

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 25, 2024	Join by Zoom Meeting: https://us02web.zoom.us/j/87362024773?pwd=ZXN1eFlyY3p4MHMvVWR0eUJId1VPUT09
Time: 6:30 p.m.	
Location: Burlingame Community Center 850 Burlingame Avenue STEAM Room Burlingame, CA, 94070	Zoom Meeting ID: 873 6202 4773 Password: 894749 Join by Phone: (669) 900-6833

HYBRID MEETING - IN-PERSON AND BY VIDEOCONFERENCE

This meeting of the C/CAG BPAC will be held in person and by teleconference pursuant to Government Code Section 54953(e). Members of the public will be able to participate in the meeting remotely via the Zoom platform or in person at the location above. The Board welcomes comments, including criticism, about the policies, procedures, programs, or services of the agency, or of the acts or omissions of the Board and committees. Speakers shall not disrupt, disturb, or otherwise impede the orderly conduct of a Board meeting. For information regarding how to participate in the meeting, either in person or remotely, please refer to the instructions at the end of the agenda.

1.	Call to Order	Action (Self)	No materials
2.	Public comment on items not on the agenda	Limited to 2 minutes per speaker.	No materials
3.	Approval of the Minutes from the October 26, 2023 Meeting	Action (Self)	Pages 4-7
4.	Receive presentations from Transportation Development Act Article 3 Program Applicants for the Fiscal Year 2023/24 grant cycle	Information (Shiramizu)	Pages 8-10
5.	2024 Meeting Location and Time Discussion	Possible Action (Shiramizu)	No materials

6.	Member Communications (one news article)	Information (Self)	Page 11
7.	Adjournment	Information (Self)	No materials

The next regularly scheduled BPAC meeting will be on March 28, 2024.

Future potential discussion topics:

- a. E-bicycle safety
- b. Countywide bicycle safety program
- c. Signage

PUBLIC NOTICING: All notices of C/CAG regular BPAC meetings, standing committee meetings, and special meetings will be posted at the San Mateo County Court Yard, 555 County Center, Redwood City, 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 BPAC 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 BPAC 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.

ADA REQUESTS: Persons with disabilities who require auxiliary aids or services to participate in this meeting should contact Audrey Shiramizu at ashiramizu@smcgov.org by 10:00 a.m. prior to the meeting date.

PUBLIC PARTICIPATION DURING HYBRID MEETINGS: During hybrid meetings of the Bicycle and Pedestrian Advisory Committee, members of the public may address the Committee as follows:

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 two 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 and made publicly available on the C/CAG website along with the agenda. We cannot guarantee that emails received less than 2 hours before the meeting will be made publicly available on the C/CAG website prior to the meeting, but such emails will be included in the administrative record of the meeting.

Spoken comments will be accepted during the meeting in person and through Zoom. Public comments will be taken first by speakers in person, followed by via Zoom. Please read the following instructions carefully:

***In-person participation:**

1. If you wish to speak to the C/CAG BPAC, please fill out a speaker's slip placed by the entrance of the meeting room. If you have anything that you wish distributed to the Committee and included in the official record, please hand it to the C/CAG staff who will distribute the information to the Committee members and staff.

***Remote participation:**

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 Co-Chairs 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. If calling in via phone, press *9 to raise your hand and when called upon press *6 to unmute.
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 26, 2023

1. Call to Order

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

Name	Agency	Jan 2023	Mar 2023	July 2023	Sep 2023	Oct 2023
<u>Public</u>						
Matthew Self - Chair	County of San Mateo	X	X			X
Malcolm Robinson	San Bruno	X				X
Alan Uy – Vice Chair	Daly City	X	X	X	X	X
Angela Hey	Portola Valley	X	X	X		X
Justin Yuen	South San Francisco	X	X	X	X	
Marina Fraser	Half Moon Bay	X		X	X	X
Mike Swire*	Hillsborough			X	X	X
<u>Elected</u>						
Ann Schneider	Millbrae	X	X	X		X
Emily Beach**	Burlingame	X		X		
Flor Nicolas	South San Francisco	X		X		X
Mary Bier	Pacifica	X	X	X	X	
Patrick Sullivan	Foster City	X	X		X	X
John Goodwin	Colma		X	X	X	X
Lisette Espinoza-Garnica	Redwood City	X	X	X	X	

*Appointed at May 2023 C/CAG Board meeting.

**Resigned at July 2023 BPAC meeting.

C/CAG Staff present: Audrey Shiramizu, Sean Charpentier, Kaki Cheung.

Guests: Diane Dohm (Metropolitan Transportation Commission), Jasmine Stitt (Caltrans), Giuliano Carlini.

2. Public comment on items not on the agenda.

None.

3. Approval of the Minutes from the September 28, 2023 Meeting

There were no public comments on the minutes.

Motion: Member Nicolas motioned to approve minutes. Member Sullivan seconded the motion. All members in attendance voted to approve. The motion passed.

4. Review and approval of the 2024 Committee meeting Calendar

C/CAG Transportation Program Specialist Audrey Shiramizu presented the proposed 2024 Committee meeting calendar. Staff proposed moving the meeting start time to 6:00 PM for more flexibility in reserving meeting spaces.

Member Nicolas noted that the C/CAG Airport and Land Use Commission (ALUC) meetings end right before BPAC meetings. Members Nicolas and Sullivan are members of ALUC and BPAC. The committee suggested having BPAC meetings at the same location as ALUC (Burlingame Community Center).

Committee members also discussed meeting at 6:00 PM or 6:30 PM. The Committee suggested meeting at 6:30 PM for the upcoming January meeting and to reevaluate at that meeting. Members Goodwin and Swire asked for meeting locations to be bike- and transit-friendly.

Motion: Member Fraser motioned to approve. Chair Self seconded the motion. All members in attendance voted to approve. The motion passed.

5. Receive a presentation from Caltrans on the District 4 Bicycle Plan Update

Jasmine Stitt from Caltrans District 4 presented on the District 4 Bicycle Plan Update.

Member of the public Giuliano Carlini noted that the bike survey was too fine grained and suggested Caltrans look at entire road segments for a holistic approach. Giuliano also suggested reviewing the San Mateo County Transportation Authority's (TA) bike projects on El Camino Real.

Member Robinson asked what Caltrans is doing to change bike culture in the Bay Area. Jasmine responded that the focus is on infrastructure and there are no specific programs at this time.

Member Schneider noted that the survey is targeted for members of the public and not elected officials. She asked if the survey acknowledges cities with high-cost projects. She also asked how Plan Bay Area projects fit into this plan. Jasmine responded that funding issues are large and Caltrans is looking into this.

Vice Chair Uy asked the process for ranking projects. Jasmine responded that Caltrans will rank based on three metrics: safety, mobility, and equity. Data will come from Transportation Injury Mapping System (TIMS), Statewide Integrated Traffic Records System (SWITRS), CalEnviroScreen, and the Metropolitan Transportation Commission's (MTC) Equity Priority

Communities. Jasmine noted that the Bike Plan working group, which includes county agencies and advocacy groups, will review Caltrans' prioritized list.

Member Swire thanked Jasmine for the presentation and suggested that in addition to building infrastructure for making biking safer, that Caltrans should take a holistic approach in changing its culture around prioritization of car traffic over bike and pedestrian traffic. He noted the US-101 widening in the County and that an increase in car traffic can make it more dangerous for bicyclists. Jasmine responded that Caltrans is aligning their investments to the California State Transportation Agency's (CalSTA) Climate Action Plan for Transportation Infrastructure (CAPTI), with the goal of reducing vehicle miles traveled (VMT) and slowly phasing out highway expansion and VMT-increasing projects.

Member Sullivan noted prevalence of freeway counters and if this can be done for bike paths. Jasmine noted Caltrans is using StreetLight Data for bicycle and pedestrian data. Member Schneider noted that the City of Millbrae is installing devices to capture pedestrian data.

Member Hey suggested using white reflective paint on lanes for safety.

Chair Self noted that new bike lanes were built in the City of Redwood City but that residents were notified after construction. Jasmine noted that Caltrans is starting to do engagement at Project Initiation Document (PID), or at the first phases of projects.

Chair Self asked about next steps. Jasmine responded that Caltrans will review the survey results, document identified improvements, and compare those to the previous Bike Plan and local jurisdictions' plans. Caltrans plans to have a list by spring followed by a second round of engagement.

6. Receive a presentation from the Metropolitan Transportation Commission on the Bay Trail SFO Gap Study

Diane Dohm from the Metropolitan Transportation Commission (MTC) presented on the Bay Trail San Francisco International Airport (SFO) Gap Study.

Member Schneider requested to meet with MTC prior to closing the survey. She noted that the only Bay Trail access for Millbrae is through El Camino Real, which is difficult to access. Diane confirmed that MTC is meeting with City staff in the next week to discuss the upcoming City's East Side Specific Plan.

Member Hey asked if the east side is where MTC wants to close the gap. Diane responded that MTC is reviewing options including the west side of US-101. Member Schneider asked the number of surveyors from the cities of Millbrae and San Bruno. Diane noted both cities were represented and would check.

Member Sullivan recommended the survey be available in different languages. He asked if environmental and seismic analysis were included. Diane noted she would check. Member Sullivan suggested including bike counters on the Bay Trail to reinforce to the public that the trail is being used.

Member Schneider noted that One Shoreline is working with the cities of Millbrae and Burlingame on sea-level rise projects with geographical information that may be helpful.

Member Swire suggested MTC reach out to Google's SF2G group that bikes from San Francisco to Mountain View. He also noted that for commuters, the Bay Trail zigzags and suggested more opportunities to make the trail a more desirable option for commuters.

Member Robinson asked if the path will go through the Baylands/green belt on the west side of US-101 or on El Camino Real. Diane responded this is not confirmed and the team is analyzing three different pathways. She confirmed that El Camino Real and greenway through west of Bayshore, towards 101, are both in the mix. Chair Self noted his excitement for the greenway option.

7. Member Communications

Member Robinson noted that automated vehicles (AVs) need to be safe, and accommodating active transportation users.

Member Schneider noted that the Committee has not discussed electric buses, which may help remove cars off the road. Member Fraser noted that SamTrans has multiple orders of electric buses on order.

Member Swire noted he attended the unincorporated County BPAC last month and suggested more coordination between BPACs and the TA. Chair Self noted that this Committee's role is to advise the C/CAG Board. C/CAG Executive Director Sean Charpentier noted that the Committee is sometimes focused on planning and other times on funding, depending on what is required of the Committee at the time. He noted that the purview is bicycle and pedestrian improvements and not necessarily electric buses. He noted the Committee is open to collaboration with other BPACs. He reminded the Committee of a busy year ahead with the Transportation Development Act 3 (TDA 3) review and the Local Road and Safety Plan. He noted that while C/CAG is not a research agency, staff does bring important topics to the Committee like the County Sheriff's Office incident reporting tool.

Member Hey noted that the Caltrans' standard is seven exits per driveway per mile and suggested advocating for closing some of those exits.

C/CAG Executive Director thanked the Committee for the busy year and noted that there are currently two vacancies for elected officials on the Committee. He asked members to share the notice from staff and to let staff know of possible candidates.

Chair Self adjourned the meeting at 8:32pm.

C/CAG AGENDA REPORT

Date: January 25, 2024

To: Bicycle and Pedestrian Advisory Committee

From: Audrey Shiramizu, Transportation Program Specialist

Subject: Receive presentations from Transportation Development Act Article 3 Program Applicants for the Fiscal Year 2023/24 grant cycle

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

RECOMMENDATION

That the Bicycle and Pedestrian Committee receives presentations from Transportation Development Act Article 3 Program applicants for the Fiscal Year 2023/24 grant cycle.

FISCAL IMPACT

There is no financial impact related to this presentation item. It is expected that approximately \$2,590,706 will be available for the FY 2023/24 Cycle of the Transportation Development Act Article 3 (TDA Art. 3) Program.

SOURCE OF FUNDS

TDA Art. 3 funds are derived from the following sources:

- Local Transportation Funds (LTF), derived from a ¼ cent of the general sales tax collected statewide
- State Transit Assistance Fund (STA), derived from the statewide sales tax on gasoline and diesel fuel.

BACKGROUND

The TDA Article 3 program funds are made available through the State and are distributed by the Metropolitan Transportation Commission (MTC) to C/CAG on a formulaic basis. As the program administrator for San Mateo County, on September 18, 2023, C/CAG issued a call for project nominations for eligible bicycle and/or pedestrian projects within the county. Applications were due on November 13, 2023. Project sponsors are required to provide a 10% local funding match for both planning and capital projects. Projects will be scored based on factors such as project readiness, community support, program objectives such as safety, equity, and local match.

By the deadline, C/CAG received eleven applications seeking a total of \$2.36M. Based on MTC guidelines, one project application did not meet requirements for funding at this time. Of the \$2.59M available for this grant cycle, \$300,000 is available to fund planning projects. The remaining \$2.29M is set aside for capital projects. The maximum grant amount for the planning project and capital projects is \$100,000 and \$400,000, respectively.

At the January 2024 meeting, Committee members will receive presentations from each applicant describing the proposed project. Each presenter will have 5 minutes to present with 3 minutes following the presentation for questions. The presentation schedule is as follows.

Time	Jurisdictions
6:40 PM	Commute.org
6:50 PM	Town of Atherton
7:00 PM	City of East Palo Alto
7:10 PM	Town of Hillsborough
7:20 PM	City of San Bruno
7:30 PM	City of Foster City
7:40 PM	City of Belmont
7:50 PM	City of South San Francisco
8:00 PM	City of San Mateo
8:10 PM	Town of Colma

Given that total funding requested for this cycle is below the available grant budget, there is sufficient funding capacity to support all qualifying projects. Additionally, staff would like to recommend directing up to \$200,000 of TDA program funds as local match for the update of the 2021 C/CAG Comprehensive Bike and Pedestrian Plan. Staff is in the process of applying for a Caltrans Sustainable Transportation Planning grant and a federal RAISE (Rebuilding American Infrastructure with Sustainability and Equity) grant for the effort. The project scope is envisioned to include a comprehensive analysis of existing and future bicycle and pedestrian infrastructure. The plan update will prioritize investments in traditionally underserved communities, include data collection for sidewalk inventory to identify gaps in sidewalk infrastructure, and a feasibility analysis of e-bike infrastructure (paths and charging stations) to mitigate congestion by enabling long distance inter-county travel and in recreational coastal areas.

Furthermore, recognizing the valuable time commitment of our Committee members, we aim to use Committee members' time efficiently and effectively. Given the funding scenario, staff believes that site visits may not be essential for project assessment in this particular cycle.

C/CAG staff shared the project proposals on December 11, 2023. Scoring from the Committee is due on February 26, 2024. At the March 2024 meeting, the Committee will review their scores and staff's recommendation on project award. The C/CAG Board is expected to approve the FY2023/2024 Transportation Development Act Article 3 prioritized project list at its May 2024 meeting.

ATTACHMENT

1. TDA Art. 3 Scoring Sheet (*The material is available on the C/CAG BPAC website (See “Additional Meeting Materials”) at <https://ccag.ca.gov/committees/bicycle-and-pedestrian-advisory-committee/>*).

C/CAG AGENDA REPORT

Date: January 25, 2024
To: Bicycle and Pedestrian Advisory Committee
From: Audrey Shiramizu, Transportation Program Specialist
Subject: Communications - Information Only

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

BACKGROUND

This item is for information only and is available for review in the link provided below.

There is one news article:

1. **12/11/2023** – “Why Are So Many American Pedestrians Dying at Night?” (New York Times): https://www.nytimes.com/interactive/2023/12/11/upshot/nighttime-deaths.html?unlocked_article_code=1.O00.JxkF.6Fb9ZqcWZFCO&smid=url-share