

OFFICIAL MINUTES OF THE CULVER CITY  
BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

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

November 21, 2024  
6:00 P.M.

**Call To Order & Roll Call**

The regular meeting of the Culver City Bicycle and Pedestrian Advisory Committee was called to order at 6:04 P.M. in the Patacchia Meeting Room at City Hall and via Webex.

**Members Present:** Dorothy Sadd, Chair  
Jack Galanty, Vice Chair  
Joel Falter, Member  
Carolyn Libuser, Member  
Greg Maron, Member  
Travis Morgan, Member  
Hunter Salem, Member\*  
Dane Twichell, Member

\*Member Salem arrived at 6:05 P.M. and exited the meeting at 9:13 P.M.

\*Member Libuser exited meeting at 8:30 P.M.

**Absent:** J. Marvin Campbell, Member

**Staff Present:** Diana Chang, Chief Transportation Officer  
Edgar Varela, Special Events Manager  
Luis Martinez, Police Department Captain  
Ryan Hund, Transportation Management Analyst  
Alicia Ide, Public Works Management Analyst  
Kate Saunders-Britton, Transportation  
Administrative Secretary

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**Pledge of Allegiance**

Meeting attendees recited the Pledge of Allegiance.

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**Community Announcements from Members**

Member Maron announced the Walk and Rollers fundraiser on December 1.

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**Updates from Subcommittees/Delegates/Members**

Chair Sadd discussed duties and abilities of subcommittee members noting the importance of providing regular updates.

Member Falter indicated nothing to report from the Ballona Creek Projects Ad Hoc Subcommittee as that is under the control of staff.

Alicia Ide, Management Analyst, indicated that the project was on hold, but she would put subcommittee members in touch with staff.

Chair Sadd indicated that she would have an update from the West LA College Ad Hoc Subcommittee at the next BPAC meeting.

Member Libuser indicated nothing to report from the Tri-School Area Safe Routes to School Traffic Study Ad Hoc Subcommittee.

Member Maron proposed holding a Subcommittee meeting after Item A-3 on the current agenda is considered.

Chair Sadd proposed that subcommittee members coordinate between themselves to provide a report for the full Committee.

Alicia Ide, Management Analyst, requested a reminder to connect the subcommittee with Andrew Maximous to find out the status of the study, and she proposed connecting Ballona Creek Maintenance Ad Hoc Subcommittee Members with the head of the Maintenance Department.

Member Morgan reported on his positive experience with bringing a matter to the attention of the Maintenance Department and their quick response.

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**Information Items from Staff**

Ryan Hund, Management Analyst, provided an update on the MOVE Culver City Project; discussed general questions received regarding the bus/bike lane; the updated FAQ; and signage.

Diana Chang, Chief Transportation Officer, discussed ensuring that people know what to expect; regular refresher training for bus operators; and she asked that anyone with concerns alert staff.

Discussion ensued between staff and Committee Members regarding what vehicles are allowed in the new bus/bike lane; rules for sidewalks; e-bikes; the Ballona Creek Bike Path; bus/bike signals; bike signals; timing; bike detection; maintaining push buttons; default triggers; data collection; reporting of close calls; recent incidents not related to bus/bike lanes; access to CCPD (Culver City Police Department) report data; investigation of anything that relates to bus service; using incidents as part of bus driver training; feedback from the community; and public education.

Alicia Ide, Management Analyst, discussed email sent to Committee Members regarding the upcoming deadline to receive feedback on the Complete Streets Design Guidelines; information regarding compliance with the new Daylighting Law and prioritization of implementation areas.

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

Chair Sadd read the Culver City statement regarding hate speech and invited public comment.

The following members of the public addressed the Committee:

David Coles provided an update on cars intruding on the Elenda Street Bikeway; reported that staff had observed conditions and responded by installing bollards to address issues; he expressed appreciation to Thomas Check for his attention to the issue; asked about agendizing a discussion of National; discussed people killed over the past 20 years; and he felt that traffic calming and safety improvements along the corridor would make a difference.

David Snyder was called to speak but indicated wanting to speak on a different item.

Jim Shanman discussed additional bike education workshops in the new year as part of the Safe Routes to School project; the focus one-bikes; identification of venues and creative ways to deliver programming; traditional classes; the need for appropriate venues and partners; engaging students and parents; he indicated being open to any suggestions for the ongoing program; reported that he had not been contacted regarding the Safe Routes to School Subcommittee; discussed the Culver City/CCUSD (Culver City Unified School District) Liaison Committee meeting held earlier in the week; and he invited anyone from the subcommittee who is interested to attend the regular monthly meeting with CCUSD, CCPD, Transportation, and City staff.

Discussion ensued between staff and Committee Members regarding clarification that the Safe Routes to School Subcommittee is comprised of Members Libuser and Maron; suggestions that Subcommittee Members attend meetings whether or not there is an agenda item that seems to pertain to the BPAC; items that come up; and knowing that there is nothing to report.

Michelle Weiner reported a recent pedestrian accident at Braddock and Elenda; noted that even with crossing guards, there are still issues; discussed the traffic study; the dead spot for bicyclists at Cota and Jefferson and she suggested putting in a more sensitive bike trigger or another crosswalk.

Discussion ensued between staff and Committee Members regarding the proper time to agendize issues; acknowledgement of the situation; and having a conversation with Public Works.

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### **Receipt of Correspondence**

Alicia Ide, Management Analyst, indicated that correspondence had been received, but after the deadline.

Chair Sadd reported receipt of 10 individual emails from residents from the area around Elenda and Braddock recapping the recent accident, suggesting steps, and commenting on the situation; discussed correspondence about the accident that happened and suggestions on how to move forward; others who received copies of the correspondence; and she proposed agendizing the item later in the meeting.

Alicia Ide, Management Analyst, indicated that comments received directly by Members should be forwarded and those and others received late will be included in the next meeting.

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## **Action Items**

### Item A-1

#### **Receive a Presentation and Discuss Bike Lane Violations and Enforcement and Bike and Pedestrian Safety**

Luis Martinez, Culver City Police Department (CCPD) Captain, provided a presentation on bike lane violations and enforcement, and bike and pedestrian safety; discussed department philosophy; broken traffic signals; education; Walk and Rollers; community engagement; Coffee with a Cop; use of funding for community outreach on bike safety; e-bike training and awareness; citations for drivers in the MOVE Culver City bus/bike lane area; citations in other areas; citations for hazardous actions; parking citations for those in bus/bike lanes; clarification that none of the accidents in the MOVE Culver City area involved bicycles; and automated bus lane enforcement.

Diana Chang, Chief Transportation Officer, discussed collaboration on implementation of the bus lane enforcement project; execution of the IT contract; implementation; installation of AI (Artificial Intelligence) photo/video enforcement technology on the windshield of buses; capturing video footage of violations on the bus/bike lanes; initial deployment; issuing citations after the 60-day grace period by law; and the inability to use AI technology for moving violation citations.

Discussion ensued between staff and Committee Members regarding repeat offenders; fines; moving violations as more serious than parking violations; determining appropriate parking fines; collaboration with the Public Information Officer to get the word out to the public; expiration of the grace period for moving violations; staffing levels; public awareness and engagement; fine levels for each infraction; people driving/parking in the bus lanes who may not be from Culver City; dangers created by parking in a bus zone; associated fines; the multi-jurisdictional Ballona Creek Bike Path; close calls; signage; California Vehicle Code for red

light cameras mandating signage; lack of a mandate for signage but support for signage to get the word out; keeping the focus on the specific agenda item; protocol for patrol units or parking enforcement to write citations; concern with the low number of citations and lack of enforcement; a parking enforcement officer who was assaulted; communication that additional enforcement is sought; project benefits; collecting data on moving violations; identification of hot spots; and responsibilities of Parking Enforcement vs. of Patrol Units.

Chair Sadd invited public comment.

The following members of the public addressed the Committee:

David Coles expressed support for enforcement; discussed new tools for enforcement; the need for data collection for cycling in the corridor; anticipated drop in cyclists using the corridor because of safety concerns with riding in the bus lane; the small percentage of violators cited; vulnerable road users; impatient drivers; and he felt that the dangers were why the lanes were not going to work.

Jacob Snyder, Turning Point School, provided background on himself; asserted that he felt safe in the dedicated bus/bike lane; discussed getting a crosswalk at Wesley and National agendized; lengthening the walk signal in the morning, adding lights and reflectors, and installing crosswalks on both sides; the days before the pedestrian and bike path was on the other side of the Metro; appreciation for the pedestrian path; support for making a safer pedestrian area; the no right turn; and, responding to inquiry, he clarified that he wanted to see the walk signal that crosses National at Wesley be extended.

Discussion ensued between staff and Committee Members regarding the heavily used crossing at Wesley and National.

Alireza Jabari was called to speak but could not be heard.

Discussion ensued between staff and Committee Members regarding enforcement for people driving through the bus lane; the OTS (Office of Transportation and Safety) grant; primary collision factors; Vehicle Code requirements; grace period; concern that the cameras could create a blind spot for other enforcement; regulations governing cameras on buses; implementation on a more permanent basis on the ten

buses; examination of data needed before expansion; photo and video taken of cars for ticketing; ensuring clarity so the citation cannot be contested; enforcement methods used in other cities; areas with recurring issues; backups at the intersection, bus stop, and valet at the Shay Hotel; identification of responsibility for communicating about hot spots; education and enforcement; community complaints; built up frustration; the intent to provide useful feedback; taking a proactive approach; safety issues; regular unloading in the bus/bike lane by Erewhon during the day; eyewitness accounts of cars blocking traffic in the bus/bike lanes for an extended period of time; frustrations when patrol cars just drive by violations that reduce safety; the feeling that cyclists in the community are not valued by CCPD; the opportunity to find better ways to show that cyclists matter; a hit and run of a cyclist in November; enforcement concerns on Ballona Creek; motorcycles; jurisdiction; other mobility options; safety concerns for cyclists and pedestrians; and resentment that CCPD does not value cyclists.

Additional discussion ensued between staff and Members regarding motorized vehicles on the sidewalk; adding signage to indicate proper speed limits; hazards to pedestrians; those who are hard of hearing; close calls with motorists and cyclists; cyclists who run stop signs; the need for education and enforcement; enforcement as a way to get the message across; addressing conflicts; people who are allowed to be in the right of way; figuring out what the rules are; work the BPAC can do to contribute to solving issues; public service campaigns; addressing moving violations by motor officers; number of parking violations vs. moving violations; violations vs. citations; priorities; enabling safe mobility; areas for collaboration between CCPD and the BPAC; urgency with addressing traffic safety; willingness to engage in communication to address issues; public facing messaging regarding moving violations; social media; making it clear what constitutes a violation; frequency of patrols; the image of Culver City; Bike Patrols; responding to calls for service; staffing levels; and signage prohibiting motorized vehicles.

Further discussion ensued between staff and Committee Members regarding placing the focus on the downtown area; bike patrols; large events; prioritizing the Bike Patrol; higher fines at bus stops due to increased risks; a suggestion that fees be comparable for parked cars; instructions on a restaurant app telling people to park in the bike lane; the need to partner with downtown businesses; providing other

alternatives; the Downtown Business Association (DBA); meeting frequency; and contact information to report someone parking in the bus/bike lane to the Parking Supervisor.

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Item A-2

### **Receive a Presentation and Discuss Bike Parking for Events**

Edgar Varela, Special Events Manager, provided background on himself; discussed driving economic vitality and cultural events into Culver City; City-sponsored events; in-kind sponsorships; and smaller events.

Discussion ensued between staff and Committee Members regarding the permitting process; different types of events; the recent State of the City event; street closures; impacts; neighborhood outreach; valet provided for large closure events; cost; City events that require street closures; larger events with closures that trigger re-routing buses; collaboration with Jim Shanman or the organization willing to run the bike valet; donations collected; infrastructure for valet services; the significant bike valet set up for Walk and Rollers though it is not required; restroom mandates for large events; lack of mandated bicycle parking; Pride as a bike event; finding places for a bike valet; sponsorship as pre-vetting; City Council consideration of street closures; providing information for alternative transportation options; equipment costs; space; delivery and set up; bicycle barricades; staffing; storage issues; fire lanes; potential storage in the Ince garage; additional control over City-produced events; liability; hourly minimums for set up; private events; budget priorities; designating a Committee Member to request City Council consideration of a requirement for bicycle parking at City events vs. making a Committee recommendation; lack of bike parking at the State of the City event; parking as the only plan of access in event requirements; buses; going to the City Council to get approval for everything; the ability to include buses without City Council approval; getting people in and out safely and successfully; bias; decision making; losing sight of the benefits of bike parking because of the costs; having staff prioritize bicycle parking within their scope; and the cost of taking action vs. the cost of not taking action.



Additional discussion ensued between staff and Committee Members regarding the need for City Council approval to make bike parking a mandated part of City events and sponsored events; whether the change could be handled within the Public Works Department; department approvals for events; inclusion of costs in the budget; different concerns for different departments; lack of an enforcement mechanism; being more mindful of opportunities to add parking when possible; space considerations; renting vs. buying equipment; the budget process; individual event budgets; and trimming the budget in other areas to accommodate bicycle parking.

Chair Sadd invited public comment.

No public comment was received.

Further discussion ensued between staff and Committee Members regarding making a paradigm shift; adding extra fencing to an existing event; encouraging more people to use bikes at City events; the 4<sup>th</sup> of July drone show event; including bike parking requirements to ensure it happens consistently; bike valet volunteers; requiring bike parking just as car parking is required; cost to deliver the bike racks; liability involved with the use of volunteers; the ability to make recommendations; permits; insurance; enforcement; the suggestion to add an ADA (Americans with Disabilities Act) viewing area at the Summer Concert series; minimal staffing with much to manage; staff agreement to add unmanned bike parking behind the Erewhon area; process; staff agreement to investigate whether going to the City Council is required; whether Public Works can mandate the item; City Council consideration vs. City Manager consideration; the budget issue; costs for labor from Public Works vs. rental costs; interdepartmental communication; and awareness that there was a major event that would impact the State of the City event.

Member Morgan moved that Public Works staff be directed to include a bike parking plan requirement in events permits.

Discussion ensued between staff and Committee Members regarding smaller events without parking plans; proposing a recommendation to the City Council for bicycle parking requirements in the permitting process for City-sponsored events, major events, and complicated events; full mobility options beyond cars; alternative mobility and bike parking; and a suggestion to amend the existing requirement rather than making a new one.

Member Morgan agreed to amend his motion to include clarification that rather than adding a new requirement, the existing requirement should be amended.

Additional discussion ensued between staff and Committee Members regarding creating an attendee arrival plan; having the option for a bike valet area or bike barricades to satisfy requirements; and different scenarios that have worked well in the past.

MOVED BY MEMBER MORGAN, SECONDED BY CHAIR SADD AND UNANIMOUSLY CARRIED (ABSENT MEMBER CAMPBELL), THAT THE BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE: REQUEST THAT PUBLIC WORKS STAFF ADD A BIKE PARKING PLAN REQUIREMENT TO ALL EVENT PLANNING PERMITTING AND/OR REVISE THE CURRENT PARKING PLAN REQUIREMENT TO INCLUDE BIKING AND OTHER MODES OF TRANSPORTATION (ATTENDEE ARRIVAL PLAN), AND IF THE DEPARTMENT CAN NOT ACCOMPLISH THAT ON ITS OWN AUTHORITY, PRESENT CITY COUNCIL WITH A RECOMMENDATION FOR A REQUIREMENT OF A BIKE PARKING/BIKE PLAN FOR CITY EVENTS, CITY SPONSORED EVENTS, AND OTHER LARGE SCALE AND/OR COMPLICATED PERMITTED EVENTS.

Further discussion ensued between staff and Committee Members regarding an upcoming event on December 14 and events the City has more control over.

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Item A-3

**Receive Update and Discuss Planning and Possible Collaboration for an Upcoming Culver City Unified School District Event**

Alicia Ide, Management Analyst, introduced the item.

Discussion ensued between staff and Committee Members regarding recent City Council/Culver City Unified School District (CCUSD) Liaison Committee meetings; consideration of a proposed event with temporary street closures to create a walking boulevard in May for Bike month; clarification that the event would not be a CCUSD event; the next City Council/CCUSD Liaison Committee meeting; the importance of engaging with schools on mobility options; synergy with the goals of Walk and Rollers; student involvement; clarification

that the event would not be a Walk and Roller event; and the role of the BPAC not to rely on Culver City Police Department.

Member Maron proposed a motion to move the agenda item to the January 2025 meeting with an invitation to Jim Shanman to share his vision and receive feedback so he can move forward with input from BPAC. Member Falter seconded the motion.

Member Salem exited the meeting

Additional discussion ensued between staff and Committee Members regarding meeting dates for the BPAC and for the City Council/CCUSD Liaison Committee; determining what would be interesting to a middle school or high school student; substantial student interest; Walk and Rollers as being targeted for elementary school children; re-branding; making a request that Member Salem brainstorm ideas with Jim Shanman; and ensuring that Member Salem is at the January BPAC meeting.

MOVED BY MEMBER MARON, SECONDED BY MEMEBR FALTER AND UNANIMOUSLY CARRIED (ABSENT MEMBERS CAMPBELL AND SALEM), THAT THE BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE AGENDIZE A PRESENTATION BY, AND DISCUSSION WITH, JIM SHANMAN IN ADVANCE OF FURTHER PLANNING AT THE NEXT CITY COUNCIL/CCUSD LIAISON COMMITTEE MEETING FOR THE JANUARY BPAC MEETING, WITH DIRECTION TO MEMBER SALEM TO REACH OUT TO THE STUDENT BODY TO BRING THAT PERSPECTIVE TO THE DISCUSSION.

Chair Sadd invited public comment.

The following member of the public addressed the Committee:

Jim Shanman indicated being the Culver City Safe Routes to School Coordinator overseeing the Culver City Walk and Rollers program; stated that they cover the entire School District including Culver High; discussed the process; the K-12 program along with adult education programs; preliminary discussions to explore an event; opening up the street for one morning; education and awareness; past efforts to create a similar public event; outreach efforts; logistics; hours; communication; the basic concept to close most of Elenda from 7 A.M. to 9 A.M. with alley access for residents; several streets that would probably remain open; creation of a plan for disabled students; and coordination with Culver City Bus.

Discussion ensued between Mr. Shanman, staff, and Committee Members regarding the goal to have more of a solidified plan;

identification of any issues; being prepared to address any concerns; the short timeframe to create a workable plan; providing a presentation to the City Council; going through the special events process; support for getting valuable feedback from the BPAC at the January meeting; the subcommittee dedicated to Safe Routes to School in that area; ensuring that the residents on Elenda are included early in the planning process; previous communication with residents; the robust outreach effort; and staff agreement to share contact information.

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

Chair Morgan invited public comment.

Alicia Ide, Management Analyst, reported that no requests to speak had been received.

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**Member Requests to Speak at City Council Meetings**

Alicia Ide, Management Analyst, discussed upcoming items including the kiosks meeting coordinated with the City Council subcommittee created at the last City Council meeting; having staff discuss addressing the intersection at Cota and Jefferson; and whether the BPAC wanted CCPD present for the discussion of the Braddock/Elenda accident.

No Member requests to speak were planned.

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**Member Requests to Agendize Future Items**

Discussion ensued between staff and Committee Members regarding items to agendize; feedback received about the Braddock/Elenda accident with suggestions; facts that are missing; the need to discuss what happened and generate feedback; consideration of a police report; a suggestion for the presence of CCPD and Traffic; money allocated for crossing guards; the supposition that there was a distracted driver; feedback for CCUSD; the pedestrian accident; supervision of the crossing guard; involvement of PRCS (Parks, Recreation and Community Services); street layout; where attention

should be focused moving forward on Elenda; plans to address the entire area; a discussion of the corner of Wesley and National; the request for collision statistics; crosswalks on both sides; adding a longer walk signal; reflectors; lights; the request for an update on the Elenda Street Bikeway; the temporary installation; safety of pedestrians on Ballona Creek and in general; existing knowledge on bike/motorcycle situation; enforcement; research on the complicated jurisdiction on Ballona Creek; lack of education and enforcement; existing laws; the subcommittees related to Ballona Creek; the focus of the next meeting on the budget; inviting CCPD to the March meeting to discuss issues; the update on the tri-school Safe Routes to School funding; Culver Boulevard; and the tentative Mobility meeting scheduled for January.

Committee consensus was achieved to agendize the following items for discussion: receive an update on the Braddock/Elenda accident; discuss the corner of Wesley and National; receive an update on the request for collision statistics and mitigations; receive an update on the Elenda Street Bikeway; receive information on the safety of pedestrians on Ballona Creek Bike Path; receive an update on Tri-school Safe Routes to School plan.

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#### **Information Items from Staff (Continued)**

Alicia Ide, Management Analyst, encouraged Committee Members to attend the December 9, 2024 and January 13, 2025 City Council meetings; discussed items pertinent to the BPAC; determining who serves on which committees; and she reminded Committee Members to complete their ethics training.

Discussion ensued between staff and Committee Members regarding waiting until after the next meeting to speak about bike events.

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**Adjournment**

There being no further business, at 9:43 P.M., the Bicycle and Pedestrian Advisory Committee adjourned to January 16, 2025.

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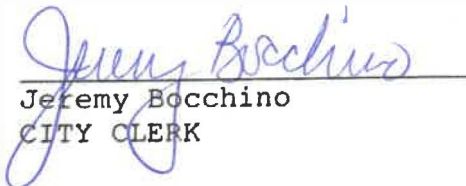
Alicia Ide  
SECRETARY of the Culver City Bicycle and Pedestrian  
Advisory Committee  
Culver City, California

APPROVED



Dorothy Sadd  
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 Bocchino  
CITY CLERK

29 JAN 2025

Date