

City/County Association of Governments of San Mateo County (C/CAG)
Bicycle and Pedestrian Advisory Committee (BPAC)
Meeting Minutes
October 24, 2019

1. Call to Order

Chair Self called the meeting to order at 7:02 PM

Name	Agency	March 2019	April 2019	June 2019	Sept 2019	Oct 2019
Matthew Self – Chair	Public (San Mateo County)	X	X	X	X	X
Malcolm Robinson – Vice Chair	Public (San Bruno)	X	X			X
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	X	X	X	X	X
Karyl Matsumoto	South San Francisco	X	X	X	X	X
Ann Wengert	Portola Valley	X	X	X	X	X
Herb Perez	Foster City			X	X	X
Daina Lujan	Public (South San Francisco)			X	X	
Karen Cunningham	Brisbane	X	X	X	X	X
Alan Uy	Public (Daly City)		X	X	X	X

Members Present: Matthew Self, Malcolm Robinson, Marge Colapietro, Ann Schneider, Marina Fraser, Don Horsley, Emily Beach, Karyl Matsumoto, Ann Wengert, Herb Perez, Karen Cunningham, Alan Uy

Members Absent: Daina Lujan

Staff Attending: Mikaela Hiatt, Sandy Wong – C/CAG

2. Public Comment on items not on the agenda

Ron Snow, representing SAFE – West Menlo Park Safety for Santa Cruz – Alameda

Ron Snow spoke to the BPAC about the safety trial at the “Y” intersection in West Menlo Park. The safety trial eliminated about 5,000 to 6,000 lane changes per day. Ron requested support by cyclists to weigh in on the safety

improvements.

3. Approval of Meeting Minutes of September 26, 2019

Approved with changes. Chair Self's residing jurisdiction to be changed from "Public (Redwood City)" to "Public (County of San Mateo)". Alan Uy's to be changed from "Public" to "Public (Daly City)".

Motion: Don Horsley moved to approve/Marina Fraser seconded. Malcolm Robinson abstained. Motion passed.

4. Receive presentation from Toole Design Group on Work Plan for San Mateo County Comprehensive Bicycle and Pedestrian Plan Update (Information)

Mikaela Hiatt presented to the BPAC on the San Mateo County Comprehensive Bicycle and Pedestrian Plan Update from 2011. The presentation included information regarding the framework for the plan and a breakdown of the project phases and timeline. The presentation is available to view on the C/CAG website.

5. Nomination and appointment of BPAC member(s) to the San Mateo County Bicycle and Pedestrian Plan Update Technical Advisory Group (Action)

Mikaela Hiatt requested the BPAC appoint 2 members to serve on the Technical Advisory Group for the San Mateo County Comprehensive Bicycle and Pedestrian Plan Update. Appointed members will be responsible for representing the BPAC and communicating the needs of the BPAC to the Technical Advisory Group.

The BPAC nominated Malcolm Robinson and Ann Wengert to serve as representative to the Technical Advisory Group from the BPAC.

Motion: Don Horsley moved to approve/Malcolm Robinson seconded. Motion passed unanimously.

6. Review and recommend Transportation Development Act (TDA) Article 3 FY 19/20 Bicycle and Pedestrian Project Proposals to the C/CAG board for funding allocation and approval (Action)

The BPAC discussed and reviewed the submitted scores for the TDA Article 3 funding projects. The total amount available for funding was \$200,000 for planning projects and \$1,700,000 for capital projects. 13 jurisdictions submitted project proposals which included 12 capital project proposals and 2 planning project proposals.

The planning projects with the highest scores recommended for funding were submitted

by the City of Redwood City and the City of San Mateo. Redwood City requested \$70,000 and San Mateo requested \$75,117.35. Both projects were nominated for TDA Article 3 funding to the full amount of their request.

The BPAC recommended that Redwood City and San Mateo be awarded the full amount of their request for the planning projects and that the remaining \$54,882.65 initially allocated for planning project funding be included in the total amount available for capital project funding to equal \$1,804,882.65.

Motion: Ann Schneider moved to approve/Malcolm Robinson seconded. Motion passed unanimously.

The BPAC discussed and reviewed scores for the 12 capital projects. The five (5) jurisdictions which received the highest average scores were County of San Mateo (requesting \$400,000), Half Moon Bay, (requesting \$350,000), Daly City (requesting \$400,000), South San Francisco (requesting \$400,000), and Redwood City (requesting \$300,000). These jurisdictions received the full amount of funding requested except for Redwood City for a partial fund amount of \$254,882.65 which expended the full \$1,804,882.65.

The BPAC recommended that each of the following receive funding:

- County of San Mateo: \$400,000
- Half Moon Bay: \$350,000
- Daly City: \$400,000
- South San Francisco: \$400,000
- Redwood City: \$254,882.65

Motion: Herb Perez motioned to approve/Karyl Matsumoto seconded. Motion passed unanimously.

7. Review and approval of 2020 BPAC Calendar (Action)

The C/CAG BPAC reviewed the proposed calendar for the year 2020. The approved dates and times are as follows:

Time: 7:00-9:00 PM

January 23, 2020

February – off

March 26, 2020

April – off

May 28, 2020

June 25, 2020

July – off
August – off
September 24, 2020
October 22, 2020
November – off
December – off

Motion: Marge Colapietro moved to approve/Ann Schneider seconded. Motion passed unanimously.

8. Member Communications

The BPAC discussed the intent to agendize the discussion of TDA Article 3 project selection process.

9. Adjourn (Action)

Chair Self called for a motion to adjourn at 8:16 PM.

Motion: Emily Beach motioned to approve/Marge Colapietro seconded. Motion passed unanimously.