

OFFICIAL MINUTES OF THE
CULVER CITY BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

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

April 20, 2023
6:00 P.M.

Call To Order & Roll Call

Vice Chair Morgan called the special meeting of the Culver City Bicycle and Pedestrian Advisory Committee to order at 6:05 P.M. in the Patacchia Meeting Room at City Hall and via Webex.

Members Present: Travis Morgan, Vice Chair
Sophia Lowey, Member*
Greg Maron, Member**
Art Nomura, Member
Robyn Tenensap, Member
Dane Twichell, Member
Michelle Weiner, Member

Absent: George Montgomery, Chair***

*Member Lowey left the meeting at 8:14 P.M.

**Member Maron exited the meeting at 9:10 P.M.

***Chair Montgomery attended online but did not participate

Staff Present: Andrew Maximous, Mobility and Traffic
Engineering Manager
Jeremy Bocchino, City Clerk
Alicia Ide, Management Analyst

Alicia Ide, Management Analyst, reported that Member Zirwat Chowdhury had resigned.

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Pledge of Allegiance

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

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Items from Members

Member Maron announced the Culver City Unified School District (CCUSD) Earth Fest Event on April 22 at El Rincon Elementary School.

Member Nomura announced a web series he had been working on called *Car Free* premiering on May 1.

Vice Chair Morgan reported receipt of inquiries as to why MOVE Culver City was not on the agenda and received clarification that staff was not prepared to present on the item and the Committee had not previously agendized the topic for discussion.

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Items from Staff

Alicia Ide, Management Analyst, announced that the deadline to apply or re-apply to the BPAC was May 15; she encouraged Members to reach out to the biking and mobility community, friends, colleagues, and neighbors to apply for the vacant seats; and she noted the importance of not hitting "reply all" to email notifications received.

Member Tenensap reported that she had served multiple terms as no one else had been available to fill the disabled seat; pointed out the benefit of new perspectives; and she encouraged everyone to encourage others to apply.

Andrew Maximous, Mobility and Traffic Engineering Manager, reported that Thomas Check had been hired to fill the vacant Senior Civil Engineer position.

Vice Chair Morgan reported that Member Chowdhury sent best wishes to the Committee but had to resign as she was moving.

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Public Comment for Items NOT On the Agenda

Vice Chair Morgan invited public comment.

The following members of the public addressed the Committee:

Bryan Sanders discussed community meetings; the Class 3 Bike Lane on Elenda Street; consideration of the audience when having abstract discussions; proposed removal of parking and trees; changes to the parkway; people who may feel excluded from the process; and he requested an update from the newly formed Elenda Safety Subcommittee.

Melissa Sanders expressed concern that the BPAC was moving forward improperly; discussed Safe Routes to School; the need for CCUSD to be involved in the process; concern with a lack of transparency; she expressed agreement with comments from the previous speaker regarding discussion of abstract concepts; noted the importance of staying environmentally friendly; discussed the MOVE Culver City project and the need to consider things as a whole; the specific agenda of the Committee; and concern with continued discussion of a bike lane on Elenda.

David Coles was called to speak but was not present online or at the meeting.

Mary Daval expressed disappointment that the BPAC had not been permitted to make a recommendation to the City Council on MOVE Culver City; discussed concern with undercutting the validity of the BPAC; serving as a conduit to the City Council; previous BPAC meetings at alternate locations; allowing new voices to be heard; support for holding a meeting in Fox Hills or west Culver City to engage the community; and other issues to be considered.

David Coles was called on again and thanked Public Works staff for re-striping the bike lanes on westbound Jefferson Boulevard near the recycling and garbage processing facility; suggested adding a signalized crossing at the intersection of Ince and Culver on the west side; and he proposed opening the gate at Ince where it meets the Ballona Creek path.

Vice Chair Morgan received Committee consensus from all Members present to agendaize a discussion of a signalized crossing at the intersection of Ince (Canfield) and Culver on

the west side and a discussion about opening the gate at Ince where it meets the Ballona Creek path.

Jim Shanman, Safe Routes to School Coordinator, discussed upcoming activities for Bike Month.

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Receipt of Correspondence

Alicia Ide, Management Analyst, indicated that no correspondence had been received.

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Order of the Agenda

No changes were made.

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Consent Calendar

Item C-1

Approval of Minutes of the Bicycle and Pedestrian Advisory Committee Special Meeting on February 16, 2023

Vice Chair Morgan indicated the need to adjust the title for the speaker from Metro BikeShare on page 5.

MOVED BY MEMBER TWICHELL AND SECONDED BY MEMBER LOWEY THAT THE BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE APPROVE MINUTES FOR THE SPECIAL BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE MEETING ON FEBRUARY 16, 2023 AS AMENDED.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: LOWEY, MARON, MORGAN, TENENSAP, TWICHELL, WEINER
NOES: NONE
ABSENT: MONTGOMERY
ABSTAIN: NOMURA

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Action Items

Item A-1

Discussion Item - Receive an Update and Discuss (1) the Safe Routes to School Signing and Striping Project; and (2) the Ince Lucerne Intersection Redesign Project

Andrew Maximous, Mobility & Traffic Engineering Division Manager, provided a summary of the material of record.

Discussion ensued between staff and Committee Members regarding the decision to put the bike lane on the in-bound side; drop off and pick up activity; signage for park and walk, and park and ride by the shopping center; lack of space; appreciation for the engagement with school officials; scope of the project; impacts throughout the community; and community outreach.

Vice Chair Morgan invited public comment.

The following members of the public addressed the Committee:

Bryan Sanders expressed appreciation to staff for their efforts and for dialog with residents; discussed plans to repave Elenda in 2024 or 2025; coordination with signage and striping; concern with the number of existing signposts; a suggestion to combine signposts in accordance with the law; taking into consideration how things look; streamlining and potentially reducing the current number of signposts; the Neighborhood Traffic Management Program (NTMP) process; and resident interest in engagement.

Melissa Sanders expressed agreement with comments from the previous speaker; discussed new sign placement; safety issues; crossing guards; a suggestion to put up temporary stop signs; mitigation of cars going through the alley; things to consider before making the final decision; and she expressed deep concern that CCUSD has not been part of the conversation.

David Coles expressed support for improvements at Lucerne and Ince which he hoped would be completed soon.

Eric Shabsis, Hackman Capital, Culver Studios, thanked staff for their efforts to put the Ince and Lucerne intersection

back on the list, and noted neighbor concerns with a loss of parking.

Discussion ensued between staff and Committee Members regarding previous meetings regarding Safe Routes to School; the opportunity to provide safety for people on the south side of Jefferson; proximity to El Rincon and Farragut; the cut-through to Blanco Park; BPAC Members appointed by CCUSD; the importance of dialog; facilitation of additional engagement; and clarification that information is being gathered but the Elenda Safety Subcommittee had not met.

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Item A-2

Receive Update and Discuss the Fox Hills Neighborhood Traffic Management Plan and Bike Lanes Project

Andrew Maximous, Mobility and Traffic Engineering Manager, provided an update on the Fox Hills Neighborhood Traffic Management Plan (NTMP).

Discussion ensued between staff and Committee Members regarding traffic calming; speed limit signs; proposed mitigations including speedbumps, speed radar feedback signs, curb extensions, and overhead flashing beacons; and potential locations.

Vice Chair Morgan invited public comment.

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

Discussion ensued between staff and Committee Members regarding the community meeting; progress made; next steps; the intent to bring back additional information at the next meeting; positive feedback from the community; funding; concern that Fox Hills is always last; responsiveness to the downtown area; the fatality in Fox Hills; City Council determination of the budget; budget priorities; lack of public comment on the budget; capital projects; the General Fund; the grant writer; Slauson; jurisdiction; the Bus Center; design; restriping with the new bike lanes; and the timeline.

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Item A-3

Receive Update and Discuss Projects to Install Safety Improvements at Select Signalized and Unsignalized Intersections

Andrew Maximous, Mobility and Traffic Engineering Manager, provided a summary of the material of record.

Discussion ensued between staff and Committee Members regarding the number of signals in the City getting upgraded; auditor signals; sensors; safety improvements; the Local Road Safety Plan; countermeasures based upon findings; and clarification regarding location.

Vice Chair Morgan invited public comment.

The following member of the public addressed the Committee:

Melissa Sanders indicated that she did not want to speak on the item.

Additional discussion ensued between staff and Committee Members regarding the timeline; the cost for the pavers in the downtown area; and full Committee consensus was achieved to advocate for an equal amount of money be budgeted for Fox Hills as was budgeted for the downtown area.

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Item A-4

Receive Update and Discuss the Washington Blvd Class II Bike Lane Project

Andrew Maximous, Mobility and Traffic Engineering Manager, provided a summary of the material of record.

Discussion ensued between staff and Committee Members regarding clarification on funding source and anticipated dollar amount.

Vice Chair Morgan invited public comment.

The following members of the public addressed the Committee:

David Coles expressed hope that the project would be able to continue regardless of what happens with MOVE Culver City; discussed the importance of connecting to Los Angeles infrastructure; support for providing robust protections for cycle lanes rather than plastic bollards; and support for concrete barriers similar to what is in Santa Monica.

Dorothy Sadd discussed budget allocation; the TOD (Transit Oriented Development) Visioning Project; the opportunity to use the island going down Washington; the bus/bike lane; waiting to see what happens with MOVE Culver City; and she was happy that money had been set aside.

Discussion ensued between staff and Committee Members regarding routing by phone apps; West Adams; the value of connectivity; an observation that people will go out of their way to use protected bike lanes; and direction to the consultant to examine all possibilities.

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Item A-5

Receive a Presentation and Discuss Safety Improvement Projects Along Overland Ave.

Andrew Maximous, Mobility and Traffic Engineering Manager, provided an overview of safety improvement projects along Overland Avenue; discussed high friction asphalt; funding; and efforts to include Fox Hills in grant processes.

Discussion ensued between staff and Committee Members regarding clarification on location of the proposed improvement projects; direction to the consultant on accommodating cyclists; signal type; upgrades; ADA compliance; the timeline; dropping a lane of travel in either direction to create space for needed safety; the role of the consultant to examine what will work to achieve their objectives; and difficulty accessing El Rincon safely.

Vice Chair Morgan invited public comment.

The following member of the public addressed the Committee:

David Coles hoped to see progress and construction; was pleased to hear about the upgraded crossing at the library; and he hoped that the gap between Culver and Venice that

causes safety issues for those accessing on a bicycle would be addressed in the future.

Discussion ensued between staff and Committee Members regarding parking meter data; studio usage of street parking; unused space; whether improvement plans would address the width or placement of the striped bike lanes on Overland; examination of the Class 2 bike lanes; people who ride on the sidewalk because there is no room on the street; and the heavily used area.

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Item A-6

Review and Discuss Draft of Bylaws for the Bicycle and Pedestrian Advisory Committee

Alicia Ide, Management Analyst, introduced the item; discussed specifically designated seats; and work to keep the Committee full.

Discussion ensued between staff and Committee Members regarding dedicated seats; flexibility with requirements; prioritization; opening up the majority of seats to a wider pool; ensuring consistent representation from seniors, youth, and the disabled community; outreach; City Council discretion; people who qualify to serve in a prioritized seat; allowing a parent of a disabled child to serve; intention of the language; minimum age requirement to serve as a student or senior member; the business seat; the employee member; term length; consecutive terms; people who go off and want to come back at a later time; concern that shorter terms result in a constant filling process; allowing more work to be done with longer terms; institutional knowledge; seeing projects through to the end; the ability for anyone to resign at any time; stability with the current two-year term length; exceptions if a spot cannot be filled; typical number of applicants; partial terms; the feeling that two years is still in the learning phase of service; support for allowing Members to mature in their roles; the Brown Act; limited opportunities to talk over issues; bi-monthly meetings; reapplication of incumbents; clarification that most of the other Commissions, Boards, and Committees (CBCs) have four year terms; outreach for recruitment; encouraging applications; concern with scaring people away by requiring a four year term; the open

house for applicants who want to meet CBC members; and the pandemic.

Member Lowey left the meeting at 8:14 P.M.

Additional discussion ensued between staff and Committee Members regarding going through the process to reapply; additional work for City staff; consistency with other CBCs; the amount of work to be done by the BPAC; the appointment process; City Council policy; definition of attendance and excused vs. unexcused absences; evaluation of membership after multiple absences; allowing for flexibility; length of service for the officers; the challenge of getting people to step up and serve; people who do not want to relinquish control; timing of appointments; following City Council practice; yearly rotations; procedural positioning; representation of the body; adding language to encourage annual Chair rotation; people experiencing health issues; the importance of having a Chair and Vice Chair; Brown Act issues; availability to serve vs. requiring a strict rotation; the process for adding agenda items; special meetings; City Attorney direction that agenda items cannot be discussed by email; monthly meetings; similar issues with the Disability Advisory Committee; discussion of upcoming agenda items under Items from Members; the inability to discuss non-agendized items; requirements for open and transparent meetings; ensuring that people are not prohibited from participation; staff veto power over the agenda; clarification that no Members may attend meetings online, they must attend in person; the ability of the Chair to call a special meeting at a previous meeting; adding a standing item at special meetings to discuss upcoming agenda items; timing issues; encouragement to attend City Council meetings to state opinions as an individual who is a member of the Committee; concern that staff has more power over the Committee than the appointed citizens do; clarification that the Committee follows the same model as the City Council; the role of a citizen committee; clarification that the Committee is an advisory body to the City Council, appointed by them; the task of the Committee to bring recommendations forward; the need to provide appropriate notice to the community; and unsuccessful attempts to add MOVE Culver City to the agenda.

Further discussion ensued between staff and Committee Members regarding the purpose of the Committee to provide input to staff; the ability of staff to put items on the agenda to receive needed input from the Committee; a suggestion to hold

a short meeting during the off months to discuss agenda items; support for more frequent, shorter meetings with less agenda items; the need to set a regular meeting schedule; allowing sufficient time for noticing; the ability to cancel a regular meeting if there are not enough agenda items; weighing the amount of time needed to discuss items; ensuring a quorum is available to meet; learning to use the special meeting power; taking into consideration the ability of staff to support an additional meeting; City Council consideration of the budget; timing for a special meeting to allow enough information to be available for consideration; scheduling; staff availability; the ability of the Committee to go before the City Council and ask that an issue be remanded back to the Committee; and unanimous Committee consensus of all present Members was achieved in support of holding a special June meeting to discuss the budget, MOVE Culver City, the bylaws, and recruitment of Committee Members.

Member Maron exited the meeting at 9:10 P.M.

Additional discussion ensued between staff and Committee Members regarding clarification on the definition of quorum and majority, and limits on what can be requested of staff.

Vice Chair Morgan invited public comment.

Alicia Ide, Management Analyst, indicated that Chair Montgomery had requested to be part of the discussion, but Members who do not attend in person, are not permitted to participate online, unless as a member of the public making comment, and she clarified the discussion and decisions on the bylaws would be continued at the special May meeting.

The following member of the public addressed the Committee:

Chair Montgomery, speaking as a member of the public, acknowledged that he was not able to vote; discussed meeting frequency; and expressed concern that he had not been able to be part of the conversation.

Jeremy Bocchino, City Clerk, indicated that she had reserved the Patacchia Room for the BPAC to meet on May 9, 2023 from 6 P.M. to 9 P.M.

Additional discussion ensued between staff and Committee Members regarding creating a more predictable process and simplifying things for staff; having one topic per meeting;

work required to set up a meeting vs. to cancel a meeting; holding a meeting to address items requiring further discussion including length of the term, consecutive terms, and meeting frequency; differences in noticing requirements between special and regular meetings; agreement to set the next meeting as a regular meeting; and establishing a regular meeting schedule.

MOVED BY MEMBER TWICHELL AND SECONDED BY MEMBER WEINER THAT THE BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE HOLD A REGULAR MEETING ON JUNE 15, 2023 WITH THE SCHEDULE FOR OTHER REGULAR MEETING DATES TO BE DETERMINED AT A FUTURE MEETING.

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Public Comment for Items NOT On the Agenda (Continued)

Vice Chair Morgan invited public comment.

The following members of the public addressed the Committee:

Bryan Sanders discussed issues with the sidewalks throughout the City, and he asked that the issue be agendaized for consideration at a future meeting.

Discussion ensued between staff and Committee Members regarding discussion of the item at a previous meeting; a contract to address sidewalk issues being considered by the City Council; availability of information for a report to the Committee; work on the issue done by the Disability Advisory Committee over many years; the thorough assessment of City sidewalks done several years back; ongoing work to fix City sidewalks; Community Development Block Grant (CDBG) funds allocated to Public Works to address the sidewalks; instruction to report any sidewalk issues to Public Works; and unanimous Committee consensus from all Members present was achieved to receive a report from the Director of Public Works on City sidewalks at a future meeting.

Melissa Sanders was pleased to hear that a signal would be installed by the library; expressed support for new voices on the Committee; discussed planning for bicycle and pedestrian improvements for the Olympics; connectivity to the Metro; and she encouraged use of environmentally friendly materials in projects.

Discussion ensued between staff and Committee Members regarding the recently formed City Council Ad Hoc Summer Olympics Preparation Committee with Council Members O'Brien and Puza; involvement all City departments in various aspects; signing up for notices in regard to the Committee; the ability for the public to reach out with their thoughts; involvement of other bodies; other subcommittees considering different aspects of the Olympics; and the inability of BPAC Members to serve on a City Council Ad Hoc Committee.

Eric Shabsis, Hackman Capital, expressed concern that the Overland project includes a portion of the street that is part of Los Angeles; discussed funding; significant mobility fees imposed on developers; and money that developments can provide for mobility issues.

Discussion ensued between staff and Committee Members regarding money with restrictions on it; qualifying projects; information in the budget on how money is being utilized; a previous request for information on how the process for allocation of mobility money from developers works; capacity of the BPAC to influence how money is spent; relationships with regional partners; and the West Los Angeles College Subcommittee meeting.

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New Agenda Items

Discussion ensued between staff and Committee Members regarding requests for data from staff; allowing sufficient time to receive feedback; clarification that Transportation has jurisdiction over MOVE Culver City but coordinates with Public Works; active transportation; e-bikes; overlapping areas; right of way; educating bus drivers on the use of combined bus and bike lanes; a request for presentations from major employers on mobility options and incentives offered for their employees; information potentially available from the Transportation Department; and promises from Amazon to reimburse their employees for Metro passes.

Unanimous consensus was achieved from all Members present to agendaize the following items:

1. Receive a presentation on developer mobility funds; and,

2. Receive a presentation on safety impacts of left and right turns to pedestrian safety in crosswalks in high traffic areas with data including information on leading pedestrian signals; and,
3. Receive a report from staff on bus electrification; and,
4. Receive an update on micro-mobility, including shuttle services; and,
5. Receive an update on future phases of MOVE Culver City.

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**Items from Bicycle and Pedestrian Advisory Committee
Members/Staff (Continued)**

None.

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Adjournment


There being no further business, at 9:58 P.M., the Bicycle and Pedestrian Advisory Committee adjourned.

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

APPROVED



Travis Morgan
VICE-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

21 Sept. 2023

Date