



**Palo Alto Pedestrian and
Bicycle Advisory Committee**

Tuesday, June 1, 2021 at 6:15 P.M.

Join Meeting Via Zoom

Join Online: <https://cityofpaloalto.zoom.us/j/99752238671>; Dial-in: 669-900-6833

Meeting ID: 997 5223 8671

PART I: TDA 3 – BICYCLE/PEDESTRIAN PLAN UPDATE

No items are scheduled for this meeting. Written comments submitted by email to Transportation@CityofPaloAlto.org before 12:00pm on May 24, 2021 are attached with the agenda packet.

PART II: OTHER ITEMS

- | | |
|--|---------|
| 1. CALL TO ORDER | 6:15 PM |
| 2. AGENDA CHANGES | 6:16 PM |
| 3. APPROVAL OF ACTION MINUTES | 6:18 PM |
| 4. PUBLIC COMMENTS AND ANNOUNCEMENTS | 6:20 PM |
| 5. STAFF UPDATES – NONE | |
| 6. DISCUSSION ITEMS | |
| a. South Palo Alto Bikeways Presentation and Discussion | 6:25 PM |
| b. PABAC Email List Protocol (See Additional Information Page) | 7:25 PM |
| 7. STANDING ITEMS | |
| a. Grant Update – NONE | |
| b. CSTSC Update – NONE | |
| c. VTA BPAC Update | 7:55 PM |
| 8. ADJOURNMENT | 8:00 PM |



Palo Alto Pedestrian and
Bicycle Advisory Committee

Tuesday, May 4, 2021

6:15 P.M.

VIRTUAL MEETING

Palo Alto, CA

Members Present: Ken Joye (Chair), Art Liberman (Vice Chair), Arnout Boelens, Nicole Zoeller Boelens, Bill Courington, Cedric de la Beaujardiere, Kathy Durham, Penny Ellson, Paul Goldstein, Robert Neff, Eric Nordman, Steve Rock, Jane Rothstein, Richard Swent, Alan Wachtel, Bill Zaumen

Members Absent: Bruce Arthur, Rob Robinson

Staff Present: Joanna Chan, Sylvia Star-Lack, Young Tran

Guests: Bruce Hildenbrand, Kerry Yarkin

PART I: TDA 3 – BICYCLE/PEDESTRIAN PLAN UPDATE

1. CALL TO ORDER/ROLL CALL/CONFIRM QUORUM

Chair Joye called the meeting to order at 6:15 p.m. Joanna Chan called roll and determined a quorum is present.

2. AGENDA CHANGES

None

3. APPROVAL OF ACTION MINUTES

Motion by Mr. Rock, seconded by Ms. Rothstein, to approve the minutes of the April 6, 2021 meeting as presented. Motion passed 13-0.

4. PUBLIC COMMENTS

None

1 **5. ACTION/DISCUSSION ITEMS**

2 **a. Announcement: FY 21/22 TDA 3 Item to Council – Action to Consent**

3 Joanna Chan reported the TDA 3 item has been placed on the Council's consent calendar for
4 May 17, 2021.

5 In reply to queries, Ms. Chan advised that the staff report mentions comments submitted to the
6 Office of Transportation. The agenda item is to approve an application for the grant program.
7 Sylvia Star-Lack suggested forwarding the comments to the Council may disrupt the timing of
8 the item. The comments will be provided to the consultant.

9 **6. ADJOURNMENT at 6:26 p.m.**

10

11 **PART II: OTHER ITEMS**

12 **1. AGENDA CHANGES**

13 Mr. Goldstein requested an item for a report from the subcommittee regarding the email alias.

14 **2. APPROVAL OF ACTION MINUTES**

15 Motion by Mr. Nordman, seconded by Mr. Zaumen, to approve the minutes of the April 6, 2021
16 meeting as presented. Motion passed 15-0 with 1 abstaining.

17 **3. PUBLIC COMMENTS AND ANNOUNCEMENTS**

18 **a. 311 Requests – PABAC Pilot**

19 Bruce Hildenbrand shared his observations of vehicles rolling through stop signs before checking
20 for traffic along the Ellen Fletcher bike boulevard and suggested a survey of the bike boulevard.

21 Mr. Swent concurred with Mr. Hildenbrand's observations and advised that the situation has
22 improved over time.

23 Chair Joye explained the use of 311 for reporting this type of issue and specifically for PABAC
24 members to report concerns and problems.

25 In response to inquiries, Ms. Star-Lack indicated signage regarding cross traffic has been
26 installed. Perhaps this can be addressed in the Bike Plan update. Signage is subject to guidelines
27 in the Manual on Uniform Traffic Control Devices (MUTCD).

28 Mr. Goldstein suggested agendizing a discussion of the issue.

29 Mr. Neff proposed a future discussion of pedestrian and bicycle fatalities over the past couple of
30 years and possible improvements to prevent accidents.

1 **4. STAFF UPDATES**

2 **a. South Palo Alto Bikeways Special PABAC Workshop – May to June**

3 Ms. Chan announced the project schedule had shifted to allow staff more time to compile
4 feedback.

5 **b. 5-Year Paving Plan Presentation**

6 Young Tran explained the process for generating the five-year plan for repaving streets. Public
7 Works seeks input from the Office of Transportation before repaving streets.

8 In response to questions, Mr. Tran indicated a map associated with the list is available and shared
9 the criteria for prioritizing repaving streets. Staff from multiple departments meet monthly to
10 coordinate street work. Public Works does not monitor bike paths. The metal plates on Ash
11 Street cover trenches, and Ash Street will be repaved following the construction work. The
12 Office of Transportation will be consulted when bike lanes on Addison are restriped following
13 repaving work. Arastradero Road is not included in the repaving list and may be too narrow to
14 add a bike lane. Los Trancos is not included in the list. Typically, asphalt is applied so that it
15 abuts rather than overlays the gutter pan. A special treatment is applied to prevent the gutter lip
16 from reflecting through asphalt, and the treatment is expensive. Potholes may be reported by
17 phone or email rather than 311. He agreed to provide a list of repaving projects to PABAC
18 members as it gets updated.

19 Mr. Nordman encouraged the use of rubberized asphalt in paving projects. Geng Road has a
20 serious puddling problem but is not included in the list.

21 Mr. Goldstein advised that the bike lanes on Addison Avenue are substandard and should not be
22 restriped when Addison is repaved. The recent paving project on Page Mill Road could have
23 been benefited from input from PABAC. Bicycle pull-outs along Page Mill Road would ease
24 motorists' frustration and improve bicyclists' safety.

25 Mr. Courington agreed with comments regarding the bike lanes on Addison Avenue. Ms. Star-
26 Lack responded that the current Bike Plan indicates removal of the substandard bike lanes on
27 Addison Avenue.

28 Mr. Neff requested staff monitor the condition of Charleston between San Antonio and Fabian.

29 **5. DISCUSSION ITEMS**

30 **a. Subcommittee to Review Past PABAC Business**

31 Mr. Swent proposed the formation of a subcommittee to review items that PABAC has reviewed
32 or discussed and prepare a list of items that have not been completed.

33 Mr. Swent, Ms. Ellson, Mr. Courington, and Mr. Wachtel volunteered to serve on the
34 subcommittee. Mr. Swent agreed to lead the subcommittee.

1 **b. Subcommittee to Review Use of Email Alias**

2 Mr. Goldstein reported the subcommittee met and prepared a proposal for the use of the email
3 alias. He read the proposal. The subcommittee also proposes expanding its charge to prepare
4 guidelines for the admission and expectations of new PABAC members.

5 In response to questions, Mr. Goldstein indicated the distribution list is comprised of staff and
6 PABAC members only. Public members cannot access the distribution list. The subcommittee
7 believed an extended discussion of a topic via email is not appropriate. Subcommittees may use
8 their personal email accounts to discuss subcommittee business.

9 Chair Joye noted that some requests for specific agenda items requiring further analysis may
10 have been lost. He has discussed with staff using 311 as a way to capture these items to prevent
11 the loss of requests.

12 Mr. Rock requested staff prepare a list of email addresses for PABAC members.

13 Ms. Chan reminded that the Bylaws provide the requirements for becoming a PABAC member.
14 If PABAC wishes to amend the Bylaws, an amendment will have to be agendized and approved
15 by a two-thirds vote.

16 Mr. Neff indicated VTA BPAC members do not have access to the VTA email list. If a
17 subcommittee is formed, staff provides the members with members' email addresses for
18 communications.

19 **6. STANDING ITEMS:**

20 **a. Grant Update**

21 None

22 **b. CSTSC Update**

23 None

24 **c. VTA BPAC Update**

25 Mr. Neff reported the VTA BPAC did not meet in April. Bike to Work Day or Bike to Wherever
26 Day is May 21 and 22, 2021.

27 In reply to questions, Mr. Neff related that the rides will be in the afternoon. Volunteers are
28 welcome.

29 Ms. Durham noted written public comments are now linked to City Council agenda items.

30 Ms. Ellson reported the Council did not implement the full Charleston/Arastradero project. The
31 Council is planning to reduce the budget for crossing guards by 50%, which will be a problem
32 for Safe Routes to School.

- 1 In response to comments regarding use of the email alias for announcements, Mr. Goldstein
- 2 requested discussion of the guidelines at the next meeting.
- 3 **7. ADJOURNMENT** at 7:45 p.m.



ADDITIONAL INFORMATION

1. Draft PABAC Email List Protocol

Subcommittee: Paul Goldstein and Bill Courington

The PABAC Email list is a supplement to PABAC meetings and is not a general discussion list. The list is to be used primarily for suggesting agenda topics and communicating administrative issues to PABAC and liaison staff. Members of PABAC should be aware that using the list will involve City staff, and should be respectful of their time. It is anticipated that the volume of email traffic is relatively low.

On the City staff side, the list currently includes: Joanna Chan, Mark Hur, Madina Klicheva (previous supporting admin), Rosie Mesterhazy, Shrupath Patel, Sylvia Star-Lack. Joanna actively monitors the list.

The email list should not be used for conducting PABAC business, extended discussions on a topic, or advocating for a particular issue. General comments of interest to local bicyclists are better sent to the SVBC email lists or other discussion forums. Although PABAC is not required to be under Brown Act rules, our meetings are open to the public, and in that spirit, our conversations should be relatively open as well. Specific issues regarding street maintenance, problematic conditions, potholes, etc. should be handled using 311 or phoning the City.

Guidelines: Use the list for topics such as:

- Suggestions for agenda topics (might also include a notification about a specific issue problem/location or a brief reference to supporting information)
- Attendance notifications (cannot attend meeting, etc.)
- Logistical questions (where, when, is meeting, is bike parking available etc.)
- Follow-up information to meetings, e.g. clarification or amplification of something discussed at a meeting, especially when requested by the committee. This could be a web link or contact information for a presenter, etc. Hopefully this can also be included as additional information in the meeting minutes when they are published.

Do not use the list for topics such as:

- Brown act items (shall be discussed in PABAC meetings)
- Advocating for or against a particular issue or policy
- Items that require further staff study/investigation
- Notification of events or information of general interest to bicyclists (see alternative suggestions below)

Other communication platforms:

- SVBC distribution list (The SVBC Palo Alto list is for everyone on the Palo Alto local team who wants to be in the know about bike developments in Palo Alto, to join see <https://bikesiliconvalley.org/local-teams/>)
- Bike/walk PA distribution list:
- For reporting specific issues that require a City response, use the 311 app

2. Unfinished Business Subcommittee Report

Subcommittee: Richard Swent, Bill Courington, Alan Wachtel, and Penny Ellson

See Attachment A.

3. 311 Requests – PABAC Pilot

OOT staff is testing using 311 to hold longer-term requests that need prioritization for resources. If you would like to add a few items to 311 for staff to test this feature, please do the following:

1. Enter a new 311 request in this category -> Streets and Roadways -> Traffic Congestion or Traffic Safety Concern.
2. In the “Describe your request” field, enter PABAC as the first word, then enter your request. *Example: PABAC - Please conduct a Midtown-focused study of pedestrian and bicycle access to improve safety and identify infrastructure upgrades.*
3. Just before your request is transferred to the long-term category, you will receive a message along the lines of “Thank you for your request. As it requires more staff time and resources than the budget allows at this time, we will add it to our list of projects to be prioritized in a future workplan. You will receive a notification that the item has been completed, but please note that the item is actually in our Long-Term Projects list.”
4. You will receive the completion notification.

PABAC “Unfinished Business” Subcommittee

Richard Swent, Bill Courington, Alan Wachtel, Penny Ellson

May 19, 2021

Italicized sections are excerpts from PABAC minutes

Louis/Moreno Bollards

February 2019 Extensive discussion of the bollards, with this motion:

Mr. Neff moved, seconded by Mr. Goldstein, to recommend the City place adequate reflective material on all bollards. Motion passed 10-0

Sept 2019 Bike Boulevard evaluation: counts, bollards, tweaks

Staff will explore moving the existing bollards at Louis and Amarillo. Staff continues to refine bike boulevards when possible.

Mr. Swent suggested at a minimum staff could wrap the bollards with reflective tape.

Bollards still do not have any city-applied reflective material. Similar bollards at Middlefield/Embarcadero have yellow/black reflective tape.

Stanford/Park traffic circle

April 2017 Item 8a on agenda: Existing Traffic Circles & Influence on Bike Boulevard Project

Mr. Corrao indicated staff needs to ensure deflection is placed at each traffic circle so that merging and mixing occurs prior to the traffic circles, regardless of the size of the circle. All traffic circles have deflection. All new traffic circles will have appropriate lighting and signage in the traffic circle.

In reply to questions, Mr. Corrao stated deflection islands will be installed at some point with respect to Park and Stanford. Many older traffic circles were constructed before bike boulevards were implemented and had stop signs in two directions or no stop signs. The majority of new traffic circles will be yield controlled. Staff is planning public education to accompany installation of new traffic circles.

August 2017 Stanford/Park update

Mr. Corrao reported staff is working with the consultant to create deflection islands; however, hydrology issues have delayed the project. He continues to attempt to expedite the project. Rubber curbing with striping could be installed in the short term.

January 2018 Update

Mr. Corrao reported the Stanford/Park traffic circle needs two deflection islands and provided plans for four alternatives. Plans include installing a new light at the northwest corner. Staff will conduct outreach with neighbors. In response to questions, Mr. Corrao stated the four alternatives show the two deflection islands in the same location but of differing shapes. There is no deflection island on the northeast corner because that's the beginning of the bike lane. Shorter, thinner bollards provide more space for merging and are less expensive. One alternative is more favorable for drainage. A larger traffic circle cannot be installed because the distance from each

crosswalk will not meet standards. Deflection islands are important for merging bicyclists into a shared lane. The bike lane can begin at the intersection. The deflection islands may be constructed as part of the construction project on Ross Road. There cannot be a right- turn only from Park to Stanford because of the potential for right hooks. The islands can be more tapered and contoured with a white edge line for visibility. The City varies traffic calming elements because research shows an unpredictable landscape creates safer conditions. The traffic circle was installed in order to remove stop signs on the bike boulevard.

The meetings do not mention the committee's discussion of the 4 options and which one the committee preferred.

February 2018 Mentioned as an agenda item for the March 2018 meeting, but it wasn't on that agenda.

January 2020 Staff update

Ms. Chan indicated the project, which is a part of the Bicycle Boulevard Phase II work, is on hold pending Council action on the bicycle boulevard report. Ms. Star-Lack added that all bicycle projects will be subject to community engagement and review. PABAC discussed the traffic circle and the need for safety improvements and suggested the use of rolled curbs and bollards.

Other Unfinished Business

- Multiple requests for monthly collision data update to PABAC – has happened sometimes.
- Multiple requests for review of downtown pedestrian safety, has never been agendized.
- Staff updates or follow-up needed:
 - Change wording on confusing signs about commercial vehicles being allowed to park in bike lanes for 5 mins for loading/unloading (e.g. on Louis) – change to simply No Parking since the current definition of parking in the CVC has an exception for deliveries
 - Bike lane signs with no bike lane – 500 block of Maybell (near El Camino)
 - Bol Park bridge surface repairs (very rough)
 - Wilkie Way bridge surface repairs (rough and slippery when wet)
 - *Mr. Rock advised that the merge arrow on westbound Charleston between Nelson and Middlefield be modified to eliminate confusion for drivers (Jan 2020)*
 - PABAC meeting restructuring
 - Update needed on El Camino/Page Mill project. *Staff will request the project include a receiving westbound bike lane.*
 - Update needed on El Camino repaving by Caltrans – interaction with Charleston/Arastradero Phase 3.



Public Comment Instructions For City of Palo Alto Bicycle/Pedestrian Plan Update

Members of the Public may provide public comments on the City of Palo Alto Bicycle/Pedestrian Plan Update as follows:

1. **Written public comments** (including visuals such as presentations, photos, etc) may be submitted by email to Transportation@CityofPaloAlto.org. Please follow these instructions:
 - A. Please email your written comments **by 12:00 pm (noon) on the Monday the week before (eight days before)** the upcoming Palo Alto Pedestrian and Bicycle Advisory Committee (PABAC) meeting, unless otherwise indicated. Details of upcoming PABAC meetings are available on the City's [PABAC webpage](#).
 - Written public comments will be attached to the upcoming PABAC meeting agenda packet.
 - Written comments submitted after 12:00pm (noon) on the Monday before the upcoming PABAC meeting will be attached to the following PABAC meeting agenda packet.
 - B. Please **lead your email subject line with "BPTP Update"**.
 - C. When providing comments with reference to the current [City of Palo Alto Bicycle/Pedestrian Plan 2012](#), please be as specific as possible by indicating the chapter number, section heading number, and/or page number.
2. **Spoken public comments using a computer** will be accepted through the teleconference meeting. To address the Committee, click on the URL in the agenda packet for Zoom. Please follow these instructions:
 - A. You may download the Zoom client or connect to the meeting in-browser.
 - If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
 - B. You may be asked to enter an email address and name. We request (but do not require) that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
 - C. When you wish to speak, click on "raise hand." Staff will activate and unmute speakers in turn. Speakers will be notified shortly before they are called to speak.
 - D. When called, please limit your remarks to the time limit allotted by the Chair.



3. **Spoken public comments using a smart phone app** will be accepted through the teleconference meeting. To address the Committee, download the Zoom application onto your smart phone from the Apple App Store or Google Play Store and enter the Meeting ID in the agenda. Please follow the instructions B-D above.

4. **Spoken public comments using a phone (cell or land line) without an app** will be accepted through the teleconference meeting. Use the telephone number listed in the agenda. When you wish to speak, press *9 on your phone to “raise hand.” You will be asked to provide your first and last name before addressing the Committee. When called, press *6 on your phone to unmute. Please limit your remarks to the time limit allotted by the Chair.

Public Comments for City of Palo Alto Bicycle/Pedestrian Plan Update

This Packet Includes:

A compilation of written comments on the City of Palo Alto Bicycle/Pedestrian Plan Update submitted by email to Transportation@CityofPaloAlto.org.



From: [Transportation](#)
To: [Chan, Joanna](#)
Subject: RE: BPTP update — general comments
Date: Monday, May 17, 2021 1:38:18 PM

JC,
Forwarding.

From: Ken Joye <kmjoye@gmail.com>
Sent: Monday, May 17, 2021 12:08 PM
To: Transportation <Transportation@CityofPaloAlto.org>
Subject: BPTP update — general comments

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

The appended comments were submitted regarding the South Palo Alto Bikeways project. Such points about a specific project should be generalized for the update to the 2012 BPTP. Bicycle facilities covered by the BPTP update should meet the criteria enumerated.

Thanks for including these points in the materials provided to the consultants who will be drafting the BPTP update.

Regarding the final point: recent work for the Charleston/Arastradero project included narrowing of the concrete gutter near the intersection of Charleston & Montrose. I believe that is a worthy model to follow (though the asphalt does not extend all the way to the concrete curb).

Ken

Begin forwarded message:

From: Arnout Boelens
Date: May 14, 2021 at 10:26:58 AM PDT
To: transportation@cityofpaloalto.org
Subject: South Palo Alto Bikeways Project

Thank you very much for hosting the outreach event last night. I have a couple of comments/questions I could not add to the questionnaire.

- **Road safety** should be the highest priority on this project. I mentioned this last night already, but to make an informed decision on what kind of bicycle facilities

are needed it would be really great to know vehicle speeds and volumes on Meadow and Fabian (and their uncertainty). Below 30 mph speeds students and parents might feel safe with a wide enough bicycle lane. Above 30 mph there should be a physical barrier. Also, between 2000 and 3000 PCU a bicycle lane might be sufficient while for a PCU > 3000 there should be a physical barrier (Crow design manual for bicycle traffic).

- Depending on the chosen design 6 ft could be quite narrow for a bicycle lane/track. Students should be able to comfortably ride two abreast. This would work in the case of 6ft + a painted buffer zone, but 6 ft with a curb on both sides would be quite narrow.
- Parking protected bicycle lanes are great because they further separate cars from bicyclists on busy/high speed roads. However, a commonly made mistake is to allow cars to park too close to driveways and intersections. This blocks sight lines and creates dangerous crossings and intersections.
- To improve the fence situation at the Waverly Bike Path there should probably be a sort of buffer between the edge of the path and the fence. The design should discourage students from cycling too close to the fence.
- Please do not use the bicycle gutter design. The concrete gutter should not be part of the bicycle lane. Grooves in the riding direction can be dangerous for bicyclists as the road wears down and the gutter and asphalt are not flush anymore. Bicycle lane pavement should run right up to the curb.

Kind regards,

Arnout

From: [Transportation](#)
To: [Chan, Joanna](#)
Subject: RE: BPTP update — rolled curb replacements
Date: Monday, May 17, 2021 1:38:56 PM

JC,
Forwarding.

-----Original Message-----

From: Ken Joye <kmjoye@gmail.com>
Sent: Monday, May 17, 2021 12:13 PM
To: Transportation <Transportation@CityofPaloAlto.org>
Subject: BPTP update — rolled curb replacements

CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.

In order to prevent automobiles from infringing upon pedestrian space on sidewalks, the update to the 2012 BPTP should include an inventory of streets where rolled curbs should be replaced by square curbs. A good candidate would be Curtner Ave, I can provide photographs if desired.

The City of Mountain View includes population density as one criterion for project prioritization. If there are a high number of multi-family residences on a particular block, it likely is the case that pedestrian use of the sidewalks is higher than blocks with lower population density.

Thanks for forwarding this input to the consultants who will be drafting the BPTP update.

Ken

Sent from a device which thinks it types better than I do