



**REGULAR MEETING of the
San Mateo County Bicycle and Pedestrian Advisory Committee (SMCBPAC)
Thursday, April 19, 2018**

San Mateo City Hall
330 West 20th 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 February 15, 2018 Meeting Minutes (Action)**
- 6. BPAC Member Announcements and Discussion (Information)**

- 7. Presentation on C/CAG's San Mateo County Transportation Plan 2040 Follow-Up Process** (Information)
- 8. Update on San Mateo County Bike Month Activities** (Information)
- 9. County Update** (Information)
- 10. 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. 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, February 15, 2018
7:00pm

1. WELCOME

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

2. ROLL CALL

Members Present:

Gary Colman
William Kelly
Susan Doherty
Natalie Gore (alternate)

Members Absent:

Dianna Butcher
Carrie Doyle (alternate)

County Staff: Gwen Buckley, Kaley Lyons

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: Member Colman moved to approve/Member Doherty seconded. The motion carried unanimously.

REGULAR AGENDA

5. **Review and Approve December 13, 2017 Meeting Minutes**

Chair Kelly requested a motion to adopt the December 13, 2017 Meeting Minutes.

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

6. BPAC Member Announcements and Discussion

Chair Kelly met with SVBC on Monday. He indicated that there are several other BPACs in San Mateo County, with limited communication among each other. It may be valuable to connect with them. Chair Kelly will contact C/CAG BPAC chair, maybe hold a joint special meeting for both BPACs.

Chair Kelly met this morning with Cheryl Cho-Phan regarding Santa Cruz Ave. The task force is in place with staff and advocates and they have had two meetings. They are discussing options but no decisions have been made yet. They are also not discussing funding yet. Some plans include single lanes of traffic and center turn lane, protected bike lanes on both sides, and more substantial sidewalks (7 ft). SVBC is not involved yet.

Chair Kelly also mentioned that he rode across 280 and Sand Hill Rd and it is completed with bike lanes. Member Doherty thanked Chair Kelly for checking on project status. She would like to keep eyes on Woodside Road – request for improvements at 280 interchange, some work has been done, but always debris there. Member Doherty also asked to be notified as a committee when Redwood City begins looking at Woodside Road/interchange improvements, since Redwood City is responsible for maintenance.

The next BPAC meeting in April will include a discussion of Bike to Work Day events.

7. Update on San Mateo County Bikeways Web Map (Information)

Presentation and BPAC Member Discussion

Gwen Buckley presented on the [bikeways web map](#) draft the County has been developing. She indicated that this is the most up-to-date bikeways data available for the County, and the online format will allow users to provide input on the data that may be inaccurate. At this time, the County is not seeking input on suggested bike facilities or suggested routes.

Chair Kelly asked about the timeline for input and how inaccurate the data is. Ms. Buckley responded that this is the most current data available for the County, she worked with C/CAG, cities, and others to get a comprehensive set of GIS data for this map.

Member Gore asked how we will verify accuracy of the input. We will have to ground truth or contact cities to make sure it is accurate.

Chair Kelly commented it's a great first step, we have the data in order to start building, but it would also be good to have people be able to report issues and have it go to the right jurisdiction to address.

Member Colman asked about the timeline for publishing. Ms. Buckley said it's almost final, a domain has been purchased, and it will be live at [smcbikeways.org](#). An announcement will be sent out when it is live.

Chair Kelly says we should make data available to google maps to use our current data. Member Doherty asked if we had a contact at google, and Member Colman responded that he does. He will reach out to the contact.

Member Butcher commented that we should add bike fix it stations that exist in the County as a point on the map as well.

8. Presentation on Unincorporated San Mateo County Bicycle and Pedestrian Master Plan Grant Application

Presentation and BPAC Member Discussion

Kaley Lyons presented the Office of Sustainability's grant application to Caltrans for a Bicycle and Pedestrian Master Plan for Unincorporated San Mateo County. The plan would help the County develop bicycle and pedestrian projects and programs for unincorporated areas through an extensive community engagement process. Projects and programs would be prioritized and allow the County to be proactive in seeking grant funding for implementation.

Chair Kelly asked at what level the planning would happen since unincorporated areas encompass so many small communities. Ms. Lyons indicated that the plan would essential be community-level plans for unincorporated areas, to get to the level of specific streets in each community.

Member Gore indicated that the unincorporated area includes a lot of rural areas which have different needs than the more urban areas.

Vice Chair Colman asked if the purpose of the plan is to serve an existing need or if its purpose is to identify new projects. Ms. Lyons responded that the plan would work with communities, collect data, and conduct analysis in order to determine bicycle and pedestrian needs and then identify new projects/programs to meet those needs.

Chair Kelly asked when the BPAC will be involved in the process. Ms. Lyons responded that the BPAC will be key to community outreach and stakeholder involvement, and the project will be presented to the BPAC at least four times while in development. Input from the BPAC will be critical to developing recommended projects and programs.

Member Doherty asked if the Dumbarton Corridor was part of unincorporated County. Member Kelly said part of it goes through North Fair Oaks, which is unincorporated. Member Doherty noted that the Dumbarton Plan is advancing and SamTrans is working closely with Facebook throughout the process. Chair Kelly said that he talked to SVBC and there are a lot of people's eyes and pressure on the study so it will be more than just a Facebook/Samtrans decision.

Chair Kelly suggested that the West Menlo Park community will want to be very involved in the plan if funded. Community members at Stanford Weekend Acres are very involved and there is a lot of unincorporated area over there.

Chair Kelly noted that although there is a lot of land that is unincorporated, it won't be difficult to focus on specific "clusters of populations" of where people are. Member Gore noted that even though there are certain areas that are not residential, those areas are very popular for recreation.

A BPAC letter of support for the project would help strengthen the current grant application to Caltrans, which is due February 23, 2018.

Chair Kelly requested a motion to provide a letter of support for the Unincorporated San Mateo County Bicycle and Pedestrian Master Plan.

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

9. County Update

County staff provided updates to the BPAC:

The installation of sharrows was completed along Santa Cruz Avenue and Alameda de las Pulgas, roughly between Sharon Road to the north and Sand Hill Road to the south.

Caltrans has restriped the Sand Hill Road overpass at the 280 freeway. The current striping replaces existing. On a parallel front, the County has been working with Caltrans on an agreement which would allow for the installation of enhanced (green) bike lane striping over the bridge, both in the westbound and eastbound directions.

If the BPAC has any questions or comments on the road projects list from Department of Public Works for 2018, send them to Kaley Lyons. One set of questions from Member Doherty have been received and responded to so far.

The County has received a number of applications to fill the vacant seat on the BPAC. Ms. Lyons is working with the Board of Supervisors to select a candidate for membership. This will need to go to the Board of Supervisors, so it will likely be a month or so before an announcement is made.

Ms. Lyons will invite the Sheriff's department to an upcoming BPAC meeting to discuss bicycle and pedestrian safety, and to learn about the Sheriff's approach to bicyclists and pedestrians.

10. Adjournment

Chair Kelly requested a motion to adjourn.

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

The meeting was adjourned at 8:30pm.