

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 MEETING and SAN MATEO COUNTY AIRPORT LAND USE COMMISSION NOTICE

MINUTES

Meeting No. 375
June 13, 2024

*****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 Adam Rak called the meeting to order at 6:30p.m. Roll call was taken.

AGENCY:	IN-PERSON:	ABSENT:	REMOTE AB 2449	REMOTE Publicly Accessible Teleconference Location:
Atherton	Elizabeth Lewis			
Belmont		Absent		
Brisbane		Absent		
Burlingame		Absent		
Colma	Carrie Slaughter			
Daly City			Juslyn Manalo	
East Palo Alto	Lisa Gauthier			
Foster City	Stacy Jimenez			
Half Moon Bay	Debbie Ruddock			
Hillsborough	Christine Krolik			
Menlo Park		Absent		
Millbrae	Anders Fung			
Pacifica	Tygaras Bigstyck Alternate (depart 7:00pm) Sue Vaterlaus (arrive 7:00pm)			
Portola Valley		Absent		
Redwood City		Absent		
San Bruno	Michael Salazar			
San Carlos			Adam Rak	

San Mateo	Rich Hedges			
South San Francisco	Eddie Flores			
Woodside		Absent		
San Mateo County		Absent		
C/CAG EX-OFFICIO (NON-VOTING) MEMBERS				
AGENCY:	IN-PERSON:	ABSENT:	REMOTE AB 2449	REMOTE Publicly Accessible Teleconference Location:
SMCTA		Absent		
SMCDT		Absent		

C/CAG Staff Present (In-Person):	Members of the Public (Remote):
Sean Charpentier – Executive Director	Vamsi Tabjulu – SamTrans
Melissa Andrikopoulos – Legal Counsel	Rayn Adamson – WSP
Mima Crume – Clerk of the Board	
Audrey Shiramizu	
Eva Gaye	Members of the Public (In-Person):
Jeff Lacap	Drew Corbett – City of San Mateo
Kaki Cheung	Virgina Lingham – WSP
Kim Springer	
Kim Wever	
Susy Kalkin	
Van Ocampo	
C/CAG Staff Present (Remote):	
Kim Wever	

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

2.0 PRESENTATIONS / ANNOUNCEMENTS

2.1 None.

3.0 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.

3.1 Approval of minutes of regular business meeting No. 374 dated May 9, 2024.

APPROVED

3.2 Review and approval of Resolution 24-27 authorizing the C/CAG Executive Director to execute an agreement with BAWSCA for an amount not to exceed \$75,000 from Fiscal Year 2024-25 through Fiscal Year 2026-27 to fund the Rain Barrel Rebate Program.

APPROVED

3.3 Review and approval of Resolution 24-28 authorizing the C/CAG Executive Director to

execute Task Order EOA-17 with EOA, Inc. for an amount not to exceed \$2,460,000 for technical support services to the Countywide Stormwater Program for Fiscal Year 2024-25.
APPROVED

- 3.4 Review and approval of Resolution 24-29 waiving the Request for Proposals Process and authorizing the C/CAG Executive Director to execute Amendment No.3 to the agreement with the County of San Mateo Information Services Department for website hosting services, extending the agreement term to June 30, 2025 for an additional amount not to exceed \$3,550.08.
APPROVED
- 3.5 Review and approval of Resolution 24-30 determining that amendments to the Redwood City Zoning Code including general updates, and measures to implement programs in the Housing Element and El Camino Real Corridor Plan are conditionally consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.
APPROVED
- 3.6 Review and approval of Resolution 24-31 determining that a proposed childcare center within an existing building at 1776 Laurel Street, San Carlos, is consistent with the Comprehensive Airport Land Use Compatibility Plan for the Environs of San Carlos Airport.
APPROVED
- 3.7 Review and approval of Resolution 24-32 authorizing the C/CAG Executive Director to execute a Cooperative Agreement with the San Mateo County Department of Housing for a Joint Workplan for Housing-Related Activities for FY 2024-2025 in an amount not to exceed \$175,000.
APPROVED
- 3.8 Review and approval of the Finance Committee's recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of March 31, 2024.
APPROVED
- 3.9 Receive a copy of the Actuarial Valuation of Other Post-Employment Benefit (OPEB) Programs as of June 30, 2023, and GASB 75 Report for the fiscal year ending June 30, 2024.
APPROVED
- 3.10 Review and approval of Resolution 24-33 authorizing the prefunding of OPEB in an amount not to exceed \$55,000 for Fiscal Year 2023/24 through the California Employers' Retiree Benefit Trust Program (CERBT) of CalPERS.
APPROVED
- 3.11 Fiscal Year 2024/25 Transportation Fund for Clean Air (TFCA) (40%) Program for San Mateo County:
 - 3.11.1 Review and approval of Resolution 24-34 authorizing the C/CAG Executive Director to execute a Program Manager Funding Agreement with the Bay Area Air Quality Management District (BAAQMD) for the Fiscal Year 2024/25 Transportation Fund for Clean Air (TFCA) Program in an amount up to \$1,044,800.
APPROVED
 - 3.11.2 Review and approval of Resolution 24-35 authorizing the C/CAG Executive Director to execute a funding agreement with Commute.org in an amount up to \$600,000 under the Fiscal Year 2024/25 Transportation Fund for Clean Air (TFCA) Program to provide services related to the Countywide Voluntary Trip

Reduction Program.

APPROVED

- 3.11.3 Review and approval of Resolution 24-36 authorizing the C/CAG Executive Director to execute a funding agreement with Commute.org in an amount up to \$40,000 using Fiscal Year 2024/25 Transportation Fund for Clean Air (TFCA) Program fund for the BART Shuttle Program. APPROVED
- 3.12 Review and approval of Resolution 24-37 authorizing the C/CAG Executive Director to execute an agreement with the Commute.org in the amount of \$535,500 in Congestion Relief Plan (CRP) Funds to provide services related to the FY 2024/25 Countywide Voluntary Trip Reduction Program. APPROVED
- 3.13 Review and approval of Resolution 24-38 approving projects to be funded under the C/CAG Lifeline Transportation Program Cycle 7 for a total amount of \$5,795,575. APPROVED
- 3.14 Review and approval of Resolution 24-39 authorizing the C/CAG Executive Director to execute Amendment No. 12 to the agreement with the City of San Carlos to provide financial services to C/CAG for an amount not to exceed \$108,500 for Fiscal Year 2024-25. APPROVED
- 3.15 Review and approval of Resolution 24-40 adopting the C/CAG distribution policy for the Fiscal Year 2024/25 State Transit Assistance (STA) Population-Based funds. APPROVED
- 3.16 Review and approval of Resolution 24-41 authorizing the C/CAG Chair to execute Amendment No. 3 to the funding agreement with City of South San Francisco for the construction phase of the South San Francisco Smart Corridor Expansion project, extending the term to June 30, 2025 for no additional cost. APPROVED
- 3.17 Review and approval of Resolution 24-42 authorizing the C/CAG Chair to execute Amendment No. 5 to the Agreement with the City of South San Francisco for fiber conduit purchase of the Smart Corridor Extension Project, extending the contract term to June 30, 2025, at no additional cost. APPROVED
- 3.18 Review and approval of Resolution 24-43 authorizing the C/CAG Executive Director to execute Amendment No. 1 to the Agreement with the City of Brisbane for fiber conduit purchase of the Smart Corridor Extension Project, extending the contract term to June 30, 2025, at no additional cost. APPROVED
- 3.19 Review and approval of Resolution 24-44 authorizing the C/CAG Executive Director to execute Amendment No. 3 with Kimley-Horn and Associates, Inc. to provide Smart Corridor Northern Cities Design Support for an additional \$190,032.88, for a new not to exceed amount of \$639,032.88, and to extend the contract end date to June 30, 2026. APPROVED
- 3.20 Review and approval of Resolution 24-45 supporting the submittal of an Allocation Request with the Metropolitan Transportation Commission by the San Mateo County Transportation Authority for Regional Measure 3 Funding in the amount of \$2.685M for the Right-of-Way and Construction Phases of the US 101/SR 92 Interchange Area Improvement Project and Authorize the Executive Director to execute the Amendment to

the Cooperative Agreement with Caltrans and SMCTA and all other documents to document the change in project funding. APPROVED

- 3.21 Review and approval of Resolution 24-48 authorizing the C/CAG Executive Director to execute Amendment No. 1 to the Model Use Agreements between C/CAG and nine consulting firms for use of the C/CAG-VTA San Mateo Countywide Transportation Model for a two-year time extension with no additional cost. APPROVED

Board Member Lewis MOVED to approve the consent agenda items 3.1 through 3.21. Board Member Krolik SECONDED. **MOTION CARRIED 13-0-0**

4.0 **REGULAR AGENDA**

- 4.1 Review and approval of Resolution 24-46 adopting the C/CAG Fiscal Year 2024/25 Program Budget and Member Fees. (*Special voting procedures apply*) APPROVED

The Board received a presentation on the C/CAG Fiscal Year 2024/25 Program Budget and Member Fees.

Board Member Gauthier MOVED to approve item 4.1. Board Member Manalo SECONDED.

A Special Voting Procedure was taken by roll call. **MOTION CARRIED 13-0-0.** Results: 13 Agencies approving. This represents 62% of the agencies, representing 67% of the population.

Ayes:	Noes:	Absent:
Atherton		Belmont
Colma		Brisbane
Daly City		Burlingame
East Palo Alto		Menlo Park
Foster City		Portola Valley
Half Moon Bay		Redwood City
Hillsborough		Woodside
Millbrae		San Mateo County
Pacifica		
San Bruno		
San Carlos		
San Mateo		
South San Francisco		

- 4.2 Conduct a public hearing on the draft San Mateo Countywide Local Roadway Safety Plan (LRSP); review and approval of Resolution 24-47 adopting the San Mateo Countywide Local Roadway Safety Plan (LRSP) and accompanying Vision Zero Goal. (*Special Voting Procedures apply*) APPROVED

The Board received a presentation on the draft San Mateo Countywide Local Roadway Safety Plan (LRSP), which aims to enhance roadway safety and qualify jurisdictions for grants. The plan includes vision, goals, data analysis, engineering recommendations, and an implementation framework, addressing autonomous vehicles, social equity impacts, and local agency coordination. The hearing concluded with no public comments.

Board Member Hedges MOVED to approve item 4.2. Board Member Ruddock SECONDED.

A Special Voting Procedure was taken by roll call. **MOTION CARRIED 13-0-0.**
 Results: 13 Agencies approving. This represents 62% of the agencies, representing 67% of the population.

Ayes:	Noes:	Absent:
Atherton		Belmont
Colma		Brisbane
Daly City		Burlingame
East Palo Alto		Menlo Park
Foster City		Portola Valley
Half Moon Bay		Redwood City
Hillsborough		Woodside
Millbrae		San Mateo County
Pacifica		
San Bruno		
San Carlos		
San Mateo		
South San Francisco		

4.3 Receive a presentation on the San Mateo Countywide Automated Vehicles Strategic Plan. INFORMATION

The Board received a presentation on the draft San Mateo Countywide Automated Vehicle (AV) Strategic Plan. Ms. Lingham from WSP outlined key steps such as forming an AV task force, developing a countywide plan, and planning AV pilots for first and last-mile connections. The plan focuses on AV policies, strategies, and future deployments. The presentation included the project timeline, engagement activities, and key findings, emphasizing safety, partnerships, and AV implementation. Short-term actions include hiring staff, forming an AV working group, and assessing the feasibility of an AV shuttle pilot. Public comments are open until July 15, with final acceptance expected in the fall.

4.4 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.)

C/CAG Executive Director, Sean Charpentier, provided an overview of the C/CAG Legislative Committee meeting held earlier in the evening, including positions taken on legislation and the state budget.

Mr. Charpentier shared the SB 915 (Cortese) – Local Ordinances for Autonomous Vehicles, was voted as Oppose Unless Amended, with changes to include appropriate countywide bodies or JPAs serving 250,000 or more in population to set the ordinance.

Board Member Hedges MOVED approval of the Legislative Committee’s position. Board Member Lewis SECONDED. **MOTION CARRIED 13-0-0** APPROVED

Mr. Charpentier discussed SB 1037 (Weiner) – Penalties for Non-compliance Housing. The Legislative Committee took an Oppose position on this legislation. The Legislative Committee expressed concerns for the number of housing elements still to be completed and the challenges at HCD for completion.

Board Member Lewis MOVED to Oppose. Board Member Vaterlaus SECONDED.
MOTION CARRIED 13-0-0

Mr. Charpentier discussed a new piece of legislation AB 3093 (Ward) – RHNA to Include Homeless. The Legislative Committee requested a Letter of Concern because the bill has been recently introduced and has not been heard, and has significant potential policy implications.

Board Member Hedges MOVED to send a Letter of Concern. Board Member Gauthier SECONDED. **MOTION CARRIED 13-0-0**

Mr. Charpentier discussed some of the budget issues and timelines, including REAP and Active Transportation funding, which at this point is nearly fully funded in the early budget proposal, and grade separations which risk losing funding. The legislature is working on a trailer bill to help support funds lost to these initiatives.

5.0 COMMITTEE REPORTS

5.1 Chairperson's Report

Chair Rak reported the plan to reconvene the ad hoc Equity Subcommittee for a remote meeting this summer to review stipend options to support diverse students in engineering and planning fields. Interested members should contact Chair Rak or email Mr. Charpentier.

5.2 Board Members Report/Communication

None.

6.0 EXECUTIVE DIRECTOR'S REPORT

Mr. Charpentier reported the next meeting on July 11th will be held at 455 County Center in Redwood City due to room unavailability. He also announced a call for projects for \$1 million in TFCA funding, with applications due on August 14th. Additionally, he acknowledged Audrey Shiramizu and Eva Gaye for graduating from the San Mateo County Leadership's Emerging Leadership Program, and Kim Springer's graduation from the California Association of Councils of Governments Regional Leader Program.

7.0 COMMUNICATIONS - Information Only

7.1 Written Communication – 8 Letters

8.0 CLOSED SESSION

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

Title: Executive Director

8.2 Conference with Labor Negotiators (Government Code Section 54957.6).

C/CAG Designated Representative: Adam Rak

Unrepresented Employee: Executive Director

9.0 **RECONVENE IN OPEN SESSION**

9.1 Report out on any actions taken during the closed session.

There were no items to report from the closed session.

10.0 **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

Pursuant to Government Code Section 54954.3, members of the public who wish to speak on matters not on the agenda will be given an opportunity to address the Board. Members of the public will have two minutes each to address the Board, unless a different time limit is established by the Chair. Please refer to the instructions at the end of this agenda for details regarding how to provide public comments.

Clerk Crume reported that there were no public comments.

11.0 **ADJOURNMENT** – 8:23 pm