

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. 198
February 14, 2008

1.0 CALL TO ORDER/ROLL CALL

Chair Gordon called the meeting to order at 7:00 p.m. Roll call was taken.

Christine Wozniak - Belmont
Sepi Richardson - Brisbane
Rosalie O'Mahony – Burlingame, San Mateo County Transportation Authority
Joseph Silva - Colma
Judith Christensen - Daly City
Patricia Foster - East Palo Alto
Bonnie McClung - Half Moon Bay
Tom Kasten - Hillsborough
Gina Papan - Millbrae
Diane Howard - Redwood City
Irene O'Connell - San Bruno
Bob Grassilli - San Carlos
Rose Jacobs-Gibson -
Karyl Matsumoto - South San Francisco, San Mateo County Transit District
Deborah Gordon - Woodside

Absent:

Atherton
Foster City
Menlo Park
Pacifica
Portola Valley
San Mateo
County of San Mateo

Others:

Richard Napier, Executive Director - C/CAG
Sandy Wong, Deputy Director - C/CAG
Nancy Blair, Administrative Assistant - C/CAG
Miruni Soosaipillai, C/CAG - Legal Counsel
Tom Madalena, C/CAG Staff
John Hoang, C/CAG Staff
Diana Shu, C/CAG Staff
Matt Fabry, C/CAG Staff
Dave Carbone, C/CAG Staff
Brian Lee, San Mateo County - Public Works

Christine Maley-Grubl, Executive Director, Peninsula Congestion Relief Alliance
Kerry Burns, Assistant Manager - Daly City
Jim Bigelow, Redwood City/San Mateo County Chamber, CMEQ Member
Onnalee Trapp, CMEQ Committee, League of Women Voters of San Mateo County

3.0 RESOLUTIONS OF APPRECIATION / PRESENTATIONS/ ANNOUNCEMENTS

3.1 Review and approval of Resolutions of appreciation.

- 3.1.1 Review and approval of Resolution 08-01 expressing appreciation to Beth Liu for her dedicated service to C/CAG. APPROVED.

Board Member Richardson MOVED to approve Resolution 08-01. Board Member Kasten SECONDED. **MOTION CARRIED** 14-0.

3.2 Presentations.

- 3.2.1 Presentation of Resolution 07-31 expressing appreciation to Marc Hershman for his dedicated service to C/CAG on the Board of Directors, Bicycle and Pedestrian Advisory Committee, and Legislative Committee.

C/CAG expressed appreciation and recognition to Marc Hershman, City of Millbrae, for dedicating his services to the people of San Mateo County through his active participation on the C/CAG Board of Directors, BPAC, and Legislative Committee.

- 3.2.2 Presentation expressing appreciation to Beth Liu for her dedicated service to C/CAG.

C/CAG expressed appreciation and recognition to Beth Liu, Financial Services Manager, City of San Carlos for her dedicated service as C/CAG's Financial Agent from 1992-2008.

4.0 CONSENT AGENDA

Board Member O'Mahony MOVED approval of Consent Items 4.1, 4.5, 4.6, 4.8. and 4.9. Board Member Foster SECONDED. **MOTION CARRIED** 14-0.

- 4.1 Review and approval of the Minutes of Regular Business Meeting No. 197 dated December 13, 2007. APPROVED

- 4.5 Review and approval of C/CAG Basic Financial Statements (Audit) for the Year Ended June 30, 2007. APPROVED

- 4.6 Review and approval of AB 1546 Fund Financial Statements (Audit) for the Year Ended June 30, 2007. APPROVED

- 4.8 Review and approval of Resolution 08-04 authorizing the C/CAG Chair to execute an amendment to the Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the 2007/2008 Transportation Fund for Clean Air (TFCA) (40%) Program for San Mateo County to increase the Funding Agreement by \$41,000 bringing the total contract amount to \$1,078,099. APPROVED

Items 4.2, 4.3, 4.4, 4.7, and 4.9 were removed from the Consent Calendar.

- 4.2 Review and approval of the REVISED 2008 State Transportation Improvement Program (STIP) for San Mateo County. APPROVED

As directed by the Board, C/CAG staff consulted with the San Mateo County Transportation Authority (SMCTA) Metropolitan Transportation Commission (MTC), and Caltrans resulting in minor changes to the STIP. The California Transportation Commission (CTC) will review statewide STIP proposals prior to final adoption in May 2008. Any proposed change will be presented to the Board for approval.

Board Member O'Mahony MOVED approval of Item 4.2. Board Member Matsumoto SECONDED. **MOTION CARRIED** 14-0.

- 4.3 Review and approval of Resolution 08-05 Establishing a C/CAG Records Retention Policy. APPROVED

Staff provided a policy with guidelines.

Board Member Matsumoto MOVED approval of Item 4.3 in accordance with staff recommendation. Board Member O'Connell SECONDED. **MOTION CARRIED** 14-0.

- 4.4 Report on C/CAG appointment responsibilities. INFORMATION

The Cities/ County appoint their representatives to the C/CAG Board. The C/CAG Board is the only C/CAG function that the Cities and County have appointment authority. CCAG has a number of committees that consist of members of the public, local jurisdiction staff, and elected officials. The C/CAG Board of Directors is the body that appoints members to the C/CAG committees.

- 4.7 Review and Approval of Resolution 08-03 Authorizing the C/CAG Chair to Execute an Agreement Between the City/County Association of Governments (C/CAG) and Steve Spindler Cartography (Bikemap.com) for the San Mateo County Bicycle Transportation Map for an Amount Not to Exceed \$35,000. APPROVED

BPAC received five proposals to their RFP for a Countywide Bicycle Map. C/CAG staff and selected members of the BPAC reviewed and ranked the proposals. Based on the overall findings and the subcommittee's recommendations, BPAC voted to recommend awarding the contract to Bikemap.com at their 1/24/08 meeting.

Board Member Kasten MOVED approval Item 4.7 as recommended. Board Member Grassilli SECONDED. **MOTION CARRIED** 14-0.

- 4.9 Review and accept the Quarterly Investment Report as of December 31, 2007. APPROVED

Referencing the graph *Historical Summary of Investment Portfolio*, Board Member Matsumoto would like to know why there is a major jump, in the total amount, from June 07 to September 07? C/CAG's Executive Director will review the records, and bring this information back to the Board.

Board Member Silva MOVED approval Item 4.9. Board Member O'Connell SECONDED. **MOTION CARRIED** 14-0.

- 5.0 REGULAR AGENDA

- 5.1 Review and approval of C/CAG Legislative priorities, positions and Legislative update. INFORMATION

Staff was asked to put together a timetable for the bills and bring it back to the Board.

- 5.1.1 Legislative Priorities - Update on the Reauthorization of AB 1546. INFORMATION

- 5.1.2 Proposition 99 and Proposition 98 on the June 2008 Ballot - Eminent Domain Initiatives.

The Board requested a recommendation on the positions for Proposition 98 and Proposition 99 be brought to the March C/CAG Board meeting.

- 5.2 Update on the Traffic Incident Management - Alternative Route Plan and San Mateo County Smart Corridors projects. INFORMATION

- Traffic Incident Management – Alternative Route Plan addresses effects of non-recurring traffic congestion caused by major freeway incidents. The current on-going development of the Plan involves establishing pre-planned alternate detour routes, facilitating interagency coordination and communication, and developing traffic control strategies to minimize the congestion and improve safety on local streets.
- San Mateo County Smart Corridors project will implement traffic incident management strategies by deploying Intelligent Transportation System (ITS) elements along local streets and state routes to proactively manage traffic congestion and improve mobility.

- 5.2.1 Review and approval of the Traffic Light Synchronization Program (TLSP) application for two Smart Corridor Projects for \$10M. APPROVED

The purpose of the Traffic Light Synchronization Program (TLSP) is to fund traffic light synchronization projects or other technology-based improvements to improve safety, operations, and the effective capacity of local streets and roads. The program is funded by Proposition 1B and \$100 million will be allocated statewide on a competitive basis to fund the costs of construction and acquisition and installation of equipment.

Board Member O’Mahony MOVED approval of the Traffic Light Synchronization Program. Board Member Kasten SECONDED. **MOTION CARRIED** 14-0.

- 5.2.2 Review and approval of Resolution 08-02 authorizing the C/CAG Chair to execute an amendment to the agreement between the City/County Association of Governments (C/CAG) and Kimley-Horn for the Incident Management - Alternative Route Plan in an amount of \$321,000 for the development of a Project Approval/Environmental Documentation (PA/ED) for the San Mateo County Smart Corridors Project. APPROVED

The San Mateo County Smart Corridors project, derived from the Alternate Route Plan, implements traffic management strategies by deploying and integrating Intelligent Transportation System (ITS) along major local streets and state routes for managing both recurring and non-recurring traffic congestion.

Board Member Kasten MOVED approval of Item 5.2.2. Board Member Howard SECONDED. **MOTION CARRIED** 14-0.

- 5.3 Review and approval of the attendance reports for C/CAG Board and Committees. APPROVED

Board Member Howard MOVED to approve the attendance reports with clarification to one line on the Legislative Committee. Board Member O'Connell SECONDED. **MOTION CARRIED** 14-0.

5.4 Review and approval of appointments to C/CAG committees.

5.4.1 Review and approval of appointments to the Legislative Committee. **APPROVED**

Five responses were received from the following to fill the five vacant seats:

Sepi Richardson – City of Brisbane, Mayor Pro Tem
Andy Cohen – City of Menlo Park, Mayor
Gina Papan – City of Millbrae, Mayor
Kevin Mullin – City of South San Francisco, Council member
Judith Christensen – City of Daly City, Council member

Board Member O'Mahony MOVED approval of Item 5.4.1. Board Member O'Connell SECONDED. **MOTION CARRIED** 14-0.

5.4.2 Review and approval of appointment to the Bicycle and Pedestrian Advisory Committee (BPAC). **APPROVED**

The BPAC had one vacant seat for an elected official. Staff distributed a recruitment letter to the elected officials in San Mateo County, receiving two letters of interest from:

Ian Bain - Council member from Redwood City

Paul Seto - Council member from Millbrae

The Board voted by ballot. Ian Bain was elected to fill the vacant seat for an elected official.

5.4.3 Consideration/Approval of Appointment of Two C/CAG Board Members to Serve on a Project Advisory Committee (PAC) to Assist C/CAG Staff and the Project Consultant Team in the Preparation of an Update of the Comprehensive Airport Land Use Compatibility Plan (CLUP) for the Environs of San Francisco International Airport. **APPROVED**

Request approval to appoint Board Member Richardson, Brisbane, and Board Member Christensen, Daly City, as the C/CAG Board Members to serve on a Project Advisory Committee (PAC) to assist C/CAG Staff and the project consultant team in the preparation of an update of the Comprehensive Airport Land Use Compatibility Plan (CLUP) for the environs of San Francisco International Airport.

Board Member O'Connell MOVED to approve 5.4.3. Board Member Matsumoto SECONDED. **MOTION CARRIED** 14-0.

5.5 Review and approval of a list of projects for initial submittal to the Metropolitan Transportation Commission (MTC) for consideration in the Regional Transportation Plan (RTP) update and authorize

the Executive Director to work with project sponsors on project details.

APPROVED

Staff provided an overview of the list of projects for initial submittal to MTC for consideration in the Regional Transportation Plan (RTP) update and authorize the Executive Director to work with project sponsors on project details.

Board Member O'Mahony MOVED to approve the list as modified. Board Member Christensen SECONDED. **MOTION CARRIED** 14-0.

5.6 Presentation on C/CAG and Partnerships accomplishments.

INFORMATION

An overview of the accomplishments of C/CAG and its partners was presented to the San Mateo County Board of Supervisors' meeting on 1/29/08. The overview outlines the major accomplishments over the past 18 months including the award of \$217M. This overview was presented to the Board, with a compact version that can be used by the Board Members in reports to their Councils.

5.7 Nominations for C/CAG Chair and Vice Chair (2) for the March Election of Officers. APPROVED

The term for all three positions is for one year and the positions begin on April 1, 2008. The current Chair and Vice Chairs have served one term, and are eligible to serve another year in their present capacity

The Board accepted nominations for C/CAG Chair.

Board Member Richardson MOVED to nominate Board Member Gordon for Chair, Board Member O'Connell and Board Member Kasten for Vice Chairs. Board Member O'Mahony SECONDED. **MOTION CARRIED** 14-0.

6.0 COMMITTEE REPORTS

6.1 Committee Reports (oral reports).

6.2 Chairperson's Report.

Chair Gordon praised the Ride Into the Future Fair, which was held in East Palo Alto.. The fair celebrated the launching of the New East Palo Alto free shuttles, and the new hydrogen fueled shuttle.

C/CAG co-hosted the California Transportation Commission (CTC) at the Hyatt Burlingame 2/13/08 and 2/14/08. Chair Gordon praised staff for their efforts in making it a success.

At their 1/29/08 meeting, the Board of Supervisors honored Board Member Kasten - Hillsborough, Duane Bay - Department of Housing, Richard Napier – Executive Director C/CAG, and Chair Gordon, Woodside, for their work on the Subregion project.

7.0 EXECUTIVE DIRECTOR'S REPORT

The Executive Director spoke at the CTC meeting focusing on the projects San Mateo County has

submitted and would like the Commission to review and approve. The advantage of being the host to the CTC meeting is the opportunity to stand in front of the Commission for 30 minutes and pitch the projects San Mateo County would like the Commission to focus on and fund.

8.0 COMMUNICATIONS - Information Only

Copies of communications are included for C/CAG Board Members and Alternates only. To request a copy of the communications, contact Nancy Blair at 650 5991406 or nblair@co.sanmateo.ca.us or download a copy from C/CAG's website – www.ccag.ca.gov.

- 8.1 Letter from Richard Napier, C/CAG Executive Director, to Henry Gardner, ABAG Executive Director, dated 01/09/08. Re: Regional Housing Needs Allocation - San Mateo County Sub-region Final Allocation.
- 8.2 Letter from Dave Carbone, ALUC Staff, to San Mateo County Planning Directors, dated 01/22/08. Re: Request for Copies of Local Planning Documents and Regulations to Assist in the Preparation of an Update of the Comprehensive Airport Land Use Compatibility Plan (CLUP) for the Environs of San Francisco International Airport.
- 8.3 Letter from Deborah C. Gordon, C/CAG Board Chair, to C/CAG Board, dated 1/15/08. Re: Elected Official Testimony Needed at March 11 Public Hearing on Proposed Municipal Regional Stormwater Permit.
- 8.4 Mark Duino's Celebration of Life memorial will be on June 8, 2008.

9.0 MEMBER COMMUNICATIONS

The San Francisco Bay Regional Water Quality Control Board (Water Board) is holding a public hearing to receive comments on the draft Municipal Regional Stormwater Permit. It is critical that a representative from all the Cities/ County in San Mateo County be there. The date and location is as follows:

March 11, 9:00 AM
Elihu M. Harris State Building
First Floor Auditorium
1515 Clay Street
Oakland, CA 94612

10.0 ADJOURN

The meeting adjourned at 9:15 p.m. in recognition and memory of Tom Lantos (February 1, 1928 – February 11, 2008), Democratic member of the United States House of Representatives from 1981 until his death, representing the northern two-thirds of San Mateo County.