

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

March 16, 2017
6:00 P.M.

Call To Order & Roll Call

The meeting of the Culver City Bicycle and Pedestrian Advisory Committee was called to order at 6:08 P.M. in the Dan Patacchia Room on the First Floor of City Hall.

Members Present: Andrew Leist, Chair
Kristen Torres Pawling, Vice Chair
Patricia Bijvoet, Member
Joel Falter, Member
Jack Galanty, Member
Danielle Koplinka-Loehr
Robyn Tenensap, Member
Dane Twichell, Member
Michelle Weiner, Member

Staff Present: Charles Herbertson, Public Works Director
Eric Bruins, Bicycle and Pedestrian
Coordinator

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Pledge of Allegiance

The Bicycle and Pedestrian Advisory Committee recited the Pledge of Allegiance.

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Public Comment for Items NOT On the Agenda

Chair Leist invited public comment.

The following member of the audience addressed the Committee:

Ken Mand discussed the plan for protected bike lanes recommended to the City Council by the BPAC; the Visioning Study; and he asked the BPAC to re-agendize a conversation to ensure that goals are met, and recommend that either side of the street is a possibility with tradeoffs pending future engineering.

Discussion ensued between staff and Committee Members regarding City Council consideration; scheduling; clarification that the recommendation is silent on alignment but specific with the recommendations to allocate money in the budget and securing right of way; and clarification that decisions regarding hiring the engineering firm would reengage the Committee at that time.

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Consent Calendar

Item C-1

Meeting Minutes – January 19, 2017

THE BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE APPROVED THE MINUTES FOR THE REGULAR MEETING OF JANUARY 19, 2017.

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Presentations

Item P-1

Report from Staff

Eric Bruins, Bicycle and Pedestrian Coordinator, announced CicLAvia on March 26 from 9 A.M. to 4 P.M. and he discussed the route and the schedule of events.

Charles Herbertson, Public Works Director, thanked Metro for the grant.

Eric Bruins, Bicycle and Pedestrian Coordinator, reported that a pop-up demonstration of the Expo-Downtown Bicycle Connector on Washington Boulevard from National to Helms would connect Helms to the CicLAvia route; he indicated that staff was working to gather information and consult with stakeholders to address remaining concerns about the Expo-Downtown Connector before scheduling the project for City Council consideration; he reported that engineering and environmental had been included in the draft Fiscal Year 2017/18 Work Plan; allocation for the engineering phase had been received from the California Transportation Commission for the La Ballona Safe Routes to School Project funded by ATP Cycle 2 with a Request for Proposal (RFP) for design/engineering to be released in the near future and design work set to begin during the summer; he reported that a community meeting about the project would be scheduled when preliminary engineering is completed; he reported that the Culver City Unified School District had been named a California Green Ribbon School District reflecting efforts on energy and water conservation, environmental education programs, and other sustainability measures; and he indicated that City recognition prominently featured the Culver City Walk & Rollers program that encourages students to choose green modes of transportation to school.

Jim Shanman, Safe Routes to School Coordinator, reported that Walk & Rollers is one of the top five programs in the entire state and has a chance at federal recognition.

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Item P-2

Ivy Station Construction Access

Eric Bruins, Bicycle and Pedestrian Coordinator, introduced the item.

Ryan Kvalvik, Lowe Enterprises, provided a presentation regarding pedestrian & bicycle access to the Expo Line station during construction of the Ivy Station Project and he indicated that additional updates regarding construction are available at <http://www.ivystationculvercity.com/>.

Nick Saponara, Metro, discussed impacts to bus stops around the perimeter of the site; station accessibility; and bicycle infrastructure.

Discussion ensued between the speakers and Committee Members regarding traffic disruption; the hotel being constructed; accessibility to the secure bike racks and restrooms; accessibility of the station for current transit users; regular updates for pedestrians; logistics; the website; directing traffic to the Ince garage; signage; bicycle lockers and parking; bike share; increasing numbers of bicycle users; accommodating different needs; and EV charging stations.

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Action Items

Item A-1

Bike Share Feasibility Study

Eric Bruins, Bicycle and Pedestrian Coordinator, introduced the item.

Sam Frommer, Sam Schwartz Engineering, provided a presentation on the recently published Bike Share Feasibility Study; reviewed the process; discussed bike share systems currently in place; expansion; ensuring a transparent and open process; goals and objectives; ridership projection; the financial analysis and final report; working to serve everyone in Culver City; cost effectiveness; adaptability; recommended service areas; information from other systems; system parameters; heat map projections; operational standards and benefits; the four main goals: integrate the whole of the City with itself, neighbors and transit, serve all residents, cost effectiveness, and adaptability; rapidly emerging technology; station densities; ridership projections; types of technology considered; the City owned model vs. contracting out for services; walk up and monthly trips vs. annual trips; the recommended service area; Metro as the primary funder of services; estimated staff time; City responsibilities; advantages to using SmartBikes; available funding from Metro; quantitative and qualitative risks and barriers; sponsorship; funding sources; consistency of vendors with surrounding areas; SmartBikes vs. Smart Docks;

full system integration; using Cycle Hop vs. Metro; system contiguity; coordination with the Los Angeles Department of Transportation; flat fee contracts; Zagster; introducing a third system into LA County; and the recommendation to go with the Metro/BTS System and the time frame for launch.

Discussion ensued between the speaker and Committee Members regarding Smart Docks; incentives to return the bikes to the hub; proximity to hubs; staying within system boundaries; access; and system service areas.

Eric Bruins, Bicycle and Pedestrian Coordinator, introduced representatives from CycleHop and Metro/BTS.

Michael Lawrence, CycleHop, congratulated everyone for moving Culver City forward into Bike Share; felt that Culver City was much more aligned with Santa Monica, West Hollywood and other areas rather than Los Angeles; he encouraged Committee Members to review information he submitted for the record regarding equipment; noted that Cycle Hop is one of the largest SmartBike operators in the country; discussed bikes currently being used; he expressed concern with the choice to use untested bikes and operators; discussed costs; the Metro analysis; the price competition issue; risks; and he noted that the CycleHop would be happy to submit a supplemental proposal to address any concerns.

Discussion ensued between staff and Committee Members regarding going through an RFP Process; what is needed to move forward; the non-linear nature of the process; the competitive process used by Santa Monica; conducting a feasibility study; ridership numbers; fare structure; using a regression model; heat maps; variables used besides density; ridership statistics; peer cities; Bike Share planning in the South Bay cities; infrastructure; formulation of models; and the actions of Seattle.

Andres Cuervo, Palms Neighborhood Council, thanked Culver City for their efforts; discussed funding; limitations with the City of Los Angeles; effects on the communities of Playa Vista and Mar Vista; he suggested creating an advisory council to integrate the surrounding communities; discussed management structure; indicated that Palms was happy to host continuing conversations in the process noting that they have a Metro station as well; he reported that Metro has land that is ready to go; he discussed the

funding model for the City of Los Angeles; and cost estimates.

Discussion ensued between staff, Committee Members and meeting attendees regarding compatibility; having the City undertake a competitive process; Metro/BTS as the main operator for the region; the current CycleHop model; fare policies; system integration; student plans; Westside Cities Bike Coordination meetings; Metro Bike Coordination meetings; the draft Memorandum of Understanding; the co-op model; peer city to peer city; participation as stakeholders with Metro; the collaborative relationship; scheduling; expansion; other neighborhoods to integrate; operational readiness; Metro's Regional Bicycle Implementation Plan; prioritization; system boundaries; relationships with private land owners; station placement and density; use of the public right of way; staff efforts for station siting; network design; existing public infrastructure; permanent costs; right of way; expenses covered by the City of LA; permitting and siting expenses covered by CycleHop; City of LA assets vs. Culver City assets; a suggestion to formulate questions to submit to the vendors; level of comfort of the Committee in moving forward; concern with new information being presented by CycleHop; comparing the systems equally; reflection of costs in the feasibility study; negotiations as to who pays the costs; adding the new financial information into the study; clarification on the process to create the study and staff report; support for an autonomous system; the reality of needing to coordinate with others; costs; inclusion of costs of a Bike Share system in the budget; the installation schedule; the technological side; fare structures; transfers; operational subsidies; unanswered questions; whether to hold a special meeting; making a conditional recommendation; Smart Bike technology; and agreement that if all components of the proposed system are not included, the Committee wants the item to return to them for consideration.

Lee Jones, equipment supplier for Metro/BTS, clarified that field testing would be completed by August 2017 and bicycles would be in the marketplace well before the planned roll out in May 2018.

Additional discussion ensued between staff, Committee Members and meeting participants regarding clarification that results of the field testing would be considered

before making the decision to place the order; the deployment timeline for CycleHop; integration; service levels in the contract; bicycles used with the CycleHop model; data collection; filling in gaps; recommended service areas; Smart Bike vs. Smart Dock; Pedal Assist; solar arrays; and integrating electric bikes into a Smart Dock system.

MOVED BY MEMBER FALTER, SECONDED BY CHAIR LEIST AND UNANIMOUSLY CARRIED, THAT THE BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE RECOMMEND THAT THE CITY COUNCIL:

1. RECEIVE AND FILE THE CULVER CITY BIKE SHARE FEASIBILITY STUDY;
2. DIRECT STAFF TO PURSUE AN AGREEMENT WITH METRO AND THE CITY OF LOS ANGELES TO FACILITATE THE JOINT IMPLEMENTATION OF THE RECOMMENDED 620-BIKE METRO BIKE SHARE SYSTEM WITH SMART BIKE TECHNOLOGY;
3. INCLUDE FUNDING FOR THE LAUNCH AND OPERATION OF THE RECOMMENDED BIKE SHARE SYSTEM IN FISCAL YEAR 2017/18; AND
4. SET A GOAL OF SYSTEM LAUNCH IN TIME FOR BIKE MONTH IN MAY 2018.

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Item A-2

**FY 2017/2018 Public Works Work Plan and Budget
Recommendations**

Charles Herbertson, Public Works Director, discussed bicycle and pedestrian related items in the draft 2017/18 work plan presented to the City Council.

Discussion ensued between staff and Committee Members regarding support for the work plan; current California Environmental Quality Act guidelines; measuring traffic impacts by Level of Service at intersections; the change to measuring by Vehicle Miles Travelled; the need for study and analysis; and development of a fee for trip generation as a funding source for active transportation.

MOVED BY CHAIR LEIST, SECONDED BY VICE CHAIR TORRES PAWLING AND UNANIMOUSLY CARRIED, THAT THE BICYCLE AND PEDESTRIAN

ADVISORY COMMITTEE SUPPORT THE BICYCLE AND PEDESTRIAN ITEMS IDENTIFIED IN THE PROPOSED PUBLIC WORKS DEPARTMENT FISCAL YEAR 2017/18 WORK PLAN.

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Item A-3

Administrative Update to Bicycle Regulations in Culver City Municipal Code (CCMC Chapter 7.04)

Eric Bruins, Bicycle and Pedestrian Coordinator, provided a report on the draft ordinance to modernize the bicycle regulations in the CCMC.

Discussion ensued between staff and Committee Members regarding clarification that the item is fulfilling one of the goals of the Bicycle and Pedestrian Master Plan.

MOVED BY VICE CHAIR TORRES PAWLING, SECONDED BY MEMBER WEINER AND UNANIMOUSLY CARRIED, THAT THE BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE RECOMMEND THAT THE CITY COUNCIL ADOPT AN ORDINANCE AMENDING CHAPTER §7.04 BICYCLES OF TITLE 7, TRAFFIC CODE, OF THE CULVER CITY MUNICIPAL CODE, REPEALING AND RESERVING §7.04.200 ET. SEQ. IN ORDER TO ELIMINATE CONFLICTS AND REDUNDANCIES WITH THE CALIFORNIA VEHICLE CODE.

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Item A-4

Bicycle & Pedestrian Action Plan

Eric Bruins, Bicycle and Pedestrian Coordinator, provided a report on the status of the Bicycle and Pedestrian Action Plan RFP and requested BPAC participation during the consultant selection process.

Discussion ensued between staff and Committee Members regarding automated bike counters; data collection; and the active RFP.

MOVED BY CHAIR LEIST, SECONDED BY VICE CHAIR TORRES PAWLING AND UNANIMOUSLY CARRIED, THAT THE BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE: APPOINT MEMBER BIJVOET AND MEMBER

FALTER TO ASSIST STAFF IN THE SELECTION OF A CONSULTANT FOR THE BICYCLE & PEDESTRIAN ACTION PLAN BY PARTICIPATING ON AN INTERVIEW PANEL AND PROVIDING INPUT TO STAFF.

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Public Comment for Items NOT On the Agenda

Chair Leist invited public comment.

No cards were received and no speakers came forward.

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Receipt of Correspondence

Eric Bruins, Bicycle and Pedestrian Coordinator, reported that no additional correspondence had been received other than what was included in the agenda packet.

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Items from Bicycle and Pedestrian Advisory Committee Members/Staff

Member Weiner discussed senior riders and asserted that bike lanes are necessary to increase ridership.

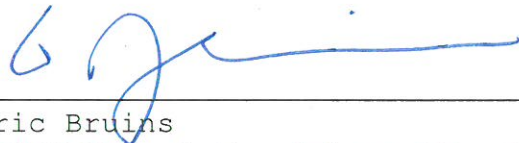
Discussion ensued between staff and Committee Members regarding ensuring that education components are integrated months before bike lanes or Bike Share is implemented.

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Adjournment

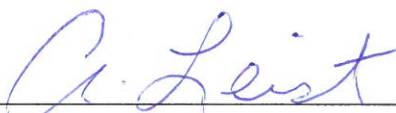
There being no further business, at 9:02 P.M., the Bicycle and Pedestrian Advisory Committee adjourned its meeting to a regular meeting on Thursday, May 16, 2017 at 6:00 P.M.

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Eric Bruins
SECRETARY of the Culver City Bicycle and Pedestrian
Advisory Committee
Culver City, California

APPROVED



Andrew Leist
CHAIR of the 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

31 MAY 2017
Date