

**CONGESTION MANAGEMENT PROGRAM (CMP)  
TECHNICAL ADVISORY COMMITTEE (TAC)  
August 18, 2022  
MINUTES**

<b>No.</b>	<b>Member</b>	<b>Agency</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jul</b>	<b>Aug</b>
1	Ann Stillman (Co-Chair)	San Mateo County Engineering	x	x	x	x	x		x
2	Joseph Hurley (Co-Chair)	SMCTA / PCJPB / Caltrain	x	x	x	x	x	x	x
3	Robert Ovadia	Atherton Engineering	x	x	x	x	x	x	x
4	Peter Brown	Belmont Engineering	x	x	x	x		x	
5	Randy Breault	Brisbane Engineering	x	x		x	x	x	
6	Syed Murtuza	Burlingame Engineering	x	x	x		x	x	x
7	Sean Charpentier	C/CAG	x	x	x	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	
10	Tatum Mothershead	Daly City Planning	x	x	x		x	x	x
11	Louis Sun	Foster City Engineering	x	x	x	x		x	x
12	Paul Willis	Hillsborough Engineering	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
16	Lisa Petersen	Pacifica Engineering	x	x	x	x	x	x	x
17	Jessica Manzi	Redwood City Engineering	x	x	x	x	x		
18	Matthew Lee	San Bruno Engineering	x	x	x	x	x	x	x
19	Steven Machida	San Carlos Engineering	x		x	x	x	x	
20	Azalea Mitch	San Mateo Engineering	x	x	x	x	x	x	x
21	Eunejune Kim	South San Francisco Engineering	x	x	x			x	x
22	Billy Gross	South San Francisco Planning	x	x	x	x	x	x	x
23	Sean Rose	Woodside Engineering	x		x	x		x	x
24	James Choe	MTC	x	x	x	x		x	x

The two hundred eightieth(280<sup>th</sup>) meeting of the Technical Advisory Committee took place on August 18, 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 Wever – C/CAG; Grace Le – City of San Carlos; Jared Barrilleaux – City of Belmont; Matthew Ruble – City of South San Francisco; Pamela Herhold – BART; 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. 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 July 14, 2022, the C/CAG Board of Directors approved Resolution 22-59, 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 22-59, 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, Gross/Bozorginia. Roll Call was taken. All members in attendance voted to approve. Motion passed 19-0.*

**3. Public comment on items not on the agenda**

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

**4. Issues from the August 2022 C/CAG Board meetings (Information)**

C/CAG staff Kaki Cheung stated that since there was no August C/CAG Board meeting, there were not any items of interest to highlight at this meeting.

**5. Approval of minutes from the July 21, 2022 Meeting (Action)**

*Motion – To approve the minutes of the July 21, 2022 TAC meeting, Gross/Nagaya. Roll Call was taken. Stillman abstained. All other members in attendance voted to approve. Motion passed 18-0-1.*

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

C/CAG staff Kim Wever presented an update on the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan. Kim updated the Committee on the proposed recommendations including forming a governance committee and implementing a multi-jurisdictional pilot phase. Committee had the opportunity to provide feedback. The comments received include, starting the pilot program with one vendor for a seamless user experience, including budgets to evaluate the program performance at the end of a pilot, and stating a preference for e-bikes over scooters.

**7. Review and recommend approval of the draft nomination list of projects for the One Bay Area Grant (OBAG) Cycle 3 County & Local Program (Action)**

C/CAG staff Jeff Lacap presented two nomination options for the One Bay Area Grant (OBAG) Cycle 3 County & Local Program:

- Option 1 (Baseline) would nominate the top eight projects for full OBAG 3 funding, leaving a balance of \$384,825. Staff recommends funding the Sharp Park Priority Development Area Pedestrian Improvement project from the City of Pacifica using the remaining balance. This would allow some level of geographic distribution of funding, and not one jurisdiction receives funding for more than one project. With the additional infusion of the \$900,000 in Measure M, the Sharp Park project would be close to being fully funded.
- Option 2 (Staff Recommendation) would nominate the top seven highest ranked projects for full funding and the eighth, US 101/Peninsula Avenue Interchange Improvements project from the City of San Mateo will only get partial funding. Because of the current project schedule and a fairly large funding gap for the construction phase, staff believes that seeking construction funding for the project would be more competitive at the regional level as the project gets further developed. The project sponsor has indicated that additional funding is necessary for the PS&E phase, and that the project must receive federal funds to obtain NEPA clearance. Therefore, staff recommends allocating \$1,000,000 to advance the project's PS&E phase. Similar to Option 1, the remaining grant balance can be directed to fund the Adelante Selby Spanish Immersion School Safe Route to Schools Project in the Town of Atherton and the Sharp Park Priority Development Area Pedestrian Improvement Project in the City of Pacifica.

Staff met the evaluation panel to discuss project ranking on August 12, 2022. The evaluation panel was supportive of staff's recommendation to proceed with Option 2.

At the May Committee, the committee had comments regarding the \$900,000 set-aside in Measure M funds and that Safe Routes to School project costs, by design, are smaller than \$500,000 (the minimum grant amount for OBAG 3). Staff wanted to recognize the concern and find solutions to help fund these smaller, but important projects. In response, staff proposes to direct \$200,000 of Measure M Safe Routes to School funds to the current San Mateo County Transportation Authority (SMCTA) pedestrian and bicycle Call for Projects process.

Member Kao understood the reasoning for not nominating the targeted number of smaller projects, and felt that the guidelines were changed after the applications were submitted.

C/CAG staff Jeff Lacap responded there were far fewer smaller applications submitted than anticipated. Only 5 out of the 29 projects were “small” projects requesting a total of \$3.9 million. The “small” projects received lower scores. The scoring process did not take grant size into account. The relatively low scores could be an indicator of low regional competitiveness.

BART Assistant General Manager, Pamela Herhold provided information to support recommending BART’s Next Generation Fare Gates Project.

Member Murtuza requested a debrief of project scores. C/CAG staff Jeff Lacap responded that staff is available to have discussions with jurisdictions if requested.

Member Nagaya asked about next steps. C/CAG staff Jeff Lacap stated that the prioritized nomination list submitted by C/CAG will account for 75% of the regional scores. C/CAG is only submitting the projects list under option 2. MTC will score the projects and reach out to C/CAG this winter before it goes to MTC Commission approval.

Member Rose asked if the infrastructure bill could backfill OBAG funding. C/CAG staff Jeff Lacap will keep the Committee updated but MTC has not provided additional updates about the infrastructure bill yet.

Member Rose asked if the TA’s Call for Projects will consider giving preferences to those projects that did not get nominated for OBAG funds. Co-Chair Hurley stated that the TA has its own criteria and process.

Member Rose asked if staff and the evaluation panel considered partially funding projects. C/CAG staff Jeff Lacap stated the goal was to recommend fully funding the top ranked projects and partially fund projects with the residual balance.

Member Ovadia asked if there is a chance to edit the application before it goes to MTC. C/CAG staff Jeff Lacap believed it is okay to edit since the guidelines did not prohibit enhancing the applications.

*Motion – To recommend approval of the Option 2 nomination list of projects for the One Bay Area Grant (OBAG) Cycle 3 County & Local Program, and recommend approval of \$200,000 in Measure M Safe Routes to School funding to be incorporated into the SMCTA Call for Projects for pedestrian and bicycle projects, Murtuza/Gross. Roll Call was taken. Choe abstained. All other members in attendance voted to approve. Motion passed 17-0-1.*

## **8. Regional Project and Funding Information**

C/CAG staff Jeff Lacap highlighted the following items from his staff report: Inactive Projects list; MTC annual obligation plan; SMCTA 2022 Cycle 6 Pedestrian and Bicycle Program Call for Projects; USDOT Safe Streets and Roads for All and other funding opportunities; and Local Technical Assistance Trainings.

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

C/CAG Executive Director Sean Charpentier congratulated Co-Chair Hurley on his retirement and thanked him for his professionalism and commitment. He also shared that staff will be

bringing a discussion item about possibly rotating the Chair and Vice Chair position and adding a BART seat.

**9. Member Reports (Information)**

Member Choe announced that MTC is accepting letter of interests for parking management grant program.

Co-Chair Hurley thanked C/CAG Executive Director Sean Charpentier for the kind words and wished the Committee and the County all the success.

**10. Adjournment**

Co-Chair Stillman adjourned the meeting at 2:31p.m.