

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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AGENDA

BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)

Date: Thursday, October 22, 2020

Time: 7:00 PM

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter-in-Place Orders issued by the San Mateo County Health Officer and the Governor, and the CDC's social distancing guidelines, which discourage large public gatherings, C/CAG meetings will be conducted via remote conferencing. Members of the public may observe or participate in the meeting remotely via one of the options below.

Join Zoom Meeting

<https://us02web.zoom.us/j/82124869169?pwd=TkISV1cvLzY3MUxMYkdzaVlVK0c5UT09>

Meeting ID: 821 2486 9169

Passcode: 742829

Join by Phone: 669-900-6833

Meeting ID: 821 2486 9169

Passcode: 742829

Persons who wish to address the C/CAG BPAC on an item to be considered at this meeting, or on items not on this agenda, are asked to submit written comments to mhiatt@smcgov.org. Spoken public comments will also be accepted during the meeting through Zoom. Please see instructions for written and spoken public comments at the end of this agenda.

| | | | |
|----|---|---|--------------|
| 1. | Call to Order | Action (Robinson) | No materials |
| 2. | Review of Meeting Procedures | Information (Hiatt) | No materials |
| 3. | Public comment on items not on the agenda | Limited to 2 minutes per speaker. | No materials |

| | | | |
|----|--|---------------------------|--------------|
| 4. | Approval of the Minutes from the September 24, 2020 committee meeting | Action (Robinson) | Page 1-3 |
| 5. | Receive a presentation and provide input on the San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP) Update | Information (Hiatt) | Page 4 |
| 6. | Receive an update from the project sponsors of the FY 2019-2020 Transportation Development Act (TDA) Article 3 Bicycle and Pedestrian Projects | Information (Hiatt) | Page 5-7 |
| 7. | Review and approval of 2021 Bicycle and Pedestrian Advisory Committee Meeting Calendar | Action (Hiatt) | Page 8 |
| 8. | Member Communications | Information (Robinson) | No materials |
| 9. | Adjourn | Information (Robinson) | No materials |

The next BPAC meeting will be scheduled after the October 22, 2020 meeting.

PUBLIC NOTICING: All notices of C/CAG regular BPAC 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 meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members, of the Committee. 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>. Please note that C/CAG’s office is temporarily closed to the public; please contact Mikaela Hiatt at (650) 599-1453 to arrange for inspection of public records.

PUBLIC PARTICIPATION DURING VIDEOCONFERENCE MEETINGS: Persons with disabilities who require auxiliary aids or services to participate in this meeting should contact Mikaela Hiatt at (650) 599-1453, five working days prior to the meeting date.

Written comments should be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to mhiatt@smcgov.org.
2. Your email should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda.
3. Members of the public are limited to one comment per agenda item.

4. The length of the emailed comment should be commensurate with the three minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received at least 2 hours prior to the meeting, it will be provided to the C/CAG BPAC members, made publicly available on the C/CAG website along with the agenda, and read aloud by C/CAG staff during the meeting. We cannot guarantee that emails received less than 2 hours before the meeting will be read during the meeting, but such emails will be included in the administrative record of the meeting.

Spoken comments will be accepted during the meeting through Zoom. Please read the following instructions carefully:

1. The C/CAG BPAC meeting may be accessed through Zoom at the online location indicated at the top of this agenda.
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
3. You will be asked to enter an email address and name. We request that you identify yourself by your name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When C/CAG Staff or Chair call for the item on which you wish to speak, click on "raise hand." Staff will activate and unmute speakers in turn. Speakers will be notified shortly before they are called on to speak.
5. When called, please limit your remarks to the time allotted.

If you have any questions about this agenda, please contact C/CAG staff:

Programs Specialist: Mikaela Hiatt (650) 599-1453 mhiatt@smcgov.org

City/County Association of Governments of San Mateo County (C/CAG)
Bicycle and Pedestrian Advisory Committee (BPAC)
Meeting Minutes
September 24, 2020

1. Call to Order

Chair Robinson called the meeting to order at 7:01 PM.

| Name | Agency | Jan 2020 | Mar 2020 (Cancelled) | May 2020 | July 2020 | Sept 2020 |
|----------------------------|------------------------------|----------|----------------------|----------|-----------|-----------|
| Matthew Self | Public (County of San Mateo) | X | | X | X | X |
| Malcolm Robinson – Chair | Public (San Bruno) | X | | X | X | X |
| Janet Borgens | Redwood City | N/A* | | X | | X |
| Ann Schneider – Vice Chair | Millbrae | X | | X | X | X |
| Marina Fraser | Public (Half Moon Bay) | | | | X | X |
| Don Horsley | County of San Mateo | X | | | | X |
| Emily Beach | Burlingame | X | | X | X | X |
| Karyl Matsumoto | South San Francisco | X | | X | X | X |
| Ann Wengert | Portola Valley | X | | | X | |
| Justin Yuen | Public (South San Francisco) | N/A* | | X | X | X |
| Karen Cunningham | Brisbane | X | | X | X | |
| Alan Uy | Public (Daly City) | X | | X | X | X |
| Brian Levenson | Public (Redwood City) | X | | X | X | |

*Members appointed to position at May 2020 Board Meeting

A list of the members in attendance at the September 24, 2020 meeting can be found above.

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

Others in Attendance: Drew – Public; Brooke Dubose – Toole Design Group; Vignesh Swaminathan – Crossroad Lab

2. Review of Meeting Procedures

Mikaela Hiatt reviewed procedures related to how the meeting would be conducted via Zoom.

3. Public Comment on items not on the agenda

None.

4. Approval of Meeting Minutes of July 30, 2020

Approved with no comment.

Motion: Member Horsley motioned to approve/Member Self seconded. Motion passed unanimously.

5. Receive presentation on Quick Build Projects (Information)

Vignesh Swaminathan of Crossroad Lab gave a presentation on Quick Build Projects, which aim to accelerate the implementation of bicycle and pedestrian projects. This project type allows for flexibility in the design and rapid implementation, ensuring that the improvements are adjustable and can accommodate the community needs.

Member Matsumoto asked if the design team constructs the project themselves or hires construction firms to perform the work. Vignesh responded that contracting out the work is one option, but there are also times when local staff and community groups can be trained to complete the project themselves.

Member Beach inquired costs of quick build projects for the purpose of understanding fiscal efficiency. Vignesh responded that project costs vary, but it is common for quick build projects to be conducted in tandem with repaving projects.

Vice Chair Schneider asked how many miles of quick build projects had been constructed in San Jose. Vignesh responded that 16 miles had been constructed. Vice Chair Schneider asked if the posts were made from recycled materials. Vignesh responded that the ones from Europe are recycled, but the posts from America are not made of recycled materials.

Members asked staff to share Vignesh’s contact information so they can learn more about this type of project.

6. Receive a presentation and provide input on the San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP) Update (Information)

Mikaela Hiatt introduced the new project manager for the CBPP, Brook Dubose, who was previously serving as the Principal-in-charge for the Plan update. Brooke introduced the work done on the project to date, described the drafted Countywide Backbone/Bikeway Network and Pedestrian Focus Areas, and shared information on the prioritization process.

Member Uy asked if the webmap shared with the Committee had been updated to reflect comments previously provided. Mikaela Hiatt responded that the comments and suggestions from the previous meeting were reflected in the map.

Vice Chair Schneider asked what is the best way to record comments. Mikaela Hiatt suggested that Committee members can mark the proposed changes and make comments in the online webmap.

On the countywide backbone network, public Member Drew suggested that the black border around the map be made lighter for viewing purposes.

Committee members asked staff and Brooke with Toole Design to further elaborate and clarify on the prioritization scoring.

7. Nomination and appointment of a Committee member to serve on the evaluation panel of the San Mateo County Transportation Authority (SMCTA) Bicycle and Pedestrian Call for Projects (Action)

Patrick Gilster from the San Mateo County Transportation Authority (SMCTA) presented to the Committee on the Measures A and W Bicycle and Pedestrian Call for Projects. Patrick requested that the Committee appoints a member to serve on the review panel.

The Committee asked the feasibility of having two members to be appointed to the panel. Patrick Gilster and Peter Skinner from the SMCTA agreed and granted the request.

There was a motion to approve the nomination of Chair Robinson and Member Uy to serve on the evaluation panel for the SMCTA Bicycle and Pedestrian Call for Projects.

Motion: Member Horsley motioned to approve/Vice Chair Schneider seconded. Motion passed unanimously.

8. Adjourn

Chair Robinson called for a motion to adjourn at 8:31 PM.

C/CAG AGENDA REPORT

Date: October 22, 2020
To: C/CAG Bicycle and Pedestrian Advisory Committee
From: Mikaela Hiatt, Transportation Programs Specialist
Subject: Receive a presentation and provide input on the San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP) Update

(For further information, contact Mikaela Hiatt at mhiatt@smcgov.org)

RECOMMENDATION

That the C/CAG Bicycle and Pedestrian Advisory Committee receive a presentation and provide input on the San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP) Update.

FISCAL IMPACT

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

SOURCE OF FUNDS

- C/CAG Local Transportation Funds
- Measure A Transportation Sales Tax (San Mateo County Transportation Authority)

BACKGROUND

The San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP) is currently undergoing an update. C/CAG has retained Toole Design Group as the consultant to lead the project.

Based on feedback at the last Committee meeting, the project prioritization framework has been amended to reflect comments made. The consultant is in the process of developing a list of projects, using analysis that was completed as part of the Countywide Backbone Network and Pedestrian Focus Areas. Staff plans to bring the project list and initial prioritization results to the Committee at a special meeting later this year.

At the October 22nd meeting, C/CAG staff will present the project's current status and provide a high level summary of the targeted outreach events.

ATTACHMENTS

None.

C/CAG AGENDA REPORT

Date: October 22, 2020
To: C/CAG Bicycle and Pedestrian Advisory Committee
From: Mikaela Hiatt, Transportation Programs Specialist
Subject: Receive an update from the project sponsors of the FY 2019-2020 Transportation Development Act (TDA) Article 3 Bicycle and Pedestrian Projects

(For further information, contact Mikaela Hiatt at mhiatt@smcgov.org)

RECOMMENDATION

That the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) receive an update from project sponsors of the FY 2019-2020 Transportation Development Act (TDA) Article 3 bicycle and pedestrian projects.

FISCAL IMPACT

This item has no fiscal impact.

SOURCE OF FUNDS

TDA Article 3 Funds

BACKGROUND

At the October 24, 2019 meeting, the Committee recommended approval of funding for five capital and two planning projects using TDA Article 3 funds, which is for the exclusive use of pedestrian and bicycle projects. These projects were allocated from the FY 2019-2020 round of funding. A total of \$1,950,000 was made available to project sponsors.

At the July 30, 2020 BPAC Meeting, members requested that funding recipients periodically present project statuses to the Committee. C/CAG staff invited project sponsors to attend the October 22nd meeting to offer verbal updates. Committee members will have an opportunity to ask questions at the meeting.

ATTACHMENTS

1. FY 19-20 TDA Article 3 Program Summary

Attachment 1

| Project Summary | | | | | |
|---------------------|--|---|--------------|--------------------|-----------------------|
| Capital Projects | | | | | |
| Jurisdiction | Project Name | Summary (as written in application) | Award Amount | Total Project Cost | Initial Design Status |
| San Mateo County | Midcoast Multimodal/Parallel Trail Project | The Project will enhance safety, meet local mobility needs, and connect key regional trails by constructing a 12 ft. wide, two-directional bicycle and pedestrian commuter trail as an alternative means of transportation for residents of the Midcoast to safely access neighboring communities, surrounding town centers, schools and recreation destinations without having to travel on Highway 1. The Project will be separated from the highway and have minimal interaction with vehicular traffic, allowing it to serve residents of all ages and abilities | \$400,000 | \$4,229,200 | 90% |
| Half Moon Bay | Pacific Coast Bicycle Connectivity North | 0.27 miles of Class I multi-use path of 10 feet width parallel to Highway 1 (on the east side) between Roosevelt Blvd and Mirada Rd), the final gap for the multi-use path to County line, north of City of Half Moon Bay. | \$350,000 | \$700,000 | 35% |
| Daly City | Mission Street Streetscape Project | Daly City, with a 2017 Measure A grant and local funds totaling \$900,000, plans to revitalize the Mission Street Corridor (from Crocker Avenue to Templeton Avenue) – at San Mateo County’s northern gateway. This streetscape project will slow traffic, improve safety for all transportation modes, and create a more livable and pedestrian-friendly Mission Street. The requested TDA3 funds along with an additional local match allocation will support the construction of additional pedestrian safety improvements identified during the design process and through the City’s Vision Zero work to fully fund the project. | \$400,000 | \$450,000 | 35% |
| South San Francisco | East Grand Avenue-Caltrain Bicycle and Pedestrian Access | Design and installation of bike and pedestrian improvements on East Grand Avenue from Poletti Way and E. Grand Ave (across the street from the new bicycle and pedestrian path to the South San Francisco Caltrain Station) to intersection of E. Grand/Grand Avenue, and then east on E. Grand Ave to the intersection of Forbes. The project will close a significant gap in the City’s Bicycle and Pedestrian Master Plan. It will improve safety for all users through a combination of off street bicycle and pedestrian paths, intersection and traffic signal improvements and on road bicycle lanes. | \$400,000 | \$986,000 | 35% |

| Redwood City | Vera Avenue Bicycle Boulevard Project | Capital: The Vera Avenue Bicycle Boulevard Project creates a low- stress bicycle route parallel to two high speed, high volume streets (Jefferson and Roosevelt avenues). Vera Avenue is an east-west corridor in Redwood City that connects El Camino Real to Alameda de las Pulgas, two significant, regional north-south bicycle routes. The project scope includes bicycle improvements (signage, marking, minor and major street crossing improvements, and speed control measures) on Vera Avenue. The design phase will be funded by local funds. Strong community support for the project is evidenced by its presence (and high ranking) in the recently adopted citywide transportation and as a project priority for the City's Transportation Advisory Committee. | \$254,883 | \$500,000 | 35% |
|-------------------|--|---|--------------|--------------------|-----------------------|
| Planning Projects | | | | | |
| Jurisdiction | Project Name | Summary (as written in application) | Award Amount | Total Project Cost | Initial Design Status |
| San Mateo | Transit Oriented Development Pedestrian Access Study | Comprehensive plan to identify and prioritize pedestrian improvements within one-half mile of San Mateo Caltrain stations. | \$75,117 | \$150,234.70 | N/A |
| Redwood City | Redwood City Bicycle and Pedestrian Master Plan | Planning: The City's vision is to create a bicycle and pedestrian network that is safe, connected, and convenient for all community members with all ages and abilities. To achieve this vision, the City of Redwood City will develop the first of its kind Citywide Bicycle and Pedestrian Master Plan to identify and prioritize active transportation projects in Redwood City. Development of this plan was identified in Redwood City Moves, the Citywide Transportation Plan (2018), as a top priority project. The Bicycle and Pedestrian Master Plan will be the active transportation supplement to Redwood City Moves. Vision Zero is #1 goal in Redwood City Moves. | \$70,000 | \$140,000 | N/A |

C/CAG AGENDA REPORT

Date: October 22, 2020

To: C/CAG Bicycle and Pedestrian Advisory Committee

From: Mikaela Hiatt, Transportation Programs Specialist

Subject: Review and approval of 2021 Bicycle and Pedestrian Advisory Committee Meeting Calendar

(For further information, contact Mikaela Hiatt at mhiatt@smcgov.org)

RECOMMENDATION

That the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) review and approve the 2021 meeting calendar.

BACKGROUND

The proposed schedule of Committee meetings in 2021 will be as follows:

- January 28, 2021
- March 25, 2021
- May 27, 2021
- July 22, 2021
- September 23, 2021
- October 28, 2021

The Committee had been convening at 7:00 PM on meeting dates this past year. Staff received inquiries from some members to change the meeting times. Staff will be soliciting feedback from the Committee on this subject. Until further notice, the Committee meetings will be conducted using the Zoom platform.

ATTACHMENTS

None.