

# C/CAG

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

*Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park • Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside*

### AGENDA

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

**Date:** Thursday, May 26, 2022

**Time:** 7:00 PM

On September 16, 2021, the Governor signed AB 361, which amended certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings remotely via telephonically or by other electronic means under specified circumstances. Thus, pursuant to Government Code section 54953(e), the C/CAG Board and Committee 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/85480104373?pwd=VFU0VGhXQ0FCeUVqMWIxdG02dENXZz09>

**Meeting ID: 854 8010 4373**

**Passcode: 819821**

**Join by Phone: 669 900 6833**

**Meeting ID: 854 8010 4373**

**Passcode: 819821**

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 [ashiramizu@smcgov.org](mailto:ashiramizu@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 (Shiramizu)	No materials
3.	Public comment on items not on the agenda	Limited to 2 minutes per speaker.	No materials
4.	Approval of the Amended Minutes from the January 27, 2022 Meeting	Action (Robinson)	Page 1-3

5.	Approval of the Minutes from the March 24, 2022 Meeting	Action (Robinson)	Page 4-9
6.	Receive update on the One Bay Area Grant Cycle 3 Program and appoint three Committee members to serve on the evaluation panel	Action (Lacap)	Page 10-16
7.	Review and recommend approval of a request for reallocation of Transportation Development Act (TDA) Article 3 FY 2019/20 funds for the City of San Mateo's Transit-Oriented Development Pedestrian Access Plan	Action (Shiramizu)	Page 17-20
8.	Receive a presentation on the Caltrans Bay Area Bike Highway Study	Information (Shiramizu)	Page 21-22
9.	Receive an update on the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan	Information (Wever)	Page 23-25
10.	Nominations and Elections of the Bicycle and Pedestrian Advisory Committee Chairperson and Vice-Chairperson	Action (Shiramizu)	Page 26
11.	Member Communications	Information (Robinson)	No materials
12.	Adjournment	Information (Robinson)	No materials

**The next regularly scheduled BPAC meeting will be on July 28, 2022.**

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**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 Audrey Shiramizu at [ashiramizu@smcgov.org](mailto:ashiramizu@smcgov.org) 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 Audrey Shiramizu at [ashiramizu@smcgov.org](mailto:ashiramizu@smcgov.org), 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 [ashiramizu@smcgov.org](mailto:ashiramizu@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:

Transportation Program Specialist: Audrey Shiramizu ([ashiramizu@smcgov.org](mailto:ashiramizu@smcgov.org))

**City/County Association of Governments of San Mateo County (C/CAG)**  
**Bicycle and Pedestrian Advisory Committee (BPAC)**  
**Meeting Minutes**  
**January 27, 2022**

**1. Call to Order**

Chair Robinson called the meeting to order at 7:00 PM.

<b>Name</b>	<b>Agency</b>	<b>Jan 2022</b>
<b><u>Public</u></b>		
Malcolm Robinson - Chair	San Bruno	X
Alan Uy	Daly City	X
Angela Hey	Portola Valley	X
Brian Levenson	Daly City	X
Justin Yuen	South San Francisco	X
Marina Fraser	Half Moon Bay	
Matthew Self	County of San Mateo	X
<b><u>Elected</u></b>		
Ann Schneider – Vice Chair	Millbrae	X
Emily Beach	Burlingame	X
Flor Nicolas*	South San Francisco	X
Mary Bier	Pacifica	X
Patrick Sullivan	Foster City	X
Vacant Seat		
Vacant Seat		
Vacant Seat		

\*Appointed at January 2022 C/CAG Board meeting.

The BPAC members in attendance at the January 27 meeting is listed above.

Others attending the meeting were: Andrew Wong - City of Burlingame, Robert Ovadia - Town of Atherton, Ryan Marquez – City of Pacifica, Hugh Louch - City of Menlo Park, Jared Barrilleaux – City of Belmont, Evan Cai, Vatsal Patel - City of San Carlos, David Mahama – DKS, Humza Javed - City of East Palo Alto, Jeff Chou – South San Francisco, Laurel Mathews, Karen Kinser - City of Brisbane, Atul Patel, Tom Williams - City of Millbrae, Harry Yip - County of San Mateo, Laurel Matthew - Town of Colma, Lisha Mai and others not noted.

Staff attending: Kaki Cheung, Sean Charpentier - C/CAG.

**2. Review of Meeting Procedures**

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

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

None.

**4. Review and approval of 2022 Bicycle and Pedestrian Advisory Committee Meeting Calendar**

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

**5. Approval of the Minutes from the July 22, 2021 Committee meeting**

No comments were received for the meeting minutes.

*Motion: Member Fraser motioned to approve. Member Self seconded the motion. Roll call was taken. Members Nicolas and Bier abstained. All other members in attendance voted to approve. The motion passed.*

**6. Approval of the Minutes from the September 23, 2021 Committee meeting**

No comments were received for the meeting minutes.

*Motion: Member Self motioned to approve. Member Beach seconded the motion. Roll call was taken. Members Robinson and Nicolas abstained. All other members in attendance voted to approve. The motion passed.*

**7. Receive presentations from the Transportation Development Act Article 3 Applicants for Fiscal Year 2022/23 Cycle**

TDA 3 Article 3 funds are made available through state funds and distributed by the Metropolitan Transportation Commission (MTC) to C/CAG on a formulaic basis. The total amount available for FY 2022/23 is \$2.25M.

C/CAG received 12 applications for bicycle and pedestrian projects in the TDA Article 3 Fiscal Year 22/23 Cycle, totaling a request of \$3.32M. All project applicants presented their proposals to the Committee. Each applicant was allowed five minutes for the presentation and three minutes for questions from the Committee.

After the presentations, staff shared the timeline for scoring applications and the Committee discussed the goals for this funding cycle and the different methods for presenting the scores at a future meeting. Chair Robinson recommended each member to visit the project sites on their own as part of their own scoring process.

Chair Robinson and Vice Chair Schneider expressed concerns of inequity in the scoring process. Chair Robinson described how cities with more funding have additional resources and time to develop applications, while cities with less funding and resources may struggle to prepare the application packet. Vice Chair Schneider also noted that cities with limited funding and are not in equity priority communities may be overlooked despite having strong projects.

## **8. Member Communications**

C/CAG Executive Director Sean Charpentier noted that C/CAG is recruiting for three elected officials to participate on the Committee. C/CAG distributed a notice to members and encourages members to solicit interested parties.

C/CAG Executive Director Sean Charpentier also noted that these new members may be added at the next C/CAG Board Meeting on February 11, ahead of the next BPAC meeting on March 24. The Committee discussed whether the new members should score and/or vote on the TDA Article 3 applications. Member Hey suggested that if new members want to vote, they should watch this meeting recording and review all application files. Member Beach commented that the Committee should not expect new members to vote as they may have limited time and/or bandwidth.

Vice Chair Schneider mentioned that Senate Bill 330 focused on affordable housing does not require new community benefits, including safe pedestrian infrastructure like sidewalks, to be built. Vice Chair suggested that the Committee members alert legislators of the inadvertent effects on bicycle and pedestrian safety caused by the affordable housing laws.

## **9. Adjournment**

Chair Robinson adjourned the meeting at 9:48 PM.

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

**Bicycle and Pedestrian Advisory Committee (BPAC)**

**Meeting Minutes**

**March 24, 2022**

**1. Call to Order**

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

<b>Name</b>	<b>Agency</b>	<b>Jan 2022</b>	<b>Mar 2022</b>
<b><u>Public</u></b>			
Malcolm Robinson - Chair	San Bruno	X	X
Alan Uy	Daly City	X	X
Angela Hey	Portola Valley	X	X
Brian Levenson	Daly City	X	X
Justin Yuen	South San Francisco	X	X
Marina Fraser	Half Moon Bay		X
Matthew Self	County of San Mateo	X	X
<b><u>Elected</u></b>			
Ann Schneider – Vice Chair	Millbrae	X	X
Emily Beach	Burlingame	X	X
Flor Nicolas	South San Francisco	X	X
Mary Bier	Pacifica	X	X
Patrick Sullivan	Foster City	X	
John Goodwin*	Colma		X
Debbie Ruddock*	Half Moon Bay		X
Vacant Seat			

\*Appointed at February 2022 C/CAG Board meeting.

The BPAC members in attendance at the March 24 meeting is listed above.

Others attending the meeting were: Roland Yip – City of Daly City, Brae Hunter – County of San Mateo, Robert Ovadia – Town of Atherton, Ray Razavi – City of Half Moon Bay, Kevin Luikens, Drew, and others not noted.

Staff attending: Kaki Cheung, Sean Charpentier, Audrey Shiramizu, Eva Gaye, Jeff Lacap, Van Dominic Ocampo – C/CAG.

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

C/CAG Program Director Kaki Cheung 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 the Minutes from the January 27, 2022 Committee meeting**

Chair Robinson noted that not all of his comments from the January 2022 meeting were recorded in the minutes. In January, Chair Robinson commented on the BPAC Transportation Development Act (TDA) Article 3 FY 2022/23 scoring process and expressed concerns of inequity. Specifically, that cities with more funding have additional resources and time to develop applications, while cities with less funding and resources may struggle to prepare the application packet. The Chair was not comfortable with approving the minutes as-is. Vice Chair Schneider asked that future minutes include more details. While some members of the committee agreed, Member Hey noted that minutes do not need to capture every detail.

*Motion: Vice Chair Schneider motioned for staff to bring the amended January 2022 minutes for approval to the next BPAC meeting. Member Self seconded the motion. Roll call was taken. All members in attendance voted to approve. The motion passed.*

## **5. Review and recommend the highest ranked Transportation Development Act (TDA) Article 3 FY 2022/23 Bicycle and Pedestrian project proposals to the C/CAG Board for funding allocation**

C/CAG staff Audrey Shiramizu provided an overview of the TDA Article 3 FY 2022/23 funding cycle, and the Committee scoring process. She then presented the BPAC's average scores, and staff's recommendation for funding approval. The available funding amount was \$300,000 for planning projects, and \$1,950,000 for capital projects, for a total of \$2,250,000. Twelve jurisdictions submitted project proposals, which included 11 capital project proposals and one planning project proposal.

The BPAC discussed and reviewed the average scores. Vice Chair Schneider noted difficulties with reviewing the application materials when they were not combined into one pdf document. She noted some discrepancies when it comes to scoring equity, project readiness, and funding history between the applicants' scores and staff's scores. Staff noted that the funding history scores were updated after reviewing the agency records and confirming with project applicant. The Vice Chair asked how staff determined scoring criteria. C/CAG Program Director Kaki Cheung responded that criteria were developed and approved by the BPAC. Staff also verified the equity focus areas in the C/CAG Comprehensive Bike and Pedestrian Plan when awarding equity points.



Chair Robinson noted that the rankings do not necessarily relate to the value of the projects. The Chair recommended scheduling a future meeting to discuss the process, grading, ranking, and re-starting site visits for future cycles. Site visits were not scheduled this cycle due to the pandemic. Member Fraser agreed that site visits for previous grant cycles were invaluable to the scoring process.

Member Self echoed that the focus should be on the projects and not on the application process, and that there needs to be a balance between disbursing money competitively versus pro rata. Member Self noted there are at least two aspects to equity in this cycle's scoring: 1) focus on disadvantaged communities and 2) focus on funding history and ensuring money is spread around different cities. Member Self noted this was the first year the BPAC added funding history criteria and that may be revisited in the next cycle. Member Self also agreed on re-starting the site visits.

C/CAG Executive Director Sean Charpentier noted that staff use the term "geographic distribution" as a separate definition from equity, which C/CAG defines as serving disadvantaged communities.

To standardize the application process in the future, Member Bier suggested parameters on documentation and application length.

Member Hey suggested that BPAC members could visit site projects on their own in the future. Member Hey also asked how staff distributed the call for projects. C/CAG Program Director Kaki Cheung responded that staff distributed to Public Works directors, planning staff, and the C/CAG TAC. Member Hey recommended adding local BPACs as part of the distribution groups in the future.

Vice Chair Schneider recommended a future meeting on federal funding processes, how funding is distributed, and local matches. The Vice Chair also noted that in previous years, site visits were only organized for select applicants. Vice Chair recommended that in the future, site visits should be organized for all prospective projects.

Chair Robinson asked how Measure W is distributed. Executive Director Sean Charpentier responded that it is a competitive process. Member Self noted that the previous Measure A evaluation panel comprised of a mixed panel of SamTrans/County staff. Member Beach confirmed that the San Mateo County Transportation Authority (TA) oversees Measure A and W. Member Beach suggested reviewing the TA's scoring process as reference. Executive Director Sean Charpentier also noted that the TA is planning an Active Transportation Projects call for projects for \$16M this year (timing TBD).

Member Beach suggested the equity scoring and criteria could be clarified. Member Beach recommended that staff score quantitative criteria and BPAC can score the qualitative criteria. For project support, Member Beach suggested more emphasis on

quality, not quantity, of support letters. Member Beach also suggested having discussions about discrepancies or application questions prior to revealing average scores.

Vice Chair Schneider motioned to vote for each highest ranked TDA Article 3 project proposal individually. The motion did not receive a second.

*Motion: Member Nicolas motioned to approve staff's recommendation of recommending all the highest ranked TDA Article 3 project proposals to the C/CAG Board for funding allocation. Member Ruddock seconded. Roll call was taken. One member voted no; all other members in attendance voted to approve. The motion passed.*

## **6. Review and recommend approval of the proposed process for the One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program**

C/CAG staff Jeff Lacap provided an update on the OBAG guidelines that MTC approved and the tentative timeline. Jeff then presented C/CAG staff's proposed process and proposed framework for the evaluation panel for the OBAG 3 County and Local Program. The County has a \$37M funding target. The final amount is subject to project competitiveness and may be disbursed differently amongst the Bay Area counties.

C/CAG's process includes two evaluation panel options:

- Option 1: A hybrid panel comprised of partner agencies within the county, a few BPAC members, and C/CAG staff.
- Option 2: The C/CAG BPAC would serve as the main evaluation panel.

For both options, the BPAC must review all applicants' Complete Streets checklists and review the final project recommendations following evaluation. C/CAG staff will complete the initial project screening.

The process, scoring, and criteria is set by MTC. County Transportation Agencies, like C/CAG, may add criteria. C/CAG is proposing to add six criteria.

Staff presented this process to the Technical Advisory Committee (TAC) in March. The TAC recommended approval of the proposed process and included in their motion support for Option 1, hybrid panel. Staff will present at the next Congestion Management & Environmental Quality (CMEQ) Committee. The final process will go to the C/CAG Board for approval. MTC will need to approve C/CAG's final OBAG 3 process.

The Chair and Vice Chair noted the importance of BPAC involvement in scoring because of the BPAC's knowledge and familiarity with countywide bike and pedestrian plans. The Chair suggested that BPAC score the qualitative criteria and staff focus on quantitative criteria. The Vice Chair preferred the BPAC to review the initial list of applications and expressed concern of staff and/or a smaller group ranking projects. The Vice Chair also

requested that the BPAC is provided with an opportunity to offer input after the evaluation panel selects the recommended project proposals.

*Motion: Member Beach motioned to approve the proposed process for the OBAG 3 County & Local Program with support for option 1 (hybrid evaluation panel). Member Ruddock seconded. Roll call was taken. One member voted no; all other members in attendance voted to approve. The motion passed.*

Chair Robinson, Vice Chair Schneider, and Members Self, Uy, and Bier, expressed interest on being on the hybrid panel. Staff will determine the number of BPAC members to serve on the panel and will discuss panel selection at the next meeting.

## **7. Review and recommend approval of requests for reallocation of Transportation Development Act (TDA) Article 3 FY 2019/20 funds**

- 7.1: City of Daly City
- 7.2: County of San Mateo
- 7.3: City of Redwood City
- 7.4 City of Half Moon Bay

Roland Yip from the City of Daly City presented a project update. Roland described the reason for an extension, which was due to staff shortage during the pandemic and the resulting hiring freeze.

Member Fraser responded that each of the four cities deserve the extension due to the special circumstances of the pandemic.

Vice Chair Schneider noted that the BPAC should be careful of granting too many extensions in the future, because when applicants originally applied, they were selected partly due to having a project that is ready to proceed. Member Fraser agreed, but noted the extenuating circumstances due to the pandemic.

*Motion: Member Fraser motioned to approve all four requests for reallocation of TDA Article 3 FY 2019/20 funds. Member Bier seconded. Roll call was taken. All members in attendance voted to approve. The motion passed.*

## **8. Member Communications**

C/CAG Executive Director Sean Charpentier made three announcements:

- C/CAG is now fully staffed with two new staff: Audrey Shiramizu and Eva Gaye.
- In March, the C/CAG Board elected Davina Hurt as new Board Chair and Ricardo Ortiz as new Board Vice Chair.
- The BPAC has one vacancy for an Elected Official. The cities currently not represented by an Elected Official or community member on the BPAC are: Atherton, Belmont, Brisbane, East Palo Alto, Hillsborough, Menlo Park, Redwood

City, San Carlos, San Mateo, and Woodside. C/CAG asked the BPAC to reach out to their elected officials and interested parties for recruitment.

Vice Chair Schneider asked if BPAC/cities can brainstorm with staff about potential projects for OBAG 3 applications. Executive Director Sean Charpentier responded that staff is available as needed and may host office hours after the OBAG 3 Call for Projects opens.

Program Director Kaki Cheung welcomed new BPAC Elected Official Members John Goodwin (Colma) and Deborah Ruddock (Half Moon Bay) to their first BPAC meeting.

## **9. Adjournment**

Chair Robinson adjourned the meeting at 9:11 PM.

## C/CAG AGENDA REPORT

Date: May 26, 2022

To: Bicycle and Pedestrian Advisory Committee

From: Jeff Lacap, Transportation Systems Coordinator

Subject: Receive update on the One Bay Area Grant Cycle 3 Program and appoint three Committee members to serve on the evaluation panel  
(For further information or questions contact Jeff Lacap at [jlacap@smcgov.org](mailto:jlacap@smcgov.org))

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### RECOMMENDATION

That the Bicycle and Pedestrian Advisory Committee receives an update on the One Bay Area Grant Cycle 3 Program (OBAG 3) and appoints three Committee members to serve on the evaluation panel.

### FISCAL IMPACT

Other than staff time, there is not any direct fiscal impact to C/CAG at this time. Upon C/CAG and MTC approval, the OBAG 3 County & Local Program funds will be allocated to project sponsors directly.

### SOURCE OF FUNDS

Federal funds are allocated by MTC via the OBAG 3 County & Local Program, including Congestion Mitigation and Air Quality (CMAQ) funds and Surface Transportation Program (STP) funds.

### BACKGROUND

The One Bay Area Grant (OBAG) program is the policy and programming framework for investing federal Surface Transportation Block Grant Program (STP), Congestion Mitigation and Air Quality Improvement (CMAQ), and other fund programs throughout the San Francisco Bay Area. The Metropolitan Transportation Commission (MTC) established the OBAG program in 2013 to strengthen the connection between transportation investments and regional goals for focused growth in Priority Development Areas (PDAs), places near public transit that are planned for new homes, jobs, and community amenities.

On January 26, 2022, MTC adopted Resolution 4505 outlining and approving the OBAG Cycle 3 (OBAG 3) Grant Program. A total of \$750 million will be available in the region, with a 50/50 funding split between the Regional and County & Local Programs. This funding will be available over a four-year horizon, from FY 2022-23 through FY 2025-26. The OBAG 3 policy considerations includes focusing investments in PDAs and incorporating recent policy initiatives such as regional safety/vision zero policies and other strategies from Plan Bay Area 2050, and addresses federal programming requirements. MTC will directly administer the Regional Program and C/CAG, as the County Transportation Agency (CTA) for San Mateo County, will assist MTC in administering the County &

Local Program. In addition to the evaluation criteria prescribed by MTC, CTAs may include other local criteria into their prioritization processes but must be approved by both MTC staff and the C/CAG Board. General highlights of the adopted OBAG 3 program guidelines and jurisdictional eligibility requirements can be found in Attachment 1.

*OBAG 3 County & Local Program –San Mateo County Framework*

At the April 14<sup>th</sup>, 2022 C/CAG Board meeting, the C/CAG Guidelines and process for the MTC One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program were approved. Additionally, the C/CAG Board approved the Large and Small project categories at its May 12, 2022 meeting. A summary of of the guidelines can be found below:

<b>C/CAG OBAG 3 Guidelines</b>	
Project Phase Eligibility	<ul style="list-style-type: none"> <li>Projects eligible for OBAG 3 cannot be a design only project. Project funds may cover some design cost, but project must include a fully funded construction phase.</li> </ul>
Local Match	<ul style="list-style-type: none"> <li>11.47% local match for projects wholly or mostly within an Equity Priority Community or C/CAG Comprehensive Bicycle and Pedestrian Plan_Equity Focus Areas with a score of 8 or higher.</li> <li>20% local match for all other projects.</li> </ul>
Minimum/Maximum Grant Size	Required minimum grant size of \$500,000 and place a maximum grant size at \$5,000,000.
C/CAG Comprehensive Bicycle and Pedestrian Plan Equity Focus Areas	Additional points will be awarded to a project located in an Equity Focus Area identified in the 2021 Comprehensive Bicycle and Pedestrian Plan with a score of 8 or greater.
Evaluation Panel	<p>A 9-member ad hoc evaluation panel with the following composition will be formed.</p> <ol style="list-style-type: none"> <li>3 BPAC Members</li> <li>2 CMEQ Members</li> <li>4 Others (C/CAG and TA/SamTrans Staff, potential stakeholder group such as Commute.org; Equity Representative or other Transportation agency staff from another county)</li> </ol>
Proposed Set Asides	<p>\$300,000 - Countywide LRSP            \$2,120,000 - Safe Routes to School            \$2,000,000 – C/CAG Countywide Planning, Programming and Administrative Support</p>
Addition of C/CAG Measure M Safe Routes to School Funding	An additional \$900,000 in Measure M funding will be included for eligible SRTS projects within ½ mile of school.
Large/Small Projects	65% of the funding will be directed towards large projects (more than \$1M) & 35% will be used to fund small projects (less than or equal to \$1M) (Approx. \$21M Large & \$11M small)

## Call for Projects

The OBAG 3 County & Local Program application was released on May 11, 2022. Applications are due on Friday July 1, 2022 at 12pm. Information on the call for projects, including application and project sponsor resources can be found here: <https://ccag.ca.gov/one-bay-area-grant-obag-3-program/>

## Applicant Workshop

C/CAG Staff will be holding an applicant workshop to guide jurisdictions through the application process. The workshop will be held on:

- Tuesday May 24, 2022, 1p.m. PT. Register here:  
<https://us02web.zoom.us/meeting/register/tZlqcO-vqjLuGtIzJMuaJzBierCtjro8y93U>

In addition, virtual office hours will be held by C/CAG Staff to provide additional guidance for project sponsors. Office hours will be held on:

- Wednesday June 1, 2022 from 1-3p.m. PT. Register here:  
[https://us02web.zoom.us/meeting/register/tZAlf--upj8rHNbHP\\_DIgLmzEnjHqHYctYSF](https://us02web.zoom.us/meeting/register/tZAlf--upj8rHNbHP_DIgLmzEnjHqHYctYSF)
- Wednesday June 15, 2022 from 1-3p.m. PT. Register here:  
[https://us02web.zoom.us/meeting/register/tZ0tdeGgpzotHtxpdNwm0W\\_4KSPe2STPqT\\_IPT](https://us02web.zoom.us/meeting/register/tZ0tdeGgpzotHtxpdNwm0W_4KSPe2STPqT_IPT)

## Public Workshop

C/CAG staff will also hold two public workshops to solicit project ideas for the County & Local Program, in addition to providing an opportunity for projects sponsors to present project ideas and receive feedback.

- Wednesday May 25, 2022 from 6-7:30 p.m. PT. Register here:  
<https://us02web.zoom.us/meeting/register/tZckcemtpzljHtH4YP28Mvctxd5eC4OMRxTI8>
- Monday June 13, 2022 from 6-7:30 p.m. PT. Register here:  
[https://us02web.zoom.us/meeting/register/tZYlf-qpqjMiE9TE65t3lSGwO\\_N7kwheeRP3](https://us02web.zoom.us/meeting/register/tZYlf-qpqjMiE9TE65t3lSGwO_N7kwheeRP3)

## Schedule

The current schedule for OBAG 3 is below.

Call for Projects Issued	May 11, 2022
<b>Applications Due</b>	<b>July 1, 2022 at 12p.m. PT</b>
Selection Panel Reviews Applications	July – August 2022
C/CAG Committees Review Project Nomination List	August 2022
C/CAG Board considers Project Nomination List	September 2022

OBAG 3 prioritized nominations due to MTC	September 30, 2022
MTC Commission approves OBAG 3 program of projects	January 2023

Evaluation Criteria

To prioritize projects that align with regional plans and policies, C/CAG is required to use the following criteria from the MTC and give additional weight to projects that:

1. Are located in PDAs or Transit-Rich Areas (TRAs), identified in locally adopted plans for PDAs, or support preservation of Priority Production Areas (PPAs);
2. Are located in jurisdictions with affordable housing protection, preservation, and production strategies, including an emphasis on community stabilization and anti-displacement policies with demonstrated effectiveness;
3. Invest in historically underserved communities, including projects prioritized in a Community-Based Transportation Planning (CBTP) or Participatory Budgeting process, or projects located within Equity Priority Communities with demonstrated community support;
4. Address federal performance management requirements by supporting regional performance goals for roadway safety, asset management, environmental sustainability, or system performance;
5. Implement multiple Plan Bay Area 2050 strategies;
6. Demonstrate consistency with other regional plans and policies, including the Regional Safety/Vision Zero policy, Equity Platform, Regional Active Transportation Plan, Transit Oriented Communities (TOC) policy update, and the Blue-Ribbon Transit Transformation Action Plan;
7. Demonstrate public support from communities disproportionately impacted by past discriminatory practices, including redlining, racial covenants, urban renewal, and highway construction that divided low-income and communities of color; and
8. Can be completed in accordance with MTC’s Regional Project Delivery Policy (MTC Resolution No. 3606, Revised) and can meet all OBAG 3 deadlines, and federal and state delivery requirements

A copy of the detailed scoring criteria can be found in Attachment 2.

*Evaluation Panel*

At the March 24, 2022 BPAC meeting, five committee members expressed interest in serving on the evaluation panel, in addition to recommending approval of the proposed C/CAG process and guidelines.

Based on the schedule listed above, C/CAG staff will spend approximately four weeks to screen and score parts of the application, such as alignment with the regional policies of OBAG 3 as prescribed by MTC, in order to adhere to the deadlines set forth by MTC. Concurrently, the evaluation panel will have approximately four weeks in July to review and score the qualitative aspects of the project applications, such as project description and justification.



C/CAG staff requests that the Committee appoints three members to serve on the evaluation panel.

**ATTACHMENTS**

1. April 14, 2022 C/CAG Board Staff Report – Item 7.3: Review and approval of the proposed C/CAG Guidelines and process for the MTC One Bay Area Grant Cycle 3 (OBAG 3) County & Local Program (*Can be viewed at: <https://ccag.ca.gov/wp-content/uploads/2022/04/041422-CCAG-Board-Agenda-Revised.pdf>*)
2. One Bay Area Grant (OBAG) Cycle 3 Program Project Scoring Criteria

## One Bay Area Grant (OBAG) Cycle 3 Program Project Scoring Criteria

Category	Category Description	Max Points
Project Description	Project description is clear and concise; Project description defines the existing issue, what the project will entail; project description is detailed and includes who is involved and major project milestones	15
Project Justification	Applicant fully describes the critical need for the project with empirical data, clearly describes how the project addresses issues raised, clearly defines public benefit, clearly defines how the public was involved in identifying the issue; describe the impact of not funding the project	25
Community Support/Engagement	Project has demonstrated community support through public outreach and consistent with an adopted local transportation plan. Project has demonstrated support from communities disproportionately impacted by past discriminatory practices, including redlining, racial covenants, urban renewal, and highway construction that divided low income and communities of color.	25
Federal Performance Goals*	Project addresses federal performance management requirements by supporting regional performance goals for roadway safety, asset management, environmental sustainability, and/or system performance	10
Plan Bay Area 2050*	Project implements multiple Plan Bay Area 2050 strategies	10
Regional Policy Alignment*	Demonstrate consistency with other regional plans and policies, including the Regional Safety/Vision Zero policy, MTC's Equity Platform, Regional Active Transportation Plan, Transit Oriented Communities (TOC) policy update, and the Blue Ribbon Transit Transformation Action Plan	5
Regional Growth Geographies*	Project is in PDAs or Transit-Rich Areas (TRAs), identified in locally adopted plans for PDAs, or support preservation of Priority Production Areas (PPAs)	5
Equity Priority Communities*	Project is located within and supportive of an Equity Priority Community	5
Equity Focus Area*	Project located in an Equity Focus Area identified in the 2021 Comprehensive Bicycle and Pedestrian Plan with a score of 8 or greater.	5
Local Housing Policies*	The project is in jurisdiction(s) with affordable housing protection, preservation, and production strategies, including an emphasis on community stabilization and anti-displacement policies with demonstrated effectiveness.	6

Project Readiness*	Sponsor has sufficient agency capacity and technical expertise to complete projects in accordance with MTC's Regional Project Delivery Policy and meet OBAG 3 deadlines.	15
Deliverability*	Project does not have potential deliverability issues and is able to obligate OBAG 3 funds no later than January 31, 2027.	14
Local Match*	11.47% local match for projects wholly or mostly within an Equity Priority Community or C/CAG Comprehensive Bicycle and Pedestrian Plan Equity Focus Areas with a score of 8 or higher. 20% local match for all other projects.	5
	<b>Total</b>	<b>145</b>

\*C/CAG staff will score and screen these categories for all project applications

## C/CAG AGENDA REPORT

Date: May 26, 2022

To: Bicycle and Pedestrian Advisory Committee

From: Audrey Shiramizu, Transportation Programs Specialist

Subject: Review and recommend approval of a request for reallocation of Transportation Development Act (TDA) Article 3 FY 2019/20 funds for the City of San Mateo's Transit-Oriented Development (TOD) Pedestrian Access Plan

(For further information, contact Audrey Shiramizu at [ashiramizu@smcgov.org](mailto:ashiramizu@smcgov.org))

### RECOMMENDATION

That the Bicycle and Pedestrian Committee reviews and recommends approval of a request for reallocation for FY 2019/20 Transportation Development Act Article 3 (TDA 3) funds for the City of San Mateo's Transit-Oriented Development (TOD) Pedestrian Access Plan.

### FISCAL IMPACT

In FY 2019/20, the C/CAG Board awarded \$ 75,117.35 of TDA Article 3 funds to the City of San Mateo for the development of a TOD Pedestrian Access Plan. The full grant amount still remains.

### SOURCE OF FUNDS

TDA Article 3 funds are derived from Local Transportation Funds and the State Transit Assistance Fund. Local Transportation Funds (LTF) are derived from a ¼ cent of the general sales tax collected statewide.

### BACKGROUND

The TOD Pedestrian Access Plan (the Plan) will improve pedestrian conditions within a one-half mile radius of the City's Caltrain stations and high-quality transit stops in order to meet the goals of the City's General Plan 2030 and related master plans. Improvements include pedestrian countdown signals, curb extensions, improved lighting and wayfinding, ADA compliant curb ramps, and wider sidewalks. The outcome will be an actionable Plan with a prioritized list of improvements that will provide a safe, connected, and comfortable path of travel to transit, decreasing single-occupancy vehicles on the road and encouraging those who live and work in the City's transit-oriented development areas to walk to transit.

The City of San Mateo received a total of \$75,117.35 in TDA Article 3 grant for the project. The project has not expended any of the \$75,117.35 in TDA Article 3 grant.

The City and consultant team are in the process of developing the draft Plan, priority project list, and planning-level cost estimates for the priority projects. The community outreach and engagement phase were extended to conduct focus group meetings with additional local community partners. This process provides additional time to collect feedback from elected and appointed officials. Due to COVID-19 conditions, community group meetings were either postponed or the groups met less frequently. As a result, opportunities to engage were more limited. Extending the outreach period enabled additional focus group meetings to be conducted and allowed additional time for the public to participate in the online survey and interactive mapping activity.

The City of San Mateo would like to request an extension of the TDA Article 3 grant fund from June 30, 2022 to February 1, 2023. The draft Plan is expected to be presented to the City's Sustainability and Infrastructure Commission, acting as the City's Bicycle and Pedestrian Advisory Committee, in September 2022. Staff anticipate adoption of the Plan by the City Council in November 2022. These dates are reflected in the below revised schedule. The City is requesting additional time after the final adoption of the Plan to allow for invoice processing and close-out reporting.

Staff recommends that the Committee considers the City of San Mateo's request and makes a recommendation. This action, if approved by the C/CAG Board, would extend the project completion timeline to June 30, 2025.

#### **ATTACHMENT**

1. Memorandum from Nicolette Chan, City of San Mateo



CITY OF SAN MATEO  
PUBLIC WORKS DEPARTMENT

330 W. 20<sup>th</sup> Avenue  
San Mateo, CA 94403  
[www.cityofsanmateo.org](http://www.cityofsanmateo.org)  
(650) 522-7000

Kaki Cheung  
Program Director  
City/County Association of Governments San Mateo County

Subject: BPAC Request for Reallocation  
TDA Article 3 Grant Funding Extension  
City of San Mateo TOD Pedestrian Access Plan

Dear Ms. Cheung,

The Transit-Oriented Development Pedestrian Access Plan (the Plan) will improve pedestrian conditions within a one-half mile radius to the City's Caltrain stations and high-quality transit stops to meet the goals of the City's General Plan 2030 and related master plans. Improvements include pedestrian countdown signals, curb extensions, improved lighting and wayfinding, ADA compliant curb ramps, and wider sidewalks. The outcome will be an actionable Plan with a prioritized list of improvements that will provide a safe, connected, and comfortable path of travel to transit to decrease single-occupancy vehicles on the road and encourage those who live and work in the City's transit-oriented development areas to walk to transit.

The City of San Mateo received a \$75,117.35 TDA Article 3 grant for development of the Transit-Oriented Development Pedestrian Access Plan and is requesting an extension for the grant fund deadline from June 30, 2022 to February 1, 2023. The community outreach and engagement phase was extended to conduct focus group meetings with additional local community groups and provide additional time to collect feedback from elected and appointed officials. Due to COVID-19 conditions, community groups postponed or met less frequently, and opportunities to engage were more limited and required additional time to plan. Extending the outreach period enabled additional focus group meetings to be conducted and allowed additional time for the public to participate in the online survey and interactive mapping activity.

The City and consultant team are in the process of developing the draft Plan, priority project list, and planning-level cost estimates for priority projects. The draft Plan is expected to be presented to the City's Sustainability and Infrastructure Commission, acting as the City's Bicycle and Pedestrian Advisory Committee, in September 2022. Staff anticipate adoption of the Plan by the City Council in November 2022. These dates are reflected in the below revised schedule. The City is requesting additional time after the final adoption of the Plan to allow for invoice processing and close-out reporting.

Revised Schedule from Grant Application:

Major Milestone	Milestone Task	Anticipated Date	Revised Date
1. Draft Plan Review	Sustainability and Infrastructure Commission Review	March 2022	September 2022
2. Plan Adoption	City Council Adoption	June 2022	November 2022
3. Environmental Document	CEQA Documentation Finalized	June 2022	November 2022

Thank you for your consideration, please contact me directly at (650) 522-7326 or by email at [nchan@cityofsanmateo.org](mailto:nchan@cityofsanmateo.org) if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Nicolette Chan". The signature is written in a cursive style with a small heart symbol above the letter 'i' in "Nicolette".

Nicolette Chan  
Assistant Transportation Planner  
Public Works Department

## C/CAG AGENDA REPORT

Date: May 26, 2022  
To: Bicycle and Pedestrian Advisory Committee  
From: Audrey Shiramizu, Transportation Program Specialist  
Subject: Receive a presentation on the Caltrans Bay Area Bike Highway Study.  
(For further information or questions, contact Audrey Shiramizu at [ashiramizu@smcgov.org](mailto:ashiramizu@smcgov.org))

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### RECOMMENDATION

That the Bicycle and Pedestrian Advisory Committee receive a presentation on the Caltrans Bay Area Bike Highway Study.

### FISCAL IMPACT

There is no direct fiscal impact to C/CAG.

### SOURCE OF FUNDS

N/A.

### BACKGROUND

A bike highway is a high-quality, continuous, long-distance bikeway that reduces barriers to destinations that people want to travel to and from, especially at places which may normally be difficult to bike to. Bike highways may consist of a mix of on-street facilities and fully separated trails. The system should be designed to accommodate people of all ages and abilities riding bikes, as well as people walking and rolling where appropriate and feasible.

The Caltrans Bay Area Bike Highway Study is developed to identify best practices and tools for the development of bike highways in the Bay Area. The Study evaluates the suitability of bike highway along the State highway corridors within the nine Bay Area counties. The study is developing conceptual designs, and illustrating facility typologies to meet the needs of communities throughout the Bay Area's diverse range of land uses and highway contexts. Lastly, the study will explore opportunities and next steps for implementation by Caltrans and local jurisdictions. The study will be completed by the end of June 2022.

At the May BPAC meeting, the Committee will receive a presentation on the study and have an opportunity to provide input. More information and status updates can be found at <https://d4bikehighwaystudy.org/>.



**ATTACHMENT**

1. Presentation (*will be available online at <https://ccag.ca.gov/committees/bicycle-and-pedestrian-advisory-committee/>*)

## C/CAG AGENDA REPORT

Date: May 26, 2022

To: Bicycle and Pedestrian Advisory Committee

From: Kim Wever, Transportation Program Specialist

Subject: Receive an update on the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan

(For further information, contact Kim Wever at [kwever@smcgov.org](mailto:kwever@smcgov.org))

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### RECOMMENDATION

That the Bicycle and Pedestrian Advisory Committee receives an update on the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan.

### FISCAL IMPACT

The cost to develop the Study is \$99,994.

### SOURCE OF FUNDS

Federal Surface Transportation Program and local Congestion Relief Plan funds.

### BACKGROUND

Micromobility refers to services such as bikeshare and scooter-share, where users are able to check out various small and light-weight vehicles for short term use through a self-service rental portal. It has been envisioned as one of the tools to address first and last mile challenges, bridging the transportation gap between home and transit stations, and from transit stations to places of employment. Other benefits of micromobility includes reducing short distance vehicle trips and increasing transportation access. Micromobility was also one of the recommended programs in the Board adopted 2021 C/CAG Comprehensive Bicycle and Pedestrian Plan.

On August 19, 2021, the Congestion Management Program Technical Advisory Committee (TAC) reviewed and approved the scope of work for the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan. A Request for Proposal (RFP) was released on September 23, 2021. In December 2021, Board approved a consultant contract with Alta Planning + Design to prepare the Study.

The key deliverables for the Study include the following:

1. Evaluate the feasibility of a micromobility program
2. Define program benefits, establish County specific goals and performance measures
3. Perform case studies research, and summarize findings and recommendations
4. Assess market demand and identify potential pilot locations throughout the County; and
5. Develop program guidelines and sample micromobility permit application, and draft ordinance template with fee examples.

C/CAG formed an Ad Hoc advisory group with representatives from the following organizations to collaborate on the Study throughout the planning period:

- Caltrain
- SamTrans
- BART
- San Mateo County Transportation Authority (SMCTA)
- Commute.org
- San Mateo County Planning
- San Mateo County Office of Sustainability
- Silicon Valley Bicycle Coalition
- C/CAG Bicycle Advisory Committee (BPAC)
- City of Redwood City
- City of San Mateo
- City of San Carlos
- City of Burlingame
- College of San Mateo/Community School District
- San Mateo County Chamber of Commerce
- Samaritan House
- Genentech/Oyster Point Commuter Coalition
- Meta (Facebook)
- Kaiser Permanente
- Pacifica Voice/Coast Commute
- A small business in Pacifica

The Consultant has held two Ad Hoc advisory group meetings, which included an assessment of the group’s priorities, development of draft program goals, and a discussion on the draft feasibility memo. The draft feasibility memo analyzed the following factors as summarized in Table 1, Micromobility Feasibility Summary:

<b>Micromobility Feasibility Factors</b>	<b>Feasibility Outcome</b>
Plan & Policy Review to evaluate program and political support	High
Demand Analysis	High
Barriers Analysis	Medium
Equity Analysis	High
Management Capability	Medium
Vendor Availability	High
Funding Capacity	Medium

Based on the four (4) high and three (3) medium feasibility outcomes, the Consultant concluded that a micromobility program is feasible in San Mateo County. This finding will help guide the program recommendations.

The initial feasibility findings were presented to the Ad Hoc advisory group, the Congestion Management Program Technical Advisory Committee (TAC), the Congestion Management and Environmental Quality (CMEQ) Committee, and the C/CAG Board of Directors at their April and May meetings. Table 2, Engagement Schedule shows the timeline for other deliverables that will be presented to the Ad hoc advisory group, Committees, and Board.

**Table 2: Engagement Schedule**

<b>Event</b>	<b>Date</b>
Present Draft Feasibility Memo	April-May 2022 (Today)
Present Best Practices and Draft Program Recommendations	June-July 2022
Review and approve Implementation Plan (including Program Guidelines and Regulatory Framework)	August-September 2022

At the May meeting, the Committee will receive a presentation on the initial feasibility findings and have an opportunity to provide input.

**WEB ATTACHMENTS**

1. Draft Feasibility Memo for a Shared Micromobility Program in San Mateo County (*will be available online at <https://ccag.ca.gov/committees/bicycle-and-pedestrian-advisory-committee/>*)
2. Powerpoint Presentation (*will be available online at <https://ccag.ca.gov/committees/bicycle-and-pedestrian-advisory-committee/>*)

## C/CAG AGENDA REPORT

Date: May 26, 2022  
To: Bicycle and Pedestrian Advisory Committee  
From: Audrey Shiramizu, Transportation Program Specialist  
Subject: Nominations and Elections of the Bicycle and Pedestrian Advisory Committee  
Chairperson and Vice-Chairperson

(For further information or questions, contact Audrey Shiramizu at [ashiramizu@smcgov.org](mailto:ashiramizu@smcgov.org))

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### **RECOMMENDATION**

That the Bicycle and Pedestrian Advisory Committee nominates and elects a Chairperson and Vice-Chairperson.

### **FISCAL IMPACT**

None.

### **SOURCE OF FUNDS**

N/A.

### **BACKGROUND**

Each year, the Committee elects a Chairperson and Vice-Chairperson to lead the Committee for a one-year term. There is not a term limit for each office.

Nomination of officers is conducted at the regular Committee meeting. At the May 27, 2021 meeting, member Malcolm Robinson and member Ann Schneider were nominated and elected as the Chairperson and Vice-Chairperson, respectively. Both candidates are eligible to continue serving in their respective roles, if elected. The Committee can also accept additional nominees from the floor.

Election of the Chairperson shall precede election of the Vice-Chairperson. The voting shall be public, and roll call vote will be taken at each nominated position.

### **ATTACHMENTS**

None.