

City/County Association of Governments of San Mateo County (C/CAG)
Bicycle and Pedestrian Advisory Committee (BPAC)
Meeting Minutes
September 28, 2023

1. Call to Order

Vice Chair Uy called the meeting to order at 7:03PM.

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

Guests: Chris Lepe (Mariposa Planning Solutions), Roland Yip (City of Pacifica).

2. Public comment on items not on the agenda.

None.

3. Approval of the Minutes from the July 27, 2023 Meeting

There were no public comments on the minutes.

Motion: Member Fraser motioned to approve minutes. Member Bier seconded the motion. Member Sullivan abstained from the vote. All other members in attendance voted to approve. The motion passed.

4. Review and confirm receipt of the MTC Complete Streets checklist for the City of Pacifica's Manor Drive Overcrossing Project for the 2024 State Transportation Improvement Program (STIP)

C/CAG Staff Eva Gaye and City of Pacifica Staff Roland Yip presented on the 2024 State Transportation Improvement Program (STIP) and the City of Pacifica's Complete Streets checklist for the proposed Highway 1/Manor Drive Overcrossing Improvement Project.

Member Bier noted that this project is a huge improvement as there are currently no bike facilities in the area.

Member Yuen suggested that the project considers the consequences that this project has on the interactions between drivers and pedestrians crossing.

Staff Roland Yip noted that this project is in the beginning of the Project Initiation Document (PID) phase.

Member Garnica-Espinoza asked for the definition of vehicle miles traveled (VMT) and if there is analysis to see if the project allows for more movement and flow. Staff said they will share this question with City staff.

Member Yuen asked to elaborate on the bicycle improvements. Member Bier responded that the connections are mostly to connect to the coast side trail along Palmetto Avenue.

Vice Chair Uy asked if this is a streetscape or retrofit project. Member Bier responded that there will be landscaping on the overpass. Member Swire noted that class III bike lanes have not been demonstrated to affect new riders, and that having separated bike lanes is ideal.

Staff noted that the project sponsor will consider the Committee's questions and comments.

Motion: Member Bier motioned to confirm receipt of the MTC Complete Streets checklist for the City of Pacifica's Manor Drive Overcrossing Project for the 2024 STIP. Member Espinoza-Garnica seconded the motion. All members in attendance voted to approve. The motion passed.

5. Update on C/CAG Equity Assessment and Framework Development Project and review of proposed actions for comment

C/CAG Staff Kim Springer and C/CAG consultant Chris Lepe from Mariposa Planning Solutions presented a recap of C/CAG's Equity Assessment and a summary of the proposed action plan strategies for C/CAG.

Member Sullivan recommended partnering with cities to post their equity data. Chris noted that C/CAG has a goal to report progress on how funds are being distributed.

Member Sullivan asked about bike and pedestrian safety in the plan. Chris replied that safety will be described broadly in the final report and that the action plan specifies structural agency changes rather than program-level changes. C/CAG Executive Director Sean Charpentier noted that C/CAG is working on the Local Roadway Safety Plan (LRSP) that uses Statewide Integrated Traffic Records System (SWITRS) and other data.

Member Fraser noted she was pleased with the stakeholder engagement. She asked about metrics for determining equity success. Chris replied the plan will include performance indicators for all actions and specific metrics per project or program. The Executive Director added that metrics will be included in an annual report for Committees and Board review.

Member Swire asked how this plan aligns with C/CAG's overall mission. He noted the recent funding for express lane and car projects. Chris replied that the report will include C/CAG's overall approach. Member Sullivan noted that equity considerations are for both people and for the environment. Member Swire noted that studies show a higher percentage of people of color bike and that lower income communities live and bear pollution from US-101.

Member Bier thanked the team for including staff training.

Vice Chair Uy asked if goal 7 includes on-the-ground outreach and data collection. Chris noted that it is context sensitive. The Executive Director noted that C/CAG intends to create a community-based organization (CBO) database for outreach and plans to work with the San Mateo County Transportation Authority and SamTrans to collaborate on the next equity transportation map.

Member Sullivan asked if staff could support smaller cities with proposals. The Executive Director replied that C/CAG offers office hours to support any potential applicants.

Members Goodwin and Fraser noted that it is important for committee members to share grant information within their own cities and residents in equity focus areas.

Staff Kim Springer noted that the draft final report will go to the C/CAG Board on October 12th. The final report will go to the C/CAG Board in November for adoption.

6. Member Communications

Member Fraser asked how many vacant seats are available on the Committee. Staff Audrey Shiramizu noted that there are two vacancies for elected official seats. The Executive Director noted that the seats are typically filled by any city/town or the County.

Member Bier noted her appreciation for a safe space to talk following the recent Zoom bombings. Member Espinoza-Garnica noted the importance of elected officials taking a stance for the community. Member Swire asked about how to balance public comment with access and public input. Member Goodwin suggested staff and other committees read a vision statement at the beginning of meetings. The Executive Director noted that staff can work on a statement.

Vice Chair Uy adjourned the meeting at 8:46pm.