

## **Bicycle & Pedestrian Advisory Committee**

Wednesday, September 10, 2008

### **MINUTES**

#### **CALL TO ORDER**

The Regular Meeting of the Valley Transportation Authority (VTA) Bicycle and Pedestrian Advisory Committee (BPAC) was called to order at 6:06 p.m. by Chairperson Swent in Auditorium, Building A, VTA, 3331 North First Street, San Jose, California.

Chairperson Swent welcomed the new BPAC Members.

#### **1. ROLL CALL**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Herman Wadler	City of Campbell	Present	
Chris Fernandez	Santa Clara County	Present	
Bruce Entin	Town of Los Gatos	Present	
Cheryl Bunnell	City of Milpitas	Absent	
Richard Swent	City of Palo Alto	Present	
David Simons	City of Sunnyvale	Present	
Thomas Muniz	City of Gilroy	Present	
Jim Stallman	BPAC Member	Present	
John Sullivan	City of Santa Clara	Present	
Lane Parker	City of San Jose	Absent	
Joseph Walton	City of Cupertino	Absent	
Carl Hagenmaier	City of Los Altos	Present	
William (Bill) Manry	City of Monte Sereno	Present	
Celia Chung	Alt. Ex-Officio SVBC	Present	
Nancy Ginzton	Town of Los Altos Hills	Present	

Jerri-Ann Meyer	City of Mountain View	Present	
Marian Sacco	City of Morgan Hill	Present	
Corinne Winter	Ex-Officio SVBC	Absent	

**A quorum was present.**

**2. ORDERS OF THE DAY**

Chairperson Swent noted that the following item will be the first item in the Regular Agenda: **Agenda Item #14.**, Receive information on Land Development/Roadway Project Approval Process - Moffett Towers Example. Chairperson Swent also noted that the following item will be heard prior to Agenda Item #12: **Agenda Item #13.**, Recommend that the County Board of Supervisors Adopt the County Comprehensive Expressway Planning Study.

M/S/C (Stallman/Wadler) to accept the Orders of the Day.

**3. PUBLIC PRESENTATIONS**

Kim Brosseau, Santa Clara County Parks and Recreation Department Staff, announced that the Bay Area Ridge Trail Ridge Council is hosting the Penitencia Creek Trail Dedication on Saturday, October 25, 2008 at 10:00 a.m. She encouraged the Members to visit [www.ridgetrail.org](http://www.ridgetrail.org) for event details.

**4. Committee Staff Report**

Mr. Augenstein commented that there is great interest and support for the idea of a Bike Sharing Program and stated that VTA is working with Silicon Valley Bicycle Coalition regarding this issue. Mr. Augenstein stated that VTA will be working on a Complete Streets Program, which BPAC will be heavily involved in.

Mr. Augenstein introduced Captain Robert Schiller, Sheriff Assigned for VTA's Protective Services. Captain Schiller noted his professional background including training for new cadets and handling service training. He noted that he's looking forward to his assignment at VTA.

Michelle DeRobertis, Senior Transportation Planner, reported the following:

- VTA will recount the usage for the River Oaks Bridge next Wednesday, September 17, 2008. She noted that she asked the Cities of Sunnyvale and Cupertino to conduct a count before the Mary Avenue Bridge is completed. She urged the Members to volunteer.
- VTA is conducting bike rack inventory at all light rail stations and has installed bike racks at some light rail stations.

- The bike e-locker program contract is almost signed for the Pilot Project for retrofitting keyed lockers at six LRT stations. VTA received another grant from the Air District for an additional 35 lockers, bringing a total of 100 e-lockers.
- The Transportation Impact Guidelines will be revisited and staff will provide guidelines/questions on how to address bicycle and pedestrian issues during a transportation impact study.

**Highway Program:**

There was no report for the Highway Program.

**Conditions of Approval:**

Ms. DeRobertis reported that Lawson Lane in Santa Clara is being conditioned to build a sidewalk along the frontage of the property. Ms. DeRobertis also reported that VTA learned of a project named San Tomas Business Park and added that VTA will comment that there should be a sidewalk along the frontage of the expressway.

Member Stallman referred to the Regional Transportation Plan (RTP) Bicycle/Pedestrian Funding and inquired when the approved money can be utilized to address the Fremont gap. Mr. Augenstein noted that although the Metropolitan Transportation Commission (MTC) approved \$1.5 billion for the Regional allocation to the Bike Program, there are no specifics on when the money will be available, how the money can be spent, and the “color of money.” Mr. Augenstein stated that the MTC approved language states that eligible projects are only those that are in the regional bike plan. VTA is advocating that the language be changed to include those projects that are in the adopted countywide plan.

Member Entin inquired about the level of involvement of BPAC and the timeframe for the Bike Sharing Program. Mr. Augenstein responded that BPAC will discuss and comment on details and implementation of a pilot program.

Dan Collen, Santa Clara County, welcomed the new BPAC Members. He thanked Member Stallman for attending the ribbon cutting event for the new sidewalk at Lawrence Expressway between Prospect and Saratoga.

**5. Chairperson’s Report**

Chairperson Swent referred to the Expressway Study, Section 3, Bicycle Element, Implementation Strategies, Page 6, and expressed support for the effort for repealing SB1233.

Ex-Officio Member Chung took her seat at 6:20 p.m.

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

## CONSENT AGENDA

6. **Minutes of July 09, 2008**

M/S/C (Stallman/Wadler) to approve the Minutes of July 9, 2008.

7. **Programmed Projects Quarterly Monitoring Report for April - June 2008**

M/S/C (Stallman/Wadler) to receive the Programmed Projects Quarterly Monitoring report for April - June 2008.

8. **Proactive CMP Reviewed and Approved Project Quarterly Status Report**

M/S/C (Stallman/Wadler) to receive the report entitled: Proactive CMP Reviewed and Approved Project Quarterly Status Report.

9. **Burbank Area Pedestrian Improvements (County Item)**

M/S/C (Stallman/Wadler) to receive the report from the County on the Burbank Area Pedestrian Improvements.

## REGULAR AGENDA

**The Agenda was taken out of order.**

14. **Land Development/Roadway Project Approval Process -Moffett Towers Example**

Samantha Swan, Environmental Planner, reviewed the general California Environmental Quality Act (CEQA) Land Development Process. She briefly explained the stages in the project process where the public can provide comments including the Public Scoping Meetings and during the Environmental Impact Report (EIR).

Member Stallman inquired how VTA provides input. He expressed concern about development projects which significantly increases traffic (i.e. Moffett Towers) but do not include traffic mitigation.

Mr. Augenstein responded that VTA always comments on projects. However, if the project is not VTA funded or if VTA is not the project sponsor, VTA does not have the authority to implement the comments. The city with jurisdiction over the project has the last say and will respond to the comments as the city sees fit. VTA is currently reviewing its development review program to have an extra degree of scrutiny and be able to follow up if the VTA comments were addressed. Mr. Augenstein noted the importance of Members' providing comments at their own City BPAC earlier in the project process.

Member Hagenmaier commented that VTA should keep documentation of Cities that "ignored" VTA project comments. VTA should then take this into consideration when they are prioritizing projects for VTA funding.

Ms. DeRobertis discussed the Land Development Process, which starts at the City General Plan, Specific Plan, and Land Development Project. She highlighted the stages in the process where the public, city BPAC, and VTA can provide input. She also highlighted that all the comments that VTA provides is reflected on the Proactive CMP Report that BPAC receives quarterly.

Robert Swierk, Senior Transportation Planner, briefly explained the two elements of the Proactive CMP Report. The Comments on Selected Projects reviewed by VTA lists the VTA comments on certain projects and the City/County Responses summarizes the Member Agencies' responses to the VTA comments. VTA will continue to refine the process of tracking the VTA comments and how the Member Agencies respond.

Ms. DeRobertis explained that part of the Land Development Project Environment Clearance is a Transportation Impact Analysis (TIA). As a CMA, VTA develops the guidelines for the TIA. The current guideline states that a TIA must be conducted if the project will generate more than a 100 peak hour vehicle trips. The TIA guidelines define the parameters of the analysis. VTA will then review the analysis to determine if it conforms to the VTA TIA guidelines.

Mr. Augenstein noted that on some cases, VTA will evaluate the analyses and coordinate with the City and the Consultants, when necessary. VTA also comments on the proposed mitigations in the TIA as appropriate.

Upon inquiry of Member Hagenmaier, Ms. Swan explained that more commonly, VTA reviews projects that could potentially impact transit operations or facilities. School districts are separate entities but are still required to conduct a TIA if the project will generate 100 peak hour vehicle trips.

Member Simons noted the importance of early submission of the documents for VTA Comments. If the documents are submitted earlier, VTA has ample time to review and forward the comments to the City. Subsequently, the city has more time to address the issues and make necessary mitigations. He added that there should be more inter-agency project mitigation coordination.

Member Simons briefly discussed the Moffett Park Specific Plan, stating that its original conception was in the 1970's. Although there were several public meeting in this process, the public has difficulty differentiating which meetings are for discussion/updates and which ones are public hearings. He expressed that in his opinion, density is the major factor in the city's decision making process and the traffic impacts are secondary. He stated the importance of getting certain project conditions of approval to ensure bicycle and pedestrian access to public facilities/ transit.

Ms. DeRobertis noted that the Roadway/Highway Development Process will be deferred to the next BPAC meeting, in the interest of time.

**On order of Chairperson Swent**, there being no objection, the Roadway/Highway Development Process will be continued to the October 2008 BPAC Meeting and the Land Development Project Approval Process report was received.

## 10. Advisory Committee Enhancement

Jennie Loft, Public Information Officer, provided an overview of the Advisory Committee Enhancement Strategy noting the background, goals, framework, and level of involvement. She noted the need to form a subcommittee that will review the Committee's roles and responsibility as it relates to the new VTA mission and vision statements. The subcommittee will subsequently be part of a Taskforce with representatives from other Advisory Committees. This Taskforce will review the roles and responsibility of Advisory Committees as a whole. Ms. Loft stated that staff will contact the subcommittee and begin the work immediately.

**On Order of Chairperson Swent**, there being no objection, Members Simons, Stallman, and Wadler were appointed to the Advisory Committee Enhancement Strategy Subcommittee.

## 11. Amendments to the Bicycle and Pedestrian Advisory Committee Bylaws

Stephen Flynn, Senior Management Analyst, explained the recommended changes to the BPAC bylaws, including: 1. Modify election schedule for chairperson and vice chairperson; 2. removal of the Brown Act provision on emergency actions that is not applicable to Advisory Committees; and 3. modify agenda format to refer the ways items may be referred for inclusion to future BPAC Agenda.

Akos Szoboszlay, Modern Transit Society, requested that the BPAC spend more time on pedestrian issues.

Chairperson Swent referred to BPAC Bylaws Article V, Section 5.1, and suggested that the room location of the meeting should not be specified.

Member Stallman referred to Attachment A, Page A3 of 3, and commented that BPAC is a special committee because it also serves as the BPAC for the County of Santa Clara. He commented that the language reflect that the County staff has the capability to add to items to the BPAC agenda. Mr. Flynn suggested that the BPAC consider that issue as part of the Advisory Committee Enhancement Process. At that time, the Committee can comprehensively review the roles, responsibilities and bylaws of the Committee and forward a recommendation for Board approval.

**M/S/C (Wadler/Simons)** to approve amending the Bicycle & Policy Advisory Committee bylaws, as indicated in Attachment A, to:

1. Modify the schedule for election of the chairperson and vice chairperson. This proposed change would move the election from January as currently scheduled to the preceding December.
2. Replace the Brown Act provision on emergency actions that is not applicable to advisory committees with the requirements to be met in order to take action on an item not on the posted agenda.
3. Modifying the agenda format section to specify the four ways items may be referred for inclusion on future BPAC agendas.

**13. Recommend that the County Board of Supervisors Adopt the County Comprehensive Expressway Planning Study**

Akos Szoboszlay, Modern Transit Society, requested that the following items be added into the County Master Plan:

Add this (text):

If contradiction exists between prior Board of Supervisors policy and the Implementation Plan of a later date, the Implementation Plan takes precedence.

Add this (text):

The Implementation Plan is official policy of the Santa Clara County Board of Supervisors and Santa Clara County.

Add this (text):

A "wide shoulder" shall be a shoulder that meets bike lane standards, which are shown in the Pedestrian-expressway maps of the 2003 Implementation Plan as five feet or wider width.

Add this text to a new corrections section:

The Bicycle Element (2003) page 75, first sentence, states: "On August 13, 1991, the Santa Clara County Board of Supervisors, adopted a Policy for Bicycle and Pedestrian Usage of the Expressways. This policy led to the removal of bicycle prohibitions for all expressways."

Dan Collen, Santa Clara County Roads and Airports Department, explained that this is an administrative update to the Comprehensive County Expressway Planning Study that reflects new conditions and provides input to the Valley Transportation Plan 2035 process. Mr. Collen highlighted the major changes including: 1. follow-up of South County Element; 2. expansion of pedestrian access and funding; and 3. combination of capacity, operational improvements, high occupancy vehicle (HOV), Level of Service (LOS) and traffic operations in one element. The sections of the document are: 1. Capacity and Operational Improvement; 2. Bicycle; 3. Pedestrian; 4. Finishing; 5. Operations and Maintenance; 6. funding strategy; and 7. future updates. He briefly discussed the accomplishments and encouraged members to visit [www.countyroads.org](http://www.countyroads.org) to see the video on bike signal timing.

Chairperson Swent asked when would Santa Clara County utilize VTA's Bicycle Technical Guidelines in place of the County's Bicycle Accommodation Guidelines. Mr. Collen responded that the County is not prepared to use VTA's guidelines at this time and noted that it may be appropriate to use VTA's BTG for the next updates.

Dawn Cameron, Santa Clara County, reiterated that the pedestrian element of the document had the most comprehensive review. The update approach is continuous pedestrian routes on both sides of the expressway. The proposed sidewalk in the update will be a total of 38 miles of new sidewalk and will cost approximately \$44 million. The

\$23 million could be made available through Tier 1A road improvements and developer conditions. She also discussed opportunities for reducing the overall costs, consideration of other surfaces during implementation, funding opportunities, pedestrian directional signage, and crossing elements.

Mr. Collen discussed the Finishing Element which includes sound walls, landscaping, and street lighting. He also discussed the Operations and Maintenance Element, noting that the annual shortfall is about \$16.5 million.

Member Meyer referred to road sweeping and stated that shoulders should be swept as well to remove the debris that could be challenging for bicyclists.

Member Simons expressed appreciation for the annual maintenance estimate. He noted that in his observation, landscape maintenance over the years is done "on-demand." He inquired if there is dedicated funding for landscaping. Mr. Collen responded that the County spends significant amount of money for maintenance and will spend about 30 percent of its maintenance budget for landscaping. In fact, the County spends between \$200,000-\$250,000 per year for landscaping at Almaden Expressway alone. Ms. Cameron added that last year, the County spent about \$1.5 million to control weeds and trim bushes on the entire expressway system.

At the inquiry of Member Hagenmaier, Mr. Collen confirmed that there are existing City and County landscape maintenance agreements.

Ms. Cameron discussed the Capital funding noting that the total net capital needs amounts to between \$2.3 to \$2.6 billion. She noted the funding challenges and stated that without a new revenue source, there will be an estimated \$16.4 million annual shortfall. Ms. Cameron discussed the next steps, highlighting that the Santa Clara County Board of Supervisors approval of the plan is slated for February 2009.

Member Muniz expressed support for the follow up done for the South County. He expressed concern about the bike delineation at eight intersections between Castro Valley Road and SR 125. He stated that there should be Class 2 bikeways between SR 152 and Castro Valley Road.

**M/S/C (Stallman/Wadler)** on a vote of 11 ayes, 1 no, and 1 abstention to recommend that the County Board of Supervisors Adopt the County Comprehensive Expressway Planning Study with the following changes:

Add this (text):

If contradiction exists between prior Board of Supervisors policy and the Implementation Plan of a later date, the Implementation Plan takes precedence.

Add this (text):

The Implementation Plan is official policy of the Santa Clara County Board of Supervisors and Santa Clara County.

Add this (text):

A "wide shoulder" shall be a shoulder that meets bike lane standards, which are shown in the Pedestrian-expressway maps of the 2003 Implementation Plan as five feet or wider width.

The texts should be added to the document where appropriate.

Member Hagenmaier voted no and Member Muniz abstained.

## **12. Expressway Pedestrian Subcommittee Report Recommendations**

Akos Szoboszlay, Modern Transit Society, noted that the BPAC should request to the County Board of Supervisors to prioritize pedestrian funds for pedestrian safety. He noted that the most risky pedestrian access on expressway are: 1. unsafe intersection corners; 2. pedestrians walking in the traffic or acceleration lanes; and 3. needless crossing of the expressways and other roads caused by prohibiting the shortest and most direct route. Mr. Szoboszlay noted that there are immediate and cost effective ways to mitigate these problems.

Member Simons noted that the Expressway Pedestrian Subcommittee comprised of himself, Members Stallman, Sullivan and Fernandez has met since February 2008. Mr. Simons noted that the subcommittee is unanimous in its recommendations as shown in the agenda packet.

**M/S/C (Wadler/Muniz)** to recommend to the County Board of Supervisors to support the County's efforts to provide for pedestrian facilities along the expressways with the following priorities:

- 1) Preserve pathways that already exist.
- 2) Encourage the use of the most economical option to expedite implementation of pedestrian access and/or identify routes using directional signage.
- 3) Incorporate pathways into development or redevelopment with the help of local jurisdictions where applicable.

## **OTHER**

### **15. BPAC Subcommittee Report on County Expressway Planning Study Update -- Pedestrian Element**

The Committee recommended that this standing agenda item be removed from future agenda, unless necessary.

Member Entin left at 8:50 p.m.

**16. BPAC Work Plan**

Mr. Augenstein reported that the Transportation Impact Analysis Guidelines will be forwarded to the BPAC Committee as an information item in November 2008. The Roadway approval process will be continued to October 2008.

Member Stallman requested the Committee to conduct a VTA Roadway Projects Summary Review. He requested the Committee to consider inviting Mark Robinson, Acting Chief Engineering and Construction Officer or John Ristow, Chief CMA Officer to discuss those. He noted that he submitted a roster of 29 items regarding missing features which needs to be closed-out.

Chairperson Swent noted the addition of bike sharing at a future agenda.

Member Muniz requested that the Pedestrian Funding Plan be moved to November 2008.

**17. ANNOUNCEMENTS**

Member Wadler announced that the Campbell BPAC had a booth to inform the community about the Committee's roles and responsibilities. He expressed opposition to using slurry for pavement in the City of Cupertino.

Member Meyer announced that Peter Skinner has left the City of Mountain View to move to Silicon Valley Leadership Group (SVLG). Mr. Skinner's replacement is Jenny Fire.

Member Simons reported the current developments of the Mary Avenue Bridge. He expressed appreciation to the City of Cupertino for the fast work on the bridge.

Member Stallman noted that October 8<sup>th</sup> is the National Walk to School Day.

Member Hagenmaier announced that the Los Altos City Council on Tuesday, September 16, 2008 will have a special working session to discuss the recommendations of the Stevens Creek Trail Taskforce.

Member Muniz announced that Gilroy is hosting the Bicycle Rodeo on Saturday, September 27, 2008. The next Gilroy BPAC meeting is scheduled for September 23, 2008.

Member Sullivan reported that the City of Santa Clara will have its art and wine festival this coming weekend. He noted that there is bicycle valet parking available. He referred to the slurry and noted that if the contractor's equipment is not maintained

Mr. Collen announced that the Santa Clara County participated in the Team Bike Challenge last May and finished 64<sup>th</sup> place.

Chairperson Swent announced that the next bike boulevard conversion in Palo Alto will be Park Boulevard.

**18. ADJOURNMENT**

**On order of Chairperson Swent**, there being no objection, the meeting was adjourned at 9:03 p.m.

Respectfully submitted,

Elaine F. Baltao, Board Assistant  
VTA Board of Directors