

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. 336

January 14, 2021

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 6:31p.m. Roll call was taken.

Atherton	– Elizabeth Lewis
Belmont	– Davina Hurt
Brisbane	– Karen Cunningham
Burlingame	– Ricardo Ortiz
Colma	– John Goodwin
Daly City	– Pamela DiGiovanni
East Palo Alto	– Lisa Gauthier
Foster City	– Sanjay Gehani
Half Moon Bay	– Debbie Ruddock
Hillsborough	– Marie Chuang
Menlo Park	– Cecilia Taylor
Millbrae	– Ann Schneider
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	– Mark Addiego
Woodside	– Ned Fluet

Absent:

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
Tom McCune	– Belmont
Patrick Sullivan	– Foster City
Anders Fung	– Millbrae
Reuben Holober	– Millbrae
Diana Reddy	– Redwood City
Dick Brown	– Woodside
Mathew Robinson	– SYASL Partners
Heather Peters	– ABAG
Julia Wean	– Steer Group
Gina Papan	– Millbrae

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 representing cities in San Mateo County provided a quick update on related information. She reported that Supervisor Canepa is now serving on the MTC Commission representing San Mateo County Board of Supervisors. She congratulated cities who have received grants: Belmont \$21K, Half Moon Bay \$15K, Redwood City \$47K and San Bruno \$27K, that will go towards benefiting bicycle and pedestrian. She mentioned a few cities are still working on making corrections to the RHNA numbers. Commissioner Papan also serves on the Blue Ribbon Transit Recovery committee which continues to work hard to make transit safe, more convenient and seamless. She is also serving on the ad hoc committee to search for a regional transit manager.

4.0 PRESENTATIONS/ ANNOUNCEMENTS

4.1 Receive a presentation from ABAG staff on the ABAG/MTC Regional Early Action Program (REAP) and Priority Development Area (PDA) Technical Assistance and Planning Grants.

C/CAG Transportation Program Director Sean Charpentier introduced Heather Peters from MTC/ABAG to present on funding opportunities available to local jurisdictions to assist with planning efforts in housing, smart growth, and compact growth.

The Board received a presentation from Heather Peters on the ABAG/MTC Regional Early Action Program (REAP) and Priority Development Area (PDA) Technical Assistance and Planning Grants.

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.

5.1 Approval of the minutes of regular business meeting No. 335 dated December 10, 2020.
APPROVED

5.2 Review and approval of Resolution 21-01 authorizing the C/CAG Chair to execute the Cooperative Agreement between Caltrans, San Mateo County Transportation Authority (SMCTA) and C/CAG for the Project Approval & Environmental Document (PA&ED) Phase of the US 101/SR92 Interchange Long-Term Direct Connector Project.
APPROVED

5.3 Review and approval of Resolution 21-02 authorizing the C/CAG Chair to execute a funding agreement with City of South San Francisco for the construction phase of the South San Francisco Smart Corridor Expansion project in an amount not to exceed \$917,000 and approve a contingency in an amount of \$137,550 (equivalent to 15% of the funding agreement value) to be used at the discretion of Executive Director or her designee.
APPROVED

5.4 Review and approval of Resolution 21-03 authorizing the C/CAG Chair to execute Amendment No. 4 to the agreement with Advanced Mobility Group to update the Congestion Management Plan Land Use Impact Analysis Program to add \$15,000, for a new not to exceed contract amount of \$75,666 and extend the term of the contract to June 30, 2021.
APPROVED

5.5 Receive copy of agreement(s) executed by the C/CAG Chair or Executive Director consistent with C/CAG Procurement Policy:

5.5.1 Receive a copy of executed Task Order URD-02 with Urban Rain Design to develop outreach materials for the Countywide Water Pollution Prevention Program during Fiscal Year 2020-21 at a cost not to exceed \$11,358.
INFORMATION

5.5.2 Receive a copy of the executed Amendment No. 1 to the agreement with Fehr & Peers for development of the Vehicle Miles Traveled (VMT) Estimation Tool, amending the scope of work to include additional tasks.
INFORMATION

5.6 Review and approval of the appointment of Azalea Mitch, Acting Public Works Director from the City of San Mateo, to the C/CAG Congestion Management Program Technical

Advisory Committee and Stormwater Committee.

APPROVED

5.7 Review and approval of the appointment of Councilmember Donna Colson from the City of Burlingame to the C/CAG Finance Committee to fill one vacancy. APPROVED

5.8 Review and approve the appointments of Mary Bier, Mayor Pro Tem of Pacifica, and Patrick Sullivan, Councilmember of Foster City, to fill two vacant elected member seats on the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) APPROVED

Board Member Ortiz MOVED approval of Items 5.1, 5.2, 5.3, 5.4, 5.5.1, 5.5.2, 5.6, 5.7 and 5.8. Board Member Vaterlaus SECONDED. Roll call was taken. **MOTION CARRIED 21-0-0**

6.0 REGULAR AGENDA

6.1 Review and approval of appointments to C/CAG standing committees.

Chair Chuang announced that since there are three action items, 6.1.1, 6.1.2, and 6.1.3, she asked the Board to receive staff presentations as well as hear all public comments before taking action and vote on each of these items. She further advised board members to use page 49 of the meeting packet for note-taking since that page provided an at-a-glance of names for all candidates.

C/CAG Program Director Sean Charpentier presented voting instructions to Board members, that staff will distribute “google polling form” electronically to all voting members. He announced that, after hearing all public comments, board members will be provided with time to cast their votes by submitting the “google polling form”. After that, staff would read all the votes publicly into the record. In addition, the voting results showing how each member voted would be displayed on the zoom meeting screen.

Sean stated that staff had informed all candidates of the opportunity to address the C/CAG Board at this meeting regarding their interests. Sean also announced that prior to the start of this meeting, candidate Anders Fung, Councilmember from Millbrae, called C/CAG Executive Director Sandy Wong to withdraw his interest in the CMEQ committee.

6.1.1 Review and approval of appointments to the Congestion Management & Environmental Quality (CMEQ) Committee to fill four (4) vacant seats for elected officials.

Staff Jeff Lacap informed the Board that there were four (4) vacant seats for elected officials on the Congestion Management & Environmental Quality (CMEQ) Committee. Interest letters were received from the below five candidates, in the order of time received. However, Millbrae City Councilmember Anders Fung had rescinded his application to the CMEQ committee prior to this meeting. The Board received presentations from each of the below candidates except for Anders Fung.

Woodside Town Councilmember Dick Brown
Millbrae City Councilmember Reuben Holober
Belmont City Councilmember Tom McCune
Foster City Councilmember Patrick Sullivan

Millbrae City Councilmember Anders Fung

Results from balloted votes were announced for the CMEQ Committee:

January 14, 2021 - CMEQ Committee
Four (4) Vacancies

Jurisdiction	Dick Brown, Town of Woodside	Reuben Holober, City of Millbrae	Tom McCune, City of Belmont	Patrick Sullivan, City of Foster City
Atherton	X	X	X	X
Belmont	X	X	X	X
Brisbane	X	X	X	X
Burlingame	X	X	X	X
Colma	X	X	X	X
Daly City	X	X	X	X
East Palo Alto	X	X	X	X
Foster City	X	X	X	X
Half Moon Bay	X	X	X	X
Hillsborough	X	X	X	X
Menlo Park		X	X	
Millbrae	X	X	X	X
Pacifica	X	X	X	X
Portola Valley	X	X	X	X
Redwood City	X	X	X	X
San Bruno	X	X	X	X
San Carlos	X	X	X	X
San Mateo	X	X	X	X
San Mateo County	X	X	X	X
South San Francisco	X	X	X	X
Woodside	X	X	X	X
Total Votes Received	20	21	21	20

Name	Total Votes Received
Dick Brown, Town of Woodside	20
Reuben Holober, City of Millbrae	21
Tom McCune, City of Belmont	21
Patrick Sullivan, City of Foster City	20

Board member Vaterlaus MOVED to appoint Councilmember Dick Brown of Woodside, Councilmember Reuben Holober of Millbrae, Councilmember Tom McCune of Belmont and Councilmember Patrick Sullivan of Foster City to fill the four (4) vacant seats and serve on the Congestion Management & Environmental Quality (CMEQ) Committee. Board member Papan SECONDED. Roll call was taken. **MOTION CARRIED 20-0-0.**

6.1.2 Review and approval of appointments to the Legislative Committee to fill ~~three (3)~~ four (4) vacant seats for elected officials.

[There was a corrected agenda distributed correcting a typo on the agenda for Item 6.1.2 indicating four (not three) vacant seats.]

Staff Reid Bogert informed the Board that there were four (4) vacant seats for elected officials on the Legislative Committee. Interest letters were received from the following six candidates, in the order of time received. The Board received presentations from each of the six candidates:

Lisa Gauthier, East Palo Alto Councilmember
Michael Salazar, San Bruno City Councilmember
Karen Cunningham, Brisbane City Councilmember
Tom McCune, Belmont City Councilmember
Patrick Sullivan, Foster City Councilmember
Anders Fung, Millbrae City Councilmember

Results from balloted votes were announced for the Legislative Committee:

Four (4) Vacancies

Jurisdiction	Lisa Gauthier, City of East Palo Alto	Michael Salazar, City of San Bruno	Karen Cunningham, City of Brisbane	Tom McCune, City of Belmont	Patrick Sullivan, City of Foster City	Anders Fung, City of Millbrae
Atherton	X	X	X	X		
Belmont	X	X	X	X		
Brisbane	X	X	X			X
Burlingame	X	X	X			X
Colma	X	X	X			X
Daly City	X	X			X	X
East Palo Alto	X	X	X			X
Foster City	X		X	X	X	
Half Moon Bay	X	X	X			X
Hillsborough	X	X	X	X		
Menlo Park	X	X	X			X
Millbrae	X	X	X			X
Pacifica	X	X	X			X
Portola Valley	X	X		X		X
Redwood City	X	X	X			X
San Bruno	X	X	X			
San Carlos	X	X	X	X		
San Mateo	X	X	X			X
San Mateo County	X	X	X			X
South San Francisco	X	X	X			X
Woodside	X	X	X			X
Total Votes Received	21	20	19	6	2	15

Name	Total Votes Received
Lisa Gauthier, City of East Palo Alto	21
Michael Salazar, City of San Bruno	20
Karen Cunningham, City of Brisbane	19
Tom McCune, City of Belmont	6
Patrick Sullivan, City of Foster City	2
Anders Fung, City of Millbrae	15

Board member Schneider MOVED to appoint Lisa Gauthier Councilmember of East Palo Alto, Michael Salazar Councilmember of City of San Bruno, Karen Cunningham Councilmember of City of Brisbane and Councilmember Anders Fung of City of Millbrae. Board member Aguirre SECONDED. Roll call was taken. **MOTION CARRIED 20-0-0.**

6.1.3 Review and approval of appointment to the Resource Management and Climate Protection (RMCP) Committee to fill one (1) vacant seat for elected official.

Staff Kim Springer informed the Board that there was one (1) vacant seat for elected officials on the Resource Management and Climate Protection (RMCP) Committee. Interest letters were received from the following two candidates, in the order of time received. The Board received presentations from both candidates:

- Diana Reddy, City of Redwood City Councilmember
- Debbie Ruddock, City of Half Moon Bay Councilmember

Results from balloted votes were announced for the RMCP Committee:

January 14, 2021 - RMCP Committee
One (1) Vacancy

Jurisdiction	Diana Reddy, City of Redwood City	Debbie Ruddock, City of Half Moon Bay
Atherton	X	
Belmont		X
Brisbane	X	
Burlingame		X
Colma		X
Daly City	X	
East Palo Alto		X
Foster City		X
Half Moon Bay		X
Hillsborough		X
Menlo Park	X	
Millbrae		X
Pacifica		
Portola Valley		X
Redwood City	X	
San Bruno		X
San Carlos		X
San Mateo		X
San Mateo County		X
South San Francisco	X	
Woodside		X
Total Votes Received	6	14

Name	Total Votes Received
Diana Reddy, City of Redwood City	6
Debbie Ruddock, City of Half Moon Bay	14

Board member Cunningham MOVED to appoint Debbie Ruddock Councilmember of Half Moon Bay to serve on the Resource Management and Climate Protection (RMCP) Committee. Board member Rak SECONDED. Roll call was taken. **MOTION CARRIED 20-0-0.**

- 6.2 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’s legislative consultant, Matt Robinson, provided an information-only update to the Board of Directors on recent activities in the State Legislature. The Legislature returned on January 11, a week later than the original planned date of January 4, due to increased concerns regarding COVID-19. Robinson reported on key committee chair appointments, including Assemblymember Laura Freidman and Senator Lena Gonzalez, chairing the Assembly and Senate Transportation Committees, respectively. Also, notably, Senator Nancie Skinner was appointed to the Senate Budget Committee Chair. Finally, Robinson summarized the Governor’s draft 2021-22 state budget, emphasizing the focus on the pandemic response and resources for public health, safety, wildfire prevention and response, reopening schools and homelessness and housing. Notably, the projected budget shortfall from last year has swung significantly, with a projected \$22 billion in reserves moving into the next fiscal year. Robinson also noted the proposed Governor’s investment strategy for Cap and Trade funds with commitments toward clean vehicles and transit. C/CAG staff and consultant will continue to track bills with consideration of positions early in the session. C/CAG staff, Reid Bogert, noted the January 14, 2021 Legislative Committee was canceled, and will be rescheduled for late January.

- 6.3 Receive a presentation on the current efforts to update the five-year Measure M Strategic Plan, covering Fiscal Years 2021/22 to 2025/26. INFORMATION

The Board received a presentation from Kaki Cheung, C/CAG Program Director, on the Measure M Strategic Plan development effort, including initial lessons learned, themes

from the stakeholder engagement process and visioning workshop, draft vision and goals, and accomplishments to date. Ms. Cheung then introduced Julia Wean of Steer Group to present more details from the study. The project team will continue to make refinement on the draft vision, goals and objectives, developing strategies and crafting priorities for the implementation plan prior to making recommendations to the C/CAG Board.

7.0 COMMITTEE REPORTS

7.1 Committee Reports (oral reports)

None.

7.2 Chairperson's Report

None.

7.3 Board Members Report/ Communication

None.

8.0 EXECUTIVE DIRECTOR'S REPORT

Sandy Wong, Executive Director, announced that upon working at C/CAG for 17 years, she has recently discussed with the Chair and Vice Chair that it is a good transition time for her to move on to the next phase of her personal life. She has enjoyed working at C/CAG and greatly appreciated the leadership from the Board as well as the excellent staff team.

Chair Chuang has announced that she will establish an ad hoc search committee. She was planning for a seven (7) members committee that will consist of a C/CAG Chair, Vice Chair and five (5) Board Members. The search committee will be tasked to select a recruiter, make recommendation to the Board on the job description and compensation package for an Executive Director. If interested in serving on the Search Committee, submit your name to Chair Chuang by 5pm on January 21, 2021.

9.0 COMMUNICATIONS - Information Only

9.1 Letter from Marie Chuang, Chair C/CAG Board of Directors, to State Senator Josh Becker, Senate District 13; dated 12/28/20. RE: welcome and the adopted C/CAG Legislative Policies for 2021

10.0 ADJOURNMENT – 8:43 p.m. Next scheduled meeting February 11, 2021