

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE  
CULVER CITY BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

SPECIAL MEETING OF THE  
CULVER CITY BICYCLE AND  
PEDESTRIAN ADVISORY COMMITTEE  
CULVER CITY, CALIFORNIA

February 19, 2020  
6:00 P.M.

**Call To Order & Roll Call**

Chair Leist called the special meeting of the Culver City Bicycle and Pedestrian Advisory Committee to order at 6:13 P.M. in the Patacchia Conference Room.

**Members Present:** Andrew Leist, Chair  
Michelle Weiner, Vice Chair  
Phillip Hernandez, Member\*  
George Montgomery, Member  
Art Nomura, Member  
Robyn Tenensap, Member  
Dane Twichell, Member

**Absent:** Ann Diga Jacobsen, Member  
Samantha Shanman, Member

\*Member Hernandez exited the meeting at 7:18 P.M.

**Staff Present:** Charles Herbertson, Public Works Director  
Heba El-Guindy, Mobility and Traffic Engineer  
Naomi Iwasaki, Bike and Pedestrian Coordinator

o0o

**Pledge of Allegiance**

Andrew Leist led the Pledge of Allegiance.

o0o

**Public Comment for Items NOT On the Agenda**

Chair Leist invited public comment.

The following members of the audience addressed the Committee:

Khin Gyi discussed increased traffic in the Culver Crest neighborhood; requested that the blinking red light at Overland and Kelmore and Ranch be changed into a regular traffic light; and she noted that there was no longer a crossing guard at the intersection.

Discussion ensued between staff and Committee Members regarding cut-through traffic; enhancements planned for the intersection; the process to change a flashing light to a regular signal; and staff agreed to provide a report from the quarterly meeting with the Mayor to the BPAC.

o0o

**Consent Calendar Items**

Item C-1

**Approval of Minutes for the November 21, 2019 and January 16, 2020 Bicycle and Pedestrian Advisory Committee Meetings**

THE BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE APPROVED MEETING MINUTES FOR THE NOVEMBER 21, 2019 AND JANUARY 16, 2020 BPAC MEETINGS AS SUBMITTED (ABSENT MEMBERS DIGA JACOBSEN AND SHANMAN).

o0o

**Order of the Agenda**

No changes were made.

o0o

**Action Items**

Item A-1

**Bicycle and Pedestrian Advisory Committee Quarterly Report**

Chair Leist invited public input.

No cards were received, and no speakers came forward.

Discussion ensued between staff and Committee Members regarding the new requirement that Committees and Subcommittees submit quarterly reports; the opportunity for input and consideration; links to the agenda items; a suggestion to include a couple of sentences under each topic; origin of the topics considered; integration; items discussed that are not on the agenda; concern that things would be lost if reports are generated solely from the agenda; a suggestion to place the report on BPAC letterhead and summarize agreed upon actions; a request for more detail in the report; focusing the report on agreed upon recommendations to the City Council; instruction to staff to apply changes and proceed with the report; reports from other Committees; appreciation to the subcommittee for their work; and a request that recommendations be reflected in the minutes at the bottom of each discussion.

Member Hernandez exited the meeting.

THE BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE APPROVED THE DRAFT BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE REPORT FOR SUBMITTAL TO THE CITY COUNCIL WITH INSTRUCTION TO STAFF TO INCLUDE AGREED UPON RECOMMENDATIONS FOR EACH AGENDA ITEM DISCUSSED (ABSENT MEMBERS DIGA JACOBSEN, HERNANDEZ, AND SHANMAN).

o0o

Item A-2

**Fiscal Year 2020/2021 Public Works Department Work Plan**

Chair Leist exited the meeting.

Charles Herbertson, Public Works Director, clarified that the report only included the portion of the work plan related to traffic including what is being done to address mobility related items in the City Council Strategic Plan.

Heba El-Guindy, Mobility and Traffic Engineering Manager, provided an overview of the report; indicated that the report included current and future objectives; discussed the travel model; workshops as part of the General Plan process; education; and she suggested that the next meeting be held in April to allow time for her to bring forward the Bicycle and Pedestrian Action Plan.

Chair Leist rejoined the meeting.

Discussion ensued between staff and Committee Members regarding concern with allowing time to consider the budget; clarification that the workplan covers concepts, not costs; the travel model forecast; expected land uses; effects of intensified land use on traffic volumes; operational conditions; establishing tools to evaluate developments as they move forward; project trip generation; California Environmental Quality Act (CEQA) changes to evaluation methods from Level of Service to Vehicle Miles Travelled; the Local Road Safety Plan; funding and implementation of the Rancho Higuera Neighborhood Traffic Management Plan (NTMP); new work plan items; grant opportunities; connecting the Ballona Creek Bike Path eastward; coordination with other agencies; grant status; education; multi-modal data collection; congestion; speed limits in the City; ITS improvements; funding; dynamic messaging signage; the Decision Support System; signal improvements; the Local Road Safety Plan; facilitating traffic movement to LAX; smart meters; pay station replacement; Transportation Demand Management (TDM); selecting applicable measures; reporting and monitoring; the Office of Traffic Safety (OTS) grant application; apps; community input for Fox Hills; variable pricing for parking; research on parking garage usage; pedestrianizing the downtown area; new parking meters scheduled to be installed; the Expo to Downtown project; changes to the scope; items to be studied for the concept design; closing off Main Street at times other than during the Farmers Market; improving connectivity; Town Plaza; concern with delaying the project by adding too much to it; protected and connected bike lanes; providing parking for walkable areas; keeping pedestrians safe; pedestrian right of way;

establishing a speed limit for motorized vehicles; signage; enforcement; and requiring dismount to pass.

Chair Leist invited public input.

No cards were received, and no speakers came forward.

THE BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE APPROVED THE FOLLOWING ADDITIONS TO THE WORKPLAN:

- 1) INVESTIGATE TRANSFORMING CURRENT DRIVABLE SPACE TO WALKABLE/BIKEABLE SPACES IN THE DOWNTOWN AREA; AND
- 2) STUDY THE FEASIBILITY OF ALLOWING BICYCLES AND MICROMOBILITY DEVICES SAFELY AND RESPECTFULLY IN THE TOWN PLAZA AREA; AND
- 3) INVESTIGATE FUNDING OPPORTUNITIES.

Charles Herbertson, Public Works Director, discussed the workplan presentation and the process to add items to the workplan.

THE BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE APPROVED THE CURRENT WORKPLAN.

o0o

Item A-3

#### **Update on the Metro Bikeshare Program**

Naomi Iwasaki, Bicycle and Pedestrian Coordinator, provided an update on the Metro Bikeshare Program; discussed twelve potential locations; in relation to locations in the City of Los Angeles.

Discussion ensued between staff and Committee Members regarding a suggestion to add a location by the Transit Center; parking opportunities; Fox Hills; bike lanes planned for Sepulveda Boulevard; people who cut through the mall parking area; the future station location; funding for the Overland project; the connection to the Transit Center; encouraging people out of their cars; building first/last mile connections; coordination with the shopping center; community outreach; existing Metro Bikeshare locations in the surrounding communities; and the Metro Transit app.

Chair Leist invited public input.

The following members of the audience addressed the Committee:

David Coles, Bike Culver City, felt that connection to transit was the key to making the program work and he suggested communicating with Culver CityBus regarding free or discounted transfers.

Discussion ensued between staff and Committee Members regarding agreement to communicate with the Transportation Department regarding integration with the TAP card.

David Metzler questioned whether there were overlays with the most popular bus stops; discussed scooter data; taking the schools, the Library, and Ballona Creek into consideration; and community input into choosing the locations.

Discussion ensued between staff and Committee Members regarding the process for choosing locations; coordination with bus service; ensuring sufficient sidewalk width; facilitating changes; the current opportunity to provide additional input; making Bikeshare available even if it is not heavily used; ensuring connectivity between Fox Hills and the rest of the City; a suggestion to have a location adjacent to the Library; adding other locations over time; moving to the next phase; budgeting issues; limited resources; Metro process for future moving or removing specific locations; boundaries with Los Angeles; the importance of connectivity between the bus systems and the Metro bikes; the UPass system for students; and a suggestion to remove the Town Plaza location, move the location near Costco closer to the store; and move location #6 closer to the Library and Culver City Middle School.

Sophie Nenner discussed station locations; transfers; usage; support for having a location at Fox Hills and at the library; locations without a nearby station; extra charges for bicycles not left at a station but within a service area; kiosks; vending machines; use of the app; coordination between agencies; age requirements to use Metro Bikeshare; overlapping with scooter data; high density areas; support for keeping the Town Plaza location

to bring revenue to the City and offset costs; and the number of allowable free station relocation each year.

Additional discussion ensued between Ms. Nenner, staff and Committee Members regarding density in Palms; physically moving stations; reallocation of the number of bicycles; experiences of other cities; key data to determine the best location; visibility; design; site planning; ongoing discussions with the film industry; agreement to bring the item back before the Committee in April; the Memorandum of Understanding (MOU) with Metro; interest in additional stations by the Library and Fox Hills; the desire of the Committee to get things done and move forward; scheduling; extension of the Metro geofence; coverage areas; service agreements; the planned launch date before the end of the fiscal year; coordination with Metro; density information; the limit on the number of stations; redundant stations; density information; scooter information; options with the studios; compromises; maintenance; permitting requirements; finding a balance and a way to work with the studios; and staff agreement to return with options for consideration.

THE BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE APPROVED THE PLAN AS SET FORTH.

o0o

**Public Comment for Items NOT On the Agenda (Continued)**

Chair Leist invited public comment.

The following member of the audience addressed the Committee:

David Metzler shared a video of a police car with its lights on travelling on Washington near Main Street at rush hour that was unable to get through; he suggested having a dedicated transit lane on Washington through La Cienega as far west as possible; discussed dangers connected to people coming out of the parking garage on Main Street; adding a pedestrian scramble; implementation of turn restrictions; and he suggested making the area a pedestrian only zone.

Discussion ensued between staff and Committee Members regarding prioritizing pedestrians; requirements for potential scrambled intersections; recommendations from consultants against shared bus/bike lanes for safety

reasons; signal synchronization; the Jefferson and Sepulveda intersection; new developments; consideration of future mobility; required improvements; testing of the Adaptive Traffic Signal system and impacts to pedestrian signal timing; planned installation of bike lanes on Centinela near Playa Vista from Sepulveda to the City limit; widening feasibility; right of way; lane width reduction; reduced medians; and staff agreement for future review and discussion.

o0o

**Receipt of Correspondence**

None.

o0o

**Items from Bicycle and Pedestrian Advisory Committee  
Members/Staff**

None.

o0o



**Adjournment**

There being no further business, at 8:19 P.M., the Bicycle and Pedestrian Advisory Committee adjourned its meeting.

o0o

*Heba El-Guindy*

---

Heba El-Guindy  
Mobility and Traffic Engineering Manager, Public Works  
Department  
Culver City, California

APPROVED

---

Andrew Leist  
CHAIR of the Culver City Bicycle and Pedestrian Advisory  
Committee  
Culver City, California

I declare under penalty of perjury under the laws of the State of California that, on the date below written, these minutes were filed in the Office of the City Clerk, Culver City, California and constitute the Official Minutes of said meeting.

---

Jeremy Green  
CITY CLERK

---

Date