



**Caltrans District 4 Pedestrian Advisory Committee (PAC)  
May 19, 2010 9:30 -11:30 AM  
Meeting Summary**

The meeting was attended by the following PAC members:

Emily Avery, Samtrans/Caltrain  
Wendy Atkins, City of Sonoma  
Rocky Birdsey, Marin Center for Independent Living  
Anthony Daysog, Alameda County resident  
Michelle DeRobertis, Santa Clara Valley Transportation Authority  
Tom Ford, Alameda County resident  
Nathan Landau, AC Transit  
Robert Planthold, San Francisco resident  
David Simons, Santa Clara County resident  
Russ Taft, Contra Costa County resident  
Rochelle Wheeler, Alameda County Transportation Improvement Authority

Agenda Items #1 & #2: Introductions and Approval of Summaries of Previous Meetings

The meeting began with self-introductions by attendees followed by review and approval of the summaries from the previous two PAC meeting on January 19, 2010, and October 20, 2009. (The meeting summary for October 20th had not been approved at the January meeting due to a lack of a quorum for this item.)

Agenda Item #3 Update on Americans with Disabilities Act (ADA) Legal Settlement  
Presented by Mike Harrington, Caltrans

Mike explained that the settlement agreement still needed to be approved by a judge. Mike added that the terms of the settlement call for spending \$1.1 Billion over 30 years on ADA infrastructure improvements. Of this, \$25 million would be spent each year in the first five years, \$35 million each year for the next ten years, \$40 million each year for the next ten years after that, and \$45 million each year for the last five years. Mike clarified that new construction and ADA work triggered by adjacent roadway work would not be eligible for use of these funds, which are intended for work that is over and above such routine work.

#### Agenda Item #4 Proposed PAC Meeting Frequency for FYs 2010-2012 and Interest in Re-Applying for PAC Membership

Wendy indicated that she would not be able to re-apply for membership. The other members present at the meeting expressed interest in re-applying.

After discussing whether to continue to meet for 2 hours on a quarterly basis or whether to switch to meeting for 2.5 hours each quarter or 2 hours bi-monthly, the PAC members chose to have 2 hour meetings on a bi-monthly basis. They also agreed to hold meetings on odd-numbered months to avoid meeting in August and December when many people are on vacation.

#### Agenda Item #5 Nomination of Chair and Vice Chair

The members agreed to continue to accept nominations up to next PAC meeting, during which nominations would also be accepted before voting for Chair and Vice Chair. After this discussion, Michelle was nominated for Chair. Then Bob nominated himself for Vice Chair. Russ seconded the nomination.

#### Agenda Item #6 Brainstorming Ideas for 2010-11 Work Plan

The PAC reviewed the FY 2009-10 Work Plan and edited it for use as the FY 2010-11 Work Plan. This proposed Work Plan will be reviewed at the next meeting so that new members have the opportunity to add to or edit it. Then it will be adopted at that meeting.

#### Agenda Item #7 Multi-Use Trail Restrictions on Hours of Operation and Caltrans Guidance and Funding

This item was for open discussion, with Ken McGuire, the Caltrans Bicycle Program Manager, listening by phone and answering questions.

Michelle opened the discussion by pointing out that, in Santa Clara County, one trail goes through four different parks, with different hours of operation through each park. She also pointed out that the Metropolitan Transportation Commission now requires that bike and pedestrian paths constructed with Congestion Mitigation and Air Quality (CMAQ) funds be open 24 hours a day.

Ken responded that Caltrans could perhaps put such a requirement in the guidelines for the Bicycle Transportation Account (BTA) Program and other programs like Transportation Enhancement Activities (TEA). He indicated that one solution may be to put a check box in the BTA application form, which gets revised more often than the BTA guidelines.

Michelle asked when the next call for BTA applications would be. Ken replied that it would go out in August or September. Michelle then asked for an update in July, to which Ken agreed. (Update: as of 9/16/10, the call for the next round of BTA applications has not been released.)

Agenda Item #8 Presentation on Final Draft Caltrans Reconstruction of Intersections and Interchanges for Pedestrians and Bicyclists Guidebook  
Presented by Richard Haggstrom, Caltrans Division of Traffic Operations

Richard started by explaining that the title has been changed to *Complete Intersections: A Guide to Reconstructing Intersections and Interchanges for Bicyclists and Pedestrians*. He also stated that the only other major change from the draft that had been emailed to members is that the text emphasizes the importance of having an engineering study before marking a crosswalk at an uncontrolled location.

Richard said that he would take comments on the Complete Intersections Guide through Friday of the following week (5/28/10). (Update: A link to the latest version of the Complete Intersections Guide was emailed to members after the meeting on 5/19.)

The members discussed ways to raise the profile of the Complete Intersections Guide within Caltrans and agreed to write a letter to the District 4 project managers endorsing the document once it is finalized.

David and Michelle then commented about the need to show intersection lighting in the photos in the Guide and not just pedestrian scale lighting.

Russ mentioned the need to be consistent about showing limit lines in the illustrations and to look carefully at pedestrian accommodation at roundabouts.

Agenda Item #9 Updates on Policies/Guidance/Studies Previously Presented

Complete Streets (DD 64-R-1) Implementation Plan – Beth explained that the Implementation Plan was adopted, but that the Technical Advisory Committee (TAC) and Steering Committee had not met since January 2010.

California Highway Design Manual (HDM) Multimodal Revision Process – Beth stated that release of the draft edits to the HDM for stakeholder review had been pushed back to June 2010.

Final Smart Mobility Framework – Beth stated that the Caltrans Smart Mobility Framework document was adopted in February 2010.