

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*

C/CAG BOARD and SAN MATEO COUNTY AIRPORT LAND USE COMMISSION MEETING MINUTES

Meeting No. 330
June 11, 2020

In compliance with Governor's Executive Order N-29-20, and pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer, this meeting was conducted via remote conferencing.

1.0 CALL TO ORDER/ ROLL CALL

Chair Marie Chuang called the meeting to order at 6:33 p.m. Roll call was taken.

Atherton	– Elizabeth Lewis
Belmont	– Davina Hurt
Brisbane	– Cliff Lentz
Burlingame	– Ricardo Ortiz
Colma	– Diana Colvin
East Palo Alto	– Lisa Gauthier
Foster City	– Catherine Mahanpour
Half Moon Bay	– Debbie Ruddock
Hillsborough	– Marie Chuang
Menlo Park	– Catherine Carlton
Millbrae	– Gina Papan
Pacifica	– Sue Vaterlaus
Portola Valley	– Maryann Moise Derwin
Redwood City	– Alicia Aguirre
San Bruno	– Michael Salazar
San Carlos	– Adam Rak
San Mateo	– Diane Papan
San Mateo County	– David Canepa
South San Francisco	– Karyl Matsumoto
Woodside	– Ned Fluet
SMCTA (Non-Voting)	– Karyl Matsumoto

Absent:

Daly City

SamTrans (Non-voting)

Others:

Sandy Wong – C/CAG Executive Director

Mima Guilles – C/CAG Clerk

Melissa Adrikopoulos – C/CAG Legal Counsel
 Matt Fabry – C/CAG Staff
 Sean Charpentier – C/CAG Staff
 Kaki Cheung – C/CAG Staff
 Ried Bogert – C/CAG Staff
 Susy Kalkin – C/CAG Staff
 Van Ocampo – C/CAG Staff
 Jeff Lacap – C/CAG Staff
 Mikaela Hiatt – C/CAG Staff
 Kim Wever – C/CAG Staff
 Kim Springer – San Mateo County
 Other members of the public attended.

2.0 BRIEF OVERVIEW OF TELECONFERENCE MEETING PROCEDURES

Sandy Wong, Executive Director, provided overview of the teleconference procedures.

3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Note: Public comment is limited to two minutes per speaker. Instructions regarding how to make public comments during a videoconference meeting were provided in the agenda.

Mima Guilles, Clerk of C/CAG, informed the Chair that no public comments were received.

4.0 PRESENTATIONS/ ANNOUNCEMENTS

None.

5.0 ACTION TO SET AGENDA AND APPROVE CONSENT AGENDA ITEMS

This item is to set the final consent and regular agenda, and to approve the items listed on the consent agenda. All items on the consent agenda are approved by one action. 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 Rak MOVED approval of Items 5.1, 5.2, 5.4, 5.5, 5.6, 5.7, 5.8, 5.9, 5.10.1, 5.10.2, 5.10.3, 5.11, 5.12, 5.13, 5.14, 5.15, 5.16, 5.17, 5.18.1, 5.18.2, 5.19 and 5.20. Board Member Vaterlaus SECONDED. Roll call was taken. **MOTION CARRIED 20-0-0**

5.1 Approval of the minutes of regular business meeting No. 329 dated May 14, 2020. **APPROVED**

5.2 Review and approval of Resolution 20-22 determining that the Genentech Master Plan Update and related Zoning Amendments to increase the build-out potential within the 207-acre Genentech Campus in South San Francisco are conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. **APPROVED**

5.3 Review and approval of Resolution 20-23 determining that the Olympic Way Retreat, including General Plan Amendment and related entitlements at 2152 Olympic Way, Daly City, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. **APPROVED**

- 5.4 Review and approve Resolution 20-24 authorizing the C/CAG Executive Director to execute a) Amendment No. 1 to Task Order EOA-10 for an additional amount not to exceed \$147,745 for end-of-season Water Year 2020 water quality monitoring activities (for a new total of \$474,854), b) new Task Order EOA-11 (not to exceed \$764,984) for general program support in Fiscal Year 2020-21, and c) new Task Order EOA-12 (not to exceed \$345,393) for initial Water Year 2021 water quality monitoring activities, all with Eisenberg, Olivieri, and Associates in support of the Countywide Water Pollution Program during 2020-21. APPROVED
- 5.5 Review and approve Resolution 20-25 authorizing the C/CAG Executive Director to execute task orders with Larry Walker Associates in an amount not to exceed \$150,000 for technical support to the Countywide Water Pollution Program in 2020-21, including initial Task Order LWA-06 for \$59,321. APPROVED
- 5.6 Review and approve Resolution 20-26 authorizing the C/CAG Executive Director to execute Task Order SGA-06 with S. Groner Associates in an amount not to exceed \$250,000 for public information and outreach technical support to the Countywide Water Pollution Program in 2020-21. APPROVED
- 5.7 Review and approve Resolution 20-27 authorizing the C/CAG Chair to execute Amendment No. 5 to the funding agreement with the Bay Area Water Supply and Conservation Agency, extending the term through Fiscal Year 2020-21 at no additional cost and revising program terms to provide additional pilot incentives for the countywide Rain Barrel Rebate Program. APPROVED
- 5.8 Review and approval of Resolution 20-28 authorizing the C/CAG Chair to execute an agreement with the Peninsula Traffic Congestion Relief Alliance (Commute.org) in the amount of \$510,000 to provide the FY 2020/21 Countywide Voluntary Trip Reduction Program. APPROVED
- 5.9 Review and approval of Resolution 20-29 authorizing the C/CAG Chair to execute an agreement with the Peninsula Traffic Congestion Relief Alliance (Commute.org) for the Carpool 2020 Rewards Based Incentives Program in the amount of \$108,000. APPROVED
- 5.10 Fiscal Year 2020/21 Transportation Fund for Clean Air (TFCA) (40%) Program for San Mateo County:
- 5.10.1 Review and approval of Resolution 20-30 authorizing the C/CAG Chair to execute the Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the Fiscal Year 2020/21 Transportation Fund for Clean Air (TFCA) Program for San Mateo County for an amount up to \$1,404,195. APPROVED
- 5.10.2 Review and approval of Resolution 20-31 authorizing the C/CAG Chair to execute a Funding Agreement with Peninsula Traffic Congestion Relief Alliance (Commute.org) in the amount of \$600,000 under the Fiscal Year 2020/21 Transportation Fund for Clean Air (TFCA) Program to provide the Countywide Voluntary Trip Reduction Program. APPROVED

- 5.10.3 Review and approval of Resolution 20-32 authorizing the C/CAG Chair to execute a Funding Agreement with the San Mateo County Transit District (SamTrans) in the amount of \$300,000 under the Fiscal Year 2020/21 Transportation Fund for Clean Air (TFCA) Program for the BART Shuttle Program. APPROVED
- 5.11 Review and approval of Resolution 20-33 authorizing the C/CAG Chair to execute a funding agreement with SamTrans for the allocation of Measure M Funds for Fiscal Years 2020/21 in the amount of \$1,400,000. APPROVED
- 5.12 Review and approval of the Finance Committee's recommendation of no change to the investment portfolio and accept the Quarterly Investment Reports as of December 31, 2019 and March 31, 2020. APPROVED
- 5.13 Review and approval of Resolution 20-34 authorizing the C/CAG Chair to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 2020-21 in an amount not to exceed \$150,000. APPROVED
- 5.14 Review and approval of Resolution 20-35 authoring the C/CAG chair to execute Amendment No. 2 to an agreement between C/CAG and DNV GL Energy Services USA, Inc. for climate action planning services in an amount of \$48,500 for a new total amount not to exceed \$193,500 through June 30, 2021. APPROVED
- 5.15 Review and approval of Resolution 20-36 authorizing the Chair to execute the First Amended and Restated Cooperative Agreement between Bay Area Infrastructure Financing Authority (BAIFA), San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA), San Mateo County Transportation Authority (SMCTA) and City/ County Association of Governments of San Mateo County (C/CAG) for toll system installation. APPROVED
- 5.16 Receive update information on the preparation of a draft list of projects for potential Economic Stimulus legislation and provide input. INFORMATION
- 5.17 Review and approval of Resolution 20-37 adopting the distribution policy for Fiscal Year 2020-21 State Transit Assistance (STA) Population-Based funds among the STA-eligible transit operators and funds that will be spent benefiting Communities of Concern for the subsequent fiscal year. APPROVED
- 5.18 Review and approval of reallocation of Transportation Development Act Article 3 (TDA 3) funds:
- 5.18.1 Review and approve a request for reallocation of FY 2017-18 Transportation Development Act Article 3 (TDA 3) funds for the City of San Bruno Huntington/San Antonio Bicycle Corridor Project. APPROVED
- 5.18.2 Review and approve a request for reallocation of FY 2015-16 Transportation Development Act Article 3 (TDA 3) funds for the City of South San Francisco Linden Avenue Complete Streets Safety Project. APPROVED

- 5.18.3 Review and approve a request for reallocation of FY 2017-18 Transportation Development Act Article 3 (TDA Article 3) funds for the City of Millbrae Transit Center to Spur Trail Connection Project. APPROVED
- 5.19 Review and approval of Resolution 20-38 authorizing the C/CAG Chair to execute Amendment No. 8 to the agreement between C/CAG and the City of San Carlos to provide financial services to C/CAG for an amount not to exceed \$95,300 for Fiscal Year 2020-21. APPROVED
- 5.20 Review and approval of Resolution 20-39 authorizing the prefunding of OPEB in an amount of \$48,452 for Fiscal Year 2019-20 through the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS. APPROVED

REGULAR AGENDA

- 6.1 Review and approve of the C/CAG legislative policies, priorities, positions, and legislative update (A position may be taken on any legislation, including legislation not previously identified). NO ACTION

The Legislative Committee met prior to the Board of Directors meeting and Matt Robinson (Shaw/Yoder/Antwih/Schmelzer & Lange) presented the legislative updates, including updates on the legislative session calendar, the Governor's budget approval process and bill progress. The state budget must be enacted by July 15, and both houses are working on finding a common version for signature by the Governor. Robinson will bring back to the July meeting further updates on bills of interest (SB 902, SB 899, SB 288) as they proceed through the Senate Appropriations Committees in the coming weeks with potential recommendations on positions. No action was taken by the Committee.

- 6.2 Review and approval of funding decisions for San Mateo County Smart Corridor Project:

Kaki Cheung, C/CAG staff, gave an update on the San Mateo County Smart Corridor Project. The project is designed to enhance mobility, installs traffic management infrastructure and communication, enable active traffic management capabilities and coordination and to allow drivers to make informed choices.

- 6.2.1 Review and approval of authorizing the Executive Director to submit an allocation request to the California Transportation Commission (CTC) for the Senate Bill (SB1) Local Partnership Program (LPP) Formula Funds for FYs 2019/20 through 2022/23 in the amount of \$722,000 to support the Northern Cities Smart Corridor Project. APPROVED

Board Member Carlton MOVED approval of Item 6.2.1. Board Member Lentz SECONDED. Roll call was taken. **MOTION CARRIED 20-0-0.**

- 6.2.2 Review and approval of postponing the implementation of some Carpool 2020 program components and redirecting a portion of the Transportation Fund for Clean Air (TFCA) County Program Manager funds to the design phase of the Northern Cities Smart Corridor project. APPROVED

Board Member Lentz MOVED approval of Item 6.2.2. Board Member Lewis SECONDED. Roll call was taken. **MOTION CARRIED 20-0-0.**

6.2.3 Review and approval of Resolution 20-40 authorizing the C/CAG Chair to execute a funding agreement with City of South San Francisco to purchase conduits for the Smart Corridor project in an amount not to exceed \$300,000. APPROVED

Vice Chair Hurt MOVED approval of Item 6.2.3. Board Member Mahanpour SECONDED. Roll call was taken. **MOTION CARRIED 20-0-0.**

6.3 Review and approve Resolution 20-41 adopting the C/CAG Fiscal Year 2020-21 Program Budget and Member Fees (*Special voting procedures apply*). APPROVED

Sandy Wong, Executive Director, gave a brief presentation on the C/CAG Fiscal Year 2020-21 Program Budget and Members Fees, including the recommendation from the Finance Committee to offer an option to jurisdictions to pay the Congestion Relief Plan assessment by installments, such that the 1st installment is due in FY 2020/21 while the 2nd installment is due in FY 2021/22. In addition, C/CAG has the right to deduct unpaid balance from the jurisdiction after 6/30/2022.

Board Member D. Papan (San Mateo) MOVED to approve item 6.3 as recommended. Board Member Aguirre SECONDED.

A Special Voting Procedure was taken by roll call. **MOTION CARRIED 20-0-0.** Results: 20 Agencies approving. This represents 95% of the Agencies representing 86% of the population.

Ayes:

Atherton - Elizabeth Lewis
Belmont - Davina Hurt
Brisbane - Cliff Lentz
Burlingame - Ricardo Ortiz
Colma - Diana Colvin
East Palo Alto - Lisa Gauthier
Foster City - Catherine Mahanpour
Half Moon Bay - Debbie Ruddock
Hillsborough - Marie Chuang
Menlo Park - Catherine Carlton
Millbrae - Gina Papan
Pacifica - Sue Vaterlaus
Portola Valley - Maryann Moise Derwin
Redwood City - Alicia Aguirre
San Bruno - Michael Salazar
San Carlos - Adam Rak
San Mateo - Diane Papan
South San Francisco - Karyl Matsumoto
Woodside - Ned Fluet
San Mateo County - David Canepa

Noes:

Absent:

Daly City

6.4 C/CAG Board Members share information and practices responding to COVID-19. INFORMATION

Marie Chuang, Chair, thanked staff for capturing the robust discussion from the last Board meeting in May. Some of that information has been posted in the C/CAG “COVID-19

Corner” web page. She opened the discussion and asked members to share new information.

Board Member, Ortiz, shared that City of Burlingame has voted to close Burlingame Avenue three days of the week for restaurants to allow seating on the streets and continuing to keep social distancing.

Board Member, Carlton, shared that City of Menlo Park has also closed a few streets to allow street seating at restaurants. She has also shared from her best practices group, before seating, a touchless thermometer is used on everyone to take temperature before seated. Also, each table has one volunteer to be the contact which in case someone does get COVID, it will give the restaurant a list of contacts who ate at the restaurant.

Board Member, Rak, shared that City of San Carlos has voted to close Laurel Street for two blocks and create parklets for three other blocks in downtown outside dining. Retail establishment will also be able to put their merchandise on the sidewalks. Using encroachment permit process to allow restaurants and shop owners to encroach on sidewalks and streets. Street closure until the end of this year.

Board Member, Lentz, mentioned Councilmember, Rae Gonzalez from Town of Colma, she and her husband have been volunteering at Jefferson High School food distribution. On Saturday night a memorial was held for George Floyd.

Board Member, Matsumoto, shared that South San Francisco has pre-registered with hope ministry registry and second harvest food bank. Please contact SamTrans if you have bus routes service going through your street closures.

Board Member, Colvin, Town of Colma has pre-packed boxes of food, can goods, fresh vegetables that are distributed within the community to seniors. Police department and fire department has been very involved and proactive in the many graduations and recognitions within the city.

Sean Charpentier, C/CAG staff, gave an update that the San Mateo County has completed their Countywide COVID-19 strategic plan.

Board Member, G. Papan, Millbrae, shared that the elementary, middle school and high school held fantastic graduation parades.

Chair, Chuang, Hillsborough, shared that their community has formed a Hillsborough helping. Two items are collected from three locations and brought to the Samaritan house. 517 bags of groceries were provided to the community.

7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports)

G. Papan (Millbrae) has reported out that MTC has launched the Blue Ribbon Committee. Working with Assembly Member Chu and looking at legislation being proposed this year to ensure public safety on transit and a few other elements. Caltrain has cut fares to 50% on certain areas.

7.2 Chairperson's Report

Chair, Chuang, announces that there is a vacant seat on the C/CAG Finance committee. Interested individuals with a finance background is to contact Sandy Wong.

7.3 Board Members Report/ Communication

None.

8.0 EXECUTIVE DIRECTOR'S REPORT

Sandy Wong thanked the new Chair, Maire Chuang, Vice Chair Davina Hurt, and all C/CAG board members for being so engaged on C/CAG matters during this difficult time. In addition, she expressed her appreciation to the two new C/CAG Program Directors, Sean Charpentier and Kaki Cheung for their quick learning and contributions to C/CAG programs. Sandy also acknowledged the entire staff for all their hard work and dedication in carrying out C/CAG duties despite challenges.

9.0 COMMUNICATIONS - Information Only

None.

10.0 ADJOURNMENT – 7:50 p.m.