### Voting Members

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<td>Eric Petersen, District 1</td>
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<td>Alexander Cappelli, Velo Club of Monterey (Robin Harness)</td>
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### Non Voting Members

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<td>James Serrano, Salinas Public Works</td>
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<td>Patricia Lopez, County Public Works (Oga Carranza)</td>
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<td>Adam Fukushima, Caltrans - District 5</td>
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<td>Sasha Tepedelenova, AMBAG</td>
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<td>Megan Tolbert – CSUMB</td>
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TRANSPORTATION AGENCY STAFF

Debbie Hale, Executive Director  E  P  E  E  E  E  E  E
Todd Muck, Deputy Executive Director  E  E  E  E  P  E  E  E
Ariana Green, Transportation Planner  -  -  -  -  -  -  P
Andy Cook, Associate Transportation Planner  P  P  P  P  P  P  P
Maria Montiel, Administrative Assistant  P  E  P  E  P  P  P

OTHERS PRESENT: None

1. Chairman Eric Petersen called the meeting to order at 6:04 p.m. Quorum was established and self-introductions were made.

2. PUBLIC COMMENTS
None this month.

3. BEGINNING OF CONSENT AGENDA
M/S/C Johnson/ Cappelli/ unanimous
3.1 Approved minutes of the Bicycle and Pedestrian Facilities Advisory Committee meeting of January 9, 2013.

END OF CONSENT AGENDA

4. COMPLETE STREETS ASSESSMENT AND GUIDELINES
The Committee received a presentation on the Regional Transportation Plan Complete Streets Assessment and Guidelines; and request committee members to provide input on the project.

Ariana Green, Transportation Planner, reported that the Transportation Agency is in partnership with the Association of Monterey Bay Area Governments (AMBAG) and will conduct a Complete Streets Needs Assessment to inform the development of the Sustainable Communities Strategy and 2014 Regional Transportation Plan. She noted that as part of this effort, TAMC will conduct a Complete Streets Needs Assessment, identify high quality transit corridors in Monterey County and develop Complete Streets Guidelines. Ms. Green noted that the Complete Streets Needs would identify user needs, infrastructure gaps and projects that would support multimodal transportation in priority corridors. She noted that once the needs assessment has been completed, the Transportation Agency will develop Complete Streets Guidelines containing policy and best engineering practices that can be adopted by local jurisdictions to comply with California Complete Streets Legislation (AB 1358).

In conclusion Ms. Green noted that Agency staff will bring back the draft Complete Streets Needs Assessment, draft High Quality Transit Corridor study, draft Complete Streets Guidelines and the project list at a future meeting date for Committee’s review and input.
5. **BICYCLE FACILITY DESIGN POLICIES**

M/S/C Wriedt/ Johnson/ unanimous
The Committee provided direction to staff on communication of adopted Agency policies with respect to the construction of bicycle facilities.

Andy Cook, Associate Transportation Planner, reported that in January, the Committee considered an action on Item 3.2, which was pulled from the Consent Agenda for discussion, requesting that the Agency emphasize its adopted policies on bicycle and pedestrian facilities, specifically with respect to Chapter 1000 of the Caltrans Highway Design Manual, and ensure that member jurisdictions follow this guidance. At the request of Committee member Wriedt, staff scheduled consideration of this action on the Committee’s regular agenda for February.

Mr. Cook noted that bicycle and pedestrian facilities funded by the Agency are prioritized based on policies included in the Regional Transportation Plan and Bicycle & Pedestrian Facilities Master Plan for Monterey County. He noted that these documents incorporate recommendations made by the committee at various times in the past on the design and construction of bicycle and pedestrian facilities, primarily to address safety issues. Agency staff has initiated work on the next Regional Transportation Plan for Monterey County, which will incorporate the latest Bicycle and Pedestrian Facilities Master Plan, the committee’s recent recommendations to encourage the use of shared lane markings, as well as the results of a countywide complete streets needs assessment. He noted that the complete streets assessment will include guidance to member jurisdictions in implementing complete streets policies and projects.

Committee member Jeff Wriedt motioned for Agency staff to incorporate policy direction from the Committee on preferred facility types and design in its long range planning and complete streets planning, and recommends that the Committee communicate policy direction for member jurisdiction through the planning process.

6. **MONTEREY COUNTY BIKE WEEK PROPOSAL**

M/S/C Cappelli/ Johnson/ unanimous
Oppose: Meehan
The Committee provided direction to staff on a proposal for Monterey County Bike Week, including approval of a proposed contract with Ecology Action for bicycle safety training rodeos at schools and direction that further discussion of Bike Week be scheduled on the agenda for the committee’s next meeting.

Andy Cook, Associate Transportation Planner, reported that Bike Week is a national campaign held annually in May, which is targeted at promoting bicycling. He noted that the Transportation Agency has undertaken a Bike Week campaign in Monterey County since 1996. He noted that staff has reevaluated the staffing resources and budget that it has allocated to Bike Week in the past and is proposing to redirect its Bike Week funding toward school based outreach. Mr. Cook noted that the purpose of the annual Monterey County Bike Week campaign is to increase public awareness of bicycling as a form of transportation, as well as public enthusiasm for bicycling in general. He noted that Agency staff has traditionally coordinated Bike to School, Work and City Council events a Company Bike Challenge, a Bike vs. Car Challenge, as well various bike rides and safety events.
Mr. Cook noted that the funding secured and allocated to Bike Week is used for marketing and advertising for the campaign, which includes donated raffle prizes awarded to participants who register during Bike Week events. The campaign also relies on volunteers from the committee to assist with staffing for events. Mr. Cook noted that each year, the Agency evaluates the results of the campaign in relation to the Agency’s financial investment in an effort to maximize the resources devoted to the campaign. In 2012, staff proposed to transition responsibility for Bike Week to Ecology Action, which is an environmental non-profit that organizes a successful Bike Week campaign in Santa Cruz County. He noted that staff expectations were for Ecology Action to assume full responsibility for the Monterey County campaign in 2013 and that the Agency would redirect staff resources to other Agency priorities and reduce its overall costs for Bike Week. Due to new restrictions on the use of planning funds for Bike Week activities, Mr. Cook explained that staff proposes to allocate the Bike Week funding included in the approved 2012-13 budget to Ecology Action for bicycle safety training rodeos at schools in lieu of funding for the Bike Week campaign. Most of the public participation in Bike Week is generated through school events and staff believes that school-based outreach is the best way to maximize existing resources.

The Committee had the following comments to The Monterey County Bike Week Proposal:

- Consider coordinating with the newspaper and television for better publicity
- Consider bike week shirts
- Possibly consider a 1 year tryout with Ecology Action
- Consider printing posters and marketing without scheduling events
- Consider holding the bike vs car challenge
- Consider the bike to City Council rides

The committee requested that staff provide more information on Bike Week costs and include further discussion on future Bike Week activities on the agenda for its next meeting. Staff agreed to schedule additional discussion on Bike Week, but requested that the committee take action to provide direction to staff regarding the proposed contract with Ecology Action for bicycle safety training rodeos at schools.

### 7. COMMITTEE BYLAWS AND MEMBERSHIP

M/S/C Johnson/ Wriedt/ unanimous

The Committee amended the Bicycle and Pedestrian Facilities Advisory Committee Bylaws to allow member jurisdictions to appoint representatives who do not reside in the jurisdiction.

Andy Cook, Associate Transportation Planner, reported that the Agency has received a committee membership application to fill the vacant committee seat for Carmel-by-the-Sea. He noted that the applicant resides just outside of the city limits in unincorporated Carmel, which is included in the Monterey County 5th Supervisorial District. He noted to fill this long-standing vacancy, staff recommends that the Committee amend its bylaws to allow representation from outside a jurisdiction’s boundaries if nominated by the Board representative from that jurisdiction. Mr. Cook reported that this action will have further value by providing committee representation in an area where the Agency has an active interest in planning bicycle and pedestrian improvements to fill gaps in the regional network.
8 ANNOUNCEMENTS AND/OR COMMENTS FROM COMMITTEE ON BICYCLE AND PEDESTRIAN RELATED ITEMS THAT ARE NOT ON THE AGENDA

Committee member D.L. Johnson mentioned he was not present during the Monterey County Public Works presentation on the Castroville Undercrossing. He expressed that the Transportation Agency needs to help speed up the project. He noted that 80 – 90 students regularly cross the railroad tracks from North Monterey County High School to Castroville. Andy Cook replied that the project remains one of the Agency’s top priorities and that staff is working with Monterey County Public Works Department to deliver the project, which has been delayed due to circumstances outside of the County’s control.

Committee member Jeff Wriedt asked when the start date of the Highway 68 bridge? Andy Cook replied that the start date is 2014-15.

9. ADJOURNMENT

Chairman Eric Petersen adjourned the meeting at 7:15 p.m.