

**CONGESTION MANAGEMENT PROGRAM (CMP)  
TECHNICAL ADVISORY COMMITTEE (TAC)  
October 21, 2021  
MINUTES**

No.	Member	Agency	Jan	Feb	Mar	Apr	May	June	July	Sept	Oct
1	Ann Stillman* (Co-Chair)	San Mateo County Engineering							X	X	X
2	Joseph Hurley (Co-Chair)	SMCTA / PCJPB / Caltrain	X	X	X	X		X	X	X	X
3	Robert Ovardia	Atherton Engineering	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
6	Syed Murtuza	Burlingame Engineering	X	X	X	X	X	X	X	X	X
7	Sean Charpentier*	C/CAG							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
10	Tatum Mothershead	Daly City Planning	X	X	X	X	X	X	X	X	X
11	Vacant	Foster City Engineering				X					
12	Paul Willis	Hillsborough Engineering	X	X	X	X	X	X	X	X	X
13	Maz Bozorginia	Half Moon Bay Engineering	X	X		X	X	X	X	X	
14	Nikki Nagaya	Menlo Park Engineering	X	X			X	X		X	
15	Andrew Yang	Millbrae Engineering	X	X		X	X	X	X	X	X
16	Lisa Petersen	Pacifica Engineering	X	X	X	X	X	X		X	X
17	Jessica Manzi	Redwood City Engineering	X	X	X	X	X	X	X	X	X
18	Hae Won Ritchie	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	X
20	Azalea Mitch	San Mateo Engineering	X	X	X	X	X	X		X	X
21	Eunejune Kim	South San Francisco Engineering	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
23	Sean Rose	Woodside Engineering	X	X	X	X	X	X	X	X	X
24	James Choe	MTC	X	X	X	X	X	X	X	X	X

\*appointed to the TAC at the July C/CAG Board Meeting

The two hundred seventy-second (272<sup>nd</sup>) meeting of the Technical Advisory Committee took place on October 21, 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 – C/CAG; Patrick Gilster – San Mateo County Transportation Authority; Ray Towne – City of Foster City, Cory Peterson, Ruta Jariwala –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. Issues from the last C/CAG Board meetings. (Information)**

C/CAG staff Kim Wever described the items of interest from the October 2021 C/CAG Board meeting.

**4. Approval of minutes from the September 16, 2021 Meeting. (Action)**

*Motion – To approve the minutes of the September 16, 2021 TAC meeting, Murtuza/Gross. Roll Call was taken. All members in attendance voted to approve. Motion passed 21-0.*

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

C/CAG staff Jeff Lacap introduced Cory Peterson of TJKM, who presented the findings of the Draft 2021 Congestion Management Program (CMP) and Monitoring Report.

Member Brown asked if the raw data can be shared with local jurisdictions. C/CAG staff Jeff Lacap confirmed he can share the raw data with local jurisdictions, in addition there will a level of service (LOS) interactive map available online soon. Cory also provided clarification on the interregional reductions as part of the level of service (LOS) monitoring.

*Motion – To recommend approval of the Draft 2021 Congestion Management Program (CMP) and Monitoring Report, Brown/Murtuza. Roll call was taken. All members in attendance voted to approve. Motion passed 21-0.*

**8. Regional Project and Funding Information**

C/CAG staff Jeff Lacap gave an update on the regional funding and project information, including requesting cities continue timely invoice submittals to Caltrans, the change in color coding on the PMP certification list, the adoption of the Chapter 10 of the LAPM (Consultant Selection) through a Council resolution or an official cover letter from Public Works Director, and other Caltrans announcements listed in the agenda packet. Other updates and reminders

include: the OBAG 3 process will be similar to Quickstrike with a County share target by formula and project nominations, the ATP cycle 6 site visits sign up is on the google link, the C/CAG TDA Article 3 applications are due on November 15, and the Caltrans planning grant applications are due on October 27.

**9. Executive Director Report (Information)**

C/CAG Executive Director Sean Charpentier informed the Committee that Jeff Lacap has been promoted to Transportation Systems Coordinator and Mikaela Hiatt has left C/CAG for Remix. C/CAG is currently recruiting two Transportation Program Specialists to back fill the positions. Sean reminded jurisdictions about submitting their Measure M reimbursement requests, and to contact Kim Wever if they have any questions. Sean provided an update from on the Express Lane project. Topics include the agreement with CHP on enforcement, and approval of operational and maintenance agreements in the upcoming months.

**10. Member Reports (Information)**

There were no member reports.

**9. Adjournment**

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