

# 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 SOCIAL MEETING and SAN MATEO COUNTY AIRPORT LAND USE COMMITTEE NOTICE

#### MINUTES

Meeting No. 357  
October 13, 2022

On September 16, 2021, the Governor signed AB 361, which amended certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings remotely via telephonically or by other electronic means under specified circumstances. Thus, pursuant to Government Code section 54953(e), the C/CAG Board meeting 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 Davina Hurt called the meeting to order at 6:30p.m. Roll call was taken.

Atherton	– Elizabeth Lewis
Belmont	– Davina Hurt
Brisbane	– Karen Cunningham
Daly City	– Pamela DiGiovanni
Half Moon Bay	– Debbie Ruddock
Hillsborough	– Marie Chaung (arrive 6:46 p.m.)
Menlo Park	– Cecilia Taylor
Millbrae	– Gina Papan
Pacifica	– Sue Beckmeyer (arrive 7:32 p.m.)
Redwood City	– Alicia Aguirre
San Bruno	– Michael Salazar
San Mateo	– Diane Papan
San Mateo County	– David Canepa
South San Francisco	– Flor Nicolas
Woodside	– Dick Brown
SMCTA (Non-Voting)	– Rico E. Medina

Absent:

Burlingame  
Colma  
East Palo Alto

Foster City  
Portola Valley  
San Carlos  
SMCTD (Non-Voting)

Others:

Sean Charpentier	– C/CAG Executive Director
Mima Crume	– C/CAG Clerk of the Board
Melissa Andrikopolous	– 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
Eva Gaye	– C/CAG Staff
Audrey Shiramiza	– C/CAG Staff
Chris Lepe	– Mariposa Planning
Laura Feinstein	– Spur

Other members of the public attended.

## 2.0 BRIEF OVERVIEW OF TELECONFERENCE MEETING PROCEDURES

Clerk Crume gave an overview of the 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 by Laura Feinstein, Sustainability and Resilience Policy Director with SPUR, on regional efforts to improve climate resiliency and achieve carbon neutrality.

The C/CAG Chair introduced Laura Feinstein, Sustainability and Resiliency Policy Director for SPUR, who delivered a presentation on regional efforts to improve climate resiliency and achieve carbon neutrality. Ms. Feinstein discussed the well-known climate risks to our region and specifically San Mateo County, and the various sources of emissions, the sources of which are mostly driven by choices made by homes and businesses every day. She also presented the time lime to meet carbon neutrality; only 23 years to 2045, and suggestions on how to reduce emissions, from SPUR’s report called Fossil-Free Bay Area.

Board members commented on the need for greater participation from SPUR in San Mateo County, possible existing progress at reducing GHG emissions related to all the EVs were seeing on the road, the existence of PCE, and the need for addressing equity and the affordability gap in the transition.

## 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 minutes of the special board business meeting No. 356 dated September 15, 2022. APPROVED
- 5.2 Review and approval of Resolution 22-84 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
- 5.3 Review and approval of Resolution 22-85 determining that the proposed amendments to the City of Redwood City's Downtown Precise Plan (DTPP) and General Plan to establish a new Transit District subarea within the DTPP are conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport. APPROVED
- 5.4 Review and approval of Resolution 22-86 determining that Project Nomar, a two-building office/life science campus at 1699 and 1701 Old Bayshore Highway, Burlingame, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport. APPROVED
- 5.5 Review and approval of Resolution 22-87 authorizing the C/CAG Chair to execute Amendment No. 3 to the agreement with Placeworks to update the Daly City and Southeast San Mateo County Community Based Transportation Plans to add \$10,000, for a revised not to exceed contract amount of \$221,466, and to extend the term of the contract to January 31, 2023. APPROVED
- 5.6 Review and approval of Resolution 22-88 authorizing the C/CAG Chair to execute Amendment No. 2 to the Fiscal Year 2020/21 Transportation Fund for Clean Air (TFCA) Funding Agreement with City of Half Moon Bay for the Main Street Traffic Calming project, extending project completion date to October 31, 2023, at no additional cost. APPROVED
- 5.7 Review and approval of the appointment of Humza Javed, Public Works Director for the City of East Palo Alto, to serve on C/CAG's Committee. APPROVED
- 5.8 Receive a final report on C/CAG efforts and outcomes of the 2022 Legislative Session. INFORMATION
- 5.9 Receive copy of agreement(s) executed by the C/CAG Chair or Executive Director consistent with C/CAG Procurement Policy:
  - 5.9.1 Receive a copy of executed Amendment No. 1 to the Funding Agreement with Alta Planning + Design for the preparation of San Mateo County Shared Micromobility Feasibility Study and Implementation Plan, extending project

completion date to December 31, 2022, at no additional cost. INFORMATION

- 5.9.2 Receive a copy of executed Amendment No. 1 to the Fiscal Year 2020/21 Transportation Fund for Clean Air (TFCA) Funding Agreement with City of Belmont for the Ralston Ave. Adaptive Signalization System project, extending project completion date to December 31, 2022, at no additional cost.

INFORMATION

- 5.10 Receive a copy of a Resolution of the Millbrae City Council giving notice to the C/CAG Board, as the San Mateo County Airport Land Use Commission (ALUC), of its intent to consider an override of the ALUC determination that the proposed Amendments to the Millbrae Station Area Specific Plan related to "Biosafety Level 2" uses within portions of the Transit Oriented Development Zone located east of El Camino Real, west of the railroad corridor and north of Millbrae Avenue, are not consistent with the safety policies of the Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.

INFORMATION

Board Member Taylor MOVED to approve the consent agenda items 5.1 through 5.10. Board Member Cunningham SECONDED. Roll call was taken. **MOTION CARRIED 14-0-0**

## 6.0 REGULAR AGENDA

- 6.1 Update on C/CAG Equity Assessment and Framework Development Project progress.

INFORMATION

C/CAG Executive Director, Sen Charpentier, introduced Item 6.1, staff Kim Springer, and Principal at Mariposa Planning Solutions, Chis Lepe, C/CAG's consultant on the C/CAG Equity Assessment and Framework Development Project. Kim Springer reminded the Board of the scope of work for the Project and then handed off the presentation to Mr. Lepe, who shared progress and where the Project is in its timeline. He also shared the various engagement with stakeholder completed to date and the various documents drafted or completed to date. Mr. Lepe shifted to some of the existing and new documents and tools for identifying and defining Equity Priority Communities (EPCs). Finally, Mr. Lepe moved specifically to the Equity Definition document with an explanation of how it was developed and asked the Board for input and feedback. In addition, he launched a discussion about geographic equity, the concept of how this Project would affect distribution of C/CAG funds and invited questions and comments.

Staff and the consultant also provided feedback on the process of the work, to date. Mr. Lepe contributed that there was a tremendous amount of information available for the Historic Perspective work. Board members commented on the work completed and the Equity Definition document, including: thoughts on how to "divide the pie" in terms of a shift towards funding more in EPCs, considerations for looking at C/CAG historically in terms of funding distribution to communities of need, how to evaluate future investments, the potential for co-leading and participatory budgeting, and potential for an Equity working group.

- 6.2 Conduct a Public Hearing to review proposed amendments to the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport related to overflight notification and aviation easement policies; and approve Resolution 22-90 adopting the

amendments. (*Special Voting Procedures apply*)

(*Public hearing opened on September 15, 2022, and continued to October 13, 2022*)

APPROVED

Board Member Chuang MOVED to approve item 6.2. Board Member Nagales  
SECONDED.

A Special Voting Procedure was taken by roll call. **MOTION CARRIED 15-0-0.**  
Results: 15 Agencies approving. This represents 71% of the Agencies representing 83%  
of the population.

**Ayes:**

Atherton - Elizabeth Lewis  
Belmont - Davina Hurt  
Brisbane - Karen Cunningham  
Daly City - Pamela DiGiovanni  
Half Moon Bay - Debbie Ruddock  
Hillsborough - Marie Chuang  
Menlo Park - Cecile Taylor  
Millbrae - Gina Papan  
Pacifica - Sue Beckmeyer  
Redwood City - Alicia Aguirre  
San Bruno - Michael Salazar  
San Mateo - Diane Papan  
South San Francisco - Flor Nicolas  
Woodside - Dick Brown  
San Mateo County - David Canepa

**Noes:**

**Absent:**

Burlingame  
Colma  
East Palo Alto  
Foster City  
Portola Valley  
San Carlos

- 6.3 Receive a Presentation on the Recruitment process for up to two Board of Director's seats  
on the San Mateo County Express Lane Joint Powers Authority. INFORMATION

The Board received a presentation on the Recruitment process for up to two Board of  
Director's seats on the San Mateo County Express Lane Joint Powers Authority.  
Currently, Rico Medina from San Bruno is the Chair of the SMCEL-JPA, and Alicia  
Aguirre from Redwood City is the Vice Chair of the SMCEL-JPA. MaryAnn Moise  
Derwin is not seeking reelection to the Town of Portola Valley Council. Diane Papan is a  
candidate for the California State Assembly District 21 seat. New Assembly members are  
sworn in on December 5th. The C/CAG Board of Directors will have to appoint up to two  
C/CAG Board members to the SMCEL-JPA Board of Directors. A letter of interest must  
be submitted no later than the close of business on Wednesday, November 2, 2022, via  
email to Executive Director Sean Charpentier.

- 6.4 Review and provide input on the Draft San Mateo County Shared Micromobility  
Feasibility Study and Implementation Plan. INFORMATION

The Board received a presentation on the Draft San Mateo County Shared Micromobility  
Feasibility Study and Implementation Plan. The study identified five potential pilot  
locations based on the criteria of 1) equity focus areas, 2) proximity to transit, 3)

proximity to barriers, and 4) estimated micromobility demand. One of the identified locations, Millbrae/Burlingame, is implementing its own micromobility program. The study recommends establishing a governance committee comprised of staff from the participating pilot jurisdictions, the program manager and any other key stakeholders as needed. If the Board is interested in exploring the pilot, staff will return with more details on estimated costs, estimated funding sources, and an updated schedule.

## 7.0 COMMITTEE REPORTS

### 7.1 Committee Reports (oral reports)

None.

### 7.2 Chairperson's Report

Chair Hurt announced that a check was received from Assembly Member Mullen for \$760K for the first stage of a buffer bike lane project along the El Camino Real between Millbrae and San Bruno, about 3.7 miles. In attendance were Assembly Member Mullin, Vice Chair Ortiz, Board Member Papan, Mayor Medina, Board Member Salazar, Councilmember Tom Hamilton. California opened their very first Clean Air Center in the Bayview Hunters Point Library and they're looking at this as a model for how folks can get reprieve from future wildfires or poor air quality and hoping to replicate this in San Mateo County. Closed session will not take place but she has informed the Board a performance review of our Executive director is underway. A survey will be sent on Friday no later than Monday from City Manager, Jeremy Dennis of Portola Valley. It will be an online performance evaluation. There is a subcommittee of Ortiz, Chuang, Aguirre, Dennis and herself. Once they receive the responses to the survey, they will review and will be back to talk about the details of the analysis and the next stages of the performance evaluation review.

### 7.3 Board Members Report/Communication

Board Member Papan (Millbrae)/ MTC Commissioner reported that Therese McMillan is departing and MTC will be searching for a new Executive Director. MTC passed a budget for a \$6M website and it's directly related to housing. A discussion was also held on about \$110M extra for Caltrain to carry them over the limit. We're getting \$300M in funding, another \$110M would let them really complete the process without taking out further debt. Hoping to get that tranche of money because this is the one project that is so close to being finished.

## 8.0 EXECUTIVE DIRECTOR'S REPORT

Sean Charpentier reported that we are beginning to prepare for returning to in-person meetings. We're able to have fully remote meetings as long as there is a state of emergency. We're preparing to move back to in-person meetings beginning January 2023 and currently scheduled to do a test run at the Sam Trans Auditorium to test their streaming equipment. Pre-COVID the C/CAG Board did not stream its meetings and want to make sure that the SamTrans auditorium will have the audio and visual to support a board this size. In terms of the committees, we are working to explore the use of the Owl technology. A mobile technology that videos/records and captures the audio. There are concerns about committee participation or the ability to reach quorum once we return

to in-person meetings and we are starting to discuss the potential of finding someone to sponsor potential legislation that would allow wholly advisory committee meetings where their vote is advisory only to continue to meet remotely. Sean will send out the legislation to the board. This topic will be agendaized for the next November board meeting for a deeper discussion. In addition, last month the MTC approved a new transit-oriented communities' policy and will be working with our jurisdictions to make sure that they have the time and the resources if changes are necessary. Sean has added that MTC has been working on a major projects advancement policy and through partnership with our member agencies, the TA and our MTC Commissioners, the San Mateo County with major projects or projects that cost more than \$250M was able to insert and keep many of our key marquee projects in that policy, including highway 101/84 interchange, 92/101 direct connector, multiple of our grade separations and transit projects. In addition, on the regional front, C/CAG has been working with our partner at the TA to continue to advance a couple of our major projects through SB1 funding and the Caltrans and the MTC have agreed to sponsor applications for 92/101 area improvements and multimodal project, where we will be applying for \$40M and the 101/84 Port of Redwood City interchange, where we'll there be applying for \$25M under the trade corridor improvement program.

Board Papan (Millbrae)/ MTC Commissioner added that there was money in the current budget for grade separations. She has asked Sean and they have been working with Senator Becker. It would be great to get some of our jurisdictions together in order to approach these in a universal manner.

9.0 COMMUNICATIONS - Information Only

9.1 Written Communication – None.

10.0 CLOSED SESSION – No closed session.

10.1 Public Employee Performance Evaluation (Government Code Section 54957).

Title: Executive Director of C/CAG.

11.0 RECONVENE IN OPEN SESSION – Did not reconvene in an open session.

11.1 Report out on any actions taken during the Closed Session.

12.0 ADJOURNMENT – 8:34 p.m.

The Chair closed the meeting with a public transportation quote – “You can’t understand a city without using its public transportation system.”