

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

Bicycle and Pedestrian Advisory Committee (BPAC)

Meeting Minutes

April 25, 2019

1. Call to Order

Chair Self called the meeting to order at 7:35 pm.

Members Present: Marina Fraser, Marge Colapietro, Malcolm Robinson, Ann Wengert, Karyl Matsumoto, Karen Cunningham, Matthew Self, Emily Beach, Jamie Axt, Alan Uy.

Members Absent: Herb Perez, Daina Lujan, Don Horsley, Ann Schneider

Staff/Guests Attending: Van Ocampo, John Hoang – C/CAG

2. Public Comments On Items Not On The Agenda

None.

3. Meeting Minutes of March 28, 2019 (Action)

Approved with edits. Chair Self called for a motion to approve the March 28, 2019, Meeting Minutes.

Motion: Member Colapietro moved/Member Robinson seconded.

4. Review and recommend approval of the Transportation Development Act Article 3 Program Call for Projects and schedule for Fiscal Year 2019/20 Cycle (Action)

Van Ocampo presented the draft TDA Art. 3 FY 2019/20 call for project packet, which incorporated comments from Chair Self and Vice-Chair Robinson. Additional edits were recommended and discussed by the Committee members. Staff was directed to make the additional edits to the draft per comments received and finalize and release the call for project packet.

Chair Self called for a motion to approve the TDA Art. 3 FY 2019/20 call for project packet with edits.

Motion: Member Colapietro moved/Member Robinson seconded.

5. Member Communications (Information)

None.

6. Adjournment

The meeting adjourned.

C/CAG Bicycle and Pedestrian Advisory Committee - 2019

Name	Agency	March 2019	April 2019
Matthew Self - Chair	Public (Redwood City)	X	X
Malcolm Robinson – Vice Chair	Public (San Bruno)	X	X
Marge Colapietro	Public (Millbrae)	X	X
Ann Schneider	Millbrae	X	
Marina Fraser	Half Moon Bay	X	X
Don Horsley	County of San Mateo	X	
Emily Beach	Burlingame	X	X
Karyl Matsumoto	South San Francisco	X	X
Ann Wengert	Portola Valley	X	X
Herb Perez	Foster City		
Daina Lujan	Public (South San Francisco)		
Jamie Axt	Public (Redwood City)		X
Karen Cunningham	Brisbane	X	X
Alan Uy	Public		X

Others in attendance at the March 2019 BPAC Meeting:

Van Ocampo	C/CAG Staff
John Hoang	C/CAG Staff
Sandy Wong	C/CAG Executive Director

C/CAG AGENDA REPORT

Date: June 27, 2019

To: Bicycle and Pedestrian Advisory Committee (BPAC)

From: Mikaela Hiatt, Transportation Programs Specialist

Subject: Receive a presentation on Metropolitan Transportation Commission (MTC) Seamless Mobility Program

(For further information or questions contact Mikaela Hiatt at 650-599-1453)

RECOMMENDATION

That the BPAC receive a presentation on Metropolitan Transportation Commission (MTC) Seamless Mobility Program.

FISCAL IMPACT

None.

SOURCE OF FUNDS

N/A

BACKGROUND

MTC is looking to improve traveler experience through an interconnected, multimodal transportation network to reduce vehicle miles traveled and achieve Plan Bay Area goals through the integration of “Seamless Mobility”. The presentation will be by Kara Oberg, MTC Active Transportation Planner, will include a description on the steps MTC will be taking towards this effort as well as information gathered to date.

ATTACHMENT

None.

C/CAG AGENDA REPORT

Date: June 27, 2019

To: Bicycle and Pedestrian Advisory Committee (BPAC)

From: Mikaela Hiatt, Transportation Programs Specialist

Subject: Receive a presentation on Safe Routes to School - Bicycle and Pedestrian Audit from specific school sites

(For more information or response to questions, contact Mikaela Hiatt at 650-599-1453)

RECOMMENDATION

That the BPAC receive a presentation on Safe Routes to School - Bicycle and Pedestrian Audit from specific school sites.

FISCAL IMPACT

None.

SOURCE OF FUNDS

N/A

BACKGROUND

Walk audits were conducted in three high priority schools, as indicated in Creating Safer Streets Near Schools, the 2017 report from San Mateo County Health Planning and Policy. Walk audit participants included school personnel, district personnel, law enforcement, CBO's, parents, students, San Mateo County public health, the county office of education and elected officials. The walk audits were led by Mark Fenton, a public health, planning, and transportation consultant. The audits have resulted in an increase in collaboration between the city and its respective schools. The presentation by Theresa Vallez Kelly, Safe Routes to School coordinator, will provide an overview of the walk audits and the results of the audits.

ATTACHMENT

None.

C/CAG AGENDA REPORT

Date: June 27, 2019

To: C/CAG Bicycle and Pedestrian Advisory Committee (BPAC)

From: Jeff Lacap, Transportation Programs Specialist

Subject: Receive information on pedestrian and bicycle counts in conjunction with the Congestion Management Program (CMP) report

(For further information or response to questions, contact Jeff Lacap at 650-599-1455)

RECOMMENDATION

That the C/CAG BPAC receive information on pedestrian and bicycle counts in conjunction with the Congestion Management Program (CMP) report.

FISCAL IMPACT

None.

SOURCE OF FUNDS

N/A.

BACKGROUND

Every two years C/CAG, as the Congestion Management Agency for San Mateo County, is required to monitor the performance of the Congestion Management Program (CMP) roadway system and conduct other activities to determine compliance with the CMP. The CMP roadway system that is monitored includes 16 signalized intersections and 53 roadway segments located throughout the county. As part of the CMP requirements and legislation, historically only vehicle counts are taken at the sixteen CMP intersections. The last monitoring update was performed in 2017.

New for the 2019 update in addition to the vehicle counts, C/CAG also performed pedestrian and bicycle volume counts at the sixteen (16) signalized intersections during the AM and PM peak periods. Table I below shows the list of CMP intersections.

1	Bayshore Boulevard & Geneva Avenue (Brisbane)	5	El Camino Real (SR-82) & Milbrae Avenue (Millbrae)
2	Skyline Boulevard (SR-35) & John Daly Boulevard (Daly City)	6	El Camino Real (SR-82) & Broadway (Burlingame)
3	Mission St & Hillside Boulevard/John Daly Boulevard (Daly City)	7	El Camino Real (SR-82) & Park Road/Peninsula Avenue (Burlingame)
4	El Camino Real (SR-82) & San Bruno Avenue (San Bruno)	8	El Camino Real (SR-82) & Ralston Avenue (Belmont)

9	El Camino Real (SR-82) & Holly Street (San Carlos)	13	Bayfront Expressway (SR-84) & Marsh Road (Menlo Park)
10	El Camino Real (SR-82) & Whipple Avenue (Redwood City)	14	Woodside Road (SR-84) & Middlefield Road (Redwood City)
11	Bayfront Expressway (SR-84) & University Avenue (Menlo Park)	15	San Mateo Road (SR-92) & Cabrillo Highway (SR-1) (Half Moon Bay)
12	Bayfront Expressway (SR-84) & Willow Road (Menlo Park)	16	San Mateo Road (SR-92) & Main Street (Half Moon Bay)

In addition to providing insight as what other alternate modes of transportation are using the CMP roadway facilities, the counts can be used to help in the development of the upcoming update to the C/CAG San Mateo County Comprehensive Bicycle and Pedestrian Plan.

ATTACHMENTS

None

C/CAG AGENDA REPORT

Date: June 27, 2019

To: Bicycle and Pedestrian Advisory Committee (BPAC)

From: Mikaela Hiatt, Transportation Programs Specialist

Subject: Review and recommend the Transportation Development Act Article 3 for Fiscal Year 2019/20 Cycle Scheduled Project Site Visit Dates for Project Proposals

(For further information or questions contact Mikaela Hiatt at 599-1453)

RECOMMENDATION

That the BPAC review and recommend approval of the Transportation Development Act (TDA) Article 3 Scheduled Site Visits for Project Proposals for Fiscal Year 2019/20 Cycle.

FISCAL IMPACT

None.

SOURCE OF FUNDS

N/A

BACKGROUND/DISCUSSION

The TDA Article Call for Projects was issued on May 10, 2019. TDA Article 3 Project Applications will be due July 25, 2019 at 5:00 PM. Since the Bicycle and Pedestrian Advisory Committee (BPAC) does not meet until September 26, 2019, submitted applications will be dispersed to members of the committee by C/CAG either via email PDF or mailed hard copy. At the September 26th meeting, the BPAC will receive presentations of projects from cities. BPAC will then score the projects during the October 24, 2019 meeting. Project proposals with the highest score will then be presented to the C/CAG board for approval.

Members of the BPAC will elect how they would like to receive the project proposals for review during the July and August recess. C/CAG is able to release the applications either electronically via email PDF, mail a hard copy of the applications, or send both.

Members of the BPAC will elect a date for proposed project site visits either between July 26th and September 25th or between September 27th and October 23rd. Members of the BPAC will elect a field tour date decidedly on whether members would prefer to meet prior or following city presentations of project proposals. The BPAC will arrange project field tours in accordance with the project timeline and the coincidence of BPAC meeting recesses in July and August.

Activity	Date
Call for Projects Issued	May 15, 2019
Application Workshop	May 23, 2019
Application Due	July 25, 2019
TBD Project Locations Field Tours	TBD July-September, 2019
Project Sponsor Presentations to BPAC	September 26, 2019
TBD Project Locations Field Tours	TBD September 27-October 23, 2019
Project Scoring BPAC Meeting	October 24, 2019
C/CAG Board Approval	November 14, 2019

**Dates may be adjusted as necessary*

ATTACHMENTS

None