

**Bicycle and Pedestrian Advisory Committee (BPAC)**  
**Meeting Minutes**  
**September 26, 2013**

**1. Call to Order**

Chair Schmidt called the Bicycle and Pedestrian Advisory Committee (BPAC) Meeting to order at 7:04 pm.

Members Present:

Matt Grocott, Cathy Baylock, Karyl Matsumoto, Ken Ibarra, Marge Colapietro, Frank Markowitz, Jeffrey Tong, Aaron Faupell

Members Absent:

Steve Schmidt, Len Stone, Naomi Patridge, Andrew Boone, Norm Picker

Staff/Guests Attending:

Jean Higaki, Tom Madalena, Kenneth Chin, Colin Heyne, Emma Shlaes, Cathleen Baker, Susan Wheeler

**2. Public Comment On Items Not On The Agenda**

None.

**3. Minutes of February 28, 2013 Meeting**

*Motion: Member Baylock moved/member Colapietro seconded approval of the February 28, 2013 minutes. Motion carried unanimously.*

**4. Review and recommend approval of the Transportation Development Act Article 3 Program Call for Projects process and schedule for the FY 2013/2014 cycle**

Tom Madalena, C/CAG staff, presented this item on the upcoming call for projects for the TDA Article 3 for fiscal year 2013/2014. The staff recommendation was presented and the BPAC discussed the program and the design of the current call for projects. As a result of this discussion there were a number of motions that spoke to the structure of the call for projects as presented below.

Motion 1 – Member Grocott motioned to allow for 3 applications total if applying for both capital and planning projects, 2 applications total if applying for capital projects only and there would be maximum allocation of \$400,000 awarded per jurisdiction. Member Slavitz seconded the motion. Motion carried unanimously.

Motion 2 – Member Markowitz motioned that in the application under IIIc to add a line for basis for total project cost figure (table or other documentation could be added if necessary). Member Faupell seconded the motion. Members Markowitz, Slavitz and Faupell voted yes. Members Ibarra, Baylock, Grocott, Tong, Colapietro and Matsumoto voted no. Motion did not carry.

Motion 3 – Member Grocott motioned that in the scoring under IVe to add “and/or is the project in coordination with neighboring jurisdictions”. Member Faupell seconded the motion. Motion carried unanimously.

Motion 4 – Member Baylock motioned to change question IVc in the application to read “Is the project a stand-alone pedestrian project or a project that provides facilities for both bicyclists and pedestrians”. Motion carried with member Faupell opposed.

Motion 5 – Member Tong motioned to add 2 points to IVe in the scoring sheet. Member Baylock seconded the motion. Motion carried unanimously.

Motion 6 – Member Grocott motioned to have staff create a separate application for planning projects and to ask for a project narrative describing the need for a bicycle and/or pedestrian plan. This narrative is to be weighted at 50% of the possible points. Member Ibarra seconded the motion. Motion carried unanimously.

Motion 7 – Member Grocott motioned to approve the TDA Article 3 application process with the associated changes under the prior motions. Member Slavit seconded the motion. Motion carried unanimously.

## **5. Member Communications**

Member Baylock announced that she is retiring from public life and will be there through November. She also shared the Burlingame Downtown Streetscape Plan and thanked the BPAC for their support of the plan.

## **6. Adjournment**

The meeting was adjourned at 9:15 pm.