

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

December 17, 2020

MINUTES

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

The two hundred sixty-fifth (265th) meeting of the Technical Advisory Committee took place on December 17, 2020 at 1:16 p.m.

TAC members attending are listed on the Roster and Attendance table on the preceding page. Others attending the meeting were: Mikaela Hiatt, Kaki Cheung, Sean Charpentier, Jeffrey Lacap, Kim Wever, Van Ocampo – C/CAG; Patrick Gilster, Peter Skinner – SMCTA; and others not noted.

1. Brief Overview of Teleconference Meeting Procedures.

C/CAG staff Kaki Cheung described how the Committee Meeting would run virtually.

2. Public Comment on items not on the Agenda (presentations are customarily limited to 2 minutes).

There was not any public comment regarding items not on the Agenda.

3. Issues from the last C/CAG Board Meetings.

C/CAG staff Kaki Cheung described the issues listed from the last Board meeting.

4. Approval of Minutes from November 19, 2020.

Member Breault moved to approve the minutes. Member Underwood seconded the motion. Roll Call was taken. Member Nagaya and Member Choe abstained. All other members in attendance voted to approve. Motion passed.

5. Review and provide input on the Request for Proposal (RFP) for the 2021 Congestion Management Program (CMP) update and the companion network monitoring (Information)

C/CAG staff Jeff Lacap described the purpose for releasing an RFP for the 2021 CMP update. Jeff stated that C/CAG is not proposing any major changes to the CMP. The update will focus on work performed and progress made in implementing the established CMP Elements. Additionally, this update will include the development of a companion roadway network, which will allow more roadways and intersections within the County of San Mateo to be monitored. This is in response to the request from C/CAG's Congestion Management and Environmental Quality Committee. This addition will be for information purposes only. Jeff stated that a consultant will be selected for the work in early 2021.

Member Manzi inquired about the transition to measuring transportation impacts using Vehicle Miles Traveled and what regional guidance will be provided through the CMP. Jeff responded that VMT mitigation at a countywide scale will be a part of the CMP process. C/CAG is also considering applying for a Caltrans Sustainable Planning Grant to further study countywide VMT mitigation. Member Gross echoed Member Manzi's sentiment and encouraged quick development of a countywide VMT tool.

Member Rose asked whether State Routes 84 and 280, as well as county roads such as Sand Hill Road, will be included in the companion roadway network. Jeff responded that an evaluation of smaller County arterials will be considered as part of this effort.

Member Ovadia requested more information on the criteria that will be used to evaluate the network. Jeff responded that these criteria will be developed in tandem with the selected consultant. It is likely that projects of countywide significance, including roadways that feed into and distribute freeway traffic

will be studied. Member Ovadia also suggested evaluation of Smart Corridor routes such as Middlefield Road.

Member Choe asked if C/CAG has been in contact with other counties in the Bay Area regarding this regional VMT approach. Member Choe suggested partnering with MTC on grant opportunities. Jeff mentioned that Contra Costa County received a grant last cycle for mitigation banking and will be reaching out to them for guidance.

6. Review and approve the Congestion Management Program Technical Advisory Committee 2021 Meeting Calendar (Action)

C/CAG staff Mikaela Hiatt shared that the TAC is scheduled to meet in 2021 on the third Thursday of the month at 1:15 PM as in year's prior. Mikaela stated that the meetings will be held via Zoom until further notice.

Member Gross moved to approve the item. Member Murtuza seconded the motion. Motion passed unanimously.

7. Regional Project and Funding Information

C/CAG staff Jeff Lacap provided the TAC with an update on Pavement Management Program Certification, encouraged the local jurisdictions to continue submitting invoices to Caltrans, and provided information on Caltrans grants including Caltrans FY 21-22 Sustainable Transportation Planning Grants, One Bay Area Grant 3 (OBAG 3), and ATP Cycle 5.

8. Executive Director Report

The Committee congratulated Member Underwood on his retirement. Member Sandy Wong expressed appreciation for Member Brad Underwood and his time spent with the TAC. Member Underwood thanked the committee.

9. Member Reports

None.

Meeting adjourned at 1:45 PM.