



CITY OF ROHNERT PARK  
**BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE**  
REGULAR MEETING AGENDA

Monday, September 25, 2023, 5:30 p.m.

LOCATION: Rohnert Park City Council Chambers, Rohnert Park City Hall,  
130 Avram Avenue, Rohnert Park, California

**\*COVID-19 NOTICE\***

The City of Rohnert Park Bicycle and Pedestrian Advisory Committee (BPAC) welcomes your attendance, interest and participation at its regular meetings, scheduled on the fourth Monday of each month at 5:30 p.m., and its special meetings, which are scheduled as needed. **The use of a mask or facial covering when attending the BPAC meeting is strongly recommended, regardless of vaccination status.**

**Public Comments during the Meeting:** Members of the Public can provide public comment at the meeting. Comments are limited to three minutes per appearance with a maximum allowance of 30 minutes allotted per comment period. Members of the public may also provide advanced public comment by sending comments to the Management Analyst by email at [acotter@rpcity.org](mailto:acotter@rpcity.org). Comments are requested by 3:00 p.m. on the day of the meeting.

**American Disability Act Accommodations:** Any member of the public who needs accommodations should email the ADA Coordinator at [jcannon@rpcity.org](mailto:jcannon@rpcity.org) or by calling 707- 588- 2221. The ADA Coordinator will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the City procedure for resolving reasonable accommodation requests. Reasonable accommodations information is on the City website at: [https://www.rpcity.org/city\\_hall/departments/human\\_resources/a\\_d\\_a\\_and\\_accessibility\\_resources](https://www.rpcity.org/city_hall/departments/human_resources/a_d_a_and_accessibility_resources)

Bicycle and Pedestrian Advisory Committee agendas and minutes may be viewed on the City's website: [www.rpcity.org](http://www.rpcity.org).

**MEETING ITEMS**

1. Call To Order/Roll-Call  
Gary Gutierrez (Chair) \_\_ Jan Ogren (Vice Chair) \_\_ Shirley Johnson \_\_ Steve Keith\_\_ Tim Hensel\_\_
2. Introductions
3. Reading of the Land Acknowledgement  
"The City of Rohnert Park acknowledges Indigenous Peoples as the traditional stewards of the land. Let it be acknowledged that the City of Rohnert Park is located within the traditional homelands of the Federated Indians of Graton Rancheria, comprised of Coast Miwok and Southern Pomo peoples."
4. Public Comments (on items not on the Agenda)
5. Consideration of Approval of Minutes for 7/24/2023 meeting
6. Countywide Active Transportation Plan and Rohnert Park Bicycle & Pedestrian Master Plan Update – Background (Information)
7. Questions for Public Safety Representative (Information)
8. New Matters for Future Consideration and Review of Future Agenda Items List (Discussion)
9. Adjournment (Action)

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**CERTIFICATION OF POSTING OF AGENDA:**

I, Ashley Cotter, Management Analyst for the City of Rohnert Park, declare that the foregoing agenda for the September 25, 2023, Regular Meeting of the Rohnert Park Bicycle and Pedestrian Advisory Committee was posted and available for review on Thursday, September 21, 2023, at Rohnert Park City Hall, Community and Senior Centers, Public Safety Main Building. The agenda is also available on the City web site at [www.rpcity.org](http://www.rpcity.org).

Executed this 20<sup>th</sup> day of September 20, 2023, at Rohnert Park, California.  
Ashley Cotter, Management Analyst



**DRAFT**

**Bicycle and Pedestrian Advisory Committee (BPAC)  
Meeting Minutes**

5:30 PM, Monday, July, 24, 2023  
Rohnert Park City Hall, City Council Chambers  
130 Avram Avenue, Rohnert Park, California

**Members Present:** Gary Gutierrez (chair) X Jan Ogren (vice chair) X Tim Hensel 0  
Steve Keith X Shirley Johnson X

**Non-Voting Participants:** Ashley Cotter (Management Analyst, City of Rohnert Park), Emily Shartin (Sonoma County Bicycle Coalition)

**1. Call to Order**

Chair Gary Gutierrez called the meeting to order at 5:30 PM.

**2. Introductions**

Chair Gutierrez commenced self-introductions.

**3. Reading of the Land Acknowledgement**

Chair Gutierrez read the Land Acknowledgement as shown on the BPAC Meeting Agenda.

**4. Public Comments**

None – all comments are related to the agenda items.

**5. Consideration of Approval of Minutes for 6/26/2023 meeting**

Mx. Ogren moved to approve the meeting minutes, Mr. Gutierrez seconded, meeting minutes are approved without corrections: 4 ayes, 1 abstention (Mr. Hensel).

**6. Questions for Public Safety Representative**

Ms. Cotter put together questions for BPAC members to discuss. BPAC members discussed the section on complaints. Mr. Keith suggested that the question, “how many complaints have been received regarding bikes and pedestrians?” be narrowed. Mx. Ogren suggested that this be changed to reflect a more open ended question in order to drive conversation. Mr. Keith also commented that some of these questions addressed code enforcement, which is civil/administrative, and not criminal. BPAC members agreed to change the section on code enforcement to citations/incidents. Ms. Johnson indicated that an important question to ask regarding code enforcement is how many calls are related to code enforcement? Mr. Keith responded that an issue like trash-can placement could be the same as a parking violation – is it code enforcement or is it a violation? Ms. Cotter had suggested that the questions provided (to include approximately 19) could be narrowed to about 10. BPAC members agreed that several questions could be condensed. Mx. Ogren commented that the list is very manageable, and that some of these items are more informational. Mr. Gutierrez commented that a few of the questions were yes/no, and that rephrasing might be better to further drive dialogue. Mx. Ogren and Ms. Johnson both agreed. Mx. Ogren asked how they handled smaller issues, like kids not wearing helmets – whether the policy was geared more towards outreach or citations. Mr. Gutierrez responded that it is part of a larger conversation on how to handle complaints and other things they might notice while out on the job – is it public service or law enforcement? Mr. Keith

responded that the questions should narrow down to what we are trying to discover. Mx. Ogren commented that the questions regarding code enforcement could be boiled down to how many calls are received and what type? Mx. Ogren further expanded that the calls received could be potential concerns for the BPAC, such as tripping accidents on Hinebaugh or people trying to cross Snyder Ln. Mr. Keith commented that it might be a good idea to rephrase so that calls for service is captured – some could be advisory, citation, arrest, etc., or it could be related to community engagement. Ms. Johnson commented that she appreciated the question regarding officers on bicycles. Mr. Gutierrez agreed, and noted that that question is indicative of what the City is working towards in the future. Mr. Keith commented that the idea of officers on bicycles might be more of a budget question. Mr. Gutierrez responded that it does provide important insight. Mr. Gutierrez asked what kind of data collection they were using to compile the data and how they are being used. Ms. Johnson asked how Public Safety is collaborating regarding Vision Zero. Ms. Shartin commented that that would be encompassed in the Local Road Safety Plan, which is a different direction. Ms. Cotter responded that she would look for more information on Vision Zero. Mx. Ogren commented that many of these questions could be condensed, leaving 7 questions, which is very manageable. Mr. Gutierrez asked what Public Safety's philosophy is. Mx. Ogren noted that it is a good question. Mr. Gutierrez noted that the question didn't need to be specific, it can be woven into the general discussion. Mx. Ogren disagreed, and thought it would be good to have as a main question, underneath enforcement, etc. Mr. Gutierrez agreed, noting that it would promote engaging conversation.

#### **7. Updates from Mr. Sampietro re follow up items from 5/22/2023 meeting**

Ms. Cotter provided a memo with updates from Mr. Sampietro regarding his presentation on Camino Colegio and other related matters at the 5/22/2023 BPAC meeting. BPAC members accepted the updates, and did have some comments on the map attached to the memo, which was updated by SCTA on 12/27/2013. Mx. Ogren commented that it would be great to have Jim Barrios, BPAC's Parks and Recreation Commission Liaison, as a presenter at the BPAC to go over the parks as well as this map. Mr. Gutierrez responded that that could be added as a future agenda item. Mr. Gutierrez noted that bicyclists use a lot of apps, and asked if the map would be available on an app at some point in the future. Mr. Keith asked how the various apps, such as Apple Maps and Google Maps get notified of a condition change, Ms. Cotter replied that there are scripts working on the back end of the apps that help the notifications get pushed. Mr. Keith asked if there was a liaison within the City that might be responsible for the updates, Ms. Cotter that she wasn't aware of one at the time. Mx. Ogren commented that combining the bicycle path map with the parks map would be great, and the combined map could be named 'Parks and Paths'. Regarding the updates on Camino Colegio near SOMO, Ms. Shartin noted that there is a new pathway there, but it's not currently open. Mx. Ogren commented that they would bike down there to evaluate the progress, and asked that Ms. Cotter thank Mr. Sampietro for his feedback.

#### **8. Bicycle Parking Inventory and Count Condition Assessment Update**

Ms. Cotter provided an informational update on the bicycle inventory count condition assessment. After reviewing BPAC meeting minutes from 2016-2022 and providing a brief update on the topics listed at those meetings, Ms. Cotter presented that in the last 8 years, the BPAC has not conducted an assessment of bicycle inventory counts and assessment but did present an inventory that was part of the Bicycle and Pedestrian Master plan adopted in September 2008. Mr. Gutierrez commented that for future discussions, it would be good to do a deeper dive on this, as not all bike racks are created equal, and there are a variety of types. Mr. Gutierrez further commented that when you bike somewhere, it's important to be able to park your bike safely. Ms. Shartin commented that while the

attachment is older, dating back to 2013, there is still a lot of good information, and that she would send some updated information to Ms. Cotter regarding what is recommended vs. not in new bike rack installations. Ms. Shartin also commented that new developments are building bike parking because it is a newer requirement. Ms. Johnson asked if people living in the condominiums utilized the bike parking, as the apartments she lives in have relatively unused bike racks. Ms. Shartin replied that many do, and that bike lockers are becoming more popular in an apartment setting. Ms. Shartin also noted that many cities have requirements for both long and short term parking for bikes. Mx. Ogren commented that there is no bicycle parking at City Hall.

#### **9. New Matters for Future Consideration and Review of Future Agenda Items List**

BPAC members reviewed the list of future agenda items. Mx. Ogren requested that the Parks And Paths map be added to the list of future agenda items. Mx. Ogren and Ms. Johnson both commented that the bike lane by the resident halls at SSU is hazardous, as well as the cross walk button on East Cotati. Ms. Shartin replied that there is no sidewalk near the resident halls, the area that Mx. Ogren and Ms. Johnson were referencing. Mx. Ogren commented that the South side of East Cotati is much nicer.

#### **10. Adjournment**

Mr. Gutierrez moved to adjourn the meeting, Ms. Johnson seconded. Meeting adjourned at 6:43pm.

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Ashley Cotter, Recording Secretary  
Rohnert Park Bicycle and  
Pedestrian Advisory Committee

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Gary Gutierrez, Chair  
Rohnert Park Bicycle and  
Pedestrian Advisory Committee



## Bicycle and Pedestrian Advisory Committee Memorandum

**FROM:** Eydie Tacata, Senior Public Works Analyst  
**MEETING DATE:** September 25, 2023  
**AGENDA ITEM:** #6  
**SUBJECT:** Countywide Active Transportation Plan & Rohnert Park Bicycle and Pedestrian Plan Update - Background

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### **ISSUE:**

The City of Rohnert Park is participating in the update of the Countywide Active Transportation Plan (“CAT Plan”), which includes updates to local jurisdictions’ Bicycle and Pedestrian Master Plans (“BPMPs”). This memorandum provides background about this important project, in which the Rohnert Park Bicycle and Pedestrian Advisory Committee will have a role in informing the City of Rohnert Park BPMP, which is a component of the CAT Plan, as well as a stand-alone document.

### **BACKGROUND:**

In 2008, the Sonoma County Transportation Authority (SCTA) coordinated the development of a Countywide Bicycle and Pedestrian Master Plan (“Countywide BPMP”) that also included several local Bicycle and Pedestrian Master Plans (“BPMP”). The City of Rohnert Park was among several Sonoma County jurisdictions to have its local plan developed through this approach. The Countywide BPMP consisted of a Countywide Overview and the jurisdiction plans as Appendices to the Countywide BPMP. The Countywide Overview Section set the tone for the entire Countywide BPMP as well as the local BPMPs, including the countywide vision, principal goals, countywide objectives, countywide planning efforts, and background data. Each jurisdiction’s BPMP also served as its own stand-alone document, to be used to guide implementation of local projects and programs; ensure consistency and compliance with each jurisdiction’s General Plan with regard to circulation and other related elements; and to be formally adopted by each jurisdiction.

In 2014, the Countywide and local BPMPs, including that of the City of Rohnert Park, were updated to address then-new Census data, collision data, and commuting statistics; changes to bicycle and pedestrian facilities map; Countywide and local proposed bicycle and pedestrian project lists; new or revised land use and planning designations, for example, the adoption of the Central Rohnert Park Priority Development Area in Rohnert Park; and State funding program requirements. In the years since, changes in bicycle and pedestrian facilities maps and project lists were kept updated as much as possible through the SCTA’s resources (i.e. GIS and web publishing of maps), including changes to Rohnert Park’s maps.

In Fall 2022, the SCTA was awarded a Caltrans Sustainable Communities Transportation Planning Grant of \$525,000 toward full updates to the Countywide BPMP – now called Countywide Active Transportation Plan (“CAT Plan”) – and six jurisdiction-level plans, which will be included under the umbrella of the CAT Plan. (“Active transportation” refers to “human-powered” modes of travel, like walking, biking, or using mobility devices.) The CAT Plan will include an analysis of

funding priorities for active transportation projects, a low Level of Traffic Stress (LTS) bicycle network and a safe and inviting pedestrian network; strategies to enhance continuity and wayfinding between jurisdictions; refreshed countywide policies and vision; consistency with applicable plans and policies; and new guidelines for best practices including Class IV bikeways and quick build projects. As a result of the coordinated effort and as documents connected to the CAT Plan, participating local jurisdiction plans will also share the components of the CAT Plan and be consistent with regional and statewide plans.

SCTA has retained the services of transportation consulting firm Fehr & Peers for this update. In 2023 thus far, SCTA and Fehr & Peers have developed a project scope and schedule; held a project kick-off meeting for the SCTA Countywide Bicycle and Pedestrian Advisory Committee (which includes local jurisdiction staff); collected preliminary data from local jurisdictions toward an existing conditions analysis; and have started to draft plan vision and goals statements for the CAT Plan. The firm has also started visiting local jurisdictions' governing and advisory bodies (generally Bicycle & Pedestrian Advisory Committees (BPACs) or Active Transportation Committees (ATCs), or Planning Commissions for jurisdictions without BPACs or ATCs) to provide project introductions, status, and next steps.

Fehr & Peers is scheduled for a presentation to the Rohnert Park Planning Commission and Rohnert Park Bicycle & Pedestrian Advisory at a joint meeting on October 12, 2023 at 6:00 PM.

**STAFF RECOMMENDATION:**

No recommendations currently, this is an informational update only.



## Bicycle and Pedestrian Advisory Committee Memorandum

**FROM:** Ashley Cotter, Management Analyst  
**MEETING DATE:** September 25, 2023  
**AGENDA ITEM:** #7  
**SUBJECT:** Questions for Public Safety Representative – Informational Update

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**ISSUE:**

At the June 26, 2023, meeting, BPAC members further discussed questions for Public Safety. Ms. Cotter proposed synthesizing the questions BPAC members had suggested at the June 26<sup>th</sup> meeting and preparing a brief memo. These questions were reviewed at the July 24<sup>th</sup> meeting and provided some suggested revisions. The questions below are reflective of the requested revisions. This is an informational item.

**Questions for Public Safety Representatives**

**Table 1 contains topics and related questions that BPAC members have for Public Safety Representatives.**

**Table 1: Questions by Topic for Public Safety Representatives**

**Note: Questions regarding data collection (accidents, incidents, etc) are referencing within the last year**

<u>Topic</u>	<u>Question</u>
Accidents	<ul style="list-style-type: none"> <li>How many reported accidents have involved bicyclists and or/ pedestrians within the last year?</li> </ul>
Complaints	<ul style="list-style-type: none"> <li>How many and what type of complaints have been received within the last year?</li> <li>How have the complaints been received (social media, call ins, etc)?</li> </ul>
Bike Theft	<ul style="list-style-type: none"> <li>How frequent are bike thefts reported, and of those reported, roughly what % of bikes have been returned to their owners?</li> <li>What is Public Safety’s policy for identifying and returning bicycles?</li> </ul>
Citations/Incidents	<ul style="list-style-type: none"> <li>Have there been any reported incidents of cars driving on designated bike paths?</li> <li>Are trash receptacles in the road blocking the bike lane and/or bike path entrance a consistent issue reported to Public Safety – and is this handled as a citation or through public outreach?</li> <li>Is there a general frequency for public safety officers to be out enforcing laws regarding bicycles and pedestrians?</li> </ul>

	<ul style="list-style-type: none"> <li>• How does Public Safety determine when to give a citation to a vehicle parked in the bike lane that may or may not be marked?</li> <li>• What is public Safety’s philosophy for responding to incidents – is it geared more towards community outreach or citations/action?</li> <li>• How does Public Safety handle children riding bikes without helmets – is it citation driven or community outreach? Does Public Safety continue a program to provide helmets for children?</li> </ul>
Potential Concerns/Hazards	<ul style="list-style-type: none"> <li>• What kind of hazards/issues to bicyclists and pedestrians is Public Safety currently aware of, and how are they addressing them?</li> <li>• Is Public Safety aware of any concerns regarding e-bikes and e-scooters currently?</li> </ul>
Training Priorities and Internal Procedures	<ul style="list-style-type: none"> <li>• Are there currently any officers on bicycles patrolling the bike paths? If not, is this a future action item for Public Safety?</li> <li>• How is the data collected from call ins, etc., utilized and implemented on a day to day basis? What data collection tools are being utilized?</li> </ul>

**Staff Recommendation:**

This is an informational item, if BPAC members feel that further revisions are needed prior to sending this list to Public Safety, this item can be agendized as an action item at a following meeting.





## Bicycle and Pedestrian Advisory Committee Memorandum

**FROM:** Ashley Cotter, Management Analyst  
**MEETING DATE:** September 25, 2023  
**AGENDA ITEM:** #8  
**SUBJECT:** Future Agenda Items List

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**ISSUE:**

At the April 24, 2023 meeting, BPAC members requested that this potential future agenda item list be a recurring item to evaluate prioritization and review potential agenda items, as discussed in previous meetings.

**POTENTIAL FUTURE AGENDA ITEMS LIST:**

*Table 1* contains topics that were brought up by BPAC Members during the “New Matters for Future Consideration” agenda item since July 2021, listed for the BPAC to review, updated as of September, 2023.

***Table 1: Topics List updated as of July 24, 2023 Meeting, Status of Topic***

Topic	Status of Inclusion on BPAC Agenda	Priority
Maintaining and refreshing pavement markings and striping	Covered	1
Bus stop amenities and maintenance (e.g. garbage receptacles, general cleanliness)	Covered	2
Intersection of Rohnert Park Expressway and Commerce, pedestrian crossing timing.	Covered	3
Bicycle parking, including: <ul style="list-style-type: none"> <li>• Bike rack standards</li> <li>• Inadequate or non-existent bike racks at City facilities and key destinations</li> <li>• <b>Bike parking inventory/count and condition assessment</b></li> <li>• Bicycle security</li> </ul>	Not yet covered at a meeting	Prioritize bike parking inventory/count and condition assessment
Bicycle/pedestrian access to Sunrise Park off San Francisco Way	Covered	3
Boulders in landscape strip on Country Club Drive: <ul style="list-style-type: none"> <li>• Potential hazards for sidewalk users?</li> <li>• Landscape strip ownership, maintenance responsibility and liability</li> </ul>	Not yet covered at a meeting	5
Storm drain inlets:	Not yet covered at a meeting	7

<ul style="list-style-type: none"> <li>• Location in bike lanes and at path intersections (i.e. causing a potential hazard)</li> <li>• Disrepair and missing storm drain “Drains to Creek” labels</li> </ul>		
Visit by Public Safety representative – suggestion: agendize this prior to meeting to come up with questions, etc. to sent to Public Safety Representative	Questions to be finalized at 7/24/23 meeting, informational item presented at 9/25 mtg	1
Camino Colegio overview	Covered	
Bike Share/Scooter Rental status in Rohnert Park	Not yet covered at a meeting	No priority given
SRTS Task Force	Not yet covered at a meeting	No priority given
<ul style="list-style-type: none"> <li>• Map of Rohnert Park Bike and Pedestrian Pathways</li> <li>• Meeting with Jim Barrios – Parks and Recreation Commissioner, to collaborate on map</li> </ul>	Not yet covered at a meeting	No priority given
SSU area near residence halls on East Cotati (North side)	Not yet covered at a meeting	No Priority given

**Table 2: In-Progress or Ongoing Topics/BPAC agenda items**

Topic	Status	Anticipated meeting
Bike Path Audits	Covered – 5 trails left, discuss possibility of secondary audit	Continuing
Bike and Pedestrian Master Plan Projects List Review	Compilation of BPAC project reviews in draft	Continuing
Trail to Crane Creek – Project Engineer to Present	In progress <i>Note – follow up moved to November as the project will need to be re-bid</i>	Project details covered at June 26, 2023 meeting; follow up to be scheduled in November 2023 for brief update on project progress

**STAFF RECOMMENDATION:**

Staff recommends that the BPAC:

- Review the list with City staff at the meeting
- Clarify the proposed agenda item topic that is to be presented/discussed
- Determine whether the topic is still wanted (or within the BPAC's purview) for a future agenda item
- Determine if any non-prioritized items would like to be prioritized for future meetings