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Date: November 13, 2019
To: All Councilpersons of San Mateo County Cities and Members of the Board of Supervisors
CC: All City/County Managers of San Mateo County
From: Maryann Moise Derwin, C/CAG Chair
Subject: **C/CAG Committee Vacancies for Elected Officials**

The City/County Association of Governments of San Mateo County (C/CAG) currently has vacancies on three of its standing Committees for elected officials of City Councils and/or the Board of Supervisors. The vacancies are:

- 1 Seat – Congestion Management & Environmental Quality (CMEQ) Committee**
- 1 Seat – Legislative Committee**
- 1 Seat – Bicycle and Pedestrian Advisory Committee (BPAC)**

Individuals wishing to be considered for appointment to any of these Committees should send a letter of interest to:

Sandy Wong, C/CAG Executive Director
City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063
or e-mail to slwong@smcgov.org

Individuals must be an elected official on one of the twenty City Councils in San Mateo County or an elected official on the San Mateo County Board of Supervisors. Individuals may send a letter of interest for a specific committee or a letter expressing interest in serving on any of the committees where there are vacancies. Please see Attachment A for more information about each Committee.

If you would like to be considered for any of these Committees, please submit your letter of interest by **December 3, 2019**. Appointments will be considered at the December 12, 2019 C/CAG Board meeting. If letters of interest are not received by December 3, 2019, the recruitment will remain open until filled.

If you have any questions about the Committees or this appointment process, please feel free to contact any of the C/CAG Staff as follows:

For CMEQ:
Jeff Lacap
650-599-1455
jlacap@smcgov.org

For Legislative Committee:
Jean Higaki
650-599-1462
jhigaki@smcgov.org

For BPAC:
Mikaela Hiatt
650-599-1453
mhiatt@smcgov.org

Sincerely,

A handwritten signature in black ink, appearing to read 'Maryann Moise Derwin'. The signature is stylized with a large initial 'M' and a wavy line at the end.

Maryann Moise Derwin
Chair, C/CAG Board

Attachment – Committee Descriptions

ATTACHMENT A

About the Committees:

1. **The Congestion Management and Environmental Quality Committee (CMEQ)** provides advice and recommendations to the full C/CAG Board on all matters relating to transportation planning, congestion management, travel demand management, coordination of land use and transportation planning, mobile source air quality programs, energy resources and conservation, and other environmental issues facing the local jurisdictions in San Mateo County. The role of the CMEQ Committee also includes making recommendations to the C/CAG Board on the allocation of funding for specific projects and activities addressing these programmatic areas. The Committee meets on the last Monday of each month from 3:00 p.m. to 5:00 p.m. in the San Mateo City Hall. There is one vacancy on this committee.
2. **The Legislative Committee** provides advice and recommendations to the full C/CAG Board on all matters dealing with State legislation, ballot measures, and positions to take on specific bills. During the active legislative year (January through August) the Committee monitors bills of potential interest to C/CAG member agencies and selects those to be tracked. The Committee then recommends positions on bills for consideration by the full C/CAG Board and acts as the liaison with C/CAG's legislative advocating firm. The Legislative Committee meets on the second Thursday of the month from 5:30 p.m. to 6:30 p.m. at the San Mateo County Transit District in San Carlos. There is one vacancy on this committee.
3. **The Bicycle and Pedestrian Advisory Committee (BPAC)** provides advice and recommendations to the C/CAG Board on all matters related to bicycle and pedestrian facilities planning and the selection of projects of certain state and federal funding. Meetings are held on the fourth Thursday of the month at 7:00 p.m. in San Mateo City Hall. The BPAC has approximately six meetings per year. No more than two BPAC members can reside in the same jurisdiction. There are currently two members that reside in the City of South San Francisco, the City of Millbrae, and the Unincorporated County of San Mateo, and as a result, no new members from these three jurisdictions can be appointed. There is one vacancy on this committee.