

# C/CAG

## CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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### REVISED - AGENDA

#### BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)

**Date:** Thursday, January 28, 2021

**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/86095862123?pwd=cEU0SU04emwvdWY0c0dDZ2QrVXRjUT09>

**Meeting ID: 860 9586 2123**

**Passcode: 159555**

**Join by Phone: 669-900-6833**

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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](mailto: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.

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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 October 22, 2020 committee meeting	Action (Robinson)	Page 1-4

5.	Receive a presentation and provide input on the San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP) Update	Information (Hiatt)	Page 5-6
6.	Receive information on the proposed MTC Safe and Seamless Mobility Quick Strike Program and proposed C/CAG approach	Information (Lacap)	Page 7-10
7.	Receive a presentation from Silicon Valley Bicycle Coalition on the 2020 Bicycle Polling Data	Information (Hiatt)	Page 11
8.	Member Communications	Information (Robinson)	No materials
9.	Adjourn	Information (Robinson)	No materials

**The next BPAC meeting will be on March 25, 2021 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](mailto: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](mailto:mhiatt@smcgov.org)

**City/County Association of Governments of San Mateo County (C/CAG)**  
**Bicycle and Pedestrian Advisory Committee (BPAC)**  
**Meeting Minutes**  
**October 22, 2020**

**1. Call to Order**

Chair Robinson called the meeting to order at 7:02 PM.

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

\*Members appointed to position at May 2020 Board Meeting

A list of the members in attendance at the October 22, 2020 meeting can be found above.

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

Others in Attendance: Jessica Epstein – Samtrans; Drew – Public; Brooke Dubose – Toole Design Group

## **2. Review of Meeting Procedures**

C/CAG staff Mikaela Hiatt reviewed procedures related to how the meeting would be conducted via Zoom.

## **3. Public Comment on items not on the agenda**

Jessica Epstein from the San Mateo County Transit District provided an overview of the Measure W Citizens Oversight Committee (COC), including purpose of the COC, the time commitment and other requirements. Jessica asked that members of the Committee to consider applying.

Vice Chair Schneider asked when selections for the Committee would be made given the timing of the election cycle. Jessica Epstein said that all interested BPAC members should apply to the COC.

Member Borgens asked C/CAG staff Mikaela Hiatt to redistribute the applications to the Committee members.

Member Self expressed that he was interested in serving on the COC. Jessica Epstein encouraged all interested members to apply.

## **4. Approval of Meeting Minutes of September 24, 2020**

Approved with no comment.

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

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

Mikaela Hiatt introduced the CBPP and updated the Committee on the work done to date since the September 24, 2020 BPAC meeting. Project activities included a description of the outreach events hosted, an update on the bicycle and pedestrian project lists, and information on the future timeline for the project. Mikaela described the process of developing the bicycle and pedestrian projects, which started with data collection from local jurisdictions. The project team then evaluated projects based on Level of Traffic Stress, and gaps and barriers to pedestrian facilities.

Vice Chair Schneider highlighted a crossing in the City of Millbrae over Highway 101 that should be included in the network.

Member Self asked about how the Countywide Backbone Network (CBN) was developed, asking that Canada Road be included. Mikaela Hiatt stated that the CBN was presented to

the BPAC at the previous meetings and also to the Technical Advisory Group. The goal of the backbone network is to identify routes that facilitate major east-west and north-south bicycle travel through San Mateo County.

Member Beach also expressed support for including Canada Road into the CBN.

Chair Robinson requested that the Bay Area Ridge Trail be added to the CBN.

Member Wengert asked how impacts of the COVID-19 pandemic is considered in the CBPP. Mikaela Hiatt responded that the CBPP included discussions of Quick Build and Slow Streets projects, which represents many cities' response to the pandemic. Mikaela also stated that for the infrastructure element, the plan was to proceed with pre-COVID-19 data and staff will continue capturing information in a post-COVID-19 world.

**6. Receive an update from the project sponsors of the FY 2019-2020 Transportation Development Act (TDA) Article 3 Bicycle and Pedestrian Projects (Information)**

The Committee received an update from project sponsors who received TDA Article 3 funding during the FY 2019-2020 cycle. Representatives from the County of San Mateo, Half Moon Bay, Daly City, South San Francisco, Redwood City, and San Mateo each gave a status update on their projects regarding any expenditures to date, current project statuses, and updates on the initial proposed timeline. All projects were moving forward as schedule, with the exception of San Mateo, whose project had been delayed due to COVID-19 impacts.

Vice Chair Schneider requested the tree replacement plan from the County of San Mateo project sponsor Brae Hunter. Brae stated that this could be shared by the County Parks Department once they have contained the CZU fire.

Vice Chair Schneider also inquired about how Daly City coordinated with Caltrans on projects taking place along El Camino Real. Daly City engineer Shirley Chan explained that the scope of the project was all within the City's right of way and Caltrans was not involved.

Member Borgens thanked Redwood City engineer Jessica Manzi for the work done in Redwood City especially during COVID-19.

**7. Review and approval of 2021 Bicycle and Pedestrian Advisory Committee Meeting Calendar (Action)**

Mikaela Hiatt presented to the Committee the proposed meeting calendar for 2021. Mikaela stated that the meetings were scheduled to continue bi-monthly on the fourth Thursday of the month, beginning at 7:00 PM. Mikaela sought input from the Committee

whether there are desires to change the meeting dates and times. After discussions, the Committee voted to keep the existing regular meeting dates and times.

*Motion: Member Beach motioned to approve/Member Fraser seconded. Vice Chair Schneider voted nay. All other members voted to approve. The final vote was 11 in favor and 1 opposed. The motion passed.*

## **8. Member Communications**

Member Fraser stated that the connection near Miramar now has a barrier to facilitate safe movement in Half Moon Bay. Chair Robinson stated his appreciation for this addition to Highway as well. Member Horsley stated that this facility may become a permanent detour further inland. Chair Robinson expressed appreciation for this potential change.

Member Matsumoto asked Member Horsley who manages the bike signs in an unincorporated area of South San Francisco. Member Horsley responded that Member Matsumoto should contact Jim Porter at the Department of Public Works.

Member Borgens expressed her appreciation for serving on the Committee and bicycling through the County of San Mateo again.

Member Beach expressed her appreciation for Member Matsumoto's time served on the Committee. Member Wengert also stated that she will no longer be serving on the BPAC, and especially appreciated how impartial she saw the Committee in her 17 years in funding allocation. Even though her town had only received funding once, she felt the most important thing for this Committee was remaining impartial. Chair Robinson expressed his appreciation for the two long standing Committee members.

## **9. Adjourn**

Chair Robinson adjourned the meeting at 8:10 PM.

## C/CAG AGENDA REPORT

Date: January 28, 2021

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](mailto:mhiatt@smcgov.org))

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### RECOMMENDATION

That the C/CAG Bicycle and Pedestrian Advisory Committee receive information on the update of San Mateo County Comprehensive Bicycle and Pedestrian Plan.

### FISCAL IMPACT

This presentation has no fiscal impact. The cost to update the CBPP is \$221,492.

### SOURCE OF FUNDS

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

### 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. Following the last meeting with the Committee on October 22, 2020, the team finalized results from the Stakeholder Meetings and held two virtual public outreach events in early November of 2020. The two virtual public outreach events were hosted via Zoom and approximately 40 participants attended each event.

Working with local jurisdictions, the CBPP's Technical Advisory Group (TAG), and the Bicycle and Pedestrian Advisory Committee (BPAC), the project team proposed a bicycle and pedestrian project list based on the Countywide Backbone Network (CBN) and the Pedestrian Focus Areas (PFAs). The CBN and PFAs were developed by identifying gaps in existing local bicycle and



pedestrian facilities, and looking at key barriers and potential network connectivity points to upgrade and complete a safe and comfortable network. This proposed project list was shared with member agency staff to ensure consistency with locally adopted plans.

From the project list, Toole Design then developed a list of prioritized projects, drawing from the criteria decided upon through meetings with the TAG, BPAC and also comments received during the public outreach period. The criteria for evaluating bicycle and pedestrian projects are safety and comfort, network connectivity, transit access, school access, and equity. Using the project cost assumptions shared and reviewed with the TAG and BPAC, the consultant also developed preliminary planning level project costs.

At the January 28<sup>th</sup> meeting, C/CAG staff will present the project's current status and solicit feedback. Staff requests that the Committee members review the prioritized project list, provide comments on the proposed project rankings, and comment on the draft project costs.

Toole Design has prepared a draft Bicycle and Pedestrian Plan, which included discussions of Countywide Vision and Goals, the Existing Conditions in San Mateo County, Bicycle and Pedestrian Project Recommendations, Policy and Program Recommendations, and an Implementation Strategy for the County. C/CAG staff have completed the initial round of review of the administrative Draft Plan. Comments made by C/CAG staff are currently being incorporated by Toole Design. The document will be ready for the public review period during the first week of February 2021, and public comments will be due by March 5, 2021.

## **ATTACHMENTS**

N/A

## C/CAG AGENDA REPORT

Date: January 21, 2021  
To: C/CAG Bicycle and Pedestrian Advisory Committee (BPAC)  
From: Jeff Lacap, Associate Transportation Systems Coordinator  
Subject: Receive information on the proposed MTC Safe and Seamless Mobility Quick Strike Program and proposed C/CAG approach  
  
(For further information, contact Jeff Lacap at [jlacap@smcgov.org](mailto:jlacap@smcgov.org))

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### RECOMMENDATION

That the C/CAG TAC receive information on the proposed MTC Safe and Seamless Mobility Quick Strike Program and proposed C/CAG approach.

### FISCAL IMPACT

This presentation is for informational purposes only and has no fiscal impact.

### SOURCE OF FUNDS

N/A

### BACKGROUND

The Metropolitan Transportation Commission (MTC) is preparing a one-time regional competitive call for approximately \$54 million in additional Surface Transportation Block Grant Program/Congestion Mitigation and Air Quality Improvement (STP/CMAQ) funds. MTC proposes setting aside \$5 million for implementation of the MTC Blue Ribbon Transit Recovery Task Force near-term strategies and the remaining approximately \$49 million for bike/pedestrian and transit connection projects that can be quickly implemented.

The MTC process will be a competitive one, with each County Transportation Agency (CTA) in the Bay Area submitting a Letter of Interest nominating projects. MTC has established County Project Submission Targets based on the OBAG 2 county program distribution formula. San Mateo County's percentage is about 8%, which would equal approximately \$4 million. The County Project Submission Targets are not guarantees.

Eligible projects include:

1. Quick-build bike, pedestrian and transit access improvements; including bike share enhancements.
2. Local safe and seamless mobility projects, including projects that advance equitable mobility, safety, improved connections to transit, and seamless strategies within a corridor.

The programming requirements/evaluation criteria that MTC will use to evaluate projects will include, but are not limited to the following:

1. An emphasis on rapid project construction. All phases of the project may be funded (ENV, PS&E, PE, ROW, and CON) but the funds must be obligated for construction by March 31, 2022.
2. Projects must generally have a grant minimum of \$250,000.
3. Eligible projects must be in or connected to a Priority Development Area (PDA), Transportation Priority Area (TPA) or Community of Concern.
4. Local match is 11.47%.
5. Funds cannot be used to supplant other funding.

Below is a draft of MTC’s proposed schedule, with C/CAG actions in Bold.

Event	Date
<b>C/CAG TAC Information Item</b>	<b>January 21, 2021</b>
<b>C/CAG CMEQ Committee Information Item</b>	<b>January 25, 2021</b>
<b>C/CAG BPAC Informational Item</b>	<b>January 28, 2021</b>
MTC releases call for letters of interest	February 1, 2021
<b>C/CAG CMP TAC Review of Project List Letter of Interest</b>	<b>February 18, 2021</b>
<b>C/CAG CMEQ Committee Review of Project List Letter of Interest</b>	<b>February 22, 2021</b>
<b>C/CAG BPAC Review of Project List Letter of Interest (Special Meeting)</b>	<b>TBD</b>
<b>C/CAG Board Approval of Project List Letter of Interest</b>	<b>March 12, 2021</b>
Deadline for CTA’s to submit letters of interest	March 30, 2021
MTC Partnership Board: Discussion of MTC Staff Recommendations	April/May 2021
<b>C/CAG BPAC review of each project’s Complete Streets Checklist</b>	<b>April/May</b>
MTC Programming and Allocation Committee reviews program of projects	June 9, 2021
MTC Commission Approval	June 23, 2021

See the link provided as Attachment 1 for the January 13, 2021 MTC Programming and Allocation Committee staff report regarding the Safe and Seamless Mobility Quick Strike program.

## ANALYSIS AND PROPOSED C/CAG APPROACH

MTC is proposing a rapid deployment of the Safe and Seamless Mobility Quick Strike program. The application timelines are rapid, and the projects must be ready for construction in approximately a year.

As the County Transportation Agency (CTA) for San Mateo County, C/CAG staff are previewing this information with the C/CAG Committees early to respond to MTC's timeframe. **At this time, staff are not proposing specific projects or the discussion of specific projects but are providing a proposed C/CAG approach to nominate projects to be submitted to MTC via a Letter of Interest by the deadline.**

Due to the expedited timeline, there is insufficient time for C/CAG to administer a formal call for projects to solicit project proposals. However, there are three existing relevant Call for Projects in San Mateo County that solicited projects in the same categories of projects as MTC's Quick Strike program is aimed at. C/CAG staff proposes to use those existing Call for Projects as a basis to create a draft list of nominated projects for the Quick Strike program for the C/CAG CMP TAC, CMEQ, and BPAC Committee for review and recommendation of approval in February. These include:

1. **C/CAG TFCA Call for Projects.** In 2020, C/CAG conducted a \$550,000 call for projects for quick build bike/pedestrian and smart corridor projects. C/CAG received applications for 10 projects requesting \$2.5 million in funding. On October 15, 2020 the C/CAG Board of Directors awarded \$759,000 to 5 projects. There were 5 projects requesting \$1.7 million in funding that were not able to be funded due to limited resources. See Item 6.3 on the October 15, 2020 agenda at: <https://ccag.ca.gov/wp-content/uploads/2020/10/101520-CCAG-Board-Agenda.pdf>
2. **San Mateo County Transportation Authority (SMCTA) Call for Projects.** In 2020, SMCTA conducted a \$8.1 million call for projects for bike/pedestrian projects. The SMCTA received 19 projects requesting \$17 million in funding. The SMCTA awarded \$7.6 million to 11 projects. There were 7 projects requesting \$8.5 million in funding that were not able to be funded due to limited resources. See Item 10 on the 12/3/20 SMCTA agenda at: <https://www.smcta.com/about/boardofdirectors/boardofdirectorscalendar.html>
3. **Active Transportation Program (ATP) Cycle 5 Call for Projects.** There were 8 ATP applications in San Mateo totaling \$60 million in requested ATP funds. Some of these applications relied on concurrent applications for other sources of funding. Also, there was application round for quick build ATP projects. Results from the State and Regional ATP call for projects is expected to be available in mid-February.

Staff proposes to look into unfunded projects from the above three categories and bring forward those that are most competitive for the MTC Safe and Seamless Mobility Quick Strike Program. Additional consideration would be a project's ability to leverage other funds, and to the extent possible, geographic equity.

Staff will return to the C/CAG TAC, CMEQ, and BPAC Committees (if a meeting can be scheduled) in February with a draft list of projects to be included in the letter of interest for review and recommendation. The C/CAG Board of Directors will review the letter of interest at its March 11, 2021 meeting.

#### **ATTACHMENTS**

1. Agenda Item 3d, Wednesday, January 13, 2021 MTC Programming and Allocation Committee: <https://mtc.ca.gov/whats-happening/meetings?meeting=Programming+and+Allocations+Committee#this-month>

## C/CAG AGENDA REPORT

Date: January 28, 2021  
To: C/CAG Bicycle and Pedestrian Advisory Committee  
From: Mikaela Hiatt, Transportation Programs Specialist  
Subject: Receive a presentation from Silicon Valley Bicycle Coalition on the 2020 Bicycle Polling Data.

(For further information, contact Mikaela Hiatt at [mhiatt@smcgov.org](mailto:mhiatt@smcgov.org))

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### RECOMMENDATION

That the C/CAG Bicycle and Pedestrian Advisory Committee (BPAC) receive a presentation from Silicon Valley Bicycle Coalition on the 2020 Bicycle Polling Data.

### BACKGROUND

As the Congestion Management Agency for San Mateo County, C/CAG is continually interested in receiving and sharing current information and data with our committees and local jurisdictions. Emma Shlaes, with the Silicon Valley Bicycle Coalition, has requested to share the first-ever report on bike & travel behavior and attitudes in Silicon Valley. This report was led by Change Research with data collected and reported in early 2020.

### ATTACHMENTS

1. Surveying Silicon Valley on Cycling, Travel Behavior, and Travel Attitudes (*available online at: <https://ccag.ca.gov/committees/bicycle-and-pedestrian-advisory-committee/>*)