



**BICYCLE/PEDESTRIAN ADVISORY
COMMITTEE**

AGENDA

REGULAR MEETING -WEDNESDAY, JUNE 29, 2016
PLAZA CONFERENCE ROOM AT CITY HALL - 500 CASTRO STREET
6:30 P.M.

1. **CALL TO ORDER**

2. **ROLL CALL** – Committee members Bruce England, Marc Roddin, Greg Unangst, Vice Chairperson Theron Tock, and Chairperson Kalyanaraman Shankari.

3. **ORAL COMMUNICATIONS FROM THE PUBLIC**

This portion of the meeting is reserved for persons wishing to address the Committee on any matter not on the agenda. Speakers are limited to three minutes. State law prohibits the Committee from acting on nonagenda items.

4. **MINUTES APPROVAL**

Minutes for the April 27, 2016 meeting have been delivered to Committee members and copies posted on the City Hall bulletin board. If there are no corrections or additions, a motion is in order to approve these minutes.

5. **UNFINISHED BUSINESS** – None.

6. **NEW BUSINESS**

6.1 **DRAFT FISCAL YEAR 2016-17 BICYCLE/PEDESTRIAN ADVISORY
COMMITTEE WORK PLAN**

Overview:

The Committee will review and provide input on the B/PAC's draft Fiscal Year 2016-17 Work Plan.

Recommendation:

Provide input on the B/PAC's draft Fiscal Year 2016-17 Work Plan.

6.2 2015-16 BICYCLE/PEDESTRIAN ADVISORY COMMITTEE WORK PLAN UPDATE

Overview:

The Committee will review the Fiscal Year 2015-16 B/PAC Work Plan and provide updates on their recent activities.

Recommendation:

Comment on the B/PAC Work Plan.

6.3 VALLEY TRANSPORTATION AUTHORITY (VTA) BICYCLE & PEDESTRIAN ADVISORY COMMITTEE (BPAC) UPDATE

Overview:

The Committee will receive a report from the City's VTA BPAC representative on the VTA BPAC agenda items.

Recommendation:

Comment on the VTA BPAC agenda items.

7. COMMITTEE/STAFF COMMENTS, QUESTIONS, AND REPORTS

No action will be taken on any questions raised by the Committee at this time.

7.1 STAFF COMMENTS

7.2 COMMITTEE COMMENTS

8. SET DATE AND TIME FOR NEXT MEETING

Wednesday, August 31, 2016 B/PAC Meeting at 6:30 p.m.

9. **CALENDAR**

Wednesday, September 28, 2016 B/PAC Meeting

Wednesday, October 26, 2016 B/PAC Meeting

Wednesday, November 30, 2016 B/PAC Meeting

10. **ADJOURNMENT**

HK/7/PWK

915-06-29-16A-E

AGENDAS FOR BOARDS, COMMISSIONS, AND COMMITTEES

- The specific location of each meeting is noted on the notice and agenda for each meeting which is posted at least 72 hours in advance of the meeting. Special meetings may be called as necessary by the Committee Chair and noticed at least 24 hours in advance of the meeting.
- Questions and comments regarding the agenda may be directed to the Public Works Department at 650-903-6311.
- Interested persons may review the agenda and staff reports at <http://laserfiche.mountainview.gov/Weblink/Browse.aspx?startid=28815> and the Public Works Department counter beginning at 5:00 p.m. the Friday evening before each regular meeting. Staff reports are also available during each meeting.
- **SPECIAL NOTICE – Reference: Americans with Disabilities Act, 1990**
Anyone who is planning to attend a meeting who is visually or hearing-impaired or has any disability that needs special assistance should call the Public Works Department at 650-903-6311 48 hours in advance of the meeting to arrange for assistance. Upon request by a person with a disability, agendas and writings distributed during the meeting that are public records will be made available in the appropriate alternative format.
- The Board, Commission, or Committee may take action on any matter noticed herein in any manner deemed appropriate by the Board, Commission, or Committee. Their consideration of the matters noticed herein is not limited by the recommendations indicated herein.
- **SPECIAL NOTICE –** Any writings or documents provided to a majority of the Bicycle/Pedestrian Advisory Committee regarding any item on this agenda will be made available for public inspection in the Public Works Department, located at 500 Castro Street, during normal business hours and at the meeting location noted on the agenda during the meeting.

ADDRESSING THE BOARD, COMMISSION, OR COMMITTEE

- Interested persons are entitled to speak on any item on the agenda and should make their interest known to the Chair.
- Anyone wishing to address the Board, Commission, or Committee on a nonagenda item may do so during the “Oral Communications” part of the agenda. Speakers are allowed to speak one time on any number of topics for up to three minutes.



DRAFT

**BICYCLE/PEDESTRIAN ADVISORY
COMMITTEE**

MINUTES

REGULAR MEETING - WEDNESDAY, APRIL 27, 2016
PLAZA CONFERENCE ROOM AT CITY HALL - 500 CASTRO STREET
6:30 P.M.

1. **CALL TO ORDER**

Chairperson Shankari called the meeting to order at 6:30 p.m.

2. **ROLL CALL**

Members Present: Committee members Bruce England, Marc Roddin, Vice Chairperson Theron Tock, and Chairperson Kalyanaraman Shankari.

Member Absent: Committee member Greg Unangst.

Staff Members Present: Saul Jaeger, Police Lieutenant; Linda Forsberg, Transportation and Business Manager; and Helen Kim, Transportation Planner.

Public Present: Seven (7) members of the public were present.

3. **ORAL COMMUNICATIONS FROM THE PUBLIC**

- John Scarboro provided updates regarding items covered at the April 6, 2016 Environmental Planning Commission meeting.
- Cherie Walkowiak, Safe Mountain View, presented information regarding a recently completed protected intersection in Davis, California.

4. **MINUTES APPROVAL**

Motion – M/S Roddin/England – Carried 4-0-1; Unangst absent – Approve the minutes of the March 30, 2016 meeting.

5. **UNFINISHED BUSINESS** – None.

6. NEW BUSINESS

6:43 6.1 TRANSIT CENTER MASTER PLAN UPDATE

The Committee received an update and provided input regarding the Transit Center Master Plan. The Project Manager and Transportation and Business Manager responded to Committee questions.

SPEAKING FROM THE FLOOR WITH CONCERNS, RECOMMENDATIONS, AND QUESTIONS:

- Valerie Fenwick
- Cherie Walkowiak
- Lucas Ramirez

Motion—M/S Shankari/Tock—Carried 4-0-1; Unangst absent—The Bicycle/Pedestrian Advisory Committee (B/PAC) prefers Alternative 4 to Alternative 1.

Motion—M/S Shankari/Tock—Carried 4-0-1; Unangst absent—There is general B/PAC support for the idea of closing the 100 block of Castro Street and diverting vehicle traffic to Villa Street.

Motion—M/S Shankari/England—Carried 3-0-1-1; Tock abstained, Unangst absent—If the City Council chooses Alternative 4 as the preferred alternative, recommend allowing at-grade “scramble” crossings for bicyclists and pedestrians at the intersection of Central Expressway and Moffett Boulevard.

Motion—M/S Shankari/England—Carried 4-0-1; Unangst absent—Recommend project design include maximum amount of natural lighting into tunnel.

Motion—M/S Shankari/Roddin—Carried 4-0-1; Unangst absent—Recommend the least amount of vertical movements for bicyclists and pedestrians regardless of chosen design/concept for the project.

7:40 6.2 **POLICE DEPARTMENT DATA**

The Committee discussed potential revisions to the bicycle-/pedestrian-related collision data being provided to the B/PAC. The Police Lieutenant responded to Committee questions.

SPEAKING FROM THE FLOOR WITH CONCERNS AND RECOMMENDATIONS:

- Cherie Walkowiak

Motion – M/S England/Tock – Carried 4-0-1; Unangst absent – Recommend Police Department and Public Works Department staffs work together to develop a format for reporting bicycle-/pedestrian-related collisions on *Ask Mountain View*.

Motion – M/S Tock/Roddin – Carried 4-0-1; Unangst absent – Recommend Police Department release bicycle-/pedestrian-related collisions open/raw data to B/PAC and members of the public.

8:03 6.3 **VALLEY TRANSPORTATION AUTHORITY (VTA) BICYCLE & PEDESTRIAN ADVISORY COMMITTEE (BPAC) UPDATE**

The item was tabled because the City’s VTA BPAC representative was absent.

8:04 6.4 **2015-16 BICYCLE/PEDESTRIAN ADVISORY COMMITTEE WORK PLAN UPDATE**

The Committee reviewed the Fiscal Year 2015-16 B/PAC Work Plan and provided updates on their recent activities.

7. **COMMITTEE/STAFF COMMENTS, QUESTIONS, AND REPORTS**

8:11 7.1 **STAFF COMMENTS**

There were 16 bicycle-/pedestrian-related *Ask Mountain View* cases (11 resolved and 5 open) reported for the past month.

7.2 COMMITTEE COMMENTS

- A Committee member inquired about the process for reviewing Gatekeeper projects/other Community Development Department projects not listed in the B/PAC's approved work plan and shared information regarding the City's Senior-Friendly Business application process, B/PAC members' endorsement of City Council candidates, several *Ask Mountain View* cases, and City website improvements.
- A Committee member shared concerns regarding bicycle riding on the sidewalk and how to define unsafe speed.
- A Committee member shared information regarding Utah's bike/pedestrian facilities.
- A Committee member shared information regarding tubes (count devices) located on bike lanes at Middlefield Road/Highway 237 and Whisman Road/Central Expressway.

8. SET DATE AND TIME FOR NEXT MEETING

Wednesday, June 29, 2016 B/PAC Meeting at 6:30 p.m.

9. CALENDAR

Wednesday, August 31, 2016 B/PAC Meeting.

10. ADJOURNMENT

The meeting was adjourned at 8:32 p.m.

HK/7/PWK

915-04-27-16mn-E

**MEMORANDUM**

Public Works Department

DATE: June 29, 2016

TO: Bicycle/Pedestrian Advisory Committee

FROM: Helen Kim, Transportation Planner
Linda Forsberg, Transportation and Business Manager

SUBJECT: Draft Fiscal Year 2016-17 Work Plan

RECOMMENDATION

Provide input on the Bicycle/Pedestrian Advisory Committee's (B/PAC) Draft Fiscal Year 2016-17 Work Plan.

BACKGROUND AND ANALYSIS

City Council Policy A-23, Work Item Referral for Council Advisory Bodies and Councilmember Committees, requires all Council advisory bodies to annually prepare work plans for City Council review and approval. Council review and adoption of proposed advisory body work plans for Fiscal Year 2016-17 is scheduled for September 2016.

The B/PAC's Draft Fiscal Year 2016-17 Work Plan is attached. The proposed work items included in the draft plan operationalize the roles and responsibilities of the B/PAC and identify specific actions the B/PAC will take during the upcoming year to improve transportation by enhancing mobility and connectivity—one of three major goals identified by the City Council during its biennial goal-setting process for Fiscal Years 2015-16 and 2016-17.

Staff has prepopulated the draft work plan with suggested items for Fiscal Year 2016-17 and is soliciting input from the B/PAC regarding any additions to or deletions from the proposed work plan. As a reminder to the B/PAC, the inclusion of an item in the work plan does not necessarily guarantee the commitment of City resources to support the work plan item. Any new items requiring significant additional City staffing or financial resources will require additional Council review and approval of the necessary resources before work can begin.

CONCLUSION

Staff requests B/PAC input regarding items to be added to or deleted from its Draft Fiscal Year 2016-17 Work Plan so that the work plan can be presented, along with other draft advisory work plans, to the City Council in September for review and approval.

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915-06-29-16M-E

Attachment: 1. B/PAC Draft Fiscal Year 2016-17 Work Plan

DRAFT BICYCLE/PEDESTRIAN ADVISORY COMMITTEE WORK PLAN
Fiscal Year 2016-17

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
Ongoing Work Items			
A. Review, prioritize, and recommend bicycle and pedestrian projects for annual TDA Article 3 funding application cycle.	Preliminary review of potential projects. VTA call for projects announcement.	Fall 2016 February 2017	
B. Provide input into the development and review of comprehensive bicycle/pedestrian facility plans and regulations (e.g., General Plan Mobility Chapter, Precise Plans, City Code revisions, Zoning Ordinance bicycle parking requirements).	As required/requested.		
C. Review City roadway system and bikeway/pedestrian facilities for bicycle and pedestrian suitability and make recommendations on improvements.	Ongoing.	Ongoing	
D. Make recommendations on capital improvements to bicycle/pedestrian facilities.	Annual Capital Improvement Program (CIP) development and approval process.	Spring 2017	
E. Review private development project applications requiring General Plan, Precise Plan, and/or zoning amendments (Gatekeeper projects).	As directed by City Council.		
F. Review public projects to ensure adequate consideration of the needs of bicyclists, pedestrians, and the disabled.	As identified by staff.		

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
G. Promote bicycle and pedestrian safety via the City website and programs (e.g., VERBS).	Ongoing.	Ongoing	
H. Coordinate with City departments and advisory bodies, other Santa Clara County jurisdictions, and transportation-related agencies (e.g., VTA, Caltrans) on pedestrian and bicycling matters.	City representative attend monthly VTA BPAC meeting.	Ongoing	
	Attend/participate in Association of Pedestrian and Bicycle Professionals (APBP) webinar events offered through the VTA (subject to B/PAC member availability).	Ongoing	
	Pursue as opportunities are identified.	Ongoing	
Fiscal Year 2016-17 Work Items			
1. Provide input on potential pedestrian improvements along Middlefield Road between the private development at 700 East Middlefield Road and the Middlefield Light Rail Station (carryover from the B/PAC's Adopted Fiscal Year 2013-14 Work Plan).	CDD request for B/PAC review/input.	TBD	

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
<p>2. Promote and participate in events to encourage bicycling and walking (subject to B/PAC members' availability).</p>	<p>Farmers' Market.</p> <p>Walk to School Day(s).</p> <p>Arbor Day.</p> <p>Annual Spring Parade.</p> <p>Bike to School Day(s).</p> <p>Bike to Work Day.</p> <p>Thursday Night Live.</p> <p>CNC Meetings:</p> <ul style="list-style-type: none"> • Monta Loma/Farley/Rock Neighborhood. • Other neighborhoods. 	<p>Ongoing</p> <p>Fall 2016</p> <p>March 2017</p> <p>April 2017</p> <p>May 2017</p> <p>May 2017</p> <p>July 14, July 28, August 11, 2016 and Summer 2017</p> <p>September 22, 2016</p> <p>TBD</p>	
<p>3. Annual review of Pedestrian Master Plan (PMP) document.</p>	<p>B/PAC agenda item.</p>	<p>February 2017</p>	

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
<p>4. Monitor PMP performance measures, trends, and targets to assess improvements in the City’s pedestrian environment.</p>	<p>Update data on students walking to school.</p> <p>Update data on students receiving pedestrian safety education.</p> <p>Update data on pedestrian/vehicle and pedestrian/ bicycle collisions.</p> <p>Update pedestrian safety-related vehicle enforcement measure data.</p>	<p>4 times/ school year</p> <p>4 times/ school year</p> <p>Quarterly</p> <p>Quarterly</p>	

BICYCLE/PEDESTRIAN ADVISORY COMMITTEE WORK PLAN
Fiscal Year 2015-16
(As of April 27, 2016)

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
<i>Ongoing Work Items</i>			
A. Review, prioritize, and recommend bicycle and pedestrian projects for annual TDA Article 3 funding application cycle.	Preliminary review of potential projects. VTA call for projects announcement.	Fall 2015 February 2016	Complete. Discussed at the B/PAC's November 18 meeting. Complete. Discussed at the B/PAC's February 24, 2016 meeting.
B. Provide input into the development and review of comprehensive bicycle/pedestrian facility plans and regulations (e.g., General Plan Mobility Chapter, Precise Plans, City Code revisions, and Zoning Ordinance bicycle parking requirements).	As required/requested.		Work Plan Item 10— Review of Article VI of Chapter 19 of the City Code, was discussed at the B/PAC's March 30, 2016 meeting and will be reagendaized for a future B/PAC meeting for additional discussion.
C. Review City roadway system and bikeway/pedestrian facilities for bicycle and pedestrian suitability and make recommendations on improvements.	Ongoing.	Ongoing	
D. Make recommendations on capital improvements to bicycle/pedestrian facilities.	Annual Capital Improvement Program (CIP) development and approval process.	Spring 2016	Complete for Fiscal Year 2015-16. Discussed at the B/PAC's March 30, 2016 meeting.

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
E. Review private development project applications requiring General Plan, Precise Plan, and/or zoning amendments (Gatekeeper projects).	As directed by City Council.		No Council requests received.
F. Review public projects to ensure adequate consideration of the needs of bicyclists, pedestrians, and the disabled.	As identified by staff.		Transit Center Master Plan discussed at the B/PAC's April 27, 2016 meeting.
G. Promote bicycle and pedestrian safety via the City website and programs (e.g., VERBS).	Ongoing	Ongoing	
H. Coordinate with City departments and advisory bodies, other Santa Clara County jurisdictions, and transportation-related agencies (e.g., VTA, Caltrans) on pedestrian and bicycling matters.	<p>City representative attend monthly VTA BPAC meeting.</p> <p>Request/schedule a joint meeting with one other City advisory body (e.g., Senior Advisory Committee (SAC), Youth Advisory Committee, Environmental Planning Commission, or Parks and Recreation Commission) to discuss mobility-related issues.</p>	<p>Ongoing</p> <p>October 2015</p> <p>September 2016</p>	<p>Joint meeting discussed at the B/PAC's October 28, 2015 meeting.</p> <p>Conduct joint B/PAC/SAC meeting.</p>

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
	Attend/participate in Association of Pedestrian and Bicycle Professionals (APBP) webinar events offered through the VTA (subject to B/PAC member availability).	Ongoing	
	Pursue as opportunities are identified.	Ongoing	
<i>Fiscal Year 2015-16 Work Items</i>			
1. Continue to provide input/direction during the Bicycle Transportation Plan (BTP) update process.	Review final draft BTP (including modifications requested by the Council during its July 7 review).	September 2015	Complete. BTP adopted by the City Council on November 17, 2015.
2. Provide input on potential pedestrian improvements along Middlefield Road between the private development at 700 East Middlefield Road and the Middlefield Light Rail Station (carryover from the B/PAC's Adopted Fiscal Year 2013-14 Work Plan).	CDD request for B/PAC review/input.	TBD	No request received.
3. Promote and participate in events to encourage bicycling and walking (subject to B/PAC members' availability).	Farmers' Market Walk to School Day(s) Arbor Day	Ongoing Fall 2015 March 12, 2016	Shankari participated. England and Roddin participated.

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
	Annual Spring Parade	April 23, 2016	England and Unangst participated.
	Bike to School Day(s)	May 2016	
	Bike to Work Day	May 12, 2016	Shankari coordinated.
	Thursday Night Live	July 9, July 23, and August 6, 2015	July 9 – England, Roddin; July 23 – Unangst, Shankari; August 6 – England, Roddin.
		June 16 and June 30, 2016	June 16 – England, Unangst. June 30 – Tock.
	CNC Meetings:		
	<ul style="list-style-type: none"> • Cuesta/Phyllis/Springer Neighborhood 	October 15, 2015	England and Roddin attended.
	<ul style="list-style-type: none"> • Grant Road/Sylvan Neighborhood 	April 21, 2016	
	<ul style="list-style-type: none"> • San Antonio/Rengstorff Neighborhood 	May 26, 2016	
	<ul style="list-style-type: none"> • Mobile Home Park Neighborhood 	June 30, 2016	

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
			B/PAC members have also participated in various VERBS-related programs, including school rodeos, turkey trot/walk, ABC, and other events.
4. Annual review of PMP document.	B/PAC agenda item.	February 2016	Complete. Discussed at the B/PAC's January 27, 2016 meeting. Summaries of comments received during B/PAC's annual review were added to the PMP document and posted on the City website.
5. Monitor PMP performance measures, trends, and targets to assess improvements in the City's pedestrian environment.	<p>Update data on students walking to school.</p> <p>Update data on students receiving pedestrian safety education.</p> <p>Update data on pedestrian/vehicle and pedestrian/bicycle collisions.</p> <p>Update pedestrian safety-related vehicle enforcement measure data.</p>	<p>4 times/ school year</p> <p>4 times/ school year</p> <p>Quarterly</p> <p>Quarterly</p>	<p>Next update to be provided in April 2016.</p> <p>Next update to be provided in April 2016.</p> <p>Distributed at February B/PAC meeting.</p> <p>Distributed at February B/PAC meeting.</p>

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
6. After Council adoption of the BTP update, distribute final document to bicycle/pedestrian advisory bodies in Sunnyvale, Los Altos, and Palo Alto.	Distribute final document after City Council adoption.	November 2015	Complete. Provided web links to other cities in December 2015.
7. Monitor data regarding students biking to school.	Update data on students biking to school.	4 times/ school year	Next update to be provided in April 2016.
8. Develop a proposed work plan (including required staff resources, schedule, and cost estimate) for applying for a Walk-Friendly Community (WFC) designation.	B/PAC review and action on proposed work plan.	Spring 2016	Task will be assigned to new Transportation Planner.
9. Provide input regarding programs, events, and activities to be offered during the next 3-year VERBS program at local schools.	Safe Moves presentation to the B/PAC.	October 2015	Complete. Discussed at the B/PAC's October 28 meeting.
10. Review of Article VI of Chapter 19 of the City Code pertaining to bicycling, use of sidewalks, and allowable mobility devices on roadways and sidewalks.	Initial discussion with City Attorney's Office and Police Department staff.	March 2016	B/PAC provided input at its March 30 meeting. Proposed revisions will be presented at a future B/PAC meeting.
11. Receive report and provide input regarding the Police Department's procedure for collecting and reporting data on bicycle- and pedestrian-related collisions.	Agendize for B/PAC discussion.	October 2015	Complete. Discussed at the B/PAC's October 28 meeting. Topic discussed at the B/PAC's April 27 meeting.