

BAC

SOLANO BICYCLE ADVISORY COMMITTEE

**Thursday, December 8, 2005, 6:30 p.m.
STA Conference Room
One Harbor Center, Suite 130
Suisun, CA 94585**

<u>NO.</u>	<u>ITEM</u>	<u>COMMITTEE/STAFF PERSON</u>
I.	CALL TO ORDER - SELF INTRODUCTIONS (6:30-6:33 p.m.)	J.B Davis, Chair
II.	APPROVAL OF AGENDA AND OCTOBER 6, 2005 BAC MINUTES <i>Recommendation: Approve the October 6, 2005 BAC minutes</i> (6:33-6:40 p.m.)	
III.	OPPORTUNITY FOR PUBLIC COMMENT (6:40-6:50 p.m.)	
IV.	INFORMATION ITEMS	
A.	BAC Member Term Expirations (6:50-7:00 p.m.)	Sam Shelton
B.	BAC 2006 Work Plan (7:00-7:15 p.m.)	Sam Shelton
C.	Bicycle Program Coordinators for Yolo and Solano Counties Meeting Report (7:15-7:20 p.m.)	Sam Shelton
D.	Solano Yolo Bikelinks Map Updates (7:20-7:50 p.m.)	Robert Guerrero
E.	BAC Solano Bicycle Projects Tour (7:50-8:00 p.m.)	Sam Shelton
VI.	ADJOURNMENT (8:00 p.m.) – Next meeting scheduled for <u>January 19, 2006</u> in the STA Conference Room at One Harbor Center, Suite 130, Suisun City, CA 94585 at 6:30 p.m.	



BICYCLE ADVISORY COMMITTEE
Minutes of the meeting
October 6, 2005

I. CALL TO ORDER

The regular meeting of the Bicycle Advisory Committee was called to order at approximately 6:30 p.m. in the Solano Transportation Authority's Conference Room.

Present:

BAC Members Present:	J.B. Davis, Chair	Benicia BAC member
	Glen Grant	Solano County BAC member
	Jim Fisk	Dixon BAC member
	Larry Mork	Rio Vista BAC member
	Ray Posey	Vacaville BAC member
	Mick Weninger	Vallejo BAC member

Others Present:

Eva Laevastu	PAC Member, Chair
Tanner Aksu	Vallejo Public Works
Paul Wiese	Solano County Resource Management
Robert Guerrero	STA
Sam Shelton	STA

II. APPROVAL OF AGENDA AND SEPTEMBER 1, 2005

Sam Shelton apologized for not having the Joint BAC/PAC meeting minutes from May 19, 2005 available for review, despite it being listed on the agenda. On a motion by Mike Segala and a second by J.B. Davis, the BAC approved the agenda and the September 1, 2005 BAC meeting minutes.

III. OPPORTUNITY FOR PUBLIC COMMENT

Paul Wiese informed the BAC that the Pleasants Valley Road project is complete, albeit a scaled back project from original designs. The BAC appreciated Mr. Wiese's support for trying to make this road as safe as he could for bicyclists, despite local pressure to diminish the scope of the project.

IV. INFORMATION ITEMS

A. TDA Article-3 Schedule

Sam Shelton reviewed an anticipated TDA Article 3 schedule with the BAC, informing them of the deadlines that the BAC needs to meet, starting with recommending the SBPP Guidelines and Criteria action item.

B. Alternative Modes Committee Report

Glen Grant gave the BAC an overview of the Alternative Modes Committee regarding the bicycle related points. Mr. Grant explained the committee's recommendation to the STA Board for a 1/3 Pedestrian 2/3 Bicycle funding split for SBPP funds.

Glen Grant also stated that during the presentation of the Alternative Modes Implementation Plan that there was a sizable amount of money that was "To Be Determined." Robert Guerrero explained that these funds are yet to be programmed into a particular project or program, such as a Safe Routes to School program. Mr. Guerrero also stated that making recommendations for certain fund sources was outside of the BAC's charter. The BAC was formed to make funding recommendations for TDA Article 3 dollars and now MTC's Countywide Bicycle and Pedestrian funds. Mr. Grant did not accept that limitation of the BAC's authority, nor did J.B. Davis. Mr. Davis stated that he would bring the possibility of the BAC recommending funding for bicycle projects with other funds at the next Alternative Modes Committee.

C. Solano Bicycle and Pedestrian Program (SBPP) Project Eligibility and Evaluation Criteria Workgroup Report

Sam Shelton gave an overview of how the workgroup proceeded with STA staff's recommended SBPP criteria. Glen Grant and Eva Laevastu stated that the workgroup made several constructive changes to the criteria and procedures to better suit each committee.

Paul Wiese was concerned that the SBPP criteria, such as "Access" and "Community Participation," are geared towards urban projects and not rural projects. The BAC discussed these issues at length and decided to make the following amendments as part of a recommendation for action item V.A:

Access: "Project is specifically designed to significantly improve access to a destination *and/or planned/existing link.*"

Community Participation: "Project has strong documented community, neighborhood, *and user group* participation. Letters of support or minutes indicating actions taken by communities, neighborhood groups, *user groups*, or countywide committees ~~in support of the project~~ are provided.

D. Review of BAC Top Priority Projects

Sam Shelton briefed the BAC of the PAC Tour taken on October 3, 2005. Larry Mork and Eva Laevastu stated that they enjoyed the tour and obtained a great deal of information from the project sponsor's presentations. The BAC was unanimous to also have a tour of Solano's bicycle projects. Mr. Shelton said that he would organize another tour for the BAC.

E. Update of the Solano BikeLinks Map

Sam Shelton notified that the STA is planning on updating the Solano BikeLinks Map in time for Bike to Work week in May 2006. Mr. Shelton asked that the BAC provide him requested changes by December 2005.

V. ACTION ITEMS

A. Solano Bicycle and Pedestrian Program (SBPP) Guidelines and Criteria

Larry Mork made a motion to recommend the criteria as amended by the discussion during information item IV. C. Mick Weninger seconded Mr. Mork's motion.

Paul Wiese asked that the BAC amend the motion by changing the guidelines to state that "*generally*, not more than *40 percent* should be recommended for Tier 2 projects." Larry Mork was amenable to changing the language to "*generally*." Glen Grant asked that the guidelines be changed to say "not more than 25 percent *shall* be recommended for Tier 2 projects." J.B. Davis had a recent change of heart regarding the difference between the hard line that *shall* takes and the flexibility of *should* in the language of the guidelines. J.B. Davis asked for a vote from the BAC whether the guidelines be left the way they are currently written. Mr. Davis received a majority vote from the BAC in favor of leaving the guidelines the way they are.

Mr. Mork's original motion was passed unanimously by the BAC.

VI. ADJOURNMENT

On a motion by Larry Mork and a second by Ray Posey, the BAC adjourned at 8:05 pm.

The next meeting of the STA BAC is scheduled for Thursday, December 1, 2005 at 6:30 p.m. (Later changed to December 8, 2005)



DATE: December 2, 2005
TO: STA BAC
FROM: Sam Shelton, Planning Assistant
RE: Information Items

A. BAC Member Term Limit Expirations – (Sam Shelton, STA)

The following is a list of BAC member terms and expiration dates:

Jurisdiction	Member	Appointed	Term Expires
Member-at-Large	Barbara Wood	2005	Dec-08
Dixon	Jim Fisk	2004	Dec-07
Vallejo	Mick Weninger	2004	Dec-07
Rio Vista	Larry Mork	2003	Dec-06
Suisun City	Michael Segala	2003	Dec-06
Fairfield	Randy Carlson	2002	Dec-05
Solano County	Glen Grant	2002	Dec-05
Vacaville	Ray Posey	2002	Dec-05
Benicia	J.B. Davis	2001	Dec-04

There are no term limits for BAC members so all members are welcome to reapply for their position for another 3 years. Agencies will be notified of the vacancy of these positions. STA Staff will be available to coordinate and provide information on the appointment procedures to anyone who wishes to apply for BAC membership.

B. 2006 BAC Work Plan – (Sam Shelton, BAC)

To better prepare the BAC for the next year of BAC meetings, STA staff and the BAC will work together to draft a 2006 BAC Work Plan of administrative, planning, and funding activities. A preliminary work plan has been attached at the end of the BAC agenda packet.

C. Bicycle Program Coordinators for Yolo and Solano Counties Meeting Report - (Sam Shelton, STA)

On November 17, 2005, Sam Shelton attended the Bicycle and Pedestrian Program Coordinators meeting for Yolo and Solano Counties. Mr. Shelton will deliver a brief summary report of the events of the meeting.

D. Solano-Yolo Bikelinks Map Updates – (Robert Guerrero, STA)

In preparation for Bike to Work Week in May 2006, the STA is retaining a consultant to assist in providing updates and revisions to the Solano-Yolo Bikelinks map. The STA has asked that BAC members and members of the public to provide input on updating the map. The BAC will be the primary source of information on current routes.

E. BAC Solano Bicycle Projects Tour – (Sam Shelton, STA)

On November 2, 2005, the BAC and TAC representatives participated in a countywide tour of the priority bicycle projects in Solano County. Mr. Shelton will present a few photos taken during the tour.



DATE: December 2, 2005
 TO: STA BAC
 FROM: Sam Shelton, Planning Assistant
 RE: 2006 Bicycle Advisory Committee (BAC) Draft Work Plan

Background:

In 2004, the Bicycle Advisory Committee created a BAC work plan to guide the agendas of BAC meetings for that year. Past tasks included the election of chair and vice chairpersons, bike to work week campaigns, updates to the Solano Countywide Bicycle Plan, TDA Article 3 process and funding recommendations, and letters of support for various grant proposals, such as Bicycle Transportation Account applications.

Discussion:

To better prepare the BAC for the next year of BAC meetings, STA Staff and the BAC will work together to draft a 2006 BAC Work Plan of administrative, planning, and funding activities. Below is a table detailing possible agenda items and tasks for 2006.

Draft 2006 BAC Work Plan		
Activity	Tasks	2006 Timeline
Administrative	<ul style="list-style-type: none"> o Appoint Chair and Vice Chair o Reappoint vacant positions in BAC o Update Bikelinks Map o Promote Bike to Work Week 	<ul style="list-style-type: none"> o January o January-February o January-March o January-May
Planning	<ul style="list-style-type: none"> o Updates to the Solano Countywide Bicycle Plan and priority bike projects o Monitor and Review funded bike projects 	<ul style="list-style-type: none"> o On-going o On-going
Funding	<ul style="list-style-type: none"> o Solano Bicycle Pedestrian Program (SBPP) funding process FY 06/07 o Revisions to the SBPP process o Letters of support for grant proposals and submittals o SBPP funding process FY 07/08 	<ul style="list-style-type: none"> o February-April o April-August o On-going o September-December

Recommendation:

Informational