

City/County Association of Governments of San Mateo County (C/CAG)
Bicycle and Pedestrian Advisory Committee (BPAC)
Meeting Minutes
May 27, 2021

1. Call to Order

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

Name	Agency	Jan 2021	Feb* 2021	March 2021	May 2021
<u>Public</u>					
Malcolm Robinson – Chair	San Bruno	X	X	X	X
Matthew Self	County of San Mateo	X		X	
Marina Fraser	Half Moon Bay	X	X	X	X
Justin Yuen	South San Francisco	X	X	X	X
Alan Uy	Daly City	X	X	X	X
Brian Levenson	Redwood City			X	X
Angela Hey	Portola Valley	N/A	N/A	N/A	X**
<u>Elected</u>					
Ann Schneider – Vice Chair	Millbrae	X	X	X	X
Don Horsley	County of San Mateo		X	X	X
Emily Beach	Burlingame	X	X	X	X
Mary Bier	Pacifica	X	X	X	
Patrick Sullivan	Foster City	X	X	X	X
Vacant Seat					
Vacant Seat					
Vacant Seat					

*This meeting was a special meeting and not originally on the BPAC 2021 Meeting Calendar.

**Angela Hey was appointed to the Committee at the May C/CAG Board Meeting

A list of the members in attendance at the May 27, 2021 meeting can be found above.

Staff Attending: Mikaela Hiatt, Kaki Cheung, Jeff Lacap, Sean Charpentier– C/CAG

Others in Attendance: Christopher Espiritu and Tony Rossi – City of South San Francisco; Khoa Vo – County of San Mateo

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

Member Hey addressed the Committee for the first time as a new member representing Portola Valley. She shared her passion for active transportation and her excitement to be a part of the Committee. The Committee welcomed her.

4. Approval of Meeting Minutes of April 29, 2021

Due to connectivity challenges, Chair Robinson recommended that Vice Chair Schneider run the meeting.

No comments were received for the meeting minutes.

Motion: Member Sullivan motioned to approve. Member Horsley seconded the motion. Roll call was taken. Member Hey abstained from the motion. All others in attendance voted to approve. The motion passed.

5. Review and recommend adoption of the Final 2021 C/CAG San Mateo County Comprehensive Bicycle and Pedestrian Plan (Action)

C/CAG Staff, Mikaela Hiatt, presented to the Committee the Final draft 2021 C/CAG San Mateo County Comprehensive Bicycle and Pedestrian Plan. Staff was seeking Committee's recommendation to C/CAG Board for Plan adoption. Mikaela shared the recent completion of the public review period, discussed how comments were incorporated into the Plan, and presented the various chapters in the Plan. Mikaela discussed some of the next steps, including launching programs such as the High Injury Network, a Micromobility Feasibility Study, and the Grant Writing Technical Assistance Program. Staff planned to integrate the Plan into upcoming Calls for Projects, such as Transportation Development Act (TDA) Article 3.

Motion: Member Sullivan motioned to approve. Member Fraser seconded the motion. Roll call was taken. All in attendance voted to approve. The motion passed.

6. Review and provide input on the Complete Streets Checklists submitted by project sponsors as part of the Metropolitan Transportation Commission (MTC) Safe and Seamless Mobility Quick Strike Program and receive an update on the Program (Action)

C/CAG Staff, Jeff Lacap, gave an update on the MTC Safe and Seamless Mobility Quick Strike Program. He informed the Committee that MTC announced the availability of an

additional \$17 million for Safe and Seamless Mobility Quick Strike projects. In order to receive any potential additional funding, project sponsors need to supply Complete Streets Checklists to be reviewed and approved by the Committee.

Member Yuen asked for elaboration on the South San Francisco East of Highway 101 project, particularly related to shuttle stops that are recommended for update in the Oyster Point area. Member Yuen also inquired if any pedestrian improvements will be incorporated. City of South San Francisco staff, Tony Rossi, responded that this project will be completed in collaboration with Samtrans and other shuttle system provider, who will address issues related to placement of stops.

Vice Chair Schneider requested clarification on how the project checklists were developed. C/CAG staff, Jeff Lacap, responded that the checklists were developed by MTC and all project sponsors were required to complete the forms.

Motion: Member Sullivan motioned to approve. Chair Robinson seconded the motion. Roll call was taken. All in attendance voted to approve. The motion passed.

7. Nominations and Elections of the Bicycle and Pedestrian Advisory Committee Chairperson and Vice-Chairperson (Action)

C/CAG staff, Mikaela Hiatt, explained the process of nominating and electing a new Chair and Vice-Chairperson to the Committee, including that the Chair and Vice Chairperson may be reappointed to their positions.

Vice Chair Schneider nominated Chair Robinson to serve for a second year as Chair. Chair Robinson said he would accept the nomination.

Motion: Vice Chair Schneider motioned to approve. Member Horsley seconded the motion. Roll call was taken. All in attendance voted to approve. The motion passed.

Member Horsley nominated Vice Chair Schneider to serve for a second one year term as Committee Vice Chair. Vice Chair Schneider said she would accept the nomination.

Motion: Member Horsley motioned to approve. Member Beach seconded the motion. Roll call was taken. All in attendance voted to approve. The motion passed.

8. Member Communications

Member Fraser requested that the meeting be closed in memory of the staff who were killed at the San Clara County Valley Transportation Authority yard. All attendees concurred.

C/CAG staff, Mikaela Hiatt, shared that she would follow up to the meeting with information on an MTC Mobility Hub Call for Projects.

Vice Chair Schneider shared that Millbrae recently completed the Transportation Development Act Article 3 project that connects to Spur Trail.

Member Hey updated the Committee on recent events in Portola Valley including the parking problem for hiking Windy Hill, new Pedestrian Hybrid Beacons, and the outreach events for the Bike Anywhere Day, which included a snack station in Portola Valley.

Member Sullivan shared an update of the Quick Build projects in Foster City and asked if data on commute based versus recreation based bike trips are collected. Member Hey additionally added that Strava may have data to share.

Vice Chair Schneider asked if bike lockers could be a future item for the Committee. Mikaela Hiatt responded she would investigate further. C/CAG also has access to StreetLight Data, which can be used to analyze bicycle and pedestrian movements.

9. Adjourn

Vice Chair Schneider adjourned the meeting at 8:01 PM in honor of the nine Santa Clara County Valley Transportation Authority staff.