

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
COMMITTEE ON CONGESTION MANAGEMENT  
AND AIR QUALITY (CMAQ)**

**MINUTES  
MEETING OF AUGUST 25, 2003**

At 3:10 p.m. Chairman Marland Townsend called the meeting to order in Conference Room C of San Mateo City Hall.

Members Attending: Duane Bay, Jim Bigelow, Tom Davids, Mary Janney, Linda Larson, Arthur Lloyd, Karyl Matsumoto, Irene O'Connell, Sepi Richardson, and Marland Townsend.

Staff/Guests Attending: Walter Martone, Geoff Kline and Sandy Wong (C/CAG Staff - County Public Works), Sylvia Gregory and Jim Kelly (Bay Rail Alliance), Pat Dixon (Transportation Authority Citizens Advisory Committee), Richard Napier (C/CAG Executive Director), David Nelson (Peninsula Congestion Relief Alliance), Richard Cook (SamTrans), Mike Wride (Millbrae).

**1. Public comment on items not on the agenda.**

- None.

**CONSENT AGENDA**

**2. Minutes of April 28, 2003 meeting.**

**3. Update on legislation.**

*Motion: To approve the items on the Consent Agenda as presented. Bigelow/Janney, unanimous.*

**REGULAR AGENDA**

**4. Ramp Metering Study update.**

Terry Klim, the Project Manager from DKS, had a family emergency and could not attend to make the presentation. This item will be carried over to the September 29<sup>th</sup> meeting.

**5. Recommendations for the award of up to \$391,951 to four cities under the 2<sup>nd</sup> cycle of the "local transportation services" component of the Countywide Congestion Relief Plan.**

The TAC recommendations for the projects and the future program considerations were addressed in separate motions.

***Motion: To approve the Menlo Park and Millbrae projects. Bigelow/Janney, passed with 8 ayes and 1 abstention (Linda Larson).***

***Motion: To approve the San Carlos and Foster City projects . O'Connell/Janney, passed with 7 ayes and 2 abstentions (Marland Townsend and Tom Davids).***

***Motion: To approve the recommendation to conduct a performance audit of the funded local service programs. Matsumoto/Larson, unanimous.***

***Motion: To approve the recommendation to not count capital costs toward the match requirement for future projects. Matsumoto/Richardson, motion passed with 5 ayes and 4 nos.***

Staff noted that the issue of counting capital costs will be brought back to the CMAQ for further consideration before the 3<sup>rd</sup> cycle of the program begins.

**6. 2003 Congestion Management Program (CMP) monitoring results.**

- Staff noted that a new measurement was added to the report in order to make the information more meaningful to the layperson. This measurement is travel times along the Route 101 corridor.

***Motion: To accept the monitoring report as presented . O'Connell/Larson, unanimous.***

Some members questioned whether the Level of Service A reading was correct for the intersection of Holly Street and El Camino Real in San Carlos. The experience of many of the individuals present at CMAQ is that there is significantly more traffic at that location.

***Motion: To request that the consultant provide additional information on the Level of Service reported for the intersection of Holly Street and El Camino Real (San Carlos). Bigelow/Janney, unanimous.***

**7. 2003 Draft Congestion Management Program (CMP).**

The most significant changes from the 2001 CMP to the draft 2003 CMP are:

- Rewording of the performance measure for bicycle and pedestrian projects to address a recommendation from the Civil Grand Jury.
- In Chapter 7, the Congestion Relief Plan has been incorporated into the body of the Chapter instead of just being referred to in an appendix.
- A report on the monitoring of compliance with the land use element guidelines has been included.

Jim Kelly alerted the CMAQ to a concern about pedestrian crossings at certain major arterials.

Pat Dixon noted a concern about how the handicapped parking spots are constructed. Although the local jurisdictions and Caltrans are following ADA requirements, the construction of the

sloped curbs at these spots has caused many people to trip and fall. It was suggested that designers of these improvements should use a wheelchair and test the improvement to ensure that it is user friendly.

*Motion: To approve the distribution of the draft CMP for comments .  
O'Connell/Matsumoto, unanimous.*

**8. Election of officers.**

*Motion: To move the nomination and election of Marland Townsend as Chair by acclimation . O'Connell/Bigelow, unanimous.*

*Motion: To move the nomination and election of Sue Lempert as Vice-Chair by acclimation . Townsend/Larson, unanimous.*

**9 Adjournment.**

At 4:14 p.m. the meeting was adjourned.