

# C/CAG

## CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

*Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park  
Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside*

Meeting No. 220

January 14, 2010

### 1.0 CALL TO ORDER/ROLL CALL

Chair Kasten called the meeting to order at 6:30 p.m. Roll Call was taken.

Jerry Carlson - Atherton  
Christine Wozniak - Belmont  
Sepi Richardson - Brisbane  
Terry Nagel - Burlingame  
Joseph Silva - Colma  
David Canepa - Daly City  
Carlos Romero - East Palo Alto  
Linda Koelling - Foster City  
Naomi Patridge - Half Moon Bay  
Tom Kasten - Hillsborough  
Andrew Cohen - Menlo Park  
Paul Seto - Millbrae  
Julie Lancelle - Pacifica (6:35)  
Rosanne Foust - Redwood City (left 7:42)  
Irene O'Connell - San Bruno  
Bob Grassilli - San Carlos  
Brandt Grotte - San Mateo  
Carole Groom - San Mateo County  
Karyl Matsumoto - South San Francisco, San Mateo County Transit District  
Deborah Gordon - Woodside

Absent:

Portola Valley

Others:

Richard Napier, Executive Director - C/CAG  
Nancy Blair, C/CAG Staff  
Sandy Wong, Deputy Director - C/CAG  
Lee Thompson, C/CAG - Legal Counsel  
Tom Madalena, C/CAG Staff  
John Hoang, C/CAG Staff  
Jean Higaki, C/CAG Staff  
Joe Kott, C/CAG Staff  
Pat Dixon, SMCTA - CAC  
Duane Bay, County of San Mateo, Department of Housing

Jim Bigelow, Redwood City/San Mateo County Chamber, CMEQ Member  
Barbara Pierce, HOPE, Councilmember Redwood City

## 2.0 PLEDGE OF ALLEGIANCE

Chair Kasten, on behalf of the Board, welcomed the new C/CAG Board Members.

## 3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None.

## 4.0 RESOLUTIONS OF APPRECIATION / PRESENTATIONS/ ANNOUNCEMENTS

### 4.1 PRESENTATIONS

#### 4.1.1 Presentation on Housing Our People Effectively (HOPE) by Carole Groom.

HOPE is a ten-year action plan that brings together the business, nonprofit, and public sector communities to address the challenging issue of homelessness in San Mateo County.

Board Member Groom, and members of the HOPE Task Force, provided an update on the status of the organization that was initiated in 2005.

## 5.0 CONSENT AGENDA

Board Member Richardson MOVED approval of Consent Items 5.1, 5.4, and 5.5. Board Member O'Connell SECONDED. **MOTION CARRIED** 20-0.

5.1 Approval of the Minutes of Regular Business Meeting No. 219 dated December 10, 2009.  
APPROVED

5.4 Approval of Resolution 10-01 recommending the list of projects to be funded by the Metropolitan Transportation Commission (MTC) under the Fourth Call for Projects, Lifeline Transportation Program (Tier 2), for a total of \$603,087.  
APPROVED

5.5 Review and approval of Resolution 10-02 authorizing the C/CAG Chair to execute an agreement with Environmental Transportation Solutions (Clark Aganon) for services to support the C/CAG Alternative Fuel Shuttle Program in an amount not to exceed \$15,000.  
APPROVED

Items 5.2 and 5.3 were removed from the Consent Calendar.

5.2 Approval to combine the Transportation Development Act (TDA) Article 3 Fiscal Year 2010/11 and Fiscal Year 2011/12 Program Cycles.  
APPROVED

Board Member Grotte MOVED approval of Item 5.2. Board Member O'Connell SECONDED.  
**MOTION CARRIED** 20-0.

5.3 Attendance Report for C/CAG Board and Committees.  
APPROVED

The CMEQ attendance calendar will be corrected to show Board Member Matsumoto had resigned from the committee.

Board Member Lancelle wanted to note the Board Representative from Pacifica will be Sue Digre. Board Member Lancelle will be Pacifica's Alternate to the C/CAG Board.

Board Member O'Connell MOVED approval of Item 5.3. Board Member Seto SECONDED. **MOTION CARRIED** 20-0.

## 6.0 REGULAR AGENDA

- 6.1 Approval of C/CAG Legislative priorities, positions and Legislative update.  
(A position may be taken on any legislation, including legislation not previously identified.)  
APPROVED

Staff provided the Legislative Priorities for 2010, highlighting the changes, made by the Legislative Committee, to the original document mailed in the C/CAG January 14, 2010 Board packet.

Board Member Koelling MOVED approval of the Legislative Priorities as they were amended by the Legislative Committee. Board Member Lancelle SECONDED. **MOTION CARRIED** 20-0.

- 6.2 Review and approval of current C/CAG committees' membership policies, procedures, and practices.  
APPROVED

Board directed staff to:

- Bundle all the policies for the C/CAG Committees
  - Clarify what the policies are for each committee.
- Clarify how each committee's appointee is determined (Elected, Public, Technical).
  - What are the qualifications to be appointed?
  - What are the requirements to be appointed?
  - How are the chairs elected?
  - How do people from various agencies (agency staff) get appointed to the committees?
- What are the length of terms?
- Is there geographical consistency across all the committees?
- Are there inconsistencies in the policies?
  - If there are inconsistencies, what are they?

Board Member O'Connell MOVED to remove the term limits from the BPAC committee. Board Member Gordon SECONDED. **MOTION CARRIED** 19-0.

- 6.3 Review and approval of appointments to the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) for two-year terms.  
APPROVED

The BPAC had three vacant seats for a public member. Staff distributed a recruitment letter, and received eight responses. The following individuals responded:

Paul Grantham, Burlingame  
Nataline Chew, San Mateo  
Dani Weber, San Mateo  
Frank Markowitz, San Mateo

Andrew Buhrmann, Millbrae  
Maureen Brooks, San Mateo  
Steve Schmidt, Menlo Park  
Robert Cronin, Menlo Park

The Board voted by ballot. Paul Grantham, Steve Schmidt, and Frank Markowitz were elected to fill the three vacant seats for a public member.

- 6.4 Review and approval the initial framework for programming of Cycle 1 Federal Transportation funds for fiscal years 2010/2011 and 2011/2012, and receive an overview of other funding opportunities. APPROVED

Board Member Gordon MOVED to approve Item 6.4 with staff recommendation, with:

- Clarification of the term 80/20 to mean a minimum of 80 percent
- List all of the currently defined PDA's
- Language is clear that up to 20% could be other than PDA, but they do not have to be.
- C/CAG needs to look a little more broadly at the definition of equity.

Board Member Grotte SECONDED. **MOTION CARRIED** 19-0.

Board Member Richardson MOVED to continue Items 6.5 and 6.6 to the February 11, 2010 Board meeting. Board Member Grotte SECONDED. **MOTION CARRIED** 19-0.

- 6.5 Review and approval of the currently approved C/CAG Procurement Policy. CONTINUED
- 6.6 Review and approval of C/CAG Executive Director Goals for FY09-10. CONTINUED

## 7.0 COMMITTEE REPORTS

- 7.1 Committee Reports (oral reports).

None

- 7.2 Chairperson's Report.

None

## 8.0 EXECUTIVE DIRECTOR'S REPORT

None

- 9.0 COMMUNICATIONS - Information only

9.1 Letter from Richard Napier, Executive Director C/CAG, to Tracey Sims, Grants Management Specialist, U.S Department of Health and Human Services, Centers for Disease Control and Prevention, Procurement and Grants Office, dated 11/20/09. Re: Support of San Mateo County Health System's application for funding through the Center for Disease Control and Prevention's (CDC) "Communities Putting Prevention to Work" program.

10.0 ADJOURN

The meeting adjourned at 9:00 p.m.