



STAFF REPORT

AGENDA NO: 9c

MEETING DATE: November 4, 2024

To: Honorable Mayor and City Council

Date: November 4, 2024

**From: Syed Murtuza, Director of Public Works – (650) 558-7230
Mahesh Yedluri, Senior Civil Engineer – (650) 558-7230**

Subject: Adoption of a Resolution Approving a Memorandum of Understanding with the San Mateo County Flood and Sea Level Rise Resiliency District (OneShoreline) for the Burlingame Shoreline Protection Project Scoping Funded by the FY20 Building Resilient Infrastructure and Communities Grant Program and Authorizing the City Manager to Execute the MOU

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution approving a Memorandum of Understanding (MOU) with the San Mateo County Flood and Sea Level Rise Resiliency District (District) for the Burlingame Shoreline Protection Project funded by the FY20 Building Resilient Infrastructure and Communities Grant Program and authorizing the City Manager to execute the MOU.

BACKGROUND

On December 3, 2020, the City, with staff support from the District, submitted a sub-application to the California Governor's Office of Emergency Services (Cal OES) for grant funding from the Building Resilient Infrastructure and Communities (BRIC) Program administered by the Federal Emergency Management Agency (FEMA). The sub-application was titled "BRIC 2020 Burlingame Shoreline Protection Project Scoping with Millbrae and SFO Airport" and proposed to complete the project scoping activities required to construct shoreline infrastructure in the Millbrae and Burlingame shoreline area to achieve coastal flood protection from the FEMA 100-year event with approximately six feet of sea level rise. These activities include project management, data collection, conceptual design, stakeholder and community outreach, feasibility-level alternatives analysis, and sub-application development.

On April 23, 2024, the City of Burlingame received a notification of sub-application approval, stating that Cal OES received notification that FEMA has approved its sub-application in the amount of \$276,250 for project expenditures and \$23,750 in funding for subrecipient management expenditures, totaling \$300,000 in federal grant award, with a required \$200,000 local match.

This MOU is entered into pursuant to the grant requirements of Cal OES and FEMA to clearly outline the City's roles and responsibilities as the BRIC grant sub-applicant and the District's roles and responsibilities as the implementer of project activities funded by the BRIC grant, as described in Exhibit A attached to this MOU and incorporated by this reference ("Scope of Work").

DISCUSSION

Prior to the sub-application approval, the District received a State budget allocation in the amount of \$8,000,000 of which \$4,000,000 will be applied to Burlingame and Millbrae Shoreline Resilience Project, which includes planning, design, and environmental review of sea level rise and flood resiliency. These funds will provide the local match for the BRIC grant. Essentially, the BRIC grant supplements the State's budget allocation.

As part of the grant requirements, the City, in coordination with the District, will review, approve, and submit to Cal OES all reporting, closeout package materials, and administrative documents; any scope of work change request(s), performance period extension request(s), and appeal materials prepared by the District; and any other documents or materials required and/or as reasonably requested for submission by the District for the District's successful reimbursement under the BRIC Grant Administration Procedures, as set forth in Exhibit B.

FISCAL IMPACT

None.

Exhibits:

- Resolution
- Memorandum of Understanding, Including:
 - Exhibit A: Scope of Work
 - Exhibit B: BRIC Grant Administration Procedures