



**REGULAR MEETING of the
San Mateo County Bicycle and Pedestrian Advisory Committee (SMCBPAC)
Thursday, April 17, 2025
7:00 P.M.**

New Location: 500 County Center, Manzanita Hall, first floor, entrance facing Marshall Street
Redwood City, CA 94063

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

This meeting of the SMCBPAC will be held in Manzanita Hall at 500 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 Manzanita Hall at 500 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 April 17, 2025, SMCBPAC meeting may be accessed through Zoom online at <https://smcgov.zoom.us/j/98215054624>. The meeting ID is: 982 1505 4624. The April 17, 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 at Manzanita Hall, 500 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 February 20, 2024 Special Meeting Minutes** (Action)
6. **BPAC Member Announcements and Discussion** (Information)
7. **Draft BPAC By-Laws** (Action)
8. **Santa Cruz Avenue and Alameda de las Pulgas Speed Reduction** (Information)
9. **Farallone View Elementary School Travel Fellowship** (Information)
10. **County Updates** (Information)
11. **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 April 17, 2025, SMCBPAC meeting may be accessed through Zoom online at <https://smcgov.zoom.us/j/98215054624>. The meeting ID is: 982 1505 4624. The April 17, 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 Manzanita Hall at 500 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, February 20, 2025
7:00 P.M.**

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

1. WELCOME

Chair Langbein called the meeting to order at 7:00 PM.

Mr. Slavit announced Joshua Caspillan with the Office of Supervisor Gauthier and shared that Supervisor Gauthier will be the new Board of Supervisors liaison to the BPAC.

2. ROLL CALL

Present:

Cristina Aquino
Michael Barnes
John Langbein
Mark Lee
Elaine Salinger

Absent:

Susan Doherty
Fred Zyda

County Staff: Joel Slavit, Vanessa Castro, Krzysztof Lisaj, Carter Choi, Joshua Caspillan, Michael Barber, Kevin Pankhurst

3. PUBLIC COMMENT

Member of the public, Mr. Ron Snow commented on vehicular speeds on Santa Cruz Avenue.

4. ACTION TO SET AGENDA

*Motion: Vice Chair Barnes moved to approve/Member Lee seconded.
The motion carried: 4-0.*

REGULAR AGENDA

5. Review and Approve December 19, 2024 Special Meeting Minutes (Action)

Member Lee pointed out that “Story App” needed to be corrected to “Story Map” in the December 19, 2024 meeting minutes.

Motion: Vice Chair Barnes moved to approve with the change suggested by Member Lee/Member Salinger seconded. The motion carried 4-0.

6. BPAC Member Announcements and Discussion (Information)

Member Salinger shared that she contacted Senator Josh Becker’s office to advocate for the Sawyer Camp Trail gap near Cañada Road and noted that Senator Becker’s staff identified California Proposition 4 as a potential funding source to conduct the Environmental Impact Report. Krzysztof Lisaj, Deputy Director of Engineering and Resource Protection with the County Department of Public Works, responded that the Department of Public Works has other priorities and is not well-suited to lead this effort, since it is not within the County roadway network. Mr. Lisaj recommended Member Salinger work with County Parks if she wished to advocate for this project. Chair Langbein asked if the project would be within the Department of Public Works’ purview if it were to include State Route 35. Mr. Lisaj clarified that State Route 35 is Caltrans’ right of way, and there is no maintenance agreement for that roadway. Member Salinger stated that she would follow up with County Parks to continue to pursue this project. Mr. Lisaj added that she could also reach out to the County Executive Office. Chair Langbein encouraged Member Salinger to review the San Mateo County Trails Plan. Member Lee asked if there was something the BPAC could do to support Member Salinger’s request, such as encouraging the Parks Commission to recommend this project to County Parks. Chair Salinger agreed with Member Lee’s suggestion. Mr. Lisaj noted that Member Salinger can advocate for this project as an individual. Member Lee noted that the BPAC could vote for her to be an authorized representative of the BPAC speaking on behalf of the advisory body.

Vice Chair Barnes provided an update on his neighborhood responsibility area, and shared that the Town of Hillsborough is in the process of developing its first Bicycle and Pedestrian Master Plan and shared some highlights from the plan as they relate to nearby unincorporated communities, particularly near Sawyer Camp Trail near State Route 35.

Member Lee provided an update on his neighborhood responsibility area and shared that the City of San Mateo will be implementing pedestrian and bicycle safety improvements at the intersection of 3rd Avenue and Norfolk Street, which will help access to destinations such as the San Mateo Creek Trail and the Bay Trail. He also shared that the San Mateo City Council voted to remove the bike lanes on Humboldt Street and that it may consider turning Humboldt Street into a Bike Boulevard with Class III bike lanes. Member Salinger noted that this issue speaks to the importance of electing people who support active transportation. Chair Langbein added that the removal of bike lanes may present legal issues for the City of San Mateo if the City would need to repay the grant funds awarded to implement the project.

7. Atherton El Camino Real Complete Streets Study Design Concepts (Information)

Mr. Douglas Kim, consultant for the Town of Atherton, Ms. Carolyn Mamaradlo, the project manager for the Study with the San Mateo County Transportation Authority, and Mr. Andrew Lee, with the consulting firm Parametrix, provided an informational update on the Atherton El Camino Real Complete Streets Study and sought input from the BPAC on potential design concepts and next steps.

Vice Chair Barnes asked if center bike lanes, similar to the bike lanes on Valencia Street in San Francisco, were considered. Mr. Lee responded that these were not considered for El Camino Real, noting that the roadway network on El Camino Real in this area is not on a grid system and that bike lanes in the center median would pose circulation challenges and could result in higher vehicle miles traveled (VMT). Vice Chair Barnes asked if narrowing the concrete center median could be considered to provide more space for bicycle and pedestrian facilities. Mr. Lee responded that the project team is working with Caltrans to determine what they might allow for an arterial like El Camino Real, but there could be an opportunity to shift the median to provide more on-street parking, noting some of the left turn pockets may not have enough width if the bicycle and pedestrian facilities were widened and the median were reduced. Mr. Lee also noted that ideally, the new configuration would maintain consistent lane alignment all the way through, citing driver safety concerns.

Chair Langbein stated that he preferred the second conceptual design that would create wider sidewalks and protected bike lanes by removing one lane of traffic in each direction. Chair Langbein clarified that he would like to see more details for this design before fully supporting it, noting that cyclists travel at many different speeds and shared his thoughts that bicycle facilities should be able to accommodate cyclists of all levels. He added that the Town of Atherton should also consider the future service needs of El Camino Real, and that he considers this Study to be a good opportunity to advocate for 10.5-foot lane widths on El Camino Real, which would allow up to two feet of additional space for bicycle and pedestrian facilities.

Mr. Snow advocated for separated bike lanes and narrower vehicular lane widths. Member Salinger echoed this sentiment.

8. Department of Public Works 2025 Work Plan (Information)

Carter Choi, Principal Civil Engineer with the County Department of Public Works presented an overview of the Department's 2025 Work Plan.

Chair Langbein recommended that the Bay Road design be brought back to the BPAC at a future meeting and asked about the number of driveways and on-street parking. Mr. Lisaj noted that there were a lot of driveways and on-street parking utilized on Bay Road. He shared that future presentations on this project could be provided to both the County BPAC and the Redwood City Transportation Advisory Committee. Mr. Lisaj also noted that the Parks Road/18th Avenue Reconstruction Project would include a survey of property owners, and it would be subject to approval of residents. Member Langbein asked about the status of work north of Avey Avenue on the Alameda de las Pulgas. Mr. Lisaj responded that the County was waiting for Cal Water and utility companies to finish their work. Member Lee asked Mr. Choi how project feasibility for bicycle and pedestrian improvements is determined. Mr. Choi responded that there are numerous factors that contribute to project feasibility, most notably the Americans with Disabilities Act (ADA) compliance. Mr. Lisaj reiterated that ADA compliance is the main factor considered when determining feasibility. Mr. Lisaj noted that situations may arise in which there is a community desire to install ADA curb ramps, but there is no sidewalk.

9. Draft BPAC By-Laws (Information)

Joel Slavitt, Senior Sustainability Specialist with the County Department of Public Works presented an overview of the draft BPAC By-laws.

Member Salinger noted that attendance has been an issue for the BPAC and should be addressed in the proposed By-laws. Chair Langbein asked how the BPAC would define excused and unexcused absences. Mr. Slavitt noted that other County advisory bodies have defined it as more than 2 unexcused absences

and one also included more than 2 tardies per calendar year. Member Salinger suggested that health-related issues should be the only excused absence, noting that 3 absences a year amounted to half of the calendared meetings. Vice Chair Barnes suggested implementing a warning prior to expulsion due to attendance concerns. Member Lee noted that the burden to address attendance is placed on the staff liaisons to speak with the member with attendance issues. Mr. Slavit added that staff recognizes that participating in BPAC is a voluntary role and would like to take that into consideration. He also noted that attendance is more critical now than it was in the past since the two former alternate members have had their positions converted to voting members, which increased the quorum needed to conduct meetings. Vice Chair Barnes expressed that he would like to know how other County advisory bodies handle attendance in their by-laws and would like to have the BPAC review them prior to deciding what the BPAC by-laws on attendance should be. Vice Chair Barnes also pointed out that Section 4.2 needed to be revised to “every other month” or “every even-numbered month.”

11. Final Draft BPAC 2025 Work Plan (Action)

Chair Langbein suggested adding pedestrian safety issues under Community Engagement and Education projects.

Motion: Member Salinger moved to approve with the suggested change/Vice Chair Barnes seconded. The motion carried 4-0.

12. 2025 Neighborhood Responsibilities (Action)

Member Salinger requested to be removed as the BPAC member responsible for Devonshire, leaving Member Lee as the sole BPAC member responsible for this area.

Motion: Member Salinger moved to approve with the proposed changes/Member Lee seconded. The motion carried 4-0.

13. County Updates (Information)

Mr. Slavit shared that the Board Resolution No. 080878, amending and restating past BPAC resolutions, was approved by the Board of Supervisors on January 28, 2025. He shared that the amendments included updates to the liaison department and converted the two alternate members to at-large voting members. Mr. Slavit also shared that starting in April, BPAC meetings will be held in Manzanita Hall, the new meeting space at 500 County Center. Ms. Castro shared that the BPAC webpage transitioned from the Sustainability Department to the Department of Public Works webpage.

14. Adjournment

Motion: Member Salinger moved to adjourn/Vice Chair Barnes seconded. The motion carried 4-0.

The meeting adjourned at 9:15 PM.