



**REGULAR MEETING of the  
San Mateo County Bicycle and Pedestrian Advisory Committee (SMCBPAC)  
Thursday, October 18, 2018**

San Mateo City Hall  
330 West 20<sup>th</sup> Street, Conference Room C  
City of San Mateo, California 94403  
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 August 16, 2018 Meeting Minutes (Action)**

- 6. BPAC Member Announcements and Discussion** (Information)
- 7. Presentation on Transportation Planning in San Mateo County** (Information)
- 8. Presentation by Peninsula Open Space Trust on Bay to Sea Trail** (Information)
- 9. Discussion on San Mateo County Unincorporated Areas and BPAC Member Roles** (Information)
- 10. County Updates** (Information)
- 11. 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 Kaley Lyons, Sustainability Coordinator, at least two working days before the meeting at (650) 363-4745 and/or [klyons@smcgov.org](mailto:klyons@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

*San Mateo City Hall, Conference Room C*  
*City of San Mateo, California*  
**Thursday, August 16, 2018**  
**7:00pm**

### 1. WELCOME

Chair Kelly called the meeting to order at 7:00pm.

### 2. ROLL CALL

#### **Members Present:**

Gary Colman  
William Kelly  
Dianna Butcher  
Natalie Gore  
Susan Doherty  
Elaine Salinger (alternate)

#### **Members Absent:**

John Langbein (alternate)

**County Staff:** Kaley Lyons, Gwen Buckley

Kaley Lyons conducted the roll call. A quorum was present.

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

No public comments.

### 4. ACTION TO SET AGENDA

Chair Kelly requested a motion to set the agenda.

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

## REGULAR AGENDA

### 5. **Review and Approve June 21, 2018 Meeting Minutes**

Chair Kelly requested a motion to adopt the June 21, 2018 Meeting Minutes.

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



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

Chair Kelly announced the Silicon Valley Bicycle Coalition's Bike Summit on August 22<sup>nd</sup> and indicated that he would be participating. He also announced that the Annual Bike and Pedestrian Count is seeking volunteers and that it is important to assess walking and biking trends over time with a consistent methodology.

Alternate Member Salinger asked about getting information ahead of time regarding bike projects, and gave example of Alameda de las Pulgas between Ralston and San Carlos Ave, in city jurisdictions. Chair Kelly explained the jurisdictional boundary issues, and Vice Chair Colman suggested attending BPAC meetings in those cities as an individual.

Alternate Member Salinger indicated that in this era of housing shortages, she would like to see new developments paying for funding dedicated bike lanes and free transit passes, and asked what the BPAC could do.

Members indicated the need to better understand unincorporated area pockets in the County, and suggested discussing this at the next meeting. Members would also like to discuss the policies and general plan information for unincorporated areas at an upcoming BPAC meeting.

## **7. Presentation on Bike Share and Active Transportation Initiatives in South San Francisco**

### Presentation and BPAC Member Discussion

Justin Lovell, Public Works Administrator at the City of South San Francisco, presented on dockless bikeshare in the city. SSF is one year into a pilot project with LimeBike and Spin. The City is working on additional improvements for bicyclists and pedestrians. The City began the pilot with both companies at once, but after 6 months Spin chose not to renew their involvement in the pilot. LimeBike (now Lime), is continuing to work with the City for the extended pilot program.

Chair Kelly asked why the bikeshare operators need permission to operate in the city. Lovell said the City is concerned with the public right of way (ROW), they need permission to have access to public ROW as private company. It also has to do with liability, an agreement provides another layer of insurance if an incident happens. Lovell said that the bikes will arrive in cities regardless, even if a city doesn't want to promote it, they should at least get an agreement in place for liability concerns.

As part of the pilot project, companies offered free rides at first, and SSF saw very high ridership. They expected it to be more first/last mile access to transit, but data shows rides were half transit access and half other destinations.

Chair Kelly asked how much information Lime is required to share. Lovell responded that at first it was very high-level data, but now they have a dashboard and can see how many people take multiple trips, and a location heat map to see where rides start and end. The highest trip generation is on trails (Bay Trail and Centennial Trail), with rides staying in flatter areas. Staff would like to analyze the data in greater detail, but haven't yet had the time.



Lovell said that Lime now has electric bikes, but City Council didn't want e-scooters because of issues that have been seen in San Francisco. Lime says scooters are more heavily used where they are deployed. SSF currently has 100 e-bikes and 100 manual bikes.

Chair Kelly asked about safety experience. Lovell said that he is aware of two crashes, one e-bike/vehicle collision where the driver ran a stop sign. The other was a cyclist that didn't press the button to cross the road and the car couldn't see them, but there were no injuries. Kelly asked about helmet use, and Lovell indicated that they don't have data, but it's probably less than 1% of users wearing them. In data that has been collected, bikeshare bikes seem to be safer, possibly because of the lighter weight. With many users new to cycling, we now need more education about how to safely ride a bike and how to ride with traffic, along with driver education. Lime and Spin had given away helmets to students and did a lunchtime rally at a high school with a helmet giveaway, and the Audio Visual (AV) Club made video about how to use Lime bikes. High school usage has dropped off because of app changes: it's now hard to get free code, and there's a paywall so must have credit card or payment on account. Lime has access account for low income users available for \$5 for 100 manual bike rides, and users can go to 'pay near me' to pay without credit card. Heavy usage did overlap with low income communities, more in the beginning but is still prevalent. There is a core of 500-600 people that use the bikes multiple times a month.

Vice Chair Colman asked about success of dockless bikeshare versus docked systems that have been in San Mateo. Lovell said the docked system had low usage in the County as they do better in a very urban environment. Also, cities had to pay all upfront costs and choose station locations before deploying, so it was more difficult and more expensive for cities.

Vice Chair Colman asked about feedback on bikes being irresponsibly parked. Lovell said that the first two months included a lot of education, and the companies incentivize users to move a bike that has been sitting for a few days by offering a free ride. Ultimately, Lime and Spin are responsible for rebalancing the bikes. Some people didn't like the bikes at first, but now riders are more educated about how to park, and Lime will push parking information through the app. There was some initial vandalism—for example, people threw the bikes in creeks, and staff had to go get them. Just over 20 bikes had to be retrieved from waterways.

Lovell indicated that the City is now on its third amendment with Lime, and still trying to figure out long term basis for it, but it's uncertain due to staffing. There may be a fee for long term basis to help recoup some of the costs the city has incurred. Member Doherty asked about funding sources to make rides free for students, etc. There may be potential in the near future, possibly have a sponsorship for students. Member Butcher asked about the age limit to ride, which is believed to be 13 years of age.

Members asked about e-scooters in SSF in the future and Lovell indicated Lime can have up to 500 "mobility products," but they have about 200-250 right now. At this time, scooters are not allowed because the city is concerned about them being on sidewalks when the California Vehicle Code indicates they should be on roadway.

Lovell also presented information on bicycle and pedestrian projects in the pipeline, indicating the City has \$12 million in funded projects and is beginning an update to the bicycle and pedestrian master plan.



Chair Kelly asked about unincorporated areas nearby and Lovell said there are some areas near the golf course. Some streets in nearby unincorporated areas have speed bumps, and the city will be thinking about transporting residents in the unincorporated area into downtown SSF as the bicycle and pedestrian plan is developed. They are also upgrading SSF Caltrain station, which is currently difficult to get to. The city also has a Grand Boulevard Initiative grant and tried to implement bike lane markings on El Camino Real, but Caltrans declined the plans, so the city is installing medians, etc.

## **8. Presentation on Annual Countywide Bicycle and Pedestrian Count Project**

### Presentation and BPAC Member Discussion

Gwen Buckley, County Office of Sustainability, presented the countywide Bicycle and Pedestrian Count project and explained that it's part of a larger national project held annually in mid-September. This year the count is being held September 11-16th and is still seeking volunteers to count for a two-hour period during the week or on the weekend. There is an online, interactive map that can be used to see bicyclist and pedestrian counts over time. Member Doherty asked about getting automatic counters and Buckley said the County does have two counters, but they're being used for a specific project right now. They may be used in other locations of the county after that project ends. Any member interested in volunteering for the annual count can sign up online and/or contact Buckley.

## **9. Discussion on Updates to BPAC Work Plan**

Kaley Lyons, County Office of Sustainability, discussed the BPAC's work plan and asked for input on topics to focus on for calendar year 2019. She said the Bicycle and Pedestrian Master Plan will be added to the work plan. Chair Kelly said BPAC may provide more of a leadership role in unincorporated areas on projects, and the focus for the next few meetings may be on the highest populated areas and determining what the needs are and the top 5 priority projects, for example. Lyons said that the bicycle and pedestrian master planning process will be developing a prioritized list of projects and programs for unincorporated areas. Member Butcher said population may not factor enough, other important gaps exist. Kelly clarified that shorter rides will be correlated with population.

Members suggested adding the Dumbarton corridor plan to the ongoing projects list in the work plan, and also including a multimodal aspect, such as access to transit, first/last mile efforts. There was also discussion about various agencies responsible bicycle and pedestrian projects in the County, and funding opportunities. Lyons will send out a list of grant opportunities and Chair Kelly will coordinate with C/CAG's BPAC to better coordinate. Lyons will update the work plan and bring it back to the committee to approve during the October or December meeting.

## **10. County Updates**

Buckley provided an update on the Dumbarton corridor: Facebook hired Plenary Group to do further study, and they are still considering a bike path. SVBC and others have been a part of process as well.

Buckley also announced that Chair Kelly won SVBC's Person of the Year Award, to be given out at the Bike Summit on August 22nd.



## **11. Adjournment**

Chair Kelly requested a motion to adjourn.

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

The meeting was adjourned at 8:32pm.