



**Bicycle Pedestrian Advisory Commission
City of Milpitas
Sports Center Conference Room
1325 East Calaveras Blvd.
Milpitas, CA 95035**



****MONDAY**
January 12, 2009
7:00 pm**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Approval of the Agenda**
- V. Approval of November 3, 2008 Minutes***
- VI. Public Forum**

Members of the audience are invited to address the Commission on any subject not on the agenda. Speakers must supply their name and address for the record. Commission members cannot respond to issues brought forward, but may request the item to be placed on the agenda for future meeting. Each person wishing to speak on an item before the body at a regular or special meeting shall be permitted to be heard once for a maximum of three minutes

- VII. Announcements**
 - 1. Chair Announcements
 - 2. Commission Announcements- Commissioner reports on BPAC meetings, if any
 - 3. Staff Announcements
- VIII. Old Business**
 - 1. Bikeway Master Plan
 - 2. School Safety
 - i. Suggested Routes to School Program
 - ii. Escuela Schools Traffic Congestion Committee
 - 3. Bicycle event
- IX. New Business**
 - 1. Elections of Chair & Vice-Chair
 - 2. 2009 BPAC Work Plan
 - 3. Bike Lane Proposal
 - i. North Park Victoria Drive
 - ii. South Park Victoria Drive
- X. Roundtable/Open Forum**

The Roundtable/Open Forum allows Commissioners to address any improvements or requests in the following topics. City staff can agendaize for the next meeting and/or research and review.

1. Bicycle and Pedestrian Improvements
2. Safety
3. Public Awareness

XI. Adjournment

Next meeting: To be determined

*** Attachment**

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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review.

Materials related to an item on this Agenda submitted to the Commission after initial distribution of the agenda packet are available for public inspection at the City Clerk's Office/Information Counter at Milpitas City Hall, 455 East Calaveras Boulevard, Milpitas, California 95035 during normal business hours

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Milpitas City Hall, 455 E. Calaveras Blvd, Milpitas, CA 95035

E-mail: mogaz@ci.milpitas.ca.gov / Fax 408/586-3030 / Phone 408/586-3040

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UNAPPROVED MINUTES
CITY OF MILPITAS

Minutes: Bicycle Pedestrian Advisory Commission
(BPAC)
Date of Meeting: November 3, 2008
Time of Meeting: 7:00 P.M.
Place of Meeting: Milpitas Sports Center Conference Room

- I. CALL TO ORDER** The meeting was called to order at 7:00 p.m.
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL** *BPAC Members*
Present: Nawal Stanojevic (Vice-Chair), Rene Briones, Jose Leon, Cheng-Wei Pei, Aaron Faupell
Vice-Chair Stanojevic conducted the meeting

Staff: Janice Spuller

Absent: Chair Cheryl Bunnell Commissioner Wei Sun Council Member Armando Gomez

Quorum was established.
- IV. APPROVAL OF THE AGENDA** Approval of the November 3, 2008 Agenda
M/S: Briones/Faupell

All Ayes
- V. APPROVAL OF THE MINUTES** Approval of August 11, 2008 Minutes
M/S: Stanojevic/Briones All Ayes
- VI. PUBLIC FORUM** *There were no members of the audience speaking under Public Forum*
- VII. ANNOUNCEMENTS**
- 1. Chair Announcements**
The Chair did not have any announcements
 - 2. Commission Announcements-Commissioner reports on BPAC meetings**
Commissioner Faupell attended a City of Saratoga Council meeting where there was discussion of changing a bicycle



designation. The outcome was this did not go to the BPAC and would return before being approved by the City Council.

3. Staff Announcements

Staff Janice Spuller welcomed Aaron Faupell to the Commission. He was appointed to BPAC at the October 7 City Council Meeting. Ms. Spuller also reminded newer members that there is an Open Government Training Video that is mandatory and will provide the video to those that need it. In addition, Ms Spuller distributed the new BPAC directory and requested to be notified of any changes to the contact information.

Ms. Spuller also provided BPAC with the VTA Bicycle Technical Guidelines. This was just adopted and for reference to keep.

Ms. Spuller also reminded the Milpitas Library will be closing in two week and will have a Grand Opening Celebration January 10, 2009.

VIII. OLD BUSINESS

1. Bikeway Master Plan

Ms. Spuller reported the October 2 Bikeway Master Plan Community was successful with approximately 30 attendees. Most of the concern was the east-west connection and safety.

Ms. Spuller distributed the Public Draft Bikeway Master Plan. She discussed the new schedule to allow for ample time for the public to review, there will be a longer period of time and will collect comments by December 1, 2008. The Plan is on the City's website and will email the attendees that signed up for information at the October 2 as well as notify other agencies such as ABAG and the Cities of San Jose and Fremont. The optimal schedule is to go to the Planning Commission December 10 and the City Council December 16 for adoption.

Ms. Spuller also distributed sample wayfinding signs from the National Committee on Uniform Traffic Control Devices-Bicycle Technical Committee. The signs will most likely be adopted in the Manual for Uniform Traffic Control Devices (MUTCD). She stated this sign, as opposed to the previous mocked-up sign would most like be able to receive grant



funding as well as become the design standard for wayfinding signs.

Commissioner Faupell requested the list of comments received from the public outreach meeting and via email and the City's response.

Ms. Spuller stated she will email a request to review the Plan and provide comments by December 1.

2. School Safety

i. Suggested Routes to School Program

Ms. Spuller reported that staff will be issuing a Request for Qualifications to hire a consultant to evaluate and revise the existing Suggested Routes to School maps as well as suggest a Suggested Routes to School Plan for the City.

ii. Walk to School Day

Ms. Spuller reported there were approximately 2000 students that participated in October 8 Walk to School Day event. This is a good baseline to begin the program and watch it grow the next few years.

iii. Escuela Schools Traffic Congestion Committee

Ms. Spuller stated this group is called the Breathe California's Youth for a Cool Earth Program where they are doing peer training. From the last meeting she attended they are exploring a carpool match program for the students within the Escuela School Area.

IX. NEW BUSINESS

1. Bicycle Event- Tentative April 18, 2009

Ms. Spuller shared her discussion with the Recreation Department to host a Bicycle event such as one that was just complete in the City of Roseville. The Roseville event had helmet fittings, bike inspections, prize drawings, safety lessons. Commissioner Briones recommended bike registration.

Ms. Spuller stated this event is tentative as she is still reviewing the economic feasibility of hosting the event next year but will keep the Commissioners apprised of any new information and hopes they will be actively involved in the



event.

2. Schedule of next BPAC meeting

Ms. Spuller stated historically this commission does not meet in December because of the holidays. The Commission discussed possible dates and agreed that there should be a January meeting.

Commissioner Briones made a motion to move the December 8, 2008 meeting to January 12, 2009.

Commissioner Leon seconded the motion.
All Ayes

The Commissioner then had a discussion if the meeting time would change permanently to the odd months. The Commissioners decided to discuss this at the January 12, 2009. Commissioner Briones requested a poll of the best available meeting dates as opposed to Monday. Ms. Spuller stated she will email the Commissioner to poll for preferable meeting dates.

X. ROUNDTABLE/ OPEN FORUM

- 1. Bicycle and Pedestrian Improvements**
- 2. Safety**
- 3. Public Awareness**

Commissioner Faupell had numerous questions and improvement suggestions for staff:

- The restriping at Dixon Landing Road between Milmont Drive and I-880 reduces the shoulder. A bicycle lane can be accommodated.
- He noted that some Cities have a BPAC email address that is distributed to the members so they can respond instead of comments just going to one staff member. Can the City do this?
- He stated he didn't the bike detector markings may not be in the correct location and are forward of the stop line.
- He noted there is a gap on Jacklin Road under I-680 to Evans and asked if this can be restriped as part of the road diet on Park Victoria. Commissioner Briones also requested this area be street swept as he noted it is very rocky.
- Commissioner Faupell asked what the layout of the new



Carlo Street on-ramp and how do bicyclists continue past the on-ramp on Calaveras Boulevard.

- He asked if a road diet was analyzed on Landess Road east of Park Victoria to Piedmont Road. It was stated at this meeting that this area is partially owned by the City of San Jose.
- Commissioner Faupell stated with the adoption of the Bikeway Plan the City can submit a provisional application to be a League of American Bicyclists Bicycle Friendly City. Ms Spuller stated we applied for this a few years ago and received an honorable mention. With the completion of the Plan, she believes we would be a good recipient of this award.

Ms. Spuller stated she will forward comments to Jaime Rodriguez via email to assist in responding and forward the respond to all members.

Commissioner Briones mentioned that eastbound on the Jacklin Road-Abel Street underpass there is an overgrowth of palm tree branches.

Commissioner Briones also asked if this Commission can have name tags. Ms. Spuller will get these for the members.

XI. ADJOURNMENT

Vice Chair Stanojevic adjourned the meeting at 7:48 pm

Next Meeting: January 12, 2008



2009 Annual Work Plan Bicycle Pedestrian Advisory Commission

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Founded June 19, 1990, the Bicycle Pedestrian Advisory Commission (BPAC) advises the City Council about modification and expansion of the City of Milpitas' bikeway and pedestrian system. The Commission's goal is providing information that ultimately results in safe and convenient bicycle and pedestrian routes throughout the City. The Commission consists of five members and two alternates. Members are appointed to three-year terms and alternates are appointed to two-year terms.

BPAC meets bi-monthly, on the second Monday of every other month beginning in February at 7:00 pm in the City of Milpitas Sports Center Conference Room. For calendar year 2008, BPAC will meet January 14, 2008 instead of December 10, 2007, and November 10, 2008 instead of December 8, 2008. The meetings consist of reviewing development projects in relation to bicycle and pedestrian impacts as well as planning future programs and projects.

Proposed project work plan:

Time Frame	Activity
Ongoing Participation	<ul style="list-style-type: none"> ♦ Review and comment on City development projects pertaining to bicycle and pedestrian access ♦ Promote the City of Milpitas as a bike-friendly city: <ul style="list-style-type: none"> ○ League of American Bicyclist, ○ Bicycling Magazine ♦ Get sponsors to fund distribution of bike safety items, such as helmets, back lights, leg bands, etc. ♦ Participate in the Traffic Congestion Committee for Escuela Parkway schools ♦ <i>Valley Transportation Authority (VTA) Bicycle and Pedestrian Advisory Committee (BPAC)</i> <ul style="list-style-type: none"> ○ Attend monthly meetings of VTA BPAC ○ Advocate Milpitas Bicycle needs as they related to the regional bicycle issues ○ Report Back to BPAC on regional bicycle activities



2009 Annual Work Plan Bicycle Pedestrian Advisory Commission

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Time Frame	Activity
January- March	<ul style="list-style-type: none"> ♦ Election of Officers- Chair and Vice Chair ♦ Participate and promote Tour De California, February 17-24, 2008 ♦ Begin planning for Walk to School Day- October 2008 ♦ Begin planning for Bike to Work Day ♦ Ask the City Council to declare a Bike Safety Day, which will coincide with Bike the Milpitas Trails. We can ask the members of the City Council to ride their bikes at these trails to promote them, promote bike riding and promote bike safety. This event must be heavily promoted, with the involvement of the Milpitas Post, prior and during the event.
April- June	<ul style="list-style-type: none"> ♦ April 4, 2009 Commission Recognition Event ♦ Suggested Routes to School & Walk to School Day Planning ♦ Bike to Work Day <ul style="list-style-type: none"> ○ Bike to Work Day Proclamation ○ Bike to School Day Proclamation ○ Host and coordinate energizer stations the morning of Bike to Work Day ○ Plan a Bicycle Event ♦ <u>Milpitas Family Day (May 16)</u> <ul style="list-style-type: none"> ○ Host Bicycle Corral ○ Table event with Bicycle Safety information and/or helmet fitting with giveaway
July-September	<ul style="list-style-type: none"> ♦ Bicycle Master Plan and System Map Update Review ♦ Art and Wine Festival host bicycle corral; distributed safety education materials, maps and giveaways, provide signage ♦ Ask assistance from the crossing guards to remind students to properly ride their bikes and wear helmets properly. ♦ Coordinate with Milpitas police to host bicycle helmet safety



2009 Annual Work Plan Bicycle Pedestrian Advisory Commission

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Time Frame	Activity
	<p>assemblies.</p> <ul style="list-style-type: none">◆ Post updated Bicycle Master Plan and revised map on the City's website◆ Plan for Halloween Safety
October- December	<ul style="list-style-type: none">◆ Create or order a child safety brochure to distribute to schools◆ International Walk to School Day Proclamation◆ Halloween Safety promotion

BPAC will post any public information on the City's website including (but not limited to) meeting agenda, minutes, safety information, and the City's bicycle map.