

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

**MINUTES
MEETING OF January 26, 2015**

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 September 29, 2014 meeting.

*Motion: To approve the Minutes of the September 29, 2014 meeting, Bigelow/O'Connell.
Motion carried unanimously.*

3. Review and approval of the 2015 CMEQ meeting calendar.

Motion: To approve the 2015 CMEQ meeting calendar, Bigelow/O'Neill. Motion carried unanimously.

4. Review and recommend approval of the C/CAG Priority Development Area Parking Policy Technical Assistance Program list of projects.

Wally Abrazaldo, C/CAG staff, presented the recommended list of projects for the C/CAG Priority Development Area Parking Policy Technical Assistance Program. C/CAG received two applications for the program from the City of San Carlos and the City of South San Francisco totaling \$157,000 in technical assistance requested. A scoring panel made up of staff from C/CAG, the Metropolitan Transportation Commission, SamTrans/Grand Boulevard Initiative, and the City of San Mateo reviewed the two applications and recommended the project submitted by the City of South San Francisco for support. The panel expressed some concerns about the application submitted by the City of San Carlos, including a lack of budget information and a need to broaden the proposed study to consider alternative parking management strategies. C/CAG staff communicated these concerns to the City of San Carlos and encouraged city staff to resubmit. Wally indicated that C/CAG would continue to accept applications for technical assistance through the program on a rolling basis, until program funding is depleted.

Member Lee asked if technical assistance could be provided to a project that supported the Grand Boulevard Initiative (GBI). Wally responded that such a project would be eligible for funding, but that cities along the corridor would need to submit an application. He added that the studies and plans that are produced through the program would be shared with interested jurisdictions along the GBI corridor.

Member Stone asked why the program might be undersubscribed. Wally responded that he talked to staff from a few cities that did not submit applications and reported that staff availability during the application timeframe might have been an issue.

Motion: To recommend approval of the C/CAG Priority Development Area Parking Policy Technical Assistance Program list of projects, O'Connell/Pierce. Motion carried unanimously.

5. Review and recommend approval of projects to be funded by the Metropolitan Transportation Commission (MTC) under the Cycle 4 Lifeline Transportation Program for a total amount of \$4,414,272.

Jean Higaki, C/CAG staff, presented the projects recommended for funding under the MTC Cycle 4 Lifeline Transportation Program. Funding for the program, which aims to improve the mobility of low-income residents in the county, comes from three different sources: State Transit Assistance (STA), Job Access Reverse Commute (JARC), and Proposition 1B (Prop 1B).

Per MTC guidelines, the STA and JARC funds were made open to competition to eligible agencies, while the Prop 1B funds were directed straight to transit operators. Jean explained that C/CAG received six applications for the STA funds, which were made available to public agencies and non-profits able to obtain a letter of concurrence from a transit agency willing to pass through the funds, and zero applications for the JARC funds, which were only open to transit operators due to the funds' rigorous reporting requirements. All six applications for the STA funds were recommended for funding by the scoring panel that reviewed applications.

C/CAG staff consulted with MTC and SamTrans regarding the remaining \$104,000 in STA funds and \$714,609 in JARC funds and determined that, per MTC guidelines, these may be allocated directly to transit operators for lifeline operations. Thus, C/CAG staff recommend that the leftover funds be directed to SamTrans for Fixed Route bus procurement and operations.

Motion: To recommend approval of projects to be funded by MTC under the Cycle 4 Lifeline Transportation Program for a total amount of \$4,414,272, O'Connell/Stone. Motion carried unanimously.

6. Review and recommend approval of the Fiscal Year 2015/16 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) County Program Manager Fund for San Mateo County.

John Hoang, C/CAG staff, explained that C/CAG is the designated county program manager for TFCA grant program, which is funded by vehicle registration fees collected by the Bay Area Air Quality Management District, and adopts an Expenditure Plan for the approximately \$1.1 million that it receives each fiscal year. For the past several years, C/CAG has allocated the TFCA funds to two different projects: (1) the SamTrans Shuttle Program and (2) the Commute.org Voluntary Trip Reduction Program. John explained that both programs have historically met the Air District's requirements for cost effectiveness. C/CAG staff recommend that the TFCA funds continue to be directed to these programs, contingent upon the submission of acceptable work plans by the two agencies.

Member O'Connell asked if the Air District has looked at changing the cost effectiveness measures to encourage more efficiency. John responded that while the Air District has tweaked the formula for calculating cost effectiveness slightly over the years, the cost effectiveness threshold has not changed.

Member Pierce asked whether the TFCA funds may be used to support community shuttles. John responded that the funds are meant to address peak-period congestion.

Motion: To recommend approval of the Fiscal Year 2015/16 Expenditure Plan for the TFCA County Program Manager Fund for San Mateo County, O'Connell/Lee. Motion carried unanimously.

- 7. Review and recommend approval of the funding recommendation for the Bayshore Technology Park shuttle for FY 2014/2015 and FY 2015/2016 in an amount of \$94,182 in Measure A Transportation funds through the San Mateo County Shuttle Program Joint Call for Projects and of the agreement between C/CAG and the San Mateo County Transportation Authority in an amount not to exceed \$38,000.**

Tom Madalena, C/CAG staff, presented a recommendation for funding the Bayshore Technology Park shuttle through the San Mateo County Shuttle Program. He explained that C/CAG partners with the San Mateo County Transportation Authority (SMCTA) to administer program, which accepts applications for funding every two years. Approximately \$7 million was made available during the most recent cycle, and eligible projects were presented to the Board of Directors of both C/CAG and the SMCTA for approval last year.

One of the project sponsors, Commute.org, decided to pull back the application that it had submitted for the Bayshore Technology Park shuttle because of overlaps in service in the shuttle's route and that of a shuttle operated by the Peninsula Corridor Joint Powers Board (Caltrain). Commute.org modified the shuttle route and submitted a revised application, which was reviewed and recommended for approval by the scoring panel that evaluated applications. Tom explained that the recommendation is for SMCTA to fund the Bayshore Technology Park shuttle directly and for C/CAG to reimburse the SMCTA for its share of the costs, which is an amount not to exceed \$38,000.

Member Aguirre asked if additional points were provided to project sponsors that offer a larger local match. She suggested that a large matching requirement might disadvantage smaller agencies. Tom responded that local matches were provided points on a sliding scale during the scoring process and that staff would take the suggestion into consideration prior to the next funding cycle.

Member Lee commended staff for providing information on the cost per passenger for the shuttles funded through the program and asked if there were any plans to encourage shuttle providers to be more efficient. Tom responded that cost per passenger is considered during the application process and that the information is useful in evaluating existing shuttles. He added that marketing is a key component of some of the shuttle projects and that the cost associated with this can sometimes eat into the efficiency measures.

Member Lee commented on the use of new technologies to request rides on demand (i.e. Uber, Lyft, etc.) and suggested that these kinds of technologies could help make shuttle service more flexible and efficient. Member O'Neill added that SamTrans is testing a flexible service concept in Pacifica and San Carlos. Member Stone reported that the FLX service that SamTrans is piloting is working well and this type of service is being encouraged.

Motion: To recommend approval of the funding recommendation for the Bayshore Technology Park shuttle for FY 2014/2015 and FY 2015/2016 in an amount of \$94,182 in Measure A Transportation funds through the San Mateo County Shuttle Program Joint Call

for Projects and of the agreement between C/CAG and the San Mateo County Transportation Authority in an amount not to exceed \$38,000, Bigelow/Lee. Motion carried unanimously.

8. Nominations and elections of CMEQ Chair and Vice Chair.

Motion: To nominate and elect Richard Garbarino as the Chair and Mike O'Neill as the Vice Chair of the CMEQ Committee, Bigelow/Pierce. Motion carried unanimously.

9. Executive Director Report (Information).

Sandy Wong, C/CAG Executive Director, provided updated on several items:

- As part of its Vital Signs initiative, MTC released data on the most congested corridors in the region during commute hours. The northbound segment of U.S. 101 from Woodside Road to Hillsdale Boulevard made it to the top 10 congested corridors list.
- Approximately \$130 million in funding for transportation and affordable housing is being made available statewide by the Strategic Growth Council (SGC) through the Affordable Housing and Sustainable Communities (AHSC) Program. This program is funded by funds generated by the state cap and trade program. An application workshop for project sponsors is scheduled for February 11 in Oakland, and concept applications are due to the SGC by February 19.
- During the January C/CAG Board meeting, Supervisor Dave Pine brought forward a presentation on Community Choice Aggregation (CCA). CCA is a policy that enables local governments to aggregate electricity demand within their jurisdictions to procure alternative energy supplies. Two workshops are being held on the topic on January 28 in South San Francisco and Redwood City.

Member Bigelow asked for additional information on the congestion data provided by MTC, particularly in regards to how congestion along key road segments in the county may have changed from 2008 to 2013. He added that increased delays on highways may be having a significant impact on other routes and local streets and roads.

Sandy mentioned that new sources of data are available to understand historical trends in congestion. She reported that C/CAG will be analyzing a new commercial speed data set purchased by MTC as part of the 2015 Congestion Management Program update.

The group briefly discussed congestion in the county and the transportation, housing, and land use efforts underway to address the issue.

10. Member comments and announcements (Information).

Member Pierce reported that SamTrans provided an interesting presentation on Bus Rapid Transit at the last Grand Boulevard Initiative Task Force meeting. She requested that staff touch base with SamTrans to schedule this presentation for the next CMEQ meeting.

Meeting adjourned at 4:03 pm.

The next regular meeting was scheduled for February 23, 2015.