



**REGULAR MEETING of the
San Mateo County Bicycle and Pedestrian Advisory Committee (SMCBPAC)
Thursday, February 20, 2025
7:00 P.M.**

455 County Center, Conference Room 101
Redwood City, CA 94063

***** HYBRID MEETING – IN-PERSON AND BY VIDEOCONFERENCE *****

This meeting of the SMCBPAC will be held in Room 101 at 455 County Center, Redwood City, CA 94063. Members of the public will be able to participate in the meeting remotely via the Zoom platform or in person at Room 101 at 455 County Center, Redwood City, CA 94063. 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.

Public Participation:

The February 20, 2025, SMCBPAC meeting may be accessed through Zoom online at <https://smcgov.zoom.us/j/98215054624>. The meeting ID is: 982 1505 4624. The February 20, 2025, SMCBPAC meeting may also be accessed via telephone by dialing (669) 900-6833. Enter the meeting ID: 982 1505 4624, then press #. Members of the public can also attend this meeting physically in Room 101 at 455 County Center, Redwood City, CA 94063.

*Written public comments may be emailed to vcastro1@smcgov.org and such written comments should indicate the specific agenda item on which you are commenting.

*Spoken public comments will be accepted during the meeting in person or remotely through Zoom at the option of the speaker. Public comments via Zoom will be taken first, followed by speakers in person.

***Please see instructions for written and spoken public comments at the end of this agenda.**

ADA Requests

Individuals who require special assistance or a disability related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the meeting, should contact Vanessa Castro, Sustainability Specialist – Active Transportation, as early as possible but no later than 24 hours before the meeting at vcastro1@smcgov.org. Notification in advance of the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment

- 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 Meeting Agenda; or 3) Committee Members' Reports on the Regular Meeting Agenda. Public comments on matters not listed above shall be heard at the time the matter is called.

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 December 19, 2024 Special Meeting Minutes (Action)**
- 6. BPAC Member Announcements and Discussion (Information)**
- 7. Atherton El Camino Real Complete Streets Study Design Concepts (Information)**
- 8. Department of Public Works 2025 Work Plan (Information)**
- 9. Draft BPAC By-Laws (Information)**
- 10. Final Draft BPAC 2025 Work Plan (Action)**
- 11. 2025 Neighborhood Responsibilities (Action)**
- 12. County Updates (Information)**
- 13. Adjournment**

***Instructions for Public Comment During Hybrid Meetings**

During hybrid meetings of the SMCBPAC, members of the public may address the Members of the SMCBPAC as follows:

***Written Comments:**

Written public comments may be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to vcastro1@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 or is on the consent 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 24 hours in advance of the meeting, it will be provided to the Members of the SMCBPAC and made publicly available on the agenda website under the specific item to which your comment pertains. If emailed comments are received less than 24 hours before the meeting, the SMCBPAC staff will make every effort to either (i) provide such emailed comments to the SMCBPAC and make such emails publicly available on the agenda website prior to the meeting, or (ii) read such emails during the meeting. Whether such emailed comments are forwarded and posted, or are read during the meeting, they will still be included in the administrative record.

***Spoken Comments**

In-person Participation:

1. If you wish to speak to the SMCBPAC please fill out a speaker's slip. If you have anything that you wish to distribute to the SMCBPAC and included in the official record, please hand it to SMCBPAC staff who will distribute the information to the SMCBPAC members.

Via Teleconference (Zoom):

1. The February 20, 2025, SMCBPAC meeting may be accessed through Zoom online at <https://smcgov.zoom.us/j/98215054624>. The meeting ID is: 982 1505 4624. The December 19 SMCBPAC meeting may also be accessed via telephone by dialing (669) 900-6833. Enter the meeting ID: 982 1505 4624, then press #. Members of the public can also attend this meeting physically in Room 101 at 455 County Center, Redwood City, CA 94063.
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 name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When the SMCBPAC Chair or SMCBPAC staff calls for the item on which you wish to speak, click on "raise hand." Speakers will be notified shortly before they are called to speak.

***Additional Information:**

For any questions or concerns regarding Zoom, including troubleshooting, privacy, or security settings, please contact Zoom directly.

Public records that relate to any item on the open session agenda for a regular SMCBPAC 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 SMCBPAC.



**Meeting Minutes of the
San Mateo County Bicycle and Pedestrian Advisory Committee (SMCBPAC)
Thursday, December 19, 2024
7:00 P.M.**

455 County Center, Conference Room 101
Redwood City, CA 94063

***** HYBRID MEETING – IN-PERSON AND BY VIDEOCONFERENCE *****

1. WELCOME

Chair Salinger called the meeting to order at 7:00 PM

2. ROLL CALL

Present:

Cristina Aquino
Michael Barnes
John Langbein
Mark Lee
Elaine Salinger
Fred Zyda

Absent:

Susan Doherty

County Staff: Joel Slavitt, Vanessa Castro, Krzysztof Lisaj, Ann Stillman, Paul Sheng, Kevin Pankhurst

3. PUBLIC COMMENT

Member of the public, Mr. Ron Snow, shared his concerns about missed opportunities to follow up on issues raised by the public during BPAC meetings and referenced the public comments made during the Coleman and Ringwood Avenues Transportation Study presentation at a previous meeting about collisions between motor vehicles and bicycles. Mr. Snow also shared his concerns about setting speed limits in unincorporated West Menlo Park and that it could be an opportunity for the BPAC to help influence County policy to address speeding. Vice Chair Langbein noted that there are enforcement issues associated with setting speed limits. Mr. Krzysztof Lisaj, Deputy Director of Engineering and Resource Protection with the County Department of Public Works, noted that the Department was going through a process to explore lowering speed limits to 15 miles per hour near schools in unincorporated San Mateo County that may go into effect in 2025. Chair Salinger requested that the BPAC receive an

update about this process at a later meeting. She also noted that there should be more follow-up on issues raised by the public during BPAC meetings.

4. ACTION TO SET AGENDA

*Motion: Member Barnes moved to approve/Vice Chair Langbein seconded.
The motion carried 5-0.*

REGULAR AGENDA

5. Review and Approve October 17, 2024 Special Meeting Minutes (Action)

Vice Chair Langbein clarified a statement he made about overnight parking adjacent to Lower Skyline Boulevard during the item for the Department of Public Works Pavement Preservation Program and Other Road Updates presentation, stating that existing conflicting signage renders parking restrictions unenforceable. Mr. Lisaj responded that Department of Public Works staff can visit the area and determine the appropriate signage.

*Motion: Member Barnes moved to approve as amended/Member Zyda seconded.
The motion carried 5-0.*

6. BPAC Member Announcements and Discussion (Information)

Vice Chair Langbein shared that the Woodside Road bike lanes installed by Caltrans as part of the SHOPP project currently allow cars to park in the bike lanes. He further shared that the City of Redwood City was going to install no parking signs, but also asked what the County's stance was on installing no parking signs on the County's segment of Woodside Road. He also noted that there are many apartment buildings in this area and wanted to know what parking accommodations would be made available to apartment residents. Mr. Lisaj responded that Woodside Road is in Caltrans' right-of-way, and the County cannot regulate parking on Woodside Road. Vice Chair Langbein noted that the City of Redwood City worked with Caltrans to install no parking signs in that area. Ms. Jasmine Stitt, Senior Transportation Planner with Caltrans District 4, shared that she was unaware of the parking signage concerns, noting that Caltrans typically installs appropriate signage and that she would investigate the matter. Alternate Member Lee asked Ms. Stitt if the existing vehicle code makes it illegal to park in a bike lane and Ms. Stitt confirmed that it is illegal to park in a bike lane. Vice Chair Langbein clarified that the code addresses the allocation of available space, including the space designation for bike lanes, among other considerations, and noted that many parking and bike lane configurations do not meet established standards.

Chair Salinger shared that The San Mateo County Transportation Authority (SMCTA) awarded \$24.6 million in funding for Measures A/W Pedestrian and Bicycle Program and \$2.2 million for Alternative Congestion Relief/Transportation Demand Management (ACR/TMD) program. She noted that this is a small amount compared to funding for car-centric projects, such as the US 101 Managed and Express Lanes project. Chair Salinger noted that actual project costs are not

shared and inquired if administrative costs reduce the amount that goes directly to infrastructure improvements. Mr. Lisaj replied that local jurisdictions have access to local funds and the SMCTA has their own formula on how their transportation sales tax funds are distributed. Mr. Lisaj also noted that the County has access to local road funds from the State Highway Users Tax Account (HUTA) and Senate Bill 1 (SB1) for road improvements. He noted that these sources have restrictions on how funds can be allocated, and that local road funds for pavement maintenance projects from the State can also include bicycle signage and striping. Chair Salinger asked if Measure A/W funds are used. Mr. Lisaj responded that it depends on the project and what criteria need to be met. Chair Salinger noted that she would like to see an annual breakdown of how funding is spent. Mr. Lisaj replied that the County submits annual reports to Caltrans, and it includes categories such as construction and maintenance. Chair Salinger added that her interest was in ensuring that the money is spent as efficiently as possible. Mr. Lisaj responded that, there is required auditing and reporting to ensure accountability. He added that active transportation is underfunded nationwide, and the Department of Public Work's focus has been on maintaining existing infrastructure. Mr. Lisaj also noted that the County tries to leverage grant funding wherever possible.

7. Presentation on the Draft Caltrans District 4 Bike Plan Update (Information)

Jasmine Stitt, Senior Transportation Planner with Caltrans, provided an update on the Draft District 4 Bike Plan Update and sought feedback from the BPAC.

Chair Salinger shared that there is a need for more protected bike lanes and that more people feel safer with them. She also noted that in San Mateo County, the Draft Plan shows the Sawyer Camp Trail as a low priority, but it's a gap in the existing network and this segment would be more utilized if it were completed. Chair Salinger added that this route runs parallel to El Camino Real and I-280 and said this could be a major commuter route.

Vice Chair Langbein shared that there was a recent fatality at the Holly Street overcrossing of U.S. 101 in San Carlos and there was a project to install a bicycle and pedestrian bridge but that it was not moving forward. He said that if it were built, the fatality and other near-misses and collisions could have been avoided. Ms. Stitt noted that improving bicycle and pedestrian safety at interchanges is a high priority. She said many interchanges have minimal bikeways and Caltrans is gradually installing better facilities. Vice Chair Langbein shared that the Willow Road interchange in Menlo Park is a great example of how many can be improved to include safer bicycle and pedestrian facilities. Ms. Stitt noted that the Draft Caltrans Bicycle Best Practices component of the Caltrans District 4 Bike Plan Update highlights effective highway interchange improvement strategies.

Vice Chair Langbein noted that it would be best to engage with engineers as well as the public. Chair Salinger asked Ms. Stitt about interchange improvements and noted that adding lanes on U.S. 101 increases the cost of bicycle and pedestrian overpasses, making it much more difficult to build. Ms. Stitt responded that she agreed with the sentiment and Caltrans District 4 is starting to fund more active transportation infrastructure, noting that Vehicle Miles Traveled (VMT) mitigation could be a potential strategy. Chair Salinger urged Ms. Stitt to advocate for an

increase in bicycle and pedestrian projects. Ms. Stitt shared that CalBike is the statewide organization that advocates for more bicycle and pedestrian funding and that Caltrans has policies in place that focus on active transportation, but there is a need to better align policies with practices. She also noted that the California Transportation Commission (CTC) dictates how funding is allocated, and it doesn't always align with Caltrans policies. Chair Salinger asked Ms. Stitt what the cycling community could do to advocate for more bike and pedestrian funding. Ms. Stitt noted that contacting the District Director or the CTC could be impactful.

Vice Chair Langbein shared a general comment about the Story Map that crash statistics do not include information on the total number of bicyclists on the road when accounting for the number of bicycle crashes. He added that crash statistics near State Route 92 and Cañada Road show crashes on Interstate 280, but the collisions are likely happening at the intersection/highway on-ramp, and that is likely the actual location of the bicycle crashes. Vice Chair Langbein also asked why Stanford was identified as an equity priority area, noting the cost of attending Stanford is high, and although many students don't earn income, they would not be considered low-income since many of them are supported by their families, and that this is likely skewing the data. Ms. Stitt agreed with Vice Chair Langbein that the presence of college students skews the available data, but they are still technically considered low-income. Member Barnes added that many students primarily use active modes of transportation, and Chair Salinger also noted that university employees may be considered low-income. Ms. Stitt noted that it would also be up to the Metropolitan Transportation Commission (MTC) to update their equity priority community metrics to not include college campuses. Ms. Stitt addressed Vice Chair Langbein's comments about the granularity of the safety data, and that Caltrans keeps data at a higher level due to liability concerns.

Alternate Member Lee asked if the safety page shared during the presentation is available to the public. Ms. Stitt noted that the map is still on the Caltrans District 4 Bike Plan webpage.

Vice Chair Langbein commented on the presentation slide that detailed areas of improvement and wanted to echo the need for more thorough public engagement and maintenance, especially on State Route 1. He shared that State Route 1, although wide, is not swept and debris in the shoulder makes the road unusable for cyclists. He also said that County roads are swept regularly. Ms. Stitt acknowledged that Caltrans could do more to improve engagement efforts in future projects. Vice Chair Langbein asked if there is a directive to do this, and Ms. Stitt responded that Caltrans has a new Equity and Engagement position, and project managers and engineers are engaging more with the public.

8. Presentation on BPAC Process, Roles and Responsibilities (Information)

Paul Sheng, Deputy County Counsel with the County of San Mateo gave a presentation on BPAC processes, roles and responsibilities and led an interactive discussion.

Chair Salinger asked about BPAC's role and how the BPAC could continue to advance requests that were sent to the Board of Supervisors Liaison but were not acted on. She asked what recourse the BPAC may have to move forward a proposal that has not been advanced to the full

Board. Mr. Sheng responded that the BPAC's role is an advisory one, and it is up to the Board Liaison's discretion whether to advance a recommendation or not. Mr. Sheng noted that he couldn't speak for the Board Liaison or the Board of Supervisors but noted that there could be other ways to move forward with recommendations, such as making recommendations to departments. Chair Salinger asked if a BPAC member could go before the Board of Supervisors to advocate for specific proposals brought forth by the BPAC. Mr. Sheng responded that when a member of the public joins an advisory commission, there is no expectation to surrender your ability to address the Board of Supervisors, but committee members would need to clarify that they are addressing the Board of Supervisors as an individual and not as an advisory commissioner.

Alternate Member Lee noted that during public presentations made at BPAC, members are often asked to take positions and members express their positions and ask about the difference. Mr. Sheng noted that the difference is the context in which the dialog takes place. It's ok to express your ideas at BPAC but when the BPAC writes a letter and takes an official position, it would not be appropriate for the BPAC to sidestep the defined process. He shared that the Board of Supervisors makes the final decision. Chair Salinger asked if increasing the number of voting members would also increase the number of members who could confer outside of a BPAC meeting. Mr. Sheng confirmed that it would. Alternate Member Lee asked if it would be allowable for a quorum of members to discuss a topic outside the scope of BPAC subject matter in a social setting. Mr. Sheng confirmed that it is allowable if BPAC business matters are not discussed.

Mr. Snow shared his thoughts that the current model of participation for advisory bodies does not allow for effective discussion and debate, and suggested the BPAC could do more to discuss and act on issues raised by members of the public.

9. Draft BPAC 2025 Work Plan (Information)

Mr. Slavik introduced the item and provided an overview of the 2024 Work Plan, proposed additions and deletions, and BPAC's work accomplishments. Mr. Lisaj suggested that there should be more focus on topics impacting pedestrians and people of all ages and abilities. He also noted that under the Department of Public Works, the BPAC is encouraged to identify work items consistent with their roles and responsibilities as described in their authorizing resolution.

Chair Salinger shared that the goal of the pilot video program was to improve data collection and track law-enforcement follow-up and it should remain on the work plan. She also noted that advocacy for increased funding for bike and pedestrian projects should be added to the work plan. Member Zyda noted that the BPAC already took and action on the proposal for a pilot video program, but the Board Liaison decided not to proceed with it. Mr. Lisaj commented that the Department of Public Works would be supportive of efforts to improve data collection and increase funding for active transportation.

Vice Chair Langbein advocated for keeping the Coleman and Ringwood Avenues Transportation Study on the work plan, since there is still pending action for potential improvements on

Coleman Avenue. He also noted that the information provided in the status column should include language that makes it clear the BPAC was proactive providing comments and feedback.

10. 2025 Neighborhood Responsibilities (Information)

Ms. Castro introduced the item and provided an overview of the neighborhood responsibilities and summarized the BPAC members' assigned neighborhoods that were established at the February 2024 BPAC meeting.

Mr. Lisaj noted that "Emerald Hills" should be changed to "Emerald Lake Hills."

11. Election of Committee Chair and Vice-Chair for Calendar Year 2025 (Action)

Chair Salinger introduced the item and shared that she would be stepping down after serving two terms as BPAC Chair and that a new Vice Chair would also need to be elected.

Member Barnes moved to nominate Vice Chair Langbein as Chair/Chair Salinger seconded. The motion carried 5-0.

Chair Salinger moved to nominate Member Barnes as Vice Chair/Member Zyda seconded. The motion carried 5-0.

12. County Updates (Information)

Mr. Slavit shared that the location of BPAC meetings at County Center , beginning in April 2025, would be in the Manzanita Room at 500 County Center.

13. Adjournment

*Motion to adjourn: Chair Salinger moved to adjourn/Vice Chair Langbein seconded.
The motion carried 5-0.*

The meeting adjourned at 9:40 PM.