

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. 335
December 10, 2020

In compliance with Governor's Executive Order N-29-20, the San Mateo County Health Order of June 17, 2020 and the Guidance for Gatherings issued by the California Department of Public Health, this meeting was conducted via remote conferencing.

1.0 CALL TO ORDER/ ROLL CALL

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

Atherton	– Elizabeth Lewis
Belmont	– Davina Hurt
Brisbane	– Karen Cunningham (departed by 7pm)
Burlingame	– Ricardo Ortiz
Colma	– Diana Colvin
Daly City	– Pamela DiGiovanni
East Palo Alto	– Lisa Gauthier
Foster City	– Sanjay Gehani
Hillsborough	– Marie Chuang
Menlo Park	– Catherine Carlton
Millbrae	– Ann Schneider
Pacifica	– Sue Vaterlaus
Portola Valley	– Maryann Moise Derwin
Redwood City	– Alicia Aguirre
San Bruno	– Michael Salazar
San Carlos	– Adam Rak (departed 8:06pm)
San Mateo	– Diane Papan
San Mateo County	– David Canepa (departed 7:45pm, returned 8:06pm)
Woodside	– Ned Fluet

Absent:

Half Moon Bay
South San Francisco
SMCTA & SamTrans (Non-Voting)

Others:

Sandy Wong – C/CAG Executive Director

Mima Guilles	– C/CAG Clerk of the Board
Melissa Adrikopoulos	– C/CAG Legal Counsel
Matt Fabry	– C/CAG Staff
Sean Charpentier	– C/CAG Staff
Kaki Cheung	– C/CAG Staff
Reid 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

Mima Guilles, Clerk of the Board, provided an overview of the Zoom meeting procedures.

3.0 PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Note: Public comment is limited to two minutes per speaker. Please refer to the instructions at the end of this agenda for details regarding how to provide public comments during a videoconference meeting.

Gina Papan, MTC Commissioner, commented that there will be a webinar on Plan Bay Area 2050 Final Blueprint and Draft RHINA Methodology on December 18, 2020. And that she has been working with MTC staff on making correction to the data for Brisbane. The Blue Ribbon Transportation Recovery committee has made progress by working with transit operators to make sure it's safe for people to return to public transit.

4.0 PRESENTATIONS/ ANNOUNCEMENTS

4.1 Certificate of Appreciation to Catherine Carlton for her years of dedicated service to C/CAG.

Chair Chuang presented the Certificate of Appreciation to Catherine Carlton for her years of dedicated services to C/CAG.

4.2 Certificate of Appreciation to Catherine Mahanpour for her years of dedicated service to C/CAG.

Chair Chuang presented the Certificate of Appreciation to Catherine Mahanpour for her years of dedicated services to C/CAG.

4.3 Certificate of Appreciation to Karyl Matsumoto for her years of dedicated service to C/CAG.

Chair Chuang presented the Certificate of Appreciation to Karyl Matsumoto for her years of dedicated services to C/CAG.

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.

Chair Chuang welcomes the new representatives to the C/CAG Board, Ann Schneider of City of Millbrae, Karen Cunningham of Brisbane and Sanjay Gehani of Foster City.

5.1 Approval of the minutes of regular business meeting No. 334 dated November 12, 2020.
APPROVED

5.2 Review and approval of Resolution 20-58 authorizing the C/CAG Chair to execute an agreement with Geosyntec Consultants, Inc., in an amount not to exceed \$110,750, to develop a business case and collaborative framework for regional stormwater management, and Resolution 20-63 to execute an agreement with Craftwater Engineering, Inc., in an amount not to exceed \$89,250, to identify, prioritize, and develop concepts for regional stormwater capture projects.
APPROVED

5.3 Review and approval of Resolution 20-60 authorizing the C/CAG Chair to execute Amendment No. 1 to the Agreement with Toole Design Group for the San Mateo County Comprehensive Bicycle and Pedestrian Plan Update, amending the scope of work, increasing the project budget by \$25,000 for a new total contract amount of \$221,492, and extending the contract through June 30, 2021.
APPROVED

5.4 Review and approval of the Finance Committee's recommendation to the investment portfolio and accept the Quarterly Investment Report as of September 30, 2020.

APPROVED

5.5 Review and accept the C/CAG Financial Statements (Audit) for Fiscal Year Ended June 30, 2020, the Memorandum on Internal Control, and the Required Communications for the Year Ended June 30, 2020.
APPROVED

5.6 Review and accept the C/CAG Single Audit Report for the Year Ended June 30, 2020.
APPROVED

5.7 Review and accept the C/CAG State Transportation Improvement Program (STIP) Planning, Programming & Monitoring Program (PPM) Final Project Expenditure Audit Report from July 1, 2018 through September 30, 2019.
APPROVED

5.8 Review and accept the Measure M Fund Financial Statements (Audit) for the Year Ended June 30, 2020.
APPROVED

5.9 Review and approval of Resolution 20-61 authorizing the C/CAG Chair to execute Amendment No.1 to the agreement with Shaw Yoder Antwih Schmelzer & Lange, Inc. to add an additional amount not-to-exceed \$156,000 to provide state legislative advocacy services for the 2021-2022 Legislative Session, for a new total amount not-to-exceed \$302,250, and further to extend the contract term to December 31, 2022. APPROVED

- 5.10 Review and approval of Resolution 20-62 authorizing the C/CAG Chair to execute the Cooperative Agreement between Caltrans, the San Mateo County Transportation Authority (SMCTA) and C/CAG for the Project Approval and Environmental Document (PA&ED) Phase of the US 101 Managed Lane Project north of I-380. APPROVED
- 5.11 Receive a copy of a Resolution of the Millbrae City Council giving notice to the C/CAG Board, as the San Mateo County Airport Land Use Commission (ALUC), of its intent to consider an override of the ALUC determination that the proposed Amendments to the Millbrae Station Area Specific Plan are not consistent with the noise policies of the Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. APPROVED
- 5.12 Review and approval of Resolution 20-64 authorizing the C/CAG Chair to execute Amendment No. 1 to an agreement with Placeworks for update of the Daly City and Southeast San Mateo County Community Based Transportation Plans, to add an additional \$30,000 to collaborate with and to compensate Community Based Organizations for community outreach efforts, for a revised not to exceed contract amount of \$198,809. APPROVED

Board Member D. Papan (San Mateo) MOVED approval of Items 5.1, 5.2, 5.3, 5.4, 5.5, 5.6, 5.7, 5.8, 5.9, 5.10, 5.11 and 5.12. Board Member Aguirre SECONDED. Roll call was taken.
MOTION CARRIED 19-0-0

6.0 REGULAR AGENDA

- 6.1 Review and approval 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

C/CAG staff, Reid Bogert, provided several updates from the Legislative Committee meeting prior to the Board of Directors meeting, including electing Gina Papan as the Interim Chair of the Legislative Committee until the February 11 meeting, or until the vacant seats of the Committee are filled and a permanent Chair and Vice Chair are assumed to be elected. Updates from Sacramento included a recap of the November 3 election results, with the reelection of four San Mateo County delegates and the newly elected Senator, Josh Becker, who will be representing the 13th District. The Legislature reconvened for the 2021-22 Legislative Session on December 7 and will begin in earnest in early January. Bogert mentioned several bills and bill topics that will likely return in the next session, including the return of a suite of density and other housing production bills and legislation for a climate resiliency bond. Bogert briefly mentioned a few openings for key committee chairs on the Senate, including the chair of the Transportation Committee. Lastly, staff and C/CAG's consultant recommended inviting Senator Becker to the January 14 C/CAG Board of Directors meeting, and to work early in the new year to schedule additional meetings with the rest of the delegates to discuss priorities for the 2021-22 Legislative Session. There was no action taken on policies or positions.

Board Member Schneider commented that she has been appointed to a statewide commission on recycle markets. First set of recommendations will go to legislation on January 1, 2021. And second recommendations will be July 1, 2021.

- 6.2 Review and approval of the Annual C/CAG Legislative Policies for 2021. APPROVED

Reid Bogert provided an overview of the recommended approval of the C/CAG Legislative Policies for 2021. Legislative Policy updates from the previous year included minor modifications to make policies current with recent enacted legislation and Executive Orders from the Governor’s office, as well as to better align C/CAG’s legislative policies with regional legislative priorities where there is consistency with C/CAG’s priorities. The Legislative Committee made a recommendation to the Board to adopt the C/CAG Legislative Policies for 2021 as drafted, contingent on adding “broadband capabilities” to Policy #6.9 via support of alternative contracting and project delivery methods for newly deployed technology.

Board Member Vaterlaus MOVED approval of items 6.2. Board Member Lewis SECONDED. Roll call was taken. **MOTION CARRIED 18-0-0** (Alternate Cunningham departed by 7pm)

- 6.3 Review and approval of the 2021 C/CAG Board meeting calendar. APPROVED

Board Member Ortiz MOVED approval of items 6.3. Board Member D. Papan SECONDED. Roll call was taken. **MOTION CARRIED 18-0-0**

- 6.4 Review and approval of the C/CAG Lifeline Transportation Program Cycle 6 Call for Projects and schedule. APPROVED

The Board received a presentation from Jeff Lacap, C/CAG staff, on the C/CAG Lifeline Transportation Program Cycle 6 Call for Projects and schedule. The Lifeline Transportation Program is aimed to fund projects, identified through the community-based transportation planning (CBTP) process, which improves the mobility of low-income residents.

Board Member Vaterlaus MOVED approval of items 6.4. Board Member D. Papan SECONDED. Roll call was taken. **MOTION CARRIED 18-0-0**

- 6.5 Review and approval of Resolution 20-59, authorizing the C/CAG Executive Director to enter into agreements with American Rivers/Corona Environmental Consultants and with WaterNow Alliance for pro-bono services to evaluate opportunities for a stormwater credit trading marketplace and to summarize funding and financing options for stormwater capture projects. APPROVED

The Board received a presentation from Matt Fabry, C/CAG staff, on proposed pro-bono support scopes to explore the feasibility of stormwater credit trading markets in San Mateo County and to evaluate and summarize innovative funding and financing options for stormwater capture projects.

Board Member Carlton MOVED approval of items 6.5. Board Member Rak SECONDED. Roll call was taken. **MOTION CARRIED 17-0-0** (Board Member Canepa departed 7:45pm)

- 6.6 Receive presentation on the Draft San Mateo Countywide Sustainable Streets Master Plan. INFORMATION

The Board received a presentation from Matt Fabry, C/CAG staff on the Draft San Mateo Countywide Sustainable Streets Master Plan, including details on a virtual public engagement website and the January 6, 2021 comment deadline, with plans to bring the final plan to the Board in February 2021.

Josh Quigley from Save the Bay commented on the Draft San Mateo Countywide Sustainable Streets Master Plan as a great tool. The urban greening being incorporated in the complete streets designs is not only going to have significantly positive affect on water quality in SF Bay but also alleviate the heat, better manage frequent rain events, improve air quality and make streets safer.

7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports)

None.

7.2 Chairperson's Report

Chair Chuang announced a reminder of the letters of interest for C/CAG committee vacancies for Elected Officials. Letter of interests due to Sandy Wong by January 7, 2021.

7.3 Board Members Report/ Communication

None.

8.0 EXECUTIVE DIRECTOR'S REPORT

Sandy Wong, Executive Director, announced that there are two seats vacant for the Finance Committee. The vacancies can be filled by C/CAG Board Member, an Alternate Board Member, or someone who has served in the C/CAG Board in the past, and with strong finance background. Sandy also announced that last Thursday, the California Transportation Commission (CTC) awarded \$3.5M in TLSP grant to our Smart Corridor project for the South San Francisco expansion. She has also recognized C/CAG Smart Corridor program manager, Kaki Chueng.

9.0 COMMUNICATIONS - Information Only

9.1 Letter from Sandy Wong, Executive Director, City/County Association of Governments, to all Councilmembers of San Mateo County Cities and Members of the Board of Supervisors; dated 12/04/20. RE: C/CAG Committee Vacancies for Elected Officials

9.2 Letter from Reuben Holoher, Mayor, City of Millbrae, to Sandy Wong, Executive Director, City/County Association of Governments; dated 11/19/20. RE: Regionally Integrated Climate Action Planning Suite (RICAPS) program

10.0 CLOSED SESSION

10.1 Public Employee Performance Evaluation (Government Code Section 54957).

Title: Executive Director of C/CAG.

10.2 Conference with Labor Negotiators (Government Code Section 54957.6).

C/CAG Representatives: Marie Chuang.
Unrepresented Employee: Executive Director.

11.0 RECONVENE IN OPEN SESSION

11.1 Report out on any actions taken during the Closed Session.

Legal Counsel Melissa Andrikopoulos announced there was no reportable action taken.

12.0 Action on Compensation Adjustment for Executive Director and review and approval of Resolution 20-65 authorizing the C/CAG Chair to execute Amendment No. 3 to the agreement between C/CAG and Executive Director. APPROVED

Melissa Andrikopoulos, Legal Counsel, commented that the draft amendment will be revised consistent with the terms discussed by the Board.

Board Member Gauthier MOVED approval of the draft amendment, as revised. Board Member Vaterlaus SECONDED. Roll call was taken. **MOTION CARRIED 17-0-0** (Board Member Rak departed 8:06pm. Board Member David Canepa returned 8:03pm.)

Chair Chuang, shared with the Board that Board Member Lewis' husband, Joe Lewis, has peacefully passed away. May he rest in peace.

13.0 ADJOURNMENT – 8:57pm

Next scheduled meeting January 14, 2021