

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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AGENDA

BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)

Date: Thursday, January 23, 2020
7:00 p.m.

Place: San Mateo County
Conference Room 405
455 County Center
Redwood City, CA 94063

- | | | | |
|----|---|---|--------------|
| 1. | Call to Order | Action
(Self) | |
| 2. | Public comment on items not on the agenda | Limited to 3
minutes per
speaker. | |
| 3. | Meeting Minutes of the October 24, 2019 Meeting | Action
(Self) | Page 1-4 |
| 4. | Receive a presentation from Toole Design Group on the San Mateo County Comprehensive Bicycle and Pedestrian Plan Update | Information
(Hiatt) | Page 5-6 |
| 5. | Receive a presentation on the San Mateo County Safe Routes to School FY 2018-2019 Annual Report. | Information
(Vallez-Kelly) | Page 7 |
| 6. | Review the process for selecting TDA Article 3 Bicycle and Pedestrian projects and direct staff to make changes to be incorporated into the next call for project cycle | Action
(Hiatt) | Page 8 |
| 8. | Member Communications | Information
(Self) | |
| 9. | Adjourn | Information
(Self) | No materials |

The next BPAC meeting is scheduled for March 26, 2020.

PUBLIC NOTICING: All notices of C/CAG regular Board meetings, standing committee

meetings, and special meetings will be posted at the San Mateo County Transit District Office, 1250 San Carlos Ave., San Carlos, CA, and on C/CAG's website at: <http://www.ccag.ca.gov>.

PUBLIC RECORDS: Public records that relate to any item on the open session agenda for a regular Board meeting, standing committee meeting, or special meeting are available for public inspection. Those public records that are distributed less than 72 hours prior to a regular Board meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members, of the Board. The Board has designated the City/County Association of Governments of San Mateo County (C/CAG), located at 555 County Center, 5th Floor, Redwood City, CA 94063, for the purpose of making public records available for inspection. Such public records are also available on C/CAG's website at: <http://www.ccag.ca.gov>.

PUBLIC PARTICIPATION: Public comment is limited to two minutes per speaker. Persons with disabilities who require auxiliary aids or services in attending and participating in this meeting should contact Mima Guilles at (650) 599-1406, five working days prior to the meeting date.

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 (County of San Mateo)	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 means of 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 two (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 representatives 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 moved 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 moved to approve/Marge Colapietro seconded. Motion passed unanimously.

C/CAG AGENDA REPORT

Date: January 23, 2020
To: C/CAG Bicycle and Pedestrian Advisory Committee
From: Mikaela Hiatt, Transportation Programs Specialist
Subject: Receive a presentation from Toole Design for the San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP) Update

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

RECOMMENDATION

That the C/CAG BPAC receive a presentation from Toole Design for the San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP) Update.

FISCAL IMPACT

This presentation has no fiscal impact. The CBPP Update cost is \$196,492.

SOURCE OF FUNDS

- TDA Article 3 funds
 - Local Transportation Funds (LTF), derived from a ¼ cent of the general sales tax collected statewide
 - State transit Association fund (STA), derived from the statewide sales tax on gasoline and diesel fuel
- Measure A Transportation Sales Tax (TA)
- C/CAG Local Transportation Funds

BACKGROUND

The San Mateo County Comprehensive Bicycle and Pedestrian Plan is currently undergoing an update. Toole Design Group, with C/CAG staff, are currently in phase 1 of the plan update. There has been one meeting with the C/CAG BPAC on October 24, 2019, one meeting with the CBPP Technical Advisory Group on November 20, 2019, one survey submitted to the local jurisdictions, and one webinar will be hosted with the Technical Advisory Group members and the local jurisdictions to review the results of the survey on January 21, 2020. Toole Design Group has completed the basemap for the CBPP bicycle and pedestrian networks and is working through a data collection effort with the local jurisdictions. In person meetings with local jurisdiction staff to discuss the plan will be held from January 27th, 2020 to February 7th, 2020.

Toole Design Group will present on the project's current state and include BPAC feedback into the plan update where appropriate.

ATTACHMENTS

None.

C/CAG AGENDA REPORT

Date: January 23, 2020
To: C/CAG Bicycle and Pedestrian Advisory Committee
From: Mikaela Hiatt, Transportation Programs Specialist
Subject: Receive a presentation on the San Mateo County Safe Routes to School FY 2018-2019 Annual Report.

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

RECOMMENDATION

That the C/CAG BPAC receive a presentation on the San Mateo County Safe Routes to School FY 2018-2019 Annual Report.

FISCAL IMPACT

None.

SOURCE OF FUNDS

N/A

BACKGROUND

The San Mateo County Safe Routes to School Program (SRTS Program) is funded by a combination of federal Congestion Mitigation and Air Quality Improvement (CMAQ) funds and local Measure M funds. C/CAG has contracted with the San Mateo County Office of Education (SMCOE) to administer the SRTS Program since 2011. SMCOE prepares the Annual Report to report on activities within each fiscal year and projected goals for the next year.

ATTACHMENTS

1. Safe Routes to School Annual Report (*available online at ccag.ca.gov.*)

C/CAG AGENDA REPORT

Date: January 23, 2020
To: C/CAG Bicycle and Pedestrian Advisory Committee (BPAC)
From: Mikaela Hiatt, Transportation Programs Specialist
Subject: Review the process for selecting TDA Article 3 Bicycle and Pedestrian projects and direct staff to make changes to be incorporated into the next call for project cycle.

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

RECOMMENDATION

That the C/CAG BPAC review the process for selecting TDA Article 3 Bicycle and Pedestrian projects and direct staff to make changes to be incorporated into the next call for project cycle

FISCAL IMPACT

None.

SOURCE OF FUNDS

TDA Article 3 funds are derived from the following sources:

- Local Transportation Funds (LTF), derived from a ¼ cent of the general sales tax collected statewide
- State Transit Assistance fund (STA), derived from the statewide sales tax on gasoline and diesel fuel.

BACKGROUND

The TDA Article 3 Call for Projects for the FY 19/20 were recommended to the C/CAG board at the October 24, 2019 BPAC meeting. BPAC members at the October 24, 2019 meeting requested that C/CAG staff agendize the discussion of process for selection of TDA Article 3 Bicycle and Pedestrian Projects for future funding cycles.

BPAC will discuss the process for selecting TDA Article 3 Bicycle and Pedestrian Projects and determine a process to be followed in future cycles.

ATTACHMENTS

1. TDA Article 3 Call for Projects (*available online at ccag.ca.gov*).