



# AGENDA

## Countywide Bicycle and Pedestrian Advisory Committee

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**Date** Monday, 20 May 2013

**Time** 11:00 AM to 1:00 PM

**Place** Authority Boardroom  
2999 Oak Road, Suite 110  
Walnut Creek CA 94597

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- 1. **Call to Order (Chair, Leah Greenblat).....11:00 am**
- 2. **Public Comment .....11:05 am**
- 3. **Review of Complete Streets Checklists for OBAG Projects .....11:10 am**

*To be eligible for OBAG (and other federal) funding through MTC, each project proponent must prepare a complete streets checklist. The checklist asks proponents about how the travel needs of bicyclists and pedestrian are addressed in the project design, the consistency of the project, would applicable policies address bicycle and pedestrian needs, and what review of the project took place. The Authority, like other CMAs, must make them available to their BPACs for review and input to ensure that project proponents consider the needs of bicyclists and pedestrians. The completed checklists are available at MTC’s website — <http://completestreets.mtc.ca.gov/>. To see the checklists for the OBAG applications, select “Contra Costa” and “2013” in the “Find Projects” section. (The Oakley checklists are, strangely, to be found with the Richmond project entitled, “2014 Pavement Rehabilitation Project”.) Staff would like to get comments from the CBPAC on the checklists and the projects. Staff has posted maps of the proposed projects on the Authority website at <http://www.ccta.net/EN/main/planning/OBAG.html> — Action*

**Lunch.....12:00 pm**

- 4. **2014 Countywide Transportation Plan .....12.20 pm**

*The Authority has begun work on the 2014 Countywide Transportation Plan (CTP) as well as the Action Plans for Routes of Regional Significance prepared*

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by the Regional Transportation Planning Committees (RTPCs). Some RTPCs are looking at adding significant bicycle routes as Routes of Regional Significance. All are looking at expanding the prominence of walking and bicycling in the Action Plans. Staff will outline the Action Plan purposes and requirements and the issues with incorporating bicycle/pedestrian facilities into them.

**5. MTC's Active Transportation Working Group .....12:40 pm**

The Active Transportation Working Group met on May 16, 2013 and focused on updates to policies and procedures for carrying out TDA Article 3 responsibilities. The Working Group also discussed activities that the group will undertake over the next year or two.

**Attachments:** Agenda for the Active Transportation Working Group

**6. Other Business / Information Sharing .....12:50 pm**

Committee members are asked to share information of mutual interest with the CBPAC

**7. Next Meeting Date and Agenda .....1:00 pm**

The next regularly scheduled meeting is on 22 July 2013 at which time the CBPAC will review the technical update to the CBPP

**ANY WRITINGS OR DOCUMENTS** pertaining to an open session item provided to a majority of the Committee less than 72 hours prior to the meeting shall be made available for public inspection at 2999 Oak Road, Suite 100, Walnut Creek, California, during normal business hours.

**PUBLIC COMMENT:** The public may comment on any matter on the agenda, or related matters not on the agenda, by completing a speaker card (available in meeting room), which should be provided to a CCTA staff member. Public comment may be limited to three minutes (or other such time period as determined by the Chair), in accordance with CCTA's Administrative Code, Section 103.4(b).

**TRANSLATION SERVICES:** If you require a translator to facilitate testimony to the Authority, please contact Danice at (925) 256-4722 no later than 48 hours in advance of the scheduled meeting. *Si usted requiere a un traductor para facilitar testimonio a la Authority, por favor llame Danice al (925) 256-4722, 48 horas antes de la asamblea.*

**ADA COMPLIANCE** This Agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) and the Ralph M. Brown Act (Cal. Govt. Code Sec. 54954.2). Persons requesting a disability-related modification or accommodation should contact Danice Rosenbohm (925-256-4722) during regular business hours, at least 24 hours prior to the time of the meeting.



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## ACTIVE TRANSPORTATION WORKING GROUP: AGENDA

### MEETING NOTICE

Thursday, May 16, 2013  
**9:30 a.m. – 11:30 a.m.**  
101 8th Street  
Oakland, California  
Claremont Conference Room, 2nd  
Floor

Staff Contact: Sean Co  
510.817.5748  
[sco@mtc.ca.gov](mailto:sco@mtc.ca.gov)

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|--|------------|
| <b>1. Introductions - All</b>  | 9:30 a.m.  |
| <b>2. Transportation Development Act Article 3 (TDA-3)–</b><br>Cheryl Chi will discuss changes to the TDA-3 resolution and guidance.   | 9:35 a.m.  |
| <b>3. Active Transportation Working Group Strategic Plan –</b><br>Sean Co will lead a discussion on the strategic plan for the group including partnerships with public health and private sector. | 10:00 a.m. |
| <b>4. Other Items –</b> Attendees are encouraged to share relevant items.  | 11:20 a.m. |
| <b>Adjournment/Next Meeting –</b> Please direct suggestions for future meeting topics to MTC Staff.  | 11:30 a.m. |

**Next Meeting:  
Thursday, July 18, 2013**

*Members will alternate taking meeting notes and typing them up for distribution.*  
If you have any questions, contact MTC Staff, Sean Co at 510.817.5748, [sco@mtc.ca.gov](mailto:sco@mtc.ca.gov)

*Adrienne J. Tissier, Chair*  
San Mateo County

*Amy Rein Worth, Vice Chair*  
Cities of Contra Costa County

*Tom Azumbrado*  
U.S. Department of Housing  
and Urban Development

*Tom Bates*  
Cities of Alameda County

*David Campos*  
City and County of San Francisco

*Dave Cortese*  
Santa Clara County

*Bill Dodd*  
Napa County and Cities

*Dorene M. Giacopini*  
U.S. Department of Transportation

*Federal D. Glover*  
Contra Costa County

*Mark Green*  
Association of Bay Area Governments

*Scott Haggerty*  
Alameda County

*Anne W. Halsted*  
San Francisco Bay Conservation  
and Development Commission

*Steve Kinsey*  
Marin County and Cities

*Sam Liccardo*  
Cities of Santa Clara County

*Jake Mackenzie*  
Sonoma County and Cities

*Kevin Mullin*  
Cities of San Mateo County

*Bijan Sartipi*  
State Business, Transportation  
and Housing Agency

*James P. Sperring*  
Solano County and Cities

*Scott Wiener*  
San Francisco Mayor's Appointee

*Steve Heminger*  
Executive Director

*Ann Flemer*  
Deputy Executive Director, Policy

*Andrew B. Fremier*  
Deputy Executive Director, Operations



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## *Memorandum*

TO: Local Streets and Roads Working Group (LSRWG)  
Active Transportation Working Group (ATWG)  
County Coordinators of TDA, Article 3

DATE: May 9, 2013

FR: Cheryl Chi

W. I. 1514

RE: **Proposed Update to Transportation Development Act, Article 3 Policies and Procedures**

MTC plans to update its policies and procedures for Transportation Development Act (TDA), Article 3, Pedestrian and Bicycle funding. The current guidance was initially developed in 1980 and was last updated in March 2005.

A first draft of the proposed changes was presented to the Active Transportation Working Group and distributed to the County Coordination of TDA, Article 3 in January. Based on feedback received, a revised draft is being presented for your feedback. Also attached for your reference are the relevant Public Utilities Code Statutes pertaining to this funding source.

Key changes from the current policies are identified below.

1. **JPA Eligibility:** We initially proposed eliminating JPAs as eligible entities based on language contained in the statute. Based on feedback received and consultation with MTC's Legal staff, JPA eligibility has been restored, but has also been made more specific.
2. **Bicycle Advisory Committee (BAC):** Staff proposes making Bicycle and Pedestrian Advisory Committee (BPAC) a mandatory part of the project delivery process for all TDA Article 3 funded projects. The revised language is very similar to the language contained in MTC's One Bay Area Grant Complete Streets requirement.

The current policies focus on BPAC review before a project is submitted for TDA, Article 3 funding and is limited to bicycle projects. The revised policies recognize the importance of BPACs during project development and for all proposed projects.

3. **Project readiness:** Current guidelines require that projects be ready to implement within the next fiscal year. Based on feedback received, the policies have been revised to specify that projects should be completed within the funding eligibility period.
4. **Eligible projects:** In the past, some projects have been allocated funding for feasibility studies and early planning work. These project phases are ineligible for funding. TDA statute limits project eligibility to "construction and/or related engineering." In an effort to further

clarify eligible work, the new resolution will expressly identify project level environmental, planning, and right-of-way as ineligible project phases (Bullet 6 on page 7).

MTC was asked to include pedestrian safety education as an eligible expenditure for safety education projects. Our Legal Counsel has advised staff that the statute should be read restrictively to permit only *bicycle* safety education projects at this time.

5. **Examples of eligible projects:** Staff has expanded the list of example projects based on feedback received. Please provide any additional suggestions for examples of other eligible projects that we should include in Appendix A1 starting on page 7. This section used to be called “Suggested Criteria.”

Next Steps: Below is the proposed timeline for updating the TDA, Article 3 policies and procedures:

January 11	Send to TDA 3 County Coordinators and Active Transportation Working Group (ATWG)
January 17	Presentation to ATWG
January 28	Deadline for Round 1 of comment by County Coordinators and Active Transportation Working Group
May 9	Presentation to LSRWG
May 16	Presentation to ATWG
May 23	Deadline for Round 2 of comments
June 12	Presentation to MTC Programming and Allocation Committee
June 26	Adoption by the Commission

As noted above, please send any comments or concerns to me by May 23. You can email me at [cchi@mtc.ca.gov](mailto:cchi@mtc.ca.gov) or call me at 510-817-5939.

**PUBLIC UTILITIES CODE**  
**CHAPTER 4, TRANSPORTATION DEVELOPMENT**  
**ARTICLE 3 – LOCAL TRANSPORTATION FUNDS**

**Pedestrian and Bicycle Allocations**

**99233.3**

Two percent of the remaining money in the fund shall be made available to counties and cities for facilities provided for the exclusive use of pedestrians and bicycles unless the transportation planning agency finds that the money could be used to better advantage for the purposes stated in Article 4 (commencing with Section 99260) and Article 4.5 (commencing with Section 99275), or for local street and road purposes in those areas where the money may be expended for such purposes, in the development of a balanced transportation system. Of the amount made available to a city or county pursuant to this section, 5 percent thereof may be expended to supplement moneys from other sources to fund bicycle safety education programs, but shall not be used to fully fund the salary of any one person.

**Claims for Pedestrian and Bicycle Facilities**

**99234**

- (a) Claims for facilities provided for the exclusive use of pedestrians and bicycles or for bicycle safety education programs shall be filed according to the rules and regulations adopted by the transportation-planning agency.
- (b) The money shall be allocated for the construction, including related engineering expenses, of those facilities pursuant to procedures or criteria established by the transportation-planning agency for the area within its jurisdiction, or for bicycle safety education programs.
- (c) The money may be allocated for the maintenance of bicycling trails, which are closed to motorized traffic pursuant to procedures or criteria established by the transportation-planning agency for the area within its jurisdiction.
- (d) The money may be allocated without respect to Section 99231 and shall not be included in determining the apportionments to a city or county for purposes of Sections 99233.7 to 99233.9, inclusive.
- (e) Facilities provided for the use of bicycles may include projects that serve the needs of commuting bicyclists, including, but not limited to, new trails serving major transportation corridors, secure bicycle parking at employment centers, park and ride lots, and transit terminals where other funds are unavailable.
- (f) Notwithstanding any other provision of this section, a planning agency established in Title 7.1 (commencing with Section 66500) of the Government Code may allocate the money to the Association of Bay Area Governments for activities required by Chapter 11 (commencing with Section 5850) of Division 5 of the Public Resources Code.
- (g) Within 30 days after receiving a request for a review from any city or county, the transportation-planning agency shall review its allocations made pursuant to Section 99233.3.

- (h) In addition to the purposes authorized in this section, a portion of the amount available to a city or county pursuant to Section 99233.3 may be allocated to develop a comprehensive bicycle and pedestrian facilities plan, with an emphasis on bicycle projects intended to accommodate bicycle commuters rather than recreational bicycle users. An allocation under this subdivision may not be made more than once every five years.
- (i) Up to 20 percent of the amount available each year to a city or county pursuant to Section 99233.3 may be allocated to re-stripe class II bicycle lanes.



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## **MTC Active Transportation Working Group**

### **Vision**

Active transportation is a one of the most basic and key strategies that will be used to move people in the Bay Area for climate change, emissions reduction and reduction of chronic disease. The consideration of bicycle, pedestrian and transit modes should be integrated into MTC's policies, programs and funding so that complete streets are a central focus not an afterthought.

### **Objectives**

MTC's Active Transportation Working group is an ad hoc technical advisory group that advises MTC staff and provides an opportunity for agency staff, advocates and other stakeholders to assure that roadway users of all ages and abilities can ride, walk and access transit in a safe, comfortable, efficient and convenient manner.

### **Activities**

- Implement the goals of MTC's Regional Transportation Plan (RTP) and Regional Bicycle Plan, Plan Bay Area Targets relating to CO<sub>2</sub> and emissions reduction, increase in active transportation minutes and reduction of collisions.
- Provide a forum for information dissemination on bicycle, pedestrian and transit issues with research, best practices, funding opportunities and emerging trends.
- Review and provide feedback on MTC planning activities and policies that have an impact on active transportation issues.
- Implement recommendations from Resolution 3765, Complete Streets and provide guidance and technical assistance to local agencies on how to implement complete streets projects.
- Engage and collaborate with stakeholders such as public health to leverage technical and policy expertise.