GOLD LEVEL AWARD WINNER

BEACON SPOTLIGHT AWARD WINNER
BEST PRACTICE ACTIVITIES

City of San Mateo

Sustainability Best Practices Activities

INSTITUTE FOR LOCAL GOVERNMENT℠
Promoting Good Government at the Local Level

About This Document

This document tracks and shares local agency best practice activities completed and counted as part of a city or county's participation in the climate change and sustainability recognition program, the Beacon Program. The Beacon Program is a statewide program recognizing cities and counties that are working to reduce greenhouse gas emissions, save energy and adopt policies and programs that promote sustainability.

The Beacon Program is sponsored by the Institute for Local Government and the Statewide Energy Efficiency Collaborative. The Statewide Energy Efficiency Collaborative (SEEC) provides support to cities and counties to help them reduce greenhouse gas emissions and save energy. SEEC is an alliance between three statewide non-profit organizations and California's four Investor-Owned Utilities. It builds upon the unique resources, expertise and local agency relationships of each partner.

Statewide Energy Efficiency Collaborative

Supporting California local governments

The Beacon Program is funded by California utility ratepayers and administered by Pacific Gas and Electric Company, San Diego Gas and Electric Company, Southern California Edison and Southern California Gas Company under the auspices of the California Public Utilities Commission.

SPOTLIGHT AWARD

Areas of Accomplishment

	SILVER LEVEL	GOLD LEVEL	PLATINUM LEVEL
Agency GHG Reductions			
Community GHG Reductions	9% Reduction		
Agency Energy Savings	4.0% Savings		
Natural Gas Savings			
Sustainability Best Practice Activities		3 in each of 10 categories	

City of San Mateo
Best Practice Activities
www.ca-ilg.org/BeaconAward/

Energy Efficiency and Conservation Activity

Level		Reported
Silver	1. The City of San Mateo converted 900 streetlights to LED lights in 2014 and is in the process of converting an additional 4,400. The conversion will be completed by the end of 2015.	**2015**

Level	Energy Efficiency and Conservation Activities	Reported
Gold	1. The city is performing outreach to small and medium-sized businesses to encourage them to participate in the San Mateo County Energy Watch's Turn-Key Energy Efficiency Upgrade Program. Outreach activities that the city has completed to date include giving presentations at business owner meetings, mailing out program information and door-to-door canvassing in business districts. 2. The City of San Mateo is partnering with El Concilio, a local nonprofit organization to expand their Low Income Household Energy Upgrade program which provides free energy upgrades to income-qualified renters and homeowners. El Concilio operates this program through a contract with the San Mateo County Energy Watch. The city is providing an additional $20,000 to augment the program funding and is also providing supplemental funds to El Concilio to cover the cost of minor home repairs for properties within the city, such as electrical upgrades that are often needed to implement the energy efficiency improvements but are not eligible for PG&E's program funds.	**2015**

Level	Energy Efficiency & Conservation Activities	Reported
Platinum	1. The city has approved several Property Assessed Clean Energy (PACE) financing programs, including California First, HERO, and Figtree, to provide financing options for residents and business owners who wish to undergo energy efficiency upgrades. 2. The city has hosted several community forums, in partnership with the Bay Area Regional Energy Network (BayREN) on the Energy Upgrade California Program, to educate residents about the importance of energy efficiency upgrades and to inform them about available rebates and how to select contractors. 3. In 2011, the city conducted a Green House Call program which provided energy efficiency education and simple energy-saving appliances to almost 400 homes. 4. The San Mateo County Energy Watch completed a comprehensive analysis of energy efficiency recommendations for the City of San Mateo's municipal facilities in 2013. The suggested energy reduction measures include installing variable frequency drives and upgrading the HVAC systems in many of the city's older facilities. The city is working in partnership with PG&E to do further industrial grade level auditing to identify additional improvements and to develop a financing plan to complete these improvements over the next calendar year.	**2015**

Water & Wastewater Systems Activity

Level	Water & Wastewater Systems Activity	Reported
Silver	1. The City of San Mateo has a "Flood Management Strategies" document which identifies projects that require flood protection in our community. We have been focusing on building infrastructure to better channel storm water into the Bay and protecting our community from bay flooding. For example, we recently completed the South Levee Project which better flood protects approximately 8,000 homes south of San Mateo Creek. It also removed or precluded those homes from entering the Federal Emergency Management Agency's (FEMA) special flood hazard area. New developments are required to limit their storm water run-off to pre-development levels, and they are encouraged to implement measures to reduce storm run-off such as utilizing permeable surfaces.	**2015**

Level	Water & Wastewater Systems Activities	Reported
Gold	1. The city adopted a streamlined ordinance for landscape water efficiency that applies to landscape areas as small as 1,000 square feet. 2. The parks and recreation department landscaping staff developed a comprehensive water conservation program in 2009 to reduce municipal water use at our parks and city-owned facilities. The program is updated annually and the water conservation measures have increased as a result of the drought conditions. To date, the city has cut back water use by about 20% under this program since 2009.	**2015**

Level	Water and Wastewater Systems Activities	Reported
Platinum	1. The city is in the process of designing a new landscaping plan for city hall to remove and replace existing turf with drought tolerant plants. The landscaping design is being finalized and construction is scheduled for fall 2015. 2. The city is partnering with CalWater, our water agency, to communicate their drought restrictions and water conservation rebate programs for San Mateo residents and commercial customers, including the Lawn Be Gone! Program. The city has provided newsletter articles, web updates and cohosted several public workshops in our main library to promote these rebate programs. 3. The city established a sewer lateral cost sharing program that provides grants of up to $5,000 to property owners for sewer lateral replacements. Since the program was developed in 2009, 682 repairs and replacements have been completed under this program. Replacing broken and leaking sewer lateral lines directly reduces the amount of raw sewage released into storm drains and the bay. 4. The city is in the process of developing a clean water master plan, which is a 20-year plan for regulatory compliance, stormwater management, and recycled water production at the wastewater treatment plant.	**2015**

Green Building Activity

Level	Green Building Activity	Reported
Silver	1. The city adopted a green building code in 2010 to require energy efficiency standards to exceed the Title 24 standards that were in effect at the time. This reach code was superseded by the adoption of the 2013 CalGreen Building Code which went into effect on January 1, 2014. During the time that the city's green building code was in effect, it impacted the construction of more than 130 homes and 105,000 square feet of non-residential space. The city is presently studying possible new reach codes for adoption that would exceed the requirements of the 2013 code.	**2015**

Level	Green Building Activities	Reported
Gold	1. The city has adopted an ordinance requiring that all municipal buildings meet or exceed the LEED Silver standard. Buildings that have been built to this standard include the main library, the police headquarters and two new fire stations. 2. The city's climate action plan, which was adopted on April 6, 2015, includes a measure which requires all new construction in the city to be solar ready. The city is in the process of updating it's building codes to reflect this requirement.	**2015**

Waste Reduction and Recycling Activity

Level	Waste Reduction Activity	Reported
Silver	1. The city adopted a reusable bag ordinance in 2013 that prohibits single-use plastic bags and requires a fee for paper bags or multiple-use plastic bags. The fee per bags increased to $0.25 in 2015.	**2015**

Level	Waste Reduction Activities	Reported
Gold	1. The city adopted a polystyrene ban ordinance in 2013 which prohibits the use of polystyrene containers in city restaurants and food stores. 2. San Mateo instituted a voluntary composting program in 2011 as a service provided by the community's waste hauler. This program allows food scraps to be composted and turned into fertilizer, rather than being thrown in a landfill. Currently, approximately 19,430 single family homes (97% of all single family homes with waste collection services) and 250 businesses are enrolled in the composting program.	**2015**

Level	Waste Reduction Activities	Reported
Platinum	1. The city has developed an extensive outreach campaign focused on landfill diversion. The campaign includes a detailed website, periodic flyers to customers, and tabling at local events. As a result of these efforts, the diversion rate for waste was 72% in 2013 which is well above the state mandated level. For city-sponsored events, the bayfront cleanup achieving a 100% diversion rate while the central park music series achieved an 85% diversion rate. 2. The city council passed an ordinance in 2006 requiring that construction and demolition projects achieve a waste diversion of 60%. The ordinance requires that a construction and demolition recycling and waste reduction plan and a security deposit be submitted as a condition of the building permit. To date, the city has achieved a 90% diversion of all construction and demolition-related waste. 3. The city hosts periodic free recycling events to assist residents with the safe disposal of e-waste, while also including community paper shredding services to help residents recycle sensitive documents.	**2015**

Climate-friendly Purchasing Activity

Level	Climate-Friendly Activity	Reported
Silver	1. The municipal fleet includes 30 hybrid vehicles and five electric vehicles. The city plans to expand the number of electric light-duty vehicles in it's fleet.	**2015**

Level	Climate-Friendly Activities	Reported
Gold	1. It is standard city policy to purchase only recycled-content paper for municipal use. This policy was codified in that 2008 climate action plan for municipal operations. 2. All janitorial supplies purchased by the city, such as toilet paper and paper towels, are made from 100% recycled materials.	**2015**

Renewable Energy and Low-Carbon Fuels Activity

Level	Renewable Energy and Low Carbon Fuels Activity	Reported
Silver	1. The city installed an 80 kW solar panel array on the roof of the main library in 2012. In 2015, the library launched a real-time solar energy and green building dashboard that shows real-time electricity production data for the solar array.	**2015**

Level	Renewable Energy and Low Carbon Fuels Activity	Reported
Gold	1. San Mateo has promoted the widespread use of rooftop solar panels through a simplified permitting process and reduced solar permitting fees. Since 2010, San Mateo has processed permits for more than 200 rooftop solar panels, with a total generating capacity of approximately 1.9 megawatts. 2. The city is installing 12 public electric vehicle chargers at it's public facilities including the downtown parking garage, the main library, and city hall. Of these chargers, two will be DC Fast Chargers and the remainder will be Level 2. The construction contracts for the chargers have been executed and construction was completed by July 2015.	**2015**

Level	Renewable Energy and Low Carbon Fuels Activity	Reported
Platinum	1. The city is currently constructing a new digester at the wastewater treatment plant that will convert methane into compressed natural gas (CNG), which will be used as fuel for heavy-duty vehicles for the municipal fleet. This project will mitigate the methane emissions at our plant which was a major source of greenhouse gas (GHG) emissions and will reduce the number of municipal fleet vehicles that use standard fuels.	**2015**

Efficient Transportation Activity

Level	Efficient Transportation Activity	Reported
Silver	1. The regional commute alliance operates three public shuttles in San Mateo, transporting riders from the Hillsdale Caltrain station to employment centers in the community. Currently, these shuttles serve approximately 72,000 riders annually during morning and afternoon commute times. The city contributes 25% of the costs for the shuttle operations.	**2015**

Level	Efficient Transportation Activities	Reported
Gold	1. San Mateo has designated the area near the Hillsdale and Hayward Park Caltrain stations as suitable for transit-oriented development (TOD). Development projects in this area are required to implement transportation demand management (TDM) practices to reduce vehicle trips generated by the development. Sample TDM strategies include providing free transit passes for residents or employees, paying into a shuttle program, encouraging carpooling and providing on-site carsharing vehicles. 2. After the Pedestrian Master Plan was adopted in 2012, the city has received over $1.5 million to date to fund improvements in the plan, including ADA ramps, improved crosswalks, and pedestrian refuges. The city is actively seeking funding to implement the remainder of the plan.	**2015**

Level	Efficient Transportation Activities	Reported
Platinum	1. The city adopted a bicycle master plan in 2011. The city has received over $1 million in grant funds to implement it and expect to fully implement the on-street network by 2016. One example improvement is the installation of bicycle corrals and electronic day use bicycle lockers at the Hillsdale Caltrain station to facilitate bicycle use to and from the train station. In addition, the city installed bicycle racks in all of our commercial districts. 2. The city was awarded $2.5 million grant in 2015 to implement a Safe Routes to Schools program. Implementation of this grant is underway and includes a series of infrastructure upgrades including new sidewalks, crosswalk improvements such as pedestrian refuges and rapid flashing beacons, ADA curb ramps, curb extensions and new street lights.	**2015**

Level	Efficient Transportation Activities	Reported
Platinum	3. The city has adopted a demand pricing model for its downtown parking assets in order to encourage a more efficient use of this valuable resource, reduce traffic congestion related to cars circling for prime parking spaces, and to encourage people to access the downtown through other modes of transit. 4. The city hosts several events each year to encourage travel by bicycle including Bike to School Day, Bike to Work Day, Streets Alive! Parks Alive! and bicycle rodeos. The city adopted the Street Smarts educational program to address traffic safety issues for pedestrians, bicyclists and motorists. The program consists of outdoor signage, presentations and flyers in addition to the local schools' student contests, walking school buses and walk to school days. 5. The city participates in a commuter benefits program which allows employees to use pre-tax dollars to pay for public transportation.	**2015**

Land Use and Community Design Activity

Level	Land Use and Community Activity	Reported
Silver	1. The city has adopted a rail corridor TOD area plan to encourage high density development in the areas immediately surrounding the city's transit stations. Projects in this zone have parking maximums, as opposed to minimums and minimum allowed densities. Over 1,300 new units of high density housing have been developed since 2007 and several new high density office, residential and retail developments have started construction in 2015.	**2015**

Level	Land Use and Community Activities	Reported
Gold	1. The city adopted a sustainable streets plan in February 2015 which is a combination of complete streets and green streets strategies. The key purpose of this plan is to provide guidelines for street design that both accommodate all modes of transportation and also provide for green features such as accounting for stormwater flows and tree canopy to help absorb carbon emissions and provide natural cooling. 2. The city adopted a community-based transportation plan for the north central neighborhood, which is a residential area adjacent to downtown. The plan was prepared through a collaborative process involving residents of targeted communities, community-based organizations that provide services within these communities, local schools, transit operators, the City/County Association of Governments of San Mateo County (C/CAG) and the Metropolitan Transportation Commission (MTC). The key components of the plan are locally-identified transportation needs as well as detailed strategies to address them. The plan allows these strategies to obtain priority for funding, as well as being taken into consideration in the development of SamTrans' *Short-Range Transit Plan*, which identifies planned transit improvements over the next ten years.	**2015**

Level	Land Use and Community Activities	Reported
Platinum	1. Bay Meadows Transit Oriented Development Project is an 83-acre infill redevelopment of a former race track in San Mateo. The project is located in close proximity to the Hillsdale Caltrain Station. The Bay Meadows Phase II Specific Plan Amendment was adopted by the city council in November 2005. The current approvals include 800,000 square feet of office space, 1,066 residential units, 93,000 square feet of retail space and 15 acres of public parks. To date close to 50% of the housing has been completed and the first phase of the office development is scheduled to be completed in June 2016. 2. The city adopted a downtown area plan in 2009 to set guidelines for infill development within downtown and to encourage uses that take advantage of the proximity to the downtown train station and other transit resources. The city is presently embarking on an update to the plan to reflect current market conditions and increased community interest in high density housing and affordable housing. 3. The Hines Project is another example of a Transit Oriented Development Project with construction currently underway in San Mateo. This project includes approximately 276,467 square feet of office space with 139,573 square feet of at-grade and underground parking. The project is located near the hayward park rail station. 4. Station park green, located on the site of a former Kmart, is a 12-acre transit-oriented mixed-use development in San Mateo. The project's program includes 599 residential units, 10,000 square feet of office facilities, and over 60,000 square feet of neighborhood and transit-serving retail and restaurants. Constriction of the project commenced in May 2015.	**2015**

Open Space and Offsetting Carbon Emission Activity

Level	Open Space Offsetting Carbon Emission Activities	Reported
Silver	1. The city adopted a climate action plan in April 2015 which includes measures that will reduce GHG emissions by 18% by the year 2020.	**2015**

Level	Open Space Offsetting Carbon Emission Activities	Reported
Gold	1. San Mateo has planted more than 600 new street trees in recent years, which help to remove carbon from the atmosphere through photosynthesis. Since the city was recognized as a Tree City USA community by the Arbor Day Foundation over thirty years ago, staff understands the importance of urban forestry as trees also provide an indirect cooling benefit, helping to reduce the need for air conditioners during warm weather. 2. As part of the new Bay Meadows Transit Oriented Development Project, the city added approximately six acres of new open space resources, including two active use public parks, to it's system.	**2015**

Promoting Community and Individual Action Activity

Level	Promoting Community and Individual Action Activities	Reported
Silver	1. The city formed a sustainability commission in 2014 to provide policy guidance to the city council on issues related to the environment, social equity and economic resilience of the community.	**2015**

Level	Promoting Community and Individual Action Activities	Reported
Gold	1. The city coordinates an annual bayfront cleanup event. In 2014, the event was attended by approximately 997 volunteers who gave approximately 3,459 hours to clean our shoreline, San Mateo Creek and Marina Lagoon, recovering 1,000 pounds of recycling and 5,000 pounds of trash. 2. Library staff has also developed a “Going Green Center” located on the mezzanine level of the main library. The center offers helpful tips and practices visitors can implement in their homes, schools, businesses or in the community to create a more sustainable lifestyle. To enhance the current materials and programs they offer, the library will have Kill-a-watt Electricity Usage Monitors available as part of the library’s lending collection. The monitors can assist homeowners in identifying the cost of the real energy abusers in their home.	**2015**

Level	Promoting Community and Individual Action Activities	Reported
Platinum	1. The city is partnering with the San Mateo Cool Cities team to develop a "Local Energy Heroes" campaign in order to recognize the efforts of individual citizens. Through the campaign, they plan to find multiple households willing to submit quarterly reports of their energy use and showcase their energy reduction efforts. The campaign will award recognition, and potentially prizes, to those that show the most progress. This campaign will increase visibility of contestants and help inspire participation. In addition to spreading the word about the campaign at tabling events and through social media, the Cool Cities team will partner with educators who can distribute the message throughout the various San Mateo school districts. 2. The city hosts regular community forums on a variety of sustainability topics including drought tolerant landscapes, energy efficiency upgrades, and solar installations. These events are free and are open to all residents of the city. The events are promoted heavily through the city's social media sites including NextDoor, Facebook, and Twitter in addition to the city's email listserv. 3. The "Taste and Talk" Speaker Series is part of the Sustainable Streets Plan, which is a long-term vision to re-engineer transportation throughout the community in order to make it accessible, safe, and more sustainable. Held at Draper University and the main library with food from local restaurants, these free events provide education on various topics as well as give the community members a chance to provide their own individualized input on what improvements they wish to see in the future.	**2015**

INSTITUTE FOR LOCAL GOVERNMENT℠

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