



AGENDA

Regular Meeting of the
SAN LUIS OBISPO BICYCLE ADVISORY COMMITTEE
Council Hearing Room, City Hall
990 Palm Street, San Luis Obispo

November 20, 2008

Thursday

7 p.m.

MISSION:

The purpose of the Bicycle Advisory Committee is to provide oversight and policy direction on matters related to bicycle transportation in San Luis Obispo and its relationship to bicycling outside the City.

ROLL CALL: Tom Nuckols (Acting Chair), Jean Anderson, Matt Colonell, Tim Gillham, Glen Matteson, and Kristina Seley.

SWEARING IN: Swearing in of new Bicycle Advisory Committee Member.

RECOGNITION: BAC service recognition for Trevor Keith and Tom Nuckols.

PUBLIC COMMENT: At this time, the public is invited to address the Committee concerning items not on the agenda but are of interest to the public and within the subject matter jurisdiction of the Bicycle Advisory Committee. The Committee may not discuss or take action on issues that are not on the agenda other than to briefly respond to statements made or questions raised, or to ask staff to follow up on such issues.

MINUTES: September 18th, 2008 (see Attachment 1)

PRESENTATION ITEMS:

1. 2008 Bi-Annual Bike Count Report (Staff member Bryan Wheeler)

ACTION ITEMS:

2. Election of Officers
3. Advisory Body Goal Recommendations / Budget Process (see Attachment 2)
4. Bicycle Boulevard Report Card (see Attachment 3)

DISCUSSION ITEMS:

5. Committee
 - Authorized Shared Use Path Users (sub-committee report)
- Member Items:
6. Staff Items:
 - Grant updates
 - Project updates
 - Tentative agenda items for next meeting:
 - 2007 Traffic Safety Report

ADJOURN to the regularly scheduled meeting date of January 15, 2009.

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PRESENTATION ITEMS:

Agenda Item #1: 2008 Bi-Annual Bike Count Report

Bryan Wheeler, an intern in the Transportation Division, will present a summary of the 2008 bi-annual bicycle count report. He will also distribute copies of the report to Committee members. Copies of the report will be available for purchase at the Public Works Department and will be available for viewing and printing on the City's web site at www.slocity.org.

ACTION ITEMS:

Agenda Item #2: Election of Officers

Committee member Keith was serving as Chair until he resigned from the Committee in September. As Vice-Chairperson, Committee Member Nuckols assumed the duties of Chairperson upon receipt of CM Keith's resignation. As Committee Member Nuckols has announced his imminent resignation at the end of this year, elections for both Chair and Vice Chair are needed.

The Bicycle Advisory Committee Bylaws state that, "The Chairperson will preside over all meetings of the Committee and perform such duties as directed by the Committee. The Vice-Chairperson will serve in the absence or incapacity of the Chairperson." Additional officer duties include; writing quarterly progress reports, representing the Committee at the Mayor's quarterly luncheon, and representing the Committee at relevant City Council meetings. The term of election is for one year, commencing upon election. No person shall serve in the office of chairperson or vice chairperson for more than two consecutive terms.

With the absence of a Chair, the Vice Chair should open the floor for nominations for the office of Chairperson, close the floor for nominations, then ask members to vote for one of the nominees. If only one nominee is offered, then a voice vote can be taken. However, if more than one person is nominated, the BAC may want to cast a secret ballot. The same process should be followed for the office of Vice Chairperson.

Staff Recommendation: The Committee shall elect a Chair and Vice Chair.

Agenda Item #3: FY 2009-2011 Advisory Body Goals, Final Recommendations

Final recommended City Goals for the 2009-2011 financial plan are due to the Finance Department by December 29, 2008, for consideration by City Council. The BAC should review the draft recommended goals submitted by the City's advisory bodies (emailed to Committee members as soon as they are available during the week of Nov. 17), along with the BAC draft goals (see Attachment 3) that were developed at the September meeting, and consider if any refinements or revisions are desired. Additional background information regarding the advisory body goal process can be found in Attachments 2 and 3 from the 9/18/08 meeting agenda.

Staff Recommendation: The BAC shall formulate final goals and direct staff to forward them to the Finance Department.

Agenda Item #4: Bicycle Boulevard Report Card

At a previous meeting, the Committee determined that it should develop a method for evaluating the success of the City's bicycle boulevards. Attachment 4 is a copy of the draft Bicycle Boulevard "Report Card" developed by staff with input from the Committee. The purpose of the report card is two-fold:

1. To provide a standard set of criteria for planning a successful bicycle boulevard.
2. To evaluate the effectiveness of a bicycle boulevard at a given moment in time.

The report card was developed in MS Excel, and in that format will do a simple average calculation.

Staff Recommendation: The BAC should review the draft bicycle boulevard report card and:

1. Direct staff to further refine the report card, or
2. Approve the report card with or without revisions. If the report card is approved, the BAC should also direct staff to include the report card as a standard evaluation tool for bicycle boulevards in the next update of the Bicycle Transportation Plan.

DISCUSSION ITEMS:

Agenda Item #5: Committee Member Items

Authorized Shared Use Path Users (sub-committee report)

Agenda Item # 6: Staff Items

- 2009/10 Bicycle Transportation Account Grant Application Cycle
- 2008/09 Bicycle Transportation Account Grant Approval
- Bill Roalman Bicycle Blvd. update
- Shared Lane Marking update
- Los Osos Valley Road Interchange update
- Bicycle Rodeo update
- Tentative agenda items for next meeting:
 - 2007 Traffic Safety Report
 - _____
 - _____

ATTACHMENTS:

1. Draft BAC Meeting Minutes of September 18, 2008
2. BAC draft Budget Goals for FY 2009-2011
3. Draft Bicycle Boulevard Report Card

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MINUTES

Regular Meeting of the
SAN LUIS OBISPO BICYCLE ADVISORY COMMITTEE
 Council Hearing Room, City Hall
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September 18, 2008

Thursday

7 p.m.

MISSION:

The purpose of the Bicycle Advisory Committee is to provide oversight and policy direction on matters related to bicycle transportation in San Luis Obispo and its relationship to bicycling outside the City.

ROLL CALL: Trevor Keith (Chair), Tom Nuckols (Vice Chair), Jean Anderson, Matt Colonell, Tim Gillham, Glen Matteson, and Kristina Seley.

Committee member Keith was absent.

Staff: Peggy Mandeville, Principal Transportation Planner; Kevin Christian, Bicycle Program Assistant; Janet Miller, Minutes Clerk.

PUBLIC COMMENT:

Adam Fukushima, San Luis Obispo County Bicycle Coalition Executive Director, first pointed out the State has a bill, AB1358 – “Complete Streets Act”, currently on the Governor’s desk. Second, he pointed out that the new authorization of SAFETEA-LU (Federal funding) should be addressed soon.

MINUTES: July 17th, 2008

Action: CM (Committee Member) Glen Matteson moved, seconded by CM Jean Anderson to approve the minutes as amended. The motion passed unanimously with 2 notes to amend; item #5 “has been completed”, and “the new Bob Jones trail head at Prado Road”.

ACTION ITEMS:**1. Advisory Body Goal Recommendations / Budget Process**

Planner Mandeville presented a powerpoint presentation on the City's budget process and recommended that the BAC should formulate preliminary goals and forward them to the Finance Department. Possible goals for FY 2009-11 were reviewed, along with their relationship to the City's adopted "Major City Goals" and their relationship to Measure Y priorities.

Planner Mandeville led Committee Members through a prioritization process (#1-6 priorities) with the following results to be forwarded to the Finance Department:

- #1 Railroad Safety Trail: (CM priority placement votes – 111,22,3)
- #2 Continuation of Bike Education: (CM priority placement votes – 333,5555)
- #3 Bikeway improvements: (CM priority placement votes – 6666,11)
- #4 New Bike Blvd. Project: (CM priority placement votes – 3,55,66)

The following two items were also considered and ranked:

- Bill Roalman Bicycle Boulevard: (CM priority placement votes – 1,2222,3)
- Bike Program Assistant: (CM priority placement votes – 444444)

These two items are in the budget for this fiscal year. They would have ranked number 2 and 3 respectively but were separated out for the following reasons:

The Bill Roalman Bicycle Boulevard is currently scheduled to have traffic diverters and other improvements added. If funding for the continuation of this project is withdrawn in upcoming Council meetings, the BAC may reprioritize it as a recommended City Goal at their next meeting. CM Matteson stated that it was his number 1 priority. CM Colonell also stated that completion of the Bill Roalman Bicycle Boulevard was a high priority. Concerning the Bike Program Assistant position, Planner Mandeville was requested to provide the BAC with an update at the next meeting on the continuation of this position. Because this position is responsible for preparing grant applications, the Committee expressed a strong desire for the position to be maintained.

In other discussion related to the setting and ranking of recommended goal priorities, Vice Chair Nuckols suggested targeting project priorities in "Pavement Area 3" and "Pavement Area 4", which are on the pavement management schedule for 2010 and 2011. He also suggested that the Broad Street Bicycle Boulevard (Broad Street area north of Highway 101), excluding the Hwy. 101 bridge area, be considered. CM Colonell concurred that the BAC should consider additional Bicycle Boulevards as possible goal recommendations. The Cerro Romauldo Bicycle Boulevard was also discussed due to it's proximity to two elementary school campuses. Grant funding from the "Safe Routes to School" program was mentioned as possible funding for this project.

DISCUSSION ITEMS:**2. Committee Member Items**

- Authorized Shared Use Path Users (Colonell)

In an email to staff, CM. Colonell asked what vehicles are legally allowed on the Railroad Safety Trail. For the 9/18 meeting he provided an image of a code sign from a Monterey Recreation Trail. Staff provided a partial listing of the California Vehicle Code and local ordinances pertaining to path use (passed around during meeting). Staff Mandeville and Christian responded to questions concerning use and the related codes, concluding that the easiest way to determine legal use under the current codes, is that vehicles requiring license plates, are prohibited from using the Railroad trail. Further discussion questioned if anything should be done, and/or what should be done, and when. It was determined a Subcommittee on motorized bicycles on bikeways should be developed to research potential action. CM Seley and CM Colonell volunteered to work on this project contacting staff as required. On motion of CM Matteson, seconded by CM Nuckols, the motion carried 6:0.

CM Colonell suggested a review of the Railroad Safety Trail maintenance in regard to safety issues ("urban camping discouragement"). Location noted as near Boulevard del Campo.

Vice Chair Nuckols noted that there is a link on the San Luis Obispo County Bicycle Coalition website to the various Railroad Safety Trail projects.

- Committee Leadership/Replacement (Nuckols)

Vice Chair Nuckols expressed his interest in finding ways to recruit new committee members to replace the members leaving in the next few months. After discussion, staff was directed to investigate the policy of keeping a list of past applicants and to look there for possible candidates. Planner Mandeville stated that she would follow up with obtaining an official resignation letter from Chair Keith to allow the recruitment process to begin as soon as possible. Vice Chair Nuckols will draft a letter to be used for recruitment. Passing out recruitment flyers at the Bike Valet during farmers market was also suggested.

Agenda Item # 3: Staff Items

- Bicycle Boulevards - Measures of Success update, deferred "Action Item" (Attachment 4), presented by Staff Christian. A ranking system developed by ALTA planning for Portland OR was presented. Discussion determined that staff focus on the creation of a simple evaluation tool. The item will be continued to an upcoming meeting as a Bicycle Boulevard Report Card.
- Bill Roalman Bicycle Blvd update - Nothing new to report at this time. City Council to consider funding for final phase at a future Council meeting tentatively scheduled for October 21.
- Bob Jones City to Sea bike path update - A temporary fix for the cracks that have developed in the new section of the Bob Jones trail has been implemented. Its effectiveness is being considered as well as possible long term solutions.
- Railroad Safety Trail update - Phase 4 under construction
- Bicycle Rodeo update September 27 - Committee members reminded. CM Anderson volunteered to help staff the Parent Education / Helmet Fit booth.
- 2008 Paving Projects update. Two drain inlets on California at Monterey and on at San Luis Drive have been replaced, eliminating surface grates in the Class II bike lane. The "pork chop" island at the intersection of California and Marsh has been reduced in size to allow more room for bicyclists.
- 2009 - 2010 Pavement Management review - Review has been completed by staff Christian and will be submitted to Engineering. Suggested recommendations were summarized: Approx. 14 drain grates in need of cross straps, 2 grates in need of replacement, three curb ramps to be installed, and one street to be re-striped to move the bike lane from the right side of a right turn only lane.
- Shared Lane Marking update (Attachment 5) - The plans have been submitted for review and are expected back within one week. Adam Fukushima of the San Luis Obispo County Bicycle Coalition stated that he is interested in seeing this project completed and looking at future locations of shared lane markings.
- Bike Counts 2008 Bike Counts (tentative dates, Oct. 7-8) - Committee Members Anderson, Colonell and Matteson all indicated that they might be available to assist.
- BTA Grant Application - 2008 grant awards have not been announced yet, awaiting State Budget.
- Tentative agenda items for next meeting:
 - 2008 Bike Counts (tentative dates, Oct. 7-8)
 - 2007 Traffic Safety Report
 - Election of new officers
 - Bicycle Boulevards -- Measures of Success
 - City Goals

CM member Matteson motioned, and was seconded by CM Anderson to adjourn. Vote was unanimous.

The meeting **ADJOURNED** at 9:34 p.m. to the regularly scheduled meeting date of November 20, 2008.


 PUBLIC WORKS DEPARTMENT

919 PALM, SAN LUIS OBISPO, CA 94901-3702

DATE: November 6, 2008

TO: Bill Statler, Finance and Information Technology Director

FROM: Peggy Mandeville, Principal Transportation Planner
Staff Liaison to the Bicycle Advisory Committee

SUBJECT: Draft Bicycle Advisory Committee Budget Goals for FY 2009-11

The following table presents the Bicycle Advisory Committee's draft goals for FY 2009-11 in order of priority.

Recommended Goal	Why Goal is Important	Measure Y/Major City Goal Relationship	Candidate Funding
Continue progress toward the completion of the Railroad Safety Trail .	This goal provides a huge safety enhancement for a large volume of bicyclists, a safe bike route to the University, schools, parks, and promotes the achievement of the General Plan goals to increase bicycle use.	Direct relationship: Traffic Congestion Relief & Bikeway Improvements Supplemental relationship: Public Safety Service Levels & Downtown Improvements	- BTA grants - STIP funding - City debt financing for construction - Fundraising efforts
Maintain current funding of \$15,000 annually for Bicycling Safety Education .	Funding will continue the momentum established in FY 2007-09, help to meet the increased need reflected in the increased 2008 bike count, and support the Grand Jury goal of promoting safe cycling.	Public Safety Service Levels (traffic safety) and Traffic Congestion Relief	- General Fund with a portion coming from Transportation Development Act (TDA) funds
Continue improving the maintenance and safety of bicycling and pedestrian facilities by budgeting \$25,000 annually for miscellaneous bicycle facility improvements during the Pavement Mgt. cycle, as identified in the Bicycle Transportation Plan.	This goal increases the usability and safety of bicycle and pedestrian facilities which in turn promotes the use of alternative transportation. The 2008 bi-annual bike counts indicate the demand for these facilities has increased. By including these improvements as part of each years Pavement Management cycle, substantial cost savings are realized	Direct relationship: Bikeway Improvements & Traffic Congestion Relief Supplemental relationship: Public Safety Service Levels & Downtown Improvements	- Streets Maintenance Budget - Pavement Management Program Funds. - General Fund

<p>Create a new Bicycle Boulevard as prioritized in the Bicycle Transportation Plan.</p>	<p>Promotes the achievement of the General Plan goals to increase bicycle use by expanding the bikeway network in the built area of the City.</p>	<p>Direct relationship: Bikeway Improvements & Traffic Congestion Relief</p>	<ul style="list-style-type: none"> - Safe Routes to School grant funding - Pavement Mgt. Program Funds. - General Fund
<p>Maintain half time temporary staffing position for Bicycle Improvements Implementation (approximately \$27,000 annually)</p>	<p>This position seeks out and applies for grant funding as well as assists in the implementation of the Bicycle Transportation Plan.</p>	<p>Direct relationship: Traffic Congestion Relief & Bikeway Improvements</p> <p>Supplemental relationship: Public Safety Service Levels & Downtown Improvements</p>	<ul style="list-style-type: none"> - General Fund

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Bicycle Boulevard Report Card

Measurement	A (4)	B (3)	C (2)	D (1)	F (0)	(Score)
Motorist Speed: 85% before = ____ 85% after = ____	Much Lower	Lower	Same	Higher	Much Higher	
Motorist Volume: Volume before = ____ Volume after = ____	Much Lower	Lower	Same	Higher	Much Higher	
Bicycle Volume: Volume before = ____ Volume after = ____	Much Higher	Higher	Same	Lower	Much Lower	
Number of Stops: (Judge, relative to adjacent route)	Much Lower	Lower	Same	Higher	Much Higher	
Challenge Intersections: (Judge, relative to adjacent route or prior facility)	Much Easier	Easier	Same	More Challenging	Much more Challenging	
Neighborhood Impact: (Perception)	Very Positive	Positive	Neutral	Negative	Very Negative	

Average = _____

- Notes:**
- **85% speed** shall be calculated using same criteria (day, time, length and formula)
 - Motorist **Volume** should be judged with relative area trends considered.
 - A "**challenge intersection**" is one that an inexperienced cyclist would avoid.
 - **Neighborhood impact** includes: parking, lighting, streetscape, secondary impact
 - **Implementation timing** is also a factor in both neighborhood impact perception, and user perception of the facility. Because of this, it is critical that implementation be done in a timely and cohesive manner. It is important in that it may skew public perception for development of further BB facilities, but it won't have a lasting impact on the ranking of an individual facility.