

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

August 17, 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 Porter called the meeting to order at 1:18 p.m. on Thursday, August 17, 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; Dave Bishop – Colma; Joel Slavitt, Jennifer Williams, Pamela Kwan – TA; Hae Won Ritchie – San Mateo, John Hoang, Jeff Lacap, Jean Higaki, Sara Muse (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.

Member Manzi asked whether Waze is participating in the Carpool Incentive Program. Response was that we were working to get them on board.

3. Approval of the Minutes from June 15, 2017.

Approved.

4. Receive and Update on the TA Highway Program call for projects

Joel Slavitt, Manager for SMCTA, presented the Measure A Highway Program Draft Funding Policy Recommendations providing a recap of the Highway Program funding discussion and CIP, proposed future fund programming/allocation approach, other key considerations, and proposed timing of the next call for projects and next steps.

Member Razavi inquired whether this is for highway projects only or can other improvements qualify. Response was that the funds cannot be used for maintenance and the project does not have to be on a state corridor to be eligible. Regarding bicycle and pedestrian, there is a separate program.

Member Manzi stated especially for larger project, 20% match is a lot of money; therefore, since this funding is one of the more flexible fund sources, we should consider leveraging this fund to pursue other more competitive funding sources. Also, the requirement to start spending the funds within 12 months of award may be challenging. Response was that TA is looking to fund project phases w/ schedules that show work starting w/in 12 months from Board approval of projects (by February 2019 as Board awards are planned by Feb 2018).

Vice Chair Porter asked for clarification about eligibility for the planning funds. Response was that projects can include preliminary planning studies, project initiation document, through project approval/environment studies. Clarifications were also made that projects need to commence, not be completed, within 12 months.

Member Manzi is concerned that the call for project is too prescriptive.

Member Ocampo asked about how projects can be prioritized and compete with other projects since there are different timelines.

5. Receive Information on the Shuttle Program Technical Assistance Program

Joel Slavitt report that the technical assistance will be provided earlier than the call for projects time to give project sponsor more time shuttle planning. The workshop is planned for September 26th, 10-12 noon. Please consult with SamTrans or Commute.org staff to make arrangements about proposed projects. While all prospective shuttle applicants may receive technical assistance, it is a program requirement that applicants for new shuttles, and those that are not currently meeting the established program performance benchmarks for operating cost per passenger and/or passengers per service hour, make an appointment to receive shuttle technical assistance from either SamTrans or Commute.org in order to be eligible to receive funding for the upcoming San Mateo County Shuttle Program Call for Projects. A letter of concurrence is also a requirement from SamTrans.

6. Review and recommend approval of the Draft 2018 State Transportation Improvement Program (STIP) for San Mateo County

Sandy Wong, C/CAG Executive Director, presented the draft 2018 STIP for San Mateo County, stating that there is more money this round. C/CAG staff Jean Higaki reached out the public works directors and work with TA staff to define potential projects and received new projects including the US 101 HOV/Express Lane, Woodside Interchange, Produce Interchange Improvements, and ITS Improvements in Daly City, Brisbane (and Colma).

Member Manzi indicated that we should evaluate the early phase of the Smart Corridor project before expanding. Response was that there will be an evaluation performed for the first phase as part of state requirements. Manzi also asked about programming construction funds for the managed lane project. Response was that programming for that project requires that the project is fully funded.

Member Manzi requested to see the current Smart Corridor/ITS project evaluation results before making a decision on voting to fund the Smart Corridor Expansion project. Vice-Chair Porter indicated that this is a technology project and new technology should be considered. The point was also made that a funding decision is needed prior to the timing of the evaluation results.

Item approved. Member Manzi opposed.

7. Regional Project and Funding Information

Jeff Lacap reported on information pertaining to federal funding, project delivery, and regional policies relevant to local cities including PMP certification, OBAG Obligation Status for FY17-18, OBAG 2 Update and other announcement indicated in the staff report.

8. Executive Director Report

Sandy Wong, C/CAG Executive Director, asked that the cities help C/CAG reach out to the public about the new Carpool Incentive Program. Also, The RM 3 Draft Plan includes the ferry expansion as well as other larger projects that benefits San Mateo County. The US 101 Manage Lane project team is currently working planning documents and the team will be holding more focused meetings with cities. Sandy introduced new C/CAG staff Sara Muse.

9. Member Reports

None.

Meeting adjourned at 2:10 p.m.