DRAFT

SUNNYVALE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
Meeting Minutes – October 20, 2011

The Sunnyvale Bicycle and Pedestrian Advisory Commission met at 6:30 p.m. on October 20, 2011 with Commission Chair Ralph Durham 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
James Manitakos
Ralph Durham

Members Absent: Cathy Switzer
David Gandrud
Patrick Walz

Staff Present: Heba El-Guendy, BPAC staff liaison/Senior Transportation Planner, Department of Public Works
Officer Ava Phillips, Department of Public Safety

Visitors: David Simons, VTA BPAC
Kevin Jackson, Horizon 2035 Committee member
John McGowan, Sunnyvale resident
Tim Oey, Sunnyvale resident

Commission members Switzer, Gandrud and Walz informed the BPAC Chair and the staff liaison in advance of their absence on personal or business leave. There were no objections by the BPAC members and the Commissioners' absence was excused.

SCHEDULED PRESENTATION

Officer Phillips addressed Chair Durham's questions with regard to legality of solid and blinking lights on bicycles.

Kevin Jackson noted that the officer who attended the meeting at Braly Elementary school falsely indicated that cycling is not allowed on the sidewalks in Sunnyvale, and requested that officers be informed of the City's municipal code in this regard.

PUBLIC ANNOUNCEMENTS

VTA Commissioner Simons described the potential changes to the VTA BPAC by-laws, financial savings associated with some of the changes, and the upcoming review of the special events ordinance. Noted that the suggested changes to the VTA BPAC include changes to schedules and locations of meetings, receiving agenda packets electronically only, not allowing elected officials on the BPAC, not allowing non-voting members to act as Chair or Vice Chair, and supporting VTA staff to ensure a review of developments within the different cities. Also noted that the VTA BPAC established an educational sub-committee. Expressed his admiration of the City's grant application for Safe Routes to Schools (SR2S) that he reviewed and considers one of the best in multiple counties because of the distribution of improvements and supporting data. Commissioner Simons provided his contact information for use of the City BPAC members.

Tim Oey suggested creating searchable versions (rather than scanned pdf files) of any electronically transmitted agenda packets. Noted the planning of a historical bike tour to celebrate the Sunnyvale 100 anniversary, with the tour taking place on August 25th and 26th of 2012. Inquired if the BPAC members would be interested in participating in this event and in what form.

Chair Durham requested that this planned special event be scheduled for discussion on a future BPAC meeting.

Kevin Jackson, with regards to work being carried out under the TSCN/Sunnyvale VERBS (Vehicle Emissions Reductions Based at Schools) grant, noted that this year's assessment of schools has been completed and that the planning meetings will soon take place. Requested that BPAC members attend these planning meetings if possible. Noted the planned joint study session at the end of November to review the Climate Action Plan (CAP) and updated Land Use and Transportation Element (LUTE) policies. Requested that the BPAC members familiarize themselves with the CA Complete Streets Act prior to their attendance of the joint study session.

Heba El-Guendy, staff liaison, noted the City's permitting process required of special events. Also indicated that she will e-mail schedule of the schools planning meetings to the BPAC members.

CONSENT CALENDAR

1.A) Approval of Draft Minutes of the September 22, 2011 Meeting
1.B) Approval of the 2011 BPAC Calendar Update

Commissioner Manitakos pulled item 1.A).

Commissioner Stawitcke moved and Commissioner Rausch seconded the motion to approve Consent Calendar item 1.B).

Motion passed: 4-0.

Commissioner Manitakos noted that his name was mentioned under the Present and Absent sections of the minutes. Clarified that he was absent due to rescheduling of the BPAC meeting which conflicted with his prior commitments.

Commissioner Rausch requested revising Page 4 of the minutes to clarify that: *Cupertino Union School District declined participation in the County/City school transportation project.*

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

Motion passed: 4-0.

PUBLIC COMMENTS

Kevin Jackson noted that the Active Items List is missing from the agenda packet of the October 20th meeting. Inquired about funding of the East Channel Trail and reallocation of the Transportation Development Act (TDA) funds. Raised concerns with regard to the delays in implementing the bike lanes along Mary Avenue by making it a part of the Mary Avenue extension EIR. Added that this will cause a significant risk because there are no assurances that the Mary Avenue extension EIR will be certified due to the project's oppositions.

John McGowan, a resident of Ponderosa Park neighborhood, raised concerns with regard to visibility and safety conditions at the T-intersection of Henderson Avenue and Lily Avenue where a school guard was hit by a vehicle in mid September. Indicated that the City replaced a damaged warning sign and enforcement was enhanced for a couple of days. Reported his concerns that the safety issues still exist at the intersection, which he believes is heavily traveled by pedestrians including kids. Requested that the intersection's control be upgraded to an all-way stop.

PUBLIC HEARINGS/GENERAL BUSINESS

2. DISCUSSION: Annual Reporting of Collisions involving Pedestrians and Cyclists

The BPAC members discussed the agenda item and raised questions to Officer Phillips with regard to summary information included in the collision reports produced by the CrossRoads software versus to the actual collision reports prepared by traffic officers in the field.

Due to some discrepancies found in the summary reports, staff liaison, Heba El-Guendy, suggested obtaining the collision coding definitions from the County's consultant for the CrossRoads software, as well as providing explanation to the collision statistics to be reported to BPAC in future years.

Commissioner Rausch requested that the CrossRoads maps illustrating the different collision types be also submitted with future collision reporting to BPAC.

NON-AGENDA ITEMS AND COMMENTS

- BOARD MEMBERS OR COMMISSIONERS ORAL COMMENTS

Commissioner Manitakos explained the purpose of the study issue on Bicyclist Anti-Harassment Ordinance, and raised concerns with regard to its write-up. Offered to provide written comments on the study issue by early the following week.

- STAFF ORAL COMMENTS

Heba El-Guendy provided information on the following:

- The El Camino Real Rapid Transit Project tour on October 22, 2011 starting at 9:00 a.m. at the Palo Alto Transit Center.
- Expected funding of the neighborhood signed bike routes plan that was included in a recently approved grant application for Cycle 3 of the SR2S. Also approval of additional grant funds for school education initiatives under cooperative efforts with the County's Traffic Safe Communities Network (TSCN).

INFORMATION ONLY ITEMS

3. Update on Preparation of the Land Use and Transportation Element Update. Accepted as submitted, with the staff liaison providing in formation on the joint study session for the City Council with the Planning Commission, BPAC, and the Sustainability Commission to review draft CAP and LUTE policies. The joint study session will be held on November 29, 2011 from 5:30 to 7:00 p.m. in the Library Program Rooms A & B.

4. Mary Avenue Bike Lanes Project/Mary Avenue Extension Project Environmental Review. Accepted as submitted.

5. BPAC E-mail messages and/or letters since circulation of the agenda packet of the September 22 meeting. Accepted as submitted.

ADJOURNMENT

Meeting adjourned at 8:25 p.m.

Respectfully submitted by:

Heba El-Guendy
Senior Transportation Planner