



# City of Sunnyvale

## Notice and Agenda - Final Bicycle and Pedestrian Advisory Commission

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Thursday, July 15, 2021

6:30 PM

Telepresence Meeting: City Web Stream

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Meeting Online Link: <https://sunnyvale-ca-gov.zoom.us/j/97997417379>

### **TELECONFERENCE NOTICE**

*Because of the COVID-19 emergency and the “shelter in place” orders issued by Santa Clara County and the State of California, the meeting of the Sunnyvale Bicycle and Pedestrian Commission (BPAC) on July 15, 2021 will take place by teleconference, as allowed by Governor Gavin Newsom’s Executive Orders N-29-20 and N-08-21.*

- *Watch the BPAC meeting at:  
<http://youtube.com/SunnyvaleMeetings>*
- *Submit written comments to the BPAC up to 4 hours prior to the meeting to [BPAC@sunnyvale.ca.gov](mailto:BPAC@sunnyvale.ca.gov) or by mail to City Clerk, 603 All America Way, Sunnyvale, CA 94086.*
- *Teleconference participation: You may provide audio public comment by connecting to the teleconference meeting online or by telephone. Use the Raise Hand feature to request to speak (\*9 on a telephone)*
  - *Meeting online link: <https://sunnyvale-ca-gov.zoom.us/j/97997417379>*
  - *Meeting call-in telephone number: 833-548-0282 | Meeting ID: 979 9741 7379*

*Pursuant to the Americans with Disabilities Act (ADA) and Executive Order N-29-20, if you need special assistance to provide public comment, contact the City at least 2 hours prior to the meeting in order for the City to make reasonable alternative arrangements for you to communicate your comments. For other special assistance; please contact the City at least 48 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility to this meeting. ADA contact: Lillian Tsang may be reached at (408) 730-7556 or [ltsang@sunnyvale.ca.gov](mailto:ltsang@sunnyvale.ca.gov) (28 CFR 35.160 (b) (1)).*

## **CALL TO ORDER**

*Call to Order via teleconference.*

## **ROLL CALL**

## **PRESENTATION**

A     [21-0745](#)           Vision Zero Plan Progress Update

## **ORAL COMMUNICATIONS**

*This category provides an opportunity for members of the public to address the Sunnyvale Bicycle and Pedestrian Advisory Commission on items not listed on the agenda and is limited to 15 minutes (may be extended or continued after the public hearings/general business section of the agenda at the discretion of the Chair) with a maximum of up to three minutes per speaker. Please note the Brown Act (Open Meeting Law) does not allow the Bicycle and Pedestrian Advisory Commission to take action on an item not listed on the agenda. If you wish to address the Bicycle and Pedestrian Advisory Commission, please refer to the notice at the beginning of this agenda. Individuals are limited to one appearance during this section.*

## **CONSENT CALENDAR**

*All matters listed on the consent calendar are considered to be routine and will be acted upon by one motion. There will be no separate discussion of these items. If a member of the public would like a consent calendar item pulled and discussed separately, please refer to the notice at the beginning of this agenda.*

1.A    [21-0752](#)           Approve the Bicycle and Pedestrian Commission Meeting Minutes of June 17, 2021.

**Recommendation:** Approve the Bicycle and Pedestrian Commission Meeting Minutes of June 17, 2021 as submitted.

## **PUBLIC HEARINGS/GENERAL BUSINESS**

*If you wish to speak to a public hearing/general business item, please refer to notice at the beginning of this agenda. Each speaker is limited to a maximum of three minutes.*

2       [21-0746](#)           Selection of Chair and Vice Chair for FY21/22

- 3      [21-0658](#)      Recommend to City Council to Remove On-Street Parking for the Northbound Direction on Willow Avenue between Reed Avenue and Aster Avenue and to Install Bicycle Lanes on Both Sides of the Street Per the Active Transportation Plan

**Recommendation:** Alternative 1: Recommend to City Council to Remove On-Street Parking for the Northbound Direction on Willow Avenue between Reed Avenue and Aster Avenue and to Install Bicycle Lanes on Both Sides of the Street Per the Active Transportation Plan

- 4      [21-0747](#)      Report and Discussion of Recent Santa Clara Valley Transportation Authority (VTA) Bicycle and Pedestrian Advisory Committee (BPAC) Meeting

**STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES**

- 5      [21-0748](#)      BPAC 2022 Proposed Study Issues

**NON-AGENDA ITEMS & COMMENTS**

-Commissioner Comments

-Staff Comments

**INFORMATION ONLY REPORTS/ITEMS**

[21-0749](#)      BPAC 2021 Annual Work Plan

[21-0750](#)      Active Items List July 2021

[21-0751](#)      2021 Deferred Study Issues

**ADJOURNMENT**

*Notice to the Public:*

*Any agenda related writings or documents distributed to members of this meeting body regarding any item on this agenda will be made available for public inspection in the originating department or can be accessed through the Office of the City Clerk located at 603 All America Way, during normal business hours and in the Council Chamber on the evening of the Bicycle and Pedestrian Advisory*

*Commission Meeting, pursuant to Government Code §54957.5.*

*Agenda information is available by contacting Lillian Tsang at [pubworks@sunnyvale.ca.gov](mailto:pubworks@sunnyvale.ca.gov) or (408) 730-7415. Agendas and associated reports are also available on the City's website at [sunnyvale.ca.gov](http://sunnyvale.ca.gov) or at the One-Stop Desk, City Hall, 456 W. Olive Ave., Sunnyvale, CA, (408) 730-7580 and at the Sunnyvale Public Library, 665 W. Olive Ave., Sunnyvale, 72 hours before the meeting.*



# City of Sunnyvale

## Agenda Item

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**21-0745**

**Agenda Date: 7/15/2021**

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### **REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMISSION**

#### **SUBJECT**

Vision Zero Plan Progress Update



# City of Sunnyvale

## Agenda Item

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**21-0752**

**Agenda Date:** 7/15/2021

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### **REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMISSION**

#### **SUBJECT**

Approve the Bicycle and Pedestrian Commission Meeting Minutes of June 17, 2021.

#### **RECOMMENDATION**

Approve the Bicycle and Pedestrian Commission Meeting Minutes of June 17, 2021 as submitted.



# City of Sunnyvale

## Meeting Minutes - Draft Bicycle and Pedestrian Advisory Commission

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Thursday, June 17, 2021

6:30 PM

Telepresence Meeting: City Web Stream

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### **CALL TO ORDER**

Pursuant to Section 3 of Executive Order N-29-20 (March 17, 2020) and Section 42 of Executive Order N-08-21 (June 11, 2021) issued by Governor Newsom, the meeting was conducted telephonically.

Vice Chair Mehlman called the meeting to order at 6:31 p.m. via teleconference.

### **ROLL CALL**

**Present 5 -** Vice Chair Leia Mehlman  
Commissioner Arwen Davé  
Commissioner Dan Hafeman  
Commissioner Timothy Oey  
Commissioner Scott Swail  
**Absent 2 -** Chair Richard Mehlinger  
Commissioner John Cordes

Dennis Ng, Transportation and Traffic Manager, Lillian Tsang, Principal Transportation Engineer and Nabilah Deen, Transportation Engineer attended via teleconference.

Vice Chair Mehlman served as Acting Chair for the meeting.

Chair Mehlinger's absence is excused.  
Commissioner Cordes absence is excused.

Council Liaison Melton (absent).

### **PRESENTATION**

**A**      [21-0667](#)      Recognition of Service

Lillian Tsang, Principal Transportation Engineer, stated that Commissioner Swail will be leaving the BPAC and he served one term starting in 2017. Commissioner Cordes will be leaving the BPAC after serving almost two terms for a total of seven years. Commissioner Cordes started his term in 2014 and served as Chair for two different years and one year as Vice Chair. Ms. Tsang thanked Commissioner Swail and Commissioner Cordes for their past service.

Vice Chair Mehlman, Commissioner Oey and Commissioner Davé thanked Commissioner Swail and Commissioner Cordes for their service.

Vice Chair Mehlman opened for Public Comment.

Vice Chair Mehlman closed for Public Comment.

**B**      [21-0668](#)      Introduction to the Java Drive Road Diet and Bicycle Lanes Project

Ms. Tsang introduced Angela Obeso, Principal Transportation Engineer/Planner, Department of Public Works and Joe Striper, Project Manager from Mark Thomas. Ms. Obeso and Mr. Streeper provided an introduction to the Java Drive Road Diet and Bicycle Lanes Project.

Ms. Obeso and Mr. Streeper highlighted the following:

- Background of project
- Existing Conditions
- Proposed Options
- Traffic Analysis
- Next Steps
- Project Option Selection
- Environmental Clearance
- Final Design
- Construction - Project opening by spring 2023

Vice Chair Mehlman commented and asked about the following:

- Are they taking into account the Active Transportation Plan with the intended reduction of Vehicle Miles Traveled for the 2035 traffic projections? Also the Moffet Park Specific Plan (MPSP Update)? Ms. Obeso stated they are working closely with the Moffet Park Specific Plan team and are working out what the roadway network and the land use patterns and maps will look like. It is going to be more focused on multimodal. Ms. Obeso stated that the 2035 volumes used are based on the



General Plan numbers.

- How will the intersections be designed to reduce vehicular bicycle conflict? Ms. Obeso stated they are looking at more of a conceptual level and not at that level of detail yet.
- Prefers physical barriers to paint

Commissioner Oey commented and asked about the following:

- How recently was the General Plan refreshed in regards to the 2035 projected traffic volumes? Lillian Tsang, Principal Transportation Engineer, stated that the Land Use and Transportation Element (LUTE) was adopted in 2017 which were the land use assumptions that were adopted into the General Plan. Ms. Tsang stated they will be incorporating some of the recently adopted land use.
- Does staff survey in person or is it based on satellite view and photos from other people? Mr. Streeper stated in this phase they used as-built drawings, satellite images and Google Earth. The actual survey will be conducted during the design phase.
- The diagram for the public should show approximately where residential land use are proposed in the MPSP Update
- Is the Vehicle Miles Traveled reduction goal as listed in the Climate Action Playbook (CAP) factored into the LUTE? Are there levels of service analysis for biking and walking versus vehicles? Mr. Streeper stated they do not have levels of service analysis for biking and walking. Ms. Tsang stated the CAP is an overarching action plan to reduce greenhouse gas. Ms. Tsang stated the General Plan assumptions are mainly the land use and network assumptions which was adopted before the CAP was adopted. The City is working on improving the transportation network for all modes including pedestrian, transit and bicycle.

Commissioner Davé commented and asked about the following:

- Where would this proposed east-west bicycle facility connect to? Ms. Obeso stated our goal is for users who are currently driving to shift mode to bicycling. Dennis Ng, Transportation and Traffic Manager, stated they are implementing a proposed improvement identified in the 2006 Bike Plan and currently in the Active Transportation Plan.

Commissioner Hafeman commented and asked about the following:

- Include bike lanes on the SR 237 overpass in the study
- Can some of the vegetation be taken out? Ms. Obeso stated vegetation on the inside of the roadway cannot be taken out because it is in the VTA right of way. The vegetation on the outside of the roadway they will have to take a closer look.

Commissioner Swail commented and asked about the following:

- Have local business throughout the corridor been approached or will be approached for feedback, comments and suggestions? Ms. Obeso stated a public outreach meeting will be set up with property owners and tenants along the corridor.
- Working in the office and working from home impact on the 2035 traffic volumes

Commissioner Oey commented on the following:

- Change in behavior due to pandemic will affect 2035 projection numbers and the CAP

Vice Chair Mehlman opened for Public Comment.

Alon Golan, member of the public commented on the following:

- Bike lanes on Java Drive going over SR 237 and freeway on/off ramps
- Bike lanes on Fair Oaks/Lawrence Expressway and Tasman Drive
- Class IV better than Class II
- Traffic Projections for 2035

Vice Chair Mehlman closed for Public Comment.

Lillian Tsang stated that the Mayor will attend the meeting at 7:45-7:50. At that time, RTC 21-0667, Recognition of Service, will be re-opened.

**C**      [21-0669](#)      Presentation on the Lawrence Station Area Plan (LSAP)  
Update and Draft Subsequent Environmental Impact Report  
(SEIR)

George Schroeder, Senior Planner, Community Development Department and Amber Blizinski, Principal Planner, Community Development Department gave a presentation on the Lawrence Station Area Plan Update and Sense of Place Plan.

Mr. Schroeder highlighted the following:

- Study Background
- Study Timeline

Mayor Klein joined the meeting and Vice Chair Mehlman stated that they will reopen RTC 21-0667, Recognition of Service.

[21-0667](#)      Recognition of Service

Larry Klein, Mayor of City of Sunnyvale, thanked Commissioner Cordes and Commissioner Swail for their past service and congratulated Commissioner Davé on her reappointment on the BPAC. Mayor Klein thanked all of the BPAC members for their service.

Vice Chair Mehlman reopened Agenda Item #21-0669.

[21-0669](#) Presentation on the Lawrence Station Area Plan (LSAP)  
Update and Draft Subsequent Environmental Impact Report  
(SEIR)

Mr. Schroeder highlighted the following:

- LSAP Amendments
- Land Use Diagram
- Boundary Expansion and Intuitive Project
- Summarize conclusions of Draft Subsequent EIR
- California Environmental Quality Act (CEQA)
- DSEIR Transportation Chapter
- Sense of Place Plan
- Wayfinding and Street Furnishings
- Next Steps
- Information on how to provide comments

Commissioner Oey commented and asked about the following:

- Will Specific Plans cross city boundaries? Mr. Schroeder stated yes they do cross city boundaries.
- Will you have funding for wayfinding for bicycling and walking in addition to driving? Mr. Schroeder stated that there will be directional signs installed on sidewalk for pedestrians.
- Have specific destination names on wayfinding signs

Commissioner Hafeman asked about the following:

- Will there be mixed use such as a town center or small shops? Mr. Schroeder stated there will be mixed use.
- Will there be local parks? Mr. Schroeder stated that there will be some parks.

Vice Chair Mehlman commented and asked about the following:

- Concerned about lack of open space. Mr. Schroeder stated that in addition to the spaces available to the public, every residential project will address park dedication. There is no park requirements for non-residential projects.

- Concerned that there is a buffered bike lane on a 40 miles per hour street rather than a physical separation on Kifer Road

Commissioner Davé commented and asked about the following:

- Complimented on the introduction of cut throughs in the plan
- Any incentive programs? Mr. Schroeder stated that the City does have incentive programs that would give additional density to residential projects that provide open space.

Vice Chair Mehlman opened for Public Comment.

Cliff Bargar, member of the public, commented on the following:

- New units of housing are fantastic
- Offstreet class one bike trails and bike paths
- Buffered bike lanes on Kifer Road

Carl Hage, member of the public, commented on the following:

- Bicycle hazard in accessing the Caltrain Station from Willow going north from Reed Avenue
- Concerned about the railroad tracks next to the curb on the sidewalk

Vice Chair Mehlman closed for Public Comment.

Vice Chair Mehlman called for a recess at 8:21 p.m. Vice Chair Mehlman reconvened the meeting at 8:30 p.m.

### **ORAL COMMUNICATIONS**

Vice Chair Mehlman opened for Public Comment.

Vice Chair Mehlman closed for Public Comment.

### **CONSENT CALENDAR**

- 1A.      [21-0654](#)      Approve the Bicycle and Pedestrian Commission Meeting Minutes of May 20, 2021.

Approve the Bicycle and Pedestrian Commission Meeting Minutes of May 20, 2021 as submitted.

Commissioner Swail moved and Commissioner Oey seconded to approve amended

item 1.A.

The amendment was made by Commissioner Hafeman, who noted the following:

- On page 9, the minutes stated that "Commissioner Mehlinger and Commissioner Cordes both support the motion" which should instead state "Chair Mehlinger and Commissioner Cordes both support the motion".

- On page 11, the minutes stated that "Chair Mehlinger adjourned the meeting at 8:34 p.m." when it should state that "Vice Chair Mehلمان adjourned the meeting at 8:34 p.m.".

The second part of the amendment was not incorporated in the revised Minutes because Chair Mehlinger did adjourn the meeting. However, on page 1 of the Minutes, it was revised to state that "Chair Mehlinger called the meeting to order at 6:33 p.m." instead of "Vice Chair Mehلمان called the meeting to order at 6:33 p.m.".

The motion carried the following vote:

**Yes 5 -** Vice Chair Mehلمان  
Commissioner Davé  
Commissioner Hafeman  
Commissioner Oey  
Commissioner Swail

**No 0**

**Absent 2 -** Chair Mehlinger  
Commissioner Cordes

### **PUBLIC HEARINGS/GENERAL BUSINESS**

None.

### **STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES**

**2**      [21-0670](#)      Simplify Sidewalk Riding Ordinance (Potential Study Issue)

Commissioner Oey highlighted the following on what he is proposing:

- Sunnyvale Municipal Code (SMC) 10.56.140 prohibits riding on sidewalks and overhead pedestrian crossing. This SMC is really hard to read and it needs to be simplified.
- Proposing study issue on simplifying the wordings
- Sharing the sidewalk appropriately between all personal mobility devices with

pedestrians being prioritized

Ms. Tsang commented on the following:

- California Vehicle Code and State laws
- City can only adopt local ordinances that are not already regulated or prohibited by state laws

Vice Chair Mehlman commented on the following:

- 10 miles per hour is faster than most people can jog. It should be at most 5 miles per hour

Commissioner Hafeman commented on the following:

- Should not specify a speed in the Study Issue
- Electric bicycles on streets
- Focus on what's is safe for pedestrians on sidewalks

Commissioner Hafeman proposes an amendment to the Study Issue that says "An appropriate speed for pedestrian safety".

Commissioner Oey asked if he can amend the amendment asking staff to replace the 7 miles per hour to an "X", where "X" is a safe speed determined by the study.

Commissioner Oey would like to change the current ordinance to indicate "bicyclists could ride side by side except when the sidewalk is narrow, or yield to pedestrians".

Vice Chair Mehlman opened for Public Comment.

Vice Chair Mehlman closed for Public Comment.

Commissioner Oey moved and Commissioner Swail seconded the motion to add the Simplify Sidewalk Riding Ordinance to the BPAC 2022 Proposed Study Issue list.

The motion carried the following vote:

**Yes 5 -** Vice Chair Mehlman  
Commissioner Davé  
Commissioner Hafeman  
Commissioner Oey  
Commissioner Swail

**No 0**

**Absent 2 -** Chair Mehlinger  
Commissioner Cordes

**3**      [21-0671](#)      BPAC 2022 Proposed Study Issues

Commissioner Oey commented on the following:

- Change the wording for the "Roll in and Fully Enclosed Bike Parking Ordinance" Study Issue scope to include roll in bike access, instead of only indoor public bike storage.

Vice Chair Mehlman opened for Public Comment.

Vice Chair Mehlman closed for Public Comment.

**NON-AGENDA ITEMS & COMMENTS**

**-Commissioner Comments**

Commissioner Oey commented and asked about the following:

- Silicon Valley Bike Summit - August 12 & 13 from 9:00 a.m. to 12:00 p.m. More information at [bikesiliconevalley.org](http://bikesiliconevalley.org).
- Would like to see our Bike Plans updated more frequently: every 5 years instead of 14 years.
- Would like to take a ride on the City's infrastructure with City Manager, DPW Director, Lillian and Dennis
- Any in person meeting updates?
- Will the Homestead Full-Time Bike Lane Study come back as an Information Only Agenda item or Public Hearing Agenda item in September?
- Metropolitan Transportation Commission (MTC) Advisory Committee is accepting applications through August 1, 2021

Ms. Tsang and Mr. Ng addressed the questions.

**-Staff Comments**

Lillian Tsang, Principal Transportation Engineer, commented on the following:

- MTC updated their funding recommendation for the Safe and Seamless Mobility Quick Strike Program
- With MTC's approval, Sunnyvale will receive grant funding in the amount of \$1.9 million for the construction of bike, pedestrian and Safe Routes to School Quick Build Improvements in various parts of the City
- Construction has started on Homestead Road. Should be completed by August or September of this year
- First scramble signal will be installed
- Caltrain has installed 16 new bike e-lockers at both the Lawrence Caltrain Station and Sunnyvale Caltrain Station. More information at [www.bikelink.org](http://www.bikelink.org)
- Commissioner Davé has been re-appointed as BPAC Commissioner. Her new term will be from July 1, 2021 to June 30, 2025
- Newly appointed BPAC Commissioner Mihir Paradkar will start his term on July 1, 2021 and ends on June 30, 2025
- One vacancy on BPAC and it will be included in the August 31, 2021 recruitment.

#### **INFORMATION ONLY REPORTS/ITEMS**

- |                                |                             |
|--------------------------------|-----------------------------|
| <a href="#"><u>21-0672</u></a> | BPAC 2021 Annual Work Plan  |
| <a href="#"><u>21-0673</u></a> | Active Items List June 2021 |
| <a href="#"><u>21-0674</u></a> | 2021 Deferred Study Issues  |
| <a href="#"><u>21-0675</u></a> | 2021 Utility Insert Stuffer |

Commissioner Hafeman would like staff to check if the purple and red symbols on 40 mile per hour sign could be reversed. Ms. Tsang stated she would have to check with the print shop to see if they have been printed already.

#### **ADJOURNMENT**

Vice Chair Mehlman adjourned the meeting at 9:15 p.m.





# City of Sunnyvale

## Agenda Item

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**21-0746**

**Agenda Date: 7/15/2021**

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### **REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMISSION**

#### **SUBJECT**

Selection of Chair and Vice Chair for FY21/22

## **Policy 7.2.19    Boards and Commissions**

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### **POLICY PURPOSE:**

The purpose of this policy is to outline those Council policies pertaining to the City's Boards and Commissions Program.

## **2.    BOARD AND COMMISSION BYLAWS**

### **G.    Officers**

#### **(I)    Selection of Chair and Vice Chair**

Unless otherwise dictated by City Charter, each board and commission shall, within the month of July each year, or during the next regularly scheduled meeting if a July meeting is not otherwise necessary, elect one of its members as presiding officer, to serve commencing after the end of the meeting, upon completion of mandatory chair training and ideally in time to advise staff on the agenda for the next regularly-scheduled meeting. The Board of Building Code Appeals must meet in July to select a chair and vice chair if no meetings are scheduled in the future. The selection of chair and vice chair shall be the last item on the agenda at the scheduled meeting. All boards and commissions shall select their chair and vice chair in accordance with practices and procedures outlined by the Office of the City Clerk.

#### **(II)   Chair's Role and Responsibilities**

- (a) Attends training in how to be an effective chair prior to assuming the role.
- (b) Presides at meetings of the board or commission, and follows Brown Act requirements for conducting meetings.
- (c) Serves as a liaison to Council at City Council meetings.
- (d) Coordinates the scheduling of special meetings or cancellation of a meeting with the staff liaison.
- (e) Coordinates the setting of the agenda with the staff liaison. Should the chair and the staff liaison disagree regarding the agenda, the city manager shall have final authority subject to appeal to the City Council.
- (f) Board and commission chairs or a designated alternate may always attend Council meetings to present the board or commission's position to Council. However, they must attend Council meetings to present the board or commission's position to Council on any non-consent calendar item previously addressed by the board or commission when only action minutes from the board or commission meeting are available to Council. The chair or designated alternate shall report back to their board or commission on Council's discussion and ultimate decision.

- (g) Counsels and administers verbal reprimands and written warnings to board and commission members who do not comply with City policy.
- (h) Meets with Council in a study session setting on a regular schedule at least annually.

**(III) Vice Chair's Role and Responsibilities**

- (a) Attends training in how to be an effective vice chair prior to assuming the role.
- (b) Serves as the presiding officer in the absence of the chair.
- (c) Joins board or commission chairs in meetings with Council in a study session setting on a regular schedule at least annually, per Section G.(II)(h).

From "*The Standard Code of Parliamentary Procedure*" by Alice Sturgis

### **Electing the Chair and Vice Chair**

1. Open Nominations:
  - a. Presiding officer may say: "Are there nominations for the office of Chair?"
  - b. Any member may say: "I nominate \_\_\_\_\_"
  - c. No second is necessary.
  - d. Presiding officer will ask: "Are there further nominations for the office of Chair?"
  - e. Repeat until no further nominations.
2. Close Nominations:
  - a. Presiding officer declares nominations for that office closed.
  - b. Motion to close is not necessary.
3. Nominations are voted upon in the order taken.
  - a. The member receiving the necessary vote is elected.

### **Electing a Temporary Chair in the absence of both Chair and Vice Chair**

1. Open Nominations:
  - a. Secretary or Liaison should inform the members that in the absence of both Chair and Vice Chair, a Temporary Chair (or Chair Pro Tem) must be elected to serve as presiding officer for this meeting only.
  - b. Secretary or Liaison may say: "Are there nominations for Temporary Chair for this meeting?"
  - c. Any member may say: "I nominate \_\_\_\_\_"
  - d. No second is necessary.
  - e. Secretary or Liaison will ask: "Are there further nominations for Temporary Chair?"
  - f. Repeat until no further nominations.
2. Close Nominations:
  - a. Secretary or Liaison declares nominations for Temporary Chair closed.
  - b. Motion to close is not necessary.
3. Nominations are voted upon in the order taken.
  - a. The member receiving the necessary vote is elected for this meeting only.



# City of Sunnyvale

## Agenda Item

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21-0658

Agenda Date: 7/15/2021

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### REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMISSION

#### **SUBJECT**

Recommend to City Council to Remove On-Street Parking for the Northbound Direction on Willow Avenue between Reed Avenue and Aster Avenue and to Install Bicycle Lanes on Both Sides of the Street Per the Active Transportation Plan

#### **BACKGROUND**

Willow Avenue is a posted 25 miles per hour north-south local collector street that connects Reed Avenue and the Lawrence Caltrain Station, providing direct pedestrian, bicycle, and vehicular access to the train station. It is located within the Lawrence Station Area Plan area, and Willow Avenue terminates at the Lawrence Caltrain Station at the City of Sunnyvale/Santa Clara city limits, which then transitions into French Street within the City of Santa Clara. Willow Avenue has one travel lane in each direction and has on-street parking on both sides of the street for approximately 720 feet north of Reed Avenue; there is no on-street parking for the remainder of the street. There is currently no bicycle facility on Willow Avenue, bicyclists and vehicular traffic must share the travel lane.

Along the western side of Willow Avenue, there are multi-family residential units and a childcare facility; along the eastern side of Willow Avenue, there are several automobile repair shops, restaurants and a supermarket.

The City Council adopted the Lawrence Station Area Plan (LSAP) at its December 6, 2016 meeting (RTC No. 16-1108). In the adopted LSAP, Willow Avenue was identified as a key access route for pedestrians and bicyclists heading to and from the Lawrence Caltrain Station. The proposed improvements identified on Willow Avenue include filling in missing sidewalk gaps and installing a Class II Bicycle Lane on Willow Avenue between Reed Avenue and 350 feet north of Aster Avenue. Willow Avenue, with the improved pedestrian and bicycle facilities, will improve north-south connectivity through the LSAP area.

At the August 25, 2020 meeting, City Council adopted the Active Transportation Plan (ATP) (RTC No. 20-0249), where one of the main goals of the plan is to assist the City in creating a safe, connected, and efficient citywide walking and bicycling network. The proposed bicycle improvements on Willow Avenue include a Class IIB buffered bicycle lane on the section of Willow Avenue where there is existing on-street parking between Reed Avenue and 720 feet north of Reed Avenue; and a Class II bicycle lane on the section where there is currently no existing on-street parking. To implement a Class II bicycle lane or Class IIB buffered bicycle lane on the southern portion of Willow Avenue, on-street parking would need to be removed on at least one side of Willow Avenue.

For this project, the existing on-street parking along the commercial/retail land use side of northbound Willow Avenue is proposed to be removed as commercial/retail land uses were designed

to have ample on-site parking for their respective land uses. The removal of on-street parking in the northbound direction and the proposed bicycle improvements as identified in the ATP are consistent with the Public Draft of Amended LSAP and Draft LSAP Sense of Place Plan, which are both currently being circulated for public review.

The City was awarded with a One Bay Area Grant-Cycle 2 (OBAG2) grant in the amount of \$500,000 with a required local match of \$132,911 to plan, design, and construct bicycle and pedestrian improvements within the Lawrence Station area. On February 25, 2020, the City Council awarded a contract to Siegfried Engineering, Inc. for the planning and design of the proposed improvements in Lawrence Station Area (RTC No. 19-1164). At this time, Siegfried Engineering, Inc. has completed preliminary design and staff has presented the design to the public along with a parking study for input on the parameters of the project.

Attachment 2 presents project limits and locations of where on-street parking spaces are proposed to be removed; Attachment 3 shows the existing and proposed cross sections on Willow Avenue.

The City Council is scheduled to consider this item on August 31, 2021.

### **EXISTING POLICY**

**Resolution No. 793-16 Complete Streets Policy** (and Resolution No. 896-18 amending Resolution No. 793-16): the City wishes to improve its commitment to Complete Streets and desires that its streets form a comprehensive and integrated transportation network promoting safe, equitable, and convenient travel for all users while preserving flexibility, recognizing community context, and using the latest and best design guidelines and standards.

### **General Plan Chapter 3 Land Use and Transportation:**

- **Goal LT-3:** An Effective Multimodal Transportation System - Offer the community a variety of transportation modes for local travel that are also integrated with the regional transportation system and land use pattern. Favor accommodation of alternative modes to the automobile as a means to enhance efficient transit use, bicycling, and walking and corresponding benefits to the environment, person-throughput, and qualitative improvements to the transportation system environment.
- **Policy LT-3.8:** Prioritize safe accommodation for all transportation users over non-transport uses. As city streets are public spaces dedicated to the movement of vehicles, bicycles, and pedestrians, facilities that meet minimum appropriate safety standards for transport uses shall be considered before non-transport uses are considered.
- **Policy LT-3.9:** As parking is the temporary storage of transportation vehicles do not consider parking a transport use of public streets.
- **Policy LT3-10:** Prioritize street space allocated for transportation uses over parking when determining the appropriate future use of street space.

### **Lawrence Station Area Plan**

- **WS-G1** Design to be safe and attractive for residents of the study area and those south of Reed who walk or ride to the station.

### **ENVIRONMENTAL REVIEW**

The California Environmental Quality Act (CEQA) determination for this project is a Class 1

categorical exemption pursuant to CEQA Guidelines Section 15301(c) for operation, repair or minor alteration of existing streets, sidewalks and pedestrian and bicycle trails or other similar alterations that do not create additional automobile lanes.

## **DISCUSSION**

### **On-Street Parking Occupancy Study**

To evaluate whether the removal of on-street parking on the northbound direction of Willow Avenue would have an impact to the users who live/work along the corridor, an on-street parking observation was conducted along Willow Avenue on four different mid-week weekdays between March 2021 and May 2021: Wednesday March 24, Wednesday March 31, Wednesday April 28, and Wednesday May 5. The data was collected at three different times throughout the day to capture the parking occupancy at 11 a.m., 3:30 p.m. and 11 p.m. At the time when the on-street parking observation was conducted, the County of Santa Clara was in the orange tier of the State of California's Blueprint for a Safer Economy to reduce COVID-19. Under the orange tier, most businesses could open with reduced capacity, and offices could open with modifications, but telework was encouraged. Therefore, the daytime on-street parking usage observed was higher than typical as most residents were still working remotely from home. In addition, given the residential land use along the corridor, staff believes the 11 p.m. observation would have the highest parking occupancy for the area. The on-street parking occupancy data is summarized in Attachment 4.

From the parking occupancy data, the western side of Willow Avenue where the multi-family residential units had a slightly lower average daily parking usage than the eastern side (an average of 64% vs. an average of 79%). When looking at the data aggregately, the total number of parked vehicles along this corridor was very consistent among the four days of observation, with a slightly higher usage at night.

License plate data was also collected as part of the study to understand when vehicles were parked along the corridor and whether they were parked there repeatedly. Approximately 48% of the vehicles parked on this corridor were present only one out of the four days of observation. 20% of the vehicles were parked on this corridor during the day only and were not observed to be parked on Willow Avenue at night when residents were typically home. In addition, 12% of the parked vehicles were vans or recreational vehicles which were not observed repeatedly along Willow Avenue. During the site visits, staff noticed one of the repair shops on the eastern side of Willow Avenue specializes in the repair of vans and recreational vehicles. In general, there is an abundance of available on-site parking for business use. While staff did not drive onto the private property to collect detailed on-site parking utilization data, staff was able to observe visually the available parking capacity at the repair shops, restaurants and supermarket while driving on Willow Avenue. From the data collected, staff was able to identify resident parking vs. non-resident parking.

Resident parking on Willow Avenue were classified based on the following criteria:

- a) parked on Willow Avenue for more than one out of the four days of site observations;
- b) parked along the corridor at night (or all-day); or
- c) they were not recreational vehicles or vans

Non-resident parking were classified based on the following criteria:

- a) parked on Willow Avenue during daytime only;
- b) parked on Willow Avenue for only one out of the four days of site observations; or

c) they were recreational vehicles or vans

Staff believes that non-resident parking was mostly employees or patrons from the nearby automobile repair shops for several reasons:

- One of the automobile repair shops on Willow Avenue specializes in the repair of recreational vehicles and vans.
- Some vehicles parked on Willow Avenue had missing bumpers.
- Staff has received emails, phone calls and Access Sunnyvale requests from residents indicating they noticed employees from the automobile repair shops parking either their own vehicles or their patrons' vehicles on Willow Avenue.

The parking observation data was evaluated to determine the true average daily resident-only parking demand on this corridor based on the time of day vehicles were parked on the corridor, how often the vehicles were observed, and the type of vehicles that were observed. Taking these factors into account, the estimated average daily residential parking demand would range from 14-21 vehicles. If the on-street parking for the northbound direction of Willow Avenue was removed, the remaining on-street parking capacity would be 23 vehicles, which would be sufficient to accommodate the average daily residential parking demand. The results are summarized in Attachment 5.

### **Online Public Outreach Meeting**

On Thursday May 27, 2021, an online public outreach meeting was held with residents and property owners along the project corridor to present the project as well as the parking occupancy study results. Residents, property owners and business owners were notified of the public meeting through postcards mailed to apartments, townhomes, single family homes, and businesses (Mailer notification area is shown in Attachment 2). There was a total of seven members of the public that participated in the outreach meeting; and three members of the public provided feedback via email; none of the participants indicated they were property owners. Residents in general agreed that the automobile repair shops do utilize the existing on-street parking on Willow Avenue as storage of customer vehicles, and their staff would park on the on-street parking spaces instead of the on-site parking spaces as well. One resident expressed concern that the repair shops would continue to use the on-street parking spaces on Willow Avenue as storage if on-street parking was prohibited on the northbound side of Willow Avenue. Staff indicated that from the drive-by observations over the four days of data collection, there appeared to be available capacity on-site at the repair shops. The repair shops seemed to be parking their customers vehicles on the street out of convenience.

Overall, no property owners or residents opposed the removal of on-street parking on the northbound direction of Willow Avenue. One of the residents expressed support of the City's efforts in building and improving the bicycle and pedestrian network throughout the city.

### **Next Steps**

Upon City Council's action to remove the on-street parking for the northbound direction on Willow Avenue, Siegfried Engineering, Inc. will complete the design of the proposed improvements by October 2021. City will advertise the project for a construction firm to construct the proposed improvements. Construction is anticipated to begin in the first quarter of 2022, and to be completed in summer 2022.



**FISCAL IMPACT**

If on-street parking were to be removed on the northbound direction of Willow Avenue to install Class IIB buffered bicycle lanes, funding is available in Project 832960 - Lawrence Station Area Sidewalk and Bicycle Facility.

**PUBLIC CONTACT**

Public contact was made through posting of the Bicycle and Pedestrian Advisory Commission on the City's official-notice bulletin board, on the City's website, and the availability of the agenda and report in the Office of the City Clerk.

**ALTERNATIVES**

1. Recommend to City Council to Remove On-Street Parking for the Northbound Direction on Willow Avenue between Reed Avenue and Aster Avenue and to Install Bicycle Lanes on Both Sides of the Street Per the Active Transportation Plan
2. Recommend to City Council to Maintain On-Street Parking for the Northbound Direction on Willow Avenue between Reed Avenue and Aster Avenue and Not to Install Bicycle Lanes on Both Sides of Willow Avenue

**RECOMMENDATION**

Alternative 1: Recommend to City Council to Remove On-Street Parking for the Northbound Direction on Willow Avenue between Reed Avenue and Aster Avenue and to Install Bicycle Lanes on Both Sides of the Street Per the Active Transportation Plan

The City has a vision to increase the viability of bicycling, walking and transit ridership throughout the City in order to help provide people additional transportation options beyond driving a car. By removing on-street parking and installing Class IIB bicycle facilities on Willow Avenue, it will provide a new bicycle facility with a direct connection to the Lawrence Caltrain Station. As part of the future Caltrain service planning, Joint Powers Board aims to increase frequency along the corridor, as well as the number of bullet/express trains that will stop at Lawrence Caltrain Station. With the future increase in service, Willow Avenue will serve as a key access route for pedestrians and bicyclists to access the Lawrence Caltrain Station.

This proposed improvement will align with the City Council's Strategic Priority: Ability of Infrastructure to Support Development, Traffic and Active Transportation. Furthermore, it will comply with our Complete Streets Policy and support the City's Climate Action Plan goal to reduce vehicle emission.

Prepared by: Lillian Tsang, Principal Transportation Engineer  
Reviewed by: Dennis Ng, Transportation and Traffic Manager  
Reviewed by: Chip Taylor, Director, Department of Public Works  
Reviewed by: Teri Silva, Assistant City Manager  
Approved by: Kent Steffens, City Manager

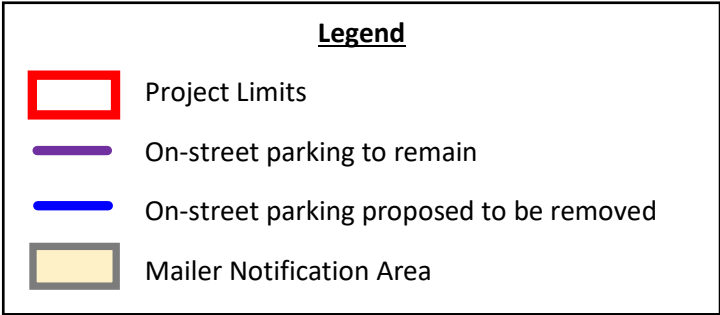
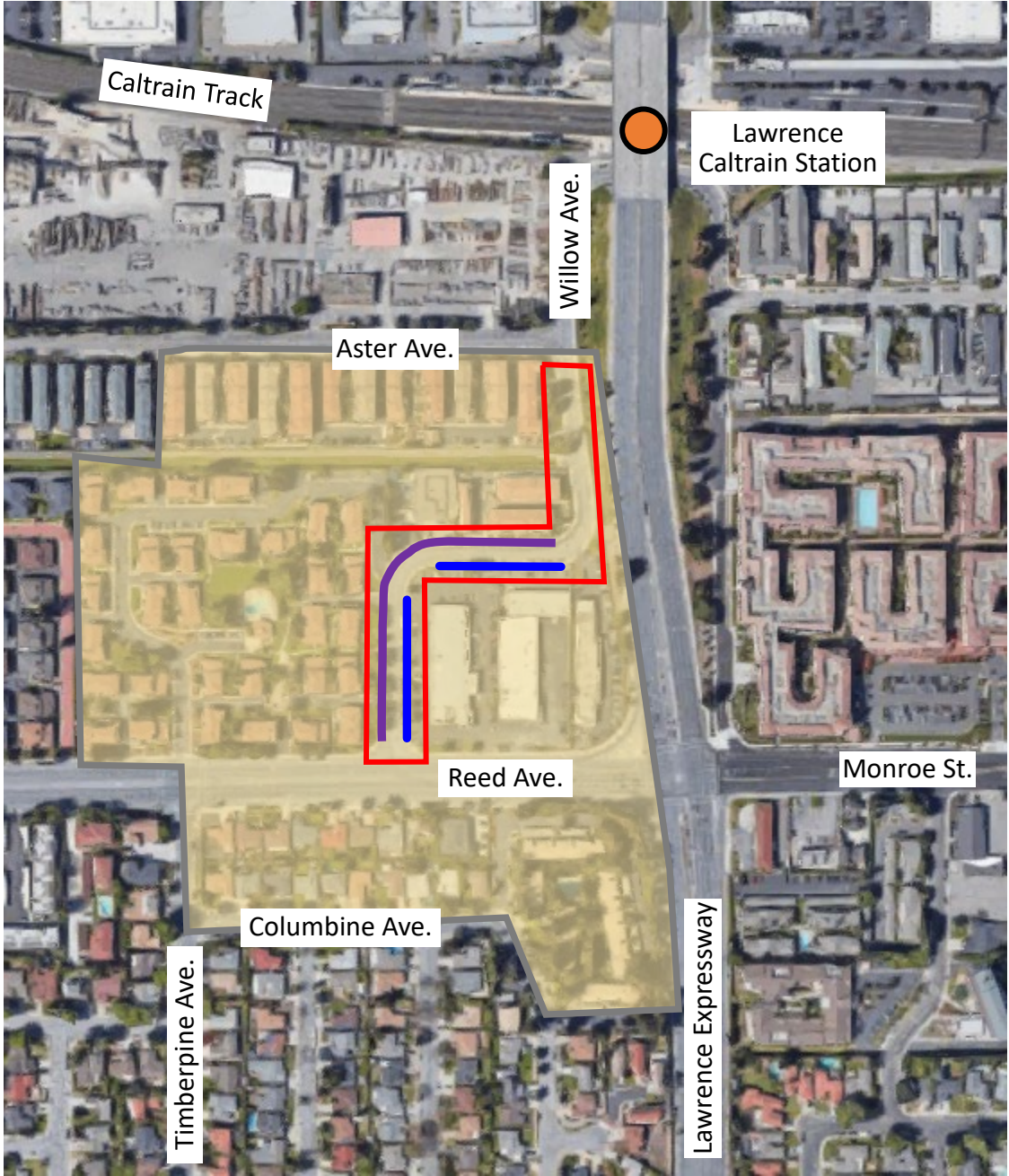
**ATTACHMENTS**

1. Reserved for Report to Council
2. Study Area
3. Proposed Bicycle Improvements on Willow Avenue

- 4. On-Street Parking Observation Summary
- 5. On-Street Parking Study Evaluation

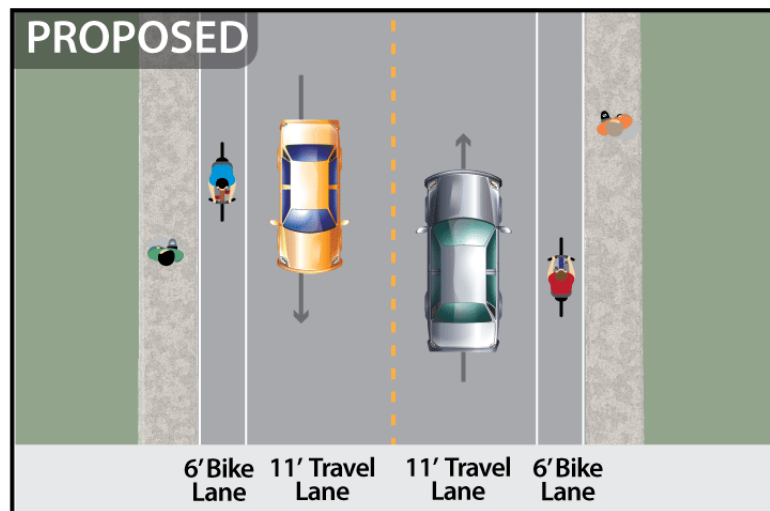
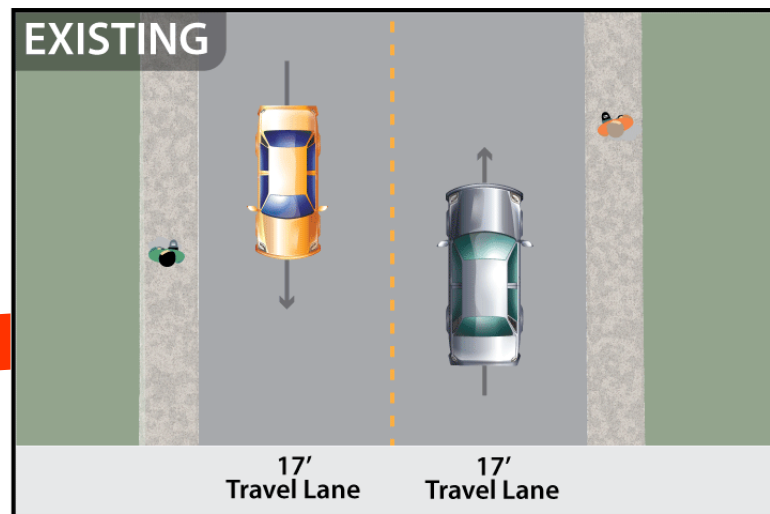
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Willow Avenue On-Street Parking Study Area



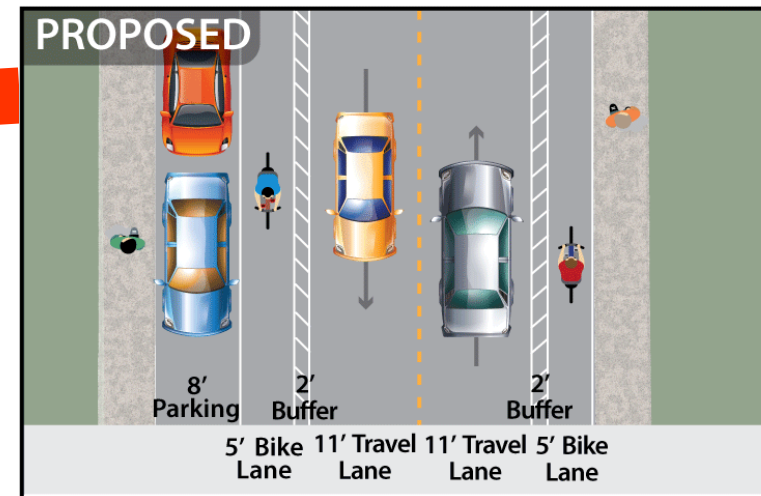
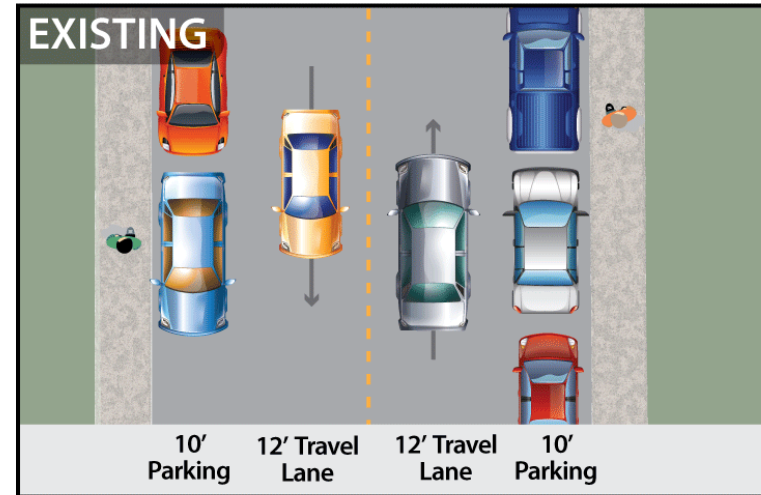
## Proposed Bicycle Improvements on Willow Avenue

### Northern Segment





## Southern Segment



### Willow Avenue On-Street Parking Observation Summary

Study Area	Available Spaces	Number of Parked Vehicles Observed			
		3/24/21	3/31/21	4/28/21	5/5/21
Willow Ave. (Western Side/SB Direction)					
11:00 a.m.	23	12 (52%)	13 (57%)	15 (65%)	13 (57%)
3:30 p.m.	23	15 (65%)	15 (65%)	13 (57%)	13 (57%)
11:00 p.m.	23	16 (70%)	17 (74%)	16 (70%)	18 (78%)
Willow Ave. (Eastern Side/NB Direction)					
11:00 a.m.	24	19 (79%)	19 (79%)	19 (79%)	18 (75%)
3:30 p.m.	24	17 (71%)	21 (88%)	19 (79%)	18 (75%)
11:00 p.m.	24	20 (83%)	19 (79%)	19 (79%)	20 (83%)
Willow Ave. (Combined)					
11:00 a.m.	47	31 (66%)	32 (68%)	34 (72%)	31 (66%)
3:30 p.m.	47	32 (68%)	36 (77%)	32 (68%)	31 (66%)
11:00 p.m.	47	36 (77%)	36 (77%)	35 (74%)	38 (81%)

**Willow Avenue On-Street Parking Study Evaluation  
With Northbound On-Street Parking Removal & Non-Resident Adjustment**

Willow Avenue	Available Spaces	Number of Parked Vehicles Observed			
		3/24/21	3/31/21	4/28/21	5/5/21
On-Street Parking Observed					
11:00 a.m.	47	31 (66%)	32 (68%)	34 (72%)	31 (66%)
3:30 p.m.	47	32 (68%)	36 (77%)	32 (68%)	31 (66%)
11:00 p.m.	47	36 (77%)	36 (77%)	35 (74%)	38 (81%)
Willow Avenue	Available Spaces	Estimated Average Resident-Only Parking Demand			
		3/24/21	3/31/21	4/28/21	5/5/21
With Non-Resident Adjustment & On-Street Parking Removal on Northbound Willow Avenue					
11:00 a.m.	23	15 (64%)	15 (64%)	16 (70%)	15 (64%)
3:30 p.m.	23	14 (62%)	16 (70%)	14 (62%)	14 (62%)
11:00 p.m.	23	20 (86%)	20 (86%)	19 (83%)	21 (90%)





# City of Sunnyvale

## Agenda Item

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**21-0747**

**Agenda Date: 7/15/2021**

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### **REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMISSION**

#### **SUBJECT**

Report and Discussion of Recent Santa Clara Valley Transportation Authority (VTA) Bicycle and Pedestrian Advisory Committee (BPAC) Meeting

Tim Oey, Santa Clara Valley Transportation Authority (VTA) Bicycle and Pedestrian Advisory Committee (BPAC) Sunnyvale Representative, provides updates on recent VTA BPAC meeting.

## July 7, 2021 VTA BPAC report to Sunnyvale BPAC

VTA BPAC Sunnyvale Representative: Tim Oey

For the full VTA BPAC agenda packet see

<http://santaclaravta.iqm2.com/Citizens/FileOpen.aspx?Type=1&ID=3292>

Highlights for Sunnyvale:

### 4. Receive Committee Staff Report. (Verbal Report) (Ledbetter)

VTA is working on updates to *Chapter 10 Bike Parking* in its *VTA Bicycle Technical Guidelines* that was last updated in 2007.

VTA received two Caltrans Sustainable Communities Planning grants to:

- 1) study access (especially bicycle and pedestrian) to six transit stations -- four park and ride lots at VTA light rail stations and two future BART stations.
- 2) change VTA business practices to reduce and adapt to climate change.

MTC is updating the Regional Active Transportation Plan and evaluating the effectiveness of its Complete Street Policy.

The Caltrans District 4 Pedestrian Plan is now complete. See:

<https://www.catplan.org/district-4>

8. ACTION ITEM - Recommend that the VTA Board of Directors:
1. Approve the proposed 2016 Measure B Highway Interchange Program Category Prioritization and Project Selection Process to develop a ranked priority list of Highway Interchange projects.

Passed 11-2 with the following recommended changes:

## Highway Interchanges Program Proposed Criteria

Criteria	Point Value
Congestion Management	<del>35</del> 10
Safety	25
Equity Considerations	10
Geographic Balance	10
<del>Climate</del> <b>and Environmental</b> Considerations	<del>10</del> 35
Non-2016 Measure B Contribution	10
<b>TOTAL</b>	<b>100</b>



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If also approved by the VTA board this would make Climate Change and the Environment the top consideration for the Prioritization Criteria for Highway Interchange Projects since Climate Change is an emergency and Congestion Management is mostly for convenience.

2. Upon approval, direct staff to use the Project Selection and Prioritization Process, as well as the Project Readiness Criteria, approved by the Board at their May 6, 2021 meeting, to develop the recommendations for Highway Interchanges program category FY2022/FY2023 Biennial Budget and draft 2016 Measure B 10-year Program (FY 2022-2031) allocations Board and bring these back to the Board for review and approval.

Passed 11-2

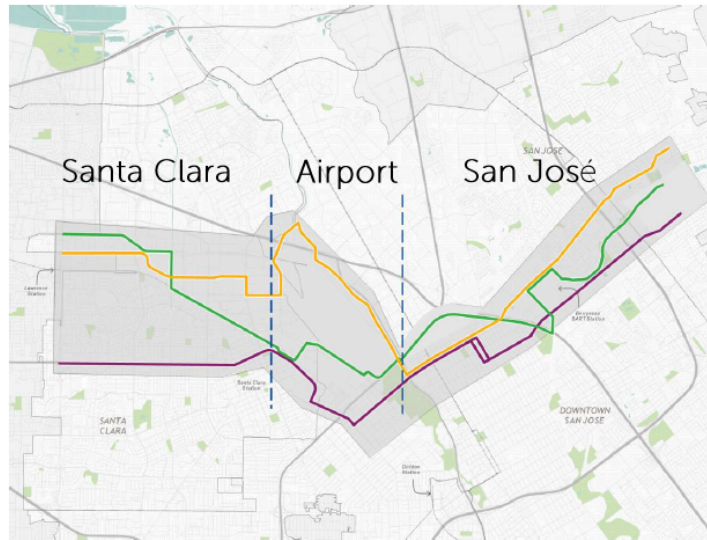
9. INFORMATION ITEM - Receive a report on the evaluation results of the three alternative alignments for the Central Bikeway Study.

9.d

## Three Alternatives + Three Areas

TRAIL TRACKWAY  
WALSH WIZARD

SHORTLINER

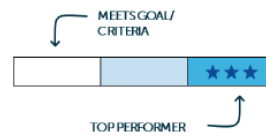


*Solutions that move you*

5

## Preliminary Evaluation Summary

9.d



### SANTA CLARA

### AIRPORT

### SAN JOSÉ

	WIZARD	TRACKWAY	SHORTLINER	WIZARD	TRACKWAY	SHORTLINER	WIZARD	TRACKWAY	SHORTLINER
<b>EQUITY</b>		***				***		***	
<b>PROJECT COMPATIBILITY</b>				***			***	***	***
<b>COMMUNITY DESIRED PROJECT SUSTAINABLE MOBILITY</b>			***			***	***		***
<b>ACCESS</b>	***		***			***	***		***
<b>JOY</b>						***			***
<b>SAFETY</b>		***		***				***	



*Solutions that move you*

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## 11. Review BPAC Work Plan. (Ledbetter/Talbo)

VTa BPAC will review and recommend to Board **Tasman Complete Streets Study** at its August meeting.

## 12. ANNOUNCEMENTS

Silicon Valley Bike Summit - Aug 12 & 13

Viva Calle SJ - Sept 19

¡Silicon Valley Bikes! - Sept 19

Group bike ride Santa Clara Caltrain to Sunnyvale Caltrain via El Camino on Saturday July 31 to demonstrate that El Camino needs to be made bike friendly.

Comments on the Plan Bay Area 2050 Draft Plan and Draft EIR are due by July 20. See:

<https://www.planbayarea.org/learnmore>

Goatheads (aka puncturevine) are late by a month this year, still good for picking right now to prevent future flat tires.



# City of Sunnyvale

## Agenda Item

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**21-0748**

**Agenda Date: 7/15/2021**

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### **REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMISSION**

#### **SUBJECT**

BPAC 2022 Proposed Study Issues

## BPAC 2022 Proposed Study Issues\*

No.	Submitted Date	Study Issue Working Title	Summary of Scope	Staff Comments
1	12/8/2020	Bicycle and Pedestrian Infrastructure Bond Measure	<p>The study will include consideration of financing options for the Active Transportation Plan (ATP). Given the City's constrained financial position, a new revenue source is needed to fund the projects included in the ATP. The study will review options to establish a funding source, most likely a new tax, to generate revenue needed to pay debt service on new bonds issued for the purposes of constructing ATP projects.</p> <p>The study will identify the process needed to establish a new tax, identify the amount of the tax needed to secure the debt necessary to construct the projects, and fund public polling to determine the likelihood of passage of a new tax by the voters. As this would be a special purpose tax, a two thirds majority is required for passage.</p> <p>As part of the study, staff will also explore the availability of Federal Grants or low interest loans (through the Transportation Infrastructure Financing and Innovation Act). The study will recommend a path forward to potentially provide funding through new revenues, and also identify potential funding options should a special tax fail at the ballot.</p>	No staff comments.
2	2/22/2021	Parking Standards for Personal Electric Vehicles	<p>This study issue will examine parking standards for Personal Electric Vehicles (PEVs, aka micro-mobility devices) such as e-bikes, scooters, e-skateboards, in commercial, office, and multi-family residential (R-3+) zoned areas. This study issue will evaluate the following:</p> <ul style="list-style-type: none"> <li>- The required number of PEV spaces per unit for residential developments or thousand square foot for office/commercial developments</li> <li>- Electric outlets requirements for PEV spaces</li> <li>- Pricing standards for charging stations</li> <li>- Number of required secured and unsecured spaces for PEVs</li> <li>- Fire safety requirements for PEV storage</li> </ul>	The City has standards for secured and unsecured bicycle parking for new developments under the Sunnyvale Municipal Code. Secured bicycle parking spaces can be used for not only for bicycle parking but may also be used for PEV parking. Since personal transportation technologies are evolving rapidly, it will be difficult to set parking standards that would be applicable for all future PEV types.
3	4/16/2021	Roll In or Fully Enclosed Bike Parking Ordinance	The Study Issue would require staff to conduct outreach with retail/commercial developers to discuss the implications/issues of allowing customers to roll in their bikes or providing bike lockers or secure indoor bike storage; a market analysis may be required also. If changes are supported by the study, they will require modifications to the Sunnyvale Municipal Code which requires Planning Commission and City Council approval.	The City requires bike storage and Class I/Class II bicycle parking outside retail and commercial space and generally does not regulate the use of interior retail, commercial or office space. Secure bike parking is already required on most office developments for employees. The retail market, in particular, is changing and it may be difficult for retail tenants to use portions of their business for the access to and maintenance/control of the storage of public bicycles and other types of alternative transportation.

No.	Submitted Date	Study Issue Working Title	Summary of Scope	Staff Comments
4	4/20/2021	Simplify Sidewalk Riding Ordinance	The study will include a review of existing state laws, City Municipal Code, and adopted ordinances to identify what is currently mandated by the state law, and what kind of local ordinances can be adopted for the operations of bicycles and other personal mobility devices on the sidewalk. If bicycles and other personal mobility devices are allowed on sidewalk, the study will identify the appropriate speed for these devices focusing on pedestrian safety. If changes to the municipal code or adoption of new ordinances are supported by the study, they will require City Council approval. The study will also include a review of local ordinances and municipal codes adopted by other agencies. Furthermore, the study will include collision analysis involving bicycles and other mobility devices within the last five years in Sunnyvale. Lastly, the study will include public outreach to obtain feedback from the public on the study issue.	The city can only adopt local ordinances that are not already regulated or prohibited by state laws.
<p>*The study issues have been proposed for future sponsorship</p> <p>Toward the end of the calendar year, no later than October, boards and commissions will review the list of proposed study issues and officially vote on sponsorship for each individually listed study issue. Official sponsorship means that the study issue is approved for ranking with a majority vote of the board or commission. Staff will then prepare the sponsored study issue papers, including fiscal impact but not the staff recommendation.</p> <p>The Study Issue Sponsorship Process can be found on the City website at <a href="http://www.sunnyvale.ca.gov">www.sunnyvale.ca.gov</a> by searching "Study Issues Overview".</p> <p>Submit Study Issue Form by 8/8/2021 for sponsorship to take place in September 2021 (Scenario 1)</p> <p>Submit Study Issue Form by 9/13/2021 for sponsorship to take place in October 2021 (Scenario 2)</p>				





# City of Sunnyvale

## Agenda Item

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**21-0749**

**Agenda Date: 7/15/2021**

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### **REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMISSION**

#### **SUBJECT**

BPAC 2021 Annual Work Plan

# 2021 Master Work Plan

## Bicycle and Pedestrian Advisory Commission

### Annual Calendar

MEETING DATE	AGENDA ITEM/ISSUE
January 21	<ul style="list-style-type: none"> <li>• Climate Action Playbook Progress Update (Presentation)</li> <li>• Ranking of 2021 Study Issues</li> </ul>
February 18	<ul style="list-style-type: none"> <li>• Discussion of Utility Bill Concepts</li> <li>• Discussion of TDA Funding</li> </ul>
March 18	<ul style="list-style-type: none"> <li>• Utility Bill Concept Designs</li> <li>• Council Ranking of Study Issues (Information item)</li> </ul>
April 15	<ul style="list-style-type: none"> <li>• Annual reporting on collisions involving pedestrians and cyclists (Presentation)</li> <li>• TDA Funding Recommendation</li> <li>• Maude Avenue Bike Lanes – Post Study</li> <li>• Annual Slurry Seal List (Information item)</li> </ul>
May 20	<ul style="list-style-type: none"> <li>• Review Recommended Budget</li> </ul>
June 17	<ul style="list-style-type: none"> <li>• Recognition of Service (Presentation)</li> <li>• Java Drive Road Diet (Presentation)</li> <li>• Lawrence Station Area Plan - Sense of Place Plan (Presentation)</li> <li>• Utility Bill Stuffer Update (Information item)</li> </ul>
July 15	<ul style="list-style-type: none"> <li>• Vision Zero Plan Progress Update (Presentation)</li> <li>• Lawrence Station Area Sidewalks and Bicycle Facilities – Willow Avenue Bicycle Improvement</li> <li>• Selection of Chair and Vice Chair</li> </ul>
August 19	<ul style="list-style-type: none"> <li>• VTA Measure B Education and Encouragement Update (Presentation)</li> <li>• Active Transportation Plan Progress Update (Presentation)</li> </ul>
September 16	<ul style="list-style-type: none"> <li>• Study Issues Sponsorship (for Scenario 1)</li> </ul>
October 21	<ul style="list-style-type: none"> <li>• Final month to Propose Study Issues</li> <li>• Study Issues Sponsorship (for Scenario 2, if necessary)</li> <li>• Review Sponsored Study Issues Write-up (for Scenario 1 only)</li> </ul>
November 18	<ul style="list-style-type: none"> <li>• Climate Action Playbook Progress Update (Presentation)</li> <li>• Approve 2022 Master Work Plan</li> </ul>
December 16	<ul style="list-style-type: none"> <li>• Final month to Approve 2022 Master Work Plan</li> <li>• Final month for Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials</li> </ul>

**Additional items yet to be scheduled:**

- Study Issues may be proposed at any meeting throughout the year
- Active Transportation Program Grant – Safe Route to School Project
- Active Transportation Program Grant – SNAIL & San Miguel Neighborhoods Active Transportation Improvements
- Bernardo Avenue Bicycle/Pedestrian Undercrossing
- Bicycle and Pedestrian Access Improvements at Sunnyvale Caltrain Station
- Caltrain Grade Separation (Mary Avenue and Sunnyvale Avenue crossings)
- El Camino Real Specific Plan
- Mary Avenue Freeway Overcrossing
- Moffett Park Specific Plan Update
- Safe Routes to School Coordinator Update (Presentation)
- Stevens Creek Trail Extension Project
- Homestead Road Full-time Bike Lane Study



# City of Sunnyvale

## Agenda Item

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**21-0750**

**Agenda Date: 7/15/2021**

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### **REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMISSION**

#### **SUBJECT**

Active Items List July 2021

Item #	Item	PM	Due Date (Approx)	Status	Last Updated
1	Bernardo Caltrain Under-crossing	Obeso	TBD	The project team is currently evaluating the different project options based on the feedback provided at the December 2020 Joint BPAC meeting. The Caltrain Board of Directors approved the compatibility variance request at their June 3, 2021 meeting and the project team is beginning agreements with Caltrain staff. The modified project options will be presented at the future community public outreach meeting, which is planned for summer 2021.	6/8/2021
2	Caltrain Grade Separation Feasibility Study	Obeso	TBD	The City is currently refining concept designs and undertaking preliminary traffic analysis related to grade separation at both Mary and Sunnyvale Avenues. City Council will review the results at a study session in summer 2021.	6/8/2021
3	Maude Avenue Bike Lanes	Tsang	2021	Construction was completed as of August 1, 2020. Staff has conducted a pre-construction and post-construction parking study to evaluate if the removal of on-street parking would result in parking impacts within the neighborhood. Staff presented the results to BPAC on April 15, 2021 and to City Council on June 8, 2021. After reviewing the results, City Council accepted the findings of the post-construction report and voted to retain the existing configuration of the Maude Avenue Class II bicycle lanes on Maude Avenue. As part of the FY 21/22 Annual Slurry Seal Project, staff will permanently install Class IIB Buffered Bicycle Lanes on Maude Avenue between Borregas Avenue and Fair Oaks Avenue per the proposed improvements identified in the Active Transportation Plan.	6/8/2021
4	Road Overlay, Slurry, Reconstruction & Chip Schedule	Ng	Annual	List was included in April 2021 BPAC meeting agenda packet.	5/20/2021
5	Stevens Creek Trail Extension	Obeso	TBD	Sunnyvale partnered with Mountain View in the application of the Measure B Bike/Ped Competitive Grant for capital projects for the environmental study and design of the Stevens Creek Trail extension from the Dale/Heatherstone bike-pedestrian overcrossing to West Remington Drive/Mountain View High School. The application was accepted and the grant amount would be \$4.8 million. The City of Mountain View and VTA are in the process of finalizing the grant allocation timeline.  Sunnyvale also submitted an application for the segment between W. Remington Dr. and W. Fremont Avenue. The application for the environmental study and design phases were accepted and the grant amount would be \$3.5 million. Grant was accepted by City Council on April 20, 2021. VTA and staff will coordinate on project schedule and next steps.	5/20/2021
6	Bike to Work Day	Tsang	Annual	Silicon Valley Bicycle Coalition Bike to Wherever Day 2021 will be held on Friday May 21, 2021. Due to COVID-19, the City will not host Energizer Stations this year.	4/15/2021
7	Transportation Webpage	Deen	TBD	The Transportation and Traffic Safety webpage has been launched on the city website. Staff will continue to add content to the page.	2/18/2021
8	East-West Channel Trail	Ng	Annual	This project is to provide trails along the Sunnyvale East and West Channels via installation of paving on the Santa Clara Valley Water District's maintenance road. Approximately 1.7 new miles of trails will be constructed. The West Channel trail will extend from Caribbean Drive to Mathilda Avenue, and the East Channel trail will extend from Caribbean Drive to Moffett Park Drive.  Valley Water is managing the Sunnyvale East and West Channel Flood Protection Project (Project). Design is 99% complete. The Project includes paved trail improvements along both channels in north Sunnyvale. Valley Water is awaiting approval of regulatory permits before advertising the construction bid. Valley Water anticipates Project construction to begin in late 2021. The project should be complete by December 2023.  Part of this Project includes partnering with Google to enhance 1,100-feet of the West Channel. This is part of Google's proposed site development at Caribbean Drive. Currently, Valley Water is working with Google on an agreement. The agreement will outline short-term and long-term responsibilities related to the West Channel. This enhancement of the West Channel will provide mitigation opportunities for Valley Water.	2/18/2021
9	Homestead Road Bike Lanes Study	Deen	2022	The City expects to release a Request for Proposals in spring 2021. The project is anticipated to begin in fall 2021.	1/21/2021
10	Utility Bill Insert	Tsang	Annual	The 2021 Utility Bill Insert will be mailed out with the Utility Bill in July/August 2021.	1/21/2021



# City of Sunnyvale

## Agenda Item

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**21-0751**

**Agenda Date: 7/15/2021**

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### **REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMISSION**

#### **SUBJECT**

2021 Deferred Study Issues

## 2021 Deferred Study Issues

Number	Name	2021 Ranking Results
DPW 21-01	Bike Lanes on Hollenbeck Avenue between El Camino Real and Homestead Road	Deferred by BPAC
DPW 21-02	Community Driven Active Transportation Plan Amendment Process	Deferred by BPAC
DPW 21-05	Pedestrian Improvements on Marion Way between Norman Drive and Oriole Avenue	Ranked by City Council Below the line
<p>Notes:</p> <p>These study issues will be brought back to BPAC in 2022 for ranking.</p> <p>The Study Issue Papers can be found on the City website at <a href="http://www.sunnyvale.ca.gov">www.sunnyvale.ca.gov</a> by searching "Proposed Study Issues".</p>		