

Bicycle & Pedestrian Advisory Committee

Wednesday, November 12, 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.

1. ROLL CALL

Attendee Name	<u>Representative Cities</u>	Status	Arrived
Cheryl Bunnell	City of Milpitas	Present	
Celia Chung	Alt. Ex-Officio SVBC	Present	
Bruce Entin	Town of Los Gatos	Absent	
Chris Fernandez	County of Santa Clara	Present	
Carl Hagenmaier	City of Los Altos	Present	
Nancy Ginzton	Town of Los Altos Hills	Absent	
William (Bill) Manry	City of Monte Sereno	Present	
Jerri-Ann Meyer	City of Mountain View	Absent	
Thomas Muniz	City of Gilroy	Present	
Lane Parker	City of San Jose	Absent	
Marian Sacco	City of Morgan Hill	Present	
David Simons	City of Sunnyvale	Present	
Jim Stallman	City of Saratoga	Present	
John Sullivan	City of Santa Clara	Present	
Herman Wadler	City of Cupertino	Present	
Joseph Walton	City of Cupertino	Present	

Corinne Winter	SVBC	Absent	
Richard Swent	City of Palo Alto	Present	

A quorum was present.

2. ORDERS OF THE DAY

There were no Orders of the Day.

3. PUBLIC PRESENTATIONS

There were no Public Presentations.

4. Committee Staff Report

Michelle DeRobertis, Senior Transportation Planner, reported the following: 1) the November 14, 2008 Board of Directors Workshop was rescheduled to December 11, 2008; 2) San Jose BPAC representative Board ratification is slated for January 2009; 3) the Valley Transportation Plan (VTP) 2035 bicycle element will contain unconstrained project list and will be rated/constrained after the approval of the Bicycle Expenditure Plan (BEP) evaluation criteria.

- **Highway Program Update**

Ms. DeRobertis noted the following: 1) Staff is working to ensure projects' conformance to Bicycle Technical Guidelines (BTG); 2) On the projects along the Brokaw/I-880 Interchange, staff asked the project sponsor to complete the bike lanes underneath the overcrossing and staff is still reviewing the options to restore bicycle access at sections of O'Toole Avenue; and 3) The Highway Program Semi-Annual report will be presented in December 2008.

Member Muniz requested information about Caltrans District 4 Bicycle Advisory Committee.

Member Walton advocated for more bicycle safety education programs for new bike riders.

- **Conditions of Approval Update**

There was no report on the Conditions of Approval Update.

- **County Report**

Dan Collen, Santa Clara County Roads and Airports Department, noted a proposal for a County ordinance requiring encroachment permits for bike events with 50 or more participants on County Roads, which do not comply with all the requirements of the California Vehicle Code (CVC) More information will be presented to the BPAC by December 2008.

5. Chairperson's Report

Chairperson Swent reported the Santa Clara County Public Health Department has received a \$500,000 grant for the Traffic Safe Communities Network and is now offering 12 mini-grants for elementary schools. Common problems noted in received applications include: speeding, illegal parking or turns, and bike racks overflow. Chairperson Swent presented data regarding bicycle usage /walking students information in Palo Alto.

CONSENT AGENDA

6. Minutes of October 08, 2008

M/S/C (Stallman/Muniz) to approve the Minutes of October 8, 2008.

7. Programmed Projects Quarterly Monitoring Report for July - September 2008

M/S/C (Stallman/Muniz) to receive the Programmed Projects Quarterly Monitoring Report.

8. Hyland/Kirk Ave Pedestrian & Bicycle Improvements

M/S/C (Stallman/Muniz) to receive report on the Hyland/Kirk Ave Pedestrian & Bicycle Improvements.

REGULAR AGENDA

9. Nominating Subcommittee Report

Member Walter reported the Nominating Subcommittee nominated Member Walton as Chairperson and Member Stallman as Vice Chairperson for calendar year 2009.

On order of Chairperson Swent and there being no objection, the Committee received Nominating Subcommittee Report.

The Agenda was taken out of order.

11. Advisory Committee Enhancement (ACE) Subcommittee Report

Member Stallman reported the following: 1) The subcommittee discussed the Vision and Mission Statements at the initial meeting; 2) The subcommittee presented the statements at the previous BPAC meeting; and 3) The subcommittee convened to discuss BPAC's tasks and included in BPAC's task the Routine Routine Accommodations and Complete Streets.

On order of Chairperson Swent and there being no objection, the Committee received Advisory Committee Enhancement (ACE) Subcommittee Report.

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

On order of Chairperson Swent and there being no objection, the Committee received information on Land Development/Roadway Project Approval Process - Moffett Towers Example.

10. Advisory Committee Enhancement Update: November

Stephen Flynn, Senior Management Analyst, reported the following: 1) each Advisory subcommittee met twice with the exception of the Technical Advisory Committee; 2) draft mission statements were developed or being developed; 3) the individual mission statements of each committee will be used for the ACE Task Force.

On order of Chairperson Swent and there being no objection, the Committee received a Brief Update on the Status and Progress of the Advisory Committee Enhancement Process to Date.

12. Draft BPAC Mission Statement

M/S/C (Wadler/Simons) on a vote of 11 ayes, 1 abstention and 0 no to adopt the BPAC Mission Statement, as follows:

The VTA BPAC advises on the development and implementation of the countywide transportation plan (Valley Transportation Plan) and coordinates technical and policy matters with Member Agencies and other organizations. It also provides input for VTA and the County of Santa Clara for projects affecting bicycle and pedestrian mobility and access including project origination, design input, prioritization recommendations, punch list, and final closeout.

The VTA BPAC also serves as the bicycle and pedestrian advisory committee for the County of Santa Clara.

Member Hagenmaier abstained.

14. Revised BEP Evaluation Criteria

Ms. DeRobertis introduced Deborah Harrington, Board Secretary.

Ms. DeRobertis explained the CMPP comments as well as the proposed changes.

Member Stallman expressed support for Option #2 - Fix Math only Original Intent with a footnote that a project will receive an additional 10 points if it falls under communities of concern.

Chairperson Swent suggested changing the new ranking and description for Attachment C, Proposed BEP Evaluation Criteria August 2008, Eligibility Criteria State and Federal Standards to “Will the project ~~conform to~~ *meet or exceed* state and federal standards for bikeways, i.e. HDM Chapter 1000?”

Ex-Officio Member Chung advocated for Option #3 - Increase Access to Activity Centers and the amendment that the project must meet or exceed state and federal standards for bikeways. Member Hagenmaier added there should be increased focus on Criteria #2 - Access to major activity centers and decrease points for 4A - Grassroots or NGO support or in a Community of Concern because VTA should evaluate projects based on the project's technical merits.

M/S/C (Stallman/Walton) to select option #2 - Fix Math Only - original intent and assign the following points:

1. Gap Closure - 20 points;
2. Access to major Activity Centers - 20 points;
3. Safety - 20 points;
- 4A. Community/Grassroots support- 10 points;
- 4B. Local Agency Support and Planning - 10 points;
5. Local Match - 6 points;
6. Multi-jurisdictional etc - 4 points;
7. BTG - 5 points; and
8. BTG - 5 points.

A footnote will state that criteria 4A will get full 10 points if the project is in a community of concern. Lastly, the new ranking and description for Attachment C - Eligibility Criteria State and Federal Standards will be changed to "Will the project meet or exceed state and federal standards for bikeways, i.e. HDM Chapter 1000?"

15. Routine Accommodations, Deputy Directive 64 and Complete Streets Update

Member Muniz inquired if VTA can recommend to a Member Agency a BPAC initiative that encourages implementation of the Complete Streets Concept. Ms. DeRobertis responded there is a reference in Complete Streets that refer to local jurisdictions' responsibility to accommodate complete streets.

Chairperson Swent inquired what the recourse is if local jurisdictions do not accommodate bicycles and pedestrians in their planning documents.

Member Muniz requested including the Complete Streets Concept discussion at a future BPAC agenda to explore how the BPAC can utilize the concept to make bicycle and pedestrian accommodation automatic to local jurisdiction planning, project, and permit processes.

On order of Chairperson Swent and there being no objection, the Committee received the report on the update of Routine Accommodations, Deputy Directive 64 and Complete Streets.

OTHER

16. BPAC Work Plan

Ms. DeRobertis noted the Complete Streets Program will be placed as a program area in VTP 2035. She discussed future topics of discussion including: Pedestrian Funding Plan, Pedestrian Technical Guidelines, and TIA guidelines.

Member Muniz recommended the Complete Streets discussion be held during the January/February 2009 timeframe.

On order of Chairperson Swent and there being no objection, the Committee reviewed the BPAC Workplan.

17. ANNOUNCEMENTS

Mr. Collen noted the possibility of advancing more Proposition 1B funds for infrastructure to help stimulate the economy. He encouraged Members to take advantage of the possible Federal Funding opportunity and coordinate with their respective jurisdictions to find out if there are “ready-to-go” projects that need funding.

Member Walton discussed the progress and the events of the Mary Avenue Bridge and invited everyone to the “Topping Off” event to be held on November 20, 2008, 3:30 to 4:30 p.m. at the south abutment of the bridge.

Member Muniz announced the City of Gilroy was awarded a funding for the Federal Safe Routes to School Program. The Gilroy BPAC will meet on November 25, 2008.

Member Sullivan announced the Santa Clara BAC has two new members and that the City of Santa Clara hired a new Traffic Engineer.

Member Sacco noted the efforts for the Morgan Hill Bicycle Trail Map update and the linking of safe routes to school in the map.

Member Stallman announced the De Anza Trail Ground breaking in the City of Saratoga.

Member Simons announced the Sunnyvale City Council approved the Environmental Impact Report (EIR) for the Mary Avenue 101/237 Bridge.

Ex-Officio Member Chung announced the SVBC General Meeting on November 13, 2008 will be facilitated by Gary Brustin and the topic of discussion is “Bicycling and the Law.” The SVBC Winter Party is slated for December 11, 2008.

Chairperson Swent announced the Palo Alto BPAC November Meeting was cancelled. Chairperson Swent stated the Palo Alto BPAC recommended against the Bike Sharing Program. The Palo Alto BPAC felt the Bike Sharing Program will be successful and effective only if it is done on a regional basis.

18. ADJOURNMENT

On order of Chairperson Swent and there being no objection, the meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Elaine F. Baltao, Board Assistant
VTA Board of Directors