



Consent Calendar 1.A)

DRAFT

SUNNYVALE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION Meeting Minutes – September 16, 2010

The Sunnyvale Bicycle and Pedestrian Advisory Commission met at 6:30 p.m. on September 16, 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: Andrea Stawitcke
Angela Rausch
Cathy Switzer
David Gandrud
Patrick Walz
Ralph Durham

Members Absent: James Manidakos

Staff Present: Heba El-Guendy, Senior Transportation Planner, PW Department

Visitors: Isaac Porras – Member of the Silicon Valley Bicycle Coalition
Kevin Jackson – Member of the Horizon 2035 Committee

Commissioner Manidakos informed the BPAC staff liaison in advance of his absence on a business leave. There were no objections by the BPAC members and the Commissioner's absence was excused.

SCHEDULED PRESENTATION

None.

Chair Walz – Requested a future presentation by the Department of Public Safety during the October 21st BPAC meeting to address the following items:

- Officers' training: BPAC would like to know how much, if any, training is provided to officers with regard to bicycling issues in terms of laws regulating bike use and laws describing bike/motorized vehicle interaction.
- The Sunnyvale "Quick reference guide" used by officers: BPAC is interested in finding out how often the quick guide book is updated. BPAC members found that currently this guide book has some issues that are not current with municipal code. For instance, it notes that bikes must be licensed in Sunnyvale when in fact that requirement was removed from the municipal code a few years ago. Also the BPAC members would like to know what other bike related issues (Perhaps some vehicle/bike issues or some bike non-compliance issues) are documented in the guide book.
- Electric bicycles: Either with a full-time motor, or power assist are becoming more popular. BPAC is inquiring about the speed at which Sunnyvale DPS consider such a bike to be a 'motorized' vehicle (i.e. no sidewalk use). Also what other regulatory issues may apply to these devices?
- Cyclists riding in crosswalks: An inquiry about the current Sunnyvale municipal regulations regarding riding bicycles in crosswalks.

PUBLIC ANNOUNCEMENTS

Commissioner Switzer – Noted that the Moffett Trail opening will take place on Monday, September 20th at 10:30 a.m. Also mentioned an interesting article published by the AARP that can be found at www.aarp.org/bulletin in the July-August 2010 issue. The article describes the experiences of bicycle friendly communities and references the Cities of Portland and Berkeley.

Commissioner Rausch – Noted that October 6th is the National Walk to School Day. Extended an invitation to the BPAC members to participate with her at the West Valley Elementary School to assist with the day's activities including students' walking pools.

Commissioner Stawitcke – Indicated that Friends of the Stevens Creek Trail is organizing the 16th annual Trailblazer Race on Sunday, October 26th. This is a 5k and 10k race for walkers and runners. Registration for the race and associated events is at <http://stevenscreektrail.org/trailblazer/Register2010.html>.

Chair Walz – Noted that a community outreach meeting associated with the Climate Action Plan (CAP) will take place on September 29th at 7:00 p.m. in the Council Chambers. Also noted that on the September 30th, there will be a presentation on Evolution of Bicycle Transportation – How to Build on Existing Infrastructure and Programs. The presentation will be provided by a firm that specializes in the planning for bicycles and pedestrians. This event will take place at 4:00 p.m. in the City of Palo Alto Council Chambers.

Kevin Jackson – Noted that Traffic Safe Communities Network (TSCN) is organizing a Bike/Walk to Schools week in the first week of October and that they are sponsoring events at Stockmeir and Cumberland Elementary Schools in Sunnyvale. Mr. Jackson suggested to the BPAC members to use their contacts to encourage other schools to be involved in the bike/walk to school events. Noted that the CAP community workshop will take place on September 29th and encouraged the BPAC members to attend. Indicated that the Horizon 2035 Committee developed a list of potential policies, about half of which are bicycle and pedestrian related. Added that the prepared list of policies should have been posted on the web site based on his understanding from staff, at least the transportation related policies that have been already discussed during the Committee's meeting on September 1st. Noted that a tour of transit oriented developments will take place on October 23rd from 9:00 a.m. to 2:00 p.m. and encouraged the BPAC members to join the tour if they are available and it is permitted by the City. Also noted that the Horizon 2035 Committee will have joint study sessions with City Council, BPAC and the Planning Commission in December 2010 and April 2011, and not in October 2010 as per an e-mail message sent by the BPAC staff liaison. In addition, indicated that the City of Mountain View recently updated and published its bicycle map and provided copies to all attendants at the meeting. Also shared a flyer on safety education to motorists to increase their awareness to the presence of pedestrians. The flyer is produced in the English and Spanish languages by the California Pedestrian Safety Task Force.

Staff clarified that the referenced CAP policies, including the transportation related policies, are still in a draft format. All draft policies were shared in a presentation to the Horizon 2035 Committee on September 15th, and they cover policies suggested by the Committee members, public members (from a prior community workshop), and staff. Based on preliminary Committee feedback during the September 15th meeting, the consultant will proceed with some revisions then share the updated list with the Horizon 2035 Committee members for additional comments and ranking prior to the September 29th community workshop. Staff also clarified that there will be a study session for the City Council, BPAC and the Planning Commission towards the end of October. Added that format of the study session has not been decided yet and that information and recommendations would typically be presented by staff.

Chair Walz – Requested an Action item on the agenda of the October BPAC meeting in case the Commission members would like to take a position and/or comment on the CAP policies.

Staff referenced the successful workshop that the City of Sunnyvale hosted at the Council Chambers on September 8th with the Chair of the Institute of Transportation Engineers (ITE) Pedestrian Safety Committee being the main presenter. Also shared some of the recent documents produced on bicycle and pedestrian planning and design accommodations.

CONSENT CALENDAR

1.A) Approval of Draft Minutes of the August 19, 2010 Meeting

1.B) Approval of Agenda of the September 16, 2010 Meeting

1.C) Approval of the 2010 BPAC Calendar Update

Commissioner Durham moved a motion seconded by Commissioner Stawitcke to approve Consent Calendar items 1.A), 1.B) and 1.C). Motion was passed 6-0.

STAFF RESPONSE TO PRIOR PUBLIC COMMENTS

No response was needed.

PUBLIC COMMENTS

Isaac Porras – Indicated that he recently purchased an electric bicycle and inquired about the laws and regulations of its use in bike lanes. Noted that he can reach a speed of 30 mph on a flat surface.

Kevin Jackson – Noted that a bicyclist was killed in Los Gatos last fall. Added that the police report of that incident states that the cyclist was riding illegally in the crosswalk. Indicated that riding in the crosswalks is not illegal and that such a police report would prevent the cyclist's survivors from recovering civil damages. Requested that Lieutenant Plecque describe associated regulations in the upcoming BPAC meeting.

PUBLIC HEARINGS/GENERAL BUSINESS

2. ACTION: Study and Budget Issues Finalization

Heba El-Guendy – Provided the staff report and requested finalization of the study and budget issues prior to their submittal to the City Manager's Office by October 1, 2010. Noted that the City Manager's approved study issues will be ranked by BPAC either during the October or November meeting prior to their system log by December 1, 2010 for Council consideration. The following list of study and budget issues were discussed by the BPAC members. Detailed information on the individual issues was provided as part of the meeting agenda packet. Commissioner Gandrud provided a slightly revised version of his description of study issue 2011-8 below, and explained the background behind his study issue proposal.

Study Issues:

- 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.
- 20011-1: A new bridge over-crossing US 101 east of Lawrence Expressway.
- 2011-2: A new development fee for funding pedestrian and bicycle projects.
- 2011-3: 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.
- 2011-4: 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.
- 2011-5: Closing Murphy Avenue to automobile traffic at all times, during certain hours of the day, or on weekends.
- 2011-6: Adopt a policy to utilize the VTA Bicycle Technical Guidelines for bike lane width, bike parking, and other design elements.
- 2011-7: Evaluate benefits of Smart Parking Meters installation.
- 2011-8: Improve Bicycle Licensing Process

Budget Issues:

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

Commissioner Gandrud – Inquired about the possibility of adding a graph in the PAMS system to better illustrate Study Issue DPW09-02.

Commissioner Switzer – Requested that Study Issue DPW 09-07 on Cyclovia be combined with existing events such as the Spare the Air Fair. Also requested that Study Issue 2011-5 cover possible design changes, such as removal of sidewalk curbs and provision of ramps, to better accommodate only pedestrian traffic on Murphy Avenue. Also added investigating the need for additional bicycle parking on Murphy Avenue.

Chair Walz – Requested revising Study Issue 2011-5 to clarify that Murphy Avenue would function as a pedestrian mall and that cyclists would have to walk their bicycles. Also requested revising Study Issue 2011-6 to clarify that existing bicycle facilities are grandfathered in until roads are scheduled for resurfacing at which time wider bike lanes can be established.

Kevin Jackson – Emphasized the need for keeping Study Issue 2011-3 which provides an important message to motorists with limited cost for signage, Study Issue 2011-6 which would establish a City policy requiring the use of the VTA Bicycle Technical Guidelines with limited potential impact on vehicular travel lanes, and Study Issue 2011-7 as a congestion pricing measure. Recommended not to proceed

with Study Issue 2011-8 which he believes may contain a lot of misconceptions and inaccurate information with regard to rules and regulations. Emphasized the need for keeping Budget Issue #3 to educate and motivate attendants to cycle.

Commissioner Durham moved a motion seconded by Commissioner Switzer to approve the aforementioned list of Study Issues with the exception of Study Issue #2011-7 on Smart Parking Meters. The motion was passed 6-0.

Commissioner Durham moved a motion seconded by Commissioner Gandrud to approve the aforementioned list of Budget Issues with the exception of Budget Issue #3 on Bicycle Safety Classes. The motion was passed 6-0.

NON-AGENDA ITEMS AND COMMENTS

- **BPAC ORAL COMMENTS**

Commissioner Rausch – Provided information on free program for assessing pedestrian safety within California cities. The program is offered by the University of Berkeley, Institute of Transportation Studies – Technology Transfer Program.

Commissioner Gandrud – Reported that the bike detectors at the intersection of Reed Avenue/Sequoia Drive do not seem to be working.

Commissioner Durham – Reported that the westbound left-turn signal at the intersection of Fair Oaks Avenue/Duane Avenue are usually on for long durations.

- **STAFF ORAL COMMENTS**

Staff provided update on verbal and written inquiries initiated by BPAC and public members as follows:

- Bike detection at the intersection of Mathilda Avenue/Iowa Avenue was tested and no operational issues were identified.
- Bike detection at the intersection of Fremont Avenue/Hollenbeck Avenue was tested and no operational issues were identified. Bike logos were painted on the eastbound and westbound left-turn lanes.
- Adjustments to the gap time have been made to the eastbound left-turn movement at the intersection of Maude Avenue/Borregas Avenue. Loop detectors are installed before and after the "Keep Clear" zone due to the limited space between Murphy Avenue and Borregas Avenue. The signal at Murphy Avenue/Borregas Avenue is currently part of the City's SCATS system and it operates on an isolated mode. Although it adapts to fluctuation in traffic volumes throughout the day, SCATS takes one or two signal cycles

to increase the green time in response to an increase in the traffic demand. Bike detection has also been checked at this location.

- The traffic signal at Mary Avenue/Fremont Avenue underwent reconstruction last year. Per new CA-MUTCD guidelines/requirements the signal was equipped with new Accessible Pedestrian Signals (APS). Prior to the upgrade, the signal had the old cuckoo/peep-peep sounds, which caused concerns to an area resident. In response to the reported concerns, the APS were installed according to the new standard once the signal was reconstructed. The locator tone is on all the time per CA-MUTCD Section 4E-09 "...push button locator tones shall be easily locatable, shall have a duration of 0.15 seconds or less, and shall repeat at 1-second interval..."; the Walk interval has a verbal message and a the vibrotactile feature as well; and the Don't Walk has a different sound that differentiates it from the locator tone.

INFORMATION ONLY ITEMS

3. BPAC E-mail messages and/or letters since circulation of the agenda packet of the August 19th meeting along with their responses were accepted as submitted in the agenda packet
5. BPAC Active Items List was accepted as submitted in the agenda packet.

ADJOURNMENT

The meeting was adjourned at 8:40 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 Street Space Allocation Study - Draft Climate Action Plan (CAP) policies - Borregas Avenue bicycle lanes (Information item) - Remington Drive Street Space Allocation Study (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 - Updates to Boards and Commissions Council Policy (Information item) - 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)