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### **Congestion Management & Environmental Quality (CMEQ) Committee**

<b>Date:</b> Monday May 22, 2023  <b>Time:</b> 3:00 p.m.  <b>Location:</b> San Mateo City Hall Conference Room C 300 W. 20 <sup>TH</sup> Ave San Mateo, CA 94403  <b>Teleconference Location (Alternate Public Access):</b> 751 Kelly Street. Half Moon Bay, CA 94019	<b>Join by Zoom Meeting:</b> <a href="https://us02web.zoom.us/j/85774594949?pwd=UndtY2ZBUk01STJTY0xpemo4K3N1QT09">https://us02web.zoom.us/j/85774594949?pwd=UndtY2ZBUk01STJTY0xpemo4K3N1QT09</a>  <b>Join By Phone:</b> +1-669-900-6833  <b>Meeting ID:</b> 857 7459 4949  <b>Passcode:</b> 676752
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\*\*\*HYBRID MEETING - IN-PERSON AND BY VIDEOCONFERENCE\*\*\*

This meeting of the C/CAG CMEQ will be held in person and by teleconference pursuant to Government Code Section 54953(e). Members of the public will be able to participate in the meeting remotely via the Zoom platform or in person at the location above. For information regarding how to participate in the meeting, either in person or remotely, please refer to the instructions at the end of the agenda.

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- |    |   |                                     |              |
|----|---|-------------------------------------|--------------|
| 1. | Call to Order/Roll Call   | Action (Alba)                       | No Materials |
| 2. | Public comment on items not on the agenda   | Presentations are limited to 3 mins | No Materials |
| 3. | Issues from the April 2023 C/CAG Board meeting: <ul style="list-style-type: none"><li>• Approval of Reso 23-42 adopting the C/CAG distribution strategy for the FY 2023/24 State Transit Assistance (STA) Population-Based funds.</li><li>• Review the initial draft, assumptions, and input on the C/CAG FY 2023/24 Program Budget and Member Fee.</li><li>• Approval of the appointment of three C/CAG Board members to serve on the San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA) for a two-year term.</li></ul> | Information (Lacap)                 | No Materials |
| 4. | Approval of minutes of February 27 <sup>th</sup> , March 27 <sup>th</sup> , and April 24 <sup>th</sup> meetings.  | Action (Alba)                       | Pages 1-12   |
| 5. | Review and recommend approval of reauthorizing the San Mateo County Congestion Relief Plan for four years from July 1, 2023 to June 30, 2027.   | Action (Cheung)                     | Pages 13-15  |



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- |     |   |                           |              |
|-----|---|---------------------------|--------------|
| 6.  | Review and recommend approval of the project list for funding under the C/CAG and San Mateo County Transportation Authority Shuttle Program for FY 2023/2024 and FY 2024/2025 | Action (Kalkin)           | Pages 16-25  |
| 7.  | Receive a presentation from Community Planning Collaborative (formerly Baird & Driskell) on the 21 Elements Collaboration   | Information (Lacap)       | Page 26      |
| 8.  | Receive an update on the San Mateo County Safe Routes to School Program Annual Report for FY 2021-2022  | Information (Gaye)        | Pages 27-30  |
| 9.  | Executive Director Report   | Information (Charpentier) | No Materials |
| 10. | Member comments and announcements   | Information (Alba)        | No Materials |
| 11. | Adjournment and establishment of next meeting date:<br><b>June 26, 2023</b>   | Action (Alba)             | No Materials |

**PUBLIC NOTICING:** All notices of C/CAG regular Board meetings, standing committee meetings, and special meetings will be posted at the San Mateo County Court Yard, 555 County Center, Redwood City, CA, and on C/CAG's website at: <http://www.ccag.ca.gov>.

**PUBLIC RECORDS:** Public records that relate to any item on the open session agenda for a regular Board meeting, standing committee meeting, or special meeting are available for public inspection. Those public records that are distributed less than 72 hours prior to a regular Board meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members, of the Board. The Board has designated the City/County Association of Governments of San Mateo County (C/CAG), located at 555 County Center, 5th Floor, Redwood City, CA 94063, for the purpose of making public records available for inspection. Such public records are also available on C/CAG's website at: <http://www.ccag.ca.gov>. Please note that C/CAG's office is temporarily closed to the public; please contact Mima Guilles at (650) 599-1406 to arrange for inspection of public records.

**PUBLIC PARTICIPATION DURING VIDEOCONFERENCE MEETINGS:** Persons with disabilities who require auxiliary aids or services to participate in this meeting should contact Mima Guilles at (650) 599-1406, five working days prior to the meeting date.

Written comments should be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to [jlacap@smcgov.org](mailto:jlacap@smcgov.org).
2. Your email should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received at least 2 hours prior to the meeting, it will be provided to the C/CAG CMEQ Committee members, made publicly available on the C/CAG website along with the agenda. We cannot guarantee that emails received less than 2 hours before the meeting will be read during the meeting, but such emails will be included in the administrative record of the meeting.

Spoken comments will be accepted during the meeting in person and through Zoom. Public comments will be taken first by speakers in person, followed by via Zoom. Please read the following instructions carefully:

In-person participation:

If you wish to speak to the C/CAG CMEQ, please fill out a speaker's slip placed by the entrance of the meeting room. If you have anything that you wish distributed to the Committee and included in the official record, please hand it to the C/CAG staff who will



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distribute the information to the Committee members and staff.

Remote Participation:

1. The C/CAG CMEQ meeting may be accessed through Zoom at the online location indicated at the top of this agenda.
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
3. You will be asked to enter an email address and name. We request that you identify yourself by your name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When C/CAG staff or CMEQ Chair call for the item on which you wish to speak, click on "raise hand." Staff will activate and unmute speakers in turn. Speakers will be notified shortly before they are called on to speak.
5. When called, please limit your remarks to the time allotted.

If you have any questions about this agenda, please contact C/CAG staff: Jeff Lacap, [jlacap@smcgov.org](mailto:jlacap@smcgov.org)

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS COMMITTEE ON CONGESTION  
MANAGEMENT AND ENVIRONMENTAL QUALITY (CMEQ)**

**MINUTES  
MEETING OF February 27, 2023**

The meeting was called to order by Vice-Chair Alba at 3:02 p.m. via Zoom Videoconference. Roll call for attendance was taken. Attendance sheet is attached.

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

Jeff Lacap, C/CAG Staff, provided an overview of the teleconference meeting procedures.

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

None.

**3. Issues from the February 27, 2023 C/CAG Board meeting. (Information)**

Jeff Lacap, C/CAG Staff, noted the agenda listed the status of items recently addressed by the C/CAG Board, and offered to respond to any questions.

**4. Approval of minutes of the November 28, 2022 meeting. (Action)**

*Motion – To approve the minutes of the November 28, 2022 CMEQ meeting, Sullivan/Penrose., McCune, Sullivan, Hedges, Miles-Holland, Papan, Alba and Penrose. Motion Passes 7-0. Member Brown was not present at the time of voting.*

**5. Review and recommend approval of the Fiscal Year 2023/24 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) County Program Manager Fund for San Mateo County. (Action)**

Kim Wever, C/CAG Staff provided an overview of the Fiscal Year 2023/24 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) County Program Manager Fund for San Mateo County.

Member Hedges inquired about the funding source for the BART Shuttle, he questioned whether the funding source came from the County's General Fund, the Transportation Authority or MTC. Kim responded and stated that the Transportation Fund for Clean Air (TFCA) County Program Manager Fund comes from the Bay Area Air Quality Management District (Air District).

Commissioner Papan inquired about the route of the BART Shuttles in San Mateo County. John Ford from Commute.org responded that TFCA funds are used to partially offset the cost of the Brisbane-Crocker Park and South San Francisco Bart Shuttles. He noted that these are the only two shuttles that qualified for funding this year. TFCA funding was used for other shuttles, however; the other shuttles don't meet Air District's cost -effectiveness ratio.

Member Alba inquired whether shuttle ridership decline from COVID impacted the calculations. John Ford responded that the criteria included VMT base and types of vehicles being used. He added that cost effectiveness is very rigorous and must be able to measure activities at the end of the year in order to qualify for funding. John further added that the routes that qualified for funding have the highest ridership.

Member Sullivan inquired about the ridership data of people with disabilities and encouraged that the shuttle program keeps a record of this data. John Ford responded that ridership data for people with disabilities is not available for those particular routes. He further added that it is not part of the metrics for reporting, however; there is data for how many times the wheel-chair lifts are utilized. C/CAG Executive Director, Sean Charpentier also added that those statistics are better captured through the paratransit numbers.

Kim Wever added that C/CAG also funds the Senior Mobility RediWheels Program with Measure M funds. Based on the FY 21/22 Annual report, their numbers have increased from FY 19/20, but this only accounts for RediWheels shuttles.

*Motion- To approve the Fiscal Year 2023/24 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) County Program Manager Fund for San Mateo County, Penrose/McCune., McCune, Sullivan, Hedges, Miles-Holland, Papan, Alba and Penrose. Motion Passes 7-0. Member Brown was not present at the time of voting.*

## **6. Election of CMEQ Chairperson and Vice Chairperson. (Action)**

C/CAG Staff, Jeff Lacap provided an overview of the procedures to elect a new CMEQ Chair and Vice Chair for the 2023 calendar year.

Member Penrose nominated Vice-Chair Alba for CMEQ Chair. Member Papan volunteered to be Vice-Chair.

*Motion- To nominate Jessica Alba as Chair and Gina Papan as Vice-Chair of the CMEQ Committee, Penrose/Papan., McCune, Sullivan, Hedges, Miles-Holland, Papan, Alba and Penrose. Motion Passes 7-0. Member Brown was not present at the time of voting.*

## **7. Update on AB 2449 and Hybrid C/CAG Board Meetings (Information)**

C/CAG Executive Director Sean Charpentier presented on AB 2449 and C/CAG Hybrid Meetings. Sean stated that the Governor has ended the state of emergency at the end of February and the Committee will be returning to in-person meeting beginning on the March 28, 2023. He noted that there are exceptions for remote participation under the Brown Act, which will require a posting of the committee members location. Sean further added that the State Legislature passed AB2449 which allows for several remote participation opportunities for

legislative bodies. However, the number of times that members can exercise AB 2449 is only twice in a calendar year.

Member Hedges inquired if an exception would be made for members who are willing to post their location. Sean responded that this would qualify under the Brown Act, however, a quorum has to be at one site.

Member Sullivan asked for clarification on AB 2449, he inquired whether the law applied primarily to elected officials. Sean responded that the law applies to legislative bodies.

Chair Alba noted that prior to the pandemic the CMEQ Committee met once a month and the committee will continue to look to C/CAG leadership, the C/CAG Board, and the State Legislature for direction.

#### **8. Receive C/CAG's Draft 2-year Workplan (Information)**

C/CAG Executive Director Sean Charpentier presented on the Draft 2-Year Workplan which outlined the programs and projects that C/CAG Staff are undertaking.

There were no comments from the committee or members of the public.

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

Sean Charpentier, C/CAG Executive Director provided the following updates:

- Recruiting for three CMEQ elected official vacancies
- Express lanes between Santa Clara County line and Whipple Ave were opened a year ago. Tolling to commence between Whipple Avenue and I-380 by March 3<sup>rd</sup> depending on the weather. San Mateo County has 44 miles of express lanes which will help the county in accomplishing its GHG goals.

#### **10. Member comments and announcements (Information)**

Chair Alba welcomed Members Miles-Holland and Dufty to the CMEQ Committee

#### **11. Adjournment and establishment of next meeting date**

The meeting adjourned at 4:00 p.m. The next regular meeting is scheduled for March 27, 2023 at San Mateo City Hall.

2023 C/CAG Congestion Management & Environmental Quality (CMEQ) Committee Attendance Report													
Name	Representing	Jan (No Mtg.)	Feb	Mar	Apr	May	Jun	Jul (No Mtg.)	Aug	Sept	Oct	Nov	Dec (No Mtg.)
Dick Brown (Woodside Town Council Member)	Elected Official		X										
Tom McCune (Belmont City Council Member)	Elected Official		X										
Patrick Sullivan (Foster City Council Member)	Elected Official		X										
Richard Hedges (San Mateo City Council Member)	Elected Official		X										
Stacy Jimenez (Foster City Council Member)	Elected Official												
Stacy Miles Holland (Atherton Council Member)	Elected Official		X										
Juslyn Manalo (Daly City Council Member)	Elected Official												
Gina Papan (MTC Commissioner)	Metropolitan Transportation Commission (MTC)		X										
Lennie Roberts	Environmental Community												
Jessica Alba	Public Member		X										
Juan Salazar	Business Community												
Deborah Penrose	Agencies with Transportation Interests		X										
Peter Ratto	San Mateo County Transit District (SamTrans)		X										
Bevan Dufty	Bay Area Rapid Transit (BART)		X										
Vacant	Peninsula Corridor Joint Powers Board (Caltrain)												

**Staff and Guests in attendance for the February 27, 2022 Meeting**

Sean Charpentier, Eva Gaye, Jeff Lacap, and Kim Wever, - C/CAG Staff

Pamela Herhold -BART, John Ford -Commute.org

**X** - In person attendance

**AB 2449**- Remote attendance via AB 2449

**R** - Remote attendance

**Blank** - Absent

**Brown Act**- Remote attendance via Publicly Accessible Teleconference Location

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS COMMITTEE ON CONGESTION  
MANAGEMENT AND ENVIRONMENTAL QUALITY (CMEQ)**

**MINUTES  
MEETING OF March 27, 2023**

The meeting was called to order by Chair Alba at 3:00 p.m. at San Mateo City Hall. Roll call for attendance was taken. Attendance sheet is attached.

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

Jeff Lacap, C/CAG Staff, provided an overview of the teleconference meeting procedures and welcomed Councilmember Juslyn Manalo to the CMEQ Committee.

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

None.

**3. Issues from the March 9, 2023 C/CAG Board meeting. (Information)**

Jeff Lacap, C/CAG Staff, noted the agenda listed the status of items recently addressed by the C/CAG Board, and offered to respond to any questions.

**4. Approval of minutes of the February 27, 2023 meeting. (Action)**

*Motion – To approve the minutes of the February 27, 2023 CMEQ meeting, Sullivan/Papan., Brown, Sullivan, Jimenez, Papan, Alba, Motion Passes 5-0-2. Members Manalo and Salazar abstained. Member Rich Hedges attended the meeting remotely and could not vote.*

**5. Receive a presentation on the countywide trip reduction program from Commute.org. (Information)**

John Ford, Executive Director of Commute.Org presented on the Countywide Trip Reduction Program and addressed member's questions.

Vice-Chair Papan inquired about the Countywide GoPass Distribution Program and the Certified Developer Program. John responded that the Countywide GoPass Distribution Program is applied to a clipper card for people who qualify. As it relates to the Certified Developer Program, John added that Developers are required to maintain compliance with C/CAG's Transportation Demand Management (TDM) policy. If compliant, developers receive a certification of compliance annually from Commute.org. In the event that they become non-compliant to the TDM policy, then Commute.org notifies C/CAG and the respective jurisdiction that issued the development agreement. The issuing jurisdiction is the enforcer of the TDM policy. Per the development agreement, developers are required to follow C/CAG's TDM policy.



Member Brown inquired about mitigating traffic congestion in the Town of Woodside. He asked if there is a plan to customize the programs offered by Commute.org to specific jurisdictions.

Member Sullivan inquired about ridership data of the shuttle program. John responded that ridership data had significantly decreased during COVID. With many employers requiring their staff to return to work, ridership data has increased to about 80-90 percent of pre-covid numbers at some shuttle locations primarily due to riders that work in the service and health care industry.

**6. Review and recommended approval to amend the One Bay Area Grant 2 (OBAG 2) Program and Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) Funds to reflect a reallocation of \$1,358,247 for City of Pacifica's Sharp Park Priority Development Area Pedestrian Improvement Project. (Action)**

Eva Gaye, C/CAG Staff presented on the funding recommendation for the City of Pacifica's Sharp Park Priority Development Area Pedestrian Improvement Project and addressed members' questions.

Member Rich Hedges inquired whether the City of Pacifica is onboard for the funding reallocation. Eva responded that Staff has discussed the funding recommendation with the city and they have agreed to meet the OBAG 2 obligation deadline of January 31, 2024.

Vice-Chair Papan inquired if there will be additional funding for projects that were not funded by MTC. Jeff Lacap, C/CAG staff responded that MTC indicated that additional Federal funds may be available to fund the projects on the contingency list.

*Motion to amend the One Bay Area Grant 2 (OBAG 2) Program and Fiscal Year 2023/24 Transportation Fund for Clean Air (TFCA) Funds to reflect a reallocation of \$1,358,247 for City of Pacifica's Sharp Park Priority Development Area Pedestrian Improvement Project. Papan/Jimenez., Brown, Sullivan, Jimenez, Manalo, Papan, Alba, and Salazar. Motion Passes 7-0-. Member Rich Hedges attended the meeting remotely and could not vote*

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

Kaki Cheung, C/CAG Program Director provided the following update

- C/CAG is working with the legislature to create additional flexibility for Committee members that serve as an advisory role on C/CAG's Committees.

**8. Member comments and announcements (Information)**

There were no comments.

**9. Adjournment and establishment of next meeting date**

The meeting adjourned at 4:00 p.m. The next regular meeting is scheduled for April 24, 2023 at San Mateo City Hall.

2023 C/CAG Congestion Management & Environmental Quality (CMEQ) Committee Attendance Report													
Name	Representing	Jan (No Mtg.)	Feb	Mar	Apr	May	Jun	Jul (No Mtg.)	Aug	Sept	Oct	Nov	Dec (No Mtg.)
Dick Brown (Woodside Town Council Member)	Elected Official		X	AB 2449									
Tom McCune (Belmont City Council Member)	Elected Official		X										
Patrick Sullivan (Foster City Council Member)	Elected Official		X	X									
Richard Hedges (San Mateo City Council Member)	Elected Official		X	R									
Stacy Jimenez (Foster City Council Member)	Elected Official			X									
Stacy Miles Holland (Atherton Council Member)	Elected Official		X										
Juslyn Manolo (Daly City Council Member)	Elected Official			AB 2449									
Gina Papan (MTC Commissioner)	Metropolitan Transportation Commission (MTC)		X	X									
Lennie Roberts	Environmental Community												
Jessica Alba	Public Member		X	X									
Juan Salazar	Business Community			AB 2449									
Deborah Penrose	Agencies with Transportation Interests		X										
Peter Ratto	San Mateo County Transit District (SamTrans)		X	X									
Bevan Dufty	Bay Area Rapid Transit (BART)		X	R									
Vacant	Peninsula Corridor Joint Powers Board (Caltrain)												

**Staff and Guests in attendance for the March 27, 2022 Meeting**

Kaki Cheung, Eva Gaye, Jeff Lacap, and Kim Wever, - C/CAG Staff

John Ford -Commute.org

**X** - In person attendance

**AB 2449**- Remote attendance via AB 2449

**R** - Remote attendance

**Blank**- Absent

**Brown Act**- Remote attendance via Publicly Accessible Teleconference Location

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS COMMITTEE ON CONGESTION  
MANAGEMENT AND ENVIRONMENTAL QUALITY (CMEQ)**

**MINUTES  
MEETING OF April 24, 2023**

The meeting was called to order by Chair Alba at 3:05 p.m. at San Mateo City Hall. Roll call for attendance was taken. Attendance sheet is attached.

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

Meeting was held in person

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

None.

**3. Issues from the April 23, 2023 C/CAG Board meeting. (Information)**

Jeff Lacap, C/CAG Staff, noted the agenda listed the status of items recently addressed by the C/CAG Board, and offered to respond to any questions.

**4. Approval of minutes of the March 27, 2023 meeting. (Action)**

*No action was taken on this item as quorum was not met.*

**5. Review and provide feedback on the initial recommendations for the Congestion Relief Plan reauthorization, covering a period from FY23/24 to FY26/27 (Information)**

Kaki Cheung, C/CAG Program Director provided a brief overview of the Congestion Relief Plan which serves as the San Mateo County Deficiency Plan, relieving jurisdictions from state mandates to fix specific congested locations in a cost-efficient manner. Kaki introduced Julia Wean, the CRP Project Manager from Steer to provide a plan update.

Member Sullivan inquired how is the population and trip generation data calculated. Kaki Cheung responded that the CRP population data was acquired through the Department of Finance, and it is updated annually, and the C/CAG Board approves of its use in early spring. The trip generation forecast data stems from the Travel Demand Model which is developed by C/CAG and Santa Clara County Valley Transportation Agency (VTA).

Vice-Chair Papan recommended that staff provide an overview of C/CAG Programs for new Committee members. She also noted that there should be equity in funding for programs across all jurisdictions. Director Charpentier responded that half of the funding from the CRP is allocated to Commute.org for their operation, half-million to the Shuttle Program Call for Projects in which equity is a consideration. The remainder of the funding is distributed between 21 Elements (\$150,000 to encourage land use and transportation) and Countywide Planning efforts.

Member Miles-Holland, inquired about 21 Elements role in the County. Director Charpentier responded and provided a general overview of 21 Elements. He noted that they will be available to present to the Committee at a future meeting.

**6. Review and recommend approval on the C/CAG distribution strategy for the Fiscal Year 2023- 2024 State Transit Assistance (STA) Population-Based funds (Action)**

*This item was presented as an information item as quorum was not met.*

C/CAG Staff Jeff Lacap presented on the C/CAG distribution strategy for the Fiscal Year 2023-2024 State Transit Assistance (STA) Population-Based funds.

Member Hedges inquired about roll over STA funding. He also suggested that the Lifeline Program should be extended to seniors that are disabled. Jeff responded that the program is running a balance with the STA funding for the Lifeline Transportation Program however staff anticipates not losing unspent funds.

Vice-Chair Papan inquired about how the Lifeline Transportation Program is being tracked, specifically who is utilizing the services. She also inquired about ridership data for the Regional Paratransit Program. Jeff responded that the Lifeline Transportation Program funds projects, identified through the community-based transportation planning (CBTP) process within San Mateo County. The program aims to improve the mobility of residents and prioritize projects within Equity Priority Communities. Ridership data for the community shuttles is provided by the project sponsors on a quarterly basis and staff also receives copies of Clipper card and taxi voucher service requests from San Mateo County Human Services Agency, a recipient of Lifeline funds

Member Brown requested a report of the Clipper Card and taxi vouchers. Jeff responded that staff would provide this information during the next call for projects development process.

Member Sullivan inquired if Biotech companies in County that generate large volumes of VMT will be cutting back on their transportation. Executive Director Charpentier noted that Commute.org conducts outreach to employers regarding commute patterns.

Member Jimenez inquired about the reporting requirements of the transportation programs. Director Charpentier responded that SamTrans administers the Paratransit Program and C/CAG administers the Lifeline Program which C/CAG receives quarterly reports from project sponsors.

Member Miles-Holland inquired about the type of capital projects that are eligible for the Lifeline Program. She further inquired whether staff has conducted outreach to communities that should be receiving services. Director Charpentier responded that we have not received an application requesting funding for capital projects in recent cycles. However, eligible projects

would need to include a physical investment located within an EPC. Jeff Lacap added that eligibility for the program requires that jurisdictions must have Community-Based Transportation Planning (CBTP) and be identified as an EPC.

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

Sean Charpentier, C/CAG Executive Director provided the following update

- A ribbon cutting ceremony to celebrate the opening of the US-101 Express Lanes was scheduled for Saturday, April 15<sup>th</sup>
- C/CAG is still supporting legislation for Brown Act flexibility; C/CAG has supported 4 out of 5 Bills to allow Legislative bodies to meet remotely.

## **8. Member comments and announcements (Information)**

Member Hedges noted that it is up to C/CAG to conduct outreach to Biotech companies to utilize the shuttle program.

## **9. Adjournment and establishment of next meeting date**

The meeting adjourned at 4:06 p.m. The next regular meeting is scheduled for May 22, 2023 at San Mateo City Hall.

2023 C/CAG Congestion Management & Environmental Quality (CMEQ) Committee Attendance Report													
Name	Representing	Jan (No Mtg.)	Feb	Mar	Apr	May	Jun	Jul (No Mtg.)	Aug	Sept	Oct	Nov	Dec (No Mtg.)
Dick Brown (Woodside Town Council Member)	Elected Official		X	AB 2449	X								
Tom McCune (Belmont City Council Member)	Elected Official		X		AB 2449								
Patrick Sullivan (Foster City Council Member)	Elected Official		X	X	X								
Richard Hedges (San Mateo City Council Member)	Elected Official		X	R	Brown Act								
Stacy Jimenez (Foster City Council Member)	Elected Official			X	X								
Stacy Miles Holland (Atherton Council Member)	Elected Official		X		X								
Juslyn Manolo (Daly City Council Member)	Elected Official			AB 2449	AB 2449								
Gina Papan (MTC Commissioner)	Metropolitan Transportation Commission (MTC)		X	X	X								
Lennie Roberts	Environmental Community												
Jessica Alba	Public Member		X	X	X								
Juan Salazar	Business Community			AB 2449									
Deborah Penrose	Agencies with Transportation Interests		X		R								
Peter Ratto	San Mateo County Transit District (SamTrans)		X	X									
Bevan Dufty	Bay Area Rapid Transit (BART)		X	R									
Vacant	Peninsula Corridor Joint Powers Board (Caltrain)												

**Staff and Guests in attendance for the April 24, 2022 Meeting**

Sean Charpentier, Kaki Cheung, Eva Gaye, Jeff Lacap, and Kim Wever, - C/CAG Staff

Julia Wean-Steer

**X** - In person attendance

**AB 2449** – Remote attendance via AB 2449

**R** - Remote attendance

Blank- Absent

**Brown Act** - Remote attendance via Publicly Accessible Teleconference Location

## C/CAG AGENDA REPORT

**Date:** May 22, 2023

**To:** Congestion Management & Environmental Quality (CMEQ) Committee

**From:** Kaki Cheung, Program Director

**Subject:** Review and recommend approval of reauthorizing the San Mateo County Congestion Relief Plan for four years from July 1, 2023 to June 30, 2027.

(For further information contact Kaki Cheung at [kcheung1@smcgov.org](mailto:kcheung1@smcgov.org))

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### RECOMMENDATION

That the Congestion Management & Environmental Quality (CMEQ) Committee review and recommend approval of reauthorizing the San Mateo County Congestion Relief Plan for four years from July 1, 2023 to June 30, 2027.

### FISCAL IMPACT

The cost to develop the CRP is at \$36,993.91.

### SOURCE OF FUNDS

The Plan update is funded with local match from the C/CAG member assessment.

### BACKGROUND

The San Mateo County Congestion Relief Plan (CRP/Plan) was first adopted by C/CAG on February 8, 2002 in response to traffic congestion measurements, at locations throughout the County, which exceeded the standards adopted by C/CAG under the Congestion Management Program (CMP/Program). The passage of AB471 requires all local jurisdictions to maintain the adopted Level of Service (LOS) standard on all CMP roadways, or risk losing their gas tax revenues. The Program also requires the development of deficiency plans when Level of Service standards on a CMP roadway or intersection has been deteriorated. C/CAG's Congestion Relief Plan was developed to serve as a Countywide Deficiency Plan, so that the individual cities and the County would not have to develop multiple deficiency plans with corresponding implementation costs. Over the years, the C/CAG Board determined that a countywide approach would be more cost-effective and provide more comprehensive benefits to the overall transportation system in the County. The C/CAG Board adopted the last Plan at the May 2019 meeting, and reauthorized an annual member assessment of \$1.85M covering four years, from July 1, 2019 to June 30, 2023. The total amount of \$1.85 million has remained unchanged at least since 2007.

The current Plan is divided into four major programs, and the funding breakdown for each program is captured in Table 1 below. The Congestion Relief Plan funding is also designed to be used as matching funds to leverage other competitive federal, state, and local grants that align with program goals. This approach has provided more impact with the invested funds.



Table 1: 2019-2023 Adopted Congestion Relief Plan		
1	Local Transportation Services Program	\$500,000
2	Travel Demand Management	\$550,000
3	Intelligent Transportation Systems (ITS)/ Traffic Operational Improvement Strategies; Express Lane operations support; Smart Corridor Expansion	\$200,000
4	Linking Transportation and Land Use:	\$600,000
	4A. Innovative Trip Reduction Strategies (Carpool 3.0)/ Mobility Action Plan	
	4B. Transportation Improvement Strategy to reduce GHG (GW TAP/743 toolkit/ Performance assessments)	
	4C. Climate Change and Resiliency Planning (RICAPS, Climate Action Plan, Sea level rise planning for Trans. Facilities)	
	4D. Sustainable Communities Strategy (SCS) Activities, Linking Housing with Transportation. (21 Elements/ Sub-RHNA/ Legislation compliance)	
Total		\$1,850,000

All jurisdictions make financial contributions to the Plan using a combination of population data and trip generation information from the C/CAG Santa Clara Valley Transportation Authority travel demand model. The population data is updated annually based on information from the Department of Finance. The C/CAG VTA Travel model is the approved countywide transportation model. Staff has updated the trip data for the Fiscal Year 2023/2024 calculations. The updated proportionate county trips reflect minor changes because of the variations in trips among jurisdictions between 2013 and 2019.

As the Plan approaches its reauthorization date, staff has embarked on an effort to update the Plan. Staff and consultant met with various project stakeholders to obtain input, in addition to holding a workshop with the C/CAG Technical Advisory Committee on program goals and strategies. The project team has also shared draft recommendations at its March and April meetings, along with a presentation to the Congestion Management & Environmental Quality (CMEQ) Committee.

The two recommendations include increasing the annual CRP budget to fund mobility projects and programs at the level of service originally intended, and simplifying the funding allocation process to provide flexibility and adapt to changing program needs and priorities.

It is recommended that the CRP continue to support four ongoing programs at consistent levels each year:

- The **Countywide Shuttle program**, which provides first and last mile as well as community-wide shuttle service
- **Commute.org**, which provides transportation demand management support to employers, developers, and directly to travelers within San Mateo County
- **21 Elements**, which provides support to jurisdictions in implementing Housing Elements as well as developing on-going housing policies and programs.
- **C/CAG's Climate Initiatives**, which include the Resource Management and Climate Protection Committee (RMCP) to support the development of climate change-related programs as well as the Regionally Integrated Climate Action Planning Suite (RICAPS), which serves to provide ongoing climate action planning technical assistance to local governments in the county.

## CRP Member Fees

The CRP fund consists of fees provided by each jurisdiction. The total budget is set and approved by the C/CAG Board of Directors, and the fee for each jurisdiction is determined based on a combination of population and projected trip generation. The budget included in the FY23/24-FY 26/27 CRP Authorization will include incremental increases, depicted in table 2 below:

**Table 2: Summary of Staff Recommendation**

# YRS	Staff Recommendation
Year 1- FY 23/24	No change*
Year 2- FY 24/25	5%
Year 3- FY 25/26	Lesser of CPI or 3%
Year 4-FY 26/27	Lesser of CPI or 3%
Aggregate Increase in Year 4	\$394,827
Total Increase in cost per jurisdiction over 4 years	Ranges from \$2,240 to \$57,923
Highest and Lowest Average Annual Increase	\$560 to \$14,481

\* Note- Individual jurisdictions' payments may vary due to changes in population or share of Countywide trips.

The C/CAG Board of Directors retains all authority over future changes in fees. All changes will be presented during the draft budget and reviewed and approved by the C/CAG Board of Directors.

The C/CAG Board received a presentation on the draft recommendations at its April meeting and were supportive of staff recommendation. In early May, staff released the draft Fiscal Year 2024 – 2027 Congestion Relief Plan to Committees for comments. Staff is seeking the Committee's recommended approval of reauthorizing the San Mateo County Congestion Relief Plan for four years from July 1, 2023 to June 30, 2027.

## ATTACHMENT

1. Draft Congestion Relief Plan FY23/24 to FY26/27 (*The document is available for download at the C/CAG website at <https://ccag.ca.gov/committees/congestion-management-and-environmental-quality-committee/>*)

## C/CAG AGENDA REPORT

Date: May 22, 2023

To: Congestion Management & Environmental Quality (CMEQ) Committee

From: Susy Kalkin, Transportation Systems Coordinator

Subject: Review and recommend approval of the project list for funding under the C/CAG and San Mateo County Transportation Authority Shuttle Program for FY 2023/2024 and FY 2024/2025.

(For further information contact Susy Kalkin at [kkalkin@smcgov.org](mailto:kkalkin@smcgov.org))

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### RECOMMENDATION

That the Congestion Management & Environmental Quality (CMEQ) Committee review and recommend approval of the project list for funding under the C/CAG and San Mateo County Transportation Authority Shuttle Program for FY 2023/2024 and FY 2024/2025 .

### FISCAL IMPACT

Available funding for the CFP for the two-year cycle includes up to \$11,000,000.

### SOURCE OF FUNDS

Funding to support the shuttle program is derived from the Congestion Relief Plan adopted by C/CAG and includes approximately \$1,000,000 in funding for the two-year cycle. The San Mateo County Transportation Authority (TA) Measure A Local Shuttle Program made available approximately \$10,000,000 for the two-year funding cycle. The C/CAG funding will be predicated on the C/CAG Board of Directors approving shuttle funding in the amount of approximately \$500,000 for each fiscal year through the annual budget adoption process.

### Background/Discussion

For the FY 2023/2024 and FY 2024/2025 cycle, the San Mateo County Transportation Authority (TA) and C/CAG conducted a joint call for projects that combines two years of funding for shuttles in an amount up to \$11,000,000. The call for projects was issued on January 13, 2023, and applications were due on February 24, 2023. Staff received applications for 26 shuttles from 5 different sponsors, requesting approximately \$8.9 million in program funding. This is a reduction from the last funding cycle, where 34 shuttles requested funding. The reduction is largely due to the transfer of sponsorship for certain routes from SamTrans and Caltrain to Commute.org, who worked to consolidate multiple routes.

As part of the recommended evaluation criteria in the 2021 Peninsula Shuttle Study, a new process for SamTrans concurrency review was implemented by SamTrans and Caltrain Operations Planning. The

concurrency review is to ensure there is no major duplication of shuttle routes with the SamTrans route network. The review evaluated all proposed shuttle routes against each other, and other factors such as the Reimagine SamTrans network, frequency of services, and alignment with Caltrain schedules. As a result of the review, it was determined that two shuttles, the Daly City Seton and the Burlingame Bayside routes, need further consideration due to overlaps in service with SamTrans routes. Ultimately, both routes received SamTrans concurrency for this cycle, but SamTrans will work with Seton Medical Center to assess options for alternative Transportation Demand Management strategies or route modifications for the next cycle. The SamTrans concurrency review also recommended modifications to two other routes, including Menlo Park Willow Road and Millbrae Burlingame commuter shuttles.

The shuttle evaluation committee consisted of TA, SamTrans, C/CAG, and Caltrain staff. The committee agreed with the network concurrency review and at this time recommends funding for all 26 applications totaling \$8,978,698, as outlined in Attachment 1. The key approval steps and dates are captured in the table below.

<b>Key Dates/Upcoming Milestones</b>	<b>Date</b>
TA Board Meeting, Informational Item	May 4, 2023
C/CAG TAC Recommendation	May 18, 2023
C/CAG CMEQ Committee Recommendation	May 22, 2023
TA CAC Recommendation	May 30, 2023
TA Board Action	June 1, 2023
C/CAG Board Action	June 8, 2023

## **Attachments**

1. Exhibit A: Draft Program Recommendations
2. Exhibit B: Shuttle Route Descriptions
3. Exhibit C: Shuttle Rankings & Scoring Recommendations
4. Exhibit D: SamTrans Network Concurrency Review Results

Exhibit A. San Mateo County Shuttle Program Call for Projects FY24/25 Draft Recommendations

Revised 5/4/2023



Shuttle Name	Route ID	Sponsor	Service Type	Total Cost	Requested Funds	Matching Funds	% Match	New/Existing	
Proposed TA Funded Shuttles				\$12,253,989	\$8,038,298	\$4,215,691			
1	Brisbane Bayshore Caltrain	BBC	Commute.org	Commuter	\$306,948	\$230,211	\$76,737	25%	Existing
2	Brisbane Crocker Park	BCP	Commute.org	Commuter	\$685,602	\$514,202	\$171,400	25%	Existing
3	Burlingame Bayside	BAY	Commute.org	Commuter	\$314,308	\$235,730	\$78,578	25%	Existing
4	Burlingame Point	BPT	Commute.org	Commuter	\$733,388	\$146,678	\$586,710	80%	Existing
5	Daly City Seton	DCS	Commute.org	Commuter	\$360,948	\$270,711	\$90,237	25%	Existing
6	Foster City Commuter	FCC	Commute.org	Commuter	\$601,108	\$450,830	\$150,278	25%	Existing - Combines previous Lincoln Center & Mariners Island routes
7	Hillsdale Caltrain Commuter	HCC	Commute.org	Commuter	\$332,526	\$249,394	\$83,132	25%	Existing - Combines previous Campus Drive and Norfolk Area routes
8	Millbrae Burlingame Commuter	MBC	Commute.org	Commuter	\$347,874	\$208,724	\$139,150	40%	Existing - Combines previous North Burlingame and Millbrae Broadway
9	North Foster City	NFC	Commute.org	Commuter	\$358,106	\$250,674	\$107,432	30%	Existing
10	Redwood City Midpoint	MPT	Commute.org	Commuter	\$641,710	\$401,068	\$240,642	38%	Existing
11	Redwood City Redwood Life	RLC	Commute.org	Commuter	\$306,948	\$153,474	\$153,474	50%	Existing
12	Redwood City Seaport Centre	SEA	Commute.org	Commuter	\$314,308	\$157,154	\$157,154	50%	Existing
13	South San Francisco One Tower Place	OTP	Commute.org	Commuter	\$332,526	\$166,263	\$166,263	50%	Existing
14	South San Francisco Oyster Point BART	OPB	Commute.org	Commuter	\$345,738	\$259,304	\$86,434	25%	Existing - Formerly known as South San Francisco BART
15	South San Francisco Oyster Point Caltrain	OPC	Commute.org	Commuter	\$340,500	\$255,375	\$85,125	25%	Existing - Formerly known as South San Francisco Caltrain
16	South San Francisco Oyster Point Ferry	OPF	Commute.org	Commuter	\$281,370	\$168,822	\$112,548	40%	Existing - Formerly known as South San Francisco Ferry
17	South San Francisco Utah Grand BART	UGB	Commute.org	Commuter	\$675,284	\$506,464	\$168,820	25%	Existing - Formerly known as South San Francisco BART
18	South San Francisco Utah Grand Caltrain	UGC	Commute.org	Commuter	\$358,108	\$268,580	\$89,528	25%	Existing - Formerly known as South San Francisco Caltrain
19	South San Francisco Utah Grand Ferry	UGF	Commute.org	Commuter	\$281,370	\$168,822	\$112,548	40%	Existing - Formerly known as South San Francisco Ferry
20	Daly City Bayshore	DCB	Daly City	Community	\$675,000	\$506,250	\$168,750	25%	Existing
21	Menlo Park Willow Road	M4	Menlo Park	Commuter	\$341,900	\$256,400	\$85,500	25%	Existing
22	Skyline College Daly City BART Express		San Mateo County Community College District	Commuter	\$1,102,584	\$551,292	\$551,292	50%	Existing
23	South City Shuttle (East)		South San Francisco	Community	\$1,419,200	\$1,064,400	\$354,800	25%	Existing
24	South City Shuttle (West)		South San Francisco	Community	\$796,635	\$597,476	\$199,159	25%	New
Proposed C/CAG Funded Shuttles				\$1,253,900	\$940,400	\$313,500			
25	Menlo Park Crosstown	M1	Menlo Park	Community	\$873,900	\$655,400	\$218,500	25%	Existing
26	Menlo Park Marsh Road	M3	Menlo Park	Commuter	\$380,000	\$285,000	\$95,000	25%	Existing
Total				\$13,507,889	\$8,978,698	\$4,529,191	34%		

## TA Funded Shuttle Descriptions

### Commute.org

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#### **Brisbane Bayshore Caltrain**

*Service Type: Commuter*

*Recommended Funding for FY24 & FY25: \$230,211*

Serves the Bayshore Caltrain Station and provides connections to businesses in the Crocker Park industrial area and other parts of Brisbane and Daly City with service offered during peak weekday commute hours

#### **Brisbane Crocker Park**

*Service Type: Commuter*

*Recommended Funding for FY24 & FY25: \$514,202*

Serves the Bayshore Caltrain Station and the Balboa Park BART/MUNI Stations and connects riders to the Crocker Park industrial area in Brisbane with service offered during peak weekday commute hours

#### **Burlingame Bayside**

*Service Type: Commuter*

*Recommended Funding for FY24 & FY25: \$235,730*

Serves the Millbrae Intermodal Station and provides connections to the Bayside business and hotel district east of the US 101 in Burlingame as well as businesses and multifamily buildings in Burlingame and Millbrae with service offered during peak weekday commute hours

#### **Burlingame Point**

*Service Type: Commuter*

*Recommended Funding for FY24 & FY25: \$146,678*

Serves the Millbrae Intermodal and Burlingame Caltrain stations and provides connections to the Burlingame Point campus as well as hotels and businesses along Airport Boulevard with service offered during peak weekday commute hours

#### **Daly City Seton Medical Center**

*Service Type: Commuter*

*Recommended Funding for FY 24 & FY25: \$270,000*

Provides service between the Daly City BART Station, Daly City Civic Center and Seton Medical Center.

#### **Foster City Commuter**

*Service Type: Commuter*

*Recommended Funding for FY24 & FY25: \$450,830*

Serves the Hillsdale Caltrain Station and provides connections to major employment and activity centers in Foster City with service offered peak weekday commute hours

#### **Hillsdale Caltrain Commuter**

*Service Type: Commuter*

*Recommended Funding for FY24 & FY25: \$249,394*

Serves the Hillsdale Caltrain Station and provides connections to businesses, residential developments and activity centers in the City of San Mateo with service offered peak weekday commute hours

**Millbrae Burlingame Commuter***Service Type: Commuter**Recommended Funding for FY24 & FY25: \$208,724*

Serves the Millbrae Intermodal and Broadway Caltrain Stations and provides connections to the Mills-Peninsula Medical Center, Mercy Burlingame, and residential areas of Easton and Burlingame Terrace with service offered peak weekday commute hours

**North Foster City***Service Type: Commuter**Recommended Funding for FY24 & FY25: \$250,674*

Serves the Millbrae Intermodal Station and provides connections to major employment centers in North Foster City with service offered during peak weekday commute hours

**Redwood City Midpoint***Service Type: Commuter**Recommended Funding for FY24 & FY25: \$401,068*

Serves the Redwood City Caltrain station and provides connections to the Midpoint Technology Park, Stanford Health Care and University facilities and other developments in the Downtown area with service offered during peak weekday commute hours

**Redwood City Redwood Life***Service Type: Commuter**Recommended Funding for FY24 & FY25: \$153,474*

Serves the Belmont Caltrain Station and provides connections to the employers in Redwood Shores, numerous parks and public facilities, and businesses on the west side of the US 101 with service offered during peak weekday commute hours

**Redwood City Seaport Centre***Service Type: Commuter**Recommended Funding for FY24 & FY25: \$157,154*

Serves the Redwood City Caltrain Station and connects riders to the Seaport Centre business park and residential developments east of the US 101 with service offered during peak weekday commute hours

**South San Francisco One Tower Place***Service Type: Commuter**Recommended Funding for FY24 & FY25: \$166,263*

Serves the South San Francisco BART and Caltrain Stations and provides connections to several large employers, the Dubuque Innovation Center, and other businesses with service offered during peak weekday commute hours

**South San Francisco Oyster Point BART***Service Type: Commuter**Recommended Funding for FY24 & FY25: \$259,304*

Serves the South San Francisco BART Station and provides connections to business and other developments in the northern portion of Oyster Point with service offered during peak weekday commute hours

**South San Francisco Oyster Point Caltrain***Service Type: Commuter**Recommended Funding for FY24 & FY25: \$255,375*

Serves the South San Francisco Caltrain station and provides connections to office buildings and other employers in Oyster Point with service offered during peak weekday commute hours

**South San Francisco Oyster Point Ferry***Service Type: Commuter**Recommended Funding for FY24 & FY25: \$168,822*

Serves the South San Francisco Ferry Terminal and provides connections to office buildings and other employers in Oyster Point with service offered during peak weekday commute hours

**South San Francisco Utah Grand BART***Service Type: Commuter**Recommended Funding for FY24 & FY25: \$506,464*

Serves the South San Francisco BART station and provides connections to biotech businesses and other developments in the area with service offered during peak weekday commute hours

**South San Francisco Utah Grand Caltrain***Service Type: Commuter**Recommended Funding for FY24 & FY25: \$268,580*

Serves the South San Francisco Caltrain Station and provides connections to biotech businesses, the South San Francisco Conference Center, and other developments with service offered during peak weekday commute hours

**South San Francisco Utah Grand Ferry***Service Type: Commuter**Recommended Funding for FY24 & FY25: \$168,822*

Serves the South San Francisco Ferry and provides connections to biotech businesses and other developments with service offered during peak weekday commute hours

## Daly City

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**Daly City Bayshore***Service Type: Community**Recommended Funding for FY24 & FY25: \$506,250*

Serves the Daly City BART and Balboa Park BART Stations and provides connections to the North Peninsula Food Pantry, affordable housing, the Bayshore Community Center, and other destinations with service offered all day from 6 AM to 8 PM on weekdays

## Menlo Park

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**Menlo Park Willow Road***Service Type: Commuter**Recommended Funding for FY24 & FY25: \$256,400*

Serves the Menlo Park Caltrain Station and provides connections to medical facilities, school, offices and other destinations with service offered during peak weekday commute hours



## San Mateo County Community College District

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### **Skyline College Daly City BART Express**

*Service Type: Commuter*

*Recommended Funding for FY24 & FY25: \$551,292*

Serves the Daly City BART Station and connects riders to Skyline College with service provided all day four to five days per week from 7 AM to 7 PM

## South San Francisco

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### **South City Shuttle (East)**

*Service Type: Community*

*Recommended Funding for FY24 & FY25: \$1,064,400*

Serves the South San Francisco BART Station and provides connections to parks, medical facilities, schools, community centers, and other destinations with service provided all day from 7 AM to 7 PM on weekdays

### **South City Shuttle (West)**

*Service Type: Community*

*Recommended Funding for FY24 & FY25: \$597,476*

Serves the South San Francisco BART Station and provides connections to park, schools, residential areas, and public facilities with service offered all day from 7 AM to 7 PM on weekdays



## C/CAG Funded Shuttle Descriptions

### Menlo Park

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#### **Menlo Park Crosstown**

*Service Type: Community*

*Recommended Funding for FY24 & FY25: \$655,400*

Serves the Menlo Park and Palo Alto Caltrain Stations and provides connections to schools, parks, shopping centers, medical facilities, and other destinations with service offered all day from 8 AM to 6 PM on weekdays

#### **Menlo Park Marsh Road**

*Service Type: Commuter*

*Recommended Funding for FY24 & FY25: \$285,000*

Serves the Menlo Park Caltrain Station and provides connections to schools, employers, and residential areas with service offered during peak weekday commute hours

## Exhibit C. FY 2024/2025 Shuttle Scores & Rank

Shuttle	Type	Total Score (with Bonus)	Rank
South City Shuttle (East)	Existing	78	1
BCP: Brisbane Crocker Park	Existing	71	2
Skyline College Daly City BART Express	Existing	71	2
OPB: Oyster Point BART	Existing	67	4
UGB: South San Francisco Utah Grand BART	Existing	66	5
DCB: Daly City Bayshore	Existing	66	5
BPT: Burlingame Point	Existing	65	7
OTP: South San Francisco One Tower Place	Existing	63	8
South City Shuttle (West)	New	61	9
MPT: Redwood City Midpoint	Existing	60	10
SEA: Redwood City Seaport Center	Existing	60	10
OPC: Oyster Point Caltrain	Existing	59	12
UGC: South San Francisco Utah Grand Caltrain	Existing	57	13
NFC: North Foster City	Existing	54	14
BBC: Brisbane Bayshore Caltrain	Existing	53	15
DCS: Daly City Seton Medical Center	Existing	53	15
M1: Menlo Park Crosstown	Existing	52	17
M3: Menlo Park Marsh Road	Existing	52	17
MBC: Millbrae Burlingame Commuter	Existing	49	19
OPF: Oyster Point Ferry	Existing	48	20
UGF: South San Francisco Utah Grand Ferry	Existing	48	20
M4: Menlo Park Willow Road	Existing	48	20
RLC: Redwood City Redwood LIFE	Existing	46	23
BAY: Burlingame Bayside	Existing	43	24
HCC: Hillsdale Caltrain Commuter	Existing	37	25
FCC: Foster City Commuter	Existing	25	26

Exhibit D. SamTrans Network Concurrency Review Results

Shuttle Route	Shuttle Sponsor	Disposition	SamTrans Comments	Caltrain Comments	Overlap Score
Bayshore Shuttle	Daly City	Consider minor modifications.	No Comments	Consider connection at Bayshore station.	2
Brisbane Bayshore Caltrain	Commute	Consider minor modifications.	No Comments	Confirm availability of turnaround space at the station; parking lot is out of service. Passenger pickup & drop off is permitted only on the west side of Tunnel Rd.	2
Brisbane Crocker Park	Commute	Consider minor modifications.	No Comments	There is no Park and Ride in the service area of this stop and this shuttle doesn't appear to be oriented towards Caltrain even though it's described as such. Please consider more robust connections with Caltrain if that is the intention.	2
Burlingame Bayside	Commute	No concurrence without significant modifications	Duplicative with Route 292 on Old Bayshore and duplicative with proposed Burlingame Point on Rollins. We suggest folding the resources for this service into the Burlingame Point shuttle, adding an additional trip per hour, more mid-day service, or some other proposal that avoids duplication of SamTrans service.	No comments	0
Burlingame Point	Commute	No route changes.	No Comments	No comments	2
Crosstown Shuttle	Menlo Park	Consider minor modifications.	No Comments	Consider meeting at least one or two Caltrain arrivals or departures.	1
Daly City Seton	Commute	No concurrence without significant modifications	Substantial duplication with SamTrans. Seton Medical is already served by Route 121 and 122.	No comments	0
Foster City Commuter	Commute	Consider minor modifications.	No Comments	Double check and confirm alignment with Caltrain arrivals/departures. To the extent possible, account for limited pickup and drop off space at Hillsdale. Avoid laying over in this location.	1
Hillsdale Caltrain Commuter	Commute	Consider minor modifications.	No Comments	Confirm Caltrain schedule connections. To the extent possible, account for limited pickup and drop off space at Hillsdale	1
Marsh Shuttle	Menlo Park	Consider minor modifications.	Consider starting Run 1 at P.A.; Ending PM Run 3 at P.A.	No Comments	1
Millbrae Burlingame Commuter	Commute	Consider major modifications (Caltrain)	No Comments	Reduction in service not accepted, request additional frequency/trips.	1
North Foster City	Commute	No route changes.	No Comments	No comments	1
RWC Midpoint	Commute	No route changes.	Be advised that Route 276 will be reintroduced with 60 minute frequencies in June, and may increase to 30 minutes in early 2024. This could potentially introduce duplication issues with SamTrans.	No comments	1
RWC Redwood Life	Commute	No route changes.	No comments	No comments	1
RWC Seaport Centre	Commute	No route changes.	No Comments	No comments	2
Skyline College Express	SMCCCD	Consider minor modifications.	No Comments	Consider extension to serve Millbrae station.	2
South City Shuttle	SSF	Consider minor modifications.	Might consider straightening out the loop by SSF High School to save time but not a major concern for us.	Consider prioritizing Peninsula service by focusing on NB arrivals and SB departures.	1
SSF One Tower Place	Commute	Consider minor modifications.	No Comments	Consider meeting L3 limited trains NB at SSF in AM	1
SSF Oyster Point BART	Commute	No route changes.	No comments	No comments	1
SSF Oyster Point Caltrain	Commute	Consider minor modifications.	No Comments	Consider adjusting schedule to meet with afternoon SB departures. Double check schedule accounts for Poletti pax drop off	1
SSF Oyster Point Ferry	Commute	No route changes.	No Comments	No Comments	1
SSF Utah Grand BART	Commute	No route changes.	No Comments	No Comments	1
SSF Utah Grand Caltrain	Commute	No route changes.	No Comments	No Comments	1
SSF Utah Grand Ferry	Commute	No route changes.	No comments	No Comments	1
West South City Shuttle	SSF	No route changes.	No Comments	No Comments	1
Willow Shuttle	Menlo Park	No concurrence without significant modifications	To avoid duplication with Route 296, focus on serving O'brian and Adams and pull back from Willow but keep service to the Menlo Medical Clinic and the VA Medical center. 296 is 20 minutes currently and will soon have even higher frequencies on Willow.	No comments	1

0 - overlap  
1 - some overlap  
2 - no overlap

## C/CAG AGENDA REPORT

**DATE:** May 22, 2023

**TO:** Congestion Management & Environmental Quality (CMEQ) Committee

**FROM:** Jeff Lacap, Transportation Systems Coordinator

**SUBJECT:** Receive a presentation from Community Planning Collaborative (formerly Baird & Driskell) on the 21 Elements Collaboration

(For further information, please contact Jeff Lacap at [jlacap@smcgov.org](mailto:jlacap@smcgov.org))

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### **RECOMMENDATION:**

That the Congestion Management & Environmental Quality (CMEQ) Committee receive a presentation from Community Planning Collaborative on the 21 Elements collaboration.

### **FISCAL IMPACT:**

None.

### **BACKGROUND/DISCUSSION:**

Since 2006, C/CAG and the County Department of Housing (DOH) have co-sponsored the 21 Elements initiative, staffed by Community Planning Collaborative (formerly Baird & Driskell Community Planning), through which all jurisdictions in San Mateo County cooperate to update their respective Housing Elements and share information on housing policies and programs. The 21 Elements effort is regionally recognized model for successful cooperation on housing issues.

This presentation on 21 Element activities is intended to provide a summary of the past year's accomplishments as well as a preview of upcoming efforts.

### **ATTACHMENT**

None.

## **C/CAG AGENDA REPORT**

Date: May 22, 2023

To: C/CAG Congestion Management & Environmental Quality (CMEQ) Committee

From: Eva Gaye, Transportation Program Specialist

Subject: Receive an update on the San Mateo County Safe Routes to School Program Annual Report for FY 2021-2022

(For further information, contact Eva Gaye at [egaye@smcgov.org](mailto:egaye@smcgov.org))

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### **RECOMMENDATION**

That the Congestion Management & Environmental Quality (CMEQ) Committee receive an update on the San Mateo County Safe Routes to School Program Annual Report for FY 2021-2022.

### **FISCAL IMPACT**

None.

### **SOURCE OF FUNDS**

The San Mateo County Safe Routes to School (SRTS) Program is funded using a combination of federal Congestion Mitigation and Air Quality Improvement (CMAQ) funds from the One Bay Area Grant (OBAG) Program and local Measure M funding, which is the \$10 vehicle registration fee levied in San Mateo County.

### **BACKGROUND**

Since 2010, The County/Association of Governments (C/CAG) has contracted with San Mateo County Office of Education (SMCOE) to administer the Safe Routes to School Program. Program activities include bike and pedestrian rodeos, walk, and roll to school days, Safe Routes to School Summit and more. As part of SMCOE reporting requirements to C/CAG, SMCOE prepares an annual report summarizing activities conducted within the fiscal year and outlining the projected goals for the following year. At the May C/CAG Board meeting, Theresa Vallez-Kelly, Program Coordinator of the Safe Routes to School Program from SMCOE, will present the FY 2021-2022 annual report to the Board and provide program updates.

In FY 21-22 the Safe Routes to School program awarded a total of \$236,000 to 19 schools in the San Mateo County School District for educational and encouragement events (see page 4 of *FY 21-22 Annual Report for list of schools*). The SRTS program also engaged schools through virtual walk audits, technical assistance, International Walk to School Days and provided additional funding from partner agencies to fund small infrastructure projects.

The Safe Routes program also piloted a School Travel Fellowship program to bridge the gap between Municipal staff, schools, and community-based organizations in addressing the challenges encountered when addressing bike and pedestrian safety. Safe Routes practitioners provided technical assistance to transportation engineers and planners from respective cities that were awarded funding to implement new and innovative transportation projects near schools. These jurisdictions include Daly City, East Palo Alto, San Mateo, South San Francisco, and Redwood City. The teams were selected through a competitive application process and were scored based on project innovation, project location, equity consideration, and breadth and diversity of the identified team.

In further promoting school traffic safety, the program completed a High Injury Network Analysis that assessed segments of the roadway near schools where many pedestrian and bicycle collisions have occurred. The recommendations from this report will result in an expansion of educational safety programs that address safe walking and biking practices, addressing infrastructure needs near school roadways, and enabling cities to demonstrate need when applying for grants to improve infrastructure.

Lastly, the program completed a five-year Strategic Plan which defined action plans and performance measures for the Countywide program. The Strategic Plan highlighted the roles of each partner agency in implementing the following goals:

- Improving facilities and conditions for walking and cycling
- Increasing outreach and awareness of SRTS
- Creating program options that reflect the needs of individual schools and communities
- Formalizing a framework for data collection and data sharing

The recommendations provided in the plan will assist Safe Routes practitioners and partners in building a stronger, more equitable SRTS program at the local and countywide levels.

## **The Future of Safe Routes**

The SRTS program will continue working towards teaching students traffic safety skills and encouraging them to take active modes of transportation to schools. In Future fiscal years the program will work towards implementing the goals and recommendations identified in the Strategic Plan and High Injury Network Reports.

## ATTACHEMENTS

1. FY 21-22 San Mateo County Office of Education Safe Routes to School Annual Report  
(*The document is available for download at the C/CAG website at:*  
[https://ccag.ca.gov/wp-content/uploads/2023/05/2021-2022\\_SRTS-Annual-Report.pdf](https://ccag.ca.gov/wp-content/uploads/2023/05/2021-2022_SRTS-Annual-Report.pdf))
2. FY 21-22 SRTS Program Participants by School Districts



## 2021-2022 Program Participants

District	Bike Rodeos	Bike Skills Presentations	Pedestrian Skills Presentations	Assemblies	Community Events	Walk Audits	Walk and Roll to School Days	Bike/Shed Club	Poster Contest	Other/Workshops
Belmont-Redwood Shores SD	5					3				
Brisbane Elementary SD	3		1			2				
Cabrillo Unified SD	3	4		1	1	6			18	
Jefferson Elementary SD	1		2		1	4		3	3	
La Honda-Pescadero Unified SD		4	2		1	3	1		5	
Las Lomitas Elementary SD			1			1				
Menlo Park City SD	3	1			1	2		2		
Pacifica SD	17					3			12	
Ravenswood City SD					4	2				
Redwood City Together	1					2		7		
San Mateo Union High SD	1	1		1	2	1	2		1	
San Mateo-Foster City SD						4				
Sequoia Union High SD						1	3			
South San Francisco Unified SD	1				1			2		
St. Charles School		1	2		2	5		1		