program Regulatory Fee

Recommended Action

Staff recommends the City Council adopt a resolution maintaining the existing National Pollutant Discharge Elimination System (NPDES) regulatory fee necessary to fund City of Daly City local program activities required under the State mandated stormwater management plan and authorize the City Manager to enter into a contract with the County of San Mateo for the collection of the NPDES Local Stormwater Program fee.

Background

The San Francisco Regional Water Quality Control Board (Water Board) reissued a consolidated Bay Area Municipal Regional Stormwater Permit (MRP) in May of 2022. The permit conditions mandate numerous and costly municipal stormwater management activities over the following five years. The City/County Association of Governments (C/CAG) continues to administer the General Program components, while each municipality is responsible for performing specific program activities. The City first established a stormwater fee in 1995 several years after the NPDES regulatory program was initially established in 1991 in order to finance the many new municipal activities required to comply with this program.

Discussion

As part of the City's Budget, staff anticipated the continuation of the current regulatory fee enacted under Ordinance No. 1219 in 1995 to finance a portion of the locally specific program activities required under the conditions of the MRP. Public Works staff estimates the local stormwater program activities cost for Fiscal Year 2026 at $539,765. This amount is derived from total personnel, equipment rental and inspection services costs as set forth in the enclosed program description.

The fees originally established are based on a nexus between parcel size and land use, with a base factor assigned to the single family/duplex parcel as it is the predominant land use in Daly City. The fees assessed to property owners for Daly City's local program have not increased over the past 29 years and they remain as originally establish at:

Single Family/Duplex	$9.80/APN
Multi-Family (3-10 units)	$19.60/APN
Multi-Family (11-20 units)	$36.76/APN
Unimproved Land	$4.90/APN

Commercial/Retail/Manufacturing.....$56.84/APN, EDU
Condominiums.....$4.90/APN

All categories of use are assigned a factor compared to the single family/duplex rate and take into account frontage length, impervious surface coverage and vehicle trips to allocate costs proportionately.

Fiscal Impact

The fees to be collected are estimated to generate approximately $470,000 in revenue towards program costs. Currently, local stormwater program activity costs exceed the revenue derived from the property assessment due to cost escalation over time as well as the imposition of new activities since the fee was first established. With the future need to implement more Green Infrastructure type projects, an increase in the stormwater fee assessment will likely be required in the future.

Summary/Conclusion

Public Works staff recommends re-adoption of the existing NPDES regulatory fee and authorization for the County Assessor to collect the fees on behalf of the City of Daly City on property owner's tax bills.

Staff is available to provide any additional information desired by the Mayor or Council members.

Respectfully submitted,

Sibely C Calles
Sibely Calles
Senior Management Analyst

Richard Chiu Jr.
Richard Chiu, Jr.
Director of Public Works

Attachment: NPDES Justification

Department of Public Works - Street Division
NPDES Regulatory Fee (3790)
Revenue Justifications

Storm water pollution prevention through inspection and/or cleaning of 2233 drain inlets; and full trash capture devices in 80% of the catch basins.

Programs includes:

Annual Catch Basin Inspection & Cleaning
Inspections of Full Trash Capture Devises During the Rainy Season
Silt & Debris Testing and Removal from the Vista Grande Canal
Inclement Weather District Catch Basin Cleaning

Areas	**Est. Expenditures FY 2026E**
Salaries & Benefits (1)	$ 347,193
Vehicle Cost (2)	$ 134,958
Materials, Tools, Supplies, and Equipment Rental	$ 21,000
Vista Grande Canal - Material Testing ($1200), Transporting, and Dumping Fee and Equipment Rental ($10800)	$ 12,000
Program Administration (3)	$ 24,613
Total for NPDES Program	**$ 539,765**
Est. Revenue	
NPDES Regulatory Fee	**$ 470,000**
Fund 17	**$ 69,765**
Total Program Revenue	**$ 539,765**

Meeting Date: May 12, 2025

Subject: Approval of Benefit Assessments for Linda Vista Area for Fiscal Year 2025-26

Recommended Action

Recommend the City Council conduct the public hearing and approve the Engineer's Report and the Fiscal Year 2025-26 property assessments for the Linda Vista Area Benefit Assessment District.

Background

City Council Resolution No. 90-55 established the Linda Vista Area Benefit Assessment District (District). The benefited area is subdivided into two drainage basins, Linda Vista and Bay Ridge and includes the Bay Ridge, Bay Vista and Linda Vista subdivisions (see Attachment 1). These subdivisions are required to detain on-site storm water run-off in excess of the flow rate before the land was developed.

The Bay Ridge drainage area is west of 308-309 Bay Ridge Drive and serves a total of 177 lots including all lots in the Bay Ridge Units 1, 2, and 3 subdivisions, and 12 lots in the westerly portion of the Bay Vista Subdivision. The Bay Ridge area drains through a detention basin located east of Alexis Circle (Bay Ridge Detention Basin). Improvements maintained with the Bay Ridge property assessments include the storm water detention basin, storm drain pipe systems in the public rights-of-way, retaining walls, fences, a lighted pathway and other minor facilities on the detention basin property. The lighted pathway provides access to Bayshore Heights Park. The Bay Ridge Detention basin property is closed to the public.

The Linda Vista drainage area is east of and including 308-309 Bay Ridge Drive and serves a total of 176 lots, including all lots in the Linda Vista Subdivision, and certain lots in the Bay Vista Subdivision. The Linda Vista area drains through a detention basin located on the west side of Linda Vista Drive (Linda Vista Detention Basin). Improvements maintained with the Linda Vista property assessments include the storm water detention basins, storm drain pipe systems in the public rights-of-way, fencing, pathways, landscaping and other minor facilities on the detention basin property. The Linda Vista detention basin is open to the public for use as a passive park space.

These facilities are unique to the subdivisions they serve and require special services in excess of normal city maintenance. The annual cost of maintaining and, eventually, replacing the maintained facilities is equally assessed on the benefiting properties in each drainage area. Parcels dedicated for public use are not assessed. An Engineer's Report filed with the City Clerk on April 1, 2025 describes the services to be provided, estimated costs, and the basis and schedule of the property assessments for Fiscal Year 2025-26.

Maintenance staff systematically evaluates the benefit area on a quarterly basis to ensure the maintenance and repair of the facilities are appropriate (see Attachment 2 for copies of the four quarterly inspection reports prepared for Fiscal Year 2025-26). Examples of evaluation activities

include testing path lighting, inspecting fences and detention basins, assessing if vegetation has overgrown, checking supplies at doggie stations, and looking for the presence of debris. Any corrective measures needed are noted and addressed.

Discussion

The proposed assessments for Fiscal Year 2025-26 and last fiscal year's assessments are summarized below. The assessment for Fiscal Year 2025-26 for Linda Vista and Bay Ridge will remain unchanged from Fiscal Year 2024-25.

ASSESSMENT PER LOT	Linda Vista Detention Basin (176 Lots)	Bay Ridge Detention Basin (177 Lots)
Proposed Fiscal Year 2025-26	**$151.13**	**$100.46**
Past Assessment Fiscal Year 2024-25	$151.13	$100.46

Staff advised the property owners of the proposed assessments and availability of the Engineer's Report via mailing dated April 2, 2025.

Fiscal Impact

The proposed assessments would generate revenue as follows:

Linda Vista Basin (176 lots):		$ 26,598.88
Bay Ridge Basin (177 lots):		+ 17,781.42
	TOTAL:	$ 44,380.30

Revenues from these assessments are appropriated to fund budgets of the City departments responsible for maintaining the drainage basins or related facilities, and to a facilities capital replacement fund.

The County Tax Collector would collect the assessments for each lot along with normal property taxes.

Summary/Conclusion

Recommend the City Council approve the Linda Vista Area Engineer's Report and the Benefit Assessments for Fiscal Year 2025-26.

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,

Shirley Chan
Acting City Engineer

Richard Chiu, Jr.
Director of Public Works

Attachments:

1. Diagram of Linda Vista Area of Benefit
2. Four quarterly inspection reports
3. Letter to property owners

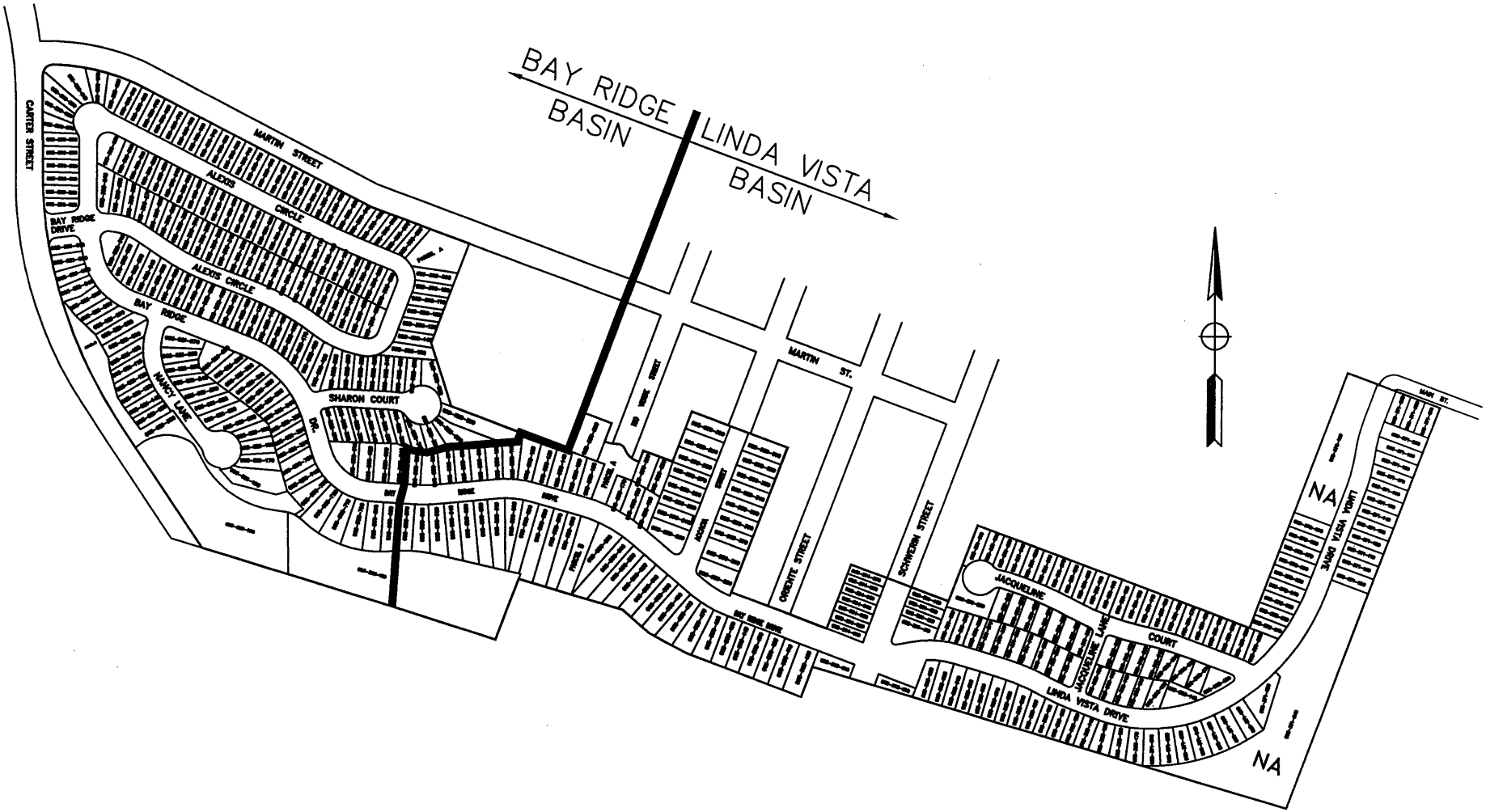


DIAGRAM OF
LINDA VISTA AREA OF BENEFIT

(BENEFIT ASSESSMENT ACT OF 1982)

CITY OF DALY CITY, SAN MATEO COUNTY, CA.

NA = NO ASSESSMENT FOR THE NOTED LOTS

DALY CITY DEPARTMENT OF PUBLIC WORKS
INTEROFFICE MEMORANDUM

TO: Shirely Chan, Acting City Engineer

FROM: Jeff Fornesi, Assistant Director of Public Works

DATE: January 30, 2025

SUBJECT: **BENEFIT ASSESSMENT DISTRICT INSPECTION – JANUARY 24, 2025**

Attendees: Jeff Templin, Maintenance Supervisor – Parks

On January 24, 2025, at 8:00a.m. staff conducted the Benefit Assessment District Quarterly Inspection. A summary of discussions and planned actions are below:

Bay Ridge Basin:

- Catch basin near fence on east side of property needs to be cleaned. Reported to staff and cleaned on January 28, 2025.
- Jasmine from neighboring property hanging over pathway fence. Staff to remove jasmine on City's side of the fence.
- Pathway lights tested and functioning correctly.
- Seasonal vegetation along pathway is established and healthy.
- Mulch along pathway is adequate.
- Doggie waste station was empty and continues to be routinely serviced.
- Turf in good to fair condition.
- Broken fence boards on west side of basin need to be replaced.
- Gate is in fair condition.
- No signs of erosion within the basin.
- Trees appear to be in healthy.

Linda Vista Basin:

- The landscape area adjacent to the pass-through road is planted with trees and mulched.
- Trees pruned and in fair condition.
- DG path in fair condition. Will continue to monitor and fill in when needed.
- Basin areas have not been accepted by the City at time of inspection.

Thank you,

Jeffery M. Fornesi

Jeffery Fornesi
Assistant Director of Public Works

City of Daly City

cc: Richard Chiu, Jr., Director of Public Works
Rick Medina, Maintenance Supervisor – Streets
Jeff Templin, Temp. Maintenance Supervisor - Parks

DALY CITY DEPARTMENT OF PUBLIC WORKS
INTEROFFICE MEMORANDUM

TO: Shirely Chan, Acting City Engineer

FROM: Jeff Fornesi, Assistant Director of Public Works

DATE: May 6, 2025

SUBJECT: **BENEFIT ASSESSMENT DISTRICT INSPECTION – MAY 2, 2025**

On May 2, 2025, at 8:00a.m. staff conducted the Benefit Assessment District Quarterly Inspection. A summary of discussions and planned actions are below:

Bay Ridge Basin:

- Catch basin is basin are clean and in good condition.
- Pathway lights tested and functioning correctly. Staff replaced the photo eye in March.
- Seasonal vegetation along pathway is established and healthy.
- Mulch along pathway is adequate.
- Doggie waste station was empty and continues to be routinely serviced.
- Turf in good to fair condition.
- Broken fence boards on west side of basin need to be replaced.
- Gate is in fair condition.
- No signs of erosion within the basin.
- Trees appear to be in healthy.

Linda Vista Basin:

- The landscape area adjacent to the pass-through road is planted with trees and mulched.
- Trees fair condition.
- Vegetation around drain inlet need to be cleared and drain inlet needs to be cleaned.
- DG path in fair condition. Will continue to monitor and fill in when needed.
- Basin areas have not been accepted by the City at time of inspection.

Thank you,

Jeffery M. Fornesi

Jeffery Fornesi
Assistant Director of Public Works
City of Daly City

cc: Richard Chiu, Jr., Director of Public Works

Rick Medina, Maintenance Supervisor – Streets
Jeff Templin, Temp. Maintenance Supervisor - Parks

DALY CITY DEPARTMENT OF PUBLIC WORKS
INTEROFFICE MEMORANDUM

TO: Shirely Chan, Acting City Engineer

FROM: Jeff Fornesi, Asst. to the Director of Public Works

DATE: July 25, 2024

SUBJECT: **BENEFIT ASSESSMENT DISTRICT INSPECTION – JULY 25, 2024**

Attendees: Chris Caliendo, Maintenance Supervisor – Parks

On July 25, 2024, at 11:00a.m. staff conducted the Benefit Assessment District Quarterly Inspection. A summary of discussions and planned actions are below:

Bay Ridge Basin:

- Pathway lights tested and found to be functioning correctly.
- Seasonal vegetation along pathway is established and appears to be healthy.
- Mulch along pathway is adequate.
- Doggie waste station was empty and continues to be routinely serviced.
- Turf in good to fair condition.
- Perimeter fence and gate is in good condition.
- No signs of erosion within the basin.
- Trees appear to be in healthy.

Linda Vista Basin:

- The landscape area adjacent to the pass-through road is planted with trees and mulched.
- DG path completed on both lower and upper basin.
- Irrigation working as designed.
- Basin areas have not been accepted by the City at time of inspection.

Thank you,

Jeffery Fornesi
Assistant to the Director of Public Works
City of Daly City

cc: Richard Chiu, Jr., Director of Public Works
Rick Medina, Maintenance Supervisor – Streets
Kris Carr, Maintenance Supervisor - Facilities

DALY CITY DEPARTMENT OF PUBLIC WORKS
INTEROFFICE MEMORANDUM

TO: Shirely Chan, Acting City Engineer

FROM: Jeff Fornesi, Asst. to the Director of Public Works

DATE: November 7, 2024

SUBJECT: **BENEFIT ASSESSMENT DISTRICT INSPECTION – NOVEMBER 4, 2024**

Attendees: Kris Carr, Maintenance Supervisor – Facilities

On November 4, 2024, at 9:00a.m. staff conducted the Benefit Assessment District Quarterly Inspection. A summary of discussions and planned actions are below:

Bay Ridge Basin:

- Pathway lights tested and functioning correctly.
- Seasonal vegetation along pathway is established and healthy.
- Mulch along pathway is adequate.
- Doggie waste station was empty and continues to be routinely serviced.
- Turf in good to fair condition.
- Perimeter fence and gate is in fair condition.
- No signs of erosion within the basin.
- Trees appear to be in healthy.

Linda Vista Basin:

- The landscape area adjacent to the pass-through road is planted with trees and mulched.
- Bottom section of trees need to be pruned.
- DG path in fair condition. Will continue to monitor and fill in when needed.
- Irrigation leak near tree adjacent to lower retention basin. Reported to Parks staff and repaired same day.
- Basin areas have not been accepted by the City at time of inspection.

Thank you,

Jeffery M. Fornesi

Jeffery Fornesi
Assistant to the Director of Public Works
City of Daly City

cc: Richard Chiu, Jr., Director of Public Works
Rick Medina, Maintenance Supervisor – Streets
Jeff Templin, Temp. Maintenance Supervisor - Parks

City of Daly City
Department of Public Works
333 90th Street
Daly City, CA 94015
(650) 991-8064

April 2, 2025

Subject: NOTICE OF PUBLIC HEARING
LINDA VISTA AND BAY RIDGE BENEFIT ASSESSMENT DISTRICTS – FISCAL YEAR 2025-2026
(Linda Vista, Bay Vista and Bay Ridge Subdivisions)

Dear Resident:

The storm drain system in your area includes storm water detention basins constructed between Alexis Circle and Bayshore Heights Park and along Linda Vista Drive. The basins were designed to detain excess storm water from your development to mitigate potential downstream flooding. Additionally, a lighted pathway was constructed to provide access to Bayshore Heights Park from Alexis Circle. These facilities are unique to the Linda Vista, Bay Vista and Bay Ridge subdivisions and require special services in excess of normal City maintenance. The Assessment District was established at the time these subdivisions were originally constructed to pay for the maintenance and long-term care of these facilities.

The proposed assessments for the fiscal year starting July 2025 are $151.13 per lot for the Linda Vista area and $100.46 per lot for the Bay Ridge area. A map of the neighborhood is located on the back of this letter. The proposed assessments remain unchanged from last Fiscal Year.

The City Council has scheduled a public hearing on the **May 12, 2025 City Council meeting**, which starts at 7:00 p.m., to receive public comments regarding the Engineer's Report and the proposed assessments for the coming year. If the City Council approves the Engineer's Report and levies the assessments, the City Clerk will send the assessment roll to the County Tax Collector for collection with your property tax payment.

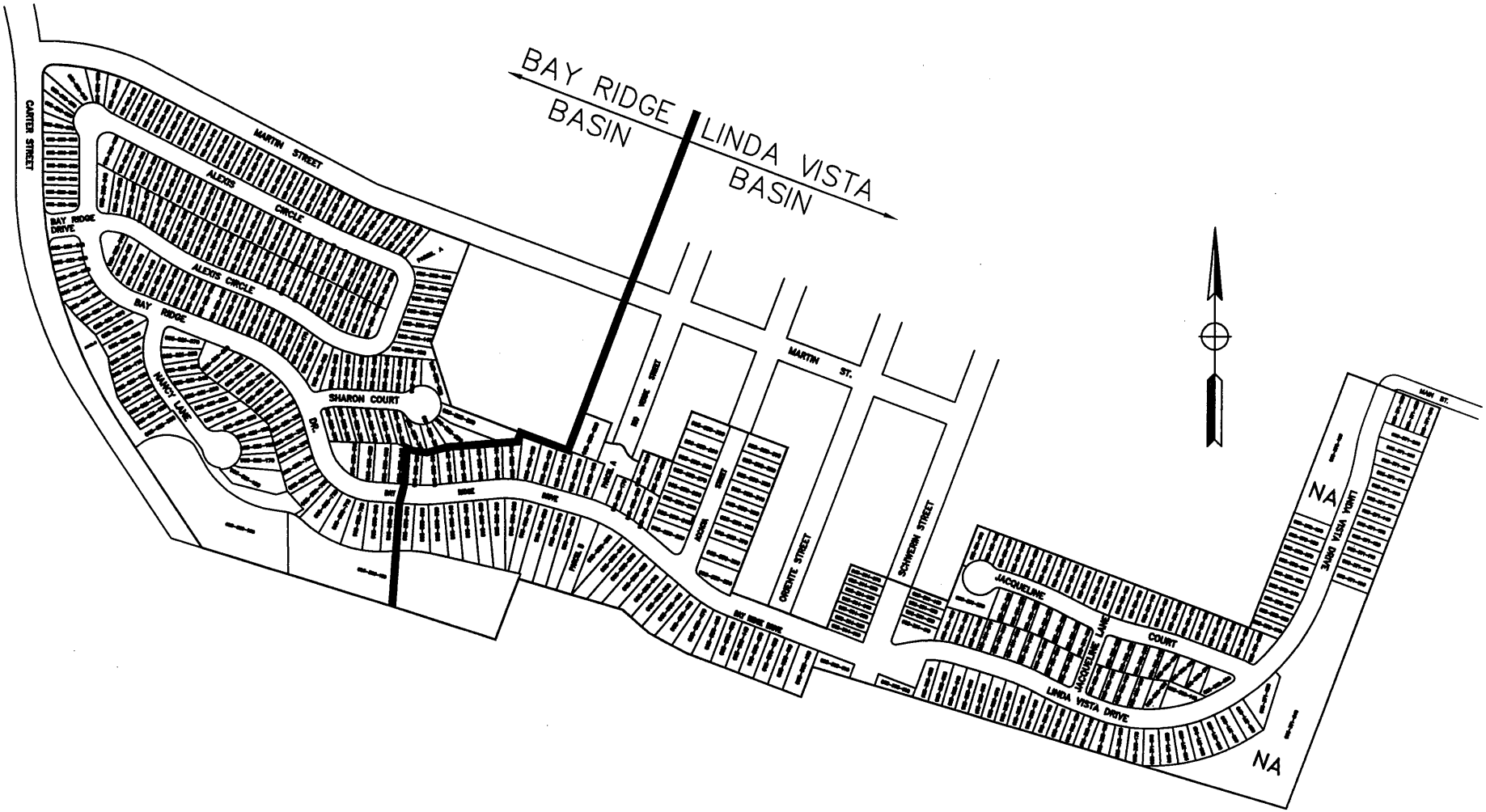
The meeting can be attended in person at the above address or watch the live telecast at https://www.youtube.com/DalyCityVideoMeetings or https://www.dalycity.org/agendas. Citizens are encouraged to provide comments by attending in person and/or submit public comments via email to cityclerk@dalycity.org prior to 4pm on the day of the public meeting.

If you have questions or comments regarding this matter, please call me or Shirley Chan, Acting City Engineer, at (650) 991-8231. This will enable us to discuss your questions or comments in greater detail, if needed.

Sincerely,

Richard Chiu, Jr.
Director of Public Works

RC/SC/sc



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