

**San Francisco Bay Trail Project  
Steering Committee Meeting Minutes  
ABAG Metro Center  
March 7, 2016**

**Call to Order**

The meeting was called to order at 10:00 a.m.

**Attendance**

Steering Committee

John Woodbury, *Chair*  
Julie Bondurant, *Co-Chair*  
Maggie Wenger  
Leo DuBose  
Betsy Wilson

Staff

Ben Botkin  
Maureen Gaffney  
Lee Huo  
Laura Thompson

Board

Steve McAdam  
Juan Raigoza  
Bruce Beyaert

Guests

Patrick Miller, 2M Associates  
Jane Miller, 2M Associates  
Ellen Miramontes, BCDC  
Seung Hong, Placeworks  
Sergio Ruiz, Caltrans District 4

**ACTION: Adoption of the 3/7/16 agenda and the 11/16/15 minutes: Bondurant moved, Wenger seconded.**

*Yes Votes:*

*John Woodbury  
Maggie Wenger  
Betsy Wilson*

*Julie Bondurant  
Leo DuBose*

*No Votes: None*

*Abstentions: None*

**Announcements by Chair and Boardmembers**

-Beyaert      The Red Oak Victory Ship has moved to a different location to make room for the new Riggers Loft Wine Company, a welcome addition to the Bay Trail that includes a tasting room and on-site wine production. The Bay Area Open Space Council will hold its annual conference on May 19<sup>th</sup> at the Craneway Pavilion, located right on the Bay Trail.

## Staff Announcements

- Thompson      The ABAG-MTC Merger Study is underway with stakeholder meetings and a joint planning committee meeting on March 25 at 9:00 a.m. in the MetroCenter auditorium. A merger study website has been created: [www.mtcabagmergerstudy.com](http://www.mtcabagmergerstudy.com) Saturday, March 26 at 11:00 a.m. a 1.7-mile Bay Trail opening at Bair Island will be held in Redwood City as part of the Bair Island Restoration Project. Friday, May 20, 11:00 a.m. Bay Trail re-opening event will be held in Sunnyvale to celebrate 2.5 miles improved by Google. Recently attended San Mateo County Board of Education workshop where regional public art program was suggested (already initiating *Migrations*). Next full board meeting will be on March 30 from noon – 4:00 in Hercules.
  
- Huo              City of Alameda council approved a concept plan for the Bay Trail along Central Avenue – between Main Street and Crown Beach – including a separated bikeway, or Cycle Track, along a portion of the segment. The Alameda Point development plans include a perimeter trail, and the city will soon move forward to officially adopt this section as part of the Bay Trail alignment.
  
- Gaffney        The new Bay Trail map sets have arrived! Bay Trail staff have made presentations to city councils and consultants to remind them about the Bay Trail alignment. There will be a ribbon cutting ceremony on Sunday, May 15 celebrating 2.5 new miles of Bay Trail in Sonoma County at the Sears Point Restoration Area, resulting in 5 miles of continuous trail between Sears Point and Sonoma Baylands. Dog McConnell is scheduled to m/c the event and elected officials plan to attend.
  
- Botkin          On March 24 the Coastal Conservancy will consider awarding the new Explore the Coast grants, including one to the Bay Trail Project enabling 5 more audio tour: Bair Island, Mtn. View to Sunnyvale, Benicia State Recreation Area, Hayward Regional Shoreline and Crissy Field. These audio tours will roll out over the next year.

## Bay Trail Design Guidelines and Toolkit

Huo introduced the Bay Trail Design Guidelines & Toolkit as a tool to impart the vision and principles of design for the Bay Trail. Its purpose is also to provide design guidance that will aid the development of the Bay Trail that results in a regional trail system that provides an enjoyable, safe, continuous and useable experience for the broadest range of non-motorized users possible. He introduced the consultant team: Patrick and Jane Miller of 2M Associates and Seung Hong of Placeworks. Questa Engineering and Michelle DiRobertis are also a part of the team but were not in attendance.

Miller provided an overview of the project and described the challenge as telling a Bay Trail story. The first four chapters are a general overview of Bay Trail. He emphasized the importance of recognizing the variety of intended users of the document, including regulators, BCDC, developers, engineers/landscape architects and advocates. The Toolkit portion of the report, Chapter 5, is the technical portion. The purpose is not to replicate existing standards such as ASHTO and the Caltrans Highway Design Manual. Instead, the report strikes a balance between inspiring high quality trail development and giving direction without contradicting existing standards. “Should” is the action word used throughout the report.

Miller began by walking through comments that had already been received by Committee members, outlining responses to comments and justification for the approach. Topics discussed included designing the trail to balance proximity to wildlife, use of native plants and calling out different types of parks.

The Committee went on to have an open discussion about the Design Guidelines & Toolkit. These minutes provide a general summary, however, detailed comments are available for review if requested.

Topics of discussion included: need for a table of comments; using the report as an advocacy and education tool; consistency with BCDC plans and policies; emphasis of vertical and horizontal movement of the Bay Trail as it relates to sea level rise; importance of encouraging designers to think long-term; interest in the “bottom line” guidelines for width, clearances, etc. and ease of readability; universal access vs. ADA; urban vs. rural trail surfaces should be distinguished; guidance on natural surface trails; glossary of terms; substitute another term like separated bikeway for cycle track; definition of trail and inclusion of shoulders as part of overall trail; bollards and their appropriate use; night lighting suggestions; use of centerlines; minimizing security through vegetation; need for new photos in some sections; standard for labeling of photos in the report.

**Adjournment**

The meeting was adjourned at 12:00 p.m.