



BICYCLE & PEDESTRIAN ADVISORY COMMITTEE

Wednesday, April 11, 2007

MINUTES

1. CALL TO ORDER

The Regular Meeting of the Valley Transportation Authority (VTA) Bicycle and Pedestrian Advisory Committee (BPAC) was called to order at 6:05 p.m. by Chairperson Wadler, Room B-104, Building B, VTA, 3331 North First Street, San Jose, California.

ROLL CALL

Members Present

John Carpenter
Bruce Entin
Carl Hagenmaier
William Manry
Thomas Muniz
Norma Rome
David Simons
Jim Stallman
John Sullivan
Richard Swent, Vice Chairperson
Bart Thielges
Herman Wadler, Chairperson
Joe Walton

Representative Cities

City of Mountain View
Town of Los Gatos
City of Los Altos
City of Monte Sereno
City of Gilroy
City of Morgan Hill
City of Sunnyvale
City of Saratoga
City of Santa Clara
City of Palo Alto
City of San Jose
City of Campbell
City of Cupertino

Members Absent

Anna Brunzell

Representative Cities

City of Los Altos Hills

A quorum was present.

2. ORDERS OF THE DAY

Chris Augenstein, Transportation Planning Manager and Staff Liaison, announced that the Committee will have to hear items out of order because staff who will present items

to the BPAC are also providing reports at the Citizens Advisory Committee/2000 Measure A Citizens Watchdog Committee occurring at the same time.

3. PUBLIC PRESENTATIONS

There were Public Presentations.

Member Simons took his seat at 6:07 p.m.

4. Committee Staff Report

Michelle DeRobertis, Senior Transportation Planner and Staff Liaison, announced that staff wishes to place a standing item on all committee agendas that will highlight conditions of approval placed on projects by cities that relate to bicycle and pedestrians. Chris Augenstein, Transportation Planning Manager and Staff Liaison, noted that the intent is for members to interact with their respective city councils and to alert VTA staff to projects that are in the pipeline and any issues associated with it.

Member Muniz noted that involvement in a project should occur at the early planning stages of the project. Ms. DeRobertis responded that VTA staff wants to hear about projects that have potential pedestrian and bicycle issues early in the planning stages so staff can address the issues in their comments.

Member Simons supported Member Muniz's comments and noted that conditions of approval for development projects in Sunnyvale include requirements that projects must meet VTA Bicycle Design Guidelines and VTA Pedestrian Design Guidelines. He referenced a specific development project and added that any secure bicycle lockers must comply with VTA's new high-tech selection.

Member Stallman handed out a document entitled, "VTA Matrix of ACR211/MTC-RA Issues." He requested that a BPAC sub-group meet with VTA staff to review the list of projects and receive an update on the status of each. He noted that some of the outcomes from the projects did not meet Routine Accommodations (RA) or Assembly Concurrent Resolution 211 (ACR 211) requirements and requested that they get corrected prior to the close-out of funding. Mr. Augenstein responded that he and Ms. DeRobertis would meet with Member Stallman after the meeting to discuss how to appropriately address this issue.

Member Carpenter requested clarification as to whether the discussion of conditions of approval will appear on each monthly agenda. Mr. Augenstein responded that staff will place the item on each month's agenda.

Member Muniz inquired about how the committee could address Caltrans' projects. He suggested that each committee meeting should include discussion of Caltrans projects that are currently in design review. Mr. Augenstein responded that the "Project Design Review" sub-item under the "Committee Staff Report" on each agenda is meant to

highlight projects that are currently in design review and that are tracked by Ms. DeRobertis on a weekly or bi-weekly basis.

5. Chairperson's Report

Chairperson Wadler reported that Bill Reisinger, BPAC representative from the City of Milpitas, has resigned from the committee.

Member Stallman inquired about the letter from the Chairperson that was sent to the Santa Clara County Board of Supervisors seeking changes to the California Vehicle Code. Chairperson Wadler noted that he has received no response. Chris Augenstein, Transportation Planning Manager and Staff Liaison, reported that staff would follow-up with the County and will report back at the next BPAC meeting.

CONSENT AGENDA

6. Minutes of March 7, 2007

M/S/C (Stallman/Walton) to approve the Minutes of March 7, 2007.

REGULAR AGENDA

The Agenda was taken out of order.

10. Recommended priority project list for 2007 Transportation Development Act (TDA) Article 3 funding

Paul Pascoal, Santa Clara County Roads and Airports Department, provided a PowerPoint presentation entitled, "Project Nominations for TDA Article 3 Funding 2007-2008" that highlighted the following: 1) Santa Clara County TDA Project Location Map; 2) Location for the Pedestrian Pathway Project along Lawrence Expressway; 3) Project Limits; 4) Pedestrian path along Lawrence Expressway between Saratoga Avenue and Prospect Road; 5) Lawrence Expressway at Prospect Road; 6) Pedestrian path along westerly side on McKee Road between White Road and Staples Avenue; 7) Pedestrian path along easterly side on McKee Road between White Road and Staples Avenue; and 8) Proposed 2007-2008 TDA Article 3 Project Priority List.

NOTE: M/S/C MEANS MOTION SECONDED AND CARRIED AND, UNLESS OTHERWISE INDICATED, THE MOTION PASSED UNANIMOUSLY.

Member Sullivan took his seat at 6:21 p.m.

Member Muniz inquired about access to a Krispy Kreme donut shop and church located near the project site. Mr. Pascoal noted that there would be no direct access to either location.

Member Thielges asked if there were crosswalks across Prospect Avenue on the same side of the Lawrence Expressway project. Mr. Pascoal responded that the location does have crosswalks.

Member Muniz asked about the availability of a sidewalk on Lawrence Expressway across from the project site. He further inquired as to why the Lawrence Expressway site is considered a gap project. Mr. Pascoal noted that there are sidewalks along the other side of Lawrence Expressway and did not know of how the project was defined as a gap project. He added that developers are paying for a portion of the project.

Member Hagenmaier inquired about the total cost for the number one project on the list. Mr. Pascoal responded that the total cost equals \$273,000.

Member Walton left his seat at 6:31 p.m.

M/S/C (Thielges/Carpenter) to approve the recommended priority project list for 2007 Transportation Development Act (TDA) Article 3 funding.

Member Muniz inquired about the addition of a gap project on San Martin Avenue between Monterey Road and U.S. Highway 101. He noted that the project does not have a sidewalk along either side of the road. Mr. Pascoal requested that Member Muniz email him more specifics on the project site. He added that other members should also email him regarding additional bicycle and pedestrian path projects.

Member Walton took his seat at 6:35 p.m.

Member Hagenmaier left his seat at 6:38 p.m.

11. 2007 Bicycle Technical Guidelines (BTG) Update: Maintenance and Construction Zones

Michelle DeRobertis, Senior Transportation Planner and Staff Liaison, provided a PowerPoint presentation entitled, "Bicycle Technical Guidelines Update 2007, A Guide to Planning and Design for Local Agencies in Santa Clara County" that highlighted the following: 1) Why did VTA develop the BTG?; 2) 2007 BTG: Main Updated Topics; 3) BTG: Main Updates; 4) Maintenance; 5) Construction Zones; 6) Bike Path Construction Detour Evaluation Questions; 7) Construction Detours for Bicycles- Schedule; and 8) Construction Detour Signing.

Member Hagenmaier took his seat at 6:40 p.m.

Vice-Chairperson Swent referenced Patch and Trench Repairs in slide #7 entitled, "Maintenance" and noted that contractors in Palo Alto do not make the plate flush with the roadway as required by City of Palo Alto staff.

Member Simons noted that maintenance on road roundabouts poses a major problem. Ms. DeRobertis stated that she would add a new category in the BTG.

Member Stallman left his seat at 6:43 p.m.

Member Muniz requested that the BTG include language on appropriate bicycle lane striping. Ms. DeRobertis noted that she will include options for appropriate striping.

Member Stallman took his seat at 6:45 p.m.

Member Thielges referenced slide #8 entitled, "Construction Zones" and asked who determines "maintain bike lane if possible" as noted in the slide. Ms. DeRobertis responded that the determination is made by city staff such as a traffic engineer.

Member Stallman referenced slide #12 entitled, "Construction Detours for Bicycles- Schedule" and noted that in addition to the 14-day prior notice of road/path closure, he would also want to see a notice that a road/path closure is under consideration. He added that the notice would include an opportunity for users to attend a meeting to find out more information on the closure and provide input. Ms. DeRobertis responded that she would add language in the BTG requesting such a notice.

On order of Chairperson Wadler, there being no objection, the 2007 Bicycle Technical Guidelines Update: Maintenance and Construction Zones was discussed.

8. Recommended FY07-08 Congestion Management Program Work Program, Budget and updated Member Agency Fee Schedule through FY 2012-2013.

Stephen Flynn, Senior Management Analyst, noted that this item will only include discussion of the Recommended Work Program. He added that the Recommended Congestion Management Program (CMP) budget will be incorporated into the VTA Biennial Budget scheduled for discussion in May 2007.

Mr. Flynn stated that the Recommended Work Program is a detailed list of actions and activities that the CMP will undertake in the upcoming year. He highlighted the following significant activities: 1) Prioritizing and programming Santa Clara County's Regional Improvement Program (RIP) share of the 2008 State Transportation Improvement Program (STIP); 2) Developing program policies and establishing project priorities for Highway Safety Traffic Reduction, Air Quality and Port Security Bond Act of 2006 (I-Bond) programs; 3) Completing the update of the Countywide Bicycle Plan, initiating the update of the Countywide Bikeways Map, and promoting use of the Bicycle Technical Guidelines among Member Agencies, which includes providing training on them to local planners and engineers; 4) Continued development of the assessment study to determine countywide pedestrian issues and needs, with specific emphasis placed on transit stops and stations and downtown areas; and 5) Initiation of numerous of

highway/roadway/interchange planning studies that staff will initiate or complete during the year.

Member Sullivan expressed concerns with long waits at major intersections and recommended level of service (LOS) improvements for bicycles and pedestrians. Chris Augenstein, Transportation Planning Manager and Staff Liaison, responded that VTA has reviewed this suggestion and noted that he would include it as part of the discussion at the Systems Operations and Management (SOM) sub-committee of the Technical Advisory Committee (TAC). He added that he would report back to the committee about this issue.

Vice-Chairperson Swent added that the long waits could become a safety issue as pedestrians try to cross on the red and drivers who believe they may have a long wait at an intersection may speed up to make the light.

Member Hagenmaier asked if there is a trend to increase green lights at major arterials such as El Camino Real. Mr. Augenstein responded that there is a trend to coordinate timing of lights to provide benefits to transit operations along El Camino Real.

Member Muniz inquired as to whether VTA could implement Routine Accommodations (RA) checklist for some of the corridor, planning and project development studies identified in VTP 2030. Mr. Augenstein responded that that VTA is using the checklist for VTA designed projects.

M/S/C (Walton/Carpenter) on a vote of 12 ayes to 0 noes to 1 abstention to review and recommend that the Board of Directors approve the Recommended FY07-08 Congestion Management Program Work Program, Budget and updated Member Agency Fee Schedule through FY 2012-2013. Member Stallman abstained.

12. Programmed Projects Quarterly Monitoring Report for January – March 2007

Vice-Chairperson Swent referenced the report matrix and highlighted the “Oregon-Page Mill Expressway Improvements” project. He noted that the project is very important to many residents in the City of Palo Alto. He requested that staff provide a status of the project and when the City of Palo Alto and the BPAC can comment on the project.

Chairperson Wadler requested an update on projects at the Mineta San Jose International Airport. Chris Augenstein, Transportation Planning Manager and Staff Liaison, responded that he would contact City of San Jose staff and request a status report.

Member Simons referenced the report matrix and highlighted the “Mary Avenue Rehabilitation” project. He noted that the project incorporated bike lanes as part of the project.

Member Thielges asked for clarification on what is meant by “when funds expire before project construction begins.” Mr. Augenstein responded that generally when funds expire before construction begins, funds are reprogrammed to other projects. He added that the purpose of this statement is to encourage applicants to proceed with their projects accordingly.

Member Stallman referenced numerous projects in the report matrix and highlighted suggestions for staff and committee members to consider.

Member Muniz referenced the report matrix and highlighted the “Highway 152 Passing Lane Part A” project. He asked if the committee could provide input on bike access for projects in the design phase. Michelle DeRobertis, Senior Transportation Planner and Staff Liaison, responded that she would provide the Committee a list of projects in which she is currently aware. Member Hagenmaier suggested that Ms. DeRobertis only report on projects she believes have adequate coverage by her or other VTA staff. Member Muniz requested that Ms. DeRobertis provide the entire list of projects that she reviews.

On order of Chairperson Wadler, there being no objection, the Programmed Projects Quarterly Monitoring Report for January – March 2007 was received.

9. FY 2008 Transportation Fund for Clean Air Program Manager (TFCA 40 percent) funds

Bill Hough, Transportation Planner III, provided a report on the TFCA funds and noted that the fund is generated from a \$4 vehicle registration surcharge collected by the Department of Motor Vehicle (DMV). He added that the DMV provides these funds to the Bay Area Air Quality Management District (BAAQMD) who in turn returns 40 percent of the funds to the counties.

Mr. Hough stated that the purpose of the fund is to support projects that support transportation and reduce emissions. He noted that VTA issues an annual call for projects and stated that half the money that comes back to the county is allocated to the Bicycle Expenditure Program (BEP). Mr. Hough highlighted the projects recommended for grant funding and noted the BAAQMD has final approval authority for projects.

Chairperson Wadler expressed concern about the funds allocated to the Mineta San Jose International Airport and noted the airport’s unwillingness to work with bicyclists and pedestrians.

Member Simons requested clarification on the “Tasman/Fair Oaks Streetscape Enhancements” project recommended for funding. Mr. Hough responded that the project will provide improvements in an industrial area that is undergoing conversion to residential uses.

Member Stallman asked if the “Weekend Signal Timing” project will fund hardware acquisitions or cover county overhead. Mr. Hough responded that he was not aware of the exact uses of the funds.

Member Hagenmaier requested clarification on the VTA Vehicle Buyback Program. Mr. Hough responded that the half of the TFCA 40 percent funds must go to the BEP and noted that some bicycle projects do not always fit into the criteria of the fund. He added that VTA provides the MTC funds to fund the Vehicle Buyback Program in exchange for an equivalent amount of Congestion Mitigation and Air Quality (CMAQ) funds, which are then dedicated to BEP projects.

Member Hagenmaier requested clarification about the per ton requirement of the BAAQMD. Mr. Hough responded that the criteria include a 90,000/ton of annual particulate matter reduction.

Member Hagenmaier referenced to the two Mineta San Jose International Airport projects and noted that the projects do not require a measurement of particulate matter reduction. Mr. Hough responded that BAAQMD does not have a model for alternative fuel projects.

M/S/C (Stallman/Simons) on a vote of 12 ayes to 0 noes to 1 abstention to review and recommend that the Board of Directors approve the programming of FY 2008 Transportation Fund for Clean Air Program Manager (TFCA 40 percent) funds. Member Hagenmaier abstained.

13. Announcements

Member Carpenter, City of Mountain View, reported that the extension of the Stevens Creek Trail has commenced.

Member Rome, City of Morgan Hill, reported that a review of the trail and natural resources study is underway.

Member Simon, City of Sunnyvale, noted that the City of Cupertino is asking the City of Sunnyvale for assistance to fund the Mary Avenue Project. He added that the History on Wheels Bicycle Rally is being planned for 2008.

Member Stallman, City of Saratoga, reported that the Saratoga City Council approved moving forward with Highway 9 safety improvements. He noted that the project is \$3 million short to complete pedestrian improvements.

Member Walton, City of Cupertino, reported that construction on the Mary Avenue Bridge is moving along and construction should take one year. He noted completion of the Mitty Way crosswalk.

Member Sullivan, City of Santa Clara, reported that he is a stakeholder member of the Santa Clara Station Area Plan and noted that the BART Supplemental Environmental Impact Report (SEIR) shows only an overhead bridge crossing at Brokaw Road. He added that this would negatively impact bicyclist due to access issues. Member Sullivan also reported that meetings have included a conceptual discussion of building a vehicle underpass from one side of the BART station to the other side of the BART station.

Member Thielges, City of San Jose, reported that a San Jose City Council staff member now sits on San Jose's bicycle and pedestrian committee.

Member Muniz, City of Gilroy, reported that the City of Gilroy's next BPAC meeting is scheduled for April 24, 2007.

Chairperson Wadler, City of Campbell, reported that the City of Campbell has an opening on its BPAC.

7. VTA Organizational and Financial Assessment

Ann Carey, Executive Assistant to the General Manager, provided a PowerPoint presentation entitled, "Santa Clara Valley Transportation Authority Organizational and Financial Assessment, Advisory Committee Overview, April 2007" that highlighted the following: 1) Background: Study Origins; 2) Background: Consultant Selection; 3) Background: Scope of Work; 4) Background: Methodology; 5) Executive Report and Technical Memorandum; 6) Findings: Primary Areas; 7) Findings: Top Nine Recommendations; 8) Findings: Board Committees; 9) Next Steps: Governance; 10) Next Steps: Organizational Structure; 11) Next Steps: Financial Management; 12) Integration; and 13) Goals and Objectives.

Vice Chairperson Swent expressed his agreement with the assessment finding that stated, "Committees do not always have the opportunity to consider policies and plans in the early stages of development." He expressed concern about the recommendation that, "All project do not necessarily have to go to all committees." He stated that the concept of routine accommodation for non-motorized users means that all projects must consider bicyclists and pedestrians. He added that the committee should review all projects early in the process.

Member Entin left his seat at 8:02 p.m.

Member Simons referenced a past project in which he identified a funding discrepancy that saved the VTA money and noted the benefit of committee review of financial documents. He also expressed concern that the committee can only discuss items that were brought to the Committee after staff analysis and determination that an item justifies discussion. He added that the Committee does not have the ability to forward input it deems valuable or recommend some type of action unless such a discussion was previously agendized. Ms. Carey responded that VTA will review the practices and procedures followed by the various committees.

Member Entin took his seat at 8:04 p.m.

Member Thielges noted that the assessment does not include a discussion that the VTA serves as both a transit agency and congestion management agency. Ms. Carey responded that the report notes that the VTA is in a unique position in that it serves as both a transit provider and congestion management agency. She added that the report recommends that the VTA should better integrate the work of the congestion management agency with the work of the transit agency.

Member Thielges asked for clarification on the definition of a Commercial/Joint Development Program. Chris Augenstein, Transportation Planning Manager and Staff Liaison, responded that the program goal is to identify opportunities for VTA to enter into joint partnerships with private developers to develop under-utilized parcels of VTA-owned land to generate ongoing sources of revenue for the agency. Ms. Carey added that VTA's Joint Development Program requires that it benefit transit ridership and transit oriented development.

Member Walton inquired about whether the VTA will provide periodic reports on accomplishments relative to recommendations in the assessment. Ms. Carey responded that the Board of Directors has tasked the Administration and Finance Committee to oversee the implementation of assessment recommendations. She added that VTA will develop a score card that contains all recommendations so it can keep track of its progress.

Member Stallman referenced findings of a past Grand Jury report and stated his belief that VTA dismissed many of the findings. He noted that he would like VTA to integrate the Grand Jury findings with the assessment findings to identify any commonalities. Ms. Carey responded that the Grand Jury report was provided to the consultant and noted that there were some similarities between the two reports.

Member Hagenmaier asked if there is any consideration being given to changing the make-up of the Board of Directors. Ms. Carey responded that the assessment does not recommend changes to the make-up of the Board and recommends changes to current practices of the Board. She added that the February Board workshop contained a discussion about the Fiduciary Responsibility of the Board that reminded the Board that their responsibility as a VTA Board member is different than their responsibility as a City Councilmember or County Supervisor.

Member Sullivan stated that parochialism and frequent Board turnover are long standing problems on the Board of Directors.

Vice-Chairperson Swent left the meeting at 8:28 p.m.

14. ADJOURNMENT

On order of Vice Chairperson Wadler, there being no objection, the meeting was adjourned at 8:29 p.m.

Respectfully submitted,

Daniel Murillo, Assistant Board Secretary
VTA Board of Directors