



Consent Calendar 1.A)

DRAFT

SUNNYVALE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION Meeting Minutes – August 19, 2010

The Sunnyvale Bicycle and Pedestrian Advisory Commission met at 6:30 p.m. on August 19, 2010 with Commission Chair Patrick Walz presiding. The meeting was held in the West Conference Room, City Hall, 456 West Olive Avenue, Sunnyvale.

ROLL CALL/CONSIDERATION OF ABSENCES

Members Present: Angela Rausch
David Gandrud
James Manidakos
Patrick Walz
Ralph Durham

Members Absent: Andrea Stawitcke
Cathy Switzer

Staff Present: Gerri Caruso, Principal Planner, Planning Division, Community Development Department
Heba El-Guendy, Senior Transportation Planner, Transportation & Traffic Division, Department of Public Works

Visitors: Camie Hackson – Stevens Creek Neighbors Neighborhood Assoc.
David Simons – VTA/SCC BPAC representative
Isaac Porras – Member of the Santa Clara Valley Bicycle Coalition
Kevin Jackson – Sunnyvale resident

Commissioners Stawitcke and Switzer informed the BPAC staff liaison in advance of their absence on business and personal leave, respectively. There were no objections by the BPAC members and the Commissioners absence was excused.

SCHEDULED PRESENTATION

Gerri Caruso – Presented information on the ongoing work on updating the Land Use and Transportation Element (LUTE) and developing the City's first Climate Action Plan (CAP). A copy of the Power Point presentation was included as part of the meeting's agenda packet, with additional information summarized as follows. In preparation for developing the LUTE update and the CAP, City Council appointed the advisory Horizon

2035 Committee in order to advise staff and ultimately Council on LUTE and CAP policies. This presentation to BPAC was initially provided to the Horizon 2035 Committee in their first meeting to prepare them for the process. The presentation covered two components, one of which was on the outline of the City's General Plan including a description of the work performed by the General Plan Consolidation Committee. The General Plan Consolidation Committee recently completed their advisory capacity on the consolidation of the existing 22 General Plan elements into one document. The consolidated General Plan will continue to cover the seven subjects of: Land use, circulation, housing, conservation, open space, noise and safety. The General Plan Consolidation Committee advised on moving some of the Plan policies to other relevant documents without eliminating any of the policies. They also advised on the formatting of the consolidated General Plan along with a format appropriate for web publishing. Ms. Caruso clarified that the CAP will be a free standing document related to; and consistent with the General Plan. The CAP policies must be measurable to assess their effectiveness in reducing the greenhouse gas emissions and assist the City in meeting the AB 32 goals as set by the state. The second part of Ms. Caruso's presentation introduced Sunnyvale from a regional context. Sunnyvale is part of one of the nine counties within the Bay Area, controlled by a number of regional agencies, and bordered by five cities. Regional traffic growth, for example, will take place regardless of the City's land use growth. A significant number of roadways that travel through Sunnyvale such as freeways, state routes, and County expressways are controlled by other agencies and are expected to experience a significant traffic growth. Services such as public transit and shuttle services are also controlled by other agencies. Ms. Caruso emphasized Sunnyvale from an economic perspective as part of the Silicon Valley. Provided information on the area's air basin monitored by the Bay Area Air Quality Management District, and the regional resources for supplying water to Sunnyvale along with their importance for the City's future/growth. Ms. Caruso explained the need for growth (number and variety of housing for example) to accommodate future needs and affordability. Noted that the Bay Area is currently in the process of developing a Sustainable Community Strategy with City representation on its committee.

Commissioner Gandrud - Inquired about how the Sunnyvale Vision document came about.

Commissioner Durham – Inquired about the extent of Sunnyvale's efforts since there is a limit to Sunnyvale's effect on the regional level.

Gerri Caruso – Described the extensive community consultation process that took place in 2007 and the consultant's work on preparing the Sunnyvale Vision document. Also clarified that the City will take emission credits for the measures that are being implemented by the state and other agencies on the regional level.

Commissioner Manidakos – Inquired about the different components that will form the CAP document, and the reliability of 1990 emissions data if available.

Chair Walz – Inquired about the traffic data being used in the analysis and whether or not it includes bicycle and pedestrian counts.

Heba El-Guendy – Clarified that the 1990 emission reduction requirement has been translated into 2005 measurement. The requirements are 15% emission reduction by year 2020 and 35% emission reduction by year 2030, both of which are in relation to the 2005 emission estimates. Clarified that the consulting team will estimate the City's base line taken into consideration current programs and policies. From a traffic modeling perspective, the existing condition is based on 2005 volumes supplemented by available counts till year 2010. The analysis will be based on daily segment volumes. The preferred combination of land use and transportation alternative will also involve intersection operational analysis which include pedestrian and bicycle counts. Added that regardless of the traffic operational analysis, policies will have an emphasis on walking and cycling as alternative modes of transportation.

PUBLIC ANNOUNCEMENTS

Commissioner Simons – Indicated that the Special Event Ordinance will be considered by the County Supervisors On August 24th. Noted that although the ordinance is not considered to be perfect, it addresses issues with events that do not comply with rules of the road, such as events that require street closure or agreements with land owners. Also noted that there is a grant that will be managed by VTA "The Santa Clara County Vehicle Emissions Reductions Based at Schools (VERBS)" for non-capital and capital projects with a minimum grant size of \$500k. Indicated that as the Chair of the VTA BPAC, he is pursuing initiatives that can reduce costs. For example, changing the day of the meeting could reduce the cost by 30% because it would allow holding the meeting in another room that has a cheaper cost.

Kevin Jackson – Noted that deadline for receiving VERBS applications is October 4th, and requested to add this matter as an information item on the September BPAC meeting agenda. Also noted that he has one remaining concern with regard to the event ordinance, which is that the residents and cyclists have different interpretation of the ordinance. The ordinance conforms to the Vehicle Code and will not force cyclists out of the road as the residents seem to believe. To avoid future resentment, Mr. Jackson suggested to include an education component to the ordinance approval. Also noted that a couple of weeks ago, the Mountain View City Council approved the Stevens Creek Bridge from Sleeper Avenue to Heatherstone Way which is projected to be completed by the fall of next year. Noted that the Horizon 2035 Committee is requested to provide policy suggestions, and asked BPAC members to forward him policy suggestions for the LUTE and CAP.

Chair Walz – Inquired about the appropriate timing for submitting comments, and the possibility of submitting a formal letter on behalf of BPAC. Also requested that this matter be added as an action item for the September BPAC meeting.

Kevin Jackson – Requested that all policy suggestions be submitted as soon as possible.

CONSENT CALENDAR

- 1.A) Approval of Draft Minutes of the July 15, 2010 Meeting
- 1.B) Approval of Agenda of the August 19, 2010 Meeting
- 1.C) Approval of the 2010 BPAC Calendar Update

Commissioner Durham moved a motion seconded by Commissioner Manidakos to approve Consent Calendar items 1.B) and 1.C). Motion was passed 5-0.

Commissioner Manidakos – Requested to add a word to the third paragraph on Page 47 of the packet as follows: “in order to avoid confusion among cyclists and diverting *intercity* bicycle traffic from the major bicycle corridors”.

Commissioner Durham moved a motion seconded by Commissioner Manidakos to approve Consent Calendar items 1.A) as amended. Motion was passed 5-0.

STAFF RESPONSE TO PRIOR PUBLIC COMMENTS

No response was needed.

PUBLIC COMMENTS

Isaac Porras – Inquired if a signal time can be changed due to a public request, then later reversed based a motorist’s request.

Heba El-Guendy – Noted that she recalls that his concern was regarding the pedestrian crossing time at a traffic signal on El Camino Real, which is a state route. Added that any change that would affect the cycle length and phasing, especially a frequent change, is unlikely to take place. This is due to the fact that the signal timing along the corridor is coordinated.

PUBLIC HEARINGS/GENERAL BUSINESS

- 2. ACTION: Establishment of Guided Bicycle Routes through Neighborhoods (Study Issue) - Draft RTC

Heba El-Guendy – Provided the staff report and noted that all changes that were previously requested by BPAC or public members were either applied to the RTC and its attached routes map and sign, or were listed on Attachment E for future review. Also circulated an e-mail message from Mr. Patrick Grant that was not contained in the

agenda packet, and noted that similarly his comments were either addressed as part of the report revisions or listed on Attachment E.

Commissioner Gandrud – Reiterated his concern with regard to a small bike path connection at the southerly end of Evelyn Avenue, and the zigzag fence design at both ends of the path.

Heba El-Guendy – Clarified that this is an already established bike path, which was reviewed a number of years ago and Council rejected its removal. It provides a bike/pedestrian access to the neighborhood south of Reed Avenue, and the zigzag fence design is intended to prevent car and motorcycle traffic from accessing the path and to slow down cyclists prior to entering/exiting the path. Noted that she will check on the feasibility of reevaluating this location, or change of its design.

Kevin Jackson – Requested to add a couple of words to avoid confusion when reading the last paragraph on Page 57 of the packet as follows: “The BPAC believes that just as some motorists are not comfortable driving on busy streets and prefer to remain on quieter streets, so do some cyclists. Conversely, the vast majority of motorists find that major roads are essential to make efficient use of their transportation time, as do most cyclists”. Also requested to revise the Guided Bike Route map on Page 67 in order to connect the route along The Dalles Avenue to West Valley Elementary School on the other/west side of SR 85.

Commissioner Manidakos – Noted that he likes the Neighborhood Bike Route sign, and **moved a motion seconded by Commissioner Durham to approve Alternative 1 “Accept the guided bike route concept map as presented in Attachment C and consider a guided bicycle route signage project and a project for associated improvements as part of the FY 2011/12 Capital budget”.** The motion was passed 5-0.

Chair Walz – Inquired about the timing and funding for implementing the first signing phase of the project. Noted that \$40k is a small percentage of the City’s budget, and hopes that the project gets implemented soon.

3. ACTION: Remington Drive Street Space Allocation Study – Draft RTC

Chair Walz – Inquired about the timing of the Draft RTC on Remington Drive Street Space Allocation Study and when it is expected to be considered by Council. Also inquired about the responses attached to the RTC.

Heba El-Guendy – Responded that the RTC may be considered by Council this year. However, the Council agendas for the rest of 2010 seem to be full, and the RTC may be forwarded to Council consideration in early 2011. Also provided the staff report on the Draft RTC, including a description of the four options that were included in the survey to the property owners and web survey, results of the surveys, and the RTC recommendations. Clarified that staff typically include self-addressed envelopes so that

respondents can mail their responses back to the City, and clarified the response rates to the two surveys that are listed on Pages 76 and 77 of the packet.

Commissioner Durham – Thanked staff for their work on Bordeaux Drive. Inquired about the standard for establishing a speed limit as noted on Page 83 of the packet. Also inquired about the possibility of increasing width of the bike lanes to six feet rather than five feet, and reduce width of each of the vehicular travel lanes to 12 feet.

Commissioner Manidakos – Inquired about presentation of the traffic volumes on Page 83 relative to the roadway capacity.

Heba El-Guendy – Responded to the inquiries and added information on the Level of Service (LOS) analysis that was performed at the intersection of Remington Drive/Hollenbeck Avenue which showed some increase in the vehicular delay without deteriorating the intersection's LOS.

Kevin Jackson – Noted that the minimum standard for the bike lane should be six feet following to the VTA Bicycle Technical Guidelines. Indicated that three feet of asphalt and two feet of gutter places cyclists very close to the joint line between the pavement and gutter which is not usually well maintained. Added that the minimum width of vehicular travel lane of 10 feet is rarely implemented, while the minimum width of a bike lane is always established. Indicated that street parking is hazardous to cyclists, and often times forms an unnecessary hazard. Added that the Mayor of Los Angeles recently broke his arm in eight places when he was cycling and collided with a parked car that pulled out in front of him. Also indicated that these issues are very important to note for future reference when Mary Avenue is considered for reconfiguration.

Commissioner Durham moved a motion seconded by Commissioner Manidakos to approve Alternative 1 “Direct staff to allocate street space on Remington Drive between Mary Avenue and Tilton Drive in order to provide one travel lane in each direction, center two way left turn lane, bike lanes each of which is at least six feet wide, and on-street parking”. The motion was passed 5-0.

4. DISCUSSION: Study and Budget Issues Development

Heba El-Guendy – Explained the study and budget issue processes which were also included in the agenda packet. Noted Council's decision regarding any study issue that was dropped last year which must be sponsored by at least four Council members in order to allow its re-consideration.

Following a discussion by the BPAC members, the following list of candidate study issues were selected subject to finalization during the September BPAC meeting:

- DPW 09-01: Comprehensive School Traffic Study.
- DPW09-02: Update/Review Corner Vision Triangle Municipal Code Ordinance.
- DPW 09-04 Impacts of Traffic Calming Devices on Cyclists.

- DPW 09-07: Sunnyvale Cyclovia Event.
- A new bridge over-crossing US 101 east of Lawrence Expressway.
- A new development fee for funding pedestrian and bicycle projects.
- Placement of "Bicycles Allowed Use of Full Lane – Vehicles Change Lanes to Pass" signs on some road segments of Fair Oaks Avenue, Maude Avenue, Wolfe Road, Duane Avenue, and Mary Avenue.
- Adopt a policy that restricts bicycle lane closure in construction zones as long as at least one vehicular travel lane per direction can be retained.
- Closing Murphy Avenue to automobile traffic at all times, during certain hours of the day, or on weekends.
- Adopt a policy to utilize the VTA Bicycle Technical Guidelines for bike lane width, bike parking, and other design elements.
- Evaluate benefits of Smart Parking Meters installation.

Following the BPAC discussion, the following list of candidate Budget Issues will be considered for finalization in the September BPAC meeting:

- Enforcement Campaign of Bicycle and Pedestrian Related Traffic Violations.
- Establish a Budget for Bike to Work Day.
- Offer Bicycle Safety Classes to City Employees and the General Public.
- Budget \$40k to fund implementation of the first phase of the Guided Neighborhood Bike Routes Project.

Commissioner Manidakos – Requested that Study Issue DPW 09-05 "Caltrain Community Wall Benefit Assessment District Study" provided on Pages 123-125 of the agenda packet be ranked by a more relevant board or commission rather than by BPAC.

NON-AGENDA ITEMS AND COMMENTS

- BPAC ORAL COMMENTS

Chair Walz – Noted that the final General Plan Consolidation Committee meeting took place in July of 2010, most members attended all six meetings, and that he enjoyed serving on the committee. Indicated that the consolidated General Plan is expected to be 300 pages or less, in a much more readable format. A web friendly version will also be posted on the City's web site. Reiterated the fact that no policies were omitted, but some were moved to other relevant documents.

Commissioner Durham – Circulated copies of the updated list of acronyms to all BPAC and public members present. Requested to try to save on the number of printed papers in the future and present more than one slide of a Power Point presentation per page.

Commissioner Manidakos – Inquired if Lieutenant Plecque had a chance to check on the reported harassment of cyclists that was explained to him during the BPAC meeting on

July 15th. Reported that eastbound motorists on Maude Avenue turning left onto northbound Borregas Avenue have a very short left-turn phase that allows only one or two vehicles to turn. Indicated that there is a need for a second loop for detecting vehicles at that location, and that the bike detection also needs to be fine tuned.

Heba El-Guendy – Clarified that Lieutenant Plecque is away on vacation and could not attend the meeting, and that she will ask him upon his return if there is any update to BPAC.

Chair Walz – Reported that the chirp sound at the intersection of Mary Avenue/Fremont Avenue is going non stop including during the “Don’t Walk” time. Noted that this was the case when the device was first installed before its repair.

- STAFF ORAL COMMENTS

Heba El-Guendy – Reported that bike detections at the intersection of Manet Drive/Remington Drive were repaired. Also noted that bike detections at the intersections of Mathilda Avenue/Iowa Avenue and Fremont Avenue/Hollenbeck Avenue will be evaluated and reported on soon.

INFORMATION ONLY ITEMS

5. BPAC E-mail messages and/or letters since circulation of the agenda packet of the July 15th meeting along with their responses were accepted as submitted in the agenda packet
6. BPAC Active Items List accepted as submitted in the agenda packet.

ADJOURNMENT

The meeting was adjourned at 8:45 p.m.

Respectfully submitted by:

Heba El-Guendy
Senior Transportation Planner
Division of Transportation and Traffic

Bicycle and Pedestrian Advisory Commission Master Work Plan

Calendar Year: 2010

List all regularly scheduled board/commission meetings, annual review of the Code of Ethics and Conduct for Elected and Appointed Officials, specific issues identified in the Tentative Council Meeting Agenda Calendar, and routine assignments specific to each board or commission.

Meeting Date	Agenda Item/Issue
January 21	<ul style="list-style-type: none"> - 2010 BPAC Calendar - Sunnyvale Works Program (Staff briefing) - Annual Review of the Code of Ethics and Conduct for Elected and Appointed Officials - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List (Information item)
February 18	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Appointment to the VTA BPAC - Council ranking of Study Issues (Information item) - FY 2010/11 Curb Ramp Installation List (Information item) - US Bike Route System (Information item) - 2010-11 Expressway Pedestrian Projects Program (Information item) - 2010 Earth Day (Information item) - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)
March 18	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Public presentation on Public Access to Urban Creeks and Wildlife Compatibility - PS Department staff update on reported collisions - Study Issue – Establishment of Guided Bicycle Routes Through Neighborhoods - Utility Bill Stuffer Concepts - FY 2010/11 Road Resurfacing List (Information item) - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)

Meeting Date	Agenda Item/Issue
April 15	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Study Issue – Establishment of Guided Bicycle Routes Through Neighborhoods - Consideration of Bordeaux Drive Street Space Allocation Study – Draft RTC - Update on the General Plan Consolidation - Staff update on the ongoing work on the LUTE - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)
May 20	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Review of the Detailed Two-Year Budget - Fiscal Year 2010/2011 Transportation Development Act Article 3 Application for Pedestrian and Bicycle Projects – Draft RTC & Resolution - Draft Utility Bill Stuffer - Update on the General Plan Consolidation - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)
June 17	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Volunteer Recognition - Update on the General Plan Consolidation - Staff update on the ongoing work on the LUTE - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)
July 15	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Study Issue - Establishment of Guided Bicycle Routes through Neighborhoods – Draft RTC - Update on the General Plan Consolidation - Staff update on the ongoing work on the LUTE - City of Sunnyvale 2010 Local Appointment List for Boards and Commissions (Information Item) - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item) - Election of Officers (This is an Action item to be addressed at the end of the meeting)

Meeting Date	Agenda Item/Issue
August 19	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Presentation by Gerri Caruso on the General Plan structure and Sunnyvale's position within the region - Guided Bike Routes through Neighborhoods - Draft RTC - Remington Drive Street Space Allocation Study - Draft RTC - Study and Budget Issues Development - Update on the General Plan Consolidation - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)
September 16	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Study and Budget Issues Finalization - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)
October 21	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Mary Avenue bike lanes study alternatives - Staff update on the ongoing work on the CAP and LUTE - Updates to Boards and Commissions Council Policy (Information item) - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List (Information item)
November 18	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Ranking of Study Issues and Review of Budget Issues - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List (Information item)
December 16	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - 2011 Work Plan - Staff update on the ongoing work on the LUTE - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List (Information item)

