

**City/County Association of Governments
of San Mateo County (C/CAG)**

**Bicycle and Pedestrian Advisory Committee (BPAC)
Meeting Minutes
February 26, 2015**

Members present:

Marge Colapietro	Eric Reed
Don Horsley	Laurence May
Karyl Matsumoto	Karen Ervin
Andrew Boone	Julia Dzierwa
Frank Markowitz	Daina Lujan
Jeffrey Tong	Matthew Self
Meredith Schneider	

Members absent:

Matt Grocott	Ken Ibarra
--------------	------------

Public Attendees:

Emma Shlaes, Silicon Valley Bicycle Coalition
Ken Chin, City of San Mateo
Bill Huber, resident of San Mateo County
Al Meckler, South San Francisco resident
Cecily Harris, San Mateo County Parks Department
Lawrence Henriquez, City of South San Francisco
Cassandra Woo, City of South San Francisco
Diana Shu, San Mateo County Public Works
Mario Ung, City of San Mateo
Andrew Poster, Town of Atherton Public Works
Fernando Bravo, Mark Thomas Company
Kirsten Pringle, San Mateo County Office of Sustainability
Shirley Chan, City of Daly City
Dong Nguyen, Town of Woodside
Grace Le, City of San Carlos
Kaveh Farouhi, City of San Carlos

Staff Attending:

Ellen Barton, C/CAG
Tom Madalena, C/CAG

1. Call to Order

Chair pro-tem Markowitz called the meeting to order at 7:00 pm.
New members of the committee introduced themselves.

2. Public Comment On Items Not On the Agenda

Bill Huber, a resident of San Mateo County, presented information on Highway 1 sight-distance limitations in an area south of Pacifica that create concerns for cycling safety. He suggested installation of a cyclist-activated warning light at strategic locations and requested the topic be added to a future BPAC agenda.

3. Nomination and Election of Chair and Vice-Chair

Ellen Barton gave a short summary of the duties of the Chair and Vice-Chair. There were no public comments on this agenda item. Chair Markowitz invited nominations from the floor, noting that nominations do not require a second. Member Dzierwa nominated Don Horsley as Chair. There were no other nominations.

Motion: Member Dzierwa nominated Member Horsley. Elected unanimously.

Chair Horsley called for nominations for Vice Chair. Frank Markowitz nominated Marge Colapietro for Vice Chair. There were no other nominations.

Motion: Member Markowitz nominated Member Colapietro. Elected unanimously.

4. Minutes of the August 28, 2014 Meeting

Motion: Vice Chair Colapietro moved/member Lujan seconded approval of the August 28, 2014 minutes. Motion carried unanimously.

5. Transportation Development Act Article 3 (TDA3) FY 15/16 Project Applicant Presentations

Review and evaluation of TDA3 project applications is a main responsibility of the Bicycle and Pedestrian Advisory Committee. BPAC members received printed copies of the fourteen (14) grant proposals, with score sheets, prior to the meeting. Presentations made during the meeting are an opportunity to ensure clear understanding of the projects. BPAC members had opportunities to ask clarifying questions of the presenters in order to assist with scoring. Presentations were limited to 10 minutes each, including time for questions. BPAC members were reminded they will have the opportunity to view project sites on a site tour later in the month. Scoring of the projects will take place at the March meeting.

Presentations were made on the following projects:

- Cecily Harris, Crystal Springs Regional Trail, County of San Mateo Parks Department
- Diana Shu, Sand Hill Road/280 Interchange, County of San Mateo Public Works
- Lawrence Henriquez, Hickey and Linden projects, City of South San Francisco
- Andrew Poster, Complete Streets and Oakwood Avenue projects, Town of Atherton
- Kirsten Pringle, Bicycle Education, County of San Mateo Office of Sustainability
- Kaveh Farouhi, Highway 101 Overcrossing, City of San Carlos

- Shirley Chan, Westmoor Avenue Project, Daly City
- Dong Ngyuen, Multi-use Pathway, Town of Woodside
- Mario Ung, San Mateo Drive, City of San Mateo

Member Ervin briefly described the Pacifica Rockaway Beach Trail project.

Clarification was made to ensure consistent understanding of the point award for percentage of match provided: a dollar-for-dollar 100% match is eligible for award of full points and adjustment should be made on the score sheet. There is no requirement for match for capital projects.

By a show of hands, the Committee members chose Saturday, March 21 as the date for the tour of project sites.

6. Review and approval of the BPAC Meeting Calendar for 2015

Motion: Member Lujan moved/member Colapietro seconded approval of the BPAC Meeting Calendar for 2015. Motion carried unanimously.

7. Member Communications

Ellen Barton announced that the C/CAG Board policy stipulates that attendance at 75% of committee meetings is required. An attendance report is provided to the Board at the end of each year for review and possible action.

8. Adjournment

Chair Horsley adjourned the meeting at 9:35 pm.