



TRANSPORTATION COMMISSION – MINUTES

Virtual Meeting
Albany, CA

MINUTES OF THE REGULAR MEETING THURSDAY, JULY 22, 2021, 7:00 P.M.

1. CALL TO ORDER / ROLL CALL

Present: del Rosario, Graham, Javandel, Fong, McCroskey
Absent: None
Staff Present: Jeff Bond, Community Development Director
Michelle Plouse, Community Development Analyst

2. PUBLIC COMMENT

None

3. PRESENTATION

4. CONSENT CALENDAR

4-1. Transportation Commission Meeting Minutes of June 24, 2021

Recommendation: That the Transportation Commission approve the meeting minutes for the virtual meeting of June 24, 2021.

Javandel/del Rosario: Moved to approve the meeting minutes for the virtual meeting of June 24, 2021.

Ayes: del Rosario, Graham, Javandel, Fong, McCroskey
Noes: None
Abstain: None
Absent: None

5. DISCUSSION & POSSIBLE ACTION ON MATTERS RELATED TO THE FOLLOWING ITEMS:

5-1. Draft Commission Work Plan for 2021-2023

Recommendation: That the Commission recommend that City Council approve the draft Transportation Commission Work Plan for 2021-2023.

Bond presented the staff report.

The Commission requested the following clarifications:

- The draft Work Plan notes the priority of items.



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- Public Works staff is involved in the bus shelter program and maintenance of bus shelters.
- The Commission has reviewed requests to locate improvements in City-owned rights-of-way.
- Staff anticipates updating the Active Transportation Plan (ATP) and subsequently the details of individual streets. Updating the ATP may require 1.5 to 2 years.
- "Review and update the Solano Avenue Complete Streets program and policies" can be listed under potential future Work Plan items.

The Commission made the following comments:

- Commissioners noted typographical errors.
- A suggestion for future Work Plans to identify past items that the Commission has completed or continues to review.
- A suggestion to add the Transportation Commission's purpose as stated in the Municipal Code.
- A suggestion to add review of grant applications for ATP funding, if appropriate.
- A suggestion to indicate that the first item under Implement Complete Streets Plans is awaiting further study.
- A suggestion to include outdoor dining in Item 2 under One-time Action Items, Plans/Policy.
- A suggestion to revise One-Time Action Items, Plans/Policy 3 to "... improvements for the safety and comfort of all users."

Fong/Javandel: Moved to recommend that City Council approve the draft Transportation Commission Work Plan for 2021-2023 as amended during the meeting.

Ayes: del Rosario, Graham, Javandel, Fong, McCroskey

Noes: None

Abstain: None

Absent: None

5-2. Draft Request for Proposals for Local Road Safety Plan

Recommendation: Provide comments to staff.

Plouse presented the staff report.

The Commission requested the following clarifications:

- Few Local Road Safety Plans (LRSP) have been completed and requiring experience may significantly limit the number of proposals.
- The City does not have a standard practice for stating a not-to-exceed amount.
- City policy encourages small and disadvantaged businesses to submit proposals, but they do not receive an advantage during evaluation of proposals. Staff will



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make a concerted effort to notify small and disadvantaged businesses of the Request for Proposals (RFP).

- Staff prefers not to prescribe timelines in an effort to encourage consultants' creativity.
- Staff attempts to ensure the people presenting the proposal are the people who will be doing the project work.

The Commission made the following comments:

- References to bicyclists and pedestrians should include transit riders.
- Another data source could be the Metropolitan Transportation Commission (MTC).
- A suggestion for the consultant to develop an explicit problem statement along with emphasis areas.
- Strategy Development should include recommendations.
- A preference to state a not-to-exceed amount in the RFP.
- Commissioners noted typographical errors.
- Information regarding areas that the public perceives as unsafe and areas where active transportation has increased needs to be obtained. Perceptions regarding traffic safety should be separated from perceptions of safety from crime. Active transportation may be better addressed in the ATP and may not fall within grant guidelines.
- The consultant should provide cost estimates or implications for strategy recommendations.

5-3. Update on UC Village Coordination

Recommendation: For information only.

Bond presented the staff report.

The Commission requested the following clarifications:

- The proposal includes an unbundled parking arrangement and a surface parking lot with 166 spaces.
- Staff is not aware of a UC Village employee dedicated to transportation demand management (TDM). UC Berkeley's transportation group manages campus transit.

The Commission made the following comments:

- Fortunately, UC staff advised Regents that the residential building should not be larger.
- The project provides an opportunity to improve the current transit facility on Monroe, which is basically bus parking, to a transit center.



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- Perhaps a portion of the parking lot can be used for a carshare pod. Awareness of a carshare pod could encourage residents to forego vehicles.
- A suggestion to invite UC to participate in updating the ATP and perhaps sign off on the final draft.

5-4. Priorities for Updates to Transportation Sections of the Albany Municipal Code

Recommendation: Provide comments to staff.

Bond presented the staff report.

The Commission requested the following clarifications:

- No one on staff is working on trip reduction programs, and the Municipal Code section is stale.
- The ATP addresses physical improvements more than Code provisions but may address physical and programmatic improvements.

The Commission made the following comments:

- Support for beginning with encroachment permits, including outdoor dining.
- Interest in providing input to the Planning & Zoning Commission regarding parking maximums and minimums or holding a joint meeting with the Planning & Zoning Commission.
- The Transportation Commission needs to provide input regarding the San Pablo Avenue Specific Plan.
- A trip reduction coordinator is worth exploring.
- Code provisions regarding bicycles need updating.
- Some Code provisions are unusual, may be unnecessary, and are superseded by State laws.
- Code provisions should be written so that they can be enforced equitably.
- The Commission may wish to form a subcommittee to review and revise a section of the Code.
- A suggestion to review and revise Code sections regarding encroachment permits when staff presents outdoor dining in the fall.

The Commission reached consensus to discuss revising transportation sections of the Municipal Code at a future meeting.

6. ANNOUNCEMENTS

- 6-1. Award Recommendation from Alameda County Transportation Commission Staff for Lower Codornices Creek Restoration Phase IV Project



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Bond announced the Alameda County Transportation Commission (ACTC) met during the afternoon to consider the City's grant application for Phase IV of the Lower Codornices Creek project. ACTC staff recommended approval of the application, but ACTC's decision is unknown at the current time.

6-2. Berkeley-El Cerrito Corridor Access Plan Online Open House & Survey

Bond noted BART is holding an open house and survey for its Corridor Access Plan.

Chair McCroskey announced the Solano Avenue Association is not planning to close streets for the 2021 Solano Stroll, which is scheduled for the second Sunday in September. A Sip, Shop & Celebrate event is scheduled for July 25, 2021.

7. FUTURE AGENDA ITEMS

Chair McCroskey reiterated upcoming items for encroachment permits and Code revisions.

8. NEXT MEETING – Thursday, September 23, 2021, 7:00 p.m., City Hall Council Chambers, 1000 San Pablo Avenue or virtual meeting pursuant to state and county COVID-19 guidance.

Commissioner Javandel advised that he is not available for the September 23rd meeting.

9. ADJOURNMENT

The meeting adjourned at 8:48 p.m.