

## Countywide Bicycle & Pedestrian Advisory Committee

### AGENDA

**Tuesday, January 10, 2006**

**2:30 p.m. – 4:00 pm**

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**Location: Sonoma County Transit conference room  
355 West Robles Ave., Santa Rosa**  
please note new location - call 585-7516 for directions

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Directors

Paul Kelley, Chair  
Sonoma County

Robert Jehn, V. Chair  
Cloverdale

Steve Allen  
Windsor

Bob Blanchard  
Santa Rosa

Stanley Cohen  
Sonoma

Patricia Gilardi  
Cotati

Mike Healy  
Petaluma

Linda Kelley  
Sebastopol

Mike Kerns  
Sonoma County

Jake Mackenzie  
Rohnert Park

Lisa Schaffner  
Healdsburg

Tim Smith  
Sonoma County

- I. Introductions and public comment on items not on agenda
- II. Consent Items – DISCUSSION/ACTION
  - A. Approval of the Agenda
  - B. June 28, 2005 Minutes
- III. Reports
  - A. Members
  - B. SCTA
  - C. MTC
- IV. Election of Officers- ACTION
- V. TDA Article 3 – 06/07 programming cycle
- VI. SCTA Bicycle & Pedestrian Plan update
- VII. CBPAC Work Plan

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The next **CBPAC** meeting is February 28, 2006

The next **SCTA** meeting is February 6, 2006

**DISABLED ACCOMMODATION:** If you have a disability that requires the agenda materials to be in an alternative format or that requires an interpreter or other person to assist you while attending this meeting, please contact the SCTA at least 72 hours prior to the meeting, to ensure arrangements for accommodation.

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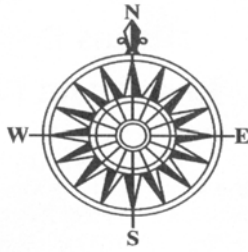
Suzanne Wilford  
Executive Director

Staff: Janet Spilman 565-5373

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**The entire agenda packet is available online at [www.sctainfo.org](http://www.sctainfo.org).**



**COUNTYWIDE BICYCLE & PEDESTRIAN ADVISORY COMMITTEE**

**MINUTES**

June 28, 2005

**ATTENDEES**

|                                      |                              |
|--------------------------------------|------------------------------|
| Christine Culver, SCBC               | James Ryan, City of Petaluma |
| Bruce Eisert, City of Santa Rosa     | Steve Schmitz, Chair, SCBPAC |
| Darrin Jenkins, City of Rohnert Park | Nina Donofrio, SCTA          |
| Doug Johnson, MTC                    | Janet Spilman, SCTA          |
| Sue Kelly, City of Sebastopol        |                              |

**ITEM**

**I. Introductions and public comment on items not on agenda**

Chair Steve Schmitz called the meeting to order at 2:10 p.m.

Introductions were made. Christine Culver announced that a special event, Bike Sonoma, is scheduled to take place July 4 at Julliard Park in Santa Rosa. She also reported that the lawsuit filed by the Sonoma County Bicycle Coalition against Santa Rosa Junior College for the overpass was settled in the amount of \$1 million.

Sue Kelly of the City of Sebastopol announced the hire of a new City Engineer, Joe Gaffney, and new City Traffic Engineer, Bareed Jagendal, of Corby Engineering. The City of Sebastopol is also going into construction on the Railroad Forest Bike Path and Street Smart project. Ms. Kelly and Mr. Schmitz discussed the need to move an existing bus shelter and replace it with a smaller shelter.

Janet Spilman of the SCTA announced that Ms. Kelly is also the new Chair of the TAC.

**II. Consent Items**

- A. Approval of the Agenda – approved as submitted.
- B. Approval of the Minutes of March 22, 2005 – approved as submitted.

**III. Reports**

**A. Members**

**Santa Rosa**

Bruce Eisert of the City of Santa Rosa reported that the City has just finished striping North Franklin Street; therefore, this is now officially a bicycle lane. The City is also working in conjunction with the County on the Joe Rodota/Prince connector. This is a significant connection at Railroad Square, where the Joe Rodota trail connects with the creek. The City is putting in a ramp that will go from the County project to the Prince connector. It is anticipated that this will be completed in late summer 2005.

Mr. Eisert announced that the annual Bicycle/Walk to Work week was very successful. There were approximately 160 participants showed at the Energizer Station; a radio station was on site providing music and R.E.I. provided a pancake breakfast.

In connection with the SMART project, Mr. Eisert reported that the City has applied for four separate bicycle path grants. One project is from Seventh Street to College Avenue. This has been approved; three other grants are in the approval process. There is a possibility of getting a bicycle lane at Mendocino Avenue, particularly between College Avenue and Steele Lane. Mr. Eisert noted that the Santa Rosa Junior College Neighborhood Association has hired an engineer. The engineer has been working with the City Traffic Engineer, as well as the Junior College engineer, looking into whether two left turn lanes are needed going into the school, where the parking garage is under construction. If it is determined that these two lanes are not needed, a bicycle lane could be put in place at this location. Even if it is determined that two left turn lanes are needed at this location, Mr. Eisert observed that additional right-of-way could be provided from Santa Rosa City Schools to establish a bicycle lane. The City is conducting an environmental. At the same time, the City is also conducting an environmental review to determine whether parking can be taken away from the southern part of this corridor at College and Ridgeway Avenue. The determination as to whether the two left turn lanes are required must be made by November, 2005. The City has an overlay project in 2006. Bicycle planning for the City of Santa Rosa is in a state of flux, but will probably be changed to the Public Works Department; therefore, there may not be BAC and bicycle planning meetings for a while. Hopefully bicycle planning will be in place by the end of the year, through the Public Works Department.

#### Sonoma County Transit:

Mr. Schmitz reported that Sonoma County Transit has been approved for the RBPP funding for Old Redwood Highway. Staff will be at the Hunter Lane Creek bicycle path site tonight for a public meeting.. He noted that staff does not foresee delays in the project. It involves paving an existing water channel.

#### City of Petaluma:

Jim Ryan of the City of Petaluma reported that their Public Works Department is undergoing reorganization, with the resignation of their Public Facilities Director. Two traffic engineers have also resigned in the meantime. A Public Works Director has been hired, and the City plans to hire a new Traffic Engineer probably by October. The Bicycle Committee has moved to Public Works, and will be staffed mainly by Traffic Department staff. Mr. Ryan noted that his duties would probably be returning to transit and waste management issues, and that a new staff person would be representing the City of Petaluma for CBPAC meetings.

#### City of Rohnert Park:

Darrin Jenkins of the City of Rohnert Park announced that he is now the Public Works Director and is acting as interim Assistant City Manager. They are drafting a new Bicycle Master Plan. They are also implementing video at intersections.

#### B. SCTA

Ms. Spilman of the SCTA reported that the Measure M Strategic Plan was approved by the Board at the last SCTA Board meeting. It is ready to go to print and is available online. The Plan outlines procedures and project sponsors and funding. The Transportation Planning and Land Use Strategy Committee, and PAC, have been involved recently in MTCs Resolution 3434, a regional TOD policy. The amendment to this resolution specifies a number of details along the SMART corridor in connection with density, access, and alternative transportation modes, etc. The MTC Commission approved that last version before it went to POC in June. Housing density levels within a half-mile radius of station areas have been increased. The criteria for jobs have been eliminated. The SCTA has been working closely with SMART their counterparts in Marin County.

Ms. Spilman reported that the City of Santa Rosa has applied for a grant for station area planning from the MTC. It appears that this is likely to be approved, as Santa Rosa is the largest city along the SMART corridor, and is the only city thus far that has applied for a grant.

Ms. Culver asked inquired about the status of the Jennings Station. In response, Ms. Spilman responded that, while this site has many opportunities for housing development, if the rail is not built, it would be a totally different project. One of the criteria of MTC for approving these grants is that the City must have stand-alone projects that do not depend on the rail system. Ms. Spilman explained that staff has been examining ways to extend the study area and include Jennings; however, it does not appear that this will take place because of the difficulty in justifying the Jennings site as a station area at this time if there is no train.

Ms. Spilman announced that the SCTA has hired Guy Preston as the new Deputy Director of Projects and Programming.

#### C. MTC

Doug Johnson of the MTC commended the high quality of applications for projects presented by Sonoma County to be transferred to the Transportation Improvement Program (TIP), and referred to the revised Resolution No. 3625 for the Regional Bicycle and Pedestrian Recommended Project List, showing the County's progress towards its share of these funds to be at 73% of the 12-year program. Figures show the high standard of bicycle and pedestrian planning. Sonoma County currently has approximately \$1.6 million that the CMA will help in prioritizing projects. The County is responsible for the scoring of projects, but the MTC will review the list. Funds were assigned to FY 08 and 09. There are additional CMAQ funds available. MTC has suggested that agencies start next winter to conduct calls for projects for the \$1.6 million, and that the challenge will be to make the most of these funds to extend the bicycle plan.

Mr. Johnson referred to Resolution 3644, and the MTC's scoring criteria and suggested that these be utilized in evaluating projects. He expressed the need to ensure that committee members have the opportunity to be heard and be involved in the selection of projects.

In response to questions from Ms. Spilman, Mr. Johnson stated that in terms of committee structure, the MTC's criteria is basically unchanged; the changes that are cited are mainly involving programming. He noted that officially, SCTA could officially access the TIP in October 2006; however it appears that funds would be available prior to that time.

#### V. Review of Membership, Committee Structure

Ms. Spilman referred to documents outlining the history of the original Sonoma County CBAC and its formation – these include the original procedures for forming committees and designating members. She noted that there are several reasons to review membership. One of these is the addition of pedestrian issues as an area of interest. The SCTA Board will be creating an administrative code, which the CBPAC will be involved in developing. The code will outline specific objectives of this committee, as well as bylaws, procedures for the election of officers, etc. This will be an action item for the next agenda. Discussion followed regarding requirements for these committees, funding sources and their requirements. Copies of other Bay Area counties' BAC bylaws will be provided for the committee to review for the next meeting.

#### VI. Review of TDA Article 3 and Other Funding Programs

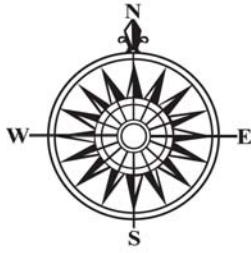
Ms. Spilman observed that funding deadlines are fast approaching. Invoicing has been completed. Bicycle funding opportunities will be discussed further at the next meeting.

Mr. Johnson of the MTC commented on how well done the presentations of applications by Sonoma County were – how well organized,

There being no further business, the meeting was adjourned at 3:40 p.m.

Respectfully submitted,

Nina Donofrio  
Administrative Assistant



**DATE:** January 10, 2006  
**TO:** Countywide Bicycle & Pedestrian Advisory Committee  
**FROM:** Janet Spilman  
**SUBJECT:** **ITEM IV: CBPAC Election of Officers**

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Issue: Who shall be the 2006 officers of the CBPAC?

Background:

The SCTA Ordinance No. 3 requires that at the first meeting of each calendar year, the CBPAC elect a Chair and Vice-Chair to serve during the upcoming year as indicated below.

Officers must be members of CBPAC, beyond that there are no specific guidelines as to who may serve or for how many terms.

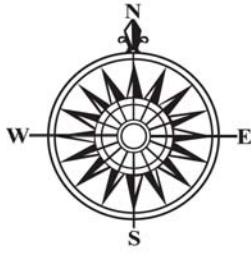
Steven Schmitz, representing Sonoma County Transit has served as Chair of the CBPAC for the past 2 years. There currently is not a Vice-Chair.

(c) Countywide Bicycle and Pedestrian Advisory Committee. The purpose of the CBPAC is to provide technical information related to bicycle and pedestrian planning, policy and funding to the Authority.

(1) Membership. The SCTA has designated up to twenty (20) members to serve on the CBPAC based on the 10 jurisdictions within Sonoma County. Each jurisdiction provides a staff person and, when available, a designated citizen representative. Regional agencies are considered ex-officio, non-voting members.

(2) Voting. Each member, excluding non-voting members, shall have one vote on any matter to come before the committee for a vote, however the Authority urges consensus on all issues coming before the CBPAC. If consensus is not reached a minority opinion report can and should be made at the Authority meeting if the issue is before the Authority.

(3) Organization. The CBPAC shall elect a chair and vice chair, each January and those elected to fill these seats will have the responsibility of running the CBPAC meetings as well as representing the CBPAC before the Authority and in other venues as necessary.



**DATE:** January 10, 2006  
**TO:** Countywide Bicycle & Pedestrian Advisory Committee  
**FROM:** Janet Spilman  
**SUBJECT:** ITEM V 06/07 TDA Article 3

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**Issue:** Programming of 06/07 TDA Article 3

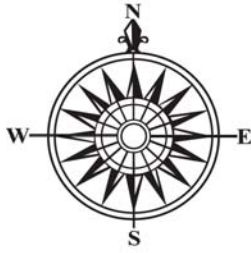
**Background:**

Each year Sonoma County receives funds from the Transportation Development Act (TDA), which are set aside for bicycle and pedestrian projects. TDA Article 3 funds represent roughly 2% of the total amount of TDA funds received by the County after planning and administration funding is subtracted. The fund estimate for this cycle has not been determined as of this writing; so 05/06 revenues will be used for planning purposes. Project sponsors will be notified as soon as possible of the adjusted revenues. Given Countywide, \$783,349 is available for projects in FY06/07.

As required by SCTA Resolution No. 92-019, the Countywide Bicycle & Pedestrian Advisory Committee (CBPAC) uses a “scorecard” based on population to allocate TDA Article 3 funds. Each year, an annual fund estimate or “entitlement” is developed for each jurisdiction based on population. Unused “entitlement” is accumulated from year to year as credit. A jurisdiction’s claim for any given year cannot exceed an amount equal to the accumulated credit plus the following two-year’s entitlement. See attached for “scorecard” information.

This year, in accordance with MTC Resolution No. 875 and SCTA Resolution No. 92-019, each jurisdiction is invited to submit TDA Article 3 projects to the CBAC for review for funding in FY 2006/2007. The following schedule is proposed:

|                   |   |
|-------------------|---|
| February 21, 2006 | TDA3 Project applications due to SCTA   |
| February 28, 2006 | CBAC reviews project proposals  |
| March 13, 2006    | SCTA reviews CBAC recommendations   |
| April 28, 2006    | Approved Project list delivered to MTC  |
| June 2006         | MTC reviews SCTA recommendations, project applications                          |
| July 2006         | Funds available for approved projects, funds need to be spent by June 30, 2009. |



**DATE:** January 10, 2006  
**TO:** Countywide Bicycle & Pedestrian Advisory Committee  
**FROM:** Janet Spilman  
**SUBJECT:** ITEM VI Update of SCTA Bicycle Plan

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**Background:**

The SCTA last approved of work done by CBAC resulting in the 2003 Update of the Countywide Bicycle Plan. The Bicycle and Pedestrian Plan is a stand-alone plan, intended to state goals and policies of the SCTA. It is also intended to document projected facilities – paths, bike lanes, and other projects. This is useful to coordinate projects and funding resources.

The Plan will also be an ancillary document to the Comprehensive Transportation Plan. The CTP will be updated in 2007 so work on it (including this plan) must be completed in 2006.

The 2003 Plan consisted of the following components:

(For a copy of the complete Plan please go here [http://www.sctainfo.org/Bike\\_Main\\_files/index.htm](http://www.sctainfo.org/Bike_Main_files/index.htm). Paper copies will be available at the meeting.)

Introduction

- Overview of the SCTA and CBAC
- Vision – as determined through the Town Hall meetings in 1999 and restated in the CTP.
- Goals – as written in the previous Bike plan update
- Overview of consistency and conformity with other policies and plans

Current Conditions

- Description of the physical setting
- Growth projections

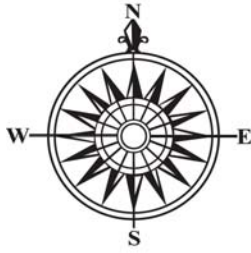
Proposed Bikeways

- List of Projects
- Maps

The current maps are included as an attachment for ease of updating existing and proposed projects. Please mark up the maps of your area with any updates or corrections.

**Issues for consideration:**

- Addition of pedestrian needs - Many of the policies and projects already reflect pedestrian interests, however a more explicit and comprehensive discussion of pedestrian needs is warranted.
- Vision and Goals were written several years ago – they may need to be updated
- Responsibilities of CBPAC have expanded to include more funding programs
- Measure M
- ?



**SCTA** SONOMA COUNTY TRANSPORTATION AUTHORITY

*Keeping Sonoma County Moving*

**DATE:** January 10, 2006  
**TO:** Countywide Bicycle & Pedestrian Advisory Committee  
**FROM:** Janet Spilman  
**SUBJECT:** ITEM VII Work Plan

The CBPAC responsibilities have grown over time. Below is a proposed schedule to keep track. In 2006 CBPAC meets the 4<sup>th</sup> Tuesday of every other month at 2pm. Meeting location is not yet set for future meetings.

January 10 –(special date)  
 February 28  
 April 25  
 June 27  
 August 22  
 October 24

| <b>Draft 2006 CBPAC Work Plan</b> |  |                      |
|-----------------------------------|--|----------------------|
| <b>Activity</b>                   | <b>Tasks</b>   | <b>2006 Timeline</b> |
| Administrative                    | Appoint Chair and Vice Chair   | January              |
|                                   | Reappoint vacant positions in BAC                                    | January-February     |
| Planning                          | Update to the SCTA Countywide Bicycle & Pedestrian Plan              | January - December   |
|                                   | Monitor and Review funded bike projects                              | On-going             |
| Funding                           | TDA 3 programming  | January - March      |
|                                   | Regional Bicycle Pedestrian Program (local) funding process FY 06/07 | February-April       |
|                                   | TFCA programming (through TAC)                                       | February - April     |
|                                   | TLC programming (through TAC)  | January - March      |