



MEMORANDUM

DATE: January 27, 2026

TO: Transportation & Planning Committee
Supervisor David Haubert, District 1, Chair
Supervisor Nate Miley, District 4

FROM: Daniel Woldesenbet, Ph.D., P.E. ^{DS} *DW*
Director of Public Works

SUBJECT: Unincorporated County Bicycle & Pedestrian Advisory Committee

RECOMMENDATION

Receive an informational report on the background, purpose, responsibilities, and current membership of the Unincorporated County Bicycle and Pedestrian Advisory Committee (UCBPAC).

BACKGROUND

In 2016, the Castro Valley Bicycle and Pedestrian Advisory Committee (CVBPAC) was established in response to some interest in having a forum to engage with the County on pedestrian and bicycle safety, accessibility, and active transportation planning in Castro Valley. The committee's early efforts focused on supporting sidewalk improvements, pedestrian and bicycle safety initiatives, and grant-related activities for the Castro Valley area.

In 2019, following the adoption of the Countywide Bicycle and Pedestrian Master Plan and direction from the Transportation & Planning Committee, a more expansive committee was formed to support bicycle and pedestrian improvements across all of unincorporated Alameda County. This restructured committee, named the Unincorporated County Bicycle and Pedestrian Advisory Committee (UCBPAC), advises Public Works Agency on bicycle and pedestrian matters throughout the unincorporated county that includes Cherryland, Ashland, San Lorenzo, Hayward Acres, Castro Valley, Fairview, and unincorporated East County.

PURPOSE AND ROLE

The UCBPAC serves as an advisory body to the Public Works Agency on bicycle and pedestrian planning, programs, and projects within Alameda County's unincorporated communities. The committee provides structured community-based input to support implementation of the Countywide Bicycle and Pedestrian Master Plan and to help support that active transportation investments reflect local needs and priorities.

RESPONSIBILITIES

Adopted UCBPAC Responsibilities and functions include:

- Participating in scheduled meetings convened by the Public Works Agency
- Advising PWA on implementation of the Countywide Bicycle and Pedestrian Master Plan in unincorporated areas
- Acting as a liaison between unincorporated communities and County staff on bicycle and pedestrian issues
- Consolidating and communicating community feedback related to bicycle and pedestrian needs and Master Plan updates
- Reviewing proposed bicycle and pedestrian facilities for consistency with Master Plan policies, standards, and objectives
- Providing input on facility location, design considerations, and connectivity
- Supporting coordination with partner agencies, including transit providers, school districts, park districts, and service organizations
- Providing input to support grant funding applications and funding eligibility for proposed bicycle and pedestrian projects
- Promoting walking and bicycling as viable transportation and recreation options and supporting education and safety initiatives, such as Bike to Work Day and Walk to School activities

The committee serves in an advisory capacity. Final project decisions remain with the appropriate County departments and the Board of Supervisors.

MEETING PROCEDURES

UCBPAC meetings are conducted in accordance with adopted Meeting Procedures to ensure transparency, public access, and orderly conduct.

- **Meeting Schedule:** Regular meetings are held quarterly on the fourth Thursday of March, June, September, and December from 6:00 p.m. to 7:30 p.m. March, September, and December meetings are typically held virtually, with June meetings generally held in person at local libraries.
- **Public Participation:** Meetings are open to the public and include a public comment period. Members of the public are generally allotted up to three minutes per speaker.
- **Agenda Development:** Meeting agendas are prepared by PWA in consultation with the office of District 4. Committee members may propose agenda items through the Agency Facilitator. Agendas are posted at least 72 hours in advance of regular meetings and 24 hours in advance of special meetings.
- **Quorum:** A quorum is defined as a majority of appointed members plus one. Without a quorum, discussion may occur but no formal action may be taken.
- **Special Meetings:** Special meetings may be called by the Agency Facilitator or by a majority of committee members to address time sensitive matters.

- **Conduct:** Meetings are conducted in a respectful and inclusive manner and are guided by Robert's Rules of Order, as appropriate, to maintain orderly proceedings.

COMMITTEE COMPOSITION

The UCBPAC was initially structured as a 13 member committee to ensure representation from both geographic areas and key stakeholder groups. Membership includes residents from west and east unincorporated communities of Cherryland, Ashland, San Lorenzo, Castro Valley, Fairview, and unincorporated Livermore.

In addition, membership included representatives from:

- Park districts, including the Hayward Area Recreation and Park District and the East Bay Regional Park District
- School districts serving unincorporated communities, including Hayward, Castro Valley, and San Lorenzo
- Transit agencies, including BART and AC Transit
- Representatives of seniors and local business interests, as appropriate

This composition supports interagency coordination and ensures that bicycle and pedestrian planning reflects a range of community and institutional perspectives.

Over time, committee membership has varied, and maintaining consistent participation has presented some challenges. Nevertheless, the committee has generally maintained seven to nine active participants, allowing it to function as an effective advisory body.

CURRENT MEMBERSHIP

As of January 2026, UCBPAC membership includes:

- Chonita Chew, Cherryland Resident
- Bruce Dughi, Castro Valley Resident
- Daniel Leary, Livermore Resident
- Susan Poliwka, BART
- Cindy Torres, Cherryland Resident
- Crystal Wang, AC Transit
- Michael Williams, Hayward Area Recreation District