



DRAFT

**SUNNYVALE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
Meeting Minutes – February 17, 2011**

The Sunnyvale Bicycle and Pedestrian Advisory Commission met at 6:30 p.m. on February 17, 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: Officer Scott Cortese, Traffic Unit, Department of Public Safety
Heba El-Guendy, Senior Transportation Planner, PW Department

SCHEDULED PRESENTATION

None.

PUBLIC ANNOUNCEMENTS

Chair Walz welcomed back Commissioner Stawitcke and noted that Mr. Fritz Stawitcke will be missed. Chair Walz provided a report on his attendance of the Lawrence Station Area Outreach meeting.

Commissioner Stawitcke thanked the BPAC for their generous gift to the Friends of the Stevens Creek Trail and noted her daughter Megan has joined the board.

Commissioner Durham noted Santa Clara County is seeking public input at an upcoming meeting regarding improvements needed on rural and mountain roads to better accommodate cyclists. Also four options are currently under review for the Alpine/I-280 re-striping in San Mateo County where a fatality occurred. Information available at <http://bikessiliconvalley.org/>

Commissioner Switzer stated the US 101/Tully improvement plans focus on bike and pedestrian safety. Information available at <http://bikessiliconvalley.org/>

CONSENT CALENDAR

1.A) Approval of Draft Minutes of the January 20, 2011 Meeting

- 1.B) Approval of Agenda of the February 17, 2011 Meeting
- 1.C) Approval of the 2011 BPAC Calendar Update

Commissioner Switzer moved and Commissioner Manidakos seconded the motion to approve Consent Calendar items 1.B) and 1.C). Motion passed 7-0.

Commissioner Switzer requested to meet an e-mail request by Mr. Kevin Jackson to slightly revise the first paragraph on Page 3 of the draft minutes as follows: "Noted that the work being carried out by the cities of Mountain View and Cupertino makes a compelling argument for the cities of Sunnyvale and Los Altos to Redouble their efforts for eliminating the trail gap."

Commissioner Switzer moved and Commissioner Manidakos seconded the motion to approve Consent Calendar item 1.A) as amended. Motion passed 7-0.

STAFF RESPONSE TO PRIOR PUBLIC COMMENTS

None.

PUBLIC COMMENTS

Art Schwartz spoke regarding the difference between the needs of expert high speed cyclists, daily commuters, and recreational cyclists.

PUBLIC HEARINGS/GENERAL BUSINESS

2. ACTION: Selection of Sub-committee to Provide Input to DPS

Commissioner Manidakos moved and Commissioner Durham seconded the motion to form a sub-committee of Commission members Durham and Switzer and public member Schwartz to prepare a short memo for BPAC review and approval during the April meeting to be forwarded to the DPS Traffic Unit for educational and enforcement purposes of road users. Motion passed 7-0.

3. DISCUSSION: Utility Bill Stuffer Concepts

- Illustrations of the correct cycling, walking, and driving behaviors.
- Publicize BPAC (Function, meetings, web site, etc.) and encourage public participation.

NON-AGENDA ITEMS AND COMMENTS

- BPAC ORAL COMMENTS

Commissioner Gandrud inquired about information in a Mr. Road Show article that a Livermore police officer stopped a cyclist due to having a flashing front headlight. Also requested from the staff liaison to provide review criteria/standards to assist in the future review of the Mary Avenue Conceptual plans.

Officer Cortese stated a bicycle must have a solid headlight according to the California Vehicle Code, and a flashing headlight can be added to the solid light.

Commissioner Durham stated the bike detectors in the northbound left-turn lane on De Guigne Drive at Duane Avenue and on northbound Stewart Drive towards Duane Avenue at AMD Place are not working.

Commissioner Switzer stated the bike detector on westbound Elko Drive at Lawrence Expressway needs to be relocated.

• STAFF ORAL COMMENTS

In response to inquiries raised during the January 20th BPAC meeting, Heba El-Guendy provided the following information:

- The City of Sunnyvale has no plans to continue the future Los Altos path on the north side of Homestead Road. As a general rule, Sunnyvale does not support a separate side path construction for bikes, preferring Class II bike lanes.
- The City of Mountain View contact regarding the Stevens Creek Trail extension and future bike/pedestrian bridge at Sleeper Avenue is Mr. Bob Kagiya of the Engineering Division who can be reached at (650) 903-6311.
- According to the Code of Ethics and Conduct, a board or commission member request to meet with a City staff has to be directed to the city manager or city attorney. This can be facilitated by the Board/Commission staff liaison.
- Reported beer bottles wedged in the hand railing along the Borregas Avenue bike/pedestrian bridges were removed by the City's Street Maintenance/Lights Division.
- The installation of an all-way stop control at the intersection of Quail Avenue/Dunford Way was evaluated multiple times and does not meet warrants. The City will conduct an areawide traffic review this Fall and will re-assess intersection traffic controls at that time.
- The BPAC meeting minutes will be action minutes to follow direction of City Council made in July of 2010, and to be consistent with other boards and commissions.
- The Health and Safety Fair will take place on April 30th from 11:00 a.m. to 3:00 p.m. at the Columbia Middle School should the BPAC members wish to continue their participation.

INFORMATION ONLY ITEMS

4. City Council Ranking of Study Issues.
5. BPAC E-mail messages and/or letters since circulation of the agenda packet of the January 20th meeting.
6. BPAC Active Items List.

All accepted as submitted in the agenda packet

ADJOURNMENT

The meeting was adjourned at 7:30 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: 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">- 2011 BPAC Calendar- Annual Review of the Code of Ethics and Conduct for Elected and Appointed Officials- Design of the Stevens Creek bike/pedestrian bridge over-crossing SR 85 at Sleeper Avenue (Information Item)- BPAC E-mail Messages and/or Letters (Information item)- BPAC Active Items List (Information item)
February 17	<ul style="list-style-type: none">- Updated 2011 BPAC Calendar- Utility Bill Stuffer Concepts- Council ranking of Study Issues (Information item)- BPAC E-mail Messages and/or Letters (Information item)- BPAC Active Items List Update (Information item)
March 17	<ul style="list-style-type: none">- Updated 2011 BPAC Calendar- Transportation Development Act (TDA) Funding Recommendation- Mary Avenue Bike Lanes Project Alternative Design Concept Evaluation- Pastoria Avenue Bike Lanes Project- FY 2011/12 Curb Ramp Installations List (Information item)- FY 2011/12 Pavement Slurry Seal List for Road Segments and Parking Lots (Information item)- BPAC E-mail Messages and/or Letters (Information item)- BPAC Active Items List Update (Information item)
April 21	<ul style="list-style-type: none">- Updated 2011 BPAC Calendar- Update on the City's Climate Action Plan (CAP)- BPAC E-mail Messages and/or Letters (Information item)- BPAC Active Items List Update (Information item)

Meeting Date	Agenda Item/Issue
May 19	<ul style="list-style-type: none"> - Updated 2011 BPAC Calendar - Closing Murphy Avenue - Study Issue DPW 11-06 (Draft RTC) - Review of the Detailed Two-Year Budget - Draft Utility Bill Stuffer - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)
June 16	<ul style="list-style-type: none"> - Updated 2011 BPAC Calendar - Volunteer Recognition - 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 21	<ul style="list-style-type: none"> - Updated 2011 BPAC Calendar - City of Sunnyvale 2011 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)
August 18	<ul style="list-style-type: none"> - Updated 2011 BPAC Calendar - Update on the ongoing work on the LUTE - Study and Budget Issues Development - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)
September 15	<ul style="list-style-type: none"> - Updated 2011 BPAC Calendar - Study and Budget Issues Finalization - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)
October 20	<ul style="list-style-type: none"> - Updated 2011 BPAC Calendar - Update on the ongoing work on the LUTE - Annual reporting on collisions involving pedestrians and cyclists - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List (Information item)
November 17	<ul style="list-style-type: none"> - Updated 2011 BPAC Calendar - Update/Review Corner Vision Triangle Municipal Code Ordinance – DPW 09-02 (Draft RTC) - Ranking of Study Issues - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List (Information item)

Meeting Date	Agenda Item/Issue
December 15	<ul style="list-style-type: none">- Updated 2011 BPAC Calendar- 2012 Work Plan- BPAC E-mail Messages and/or Letters (Information item)- BPAC Active Items List (Information item)

