

# 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

### MINUTES

Meeting No. 348  
December 9, 2021

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. On June 11, 2021, the Governor issued Executive Order N-08-21 extending the suspension of these provisions to September 30, 2021. Thus, pursuant to Executive Order N-08-21, C/CAG Board 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.

#### 1.0 CALL TO ORDER/ ROLL CALL

Chair Marie Chuang called the meeting to order at 6:30p.m. Roll call was taken.

Atherton	– Elizabeth Lewis
Belmont	– Davina Hurt
Burlingame	– Ricardo Ortiz
Colma	– John Goodwin
Daly City	– Pamela DiGiovanni
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 (arrive 6:34 p.m.)
South San Francisco	– Mark Nagales

Absent:

Brisbane  
East Palo Alto  
Woodside

SMCTA (Non-Voting)  
SMCTD (Non-Voting)

Others:

Sean Charpentier	– C/CAG Executive Director
Mima Guilles	– C/CAG Clerk of the Board
Melissa Adrikopolous	– C/CAG Legal Counsel
Kaki Cheung	– C/CAG Staff
Van Ocampo	– C/CAG Staff
Jeff Lacap	– C/CAG Staff
Reid Bogert	– C/CAG Staff
Susy Kalkin	– C/CAG Staff
Kim Wever	– C/CAG Staff
Kim Springer	– C/CAG Staff
Susan Wright	– San Mateo Office of Sustainability
Dr. Jay Davis	– San Francisco Estuary Institute Regional Monitoring Program (SFEI)
Len Materson	– OneShoreline
Cory Peterson	– TJKM

Other members of the public attended.

## 2.0 BRIEF OVERVIEW OF TELECONFERENCE 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.*

## 4.0 PRESENTATIONS/ ANNOUNCEMENTS

### 4.1 Presentation on the San Mateo County Energy Watch Local Government Partnership with Pacific Gas and Electric Company.

The Board received a presentation from Susan Wright on the San Mateo County Energy Watch FY2020-2023 Program Cycle Progress Report. The program is serving municipalities and special districts, K-12 public schools, and hard-to-reach small business. The SMCEW program also partially funds the Regionally Integrated Climate Action Planning Suite (RICAPS), which provides climate action planning resources to the cities and County.

### 4.2 Presentation on “How Healthy is the Bay?” from the San Francisco Estuary Institute Regional Monitoring Program.

The Board received a presentation from Dr. Jay Davis, SFEI, on “How Healthy is the Bay?” and summarizing the current state of knowledge regarding the health of San Francisco Bay, based on data gathered through the Regional Monitoring Program for Water Quality in San Francisco Bay (RMP) and focusing on the impacts of two primary legacy pollutants – polychlorinated biphenyls (PCBs) and mercury.

## 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. 347 dated November 18, 2021. APPROVED
- 5.2 Review and approval of the 2022 C/CAG Board meeting calendar. APPROVED
- 5.3 Review and approval of the Finance Committee's recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of September 30, 2021. APPROVED
- 5.4 Review and accept the C/CAG Financial Statements (Audit) for Fiscal Year Ended June 30, 2021, the Memorandum on Internal Control, and the Required Communications for the Year Ended June 30, 2021. APPROVED
- 5.5 Review and accept the C/CAG Single Audit Report for the Year Ended June 30, 2021. APPROVED
- 5.6 Review and accept the Measure M Fund Financial Statements (Audit) for the Year Ended June 30, 2021. APPROVED
- 5.7 Review and accept the Pedestrian/Bicycle Projects Transportation Development Act (TDA) Article III Fund Financial Statements (Audit) for the Year Ended June 30, 2021. APPROVED
- 5.8 Review and approval of Resolution 21-86 authorizing the C/CAG Executive Director to execute an agreement with Alta Planning + Design for the preparation of the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan in an amount not to exceed \$99,994, establish a contingency in the amount of \$9,999 (10% of contract) for a total project budget of \$109,993, and execute future contract amendments in an amount not-to-exceed the appropriated contingency. APPROVED
- 5.9 Review and approval of the appointment of Matthew Lee, Public Works Director from the City of San Bruno, to the C/CAG Congestion Management Program Technical Advisory Committee (TAC) and Stormwater Committee. APPROVED
- 5.10 Review and approval of Resolution 21-87 authorizing the C/CAG Executive Director to execute an agreement with Kimley-Horn and Associates in the amount of \$350,000 to provide design services to complete Plans, Specifications and Estimates for the Smart Corridor Northern Cities expansion project, establish a contingency in the amount of \$35,000 (10% of contract) for a total project budget of \$385,000, and execute future contract amendments in an amount not-to-exceed the appropriated contingency. APPROVED

5.11 Review and approval of Resolution 21-88 finding that, as a result of the continuing COVID-19 pandemic state of emergency, meeting in person would present imminent risks to the health or safety of attendees, and that the state of emergency continues to directly impact the ability of members of the Board of Directors and C/CAG legislative bodies to meet safely in person. APPROVED

5.12 Review and approval of Resolution 21-90 authorizing the C/CAG Chair to execute Amendment No. 2 to the agreement with Placeworks to update the Daly City and Southeast San Mateo County Community Based Transportation Plans to add \$12,657, for a revised not to exceed contract amount of \$211,466, to extend the term of the contract to October 31, 2022, and to further authorize the Executive Director to negotiate final terms of the Amendment. APPROVED

Board Member Ortiz MOVED to approve the consent agenda 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 Rak SECONDED. Roll call was taken. **MOTION CARRIED 18-0-0**

## 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). APPROVED

C/CAG Staff provided highlights from the Legislative Committee meeting. Chair Gina Papan and Vice Chair Adam Rak were re-elected for calendar year 2022. The Legislative Committee adopted committee meeting dates for 2022 and a time change to start future meetings at 5:15 p.m. A few updates were provided related to the possibility of legislative special elections and critical dates for two-year bills: AB 629, AB 377, and ACA 1. Additional Sacramento updates were provided on likely budget surplus, how C/CAG might be able to leverage that opportunity, that both parties have released documents with budget priorities, the transportation high speed rail package, which is currently on hold, and discussion amongst the Legislative Committee on collaborating on funding of large regional projects in the future.

Board Member Vaterlaus MOVED approval on item 6.1. Board Member Rak SECONDED. Roll call was taken. **MOTION CARRIED 17-0-0.** (no response from San Mateo County)

6.2 Review and approval of the Annual C/CAG Legislative Policies for 2022. APPROVED

Board Member Rak MOVED approval to continue the discussion on the Annual C/CAG Legislative Policies for 2022 on the January 2022 meeting. Board Member Vaterlaus SECONDED. Roll call was taken. **MOTION CARRIED 18-0-0.**

- 6.3 Consider candidates and make appointments for three city/town governing board members representing the At-Large, Central, and Coastal regions for the San Mateo County Flood and Sea Level Rise Resiliency District (OneShoreline) and adopt Resolution 21-92, which records the respective appointments. APPROVED

The Board received an online presentation from one (1) candidate for the Coastal region:

Debbie Ruddock had the highest votes and has been appointed to represent the Coastal region.

**Coastal**

Jurisdiction	Debbie Ruddock (City of Half Moon Bay)
Atherton	X
Belmont	X
Brisbane	X *
Burlingame	X
Colma	X
Daly City	X
East Palo Alto	
Foster City	X
Half Moon Bay	X
Hillsborough	X
Menlo Park	X
Millbrae	X
Pacifica	X
Portola Valley	X
Redwood City	X
San Bruno	X
San Carlos	X
San Mateo	X
San Mateo County	X
South San Francisco	X
Woodside	
<b>Total Votes Received</b>	<del>19</del> <b>18</b>

Name	Total Votes Received
Debbie Ruddock (City of Half Moon Bay)	<del>19</del> <b>18</b>

\*NOTE- BRISBANE NOT PRESENT FOR VOTE FOR RESOLUTION 21-92.  
& selection will not be counted toward total  
12/9/21 CCAG VOTE

The Board received online presentations from two (2) candidates for the Central region:

Sanjay Gehani  
Diane Papan

Diane Papan had the highest votes and has been appointed to represent the Central region.

**Central**

Jurisdiction	Sanjay Gehani (City of Foster City)	Diane Papan (City of San Mateo)
Atherton		X
Belmont	X	
Brisbane		X *
Burlingame		X
Colma		X
Daly City		
East Palo Alto		
Foster City	X	
Half Moon Bay		X
Hillsborough		X
Menlo Park	X	
Millbrae	X	
Pacifica		X
Portola Valley		X
Redwood City	X	
San Bruno		X
San Carlos		X
San Mateo		X
San Mateo County	X	
South San Francisco		X
Woodside		
<b>Total Votes Received</b>	<b>6</b>	<b><del>1</del> 11</b>

Name	Total Votes Received
Sanjay Gehani (City of Foster City)	6
Diane Papan (City of San Mateo)	<del>1</del> 11

\*NOTE- BRISBANE NOT PRESENT FOR VOTE FOR RESOLUTION 21-92.  
& selection will not be counted toward total  
12/9/21 CCAQ VOTE

The Board received online presentations from two (2) candidates and one (1) support letter from Colleen Mackin for the At-Large region:

Marie Chuang  
Cecilia Taylor

Marie Chuang had the highest votes and has been appointed to serve on the At-Large region.

**At Large**

Jurisdiction	Marie Chuang (Town of Hillsborough)	Coleen Mackin (City of Brisbane)	Cecilia Taylor (City of Menlo Park)
Atherton	X		
Belmont			
Brisbane		X *	
Burlingame	X		
Colma	X		
Daly City	X		
East Palo Alto			
Foster City	X		
Half Moon Bay	X		
Hillsborough	X		
Menlo Park			X
Millbrae	X		
Pacifica	X		
Portola Valley	X		
Redwood City			X
San Bruno	X		
San Carlos	X		
San Mateo	X		
San Mateo County		X	
South San Francisco	X		
Woodside			
<b>Total Votes Received</b>	<b>14</b>	<b>1</b>	<b>2</b>

Name	Total Votes Received
Marie Chuang (Town of Hillsborough)	14
Coleen Mackin (City of Brisbane)	1
Cecilia Taylor (City of Menlo Park)	2

\*NOTE- BRISBANE NOT PRESENT FOR VOTE FOR RESOLUTION 21-92.  
& selection will not be counted toward total  
12/9/21 CCAG VOTE

Board Member Lewis MOVED to approve Resolution 21-92 which records the respective appointments to represent Coast, Central and At-Large regions. Board Member Salazar SECONDED. **MOTION CARRIED 18-0-0**

- 6.4 Conduct a public hearing on the draft update to the Congestion Management Program; review and approval of Resolution 21-91 adopting the 2021 Congestion Management Program. *(Special Voting Procedures apply)*

(Public hearing opened on November 18, 2021 and continued to December 9, 2021)

APPROVED

**AYES:**

Atherton – Elizabeth Lewis  
Belmont – Davina Hurt  
Burlingame – Ricardo Ortiz  
Colma – John Goodwin

Daly City – Pamela DiGiovanni  
Foster City – Sanjay Gehani  
Half Moon Bay – Debbie Ruddock  
Hillsborough – Marie Chuang  
Menlo Park – Cecilia Taylor  
Millbrae – Sue Vaterlaus  
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 Nagales

**NOES**: None

**ABSENT** – Brisbane, East Palo Alto and Woodside

A Special Voting Procedure was taken by roll call. **MOTION CARRIED 18-0-0.**  
Results: 18 Agencies approving. This represents 86% of the Agencies representing 95% of the population.

Board Member Vaterlaus MOVED approval on item 6.4. Board Member Ortiz SECONDED. Roll call was taken. **MOTION CARRIED 18-0-0.**

- 6.5 Review and approval of Resolution 21-89 authorizing the C/CAG Chair to execute an amendment to the 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 \$1.6M. APPROVED

Board Member Nagales MOVED approval on item 6.5. Board Member Lewis SECONDED. Roll call was taken. **MOTION CARRIED 18-0-0.**

The Board received a presentation from Kaki Cheung, C/CAG staff on the San Mateo Smart Corridor Update: South San Francisco Edition. South San Francisco will implement the construction project. It is estimated that construction will start in February 2022 and be completed by December 2022.

## 7.0 COMMITTEE REPORTS

- 7.1 Committee Reports (oral reports)

None.

- 7.2 Chairperson's Report

Marie Chuang reminded the Board of the open vacancies, 3 seats for BPAC, 1 seat RMCP and 1 seat for CMEQ.

- 7.3 Board Members Report/Communication



Board Member Lewis reported out that on December 11<sup>th</sup> at 1pm they will be having a ribbon cutting ceremony for their new Town Center, Fair Oaks Ave. area. Grand opening party will be in the spring after the landscaping and outdoor areas are finished. Everyone is invited.

Board Member Nagales announced that he has been selected as Mayor for SSF and is the new representative for C/CAG.

Board Member Vaterlaus reminded the Board that the Councils of Cities will be meeting in-person this month at Colma December 17<sup>th</sup>.

Board Member Hurt reported out that CARB voted today to phase out gas powered leaf blowers and small off-road engines for 2024. AB1346 by Mark Burman and Assembly Member Gonzales has directed staff to put equipment rules. There will be a \$30 million incentive program that they are working on for commercial landscaping equipment to help those individuals who will be turning over to zero emission equipment.

## 8.0 EXECUTIVE DIRECTOR'S REPORT

Sean Charpentier reported out that on the December TA Board meeting, the TA approved \$113M highway plan and it included allocating about \$30M towards projects that we either co-sponsor with them or planning project that we are going to be the lead on which is to plan how to connect the Express Lanes to the Dumbarton Bridge. The amounts for project on US 101 92 area improvements was \$5M, US Managed Lanes north of I-380 was \$11M and for the US 101 92 direct connector project was \$10M and then \$4.5M for the study of connecting the Express Lanes to the Dumbarton Bridge.

## 9.0 COMMUNICATIONS - Information Only

- 9.1 Letter from C/CAG staff to San Francisco Bay Regional Water Quality Control Board, Executive Officer, Michael Montgomery, dated November 16, 2021; RE: Submittal of SMCWPPP comment letter on the Tentative Order of the Municipal Regional Permit.
- 9.2 Event and Post-Event Press Releases for Flows to Bay Rain Barrel Distribution, dated November 12, and November 19, 2021.
- 9.3 Letter from C/CAG and all Bay Area County Transportation Agencies and Transit Operators to Honorable Gavin Newsom, dated November 19, 2021; RE: Transportation Investments and State Budget Surplus.

## 10.0 ADJOURNMENT – 8:19 p.m.