

2020 TAC Roster and Attendance			
No.	Member	Agency	Jan
1	Jim Porter (Co-Chair)	San Mateo County Engineering	x
2	Joseph Hurley (Co-Chair)	SMCTA / PCJPB / Caltrain	x
3	Robert Ovadia	Atherton Engineering	x
4	Afshin Oskoui	Belmont Engineering	x
5	Randy Breault	Brisbane Engineering	x
6	Syed Murtuza	Burlingame Engineering	x
7	Sandy Wong	C/CAG	x
8	Brad Donohue	Colma Engineering	x
9	Richard Chiu	Daly City Engineering	x
10	Tatum Mothershead	Daly City Planning	x
11	Norm Dorais	Foster City Engineering	x
12	Paul Willis	Hillsborough Engineering	x
13	Maz Bozorginia	Half Moon Bay Engineering	x
14	Nikki Nagaya	Menlo Park Engineering	
15	Khee Lim	Millbrae Engineering	
16	Sam Bautista	Pacifica Engineering	
17	Jessica Manzi	Redwood City Engineering	x
18	Jimmy Tan	San Bruno Engineering	x
19	Steven Machida	San Carlos Engineering	x
20	Brad Underwood	San Mateo Engineering	
21	Eunejune Kim	South San Francisco Engineering	x
22	Billy Gross	South San Francisco Planning	x
23	Sean Rose	Woodside Engineering	x
24	James Choe	MTC	x

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

January 16, 2020
MINUTES

The two hundred fifty-eighth (258th) 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. Co-Chair Hurley called the meeting to order on Thursday, January 16, 2020 at 1:15 p.m.

TAC members attending the meeting are listed on the Roster and Attendance on the preceding page. Others attending the meeting were: Kim Comstock – Commute.org; Marissa Fuhrer, Chris Knochel – Scoop; Tommy Hunt – Waze Carpool; Sal Akhter – Streetlight; Van Ocampo, John Hoang, Mikaela Hiatt, Kim Wever, Jeff Lacap - C/CAG; and other attendees not noted.

1. Public comment on items not on the agenda.

None.

2. Issues from the last C/CAG Board meeting.

None. Co-Chair Hurley added that the Shuttle Program Call for Project deadline to submit an application is February 21, 2020.

3. Approval of the Minutes from November 21, 2019.

Member Breault moved; Member Gross seconded. Item approved.

4. Review and recommend approval of the Carpool 2020 Program in San Mateo County

Mikaela Hiatt presented on the proposed Carpool 2020 program including the three different elements: 1) Employer Incentives (Scoop/Commuter.org), 2) Driver Incentives (Waze Carpool); and 3) Rewards Based Incentives (Commute.org). Comments and recommendations are summarized below:

- Consider excluding employers that already are required to have a TDM plan.
- Consider an employment cap.
- Reach out and work with business districts.
- Consider smaller employers such as 50-300 employees. These employers typically lack the resources to undertake implementing carpools. (Kim Comstock from Commute.org responded that there are other programs offered to Commute.org available through Commute.org)
- Would it be possible to differentiate whether a vehicle is EV or not?
- Provide TAC and update as project progresses.

Item was moved and seconded. Item passed.

5. Review and recommend acceptance of the Measure M Fiscal Year 2018/19 Performance Report

Kim Wever presented the Measure M FY 2018/19 annual report summarizing revenue and expenditures for the fiscal year as well as total to date for Administration, Local Streets and Roads, Senior Mobility, Intelligent Transportation System (ITS)/Smart Corridor, Safe Routes to School, and Stormwater/Municipal Regional Permit categories.

Item was moved and seconded. Item passed.

6. 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

Kim Wever presented the proposed FY 2020/21 TFCA Expenditure Plan which includes allocations of: \$600,000 to Commute.org for the Voluntary Trip Reduction Program, \$300,000 for SamTrans BART Shuttles, and \$435,000 for Carpool Incentives Programs/Innovative Projects. In response to Member Breault's questions, the SamTrans BART shuttle allocation doubled from last year's \$150,000 due to the project meeting Cost/Effectiveness measures allowing a higher fund allocation. Member Murtuza moved, Member Gross seconded.

7. Review and recommend approval of a subscription to Streetlight Data and Services in the amount of \$275,000 and C/CAG member agency cost-share

Mikaela Hiatt presented on the proposed subscription for Streetlight data including cost and cost-share for member agencies. A summary of questions and comments include the following:

- Would C/CAG be committing to a full 3-year contract?
- Is C/CAG receiving a fair price?
- How does Streetlight gather its data?
- Concerned that the RFP was released over the holidays and process for drafting RFP.
- Questioned whether Streetlight can adjust its intellectual property clause in the contract.

The TAC recommended that C/CAG follow up with answers to the above questions and also e-mail the TAC a copy of the RFP. (The Q&A and RFP was sent to the TAC on January 24, 2020.) The TAC asked for the item to be brought back at the next TAC meeting.

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

Jeff Lacap presented the final draft 2019 CMP and monitoring report indicating revisions made based on comments previously received by the committees. Member Oskoui moved, Member Murtuza seconded.

9. 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 (RP/SCS) also known as Plan Bay Area 2050

Jeff Lacap presented the project referenced list to be submitted to MTC. Member Breault asked whether the process considered environmental, cost, and project duration. It was confirmed that the Foster City's hovercraft project was moved to the regional project list. Member Bozorginia moved, Member Ovadia seconded.

10. Regional Project and Funding Information

Jeff Lacap presented on the items, as shown in the staff report include FHWA policy for inactive projects, PMP certification, and MTC/CTC Caltrans Federal Aid announcements.

11. Executive Director Report

None.

12. Member Reports

Co-Chair Hurley provided an update on the US 101 Express Lane and also mentioned that the TA Strategic Plan has been adopted.

Meeting adjourned at 3:26 p.m.