

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

**Bicycle and Pedestrian Advisory Committee (BPAC)
Meeting Minutes
February 25, 2015**

Members present:

Marge Colapietro	Marina Fraser
Don Horsley	Karen Ervin
Karyl Matsumoto	Daina Lujan
Jeffrey Tong	Matthew Self
Ken Ibarra	Ann Schneider
Rob Lawson	Gary Pollard

Members absent:

Eric Reed

Public Attendees:

Emma Shlaes, Silicon Valley Bicycle Coalition.
Lawrence Henriquez, City of South San Francisco
Rob Lawson, Resident of Burlingame

Staff Attending:

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

1. Call to Order

Chair Horsley called the meeting to order at 7:00 pm.

The three newly-appointed members introduced themselves:

- Rob Lawson is a resident of Burlingame and uses a bicycle regularly for transportation and recreation.
- Ann Schneider is a Councilmember for Millbrae and is interested in expanding the walking and bicycling network.
- Gary Pollard is a Councilmember for Foster City and is interested in improving the quality of the network of walking and bicycling infrastructure.

2. Public Comment On Items Not On the Agenda

There were no public comments.

3. Minutes of the October 22, 2015 Meeting

Member Colapietro requested clarification on the status of the One Bay Area Grant Program (OBAG) included in item 6 of the October meeting minutes. The draft OBAG guidelines have been released but they have not been finalized.

Motion: Vice-Chair Colapietro moved/member Fraser seconded approval of the October 22, 2015 minutes. Motion carried unanimously.

4. Nominate and elect a BPAC Chairperson and Vice-Chairperson

The committee nominated and voted to elect Member Colapietro to serve as Chairperson.

Motion: Member Ervin moved/Member Self seconded the nomination of Member Colapietro as Chairperson. Motion carried unanimously.

The committee nominated and voted to elect Member Fraser to serve as Vice-Chairperson

Motion: Member Lujan moved/Member Horsley seconded the nomination of Member Fraser as Vice-Chairperson. Motion carried unanimously.

5. Review and recommend approval of a request for reallocation of FY 13/14 TDA Article 3 Funds for Comprehensive Bicycle and Pedestrian Plan for City of Belmont

The committee members voted to approve a reallocation of TDA Article 3 funds for the City of Belmont in order to allow the City to coordinate the completion of the Bicycle and Pedestrian Master Plan with the downtown Belmont Specific Plan. Member Schneider requested clarification on the process to ensure that projects funded through a competitive process are completed in a timely manner. Staff noted that the BPAC approves the application guidelines and that C/CAG generally supports the jurisdictions to complete the projects that are awarded funding.

Motion: Member Horsley moved/member Schneider seconded approval of the request for reallocation. Motion carried unanimously.

6. Review and recommend approval of a request for reallocation of FY 13/14 TDA Article 3 Funds for Bay to Transit Trail Phase 1 Project for City of San Mateo

The committee members voted to approve a reallocation of TDA Article 3 funds for the City of San Mateo in order to allow the City to complete the acquisition of the required easement on a segment on federal land that had been improperly documented. Staff from the City of San Mateo reported that the easement agreement is expected to be finalized by the end of 2016.

Motion: Member Fraser moved/member Horsley seconded approval of the request for reallocation. Motion carried unanimously.

7. Update on the statewide and regional Active Transportation Program – Cycle 3 Grant Program Call for Projects

Staff reported that the third call for projects for the Active Transportation Program is expected to be issued on March 30, 2016. The total amount available is estimated to be \$230 million statewide. The funds will be available in 2019. Members discussed the criteria for disadvantaged communities and the opportunities to use funds for planning or non-infrastructure as well as construction.

8. Presentation on Door Zone Bike Lanes

Former BPAC member Julia Dzierwa presented information about bicycle lane design and width standards to address the potential for people on bicycles to collide with suddenly opened car doors. Presentation materials were posted to the website.

9. Proposed BPAC meeting calendar for 2016

The committee voted to approve the meeting calendar for 2016

Motion: Member Horsley moved/member Lujan seconded approval of the 2016 BPAC meeting calendar. Motion carried unanimously.

10. Member Communications

Staff reported that Andrew Boone has resigned from the committee due to change of address to an out-of-county location.

11. Adjournment

Motion: Member Ibarra moved/Member Lujan seconded the motion to adjourn the meeting. Approved unanimously. The meeting adjourned at 8:45 pm.