



**TOWN OF LOS GATOS
BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
REGULAR MEETING
THURSDAY, OCTOBER 3, 2019
RJ BRYANT SERVICE CENTER
41 MILES AVENUE
LOS GATOS, CA
3:00 P.M.**

*Sheldon Gilbert, Chair
Jeff Thompson, Vice Chair
Bill Ehlers, Commissioner
Amy Leonard, Commissioner
Jeff Loughridge Commissioner
Heidi Owens, Commissioner
Silpa Chinnakotla, Youth Commissioner*

MEETING CALLED TO ORDER

ROLL CALL

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION) *(Items appearing on the Consent Calendar are considered routine and may be approved by one motion. Unless there are separate discussions and/or actions requested by the Commission, staff, or a member of the public, it is requested that items under the Consent Calendar be acted on simultaneously. Any member of the Commission or public may request to have an item removed from the Consent Calendar for comment and action.)*

1. Approve Bicycle and Pedestrian Advisory Commission Regular Meeting Minutes of August 1, 2019.

VERBAL COMMUNICATIONS *(Members of the public are welcome to address the Commission on any matter that is not listed on the agenda. To ensure all agenda items are heard and unless additional time is authorized by the Chair, this portion of the agenda is limited to 30 minutes and no more than three (3) minutes per speaker. In the event additional speakers were not able to be heard during the initial Verbal Communications portion of the agenda, an additional Verbal Communications will be opened prior to adjournment.)*

**BICYCLE AND PEDESTRIAN ADVISORY COMMISSION MEETING
OCTOBER 3, 2019**

OTHER BUSINESS (*Up to three minutes may be allotted to each speaker on any of the following items.*)

2. Measure B Bicycle/Pedestrian Competitive Grant Program Candidate Projects (Action)
3. Discussion on New Commission - Complete Streets and Transportation Commission
4. Bike Commuter Guide Discussion (Verbal)
5. Ad Hoc Committee Updates - Discussion on Specific Priorities for the Year (Verbal Reports)
 - a) Outreach
 - b) Bike Valet
 - c) Policy
 - d) Infrastructure
6. PPW Updates (Verbal Reports)
 - a) Assistant Public Works Director/Town Engineer Petersen
 - i) CIP Update
 - b) Transportation and Mobility Manager Smith
 - i) Feasibility Analysis and Conceptual Engineering RFP for the Bicycle and Pedestrian Bridge over Highway
 - ii) SVBC Infrastructure Bike Ride
7. Town TPC Liaison (Verbal Report)
8. Safe Routes to School Liaison (Verbal Report)
9. VTA BPAC Liaison (Verbal Report)

COMMISSIONER REPORTS

ADJOURNMENT

Next Meeting – December 5, 2019



**TOWN OF LOS GATOS
BICYCLE AND PEDESTRIAN ADVISORY
COMMISSION REPORT**

MEETING DATE: 10/03/2019

ITEM NO: 1

**DRAFT MINUTES OF THE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
REGULAR MEETING OF AUGUST 1, 2019**

The Bicycle and Pedestrian Advisory Commission of the Town of Los Gatos conducted a Regular Meeting on August 1, 2019 at 3:00 p.m. and a Field Meeting for a tour of a future project site.

MEETING CALLED TO ORDER AT 3:00 P.M.

ROLL CALL

Present: Chair Gilbert, Vice Chair Thompson, Commissioner Ehlers, Leonard, Owens, and Youth Commissioner Chinnakotla.

Absent: Commissioner Loughridge.

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)

1. Approve Bicycle and Pedestrian Advisory Commission Regular Meeting Minutes of June 6, 2019.

MOTION: **Motion** by Vice Chair Thompson to approve Consent item #1. **Seconded** by Commissioner Leonard.

VOTE: **Motion passed unanimously.**

VERBAL COMMUNICATIONS

None reported.

OTHER BUSINESS (*Up to three minutes may be allotted to each speaker on any of the following items.*)

2. Review of draft minutes of Joint Special Meeting BPAC and TPC of July 11, 2019 (no vote due to no BPAC quorum at meeting.

Transportation and Mobility Manager Smith reported on this item. The Commission discussed.

3. Discussion on August 6 Mayor meeting with BPAC Chair on the Commission's workplan

Chair Gilbert verbally reported on this item and shared BPAC priorities that will be discussed at the Study Session.

The Commission discussed.

OTHER BUSINESS (continued):

4. PPW Updates (Field Observations – please plan to bike or walk in the field)
 - a. Transportation and Mobility Manager Smith
Discuss three alignment alternatives of the Bicycle and Pedestrian Bridge over Highway

Transportation and Mobility Manager Smith provided an update on the Highway 17 Bicycle and Pedestrian Bridge Feasibility Analysis and Conceptual Engineering and reviewed the overall project with the Commission.

The Commission discussed.

COMMISSIONER REPORTS

Commissioner Owens commented for the record that she did not distribute election pamphlets to the public at a Town event.

ADJOURNMENT

The Regular meeting adjourned at 3:45 p.m. and the Commission re-convened at 4:00 p.m. for a Field meeting. The Field meeting adjourned at 5:00 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the June 6, 2019 meeting as approved by the Bicycle and Pedestrian Advisory Commission.

/s/Lisa Petersen, Assistant Public Works Director/Town Engineer



TOWN OF LOS GATOS
BICYCLE AND PEDESTRIAN
ADVISORY COMMISSION REPORT

MEETING DATE: 10/03/2019

ITEM NO: 2

DATE: September 30, 2019
TO: Bicycle and Pedestrian Advisory Commission
FROM: Ying Smith, Transportation and Mobility Manager
SUBJECT: Support staff's recommendation to the Town Council to approve the submittal of grant applications for the Measure B Bicycle/Pedestrian Competitive Grant Program for Three Candidate Projects

RECOMMENDATION:

Support staff's recommendation to the Town Council to approve the submittal of grant applications for the Measure B Bicycle/Pedestrian Competitive Grant Program for Three Candidate Projects.

BACKGROUND:

The voter-approved 2016 Santa Clara County Measure B includes a Bicycle & Pedestrian Program Category. The Santa Clara Valley Transportation Authority (VTA) Board of Directors adopted the 2016 Measure B Bicycle & Pedestrian Program Category Guidelines, which direct the implementation of the Bicycle & Pedestrian Program Category and advise how the program category funds should be allocated.

Following Board approval of the Bicycle & Pedestrian Program Guidelines, VTA staff has worked with local jurisdictions in developing a competitive grant program for bicycle and pedestrian capital projects. This program category is expected to be funded at approximately \$6.6 million per year, broken down to three 10-year funding cycles. The draft Capital Projects Competitive Grant Criteria (Attachment 1) are being considered at the October 3 VTA Board of Directors meeting for approval. If approved, a Call-for-Project is expected to in the fall or winter.

DISCUSSION:

This grant program has very strict eligibility requirements. Candidate projects were identified and listed in Attachment A of the ballot language (Attachment 2). In preparation for the Call-for-Project for the Bicycle & Pedestrian Capital Projects Competitive Grant, Town staff is recommending these three candidate projects after reviewing the eligibility requirements and the draft criteria.

PREPARED BY: YING SMITH
Transportation and Mobility Manager

PAGE 2 OF 2

SUBJECT: Measure B Bicycle/Pedestrian Competitive Grant Program for Three Candidate Projects

DATE: September 30, 2019

DISCUSSION (continued):

1. Construction for the Los Gatos Creek Trail Connector to Highway 9
Eligibility: Listed on Attachment A of 2016 Measure B
2. Final design for the Highway 17 bike/pedestrian overcrossing
Eligibility: Blossom Hill Road is identified as a Priority Cross County Bicycle Corridor in the *Santa Clara Countywide Bicycle Plan*
3. Kennedy Road sidewalk between Los Gatos Boulevard and Englewood Avenue
Eligibility: Sidewalk on Kennedy Road is included in the VTA's *Pedestrian Access to Transit Plan* as one of the recommended projects.

It is important for the Commission and the Town Council to provide input in the grant application process to make sure the community's priorities are aligned. The feedback is also valuable in illustrating community engagement and support.

It is anticipated that the Call-for-Project would close in late November at the earliest. Town staff is planning to bring this item for the Council's consideration before submitting the applications.

CONCLUSION:

Staff is recommending submitting applications for the above three projects. Town staff recommends the Commission to pass a motion to support staff's recommendation to the Town Council to approve the submittal of grant applications for the Measure B Bicycle/Pedestrian Competitive Grant Program for these candidate projects.

Attachments:

1. Draft Measure B Bicycle/Pedestrian Capital Projects Competitive Grant Criteria
2. 2016 Measure B Ballot Language Attachment A

2016 Measure B Bike/Ped Capital Projects Competitive Grant Criteria

Screening Criteria

- 2016 Measure B Eligible
 - Identify source of eligibility
 - Attachment A of 2016 Measure B
 - Countywide Bicycle Plan, etc.
- Complete Streets Reporting Requirement Attached
- Grant request \geq \$50,000

Criteria	Max Points
1. Connections to/Serves Schools, Transit or Employment Centers	20
2. Gap Closure/Crosses Barriers	20
3. Safety	20
4. ADA Access or Convenience/Comfort	20
5. Project Readiness/Project Delivery	10
6. Non-2016 Measure B Contribution	10
7. Community Engagement	5
8. Current or Projected Usage	10
9. Targets Populations with Specific Needs	5
TOTAL	120
Tie Breaker – Geographic Distribution	

Criteria #1 – Connections to/serves schools, transit, or employment centers

Does the project provide connections to schools, transit or employment centers within required biking or walking distance?

Points awarded if:

- Bicycles: Any point of project is within 1 ½ miles actual biking distance
- Pedestrians: Any point of project is within ½ mile actual walk distance

Point Distribution:

- Can receive a maximum of 20 points
 - Points are not additive. Projects will be scored within the “HIGH,” “MEDIUM,” or “LOW” point range based on its highest category destination
 - Example: If the project scores in the HIGH category for all three elements, 20 points can be received.

Points	Schools (K-12) Combined Enrollment	# of Jobs (w/n actual bike/ped distance)	Transit (Frequency of Service)
High 15 - 20	≥ 1501	≥ 2000	Connects to >1 Frequent transit route or regional rail service
Med 8 - 14	301 - 1500	501 - 1999	Connects to 1 Frequent transit route or regional rail service
Low 1 - 7	≤ 300	≤ 500	Connects to local transit service

Other:

- School is K-12; Colleges & universities can be captured in the ‘# of Jobs’ element
- Employment center is defined by number of jobs
- Transit is defined as: ‘Transportation by a conveyance that provides regular and continuing general or special transportation to the public, but does not include school bus, charter, or sightseeing transportation.’
 - FTA: <https://www.transit.dot.gov/about/regional-offices/region-9/there-fta-dictionary>
- Frequent transit route as defined by VTA:
 - 15 minute or better frequency from 6:30a to 6:30p, M through F
- Local transit route as defined by VTA
 - All non-frequent routes
- Regional rail service is defined as:
 - Caltrain
 - ACE
 - Capital Corridor
 - BART

Criteria #2 – Gap Closure/Crosses Barriers

Does the project provide for a continuous bicycle or pedestrian travel-way where there was previously none?

Points awarded if:

- Project builds new bicycle or pedestrian infrastructure where there is currently no infrastructure;
 - e.g. Closes gaps in sidewalk; completes trail segments; constructs new bike/ped bridge or undercrossing; provides dedicated space for bicyclist on roadway where there is currently shoulder less than 4 feet.
- OR - Project builds a new bicycle or pedestrian connection across a major barrier (waterway, railway, freeway, expressway).
 - Facilities provided must be dedicated
 - e.g. Class I, II, or IV bikeways; sidewalk

Point Distribution:

- Can receive a maximum of 20 points
 - High: 9-13pts
 - 75% or more of the project cost is for gap closure
 - Med: 4-8pts
 - 25% - 74% of the project cost is for gap closure
 - Low: 1-3pts
 - Less than 25% of the project cost is for gap closure
 - 5 pts: Project builds a new bicycle or pedestrian connection across a major barrier
 - 2 pts: Project is identified as an ABC in Appendix 6.1 of the 2018 Countywide Bicycle Plan or see <https://gis.vta.org/bikeplan/>

Criteria #3 – Safety

Does the project make bicycling or walking safer?

Definition of Safety: Potential for reducing the number and/or rate or the risk of pedestrian and bicyclist fatalities and injuries, including the identification of safety hazards for pedestrians and bicyclists.

Points awarded if:

- Project demonstrates improved safety for bicyclists and/or pedestrians

Point Distribution:

- Can receive a maximum of 20 points
- High: 15-20pts
 - Project will address a demonstrated safety issue using proven/demonstrated countermeasure
- Med: 8-14pts

- Project will improve a situation with safety issues
- Low: 1-7pts
 - Project will generally improve safety issues; Has potential to reduce exposure/risk of conflicts between motor-vehicles and bikes/peds

Other:

- Project sponsor to provide narrative describing safety issue/s that project will address

Criteria #4 – ADA Access or Convenience/Comfort

Does the project address Americans with Disabilities Act (ADA) access issues or make bicycling or walking more convenient or comfortable?

Points awarded if:

- Project upgrades an existing facility to meet current Americans with Disabilities Act (ADA) requirements; OR
- Project provides a shorter route, reduces pedestrian or bicyclist delay, and/or upgrades existing bike/ped infrastructure to lower-stress infrastructure

Point Distribution:

- Can receive a maximum of 20 points
 - High: 15-20pts
 - 75% or more of the project cost is to upgrade existing facility to meet current ADA requirements; or
 - Project significantly reduces delay, provides a shorter route, and/or decreases current level of traffic stress by two or more factors
 - Med: 8-14pts
 - 25% - 74% of the project cost is to upgrade existing facility to meet current ADA requirements; or
 - Project moderately reduces delay, provides a moderately shorter route, and/or decreases current level of traffic stress by less than two factors
 - Low: 1-7pts
 - Less than 25% of the project cost is to upgrade existing facility to meet current ADA requirements; or
 - Project provides minimal reductions in delay, minimally shorter route, and/or does not change current level of traffic stress.

Other

- Project sponsor will identify if the project addresses an ADA issue or convenience/comfort.
- A level of traffic stress analysis is not required. However, a project that provides the analysis to substantiate reductions in traffic stress may receive the maximum points versus those projects that do not.
- References to tools/methods to measure level of traffic stress will be included on the application.

- Though this criterion overlaps some with criterion #2, Gap Closure/Crosses Barrier, criterion #2 is specific to new facilities/infrastructure where none exist. It is possible for a project to receive points for both criterion #2 and criterion #4.

Criteria #5 – Project Readiness/Project Delivery

How close is the project to being delivered?

Points awarded if:

- Project has any of the following phases completed.
- Points are additive.

Point Distribution:

- Can receive a maximum of 10 points

Categorical Exclusion or Categorical Exemption		Not Categorical Exclusion or Categorical Exemption	
Phase	Points	Phase	Points
Design Complete	5	ENV Complete	4
ROW Complete	5	Design Complete	3
		ROW Complete	3

Criteria #6 – Non-2016 Measure B Contribution

How much non-2016 Measure B contribution is the project sponsor providing?

Points awarded if:

- The project sponsor pledges/provides more than the required 10% non-2016 Measure B contribution

Point Distribution:

- 10pts: Provides \geq 30% non-2016 Measure B contribution
- 7pts: Provides 20% - 29% non-2016 Measure B contribution
- 4pts: Provides 18% - 19% non-2016 Measure B contribution
- 2pts: Provides 16% - 17% non-2016 Measure B contribution
- 1pts: Provides 11% - 15% non-2016 Measure B contribution
- 0pts: Provides the minimum 10% non-2016 Measure B contribution

Other:

- If the project sponsor states that they will provide a higher percentage of matching funds, they will be required to provide the matching percentage.

- If project costs increase and are anticipated to be over budget, 2016 Measure B funds will not be increased. Project sponsor is responsible for cost overruns.
- If the project is anticipated to be delivered under budget, 2016 Measure B funds will be reduced in proportion to project sponsor’s contribution

Criteria #7 - Community Engagement

Has the project been developed with input from the community?

Points awarded if:

- Project is developed through a collaborative planning process that included broad partnerships among a variety of stakeholders (e.g. documents community input/outreach including local BPAC)

Point Distribution:

- Can receive a maximum of 5 points

Criteria #8 – Usage

How many existing or projected users will the project benefit?

Points awarded if:

- Projected or existing users are identified using a defensible, quantifiable methodology
 - Project sponsors using projections must provide documentation and justification

Point Distribution:

- Can receive a maximum of 10 points
- Project score is based on the highest usage category by mode or the total usage if mode split is not available.

Points		Two-way peak hour volume		
		Bicyclists	Pedestrians	“Total”
High	10 points	≥ 51	≥ 101	≥ 151
Medium	5-9 pts	25-50	50 -100	75 - 150
Low	1-4 pts	≤ 24	≤ 49	≤ 74

Criteria #9 - Targets Populations with Specific Needs

Does a project serve a Community of Concern?

Points awarded if:

- 50% or more of the project limits is located within ½ mile of a Community of Concern (as defined by MTC at the time of the call for projects).
- The project connects directly to a Community of Concern (as defined by MTC at the time of the call for projects).
- MTC definition/map of Communities of Concern:
<https://mtc.maps.arcgis.com/home/item.html?id=1501fe1552414d569ca747e0e23628ff>

Point Distribution:

- Can receive a maximum of 5 points

Other:

- Map identifying the project and relationship to the COC required
- The project sponsor must articulate the benefit of the project to the COC

Tie Breaker

Geographic Distribution

- If two projects have the same score, the project in the geographic area with fewer awarded 2016 Measure B bicycle/pedestrian capital projects – for the current call for projects - will be ranked higher.

ATTACHMENT A

ENVISION SILICON VALLEY BICYCLE AND PEDESTRIAN CANDIDATE LIST

Project

Implementation of Santa Clara Countywide Bicycle Plan*

Trails in Expressway Rights-of-Way

Alum Rock Trail

Coyote Creek Trail Completion

Lions Creek Trail

Lower Silver Creek Trail

Miramonte Ave Bikeways

Fremont Road Pathway

Los Gatos Creek Trail Connector to SR 9

Berryessa Creek Trail

West Llagas Creek Trail

Gualadupe River Trail-Extension to Almaden

Three Creeks Trail East from Guadalupe River to Coyote Creek Trail

Five Wounds Trail from William Street to Mabury Road/Berryessa

Hwy 237 Bike Trail: Great America Parkway to Zanker (Class I, II, and IV)

Lower Gudalupe River Access Ramps

Los Gatos Creek Trail Gap Closure

Calabazas Creek Trail

San Tomas Aquino Trail Extension to South & Campbell Portion

Union Pacific Railroad Trail

Stevens Creek Trail Extension

Hamilton Avenue/Highway 17 Bicycle Overcrossing

Ped/Bike Bridge over SR 17 from Railway/Sunnyside to Campbell Technology Pkwy

Mary Avenue Complete Streets Conversion

UPRR Bike/Ped Bridge Crossing: Stevens Creek Boulevard to Snyder Hammond House/Rancho San Antonio Park

Montague Expwy Bike/Ped Overcrossing at Milpitas BART Station

Shoreline/101 Bike Ped Bridge

Mayfield Tunnel Ped/Bike under Central Expressway connecting to San Antonio Caltrain station

South Palo Alto Caltrain Bike/Ped Crossing

Matadero Creek Trail Undercrossing

Caltrain Capitol Undercrossing

Phelan Avenue Pedestrian & Bike Bridge over Coyote Creek

Newhall Street Bike/Ped Overcrossing over Caltrain Tracks

Kiely Bicycle & Pedestrian Overcrossing

Winchester Bicycle and Pedestrian Overcrossing

Bernardo Caltrain Undercrossing

San Tomas Aquino Creek Trail Underpass at 49er Stadium

Latimer Avenue Bicycle/Pedestrian Overcrossing

Bike & ped safety education at approximately ~200 schools

Implementation of Pedestrian Access to Transit Plan (VTA)*

Bike amenities at transit stops and on transit vehicles

Countywide Vision Zero Program (VTA)*

Highway 9 Pedestrian Safety Improvements

*These plans are currently being developed/updated and projects are being identified.