



**REGULAR MEETING of the  
San Mateo County Bicycle and Pedestrian Advisory Committee (SMCBPAC)  
Thursday, December 19, 2019**

Martin Luther King Community Center  
725 Monte Diablo Avenue, Conference Room  
City of San Mateo, CA 94401  
7:00 p.m.

*If you wish to speak to the Committee, please fill out a speaker's slip located on the tables as you enter the meeting room. If you have anything that you wish to be distributed to the Committee and included in the official record, please hand it to a member of SMCBPAC staff who will distribute the information to the Committee members and other staff.*

**1. WELCOME**

**2. ROLL CALL**

**3. PUBLIC COMMENT**

This item is reserved for persons wishing to address the Committee on any SMCBPAC-related matters that are as follows: 1) Not otherwise on this meeting agenda; 2) Staff Report on the Regular Agenda; or 3) Committee Members' Reports on the Regular Agenda. Public comments on matters not listed above shall be heard at the time the matter is called.

As with all public comment, members of the public who wish to address the Committee are requested to complete a speaker's slip and provide it to SMCBPAC staff. Speakers are customarily limited to two minutes, but an extension can be provided to you at the discretion of the Committee Chair.

**4. ACTION TO SET AGENDA**

This item is to set the final regular agenda.

**REGULAR AGENDA**

**5. Review and Approve October 17, 2019 Meeting Minutes (Action)**

**6. BPAC Member Announcements and Discussion** (Information)

- Welcome new member Frederick Zyda

**7. Presentation on Coleman Avenue** (Information)

**8. Discussion of BPAC 2020 Work Plan** (Action)

- Approve the Calendar Year 2020 Work Plan

**9. Discussion of BPAC 2020 Neighborhood Responsibility Areas** (Action)

- Approve the Calendar Year 2020 Neighborhood Responsibility Areas

**10. Election of a Committee Chair and Vice-Chair for Calendar Year 2020**  
(Action)

**11. County Updates** (Information)

**12. Adjournment**

Public records that relate to any item on the open session agenda for a regular Committee meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the 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 Office of Sustainability, located at 455 County Center, 4th Floor, Redwood City, CA 94063, has been designated for the purpose of making those public records available for inspection. The documents are also available on the SMCBPAC's website. The website is located at: <http://www.smcsustainability.org/livable-communities/active-transportation/>.

*Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Julia Malm-Laycock, Sustainability Specialist, at least two working days before the meeting at (650) 363-4685 and/or [jmalmolaycock@smcgov.org](mailto:jmalmolaycock@smcgov.org). Notification in advance of the meeting will enable the SMCBPAC to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical based products.*



# San Mateo County Bicycle and Pedestrian Advisory Committee (SMCBPAC)

## MEETING MINUTES

*Martin Luther King Community Center Conference Room*

*San Mateo, California*

Thursday, October 17, 2019

7:00pm

### 1. WELCOME

Chair Gore called the meeting to order at 7:01pm.

### 2. ROLL CALL

#### **Members Present:**

Dianna Butcher  
Natalie Gore  
William Kelly  
Susan Doherty  
John Langbein (alternate)  
Elaine Salinger (alternate)

#### **Members Absent:**

**County Staff:** Joe LoCoco, Peggy Jensen, Matthew Petrofsky, Julia Malmo-Laycock, Paul Sheng

Julia Malmo-Laycock conducted the roll call. A quorum was present.

### 3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

No public comments were received.

### 4. ACTION TO SET AGENDA

Chair Gore requested a motion to set the agenda.

*Alternate Langbein moved to approve/ Member Doherty seconded. The motion carried unanimously.*

## REGULAR AGENDA

### 5. **Review and Approve September 25, 2019 Meeting Minutes**

Chair Gore requested a motion to adopt the September 25, 2019 Meeting Minutes.

*Motion: Member Doherty moved to approve/Member Butcher seconded. The motion carried among all members with the exception of Alternate Member Langbein, who abstained due to his absence at the September 25 meeting.*

## **6. BPAC Member Announcements and Discussion**

Alternate Member Langbein indicated that in August someone emailed him about parking on Ringwood near Menlo Park, which he understands is County-controlled, and at the intersection of Menlo Park, Atherton and the County. There is a bike lane on the one from the freeway toward Middlefield, and motorists tend to park there even though it's posted no parking. He added that it's been an ongoing problem, and he's not sure what the solution is except enforcement. Traffic infractions, however are enforced by CHP.

Joe LoCoco from San Mateo County Public Works (DPW) responded that generally Sheriffs deal with criminal proceedings, and the CHP with traffic, but because parked cars are not a moving violation they would be a Sheriff issue. Mr. LoCoco offered to reach out to the Sherriff's Office.

Vice Chair Kelly brought up the topic of Coleman Avenue, which is partly within the Menlo Oaks community within unincorporated San Mateo County. He suggested the road is frequently used as a cut-through to avoid Middlefield Road. During the peak pick-up and drop-off hours, it was suggested that many bikes and pedestrians, mostly students, travel along Coleman. Vice Chair Kelly expressed that it would be useful to have some analysis of what the alternatives are for this roadway, perhaps turn restrictions or bike boulevard measures. Vice Chair Kelly expressed that this project should be front and center, and suggested the BPAC write a letter to the Board of Supervisors to let them know it's a priority. He also requested that at the next BPAC meeting the members discuss alternatives, and who needs to be engaged.

Mr. LoCoco responded saying there is lots of history on Coleman Avenue since it was first brought up as a discussion topic in about 2005, and that the City of Menlo Park looked at alternatives for the roadway more than a decade ago. Most of the alternatives required street widening or tree removal, and residents in this neighborhood were perceived as generally not supportive of widening or tree removal. Mr. LoCoco added that several improvements have been carried out by DPW since 2005 in the limited right of way, including widening of the road to accommodate a four-foot path for bikes and pedestrians separated from vehicles by a white line of paint, stop signs at the intersection of Coleman and Ringwood, parking restrictions, and a variety of crosswalk improvements such as pedestrian lights. The biggest challenge, Mr. LoCoco maintained, is trying to find something the community can support.

Vice Chair Kelly noted that his own bias is to create a one-way street, and added that what we have now is a real safety issue. Chair Gore requested that this topic be agendized for the next meeting to include a possible letter.

Alternate Member Langbein indicated that the Santa Cruz Avenue project is moving forward, today the County announced that January 15<sup>th</sup> there will be a community meeting where the 3 alternatives will be presented, likely at Oak Knoll elementary school. Member Langbein explained that the County was carrying out a pilot that removed the slip lane going from Sandhill northbound on Santa Cruz, requiring motorists to stop, and that it sounds like the County will continue to do that.

Mr. LoCoco added that feedback that was received during trial closure was generally positive from residents, and negative from cyclists.

Vice Chair Kelly subsequently asked at what point the BPAC could discuss the Santa Cruz Avenue Alternatives, and whether they could see them in advance of the December 19<sup>th</sup> BPAC meeting so that it could be an agenda item. Mr. LoCoco indicated DPW could try to send the concepts to the BPAC in the next several weeks.

#### **7. Presentation on Crystal Springs Dam Bike Lanes and Traffic Signage (Information)**

Mr. LoCoco delivered a presentation on Crystal Springs Dam bike lanes and traffic signage, explaining the rationale behind current regulatory speed limits, which are set by traffic surveys taking into account the 85<sup>th</sup> percentile of measured speeds. Mr. LoCoco also pointed out that DPW would be amenable to introducing “share the road” or “bikes may use full lane” signs.

Member Doherty asked Mr. LoCoco how the BPAC could lower speed limits in this area, and Mr. LoCoco indicated that the way the speed law is set up allows for a little bit of leeway for lowering speeds 5 miles per hour (mph) lower than the 85<sup>th</sup> percentile speed. She also asked whether sharrows (bicycle shared lane markings) might be appropriate, and Mr. Loco explained sharrows generally only go in places where traffic and bicycle speeds are closer together. 50mph is too fast.

Alternate Member Salinger asked why there couldn't be a dedicated bike lane on this stretch. Mr. LoCoco said it could be explored, and that it was a long stretch so would be a costly project partly due to groundwater remediation requirements. Member Doherty added that this should be part of the larger Crystal Springs Trail vision. Ms. Malmo-Laycock encouraged members to provide input regarding this section of the roadway in the Bicycle and Pedestrian Master Plan for unincorporated County, and Mr. LoCoco suggested his team could take bike counts when they conduct the next traffic survey on this roadway. Member Butcher asked whether these counts would be conducted on a weekend, and Mr. LoCoco said they would. Vice Chair Kelly and Member Doherty expressed an interest in bringing this broader Crystal Springs vision and a wish list to the SFPUC, including the road that runs parallel to Highway 280 by the golf course, which is owned by the SFPUC.

Mr. LoCoco asked the BPAC members whether they had a preference for signage saying “bikes may use full lane” or “share the road” and the consensus was for “bikes may use full lane”. Member Salinger asked about adding signage referencing the three-foot law, and Mr. LoCoco responded that he was open to the conversation, but that DPW is not entirely sure of actual safety benefits as it encourages cars to swerve into other lane more.

Member Langbein asked whether there was a justification for lowering speed limits in congested areas such as the Crystal Springs parking lot. Mr. LoCoco responded that there are not guidelines for reducing speeds because of pedestrian congestion. A new traffic study might bring down the average speed limit, but traffic study speeds are based on uncongested, free-flow areas.

Alternate Member Langbein then asked what could be done to make the road safer, such as setting a lower speed by ordinance. Mr. LoCoco responded that he didn't see anything in the vehicle code permitting a lower speed.

Alternate Member Salinger then asked that a stop sign be added where Skyline meets Bunker Hill would be helpful, for residents and children especially. Mr. LoCoco explained that the intersection in question is Caltrans controlled, so not up to DPW.

#### **8. Follow up Discussion on Crystal Springs Regional Trail (Information)**

Peggy Jensen, the Interim Director of the San Mateo County Parks Department, initiated a discussion on the Crystal Springs Regional Trail. Ms. Jensen outlined the County's Response to the Civil Grand Jury Report, which was approved by the Board of Supervisors at the October 8, 2019 Board of Supervisors meeting, and provided some history on the Parks Department's work in the area. The County has studied the section of the trail identified as the "gap" in the Civil Grand Jury Report previously, and had obtained funding to conduct the planning work. The funding was not sufficient, however, due to environmental remediation requirements given the presence of several endangered species in the area, and the project was put on hold.

The County is currently on a two-year budget cycle, and the project will not be included in the current cycle due to ongoing deferred maintenance priorities including for Memorial Park, Flood Park and Coyote Point. Ms. Jensen agreed to bring the idea of filling the gap to the Board and Parks Commission as a project to address in next budget cycle (2021-2023). These bodies would ultimately make the decision about whether or not to allocate funding to the project.

Chair Gore asked whether if the project were to be reinitiated the County would need to conduct the planning studies from the beginning again, and Ms. Jensen responded that she was unsure. Member Salinger asked what the cost of the project was when it was put on hold, and Ms. Jensen responded that she would try to find out what the cost was then. Member Doherty asked about accessing the PUC road to the east of the gap, and Ms. Jensen said that conversation would need to happen with the PUC. Ms. Jensen subsequently recommended that the BPAC invite someone from the SFPUC to come to the BPAC to discuss with the members, and added that Parks could initiate that conversation. Member Salinger also suggested that the BPAC look at alternative, potentially corporate funding sources for completing the gap, and could offer corporate naming of the trail. Ms. Jensen added that the County would have to investigate its naming policy

#### **9. Discussion of BPAC 2020 Work Plan (Information)**

Ms. Malmo-Laycock introduced the draft BPAC 2020 Work Plan, noting that the changes from the previous year included the addition of the Crystal Springs Regional Trail as an ongoing project to monitor, as well as status updates on existing work plan items.

Member Doherty expressed a desire to learn more about the Dumbarton Rail Corridor project, and Ms. Malmo-Laycock responded that she would follow up with a link to the project website where individuals can sign up for project updates. Member Doherty added that she would like to see a pedestrian/ cyclist training for County Sherriffs, a meeting with Caltrans, and a presentation on traffic calming measures.

Alternate Member Langbein requested that the County consider setting guidelines for parking adjacent to bicycle lanes, narrowing traffic lanes, and banning parking of oversized vehicles adjacent to bike lanes.

Alternate Member Salinger wished to add lower Skyline to Canada as a priority on the workplan, as well as looking at alternative funding sources, such as tech companies, to implement project priorities.

## **10. County Updates (Information)**

Ms. Malmo-Laycock provided a brief update on the Unincorporated County Active Transportation Plan progress: the project team is working to analyze information gathered in previous outreach and existing conditions phases, and is now coming up with high level policy questions and recommendations for the community which will be the basis for the second round of outreach. Ms. Malmo-Laycock also notified BPAC members that Ruby Bridges Walk to School Day is November 14<sup>th</sup>, and that the San Mateo County Transit District's Draft Measure W Plan was online for public comment.

## **11. Adjournment**

Chair Gore requested a motion to adjourn.

*Motion: Member Doherty moved to approve/ Vice Chair Kelly seconded. The motion carried unanimously.*

The meeting was adjourned at 8:40 pm.