Consent Calendar 1.A)

DRAFT

SUNNYVALE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
Meeting Minutes – May 20, 2010

The Sunnyvale Bicycle and Pedestrian Advisory Commission met at 6:30 p.m. on May 20, 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
Andrea Stawitcke
Cathy Switzer
James Manitakos
Patrick Walz
Ralph Durham

Members Absent: Richard Warner

Staff Present: Heba El-Guendy - Transportation & Traffic Division, DPW

Visitors: Isaac Porras – Silicon Valley Bicycle Coalition

Commissioner Warner informed the BPAC Chair and staff liaison of his inability to attend the May 20, 2010 meeting due to his illness. There were no objections by the BPAC members and the Commissioner's absence was excused.

SCHEDULED PRESENTATION

None.

PUBLIC ANNOUNCEMENTS

Isaac Porras – Recommended attending a Mountain View City Council meeting on the high speed rail alternatives analysis. The meeting will take place on May 25th, 2010 in the Mountain View Council Chambers located at 500 Castro Street. An open session will commence at 5:00 p.m. with the Council meeting starting at 7:00 p.m. Illustrations of the Rengstorff and Castro crossings will be presented.

Commissioner Switzer – Announced that the City of San Jose has a new bike map and their web site will be updated soon.

Chair Jackson – Informed the BPAC members of the following:

- The Tour de Ames went well after one-rain delay and had good attendance. The Bay Trail behind Ames is estimated to be opened in the fall.
- The Stevens Creek Trail Four-Cities Working Group conducted a field trip to review a trail route under I-280 and it looks promising. The Water District representative will investigate the District's legal right/control of land that allows them to provide cyclists access and establishment of a trail to connect Homestead Road to the other side of I-280.
- The Bordeaux Avenue improvements recommended by staff and BPAC, and the Mary Avenue contract to conduct the feasibility study were both approved by City Council.
- City Center Spare the Air event went well.
- West Valley Elementary School will be visited by TSCN staff who will be providing a presentation on school traffic safety and the services offered by TSCN.

CONSENT CALENDAR

1.A) Approval of Draft Minutes of the April 15, 2010 Meeting
1.B) Approval of Agenda of the May 20, 2010 Meeting
1.C) Approval of the 2010 BPAC Calendar Update

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

Commissioner Durham – On Page 10 of the agenda packet, requested revising the paragraph before last to note that the comment was made by Commissioner Durham rather than Commissioner Warner. On Page 9 of the packet, revising the fifth line of the first paragraph "Added his ~~believe~~ *belief* that after meeting the minimum standards, all transport modes and parking should compete for any additional space".

Commissioner Switzer – Requested revising the end of the fifth paragraph on Page 6 "……, which ~~has been~~ *potentially can be* effective in discouraging him from repeating such driving behavior". Also revising the first non-agenda item on Page 10 of the packet to indicate that Commissioner Switzer will be on vacation and unable to attend the June BPAC meeting rather than the May meeting.

Commissioner Walz – Requested revising the last item of the second paragraph on Page 11 of the agenda packet to indicate "---the Committee members *may recommend* ~~will have the opportunity to select~~ the one that is consistent with the Vision".

Commissioner Durham moved a motion seconded by Commissioner Switzer to approve Consent Calendar item 1.A) as amended. Motion was passed 6-0.

STAFF RESPONSE TO PRIOR PUBLIC COMMENTS

None.

PUBLIC COMMENTS

Isaac Porras – Indicated that he attended a community meeting on the High Speed Rail project in Mountain View which was very informative. Caltrain is considering electrifying its trains to establish a shared system with the high speed rail system while having four tracks. The system will either be aerial or under ground until it reaches Wolfe Road, it will be at grade.

PUBLIC HEARINGS/GENERAL BUSINESS

2. ACTION: Fiscal Year 2010/2011 Transportation Development Act (TDA) Article 3 Application for Pedestrian and Bicycle Projects – Draft RTC & Resolution

Heba El-Guendy – Presented information about the TDA program, as well as about the draft staff report and resolution prepared for Council consideration. The draft RTC recommends using the TDA allocation for FY 2010/11 of $52,313 to fund a Borregas Avenue Project which is currently under-funded. This is to provide traffic control and safety devices at the landings of the Borregas Avenue bicycle and pedestrian bridges over-crossing US 101 and SR 237, as well as complete the bike lanes along Borregas Avenue between Weddell Drive and Persian Drive.

Commissioner Switzer – Noted that Commissioner Durham and herself were exposed to the safety issues at the Bike to Work Day energizer station that was provided at the Moffett Park Drive landing of the bridge.

Commissioner Durham – Noted that speeding was of most concern especially by eastbound traffic on Moffett Park Drive and turning onto Borregas Avenue. Added that most of motorists on Moffett Park Drive were observed driving at, or even higher than the speed limit of 45 mph. Also inquired if the staff's recommended improvements will address the pedestrian corral area at the end of the sidewalk provided at the ending of the northerly bridge.

Commissioner Walz – Inquired about the reasons behind the change in the Borregas Avenue project budget from $50,000 to $102,313. Also inquired if any other projects were considered before concluding the staff recommendation.

Commissioner Manitakos – Inquired if and when the traffic control and safety improvements recommended by staff will be shared with BPAC for review and feedback.

Chair Jackson – Recommended that the street space allocation policy be applied in this project to ensure safety of all users. Suggested the possibility of implementing traffic calming devices to slow down traffic on Moffett Park Drive, which could possibly later allow reducing the posted speed limit. Requested that the northerly landing of the northerly bridge be given a priority even if most of the funds would need to be allocated to address issues at this location. Also requested that in future years, the BPAC be provided with a list of potential projects to select from in advance of the usual mid-year TDA announcement is made. This is to avoid voting on a single project recommended by staff without knowing other possible projects.

Commissioner Switzer – Requested adding the provision of the potential TDA projects list around February/March of the 2011 BPAC meetings calendar.

Commissioner Durham moved a motion seconded by Commissioner Walz to approve Alternative #1 and resolution recommended by staff. Motion was passed 6-0.

3. DISCUSSION: Review of the Detailed Two-Year Budget

Heba El-Guendy – Provided a brief staff report on the City budget process and the FY 2010/11 operational budget provided for discussion.

Commissioner Stawitcke – Indicated that the City Manager's briefing letter is very informative and well written.

Commissioner Manitakos – Inquired if the dollar amounts on the project budget sheets represent the costs, or the net difference between the costs and revenues.

Commissioner Switzer – Raised her concern about the $72,500 reduction in the Citywide wellness program which could potentially cause a long-term pain for a short-term gain.

Commissioner Walz – Inquired about the BPAC discretionary funds of $3,000 recommended to be cut, and the items/services that would be eliminated. Recommended that the City Council decide on Options #1 and #2 because the recommended cuts are significant. Suggested that the City looks into contracting out some of the services or finding ways to increase revenues. Also suggested that the City reduce the number of Council members from seven to two that are funded to attend the National League of Cities Convention in Washington DC, rather than eliminating the BPAC discretionary fund of $3,000. Believes that Sunnyvale may be the only City in the Bay Area that sends more than two or three Council members to the event. On Page 81 of the agenda packet, Activity 471450 (Provide Taxi Inspections) – suggested charging more taxi fees to cover the City costs associated with the inspections.

Chair Jackson – Page 46, requested revising title of the Bicycle and Pedestrian Advisory Committee to a Commission. Page 47, Activity 119550 (Parking Permit Program Administration) recommended to make it revenue neutral to pay for itself. Believes that this program dedicates public space to private use which may adversely impact the transport uses. Noted that at the very least, the City should not lose money on the program. Page 56, Activity 120700 (Shopping Carts) recommended to make it revenue neutral or charge the merchants the associated costs. Page 78, requested clarifying that the Mary Avenue project extends from Maude to Fremont rather than from Evelyn to Fremont. Page 91, Project 825070 (Bicycle Map Revision) noted that according to the Bike Plan, the bike map is supposed to be updated every five years, yet no budget is allocated to this task until FY 2015/16. On the same page, inquired about how the number shown under Y2011 to Y2020 was estimated, and if it is an inflation of the FY 2014-16 amount, then it should not be added twice under the Project Life Total. Requested that other projects be checked for the same concern regarding the estimated budget totals.

Commissioner Switzer – Suggested creating a public education campaign to keep the streets clean, thereby reducing the maintenance costs. With regard to the bike maps, noted her preference that the Cities of Sunnyvale, Mountain View and Santa Clara use similar scale when they produce their bike maps.

Commissioner Durham – Page 78 of the agenda packet, requested giving a higher priority for designing and implementing the Duane Avenue project from Fair Oaks to Lawrence in order to address the current safety and operational concerns in a more timely manner.

4. DISCUSSION: Draft Utility Bill Stuffer

Chair Jackson – With regard to his e-mail message contained under Page 126 of the agenda packet, requested changing the description of the sixth picture to "Cyclists must strive to avoid sudden movements into the path pf faster moving traffic....". Suggested changing "What is Right with these Pictures" to "Important Safety Tips to Think About".

Commissioner Manitakos – Recommended changing the wording of the fifth picture to state "Motorists should not open doors in front of traffic".

Commissioner Walz – For the reverse side of the utility bill stuffer, noted that having one photo would be sufficient.

NON-AGENDA ITEMS AND COMMENTS

- BPAC ORAL COMMENTS

Commissioner Durham – Requested checking bike detection for the left-turn movement at the intersection of Mathilda Avenue/Washington Avenue. Also requested considering

a study issue for next year to provide a pedestrian/bicycle bridge over-crossing US 101 east of Lawrence Expressway in the Sandia/Wildwood area. Offered to prepare a list of acronyms used on a regular basis to assist the new members who will be joining BPAC in July. Suggestions of the BPAC members and staff liaison will be e-mailed to Commissioner Durham to assist with the list. With regard to the neighborhood bicycle routes, raised his concerns regarding the limited lighting and damage caused by tree roots on Britton Avenue/path adjacent to the Fair Oaks Park. Also the inability to make a left turn at Wolfe Road due to the presence of the median.

Commissioner Switzer - Requested crosswalks across Morse and Borregas to serve users of the John Christian Greenbelt, as well as the addition of signage to show access points to the Greenbelt.

Commissioner Stawitcke – Noted that she attended the Over and Under tour with her daughter and it was enjoyable.

Commissioner Manitakos – Traveled along the proposed neighborhood bike routes, and offered some comments and suggestions as a result. Noted that the southbound left turn movement from Helen Avenue at El Camino Real is very difficult. A better option would be to make the left-turn at Halford Avenue/El Camino Real which is signalized. In addition Helen does not connect with Lillick Drive. Inverness and Lochinvar would be a better connection between Teal Drive and Swallow Drive. Noted that there are no main traffic generators at the Sunnyvale-Saratoga Road/La Conner Drive intersection that justifies starting a bike route at this location. Further north along this route, there is a chain link fence at Crawford Drive and a gap where there is a need for signage to avoid having cyclists ending up in the parking lot. Bittern Drive does not connect to Alberta Avenue, instead Harwick Way can be used as the connection between Bittern and Alberta. Requested not publicizing the route between the Caltrain Station and the water tank bike path until it is reinstated. This is to avoid confusion and having cyclists use it and missing their train.

Commissioner Walz – Indicated that after signing a waiver, he did a ride along with a public safety officer on Saturday night, April 24th. During this ride, they noticed two cyclists that seemed to be highly intoxicated and neither one of them was pulled over. Noted that Friday, May 21st is the next San Jose Bike Party. Also indicated that the April meeting of the General Plan Consolidation Committee was somewhat high on discussions and low on actions. Added that decisions are expected to be made during the May Committee meeting with regard to the look and feel of the document, and whether or not certain items belong in the general plan or in other documents that seem to be equally important. Requested that a study issue be created to investigate the feasibility of establishing a new development fee designated for bike and pedestrian improvements.

Chair Jackson – Added that such study issue could resolve funding issues for some projects. Indicated as an example that the bottleneck in the Bernardo grade-separated crossing is the lack of local match, despite that the project has been on the Tier I of the BEP which guarantees the external funds. Also noted that between 415 and 420

cyclists passed by the NASA energizer station on the Bike to Work Day. Also noted that cyclists expressed that they missed the other energizer stations that used to be provided in Sunnyvale at Mary/Maude and the Caltrain Station. Noted that the Over and Under Tour was a moderate success, he observed about a dozen cyclists at the Mary bridge. Requested frequent City staff check of the bike lockers at the library to prevent their miss-use.

- STAFF ORAL COMMENTS

E-mail inquiries received from the public were provided as part of the Agenda packet. The staff liaison noted that update on the signal operational inquiries will be provided during the June BPAC meeting. Regarding the e-mail message on the Pedestrian Safety and Opportunities Study, noted that some of the study recommendations are already being pursued under the Safe Routes to Schools grant and the TDA funds. With regard to the repaving of the Borregas Avenue between Maude and Ahwanee, there are no changes planned to the lane configuration. Added that all comments of the BPAC members on the neighborhood bike routes are being incorporated in the study.

INFORMATION ONLY ITEMS

5. BPAC E-mail Messages and/or Letters as submitted in the Agenda packet.

6. BPAC Active Items List accepted as submitted in the Agenda packet.

ADJOURNMENT

The meeting was adjourned at 8:55 p.m.

Respectfully submitted by:

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

11

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	- 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	- 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	- 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	- 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	- 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	- 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	- Updated 2010 BPAC Calendar - Annual Review of the Boards and Commissions Council Policy - Study and Budget Issues Development - Handbook for the City of Sunnyvale Boards and Commissions (Information item) - Update on the General Plan Consolidation - 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)
August 19	- Updated 2010 BPAC Calendar - Staff update on the ongoing work on the LUTE - Study Issue – Establishment of Guided Bicycle Routes Through Neighborhoods - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)

Meeting Date	Agenda Item/Issue
September 16	- 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	- Updated 2010 BPAC Calendar - Staff update on the ongoing work on the LUTE - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List (Information item)
November 18	- 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	- 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)