

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

Bicycle and Pedestrian Advisory Committee (BPAC)

Meeting Minutes

July 28, 2022

1. Call to Order

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

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

*Appointed at May 2022 C/CAG Board meeting.

The BPAC members in attendance at the July 28 meeting is listed above.

Others attending the meeting were: Theresa Vallez-Kelly - San Mateo County Office of Education, Vanessa Castro - San Mateo County Office of Education, Peter Skinner - San Mateo County Transit District, Drew, and others in attendance.

Staff attending: Kaki Cheung, Audrey Shiramizu, Eva Gaye, Jeff Lacap, Kim Wever – C/CAG.

2. Review of Meeting Procedures

C/CAG Transportation Program Specialist Audrey Shiramizu reviewed procedures related to how the meeting would be conducted via Zoom.

Chair Schneider also asked C/CAG staff to introduce themselves to the new Committee member.

3. Public comment on items not on the agenda

None.

4. Approval of the Minutes from the May 26, 2022 Meeting

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

5. Receive an update on the San Mateo County Safe Routes to School Program and Annual Report for FY 2020-2021

Theresa Vallez-Kelly and Vanessa Castro from the San Mateo County Office of Education (COE) presented the FY 2020-2021 San Mateo County Safe Routes to School (SRTS) Program Annual Report and the youth-based High Injury Network (HIN) .

Member Sullivan asked if a breakdown of the ages and locations of students were factored into the study. Member Sullivan also asked how the variation in traffic and resulting travel behavior since the pandemic were incorporated. COE and C/CAG staff noted they will follow up with the project consultant, Alta, for additional information.

For the High Injury Network (HIN), Chair Schneider asked if areas with a greater percentage of children biking to school have higher chances of accidents compared to areas where more people walk or drive. C/CAG Program Director Kaki Cheung responded that the HIN report focuses on hot spots where collisions already took place.

Member Hey asked for the number of children killed and/or injured on their way to school, and how many car trips are saved. C/CAG Program Director Kaki Cheung noted that the fact sheets in the HIN reports accidents of severe injuries. Member Hey noted that the fact sheets show the number of people who are injured, but not if they biked or drove.

Chair Schneider suggested the committee to review the report and potentially bring this item back to a future meeting. Member Hey suggested sending written comments or questions to C/CAG for follow-up.

C/CAG staff noted they will share the HIN report with the committee.

6. Nomination and appointment of two Committee members to serve on the evaluation panel of the San Mateo County Transportation Authority (TA) Cycle 6 Pedestrian and Bicycle Program Call for Projects

C/CAG Transportation Program Specialist Audrey Shiramizu provided information on the San Mateo County Transportation Authority's (TA) upcoming Cycle 6 Pedestrian and Bicycle Program Call for Projects. Through this program, the TA is making available approximately \$17.7M for projects that encourage walking and bicycling. The funding

comes from Measure A and W sales tax programs.

The Call for Projects will be issued on August 4 and applications will close on September 23.

The TA has requested two BPAC members to serve on the evaluation panel. If selected, evaluation panel members will review and score through October. The time commitment will depend on the number of received applications. The final project recommendations will be brought to the TA Board in November/December 2022.

Peter Skinner, Director of Grants and Fund Management for the San Mateo County Transit District, noted that the commitment is not an insignificant amount of time. Mr. Skinner estimated at least 10 hours to review and score the applications, in addition to a kick-off meeting and a follow up review meeting.

Chair Schneider asked how many applications were received in the past. Mr. Skinner noted at least 20. He shared that the District divided the applications among the evaluation panel to score. He also confirmed that the TA offers this grant every two years. The next cycle will be in 2024.

Chair Schneider asked the Committee for nominations to serve on the evaluation panel. C/CAG staff Audrey Shiramizu noted that Member Robinson, who was unable to attend the meeting, volunteered to be on the panel. Member Uy also volunteered. Vice Chair Self volunteered as an alternate panel member.

Motion: Member Fraser motioned to appoint Member Uy and Member Robinson to serve on the evaluation panel. Member Sullivan seconded. Roll call was taken. All members in attendance voted to approve. The motion passed.

Motion: Member Nicolas motioned to appoint Vice Chair Self to serve as an alternate on the evaluation panel. Member Fraser seconded. Roll call was taken. All members in attendance voted to approve. The motion passed.

7. Receive an update on the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan

C/CAG Transportation Program Specialist Kim Wever presented on the Study's draft program recommendations.

Member Sullivan asked for clarification on the pilot program locations. C/CAG Staff Kim Wever noted that the team will select one of the five locations for the first pilot. The potential locations were shown in the presentation, with the recommended areas in red.

Member Sullivan asked if the providers will be a private entity or county/city-run. C/CAG Staff Kim Wever noted that the program recommends a private vendor as the operator (e.g. Bird, Lyft, etc.) and a countywide agency as the Program Manager (e.g. C/CAG, SamTrans, Commute.org, etc.).

Member Sullivan applauded seeing photos of users with helmets in the presentation. He asked if the cities or providers would be responsible for enforcing safety rules, and subsequent liabilities. C/CAG Staff Kim Wever confirmed that safety is a key component for the study. Further detail will be developed in the guidelines. The consultant also recommended a governance committee to decide the rules and regulations. Member Sullivan noted this is an opportunity to have the selected vendor sell helmets and gloves and provide bike support like pumping air in tires.

Member Fraser noted pre-pandemic, a few cities had Lime Bikes, and subsequently pulled them in favor of scooters. Member Fraser suggested reaching out to those cities for lessons learned, including identifying barriers and costs and how they handled safety. C/CAG Staff Kim Wever responded that the team reached out to these cities. The major issue was vehicle parking. The team is recommending geographic boundaries for parking. The team also discussed helmets and safety education with the Silicon Valley Bike Coalition.

Member Hey noted that Portola Valley public libraries provides two bikes for public use. Members Fraser and Bier also noted their cities have free bikes at their libraries. C/CAG Staff Kim Wever noted that the study's survey indicated demand for bikes, and that these could be good options for those that are lower-income and/or unbanked.

Member Yuen asked for the duration of the pilot program and the evaluation metrics. C/CAG Staff Kim Wever noted the pilot will last one year. She also noted that the ad hoc advisory group developed metrics and that C/CAG will share with the committee. She also noted that if the committee has comments on the metrics, to send to her by August 5.

Member Bier asked how the team will choose the pilot program locations and how to encourage participation within her city, especially to encourage coastwide economic development. C/CAG Staff Kim Wever welcomed the committee to provide that feedback today.

Member Sullivan suggested a policy or disclosure for bikes that travel faster speeds (20-30 MPH) to stay in their lanes. Chair Schneider asked if there is a maximum speed limit for bikes in the bike lane.

Member Yuen asked if BART was included as a partnering agency. C/CAG Staff Kim Wever noted that BART is part of the ad hoc advisory group. BART does not plan to play a Program Manager role.

Chair Schneider noted that the Cities of Millbrae and Burlingame recently received a micromobility grant and how that would impact the study. C/CAG Staff Kim noted that the team is working with the cities. She noted the City of Burlingame expressed interest as a lead agency. Chair Schneider commented that the City of Millbrae would likely share the same criteria as the City of Burlingame.

Member Sullivan asked if the team established safety policies for electric skateboards and

rollerblading. C/CAG Staff Kim Wever responded that based on the study's surveys, electric bikes are the most popular mode, and that policies are leaning towards e-bikes.

C/CAG staff will return to the September BPAC meeting to share the full plan.

8. Receive an update on the One Bay Area Grant (OBAG) Cycle 3 County & Local Program and receive the MTC Complete Streets Checklists submitted by project sponsors

C/CAG Transportation Systems Coordinator Jeff Lacap provided an update on the One Bay Area Grant (OBAG) Cycle 3 Program call for projects and information on the MTC Complete Streets Checklists. C/CAG received 29 OBAG Cycle 3 applications from 18 member agencies and three partner agencies.

C/CAG Staff Jeff Lacap noted that at the upcoming Special August BPAC meeting, the committee will receive the prioritized project list and C/CAG will confirm that the committee has reviewed the Complete Streets checklist. Staff will present the prioritized list to the C/CAG Board in September, ahead of the September deadline to MTC.

Chair Schneider asked staff to clarify the purpose of the checklist and the committee's role in reviewing. C/CAG Staff Jeff Lacap noted that MTC requires all project applicants to fill out the checklist as part of their applications. As part of the OBAG 3 process, C/CAG is also required to make the checklists available for the committee to review. C/CAG staff have completed initial review of the 29 checklists and requests the committee to review, focusing on project description and the safety and comfort section. C/CAG staff will re-share the checklists' link to the committee. The committee must send their comments to C/CAG staff by August 11.

9. Member Communications

Chair Schneider noted that the Silicon Valley Bike Coalition's Annual Bike Summit will be held in person in Millbrae on August 18.

10. Adjournment

Chair Schneider adjourned the meeting at 8:31 PM.