

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS COMMITTEE ON
CONGESTION MANAGEMENT AND ENVIRONMENTAL QUALITY (CMEQ)**

**MINUTES
MEETING OF JANUARY 30, 2012**

The meeting was called to order by Chair Pierce in Conference Room A at City Hall of San Mateo at 3:04 pm.

Attendance sheet is attached.

1. Public comment on items not on the agenda.

None.

2. Minutes of October 31, 2011 meeting.

Sandy Wong handed out a copy of the attendance sheet for the last meeting which was missing from the minutes.

*Motion: To approve the Minutes of the October 31, 2011 meeting, Bigelow/Garbarino.
Motion carried unanimously.*

3. Presentation on “Protect the health our residents” (Information).

Jean Fraser, Chief of the San Mateo County Health System made a presentation on “You Can Protect the Health of Our Residents”. She stated the two prevention strategies are: 1) reduce car travel; 2) reduce waste. She also thanked C/CAG for dedicating funds from the Vehicle License Fee to the Safe Routes to School program. She urged C/CAG to adopt transportation policies that promote alternatives to car travel, to direct money towards infrastructure projects to facilitate walking and biking, and to convene cities to promote coordinated bicycle plan implementation as well as approach to plastic bags.

4. Update on Single Use Plastic Bag Ban effort by the County of San Mateo (Information).

Dean Peterson, County of San Mateo Environmental Health, provided an update on the draft ordinance on Single Use Plastic Bag Ban. County will be issuing RFP for EIR work. The target is to have the ordinance in place by January 2013. It will be similar to the San Jose ordinance. There are 17 cities indicated interest in going down the path.

5. Presentation on “Draft Shuttle Business Practices Guidebook” and provide comment on implementation strategies.

Marisa Espinosa of SamTrans provided a presentation on the draft “San Mateo County Shuttle Business Practices Guidebook”. This presentation has been presented to the C/CAG Board and the SMCTA Board as well. The guidebook looks into issues surrounding shuttles in terms of planning, funding, operations/administration, and marketing/public information. It recommends strategies to make improvements in the respective areas. It is guided by staff from SMCTA, SamTrans, C/CAG, and Alliance.

Marisa highlighted some of the tier 1 strategies being recommended by the draft guidebook such as:

- Conduct single funding call.
- Adopt single set of performance metrics for commuter and community shuttle programs, respectively.
- Allocate portion of annual operating budget to on-going marketing activities for community shuttles.

Richard Napier added that C/CAG and SMCTA staff have already started to propose a “Single Call for Projects” for the next shuttle funding cycle.

6. Presentation on the “Draft Countywide Transportation Plan for Low Income Populations” (Information).

Jean Higaki made a presentation on the “Draft Countywide Transportation Plan for Low Income Populations”. This project is partly funded by a Caltrans Environmental Justice Planning grant. It is aimed at addressing transportation needs for low-income populations countywide. The document, once completed, will be factored into funding decisions of the MTC Lifeline Transportation Program. Transportation strategies emerged from the outreach process included:

- Improve transit stop amenities.
- Increase public understanding of how to use transit.
- Provide free or discounted fares for low-income transit users.
- Improve SamTrans connection and services.
- Improve pedestrian safety and amenities.
- Improve bicycle safety and amenities.
- Provide free or discounted bicycles to low-income persons.
- Expand existing program and develop new programs to support mobility.

7. Review and approval of the 2012 CMEQ meeting Calendar.

Motion: To approve the 2012 CMEQ meeting calendar, Lloyd/Roberts. Motion carried unanimously.

8. Nomination and election of Chair and Vice Chair.

Motion: To reelect Barbara Pierce as the Chair and Richard Garbarino as the Vice Chair for CMEQ, Patridge/O’Connell. Motion carried unanimously.

9. Executive Director Report.

Richard Napier reported on the ABAG/MTC co-sponsored 2012 Winter Public Involvement Outreach, held at San Carlos on January 10, 2012.

10. Member comments and announcements.

Member Bigelow mentioned the Metropolitan Transportation Commission (MTC) is to reallocate \$5.5 million to the Dumbarton bus operation.

8. Adjournment and establishment of next meeting date.

The next regular meeting was scheduled for February 27, 2012.

Meeting was adjourned at 4:57 pm.