



City of Santa Clara

Meeting Agenda

Bicycle & Pedestrian Advisory Committee

Monday, January 27, 2020

4:00 PM

City Hall Council Chambers
1500 Warburton Avenue
Santa Clara, CA 95051

1 **CALL TO ORDER AND ROLL CALL**

2 **PUBLIC PRESENTATIONS**

This portion of the meeting is reserved for persons to address the Bicycle and Pedestrian Advisory Committee on any matter not on the agenda. The law does not permit Bicycle and Pedestrian Advisory Committee action on, or extended discussion of, any item not on the agenda except under special circumstances. Committee members or the staff liaison may briefly respond to statements made or questions posed and may request staff to report back at a subsequent meeting. Please limit your remarks to 3 minutes per person

3 **CONSENT CALENDAR**

- A. 20-83 [Bicycle and Pedestrian Advisory Committee Meeting Minutes of October 28, 2019 \(Hardy\)](#)

Recommendation: Approve the Bicycle and Pedestrian Advisory Committee meeting minutes of October 28, 2019

4 **REPORTS FOR COMMITTEE INFORMATION**

- A. Santa Clara P.D. Update (Cusimano)
- B. Brown Act Training (Belisle)
- C. 20-55 [Membership Duties and Responsibilities \(Shariat\)](#)
- D. Follow-up Items from Previous Meeting (Liw/Johnson)
- E. VTA BPAC Update (Johnson)
- F. 20-58 [Grant Activity \(Shariat\)](#)
- G. 20-59 [Senate Bill 743/Vehicle Miles Traveled \(Mack\)](#)
- H. 20-60 [Measure B Funding Recommendations \(Shariat\)](#)
- I. 20-61 [Public Message Board for BPAC Web Page \(Liw\)](#)

5 REPORTS FOR COMMITTEE ACTION**A. 20-62 [VTA BPAC Representative \(Hardy\)](#)**

Recommendation: The Committee to select a candidate for City Council approval to serve as the Santa Clara representative on the VTA BPAC until June 30, 2020 and to select a candidate for City Council approval to serve as the Santa Clara representative on the VTA BPAC from July 1, 2020 to June 30, 2022.

B. 20-63 [Transportation Fund for Clean Air Funding Recommendations \(Shariat\)](#)

Recommendation: Approve staff recommendation to not apply for FY 2020/21 Transportation Fund for Clean Air (TFCA) 40% Program Manager grant funds.

C. 20-64 [Transportation Development Act Funding Recommendations \(Shariat\)](#)

Recommendation: Approve staff recommendation to: 1) use the banked Transportation Development Act (TDA) FY 2016/17 funds towards upgrades to existing bicycle facilities, 2) bank TDA FY2020/21 guaranteed funds, and 3) not apply for TDA Article 3 FY 2020/21 funding cycle Bicycle Expenditure Program set-aside funds.

D. 20-56 [2020 Annual Work Plan \(Liw\)](#)

Recommendation: Approve the proposed 2020 Annual Work Plan.

6 AGENDA ITEMS FOR FUTURE MEETINGS**7 ANNOUNCEMENTS****8 ADJOURNMENT**



City of Santa Clara

1500 Warburton Avenue
Santa Clara, CA 95050
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Agenda Report

20-83

Agenda Date: 1/27/2020

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

SUBJECT

Bicycle and Pedestrian Advisory Committee Meeting Minutes of October 28, 2019 (Hardy)

RECOMMENDATION

Approve the Bicycle and Pedestrian Advisory Committee meeting minutes of October 28, 2019

Reviewed by: Carol Shariat, Principal Transportation Planner, Public Works

Approved by: Michael Liw, Assistant Director/City Engineer, Public Works

ATTACHMENTS

1. Bicycle and Pedestrian Advisory Committee meeting minutes of October 28, 2019



City of Santa Clara

Meeting Minutes

Bicycle & Pedestrian Advisory Committee

10/28/2019

4:00 PM

City Hall Council Chambers
1500 Warburton Avenue
Santa Clara, CA 95051

1. CALL TO ORDER AND ROLL CALL

Chair Hardy called the meeting to order at 4:11 PM

Present 9 - Chair Karen Hardy, Member Rafael Rius, Member Diane Harrison, Member Craig Larsen, Member Ken Kratz, Member Thanh Do, Member Bruce Donoghue, Member Thomas Granvold, and Member Don Sterk

2. PUBLIC PRESENTATIONS

None

3. CONSENT CALENDAR

- A. [19-1140](#) Bicycle and Pedestrian Advisory Committee Meeting Minutes of September 5, 2019 (Hardy)

Attachments: [BPAC September 5, 2019 Draft Minutes](#)

A motion was made by Member Sterk, seconded by Member Harrison to approve the September 5, 2019 meeting minutes with minor modifications

Aye: 9 - Chair Hardy, Member Rius, Member Harrison, Member Larsen, Member Kratz, Member Do, Member Donoghue, Member Granvold, and Member Sterk

4. REPORTS FOR COMMITTEE INFORMATION

- A. Santa Clara P.D. update (Saunders/Cusimano)

Officer Cusimano discussed the auto/ped collisions for the first six months of 2019 and informed the Committee about "Stealth Radar" boxes used by Santa Clara P. D.

- B. Follow-up items from Previous Meetings (Johnson/Liw)

None

C. VTA BPAC Update (Rius)

Member Rius provided update on the October 9, 2019 meeting which was a work shop and informational only meeting. He noted that VTA programed \$200M towards bicycle and pedestrian projects between 2010 and 2019. He also noted that a presentation was also given on the "Eastridge to BART Regional Connector Project". Link to VTA BPAC meeting minutes: <http://santaclaravta.iqm2.com/Citizens/default.aspx>
Audio: [00:00-07:00]

D. [19-1142](#) Grant Activity (Shariat)

Attachments: [Item 4D Grant Activity](#)

Principal Transportation Planner Shariat provided an update on the status of ongoing grants and highlighted changes made to grant spreadsheet. She noted that next call for projects would be for TFCA funds. Staff will consider applying for these funds.
Audio: [07:00-13:20]

E. [19-1145](#) Pruneridge Avenue and Lawrence Expressway Bicycle Lane Improvements Project Update (Liw)

Attachments: [Updated design plan](#)

Assistant Director/City Engineer Micheal Liw provided an update on the current plans and took comments from Committee members. **Member Kratz** commented on reducing westbound lane width and **Member Donoghue** commented on lighting aspects and signs blocked by trees.
Audio: [13:20-59:40]

F. [19-1147](#) 2020 Annual Street Maintenance and Rehabilitation Project Complete Streets Review (Shariat)

Attachments: [2020 Annual Street Maintenance and Rehabilitation Project plans](#)

Principal Transportation Planner Shariat invited comments regarding "complete streets elements" for the 65% level plans. She noted the change from Class II to Class III bicycle facility for Lick Mill Boulevard between Tasman Drive and Hope Drive was due to the need for a parking study and City Council approval to remove parking. Accomadations in the plans will be made to allow for future upgrade to class II buffered bike lanes in the future. **Member Kratz** requested class II bike lanes on Market Street between Monrow Street and The Alameda.
Audio: [59:40-1:26:00]

- G. [19-1204](#) Subcommittee Report on Wayfinding Signage (Kratz)

Attachments: [Santa Clara Bicycle & Pedestrian Wayfinding](#)

Member Kraz provided the subcommittee's proposal on wayfinding signage for Santa Clara. The subcommittee included members Kratz, Harrison, Donoghue, and Do.

Audio: [1:26:00-2:08:00]

5. REPORTS FOR COMMITTEE ACTION

- A. [19-1150](#) Bicycle and Pedestrian Advisory Committee Membership Voting (Hardy)

Attachments: [Application_Anthony Carnesecca](#)

[Application_Betsy Megas](#)

[Application_Diane Harrison](#)

[Application_Mercedes Mack](#)

[Application_Yury Perzov](#)

Candidates Diane Harrison, Betsy Megas, and Yury Perzov nominated for membership for a three year term for January 1, 2020 through December 31, 2022.

A motion was made that this item be recommended for approval.

The motion carried by the following vote:

Audio: [2:21:20-3:36:25]

Aye: 9 - Chair Hardy, Member Rius, Member Harrison, Member Larsen, Member Kratz, Member Do, Member Donoghue, Member Granvold, and Member Sterk

- B. [19-1143](#) Action to Recommend to City Council to Consider Adoption of the Pedestrian Master Plan (Shariat)

Attachments: [City of Santa Clara Pedestrian Master Plan 2019](#)

Principal Transportation Planner Shariat and **Mr. Knowles** from Alta Planning and Design discussed changes made to draft Pedestrian Plan based upon comments provided by both the public and the BPAC.

A motion was made by Member Harrison, seconded by Member Do to recommend City Council to consider adoption of the Pedestrian Master Plan as presented.

Audio: [3:36:25-4:42:15]

Aye: 7 - Chair Hardy, Member Rius, Member Harrison, Member Larsen, Member Do, Member Granvold, and Member Sterk

Nay: 1 - Member Kratz

Abstained: 1 - Member Donoghue

C. [19-1141](#) 2020 Annual Work Plan (Liw)

Attachments: [BPAC 2020 Annual Work Plan \(Draft\)](#)
[BPAC Agenda Topic Requests](#)

Committee members discussed agenda items for future meetings from list of 25 submitted agenda items and ranked them in order of importance. Staff will consider these items for inclusion in the 2020 Work Plan.

Audio: [4:42:15-5:22:50]

6. AGENDA ITEMS FOR FUTURE MEETINGS

None

7. ANNOUNCEMENTS

None

8. ADJOURNMENT

Chair Hardy adjourned the meeting at 10:18 PM

A motion was made by Member Sterk, seconded by Member Harrison, that this meeting be Adjourned. The motion carried by a unanimous vote.



Agenda Report

20-55

Agenda Date: 1/27/2020

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

SUBJECT

Membership Duties and Responsibilities (Shariat)

BACKGROUND

This report will provide the Bicycle and Pedestrian Advisory Committee (BPAC) with information on the background of the BPAC and the roles and responsibilities of all BPAC members. In May 1991, the City's Bicycle Advisory Committee (BAC) was formed by Council to promote bicycle safety. In March 2014, Council approved the expansion of Committee responsibilities to include pedestrian concerns and changing the name from BAC to the BPAC. This approval in March 2014 also included modifications to the BPAC's Policy Guidelines (Guidelines). The Guidelines state that the role of the BPAC is to serve as an advisory body to the City Council on matters relative to modifying or expanding the City's public recreational and commuter bikeway and pedestrian walkway system. The Guidelines also state that the BPAC's intent shall be to encourage recreational and commuter bicycling and walking in the City by promoting safe, convenient, well-designed facilities, and by evaluating local bicycle and pedestrian related projects. Included in previous staff reports to Council, the responsibilities of the BPAC include the following:

- Advise staff about bicycle and pedestrian safety issues;
- Assist with the development of the City's Bicycle Map and Plan;
- Assist with the development of the City's Pedestrian Master Plan;
- Assist with bicycle and pedestrian related grants and project review; and
- Serve as representatives of the local bicycling and walking community.

Included as Attachment 1 are the current BPAC Policy Guidelines. At the January 27, 2020 BPAC meeting, staff will provide the BPAC with a presentation on this subject.

Reviewed by: Carol Shariat, Principal Transportation Planner, Public Works

Approved by: Michael Liw, Assistant Director/City Engineer, Public Works

ATTACHMENTS

1. BPAC Policy Guidelines

City of Santa Clara Bicycle and Pedestrian Advisory Committee Policy Guidelines

The Bicycle Advisory Committee (BAC) was established by the Santa Clara City Council on May 28, 1991. On March 25, 2014 the Bicycle Advisory Committee was changed to the Bicycle and Pedestrian Advisory Committee (BPAC) by the Santa Clara City Council.

Section 1. Purpose

The purpose of the BPAC is to serve as an advisory body to the City Council on matters relative to modifying or expanding the City's public recreational and commuter bikeway and pedestrian walkway system. Its intent shall be to encourage recreational and commuter bicycling and walking in the City by promoting safe, convenient, well-designed facilities, and by evaluating local bicycle and pedestrian related projects.

Section 2. Membership

The BPAC is comprised of nine (9) regular members as appointed by the City Council. The Chairperson or alternate will be the Mayor or Councilperson designated by City Council and shall be considered a member. The remaining eight (8) members shall be citizens at large with a representative from the following groups strongly encouraged to be members: Santa Clara Unified School District and the Silicon Valley Bicycle Coalition. BPAC members must either reside or work in the City of Santa Clara.

Section 3. Term of Office and Removal

The term of office for BPAC members will be three years.

Members may be re-appointed but will be considered along with all other new applicants.

To allow for staggered terms, 2 members appointed by City Council in November of 2011 will have a term of office expiring on December 31, 2014, 3 members appointed in November of 2012 will have a term of office expiring on December 31, 2015, and 3 members appointed on November of 2013 will have a term of office expiring on December 31, 2016.

Any members of the BPAC may be removed from office by a majority vote of the City Council at a regularly scheduled Council meeting.

Section 4. Vacancies

Vacancies will be filled for the unexpired portion of the term, of the member being replaced, in the same manner as the original appointment.

Section 5. Meetings

The BPAC shall hold meetings on the third Wednesday in January, March, June, August and October at 4:00 p.m. at City Hall. The actual date of meeting can be changed or additional meetings can be approved by a quorum of the committee. All meetings shall be open to the public and notices and agendas shall be posted at City Hall as required by law.

Section 6. Quorum

Any five members shall constitute a quorum for voting on action items.

Section 7. Voting

Only the appointed BPAC members have voting authority. The committee shall determine the voting procedure for items prior to voting.

Section 8. Duties of BPAC to be Advisory Only

It is intended that the BPAC shall be an advisory committee to the City Council. Nothing herein contained shall be construed as a limitation on the power of the City Council or the administrative staff of the City in their supervision or authority over property or personnel, which are under their jurisdictions.

Section 9. Assistance of Staff

The City Manager of the City of Santa Clara shall provide the BPAC with information and staff assistance but the BPAC's requests may from time to time be prioritized subject to staff limitations. The City Manager has appointed the Director of Public Works and the Chief of Police or their designees to staff the BPAC.

Section 10. Code of Ethics and Values

The City of Santa Clara adopted a Code of Ethics and Values to provide clear, positive statements of ethical behavior reflecting the core values of the community. The actions and words of members of City's boards, commissions and committees should represent the community's values: ethical, professional, service-oriented, fiscally responsible, organized, communicative, collaborative, and progressive.

Section 11. Amendments

These guidelines may be amended by a quorum of the BPAC membership at any legal BPAC meeting, subject to approval by City Council.

PASSED AND RECOMMENDED FOR ADOPTION by the Bicycle Advisory Committee this 29 day of January, 2014.

PASSED AND ADOPTED by the Santa Clara City Council this 25 day of March, 2014.



City of Santa Clara

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Santa Clara, CA 95050
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Agenda Report

20-58

Agenda Date: 1/27/2020

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

SUBJECT

Grant Activity (Shariat)

BACKGROUND

At the January 27, 2020 Bicycle and Pedestrian Advisory Committee (BPAC) meeting, staff will provide a status update on grant funded bicycle and pedestrian related transportation projects that the City has pursued (Attachment 1). As clarification to the BPAC, a project that is listed on Attachment 1 as “pending” indicates that the City’s grant application is being reviewed by the funding agency or is in the approval process. Additionally, a project that is listed on the attachment as “on-going” indicates that the City has been awarded the grant funds and will be or is currently working on the project.

Reviewed by: Carol Shariat, Principal Transportation Planner, Public Works

Approved by: Michael Liw, Assistant Director/City Engineer, Public Works

ATTACHMENTS

1. Grant Activity

GRANT ACTIVITY

Grant	Purpose	Award Yr	Deadline	Awarding Agency	Grant Type		Project	Project Summary	Grant Amount	City Match	Status
VERBS (CMAQ)	Education/Air Quality	2013	2021	FHWA/VTA	Federal	Competitive	Santa Clara Non-Infrastructure SR2S Phase 2	Education Program at Santa Clara schools	\$500,000	\$65,000	Ongoing
TDA (18/19)	Bicycle and Pedestrian	2018	2021	State of California	State	BEP-Competitive	Lafayette Street Bike Lanes	Bicycle Lanes from Agnew Road to Central Expwy	\$600,000	\$0	Ongoing
TDA (19/20)	Bicycle and Pedestrian	2019	2022	State of California	State	Non-Competitive	Lafayette Street Bike Lanes	Bicycle Lanes from Agnew Road to Central Expwy	\$203,433	\$0	Ongoing
TFCA (16/17)	Transportation Air Quality	2016	2020	BAAQMD/VTA	Regional	Competitive	SRTS Pedestrian Infrastructure Improvements	Pedestrian and Bicycle infrastructure to schools	\$290,000	\$75,000	Ongoing
TFCA (18/19)	Transportation Air Quality	2018	2021	BAAQMD/VTA	Regional	Competitive	Benton Street Bike Lanes	Bicycle Lanes from Monroe St. to EL Camino Real	\$77,000	\$73,000	Ongoing
TFCA (19/20)	Transportation Air Quality	2019	2022	BAAQMD/VTA	Regional	Competitive	Saratoga Avenue Bike Lanes	Bicycle Lanes from San Tomas Expwy to Los Padres	\$38,500	\$32,500	Ongoing
VRF-RITSMS (15/16)	ITS	2016		VTA	Local	Competitive	Santa Clara Citywide VRF-ITS Project I	Various ITS elements Citywide	\$500,000	\$0	Ongoing
VRF-RITSMS (15/16)	ITS	2016		VTA	Local	Competitive	Santa Clara Citywide VRF-ITS Project II	Various ITS elements Citywide	\$500,000	\$0	Ongoing
VRF-RTOPS (15/16)	ITS Operations	2016		VTA	Local	Competitive	Citywide Communication Network Repair and Troubleshooting	Repair of traffic signal communications	\$20,000	\$0	Ongoing
OBAG (STP)	Roadway Maintenance	2017		FHWA/MTC/VTA	Federal	Non-Competitive	Santa Clara Streets and Roads Preservation	Roadway Maintenance of Homestead (Lincoln to Kiely), Scott (Harrison to Saratoga) and Newhall (Saratoga to Winchester)	\$2,356,000	\$1,057,000	Ongoing
OBAG (CMAQ)	Bicycle and Pedestrian	2017	2027	FHWA/MTC/VTA	Federal	Competitive	Saratoga Creek Trail Phase 1	Creek Trail connecting Central Park to Homeridge Park	\$3,735,200	\$1,591,200	Funds available in 2022
OBAG (CMAQ)	Bicycle and Pedestrian	2017	2026	FHWA/MTC/VTA	Federal	Competitive	Santa Clara School Access Improvements	Pedestrian and Bicycle infrastructure to schools	\$1,145,500	\$504,500	Funds available in 2021
OBAG (CMAQ)	Bicycle and Pedestrian	2017	2027	FHWA/MTC/VTA	Federal	Competitive	Hetch-Hetchy Trail Phase 1	Trail on SFPUC Right of Way	\$790,000	\$460,000	Funds available in 2022
OBAG (CMAQ)	Bicycle and Pedestrian	2017	2027	FHWA/MTC/VTA	Federal	Competitive	San Tomas Aquino Creek Trail Underpass	Grade separation of San Tomas Aquino Creek Trail in front of Levi's Stadium	\$2,449,000	\$1,271,000	Funds available in 2022
CSTPG	Sustainable Communities	2018		State of California	State	Competitive	Pedestrian Master Plan	Develop the first City of Santa Clara Pedestrian Master Plan	\$279,214	\$54,536	Ongoing
CSTPG	Sustainable Communities	2018		State of California	State	Competitive	Pruneridge Complete Streets Plan	Plan to develop complete streets alternatives for Pruneridge from Pomeroy to Winchester Blvd.	\$351,077	\$45,486	Ongoing
CPUC Section 130	Transportation	2017		State of California	State	Competitive	Agnew/UPRR Crossing Improvements	Roadway/Heavy Rail Safety Improvements	\$573,750	\$0	Ongoing
Total:									\$14,408,674	\$5,229,222	
Future Grant Opportunities:											
Measure B Bike & Pedestrian											
TFCA (20/21)											
TDA (20/21)											

ATP - Active Transportation Program
 BAAQMD - Bay Area Air Quality Management District
 Caltrans - California Department of Transportation
 CMAQ - Congestion Mitigation and Air Quality
 CPUC - California Public Utilities Commission
 CSTPG - Caltrans Sustainable Transportation Planning Grant
 FHWA - Federal Highway Association
 HSIP - Highway Safety Improvement Program
 IDEA - Innovative Deployments to Enhance Arterials
 ITS - Intelligent Transportation Systems
 MTC - Metropolitan Transportation Commission
 OBAG - One Bay Area Grant
 SCTPG - Sustainable Communities Transportation Planning Grant
 STP - Surface Transportation Program
 TDA - Transportation Development Act
 TFCA - Transportation Fund for Clean Air
 VERBS - Vehicle Emissions Reductions Based at Schools
 VRF-RITSMS - Vehicle Registration Fee Regional Intelligent Transportation Systems Maintenance Services
 VRF-RTOPS - Vehicle Registration Fee Regional Traffic Operations Personnel Staff
 VTA - Valley Transportation Authority



Agenda Report

20-59

Agenda Date: 1/27/2020

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

SUBJECT

Senate Bill 743/Vehicle Miles Traveled (Mack)

BACKGROUND

In 2013, Governor Brown signed Senate Bill 743 mandating that Level of Service (LOS) or congestion could no longer be used to measure transportation environmental impacts. In 2018, the State of California (State) adopted updates to the California Environmental Quality Act (CEQA) Guidelines that recommend Vehicle Miles Traveled (VMT) as the most appropriate measure of transportation environmental impacts. The goal of the State is to reduce Green House Gas (GHG) emissions by reducing drive alone travel, encouraging diversified or mixed land uses that are closer to transit, and focusing on building out the multimodal (i.e. bicycle, pedestrian, transit, and vehicular modes of travel) environment.

VMT measures the amount and distance of vehicle travel a new project will generate. Based on a City's transportation policy related to VMT, mitigation may be required if a project's VMT is beyond the thresholds allowed by that City. Mitigation for VMT impacts can include improvements to the multimodal transportation network to encourage transit, walking, biking and the development of Travel Demand Management (TDM) Programs that aim to reduce driving alone.

California cities have until July 1, 2020 to adopt a new transportation policy that adheres to Senate Bill 743. The City currently has a webpage that provides information regarding VMT. Staff has conducted two community meetings on October 24, 2019 and October 30, 2019. Additionally, staff presented at study sessions for the Planning Commission and City Council on December 11, 2019 and November 5, 2019, respectively. Staff is targeting to adopt a new transportation policy by June 2020. At the January 27, 2020 Bicycle and Pedestrian Advisory Committee (BPAC) meeting, staff will provide a presentation to the BPAC on this subject.

Reviewed by: Carol Shariat, Principal Transportation Planner, Public Works

Approved by: Michael Liw, Assistant Director/City Engineer, Public Works



Agenda Report

20-60

Agenda Date: 1/27/2020

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

SUBJECT

Measure B Funding Recommendations (Shariat)

BACKGROUND

The Santa Clara Valley Transportation Authority (VTA) 2016 Measure B Bicycle and Pedestrian Capital Projects competitive grant program has approximately \$80 million available for FY2020 - FY2030. The minimum application request is \$50,000 and the maximum grant award per sponsoring agency can be no more than 50 percent of the total available funds per call for the project cycle. This program funds bicycle and pedestrian projects of countywide significance and supports activities related to the Environmental Clearance, Design, Right-of-Way Acquisition, and/or Construction phases of a project. Priority will be given to those projects that connect to schools, transit, and employment centers; fill gaps in the existing bike and pedestrian network; safely cross barriers to mobility; and make walking or biking a safer and more convenient means of transportation for all county residents and visitors.

VTA issued a call for projects on December 3, 2019 with an application deadline of March 23, 2020. Staff will select projects listed in the Santa Clara Bicycle Plan Update 2018 (Bicycle Plan) and the draft Pedestrian Master Plan that meet the criteria of the program. Priority will be given to those bicycle projects listed as the top 40 priority projects in the Bicycle Plan and to the high priority projects in the draft Pedestrian Master Plan. Due to the extensive amount of time necessary for staff to determine which bicycle and pedestrian projects to apply for during this funding cycle, staff is unable to provide the specific projects being applied for at the January Bicycle and Pedestrian Advisory Committee (BPAC) meeting. The purpose of this item to ensure that the BPAC is aware of this call for projects and to solicit any related feedback or comments. Staff will provide an update on this item at the March BPAC meeting.

Reviewed by: Carol Shariat, Principal Transportation Planner, Public Works

Approved by: Michael Liw, Assistant Director/City Engineer, Public Works



Agenda Report

20-61

Agenda Date: 1/27/2020

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

SUBJECT

Public Message Board for BPAC Web Page (Liw)

BACKGROUND

At the March 2018 Bicycle and Pedestrian Advisory Committee (BPAC) meeting, BPAC member Kratz requested that the BPAC add an additional topic to the BPAC's Annual Workplan. Member Kratz requested that the BPAC and staff study an option for the BPAC to host a public message board on the City's website. Member Kratz further clarified with staff that the intent of the public message board is to: 1) provide an opportunity for the public to conveniently comment on bicycle and pedestrian issues in the City rather than attend BPAC meetings and 2) provide a 24-hour/7-days a week method for BPAC members and staff to see what the public thinks of bicycle and pedestrian facilities in the City. Additionally, member Kratz commented that the current BPAC webpage does not mention where to report road hazards and that the BPAC webpage should include contact information for public agencies such as the City, County of Santa Clara, the Santa Clara Valley Water District (SCVWD), and the State of California Department of Transportation (Caltrans).

Staff has consulted with the City's Communications Division, the Information Technology Department, and the City Attorney's Office due to the broad nature of the request to create and host a public message board. Currently, there are no public message boards on the City's website. Regarding two-way communication, the City has an active presence on [Facebook](https://www.facebook.com/CityofSantaClara/) <<https://www.facebook.com/CityofSantaClara/>>, [Twitter](https://twitter.com/SantaClaraCity) <<https://twitter.com/SantaClaraCity>> and [Nextdoor](https://nextdoor.com/agency-detail/ca/santa-clara/city-of-santa-clara/) <<https://nextdoor.com/agency-detail/ca/santa-clara/city-of-santa-clara/>> among [others](https://www.santaclaraca.gov/i-want-to/stay-informed/newsroom/social-media/) <<https://www.santaclaraca.gov/i-want-to/stay-informed/newsroom/social-media/>>. This is where current information about City initiatives, services, events and more is shared online to the community at large. On these social media platforms, users can provide feedback to the City on these topics and staff will respond as necessary. The public also has an opportunity to give feedback and weigh in on issues through online surveys available on the City's [Open City Hall platform](https://www.santaclaraca.gov/i-want-to/get-involved/take-a-survey/) <<https://www.santaclaraca.gov/i-want-to/get-involved/take-a-survey/>>. Additionally, the City connects with the community through email by sending City News and other updates to subscribers via the [eNotification subscription system](https://www.santaclaraca.gov/i-want-to/stay-informed/sign-up-for-city-news-info/) <<https://www.santaclaraca.gov/i-want-to/stay-informed/sign-up-for-city-news-info/>> on [SantaClaraCA.gov](http://www.SantaClaraCA.gov) <<http://www.SantaClaraCA.gov>>.

Due to concerns regarding the potential for Brown Act violations, limited staffing to monitor and support a new public forum, and the lack of a City Council policy regarding the use of public message boards, staff does not have a recommendation at this time as additional research and outreach is necessary. Staff requests that the BPAC provide their feedback on this item and staff will return to a future BPAC with additional information for them to consider.

Regarding member Kratz's additional comments about adding information on the BPAC webpage to

include information on how hazards can be reported and what the contact information is for other agencies, staff will update the BPAC webpage with this information.

Reviewed by: Carol Shariat, Principal Transportation Planner, Public Works

Approved by: Michael Liw, Assistant Director/City Engineer, Public Works



Agenda Report

20-62

Agenda Date: 1/27/2020

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

SUBJECT

VTA BPAC Representative (Hardy)

BACKGROUND

The Santa Clara Valley Transportation Authority (VTA) requests that cities appoint members to its Bicycle and Pedestrian Advisory Committee (BPAC). The VTA BPAC is comprised of one representative from each of the sixteen member agencies, which includes the City of Santa Clara. VTA BPAC members serve two-year terms starting on July 1 and ending on June 30 of the second year and may serve successive terms. The VTA BPAC advises the VTA Board on matters pertaining to funding and planning issues for bicycle and pedestrian projects and serves as the countywide bicycle advisory committee for Santa Clara County. Typical duties involve review of regional plans related to bicycling and walking, review of funding proposals for projects and consideration of specialized issues of regional or cross-jurisdictional significance.

The appointee will serve a term which will begin after the City Council appoints the City's VTA BPAC member and the VTA Board of Directors ratifies the appointment. Members must live and/or work in Santa Clara County during their term. VTA requires that the appointee be either a representative of the City's BPAC or an individual interested in bicycle or pedestrian issues and not a City or VTA staff person. Santa Clara BPAC member Rafael Rius has indicated he will no longer be a member of the VTA BPAC after December 31, 2019. As a result, VTA has requested that Santa Clara appoint a City representative to the VTA BPAC to complete Rafael Rius' term, which ends in June 2020. Staff has requested that the VTA consider an amendment to their appointment rules to allow the City Council's appointment to extend to June 2022. VTA staff indicated support for this proposal to minimize the administrative burden for Santa Clara and the VTA and to provide continuity. This proposal will be discussed at the VTA Governance and Audit Committee in March 2020.

DISCUSSION

At the January 27, 2020 BPAC meeting, the Santa Clara BPAC shall vote to recommend to Council that a member of the Santa Clara BPAC serve as the City of Santa Clara's VTA BPAC representative.

To ensure that Santa Clara has VTA BPAC representation as soon as possible, this January 27, 2020 action precedes the VTA's Governance and Audit Committee in March 2020 in which the proposed term extension to June 2022 will be discussed. If the VTA does not approve this extension, staff will return to the BPAC and Council this summer for a new VTA BPAC appointment.

Staff requests that the Santa Clara BPAC take two actions. The first action is to select and vote on a candidate to serve on the VTA BPAC until June 30, 2020. The second action is to select and vote on a candidate to serve on the VTA BPAC from July 1, 2020 to June 30, 2022. Staff asked the BPAC for volunteers to serve on the VTA BPAC and Santa Clara BPAC members Megas and Perzov indicated

that they would be willing to serve on this Committee.

RECOMMENDATION

The Committee to select a candidate for City Council approval to serve as the Santa Clara representative on the VTA BPAC until June 30, 2020 and to select a candidate for City Council approval to serve as the Santa Clara representative on the VTA BPAC from July 1, 2020 to June 30, 2022.

Reviewed by: Carol Shariat, Principal Transportation Planner, Public Works

Approved by: Michael Liw, Assistant Director/City Engineer, Public Works



Agenda Report

20-63

Agenda Date: 1/27/2020

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

SUBJECT

Transportation Fund for Clean Air Funding Recommendations (Shariat)

BACKGROUND

The Santa Clara Valley Transportation Authority issued a Call-for-Projects on January 6, 2020 for the FY 2020/21 Transportation Fund for Clean Air (TFCA) 40% Program Manager grant. The TFCA grant program is administered by the Bay Area Air Quality Management District and is funded by a \$4 surcharge on motor vehicles registered in the Bay Area and has \$2.6M funds available this year. The application deadline is March 6, 2020.

Grant applications for bicycle projects can either receive funding from the Bicycle Expenditure Program (BEP) set-aside or compete against all other projects from the competitive funds. For the past several funding cycles, the City has applied for projects as a part of the BEP set-aside. Bicycle projects must be listed as category 1 in the countywide BEP to be considered eligible for funding from the BEP set-aside. Staff does not recommend applying for these funds for any bicycle projects this cycle due to the limited remaining projects listed in the BEP, all of which require further engineering studies prior to grant funding applications and the limited amount of funds typically awarded for bicycle projects.

RECOMMENDATION

Approve staff recommendation to not apply for FY 2020/21 Transportation Fund for Clean Air (TFCA) 40% Program Manager grant funds.

Reviewed by: Carol Shariat, Principal Transportation Planner, Public Works

Approved by: Michael Liw, Assistant Director/City Engineer, Public Works



Agenda Report

20-64

Agenda Date: 1/27/2020

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

SUBJECT

Transportation Development Act Funding Recommendations (Shariat)

BACKGROUND

It is anticipated that the Santa Clara Valley Transportation Authority (VTA) will issue a Call-for-Projects during the first week of March 2020 for the Transportation Development Act (TDA) Article 3 FY 2020/21 funding cycle. This TDA grant program is comprised of two components. The first component consists of a dedicated 25 percent portion of the funds set aside for the countywide Bicycle Expenditure Program (BEP). These funds are used for Category 1 projects listed in the countywide BEP. The second component consists of guaranteed annual funds available to each city. VTA will announce the amount of funds available for both components in late February 2020. Applications for both funding categories are expected to be due by the first week of April of this year.

The City currently has \$449,388 in banked funds from the previous four fiscal years and must use FY 2016/17 funds in the amount of \$94,054, due to a four year deadline for use of banked funds. Staff recommends that the City use FY 2016/17 funds towards minor upgrades to existing bicycle facilities and to also bank FY 2020/21 funds when available. Staff also proposes that remaining banked funds, including this year, continue to remain banked for use as the City's local match for proposed 2016 Measure B bicycle grant funded projects. In addition, staff does not recommend applying for BEP set-aside funds as there are a limited number of remaining projects listed in the countywide BEP, all of which require further engineering studies prior to grant funding applications.

RECOMMENDATION

Approve staff recommendation to: 1) use the banked Transportation Development Act (TDA) FY 2016/17 funds towards upgrades to existing bicycle facilities, 2) bank TDA FY2020/21 guaranteed funds, and 3) not apply for TDA Article 3 FY 2020/21 funding cycle Bicycle Expenditure Program set-aside funds.

Reviewed by: Carol Shariat, Principal Transportation Planner, Public Works

Approved by: Michael Liw, Assistant Director/City Engineer, Public Works



Agenda Report

20-56

Agenda Date: 1/27/2020

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

SUBJECT

2020 Annual Work Plan (Liw)

BACKGROUND

In October of each year staff typically presents a Bicycle and Pedestrian Advisory Committee (BPAC) annual work plan to help the BPAC and the public understand items that will be discussed at BPAC meetings in the upcoming year. The work plan consists of regular items (i.e. potential transportation grant funding opportunities) and specific items that staff believes the BPAC should discuss (i.e. Bicycle Plan). Additionally, the work plan includes items drawn from a list of topics for future discussion that the BPAC has previously requested. This list of topics is shown on the current work plan as "Additional items yet to be scheduled." Staff develops the overall work plan, taking into consideration the staff resources necessary to complete work plan items and other priorities for the Department of Public Works.

While previously the work plan was presented and approved at the same BPAC meeting, at the October 28, 2019 BPAC meeting it was decided that the proposed work plan for 2020 be developed in two steps over the course of two BPAC meetings as follows:

Step 1 (complete): At the October 28, 2019 BPAC meeting, staff provided a preliminary draft work plan for calendar year 2020 (Attachment 1). At this meeting BPAC members were asked to present on all topics not previously voted on by the BPAC for potential inclusion in the upcoming work plan and could also choose to introduce new topics for consideration. Staff has received 25 additional topics for discussion (Attachment 2). Staff then requested that the BPAC vote on additional topics in terms of priority. The BPAC ranked all 25 topics (Attachment 3) with the highest ranked at the top of the list.

Step 2: At the January 27, 2020 BPAC meeting, after taking into consideration the prioritized list of additional work plan items, staff will present a final proposed work plan for calendar year 2020. Staff will then request that the BPAC review and approve the proposed work plan.

In future years, staff will advance the Step 1 and 2 meetings to August and October, respectively, so that a finalized work plan can be scheduled for approval prior to the end of the calendar year. As the 2020 Annual Work Plan is not scheduled for BPAC approval until the January 2020 BPAC meeting, staff will present a proposed agenda for the January 2020 BPAC meeting for BPAC consideration.

Staff will provide a presentation at the January 27, 2020 meeting which will guide the BPAC through the upcoming workplan development process.

RECOMMENDATION

Approve the proposed 2020 Annual Work Plan.

Reviewed by: Carol Shariat, Principal Transportation Planner, Public Works

Approved by: Michael Liw, Assistant Director/City Engineer, Public Works

ATTACHMENTS

1. October 28, 2019 Draft 2020 Annual Work Plan
2. January 27, 2020 Draft 2020 Annual Work Plan
3. BPAC Ranked Additional Topics List

2020 BPAC Annual Work Plan

MEETING DATE	AGENDA ITEM/ISSUE
January	<ul style="list-style-type: none"> • Brown Act Training Discussion (Attorney) • Creek Trail Master Plan (Dulos) • Public Message Board for BPAC Web Page (Kratz) • TFCA Funding Recommendations (Johnson) • TDA Funding Recommendations (Johnson) • Work Plan 2020 (Johnson)
March	<ul style="list-style-type: none"> • Pruneridge Complete Streets Plan (Shariat) • Standards (Kratz/Donoghue) • Bike Parking Location Standard & Ordinance for Existing Businesses (Harrison) • •
June	<ul style="list-style-type: none"> • Pedestrian Improvements & Standards (Kratz) • BPAC Development Review Threshold (Kratz) • Sidewalk Standard at Bus Stops (Kratz) • •
August	<ul style="list-style-type: none"> • Additional Funding Sources for Bike & Pedestrian Projects (Kratz) • Bicycle/Pedestrian Coordinator Staff Position (Kratz) • 2021 Work Plan additional items (Johnson) • •
October	<ul style="list-style-type: none"> • Membership Voting (Hardy) • Pruneridge Complete Streets Plan (Shariat) • 2021 Annual Street Maintenance & Rehabilitation Project Complete Streets Review (Shariat) • • 2021 Work Plan (Johnson)

Additional items yet to be scheduled:

1. STACT Enhancements (Kratz, 6/17)
2. STACT During Stadium Events (O'Neill)

Items for further BPAC discussion:

1. Revisit recommendations from Bike Plan (Kratz, 6/19)
2. Round-a-bout potential locations (Harrison, 6/19)
3. Traffic control signs in bike lanes (Harrison, 6/19)
4. Striping unmarked crosswalks (Harrison, 6/19)
5. Crosswalk lighting (Donoghue, 6/19)
6. Slip resistant facilities (Donoghue, 6/19)
7. Pruneridge/Lawrence Improvements (Donoghue, 6/19)
8. Procedure for handling submitted comments on plans (Kratz, 6/19)
9. Bicycle demographic survey (Kratz, 6/19)
10. City Council/BPAC dinner meetings (Kratz, 6/19)

2020 BPAC Annual Work Plan

MEETING DATE	AGENDA ITEM/ISSUE
January	<ul style="list-style-type: none"> • Brown Act Training Discussion/Comments on Bike Plan (staff/Kratz) • Membership Duties and Responsibilities (staff) • 2020 Annual Work Plan (staff) • SB743-VMT (Kratz) • Measure B Funding Recommendations (staff) • Public Message Board for BPAC Web Page (Kratz) • TFCA Funding Recommendations (staff) • TDA Funding Recommendations (staff) • VTA BPAC Representative (staff)
March	<ul style="list-style-type: none"> • Pruneridge Complete Streets Plan (staff) • Central Expressway Bikeway Study (staff) • Standards (Kratz/Donoghue) • Bike Trail Signage (Sterk) • Creek Trail Master Plan (staff) • ECR Specific Plan/ECR Bike Lane Markers (staff/Sterk)
June	<ul style="list-style-type: none"> • Pedestrian Improvements & Standards (Kratz) • BPAC Development Review Threshold (Kratz) • Sidewalk Standard at Bus Stops (Kratz) • SRTS program update/SRTS and BPAC Relation (staff/Rius) • Measure B/TFCA/TDA application Update (staff) • Revisit Recommendations from Bike Plan (Kratz)
August	<ul style="list-style-type: none"> • Additional Funding Sources for Bike & Pedestrian Projects (Kratz) • Bicycle/Pedestrian Coordinator Staff Position (Kratz) • 2021 Work Plan additional items (staff) • Striping Unmarked Crosswalks (Harrison) • Crosswalk Illumination (Donoghue) • LAB Bicycle Friendly Community Update (Kratz) • Cyclovia (Do)
October	<ul style="list-style-type: none"> • Membership Voting (staff) • Pruneridge Complete Streets Plan (staff) • 2021 Annual Street Maintenance & Rehabilitation Project Complete Streets Review (staff) • Bike Parking Location Standard & Ordinance for Existing Business (Do) • 2021 Work Plan (staff)

Additional items yet to be scheduled:

1. STACT Enhancements (Kratz)
2. STACT During Stadium
3. Traffic Control Blockage of Bike Lanes (Harrison)
4. Helping Communities of Concern
5. Roundabouts for Better Traffic Control in Santa Clara
6. Women Bike Program
7. Bicycle Demographic Survey
8. De La Cruz Connector Improvements
9. Santa Clara Bicycle Story Map
10. Annual and 3 year Review of Bike Plan Implementation
11. Signalized Trail Crossing Standards
12. City Council/BPAC Dinner Meetings
13. Steel Trench Plate Friction Surface

Items submitted prior to October 2019 meeting

Items submitted on October 2019 meeting

**City of Santa Clara, Department of Public Works
Bicycle and Pedestrian Advisory Committee (BPAC) Annual Workplan for 2020
Prioritized List of Additional Proposed Workplan Topics**

Rank	Item No.	Proposed Workplan Topic	Requester Name	BPAC Member Ranking										Totals
1	16	Safe Routes to School and BPAC relation	Rafael Rius	21	21	10	24	24	12	25	24	3	164	
2	8	Revisit recommendations from Bike Plan (2018)	Ken Kratz	25	25	18	19	16	6	13	16	25	163	
3	6	El Camino Real Bike Lane Markers	Don Sterk	6	17	25	12	17	21	24	11	23	156	
4	18	STACT/Levi Event Detours and Hetch Hetchy Trail	Rafael Rius	22	20	3	23	11	18	19	18	20	154	
5	5	Bike Trail Signage	Don Sterk	23	10	21	20	19	16	22	12	6	149	
6	3	Traffic Control Blockage of Bike Lanes	Diane Harrison	19	18	19	4	12	22	21	20	8	143	
7	19	Bike Parking Location Standard & Ordinance for Existing Businesses	Thanh Do	24	4	2	7	21	20	18	23	21	140	
8	12	Public/Private partnerships	Ken Kratz	10	16	8	11	6	24	19	17	17	128	
9	9	Helping Communities of Concern	Ken Kratz	9	6	9	9	18	23	20	9	24	127	
10	11	LAB Bicycle Friendly Community statue update	Ken Kratz	17	24	16	16	10	14	11	7	12	127	
11	22	Striping Unmarked Crosswalks	Diane Harrison	1	12	14	18	15	25	16	22	4	127	
12	1	Crosswalk illumination	Bruce Donoghue	3	7	22	3	13	19	15	25	10	117	
13	13	Revise BPAC bylaws and City website	Ken Kratz	18	23	24	25	3	7		2	9	111	
14	10	Impacts of Senate Bill 743, LOS to VMT traffic planning	Ken Kratz	8	22	4	8	20	4	12	8	22	108	
15	23	Round-a-Abouts for Better Traffic Control in Santa Clara	Diane Harrison	4	19	23	17	14	11		4	14	106	
16	20	Coordination with Rec Dept to bring Cyclovia to Santa Clara	Thanh Do	20	13	13	10	22	8	10	3	5	104	
17	14	Women Bike program	Ken Kratz	11	5	15	6	23	17		6	16	99	
18	7	Bicycle demographic survey	Ken Kratz	7	8	12	13	1	15	14	10	18	98	
19	15	De La Cruz Connector Improvements	Rafael Rius	12	14	7	15	9	13		14	11	95	
20	21	Santa Clara Bicycle Story Map	Thanh Do	15	1	1	14	25	1	17	19	2	95	
21	4	Annual and 3 year Review	Don Sterk	5	9	11	5	4	5	23	13	19	94	
22	17	Signalized Trail Crossing Standards	Rafael Rius	13	15	17	22	7	2		1	13	90	
23	25	Procedure for handling submitted comments on plans	Ken Kratz	16	3	5	1	5	10		15	15	70	
24	24	City Council/BPAC dinner meetings	Ken Kratz	14	11	6	21	2	9		5	1	69	
25	2	Steel trench plate friction surface	Bruce Donoghue	2	2	20	2	8	3		21	7	65	