

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

**MINUTES  
MEETING OF June 30, 2014**

The meeting was called to order by Chair Garbarino in Conference Room C at City Hall of San Mateo at 3:00 p.m. Attendance sheet is attached.

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

None.

**2. Approval of minutes of April 28, 2014 meeting.**

*Motion: To approve the Minutes of the April 28, 2014 meeting, Bigelow/O'Neill. Motion carried unanimously.*

**3. Receive a presentation on the San Mateo County Safe Routes to School Program (Information).**

Ms. Daina Lujan, San Mateo County Safe Routes to School Program Coordinator with the San Mateo County Office of Education, provided a presentation about the San Mateo County Safe Routes to School Program. The presentation offered an update on the program's progress to date as well as background on the program's goals, structure, and approaches. Program performance as measured by parent surveys, classroom tallies, and other data collection efforts was a key focus of the presentation. Additionally, a short video that showcased the program's impact was shown.

Member Stone asked Ms. Lujan about the factors that motivated school districts to adopt Safe Routes to Schools policies and the challenges that school districts without these policies encountered. Ms. Lujan cited awareness and timing (i.e. districts already revising other school policies) as two key factors in motivating the three school districts in the county (Hillsborough City, Belmont-Redwood Shores, and San Mateo-Foster City) that have adopted Safe Routes to School policies to do so.

Member Lee asked Ms. Lujan about the resources that exist to get new parents up to speed on the Safe Routes to School Program. Ms. Lujan responded that the program is working to embed elements of Safe Routes to School into schools' new parent and kindergarten orientation programs. She also explained that the program is working on developing templates and welcome kits that principals can use to get started.

Member Aguirre asked whether school districts were required to contribute funding to the program in order to participate. Ms. Lujan responded that C/CAG provides the local match funds that are necessary and that school districts are only encouraged to contribute funding if possible to demonstrate a strong commitment to the program.

Sandy Wong, C/CAG Executive Director, informed the committee that Ms. Lujan recently accepted a position as a vice principal at a local school. She thanked Ms. Lujan for her contributions to the San Mateo County Safe Routes to School Program and for bringing the program from its infancy to a more robust stage.

**4. Receive a presentation on Active Transportation Opportunities for Reducing Traffic Congestion (Information).**

Ellen Barton, C/CAG staff, provided a detailed presentation on opportunities for active transportation to reduce traffic congestion. Her presentation centered on the fact that while most transportation planning efforts focus on reducing congestion related to the commute to work trip, these trips comprise only 30 percent of the typical weekday person trips. Ellen explained that the other 70 percent of trips are made for other purposes and suggested that active transportation efforts could play a key role in addressing the congestion that is related to these trips. Her presentation highlighted the need for better data collection at the local level to inform and evaluate efforts to shift these sorts of trips (i.e. shopping, errands, school, etc.) to alternative modes. As an example, she showed data that suggested that marketing efforts could be better focused on market segments that are expected to demonstrate greater shifts in behavior, such as women that make short shopping trips.

Ms. Adina Levin, member of the Menlo Park Transportation Commission, made a public comment that echoed Ellen's call for better data collection at the local level. She cited an example in Menlo Park where better data could help inform the decision to make El Camino Real either safer to cross or wider.

Member Bigelow discussed congestion in Menlo Park and the efforts of companies such as Facebook to encourage employees to take alternative modes. He also described challenges people face in shifting to alternative modes and emphasized the need for a coordinated effort to address these challenges.

Member O'Connell asked how the information from Ellen's presentation would be passed on to the Peninsula Traffic Congestion Relief Alliance, which primarily focuses its trip reduction efforts on the commute to work trip. Ellen responded that the Alliance does fantastic work in its efforts to address congestion related to commute trips and suggested that smaller pilot or demonstration projects could be conducted to complement these efforts.

**5. Review and recommend approval of establishing a Priority Development Area (PDA) Parking Policy Technical Assistance Program in an amount of \$342,000 for Fiscal Years 2013-14 to 2015-16 as part of the Local PDA Planning Program.**

Wally Abrazaldo, C/CAG staff, presented a conceptual proposal to establish a Priority Development Area (PDA) Parking Policy Technical Assistance Program with the \$302,000 remaining in local PDA Planning Program funds and \$40,000 in C/CAG matching funds. He explained that the program would fund the development of parking management plans and studies that could assist in the implementation of parking policies and programs that are supportive of the local vision for growth in PDAs in the county.

Member Pierce suggested that the studies completed under the program be compiled by staff and shared countywide.

Member Lee suggested that staff look across the El Camino Real corridor to see where there might be opportunities for the studies to be coordinated across jurisdictions.

Member Bigelow suggested broadening the program to fund projects that would encourage transit and other alternative modes in addition to addressing parking. Wally responded that these projects would likely be eligible, as transportation demand management efforts typically go hand-in-hand with new

parking management strategies and policies. For example, policies that reduce parking requirements may also mandate developers to put together TDM plans to mitigate traffic concerns.

Ms. Levin made a public comment and echoed Member Bigelow's comments and suggested that the program be reframed to emphasize strategies that would improve PDA access by all modes.

***Motion: To recommend approval of establishing a PDA Parking Policy Technical Assistance Program in an amount of \$342,000 for Fiscal Years 2013-2014 to 2015-2016 as part of the Local PDA Planning Program, Bigelow/Pierce. Motion carried unanimously.***

**6. Review and recommend approval of the Measure M Fiscal Year 2013-14 Annual Performance Report.**

John Hoang, C/CAG staff, presented the Measure M Fiscal Year 2013-14 Annual Performance Report. He provided background on the measure, which imposed an annual fee of \$10 on motor vehicles registered in San Mateo County for transportation-related traffic congestion and water pollution mitigation programs, and explained how the funds collected to date have been distributed and allocated.

Member Roberts asked why five cities have not yet requested reimbursement for stormwater-related activities. John responded that these cities may have other funding for stormwater-related activities and explained that cities have flexibility in how they request reimbursement from C/CAG.

***Motion: To recommend approval of the Measure M Fiscal Year 2013-14 Annual Performance Report, Bigelow/Pierce. Motion carried unanimously.***

**7. Receive information on the C/CAG 2014-15 Program Budget and Fees.**

Sandy Wong, C/CAG Executive Director, presented the C/CAG 2014-15 Program Budget and Fees and explained that the C/CAG Board of Directors reviewed and adopted this document during the C/CAG Board meetings in May and June.

**8. Executive Director Report.**

Sandy provided an update on four items.

- A Goods Movement Roundtable meeting is scheduled for July 23 from 12:30 p.m.-4:30 p.m. at the Alameda County Transportation Commission offices in Oakland.
- The C/CAG Board of Directors approved studying express lanes on US 101. C/CAG signed an agreement with the Metropolitan Transportation Commission and initiated a traffic analysis.
- AB 418, the state legislation that would have given C/CAG the authority to impose a special tax or property-related fee for stormwater purposes, has been set aside because there are not enough votes for it to be passed. AB 2170, sponsored by Assemblyman Mullin, remains on the Assembly floor and would provide C/CAG and other joint powers agencies across the state with similar authority to impose a special tax or property-related fee.
- There was a sea-level rise planning meeting sponsored by Congresswoman Jackie Speier, Assemblyman Rich Gordon, and San Mateo County Supervisor Dave Pine on Friday, June 27 in Foster City that Sandy attended along with several other CMEQ members. The meeting was the second in a series of planning meetings on sea-level rise. The expected amount of sea-level

rise was discussed at the meeting along with the possibility of creating a joint-powers agency or assessment district to address the issue collectively.

**9. Member comments and announcements.**

Meeting adjourned at 4:45 pm.

The next regular meeting was scheduled for August 25, 2014.