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AGENDA

Congestion Management & Environmental Quality (CMEQ) Committee

Date: Monday, March 29, 2021

Time: 3:00 p.m.

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter in-Place Orders issued by the San Mateo County Health Officer and the Governor, and the CDC’s social distancing guidelines, which discourage large public gatherings, C/CAG meetings will be conducted via remote conferencing. Members of the public may observe or participate in the meeting remotely via one of the options below.

Join Zoom Meeting:

<https://us02web.zoom.us/j/86436537972?pwd=dVNwSS8rdUdHeVAwRnVyWmVlY244QT09>

Meeting ID: 864 3653 7972

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Persons who wish to address the C/CAG CMEQ Committee on an item to be considered at this meeting, or on items not on this agenda, are asked to submit written comments to jlacap@smcgov.org. Spoken public comments will also be accepted during the meeting through Zoom. Please see instructions for written and spoken public comments at the end of this agenda.

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| 1. | Brief Overview of Teleconference Meeting Procedures | Information (Lacap) | No Materials |
| 2. | Public comment on items not on the agenda | Presentations are limited to 3 mins | No Materials |
| 3. | Issues from the March 2021 C/CAG Board meeting: | Information (Lacap) | No Materials |
- Approval of Reso 21-10 authorizing the C/CAG Chair to execute agreement with Bay Tree Design, Inc., to develop schoolyard greening concept plans for the Resilient San Carlos Schoolyard Project
 - Approval of Reso 21-06 authorizing the C/CAG Chair to execute an agreement with TJKM Transportation Consultants to update the 2021 CMP and development of a CMP Companion Network
 - Approval of Reso 21-16 authorizing the C/CAG Chair to sign a Letter of Interest nominating 15 projects requesting \$9.7m for the MTC Safe and Seamless Mobility Quick Strike Program
 - Received presentation on the Equity Program Alternatives for the San Mateo County US-101 Express Lane project.



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| 4. Approval of minutes of February 22, 2021 meeting | Action (O'Neill) | Pages 1 - 3 |
| 5. Receive a presentation on the San Mateo County Energy Watch program (SMCEW) Local Government Partnership between C/CAG and Pacific Gas and Electric Company | Information (Springer) | Page 4 |
| 6. Receive an update of the San Mateo County Safe Routes to School Program activities in FY 2019-2020 | Information (Hiatt) | Page 5 |
| 7. Review and recommend approval of projects to be funded under the C/CAG Lifeline Transportation Program Cycle 6 for a total amount of \$1,748,570 | Action (Lacap) | Pages 6 - 9 |
| 8. Executive Director Report | Information (Wong) | No Materials |
| 9. Member comments and announcements | Information (O'Neill) | No Materials |
| 10. Adjournment and establishment of next meeting date:
April 26, 2021 | Action (O'Neill) | No Materials |

PUBLIC NOTICING: All notices of C/CAG regular Board meetings, standing committee meetings, and special meetings will be posted at the San Mateo County Transit District Office, 1250 San Carlos Ave., San Carlos, CA, and on C/CAG's website at: <http://www.ccag.ca.gov>.

PUBLIC RECORDS: Public records that relate to any item on the open session agenda for a regular Board meeting, standing committee meeting, or special meeting are available for public inspection. Those public records that are distributed less than 72 hours prior to a regular Board meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members, of the Board. The Board has designated the City/County Association of Governments of San Mateo County (C/CAG), located at 555 County Center, 5th Floor, Redwood City, CA 94063, for the purpose of making public records available for inspection. Such public records are also available on C/CAG's website at: <http://www.ccag.ca.gov>. Please note that C/CAG's office is temporarily closed to the public; please contact Mima Guilles at (650) 599-1406 to arrange for inspection of public records.

PUBLIC PARTICIPATION DURING VIDEOCONFERENCE MEETINGS: Persons with disabilities who require auxiliary aids or services to participate in this meeting should contact Mima Guilles at (650) 599-1406, five working days prior to the meeting date.

Written comments should be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to jlacap@smcgov.org.
2. Your email should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received at least 2 hours prior to the meeting, it will be provided to the C/CAG CMEQ Committee members, made publicly available on the C/CAG website along with the agenda. We cannot guarantee that emails received less than 2 hours before the meeting will be read during the meeting, but such emails will be included in the administrative record of the meeting.

Spoken comments will be accepted during the meeting through Zoom. Please read the following instructions carefully:

1. The C/CAG Board meeting may be accessed through Zoom at the online location indicated at the top of this agenda.
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
3. You will be asked to enter an email address and name. We request that you identify yourself by your name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When C/CAG staff or CMEQ Chair call for the item on which you wish to speak, click on "raise hand." Staff will activate and unmute speakers in turn. Speakers will be notified shortly before they are called on to speak.
5. When called, please limit your remarks to the time allotted.

If you have any questions about this agenda, please contact C/CAG staff: Jeff Lacap, jlacap@smcgov.org

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS COMMITTEE ON CONGESTION
MANAGEMENT AND ENVIRONMENTAL QUALITY (CMEQ)**

**MINUTES
MEETING OF FEBRUARY 22, 2021**

The meeting was called to order by Vice Chair O’Neill at 3:01 p.m. via Zoom Videoconference. Roll call for attendance was taken. Attendance sheet is attached.

1. Brief Overview of Teleconference Meeting Procedures

Jeff Lacap, C/CAG Staff, provided an overview of the teleconference meeting procedures.

2. Public comment on items not on the agenda

None.

3. Issues from the February 2021 C/CAG Board meeting. (Information)

Jeff Lacap, C/CAG Staff, noted the agenda listed the status of items recently addressed by the C/CAG Board, and offered to respond to any questions.

4. Approval of minutes of the January 25, 2021 meeting. (Action)

Motion – To approve the minutes of the January 25, 2021 CMEQ meeting, Beach/Alba. Beach, Mates, O’Neill, Reddy, Brown, Holober, Papan, Koelling, and Alba approved. McCune abstained. Motion passed 9-0-1.

5. Receive an update on the Metropolitan Transportation Commission (MTC) Safe and Seamless Mobility Quick Strike Program development and provide direction regarding the draft project list. (Action)

Sean Charpentier, C/CAG Program Director, provided an update to the MTC Safe and Seamless Mobility Quick Strike Program since the last C/CAG CMEQ meeting in January. Sean stated that the Call for Project nominations had been extended through 2/18 at 5 PM. Between 2/19 and 2/22, C/CAG staff reviewed 14 project nominations, requesting approximately \$9.3 million. Sean explained the process of developing two tiers of recommended projects. He added that C/CAG also recommended setting aside \$200,000 to plan and implement programs listed in the Countywide Bicycle and Pedestrian Plan.

Committee members had the following questions/comments:

- Committee members generally agreed that if MTC cannot fund the entire Tier 1 program of projects, that the South San Francisco project be scaled down in order to fiscally constrain the list due to the project’s large funding request.
- Member Papan stressed the importance of project readiness
- Member Reddy had a question on letters of support as part of the nomination letter to MTC

Motion –To recommend approval of staff recommendation for the MTC Safe and Seamless Mobility Quick Strike Program with further recommendation that if reductions were to be made, the project submitted by the City of South San Francisco be scaled down in order to fiscally constrain the list, Reddy/Bonilla. Beach, Mates, O’Neill, Reddy, Brown, Holober, McCune, Papan, Koelling, and Alba approved. Motion passed 10-0.

6. Receive information on current transportation and transit trends during the COVID-19 pandemic. (Information)

Jeff Lacap, C/CAG staff, provided the committee with various data sources from agencies in the Bay Area that are tracking the observed trends in transportation and transit during the COVID-19 pandemic.

Committee members had the following questions/comments:

- In response to Member Brown’s question, Jeff responded that staff is actively researching any available studies within San Mateo County that will provide any projections on the future of transportation and transit trends.
- Vice Chair Alba shared information from a Stanford University professor that has studied possible scenarios of the future of working from home as more people become vaccinated (<https://www.youtube.com/watch?v=bUByJJgPIAo>)
- John Ford, Executive Director of Commute.org, provided an update to the ridership on their shuttle program and feedback from recent employee surveys indicating a return to workplaces may occur in the fall.
- Member Papan provided updates from the MTC Blue Ribbon Transit Recovery Task Force reporting that the committee is working with Bay Area transit agencies, such as BART and Caltrain, to improve schedule coordination for transit riders.

Committee members provided comments only. No formal action needed.

7. Executive Director Report (Information)

None.

8. Member comments and announcements (Information)

Member Beach thanked C/CAG and SMCTA staff on the current work being done on the US-101 Express Lanes Project, particularly on the equity component of the project and that more information is continuing to be developed.

9. Adjournment and establishment of next meeting date

The meeting adjourned at 3:50 pm.

The next regular meeting was scheduled for March 29, 2021.

2021 C/CAG Congestion Management & Environmental Quality (CMEQ) Committee Attendance Report													
Name	Representing	Jan	Feb	Mar	Apr	May	Jun	Jul (No Mtg.)	Aug	Sept	Oct	Nov	Dec (No Mtg.)
Emily Beach (Burlingame City Council Member)	Elected Official	X	X										
Rick Bonilla (San Mateo City Council Member)	Elected Official	X											
Julia Mates (Belmont City Council Member)	Elected Official		X										
Mike O'Neill (Pacifica City Council Member)	Elected Official	X	X										
Diana Reddy (Redwood City Council Member)	Elected Official		X										
Dick Brown (Woodside Town Council Member)	Elected Official	X	X										
Reuben Holoher (Millbrae City Council Member)	Elected Official	X	X										
Tom McCune (Belmont City Council Member)	Elected Official		X										
Patrick Sullivan (Foster City Council Member)	Elected Official	X											
Gina Papan (MTC Commissioner)	Metropolitan Transportation Commission (MTC)	X	X										
Lennie Roberts	Environmental Community	X											
Adina Levin	Agencies with Transportation Interests		N/A										
Linda Koelling	Business Community	X	X										
Peter Ratto	San Mateo County Transit District (SamTrans)		X										
Jessica Alba	Public Member	X	X										
<i>Peninsula Corridor Joint Powers Board (Caltrain)</i>	<i>Vacant</i>												

Staff and Guests in attendance for the February 22, 2021 Meeting

Sandy Wong, Sean Charpentier, Kaki Cheung, Mikaela Hiatt, Jeff Lacap - C/CAG Staff

Sue-Ellen Atkinson – City of San Mateo, John Ford – Commute.org,
Matthew Ruble – City of South San Francisco

C/CAG AGENDA REPORT

Date: March 29, 2021

To: C/CAG Congestion Management and Environmental Quality (CMEQ) Committee

From: Kim Springer, County Office of Sustainability Staff to C/CAG

Subject: Receive a presentation on the San Mateo County Energy Watch program (SMCEW) Local Government Partnership between C/CAG and Pacific Gas and Electric Company

(For further information or questions, contact Kim Springer at kspringer@smcgov.org)

RECOMMENDATION

That the C/CAG CMEQ Committee receive a presentation on the San Mateo County Energy Watch program (SMCEW) Local Government Partnership between C/CAG and Pacific Gas and Electric Company.

SOURCE OF FUNDS

Funding for the SMCEW comes from the PG&E Local Government Partnership grant, with local match from the C/CAG Congestion Relief Fund – Climate Change and Resiliency Planning category.

BACKGROUND

The San Mateo County Energy Watch, Local Government Partnership (LGP) with PG&E began on January 1, 2009, under the auspices of the California Public Utilities Commission (CPUC). Since the original program cycle, which ended on December 31, 2009, PG&E has contracted with C/CAG for the SMCEW for six additional program cycles, 2010-2012, 2013-2014, 2015, 2016-2018, 2019, and January 1, 2020 through June 30, 2020.

Starting in 2020, the CPUC and, therefore, PG&E changed procedures on the distribution and allocation of Public Goods funds whereby a Local Government Partnership such as C/CAG must compete for funding through an RFA and RFP process. In response to that change, staff revamped the SMCEW in accordance with the new guidelines and submitted proposal, and successfully received grant funding for the current three fiscal year program cycle, covering from July 1, 2020 through June 30, 2023.

Since the SMCEW LGP began, C/CAG has contracted with the County of San Mateo, Department of Public Works for management and staffing of the program and said County staff has since moved to the County's Office of Sustainability. The County has successfully supported the SMCEW, meeting goals and developing the program, which initially provided energy efficiency services to municipal buildings, nonprofits and lower-income residents, and then expanded into schools, farms, and small and medium businesses. In the current program cycle, the program is serving municipalities and special districts, K-12 public, private, and charter schools, and hard-to-reach small business. The SMCEW program also provides climate action planning resources to the cities and County.

Staff will provide a presentation on the program and progress to date, since the program began on July 1, 2020.

ATTACHMENT

None

C/CAG AGENDA REPORT

Date: March 29, 2021

To: C/CAG Congestion Management and Environmental Quality (CMEQ) Committee

From: Mikaela Hiatt, Transportation Programs Specialist

Subject: Receive an update of the San Mateo County Safe Routes to School Program activities in FY 2019-2020.

(For further information, contact Mikaela Hiatt at mhiatt@smcgov.org)

RECOMMENDATION

That the C/CAG CMEQ Committee receive an update of the San Mateo County Safe Routes to School Program activities in FY 2019-2020.

FISCAL IMPACT

None.

SOURCE OF FUNDS

The San Mateo County Safe Routes to School Program (SRTS Program) is funded using a combination of federal Congestion Mitigation and Air Quality Improvement (CMAQ) funds and local Measure M funding, which is the \$10 vehicle registration fee levied in San Mateo County.

BACKGROUND

Since 2011, C/CAG has contracted with the San Mateo County Office of Education (SMCOE) to administer the Safe Routes to School Program. Program activities include Walk to School Days, encouragement events that promote biking and walking, bike rodeos, the Safe Routes to School Summit, and more. Each year, SMCOE prepares a report summarizing activities conducted within the fiscal year and outlining the projected goals for the next year. At the March Board meeting, Theresa Vallez Kelly, Program Manager from SMCOE, will present the FY2019-2020 program update to the Board. Due to the COVID-19 pandemic, many activities of the Safe Routes to School program had to shift from in person to online. Ms. Kelly will describe the changes that were made and report on program performance.

ATTACHMENTS

1. FY 2019-2020 Safe Routes to School Annual Report (*available online at <https://ccag.ca.gov/committees/congestion-management-and-environmental-quality-committee/>*)

C/CAG AGENDA REPORT

Date: March 29, 2021

To: C/CAG Congestion Management and Environmental Quality (CMEQ) Committee

From: Jeff Lacap, Associate Transportation Systems Coordinator

Subject: Review and recommend approval of projects to be funded under the C/CAG Lifeline Transportation Program Cycle 6 for a total amount of \$1,748,570

(For further information or questions, contact Jeff Lacap at jlacap@smcgov.org)

RECOMMENDATION

That the C/CAG CMEQ Committee review and recommend approval of the projects to be funded under the C/CAG Lifeline Transportation Program Cycle 6 for a total amount of \$1,748,570.

FISCAL IMPACT

This program will fund projects totaling \$1,748,570 in State Transit Assistance (STA) funds

SOURCE OF FUNDS

\$1,748,570 in State Transit Assistance (STA) funds

BACKGROUND

State Transit Assistance (STA) County Block Grant Program

In February 2018, MTC Resolution 4321 established the new State Transit Assistance (STA) County Block Grant Program policy whereby the nine Bay Area County Transportation Agencies (CTA's), also known as Congestion Management Agencies, would determine how to invest the Population-Based STA funds in public transit services and lifeline transportation services. Under the STA Block Grant Program, C/CAG would be solely responsible for determining the distribution policy among STA-eligible transit operators and funds that will be spent benefiting Communities of Concern each fiscal year.

In the past, the MTC Resolution 3837 governed the State Transit Assistance (STA) Population-Based fund distribution policy. Under resolution 3837, funding was distributed by MTC to fund 1) Bay Area Northern County small transit operators, 2) Regional Paratransit, 3) the Lifeline Transportation Program, and 4) MTC regional coordination programs. Paratransit and Lifeline Transportation Program funds were further distributed among the nine bay area counties. The guidelines for the regional Lifeline Transportation Program Cycles 1-5 were developed by MTC, but each CTA was responsible for administering the program.

As the County Transportation Agency, C/CAG coordinates with STA-eligible transit operators and develops the STA Population-Based distribution policy within San Mateo county to fund Paratransit service and the Lifeline Transportation Program. SamTrans is the only STA eligible transit operator in San Mateo County. Beginning in Fiscal Year 2018-2019, C/CAG and SamTrans staff have coordinated and developed an annual STA Population-Based distribution policy. In May 2020, the C/CAG Board approved Resolution 20-37 which adopted the distribution policy for Fiscal Year 2020-21 STA Population-Based funds.

Along with the previous STA Block Grant Program distributions from Fiscal Years 2018-19 and 2019-20, C/CAG has accumulated approximately \$3,399,304 in STA funds available for the Lifeline Transportation Program Cycle 6 beginning in Fiscal Year 2021-22. Per STA Block Grant guidelines, any remaining balances from each annual STA fund allocation is rolled over to the next fiscal year for San Mateo County. Any unallocated funds will stay in San Mateo County.

Community Based Transportation Plan (CBTP)

Lifeline Transportation Program projects are related to the Community Based Transportation Plans (CBTP). CBTPs are based in Communities of Concern. There are currently 4 CBTPs in San Mateo County (San Bruno/South San Francisco; North Central San Mateo, Bayshore, and East Palo Alto).

The CBTP are based on grass roots input, and the perspectives of residents and community organizers. Each CBTP will establish solutions to transportation gaps identified during diverse outreach campaigns and coordination with local community groups. The CBTP's include a series of transportation solutions designed to benefit low-income residents, the disabled, senior citizens, those without vehicles and other disadvantaged communities.

C/CAG is currently updating the CBTPs for Daly City and Southeast San Mateo County, but the update has been delayed by the COVID-19 crisis. C/CAG had originally planned to complete the update of the CBTPs in 2020 and then issue the Cycle 6 Call for projects. However, the COVID-19 crisis has delayed the update of the CBTPs due to the challenges of creating meaningful public engagement and input during the pandemic.

However, C/CAG decided to proceed with the Cycle 6 Call for projects in late 2020 to provide the opportunity for existing Lifeline projects, such as community shuttle operations and other transit services, to apply and to see if there were additional projects/programs that were responding to the needs created by the COVID-19 crisis.

C/CAG Lifeline Transportation Program Cycle 6 Call for Projects

As the County Transportation Agency (CTA) for San Mateo County, C/CAG administers the Lifeline Transportation Program. The purpose of the program is to fund projects, identified through the aforementioned CBTPs, which improves the mobility of low-income residents, or through other relevant planning efforts in other low-income areas. The C/CAG CMP TAC reviewed the Lifeline call for projects in November 2020 and the C/CAG Board of Directors authorized the call for projects at its December 2020 meeting. A call for projects was issued on December 11, 2020 and applications were due on February 19, 2021.

Per program guidelines, funds are open to public agencies and non-profits who obtained written concurrence and a pass-through funding agreement from a recognized transit agency willing to pass through funds.

C/CAG staff organized a selection panel composed of Juda Tolmasoff from the Office of San Mateo County Supervisor Carole Groom, John Ford from Commute.org, Richard Hedges from the MTC Policy Advisory Council, and Susy Kalkin from C/CAG. This selection panel convened on March 8, 2021 to finalize scoring and ranking of the applications.

The selection panel recommended to fully fund the following projects eligible for STA funding:

- Daly City Bayshore Shuttle (Project Sponsor: City of Daly City)
- Operating Support for Expanded Route 17 Service (Project Sponsor: SamTrans)
- Operating Support for SamCoast Service (Project Sponsor: SamTrans)
- Get Around! Senior Transportation Program (Project Sponsor: City of San Mateo)
- Menlo Park Shuttle Program (Project Sponsor: City of Menlo Park)
- Free South City Shuttle Outreach Enhancements Project (Project Sponsor: City of South San Francisco)

For this 6th Cycle, funding requests were undersubscribed with \$1,748,570 being requested and approximately \$3,399,304 available. The remaining funds will be rolled over and stay within San Mateo County. C/CAG staff proposes that the remaining funds be directed towards administering a mid-cycle call for projects upon completion of the updates of two Community-Based Transportation Plans (CBTP's) in Southeast San Mateo County and Daly City currently underway and tentatively scheduled for completion next year. In the meantime, staff has started to engage with community stakeholders to better understand the needs of specific targeted communities that would benefit from the Lifeline Transportation Program.

For STA funds, pass through funding agreements will be executed between SamTrans and the project sponsor as required. As program administrator, C/CAG staff will be responsible for reviewing quarterly reports and will review STA invoices submitted by the project sponsors, prior to reimbursement by SamTrans.

Recommendation

The draft project list was presented to the C/CAG C/CAG Congestion Management Program Technical Advisory Committee (CMP TAC) on March 18, 2021 and was recommended for approval. Following the CMEQ Committee meeting, it will be presented to the C/CAG Board at their April meeting for their review and approval.

ATTACHMENTS

1. Proposed Cycle 6 Lifeline Transportation Program Project List

Proposed Cycle 6 Lifeline Transportation Program Project List

Rank	Project Sponsor	Project	Project Description	Total Requested Amount	Total Recommended Amount
1	Daly City	Daly City Bayshore Shuttle	Provide a circulator shuttle service connecting the Bayshore neighborhood in Daly City with transit and important destinations in the western portion of Daly City.	\$ 294,750	\$ 294,750
2	SamTrans	Operating Support for Expanded Route 17 Service	Operation of existing Lifeline funded expanded fixed route bus service for SamTrans Route 17 on the Coastsides of San Mateo County.	\$ 374,000	\$ 374,000
3	SamTrans	Operating Support for SamCoast Service	This project will continue funding the operation of SamCoast, a general public demand response system on the Coastsides of San Mateo County centered in Pescadero, serving a low-income population, including migrant farm workers.	\$ 179,820	\$ 179,820
4	San Mateo (City)	Get Around! Senior Transportation Program	The Get Around! Program is an existing, successful City of San Mateo program providing seniors safe and affordable on-demand access to transportation.	\$ 320,000	\$ 320,000
5	Menlo Park	Menlo Park Shuttle Program	Shuttle provide the Belle Haven community and other neighborhoods with reliable, free local transit since 1998.	\$ 500,000	\$ 500,000
6	South San Francisco	Free South City Shuttle Outreach Enhancements Project	Enhanced outreach efforts of the Free South City Shuttle Program to better reach and advise the residents of South San Francisco of its service, with the goal of the program's expansion in the near future due to higher demand and increased ridership.	\$ 80,000	\$ 80,000

Available Lifeline Cycle 6 STA Funds	\$3,399,304
Total Recommended Amount for Lifeline Cycle 6	\$1,748,570
Unsubscribed Amount	\$1,650,734