

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

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AGENDA

BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)

Date: Thursday, January 26, 2023

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.

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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 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.

1.	Call to Order	Action (Schneider)	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 Minutes from the October 27, 2022 Meeting	Action (Schneider)	Page 4-11

5.	Review and approval of the 2023 Committee meeting calendar	Action (Shiramizu)	Page 12
6.	Receive an update from Transportation Development Act (TDA) Article 3 program sponsors on recently completed and active Bicycle and Pedestrian Projects	Information (Shiramizu)	Page 13-17
7.	Receive a presentation from Caltrans on active transportation projects along El Camino Real in San Mateo County	Information (Shiramizu)	Page 18
8.	Receive information on funding recommendations for One Bay Area Grant Cycle 3 and Regional Active Transportation Program Cycle 6	Information (Lacap)	Page 19-24
9.	Receive information on C/CAG's Equity Focus Areas and an update on C/CAG's Equity Assessment and Framework Development project	Information (Shiramizu, Springer)	Page 25-31
10.	Receive a presentation on AB 2449 and Updated Requirements for Brown Act Meetings	Information (Charpentier)	Page 32-33
11.	Member Communications	Information (Schneider)	No materials
12.	Adjournment.	Information (Schneider)	No materials

The next regularly scheduled BPAC meeting will be on March 23, 2023.

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 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, 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.
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)

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

1. Call to Order

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

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

*Appointed at May 2022 C/CAG Board meeting.

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

Staff attending: Eva Gaye, Kim Springer, Kim Wever, Kaki Cheung, Sean Charpentier – 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 September 22, 2022 Meeting

Member Robinson and Chair Schneider noted two changes to the minutes.

Member Robinson noted that on Item 5, he described the difference between mountain bikes and normal or road bikes is suspension travel and tire type.

Chair Schneider noted that on Item 5, regarding the discussion of a joint partnership to develop consistent bike and pedestrian signage, it is advisable to include the City of Menlo Park as one of the partnership cities.

There were no public comments on the minutes.

Motion: Member Robinson motioned to approve minutes as amended. Member Fraser seconded the motion. Roll call was taken. All other members in attendance voted to approve. The motion passed.

5. Review and recommend Board approval of the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan

C/CAG Transportation Program Specialist Kim Wever presented an update on the Micromobility Feasibility Study and Implementation Plan, including program recommendations and the draft plan.

Member Robinson asked about safety and if local police will be brought into the process. C/CAG Staff Kim Wever noted that in the program guidelines, vendors will be encouraged to provide education and training events. Staff also would consider bringing the police into the governance committee to keep them involved.

Member Sullivan asked how many bikes will be included for the pilot and if scooters will be included. Staff Kim Wever noted that a maximum of 500 bikes will be included within the 2-3 pilot program's jurisdictions. Staff also noted that the plan currently recommends electric bikes (e-bikes). However, the jurisdictions will have discretion if they would like to include scooters. The program guidelines included guidance on scooters, including speeds.

Member Sullivan asked if vehicles will be available for people with disabilities or limited mobility. Staff Kim Wever noted that the program guidelines request operators to propose alternatives and/or ADA options.

Member Sullivan noted concern about safety and bike lanes. Member Sullivan asked if the project team reviewed where designated bike lanes were located when determining pilot locations to ensure success. Staff Kim Wever noted that the consultant reviewed proximity to barriers as a criterion for determining pilot locations.

Member Sullivan asked if the bikes are subject to weather impacts. Staff Kim Wever

responded that they have not received input on this from vendors yet.

Member Sullivan asked about funding for helmets. He noted that certain jurisdictions require people to wear helmets when on bikes or e-scooters. Staff Kim Wever noted that in the Millbrae/Burlingame program, some operators suggested giving credit or discounts to riders who submit photos of themselves wearing helmets via a phone application. The project team is considering this.

Member Sullivan noted it is critical to find the right vendor with the right software to collect data and provide accountability. Staff Kim Wever agreed and noted that Redwood City did a separate Request for Proposal (RFP) for software, and commute.org has an RFP for collecting transportation demand management (TDM) data. Staff noted the potential to collaborate with these programs for data collection.

Chair Schneider noted she is fine with the recommended pilot locations. The Chair also noted that in places like Daly City, low visibility due to fog is an issue that should be considered. She also noted impacts from wind gusts in northern cities.

Chair Schneider noted that the governance committee includes “other key stakeholders” and asked if the plan could specifically list these stakeholders. The Chair recommended including cities that have real-world experience like Redwood City, Millbrae, and Burlingame. She also suggested other representatives to get broader perspectives, like Commute.org and C/CAG CMEQ (Congestion Management and Environmental Quality). She suggested BART and Caltrain as main transit providers in the area. Staff Kim Wever noted they could list stakeholders in the plan. She noted including Millbrae and Burlingame, Commute.org, and transit agencies. She noted that BART and Caltrain were on the ad-hoc advisory committee for the plan and expects they will be involved. Kim commented that the actual governance committee will likely be made up of the participating jurisdictions.

Chair Schneider noted that allowing cities to choose whether to have e-scooters makes it harder to compare data points. She also noted that some cities receive development block grants while other smaller cities do not have access to that money.

Chair Schneider asked if the \$50,000 to evaluate the program could be done by the new C/CAG staff person and sent out for peer review to be more cost efficient. Staff Kim Wever noted that the \$50,000 is just an estimate at this time.

Member Yuen asked who is responsible for the capital and operating costs and if costs would be shared amongst participating jurisdictions. Staff Kim Wever noted that as Program Manager, C/CAG will try to secure funding. However, if cost proposals are higher than expected, C/CAG will work with participating jurisdictions on cost sharing. One option may be like the C/CAG StreetLight subscription, in which costs are divided amongst participating jurisdictions based on population size. She also noted that many developers are also interested in the program, and may contribute funds. Funding sustainability will be evaluated throughout the pilot.

Staff Kim Wever noted that committee members who have other questions to follow up with her by November 7.

Motion: Member Robinson motioned to recommend Board approval of the San Mateo County Shared Micromobility Feasibility Study and Implementation Plan. Member Nicolas seconded the motion. Roll call was taken. All members in attendance voted to approve. The motion passed.

6. Review the evaluation processes for the Transportation Development Act (TDA) Article 3 Grant and the One Bay Area Grant (OBAG) Cycle 3 and make recommendations for staff to consider in future grant evaluation processes

C/CAG Program Director Kaki Cheung congratulated the committee on a successful and productive year, including the committee's involvement in the Transportation Development Act (TDA) Article 3 Grant and the One Bay Area Grant (OBAG) Cycle 3 evaluation processes. With the committee's help, C/CAG allocated nearly \$36M in funding. Program Director Kaki Cheung opened this item as an opportunity to review the evaluation processes and provide feedback for staff to consider for future grant cycles.

Transportation Development Act (TDA) Article 3 Grant

Member Robinson participated on the evaluation committee for the San Mateo County Transportation Authority's (TA) Cycle 6 Pedestrian and Bicycle Program Call for Projects this fall. Member Robinson suggested elements from the TA's Call for Projects, including implementing a 100-point grading system (instead of +100 points), and allocating more points for equity and more equity related scoring categories. He suggested scoring projects differently if they are already partially funded. He noted that equity should help the most people that need help. Program Director Kaki Cheung noted that the most recent TDA Article 3 cycle incorporated points for equity.

Member Hey noted that it is hard for places like Portola Valley to apply and be awarded funding. Member Hey noted that hundreds of bikes travel through Portola Valley and that bike infrastructure could be improved. Member Hey noted that however, based on income alone, Portola Valley does not qualify. In comparison, the Town's budget reflects a different perspective.

Chair Schneider noted that as a former resident of Mountain View, Portola Valley is the town that many people travel through. However, the Chair noted that Portola Valley's recent proposals were not awarded. She suggested returning to site in-person site visits for all voting members, as opposed to just videos of the project.

Vice Chair Self noted that the application videos were not useful and that he learned more from his own in-person visits or Google Maps. The Vice Chair suggested simplifying the application process to not require videos.

Chair Schneider noted that one of the criteria weighed an entity who received one grant in the last 10 years the same as an entity who received five grants in the last 10 years. The

Chair noted that the criteria did not give points to communities who have never received a grant, nor did the criteria take points from communities who received a grant every cycle. Chair Schneider encouraged staff to bring this topic to future committee meetings, especially post-covid.

Member Robinson did eight site visits for the TA's Call for Projects and wish it was more compartmentalized geography-wise. Program Director Kaki Cheung clarified that that was a TA-led process, and not C/CAG.

Chair Schneider noted it is useful to review scoring practices from other agencies like the TA.

Chair Schneider noted that for the "State of Readiness" scoring category, wealthier and larger cities with more staff likely have projects sitting on the shelf whereas smaller cities most likely do not have projects ready. The Chair asked staff to consider incorporating this into the equity scoring.

Chair Schneider noted "Network Connectivity" was difficult to score due to subjectivity. The Chair suggested splitting the category between commuter or recreational connectivity.

Vice Chair Self noted that the TA's evaluation panel had an excel spreadsheet with each project and dropdown scores. The Vice Chair suggested replicating this. The Vice Chair also noted that the TA's application made applicants provide more information for categories like network connectivity, making evaluating easier. For example, if a question asked if the project is a priority in a countywide plan, the applicants had to attach and identify which page the project is listed in the plan.

Chair Schneider asked if the TA's Call for Projects had a page limitation. Vice Chair Self noted this was still a problem for TA and some applicants included attachments with hundreds of pages. The Vice Chair noted that applicants should just note what page evaluators should refer to if attaching a document. Chair Schneider suggested including tips or hints for applicants as they are filling in the application.

Chair Schneider recalled a previous cycle reviewing 27 applications for 17 hours due to long attachments.

Member Hey noted requiring projects to be listed as a priority in a plan is not fair for a smaller town like Portola Valley because the town does not have the resources to write a bike plan. Member Hey noted it is important for an agency to state the importance of a project and that it does not necessarily need to be listed in another plan.

Program Director Kaki Cheung noted that the application asked applicants to refer to the C/CAG Comprehensive Bicycle and Pedestrian Plan and that applicants did not need to have their own bike plans. Program Director Kaki Cheung noted that TDA Article 3 also includes planning funds; the Town of Colma received planning funds in the recent cycle.

Member Hey noted that for smaller towns, lack of staff resources and time is the bigger

issue. Chair Schneider noted that the County has several small cities that are under resourced, and this may become a geographic equity issue.

Member Robinson noted part of the barrier is bureaucracy. Member Robinson noted that in 2014, San Bruno required a committee to receive funding to develop a bike plan. Member Robinson questioned the usefulness of developing a committee, and that funding should be more focused on how beneficial the project is and if the project area has previously received funding.

Member Sullivan appreciated the discussion as an elected official. Member Sullivan noted that social equity and infrastructure is critical. He noted that surrounding cities in the county are understaffed – could be in the Public Works, Planning, Parks and Recreation, or in committees. Member Sullivan suggested thinking “outside the box” to simplify the application process and make it easier for more cities to apply.

Chair Schneider noted that the one-time Millbrae received a grant, the County had a program with extra funding that cities could avail themselves. The Chair suggested staff to review that process.

One Bay Area Grant (OBAG) Cycle 3

Program Director Kaki Cheung provided a recap of MTC’s OBAG Cycle 3, including a summary of the applications and the evaluation committee. The committee answered four discussion questions on the process.

Member Ruddock asked Vice Chair Self to share feedback following his comments on criteria at a previous BPAC meeting. Vice Chair Self noted that the OBAG scoring rubric was too focused on application quality as opposed to project quality. For example, the rubric asked, “does the application clearly state project benefits?” as opposed to “is the benefit to the community large or small?”. Vice Chair Self noted that this may lead evaluators to score clarity over project benefit. The Vice Chair acknowledged this is MTC’s rubric but would like the opportunity to provide direct feedback to MTC.

Chair Schneider asked how C/CAG could transmit feedback to MTC. C/CAG Executive Director Sean Charpentier noted that the committee could submit a letter and recommended submitting after MTC releases the prioritization results. He noted that quality of application does matter and that there should not be a significant difference between a quality application and a quality project. Vice Chair Self noted that there could be a difference. For other rubrics, the Vice Chair noted there are points given for clear and complete applications. He noted the importance of ensuring that evaluators look beyond application clarity and if the actual proposed project is useful.

Chair Schneider requested staff to revisit this item in January 2023 after MTC releases results.

Executive Director Sean Charpentier suggested articulating to future evaluators that it is not just the quality of the application but how much the project fills a need. He noted

C/CAG staff should make this clear in program guidelines and committee should note this as they review guidelines.

Member Robinson recommended creating a sub-committee to dissect the process and to include members that have evaluated and/or have experience with application processes.

Member Sullivan appreciated Vice Chair Self's comment. He agreed on creating a sub-committee to provide feedback to MTC on the rubric and making the process more equitable for all cities.

Member Beach asked if staff could coach or mentor cities with less resources during the application process, especially cities that may not have received meaningful funding in the past. This support may include helping cities strategize or meeting in advance on how to improve the application prior to applying.

Chair Schneider noted that the County of San Mateo provided support on grant applications in the past. The Chair also noted that this approach does require more time and that C/CAG staff did provide office hours throughout the OBAG process for applicants.

Executive Director Sean Charpentier noted the suggestion. He commented that for this OBAG process, staff gave applicants more time to apply, offered office hours, and were available any time throughout the six weeks for support. He noted that only some applicants took advantage of the resources. Staff also reviewed applications and reached out to applicants with clarifying questions. He noted that staff will consider this suggestion and may provide a pre-assistance or mandatory workshop in the future.

Member Robinson noted that for the TA's Call for Projects, Patrick Gilster at the TA suggested hiring a countywide consultant to support applicants in the future.

Chair Schneider supported the idea of a sub-committee and drafting a letter to MTC with suggestions to help member cities score better for future cycles. Chair Schneider also suggested the committee review the balance of small and larger cities and they have been funded. Chair Schneider conducted a straw poll of the committee on starting a sub-committee. The committee supported the idea.

Executive Director Sean Charpentier recommended calling the committee an ad hoc committee. He confirmed that the committee could motion to recommend developing this ad hoc committee at this meeting. He noted that if the ad hoc committee is approved, to leave membership open to committee member Mary Bier, who participated in the OBAG process but was unable to attend tonight's meeting.

Motion: Member Ruddock motioned to develop an ad hoc committee to discuss the OBAG 3 process and provide a written letter to MTC. Member Robinson seconded the motion. Roll call was taken. All members in attendance voted to approve. The motion passed.

Members Matthew Self, Patrick Sullivan, Malcom Robinson, and Ann Schneider

volunteered for the ad hoc committee. Chair Schneider noted she will reach out to Mary Bier if she is interested in joining.

7. Receive a presentation on C/CAG's Equity Assessment and Framework Development project and draft Equity definition

C/CAG Transportation Systems Coordinator Kim Springer presented an overview of the C/CAG Equity Assessment and Framework Development project. Staff requested feedback from the committee on the draft equity definition (in agenda packet).

Member Robinson suggested reviewing the equity focus areas at a future committee meeting. Staff will provide more information on the equity areas that were developed for the C/CAG Comprehensive Bicycle and Pedestrian Plan at a future meeting.

8. Member Communications

The committee mentioned Doctor Elaine Salinger and research on transportation safety and police enforcement. This included information on heat maps of incident locations, bicycle incident reporting and video evidence, safety tactics, and reviewing Statewide Integrated Traffic Records System (SWITRS) data.

Vice Chair Self thanked the committee for participation on the recent grant processes.

C/CAG Executive Director Sean Charpentier noted that this committee will return to in-person meetings in March 2023. The committee were able to meet online due to the Governor's existing state of emergency. The state of emergency will expire at the end of February 2023. He noted that staff will work to provide zoom for public participation.

9. Adjournment

Chair Schneider adjourned the meeting at 9:00 PM.

C/CAG AGENDA REPORT

Date: January 26, 2023

To: Bicycle and Pedestrian Advisory Committee

From: Audrey Shiramizu, Transportation Program Specialist

Subject: Review and approval of the 2023 Committee Meeting Calendar

(For further information, contact Audrey Shiramizu at ashiramizu@smcgov.org)

RECOMMENDATION

That the Bicycle and Pedestrian Advisory Committee reviews and approves the 2023 meeting calendar.

BACKGROUND

The proposed schedule of Committee meetings in 2023 will be as follows:

- January 26, 2023
- March 23, 2023
- May 25, 2023
- July 27, 2023
- September 28, 2023
- October 26, 2023
- January 25, 2024

Meetings have traditionally begun at 7:00 p.m. and are currently held via Zoom video conference under AB 361. C/CAG staff is preparing to return to in-person committee meetings beginning in March 2023. In-person Committee meetings will be held at room COB101 at 455 County Center in Redwood City. The Committee will also have an opportunity to discuss the recurring meeting times in the event that an alternate timeslot is preferable.

ATTACHMENTS

None.

C/CAG AGENDA REPORT

Date: January 26, 2023

To: Bicycle and Pedestrian Advisory Committee

From: Audrey Shiramizu, Transportation Programs Specialist

Subject: Receive an update from Transportation Development Act (TDA) Article 3 program sponsors on recently completed and active Bicycle and Pedestrian Projects

(For further information, contact Audrey Shiramizu at ashiramizu@smcgov.org)

RECOMMENDATION

That the C/CAG Bicycle and Pedestrian Advisory Committee receives an update from Transportation Development Act (TDA) Article 3 program sponsors on recently completed and active bicycle and pedestrian projects.

FISCAL IMPACT

None.

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

Funding for the TDA Article 3 program is distributed by the Metropolitan Transportation Commission (MTC) to C/CAG on a formulaic basis. The 20 cities, the County, and any joint powers agencies in San Mateo County can apply to receive funding for eligible bicycle and/or pedestrian projects within the county. As the program administrator for San Mateo County, C/CAG typically issues a call for project nominations on a biannual basis. C/CAG completed the most recent call for projects in 2022.

The Committee requested periodic updates on active and recently completed TDA Article 3 projects. Presently, there are 11 active projects in San Mateo County. Project sponsors include the Cities of Brisbane, Burlingame, Daly City, East Palo Alto, Half Moon Bay, Redwood City, Pacifica, San Carlos, South San Francisco, and the Town of Colma. Most of these project sponsors were awarded funding in 2022. The Cities of Daly City, Redwood City, and Half Moon Bay received project extensions for TDA funding awarded in 2020.

Three project sponsors that recently received project extensions - Redwood City, Daly City, and the County of San Mateo – will attend the January 26th meeting to provide updates. Committee members will have an opportunity to ask questions at the meeting.

ATTACHMENTS

1. TDA Article 3 Program Summary (Active and Recently Completed Projects)

Active TDA Article 3 Project Summary							
Capital Projects							
Jurisdiction	Project Name	Summary (as written in application)	Year Awarded	Award Amount	Extension	Amount Remaining	Total Project Cost
Daly City	Mission Street Streetscape Project	Daly City, with a 2017 Measure A grant and local funds totaling \$900,000, plans to revitalize the Mission Street Corridor (from Crocker Avenue to Templeton Avenue) – at San Mateo County’s northern gateway. This streetscape project will slow traffic, improve safety for all transportation modes, and create a more livable and pedestrian-friendly Mission Street. The requested TDA3 funds along with an additional local match allocation will support the construction of additional pedestrian safety improvements identified during the design process and through the City’s Vision Zero work to fully fund the project.	FY 2019-2020	\$400,000	2025	\$400,000	\$450,000
Redwood City	Vera Avenue Bicycle Boulevard Project	The Vera Avenue Bicycle Boulevard Project creates a lowstress bicycle route parallel to two high speed, high volume streets (Jefferson and Roosevelt avenues). Vera Avenue is an east-west corridor in Redwood City that connects El Camino Real to Alameda de las Pulgas, two significant, regional north-south bicycle routes. The project scope includes bicycle improvements (signage, marking, minor and major street crossing improvements, and speed control measures) on Vera Avenue. The design phase will be funded by local funds. Strong community support for the project is evidenced by its presence (and high ranking) in the recently adopted citywide transportation and as a project priority for the City’s Transportation Advisory Committee.	FY 2019-2020	\$254,883	2025	\$254,883	\$500,000
Half Moon Bay	Pacific Coast Bicycle Connectivity North	0.27 miles of Class I multiuse path of 10 feet width parallel to Highway 1 (on the east side) between Roosevelt Blvd and Mirada Rd),the final gap for the multiuse path to County line, north of City of Half Moon Bay	FY 2019-2020	\$350,000	2025	\$350,000	\$700,000
South San Francisco	Hillside Boulevard Road Diet Improvements	Providing separated bike lanes along each direction on Hillside Blvd from Lawndale to Lincoln; new signalized intersection, new crosswalks and ADA curb ramps and curb extensions at Hillside & Lincoln.	FY 2022-2023	\$400,000	N/A	\$400,000	\$1,242,000
Burlingame	Murchison Drive, Trousdale Drive, Davis Drive Bicycle Route	1.3 miles of bike facilities in support of Safe Routes to School. Enhance connectivity and improve safety, comfort, and attractiveness of bicycling for people of varying ages and abilities.	FY 2022-2023	\$400,000	N/A	\$400,000	\$1,025,000
Brisbane	Alley Walkway – Alvarado St to San Benito Rd	Improve a section of the central Brisbane alley between Alvarado St and San Benito Rd which is currently a steep dirt trail. Includes installation of a concrete stairway path and lighting bollards. A handrail will be installed on one side, and a crosswalk and signage will be added to aid pedestrians crossing the street.	FY 2022-2023	\$240,000	N/A	\$240,000	\$320,000
San Carlos	San Carlos Ave. Pedestrian Safety Improvement Project Phase III	Installation of sidewalk, curb and gutter, and bike lane in an unimproved segment of a major thoroughfare in San Carlos.	FY 2022-2023	\$400,000	N/A	\$400,000	\$1,600,000
East Palo Alto	University Ave & Michigan Ave Intersection Improvements	Pedestrian Improvements including installation of ADA compliant bulbouts, median improvement, RRFB, striping and signs	FY 2022-2023	\$360,000	N/A	\$360,000	\$400,000

Jurisdiction	Project Name	Summary (as written in application)	Year Awarded	Award Amount	Extension	Amount Remaining	Total Project Cost
Pacifica	Palmetto & Esplanade Ave. Bicycle & Pedestrian Improvement Project	Improve pedestrian and bicyclist experiences along Pacifica's northern coastal corridor of Palmetto & Esplanade Aves. Bike improvements: 1.4 miles of Class II bicycle lanes and 0.5 miles of Class IIB bicycle boulevards. Pedestrian improvements: two intersections incorporating quick build elements.	FY 2022-2023	\$335,160	N/A	\$335,160	\$372,401
Planning Projects							
Jurisdiction	Project Name	Summary (as written in application)	Year Awarded	Award Amount	Extension	Amount Remaining	Total Project Cost
Redwood City	Redwood City Bicycle and Pedestrian Master Plan	The City's vision is to create a bicycle and pedestrian network that is safe, connected, and convenient for all community members with all ages and abilities. To achieve this vision, the City of Redwood City will develop the first of its kind Citywide Bicycle and Pedestrian Master Plan to identify and prioritize active transportation projects in Redwood City. Development of this plan was identified in Redwood City Moves, the Citywide Transportation Plan (2018), as a top priority project. The Bicycle and Pedestrian Master Plan will be the active transportation supplement to Redwood City Moves. Vision Zero is #1 goal in Redwood City Moves.	FY 2019-2020	\$70,000	N/A	\$4,593	\$140,000
Colma	Bicycle and Pedestrian Master Plan	Plan to envision a safer, more connected active transportation system in the Town of Colma.	FY 2022-2023	\$90,000	N/A	\$90,000	\$100,000

Recently Completed TDA Article 3 Project Summary

Capital Projects

Jurisdiction	Project Name	Award Cycle	Award Amount
San Mateo County	Midcoast Multimodal/Parallel Trail Project	FY 19-20	\$ 400,000
South San Francisco	East Grand Avenue-Caltrain Bicycle and Pedestrian Access	FY 19-20	\$ 400,000

Planning Projects

San Mateo	Transit Oriented Development Pedestrian Access Study	FY 19-20	\$ 75,117
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C/CAG AGENDA REPORT

Date: January 26, 2023
To: Bicycle and Pedestrian Advisory Committee
From: Audrey Shiramizu, Transportation Program Specialist
Subject: Receive a presentation from Caltrans on active transportation projects along El Camino Real in San Mateo County.
(For further information or questions, contact Audrey Shiramizu at ashiramizu@smcgov.org)

RECOMMENDATION

That the Bicycle and Pedestrian Advisory Committee receives a presentation from Caltrans on active transportation projects along El Camino Real in San Mateo County.

FISCAL IMPACT

There is no direct fiscal impact to C/CAG.

SOURCE OF FUNDS

N/A.

BACKGROUND

Caltrans is working on several active transportation projects along El Camino Real in San Mateo County. At the January BPAC meeting, the Committee will receive a presentation on these projects and have an opportunity to ask questions.

ATTACHMENT

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

C/CAG AGENDA REPORT

Date: January 26, 2023

To: Bicycle and Pedestrian Advisory Committee

From: Jeff Lacap, Transportation Systems Coordinator

Subject: Receive information on funding recommendations for One Bay Area Grant Cycle 3 and Regional Active Transportation Program Cycle 6

(For further information, contact Jeff Lacap at jlacap@smcgov.org)

RECOMMENDATION

That the Bicycle and Pedestrian Advisory Committee receives information on funding recommendations for One Bay Area Grant (OBAG) Cycle 3 and Regional Active Transportation Program (ATP) Cycle 6.

FISCAL IMPACT

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

SOURCE OF FUNDS

Federal and state funds are allocated by MTC via the OBAG 3 County & Local Program and Regional ATP Cycle 6, including Congestion Mitigation and Air Quality (CMAQ) funds, Surface Transportation Program (STP), and the Road Repair and Accountability Act of 2017 (SB 1) funds.

BACKGROUND

OBAG 3 COUNTY & LOCAL PROGRAM

The One Bay Area Grant (OBAG) program is the policy and programming framework for investing federal Surface Transportation 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.

As part of the OBAG Cycle 3 County & Local Program process, MTC provided San Mateo County a funding target of \$37 million, which represents 120% of the estimated target of approximately \$30.8 million. C/CAG submitted two programmatic categories, requesting \$4.4 million for program and planning activities (\$2.1 million for Countywide Safe Routes to School

Program and \$2.3 million for regional planning efforts) and \$32.6 million for 11 projects. Attachment 1 shows the projects that the C/CAG Board approved in September 2022.

Earlier this month, MTC released staff recommendations for the OBAG 3 program. MTC proposes funding 7 projects totaling \$26.5 million, along with \$4.4 million for the Safe Routes to School program and C/CAG planning activities. The table below is a summary of the MTC recommendation:

Capital Projects			
Sponsor	Project	CTA Nomination Amount	OBAG 3 Proposed Funding Amount
San Mateo County	Bay Road Complete Street Rehabilitation Project	\$ 3,806,790	\$ 3,806,790
City of South San Francisco	School Street/Spruce Avenue and Hillside Boulevard Safety and Access Improvement Project	\$ 3,127,385	\$ 3,127,385
City of Redwood City	Roosevelt Avenue Traffic Calming Project	\$ 3,400,000	\$ 3,400,000
San Mateo County Transportation Authority	19 th Avenue/Fashion Island Boulevard Complete Street Class IV Bikeway	\$ 3,375,000	\$ 3,375,000
Town of Colma	El Camino Real Complete Street Project from Mission Road to City of South San Francisco (Segment B)	\$ 4,640,000	\$ 4,640,000
City of Menlo Park	Middle Avenue Caltrain Pedestrian and Bicycle Undercrossing	\$ 5,000,000	\$ 5,000,000
City of Burlingame	Rollins Road Bicycle and Pedestrian Improvement Project	\$ 3,100,000	\$ 3,100,000
Programmatic Projects			
Sponsor	Project	CTA Nomination Amount	OBAG 3 Proposed Funding Amount
C/CAG	Countywide SRTS Program	\$ 2,120,000	\$ 2,120,000
C/CAG	Regional Planning Activities	\$ 2,300,000	\$ 2,300,000
Total			\$ 30,869,175

The project submitted by the Town of Atherton (Adelante Selby Spanish Immersion SRTS) is recommended to be added to a contingency project list. MTC intends to fund projects on the contingency list should MTC receive higher than anticipated federal revenues, benefit from cost

savings from prior cycle projects, or need to reprogram current cycle funds due to project delivery failures.

The MTC Programming and Allocations Committee approved the MTC staff proposal at the January 11th, 2023 meeting. Upon approval from the MTC Commission on January 25, C/CAG staff will be working with project sponsors to comply with all applicable OBAG 3 requirements, including adoption of a resolution of local support, prior to programming any awarded funds in the Transportation Improvement Program (TIP). Staff will also work with the remaining project sponsors that were not recommended for OBAG 3 funding to identify other sources to advance their respective projects.

A link to the full MTC staff recommendation of the OBAG 3 program can be found here: <http://mtc.legistar.com/gateway.aspx?M=F&ID=7af21445-7ebb-474f-b5e5-23f957aeb1f4.pdf>

REGIONAL ACTIVE TRANSPORTATION PROGRAM (ATP) CYCLE 6

The California Transportation Commission (CTC) distributes a portion of the ATP funding to MTC, who would manage the regional component in the Bay Area. MTC is responsible for developing the region's guidelines for the Regional program, and for submitting the proposed projects to the CTC for final adoption. CTC approved MTC's Regional ATP Guidelines on February 23, 2022, and applications for the Regional Program were due to MTC on June 15, 2022. MTC's Regional ATP Cycle 6 includes \$143 million of funding for programming.

MTC received 63 applications requesting a total of \$551 million, approximately four times the available amount. Caltrans and MTC staff determined that all projects were eligible, and no projects were removed from consideration. MTC staff enlisted a 21-member multi-disciplinary evaluation committee, resulting in seven teams of three evaluators each to score and rank the submittals. The review committee used the same evaluation form and revised scoring criteria in the Statewide Competitive ATP. The panel added 10 points for regional priorities, bringing the total maximum scores of 110.

Out of the 63 applications, MTC recommends fully funding fourteen projects and partially funding one project. One project in San Mateo County has been recommended for funding, see full list below:

County	Agency	Project Title	Project Type*	Project Cost (1,000s)	Recommended Funding (1,000s)
ALA	Alameda County PW	Mission Boulevard Safe and Complete Streets for Active Transportation	L	\$32,683	\$25,000
ALA	Alameda County PW	Oakland Making Moves: Active Oakland Neighborhoods	NI	\$1,000	\$999
ALA	Alameda County PW	San Lorenzo Creekway: Building Equitable Active Transportation in Alameda County	L+NI	\$33,477	\$17,200
ALA	ACTC	East Bay Greenway Multimodal, Phase 1	L	\$120,947	\$19,500
ALA	ACTC	San Pablo Avenue Safety Enhancements and Transit Bulbs Project	L	\$22,740	\$9,000
ALA	Berkeley	Washington Elementary and Berkeley High Safe Routes to School project	S	\$1,511	\$1,511
ALA	Oakland	Bancroft Avenue Greenway	L	\$34,675	\$29,311
CC	Concord	Willow Pass Road Bikeway Project	M	\$4,058	\$2,835
CC	San Pablo	Broadway-El Portal Safe Routes (BESR) Project	M+NI	\$9,143	\$7,248
MRN	Corte Madera	Central Marin Regional Pathways Gap Closure Project	S	\$2,075	\$1,500
MRN	San Rafael	Canal Neighborhood Active Transportation Enhancements Project	M	\$5,154	\$4,123
MRN	San Rafael	San Rafael Canal Crossing Project	L	\$23,525	\$3,925
<i>SM</i>	<i>San Mateo County</i>	<i>Santa Cruz Avenue/Alameda de las Pulgas Complete Street Project</i>	<i>M</i>	<i>\$6,629</i>	<i>\$5,435</i>
SCL	San Jose	Story-Keyes Complete Streets Project	L	\$41,098	\$3,656
SON	Healdsburg	Healdsburg Avenue Complete Streets Project	L	\$14,774	\$11,819

*L = Large Project (total project cost of greater than \$10m), M = Medium Project (total project cost of more than \$3.5m and up to \$10m)

S = Small Project (total project cost of \$3.5 million or less), NI = Non-infrastructure project only

Projects submitted by the City of Menlo Park (Willow Road (SR-114) Pedestrian Improvements and Class IV Bikeway) and Half Moon Bay (Eastside Parallel Trail North: Segment 2 (Spindrift to Ruisseau Francais)) have been recommended to be placed on a contingency list. MTC intends

to fund projects on the contingency list should there be any project failures or savings in the Cycle 6 Regional ATP.

Staff encourages project sponsors that submitted applications for either the statewide and regional component to participate in the application debrief meetings with CTC and MTC staff. C/CAG staff will also work with project sponsors and MTC staff to improve application development and increase success in the next cycle of ATP.

A link to the full MTC staff recommendation of the Regional ATP Cycle 6 program can be found here: <http://mtc.legistar.com/gateway.aspx?M=F&ID=fa749302-5f82-4951-ab55-49bc079cbdfa.pdf>

ATTACHMENTS

- 1. OBAG 3 County & Local Program Project Nomination List**

Sponsor Name	Project Name	OBAG3 Funds Requested	OBAG 3 Recommended Funding Allocations	Measure M Recommended Funding Allocations	Total Score	Safe Routes to School (within 1/2 Mile)
San Mateo County	Bay Road Complete Street Rehabilitation Project	\$ 3,806,790	\$ 3,806,790		115.6	Yes
City of South San Francisco	School Street/Spruce Avenue and Hillside Boulevard Safety and Access Improvement Project	\$ 3,127,385	\$ 3,127,385		113.9	Yes
City of Redwood City	Roosevelt Avenue Traffic Calming Project	\$ 3,400,000	\$ 3,400,000		111.2	Yes
City of San Mateo	US 101/Peninsula Avenue Interchange Improvements Project	\$ 5,000,000	\$ 1,000,000		111.2	Yes
San Mateo County Transportation Authority	19th Avenue/Fashion Island Boulevard Complete Street Class IV Bikeway	\$ 3,375,000	\$ 3,375,000		109.6	Yes
Town of Colma	El Camino Real Complete Street Project from Mission Road to City of South San Francisco (Segment B)	\$ 4,640,000	\$ 4,640,000		105.6	Yes
City of Menlo Park	Middle Avenue Caltrain Pedestrian and Bicycle Undercrossing	\$ 5,000,000	\$ 5,000,000		105.0	No
City of Burlingame	Rollins Road Bicycle and Pedestrian Improvement Project	\$ 3,100,000	\$ 3,100,000		104.3	Yes
Town of Atherton	Adelante Selby Spanish Immersion School Safe Route to Schools Project	\$ 3,115,024	\$ 3,115,024		100.8	Yes
City of Pacifica	Sharp Park Priority Development Area Pedestrian Improvement	\$ 2,360,000	\$ 1,269,801	\$ 900,000	98.8	Yes
City of Millbrae	Micromobility Hub Phase 2 Project	\$ 880,000	\$ 800,000		95	Yes
			\$ 32,634,000	\$ 900,000		

C/CAG AGENDA REPORT

Date: January 26, 2023

To: Bicycle and Pedestrian Advisory Committee

From: Audrey Shiramizu, Transportation Programs Specialist and Kim Springer, Transportation Systems Coordinator

Subject: Receive information on C/CAG's Equity Focus Areas and an update on C/CAG's Equity Assessment and Framework Development project.

(For further information on the C/CAG Equity Focus Areas, contact Audrey Shiramizu at ashiramizu@smcgov.org. For further information on the Equity Assessment and Framework Development Project, contact Kim Springer at kspringer@smcgov.org.)

RECOMMENDATION

That the Bicycle and Pedestrian Advisory Committee (BPAC) receives information on the C/CAG's Equity Focus Areas and an update on the Agency's Equity Assessment and Framework Development project.

FISCAL IMPACT

None.

SOURCE OF FUNDS

The C/CAG's Equity Focus Areas was developed as part of the 2021 Comprehensive Bike and Pedestrian Plan, which was funded using Transportation Development Act Article 3 money and local funds. C/CAG's Equity Assessment and Framework Development project is funded with a combination of Surface Transportation Program Planning grant and general funds.

BACKGROUND

This report provides information on the C/CAG's Equity Focus Areas and an update on the Agency's Equity Assessment and Framework Development Project. Staff is seeking feedback on how C/CAG can continue working towards equity through actions by this committee.

Equity Focus Areas Mapping

At the October 2022 committee meeting, the committee expressed interest in getting a refresher on the C/CAG adopted Equity Focus Areas, including information on the development criteria and utilization.

C/CAG developed the Equity Focus Areas as part of the 2021 San Mateo County Comprehensive Bicycle and Pedestrian Plan (CBPP) effort. The Plan was approved and adopted by the C/CAG Board at its June 2021 meeting. C/CAG worked with the this Committee to develop a method for identifying the Equity Focus Areas suitable to the county's context, creating consistency across planning projects, and aligning with state and regional funding sources. This county-specific metric also aimed to prioritize areas that may not be captured under regional or broader criteria, such as the Metropolitan Transportation Commission's Equity Priority Communities (EPCs).

The Equity Focus Areas are based on an analysis of U.S. Census block group data using the following four metrics:

1. Share of the population that is non-white population,
2. Median household income,
3. Housing and transportation cost as percentage of annual median household income, and
4. Share of households who do not own cars.

Each of the metrics were weighted differently. Weights were determined through conversations with C/CAG staff and feedback from the Plan's Technical Advisory Group and BPAC. Based on the feedback, data related to the share of the population that is non-white (1) is weighted the highest, and data related to the share of households without cars (4) is weighted the lowest. Data for all four metrics was then combined to create a composite score for each Census block group. Block groups that ranked in the top 25th percentile of San Mateo County for these scores were identified as Equity Focus Areas. To ensure that that Equity Focus Areas would be distributed throughout the county, Census block groups on the bay side were ranked separately from block groups on the coast side. Attachment 1 shows the C/CAG Equity Focus Areas across San Mateo County.

It is important to note that the equity analysis relies on Census data, and results of this exercise only reflects the best data available at the time. Furthermore, the Equity Focus Areas in this Plan reflect a combination of the four different variables, rather than one single factor alone.

The Equity Focus Areas are a baseline intended to help identify additional areas in the County that C/CAG can prioritize for different types of funding sources, including state and regional grants. There are many areas throughout the county, such as in the south coast and northern parts of the county that did not rank in the top 25th percentile, but may still represent areas with high percentages of historically underserved populations. These areas may have had high scores for individual metrics or ranked close to the 25th percentile threshold. C/CAG recognizes that equity is dynamic and that the Equity Focus Areas represent a baseline to help prioritize. When allocating funds, C/CAG staff may choose to prioritize projects in areas that fall outside of the top 25th percentile.

The Equity Focus Areas were used in the scoring criteria for the most recent Transportation Development Act (TDA) Article 3 Grant and the One Bay Area Grant (OBAG) Cycle 3 evaluations. Applicants received points on how well proposed projects addressed benefits in Equity Focus Areas and MTC's Equity Priority Communities. Attachments 2 and 3 include the equity scoring rubrics in these two grant applications.

More information on the Equity Focus Areas can be found in the /CAG San Mateo County Countywide Bicycle and Pedestrian Plan at: <https://ccag.ca.gov/programs/transportation-programs/active-transportation/>. Users are able to customize the Comprehensive Bike and Pedestrian Plan map depending on adjustments of the equity scores. The map can be accessed at <https://tooledesign.github.io/F0066-San-Mateo-CCAG/>.

C/CAG's Equity Assessment and Framework Development Project

At the October 27, 2022 BPAC meeting, staff delivered a presentation on C/CAG's Equity Assessment and Framework Development Project. The presentation included the following:

- Project scope – identification of Equity Priority Communities in San Mateo County based on C/CAG's projects and programs; development of several perspective documents and an equity definition for C/CAG; and a framework of actions and priorities for C/CAG to implement and track progress, with the goal of reducing historical disparities, within C/CAG's sphere of influence.
- Timeline – the project began in April 2022 and will be completed in June 2023.
- Stakeholders engagement – coordination with agency partners (SamTrans, the SMCTA, PCE, County departments, and Commute.org), Community Based Organizations (Silicon Valley Bike Coalition, Housing Leadership Counsel, Peninsula Conflict Resolution Center, Youth Leadership Institute, Nuestra Casa, and Samaritan House), and C/CAG staff, the CMEQ Committee, and Board. In addition, staff have engaged additional C/CAG committees.
- Documents produced – draft documents (at the time of the October meeting), including Equity Definition and Historical Perspective.
- Identification of Equity Priority Communities (EPCs) – short overview of criteria and initial map examples.
- Draft equity definition – presented for feedback from members of the BPAC Committee.

Since the October meeting, staff and the consultant have updated the draft equity definition with stakeholder feedback. In addition, the Historical Context, the Equity Definition, and Equity Connections memos have been drafted and updated. Updates were made to the memos to make the documents more concise and succinct for the reader. . Those three memos, combined into one document, are attached to this staff report for your review.

Kim Springer, Transportation Systems Coordinator at C/CAG, will make a presentation to the Committee to share project progress. The Committee will have an opportunity to provide feedback on the draft Equity Definition and Equity Connections memo. This will be the second opportunity for Committee comments on the Equity Definition memo. For the Equity Connections memo, which is program areas specific and draws from the Historical Context memo, staff is seeking feedback on the following within the document:

- the Committee's thoughts on historical planning in our county (within the C/CAG program areas) that are or should be listed; and
- the Committee's views on past or current impacts as a result of those historical planning efforts

Kim and the consultant will be asking for further feedback from the C/CAG Board at the February 2023 Board meeting.

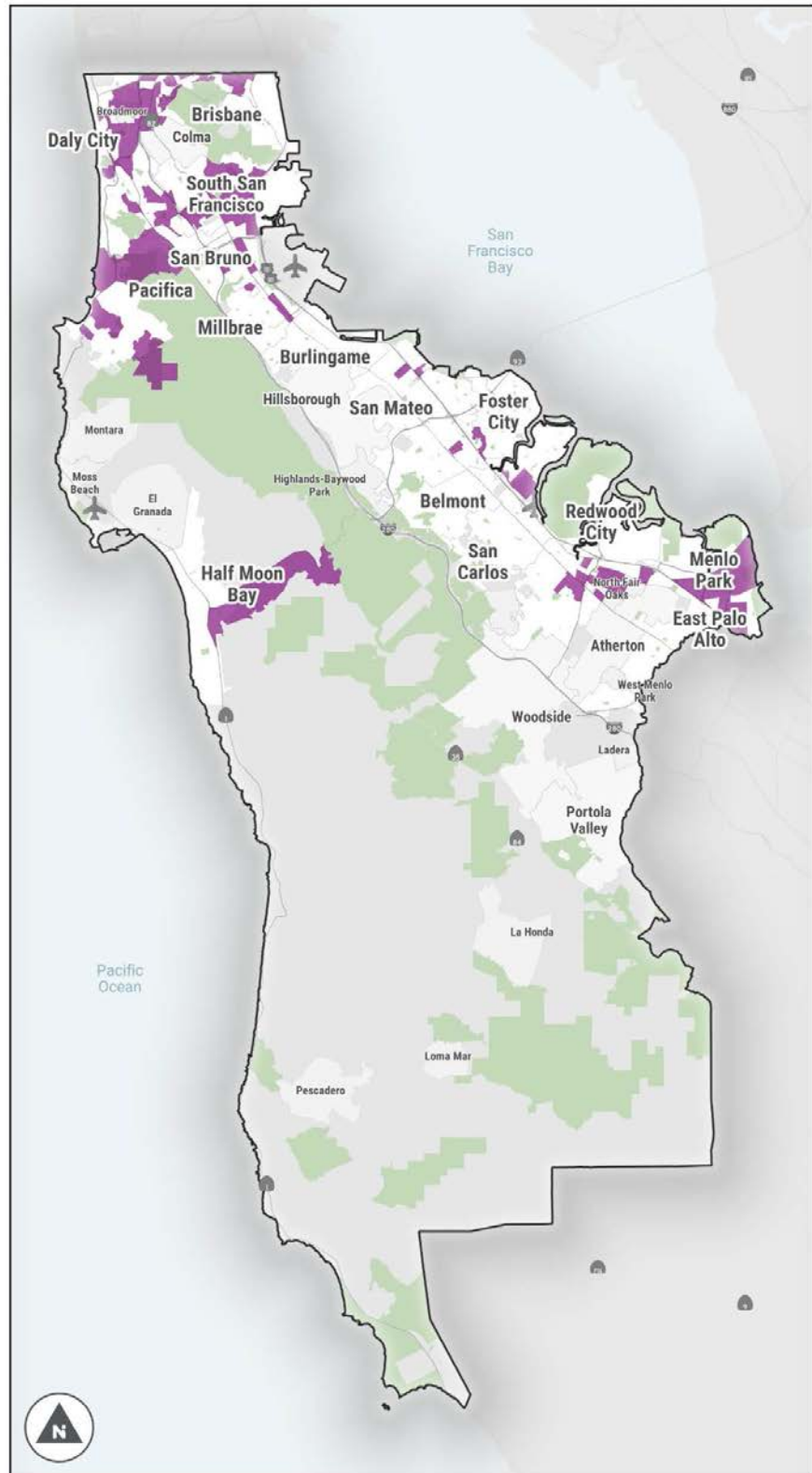
ATTACHMENTS

1. C/CAG Comprehensive Bike and Pedestrian Plan Equity Focus Areas map
2. Transportation Development Act (TDA) Article 3 Grant FY 22/23: Equity Scoring Criteria for Capital Projects
3. One Bay Area Grant (OBAG) Cycle 3 FY 22/23: Equity Scoring Criteria
4. Updated Drafts: Historical Perspective, Equity Definition, and Equity Connections Memos
(will be available online at <https://ccag.ca.gov/committees/bicycle-and-pedestrian-advisory-committee/>)

Equity Focus Areas

San Mateo County Countywide Bicycle and Pedestrian Plan, 2021

- Equity Focus Areas
- Water
- SFO
- Park



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Transportation Development Act (TDA) Article 3 Grant
FY 22/23 Equity Scoring Criteria for Capital Projects

d. Equity	0 = does not serve a community of concern, disadvantaged community, or equity focus area 1-2 = the project has an Equity Focus Area score of 6-8 3-4 = the project has an Equity Focus Area score of 8-10 5 = the project is in an MTC Equity Priority Community or CalEnviroscreen high risk census tract (top 25%)	5		
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One Bay Area Grant (OBAG) Cycle 3 FY 22/23: Equity Scoring Criteria

Equity Priority Communities (5 points possible)			
<p>Does the project invest in historically underserved communities? (Include supportive documentation for projects that are not within an EPC but otherwise supportive of EPC)</p>	<p>5= Excellent response is clear and concise; addresses how project is in an EPC and addresses how the project will benefit EPC; Include EPC engagement or supportive documentation for projects that are supportive of EPC</p> <p>4= Strong response addresses most aspects of the question. Adequately addresses EPC engagement</p> <p>3= Average response addresses most aspect of the question; May be missing relevant Specific Plan</p> <p>1-2= Below average response does not adequately address the question</p> <p>0= omitted/ missing</p>		
Equity Focus Area (5 points possible)			
	<p>5= Excellent response is clear and concise; address how the project is located in an Equity Focus Area identified in the 2021 Comprehensive Bicycle and Pedestrian Plan with a score of 8 or greater. Must include map of EFA</p> <p>4= Strong response describes how the project supports an EFA or other historically underserved community. Response may provide a compelling justification for being supportive of an EPC or other historically underserved community (Include map of EFA)</p> <p>3= Average response addresses most aspect of the question; Response does not provide supportive documentation</p> <p>1-2= Below average response does not adequately address the question</p> <p>0= omitted/ missing</p>		

C/CAG AGENDA REPORT

Date: January 26, 2023

To: Bicycle and Pedestrian Advisory Committee

From: Sean Charpentier, Executive Director

Subject: Receive a presentation on AB 2449 and Updated Requirements for Brown Act Meetings

(For further information, contact Sean Charpentier at scharpentier@smcgov.org).

RECOMMENDATION

That the Bicycle and Pedestrian Advisory Committee accept this report regarding AB 2449 and updated requirements for Brown Act meetings.

FISCAL IMPACT

None.

BACKGROUND

In response to the COVID-19 pandemic, the Governor issued a number of Executive Orders that adjusted the rules for online meetings of Brown Act bodies, and the Legislature followed up with adoption of AB 361. Under these authorities, a meeting can be conducted online under streamlined procedures for remote participation under AB 361 as long as a state-declared emergency remained in effect and the local agency finds that requiring participants to attend in person would present imminent risks to public health and safety.

On September 13, 2022, Governor Newsom signed AB 2449 into law. The bill authorizes a member of a legislative body to participate remotely for “just cause,” or allows the legislative body to consider and take action on a request from a member to participate remotely in a meeting due to “emergency circumstances.” The new law goes into effect on January 1, 2023 and will remain in effect until January 1, 2026.

In addition, Governor Newsom recently announced that the COVID-19 State of Emergency will end on February 28, 2023. As a result, Brown Act bodies will no longer be able to conduct remote meetings under the provisions of AB 361 after February 28, 2023, unless the State of Emergency is unexpectedly extended or renewed.

DISCUSSION

Starting January 1, 2023, AB 2449 will allow a member of a Brown Act body (for C/CAG, this includes the C/CAG Board of Directors and C/CAG standing committees, including the Bicycle and Pedestrian Advisory Committee) to participate remotely under the streamlined teleconference procedures in either of the following two circumstances:

1. The member unilaterally notifies the legislative body at the earliest opportunity possible, including at the start of a regular meeting, of the member's need to participate remotely for "**just cause**," including a general description of the circumstances relating to their need to appear remotely at the given meeting.

"**Just cause**" means any of the following: (a.) A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely; (b.) A contagious illness that prevents a member from attending in person; (c.) A need related to a physical or mental disability not otherwise accommodated; (d.) Travel while on official business of the legislative body or another state or local agency. This method may not be used by any member of the legislative body for more than two meetings per calendar year.

2. The member requests the legislative body to allow them to participate in a particular meeting remotely due to "**emergency circumstances**" and the legislative body takes action to approve the request.

"**Emergency circumstances**" means a physical or family medical emergency that prevents a member from attending in person. The legislative body shall request a 20-word general description of the circumstances relating to their need to appear remotely at the given meeting. The request can be made by the member and acted upon by the legislative body at the beginning of the meeting to which the request applies. The prohibition on taking action on items not appearing on the timely-posted agenda is suspended for purposes of approving a request.

Both provisions require that at least a quorum of the Board or the committee be physically present in the same room where the public may attend and give comment, and also permit remote public participation, including public comment. AB 2449 limits the number of times a member may participate remotely to no more than three consecutive months or 20 percent of the regular meetings for the local agency within a calendar year, or more than two meetings if the legislative body regularly meets fewer than 10 times per calendar year.

With the anticipated end of the COVID-19 State of Emergency on February 28, 2023, AB 2449 will be the only alternative to posting an agenda and allowing members of the public to attend at all remote location(s).

C/CAG staff are preparing to return to in-person meetings beginning in March 2023. Before the pandemic, C/CAG Board meetings and Committee meetings were not televised or streamed online. Staff are testing the audio-visual system at the SamTrans auditorium to prepare for compliance with AB 2449 and to offer the public the opportunity to participate remotely after returning to in-person C/CAG Board of Directors meetings in March. For the C/CAG Committees, staff are exploring the use of "OWL" technology to facilitate the streaming and remote participation for the public and to comply with AB 2449.