

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

**Bicycle and Pedestrian Advisory Committee (BPAC)**

**Meeting Minutes**

**May 26, 2016**

*Members Present:*

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

*Members absent:*

Eric Reed	Daina Lujan
Gary Pollard	

*Public Attendees:*

Emma Shlaes, Silicon Valley Bicycle Coalition  
Christian Hammack, Redwood City

*Staff Attending:*

Ellen Barton, C/CAG  
Tom Madalena, C/CAG  
Eliza Yu, C/CAG  
Jean Higaki, C/CAG

**1. Call to Order**

Chair Colapietro called the meeting to order at 7:08 pm.

**2. Public Comment on Items Not on the Agenda**

There were no public comments.

**3. Minutes of the February 25, 2016 Meeting**

Chair Colapietro called for a motion to approve the meeting minutes.

*Motion: Member Schneider moved/member Fraser seconded approval of the February 25, 2016 minutes. Motion carried unanimously.*

**4. Reallocation of Transportation Development Act Article 3 Funds for East Palo Alto**

Chair Colapietro requested a motion to approve a reallocation of TDA Article 3 funds for the City of East Palo Alto.

*Motion: Member Horsley moved/member Tong seconded approval of the request for reallocation.*

*Motion carried unanimously.*

#### **5. Reallocation of Transportation Development Act Article 3 Funds for East Palo Alto**

The members of the committee considered the request to reallocate TDA Article 3 funds for the City of Redwood City. C. Hammack from the City of Redwood City responded to a question from Member Schneider that the reason for the delay was due to reduced staff resources that resulted in a need for additional time for outreach.

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

#### **6. One Bay Area Grant 2 (OBAG 2) Program Framework Presentation**

The OBAG 2 program provides funding to Congestion Management Agencies to pay for local streets and roads, Bicycle and Pedestrian Improvement Program (BPIP), Transportation for Livable Communities (TLC), and Safe Routes to Schools. The program framework was approved by the C/CAG Board at its meeting on May 12, 2016. Allocations of the Local Streets and Roads funds will be made on a programmatic basis, rather than through a competitive application process.

There will be a competitive call for projects for the BPIP and TLC funds. The scoring process includes a requirement that projects be within proximate access to a transit corridor. The call for projects will be subject to the timing of the Association for Bay Area Governments' (ABAG) finalization of an anti-displacement policy, expected to be issued in July.

Member Self requested clarification on whether projects should be submitted to both the BPIP and TLC competitive calls. Jurisdictions are advised to apply to one of the two categories rather than both, choosing the funding category that best fits the project based on scoring criteria.

Member Schneider encouraged BPAC members to inform their respective city staff of the opportunity.

Member Tong requested confirmation that small cities remain eligible for local streets and roads funds. J. Higaki confirmed that cities with low populations and low lane mileage receive a fair share.

#### **7. Definition of “proximate access” as it relates to Priority Development Areas (PDAs) in the One Bay Area Grant 2 (OBAG 2) Program**

The OBAG 2 guidelines require that 70% of the funds awarded must be within proximate access to a PDA. In San Mateo County, the PDAs are located along a narrow corridor. C/CAG has adopted a definition of Proximate Access to ensure that projects from the majority of member jurisdictions remain eligible for funding.

Chair Colapietro requested a motion to approve the definition.

*Motion: Member Horsley moved/member Schneider seconded approval of the definition. Motion carried unanimously.*

## **8. Approval of the Scoring Criteria for OBAG 2 Bicycle Pedestrian Improvement Program (BPIP)**

The OBAG 2 funds are subject to federal requirements such that the screening criteria cannot be changed locally. There is flexibility on the weighting of the different scoring categories. The BPAC members reviewed the criteria and weighting as provided in the meeting materials.

Member Schneider requested clarification on the anti-displacement policy. Metropolitan Transportation Commission (MTC) is considering methods to prevent the reduction of affordable housing supply through conversions or development. The effect of the policy will not be clear until adopted by MTC.

Member Schneider requested clarification on the requirement for fully-funded construction. Projects that are selected for funding will be requested to provide a resolution of local support committing funding for completion of construction. Federal funds can be used only for projects that result in construction (not for “design only”).

Member Horsley requested clarification about the rural roads program. The County is guarantee a certain level of funding that must be used on rural roads and maintenance. The program benefits San Mateo County because of the relatively low ratio of urban roads.

Chair Colapietro requested that a “save the date” for project site tour be sent to the BPAC members three or four months prior to the tour, to ensure good attendance.

Member Schneider requested clarification whether elected officials who are members of the BPAC must recuse themselves from scoring if their jurisdiction submits a project for the competitive call. Elected officials are not required to recuse themselves from scoring.

*Motion: Member Schneider moved/member Ibarra seconded approval of the scoring criteria. Motion carried unanimously.*

## **9. Member Communications**

Member Fraser reported that the City of San Mateo has launched a new bike share system using technology that allows bikes to be parked more flexibly than other kiosk-based bike share systems. The City of San Mateo encourages other San Mateo County jurisdictions to consider implementing this system in order to create a larger network.

E. Barton reported that MTC has issued a call for Letters of Interest from jurisdictions interested in applying for funds to start a bike share program.

Member Self reported that the City of Redwood City has voted not to fund continuation of the Bay Area Bike Share system after the June 30, 2016 termination of the pilot program. The system will expand in San Francisco, San José, and in the East Bay area as a privately-owned and operated company.

Member Matsumoto reported that the City of South San Francisco is setting up a process for development applications to come before the [City of South San Francisco’s] BPAC for review prior to City Council review.

Member Self reported that Redwood City has been awarded the Bronze level Bicycle Friendly

Community designation by the League of American Bicyclists.

Chair Colapietro reported that Bike to Shop Day was well supported by 12 businesses in Millbrae and many more around the county.

T. Madalena introduced Eliza Yu, a Transportation Projects Specialist at C/CAG, who will staff the BPAC as Ellen Barton now works for the County of San Mateo Office of Sustainability.

E. Barton reported that Bike to Work Day participation increased 17% over 2015 levels and Bike to Shop Day in San Mateo County increased business participation by 30% of 2015. San Mateo County was awarded the Bronze level Bicycle Friendly Community designation from the League of American Bicyclists.

## **10. Adjournment**

Chair Colapietro called for a motion to adjourn.

*Motion: Member Ibarra moved/member Self seconded approval of the motion to adjourn. Motion carried unanimously.*