

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 NOTICE MINUTES

Meeting No. 381

March 13, 2025

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 6:32 p.m. Roll call was taken.

AGENCY:	IN-PERSON:	ABSENT:	REMOTE AB 2449	REMOTE Publicly Accessible Teleconference Location:
Atherton	Elizabeth Lewis			
Belmont	Julia Mates			
Brisbane	Coleen Mackin			
Burlingame		Absent		
Colma	Thomas Walsh			
Daly City	Juslyn Manalo			
East Palo Alto	Martha Barrangan			
Foster City	Stacy Jimenez			
Half Moon Bay	Paul Nagengast			
Hillsborough		Absent		
Menlo Park		Absent		
Millbrae	Reuben Holoher			
Pacifica	Sue Beckmeyer			
Portola Valley	Rebecca Flynn			
Redwood City	Elmer Martinez Saballos			
San Bruno	Michael Salazar			
San Carlos	Adam Rak			
San Mateo	Lisa Diaz Nash			
South San Francisco	Eddie Flores			
Woodside		Absent		
San Mateo County	Lisa Gauthier			

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	Drew Corbett
Mima Crume – Clerk of the Board	
Audrey Shiramizu	
Dan Sternkopf	Members of the Public (In-Person):
Jeff Lacap	Mike Swire
Kaki Cheung	Nicole Fernandez, Office of Senator Josh Becker
Kim Springer	Sarah Phelps, Office of Assemblymember Diane Papan
Van Ocampo	
C/CAG Staff Present (Remote):	
Eva Gaye	
Melissa Andrikopoulos – Legal Counsel	

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

2.0 PRESENTATIONS / ANNOUNCEMENTS

2.1 Certificate of Appreciation to Kim Springer for his years of dedicated service to C/CAG.

The Board honored Kim Springer for his years of service to San Mateo County and C/CAG, recognizing his leadership in transportation, sustainability, and climate resilience. A proclamation was read, and certificates of appreciation were presented on behalf of Senator Josh Becker and Assemblymember Diane Papan.

Board members and Executive Director Sean Charpentier expressed gratitude for his contributions. Kim reflected on his career, thanking C/CAG for the opportunities and support.

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. 380 dated February 13, 2025. APPROVED

3.3 Review and accept the C/CAG Single Audit Report for the Fiscal Year Ended June 30, 2024, and the Auditor's Communication with Those Charged with Governance for the

Year Ended June 30, 2024.

APPROVED

- 3.4 Review and approval of Resolution 25-10 authorizing the approval of an updated C/CAG Procurement Policy. APPROVED
- 3.5 Review and approval of recommendation of no change to the investment portfolio and accept the Quarterly Investment Report as of December 31, 2024. APPROVED
- 3.6 Review and approval of Resolution 25-11 authorizing the approval of Fiscal Year 2025/26 Expenditure Plan for the Transportation Fund for Clean Air (TFCA) 40% Fund. APPROVED
- 3.7 Review and approval of Resolution 25-12 authorizing the C/CAG Chair to execute Amendment No. 1 with Kimley-Horn and Associates, Inc. to provide Smart Corridor Signal System Maintenance Support, extending the term to June 30, 2027, at no additional cost. APPROVED
- 3.8 Review and approve appointment of Millbrae Councilmember Bob Nguyen to the Resource Management and Climate Protection Committee. APPROVED
- 3.9 Review and approval of Resolution 25-17 amending the Congestion Management Program Technical Advisory Committee Guidelines and the Stormwater Committee Guidelines by designating Katherine Sheehan, Deputy Director of Public Works as the alternate representative for the City of San Mateo for both Committees and by designating the City Engineer as the primary representative and the Environmental Services Aide as the alternate representative for the City of East Palo Alto on Stormwater Committee. APPROVED

Public member Mr. Swire, commented on item 3.2. He opposed the 101/92 Direct Connector Project, citing high costs, increased congestion, lack of public transit benefits, and environmental concerns. He noted community opposition, potential eminent domain issues, and urged C/CAG to prioritize other projects.

- 3.2 Review and approval of Resolution 25-09 authorizing the C/CAG Executive Director to execute the First Amendment to the Memorandum of Understanding (MOU) between the San Mateo County Transportation Authority (SMCTA) and City/County Association of Governments of San Mateo County (C/CAG) for the Project Approval and Environmental Document (PA&ED) Phase of the US 101/SR 92 Interchange Direct Connector Project. APPROVED

Board Member Flores MOVED to approve the consent agenda items 3.1 through 3.9. Vice Chair Salazar SECONDED. **MOTION CARRIED 17-0-0**

4.0 **REGULAR AGENDA**

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

Board Member Lewis MOVED to elect Adam Rak as Chair and Michael Salazar as Vice Chair for an additional year. Board Member Mates SECONDED. **MOTION CARRIED 17-0-0**

- 4.2 Review and approval of Resolution 25-15 adopting the amended C/CAG Program

Sean Charpentier presented Resolution 25-15, requesting approval for an amendment to the C/CAG program budget for FY 2024-25. The amendment included a \$519,000 adjustment to the NPDES Stormwater Fund due to an oversight in updating the final budget. Additional minor budget corrections were also included.

Board members discussed measures to prevent similar oversights and clarified revenue adjustments, including a \$130,802 increase in NPDES fund revenues and a \$20,000 increase in transportation fund revenues.

Board Member Salazar MOVED to approve item 4.2. Board Member Manalo SECONDED.

A Special Voting Procedure was taken by roll call. **MOTION CARRIED 17-0-0.** Results: 17 Agencies approving. This represents 81% of the agencies, representing 89% of the population.

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

- 4.3 Conduct a public hearing to consider approval of amendments to the Congestion Management Plan Land Use Impact Analysis Program (C/CAG TDM Policy); review and approval of Resolution 25-16 to amend the 2023 Congestion Management Plan Land Use Impact Analysis Program to adjust the thresholds for exemption from C/CAG TDM Policy requirements. *(Special Voting Procedures apply)*

(Public hearing opened on February 13, 2025, and continued to March 13, 2025)

APPROVED

Sean Charpentier presented proposed amendments to the Transportation Demand Management (TDM) Policy to improve flexibility and address implementation concerns. The amendments include exempting 100% affordable housing projects and granting the C/CAG Executive Director discretion to approve exemptions for local TDM plans that align with policy goals.

Board members discussed the need for flexibility while expressing concerns about a blanket exemption for affordable housing due to potential traffic impacts. They considered limiting exemptions to high-quality transit areas but found this approach impractical given the county's layout.

The revised process allows local jurisdictions to develop custom TDM plans with enhanced monitoring and enforcement. Exemption requests must be submitted by a Public Works Director or City Engineer with supporting documentation.

After discussion, the Board approved Resolution 25-16, amending the 2023 Congestion Management Plan (CMP) Land Use Impact Analysis Program to adjust exemption thresholds. An appeal process for Executive Director decisions was added, subject to legal counsel review.

Board Member Flores MOVED to approve item 4.3. Board Member Salazar SECONDED.

A Special Voting Procedure was taken by roll call. **MOTION CARRIED 17-0-0.** Results: 17 Agencies approving. This represents 81% of the agencies, representing 89% of the population.

Ayes:	Noes:	Absent:
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- 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.)

APPROVED

Legislative Committee staff, Kim Springer, provided an overview of the discussion held at the Legislative Committee meeting earlier in the evening, including: the recent

legislative visit by C/CAG leadership to Sacramento, review of C/CAG 2025 Legislative Priorities, for which approval of draft priorities was moved to the April meeting, details of bills discussed, and one action taken on sending a letter commenting on a budget ask for \$2B funding for California transit operators. Executive Director, Sean Charpentier, provided additional details on both the legislative visit to Sacramento, an update on SB 63 – Regional Measure, and a proposed letter on a \$2B statewide budget request for transit capital and/or operations. The letter would be written by staff and C/CAG’s legislative consultant and reviewed by C/CAG Leadership before signature and sending.

Board Member Salazar MOVED to send a comment letter on the \$2B budget ask.
Board Member Lewis SECONDED. **MOTION CARRIED 17-0-0**

5.0 COMMITTEE REPORTS

5.1 Chairperson’s Report

Chair Rak thanked board members for their participation and discussion and congratulated Kim Springer on his retirement, recognizing his contributions to the county.

5.2 Board Members Report/Communication – None.

6.0 EXECUTIVE DIRECTOR’S REPORT

Sean Charpentier provided an update on staff development, highlighting CCAG’s commitment to professional growth. Audrey Shiramizu recently graduated from the CALCOG Regional Leadership Program, a program CCAG staff regularly participate in to enhance their leadership skills.

He also reported on MTC’s recommendations for Transit-Oriented Communities (TOC) funding. Eight out of fourteen applications from San Mateo County were approved, totaling \$8.9 million. The projects include funding for regional mobility hubs, EV charging infrastructure in East Palo Alto, Half Moon Bay, Menlo Park, Portola Valley, and San Carlos, as well as active transportation improvements in South San Francisco and Colma.

Sean noted ongoing efforts to fill committee vacancies. Two seats remain open on the Congestion Management and Environmental Quality (CMEQ) Committee—one for an elected official and one for a business representative. Additionally, three seats are available on the Bicycle & Pedestrian Advisory Committee (BPAC) for elected officials. Appointments are expected at the April meeting.

7.0 COMMUNICATIONS - Information Only

7.1 Written Communication – 8 Letters

8.0 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.

No public comments were received.

9.0 **ADJOURNMENT** – 8:13 p.m.