

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

**MINUTES
MEETING OF September 30, 2013**

The meeting was called to order by Chair Garbarino in Conference Room C at City Hall of San Mateo at 3:03 pm. Attendance sheet is attached.

1. Public comment on items not on the agenda.

None.

2. Approval of Minutes of August 26, 2013 meeting.

Motion: To approve the Minutes of the August 26, 2013 meeting, Bigelow/Papan. Motion carried unanimously.

3. Local Shuttle Program Technical Assistance (Information).

Sandy Wong introduced this item as it provides follow-up information to previous discussion regarding local shuttle program improvement. The CMEQ committee had express interest in improving local shuttle coordination and management from a countywide standpoint. In response to that plus other interests, the San Mateo County Shuttle Business Practices Guidebook was developed. This "Local Shuttle Program Technical Assistance" has been developed in response to the Guidebook.

Joel Slavit of the San Mateo County Transportation Authority (SMCTA) make a presentation on the proposed Local Shuttle Program Technical Assistance which will make available \$100,000 for SamTrans to provide technical assistance to entities seeking future Measure A Shuttle funds. The goal of this technical assistance program is to assist prospective shuttle sponsors in planning, to ensure shuttle services complements fixed-route service, and to fulfill unmet transportation needs (emission reduction & alternative fuels). A kick-off workshop is scheduled for October 23, 2013 at 10 am at the SamTrans Auditorium.

CMEQ members would like to receive performance results of the technical assistance program after it is in place. CMEQ members also expressed desire to coordinate the local shuttle programs with privately operated shuttles. Additionally, it was suggested that shuttles should be better promoted/advertised because some people seem to not know about the availability of certain shuttle(s).

4. Update on potential stormwater funding initiative (Information).

Matt Fabry reported on some challenges in developing the analysis on existing spending and revenues for stormwater management for each of the 21 jurisdictions, as well as the quantification of future permit compliance costs.

Matt also reported that legislation to enable C/CAG to pursue funding initiative has been on hold due to the confusion of varying opinions with regard to the different sections of government codes. In light of the state legislative session ended on September 12, work on this will resume at the beginning of 2014.

5. Review and recommend approval of the call for projects guidelines and application for the C/CAG Priority Development Area (PDA) Planning Program.

Wally Abrazaldo, C/CAG staff, made a presentation on the proposed call for project guidelines and application for the C/CAG Priority Development Area (PDA) Planning program. This proposal, if recommended by the CMEQ, will be presented to C/CAG Board for approval and it will make \$1.6 million available, on a competitive basis, to assist local jurisdictions in PDA planning. Due to the total dollar amount available, and the administrative burden of using Federal funds, staff recommended \$250,000 and \$500,000 as minimum and maximum grant sizes, respectively. The recommendation was supported by the CMP Technical Advisory Committee (TAC).

A discussion ensued regarding lowering the minimum grant size to \$200,000, if the program is undersubscribed.

Motion: To recommend approval of the call for projects guidelines and application for the C/CAG PDA Planning Program, Papan/Bigelow. Motion carried unanimously.

6. Executive Director Report.

Sandy Wong, C/CAG Executive Director, reported back to the CMEQ committee regarding C/CAG Board's decision on the El Camino Real Relinquishment Study. At the September meeting, the C/CAG Board passed a motion to take no position regarding said study.

7. Member comments and announcements.

Member Aguirre announced that she will be making the trip to Washington DC with Carl Guardino of the Silicon Valley Leadership group to help making progress at the Federal level and to advocate for San Mateo County and the Bay Area.

8. Adjournment and establishment of next meeting date.

Meeting adjourned at 4:04 pm.

The next regular meeting was scheduled for October 28, 2013.