AGENDA

Regular Meeting of the

SAN LUIS OBISPO BICYCLE ADVISORY COMMITTEE

City Council Hearing Room, City Hall

990 Palm Street, San Luis Obispo

November 15, 2001 **Thursday** **7 p.m.**

CALL TO ORDER

ROLL CALL: Mary Lou Johnson (Chairperson), Jean Anderson, Bruce Collier, Wes Conner, Mark Grayson, Tim Valentine, and Chris Overby.

NON-AGENDA RELATED PUBLIC COMMENTS:

At this time, the public is invited to address the committee concerning items not on the agenda. Items raised are generally referred to the staff and, if action by the committee is necessary, may be scheduled for a future meeting.

APPROVAL OF MINUTES: September 20, 2001

ACTION ITEMS:

1. Establishing Class II Bike Lanes Along Slack Street West of Grand Avenue (continued from the September 20, 2001 meeting).

REPORTS OF SUBCOMMITTEE/S:

2. Promotion and Education Subcommittee (Anderson/Johnson/Grayson)

3. Bike Plan Update Subcommittee (Anderson/Collier)

DISCUSSION ITEMS:

4. Hiring a Bicycle Coordinator to Support the City's Bicycle Program (continued discussion from September 20, 2001 meeting).

UPDATES AND NETWORKING:

ADJOURN: cancel the December 20, 2001 Bicycle Advisory Committee meeting and adjourn to the regularly scheduled meeting of March 21, 2002.

SAN LUIS OBISPO
BICYCLE ADVISORY COMMITTEE
MEETING MINUTES
SEPTEMBER 20, 2001

CALL TO ORDER:

The San Luis Obispo Bicycle Advisory Committee meeting was called to order at 7:04 p.m. on Thursday, September 20, 2001, in the Council Hearing Room at City Hall, 990 Palm Street, San Luis Obispo, California.

ROLL CALL:

Present: Jean Anderson, Wes Conner, Bruce Collier, Mark Grayson

Absent: Mary Lou Johnson, Tim Valentine, Chris Overby, Mary Lou Johnson

Staff: Terry Sanville, Principal Transportation Planner

Also present were: Deby Anderson, Cal Poly Commuter & Access Services Coordinator and Nick Pearson, Cal Poly Wheelmen President

NON-AGENDA PUBLIC COMMENT:

There were no comments presented.

APPROVAL OF MINUTES:

The Minutes of June 21, 2001, were accepted as presented.

DISCUSSION ITEMS:

1. **ESTABLISHING CLASS II BIKE LANES ALONG SLACK STREET WEST OF GRAND AVENUE.**

Mr. Sanville presented a request from a representative of the Alta Vista Association to continue this item until November 15, 2001.

Motion presented by Committee Member Bruce Collier to continue Item #1 until November 15, 2001 and not beyond. Second by Mark Grayson. Motion failed for a majority vote.

Discussion concerning postponement. The item had been carried over for a long time.

Mr. Tom King, President of Alta Vista Homeowners Association, discussed the short timeframe he was given for notifying Association members concerning the item. He also discussed the parking and traffic flow numbers from parking survey studies. Would like the Committee to continue the item to allow for time to review the information further.

Mr. Scott Steinmoss, Cal Poly Professor of Crop Sciences, 133 Orange Drive, discussed the traffic flow of Cal Poly and the current usage of the bicycles at and around Cal Poly.

Motion by Mr. Grayson to continue the item until the next Bicycle Committee meeting of November 15, 2001. Second by Ms. Anderson. Passed unanimously.

2. **FORMING A B.A.C. SUBCOMMITTEE TO ACCELERATE THE UPDATING OF THE BICYCLE TRANSPORTATION PLAN:**

Staff report from Mr. Sanville. The updating of the plan is necessary to be able to be eligible to receive grant funding from the state. Staff recommended moving faster on the item and forming a subcommittee to complete and submit the plan to the City Council in order to fall within the eligibility guidelines for the next round of grant funding distribution.

Discussion about either forming a subcommittee to facilitate accelerated updating of the Bicycle Transportation Plan, or taking the time to work on a completely overhauled plan that will incorporate specific changes to bike paths and detailed maps.

Ms. Anderson in favor of a two-part approach, working on an amendment to meet the funding cycle and willing to work on the subcommittee to completely an update the plan.

Mr. Grayson commented that he would like to meet the funding schedule and also see energy expended on update the plan.

Mr. Conner agreed that applying for funding is important.

Motion by Mr. Collier to proceed with accelerating and updating the Bike Plan to provide the necessary requirements to meet the minimum State standards for the update. Second by Mr. Conner. Passed unanimously.

Discussion about staff recommendation 2b concerning forming a subcommittee. Consensus from the committee that Ms. Anderson and Mr. Collier volunteer to help with a subcommittee to help with the updating of the bicycle plan.

Discussion about staff recommendation 2c. Consensus not to act at this time.

3. RECOMMENDATIONS FROM THE EDUCATION AND PROMOTION SUBCOMMITTEE FOR PARTICIPATING IN BIKE WEEK AND OTHER ACTIVITIES:

Mr. Sanville presented the staff report recommending the BAC review and consider the subcommittee's recommendations as to level of participation and funding allocation for the activities in the table provided with the staff report.

Discussion concerning bicycle rodeos to be held in the spring and brochure ideas. Suggestion to table the web page item.

Discussion about item #4 and helmets donated by local businesses. Discussion about Cal Poly student volunteers and participation/support of a downtown criterium.

Motion by Mr. Conner to accept items 1,2 and 4 as written. Second by Mr. Grayson. Passed unanimously.

4. BICYCLE PARKING AT THE RAILROAD TRANSPORTATION CENTER ON SANTA BARBARA STREET:

Discussion on the background presented in the staff report and the need for additional bicycle parking throughout the new parking lot of the railroad station. Staff supports installing new bike racks when the Southern Pacific Freight Warehouse is rehabilitated and opens as a public museum, and believes that installation of bicycle parking in the new parking lot is premature at this time. Staff also supports replacing older existing racks at the AMTRAK passenger depot.

Motion by Mr. Connor to not expend any funds for warehouse bike parking at this time, but instead work towards upgrading the bike rack at the AMTRAK passenger depot itself.
No second.

Motion by Mr. Collier to request staff to replace obsolete bicycle racks located at the AMTRAK Station. Second by Mr. Conner. Passed unanimously.

Discussion about revisiting additional bicycle storage facilities at a later date.

5. HIRING A BICYCLE COORDINATOR TO SUPPORT THE CITY'S BICYCLE PROGRAM.

Mr. Sanville discussed the projects that a bicycle coordinator would be assisting with, and provided alternatives for the BAC to discuss.

Discussion about the need for continuity in decisions concerning bicycle changes and adaptations in the city.

Motion by Ms. Anderson to continue item #5 in January 2002. Second by Mr. Collier.

Discussion of motion.

Motion was withdrawn by Ms. Anderson. Second withdrawn by Mr. Collier.

Disscussion about access and parking committee that will be considered by the City Council in the near future.

Motion by Ms. Anderson to continue item #5 to the next meeting on November 15, 2001. Second by Mr. Grayson.

AYES: Mr. Grayson and Ms. Anderson
NOES: Mr. Conner
Abstain: Mr. Collier.

Discussion about the vote. Call for new vote.

AYES: Mr. Grayson, Ms. Anderson and Mr. Collier
NOES: Mr. Conner
Abstain: none

6. AGENDA PROCEDURES AND FORMAT.

Ms. Anderson suggested this as an agenda item. Mr. Sanville discussed the differences of discussion items and action items. Discussion items may lead to future action items. If a vote is needed, the item should be listed as an action on the agenda. Discussion between committee members concerning the restructuring of the agenda. The following changes were suggested:

(1) Call to Order
(2) Roll Call
(3) Non-agenda Public Comment
(4) Approval of Minutes of Previous Meeting
(5) Action Items
(6) Report/s of Subcommittee/s
(7) Discussion Items
(8) Communications/Updates
(9) Adjourn

Motion by Mr. Collier to adopt the suggested new order of the agenda listed above. Second by Mr. Conner. Passed unanimously.

Discussion concerning part b. of item #6, elements to assist with establishing agendas. General consensus with all of the suggestions presented by staff in the staff report.

DISCUSSION ITEMS

7. PREPARING BICYCLE PARKING INFORMATION FOR DISTRIBUTION TO LOCAL BUSINESSES.

Ms. Anderson discussed her efforts to collect information, which provides guidance to local business owners for bicycle parking installation. Mr. Sanville discussed present style of guidance in the current bicycle transportation plan. If the BAC feels that further change is needed, they can suggest changes to the city's ARC guidelines, or update the bicycle transportation plan.

Discussion – no action taken.

8. POSTING BAC INFORMATION ON THE WEB.

No discussion – already completed.

9. CITY PROJECT UPDATES.

Mr. Sanville asked the BAC if there was any item requiring further discussion or explanation. Discussion/clarification only on item F.

10. INTERNATIONAL WALK TO SCHOOL DAY.

Informational discussion held.

11. REPORT ON THE QUARTERLY MEETING WITH THE MAYOR AND ADVISORY BODY CHAIRPERSONS.

Mr. Collier suggested that a special invitation be issued to the City Council liaison to split meetings and attend two meetings per year each.

Discussion about meeting attendance.

OTHER DISCUSSION:

Mr. Grayson mentioned a gap in the concrete at the entrance into Railroad Square. Mr. Sanville said he would check into correcting the problem.

No further discussions.

Motion by Mr. Collier to adjourn the meeting. Second by Mr. Conner. Passed unanimously.

Meeting adjourned at 8:55 p.m.

Respectfully submitted,
Nora O'Donnell
Recording Secretary

Agenda Item 1

SLACK STREET BIKE LANES

This item was introduced at the BAC's September 20th meeting. On request from a representative of the Alta Vista Neighborhood Association, the BAC continued consideration until its November 15th meeting. The neighborhood representative indicated that association members had concern for some of the statistical information included in the staff report. Staff has not received any further comments.

BACKGROUND: In 1999, Doreen and Henry Case requested that the BAC evaluate the feasibility of installing bike lanes on Slack Street adjoining the Cal Poly campus. More recently, in February 2001, the Alta Vista Neighborhood Association has expressed a desire to pursue this issue. Staff told the neighborhood association that the issue would be addressed at either the June or September 2001 BAC meetings.

With direction from the BAC, in February 2000 the Public Works staff surveyed traffic, parking, and bicycling conditions on Slack Street with the idea of repeating this survey work after the Cal Poly parking garage was completed and occupied. Unfortunately, the staff person who was doing this work left City employment and replacement staff was only hired in the April 2001.

The Public Works Staff again surveyed traffic, parking and bicycling conditions on Slack Street in May 2001. This survey work was expanded to include parking vacancy rates in the new Cal Poly parking structure, review of traffic collision statistics for Slack Street, and a parking "turnover" study along Slack, Longview and Hathaway Streets. The results of work completed to date are presented in the body of this report.

SUMMARY STAFF RECOMMENDATION

The Bicycle Advisory Committee should not initiate an amendment to the Bicycle Transportation Plan to include bicycle lanes on Slack Street or adjoining local streets. Slack, Longview and Hathaway Streets should be retained as a "Class III Bicycle Route," as currently designated by the *Bicycle Transportation Plan*.

EVALUATION

1. Use of Slack Street for Access to Cal Poly Campus. The following data was collected for Slack Street between Grand Avenue and Longview Street adjoining the Cal Poly campus. Also presented is information about bicycle counts at various city locations. By comparing the Slack Street numbers with those for other locations we can get some idea of its use relative to other locations, most of which have bicycle lanes.

TABLE 1: SLACK STREET BICYCLE COUNTS 2001

Wednesday, February 2, 2000					Tuesday, May 8, 2001				
	EB	WB	TOT	B/H*		EB	WB	TOT	B/H*
7:45- 9:00 AM			NA	NA	7:45- 9:00 AM	2	21	**23**	**18**
4:00-5:45 PM	26	11	**37**	**21**	4:00-5:45 PM	30	10	**40**	**23**
Thursday, February 3, 2000					Wednesday, May 9, 2001				
	EB	WB	TOT	B/H*		EB	WB	TOT	B/H*
7:45- 9:00 AM	4	24	28	**22**	7:45- 9:00 AM	2	25	**27**	**22**
4:00-5:45 PM			NA	NA	4:00-5:45 PM	21	10	**31**	**18**
* B/H stands for "bicycles per hour."									

TABLE 2: CITY-WIDE BIKE COUNTS 2000 **						
#	**Street Location**	**B/H**	**% Tot**	**#**	**Street Location**	**B/H**
1	California n/o Foothill	92	39%	11	Santa Barbara e/o Broad	17
2	Foothill e/o California	48	20%	12	Johnson s/o San Luis	15
3	Highland e/o Santa Rosa	45	19%	13	Osos n/o Leff	14
4	Slack w/o Grand	20	8%	14	Broad n/o Orcutt	14
5	Grand n/o Slack	17	7%	15	Santa Rosa n/o Foothill	14
6	Hathaway w/o Via Carta	14	6%	16	Santa Rosa n/o Mill	11
	Totals	**236**	**100%**	17	Monterey e/o California	10
7	Higuera n/o Madonna	38		18	Marsh e/o Broad	8
8	Madonna w/o Higuera	29		19	Mill e/o Santa Rosa	6
9	Higuera s/o High	22				
10	Chorro n/o Lincoln	18				
** Counts taken between 3:45 and 5:45 pm. B/H = bicyclists per hour						

As shown in Table 2, of the 236 bicyclists using the six portals to the Cal Poly campus in 2000 (afternoon counts only), about 59% used Foothill-California Boulevard, 19% use Highland Drive, 15% use Grand-Slack Street, and 6% Use Hathaway Street. If the Grand and Slack counts are separated out, Grand would account for about 7% of total and Slack for about 8%.

Of the nineteen (19) locations where bicyclists were counted in the fall of 2000, Slack Street ranks seventh of these count locations. Of the twelve streets that had fewer bicycles than Slack Street, seven of them have bicycle lanes.

Conclusions:

- Compared to other access points to Cal Poly, Slack Street accounts for a minor amount of total bicycle traffic to and from the campus.

- Compared with other City streets where bicycle counts have been taken, Slack Street ranks in the upper one third, with some of the other streets with less volume having bike lanes.

2. Comparison of Slack Street With Other Class II Bicycle Corridors. On streets with high motor vehicle traffic volumes and speeds, Class II bike lanes are one way of improving safety for cyclists by separating slower-moving bicyclists from faster-moving motorists. The City's Circulation Element has classified these streets as "Arterials." The *Bicycle Transportation Plan* stipulates that:

> "In the long term, all City arterial streets should safely accommodate bicyclists through the installation of bicycle lanes." (Reference Policy D.2, page 7.)

The Circulation Element classifies Slack, Longview and Hathaway as "local" residential streets. The following table shows vehicle traffic volumes on streets that contain Class II bike lanes. Where available a "range" of volumes is shown since traffic counts vary along long corridors. Where available, speed data is also presented.

TABLE 3: TRAFFIC INFORMATION FOR CLASS II BIKEWAY STREETS

#	Street	Volume	Number of Travel Lanes	85th Percentile Speed (MPH) (1)
1	California Blvd.	12,800 to 25,200	2	40
6	Chorro	7,800 to 8,200	2	26
2	Foothill	11,100 to 19,200	4	40
5	Grand	25,300	4	39
4	Highland	8,587	2	NA
7	Higuera	8,800 to 17,500	3-4	35-45
11	Johnson	7,500 to 22,100	4	36-45
10	Laurel	7,200 to 9,000	4	34-44
12	Los Osos Valley	17,600 to 24,400	4	49
13	Madonna	17,200 to 22,200	6	47
8	Marsh	4,100 to 13,300	2-3	34
15	Orcutt	2,600 to 15,400	2	41
14	Santa Barbara	14,800 to 15,500	2	38
3	Santa Rosa	8,900 32,000	2-4	30-40
9	South	13,000	4	48
16	Tank Farm	7,700 to 17,600	2-4	NA
17	**Slack (2)**	**2,655**	**2**	**40**

Notes:
1. The *85th Percentile Speed* means that 85% of the motorists using a street are driving at that speed or slower.
2. Traffic volume and speed information collected May 2001.

Conclusion:

- Motor vehicle traffic volumes on Slack Street are significantly lower than other streets in San Luis Obispo where bike lanes have been installed. Vehicle speeds are similar to the low end of the range for arterial streets with bike lanes. Safety issues related to the mixing of motor vehicles and bicycles are not prevalent on Slack Street; traffic conditions, in themselves, do not warrant bicycle lanes.

3. Other Safety Indicators. In addition to traffic speed and volume (both which influence the potential for conflict), other factors to consider include collision history along the street, the turnover of curbside parking, and the amount of gap between cars traveling along the street.

A collision history that shows ongoing vehicle-bicycle conflicts is an indication that safety is of concern. The Public Works staff reviewed data provided by the Statewide Integrated Traffic Records System (SWITRS) for the years 1991 to present. During that time frame, no bicycle-vehicle collisions were reported along Slack Street.

Where there is frequent turnover of curbside parking, the *potential* for conflicts between motorists and passing bicyclists increases. The following vacancy and turnover rates shown in Table 4 apply to Slack Street and adjoining residential streets. Data was collected on Tuesday, May 29 and Wednesday, May 30, 2001 between 9am and 5pm. The data presented on the following page shows that parking turnover is very low, between 1.2 and 2.1 vehicles per day.

Vacancy rates (the percentage of vacant spaces observed) are also low for spaces on the north side of Slack Street (0% vacancy) and other public parking segments. Only where the residential parking district has been established, is the vacancy rate significantly higher (45%).

Although not shown in the table below, staff also surveyed the parking vacancy rate in the new Cal Poly Parking Garage at the same time. Excluding disabled spaces, the vacancy rate in the garage approaches 0%.

TABLE 4: CURB PARKING UTILIZATION AND TURNOVER			
Sub Area	**Total Spaces**	**Vacancy**	**Turnover (vehicles per day)**
Slack Street from Grand to Hathaway (north curb)	87	0%	2.1
Slack Street Residential Permit Parking (south curb)	80	45%	1.2
Slack Street Two-hour Parking (south curb)	25	24%	2.3
Hathaway On-Street Parking	48	19%	1.4

Finally, there is potential for conflict between motorists and bicyclists when cyclists are trying to cross a street and there is insufficient "gap" between passing motorists to allow safe passage. Usually streets with high congestion levels during peak travel periods will experience limited gaps between vehicles. However, in Slack Street's case, the minimum morning peak period gap is 15.79 seconds and the minimum afternoon gap is 18.37 seconds, ample time for bicycles to cross the street during the busiest periods of the day.

Conclusion:

- Traffic and parking conditions along Slack Street nor the street's collision history do not suggest potential safety problems for bicyclists.

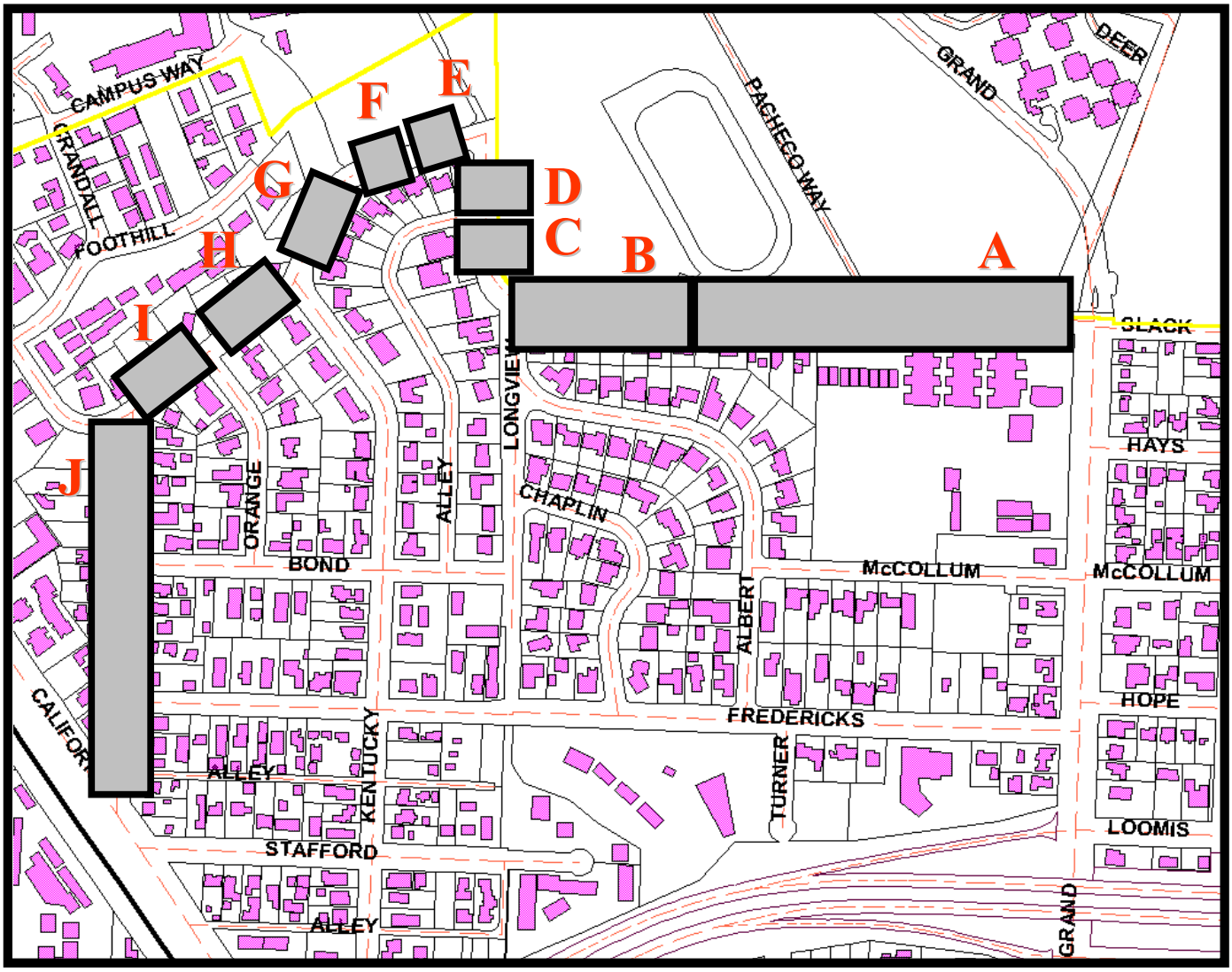
4. Physical Feasibility of Installing Bike Lanes. It is physically feasible to install bike lanes along Slack, Longview and Hathaway Streets without widening the roadway or the right-of-way. However, the current roadway is not wide enough in many sections to retain traffic lanes and vehicle parking bays and install bike lanes.

Staff evaluated the existing Class III bike route (from California Boulevard to Grand Avenue) to determine options for installing bike lanes. The map on the following page and accompanying cross sections identifies the various street segments that were evaluated. With a few noted exceptions, all options considered would require the removal of some curbside parking. The following paragraphs identify various physical options and their impacts.

Option A: Establish bike lanes on both sides of Slack and Longview Street from Grand Avenue to the north end of Longview (segments A thru D). This alternative would require the removal of 43 curb parking along the northern side of Slack Street (Segments A). Parking would be retained along the south side of Segment A. Bike lanes, 4-5 feet wide would be striped on the outside of the parking bay along the south side of Slack and adjoining the curb along the north side of the street.

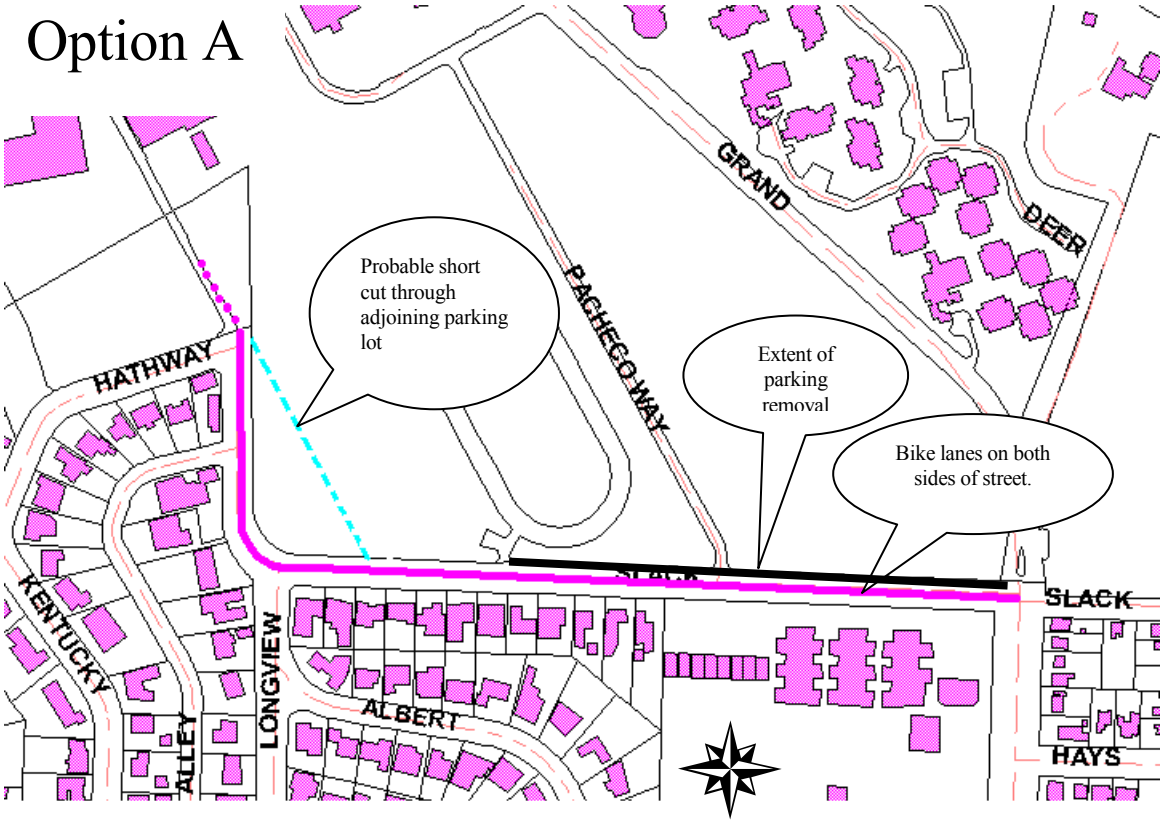
For Segments B, C, and D, parking need not be removed since the roadway appears wide enough to accommodate two traffic lanes (24 feet) and two 4-5 foot bike lanes on the outside of the parking bays.

Map #1: SECTION REFRENCE MAP



Comments on Option A: The parking spaces removed along Segment A are used by Cal Poly students that park there all day. Removal of this parking may divert these motorists to other adjoining residential areas (e.g. Fredericks, Stafford, Kentucky, and Carpenter Streets) where permit parking limitations do not apply and parking is free, or onto the Cal Poly campus where parking permits are required.

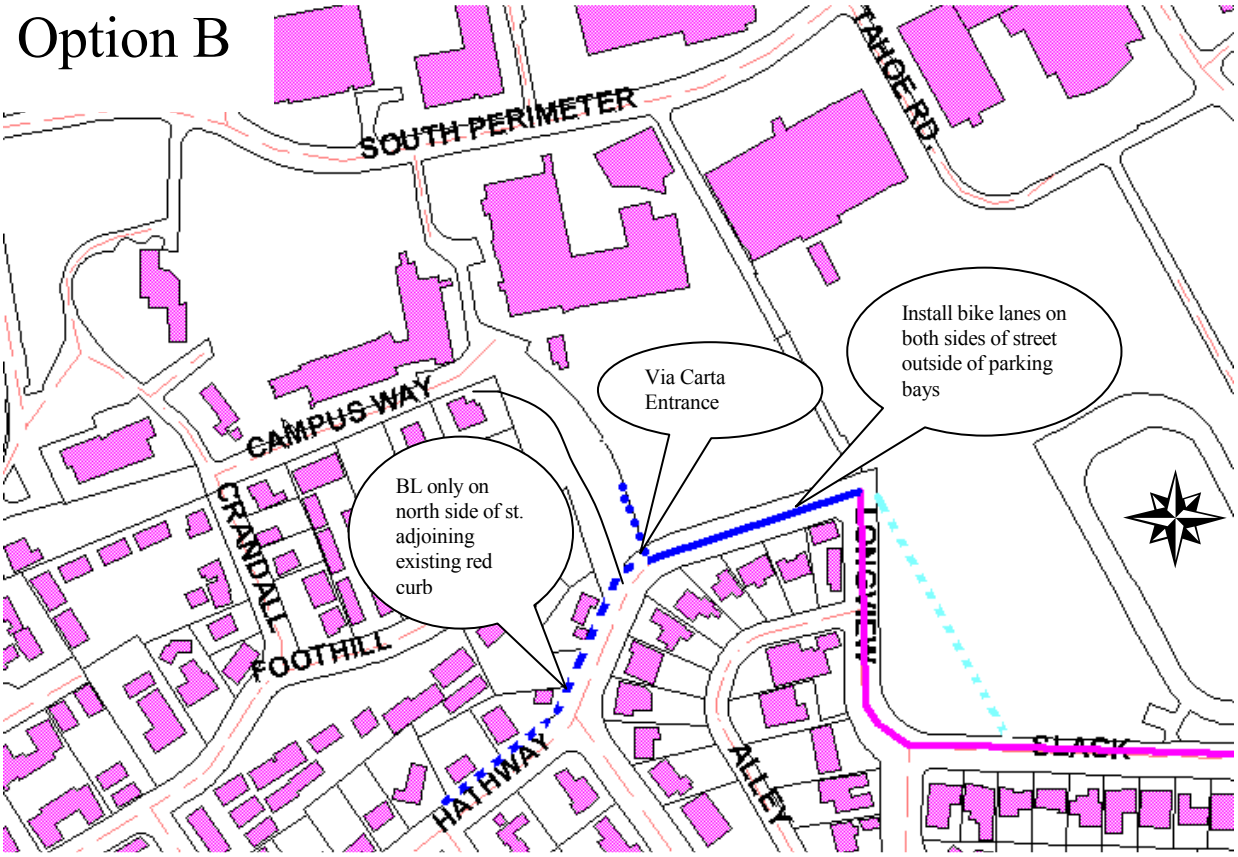
This option would provide a type of "cul-de-sac" bicycle linkage between Grand Avenue and the entrance to the Cal Poly campus near the tennis courts. Given the topography in the area, it's likely that bicyclists would short cut through the parking lot to the east of Longview Street and would avoid using on-street bike lanes along Segments C and D.



Option B: In addition to the bike lanes proposed as part of Option A (above), establish bike lanes along both sides of Hathaway on the outside of the parking bays from Longview, extending to Via Carta. Establish a bike lane along the north side of Hathaway from Via Carta westward approximately 140 meters to a point where the red curb currently ends (Sections E, F, and part of G).

The roadway width is not uniform throughout sections E and F. It may be necessary to reduce traffic lane widths to 11 or 10 feet to complete continuous bike lanes throughout these segments. More fieldwork is necessary to determine the extent of potential lane narrowing, if any.

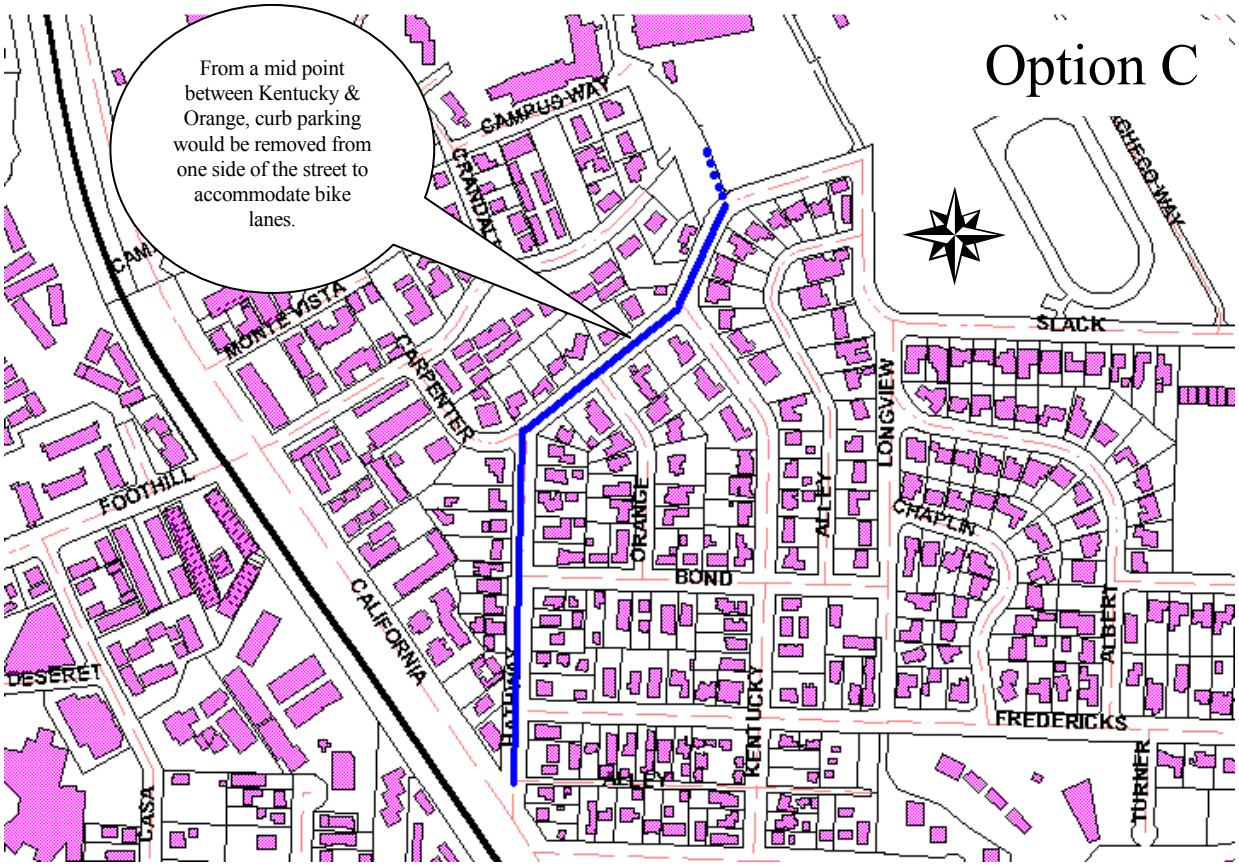
Comments on Option B: This option would enable bicyclists to continue on Hathaway westward to connect with Via Carta, which provides an alternative access point to the Cal Poly campus. However, Via Carta is generally accessed from the west via Hathaway – so Option 2 would provide limited benefit to westbound cyclists on Slack Street.



Option C: In addition to Option A and B, extend bicycle lanes on both sides of Hathaway Street from Via Carta to California Boulevard (Segments G thru J). Parking on both side of the street might be retained through Segments G and H if the traffic lanes are narrowed to 10 feet (the minimum needed for fire access) and minimum width bike lanes (about 4.5 feet) are installed along the outside of the parking bays.

Comments on Option C: This section of bike lanes could complete a Class II bikeway connection between California Boulevard and Grand Avenue. However, in Sections I and J, about 45 curb parking

spaces would have to be removed along one side of the street to accommodate bike lanes. Part of this street section (the east side of Hathaway from Bond to Longview) is part of a residential parking district while the other side of the street is not. It has not been the City's practice to remove curb parking along residential local or collector streets to install bike lanes. This parking has a very low vacancy rate (8 to 18%) and a low turnover factor.



Conclusions:

- Option A would provide a connection to an alternative campus access point from Grand Avenue. However, the Longview segment would not likely be used since there is a shorter and flatter route through the adjoining on-campus parking lot.

- Option B can be implemented without removing parking but would have limited value since there are alternative routes to and from Cal Poly Campus for east- and westbound cyclists.

- Option C would require removal of curb parking along one side of Hathaway Avenue from a point midway between Kentucky Avenue and Orange Street to California Boulevard. Neighborhood residents heavily use this parking.

5. Other Factors Not Related to Bicycling Safety and Access. The letter from Mr. and Mrs. Case and from the Alta Vista Neighborhood have indicated that removal of curb parking to make way for bicycle lanes might improve access and safety for cyclists. Staff believes that *some* of the underlying reasons for the interest in bike lanes may be a desire to reduce university student motorist use of the street. While these neighborhood issues may be of legitimate concern, installation of bike lanes will not likely resolve them, and in some way may raise other unanticipated concerns – e.g. traffic speeds.

Staff notes that if the 60 parking spaces along the north side of Slack Street were removed, given the low turnover rate of these spaces, the reduction in traffic would equal about 5% of the street's 24-hour traffic volumes (60 spaces x 2.1 vehicles per day ÷ by 2,655 vehicles per day = 4.7%). Furthermore, removal of parking and providing a wider unimpeded roadway might foster higher traffic speeds in the neighborhood. Staff also notes that traffic volumes in February 2000 were shown to be 3,412 vehicles per day. Counts taken in May 2001 showed an average daily volume to be 2,644 vehicles, a 23% reduction from 2000.

In 1998, the City initiated its *Neighborhood Traffic Management (NTM) Program* to address traffic volumes and speed within residential districts. The Alta Vista Neighborhood may avail itself of this process to address issues not directly related to bicycling.

SUMMARY AND CONCLUSIONS

Factors that Argue In Favor of Bike Lanes	Factors that Argue Against Bicycle Lanes
☞ Compared with other streets where bicycle counts have been taken, Slack Street ranks in the upper one third, with some of the other streets with less volume having bike lanes. ☞ Bicycle lanes are physically feasible along Slack, Longview, and Hathaway Streets without widening these roads. ☞ Bike lanes could be installed between Grand Avenue and the north end of Longview with minimum impact on curb parking used by neighborhood residents.	☞ Compared to other access points to Cal Poly campus, Slack Street accounts for a minor amount of total bicycle traffic to and from the campus. ☞ Motor vehicle traffic volumes on Slack Street are significantly lower than other streets in San Luis Obispo where bike lanes have been installed. Vehicle speeds are similar to the low end of the range for arterial streets with bike lanes. Safety issues related to the mixing of motor vehicles and bicycles are not prevalent on Slack Street, and conditions do not warrant bicycle lanes. ☞ Traffic and parking conditions along Slack Street or the street's collision history do not suggest potential safety problems for bicyclists. ☞ To complete a Class II bikeway connection between Grand Avenue and California Boulevard would require the removal of heavily used curb parking along a local residential street. ☞ Policies in the Bicycle Transportation Plan generally do not call for installation of bike lanes along residential or local collector streets.

While it may be feasible to install bike lanes along some segments of the Slack, Longview, Hathaway corridor, in staff's view, there are no compelling access or safety reasons to do so. Staff concludes that this corridor should continue to be designated as a Class III bicycle Route at this time.

ACTION ALTERNATIVES

The Bicycle Advisory Committee may:

a. Continue discussion of this item and request additional information or analysis from staff.

b. Identify a desired bikeway alternative and initiate an amendment to the Bicycle Transportation Plan.

   Comment: if the BAC decides to initiate such an amendment, staff will prepare the requisite environmental document (likely to be a *categorical exemption* or *negative declaration*), provide notification to adjoining property owners and tenants, and schedule a public hearing for the March 21, 2002 BAC meeting.

REPORTS OF SUBCOMMITTEE/S:

Agenda Item 2: Promotion and Education Subcommittee Report

Chairperson Johnson requests that the BAC discuss the content of the *Safe Routes to School brochure.*

Agenda Item 3: Bike Plan Update Subcommittee Report

In October, the subcommittee met with Terry Sanville to review the work completed to date and identify tasks that the subcommittee and possibly other volunteers could pursue. Terry agreed to develop cost estimates for the bicycle projects identified in the draft materials – costs which total over $40 million. Other tasks pending completion include and inventory of bicycle parking and proposals for new parking.

DISCUSSION ITEMS:

Agenda Item 4
HIRING A BICYCLE COORDINATOR

THE SITUATION: When the BAC was discussing the update of the Bike Plan and the need for consultant services, this concept of hiring a bicycle coordinator was introduced. The concept suggests

that the City hire a staff person whose time is fully dedicated to implementing the bicycle program. Other communities with very active bicycle programs have hired bicycle coordinators.

At its September 20, 2001 meeting the BAC decided to continue consideration of this item until its November 15th meeting so that staffing issues could be discussed in the context of the new *Parking and Access Committee* that the City Council intends to create. Staff had intended to discuss an array of options for creating this new committee with the BAC but has decided to take a different tack. Staff will be presenting alternatives committee concepts to the Council in the near future. We will be recommending that a "focused" committee be created whose responsibilities do not overlap with existing standing committees. We believe that existing Public Works Staff can support this new committee without hiring additional people. If for some reason the City Council supports an alternative concept that changes existing committee and commission responsibilities, then that alternative will be sent to the various committees for review and comment.

In sum, the BAC should decide whether it wants to discuss this item at its November 15th meeting or table it indefinitely.

BACKGROUND: Locally, in 1991 the City hired a ½-time bicycle coordinator for a two-year period. The coordinator assisted City staff in (1) implementing high-priority on-street bike lane projects (Foothill Boulevard, Santa Rosa Street, Mid-Higuera, Santa Barbara Avenue, and Marsh Street); and (2) preparing and adopting of the Bicycle Transportation Plan. At the end of the coordinator's two year contract period, the bike plan had been adopted and the high priority projects were complete or in the works.

Since 1993, the Principal Transportation Planner has been staff to the BAC. The planner and other transportation and civil engineering staff have worked on a variety of projects including Phase I and II of the Railroad Recreation Trail, the Jennifer Street Bike-Pedestrian Bridge, the Morro Street Bicycle Boulevard (pending), the Railroad Transportation Center, and various bicycle lane projects.

For each bicycle capital project, the Public Works Staff appoints a department coordinator (typically the transportation planner) and a civil engineer. The Planner manages the project's design development and City approval process while the engineer coordinates the preparation of construction documents, the bid process, and construction engineering (inspection). During the just-started 2001-03 Financial Planning period, the planner and engineers will be working on the following projects that are part of the City's approved Capital Improvement Program (CIP):

- Phase III of the Railroad Safety Trail (AMTRAK Station to Marsh Street)
- Phase IV of the Railroad Safety Trail (Marsh Street to Foothill – land acquisition only)
- Phase IVa of the Railroad Safety Trail (Foothill to Hathaway – dependant on grant approval)
- Montalban Street Bicycle-Pedestrian Bridge over Stenner Creek
- Sinsheimer Community Park Bicycle-Pedestrian Bridge (Environmental studies only)
- South Street Widening (to include bike lanes and sidewalk, Higuera to Beebee Street – Caltrans is lead agency)
- Garden Street Makeover (including bicycle parking)

The BAC and the City's bicycle program have never had a very strong promotional or educational component. While the Bicycle Transportation Plan identifies a variety of activities to promote bicycling (reference Section V), these functions have not been supported with staffing. Therefore, if

additional staff were to be hired, community education and promotional activities might be a legitimate area of focus, possibly on a half-time basis.

A synopsis of the 2001-03 Financial Plan is attached for BAC review. This synopsis describes its relationship to the budget "goals" established by the City Council. These goals did not include the hiring of a bicycle coordinator. Nor did the eight recommended goals transmitted by the BAC to the Council in December 2000 identify a desire to hire a coordinator.

One of the principles of the Financial Plan (reference page 2 of attached synopsis) is "Limiting operating cost increases." Operating cost increases almost exclusively relate to hiring additional staff. The reason for this conservative position is the "…uncertain future in the next two years due to downward trends in the economy, possible State budget takeaways and the energy crisis." This policy has lead to a very limited increase in staffing for the next two years:

1 Neighborhood Services Technician
1 Firefighter
1 CIP Engineer (field inspection)
1 Lab Technician (paid for by the utilities enterprise fund)
0.25 Utilities Secretarial Help (also from utilities enterprise fund)

The City Council reevaluates its budget every six months. Budget amendment requests must be submitted to the City Administrator no later than January 2002 for Council action in February.

ACTION ALTERNATIVES

The BAC may:

a. Ask staff to submit a formal request to the City Administrative Officer for amending the City budget to include the hiring a full- or half-time Bicycle Coordinator at the next available amendment point.

   Comment: if the BAC selects this alternative it should provide justification for its recommendation and identify desired service areas to be provided by a bicycle coordinator.

b. Defer consideration of this issue until initial high priority BAC efforts are complete (e.g. Bike Plan update and initial promotional program implementation).

c. Take no action at this time.

SUMMARY STAFF RECOMMENDATION

Support option b or c.

UPDATES AND NETWORKING:

- Mayor's Quarterly Meeting & Photo I.D. Cards: Chairperson Johnson attended the July 12th and October 11th meetings and will provide a brief synopsis of what occurred. As part of the quarterly

meeting, the City Clerks Office distributed a memorandum to advisory body chairs advertising the availability of Photo I.D. cards for advisory body members that desire them. There is a form for interested members to complete and deliver to Kathy Hamilton in the Human Resources Department who will arrange for the photography and card production.

- Morro Street Bicycle Boulevard: The Public Works staff and consultants are sponsoring a neighborhood workshop to identify issues and opportunities and review schematic design alternatives for this project. The workshop is scheduled for Tuesday, November 27th beginning at 6:30 pm in the First American Title Company conference room on Morro Street. Area residents and businesses have been invited to the workshop; BAC members are welcome to attend. Once the design is completed, it will come to the BAC for review and action.

- Bike Path Plans Approved by Architectural Review Commission: At its November 5th meeting, the ARC reviewed the plans prepared for RRM Design for the Railroad Safety Trail and the Bob Jones City-to-Sea Trail. The commission made a few suggestions concerning fencing, landscaping and bridge design and approved the plans. The next step will be review by the City Council, targeted for the December 11, 2001 Council meeting. Staff suggests that BAC representatives attend the meeting and be prepared to speak in support of these important projects.

- Phase II Railroad Recreational Trail (from Bushnell Street to the Jennifer Street Bridge): The City has hired Richard Simmons Construction to build the project. The contractor has completed the grading and laying in the base and drainage pipes for the path. The railroad signal wires have also been removed. The paving should be installed shortly, assuming the weather is favorable.

- Johnson Avenue Repavement Project: The repaving of this street from Buchon Street to Orcutt Road was completed in October. The striping for the south end of the street, from Laurel Lane to Orcutt Road, was changed to eliminate two traffic lanes and include a center two-way left turn lane and wider bike lanes on the outside of the parking bays. These modifications were done in response to neighborhood interests to make the street more user friendly for adjoining residents. The design of the south end of Johnson Avenue is similar in design to Foothill Boulevard west of Tassajara Street.

- Phase III Railroad Bicycle Path Grant Application: At its August 21st meeting, the City Council authorized staff to submit a grant application to SLOCOG requesting $350,000 to help pay for the Railroad Bicycle Path from the AMTRAK passenger terminal to Marsh Street. If approved, these grant dollars would be use to pay for the acquisition of the requisite property, preparation of environmental documents, and the design of the facilities. Funding to construction the project has been identified in the City's 2001-03 Financial Plan as possibly coming from City General Fund debt financing (selling of bonds).

- Sinsheimer School Access Trail Grant Application: At its August 21st meeting, the City Council authorized staff to submit a grant application to SLOCOG requesting $350,000 to help pay for the a Class I path that would connect the Railroad Recreational Trail (RRT) with the north end of Southwood Drive (at the entrance to Sinsheimer Park). This path would be adjacent to the creek, would utilize land currently used by the School District's corporation yard, and would complete a Class I link between the RRT and Augusta Street just south of the school. If approved, these grant dollars would be use to design and construct the bike path.