

# 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*

### BOARD MEETING MINUTES

Meeting No. 303  
November 9, 2017

#### 1.0 CALL TO ORDER/ROLL CALL

Chair Alicia Aguirre called the meeting to order at 6:30 p.m. Roll call was taken.

Atherton	– Elizabet Lewis
Belmont	– Doug Kim (arrive 6:34 p.m.)
Brisbane	– Cliff Lentz
Colma	– Diana Colvin
Foster City	– Sam Hindi
Half Moon Bay	– Harvey Rarback
Hillsborough	– Marie Chuang
Millbrae	– Gina Papan
Pacifica	– Sue Vaterlaus
Portola Valley	– Maryann Moise Derwin
Redwood City	– Alicia Aguirre
San Bruno	– Irene O’Connell
San Carlos	– Bob Grassilli
San Mateo	– Diane Papan (depart 8:13 p.m.)
San Mateo County	– David Canepa
South San Francisco	– Karyl Matsumoto (SamTrans & TA)

#### Absent:

Burlingame  
Daly City  
East Palo Alto  
Menlo Park  
Woodside

#### Others:

Sandy Wong	– C/CAG Executive Director
Nirit Eriksson	– C/CAG Legal Counsel
Mima Guilles	– C/CAG Staff
Jean Higaki	– C/CAG Staff
John Hoang	– C/CAG Staff
Matt Fabry	– C/CAG Staff
Reid Bogert	– C/CAG Staff

Jeff Lacap – C/CAG Staff  
 Sara Muse – C/CAG Staff  
 Susy Kalkin – C/CAG Staff  
 Leo Scott – Gray Bowen Scott  
 Joe Hurley – SamTrans  
 April Chan – SamTrans  
 Nancy McGee – Safe Routes to School (SRTS)  
 Theresa Vallez-Kelly – Safe Routes to School (SRTS)  
 Marina Fraser – Half Moon Bay  
 Samantha Hauser – City Ventures  
 Tony Harris – PointC  
 Other members of the public attended.

3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

*Note: Public comment is limited to two minutes per speaker.*

Marina Fraser, Half Moon Bay, Chair of BPAC, commented on the TDA Article 3 call for project process being well run. Many good project proposals had come forward. And that more funding will be welcome.

4.0 PRESENTATIONS/ ANNOUNCEMENTS

- 4.1 The Board received a presentation from Seamus Murphey, SamTrans, on “Get Us Moving San Mateo County” – A proposed new tax measure.
- 4.2 The Board received a presentation from Nancy McGee and Theresa Vallez-Kelly, San Mateo County Office of Education, on the San Mateo County Safe Routes to School FY 16-17 Annual Report.

5.0 CONSENT AGENDA

Consent Agenda items are considered to be routine and will be enacted by one motion. There will be no separate discussion on these items unless members of the Board, staff or public request specific items to be removed for separate action.

Board Member O’Connell MOVED approval of Items 5.1, 5.2, 5.3, 5.4, 5.5, 5.6, 5.7, 5.8, 5.9 and 5.10, including the technical correction for Item 5.1. Board Member Canepa SECONDED.

**MOTION CARRIED 16-0-0**

- 5.1 Approval of the minutes of regular business meeting No. 302 dated October 12, 2017. *Staff recommended a technical correction on top of page 4 of the packet (part of Item 6.5 from the Oct 12, 2017 meeting) to indicate Mike O’Neil represented Pacifica.* APPROVED
- 5.2 Review and approval of Resolution 17-54 adopting the San Mateo County Transportation Development Act Article 3 Program, funding projects that encourage and improve bicycling and walking conditions, for Fiscal Year 2017-2018 for \$2,260,000. APPROVED
- 5.3 Review and approval of Resolution 17-55 determining that Daly City’s Serra Station Mixed-Use Development at 3301 Junipero Serra Blvd, including related Rezoning and Specific Plan Amendments, is consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. APPROVED

- 5.4 Review and approval of Resolution 17-56 adopting the updated C/CAG Procurement Policy. APPROVED
- 5.5 Review and approval of Resolution 17-57 amending of the One Bay Area Grant 1 (OBAG 1) program to include supplemental funds of \$225,000 to augment the countywide Safe Routes to School Program. APPROVED
- 5.6 Review and accept the C/CAG Basic Financial Statements (Audit) and the Memorandum on Internal Control and Required Communications for the Year Ended June 30, 2017. APPROVED
- 5.7 Review and accept the C/CAG Single Audit Report for the Year Ended June 30, 2017. APPROVED
- 5.8 Review and accept the Measure M Fund Financial Statements (Audit) for the Year Ended June 30, 2017. APPROVED
- 5.9 Review and accept the C/CAG Smart Corridor Project Audit Report through June 30, 2017. APPROVED
- 5.10 Review and approval of the appointment of Jamie Axt (City of Redwood City) to the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) for two-year term to fill one vacant public member seat. APPROVED
- 6.0 REGULAR AGENDA
- 6.1 Receive a presentation from Leo Scott, Project Manager, Gray Bowen Scott, on the US 101 Managed Lane project. INFORMATION
- 6.2 Receive a presentation from John Hoang and Sara Muse, C/CAG staff on the Carpool Incentive Program. INFORMATION
- 7.0 COMMITTEE REPORTS
- 7.1 Committee Reports (oral reports)
- Member Matsumoto reported on the San Mateo County Transportation Authority Bike/Pedestrian Program call for projects.
- 7.2 Chairperson's Report
- Chair Aguirre reminded board members to return the Executive Director's performance evaluations to the administrator, Pat Martel.
- 7.3 Board Members Report/ Communication
- Member Lentz reported the roadside sign on Interstate I-380 by the metering light is too small.
- 8.0 EXECUTIVE DIRECTOR'S REPORT
- 9.0 COMMUNICATIONS - Information Only

- 9.1 Letter from Alicia Aguirre, Chair, City/County Association of Governments, to Steve Heminger, Bay Area Metro Center, dated 10/12/17. RE: Proposal to condition the State Transportation Improvement Program (STIP) on Regional Housing Need Allocation (RHNA) production.
- 9.2 Letter from Sandy Wong, Executive Director, City/County Association of Governments, to Office of Sustainability, dated 10/11/17. RE: Support Letter for the San Mateo County Caltrans SB 1 Adaption Grant Program Application
- 9.3 Letter from Sandy Wong, Executive Director, City/County Association of Governments, to Steve Heminger, Executive Director, Metropolitan Transportation Commission (MTC) dated 10/16/17. RE: Support for The Future of Mobility: Ride-Hailing Data Collection and Analysis
- 10.0 ADJOURNMENT – 8:30 p.m.