



**BICYCLE/PEDESTRIAN ADVISORY
COMMITTEE**

AGENDA

REGULAR MEETING – WEDNESDAY, AUGUST 31, 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 June 29, 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 **MOUNTAIN VIEW CITY CODE CHAPTER 19, ARTICLE VI**

Overview:

The Committee will review and discuss the proposed revisions to Article VI of Chapter 19 of the Mountain View City Code and related topics.

Recommendation:

Provide input regarding the proposed revisions to Article VI of Chapter 19 of the Mountain View City Code.

6.2 JOINT MEETING WITH THE SENIOR ADVISORY COMMITTEE

Overview:

The Committee will discuss proposed topics to discuss with the Senior Advisory Committee (SAC) at a joint meeting scheduled for September 28, 2016.

Recommendation:

Provide input to staff regarding the topic(s) to be discussed during the Bicycle/Pedestrian Advisory Committee's (B/PAC) upcoming joint meeting with the SAC.

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.

6.4 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 final updates.

Recommendation:

Review and provide final updates to the Fiscal Year 2015-16 B/PAC Work Plan.

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, September 28, 2016 B/PAC Special Meeting at 6:30 p.m.

9. CALENDAR

Wednesday, October 26, 2016 B/PAC Meeting

Wednesday, November 30, 2016 B/PAC Meeting

10. ADJOURNMENT

HK/7/PWK

915-08-31-16A-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.



MINUTES

REGULAR MEETING - WEDNESDAY, JUNE 29, 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 6:31 p.m.

2. **ROLL CALL**

Members Present: Committee members Bruce England (arrived at 6:37 p.m.), Greg Unangst, Vice Chairperson Theron Tock, and Chairperson Kalyanaraman Shankari.

Member Absent: Committee member Marc Roddin.

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

Public Present: One (1) member of the public was present.

3. **ORAL COMMUNICATIONS FROM THE PUBLIC** – None.

4. **MINUTES APPROVAL**

Motion – M/S Shankari/Tock – Carried 3-0-2; England and Roddin absent – Approve the minutes of the April 27, 2016 meeting.

5. **UNFINISHED BUSINESS** – None.

6. NEW BUSINESS

6:34 6.1 DRAFT FISCAL YEAR 2016-17 BICYCLE/PEDESTRIAN ADVISORY COMMITTEE (B/PAC) WORK PLAN

The Committee reviewed and provided the following input regarding B/PAC's Draft Fiscal Year 2016-17 Work Plan:

- Delete the review of the 700 East Middlefield Road work plan item. (The original project application was closed and the project was rescopeed as a tenant improvement project that does not trigger a B/PAC review.)
- Reclassify the item regarding monitoring Pedestrian Master Plan trends and targets as an Ongoing Work Item and add the Bicycle Transportation Plan to the review. Add another work plan item to monitor trends at schools with a milestone calling for a formal presentation by Safe Moves.
- Add complete review of Article VI of Chapter 19 of City Code as a Fiscal Year 2016-17 Work Item (carryover from Fiscal Year 2015-16 Work Plan).
- Add a milestone to explore conducting a joint meeting with one other city B/PAC (e.g., Los Altos, Palo Alto, or Sunnyvale) to the ongoing coordination work item.
- Add Apply for Walk-Friendly Community Designation to Fiscal Year 2016-17 Work Items (carryover from Fiscal Year 2015-16 Work Plan).
- Add a work item to develop a process for B/PAC to provide input to City Council on private development project applications to Fiscal Year 2016-17 Work Plan.
- Add a work plan item to develop a proposed list of out-of-date sections of the City Code pertaining to walking and bicycling to Fiscal Year 2016-17 Work Plan.

8:40 6.2 2015-16 BICYCLE/PEDESTRIAN ADVISORY COMMITTEE WORK PLAN UPDATE

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

8:55 **6.3 VALLEY TRANSPORTATION AUTHORITY (VTA) BICYCLE & PEDESTRIAN ADVISORY COMMITTEE (BPAC) UPDATE**

The City's VTA BPAC representative provided updates regarding the VTA BPAC agenda items.

7. COMMITTEE/STAFF COMMENTS, QUESTIONS, AND REPORTS

9:05 **7.1 STAFF COMMENTS**

- There were 19 bicycle-/pedestrian-related *Ask Mountain View* cases (17 resolved and 2 open) reported for the past two months.
- The 2016 Mountain View printed bike map and new interactive online bike map are available on the Getting Around webpage on the City's website.
- The City of Mountain View has been redesignated as a Bicycle-Friendly Community at the Silver level.
- Staff distributed to the Committee the Police Department's bicycle-/pedestrian-related collisions and enforcement data for January to March 2016 and the Vehicle Emissions Reductions Based at School (VERBS) Program data for October to December 2015.
- The City's recruitment process for the Transportation Planner—Mobility position is currently under way.

7.2 COMMITTEE COMMENTS

- A Committee member shared information regarding construction road signs on bike lane near Whisman Road/Hetch Hetchy Trail.
- A Committee member shared information regarding the Silicon Valley Bike Festival held in May 2016 and Silicon Valley Bicycle Coalition's Bike Summit scheduled for August 11.
- A Committee member shared information regarding bike facilities in Austin, Texas.

- A Committee member shared information regarding several *Ask Mountain View* cases, City sponsored events, Pedestrian-Friendly Business designation, revisions to the City B/PAC webpage, Police Department data, and a certificate awarded to Member England and the B/PAC by State Senator Hill.

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 Special Meeting.

10. ADJOURNMENT

The meeting was adjourned at 9:30 p.m.

HK/7/PWK

915-06-29-16mn-E

**MEMORANDUM**

Public Works Department

DATE: August 31, 2016

TO: Bicycle/Pedestrian Advisory Committee (B/PAC)

FROM: Helen Kim, Transportation Planner
Linda Forsberg, Transportation and Business Manager
Michael A. Fuller, Public Works Director

SUBJECT: Mountain View City Code Chapter 19, Article VI

RECOMMENDATION

Provide input regarding the proposed revisions to Article VI of Chapter 19 of the Mountain View City Code.

BACKGROUND

Article VI of Chapter 19 of the Mountain View City Code regulates the use of bicycles, roller skates, coasters, and electric personal assistive mobility devices (EPAMDs) on sidewalks, roadways, and other facilities within the City.

One of the work items on the Bicycle/Pedestrian Advisory Committee's (B/PAC) Fiscal Year 2015-16 Work Plan was to review Article VI and identify suggested revisions to the City Code to improve the pedestrian and bicycling environment in Mountain View.

ANALYSIS

The California Vehicle Code (CVC) regulates the use of vehicles and bicycles on streets and highways in California. Streets and highways include ways that are publicly maintained and open to the public for vehicular travel. Cities and other local jurisdictions, such as the City of Mountain View, may only regulate vehicles and other conveyances, including bicycles, on highways for purposes of travel as State law expressly authorizes. State law expressly authorizes the City to regulate the riding of bicycles upon public sidewalks. In addition, the City may regulate bicycle parking and operation on pedestrian and bicycle facilities so long as the regulations do not conflict with State law.

Proposed City Code Revisions

Currently, Mountain View City Code Article VI of Chapter 19, sets forth several regulations applicable to bicycles. Based on input received at the B/PAC's March 30, 2016 meeting, staff has prepared the proposed revisions summarized below and redlined in Attachment 1. City Code provisions that are preempted under State law are recommended for repeal. Please note that except for entirely new sections proposed to be added, the headings used below are the current City Code headings. Some of the headings are proposed to be revised as set forth in Attachment 1.

- **New Section – Definitions.**

Adds that unless set forth in this Article, the definitions in the Vehicle Code apply. Adds a definition for "transportation device," which means roller skates (including in-line skates), skateboards, nonmotorized scooters, and electrically motorized boards.

- **Section 19.51 – Riding bicycles on sidewalks prohibited.**

Clarifies that bicycle and transportation device riding is prohibited on sidewalks where signed and approved by City Council and proposes that riding on sidewalks is prohibited along Castro Street and San Antonio Road from Central Expressway to El Camino Real; exempts children under the age of 13; and sets forth riding requirements, including riding at a safe speed, using due care, and yielding to pedestrians.

- **Section 19.52 – Method of riding (bicycles) upon roadways.**

Recommendation to repeal this Code section because the CVC regulates the operation of bicycles on roadways and preempts City Code regulations regarding the operation of bicycles on roadways.

- **Section 19.53 – Number of persons allowed to ride upon bicycles.**

Clarifies the number of persons allowed to ride upon a bicycle on sidewalks and repeals language regarding the public right-of-way because the CVC regulates the operation of bicycles on roadways and preempts City Code regulations regarding the operation of bicycles on roadways.

- **Section 19.54 – Use of roller skates, in-line skates, skateboards, bicycles, and coasters in business districts or any city-owned parking structures.**

Clarifies that bicycle and transportation device riding is prohibited in City-owned parking structures and lots. Repeals language addressing bicycle and transportation device riding on sidewalks located in business districts as addressed in Section 19.51.

- **Section 19.55 – Use of coasters, roller skates, etc., on roadways.**

Revised to regulate only transportation devices consistent with CVC.

- **Section 19.56 – Authority to seize and hold bicycles, etc.**

Clarifies procedures for seizing bicycles, including requiring a second citation within a one-year period, and a notice and opportunity to request a hearing.

- **Section 19.57 – Bicycle parking spaces.**

Clarifies requirements for parking bicycles on sidewalks. The proposed ordinance continues to prohibit bicycle parking on sidewalks except in bicycle racks or lockers or areas designated for bicycle parking because pedestrian/ADA access must be maintained at all times and sidewalks are designed for use by pedestrians and not structures or objects unless approved through the City's encroachment permit process. Staff is working to increase additional bicycle parking as appropriate through the City's annual Capital Improvement Program and private development review process.

NEXT STEPS

Based on the input received from the B/PAC regarding the proposed revisions to Article VI of Chapter 19 of the Mountain View City Code, staff will prepare and present the final proposed revisions to the City Council for their consideration/action.

To revise the City Code, the City Council must adopt an ordinance. The process required to adopt an ordinance includes:

- The introduction/reading of the proposed ordinance revising the City Code at a Council meeting.

- A second reading/adoption of the ordinance by the Council at a regular meeting.
- A minimum 30-day period for the ordinance to become effective.

HK-LF-MAF/7/PWK

915-08-31-16M-E

Attachment: 1. Proposed Revisions to Article VI of Chapter 19 of the Mountain View City Code

cc: SDCA, PL – Jaeger

ORDINANCE NO.

AN ORDINANCE AMENDING ARTICLE VI OF CHAPTER 19
OF THE MOUNTAIN VIEW CITY CODE RELATED TO
BICYCLES, ROLLER SKATES, COASTERS, AND SCOOTERS

THE CITY COUNCIL OF THE CITY OF MOUNTAIN VIEW DOES HEREBY
ORDAIN AS FOLLOWS:

Section 1. Chapter 19, Article VI, of the Mountain View City Code is hereby
amended to read as follows:

**"ARTICLE VI.
BICYCLES, ~~ROLLER SKATES, COASTERS AND~~
ELECTRIC PERSONAL ASSISTIVE MOBILITY DEVICES (EPAMDs) AND
OTHER TRANSPORTATION DEVICES**

SEC. 19.51. - Definitions

Unless otherwise expressly provided in this Article, California Vehicle Code definitions apply.

"Transportation Device" shall mean roller skates (including in-line skates), non-motorized scooters and electrically motorized boards (as defined in California Vehicle Code Section 313.5) to the extent the city is authorized to regulate these devices under state law.

SEC. 19.~~51~~52. - Riding bicycles on sidewalks ~~prohibited~~.

a. When riding a bicycle or Transportation Device upon a sidewalk, a person shall ride at a safe speed and with due care under the circumstances or conditions.

b. Persons shall yield the right-of-way to pedestrians when riding a bicycle or Transportation Device upon any sidewalk.

c. Persons shall ride in the same direction as vehicles are required to be driven upon the roadway when riding a bicycle or Transportation Device upon any sidewalk. This includes one-way roadways and alleys that are directionally signed.

d. No person shall ride a bicycle or Transportation Device upon ~~any~~ sidewalk in those locations designated by the city council and where signs are posted. Children under the age of 13 years are exempt from this provision.~~in the business district.~~

~~SEC. 19.52. – Method of riding upon roadways.~~

~~The rider of any bicycle on the roadway shall ride as nearly as practicable to the right-hand curb or edge of the roadway.~~

SEC. 19.53. - Number of persons allowed to ride upon bicycles on sidewalks.

It shall be unlawful for the operator of a bicycle, when upon a public ~~right-of-way,~~sidewalk to carry another person upon such bicycle; provided, however, that this prohibition shall not apply to bicycles which are built for two or more persons to ride and propel the same or to a device designed to carry a child when said device is properly attached to the bicycle and the child is securely fastened to a seat designed to carry a child.

SEC. 19.54. - Use of bicycles and Transportation Devices ~~roller skates, in-line skates, skateboards, bicycles, and coasters~~ in ~~business districts or any city-owned parking structures~~ or lots.

No person shall ride, use or operate a bicycle or Transportation Device ~~skate with roller skates or in-line roller skates, or propel any coaster-brake wagons or vehicles or skateboards or ride bicycles upon and along any sidewalk in any business district or in any city-owned parking structures~~ or lots, except riding a bicycle is allowed in city-owned parking structures or lots for the limited purpose of accessing bicycle parking.

~~SEC. 19.55. – Use of coasters, roller skates, etc., on roadways prohibited.~~

~~No person upon roller skates, or riding in or by means of any coaster, toy vehicle, or similar device shall go upon any roadway.~~

SEC.19.55. - Use of Transportation Devices on roadways prohibited.

No person shall ride, use or operate a Transportation Device upon any roadway.

SEC. 19.~~55~~A56. - Electric personal assistive mobility devices.

- (1) No person shall use or operate an electric personal assistive mobility device (EPAMD) as defined in Chapter 38, Section 38.1 of this code, upon and along any sidewalk in the city.
- (2) Any use of public roadways or thoroughfares for commercial purposes, such as tours or other similar events, shall obtain a temporary use permit (TUP) in

accordance with Article 36. The use of EPAMDs in city parks and facilities is governed by [Chapter 38, Section 38.13](#).

SEC. 19.5657. - Authority to seize and hold bicycles, ~~etc~~ and Transportation Devices.

A police officer may seize and hold any bicycle, ~~tricycle, roller skates, coasters,~~ or ~~similar~~ **Transportation Devices** belonging to any person violating the provisions of this article ~~for a period of thirty (30) days when an individual is cited for any violation of any provisions of this article for the second time within a one-year period.~~ Any time property is confiscated pursuant to this section, the city shall provide a receipt. The receipt shall provide notice that an administrative hearing may be requested within ten (10) days of the notice in front of the city's designated administrative hearing officer and conducted within 48 hours, excluding weekends or holidays, of the request. The owner shall be entitled to the return of the bicycle or Transportation Device either thirty (30) days from the date of the confiscation, or at the time as determined at the conclusion of the hearing.

SEC. 19.5758. - Bicycle parking spaces.

- a. The City Traffic Engineer is hereby authorized to designate and establish bicycle parking spaces for use at such places and during such times as he may deem suitable and necessary. The City Traffic Engineer may also authorize the placing of bicycle parking racks in the spaces so designated.
- b. ~~When official signs or markings restricting parking to bicycles only are in place, bicycles shall be parked only in such places, and no person shall park or stand any vehicle other than a bicycle or other two-wheeled vehicle in such a space. It shall further be unlawful to park any bicycle on any sidewalk except as hereinabove specified.~~ It shall be unlawful to park any bicycle on any sidewalk except in bicycle racks or lockers or in areas designated by official signs or markings restricting parking to bicycles only. No person shall park or stand any vehicle or device other than a bicycle in such a place. Bicycles parked on sidewalks shall not impede access to adjacent walkways."

Section 2. The provisions of this ordinance shall be effective thirty (30) days from and after the date of its adoption.

Section 3. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional, such decision shall not affect the validity of the other remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared unconstitutional.

Section 4. Pursuant to Section 522 of the Mountain View City Charter, it is ordered that copies of the foregoing proposed ordinance be posted at least two (2) days prior to its adoption in three (3) prominent places in the City and that a single publication be made to the official newspaper of the City of a notice setting forth the title of the ordinance, the date of its introduction, and a list of the places where copies of the proposed ordinance are posted.

Section 5. This ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) of the CEQA Guidelines (Title 14, Chapter 3 of the California Code of Regulations) (the activity will not result in a direct or reasonable foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378 of the CEQA Guidelines because it has no potential for resulting in physical change to the environment, directly or indirectly).

CITY OF MOUNTAIN VIEW
RESOLUTION NO.
SERIES 2016

A RESOLUTION PROHIBITING BICYCLE AND DESIGNATED DEVICE RIDING ON
SIDEWALKS AT CERTAIN LOCATIONS

WHEREAS, pursuant to Mountain View City Code, Article VI of Chapter 19, Section 19.52.d, no person shall ride a bicycle or Transportation Device upon the sidewalk except as designated by Council and where signs are posted; and

WHEREAS, the City Traffic Engineer recommends that bicycle and Transportation Device riding be prohibited along Castro Street and San Antonio Road between Central Expressway and El Camino Real to avoid mobility conflicts on sidewalks in these high pedestrian traffic areas;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mountain View that pursuant to Mountain View City Code Section 19.52.d, bicycle and Transportation Device riding on the sidewalk is prohibited at the following locations:

Along Castro Street from Central Expressway to El Camino Real; and

Along San Antonio Road from Central Expressway to El Camino Real.

Effective [TBD]

KB/3/RESO
015-08-31-16r-E

**MEMORANDUM**

Public Works Department

DATE: August 31, 2016

TO: Bicycle/Pedestrian Advisory Committee

FROM: Helen Kim, Transportation Planner
Linda Forsberg, Transportation and Business Manager
Michael A. Fuller, Public Works Director

SUBJECT: Joint Meeting with the Senior Advisory Committee

RECOMMENDATION

Provide input to staff regarding the topic(s) to be discussed during the Bicycle/Pedestrian Advisory Committee's (B/PAC's) upcoming joint meeting with the Senior Advisory Committee (SAC).

BACKGROUND

One of the key milestones on the B/PAC's Fiscal Year 2015-16 Work Plan was to schedule a joint meeting with one other City advisory body to discuss mobility-related issues.

In advance of the joint B/PAC–SAC meeting (scheduled for September 28, 2016), Community Services Department (CSD) staff supporting the SAC requested the Committee's input regarding potential topics for discussion. The SAC identified the following items reflecting an overarching concern regarding senior safety and bicycles:

- Senior-friendly bicycles as a part of the community bike share program.
- Stevens Creek Trail bicycle/pedestrian safety discussion.
- Rules for sidewalk use (bicycle and other mobile devices).
- No bicycles on sidewalks.
- Speed of bicycles.

- Bicycle safety (including education and outreach).
- Enforcement.
- Accurately quantifying the number of seniors using bicycles in Mountain View.

In recognition of the SAC's identification of senior safety and bicycles as its overarching concern, staff suggests that the upcoming joint meeting serve as an opportunity for the two committees, as well as the general public, to learn more about the safety and mobility needs and priorities of each committee's constituencies. This more general discussion could certainly include some discussion of the topics identified by the SAC, but there would not be focused/in-depth discussions on each of the topics.

Staff is suggesting this more generalized discussion approach for the following reasons:

- Committee members will likely be able to apply the new perspectives, insights, and information gained during the discussion to a broader set of mobility-related issues and concerns in their future discussions, deliberations, and decisions (which is more in keeping with the two committees' role in providing policy-level input to the City Council).
- Some of the topics identified above are under the purview/responsibility of other City advisory boards and/or departments (e.g., bicycle and pedestrian use of the Stevens Creek Trail, speed of bicycles, enforcement), so the B/PAC's and SAC's discussion on these topics during the joint meeting may not yield the intended or expected follow-up actions and/or results.
- Given the City Council's recent adoption of advisory body Fiscal Year 2016-17 work plans, no significant new initiatives to act on any desired follow-up activities from the joint discussion can be undertaken by either body without Council approval.
- The need to provide sufficient time for B/PAC discussion and action on other agenda items scheduled for its September meeting.

CONCLUSION

Input from the B/PAC is requested to define/refine the topic(s) to be discussed during the upcoming joint committee meeting so that Community Services Department and Public Works Department staff can coordinate and finalize preparations for the joint meeting.

HK-LF-MAF/7/PWK

901-08-31-16M-E

cc: RS – Petersen, SRC – Phillips

BICYCLE/PEDESTRIAN ADVISORY COMMITTEE WORK PLAN
Fiscal Year 2015-16
(As of June 29, 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. Final review scheduled for the August 31 meeting.
C. Review City roadway system and bikeway/pedestrian facilities for bicycle and pedestrian suitability and make recommendations on improvements.	Ongoing.	Ongoing	

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
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.
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.	City representative attend monthly VTA BPAC meeting.	Ongoing	
	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.	October 2015	Joint meeting discussed at the B/PAC's October 28, 2015 meeting.
		September 2016	Conduct joint B/PAC/SAC meeting.

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
	<p>Attend/participate in Association of Pedestrian and Bicycle Professionals (APBP) webinar events offered through the VTA (subject to B/PAC member availability).</p> <p>Pursue as opportunities are identified.</p>	<p>Ongoing</p> <p>Ongoing</p>	
<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).	<p>Farmers' Market</p> <p>Walk to School Day(s)</p> <p>Arbor Day</p>	<p>Ongoing</p> <p>Fall 2015</p> <p>March 12, 2016</p>	<p>Shankari participated.</p> <p>England and Roddin participated.</p>

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.
	CNC Meetings: • Cuesta/Phyllis/Springer Neighborhood	June 16 and June 30, 2016	June 16 – England, Unangst. June 30 – Tock.
	• Grant Road/Sylvan Neighborhood	October 15, 2015	England and Roddin attended.
	• San Antonio/Rengstorff Neighborhood	April 21, 2016	No B/PAC members attended.
	• Mobile Home Park Neighborhood	May 26, 2016	England attended.
		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>Distributed at June 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. Final review scheduled for the August 31 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.