County of Santa Clara
Roads Commission

DATE: January 13, 2020, Regular Meeting
TIME: 12:30 PM
PLACE: Conference Room 157
County Government Center – 70 W. Hedding Street, 1st Floor
San Jose, CA 95110

AGENDA

In compliance with the Americans with Disabilities Act and the Brown Act, those requiring accommodations in this meeting should notify the Clerk of the Roads Commission no less than 24 hours prior to the meeting at (408) 299-5001, or TDD (408) 993-8272.

Please note: To contact the Commission and/or to inspect any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to all or a majority of the Board of Supervisors (or any other commission, or board or committee) less than 72 hours prior to that meeting, visit our website at http://www.sccgov.org or contact the Clerk at (408) 299-5001 or 70 W. Hedding Street, San Jose, CA 95110, during normal business hours.

Persons wishing to address the Commission on a regularly scheduled item on the agenda are requested to complete a request to speak form and give it to the Deputy Clerk. (Government Code Section 54953.3.) Individual speakers will be called by the Chairperson and are requested to limit their comments to two minutes. Groups of speakers on a specific item are asked to limit their total presentation to a maximum of twenty minutes for each side of the issue.

COMMUTE ALTERNATIVES: The Board of Supervisors encourages the use of commute alternatives including public transit, bicycles, carpooling, and hybrid vehicles.

For public transit trip planning information, contact the VTA Customer Service Department at (408) 321-2300 Monday through Friday between the hours of 6:00 a.m. to 7:00 p.m., and on Saturday from 7:30 a.m. to 4:00 p.m. Schedule information is also available on the web at www.vta.org.

Bicycle parking racks are available in the James McEntee, Sr., Plaza in front of the County Government Center building. If this Board or Commission does not meet in the County Government Center, please contact VTA for related routes.

Opening

1. Call to Order/Roll Call.
2. Public Comment.

This item is reserved for persons desiring to address the Commission on any matter within the subject matter jurisdiction of the Commission that is not on this agenda. Members of the public who wish to address the Commission on any item not listed on the agenda should complete a Request to Speak Form and give it to the Deputy Clerk. The Chairperson will call individuals to speak in turn.

Speakers are limited to the following: three minutes if the Chairperson or designee determines that five or fewer persons wish to address the Commission; two minutes if the Chairperson or designee determines that between six and fourteen persons wish to address the Commission; and one minute if the Chairperson or designee determines that fifteen or more persons wish to address the Commission.
The law does not permit Commission action or extended discussion of any item not on the agenda except under special circumstances. If Commission action or response is requested, the Commission may place the matter on a future agenda.

**Regular Agenda - Items for Discussion**

3. Approve minutes of the November 18, 2019 Regular Meeting.

4. Receive verbal report from Bicycle and Pedestrian Advisory Committee. (Wadler)

5. Receive a report relating to the Annual List of meeting topics for the Year 2020. (Roads and Airports Department) (ID# 99955)

6. Consider recommendations relating to Roads Commission Work Plan for Fiscal Year July 1, 2020 through June 30, 2021 (FY 2021) and Accomplishments for FY 2020, to be submitted to the Clerk of the Board by April 1, 2020, and subsequently forwarded to the Board of Supervisors through the Housing, Land Use, Environment and Transportation Committee. (ID# 99790)

   Possible action:


   OR

   b. Approve directing a subcommittee to develop the Work Plan for Commission consideration.

   OR

   c. Approve the creation of a Work Plan Ad Hoc Committee and appoint Commissioners to serve.

   OR

   d. Authorize a Commissioner to prepare a draft Work Plan for Commission consideration.

7. Discuss and approve forwarding amended bylaws for the Roads Commission to the Board of Supervisors through the Housing, Land Use, Environment, and Transportation Committee. (ID# 99823)

8. Receive verbal reports from Chairperson and Commissioners.

9. Receive verbal reports from Roads Director and Staff.

10. Propose items for the next meeting.

**Announcements**

11. Announcements and correspondence:

    a. Chairperson's announcements.

    b. Commissioners' announcements.
c. Chairperson Training is scheduled for Thursday, January 30, 2020 at 4:00 p.m. in Isaac Newton Senter Auditorium, County Government Center, 70 West Hedding Street, San Jose.

d. There is currently one vacancy on the Commission. For Internet access to the vacancies list and applications visit http://www.sccgov.org/sites/cob/bnc.

e. The County of Santa Clara provides reimbursement to appointed Commissioners for family care expenses incurred during the time spent performing their official County duties. For additional information please contact the Office of the Clerk of the Board at (408) 299-5001.

**Adjourn**

12. Adjourn to the next regular meeting on Monday, March 9, 2020 at 12:30 p.m. in Room 157, 70 West Hedding Street, San Jose.
DATE: November 18, 2019, Regular Meeting  
TIME: 12:30 PM  
PLACE: Conference Room 157  
County Government Center – 70 W. Hedding Street, 1st Floor  
San Jose, CA 95110  

MINUTES  

Opening  

1. Call to Order/Roll Call.  
   Chairperson Hertan called the meeting to order at 12:30 p.m. A quorum was present.

<table>
<thead>
<tr>
<th>Attendee Name</th>
<th>Title</th>
<th>Status</th>
<th>Arrived</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barinder Ahluwalia</td>
<td>Commissioner</td>
<td>Absent</td>
<td></td>
</tr>
<tr>
<td>Matthew Cohen</td>
<td>Commissioner</td>
<td>Absent</td>
<td></td>
</tr>
<tr>
<td>Peter Hertan</td>
<td>Chairperson</td>
<td>Present</td>
<td></td>
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<tr>
<td>Doug Muirhead</td>
<td>Vice Chairperson</td>
<td>Present</td>
<td></td>
</tr>
<tr>
<td>Patricia Showalter</td>
<td>Commissioner</td>
<td>Present</td>
<td></td>
</tr>
<tr>
<td>Herman Wadler</td>
<td>Commissioner</td>
<td>Present</td>
<td></td>
</tr>
</tbody>
</table>

2. Public Comment.  
   No public comments were received.

Regular Agenda - Items for Discussion  

3. Approve minutes of the August 12, 2019 Special Meeting.  
   3 RESULT: APPROVED [4 TO 0]  
   MOVER: Patricia Showalter, Commissioner  
   SECONDER: Doug Muirhead, Vice Chairperson  
   AYES: Hertan, Muirhead, Showalter, Wadler  
   ABSENT: Ahluwalia, Cohen  

4. Approve minutes of the September 9, 2019 Special Meeting.  
   Commissioner Showalter and Chairperson Hertan expressed appreciation to Department staff for the tour of the Roads and Airports Department, Schallenberger Road location.  
   Chairperson Muirhead stated that he does not recall stating that he met with the Supervisory District Offices.
Approved as amended to remove "Vice Chairperson Muirhead stated that he and Chairperson Hertan met with the Supervisorial District Offices and discussed issues relating to Commission goals."

<table>
<thead>
<tr>
<th>4 RESULT:</th>
<th>APPROVED AS AMENDED [4 TO 0]</th>
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<tbody>
<tr>
<td>MOVER:</td>
<td>Patricia Showalter, Commissioner</td>
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<tr>
<td>SECONDER:</td>
<td>Doug Muirhead, Vice Chairperson</td>
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<tr>
<td>AYES:</td>
<td>Hertan, Muirhead, Showalter, Wadler</td>
</tr>
<tr>
<td>ABSENT:</td>
<td>Ahluwalia, Cohen</td>
</tr>
</tbody>
</table>

5. Receive verbal report from Bicycle and Pedestrian Advisory Committee. (Wadler)

Vice Chairperson Muirhead advised of a Bike and Pedestrian Webinar scheduled for Wednesday, November 20, 2019 at 4:00 p.m., relating to Aging in Place, Designing Communities to Support Mobility.

5 RESULT: RECEIVED

6. Receive verbal report relating to Crossroads Software. (Roads Department)

Thien Pham, Senior Civil Engineer, Roads and Airports Department (RDA), advised that multiple cities are now using the Crossroads Software and data is received from the Statewide Integrated Traffic Records System (SWITRS), which is a California Highway Patrol Software. Mr. Pham further stated that there is a delay inputting the data from SWITRS due to processing and verification of the data received.

In response to an inquiry by Vice Chairperson Muirhead regarding his understanding that local agencies would be able to enter their own data more timely and accurately, Mr. Pham advised that RDA has established a direct link with approximately seven local agencies, however, some are still in process.

In response to an inquiry from Commissioner Wadler relating to the submission of data, Mr. Pham advised that data with established links are uploaded into the Crossroads Software but agencies do not have direct links established to submit data to SWITRS.

Mr. Pham further advised which local agencies are providing data that could be used with the Crossroads Software.

6 RESULT: RECEIVED

7. Receive verbal report relating to Measure B projects on Page Mill Road. (Roads Department)

Barry Ng, Deputy Director, Infrastructure Development, RDA, advised that the first capital project on Foothill Expressway, from San Antonio to El Monte auxiliary project is currently out to bid.

Jamil Salas, Civil Engineer, RDA, advised the Commissioner relating to the Page Mill Road Intersection Improvements at El Camino Real and Handover Street Project
includes replacing existing traffic signal equipment, upgraded pedestrian push buttons, bike slots for bicyclist, and signing and striping modifications at two intersections.

In response to inquiries by Vice Chairperson Muirhead and Commissioner Wadler, Mr. Salas advised that there will be a designated bicycle lane on Hanover Street equipped with a bicycle slot which will allot time for bicyclists to pass safely.

In response to an inquiry by Vice Chairperson Muirhead, Mr. Salas advised that the lifespan of the new traffic signal equipment depends on the specific equipment but cameras could be used for five to ten years and controller cabinets could last twenty to twenty-five years. He further advised that there is an equipment database which could be referenced when looking at the aging of equipment currently in use.

Mr. Salas further provided information relating to areas of traffic congestion on the intersection of Page Mill Road and El Camino Real.

In response to an inquiry from Commissioner Showalter relating to storm water retention value on the median at Page Mill Road and El Camino Real, Mr. Salas advised that this project is in the conceptual stages and RDA could integrate storm drains where possible.

In response to an inquiry by Chairperson Hertan relating to the criteria for deciding which roads should have green paint which indicates areas where vehicles could travel through, Mr. Ng advised that RDA will try to match practices of other jurisdictions.

The Commissioners expressed appreciation to Mr. Salas for advising the Commission on the Page Mill Road Intersection Improvements at El Camino Real and Handover Street Project during the planning stages.

**7 RESULT: RECEIVED**

**8. Receive verbal reports from Chairperson and Commissioners.**

Commissioner Showalter provided information relating to identifying safe parking lots for homeless to park. She urged Commissioners to keep her informed with viable lots for use.

Commissioner Wadler reported that while on a Valley Transportation Authority (VTA) provided Tour of Bart construction, he met an engineer who helped design the protected bike lane in Downtown San Jose and will have breakfast with him to discuss his feelings and comments relating to bike lines.

Vice Chairperson Muirhead stated that VTA will be holding a public meeting on Wednesday, November 20, 2019 as part of their Ad Hoc Board Enhancement Committee and noted that an online survey is available. He further reported that the Metropolitan Transportation Commission released their annual pavement conditions index.

**8 RESULT: RECEIVED**
9. **Receive verbal reports from Roads Director and Staff.**

Mr. Ng reported that the Pacific Gas and Electric (PG&E) safety shutdowns had minor impact on the Department. He stated that there were five signals on Capitol Expressway near Eastridge Mall and four signals on Almaden Expressway on the South end affected by the first shutdown. He further stated that the signals had internal batteries which lasted for various periods of time and which helped decreased signal downtime. Mr. Ng stated there were no reported accidents on the affected intersections due to the power outage.

Mr. Ng advised that he will have to report back relating to the Department's participation with Traffic Safe Communities Network (TSCN).

Ellen Talbo, County Transportation Planner, RDA, advised that it is not the Department's intent to step away from participating with TSCN, however, with staffing changes, there will be a period of transitions.

Mr. Ng reported that Clarence Salim, Associate Civil Engineer, RDA, was awarded the Employee Excellence Award for his safety work.

**9 RESULT:** RECEIVED

10. **Propose items for the next meeting.**

Vice Chairperson Muirhead proposed the Commission add a Work Plan item to the next agenda as well as items which would address fiscal issues, budget, departmental work plan, safety reports, and infrastructure concerns.

Chairperson Hertan requested information relating to know the role the County has in the implementation of Vision Zero and Complete Streets. He further requested information relating to how the County is planning to adapt to autonomous vehicles; and update relating to the transition from Vehicle Miles Traveled to Level of Service and information relating to Roadway Pavement Condition Index.

**Announcements**

11. **Announcements and correspondence:**

   a. Chairperson's announcements.

   Chairperson Hertan made no announcements.

   b. Commissioners' announcements.

   Commissioner Wadler announced that on a recent bike ride, he noticed a lot of the cars are a car length away from the crosswalk at the intersection.

   c. There is currently one vacancy on the Commission. For Internet access to the vacancies list and applications visit http://www.sccgov.org/sites/cob/bnc.
d. The County of Santa Clara provides reimbursement to appointed Commissioners for family care expenses incurred during the time spent performing their official County duties. For additional information please contact the Office of the Clerk of the Board at (408) 299-5001.

Adjourn

12. Adjourn to the next regular meeting on Monday, January 13, 2020 at 12:30 p.m. in Room 157, 70 West Hedding Street, San Jose.

Chairperson Hertan adjourned the meeting at 2:22 p.m.

Respectfully submitted,

Charisse Sumoba
Deputy Clerk
DATE: January 13, 2020

TO: Roads Commission

FROM: Charisse Sumoba,

SUBJECT: Roads 2020 Annual List of Meeting Topics

RECOMMENDED ACTION
Receive a report relating to the Annual List of meeting topics for the Year 2020. (Roads and Airports Department)

ATTACHMENTS:
- Roads_calendar_DM-ET (PDF)
<table>
<thead>
<tr>
<th>Date</th>
<th>Commission Agenda Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 13, 2020</td>
<td>Annual List of meeting topics for the Year 2020</td>
</tr>
<tr>
<td></td>
<td>Plan Bay Area 2050 Update or County Legislative Priorities</td>
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<tr>
<td>March 9, 2020</td>
<td>Roads and Airports Budget Outlook</td>
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<td></td>
<td>Grant Funding Outlook/Transportation Funding 101</td>
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<td></td>
<td>Capital Project: Alum Rock Trail segment - Alum Rock Park entrance to Mt. Hamilton Road</td>
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<tr>
<td>May 11, 2020</td>
<td>ITS /Signal Warrant updates in the County</td>
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<td>Autonomous Vehicles in the County</td>
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<td>Vision Zero planning and Crossroads data trends in the County</td>
</tr>
<tr>
<td>June 9, 2020</td>
<td>Complete Streets in the County</td>
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<tr>
<td></td>
<td>Vehicle Miles Traveled policy development for the County</td>
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<tr>
<td></td>
<td>Circulation and Mobility Element and EIR</td>
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<tr>
<td>September 14, 2020</td>
<td>Pavement Condition Index Plan and updates</td>
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<tr>
<td></td>
<td>Review Lawrence Pavement Rehabilitation Project (SR 237 to US 101)</td>
</tr>
<tr>
<td>November 9, 2020</td>
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</tbody>
</table>
## Roads Commission Meeting

### Calendar JANUARY 2020 - DECEMBER 2020

<table>
<thead>
<tr>
<th>Date</th>
<th>Commission Agenda Item</th>
<th>Disposition</th>
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<tbody>
<tr>
<td>Pending Items</td>
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<tr>
<td>Dates to Remember</td>
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<tr>
<td>Reminders</td>
<td>• VTA TAC and Working Group report outs</td>
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</tbody>
</table>
DATE: January 13, 2020

TO: Roads Commission

FROM: Charisse Sumoba,

SUBJECT: ROADS FY 2021 Work Plan

RECOMMENDED ACTION

Consider recommendations relating to Roads Commission Work Plan for Fiscal Year July 1, 2020 through June 30, 2021 (FY 2021) and Accomplishments for FY 2020, to be submitted to the Clerk of the Board by April 1, 2020, and subsequently forwarded to the Board of Supervisors through the Housing, Land Use, Environment and Transportation Committee.

Possible action:


   OR

b. Approve directing a subcommittee to develop the Work Plan for Commission consideration.

   OR

c. Approve the creation of a Work Plan Ad Hoc Committee and appoint Commissioners to serve.

   OR

d. Authorize a Commissioner to prepare a draft Work Plan for Commission consideration.

ATTACHMENTS:

- Roads Commission 2019 Work Plan (PDF)
- Roads Work Plan_Jan2020 (PDF)
Roads Commission 2019 Work Plan [proposed March 2019]

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Restore Mission Statement - not limit to "planning, policy, and funding"

The purpose of the Santa Clara County Roads Commission is to give advice and make recommendations to the Board of Supervisors on matters generally relating to the planning, design, construction, maintenance, operation and funding of our County's expressways and roads, and such other matters as directed by the Board. This includes pedestrian, bicycle, and transit uses of County expressways and roads as well as efforts to promote city-county-VTA cooperation on traffic issues.

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2019 categories:

Planning, Review, Trends, Operations/Maintenance,
Funding, Educate/Engage, Governance

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Planning

* Department Work Plan   | Q1
* Strategic: County Transportation Legislative Policies
* Strategic: VTA Transportation Innovation; High Capacity Corridors
* Strategic: SB743 switch from LOS to VMT by 2020
* Strategic: CTC Statewide Transportation Needs
* Regional: MTC Regional Transportation Plan
* Regional: VTA Congestion Management Plan

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Review

* Calendar Year Capital Projects Plan   | Q1
* Expressway Plan Update
* Circulation and Mobility Element Update
* 5 year Capital Improvement Plan
* Department vacant positions; succession planning
* County Emergency Response/Evacuation  | Q3
* Regional: VTA Fast Transit; CalTrans; Caltrain  | Q4
* VTA VTP Highway Program Report  | Q4 or semi-annual?
* EIRs for developments with substantial impacts  | As Needed

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Trends

* Department professional engagement  | Q3
* Intelligent Transportation Systems (ITS), ramp metering, adaptive signal timing (car/bike/ped)
* Autonomous Vehicles (AVs), Connected Systems, Regulatory Environment, Bay Area pilots
* Sustainable & climate adapt framework (County depts and region)

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Operations/Maintenance

* Report on Infrastructure status  | Q2
* Report on Pavement Management Program
* Report on Bridge Inspections
* Equipment inventory, depreciation, replacement
* Facility inventory, depreciation, replacement
* Fleet inventory, depreciation, replacement
* Expressway Level of Service Report  | Q4 [Odd Years]
* County Roads Operational Safety Report  | Q4 [Even Years]

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Funding

* Receive Fiscal Year budget forecast  | Q1
* Department emergency fund
* County/Region/State/Federal basics | Q2
* Progress on 2016 Measure B
* Progress on 2018 SB 1
* Alternatives (e.g. Road Usage Fees)
* Report on grant applications and awards | Q3

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Educate/Engage

* District Focus 1-5 + County | Bi-monthly
* Report re State transportation legislation | Q2 introduced
  Q4 approved
* Vision Zero (incl. Crossroads) | Q3
* County representative report on VTA BPAC | Monthly
* quarterly report on HLUET + BoS items of interest | Monthly
* Commissioners join in Open Houses and Community Events
* Commissioners tour project sites and maint yard west
* New Commissioner orientation

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Governance

* Bylaws require annual evaluation of Commission | Q2
* Adopt next Fiscal Year Commission work plan
* No Meeting (Board Summer Break) | July
* Elect Commission Officers | Q3
* Adopt Proposed Meeting topics for calendar year | Q4
* Appoint County representative on VTA BPAC | even years, eff. July 1
* Ad Hoc Committee on Bylaws Revisions
* Ad Hoc Committee on Outreach (Governance?)
COUNTY OF SANTA CLARA
ROADS COMMISSION

FISCAL YEAR 2020-2021 WORK PLAN

Members

Doug Muirhead, Chairperson | Seat 1 | District 1

Peter Hertan, Vice-Chair | Seat 6 | Rotating

Vacant, Commissioner | Seat 5 | District 2

Barinder Ahluwalia, Commissioner | Seat 2 | District 3

Herman Wadler, Commissioner | Seat 4 | District 4

Pat Showalter, Commissioner | Seat 3 | District 5

Matthew Cohen, Commissioner | Seat 7 | Rotating
MISSION STATEMENT:

The purpose of the Santa Clara County Roads Commission is to comment on Department programs, projects, and services; and to advocate for specific issues. To that end, the Roads Commission gives advice and makes recommendations to the Board of Supervisors on matters generally relating to the planning, policy, design, construction, maintenance, operation and funding of our County's expressways and roads, and such other matters as directed by the Board. This includes pedestrian, bicycle, and transit uses of County expressways and roads as well as efforts to promote city-county-VTA cooperation on traffic issues.

HISTORICAL BACKGROUND:

After the dissolution of the Santa Clara County Transportation Commission, which dealt with all transportation matters including an advisory role on Road Fund issues, the Board of Supervisors in April of 1995 passed an ordinance establishing a citizen’s Roads Commission to advise the Board of Supervisors on matters pertaining to the County’s expressways and roads. County owned roads have generally been considered as being in one of three groups: expressways, rural commuter and intra-county connectors, and local county roads. The Roads Commission has been involved with developing a vision, plans and funding for these facilities that will best serve the public’s needs both now and in the future.

To address the Roads Commission’s most immediate concerns over effectiveness of our expressway system, the Roads Commission lobbied to initiate, then participated in a Comprehensive Expressway Study guided by a Policy Advisory Board. The study’s findings and recommendations were approved by the Board of Supervisors in 2003. A fifth year update of this expressway study was completed in 2008. Its tenth-year update was initiated in October 2013. The Roads Commission has two ex-officio members on the Expressway Policy Advisory Board, which meets according to the schedule developed for the update of the Expressway plan. The next scheduled Expressway PAB meeting is April 29, 2019.

WORKPLAN PURPOSE:

Plans for land use and transportation within Santa Clara County, neighboring Counties, and Counties within the general commute-shed of Santa Clara County are of interest to the Roads Commission because of their interrelation to the multi-modal travel behavior of County citizens, and commuters into the County. This includes city General Plans within the borders of Santa Clara County, and the Counties of Alameda, Merced, Monterey, San Benito, Santa Cruz, San Mateo and Stanislaus. The purpose of this work plan is to develop a basis for providing recommendations on County transportation issues and policies to the Board of Supervisors and/or other committees drawing on a series of influential goals/objectives.

**Acronym Key**

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
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<tbody>
<tr>
<td>BEP</td>
<td>Bicycle Expenditure Plan</td>
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<tr>
<td>BOS</td>
<td>Board of Supervisors</td>
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<tr>
<td>BPAC</td>
<td>Bicycle Pedestrian Advisory Committee</td>
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<tr>
<td>C&amp;M</td>
<td>Circulation and Mobility</td>
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<tr>
<td>EIR</td>
<td>Environmental Impact Report</td>
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<tr>
<td>FY</td>
<td>Fiscal Year</td>
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<tr>
<td>HLUET</td>
<td>Housing, Land Use, Environment and Transportation</td>
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<tr>
<td>LOS</td>
<td>Level of Service</td>
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<tr>
<td>PAB</td>
<td>Policy Advisory Board</td>
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<td>TDA</td>
<td>Transportation Development Act</td>
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<td>VTA</td>
<td>Valley Transportation Authority</td>
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<td>VTP</td>
<td>Valley Transportation Plan</td>
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## FISCAL YEAR 2021 WORK PLAN ELEMENTS

<table>
<thead>
<tr>
<th>GOAL/OBJECTIVE</th>
<th>PROPOSED ACTIVITIES</th>
<th>SCHEDULE</th>
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<tbody>
<tr>
<td>1. Planning</td>
<td>Complete Streets in the County</td>
<td>June 9, 2020</td>
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<tr>
<td></td>
<td>Vision Zero in the County</td>
<td>May 11, 2020</td>
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<td></td>
<td>County General Plan Circulation and Mobility Element</td>
<td>June 9, 2020</td>
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<td></td>
<td>Vehicle Miles Traveled Policy in the County</td>
<td>June 9, 2020</td>
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<td>Impact of Plan Bay Area 2050</td>
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<tr>
<td>2. Operations and</td>
<td>Intelligent Transportation Systems Updates and Information</td>
<td>May 11, 2020</td>
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<tr>
<td>Maintenance</td>
<td>Pavement Condition Index Updates and Information</td>
<td>September 14, 2020</td>
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<tr>
<td></td>
<td>Emergency Evacuation and Preparation</td>
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<tr>
<td>3. Review</td>
<td>Planning and Early Design Review of Improvement Projects</td>
<td>TBD</td>
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<tr>
<td>4. Trends</td>
<td>Autonomous Vehicles in the County</td>
<td>May 11, 2020</td>
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<tr>
<td>5. Funding</td>
<td>Annual Department Budget Review</td>
<td>March 9, 2020</td>
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<tr>
<td></td>
<td>Transportation Funding 101 and Grant Funding Review</td>
<td>March 9, 2020</td>
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<tr>
<td>6. Governance</td>
<td>Ad-Hoc Outreach Committee to Increase Interaction and Feedback Between the Roads</td>
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<td>Commission and Board of Supervisors’ Offices</td>
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<tr>
<td></td>
<td>Evaluate Commission Purpose to Continue or Not Continue and Report This Evaluation</td>
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<td></td>
<td>to the County Board of Supervisors</td>
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<td></td>
<td>Appoint County Representative to VTA BPAC for Term June 1 2020 – May 30 2022</td>
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### PRIOR YEAR (2019-2020) ACCOMPLISHMENTS

<table>
<thead>
<tr>
<th>GOAL/OBJECTIVE</th>
<th>ACTIVITY(S) SUPPORTING GOAL</th>
<th>ROADS ACCOMPLISHMENT FY 2018-2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technology/Safety</td>
<td>Department report on Crossroads collision database</td>
<td>August 2018</td>
</tr>
<tr>
<td></td>
<td>VTA report on history, scope, schedule, budget, progress of BART Regional Connector Capitol Expressway Light Rail Project</td>
<td>July 2018</td>
</tr>
<tr>
<td></td>
<td>Department report on Roads and Airports Department Work Plan</td>
<td>December 2018</td>
</tr>
<tr>
<td></td>
<td>Review Transportation section of proposed 2019 Legislative Policies</td>
<td>January 2019</td>
</tr>
<tr>
<td>Planning</td>
<td>Department report on grant applications, grant awards by fiscal year, project statuses, local grant match sources</td>
<td>July 2018</td>
</tr>
<tr>
<td></td>
<td>Department budget forecast</td>
<td>March 2019</td>
</tr>
<tr>
<td>Funding</td>
<td>Department report on history, logistics, budget, outcome of the 2018 Amgen Tour of California</td>
<td>July 2018</td>
</tr>
<tr>
<td></td>
<td>Department report on Pavement Management Program.</td>
<td>August 2018</td>
</tr>
<tr>
<td>Operations/Maintenance</td>
<td>County representative report on VTA Bicycle and Pedestrian Advisory Committee (BPAC)</td>
<td>Monthly</td>
</tr>
<tr>
<td></td>
<td>Forward recommendation to HLUET Department in support Crossroads collision database</td>
<td>February 2019</td>
</tr>
<tr>
<td></td>
<td>Created Outreach Ad Hoc Committee</td>
<td>February 2019</td>
</tr>
<tr>
<td>Outreach</td>
<td>Elect Commission Officers for Fiscal Year 2018-2019 Chair: Muirhead, Vice-Chair: Hertan</td>
<td>August 2018</td>
</tr>
<tr>
<td></td>
<td>Prepared 2019 Work Plan and 2018 Accomplishments</td>
<td>March 2019</td>
</tr>
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<td></td>
<td>Joint meeting with Roads Commission officers, Roads and Airports Department staff, Deputy Clerks, and County Counsel</td>
<td>September 2018</td>
</tr>
<tr>
<td></td>
<td>Created Bylaws Revision Ad Hoc Committee</td>
<td>December 2018</td>
</tr>
<tr>
<td></td>
<td>Created Outreach Ad Hoc Committee</td>
<td>February 2019</td>
</tr>
<tr>
<td></td>
<td>Re-appointed Commissioner Wadler as County representative on VTA BPAC</td>
<td>November 2018</td>
</tr>
<tr>
<td></td>
<td>New Commissioner Cohen appointed</td>
<td>December 2018</td>
</tr>
<tr>
<td></td>
<td>Serving Commissioner Cholula resigned; one allocated seat remains vacant</td>
<td>October 2018</td>
</tr>
</tbody>
</table>
# ONGOING PROJECTS

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>ACTIVITIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orientation</td>
<td>Group or individual</td>
</tr>
<tr>
<td>BPAC</td>
<td>Attend BPAC meetings and report back to Roads Commission</td>
</tr>
<tr>
<td>Expressway Implementation of Measure B</td>
<td>Report outs at Road Commission meetings</td>
</tr>
<tr>
<td>BOS/ HLUET Agenda Items</td>
<td>Roads Commission motions directed to BOS via HLUET</td>
</tr>
<tr>
<td>Legislative Priorities</td>
<td>Advocacy</td>
</tr>
</tbody>
</table>
PROPOSED AGENDAS for 2020

January 13, 2020

Opening
1. Call to Order/Roll Call.
2. Public Comment.

Regular Agenda - Items for Discussion
3. Approve November 2019 minutes
4. Receive a report relating to the Annual List of meeting topics for the Year 2020
   - Review Work Plan Elements and Proposed Agendas
   - Discuss when and how Roads Commission wants to assemble Work Plan Accomplishments
5. Receive verbal report from Bicycle and Pedestrian Advisory Committee.
6. Receive verbal reports from Chairperson and Commissioners.
7. Receive verbal reports from Roads Director and Staff.
   • VTA Capital Improvement Program Working Group – no report, Dec meeting cancelled
   • VTA SOMS Working group
   • Plan Bay Area 2050 Update or County Legislative Priorities (WP Goal #1)
9. Agree on items for the March 2020 meeting.

Announcements
10. Announcements and correspondence:
   a. Chairperson's announcements.
   b. Commissioners' announcements.

Adjourn

March 9, 2020

Opening
1. Call to Order/Roll Call.
2. Public Comment.

Regular Agenda - Items for Discussion
3. Approve January 2020 minutes
4. Receive report from Department Staff about Roads and Airports Budget Outlook (WP Goal #5)
5. Receive report from Department Staff about Grant Funding Outlook/Transportation Funding 101 (WP Goal #5)
6. Review Capital Project: Alum Rock Trail segment - Alum Rock Park entrance to Mt. Hamilton Road (WP Goal #3)
7. Receive verbal report from Bicycle and Pedestrian Advisory Committee.
8. Receive verbal reports from Chairperson and Commissioners.
9. Receive verbal reports from Roads Director and Staff.
   • Verbal report out on SOMS meeting
   • Verbal report out on CIPWG meeting
10. Agree on items for the May 11, 2019 meeting.

Announcements
10. Announcements and correspondence:
   a. Chairperson's announcements.
   b. Commissioners' announcements.

Adjourn

May 11, 2020

Opening
1. Call to Order/Roll Call.
2. Public Comment.

Regular Agenda - Items for Discussion
3. Approve March 2020 minutes
4. Receive report from Department Staff about ITS /Signal Warrant updates in the County (WP Goal #2)
5. Receive report from Department Staff about Autonomous Vehicles in the County (WP Goal #4)
6. Receive update from Staff about Vision Zero planning and Crossroads data trends in the County (WP Goal #1)
6. Receive verbal report from Bicycle and Pedestrian Advisory Committee. (Wadler)
7. Receive verbal reports from Chairperson and Commissioners.
8. Receive verbal reports from Roads Director and Staff.
   • Verbal report out on VTA SOMS meeting
   • Verbal report out on VTA CIPWG meeting
9. Agree on items for the June 2020 meeting.

Announcements
10. Announcements and correspondence:
    a. Chairperson's announcements.
    b. Commissioners' announcements.

Adjourn

June 9, 2020

Opening
1. Call to Order/Roll Call.
2. Public Comment.

Regular Agenda - Items for Discussion
3. Approve May 2020 minutes
4. Receive update from Department Staff on Complete Streets in the County (WP Goal #1)
5. Receive update from Department Staff on Vehicle Miles Traveled policy development for the County (WP Goal #1)
6. Receive update from Department Staff on Circulation and Mobility Element and EIR (WP Goal #1).
6. Receive verbal report from Bicycle and Pedestrian Advisory Committee. (Wadler)
7. Receive verbal reports from Chairperson and Commissioners.
8. Receive verbal reports from Roads Director and Staff.
   • Verbal report out on June and July CIP Work Group and SOMS meetings

Announcements
10. Announcements and correspondence:
    a. Chairperson’s announcements.
    b. Commissioners’ announcements.

Adjourn

**September 14, 2020**

Opening
1. Call to Order/Roll Call.
2. Public Comment.

Regular Agenda - Items for Discussion
3. Approve June 2020 minutes
4. Review Pavement Condition Index Plan and updates (WP Goal #2) – incorporate review and demonstration of Lawrence Pavement Rehabilitation Project – SR 237 to US 101 (WP #3)
6. Receive verbal report from Bicycle and Pedestrian Advisory Committee. (Wadler)
7. Receive verbal reports from Chairperson and Commissioners.
8. Receive verbal reports from Roads Director and Staff.
   • Verbal report out on June and July CIP Work Group and SOMS meetings
9. Propose items for the November 2019 meeting.

Announcements
10. Announcements and correspondence:
    a. Chairperson’s announcements.
    b. Commissioners’ announcements.

Adjourn

**November 9, 2020**

Opening
1. Call to Order/Roll Call.
2. Public Comment.

Regular Agenda - Items for Discussion
3. Approve September 2020 minutes
4. TBD
6. Receive verbal report from Bicycle and Pedestrian Advisory Committee. (Wadler)
7. Receive verbal reports from Chairperson and Commissioners.
8. Receive verbal reports from Roads Director and Staff.
   • Verbal report out on June and July CIP Work Group and SOMS meetings
Announcements

10. Announcements and correspondence:
   a. Chairperson's announcements.
   b. Commissioners' announcements.

Adjourn
99823

DATE:       January 13, 2020
TO:         Roads Commission
FROM:       Charisse Sumoba,
SUBJECT:    Roads Bylaws

RECOMMENDED ACTION
Discuss and approve forwarding amended bylaws for the Roads Commission to the Board of Supervisors through the Housing, Land Use, Environment, and Transportation Committee.