

2017 TAC Roster and Attendance							
No.	Member	Agency	Jan	Feb	Mar	Apr	Jun
1	Jim Porter (Co-Chair)	San Mateo County Engineering	x	x	x	x	x
2	Joseph Hurley (Co-Chair)	SMCTA / PCJPB / Caltrain	x	x	x		x
3	Afshin Oskoui	Belmont Engineering	x		x	x	x
4	Randy Breault	Brisbane Engineering	x	x	x	x	x
5	Syed Murtuza	Burlingame Engineering	x	x	x	x	
6	Bill Meeker	Burlingame Planning					
7	Sandy Wong	C/CAG	x	x	x	x	x
8	Brad Donohue	Colma Engineering	x	x		x	x
9	John Fuller	Daly City Engineering	x	x	x	x	x
10	Tatum Mothershead	Daly City Planning	x	x	x		x
11	Jeff Moneda	Foster City Engineering	x	x	x	x	x
12	Paul Willis	Hillsborough Engineering	x	x	x	x	x
13	Ray Razavi	Half Moon Bay	n/a	x	x	x	x
14	Justin Murphy	Menlo Park Engineering	x	x	x	x	x
15	Van Ocampo	Pacifica Engineering	x	x	x	x	x
16	Jessica Manzi	Redwood City Engineering		x	x	x	x
17	Jimmy Tan	San Bruno Engineering		x	x	x	x
18	Jay Walter	San Carlos Engineering	x	x	x	x	x
19	Brad Underwood	San Mateo Engineering		x	x	x	x
20	Eunejune Kim	South San Francisco Engineering	n/a	n/a	x	x	x
21	Billy Gross	South San Francisco Planning	x	x	x	x	
22	Sean Rose	Woodside Engineering	x	x	x		x
23	vacant	MTC					
24	vacant	Caltrans					

CONGESTION MANAGEMENT PROGRAM (CMP) TECHNICAL ADVISORY COMMITTEE (TAC)

**June 15, 2017
MINUTES**

The meeting of the Technical Advisory Committee (TAC) was held in the SamTrans Offices located at 1250 San Carlos Avenue, 2nd Floor Auditorium, San Carlos, CA. Vice Chair Hurley called the meeting to order at 1:21 p.m. on Thursday, June 15, 2017.

TAC members attending the meeting are listed on the Roster and Attendance on the preceding page. Others attending the meeting were: Art Morimoto – Burlingame, John Hoang, Jeff Lacap, Jean Higaki, Matt Fabry (C/CAG); and other attendees not signed in.

1. Public comment on items not on the agenda.

None.

2. Issues from the last C/CAG Board meeting.

None.

3. Approval of the Minutes from April 20, 2017.

Approved.

4. Review and recommend approval of the C/CAG Countywide Carpooling Incentives Pilot Program and partnership with Scoop and Waze

John Hoang presented the proposed pilot project to provide incentives to carpooler who lives or work in San Mateo County. Discussion items were as follows:

- Are there other uses for money being allocated for this program? Yes.
- Should consider setting a pilot period and amount initially and if the project meets performance criteria, then continue with the project. Consider establishing threshold for time or dollar or both.
- Consider geographic equity and apply efforts to share the wealth by capping by users or cities. Need to work with individual cities.
- Request staff to come back with data to show results including where people are coming from (factor in unincorporated county if possible).
- Currently, Caltrain is oversubscribed and SamTrans is undersubscribed
- How do we know that this program gets people off the highway and how do we prove that this is successful? Also, what does success mean?
- Look at trip length data (e.g. between 3 miles and 20 miles or mid distance.)
- Consider shorter pilot project duration, say 6 months, with interim check in.
- There are few bus service on the coast side therefore to/from data will be important.
- The San Mateo's pilot project started Oct. with 1,261 matched trips and had over 2000 matched trips during the Nov/Dec period. For the San Mateo pilot, consider analyzing data by comparing utilization with and without incentives.
- Consider surveying the riders as to what alternative would they have used if wasn't for carpooling.
- There will be a need to promote the program to have people sign up.

The TAC recommend approval and request that staff provide quarterly reports with metrics about the program, including utilization numbers, data on where trips are coming from or ending, and number of single drivers eliminated and whether Caltrain and SamTrans ridership are impacted due to the program.

5. Review and recommend approval of the draft call for projects for the Safe Routes to School and Green Streets Infrastructure Pilot Program

Matt Fabry, C/CAG Stormwater Program Manager, presented on the Safe Routes to School/Green Streets Infrastructure Pilot program. Discussions were as follows:

- Clarification was made that a qualified project can either be a standalone project or part of a larger project
- The application seems complex and looks like there may be a lot of work needed for just \$250K. Consider simplifying the application.
- Suggestion that the application focuses on addressing certain needs and not be too prescriptive.
- Consider number of schools with paved areas, however, the project will be located within the public ROW
- Should require a support letter from the school superintendent.
- Long term maintenance commitment cannot be made since cities have annual budgets.
- Suggestion to leave out detailed requirements in the application and allow applicants flexibility.

The TAC recommended approval with modified criteria, including removing specific nonqualified or ineligible items and applying a range of 40-60% split.

6. Receive an update on Regional Measure 3

Sandy Wong handed out the latest list of project for consideration under Regional Measure 3, which includes three projects that was left off on the last list. The list has been circulated through the C/CAG, SamTrans, and TA Boards.

7. Regional Project and Funding Information

Jeff Lacap reported on information pertaining to federal funding, project delivery, and regional policies relevant to local cities. There was a question about PCI scores shown on the MTC attachment and the difference between years and asked staff to inquire about the difference. Jean Higaki also reported the need for local participation at the CTC regarding SB1 during the development of the guidelines. There will be requests for SB1 supporting documentation.

8. Executive Director Report

Sandy Wong, C/CAG Executive Director, reported that the TDA Article 3 call for project was recently released. The managed lane project recently held two local outreach meetings, in San Mateo and Redwood City. C/CAG is expanding the Smart Corridor into South San Francisco. There was a groundbreaking event for the US-101/Willow Road reconstruction project. Joe Hurley also added that the 92/El Camino Rd project is expected to be completed this summer.

9. Member Reports

None.

Meeting adjourned at 2:46 p.m.