



AGENDA

NOTICE AND AGENDA

**SPECIAL MEETING - WEDNESDAY, NOVEMBER 13, 2013
PLAZA CONFERENCE ROOM AT CITY HALL - 500 CASTRO STREET
6:30 P.M.**

1. CALL TO ORDER

2. ROLL CALL—Committee members Josette Langevine, Simon Purdon, Greg Unangst, Vice Chairperson Bruce England, and Chairperson Marc Roddin.

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 September 26, 2013 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

**5.1 TRANSPORTATION DEVELOPMENT ACT (TDA) ARTICLE 3
FUNDING**

Overview:

The Committee will provide input regarding the recommended City project to receive Fiscal Years 2013-14 and 2014-15 Transportation Development Act (TDA) Article 3 Funding and related topics.

Recommendation:

Forward to the Council Transportation Committee a proposed crosswalk improvement project at the intersection of West Middlefield Road and Independence Avenue as the recommended City project to receive Fiscal Years 2013-14 and 2014-15 TDA Article 3 Funding.

6. NEW BUSINESS

6.1 GREEN BIKE LANES AROUND MOUNTAIN VIEW HIGH SCHOOL

Overview:

The Committee will receive a presentation from Ray Uyeda, Mountain View High School (MVHS) student, regarding green bike lanes around the high school. This is an informational item.

Recommendation:

None.

6.2 HUMAN RELATIONS COMMISSION CIVILITY ROUNDTABLE

Overview:

The Committee will receive a presentation regarding the Human Relations Commission's Civility Roundtable scheduled for March 2014. This is an informational item. The Committee may wish to discuss possible Bicycle/Pedestrian Advisory Committee (B/PAC) representation in the 2014 Roundtable at a future meeting.

Recommendation:

None.

6.3 DOWNTOWN BIKE RACKS

Overview:

The Committee will provide input regarding a plan to deploy new bike racks in the downtown area.

Recommendation:

Provide input on the implementation plan for deploying new bike racks in the downtown area.

6.4 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.

6.5 WORK PLAN

Overview:

The Committee will review the 2013-14 Work Plan and provide updates on their recent activities.

Recommendation:

None.

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, January 29, 2014 – B/PAC Meeting

9. CALENDAR

10. ADJOURNMENT

HK/7/PWK
915-11-13-13A-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=65710&dbid=0> 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.



**BICYCLE/PEDESTRIAN ADVISORY
COMMITTEE**

MINUTES

SPECIAL MEETING - THURSDAY, SEPTEMBER 26, 2013
PLAZA CONFERENCE ROOM AT CITY HALL - 500 CASTRO STREET
6:30 P.M.

1. **CALL TO ORDER**

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

2. **ROLL CALL**

Members Present: Committee members Josette Langevine, Simon Purdon (arrived at 6:33 p.m.), Greg Unangst, and Vice Chairperson Bruce England.

Member Absent: Chairperson Marc Roddin.

Staff Members Present: Jacqueline Andrews Solomon, Assistant Public Works Director; Sayed Fakhry, City Traffic Engineer; Renee Gunn, Associate Civil Engineer; Joy Houghton, Assistant Civil Engineer; Lisa Au, Principal Civil Engineer; Linda Forsberg, Transportation and Business Manager; Helen Kim, Transportation Planner; Rebecca Shapiro, Associate Planner; and Eric Anderson, Assistant Planner.

Public Present: Twenty-two (22) members of the public were present.

3. **ORAL COMMUNICATIONS FROM THE PUBLIC**

- Aldona Majorek shared concerns about the lack of bicycle/pedestrian connection from the private development at Colony Street to the Permanente Creek Trail.
- Jerri-Ann Meyer shared concerns about the lack of bike parking on Castro Street.

4. **MINUTES APPROVAL**

Motion—M/S Unangst/Langevine—Carried 4-0-1; Roddin absent—Approve the minutes of the July 31, 2013 meeting.

5. **UNFINISHED BUSINESS**

6:38 5.1 **PEDESTRIAN MASTER PLAN – PERFORMANCE MEASUREMENT**

The Committee reviewed and finalized the proposed revisions to Chapter 5, Performance Measurement and Monitoring, of the Pedestrian Master Plan (PMP) document. The Transportation and Business Manager responded to the Committee's questions.

SPEAKING FROM THE FLOOR WITH QUESTIONS AND/OR RECOMMENDATIONS:

- Janet LaFleur
- Don Bahl

It was the consensus of the Committee to support the performance measures/targets as presented for tracking the City's progress in addressing the pedestrian-related needs of the community. The B/PAC's goal is to include quantifiable performance measurement/target numbers in the future when more data becomes available. Based on input received from the B/PAC, staff will finalize the revisions to Chapter 5 of the PMP and present the document to the Council Transportation Committee/City Council for review and approval at a future meeting.

6. **NEW BUSINESS**

6:50 6.1 **PROPOSED 100 MOFFETT BOULEVARD RESIDENTIAL DEVELOPMENT PROJECT – BICYCLE AND PEDESTRIAN FACILITIES**

The Committee discussed and provided input regarding the proposed bicycle and pedestrian facilities to be included as part of the proposed 100 Moffett Boulevard residential development project. The Associate Civil Engineer, Associate Planner, and Prometheus Real Estate Group representative responded to the Committee's questions.

SPEAKING FROM THE FLOOR WITH CONCERNS AND/OR RECOMMENDATIONS:

- Marcia Penn
- Ann (no last name given)
- Mary Aspegren
- John Carpenter
- Aldona Majorek
- Orville Plum
- Julie Lovins
- Patrick Moore
- Cherie Walkowiak
- Resident (no name provided)
- Jennifer Suman
- Jarrett Mullen
- Wendee Crofoot
- Jeral Poskey
- Janet LaFleur

Committee members provided input on the design of bicycle- and pedestrian-related facilities regarding:

- Stierlin Road (nonvehicular access portion)
- Central Expressway/Moffett Boulevard/Castro Street intersection
- Stierlin Road and Washington Street sidewalk configuration
- Moffett Boulevard Streetscape.

8:35 **6.2 NASA AMES BAYSHORE LIGHT RAIL STATION PEDESTRIAN ACCESS STUDY**

The Committee discussed and provided input on the bicycle and pedestrian access improvement alternatives, including the preferred alternative, for the NASA Ames Bayshore Light Rail Station Pedestrian Access Study. The Assistant Civil Engineer and Alta Planning representative responded to the Committee's questions.

SPEAKING FROM THE FLOOR WITH SUPPORT AND/OR RECOMMENDATIONS:

- Patrick Moore
- Aldona Majorek
- K. Shankari

It was the consensus of the Committee to support the staff-recommended alternative – a combination of Alternatives A1 and B1 – to improve pedestrian and bicycle access between the Bayshore/NASA Light Rail Transit Station and the North Whisman Area.

9:00 6.3 SAN ANTONIO PRECISE PLAN

The Committee discussed and provided input regarding bicycle- and pedestrian-related issues and opportunities for the San Antonio Precise Plan. The Associate Planner responded to the Committee's questions.

SPEAKING FROM THE FLOOR WITH CONCERNS AND/OR RECOMMENDATIONS:

- Jarrett Mullen
- K. Shankari
- Cherie Walkowiak
- Resident of St. Francis Acres Neighborhood
- Julie Lovins
- Aldona Majorek
- Wendee Crofoot
- Patrick Moore

Committee members provided input on how the San Antonio Precise Plan Area can be improved for bicyclists and pedestrians regarding:

- Locations where new/improved streets, sidewalks, and bicycle facilities should be studied.
- Strategy of prioritizing pedestrian improvements in areas where walking is encouraged.
- Support of bicycle improvements along roadways rather than pairing with pedestrian facilities.

- Study of public bicycle facilities in other locations.
- Study of other grade-separated crossings in addition to Central Expressway.
- Study of other locations for parallel, “midblock” connections outside the San Antonio Center.
- Design strategies most important to improve pedestrian experience on sidewalks, near transit locations, and for buildings.

10:25 6.4 EL CAMINO REAL PRECISE PLAN

The Committee discussed and provided input regarding bicycle- and pedestrian-related issues and opportunities for the El Camino Real Precise Plan. The Assistant Planner responded to the Committee’s questions.

SPEAKING FROM THE FLOOR WITH CONCERNS AND/OR RECOMMENDATIONS:

- Patrick Moore
- Julie Lovins
- Cherie Walkowiak
- K. Shankari
- Aldona Majorek
- Resident of St. Francis Acres Neighborhood
- Wendee Crofoot

Committee members provided input on how the El Camino Real (ECR) Precise Plan Area can be improved for bicyclists and pedestrians regarding:

- Connectivity – frequency of pedestrian/bike crossings, connections through large blocks, and role of ECR in the bicycle network.
- Urban design – width of sidewalks/dimensions of park strips and tree wells, character of buildings/parking, plazas/gathering areas on ECR, and land use/design near bus stops and Bus Rapid Transit.

It was the consensus of the Committee to support the following additions to the Draft Scope of Work to be included in the Request for Proposals for the update of the City's Bicycle Transportation Plan:

- Input from Youth Advisory and Senior Advisory Committees.
- Review of TDA-relevant projects.
- Updating the bicycle licensing requirements as a deliverable.
- Pedestrian Master Plan (PMP) bike counts.
- Additional documents to be reviewed—Pedestrian Master Plan, Environmental Sustainability Report (Mobility/Transportation Section), VTA Bicycle Technical Guidelines, and National Association of City Transportation Officials (NACTO) Urban Bikeway Design.
- Additional deliverables—Measurable goals/outcomes and process for updating the bike maps more frequently.

12:00 **6.7 POLICE DEPARTMENT DATA**

The Committee received the Police Department's second quarterly (January to June 2013) bicycle- and pedestrian-related accident data.

12:02 **6.8 2013-14 BICYCLE/PEDESTRIAN ADVISORY COMMITTEE WORK PLAN**

The Committee reviewed the Fiscal Year 2013-14 B/PAC Work Plan approved by the City Council at its June 25, 2013 meeting and provided updates on its activities. The Transportation and Business Manager responded to the Committee's questions.

7. COMMITTEE/STAFF COMMENTS, QUESTIONS, AND REPORTS

7.1 STAFF COMMENTS

- There were 14 bicycle/pedestrian cases (8 open and 6 resolved) reported between August and September 2013 in the City's Customer Relationship Management (CRM) System.

- The Committee will be repolled for the next meeting due to the EPC meeting scheduled for November 20, 2013.
- The City's Vehicle Emissions Reductions Based at Schools (VERBS) Program conducted a bicycle and pedestrian safety event for Monta Loma Elementary School on August 15, 2013 to promote walking and bicycling to school.
- Responses from the Police Department regarding the B/PAC's bicycle licensing/law questions from its July 31, 2013 meeting were included in the Committee's agenda packet.
- Helen Kim has been appointed to the position of Transportation Planner.

7.2 COMMITTEE COMMENTS

A Committee member recommended additional signage on Stevens Creek Trail to remind users to pay more attention. Community members reported witnessing several crashes.

The Vice Chair announced the Great Streets neighborhood group incorporated homeowners from the Shoreline West area and Safe Mountain View is a new neighborhood group.

In response to a Committee member's question, the Transportation and Business Manager stated staff met with the City Manager and is in the process of preparing the staff report to the City Council regarding the B/PAC's request for more frequent meetings. The date of the City Council meeting to discuss the topic is to be determined.

In response to the Vice Chair's question, the Transportation Planner stated the Mountain View High School student presentation will be discussed with the Chair as a potential item for the next B/PAC meeting.

8. SET DATE AND TIME FOR NEXT MEETING

The next B/PAC meeting is scheduled for Wednesday, November 20, 2013.

9. **CALENDAR**

Thursday, October 17, 2013 – Miramonte Avenue/Springer Road Neighborhood Meeting (Roddin).

10. **ADJOURNMENT**

The meeting was adjourned at 12:10 a.m.

HK/3/PWK
915-09-26-13mn-E

**MEMORANDUM**

Public Works Department

DATE: November 13, 2013

TO: Bicycle/Pedestrian Advisory Committee

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

SUBJECT: **Transportation Development Act (TDA) Article 3 Funding – Crosswalk at West Middlefield Road/Independence Avenue**

RECOMMENDATION

Forward to the Council Transportation Committee (CTC) a proposed crosswalk improvement project at the intersection of West Middlefield Road and Independence Avenue as the recommended City project to receive Fiscal Years 2013-14 and 2014-15 Transportation Development Act (TDA) Article 3 Funding.

BACKGROUND

TDA Article 3 is a State program that provides funding for pedestrian and bicycle projects. These guaranteed funds (one-quarter cent of the general State-wide sales tax) are distributed annually to the regional transportation planning agency, the Metropolitan Transportation Commission (MTC) in the Bay Area, to allocate funding to local agencies on a per-capita basis. In Santa Clara County, the Santa Clara Valley Transportation Authority (VTA) is responsible for submitting a coordinated County-wide claim to the MTC for each city and the County.

For Mountain View to receive TDA funds, the Bicycle/Pedestrian Advisory Committee (B/PAC) must prioritize and recommend a proposed project (or projects) for TDA funding, and the City Council must adopt a resolution (or resolutions) approving the project(s) and requesting allocation of the TDA funding from the MTC. Typically, the CTC reviews and takes action on the B/PAC's recommendation prior to City Council action.

The City has used past TDA grant funds for a variety of pedestrian and bicycle projects, including: improvements to sidewalks, curb ramps, and intersections; audible and count-down pedestrian signals; bike maps; bike racks; and education programs.

There is a three-year time limit to complete TDA-funded project(s). At the B/PAC's recommendation, the City "banked" its Fiscal Year 2013-14 TDA Article 3 moneys to fund a larger, more significant project in the future. With the banked funds, approximately \$180,000 is anticipated to be available for the combined 2013-14 and 2014-15 TDA Article 3 funding cycle. However, because the City banked its Fiscal Year 2013-14 funds, the time limit to expend the combined TDA Article 3 funding is two years.

At its January 2013 meeting, the B/PAC requested staff return to the Committee with a robust list of proposed projects for the Committee and members of the community to review. On September 26, 2013, the Committee and the public provided input regarding several proposed projects and ranked a project to install crosswalk improvements at the intersection of West Middlefield Road and Independence Avenue as its top priority for TDA funding. The Committee further indicated that if the crosswalk improvement project did not require the full amount of TDA funding available, any remaining balance should be used to install audible pedestrian signals at one or more of the following locations:

- Castro Street/California Street
- Castro Street/Dana Street
- Castro Street/Villa Street
- Shoreline Boulevard/Middlefield Road
- Shoreline Boulevard/Wright Avenue
- Shoreline Boulevard/Montecito Avenue
- Charleston Road/Independence Avenue.

RECOMMENDED PROJECT

Crosswalk at Middlefield Road/Independence Avenue

The scope of the proposed project includes installation of In-Roadway Warning Lights (IRWLs), LED-enhanced warning signs, pedestrian push buttons, and improved signage and striping. Other improvements include modifications of the median islands to create pedestrian refuge areas and Americans with Disabilities Act (ADA) compliant curb ramps. The estimated total cost of this project is \$180,000.

The 2013 Pedestrian Master Plan identifies this location as an unsignalized intersection improvement location. Additionally, the intersection is located next to Thaddeus Park and is within 0.2 miles of Monta Loma Elementary School. The City has received numerous requests from pedestrians, including Monta Loma neighborhood residents, to improve this intersection and make it easier for them to cross Middlefield Road.

The proposed intersection improvements will build on the improvements the City has made to the intersection during the past two years (e.g., the installation of additional signage and high-visibility crosswalks).

The anticipated cost of the improvements at Middlefield Road and Independence Avenue will require all of the available TDA funding.

NEXT STEPS

Present the B/PAC's recommendation to the CTC and/or City Council in early 2014 for approval.

HK-LF-MAF/7/PWK
915-11-13-13M-E

**MEMORANDUM**

Public Works Department

DATE: November 13, 2013

TO: Bicycle/Pedestrian Advisory Committee

FROM: Rey S. Rodriguez, Senior Project Manager
Michael A. Fuller, Public Works Director

SUBJECT: New Downtown Bike Racks, Project 14-45

RECOMMENDATION

Provide input on the implementation plan for deploying new bike racks in the downtown area.

BACKGROUND AND ANALYSIS

The purpose of the Downtown Bike Racks, Project 14-45, approved by Council as part of the Fiscal Year 2013-14 Capital Improvement Program, is to document the utilization of the existing bike racks in the downtown area, redeploy underutilized racks, and install new racks in heavy-use areas. The project is funded in the amount of \$50,000.

For purposes of this project, the downtown area is defined as the area including Castro Street between El Camino Real and Evelyn Avenue, including City-owned garages, City-owned parking lots between Hope Street and Franklin Street, and the Mountain View Public Library. Existing racks can accommodate a total of 156 bikes at 34 locations (Attachment 1 – Current Bike Rack Locations Map) and include inverted U racks (holds two bikes), wave racks (holds multiple bikes), and post-and-ring racks (holds two bikes).

Bike Racks – Surveys and Results

Between May and August 2013, staff conducted field observation surveys in the downtown area to collect data on frequency and usage of existing bike racks and nonbike-rack structures (tree protectors, trees, light poles, hand rails, etc.) in order to identify areas with highest demand for bike parking.

Results from the surveys and field observations include:

- Nonbike rack structures are used 35 percent more often than existing bike rack facilities to secure bikes (163 instances of nonbike rack structures being used compared to 120 instances when an existing bike rack was used).
- The most frequently used nonbike rack facilities include: trees, tree protectors, light poles, sign poles, and handrailing.
- The highest demand areas for bike parking (using both existing bike racks and nonbike rack structures) on Castro Street are between Mercy Street and Evelyn Avenue. The heavy demand appears to be concentrated on the 400 block of Castro Street where tree grates are used and few bike racks exist. Multiple bikes locked to light and sign poles on the corner of Castro and Dana Streets are common and trees in the City-owned lots are frequently used.
- Few bikes were observed in the vicinity of outside cafés on Castro Street.

Downtown Committee – Project Review and Comments

At the September 10, 2013 Downtown Committee meeting, staff reviewed results of the surveys and requested Committee guidance regarding how and where bike racks should be located in the downtown area.

Generally, staff proposes locating new Castro Street bike racks within available space at corners, sidewalk areas adjacent to no parking zones, and space between trees and planters where feasible (Attachment 2–Bike Parking Location Examples). In City-owned parking lots, bike racks will be installed on new concrete pads in landscaped areas.

The Committee provided the following comments:

- Public parking spaces should not be converted into spaces for new bike racks.
- Avoid placing bike racks on Castro Street sidewalk areas where restaurant and other patrons congregate.
- They supported decorative bike racks to be placed at entryways to downtown on Castro Street.

Implementation Plan

Based on the results of the field observations demonstrating the demand for bike-parking facilities at certain locations in the downtown, input received from the Downtown Committee, and funding available, staff has developed a proposed two-tier implementation plan for new racks in the downtown (Attachment 3—Proposed New Bike Rack Location Map).

A total of 41 locations have been identified for installation of new bike racks, equating to 120 bike parking spaces. At this time, the project budget can accommodate the installation of approximately 90 new bike parking spaces, depending on bid prices.

The proposed locations reflect established industry standard guidelines for installing bike racks, Santa Clara Valley Transportation Authority (VTA) Bicycle Technical Guidelines, and consideration of the Americans with Disabilities Act (ADA) access; and clearances from fire hydrants, utilities, vehicles, and outdoor eating areas.

The recommended bike-rack types for the downtown area are the inverted U and multi-bike capacity S rack, both of which are acceptable bike rack design options identified in the VTA's Bicycle Technical Guidelines.

Approximately two to three decorative inverted U racks in Tier 1 will have a custom City logo attached to the inside portion of the rack. These decorative racks are anticipated for installation on Castro Street near the corner of El Camino Real and Evelyn Avenue.

Tier 1 implementation involves installation of new bike racks at locations where high numbers of bikes were observed locked to nonbike racks because existing bike racks were not available or nonexistent. Four locations in the Tier 1 plan require installation of a concrete pad in existing landscape islands. These areas currently have a sign post or tree that attract bicyclists to lock their bikes.

Six existing older-style post-and-ring-type racks will be replaced with inverted U racks because the ring is not compatible with U-rack locks and often not recognized as a bike rack and, therefore, underutilized. The existing larger 12-bike capacity racks on the corner of Castro and Dana Streets will be replaced with S-type racks, increasing the bike parking capacity to 22 bikes in the area.

If additional funding is available in the future, new bike racks can be installed at Tier 2 locations (approximately nine) which are identified as current low-use areas with

sufficient bike parking at this time. Those areas are mainly located in parking lots or at street corners.

CONCLUSION

Staff anticipates bidding and purchasing the new racks in early spring 2014 and completing installation by May 2014.

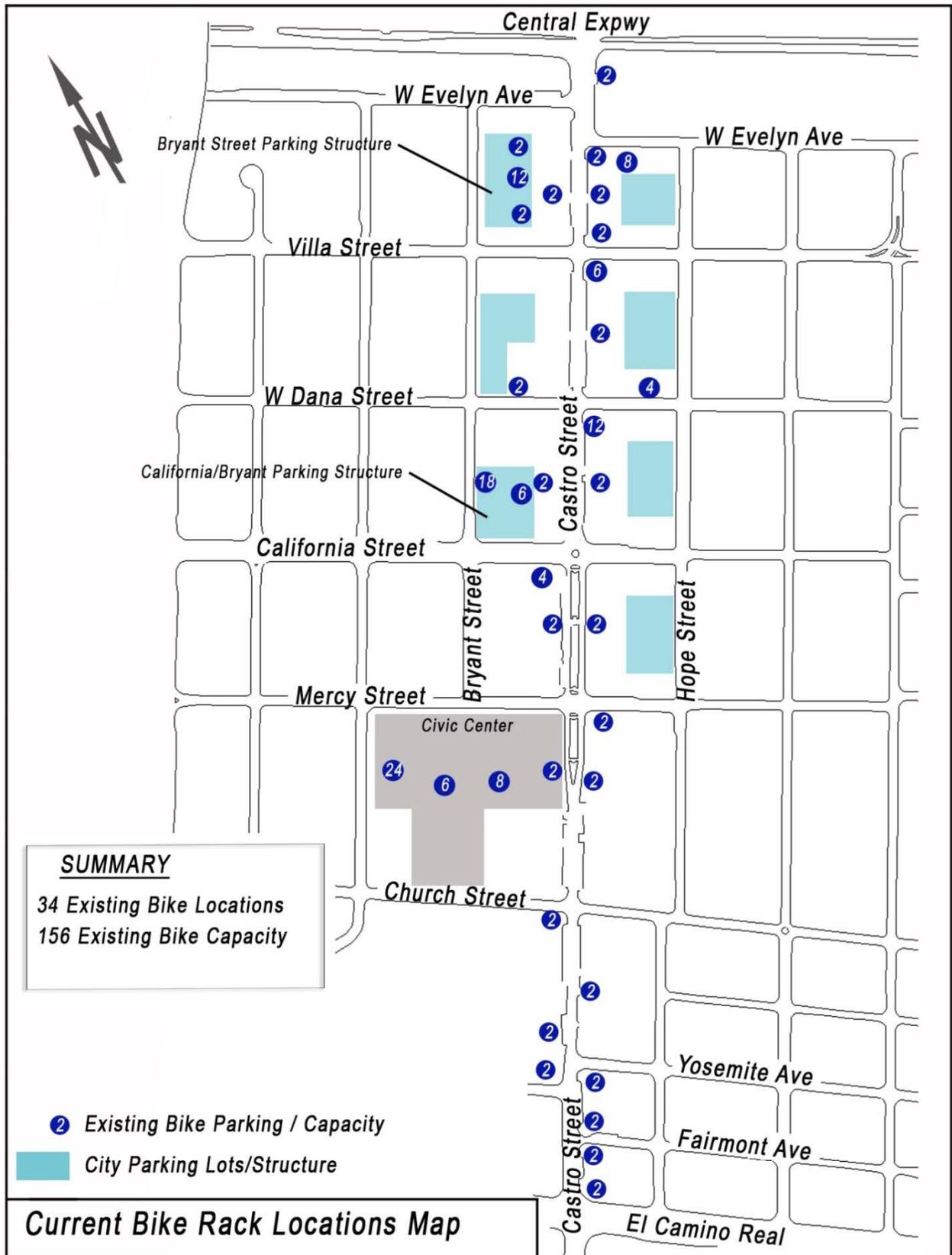
PUBLIC NOTICING – Agenda posting.

RSR-MAF/7/PWK
999-11-13-13M-E

Attachments: 1. Current Bike Rack Locations Map
2. Bike Parking Location Examples
3. Proposed New Bike Rack Location Map

cc: PWD, CDD, APWD – Solomon, PCE – Au

Current Bike Rack Locations Map



Bike Parking Location Examples



Wide Spaces at Corners on Castro Street



Sidewalk Area in No Parking Zones



Spaces Between Trees and Planters Where Possible

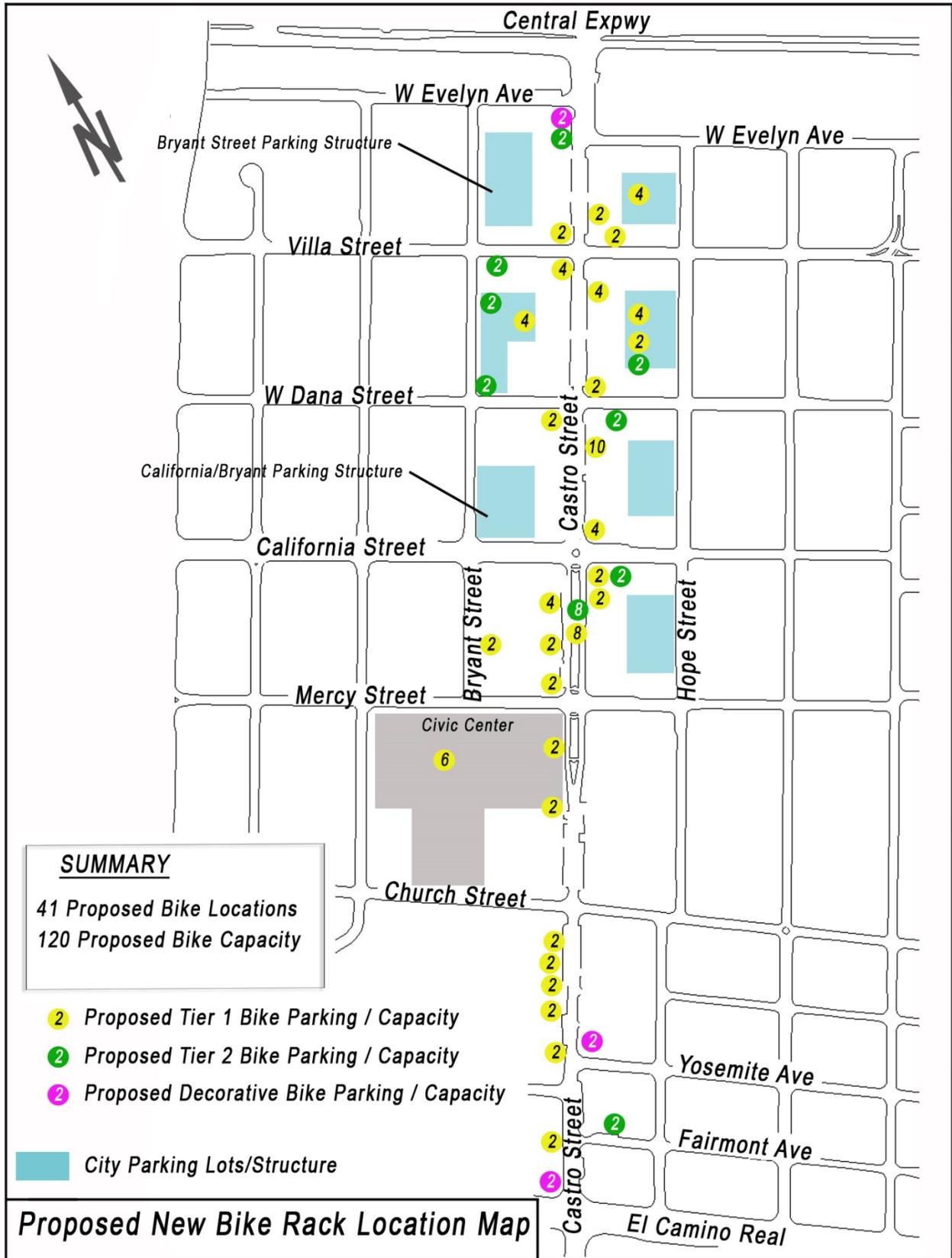


Construct Concrete Pad in Landscaping to Accommodate a Bike Rack



Replace the Existing Bike Corrals with S-Type Bike Racks on the Corner of Castro and Dana Streets

Proposed New Bike Rack Location Map



BICYCLE/PEDESTRIAN ADVISORY COMMITTEE WORK PLAN
Fiscal Year 2013-14
UPDATED OCTOBER 2013

Title and Description	Key Milestones	Date (per milestone)	Current Status/ Notes
Ongoing Work Items			
A. As appropriate, respond to City Council and/or CTC request for input on bicycle- or pedestrian-related matters, including bicycle/pedestrian improvement impacts of public and private development projects.	Input on San Antonio, El Camino Real, and North Bayshore Precise Plans. Input on Mayfield project. Input on San Antonio Center Project – Phase II. Input on 100 Moffett Boulevard project.	TBD TBD TBD TBD	San Antonio Precise Plan – Complete 9/26. El Camino Real Precise Plan – Complete 9/26. Complete 9/26.
B. Provide CTC with recommended City B/PAC appointments to the Santa Clara Valley Transportation Authority.	Recommendation to CTC regarding appointment to VTA BPAC.	1/2014	Marc Roddin's term ends 6/30/14.
C. Attend/distribute materials promoting walking and bicycling at City and community events.	Farmer's Market Thursday Night Live CNC Meetings Spring Parade	Sundays 7-8/2013 10/17/13 4/2014	Ongoing as B/PAC members available. Complete.

Title and Description	Key Milestones	Date (per milestone)	Current Status/ Notes
D. Support City bicycle and pedestrian safety education efforts.	Participate in City's VERBS Program. Input on City's B/PAC web page.	Through 10/2014 Ongoing	B/PAC received VERBS update on 7/31/13 – Ongoing. Ongoing.
E. 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.	Updates from City's representative regarding VTA BPAC Agenda.	Ongoing	Ongoing.
Fiscal Year 2013-14 Work Items			
1. Support the update and implementation of the Pedestrian Master Plan (PMP).	Recommendations to CTC and City Council regarding criteria and measurable goals.	3/2014	B/PAC revisions complete 9/26.
2. Support the development of the Bicycle Transportation Plan.	Input on Request for Proposals.	9/2013	Complete 9/26.
3. Monitor and provide input regarding bicycle and pedestrian projects included in the City's Capital Improvement Program (CIP).	Recommendations regarding projects to include in FY 2014-15 through 2018-19 CIP.	TBD	
4. Review and make recommendations regarding projects for Transportation Development Act (TDA) funding.	Preliminary discussion regarding potential projects. Recommendations to CTC regarding projects.	9/2013 1/2014	Initial discussion – Complete 9/26.

Title and Description	Key Milestones	Date (per milestone)	Current Status/ Notes
5. Promote and support events encouraging bicycling and walking.	Walk to School Bike to School Bike to Work	10/2013 5/2014 5/2014	B/PAC participation based on availability.
6. Review the City's roadway system for bicycle and pedestrian suitability.	Develop pedestrian/bike data collection and evaluation process. Develop survey to improve existing pedestrian/bike facilities.	TBD TBD	Scope/desired outcome need to be defined by the B/PAC.