

**CONGESTION MANAGEMENT PROGRAM (CMP)  
TECHNICAL ADVISORY COMMITTEE (TAC)  
April 21, 2022  
MINUTES**

<b>No.</b>	<b>Member</b>	<b>Agency</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>
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
3	Robert Ovidia	Atherton Engineering	x	x	x	x
4	Peter Brown	Belmont Engineering	x	x	x	x
5	Randy Breault	Brisbane Engineering	x	x		x
6	Syed Murtuza	Burlingame Engineering	x	x	x	
7	Sean Charpentier	C/CAG	x	x	x	x
8	Brad Donohue	Colma Engineering	x			x
9	Richard Chiu	Daly City Engineering	x	x	x	x
10	Tatum Mothershead	Daly City Planning	x	x	x	
11	Louis Sun	Foster City Engineering	x	x	x	x
12	Paul Willis	Hillsborough Engineering	x	x	x	x
13	Maz Bozorginia	Half Moon Bay Engineering	x	x	x	x
14	Nikki Nagaya	Menlo Park Engineering			x	x
15	Andrew Yang	Millbrae Engineering		x	x	x
16	Lisa Petersen	Pacifica Engineering	x	x	x	x
17	Jessica Manzi	Redwood City Engineering	x	x	x	x
18	Matthew Lee	San Bruno Engineering	x	x	x	x
19	Steven Machida	San Carlos Engineering	x		x	x
20	Azalea Mitch	San Mateo Engineering	x	x	x	x
21	Eunejune Kim	South San Francisco Engineering	x	x	x	
22	Billy Gross	South San Francisco Planning	x	x	x	x
23	Sean Rose	Woodside Engineering	x		x	x
24	James Choe	MTC	x	x	x	x

The two hundred seventy-seventh(277<sup>th</sup>) meeting of the Technical Advisory Committee took place on April 21, 2022 at 1:16 p.m.

TAC members attending are listed on the Roster and Attendance table on the preceding page. Others attending the meeting were: Jeffrey Lacap, Kaki Cheung, Audrey Shiramizu, Eva Gaye, Kim Springer, Kim Wever – C/CAG; Chris Espiritu, Matthew Ruble – City of South San Francisco; Art Morimoto – City of Burlingame; Humza Javed – City of East Palo Alto; Heba EL-Guindy, Patrick Gilster – San Mateo County Transportation Authority; Libby Nachman, Jean Crowther – Alta Planning; Ken Brown – Ken Brown Strategic Consulting ; Drew and others not noted.

**1. Brief Overview of Teleconference Meeting Procedures**

C/CAG staff Kaki Cheung 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 April 2022 C/CAG Board meetings. (Information)**

C/CAG staff Kaki Cheung described the items of interest from the last C/CAG Board meeting.

**4. Approval of minutes from the March 17, 2022 Meeting. (Action)**

*Motion – To approve the minutes of the March 17, 2022 TAC meeting, Willis/Sun. Roll Call was taken. All members in attendance voted to approve. Motion passed 20-0.*

**5. Receive an update on the MTC One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program (Information)**

C/CAG staff Jeff Lacap provided an update to the OBAG 3 program. At the April Board meeting, the Board approved the proposed process including a hybrid ad-hoc evaluation panel, setting aside \$2 million to augment C/CAG’s countywide planning, programming, and administrative support services, and approximately \$900,000 from C/CAG Measure M Safe Routes to School funding for eligible projects not funded by MTC. At the May Board meeting, C/CAG staff will be proposing to add a funding category of large vs. small projects to provide balance of project to be prioritized for funding. Sixty-five percent (65%) of funds will be awarded to large (more than \$1 million) projects and 35% of funds will be awarded to small (less than or equal to \$1 million) projects

C/CAG staff Jeff Lacap also shared the draft application and criteria with the Committee. The ad-hoc evaluation panel will score and prioritize the projects. The prioritized list of projects compiled by C/CAG will represent 75% of the regional score when MTC evaluates the projects.

Co-Chair Hurley asked about having a TAC member on the ad-hoc evaluation panel. C/CAG staff Jeff Lacap stated that staff was concerned with potential conflict of interest issues, as the Committee members may submit applications.

Member Manzi suggested increasing the percent of funds to large projects to be more competitive.

Member Nagaya supported Member Manzi's recommendation of having additional large projects. She also suggests adding city staff from other counties to the ad-hoc evaluation panel.

Member Ovadia disagreed on changing the allocation between small and large projects, because it provides smaller jurisdictions a chance to compete for funds. He supported the idea of having local city staff on the ad-hoc evaluation panel, and suggested staff from jurisdictions not applying for OBAG 3 funds be on the panel.

Member Brown does not have a concern of jurisdictions scoring their own projects higher since other counties usually don't have that issue.

San Mateo County Transportation Authority staff Heba EL-Guindy also suggested that the local city staff can recuse themselves from scoring their own projects.

**6. Receive an update on the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan (Information)**

C/CAG staff Kim Wever introduced the project and Libby Nachman of Alta Planning, who presented an update on the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan. Libby shared the initial feasibility findings and next steps of the project.

C/CAG Executive Directors Sean Charpentier confirmed that staff will come back with program recommendations including identifying pilot locations and cost.

San Mateo County Transportation Authority staff Heba EL-Guindy commented that a regional subsidized program is important and suggested researching Metro LA and Santa Monica.

Member Bozorginia recommended coordinating with SamTrans and their microtransit routes.

Member Choe suggested requiring data sharing as part of the guidelines.

Public member Drew recommends looking into the overlap with commuter shuttle routes. He also mentioned consideration of geographic separation from the coastside, and suggested better definition of the target population, as everyone is too broad.

**7. Receive a presentation from Ken Brown Strategic Consulting on federal funding opportunities for projects in San Mateo County (Information)**

C/CAG staff Kim Springer introduced Ken Brown of Ken Brown Strategic Consulting, who discussed the current climate in Washington D.C. and shared federal funding opportunities and resources for San Mateo County projects.

**8. Regional Project and Funding Information**

C/CAG staff Jeff Lacap highlighted the following items from his staff report: ATP Cycle 6 applications have been released and due June 15, 2022, CTC Local Streets and Roads Program will be due to the Commission on by July 1, 2022, and Caltrans is currently in the process of updating the Project Initiation Document (PID) list. C/CAG Staff will be working with local jurisdictions in preparing the PID list for San Mateo County.

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

C/CAG Executive Director Sean Charpentier mentioned that the C/CAG Board approved a qualified list of consultants, which include consultants who can assist local agencies with grant applications.

**10. Member Reports (Information)**

Co-Chair Joe shared that there are two pending legislations that may affect delivering capital projects, AB2237 Friedman and AB2438 Garcia.

San Mateo County Transportation Authority staff Patrick Gilster stated the Alternative Congestion Relief and Transportation Demand Management (ACR/TDM) Program Call for Projects is out and encouraged jurisdictions to check the TA website for more information.

**12. Adjournment**

Co-Chair Stillman adjourned the meeting at 2:38p.m.