

**CONGESTION MANAGEMENT PROGRAM (CMP)
TECHNICAL ADVISORY COMMITTEE (TAC)
November 18, 2021
MINUTES**

No.	Member	Agency	Jan	Feb	Mar	Apr	May	June	Aug	Sept	Oct	Nov
1	Ann Stillman (Co-Chair)	San Mateo County Engineering							X	X	X	X
2	Joseph Hurley (Co-Chair)	SMCTA / PCJPB / Caltrain	X	X	X	X		X	X	X	X	X
3	Robert Ovadia	Atherton Engineering	X	X	X	X	X	X	X		X	X
4	Peter Brown	Belmont Engineering	X	X		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	X	X
7	Sean Charpentier	C/CAG							X	X	X	X
8	Brad Donohue	Colma Engineering	X			X	X			X	X	
9	Richard Chiu	Daly City Engineering	X	X	X	X	X	X	X	X	X	X
10	Tatum Mothershead	Daly City Planning	X	X	X	X	X	X	X	X	X	X
11	Louis Sun*	Foster City Engineering				X						
12	Paul Willis	Hillsborough Engineering	X	X	X	X	X	X	X	X	X	X
13	Maz Bozorginia	Half Moon Bay Engineering	X	X		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	X	X	X
16	Lisa Petersen	Pacifica Engineering	X	X	X	X	X	X		X	X	X
17	Jessica Manzi	Redwood City Engineering	X	X	X	X	X	X	X	X	X	X
18	Matthew Lee**	San Bruno Engineering	X	X	X	X		X	X	X	X	X
19	Steven Machida	San Carlos Engineering	X	X	X	X	X	X	X	X	X	X
20	Azalea Mitch	San Mateo Engineering	X	X	X	X	X	X		X	X	X
21	Eunejune Kim	South San Francisco Engineering	X	X	X	X	X	X	X	X	X	X
22	Billy Gross	South San Francisco Planning	X	X	X	X	X	X	X	X	X	X
23	Sean Rose	Woodside Engineering	X	X	X	X	X	X	X	X	X	X
24	James Choe	MTC	X	X	X	X	X	X	X	X	X	X

*appointed to the TAC at the November C/CAG Board Meeting

**appointed to the TAC at the December C/CAG Board Meeting

The two hundred seventy-third (273rd) meeting of the Technical Advisory Committee took place on November 18, 2021 at 1:17 p.m.

TAC members attending are listed on the Roster and Attendance table on the preceding page. Others attending the meeting were: Jeffrey Lacap, Kim Wever, Kim Springer, Reid Bogert, Kaki Cheung – C/CAG; Patrick Gilster, Jennifer Williams – San Mateo County Transportation Authority; Joel Slavitt – County of San Mateo, Cory Peterson –TJKM and others not noted.

1. Brief Overview of Teleconference Meeting Procedures

C/CAG staff Kim Wever described how the Committee Meeting would run virtually.

2. Public comment on items not on the agenda

There were no public comments regarding items not on the Agenda.

3. By motion, find that, as a result of the continuing COVID-19 pandemic state of emergency declared by Governor Newsom, meeting in person would present imminent risks to the health or safety of attendees (Action)

C/CAG Executive Director Sean Charpentier explained that AB 361 requires that, if the state of emergency remains active for more than 30 days, the legislative body must make findings by majority vote every 30 days to continue using the bill's exemption to the Brown Act teleconferencing rules. On October 14, 2021, the C/CAG Board of Directors approved Resolution 21-79, which made the findings necessary for remote meetings for both the Board of Directors and its standing Committees, including the TAC committee. Given that the TAC meeting is occurring 35 days after the approval of C/CAG Resolution 21-79, staff recommends that in order to continue to have remote meetings, the TAC find, by motion, that conducting in-person meetings at the present time would present an imminent risk to the health and safety of attendees.

Motion – To approve by motion, that conducting meeting in person would present imminent risks to the health or safety of attendees, Murtuza/Machida. Roll Call was taken. All members in attendance voted to approve. Motion passed 21-0.

4. Approval of minutes from the October 21, 2021 Meeting. (Action)

Motion – To approve the minutes of the October 21, 2021 TAC meeting, Breault/Murtuza. Roll Call was taken. Bozorginia abstained. All other members in attendance voted to approve. Motion passed 20-1-0.

5. Review and recommend approval of the Final 2021 Congestion Management Program (CMP) and Monitoring Report (Action)

C/CAG staff Jeff Lacap introduced Cory Peterson of TJKM, who presented updates on the Final 2021 Congestion Management Program (CMP) and Monitoring Report. Cory summarized the comments received from the Committees and provided responses. Cory also confirmed that the traffic count data will be shared to member agencies.

Motion – To recommend approval of the Final 2021 Congestion Management Program (CMP) and Monitoring Report, Manzi/Rose. Roll call was taken. All members in attendance voted to approve. Motion passed 20-0.

6. Receive information on upcoming SB 1 and One Bay Area Grant (OBAG) Cycle 3 funding cycles (Information)

C/CAG staff Jeff Lacap provided information on the upcoming One Bay Area Grant (OBAG) Cycle 3 funding. A significant change to OBAG 3 is that there will be a two-phased project selection process, similar to the MTC Safe and Seamless Mobility Quick-Strike Program. C/CAG and partner County Transportation Agencies are working with MTC to develop guidelines for this effort. The final guidelines is expected to be approved in January 2022. C/CAG will then start the call for projects process to request project nominations up to the targeted funding amount provided by MTC. It is anticipated that eligible project types will be similar to previous cycles, and include transit projects, safe routes to school, multimodal operational improvements, and local street and road projects. C/CAG Executive Director Sean Charpentier added that OBAG 3 is being proposed to have a 50% countywide and 50% regional breakdown. Bike and pedestrian projects will be able to compete for the regional funds.

Jeff also addressed the Priority Development Area Investment and Growth Strategy (PDA-IGS). To fulfill the OBAG 3 requirements to develop a 2021 PDA Investment and Growth Strategy, C/CAG needs to address Planned Transportation Projects and Affordable Housing Pipeline. C/CAG staff sent out an email to jurisdictions who have PDAs and will be working closely with city staff in November 2021 to review the transportation and housing project lists. C/CAG staff is using the recently adopted Countywide Bicycle Pedestrian Plan and Sustainable Streets Master Plan as a basis. Members Murtuza, Breault, Chiu, and Machida mentioned that did not receive an email about PDA-IGS. Jeff will resend the email to Burlingame, Brisbane, Daly City, and San Carlos.

Lastly, Jeff provided updates on the SB1 program. The CTC has been hosting a series of workshops in fall 2021 for the three SB 1 program – the Solutions for Congested Corridors Program (SCCP), Local Partnership Program (LPP), and the Trade Corridor Enhancement Program (TCEP). The CTC will solicit applications for the next SB1 program in Summer of 2022.

7. Receive an update and provide input on the San Mateo County Transportation Authority’s Alternative Congestion Relief and Transportation Demand Management Plan (Information)

C/CAG staff Kim Wever introduced Patrick Gilster of the San Mateo County Transportation Authority (SMCTA), who presented updates on the San Mateo County Transportation

Authority's Alternative Congestion Relief and Transportation Demand Management Plan (ACR/TDM). The Public Review Draft ACR/TDM is currently planned for release at the December 2021 TA Board meeting and adoption is planned for January 2022. A Call for Projects will be issued after the ACR/TDM Plan is completed, likely in spring 2022.

8. Regional Project and Funding Information

C/CAG staff Jeff Lacap gave an update on the regional funding and project information, including the Caltrans inactive projects list, the PMP certification list, the Caltrans lapsed end date projects list, LAPM webinar recordings, and upcoming trainings. Jeff also mentioned the attached 2020 Regional Pavement Condition Summary Report, the Clean California Local Grant Program dates, and reminded members about adopting Chapter 10 of the Local Assistance Procedures Manual (LAPM).

9. Executive Director Report (Information)

C/CAG Program Director Kaki Cheung thanked all the jurisdictions who submitted TDA Article 3 project applications. Applications will be reviewed and awarded in early Spring 2022.

10. Member Reports (Information)

SMCTA staff Patrick Gilster mentioned that SMCTA will be conducting a Complete Street webinar series for elected officials and staff. An email with more information forthcoming.

9. Adjournment

Co-Chair Stillman adjourned the meeting at 2:05 p.m.