

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

Bicycle and Pedestrian Advisory Committee (BPAC) Meeting Minutes October 26, 2017

1. Call to Order

Chair Fraser called the meeting to order at 7:03 pm.

Members Present: Deirdre Martin, Marina Fraser, Marge Colapietro, Matthew Self, David Stanek, Malcolm Robinson, Gary Pollard, Ann Schneider, Daina Lujan, Ann Wengert, Emily Beach, Karyl Matsumoto.

Members Absent: Ken Ibarra, Don Horsley.

Staff/Guests Attending: Sara Muse, John Hoang, Noopur Vyas, Emma Shales, Sue-Ellen Atkinson, Gary Heap.

2. Public Comments On Items Not On The Agenda

There were no public comments.

3. Meeting Minutes of September 28, 2017 (Action)

No comments or revisions were made on the meeting minutes of September 28, 2017. Chair Fraser called for a motion to approve the September 28, 2017 Meeting Minutes.

Motion: Member Colapietro moved/Member Lujan seconded approval of the September 28, 2017 minutes. The motion carried 12-0-0.

4. Review and approval of the 2018 BPAC Meeting Calendar (Action)

Member Colapietro asked if the 2018 BPAC Meeting Calendar follows the same months as on the 2017 BPAC Meeting Calendar. Staff responded that it is slightly different and based off 2015-2017 BPAC meeting calendars, with six meetings per year. Chair Fraser added if any items come up, or if no items come up, Staff will schedule or remove a meeting. Staff agreed to fulfill Chair Fraser's request.

Motion: Member Robinson moved/Member Self seconded approval of the 2018 BPAC Meeting Calendar. The motion carried 12-0-0.

5. Project scoring, ranking, and recommendations for funding to the C/CAG Board for the Transportation Development Act (TDA) Article 3 FY 2017-2018 Program (Action)

BPAC members discussed project specific observations and questions regarding application content and overall score. Staff provided responses to questions. BPAC members recommended providing partial funding to the C/CAG Board, in the amount of \$99,617, to the City of San Mateo Bicycle Master Plan Update.

Member Matsumoto asked Staff to email the score sheet. Member Beach asked to add an item to the January 25, 2018 agenda to discuss edits to TDA Article 3 score sheet and process for future funding cycles. Staff agreed to fulfill Member Matsumoto and Member Beach's requests.

Motion: Member Schneider moved/Member Pollard seconded approval of the project scoring, ranking, and recommendations for funding to the C/CAG Board for the Transportation Development Act (TDA) Article 3 FY 2017-2018, including partially funding the City of San Mateo Bicycle Master Plan Update, in the amount of \$99,617. The motion carried 12-0-0.

6. Nomination and appointment of a BPAC member to the San Mateo County Transportation Authority Measure A Bicycle and Pedestrian Program evaluation panel (Action)

Staff presented on the San Mateo County Transportation Authority Measure B Bicycle and Pedestrian Program evaluation panel expectations and schedule. BPAC members asked questions on panel expectations. Staff provided responses to questions.

Chair Fraser asked if anyone would like to nominate someone. Members Self and Lujan shared their experiences previously serving on the evaluation panel. Member Colapietro asked Member Self if he would be interested in serving on the panel for a second year. Member Self expressed interest and Member Schneider added she would be an alternate.

Motion: Member Colapietro moved/Member Lujan seconded approval of the nomination and appointment of a BPAC member, Matthew Self to be the designee and Member Schneider as the alternate, to the San Mateo County Transportation Authority Measure A Bicycle and Pedestrian Program evaluation panel. The motion carried 12-0-0.

7. Adjournment

Chair Fraser called for a motion to adjourn at 8:23 pm, in honor of Member Stanek's mother.

C/CAG Bicycle and Pedestrian Advisory Committee

Name	Agency	January 2017	February 2017	April 2017	June 2017	September 2017	October 2017
Marge Colapietro	Public (Millbrae)		X	X	X	X	X
Ann Schneider	Millbrae	X	X			X	X
Marina Fraser	Half Moon Bay		X	X	X	X	X
Don Horsley	County of San Mateo		X	X	X	X	
Emily Beach	Burlingame	N/A	N/A	N/A	N/A	X	X
Ken Ibarra	San Bruno	X	X		X	X	
Karyl Matsumoto	South San Francisco	X	X	X	X		X
Gary Pollard	Foster City	X					X
Ann Wengert	Portola Valley	N/A	N/A	X		X	X
Deirdre Martin	Pacifica	N/A	N/A	X	X	X	X
Matthew Self	Public (County)	X	X	X	X	X	X
Daina Lujan	Public (South San Francisco)		X			X	X
Malcolm Robinson	Public (San Bruno)	X	X	X	X	X	X
David Stanek	Public (San Mateo)	X	X	X	X	X	X

Others in attendance at the October 2017 BPAC Meeting:

Sara Muse C/CAG Staff
Sandy Wong C/CAG Staff
Sue-Ellen Atkinson San Mateo
Gary Heap San Mateo
Emma Shlaes Silicon Valley Bicycle Coalition
Noopur Vyas N/A