



*Consent Calendar 1.A)*

**DRAFT**

**SUNNYVALE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION  
Special Meeting Minutes – April 28, 2011**

The Sunnyvale Bicycle and Pedestrian Advisory Commission met at 6:30 p.m. on April 28, 2011 with Commission Chair Patrick Walz presiding. The meeting was held in the Garden Conference Room, City Hall, 456 West Olive Avenue, Sunnyvale.

**ROLL CALL/CONSIDERATION OF ABSENCES**

**Members Present:** Andrea Stawitcke  
Angela Rausch  
Cathy Switzer  
David Gandrud  
James Manidakos  
Patrick Walz  
Ralph Durham

**Members Absent:** None

**Staff Present:** Jack Witthaus, Transportation and Traffic Manager, PW Department  
Heba El-Guendy, Senior Transportation Planner, PW Department

**SCHEDULED PRESENTATION**

None.

**PUBLIC ANNOUNCEMENTS**

Kevin Jackson noted that a representative of the Moffett Park Business Group, Ms. Kerry Haywood, is seeking volunteers to staff energizer stations on the Bike to Work Day. The Horizon 2035 Committee discussed a draft list of transportation policies, and each member had the opportunity to select her/his ten highest and ten lowest priority policies. Believes that not all members knew that the Street Space Allocation policies already exist, and these policies were listed individually which used up Mr. Jackson's high priority selections.

Chair Walz noted that he will staff an energizer station at El Camino Real/Wolfe Road on behalf of Leadership Sunnyvale, and requested volunteers and contributions towards the supplies.

**CONSENT CALENDAR**

1.A) Approval of Draft Minutes of the March 17, 2011 Meeting

1.B) Approval of the 2011 BPAC Calendar Update

**Commissioner Durham moved and Commissioner Stawitcke seconded the motion to approve Consent Calendar items 1.A) and 1.B).**

**Motion passed: 6-0.**

Commissioner Rausch arrived at 6:55 PM due to the change in meeting location.

**PUBLIC COMMENTS**

Kevin Jackson noted with regard to one of the e-mail messages contained in the agenda packet that the travel lanes along Tasman Drive are substandard and that cyclists have the right to use full width of the lanes.

**PUBLIC HEARINGS/GENERAL BUSINESS**

4. DISCUSSION: VTA BEP Funding Awards

David Simons (member of the VTA BPAC) noted that the Transportation Funds for Clean Air (TFCA) program was undersubscribed. Bike/pedestrian projects applying for TFCA must meet the cost effectiveness criteria and be ready for implementation. Concerned that the list of projects applying for Bicycle Expenditure Program (BEP) funds were initially shared with the VTA BPAC as a discussion, and not action item.

2. DISCUSSION: Mary Avenue Bike Lanes – Central Expressway to Maude Avenue

BPAC members reiterated their preference for a road diet along this roadway segment due to:

- Mary Avenue is expected to be the main north-south cycling route through the City, and is a cost effective route in terms of implementation;
- Allow the provision of wider six-foot bike lanes all along the length of the road segment. This wider bike lane width would also exclude the side gutter, relative to the other alternative that generally offers the standard five-foot bike lane including the typical two-foot gutter which narrows the effective width of the bike lane;
- Enhance good safety conditions and encourage cycling through the provision of wider bike lanes. This will also better accommodate tricycles and baby carriages;
- The provision of wider 12-foot vehicular travel lanes is not expected to significantly increase speeds, and will allow some room for drivers' error;
- Allow for break down and maintenance space on the sides of the road; and,
- Somewhat reduce construction cost relative to other alternatives.

3. DISCUSSION: Grand Boulevard Concept Planning

Chair Walz noted that VTA may form a citizen advisory committee for the Bus Rapid Transit (BRT) project on El Camino Real and encouraged having a cycling activist from the individual cities along the corridor to be a member of such committee. Clarified the need for providing continued bike lanes along El Camino Real as the corridor travels through the different municipalities.

Staff will plan for a future presentation by VTA on the BRT project and invite Council member Moylan who presents Sunnyvale on the project's Policy Advisory Committee.

5. DISCUSSION: Utility Bill Stuffer Concepts

BPAC members selected two photos to be utilized for drafting the 2011 utility bill stuffer, and the photos will be e-mailed to staff.

6. DISCUSSION: Pastoria Avenue Bike Lanes Project

Chair Walz informed the BPAC and public members of his potential professional conflict with the project and left at 8:00 p.m.

Staff stated that the City received a grant to establish bike lanes on Pastoria Avenue possibly between Danforth Drive and Evelyn Avenue. Clarified that due to the narrow pavement width on Pastoria Avenue, the provision of bike lanes is likely to require eliminating vehicular parking and provided alternative cross-sections for possible future changes. Noted that this is an older neighborhood and the project may become controversial, and asked BPAC members for early feedback.

The BPAC members discussed the project and indicated their preference to proceed according to the City's Street Space Allocation policy. Pastoria Avenue serves a considerable amount of bicycle traffic, and observations showed aggressive driving possibly due to the narrow vehicular travel lanes.

Commissioner Simons (VTA BPAC) suggested converting the street to one way vehicular travel lane, bike lanes, and curb-side parking.

Staff noted the lack of a couplet and the possibility of diverting vehicular traffic to other neighborhood streets.

Art Schwartz suggested replacing the existing head-on angle parking with tail-end angle parking to improve visibility in the area adjacent to the community's swimming pool.

Kevin Jackson indicated that majority of the homes along Pastoria Avenue have at least three off-street parking spaces including garages and driveways. There is also curb-side parking on side streets. According to the City's policy, the minimum standards need to be met for all users and currently even the auto lanes are substandard. Parking is stationary, and moving vehicles should have high priorities according to the policy. Noted that San Jose has issues with one-way couplet streets.

**NON-AGENDA ITEMS AND COMMENTS**

• BOARD MEMBERS OR COMMISSIONERS ORAL COMMENTS

Commissioner Switzer asked for BPAC volunteers to assist her and Chair Walz during the Health and Safety Fair.

Commissioner Stawitcke noted the ongoing work on the Stevens Creek overpass on the Sunnyvale/Mountain View side.

Commissioner Gandrud indicated the need for marking the bike detectors at the intersection of Maude Avenue/Sunnyvale Avenue, and at Caribbean Drive/Twin Creeks.

Commissioner Manitakos asked if there is a plan to apply pavement markings on Sunnyvale Avenue.

Commissioner Durham noted that the travel lanes on Tasman Drive are substandard and cyclists have to use the full width of the lanes, which emphasizes the need for replacing the "Share the Road" signs to avoid confusion.

- STAFF ORAL COMMENTS

None.

**INFORMATION ONLY ITEMS**

7. Sunnyvale Family Fun Bike Ride – VERBS Kick-off Event
8. BPAC E-mail messages and/or letters since circulation of the agenda packet of the March 17<sup>th</sup> meeting.
9. BPAC Active Items List.

Accepted as submitted in the agenda packet.

**ADJOURNMENT**

Meeting adjourned at 8:40 P.M.

---

Respectfully submitted by:

---

Heba El-Guendy  
Senior Transportation Planner

**Bicycle and Pedestrian Advisory Commission Master Work Plan**

**Calendar Year:** 2011

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 20	<ul style="list-style-type: none"> <li>- 2011 BPAC Calendar</li> <li>- Annual Review of the Code of Ethics and Conduct for Elected and Appointed Officials</li> <li>- Design of the Stevens Creek bike/pedestrian bridge over-crossing SR 85 at Sleeper Avenue (Information Item)</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List (Information item)</li> </ul>
February 17	<ul style="list-style-type: none"> <li>- Updated 2011 BPAC Calendar</li> <li>- Utility Bill Insert Concepts</li> <li>- Council ranking of Study Issues (Information item)</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> </ul>
March 17	<ul style="list-style-type: none"> <li>- Updated 2011 BPAC Calendar</li> <li>- Transportation Development Act (TDA) Funding Recommendation</li> <li>- Mary Avenue Bike Lanes Project Alternative Design Concept Evaluation</li> <li>- Pastoria Avenue Bike Lanes Project (Deferred)</li> <li>- FY 2011/12 Curb Ramp Installations List (Information item)</li> <li>- FY 2011/12 Pavement Slurry Seal List for Road Segments and Parking Lots (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 21	Regular BPAC meeting is cancelled

Meeting Date	Agenda Item/Issue
April 28 (Special Meeting)	<ul style="list-style-type: none"> <li>- Updated 2011 BPAC Calendar</li> <li>- Mary Avenue Bike Lanes – Central Expressway to Maude Avenue</li> <li>- Grand Boulevard Concept Planning</li> <li>- VTA BEP Funding Awards</li> <li>- Utility Bill Insert Concepts</li> <li>- Pastoria Avenue Bike Lanes Project</li> <li>- Sunnyvale Family Bike Ride – VERBS Kick-off Event (Information item)</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> </ul>
May 19	Regular BPAC meeting is cancelled
May 26 (Special Meeting)	<ul style="list-style-type: none"> <li>- Updated 2011 BPAC Calendar</li> <li>- VTA Presentation on BRT along El Camino Real</li> <li>- Closing Murphy Avenue - Study Issue DPW 11-06 (Draft RTC)</li> <li>- Review of the Detailed Two-Year Budget</li> <li>- Draft BPAC Letter to DPS with regard to Traffic Enforcement</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> </ul>
June 16	<ul style="list-style-type: none"> <li>- Updated 2011 BPAC Calendar</li> <li>- Volunteer Recognition</li> <li>- Update on the Ongoing Work on the LUTE</li> <li>- Draft Utility Bill Insert</li> <li>- Signal Bicycle Detection (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 21	<ul style="list-style-type: none"> <li>- Updated 2011 BPAC Calendar</li> <li>- City of Sunnyvale 2011 Local Appointment List for Boards and Commissions (Information Item)</li> <li>- Update on the City's Climate Action Plan (CAP)</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 18	<ul style="list-style-type: none"> <li>- Updated 2011 BPAC Calendar</li> <li>- Update on the ongoing work on the LUTE</li> <li>- Study and Budget Issues Development</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
September 15	<ul style="list-style-type: none"> <li>- Updated 2011 BPAC Calendar</li> <li>- Study and Budget Issues Finalization</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> </ul>
October 20	<ul style="list-style-type: none"> <li>- Updated 2011 BPAC Calendar</li> <li>- Update on the ongoing work on the LUTE</li> <li>- Annual reporting on collisions involving pedestrians and cyclists</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List (Information item)</li> </ul>
November 17	<ul style="list-style-type: none"> <li>- Updated 2011 BPAC Calendar</li> <li>- Update/Review Corner Vision Triangle Municipal Code Ordinance – DPW 09-02 (Draft RTC)</li> <li>- Ranking of Study Issues</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List (Information item)</li> </ul>
December 15	<ul style="list-style-type: none"> <li>- Updated 2011 BPAC Calendar</li> <li>- 2012 Work Plan</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List (Information item)</li> </ul>