



*Consent Calendar 1.A)*

**DRAFT**

**SUNNYVALE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION  
Special Meeting Minutes – June 16, 2011**

The Sunnyvale Bicycle and Pedestrian Advisory Commission met at 6:30 p.m. on June 16, 2011 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  
James Manidakos  
Patrick Walz  
Ralph Durham

**Members Absent:** None

**Staff Present:** Heba El-Guendy, Senior Transportation Planner, PW Department  
Officer Scott Cortese, PS Department

**SCHEDULED PRESENTATION**

Council member Christopher Moylan attended the meeting on behalf of Mayor Melinda Hamilton who was in Sacramento on business. On behalf of City Council as a whole, Councilmember Moylan thanked the BPAC members for their many hours of volunteering, and for their independent views that sometimes vary from the staff recommendation when reviewing bicycle and pedestrian related projects and programs. As an example, admired the BPAC's work on the City policy that prioritizes the mobility uses over the stationary uses when allocating street space.

**PUBLIC ANNOUNCEMENTS**

Kevin Jackson noted that the 20<sup>th</sup> anniversary of establishing BPAC will be coming up in 2012. The Horizon 2035 Transportation Sub-committee met three times to rewrite the Committee' transportation policies which will be posted on the Committee's web page. A Cupertino Councilmember recommended funding of \$10k to supplement the \$75k that has been identified by the City of Sunnyvale to conduct the Feasibility Study of the Stevens Creek Trail project. A call for Safe Routes to Transit was announced with the applications due in August 2011. This grant program has a total fund of \$20 million, and is intended to fund bike and pedestrian connections to regional transit centers. Also noted his planned participation in the Tour at Ames which will take place on Wednesday, June 22nd.

Chair Walz noted that the study issue report on the closure of Murphy Avenue was considered by Council, and that Council recommended proceeding with the staff recommendation including further studying the matter in coordination with the new developer and possible redevelopment of the Macy's parking lot. Noted his participation with Commissioner Durham in a triathlon and finishing third.

### CONSENT CALENDAR

1.A) Approval of Draft Minutes of the May 26, 2011 Meeting - Item pulled by Commissioner Gandrud

1.B) Approval of the 2011 BPAC Calendar Update

**Commissioner Stawitcke moved and Commissioner Manidakos seconded the motion to approve Consent Calendar item 1.B.**

**Motion passed: 6-0 (Prior to arrival of Commissioner Durham).**

1.A) Approval of Draft Minutes of the May 26, 2011 Meeting – Commissioner Gandrud noted that the Public Comments section on Page 5 of the minutes do not capture comments expressed by the four public members and their dissatisfaction with the City's level of attention to the issue and their willingness to paint the curb red on their own expense. Also requested revising the last phrase of the first paragraph on Page 6 as follows: "Commissioner Gandrud stated that since only about one half of the he believed additional contact to all Murphy Avenue businesses provided feedback, follow-up contact should be made to seek additional input from non-respondents should be conducted". Under the Staff Oral Comments, noted that Chief Johnson departed from the City and moved to another state rather than retired.

**Commissioner Stawitcke moved and Commissioner Manidakos seconded the motion to approve Consent Calendar item 1.A as amended.**

**Motion passed: 6-0 (Prior to arrival of Commissioner Durham).**

### PUBLIC COMMENTS

Kevin Jackson thanked an unknown traffic officer who followed him at safe speed and distance on Wright Avenue turning onto Fremont Avenue. Requested viewing DPS response to an e-mail received in April to ensure clarifying that cyclists' have the right to use full width of the lane on Tasman Drive.

### PUBLIC HEARINGS/GENERAL BUSINESS

Commissioner Durham arrived and apologized for being late due to bicycle mechanical issues.

2. ACTION: Draft memo to the Department of Public Safety relating the BPAC's request with regard to traffic enforcement.

Chair Walz explained the purpose of the memo being addressed to the Department of Public Safety (DPS) in order to relay the Commission's request to emphasize certain traffic enforcement elements.

The BPAC members discussed the matter and means for improving the memorandum. Commissioner Stawitcke questioned the possibility of developing flash cards, flip charts, or another format to facilitate transmitting and officers' use of the information.

Officer Cortese explained that the information will probably be disseminated as part of the officers' briefing and/or via e-mail.

Kevin Jackson thanked everyone for the effort, and requested adding to the introductory staff memo that "Enforcement efforts should focus on violations that constitute a serious disregard for safety particularly for the most vulnerable road users". Requested changing cars to motorists, and reverse the order to have the most important points first. For example having the turn violations before tailgating. Also noted the importance of stating the Vehicle Code sections.

Councilmember Moylan questioned the process of setting up a sub-committee and its inclusion of a public member for the purpose of addressing an operational matter (Rather than a policy matter that would be under the BPAC's purview). Noted the need for adding information with regard to motorists' violations of the pedestrians' right-of-way.

**Commissioner Durham moved and Commissioner Gandrud seconded the motion to accept the memo after making the following changes:**

- **Adding a reference to Vehicle Code Section 21750;**
- **Changing the memo to bullet format, removing write-up of the code sections, and highlighting the Code numbers;**
- **Eliminating the section on tail light since not required by law;**
- **Adding sections with regard to blocking pedestrian movements; and,**
- **Reorder the memo sections to cover vehicles then bicycles then pedestrians.**

**Motion passed: 7-0**

#### **NON-AGENDA ITEMS AND COMMENTS**

- **BOARD MEMBERS OR COMMISSIONERS ORAL COMMENTS**

Commissioner Switzer repeated the BPAC request to replace the signs on Tasman Drive to clarify the cyclists' right to use full width of the lane. Noted that the Sunnyvale Bicycle Friendly Community award (Issued by the League of American Bicyclists) will expire in 2012 and needs to be renewed.

- **STAFF ORAL COMMENTS**

Briefed the Commission on the ongoing work on grant applications with regard to Obesity Prevention, Sustainable Community Planning, non-infrastructure and infrastructure applications to Cycle 3 of the Federal Safe Routes to Schools.

**INFORMATION ONLY ITEMS**

3. Signal Bicycle Detection. The device was demonstrated during the meeting.
4. BPAC E-mail messages and/or letters. Accepted as submitted.
5. BPAC Active Items List. Accepted as submitted.

**ADJOURNMENT**

Meeting adjourned at 7:40 p.m.

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Respectfully submitted by:

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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>- Draft Letter to DPS with regard to Traffic Enforcement</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>- Utility Bill Stuffer Update</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>- Study and Budget Issues Development</li> <li>- Update of the City of Sunnyvale Local Appointment List for 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> </ul>

Meeting Date	Agenda Item/Issue
September 15	<ul style="list-style-type: none"> <li>- Updated 2011 BPAC Calendar</li> <li>- Update on the City's Climate Action Plan (CAP)</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 City's Land Use and Transportation Element (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>