

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

**MINUTES  
MEETING OF MARCH 29, 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 March 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 February 22, 2021 meeting. (Action)**

*Motion – To approve the minutes of the February 22, 2021 CMEQ meeting, Beach/Papan, Beach, Bonilla, Mates, O’Neill, Reddy, Brown, Holober, McCune, Papan, Koelling, and Alba approved. Motion passed 11-0.*

**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)**

Kim Springer, San Mateo County Energy Watch program manager, provided an update on the San Mateo County Energy Watch (SMCEW) Local Government Partnership. The program provides energy efficiency services to municipal and special district buildings, K-12 schools, and Hard to Reach, small disadvantaged businesses in San Mateo County. The SMCEW program also provides climate action planning resources, via the Regionally Integrated Climate Action Planning Suite Program (RICAPS) to the cities and County. The resources include a template and tools for developing climate action plans, consultant technical support, and annual greenhouse gas (GHG) emission inventories. These programs work together to help cities and the County both plan and act on energy projects to reduce GHG emissions.

Committee members had the following questions:

- To help with the outreach and support of the program, Committee members requested for a list of participating staff contacts from their respective jurisdictions.
- In response to Member Reddy’s question, Kim provided the characteristics of what constitutes a hard-to-reach small business.

*Committee members provided comments only. No formal action needed.*

**6. Receive an update of the San Mateo County Safe Routes to School Program activities in FY 2019-2020. (Information)**

Mikaela Hiatt, C/CAG staff, provided a brief overview of the Safe Routes to School (SRTS) Program, noting the program is administered jointly between C/CAG and the San Mateo County Office of Education (SMCOE). She introduced Theresa Vallez-Kelly, San Mateo County Safe Routes to School Program Coordinator, who presented program highlights for Fiscal Year 2019-20. Due to the COVID-19 pandemic, many activities of the Safe Routes to School program had to shift from in person to online and Theresa shared the various virtual offerings SMCOE has provided. Highlights include a virtual escape room, Walk to Anywhere Days, and Ruby Bridges Day. Theresa thanked C/CAG for the continued partnership with the SRTS program.

Committee members thanked Theresa for the continued work SMCOE does to implement the program. C/CAG Executive Director, Sandy Wong, also expressed thanks to Theresa for the years of partnership with SMCOE.

*Committee members provided comments only. No formal action needed.*

**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)**

C/CAG staff, Jeff Lacap, presented the recommended projects to funded under the C/CAG Lifeline Transportation Program Cycle 6. C/CAG administers the Lifeline Transportation Program that funds projects identified through the Community-Based Transportation Plans (CBTP), aiming to improve the mobility of low-income residents, or through other relevant planning efforts in other low-income areas.

The Committee 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.

On March 8, 2021, 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) in Southeast San Mateo County and Daly City. Those Plans are currently underway and tentatively scheduled for completion next year.

Committee members had the following questions:

- Member Reddy asked about outreach efforts in the North Fair Oaks and East Palo Alto area. Jeff responded that the current CBTP update is focused on these areas.
- Committee members expressed interest to see if leftover funds can be quickly deployed for COVID-19 related activities or can be used for another call for projects, if possible.

*Motion – To recommend approval of projects to be funded under the C/CAG Lifeline Transportation Program Cycle 6 for a total amount of \$1,748,570, with further recommendation to administer a mid-cycle call for projects using the remaining funds and requested that staff look into quickly deploying the funds for COVID-19 related activities such as transit passes to vaccination sites. O’Neill/Papan. Beach, Bonilla. Mates, O’Neill, Reddy, Brown, Holober, McCune, Papan, Koelling, and Alba approved. Motion passed 11-0.*

## **8. Executive Director Report (Information)**

Sandy Wong, C/CAG Executive Director, provided the following updates:

- MTC Safe and Seamless Mobility Quick Strike Program – C/CAG Board approved a letter of interest submitting 15 projects totaling \$9.7 to MTC for the Quick Strike Program, along with some updates to projects.
- Congressional Earmarks – The office of Congresswoman Speier is soliciting project proposals to the House Transportation and Infrastructure Committee and C/CAG, along with other agencies, will be working to submit requests. Member Papan stressed the importance of highlighting all projects, along with their costs, in the county at the regional level.

## **9. Member comments and announcements (Information)**

Member Beach thanked C/CAG staff and the committee members for the work in advocating the importance of Grade Separation projects within the county and their inclusion in the regional plans, such as Plan Bay Area 2050.

## **10. Adjournment and establishment of next meeting date**

The meeting adjourned at 4:20 pm.

The next regular meeting was scheduled for April 26, 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	X									
Rick Bonilla (San Mateo City Council Member)	Elected Official	X		X									
Julia Mates (Belmont City Council Member)	Elected Official		X	X									
Mike O'Neill (Pacifica City Council Member)	Elected Official	X	X	X									
Diana Reddy (Redwood City Council Member)	Elected Official		X	X									
Dick Brown (Woodside Town Council Member)	Elected Official	X	X	X									
Reuben Holoher (Millbrae City Council Member)	Elected Official	X	X	X									
Tom McCune (Belmont City Council Member)	Elected Official		X	X									
Patrick Sullivan (Foster City Council Member)	Elected Official	X											
Gina Papan (MTC Commissioner)	Metropolitan Transportation Commission (MTC)	X	X	X									
Lennie Roberts	Environmental Community	X											
Adina Levin	Agencies with Transportation Interests		N/A	N/A									
Linda Koelling	Business Community	X	X	X									
Peter Ratto	San Mateo County Transit District (SamTrans)		X	X									
Jessica Alba	Public Member	X	X	X									
<i>Peninsula Corridor Joint Powers Board (Caltrain)</i>	<i>Vacant</i>												

**Staff and Guests in attendance for the March 29, 2021 Meeting**

Sandy Wong, Sean Charpentier, Mikaela Hiatt, Jeff Lacap, Kim Springer - C/CAG Staff

Theresa Vallez-Kelly – SMCOE, John Ford – Commute.org