



Sunnyvale

January 2, 2025

Honorable Mayor and City Councilmembers
City of Sunnyvale
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Sunnyvale, CA 94086

City Hall
Public Works
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Sunnyvale, CA 94088-3707
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Re: 2025 Master Work Plan - Bicycle and Pedestrian Advisory Commission

Dear Council,

At the November 21, 2024 Bicycle and Pedestrian Advisory Commission (BPAC) meeting, the commission approved the 2025 Master Work Plan with the following changes by a 7-0 vote:

- To prioritize the Class 3B presentation by staff
- Add parking lot item for broader community outreach and communication outlets
- Add a second Safe Routes to School presentation to the parking lot items, making Safe Routes to School item into a bi-annual report

First, regarding the Class 3B presentation by staff, an asterisk has been added on the work plan to indicate that the item is a BPAC priority.

Second, the broader community outreach and communication outlet item will not be included in the “Additional items yet to be scheduled” section of the work plan at this time. During the BPAC meeting, Mayor Klein indicated that the topic will be discussed in greater depth during a future strategic workshop. Addressing this topic prematurely at the staff level could result in duplicative efforts and misalignment with City Council direction on the matter.

Lastly, the second Safe Routes to School presentation will not be included in the “Additional items yet to be scheduled” section of the work plan at this time. The presenter for this item, the Safe Routes to School Coordinator, is not budgeted to do more than one presentation a year. Additionally, the current schedule to present the data once a year is intended to consolidate the results for productive discussion. Due to the nature of the presented data, increasing the frequency of the presentation does not significantly enhance the quality of discussion.



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Therefore, I cannot support the addition of the broader community outreach and communication outlet item and the addition of a second Safe Routes to School item in the BPAC 2025 Master Work Plan included in the City Council Agenda for approval.

Sincerely,

Angela Obeso
Interim Transportation and Traffic Manager

DRAFT 2025 Annual Work Plan Bicycle and Pedestrian Advisory Commission

| MEETING DATE | AGENDA ITEM/ISSUE |
|--------------|---|
| January 16 | <ul style="list-style-type: none"> • Ranking of 2025 Study Issues |
| February 20 | <ul style="list-style-type: none"> • Bicycle and Pedestrian Access Improvements at Sunnyvale Caltrain Station (Study Issue DPW 20-02) (Study Session) • Discussion of TDA Funding (Study Session) • Discussion of Utility Bill Concepts (Study Session) |
| March 20 | <ul style="list-style-type: none"> • Hollenbeck Bike Lane Study (DPW 21-01) (Study Session) • Tasman Pedestrian-Bicycle Improvements Study Issue (DPW 21-03) • Discussion of TDA Funding • Council Ranking of Study Issues (Information item) |
| April 17 | <ul style="list-style-type: none"> • Village Center Master Plan (Study Session) • East Channel Trail Study (Study Session) • Utility Bill Concept Designs |
| May 15 | <ul style="list-style-type: none"> • TDA Funding Project Recommendation • Review Recommended Budget |
| June 19 | <ul style="list-style-type: none"> • Recognition of Service (Presentation) • Hollenbeck Bike Lane Study (DPW 21-01) • Mathilda Avenue Bike Lane Study • Utility Bill Stuffer Update (Information item) • Annual Slurry Seal List (Information item) |
| July 17 | <ul style="list-style-type: none"> • Selection of Chair and Vice Chair • Annual reporting on collisions involving pedestrians and cyclists (Study Session) • Vision Zero Plan Progress Update (Study Session) |
| August 21 | <ul style="list-style-type: none"> • Active Transportation Plan Progress Update (Study Session) • VTA Measure B Education and Encouragement Potential Projects (Study Session) |
| September 18 | <ul style="list-style-type: none"> • Central Arques Specific Plan (Study Session) • Study Issues Sponsorship [for Scenario 1] |
| October 16 | <ul style="list-style-type: none"> • Safe Routes to School Coordinator Update 2025 (Study Session) • Climate Action Playbook Update (Study Session) • Final month to Propose Study Issues • Study Issues Sponsorship [for Scenario 2, if necessary] • Review Sponsored Study Issues Write-up (for Scenario 1 only) |

| MEETING DATE | AGENDA ITEM/ISSUE |
|--------------|--|
| November 20 | <ul style="list-style-type: none"> • Approve 2026 Master Work Plan • Bicycle and Pedestrian Access Improvements at Sunnyvale Caltrain Station (Study Issue DPW 20-02) • Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials |
| December 18 | <ul style="list-style-type: none"> • Final month to Approve 2026 Master Work Plan • Final month for Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials |

Additional items yet to be scheduled:

- Study Issues may be proposed for any meeting throughout the year
- East Channel Trail Study (Study Session)
- El Camino Real Sense of Place and Gateways (Study Session)
- Mary Avenue Overcrossing (Draft EIR) (Study Session)
- Mary Avenue Overcrossing (Final EIR)
- Class IIIB Bicycle Boulevards (Study Session)*
- Sunnyvale Municipal Code 10.56 Bicycles
- Sunnyvale Municipal Code 19.46.150 Bicycle Parking

* Bicycle and Pedestrian Advisory Commission Priority