



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Board of Supervisors



Date: December 17, 2014
Board Meeting Date: January 13, 2015
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Supervisor Don Horsley

Subject: Designation of the San Mateo County Bicycle Advisory Committee pursuant to Metropolitan Transportation Commission's Resolution No. 4108.

RECOMMENDATION:

Adopt a Resolution designating the San Mateo County Parks and Recreation Commission the San Mateo County Bicycle Advisory Committee pursuant to Metropolitan Transportation Commission Resolution No. 4108.

BACKGROUND:

Article 3 of the Transportation Development Act (TDA, Article 3) was established to provide a dedicated funding source for local bicycle and pedestrian projects. TDA, Article 3 funds derive from the Local Transportation Fund (LTF) which receives ¼ cent of statewide general sales tax.

In San Mateo County, the Metropolitan Transportation Commission (MTC) appropriates TDA, Article 3 funds to the City/County Association of Governments (C/CAG). C/CAG awards the funds to local bicycle and pedestrian projects through a competitive grant process. Currently, Call for Projects are limited to no more than once per calendar year.

On June 26, 2013, MTC adopted Resolution No. 4108, amending the policies that govern TDA, Article 3 funds. Resolution No. 4108 requires all cities and counties to establish a Bicycle Advisory Committee (BAC). The BAC is authorized to review and prioritize their respective jurisdictions' TDA, Article 3 bicycle and pedestrian projects and grant applications, and participate in the development and review of comprehensive bicycle plans. MTC staff has subsequently clarified that although the committee is called a Bicycle Advisory Committee, it shall consider and serve pedestrians and bicyclists' needs equally.

MTC Resolution No. 4108 took effect at the start of FY14/15; however, jurisdictions that have initiated the process of establishing or designating a BAC are eligible to receive funds from the current Call for Project which closed on Monday, January 12, 2015.

DISCUSSION:

Pursuant to MTC Resolution No. 4108, a County's BAC shall be comprised of at least five (5) members who live or work in the County and be appointed by the Board of Supervisors. It has also been determined that the Board of Supervisors can delegate the responsibilities of the BAC to an existing board or commission provided that it meets the following requirements:

- Five (5) members who live or work in the County
- Appointed by the Board of Supervisors
- Composed of both bicyclists and pedestrians

The policy also allows a jurisdiction to apply for an exemption if an existing countywide BAC provides for expanded representation. San Mateo County's Countywide Bicycle and Pedestrian Advisory Committee (BPAC), a committee of C/CAG, does not meet the requirements to serve as the County's BAC.

MTC staff has stated that there is no standard definition to meet the "bicyclist" requirement of the BAC membership.

I request that the County delegate the responsibilities of the BAC to the Parks and Recreation Commission (Commission). Currently, the Commission is tasked with enhancing community access to recreational destinations, adding community health as a Parks strategic goal and preparing a recommendation to include urban mini-parks within County Parks' responsibility under special circumstances. The Commissioners' understanding of their respective communities' needs and of the County's process for developing projects qualifies them to properly evaluate and prioritize bicycle and pedestrian projects and provide critical insight during the development of comprehensive bicycle plans. Additionally, training on best practices in transportation-focused walking and bicycling priorities can be provided to the Commission by the County Office of Sustainability Active Transportation Coordinator, County Office of Education Safe Routes to School Program and other appropriate resources to broaden the Commission's expertise.

Typically, C/CAG opens a Call for Project every other year. As the Call for Project is typically released every other year, the BAC will meet on an irregular and inconsistent basis. As the County has experienced, it is challenging to keep Boards and Commissions with regularly scheduled meetings fully seated. If the County were to establish a standalone BAC, it may be difficult to keep it fully seated due to the irregular and infrequent meetings. If the County's BAC is unable to meet the roles and responsibilities outlined in MTC Resolution No. 4108, they will be unable to perform their duties and will impact the County's ability to secure TDA, Article 3 funds for local bicycle and pedestrian projects. For this reason, designating an existing commission the BAC ensures that the County will always remain eligible for TDA, Article 3 funds.

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The Commission is capable of and encouraged to form subcommittees and ad hoc committees to work directly with stakeholders on specific regional and local priorities. The Commission also has a representative from all five supervisorial districts; it will ensure geographic equity when prioritizing projects. Several Commissioners have confirmed that they are regular bicyclist thus complying with the membership requirements of the BAC.

If designated the San Mateo County Bicycle Advisory Committee, the Parks Commission shall establish bylaws to govern their activities as the Bicycle Advisory Committee.

The Resolution has been reviewed and approved by County Counsel as to form.

FISCAL IMPACT:

As the Parks Department currently staffs the Parks and Recreation Commission, there is no foreseen fiscal impact as a result of this designation.