

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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1:15 p.m., Thursday, November 15, 2018
San Mateo County Transit District Office¹
1250 San Carlos Avenue, 2nd Floor Auditorium
San Carlos, California

TECHNICAL ADVISORY COMMITTEE (TAC) AGENDA

- | | | |
|---|---------------|--------------|
| 1. Public comment on items not on the Agenda (presentations are customarily limited to 3 minutes). | Porter/Hurley | No materials |
| 2. Issues from the last C/CAG Board meeting (Nov): <ul style="list-style-type: none">- Approved – Agreement with County for Regionally Integrated Climate Action Planning Suite (RICAPS) project for 2019 for \$50,000- Approved – SMCTP2040 Follow-up Action Plan- Approved – Appointment of Richard Chiu from Daly City to the CMP TAC and Stormwater Committee | Hoang | No materials |
| 3. Approval of the updated minutes from September 20, 2018 | Hoang | Page 1-3 |
| 4. Approval of the minutes from October 18, 2018 | Hoang | Page 4-6 |
| 5. Receive a presentation and provide comments on the US 101 express lanes operator options and associated implementation outreach efforts. (Action) | Higaki/Wong | Page 7-10 |
| 6. Receive a presentation on the Draft San Mateo County Transportation Programs Climate Impact Report | Hoang | Page 11-12 |
| 6. Regional Project and Funding Information (Information) | Higaki | Oral Report |
| 7. Executive Director Report | Wong | No materials |
| 8. Member Reports | All | |

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PUBLIC RECORDS: Public records that relate to any item on the open session agenda for a regular Board meeting, standing committee meeting, or special meeting are available for public inspection. Those public records that are distributed less than 72 hours prior to a regular Board meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members, of the Board. The Board has designated the City/County Association of Governments of San Mateo County (C/CAG), located at 555 County Center, 5th Floor, Redwood City, CA 94063, for the purpose of making public records available for inspection. Such public records are also available on C/CAG's website at: <http://www.ccag.ca.gov>.

PUBLIC PARTICIPATION: Public comment is limited to two minutes per speaker. Persons with disabilities who require auxiliary aids or services in attending and participating in this meeting should contact Mima Guilles at (650) 599-1406, five working days prior to the meeting date.

If you have any questions about this agenda, please contact C/CAG staff: John Hoang (650) 363-4105

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2018 TAC Roster and Attendance								
No.	Member	Agency	Jan	Feb	Apr	Jun	Sep	Oct
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	x	
3	Robert Ovardia	Atherton Engineering	n/a	n/a	x	x	x	x
4	Afshin Oskoui	Belmont Engineering	x	x	x		x	x
5	Randy Breault	Brisbane Engineering				x	x	x
6	Syed Murtuza	Burlingame Engineering		x	x		x	x
7	Sandy Wong	C/CAG		x		x	x	x
8	Brad Donohue	Colma Engineering	x	x	x		x	x
9	Richard Chiu	Daly City Engineering	n/a	n/a	n/a	n/a	n/a	n/a
10	Tatum Mothershead	Daly City Planning	x	x	x	x	x	x
11	Norm Dorais	Foster City Engineering	n/a	n/a	n/a		x	x
12	Paul Willis	Hillsborough Engineering	x	x	x	x	x	x
13	Maz Bozorginia	Half Moon Bay Engineering	n/a	n/a	x	x	x	
14	Justin Murphy	Menlo Park Engineering		x	x		x	x
15	Khee Lim	Millbrae Engineering	x		x	x	x	
16	Van Ocampo	Pacifica Engineering	x	x	x	x	x	
17	Jessica Manzi	Redwood City Engineering	x	x	x	x	x	x
18	Jimmy Tan	San Bruno Engineering	x		x	x	x	x
19	Steven Machida	San Carlos Engineering	n/a	n/a	n/a	x	x	
20	Brad Underwood	San Mateo Engineering			x	x	x	
21	Eunejune Kim	South San Francisco Engineering	x	x			x	
22	Billy Gross	South San Francisco Planning	x	x		x	x	x
23	Sean Rose	Woodside Engineering	x	x		x	x	

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

September 20, 2018

MINUTES

(Updated)

The two hundred forty sixth (246th) 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 Porter called the meeting to order on Thursday, September 20, 2018.

TAC members attending the meeting are listed on the Roster and Attendance on the preceding page. Others attending the meeting were: John Ford, Kim Comstock – Commute.org; Betty Seto – DNV-GL; Richard Chiu – Daly City; Jose Iglesias, Jennifer Thompson – Sustainable Silicon Valley; Jean Higaki, John Hoang, Sara Muse, Jeff Lacap -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 June 21, 2018.

Approved.

4. Receive information on the Carpool Incentive Program

John Hoang and Sara Muse presented on the recently completed pilot carpool incentive program including resulting performance measurements such as number of users, number of carpool trips, total new users, CO2 saved, and average driver miles per trip. The presentation also included observed trends in origins and destinations, and origination of trips from other counties. The resulting pilot project was considered successful and lessons learned suggests that having the ability to adjust the program would have been helpful in testing out different scenarios as well as the ability to obtain additional data points for performance analysis.

Response and comments as follows. Once the program ended, we stopped receiving data post project therefore are unable to continue to monitor the carpools after incentive ended.

Clarifications were made that although there is a high number of registered users, the number of unique matched users is much smaller. With regards to one-way trips takes a trip back, we can't verify exactly if matched users in morning trips are the same matched user in the afternoon trips.

5. Review and recommend approval of Carpool Incentive Program 2.0

John Ford, Executive Director of Commute.org and Kim Comstock, Programs Manager, presented on the proposed new Carpool Incentive Program 2.0, partnering with C/CAG, to deploy a rewards-based carpooling program utilizing Commute.org's STAR platform and allowing users of various apps to participate. The reward includes up to \$100 in e-gift cards earned in \$25 increments for each 10 days of carpooling and also includes mid-week power carpool challenges. This program will provide access to additional data points for performance analyses.

Comments and questions were as follows:

- Depending on the apps used, actual carpool trips can be validated.
- Request staff to evaluate program and report back project status in six months
- How do capture how many people are in the car/How do you know if there is another person in the car for a carpool. Based on information reported by rider/driver and the honor system.
- Can we identify if there was another person in the vehicle? Maybe
- Consider peak periods maximum points.
- Target outreach to areas not currently served well by transit (e.g., Coastside, Fremont to Foster City trips)
- Try to identify types of users through the surveys (e.g., by income)
- Is funding for program used elsewhere or could funding be used on something else?
Yes.
- How did we focus incentives more on Tuesday – Thursday? Those are the days with peak congestion.
- The key is to incentive peak period trips and not just for carpooling trips with friends late at night
- Are we losing marketing that Scoop and Waze would have done to increase activity?
No.
- Is lesson learned to be applied to this 2.0 program? Yes.

6. Receive a presentation on the Transportation Climate Plan

Betty Seto from DNV-GL, presented on the draft Transportation Climate Plan that identify how the SMCTP 2040 supports state climate targets for 2030 and beyond. The Plan is part of the Countywide Sustainability and Climate Planning effort undertaken by cities and emphasize how cities can support implementation of C/CAG programs. The Plan focus on SMCTP 3040 strategies for Vehicle Mile Traveled (VMT) reduction and identifies next steps.

Comments were as follows:

- Categories seem off, bikes category should include scooters (public comment)
- There needs to be a regional approach and public outreach for incentivizing Electric Vehicles that includes SamTrans, Caltrain, and BART to be able to move the needle
- Public participation should include larger employers such as Google, Facebook, communities, and public members
- Consider re-wording to emphasize VMT reductions – what are targets for different VMT sectors?
- We need to consider other actions, not just rely solely on implementing electric vehicles
- Include more on autonomous vehicles.
- Factor time required to turnover vehicle stock and factor into analysis. Also consider adoption curve.
- Does implementation include aggressive targets per city for EV infrastructure?
- Would be good to understand how much impact we're having with different strategies
- How is the C/CAG TDM model being calibrated against the transportation network?

7. Receive information on the Bicycle and Pedestrian Plan Update

Sara Muse presented on the upcoming effort to update the Comprehensive Bicycle and Pedestrian Plan, previously adopted in 2011. Elements considered in the update include existing conditions analysis, development strategies, inventory of facilities and programs, and identifying innovative solutions. Updating the plan is anticipated to take one year.

Comment and input were as follows:

- Prioritize gaps for bikes/peds compared to counts
- Consider return on investment with completed projects (recreational vs. commuting)
- Consider GHG reduction, 1st and last mile connections
- Use best management practices
- Focus on project that address connectivity issues rather than on high priority projects only
- Consider how to encourage biking and its health implications.

8. Regional Project and Funding Information

Jeff Lacap presented information on the FHWA Policy for Inactive Projects, PMP Certification, and other Federal Aid Announcements pertaining to the MTC obligation plan for FY18-19, DBE Contract goals, SB 1 Local Streets and Roads Funding Program report, and SB 1 Workshop and planning grants as well as Prop 6.

9. Executive Director Report

Not noted.

10. Member Reports

Not noted.

Meeting adjourned.

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

October 18, 2018
MINUTES

The two hundred forty seventh (247th) 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 Porter called the meeting to order on Thursday, October 18, 2018 at 1:18 p.m.

TAC members attending the meeting are listed on the Roster and Attendance on the preceding page. Others attending the meeting were: Kelsey Rugani – Kearns & West; Richard Chiu – Daly City; Jean Higaki, John Hoang, Sara Muse, Jeff Lacap -C/CAG; Drew – public member; 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 September 20, 2018.

Minutes not approved. Committee requested that more details from member discussions be included in minutes. Will bring the revised minutes to the next meeting.

4. Review and recommend approval of the Draft Final San Mateo Countywide Transportation Plan 2040 (SMCTP 2040) Action Plan

Kelsey Rugani presented on the Action Plan describing the key recommendations to consider during the implementation phase which includes: conducting supplemental meetings and public outreach; review key recommendations; consider additional input during the implementation phase; and generating a coordinated action plan. The implementation phase will include pilot projects that considers data collection for performance measure purposes. An Implementation Group will be formed to oversee the implementation process.

Comments and input were as follows:

- What was the makeup of the Working Group? Group included Board members, planners, special interest group members, and staff.
- Need to check with cities and agencies to see if data can actually be collected
- Need to vet data collection effort back to the TAC.
- Make sure that pilots include representative areas of the County
- Regarding parking reduction, for example, it's more of a programmatic about movement with County.
- If we set the benchmark too high, we may not be able to achieve unless we change behaviors.
- The Follow Action Plan focuses on performance measures
- With the pilot projects, there are opportunities to track how CTP is measured, including consideration for crash rate, or miles of sidewalk vs. percentage of roads that has sidewalks.
- Some jurisdictions may not have mode split data to report/share. Source may include ACS.

- Asking something that cities has to comply with.
- Rename the Appendix A as “draft” to be refined at a later time.
- Emphasize there need to be changes to the document to address reality of obtaining data

Motion (Member Breault); Member Ovadia (second)

Recommend approval of the draft Action Plan with the Appendices to be forwarded as “draft” and technical questions stated therein to be further refined by the TAC.

Motion passed.

5. Provide input on the framework for the 2019 Congestion Management Program Monitoring and Proposed Complementary Report

Jeff Lacap presented the framework of the Congestion Management Program (CMP) in addition to a new Complementary Report that includes performance measures for Biking and Pedestrians (at the 16 CMP intersections); Demand Factor (County Population Components of Change); Commute patters (Average Journey to work travel time); Transit (annual boarding); and Highway/Roadways (Total vehicle hours of delay per mile, travel speed, travel time reliability).

Input were as follows:

- How do you apply bike counts on highways? Locations mostly on El Camino Real.
- A lot of opportunities and synergy with the last presentation with the Action Plan. Also, for example, person throughput data can be very labor intensive
- Many of the data may be obtained from Caltrans

6. Receive a presentation on preliminary express lanes operator options (This item was presented after Item 3)

Sandy Wong presented the latest information on the express lanes operator options. There are existing legislation that enables either MTC or VTA to be the owner/operator. Going with MTC will be a turn key solution. For control of future revenue, option is to form a Joint Committee that reports to the TA & C/CAG and also creation of the JPA.

Comments were as follows:

- Need to develop a business plan. Why haven’t a plan been developed yet?
- SB 595 requirement clarification – VTA exclusively to operate in San Mateo County in coordination with C/CAG & TA
- No MTC in San Mateo County is better option
- VTA may be better to partner with. JPA takes too long to form, and prefer not by committee, either TA or C/CAG

7. Regional Project and Funding Information

Jeff Lacap presented information on FHWA Policy on inactive projects, MTC/CTC/Caltrans federal aid announcements, SB 1 planning grants, and showcased the C/CAG Transportation Project Mapping Tool that can be found on the C/CAG website.

8. Executive Director Report

None.

9. Member Reports

Member Oskoui mentioned implementation of VMT in January 2019 (correct date was mentioned as June 2019) and requested that it will be helpful for staff to report back to the TAC for discussion and follow up to the Working Group meeting held earlier this year.

Meeting adjourned at 2:40 p.m.

C/CAG AGENDA REPORT

Date: November 15, 2018

To: Congestion Management Program Technical Advisory Committee (TAC)

From: Sandy Wong, Executive Director

Subject: Receive a presentation and provide input on a recommendation for the US 101 Express Lanes operator options and implementation outreach efforts.

(For further information or questions, contact Jean Higaki at 650-599-1462)

RECOMMENDATION

That the C/CAG CMP TAC receive a presentation and provide input on a recommendation for the US 101 Express Lanes operator options and implementation outreach efforts.

FISCAL IMPACT

This is an information item.

SOURCE OF FUNDS

N/A

BACKGROUND

On May 8, 2015, the SMCTA issued a call for projects for their Measure A Highway Program, to solicit projects that reduce congestion in commute corridors. The program focuses on removing bottlenecks in the most congested highway commute corridors, reducing congestion, and improving throughput along critical congested commute corridors.

C/CAG applied to sponsor and develop the Project Approval/Environmental Document (PA/ED) phase of a US 101 HOV Lane project. On October 1, 2015, TA Board authorized the allocation of \$8.5 million of Measure A funding for the PA/ED phase.

Given the complexity, large size, and regional nature of the project, partnership and collaboration between C/CAG and the SMCTA is required to ensure success. It was recommended that C/CAG and the SMCTA serve as co-sponsors of the project and that the SMCTA continue to implement the project as part of an integrated delivery team with Caltrans.

On June 2, 2016 the SMCTA Board approved a resolution which allows the SMCTA to act as a sponsor for this project. On November 10, 2016 the C/CAG Board approved a resolution to co-sponsor the environmental phase of the US 101 Managed Lane Project with the SMCTA.

Caltrans is the designated environmental lead agency all major projects on the state highway system and certifies the environmental document. On October 31, 2018 the environmental document and project report was completed for this project. On November 8, 2018, the environmental document was sent to the state clearing house. There is one build alternative in the completed environmental document which is an express lane on the US 101. Caltrans is planning to begin construction of an early work package, south of Whipple, in early spring.

In June 2018, a presentation was made to the CMP TAC and in July 2018, a presentation was made to the C/CAG Board of Directors regarding the US 101 Managed Lanes project which included an overview of the tolling system, potential ranges of revenues and costs, assessment of roles/ responsibilities, and options for owner and operator.

Additional information, regarding processes required relative to various operator options, has since been gathered and will be presented at a joint SMCTA and C/CAG workshop scheduled on November 16, 2018. The intent of the workshop is to provide information regarding the general roles and responsibilities of owning and operating a toll lane facility for the Board's consideration in advance of selecting a system owner and operator at the December SMCTA and C/CAG board meetings.

Staff will be looking to the CMP TAC to provide input on both the owner operator choice as well as provide suggestions regarding outreach associated with the construction of the project.

ATTACHMENTS

1. Owner/ Operator considerations chart

	OPTION	DESCRIPTION	PROS	CONS
SAN MATEO COUNTY ENTITY/ENTITIES OWN AND OPERATE				
1.	Stand-alone three-party agreement (TA, C/CAG, VTA)	TA, C/CAG, and VTA would enter into three-party agreement governing ownership and operation. There would be no joint advisory or decision-making body	<ul style="list-style-type: none"> Retains SMC control. 	<ul style="list-style-type: none"> Assumes financial liabilities. Cumbersome decision-making. Agreement cannot anticipate all issues, requiring many actions by all three boards. May be difficult to achieve consensus among all three boards.
2.	Joint policy committee	TA and C/CAG Boards would set up cross-agency joint committee to make recommendations for managing the express lanes, then enter into agreement with VTA.	<ul style="list-style-type: none"> Retains SMC control. Agency boards retain control. Could make decision-making by individual boards more efficient. 	<ul style="list-style-type: none"> Assumes financial liabilities. Uncommon. Advisory only; still requires that all three boards agree on most actions. May be difficult to achieve consensus among all three boards. Requires decisions about committee members, etc.
3.	Joint powers authority	TA and C/CAG would form new JPA, which would enter agreement with VTA. JPA's scope and authority is flexible; could be repealed by TA and C/CAG.	<ul style="list-style-type: none"> Retains SMC control. Could transfer financial liabilities to new entity. More efficient decision-making than (1) and (2). JPA is a more familiar concept/structure. 	<ul style="list-style-type: none"> Slow setup (but could be combined with #1 or #2 on interim basis). TA and C/CAG Boards must feel comfortable relinquishing at least some authority. Requires decisions about JPA board members, liability, staff, etc.

MTC/BAIFA OWN AND OPERATE

4.	MTC/BAIFA	Once capital project is completed, ownership and control over express lanes would be transferred to BAIFA; MTC would own/operate toll facility.	<ul style="list-style-type: none"> • Transfers financial liabilities. • MTC is experienced in owning/operating express lanes. • MTC staff indicate TA and C/CAG would control net revenues. 	<ul style="list-style-type: none"> • Cedes SMC control. • TA and C/CAG would have 1 seat on 6-member board. • MTC would receives gross revenue, currently no BAIFA confirmation that SMC would control net revenues, still subject to BAIFA vote. • Would require clear limits on what revenue MTC can take for O&M. • May require future negotiations with other corridor agencies (e.g., SFCTA).
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IMPRACTICABLE OPTIONS

5.	C/CAG seeks authority from CTC to own and operate	C/CAG would apply to California Transportation Commission as a “regional transportation agency” to receive authority to own/operate express lanes under AB 194.	<ul style="list-style-type: none"> • Retains SMC control. • Relatively fast setup. • Does not require new legislation or JPA. 	<ul style="list-style-type: none"> • Not practicable – requires consent of “transportation planning agency,” which is MTC; MTC will likely oppose as that adds another entity in the Bay Area to own/operate managed lanes. • Would require separate agreement/arrangement with TA.
6.	Legislation	TA and/or C/CAG run bill to secure authority to own/operate express lanes.	<ul style="list-style-type: none"> • Retains SMC control. 	<ul style="list-style-type: none"> • Not practicable – questionable chance of success (MTC will likely oppose for reason stated above). • Process for legislation is at least a year or more. • Need to secure a legislative sponsor.

C/CAG AGENDA REPORT

Date: November 15, 2018
To: Congestion Management Program Technical Advisory Committee (TAC)
From: John Hoang
Subject: Receive a presentation on the Draft San Mateo County Transportation Programs Climate Impact Report

(For further information or questions, contact John Hoang at 650-363-4105)

RECOMMENDATION

That the TAC receives a presentation on the Draft San Mateo County Transportation Programs Climate Impact Report.

FISCAL IMPACT

\$35,000

SOURCE OF FUNDS

Congestion Relief Funds.

BACKGROUND

The challenge of climate change is not new and addressing it has long been a priority for San Mateo County. City/County Association of Governments of San Mateo County (C/CAG) is responsible for administering many state-mandated programs related to transportation, air quality and federal and state transportation funding programs in San Mateo County.

This Transportation Programs Climate Impact Report identifies C/CAG's long-range planning documents and provides policy and program direction for all transportation plans in the county to meet the State of California's climate goal of 40% below 1990 levels by 2030. Specifically, the strategies identified in this document demonstrate how C/CAG's recently adopted San Mateo Countywide Transportation Plan 2040 (SMCTP 2040) is anticipated to reduce GHG emissions countywide.

The SMCTP 2040 is intended to articulate clear transportation planning objectives and policies and to promote consistency and compatibility among all transportation plans and programs within the county. By doing so, SMCTP 2040 supports an integrated, system-wide approach to transportation planning that gives proper consideration to the countywide transportation network as a whole, not just in its constituent parts. Through its countywide initiatives, C/CAG is supporting its member jurisdictions to meet city-level climate action commitments.

At the September 20, 2018 meeting, the TAC received a presentation on the Transportation Climate

Plan. The presentation was also provided to the Congestion Management and Environmental Quality (CMEQ) Committee. Comments were received, and the document, the “Draft San Mateo County Transportation Programs Climate Impact Report” was developed. The Report, which will be available for download at the C/CAG website indicated below on November 13, 2018, will be presented at the meeting.

ATTACHMENTS

- Draft San Mateo County Transportation Programs Climate Impact Report (*The document will be available for download at the C/CAG website at: <http://ccag.ca.gov/committees/congestion-management-program-technical-advisory-committee/>*)