

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

**MINUTES  
MEETING OF January 27, 2020**

The meeting was called to order by Chair Garbarino in Conference Room C at San Mateo City Hall at 3:00 p.m. Attendance sheet is attached.

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

None.

**2. Issues from the December 2019 C/CAG Board meeting. (Information)**

Jeff Lacap, C/CAG Staff, noted the agenda listed the status of items recently addressed by the C/CAG Board, and offered to respond to any questions.

**3. Approval of minutes of the January 27, 2020 meeting. (Action)**

*Motion – Committee member Lee/ 2<sup>nd</sup> Committee member Bonilla: To approve the minutes of the August 26, 2019 CMEQ meeting, as amended. Motion passed (11-0).*

**4. Review and approval of the 2020 CMEQ meeting calendar. (Action)**

C/CAG Staff Jeff Lacap presented the 2020 CMEQ meeting calendar. Because Conference Room C at San Mateo City Hall is not available for the February, May, and September 2020 CMEQ meetings, Member Papan offered to check the availability of meeting rooms in the City of Millbrae.

*Motion – Committee member Lee/ 2<sup>nd</sup> Committee member Ratto: To approve the 2020 CMEQ meeting calendar. Motion passed unanimously (11-0).*

**5. Review and recommend approval of the Final 2019 Congestion Management Program (CMP) and Monitoring Report. (Action)**

C/CAG Staff Jeff Lacap provided a presentation on the Final 2019 CMP and monitoring report since the report was released for public review back in December. The Final 2019 CMP will be brought back to the C/CAG Board for a public hearing and adoption.

The committee members had the following comments:

- Members would like to expand the intersections/locations in the county to be analyzed as part of the CMP Monitoring to better reflect the current built environment (including but limited to locations near the San Francisco International Airport and Downtown Redwood City) for the next update.
- Members would like to see more updates done to the 2019 CMP and future updates to reflect the increase of congestion so that regional agencies (such as MTC) can see the needs of San Mateo County.

- Members would like to see more detail within the staff reports to show a comprehensive list of all updates made to the CMP and provide explanations and context as to why parts of the report were updated.
- Members would like staff to research other agencies' CMP's (such as the San Francisco County Transportation Authority and Los Angeles County Metropolitan Transportation Authority) to see what performance metrics are used and what can be applied to the next update of the San Mateo County CMP.
- Members requested that comments made about the 2019 CMP by the CMEQ Committee at this meeting be relayed to the C/CAG Board at the time of adoption.

*Motion – Committee member Koelling/ 2<sup>nd</sup> Committee member Masur: To not approve the Final 2019 Congestion Management Program (CMP) and Monitoring Report. Motion passed unanimously (11-0).*

**6. Review the approach to a fiscally constrained list of projects to be submitted to the Metropolitan Transportation Commission (MTC) for the update of the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) also known as Plan Bay Area 2050. (Action)**

Jeff Lacap, C/CAG staff, presented an approach to fiscally constrain a list of transportation projects to be submitted to MTC for the update of Plan Bay Area 2050. On January 2, 2020, MTC staff provided the revised revenue forecast and projections, and that San Mateo County's combined total budget for both regionally-significant and programmatic investments is \$5.261 billion.

MTC requests C/CAG begin to fiscally constrain their project lists for both regionally-significant and programmatic investments and submit a revised list by March 27, 2020. Because the original list of projects submitted by C/CAG to MTC in June 2019 were only regionally-significant projects, these projects will need financial revisions so that the overall submittal fits within this most recent imposed budget of \$5.261 billion to include both regionally-significant and programmatic investments.

C/CAG staff proposes to work with project sponsors to revise projects on the regionally significant list that meet all the following criteria below:

- Project was a newly submitted project (not in the adopted Plan Bay Area 2040)
- Project has a completion date of 2030 or beyond
- Project is in the conceptual or planning phase

Committee members request that staff provide information on how projects were selected to have project cost revisions at the next meeting. It was also requested that an ad-hoc committee be formed to review the list prior to the next CMEQ meeting. Members Ratto and Papan were volunteered to participate.

*Motion – Committee member Mates/ 2<sup>nd</sup> Committee member Beach: To table Item #6 until next meeting. Motion passed unanimously (11-0).*

**7. Review and recommend approval of the Carpool 2020 Program in San Mateo County. (Action)**

C/CAG Staff Mikaela Hiatt presented ‘Carpool 2020’ a new carpool program building off the success of previous carpool programs in San Mateo County: Carpool! in San Mateo County and Carpool 2.0.

Carpool 2020 is a threefold program that pilots a variety of incentive programs all to increase carpooling in San Mateo County comprised of the following three (3) components:

1. Employer Incentives - Scoop
2. Driver Incentive – Waze Carpool
3. Rewards Based Incentives – Commute.org (continuation of Carpool 2.0)

Mikaela presented each component of the program and invited staff from Scoop, Waze Carpool, and Commute.org to answer any questions committee members had about the program.

For the Employer Incentives component, committee members had the following questions and/or comments: components of the report generated by Commute.org, how to get new carpoolers to join the program, the logistics of matching drivers and riders through the program, if existing employers in San Mateo County are using Scoop to manage their carpool program, if Scoop is working with Transportation Management Associations and government agencies, and the marketing of the program through social media.

For the Driver Incentive component, committee members had the following questions and/or comments: how drivers sign up on the Waze app, Waze’s partnerships with another government agencies, and public safety when using Waze.

For the Rewards Based Incentives component, committee members had the following questions and/or comments: whether there will be an update to the current Carpool 2.0 program.

*Motion – Committee member Levin/ 2<sup>nd</sup> Committee member Bonilla: To approve the Carpool 2020 Program in San Mateo County. Motion passed unanimously (11-0).*

**8. Review and recommend acceptance of the Measure M Fiscal Year 2018/19 Performance Report. (Action)**

C/CAG Staff Kim Wever provided a presentation on the Measure M fiscal year 2018-19 Annual Performance report. In FY 2018-19, 50% of Measure M revenues were distributed to the 21 local jurisdictions for local transportation and stormwater needs. The remaining 50% was expended in countywide programs including transit operation/senior mobility, Smart Corridor project, Safe Routes to School, and Stormwater pollution prevention. The percent share invested in each program was as directed by the C/CAG Board approved 5-year Implementation Plan. This item presents the accomplishments of fiscal year 2018-19.

Committee members had questions about the allocation distribution to jurisdictions, minimum amounts received for Local Streets and Roads, the results of the student and parent surveys for

Safe Routes to School, and if administration for the countywide transportation programs (i.e. stormwater pollution prevention) uses the 5% administration fund.

*Motion – Committee member Papan/2nd Committee member Bonilla: To recommend acceptance of the Measure M Fiscal Year 2018/19 Performance Report. Motion passed unanimously (11-0).*

*Item 10 was moved up on the agenda.*

**10. Nominations and elections of CMEQ Chair and Vice Chair. (Action)**

*Motion: To nominate and elect Richard Garbarino as the Chair and Mike O’Neill as the Vice Chair of the CMEQ Committee, Lee/Koelling. Motion passed unanimously (11-0).*

**9. Review and recommend approval of the Fiscal Year 2020/21 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) County Program Manager Fund for San Mateo County. (Action)**

C/CAG Staff Kim Wever presented the proposed revised list of projects for the FY20/21 TFCA funds which includes Commute.org funding, SamTrans BART Shuttle, and continuing the C/CAG Countywide Carpooling Incentives Program for San Mateo County commuters.

Committee members had questions about the allocation of funds to the Carpool Incentives Program. There was also a suggestion that more communications/signage be placed at transit stations for the SamTrans BART Shuttle.

*Motion – Committee member Mazur/ 2nd Committee member Koelling: To recommend approval of the Fiscal Year 2020/21 TFCA County Program Manager Fund for San Mateo County. Motion passed unanimously (11-0).*

**11. Executive Director Report (Information)**

None.

**12. Member comments and announcements (Information)**

None.

**13. Adjournment and establishment of next meeting date**

The meeting adjourned at 5:00 pm.

The next regular meeting was scheduled for February 24, 2020.

**2020 C/CAG Congestion Management & Environmental Quality (CMEQ) Committee Attendance Report**

Name	Representing	Jan	Feb	Mar	Apr	May	Jun	Jul (No Mtg.)	Aug	Sept	Oct	Nov	Dec (No Mtg.)
Metropolitan Transportation Commission	Gina Papan	X											
City of Redwood City	Shelly Masur	X											
Town of Atherton	Elizabeth Lewis												
City of Burlingame	Emily Beach	X											
Environmental Community	Lennie Roberts	X											
City of Pacifica	Mike O'Neill	X											
City of South San Francisco	Richard Garbarino	X											
City of Millbrae	Wayne Lee	X											
City of San Mateo	Rick Bonilla	X											
Agencies with Transportation Interests	Adina Levin	X											
Business Community	Linda Koelling	X											
San Mateo County Transit District (SamTrans)	Pete Ratto	X											
City of Belmont	Julia Mates	X											
<i>Peninsula Corridor Joint Powers Board (Caltrain)</i>	<i>Vacant</i>												
<i>Public Member</i>	<i>Vacant</i>												
<i>Elected Official</i>	<i>Vacant</i>												

**Staff and guests in attendance for the January 27, 2020 Meeting**  
 Sandy Wong, Jeff Lacap, John Hoang, Kim Wever, Mikaela Hiatt - C/CAG Staff  
 Dani Simons - Waze Carpool  
 Kim Comstock - Commute.org  
 Chris Knochel, David Weisman - Scoop