



DATE: September 18, 2023

TO: Mayor and Members of the City Council

VIA: Stefan Chatwin, City Manager

FROM: Kevin Ortiz, Management Analyst

DEPARTMENT: City Manager

SUBJECT: \$21,667.50 CONTRIBUTION TO THE SAN MATEO UNION HIGH SCHOOL DISTRICT AFTER SCHOOL ACTIVITY (ASA) BUS PROGRAM FOR THE 2023-2024 SCHOOL YEAR

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### RECOMMENDATION

It is recommended that the City Council of the City of Foster City adopt the attached resolution approving a funding agreement between the City of Foster City ("City") and San Mateo Union High School District ("District") for a contribution in the amount of \$21,667.50 to the After School Activity (ASA) Bus Program for the 2023-2024 School Year and authorize the City Manager to execute the funding agreement. Furthermore, it is recommended that the City Council authorize an appropriation in an amount not-to-exceed \$21,667.50 to the City Manager Department Community Benefits Program Fund – Contractual, Professional, and Specialized Services Budget (Account No. 005-0110-413-4251) to fund the contribution.

### EXECUTIVE SUMMARY

The District has requested a contribution from the City for the continuation of their ASA Bus Program for the 2023-2024 School Year. The total cost of the program is \$43,335, with the City providing 50% of the funding in the amount of \$21,667.50, if approved by the City Council. The ASA Bus Program will transport students who stay after school to participate in sports programs, extracurricular activities, or wish to use the library from San Mateo High School to various bus stops in Foster City.

To continue to support the ASA Bus Program for the 2023-2024 School Year and ensure a safe and sustainable mode of transportation for students throughout the Foster City community, it is recommended that the City Council approve the attached resolution.

## BACKGROUND

During the school year, the last bus to leave San Mateo High School is at 3:55 P.M., making it challenging for any Foster City students who engage in after school extracurricular activities to take regular afternoon bus service. In response, the District began an After School Activity (ASA) Bus Program, which operates bus service to Foster City four (4) days a week during athletic seasons (Fall and Spring) and departs from the bus stop on East Poplar Avenue at San Mateo High School at 6:30 P.M. The ASA buses run limited stops, including the following locations within Foster City:

Metro Blvd & Tower Lane (at bus stop)  
E. Hillsdale Blvd. & Shell Blvd. (at Foster City Library)  
Brewer Island School  
Gull Park  
Beach Park Blvd. & Tarpon Street  
Marlin Ave. & Foster City Blvd. (at shopping center)  
Halsey Blvd. & Beach Park Blvd.  
Edgewater Blvd. & Beach Park Blvd. (on Edgewater, south of Beach Park)  
Pitcairn Dr. & Santa Catalina Lane

Most recently, the City Council approved a funding contribution in the amount of \$20,196 in FY 2022-2023 to help fund the ASA Bus Program in the 2022-2023 School Year (which was 50% of the total operating costs). In FY 2018-2019, the City Council approved a contribution in the amount of \$13,000 to help fund that school year's ASA Bus Program (which was 40% of the total operating costs). In FY 2017-2018, the City Council approved a contribution in the amount of \$13,800 to help fund the pilot year of the ASA Bus Program (which was 50% of the total operating costs).

## ANALYSIS

In August 2023, the District submitted a funding request to the City for continuation of the ASA Bus Program for the current, 2023-2024 School Year. The request is for a contribution in the amount of \$21,667.50, which would be 50% of the total operating costs of the ASA Bus Program, which totals \$43,335. The projected total days of

service for the 2023-2024 School Year is 135 days, with bus service on four (4) days of the week, excluding Fridays, and Minimum Days (Attachment 3).

ASA Program bus passes can be purchased during the 2023-2024 School Year at a cost of \$326 for the Fall and \$357 for the Spring. Students who already ride the school bus and have purchased an Annual Round Trip Pass, an Annual One-Way PM Pass, or a Calendar Monthly Bus Pass will be able to ride the ASA bus at no additional cost. In other words, they will not be required to purchase an additional ASA bus pass to use the ASA bus.

If approved, the City's one-time contribution would be \$21,667.50 and would assist in the continuation of the ASA Bus Program to further provide safe transportation for Foster City students participating in after school activities at San Mateo High School. The management and operation of the ASA Bus Program will be the responsibility of the District. The funding agreement with the District will indemnify the City from any injury or property loss related to the program (Attachment 2). The San Mateo Union High School District Board of Trustees intends to schedule the formal adoption of the funding agreement at its September 14, 2023 Regular Meeting.

### California Environmental Quality Act

The approval of the 2023-2024 ASA Bus Program funding and the Funding Agreement is not subject to review under the California Environmental Quality Act (CEQA) pursuant to Public Resources Code Section 21000, et seq. and the CEQA Guidelines (14 Cal. Code Regs. §§ 15000 et. seq.), including without limitation, Public Resources Code section 21065 and California Code of Regulations 15378 as this is not a "project" that may cause a direct, or reasonably foreseeable indirect, physical change in the environment.

### FISCAL IMPACT

Funding for the ASA Bus Program is traditionally available in the City Manager Department Community Benefits Program Fund. Since the funding request from the District was received after the City's Final Budget for FY 2023-2024 was adopted, a budget appropriation is required. Specifically, an amount not-to-exceed \$21,667.50 will be appropriated to Account No. 005-0110-413-4251 (Contractual, Professional, and Specialized Services Budget) for the contribution to the ASA Bus Program in FY 2023-2024. The City Council may also consider adding this as an ongoing contribution to the FY 2024-2025 Budget if it so chooses.

### CITY COUNCIL VISION, MISSION, AND VALUE/PRIORITY AREA

Innovation and Sustainability  
Public Safety and Social Equity

**ATTACHMENTS:**

Attachment 1 – Resolution

Attachment 2 – Funding Agreement

Attachment 3 – ASA Bus Program Projected Cost for 2023-2024 School Year