

# C/CAG

## CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

*Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park  
Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside*

**1:15 p.m., Thursday, March 18, 2010**  
**San Mateo County Transit District Office<sup>1</sup>**  
**1250 San Carlos Avenue, Second 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 and CMEQ meetings: <ul style="list-style-type: none"><li>• Approved – Interagency Agreement with MTC for Transportation Planning/Programming for FY10-12 for \$1,786,000</li><li>• Approved – Agreement with East Palo Alto for traffic improvement projects on University Ave and East Bayshore Rd for \$347,500</li><li>• Approved – Agreement with AECOM for transportation modeling technical services for \$48,280</li><li>• Approved – Agreement with EOA for addressing new requirements under the Municipal Regional Permit in the support of the Countywide WPPP for \$109,500</li><li>• Approved – Approaches to the funding allocation for LSR by combining Fed Cycle 1 and Stimulus II funds (if Stimulus II is available) and combining Cycles 1 &amp; 2 funds (if Stimulus II is not available)</li><li>• Approved – Approach for Call for Projects for the TLC and RBP programs and approach for implementing the SR2S program</li></ul> | Hoang               | No materials. |
| 3. Approval of the Minutes from January 21, 2010  | Hoang               | Page 1-2      |
| 4. Presentation on the Grand Boulevard Initiative Project   | Daisa (KHA)         | No materials  |
| 5. Recommendation of the Fiscal Year 2010/2011 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) Program for San Mateo County (Action)  | Madalena            | Page 3-5      |
| 6. Update on the Block Grant call for projects (Transportation for Livable Communities (TLC) Program, Regional Bicycle Program (RBP) and Local Streets and Roads (LS&R) (Information)   | Madalena/<br>Higaki | Page 6-7      |
| 7. Update on the San Mateo County Smart Corridor Project (Information)  | Mokhtari            | Page 8-9      |
| 8. Executive Director Report  | Napier              | No materials  |
| 9. Member Reports   | All                 |               |

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<sup>1</sup> For public transit access use SamTrans Bus lines 390, 391, 292, KX, PX, RX, or take CalTrain to the San Carlos Station and walk two blocks up San Carlos Avenue. Driving directions: From Route 101 take the Holly Street (west) exit. Two blocks past El Camino Real go left on Walnut. The entrance to the parking lot is at the end of the block on the left, immediately before the ramp that goes under the building. Enter the parking lot by driving between the buildings and making a left into the elevated lot. Follow the signs up to the levels for public parking.

<b>2010 TAC Roster and Attendance</b>		
<b>Member</b>	<b>Agency</b>	<b>Jan</b>
Jim Porter (Co-Chair)	San Mateo County Engineering	x
Joseph Hurley (Co-Chair)	SMCTA	x
Duncan Jones	Atherton Engineering	
Karen Borrmann	Belmont Engineering	x
Randy Breault	Brisbane Engineering	
Syed Murtuza	Burlingame Engineering	x
Bill Meeker	Burlingame Planning	
Sandy Wong	C/CAG	x
Gene Gonzalo	Caltrans	
Rick Mao	Colma Engineering	x
Robert Ovadia	Daly City Engineering	x
Tatum Mothershead	Daly City Planning	x
Ray Towne	Foster City Engineering	x
Chip Taylor	Menlo Park Engineering	x
Ron Popp	Millbrae Engineering	x
Van Ocampo	Pacifica Engineering	x
April Chan	Peninsula Corridor JPB	
Peter Vorametsanti	Redwood City Engineering	x
Robert Weil	San Carlos Engineering	
Larry Patterson	San Mateo Engineering	x
Bob Beyer	San Mateo Planning	
Steve Monowitz	San Mateo County Planning	x
Dennis Chuck	So. San Francisco Engineering	x
Kenneth Folan	MTC	

**TECHNICAL ADVISORY COMMITTEE (TAC)  
FOR THE  
CONGESTION MANAGEMENT PROGRAM (CMP)**

**January 21, 2010  
MINUTES**

The one hundred eighty fourth (184th) meeting of the Technical Advisory Committee (TAC) was held in the SamTrans Offices, 1250 San Carlos Avenue, San Carlos, Bacciocco Auditorium. Co-chair Porter called the meeting to order at approximately 1:30 p.m. on Thursday, January 21, 2010.

TAC members attending the meeting are listed on the Roster and Attendance on the preceding page. Others attending the meeting were: John Hoang – C/CAG; Richard Napier – C/CAG; Jean Higaki – C/CAG; Tom Madalena – C/CAG; Melanie Choy – SMCTA; Matthew Lee – City of Brisbane; Karen Kinser – City of Brisbane; Jim Bigelow – C/CAG CMEQ

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

None

**2. Issues from the last C/CAG and CMEQ meetings.**

As shown on the Agenda.

**3. Approval of the Minutes from November 19, 2009.**

Minutes Approved.

**4. Review and approval of the overall framework for programming of Cycle 1 Federal Transportation funds as well as Federal Stimulus II Local Streets & Roads fund (if available)**

Sandy Wong provided an overview of the Cycle 1 Federal Transportation funding process (detailed presentation below) and the Stimulus LSR funds. An updated report was provided at the meeting recommending approval of the allocation of Stimulus II and Federal Cycle 1 (FYs 11 & 12) funding for Local streets and Roads, providing two Scenarios for discussions. For Scenario A, \$11M in Stimulus II funds would be allocated to the top seven jurisdictions based on the Measure A distribution formula. This scenario results in having fewer and larger-sized projects. The Cycle 1 funds of \$6.5M would then be distributed to the remaining 14 jurisdiction with a minimum of \$250K per jurisdiction.

Member Chuck questioned utilizing the Measure A allocation formula over the MTC formula. Response was that although there are some differences between the two formulas regarding a jurisdictions' allocation, using the Measure A distribution would be preferred considering that the countywide formula has been bought off by all 21 jurisdictions.

**4.1 - Review and recommend approval of the project evaluation and selection process for the Cycle 1 Federal Surface Transportation (STP) and Federal Congestion Mitigation and Air Quality (CMAQ) Local Streets and Roads (LS&R) Shortfall**

Jean Higaki presented the project selection process that would be utilized if a call for project were to be released for the Cycle 1 funds. This evaluation process, initially developed in 2007, was updated to include considerations for Priority Development Areas (PDAs), Complete Streets, a minimum project size of \$250K, and the ability of projects to meet regional project delivery requirements.

- **4.2 - Review and recommend approval of a project selection process for Federal Economic Stimulus II funding for Local Streets (if available)**

Sandy Wong presented the project selection process for the anticipated Stimulus II funds. The selection process considers requirements by MTC that includes: enter into contracts within 90 days, minimum project size of \$500K, and meeting regional project delivery policies. The Stimulus II funding is still pending legislation approval and are not guaranteed.

- **4.3 – Transportation for Livable Communities (TLC)**

Tom Madalena presented TLC program including the “Call for Project” and project selection processes. Proposed projects for the TLC funds are required to be identified as a PDA. Some TAC members indicated that their city’s PDAs were not shown on the handout and requested staff to follow-up with an updated list. The minimum grant amount is \$250K.

- **4.4 - Regional Bicycle Programs**

Tom Madalena presented the RBP program including a “call for project” process. Criteria associated with this program include considerations for regional destinations, connectivity, and routes and that projects be on the MTC Regional Bicycle Network. The minimum grant amount is \$250K with a maximum amount proposed for \$500K.

This “call for project” is separate from the TA’s future call for project. Member Patterson pointed out that taking geographic equity into consideration may result in smaller projects, which are not feasible.

- **4.5 - Safe Routes To School (SR2S)**

John Hoang presented the overview and plan for the development of the SR2S program. Many jurisdictions within the county have received federal and state SRTS grants for infrastructure improvement projects. Currently no countywide SR2S program in place therefore staff suggest forming a Task Force to oversee the development of the program. It was recommended that a TAC member, representing public works interest, be part of the Task Force. Member Taylor volunteered to be on the Task Force.

**5. Report on the C/CAG Board recommendation to fund four projects under the Fourth Call for Projects, Lifeline Transportation Program (Tier 2), for a total of \$603,087**

Jean Higaki reported on the recommendations by the Board to fund the four projects

**6. Proposed FY 2010/11 State Budget Update**

Rich Napier, C/CAG Executive Director, stated that the transit agencies are competing for limited transportation funds. Chair Porter stated that the State is planning to take Prop 42 funds and substituting it with the excise tax (gas tax). The gas tax generates less revenue.

**7. Executive Director Report**

None

**8. Member Reports**

None

End of Meeting

# C/CAG AGENDA REPORT

**Date:** March 18, 2010

**To:** CMP Technical Advisory Committee

**From:** Tom Madalena

**Subject:** Recommendation of the Fiscal Year 2010/2011 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) Program for San Mateo County.

(For further information or questions contact Tom Madalena at 599-1460)

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## **RECOMMENDATION**

That the TAC endorse the recommendations contained in this report for the Fiscal Year 2010/2011 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) Program for San Mateo County.

## **FISCAL IMPACT**

This report has already been received and approved by the C/CAG Board of Directors due to the schedule for submittal of the Expenditure Plan to the Bay Area Air Quality Management District (BAAQMD). Staff had to take this item to the C/CAG Board of Directors for approval at the March 11<sup>th</sup> meeting. Should there be any changes recommended by the TAC there is an opportunity to submit a revised Expenditure Plan to the BAAQMD.

The allocation of TFCA funds for Fiscal Year 2010/2011 is expected to be approximately \$1,004,153 of which \$47,153 (approx. 5%) will be allocated to administration. It is recommended that the remaining funds (\$957,000) be distributed based on the policies adopted in past years by C/CAG with modifications detailed in the discussion section. The following table shows how the funds would be distributed based on these policies. The funding provided in these categories for the past three years is also shown.

<i>CATEGORY</i>		<i>2007/2008</i>	<i>2008/2009</i>	<i>2009/2010</i>	<i>2010/2011</i>
Employer Based Shuttle Projects	SamTrans	\$576,000	\$636,000	\$570,000	\$536,000
County-wide Voluntary Trip Reduction Program (Peninsula Traffic Congestion Relief Alliance)		\$453,000	\$500,000	\$449,000	\$421,000
Administration		\$49,099	\$57,400	\$51,722	\$47,153
Totals		\$1,078,099	\$1,193,400	\$1,070,722	\$1,004,153

**SOURCE OF FUNDS**

The Bay Area Air Quality Management District (BAAQMD) is authorized under Health and Safety code Section 44223 and 44225 to levy a fee on motor vehicles. Funds generated by the fee are referred to as the Transportation Fund for Clean Air (TFCA) funds and are used to implement projects to reduce air pollution from motor vehicles. Health and Safety Code Section 44241(d) stipulates that forty percent (40%) of funds generated within a county where the fee is in effect shall be allocated by the BAAQMD to one or more public agencies designated to receive the funds, and for San Mateo County, C/CAG has been designated as the overall Program Manager to receive the funds.

**BACKGROUND/DISCUSSION**

As the Program Manager for the TFCA funds, C/CAG has allocated these funds to fund projects in San Mateo County operated by SamTrans and the Peninsula Traffic Congestion Relief Alliance (Alliance) for the last three fiscal years. For nine of the last twelve years the C/CAG Board has allocated the funds for the SamTrans and City of Menlo Park Shuttle Bus Programs and the Alliance County-wide Voluntary Trip Reduction Program. It is recommended that the same methodology be used for the FY 2010/2011 TFCA Program allocation with the exception of the Menlo Park Shuttle Program. The 4% in TFCA funds that had been allocated to Menlo Park in the past has been directed to the Alliance for the FY 2010/2011 Expenditure Plan recommendation. Menlo Park now receives their shuttle funding from C/CAG through the Local Transportation Services Program (Shuttle Program). As a result, \$38,000 would be subtracted from the \$550,000 that was budgeted for the Alliance from the Congestion Relief Program for Fiscal Year 2010/2011.

- It is recommended that the SamTrans Shuttle Program receive an allocation of \$536,000 for its current shuttle program and maintain the existing cost sharing formula with SamTrans contributing approximately 14% of the cost of these shuttles and the remaining 62% through employer contributions. This funding recommendation shall be contingent upon SamTrans

submitting an acceptable work plan for use of the funds.

- It is recommended that Peninsula Traffic Congestion Relief Alliance receive an allocation of \$421,000 in TFCA funds and receive \$512,000 from the Congestion Relief Plan for a total allocation of \$933,000 for its County-wide Voluntary Trip Reduction Program. The funds allocated for the Alliance are subject to the submission of an acceptable work plan for use of the funds.

The following are the C/CAG Board policies that will continue to be in effect for the Fiscal Year 2010/2011 Program.

Overall Policies:

- Cost Effectiveness, as defined by the Bay Area Air Quality Management District (BAAQMD), will be used as initial screening criteria for all projects. Projects must show a cost effectiveness of less than \$90,000 per ton of reduced emissions based upon the TFCA funds allocated in order to be considered.

Shuttle Projects:

- Shuttle projects are defined as the provision of local feeder bus or shuttle service to rail and ferry stations and airports.
- All shuttles must be timed to meet the rail or ferry lines being served.
- C/CAG encourages the use of electric and other clean fuel vehicles for shuttles.
- Beginning with the 2003-04 TFCA funding cycle, all vehicles used in any shuttle/feeder bus service must meet the applicable California Air Resources Board (CARB) particulate matter standards for public transit fleets. This requirement has been made by the BAAQMD and is applicable to the projects funded by the Congestion Management Agencies.

If the recommendations are accepted, the following is a summary of the C/CAG TFCA Program for Fiscal Year 2010/2011:

<b>Project</b>	<b>Recommendations</b>
Administration	\$47,153
SamTrans	\$536,000
Peninsula Traffic Congestion Relief Alliance	\$421,000
Total funds obligated	\$1,004,153
Total funds anticipated	\$1,004,153
Balance	\$0

# C/CAG AGENDA REPORT

**Date:** March 18, 2010

**To:** CMP Technical Advisory Committee

**From:** Tom Madalena and Jean Higaki

**Subject:** Update on the Block Grant call for projects (Transportation for Livable Communities (TLC) Program, Regional Bicycle Program (RBP) and Local Streets and Roads (LS&R).

(For further information or questions contact Tom Madalena at 599-1460 or Jean Higaki at 599-1462)

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## **RECOMMENDATION**

That the CMP Technical Advisory Committee receive an update on the Block Grant call for projects (Transportation for Livable Communities (TLC) Program, Regional Bicycle Program (RBP) and Local Streets and Roads (LS&R).

## **FISCAL IMPACT**

### ***Transportation for Livable Communities (TLC) Program***

There is approximately \$1.1 million available for the TLC Program Call for Projects for Cycle 1. These funds are available for FY 2010/2011 and FY 2011/2012.

### ***Regional Bicycle Program (RBP)***

There is \$1,669,440 available for the Regional Bicycle Program. Additionally, there will be approximately \$300,000 of Transportation for Livable Communities (TLC) funds added to the RBP for a total amount of approximately \$1,969,440 available for the Call for Projects. These funds are available for FY 2010/2011 and FY 2011/2012.

### ***Local Streets and Roads (LS&R) Program***

There is approximately \$6.5 million available for the LS&R Program Cycle 1. These funds will be combined with Jobs Bill funding if the Jobs Bill is passed (estimated at approximately \$11 million), and will be distributed to each jurisdiction using a lane mile and population based formula. Funds are available for FY 2010/2011 and FY 2011/2012.

## **SOURCE OF FUNDS**

Fund sources are composed of Federal Surface Transportation Program (STP) and Federal Congestion Mitigation and Air Quality (CMAQ) funds.



## **BACKGROUND/DISCUSSION**

### **Transportation for Livable Communities (TLC) Program and RBP Program**

C/CAG Board of Directors approved the Block Grant Call for Projects at the February 11, 2010 Board meeting. The Call for Projects were issued and distributed to City/County Managers, Public Works Directors and Planning Directors on February 17, 2010. C/CAG staff held a Block Grant Workshop to go over the funding programs and delivery requirements on March 10, 2010. The timelines remaining are as follows:

#### ***TLC Program***

**April 16, 2010 by 5:00 p.m.** – Applications due

**Week of April 26 or May 3<sup>rd</sup>** – Application scoring

**May 20, 2010** – CMP TAC Review

**May 24, 2010** – CMEQ Review

**June 10, 2010** – C/CAG Board of Directors approval of final project list to go to the Metropolitan Transportation Commission (MTC)

#### ***RBP Program***

**April 16, 2010 by 5:00 p.m.** – Applications due

**April 22, 2010** – Project sponsor presentation to the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC)

**May 15, 2010** – Project application site visits by the BPAC (if needed)

**May 27, 2010** – BPAC review and scoring of project applications for recommendation to C/CAG Board of Directors

**June 10, 2010** – C/CAG Board of Directors approval of final project list to go to the Metropolitan Transportation Commission (MTC)

#### **(LS&R) Program**

On January 14, 2010, the C/CAG Board approved an initial framework for Federal Cycle 1 funding, including the concept of a competitive project selection process for LS&R. On January 21, 2010, the Congestion Management Program TAC met and recommended a formula based distribution of the combined Jobs Bill and Cycle 1 funds, if the Jobs Bill funds were available. On January 25, 2010, the Congestion Management & Environment Quality (CMEQ) Committee approved the TAC recommendation, if Jobs Bill funds were available. On February 11, 2010, the C/CAG Board of Directors approved the CMEQ recommendation, if Jobs Bill funds were available.

It is anticipated that a decision on the Jobs Bill will be made in mid to late March. If the Jobs Bill is passed and firm funding numbers are known, the formula will be applied to the combined Jobs Bill and Cycle 1 funds to determine a final funding amount to each jurisdiction. Request for project programming information, in the form of a spreadsheet, will be sent out to jurisdictions receiving Cycle 1 funding. This information will be due **May 14, 2009**.

# C/CAG AGENDA REPORT

**Date:** March 18,2010  
**To:** Technical Advisory Committee  
**From:** Parviz Mokhtari, Project Manager  
**Subject:** San Mateo County Smart Corridor Project

(For further information or questions contact Parviz Mokhtari at (408) 425-2433)

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## **STATUS UPDATE**

The present Smart Corridor project limits are along El Camino Real from Highway 380 on the north to Whipple Avenue on the south and include all major arterials connecting highway 101 to El Camino Real. The entire project has been divided into the following three projects:

- Project number 1 consists of El Camino Real and other major streets in the City of San Mateo from Hillsdale Boulevard to Highway 92 (**The pilot project**)
- Project number 3 includes El Camino Real and all other locations within the State right-of-way (**State portion**)
- Project number 4 consists of all local arterials and streets (**Local portion**)

### Project number 1:

Plans, Specifications and Environmental Documents for the pilot project in the City of San Mateo have been completed and Caltrans has approved and issued the required encroachment permit. The total cost of design, construction and construction management has been estimated at \$2,600,000. The design cost of approximately \$450,000 is funded by State Transportation Improvement Program (STIP) and the California Transportation Commission (CTC) has allocated \$1,000,000 out of Traffic Light Synchronization Program (TLSP) for construction of this project and the balance of \$1,150,000 will be financed by measure A sales tax funds provided by the San Mateo County Transportation Authority. The City of San Mateo will be ready to call for bids in April 2010 and it is estimated that the construction will be completed within five months following award of contract.

### Project number 3:

Since project number 3 is all within the State right-of-way, it has been decided that Caltrans design the project and prepare all required construction documents and proceed with Construction Management and complete the project.

Caltrans design team is on schedule to achieve 65% completion by early April 2010 and submit 100% plans and specifications to Headquarters for review and approval by the end of August and it is anticipated that final approval by the Headquarters will be completed in November 2010. Depending on CTC allocation of funds, the construction of the project can begin in February 2011 and be completed and tested by April 2012.

Project number 4:

C/CAG is responsible for the design of project number 4 that includes all local roads. In order to expedite the design, the project has been divided into two segments. The north segment includes all arterials from San Bruno Avenue to Poplar Avenue and the south segment is from Poplar Avenue to Whipple Avenue.

The C/CAG Board at the regular meeting of December 10, 2009, approved a contract for the design of north segment with the design firm of URS and a contract for the design of the south segment with Iteris. Both design firms have completed and submitted 35% plans for review and approval. The north segment cities of San Bruno, Burlingame, Millbrae and San Mateo have reviewed and commented on the plans. All comments have been incorporated in the plans and the cities have approved the 35% plans. The south segment cities of Redwood City, San Carlos, Belmont and San Mateo have received the 35% plans and we anticipate receiving their comments in first week of March.

The 65% plans and specifications of both segments will be completed and submitted in April and both projects are on schedule to deliver 100% plans, specifications and estimate by mid-June.

The County of San Mateo Department of Public Works will be the awarding agency and will perform inspection and construction management of the project. C/CAG staff has prepared a draft agreement for review and approval by County staff and will be presented to the Board for approval at a future meeting. The construction of project 4 could begin in September 2010 pending allocation of funds by CTC.

As of this date, the entire project is on schedule and within budget.