

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

## Bicycle and Pedestrian Advisory Committee (BPAC) Meeting Minutes January 25, 2018

### 1. Call to Order

Chair Fraser called the meeting to order at 7:01 pm. Chair Fraser welcomed Member Axt to the BPAC and requested her to provide an introduction.

Members Present: Deirdre Martin, Marina Fraser, Marge Colapietro, Matthew Self, David Stanek, Malcolm Robinson, Ann Schneider, Daina Lujan, Emily Beach (arrived at 7:55 p.m.), Karyl Matsumoto (arrived at 7:21 p.m.), Jamie Axt.

Members Absent: Don Horsley, Ann Wengert, Gary Pollard.

Staff/Guests Attending: Sara Muse, Sandy Wong.

### 2. Public Comments On Items Not On The Agenda

There were no public comments.

### 3. Meeting Minutes of October 26, 2017 (Action)

No comments or revisions were made on the meeting minutes of October 26, 2017. Chair Fraser called for a motion to approve the October 26, 2017 Meeting Minutes.

*Motion: Member Colapietro moved/Member Robinson seconded approval of the October 26, 2017 minutes. The motion carried 9-0-0.*

### 4. Review and recommend approval of a request for reallocation of FY 2015-2016 Transportation Development Act Article 3 (TDA Article 3) funds for the South San Francisco Linden Avenue Complete Streets Safety Project (Action)

Staff presented on the reallocation request and anticipated schedule for the South San Francisco Linden Avenue Complete Streets Safety Project. Chair Fraser commented that South San Francisco staff was not present at the meeting. Member Schneider commented that funds for extending projects that did not expend funds because of an unexpected delay could have been awarded to projects that were not recommended for funding. Member Schneider asked staff how often reallocation requests occurred. Staff responded that reallocation requests typically occur in 10 percent of projects, and this South San Francisco request occurred because staff wanted to coordinate TDA funds with another larger project.

*Motion: Member Self moved/Member Schneider seconded approval of the reallocation of FY 2015-2016 Transportation Development Act Article 3 (TDA Article 3) funds for the South San Francisco Linden Avenue Complete Streets Safety Project. The motion carried 9-0-0.*

### 5. Provide feedback and suggestions to the Transportation Development Act Article 3 (TDA Article 3) FY 2017-2018 scoring process (Action)

BPAC members discussed the scoring sheet, capital project application, and planning project application. Members provided staff with suggested feedback and edits to the three documents. Chair Fraser requested Staff bring the edited documents back to the BPAC for their review. Staff agreed to fulfill Chair Fraser's request.

*Motion: Member Schneider moved/Member Self seconded approval the feedback and recommendations to the Transportation Development Act Article 3 (TDA Article 3) FY 2017-2018 scoring process. The motion carried 11-0-0.*

## **6. Adjournment**

Chair Fraser called for a motion to adjourn at 8:23 pm.

**C/CAG Bicycle and Pedestrian Advisory Committee**

<b>Name</b>	<b>Agency</b>	<b>June 2017</b>	<b>September 2017</b>	<b>October 2017</b>	<b>January 2018</b>
Marge Colapietro	Public (Millbrae)	X	X	X	X
Ann Schneider	Millbrae		X	X	X
Marina Fraser	Half Moon Bay	X	X	X	X
Don Horsley	County of San Mateo	X	X		
Emily Beach	Burlingame	N/A	X	X	X
Karyl Matsumoto	South San Francisco	X		X	X
Gary Pollard	Foster City			X	
Ann Wengert	Portola Valley		X	X	
Deirdre Martin	Pacifica	X	X	X	X
Matthew Self	Public (City of Redwood City)	X	X	X	X
Daina Lujan	Public (South San Francisco)		X	X	X
Malcolm Robinson	Public (San Bruno)	X	X	X	X
David Stanek	Public (San Mateo)	X	X	X	X
Jamie Axt	Public (City of Redwood City)	N/A	N/A	N/A	X

**Others in attendance at the October 2017 BPAC Meeting:**

Sara Muse                      C/CAG Staff  
Sandy Wong                     C/CAG Staff