



*Consent Calendar 1.A)*

## **DRAFT**

### **SUNNYVALE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION Meeting Minutes – January 21, 2010**

The Sunnyvale Bicycle and Pedestrian Advisory Commission met at 6:37 p.m. on January 21, 2010 with Commission Chair Kevin Jackson presiding. The meeting was held in the West Conference Room, City Hall, 456 West Olive Avenue, Sunnyvale.

#### **ROLL CALL/CONSIDERATION OF ABSENCES**

**Members Present:** Kevin Jackson  
Cathy Switzer  
James Manidakos  
Patrick Walz  
Ralph Durham  
Richard Warner  
Andrea Stawitcke

**Members Absent:** None

**Staff Present:** Jack Witthaus, Transportation and Traffic Manager, Department of Public Works  
Mark Rogge, Assistant Director of Public Works, Department of Public Works

**Visitors:** Richard Kolbern

Commissioner Ralph Durham arrived at the meeting at 6:50 p.m.

#### **SCHEDULED PRESENTATIONS**

Assistant Director of Public Works Mark Rogge gave a presentation on the Sunnyvale Works! Program and how projects are selected for the program. He answered questions from Commissioners.

Lieutenant Discher – Informed the BPAC staff liaison in advance about his schedule conflict and inability to attend the January 21 meeting.

## **PUBLIC ANNOUNCEMENTS**

Chair Jackson announced that the City Council approved a Mary Avenue street space allocation study and a new Stevens Creek Trail General Plan policy at recent Council meetings.

## **CONSENT CALENDAR**

- 1.A) Approval of Draft Minutes of the November 15, 2009 Meeting
- 1.B) Approval of Agenda of the January 17, 2010 Meeting
- 1.C) Approval of the 2010 BPAC Calendar Update

**Commissioner Waltz moved a motion seconded by Commissioner Durham to approve Consent Calendar item 1.B. Motion was passed 7-0.**

Chair Jackson noted spelling errors in the minutes. Commissioner Waltz stated that the City Council desires to see dissenting opinions presented in Commission meeting minutes, and that the discussion on an item on the November agenda regarding Stevens Creek Trail policy did not reflect the debate that occurred. Commissioner Manitakos recalled a substantial discussion among the Commissioners as to whether the Commission should recommend dropping existing General Plan policy 22.C.5 and replacing it with a new policy, or recommend maintaining the existing policy and augmenting it with a new General Plan policy.

Chair Jackson relayed a request from a member of the Stevens Creek Neighbors Association that the BPAC host a presentation from a representative of the Santa Clara County Creeks Association at the BPAC's March meeting. Commissioner Waltz requested that planned joint study sessions between the BPAC and Planning Commission be scheduled on the BPAC Calendar as soon as dates are available.

**Commissioner Durham moved a motion seconded by Commissioner Stawitcke to approve Consent Calendar items 1.A and 1C as amended. Motion was passed 7-0.**

## **STAFF RESPONSE TO PRIOR PUBLIC COMMENTS**

None.

## **PUBLIC COMMENTS**

Richard Kolbern stated that he finds riding his bike on Wolfe Road between El Camino Real and Maria Lane to be difficult during peak hours as there is insufficient space to share the lane and very heavy motor vehicle volumes. He suggested converting the outside lanes to bike lanes. He also stated that he would like the City to conduct a street allocation study for Wolfe Road from Old San Francisco Road to Maria Lane, because the existing shared use facility is not adequate accommodation for bicyclists.

**PUBLIC HEARINGS/GENERAL BUSINESS**

## 2. ACTION: Re-ranking of Study Issues

Jack Witthaus gave the staff report. In response to an inquiry from Commissioner Durham, staff stated that the Bicycle Routes Plan could be used as a blueprint for future consideration of the establishment of bicycle boulevards. Staff clarified for Chair Jackson that the Cyclovia study was a one time investigation of the feasibility of holding a Cyclovia, and that staff understands that the concept of Cyclovia is for regular, ongoing events.

The Commission re-ranked the study issues. After reviewing the results of the ranking, the Commission discussed an appropriate number of issues to submit. Chair Jackson indicated that submitting a larger number of issues was a means to keep the City Council aware of ongoing issues. After discussion, the Commission voted on a motion by Switzer, second by Durham, to submit 6 of the 9 ranked issues and request that the remaining three be withdrawn from the Study Issues process. Motion carried unanimously. The BPAC re-ranking of study issues is as follows:

<b><u>Study Issue</u></b>	<b><u>New Ranking</u></b>
Plan Line Study for Bikes and Pedestrians	1
School Transportation Demand Management Opportunities	2
Bicycle Route Plan through Neighborhoods	3
Impact of Traffic Calming Devices on Bicyclists	4
Corner Vision Triangle Ordinance Update	5
Sunnyvale Cyclovia Event	6
Bicycle Schemes for Office, Shopping Center, and Entertainment Venues	Withdraw
Homestead Road Bike Lane Hours of Operation	Withdraw
BPAC Review of Land Development Review Criteria for Bike and Pedestrian Facilities	Withdraw

**NON-AGENDA ITEMS AND COMMENTS**

- BPAC ORAL COMMENTS

Commissioner Stawitcke indicated that she may not be able to attend the March meeting.

Chair Jackson inquired about staff's grant writing activities for the East Channel Trail project. Staff responded that grant opportunities are being pursued, but the City has not been successful yet in securing funding.

Chair Jackson discussed recent legislation and policy directives at Caltrans to require that traffic signals be responsive to bikes and signal timing be adequate for bicycle crossing.

Chair Jackson noted that a revised Manual of Uniform Traffic Control Devices has been released by the federal government, and that it includes new signs such as "Bikes Allowed Use of Full Lane" and other shared use signs.

- STAFF ORAL COMMENTS

None.

### **INFORMATION ONLY ITEMS**

3. Review of the 2009 Code of Ethics and Conduct for Elected and Appointed Officials
4. BPAC E-mail Messages and/or Letters
5. Active Items List

Commissioner Switzer noted that item 8 on the Active Items list had an incorrect due date of September 31, 2009. She also inquired if the active items list will be updated with Bike to Work Day dates for 2010.

### **ADJOURNMENT**

The meeting was adjourned at 9:15 p.m.

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Respectfully submitted by:

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Jack Witthaus  
Transportation and Traffic Manager  
Division of Transportation and Traffic

**MASTER WORK PLAN  
BOARDS AND COMMISSIONS CALENDAR**

<b>Board or Commission</b>	<b>BICYCLE AND PEDESTRIAN ADVISORY COMMISSION</b>
<b>Calendar Year</b>	<b>2010</b>
List all significant agenda items below. Include all pertinent items from the Council Study Issues Calendar.	
<b>MEETING DATE</b>	<b>AGENDA ITEM/ISSUE</b>
January 21	<ul style="list-style-type: none"> <li>- 2010 BPAC Calendar</li> <li>- Sunnyvale Works Program (Staff briefing)</li> <li>- Reported Bicycle and Pedestrian Collisions (Staff briefing)</li> <li>- Annual Review of the Code of Ethics and Conduct for Elected and Appointed Officials</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List (Information item)</li> </ul>
February 18	<ul style="list-style-type: none"> <li>- Updated 2010 BPAC Calendar</li> <li>- Appointment to the VTA BPAC</li> <li>- Council ranking of Study Issues (Information item)</li> <li>- FY 2010/11 Curb Ramp Installation List (Information item)</li> <li>- US Bike Route System (Information item)</li> <li>- 2010-11 Expressway Pedestrian Projects Program</li> <li>- 2010 Earth Day</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> </ul>
March 18	<ul style="list-style-type: none"> <li>- Updated 2010 BPAC Calendar</li> <li>- Annual Volunteer Recognition and Boards and Commission Reception (Information item)</li> <li>- Health and Safety Fair Event (Information item)</li> <li>- Utility Bill Stuffer Concepts</li> <li>- FY 2010/11 Road Resurfacing List (Information item)</li> <li>- Ongoing staff work on the LUTE update (Information item)</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> </ul>
April 15	<ul style="list-style-type: none"> <li>- Updated 2010 BPAC Calendar</li> <li>- Draft Utility Bill Stuffer</li> <li>- Bike to Work Day Update (Information item)</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> </ul>

MEETING DATE	AGENDA ITEM/ISSUE
May 20	<ul style="list-style-type: none"> <li>- Updated 2010 BPAC Calendar</li> <li>- Review of the Detailed Two-Year Budget</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> </ul>
June 17	<ul style="list-style-type: none"> <li>- Updated 2010 BPAC Calendar</li> <li>- Ongoing staff work on the LUTE update (Information item)</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> </ul>
July 15	<ul style="list-style-type: none"> <li>- Updated 2010 BPAC Calendar</li> <li>- Annual Review of the Boards and Commissions Council Policy</li> <li>- Study and Budget Issues Development</li> <li>- Handbook for the City of Sunnyvale Boards and Commissions (Information item)</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> <li>- Election of Officers (This is an Action item to be addressed at the end of the meeting)</li> </ul>
August 19	<ul style="list-style-type: none"> <li>- Updated 2010 BPAC Calendar</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> </ul>
September 16	<ul style="list-style-type: none"> <li>- Updated 2010 BPAC Calendar</li> <li>- Study and Budget Issues Finalization</li> <li>- Ongoing staff work on the LUTE update (Information item)</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> </ul>
October 21	<ul style="list-style-type: none"> <li>- Updated 2010 BPAC Calendar</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List (Information item)</li> </ul>
November 18	<ul style="list-style-type: none"> <li>- Updated 2010 BPAC Calendar</li> <li>- Ranking of Study Issues and Review of Budget Issues</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List (Information item)</li> </ul>
December 16	<ul style="list-style-type: none"> <li>- Updated 2010 BPAC Calendar</li> <li>- Ongoing staff work on the LUTE update (Information item)</li> <li>- 2011 Work Plan</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List (Information item)</li> </ul>