



**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 MEETING  
and  
SAN MATEO COUNTY AIRPORT LAND USE COMMISSION NOTICE**

**MINUTES**

Meeting No. 362  
March 9, 2023

**\*\*\*HYBRID MEETING - IN-PERSON AND BY VIDEOCONFERENCE\*\*\***

This meeting of the C/CAG Board of Directors was held in person and by teleconference pursuant to Government Code Section 54953(e). Members of the public was able to participate in the meeting remotely via the Zoom platform and in person.

**1.0 CALL TO ORDER/ ROLL CALL**

Chair Davina Hurt called the meeting to order at 6:31p.m. Roll call was taken.

<b>AGENCY:</b>	<b>IN-PERSON:</b>	<b>ABSENT:</b>	<b>REMOTE AB 2449</b>	<b>REMOTE Publicly Accessible Teleconference Location:</b>
Atherton	Elizabeth Lewis			
Belmont	Davina Hurt			
Brisbane		Absent		
Burlingame	Ricardo Ortiz			
Colma	John Goodwin			
Daly City			Roderick Daus-Magbual	
East Palo Alto	Lisa Gauthier			
Foster City	Stacy Jimenez			
Half Moon Bay		Absent		
Hillsborough		Absent*		
Menlo Park			Cecilia Taylor	
Millbrae	Gina Papan			
Pacifica	Sue Vaterlaus			
Portola Valley		Absent		
Redwood City	Alicia Aguirre			
San Bruno	Michael Salazar			
San Carlos	Adam Rak			
San Mateo				Rich Hedges
South San Francisco	Flor Nicolas			
Woodside	Ned Fluet			
San Mateo County		Absent		

<b>C/CAG EX-OFFICIO (NON-VOTING) MEMBERS</b>				
<b>AGENCY:</b>	<b>IN-PERSON:</b>	<b>ABSENT:</b>	<b>REMOTE AB 2449</b>	<b>REMOTE Publicly Accessible Teleconference Location:</b>
SMCTA		Absent*		
SMCTA		Absent		

<b>C/CAG Staff Present (In-Person):</b>	<b>Members of the Public (Remote):</b>
Mima Crume – Clerk of the Board	Chris Lepe – Mariposa Planning
Melissa Andrikopoulos – Legal Counsel	Jake Warr – Espousal Strategies
Audrey Shiramizu	Josh Abrams – 21 Housing Element
Eva Gaye	*Christine Krolik – Mayor Hillsborough
Jeff Lacap	*Rico E. Medina – SMCTA
Kaki Cheung	
Kim Springer	
Reid Bogert	
Susy Kalkin	
<b>C/CAG Staff Present (Remote)</b>	
Sean Charpentier	
Van Ocampo	

Other members of the public were in attendance remotely via the Zoom platform or in person.

## 2.0 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. Members of the public who wish to address the Board should complete a speaker's slip to make a public comment in person or raise their hand in Zoom to speak virtually.

Clerk Crume reported that there were no public comments via the Zoom platform or in person.

## 3.0 PRESENTATIONS/ ANNOUNCEMENTS

- 3.1 Receive a presentation from Community Planning Collaborative (formerly Baird & Driskell) on the 21 Elements Collaboration. INFORMATION

The Board receive a presentation from Community Planning Collaborative (formerly Baird & Driskell) on the 21 Elements Collaboration. A summary of the past year's accomplishments as well as a preview of upcoming efforts.

## 4.0 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.

- 4.1 Approval of minutes of regular business meeting No. 361 dated February 9, 2023.  
APPROVED
- 4.2 Receive a copy of the following executed funding agreements and attachments:
  - 4.2.1 Receive a copy of Amendment No. 1 to the Agreement between Kimley Horn Associates and C/CAG for the Smart Corridor Northern Cities PS&E and Design Support Services.  
INFORMATION
- 4.3 Review and accept the C/CAG Single Audit Report for the Year Ended June 30, 2022.  
APPROVED
- 4.4 Review and approval of the Finance Committee's recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of December 31, 2022.  
APPROVED
- 4.5 Review and approval of Resolution 23-26 authorizing the 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.  
APPROVED
- 4.6 Review and approval of Resolution 23-15, authorizing the C/CAG Executive Director to execute an agreement with the City of Pacifica for the Pacifica Mid-Block Crosswalk Safety Project in an amount not to exceed \$200,000.  
APPROVED
- 4.7 Review and approval of Resolution 23-17 authorizing the C/CAG Chair to execute Amendment No. 4 to the agreement with the City of East Palo Alto for the Addison Avenue Integrated Safe Routes to School and Green Streets Infrastructure Pilot Project, extending the term to June 30, 2024 for no additional cost.  
APPROVED
- 4.8 Review and approval of appointment of Roland Yip, Deputy Director of Public Works for the City of Pacifica, to the Stormwater Committee.  
APPROVED
- 4.9 Review and approval of Resolution 23-18 determining that the proposed 56-unit townhome development with related General Plan and Zoning Amendments for property located at 505 E. Bayshore Road, Redwood City, is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.  
APPROVED
- 4.10 Review and approval of Resolution 23-19 determining that the City of Millbrae Draft 2023-2031 Housing Element is conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Francisco International Airport.  
APPROVED
- 4.11 Review and approval of Resolution 23-20 determining that proposed amendments to the

City of Redwood City's Downtown Precise Plan (DTPP) and General Plan to increase the maximum allowable development caps for office use and modify certain DTPP development standards are consistent the with Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport. APPROVED

- 4.12 Review and approval of Resolution 23-21 authorizing the C/CAG Chair to execute Amendment No. 8 to the agreement with Advanced Mobility Group for work related to implementation of the updated Congestion Management Plan Land Use Impact Analysis Program to extend the term of the contract to September 30, 2023, with no change in the budget. APPROVED
- 4.13 Review and approval of updated C/CAG Legislative Priorities for 2023. APPROVED
- 4.14 Review and approval of Resolution 23-22 authorizing the C/CAG Executive Director to execute an agreement with Kittelson & Associates for the preparation of the San Mateo Countywide Local Roadway Safety Plan in an amount not to exceed \$338,150, establish a contingency in the amount of \$33,815 (10% of contract) for a total project budget of \$371,965, and execute future contract amendments in an amount not-to-exceed the appropriated contingency. APPROVED
- 4.15 Review and approval of Resolution 23-23, authorizing the C/CAG Chair to execute Amendment No. 4 to the Agreement with Gray Bowen Scott for on-call consultant services for Federal and State funded project coordination and grant administration, to add \$80,000 for a revised not to exceed contract amount of \$510,000, and to extend the term of the contract to September 30, 2023. APPROVED
- 4.16 Review and approval of Resolution 23-24, authorizing a waiver of the Request for Proposals process and further authorizing the C/CAG Executive Director to execute an agreement with Colantuano, Highsmith & Whatley, PC for outside legal support on evaluating stormwater funding options in San Mateo County in Fiscal Year 2022-23 for an amount not to exceed \$18,000. APPROVED
- 4.17 Review and approval of the appointment of Patrick Gilster, San Mateo County Transportation Authority (SMCTA) Director, Planning and Fund Management, to the C/CAG Congestion Management Program Technical Advisory Committee. APPROVED
- 4.18 Review and approval of Resolution 23-25, authorizing the C/CAG Executive Director to execute Right-of-Way Certifications in connection with State and Federally funded projects. APPROVED
- 4.19 Review and approval of the appointment of Daly City Councilmember Juslyn Manalo to fill a vacant elected official seat on the Congestion Management & Environmental Quality (CMEQ) Committee. APPROVED

Director Rak MOVED to approve the consent agenda items 4.1 through 4.19. Board Member Gauthier SECONDED. A roll call vote was taken. **MOTION CARRIED 16-0-0**

## 5.0 REGULAR AGENDA

- 5.1 Election of a C/CAG Chairperson and a C/CAG Vice Chairperson. APPROVED

Board Member Papan MOVED to elect Davina Hurt as the C/CAG Chairperson and Ortiz as the C/CAG Vice Chair. Board Member Gauthier SECONDED. A roll call vote was taken. **MOTION CARRIED 16-0-0.**

- 5.2 Review and approval of Resolution 23-16, authorizing the C/CAG Executive Director to execute an agreement with the City of Pacifica for the Sharp Park Priority Development Area Pedestrian Improvement Project using Measure M Safe Routes to School funding in an amount not to exceed \$900,000. APPROVED

The Board received a presentation on the City of Pacifica, Sharp Park Priority Development Area Pedestrian Improvement Project Funding Agreement.

Director Papan MOVED to approve item 5.2. Vice Chair Ortiz SECONDED. A roll call vote was taken. **MOTION CARRIED 16-0-0**

Chair Hurt asked if there were any oppositions in taking items 5.5 and 5.4 next as a Board Member or two may depart early. There were no oppositions.

- 5.3 Presentation on the San Mateo County Smart Corridor project. INFORMATION

The Board received a presentation on the San Mateo County Smart Corridor project. The Smart Corridor project maximizes efficiency of the existing transportation network, smoothing traffic flow and leading to improved safety and reduced travel times.

- 5.4 Presentation on C/CAG Equity Assessment and Framework Development Project mapping and existing conditions analysis for feedback and direction. APPROVED

C/CAG staff Kim Springer introduced Equity Item 5.4 and the two consultants, Chris Lepe from Mariposa Planning and Jake Warr from Espousal Strategies. Mr. Lepe described the work completed on the project related specifically to understanding existing conditions with regard to demographics and equity in San Mateo County, and some of the work that was done to understand the mapping approaches used by various partner agencies, such as SamTrans and MTC. Mr. Warr went on to share his work on the project, which was identifying how future mapping efforts could be applied more specifically to C/CAG's different program areas. He also shared slides showing charts and maps related to existing demographics and some of the mapping options and overlays explored. The presentation ended with a slide on recommendations. Board members explored a few questions, including: the sources of the data and their accuracy, opportunities for collaboration between agencies' mapping efforts to clarify the "story", clarification on specific mapped areas presented as overlays to the baseline map, opportunities to use other sources of mapping data from San Mateo County Health, including access to health care resources, use of a dashboard, and how some of the data might be further broken down by sub-minorities.

Vice Chair Ortiz recommended that the C/CAG Board establish an Ad Hoc Committee to work on some of the issues expressed by Board members and to support review of the materials being produced. Board Chair Hurt agreed as did Member Taylor. Several Board members expressed interest in being part of a subcommittee.

Director Aguirre MOVED to set in place a sub-committee. Board Member Gauthier SECONDED. A roll call vote was taken. **MOTION CARRIED 16-0-0**

- 5.5 Review legislative update and, if appropriate, recommend approval of C/CAG legislative policies, priorities, or positions. (A position may be taken on any legislation, including legislation not previously identified in the legislative update. Action is only necessary if recommending approval of a policy, priority, or position.) **APPROVED**

Executive Director, Sean Charpentier, reviewed five recommendations made by vote of the C/CAG Legislative Committee earlier in the even for presentation to the C/CAG Board for adoption. The Legislative Committee recommended an oppose position on the Taxpayer Protection and Government Accountability Act ballot measure that qualified for the November 2024 ballot, a support position for a March 2024 primary ballot measure, SCA 2 (Allen), to repeal the majority voting requirement for low-rent housing, a support position on ACA 1 (Aguilar-Curry) for a lower vote threshold from 2/3rds to 55% for sales and use taxes imposed by local governments for a variety of infrastructure projects, and positions on two Brown Act-relate bills: support for AB 557 (Hart) extension of existing authorities under public health state of emergencies and support if amended for AB 817 (Pacheco), which support C/CAG's goes for advisory bodies.

Director Hedges MOVED to Hedges. Board Member Nicolas SECONDED. A roll call vote was taken. **MOTION CARRIED 16-0-0**

## 6.0 COMMITTEE REPORTS

### 6.1 Committee Reports (oral reports)

Board Member Papan/MTC Commissioner reported that the Bay Area Housing Finance Authority Oversight Committee has met today. Presentations were made regarding REAP and an update on the 6<sup>th</sup> Cycle Housing Element progress.

### 6.2 Chairperson's Report

Chair Hurt thanked all staff for organizing this Board meeting with the audio, visual and logistics. She has also asked the Board if they think things are not working on this hybrid experiencing to let us know so that we can improve as we go along. When it comes to air quality, there will be a very important vote that will be happening next week at the Bay Area Air Quality Management District on low NOx, water heaters, space heaters, buildings. Please don't hesitate to reach out. She is the cities representative.

### 6.3 Board Members Report/Communication

Board Member Hedges thanked staff for being very helpful and working with him in attending the meeting virtually.

## 7.0 EXECUTIVE DIRECTOR’S REPORT

Sean Charpentier thanked the Board members for attending in-person and attending remotely. He’s also thanked staff for all the hard work in making sure the meeting would run smoothly. In addition, he has mentioned that Board Member Christine Krolik could not attend in-person and did not meet the criteria under AB 2449. She has been in the audience for the whole duration of the meeting. The northern segment of the San Mateo County Express Lanes commenced tolling last Friday. In addition, our Express Lanes has the only equity program in the Bay Area and few in the state. There will be an opening ceremony on April 15<sup>th</sup> and he will send out an email with a hold the date and details to all the C/CAG Board Members. We have received a notice that the EPA will award \$3.6M to a regional effort led by C/CAG to assist our member agencies with their trash reduction requirements.

## 8.0 COMMUNICATIONS - Information Only

8.1 Written Communication – in packet agenda page 148

9.0 ADJOURNMENT – 8:37p.m.

Chair Hurt has read two quotes in honor of International Women’s Day.

“I raise up my voice, not so I can shout but so that those without a voice can be heard” – Ruth Bader Ginsburg

“I am grateful to be a women. I must have done something great in another life”  
– Maya Angelou

Next scheduled meeting April 13, 2023