



City of Sunnyvale

Notice and Agenda Bicycle and Pedestrian Advisory Commission

Thursday, April 18, 2024

6:30 PM

Online and Bay Conference Room, City
Hall, 456 W. Olive Ave.,
Sunnyvale, CA 94086

Meeting online link: <https://sunnyvale-ca-gov.zoom.us/j/97997417379>

Public Participation

- *In-person participation: You may provide public comment by filling out a speaker card (optional) and giving it to the Recording Officer.*

As a courtesy, and technology permitting, members of the public may also attend online. However, the City cannot guarantee that the public's access to online technology will be uninterrupted, and technical difficulties may occur from time to time. Unless required by the Ralph M. Brown Act, the meeting will continue despite technical difficulties for participants using the online option.

The Chair may determine it would be impractical to include remote public comment during Oral Communications.

- *Online participation: You may provide audio public comment by connecting to the 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: 833-548-0276 | Meeting ID: 979 9741 7379
(*9 to request to speak | *6 to unmute/mute)*

- *Watch the BPAC meeting at: <http://youtube.com/SunnyvaleMeetings>*
- *Submit written comments to the BPAC no later than 4 hours prior to the meeting start to BPAC@sunnyvale.ca.gov or by mail to: City Clerk, 456 W. Olive Avenue, Sunnyvale, CA 94086*
- *Review recordings of this meeting and past meetings at*

<https://sunnyvaleca.legistar.com/calendar.aspx> or
<http://youtube.com/SunnyvaleMeetings>

Accessibility/Americans with Disabilities Act (ADA) Notice

Pursuant to the Americans with Disabilities Act (ADA), if you need special assistance to provide public comment, or 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: Angela Wong may be reached at 408-730-7579 or awong@sunnyvale.ca.gov (28 CFR 35.160 (b) (1)).

CALL TO ORDER

SALUTE TO THE FLAG

ROLL CALL

PRESENTATION

A [24-0584](#) VTA SRTS Homestead Road Improvements

ORAL COMMUNICATIONS

The Chair may determine it would be impractical to include remote public comment during Oral Communications for the purpose of timeliness of the meeting or conducting an orderly meeting. Such a determination shall be made prior to opening public comment on Oral Communications.

This category provides an opportunity for members of the public to address the 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 [24-0575](#) Approve the Bicycle and Pedestrian Commission Meeting Minutes of March 21, 2024.

Recommendation: Approve the Bicycle and Pedestrian Commission Meeting Minutes of March 21, 2024 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 [24-0585](#) Discussion on Design Concepts for 2024 Utility Bill Insert
- 3 [24-0586](#) Report and Discussion of Recent Santa Clara Valley Transportation Authority (VTA) Bicycle and Pedestrian Advisory Committee (BPAC) Meeting
- 4 [24-0587](#) Recommend to City Council a Sunnyvale Representative to the Valley Transportation Authority (VTA) Bicycle and Pedestrian Advisory Committee (BPAC)

Recommendation: Recommend to City Council a qualified individual according to the VTA Bylaws for Bicycle and Pedestrian Advisory Committee to represent Sunnyvale at the VTA BPAC meetings.

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

NON-AGENDA ITEMS & COMMENTS

-Commissioner Comments

-Staff Comments

INFORMATION ONLY REPORTS/ITEMS

[24-0588](#) BPAC 2024 Annual Work Plan

[24-0589](#) Active Items List April 2024

[24-0590](#)

2024 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 456 W. Olive Avenue, during normal business hours and in the Bay Conference Room (Room 145) on the evening of the Bicycle and Pedestrian Advisory Commission Meeting, pursuant to Government Code §54957.5.

Agenda information is available by contacting Angela Wong at 408-730-7579 or pubworks@sunnyvale.ca.gov. Agendas and associated reports are also available 72 hours before the meeting on the City's website at sunnyvale.ca.gov and during normal business hours at the NOVA Workforce Services reception desk located on the first floor of City Hall at 456 W. Olive Avenue.



City of Sunnyvale

Agenda Item

24-0584

Agenda Date: 4/18/2024

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMISSION

SUBJECT

VTA SRTS Homestead Road Improvements

Hassan Basma, Santa Clara Valley Transportation Authority Transportation (VTA) Engineering Manager and Zila Shafie, Deenscorp Project Manager, will present the 35% concept design plans for Safe Routes to School (SRTS) improvements on Homestead Road and collect feedback.



City of Sunnyvale

Agenda Item

24-0575

Agenda Date: 4/18/2024

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMISSION

SUBJECT

Approve the Bicycle and Pedestrian Commission Meeting Minutes of March 21, 2024.

RECOMMENDATION

Approve the Bicycle and Pedestrian Commission Meeting Minutes of March 21, 2024 as submitted.



City of Sunnyvale

Meeting Minutes - Draft Bicycle and Pedestrian Advisory Commission

Thursday, March 21, 2024

6:30 PM

Online and Bay Conference Room, City
Hall, 456 W. Olive Ave.,
Sunnyvale, CA 94086

CALL TO ORDER

Chair Oey called the meeting to order at 6:32 p.m.

SALUTE TO THE FLAG

Chair Oey led the salute to the flag.

ROLL CALL

Present 6 - Chair Timothy Oey
Commissioner Alex Bonne
Commissioner Arwen Davé
Commissioner Dan Hafeman
Commissioner Sharlene Liu
Commissioner Leia Mehlman
Absent 1 - Vice Chair Bryce Beagle

Vice Chair Beagle (unexcused absence)

Council Liaison Sell (present)

PRESENTATION

A [24-0503](#) Sunnyvale Safe Routes to School Coordinator Updates 2023

Due to unforeseen circumstances item #24-0503 - Sunnyvale Safe Routes to School Coordinator Updates 2023 will need to be rescheduled to a different date.

B [24-0504](#) Climate Action Playbook Update 2023

Christina Raby, Environmental Engineering Coordinator with ESD, and Madeline Khair, Environmental Programs Manager, gave a presentation on the Climate Action Playbook Progress Updates and 2022 Greenhouse Gas Inventory. Highlighting the following:

- Vehicle Miles Traveled (VMT) metrics have been raised back to the previous levels due to feedback from outreach
- Total Emissions by Year
- 2022 Emissions by Sector
- Emissions from 2008-2022 by Sector
- Key Drivers in 2022 Emissions Increase
- Transportation Emission Trends
- 2022 Climate Action Playbook (CAP) Metric #8 - Percent Zero-Emission Vehicles in Sunnyvale
- Electricity Sector Emission Trends
- 2022 CAP Metric #1 - Percent of Electricity from Carbon Free Sources
- Off-Road Emissions - Change to Methodology
- Off-Road Sector Emissions - Change Between Methodologies
- CAP Metric #11 - Net number of New Trees Planted
- CAP Progress Updates - FY 23/24 Progress Update - Key Accomplishments

Commissioner Liu asked about the following:

- How do you measure VMT?
- Was the VMT target for 2045 reset back to 25% reduction?
- Were there any highlights from the Study Session?
- Why did electricity emissions increase from 2021 to 2022 in both residential and commercial buildings?
- Would it be useful to track the number of vehicles per driving adults in the City to track carbon and transportation?
- Has the City of Sunnyvale considered having volunteers plant trees?
- Has there only been 58 heat pump water heaters installed?
- How much staff time does it take and how much money does it take on a yearly basis to implement the Climate Action Playbook?
- Is it a Citywide effort to implement the Climate Action Playbook?

Ms. Tsang, Ms. Khair and Ms. Raby addressed the questions.

Commissioner Davé asked about the following:

- Did the footnote on the tree planting slide apply to all the years?

Ms. Raby addressed the question.

Commissioner Mehlman asked about the following:

- Slide 6 - What is the reason for not seeing a reduction for the commercial industrial gas emissions?
- What reduction strategies does the City have for existing commercial infrastructure?
- Does the rationale of new versus existing construction explain the residential gas flat line?
- What strategies is the City employing to get people out of their single occupancy vehicles and onto alternative modes of transportation?
- What is the overall increase in electric vehicle charging stations throughout the City?
- By what means is the City using to generate electricity?

Ms. Khair addressed the questions.

Commissioner Bonne asked about the following:

- Which sub category in the off-road vehicles category is the largest contributor? Is it two cycle engines?
- What are the top three strategies for reducing VMT?

Ms. Raby and Ms. Khair addressed the questions.

Commissioner Hafeman asked about the following:

- Are residents who pay for renewable electricity paying more?
- How do you measure the total amount of fuel that's going into an off road sector?
- Are there any calculations being done on per capita representation on how the City is doing?
- Have you considered surveying major employers?

Ms. Khair and Ms. Raby addressed the question.

Chair Oey asked about the following:

- Has there been any effort in measuring VMT more directly? Such as StreetLight data and working with Google?
- Slide 9 - How do you track bicycles in Sunnyvale?
- Slide 10 - How much is the City using of Green Start versus Green Prime?
- Where are the four off grid EV Chargers located?
- Slide 17 - Is there an overall metric of total number of water heaters in Sunnyvale?
- Are there any bicycle encouragement programs in the City?
- Have you considered promoting VTA's educational series?

- Any considerations for Bike to Work Day or Bike to Wherever Day as part of the Climate Action Plan?

Ms. Tsang and Ms. Khair addressed the questions.

Commissioner Mehlman asked about the following:

- What is the source of the carbon contamination of the geothermal plan?

Ms. Khair addressed the question.

Commissioner Liu asked about the following:

- Would StreetLight data be accurate in tracking reduction of VMT?
- Will the City use sensors to count the number of bikes along certain corridors?
- Would it make sense to have more detail on the CAP Scorecard?

Ms. Tsang and Ms. Khair addressed the questions.

Commissioner Mehlman asked about the following:

- Can the transportation column be broken down into public transit versus private transit in terms of carbon emissions?

Ms. Khair addressed the question.

Public Comment opened at 7:52 p.m.

Bryce Beagle, member of the public, commented and asked about the following:

- Almost 50% of the emissions are from transportation
- Electric vehicle adoption will not save us
- How has the City's population growth aligned with predictions in the model?
- Is the population growing faster than expected or slower?
- Can per capita data be presented at one of the presentations?

Public Comment closed at 7:55 p.m.

Chair Oey commented on the following:

- Would like a "Love to Ride Program" in the City of Sunnyvale - tracks and encourages bicycle mode share and tracks pedestrians/bicyclists

Commissioner Hafeman asked about the following:

- Is the City of Sunnyvale actively working with VTA to find out what Sunnyvale can do to make public transit work better?

Ms. Tsang addressed the question.

Council Liaison Sell commented on the following:

- Thanked the commission for their great questions
- Appreciated the commission for their concern for the climate and how important the commission is for active transportation
- Thanked the Transportation staff and ESD staff for all their hard work

ORAL COMMUNICATIONS

Public Comment opened at 8:00 p.m.

No speakers.

Public Comment closed at 8:01 p.m.

CONSENT CALENDAR

Public Comment opened at 8:01 p.m.

No speakers.

Public Comment closed at 8:02 p.m.

- 1.A** [24-0502](#) Approve the Bicycle and Pedestrian Commission Meeting Minutes of February 15, 2024.

Approve the Bicycle and Pedestrian Commission Meeting Minutes of February 15, 2024 as submitted.

Commissioner Hafeman moved and Commissioner Mehlman seconded to approve amended item 1.A.

The amendment was made by Commissioner Hafeman who stated that on Page 17 under Ms. Tsang's comments that there is a typo in three sentences. The word "Visibility" should be replaced with Feasibility in the following sentences:

1. Evaluate "Visibility" should be "Feasibility" of an Art Crosswalk Program was deferred
2. Evaluate "Visibility" should be "Feasibility" of Dog Leash Hours in select Sunnyvale Parks
3. Explore the "Visibility" should be "Feasibility" of converting the PG&E Lots facing Ramona Avenue, Lois Avenue and Donna Avenue into an open green space

Commissioner Liu commented that she will not approve the minutes because they are one sided.

Commissioner Hafeman commented he liked the minutes with staff's answers to the questions.

The amendment carried with the following vote:

Yes 4 - Chair Oey
Commissioner Bonne
Commissioner Hafeman
Commissioner Mehlman

No 1 - Commissioner Liu

Absent 1 - Vice Chair Beagle

Abstain 1 - Commissioner Davé

1.B [24-0507](#) Approve the Joint Study Session Meeting Minutes of November 30, 2023.

Approve the Joint Study Session Meeting Minutes of November 30, 2023 as submitted.

Chair Oey motioned and Commissioner Bonne seconded to approve amended item 1.B.

The amendment was made by Chair Oey who stated that on page 29 at the top where BPAC Chair Oey commented "requested staff invest in real data to track VMT's in Sunnyvale and suggested using methods such as "stop light data" should be "StreetLight Data" to track transportation instead of using estimates in the current methodology.

Commissioner Hafemen stated he has a hard time voting to approve the minutes since it was a very long meeting and doesn't remember what happened in it and it was many months ago.

The amendment carried with the following vote:

Yes 4 - Chair Oey
Commissioner Bonne
Commissioner Liu
Commissioner Mehlman

No 0

Absent 1 - Vice Chair Beagle

Abstain 2 - Commissioner Davé
Commissioner Hafeman

PUBLIC HEARINGS/GENERAL BUSINESS

2 [24-0505](#) Discussion on Projects for Transportation Development Act (TDA) Article 3 Application

Angela Wong, Transportation Engineer, gave a presentation on the Discussion for Transportation Development Act, also known as TDA Article 3, funding for Fiscal Year 2024/2025. Highlighting the following:

- TDA funding can be used for the following:
 - Design & construction of a bicycle/pedestrian capital or quick build project
 - Secured bicycle parking facilities in high use activity areas
 - Restriping Class II bicycle lanes
- City receives about \$140,000/year - based on sales tax
- Last year City Council made an action to file the application of the FY 2023/24 TDA Article 3 funding for the Design phase of the Installation of Sidewalk on Poplar Avenue (\$160,000)
- Bank the remaining funds (\$176,620) for construction
- February 6, 2024 - Council reaffirmed the action to reserve future TDA allocations for construction
- Currently there is \$411,038 funds left for FY 2024/25
- Staff provides evaluation of proposed projects and provides staff recommendation
- BPAC Commissioners discuss proposed projects
- No motion needed at this time - BPAC to make a recommendation for a project during the May BPAC Meeting
- Project #1 - Install sidewalk on Poplar Avenue near Peterson Middle School
- Project #2 - Convert part-time bike lanes on Homestead Road between Wright and New Brunswick Avenues into full-time bike lanes
- Project #3 - Convert all part-time bike lanes on Homestead Road into full-time bike lanes
- Project #4 - Reduce pork chop islands on Westbound El Camino Real at Murphy Avenue and at Frances Street
- Project #5 - Implement Class III Bicycle Route on Pastoria Avenue
- Project #6 - Widen fence opening at Crawford Drive near Las Palmas Park

- Project #7 - Improvements to Bike/Pedestrian Bridges and Paths at The Dalles Bridge at SR85
- Project #7 - Improvements to Bike/Pedestrian Bridges and Paths at Borregas Bridge/US101 and SR 237
- Project #7 - Improvements to Bike/Pedestrian Bridges and Paths at Cheyenne Drive between Valcartier Drive and Yukon Drive
- Project #7 - Improvements to Bike/Pedestrian Bridges and Paths at Stella Court to Las Palmas Park
- Project #7 - Improvements to Bike/Pedestrian Bridges and Paths at Fremont Avenue/Belleville Way
- Project #8 - Provide continuous bike lane going east/westbound at Fremont Avenue/Belleville Way
- Project #9 - Install Pedestrian Scramble and Bike Boxes at Kennewick Drive and Homestead Road
- Project #10 - Turn Prohibition at the City Parking Lot on Evelyn Avenue east of Francis Street
- Project #11 - Implement Red Curb pertaining to AB 413

Commissioner Mehlman asked about the following:

- What is the difference between "No Stopping" and "No Parking" in terms of signage?
- Why is "No Parking" selected in Project #2 as opposed to "No Stopping"?
- Project #10 - How was it determined that an illegal left turn was not hazardous to cyclists/pedestrians?

Ms. Tsang addressed the questions.

Commissioner Hafeman commented and asked about the following:

- Why is the BPAC Commission discussing TDA funding when City Council decided to bank the funds?
- In favor of having \$30,000 to add to "No Parking Signs"
- What is remaining as part-time bike lanes on Homestead Road?

Ms. Tsang and Ms. Wong addressed the question.

Commissioner Liu commented and asked about the following:

- Project #10 - Illegal left turn creates a safety issue for cyclists
- All of the projects that have requested bollards to be removed are safety issue for bikes. Why does staff not think they are a safety issue?

Ms. Wong addressed the question.

Commissioner Davé asked about the following:

- How should a cyclist use and approach the bollards at the end of the bike exit from the Borregas overpass?

Ms. Tsang addressed the question.

Chair Oey asked about the following:

- Why does the bollard at the end of the bike exit from the Borregas overpass say "Stop"?
- Why aren't bollards put in at stop signs for cars to slow them down?
- Slide 20 - Why isn't it eligible for TDA funding if two bike lanes are put in to connect?

Ms. Tsang addressed the questions.

Commissioner Liu asked about the following:

- Project #7 - The Dalles Bridge at SR85 - How was it decided that this was pedestrian use only? For Safe Routes to School purposes this should not have been made for pedestrian only.

Ms. Tsang addressed the question.

Commissioner Hafeman commented on the following:

- Project #7 - The Dalles Bridge at SR85 has very sharp turns so need to walk your bike

Public Comment opened at 8:49 p.m.

No speakers.

Public Comment closed at 8:50 p.m.

Commissioner Mehlman commented on the following:

- Moot point to be discussing the TDA funding since City Council decided to bank the funds
- Bollards are a safety hazard to cyclists
- Signs and paint do not save lives
- Project #7 - Fremont Avenue/Belleville Way - Bollards are placed there to deter

speeding because sidewalk ends and there is no place for pedestrians to go. Not sure whose speeding your trying to deter since it is on a level road. It is a hazard for cyclists

- Removing bollards makes sense
- Speed bumps are great to slow cyclists down
- Designing physical infrastructure to prevent drivers from endangering cyclists and pedestrians is the best way to about it
- Extend the bollards down Evelyn Avenue

Commissioner Liu commented on the following:

- Not in favor of banking funds because costs of implementation, especially construction is skyrocketing over the last few years
- Bank funds are worth less as time goes by
- In favor of putting the funds toward the design of the Homestead Bike Lanes
- Project #5 - Recommends dropping the project because there are Class III bike boulevard bike routes on Pastoria Avenue and Pastoria Avenue vehicular car traffic is busy enough that it wouldn't help to put in sharrows
- Recommends taking out the bollard at the Dalles Bridge at SR85 to prevent crashes
- Agrees with other commissioners that the bollards at Borregas Avenue over 101 overpass and 237 should be removed for safety reasons
- Project #9 - Install Pedestrian Scramble and Bike Boxes at Kennewick Drive and Homestead Road - This should be considered for TDA funding outside of doing a study issue for it
- Project #10 - Turn Prohibition at the City Parking Lot on Evelyn Avenue east of Francis Street - This should be a separate issue from the budget proposal process and considered for TDA funding

Commissioner Davé commented on the following:

- Recommended staff to focus on getting TDA funding for the Full-time bike lanes on Homestead Road, Kennewick Drive and Homestead Road pedestrian scramble and Evelyn crossing by Caltrain Station because they are all very dangerous areas
- When installing bollards give enough space before them to stop and hindered by narrow walls

Commissioner Hafeman commented on the following:

- TDA funding should not be banked
- More effort should be put into a grant proposal to fund the Poplar Avenue Sidewalk Installation near Peterson Middle School

- Would like to see the TDA funding used for the design of the Homestead Full-Time Bike Lanes
- Suggest implementing the sidewalks on Poplar Avenue near Peterson Middle School if there is enough funds

Commissioner Bonne commented on the following:

- If obstacles are used in a shared path for bikes/pedestrians then the same logic should be used for shared paths for vehicles/bikes by putting up some kind of barrier

Chair Oey commented on the following:

- TDA funds should be used to pursue the Peterson Sidewalk Program
- TDA funds should be used for smaller opportunistic projects
- Bollards are well known hazards to bicyclists
- Bollards should only be used when there's car ingress possibility
- Happy to see that there are other funds for curb paintings
- In favor of getting the Homestead Bike Lanes done without TDA funding
- Appreciates staff who is continuing to maintain some of the projects and rolling them forward

Commissioner Liu asked about the following:

- Will staff changed their recommendations after hearing the BPAC's comments?

Ms. Tsang addressed the question.

Council member Sell asked about the following:

- Could bollards be a study issue?
- Is there a policy that states when to bank TDA funds?
- What are the options for commissioners proposing a budget proposal item?

Ms. Tsang and Chair Oey addressed the questions.

3 [24-0506](#) Report and Discussion of Recent Santa Clara Valley
Transportation Authority (VTA) Bicycle and Pedestrian
Advisory Committee (BPAC) Meeting

Commissioner Bonne, VTA BPAC Sunnyvale Representative, gave the meetings summary report March 2024 regarding the following topics:

- Chairman reported two cyclists were killed in North County in January with one

being on Foothill Expressway

- Chairman witnessed collision between right-turning car and student-ridden bicycle in bike lane on Homestead Road near Homestead High School
- Equitable Vehicle Miles Travelled Program by Robert Swierk included:
 - Public outreach via pop-up tables, web surveys, 4-language brochures, website explainer videos
- Top priority of public feedback is:
 - Reduce cost of public transport
 - Time vs driving
 - Fast & frequent service
 - More biking and walking paths
 - Proximity of public transport destinations to "interesting things to do"
- Ideas:
 - Transit priority treatments (bus boarding islands/bulb-outs)
 - e-bike purchase incentive
 - Vanpools for non-office workers
- Feedback requested for:
 - How to prioritize VMT reduction measures?
 - Where to focus?
 - Who should sponsor?
 - With whom should VTA also be speaking too?
- Presentation by Karsten Adam, Project Engineer and Gene Gonzalo, Engineering Group Manager on 101/Zanker Road/Skyport Drive/4th Street Improvement Project
- Proposal is to make Zanker Road and 4th Street a new overpass which would allow cars, bikes and pedestrians to cross
- Cost approximately \$350,000,000 with \$20,000,000 already secured
- Three public comments voiced concern that the project is tilted far in favor of cars with "old thinking" about bike infrastructure
- Hassan Basma, Transportation Engineer Manager and Shawn O'Keefe, Consulting Engineer from Mark Thomas presented on the Bascom Avenue Complete Streets (880-Hamilton Avenue) project
- Measure B project with total cost at \$70,000,000
- 3-mile corridor involving Santa Clara County, Caltrans, San Jose County and Campbell
- 65% designed
- VTA wants to hear from the public with more written comments

Public Comment opened at 9:25 p.m.

No speakers.

Public Comment closed at 9:26 p.m.

Commissioner Liu asked about the following:

- Clarify what kind of feedback VTA wants?
- Can the written end of meeting comments be in the agenda packet?

Commissioner Bonne and Ms. Tsang addressed the questions.

Ms. Tsang stated that the Equitable Vehicle Miles Traveled Program focuses on identifying mitigations for development projects.

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

None.

NON-AGENDA ITEMS & COMMENTS

-Commissioner Comments

Commissioner Hafeman commented on the following:

- Need to have a presentation on Class IIIB networks at a future meeting due to all of the public input

Commissioner Liu commented on the following:

- Have the future Class IIIB agenda item presented by a commissioner or staff and a commissioner

Chair Oey commented on the following:

- Memorial ride for Sarah Muller Modi who was killed in Palo Alto on Sunday, March 24 and for Maria Jaban who was killed on Foothill Boulevard
- April 3/4 - VTA Smart Cycling Class

Commissioner Liu commented on the following:

- May 11, 2024 at 10:00 a.m. - El Camino Real Ride, Santa Clara Caltrain Station to Palo Alto along El Camino Real

-Staff Comments

Ms. Wong commented on the following:

- Class I shared-use path is newly opened on the City Hall side of Mathilda Avenue between Olive Avenue and El Camino Real
- Tasman Pedestrian Bicycle Improvement Study online survey open until March 22,

2024 at Sunnyvale.ca.gov search for transportation projects

- April 3 - VTA Safe Routes to School to Homestead Project
- April 20 - Earth Day - Sunnyvale Civic Center Campus from 11 a.m. to 3:00 p.m.
- Deadline to submit Boards and Commission application is April 25 at 4:00 p.m. - recruiting for: Arts Commission, Bicycle and Advisory Commission, Board of Library Trustees, Heritage Preventative Commission, Housing and Human Relations Commission, Parks and Recreation Commission, Personal Board, Planning Commission and Sustainability Commission. More information at Sunnyvale.ca.gov, search for Boards and Commissions or call the City Clerks office at 408-730-7483.
- In April the VTA BPAC Sunnyvale representative position is up for renewal. Commissioner Bonne has volunteered to continue being the BPAC representative or will give it up if another commissioner would like to take over

INFORMATION ONLY REPORTS/ITEMS

[24-0508](#) BPAC 2024 Annual Work Plan

Commissioner Liu commented on the following:

- When will the VTA Homestead Road Safe Routes to School Project be on the agenda and why was it postponed?

Ms. Wong stated that it was postponed because they are preparing all the materials for the 35% design. They are collecting all the materials and comments before presenting it to the public. The presentation will be scheduled as soon as possible.

[24-0509](#) Active Items List March 2024

[24-0510](#) 2024 Deferred Study Issues

[24-0511](#) Council Ranking of Study Issues 2024

[24-0512](#) Council Action on Budget Proposals 2024

ADJOURNMENT

Chair Oey adjourned the meeting at 9:44 p.m.



City of Sunnyvale

Agenda Item

24-0585

Agenda Date: 4/18/2024

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMISSION

SUBJECT

Discussion on Design Concepts for 2024 Utility Bill Insert

Open discussion about the design of the bicycle/pedestrian-oriented utility bill insert that are scheduled to be sent to Sunnyvale residents in July/August 2024.

At the February 15, 2024 BPAC meeting, the commission expressed interest in the following concepts:

- Advertising Sunnyvale Bicycle & Pedestrian Advisory Commission (BPAC) Meetings
- Solid Double Yellow Line and Dashed Green Bike Lane

Examples of similar concepts from previous utility bill inserts or conceptual designs are attached for reference. The commission shall choose two concepts (one per side) for the 2024 utility bill insert.

Enjoy Sunnyvale with a Walk or Ride



For information about transportation and traffic safety in Sunnyvale, scan the QR code or search "Transportation and Traffic Safety" at [Sunnyvale.ca.gov](https://www.sunnyvale.ca.gov)



Sunnyvale

Printed on recycled paper – July/August 2024

Sunnyvale Bicycle & Pedestrian Advisory Commission (BPAC) Meetings

The commission advises City Council on bicycle and pedestrian-related policy topics in Sunnyvale.

When

3rd Thursday each month

Time

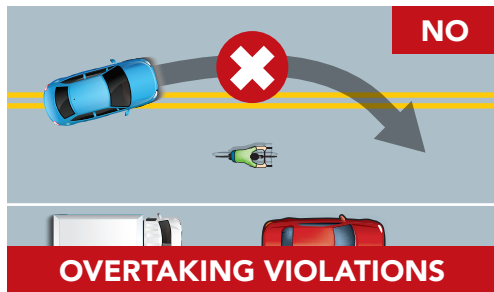
6:30 p.m.

Location

Bay Conference Room
(Room 145) at City Hall

bpac@sunnyvale.ca.gov



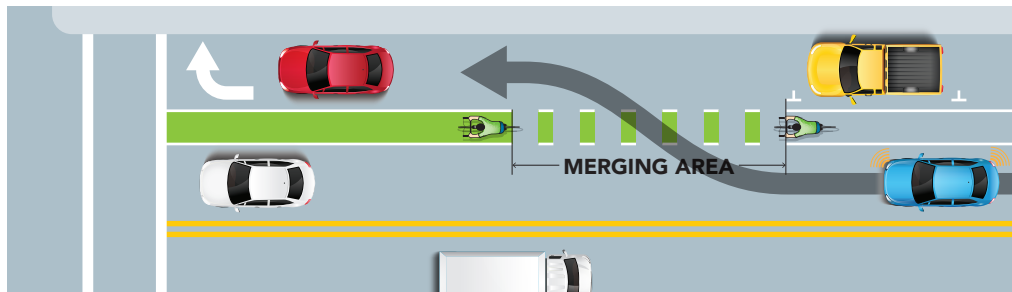


SOLID DOUBLE YELLOW LINE (CALIFORNIA VEHICLE CODE § 21460)

OVERTAKING VIOLATIONS

Do not cross the solid double yellow line for overtaking slower vehicles or bicycles.

Keep a safe distance from cyclists.



DASHED GREEN BIKE LANE (CALIFORNIA VEHICLE CODE § 21760)

The dashed green lanes are areas where cars and bikes are intended to cross paths.

Cyclists have the right of way and may go straight with caution.

Motorists are expected to yield right of way to cyclists in these areas.

CROSSING ROADS SAFELY

- ✓ Pedestrians are now allowed to cross a roadway at any location, but only when safe to do so
- ✓ Drivers must yield to pedestrians

YES



OK



NO



California Vehicle Code § 21954 & 21955

For information about transportation and traffic safety
in Sunnyvale, scan the QR code or search
"Transportation and Traffic Safety" at [Sunnyvale.ca.gov](https://www.sunnyvale.ca.gov)



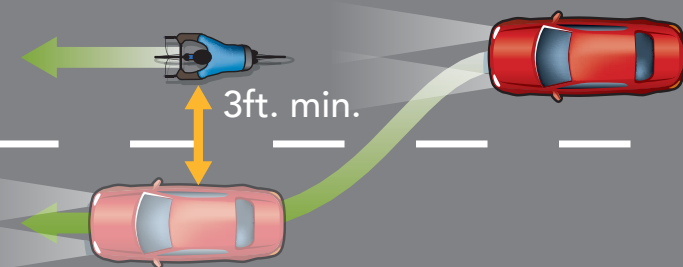
Sunnyvale

3-FOOT SAFETY DISTANCE



- ✓ Bicyclists may use full lane
- ✓ Drivers must slow down and wait to pass only when safe to do so

When Another Lane is Available



- ✓ Drivers must pass a bicyclist by making a lane change when another lane is available
- ✓ Drivers must stay at least 3 feet away from any bicyclist

Walk or Bike Instead of Driving

- ✓ Improve your health
- ✓ Help the environment
- ✓ Reduce traffic congestion
- ✓ Have fun while traveling



For information about transportation and traffic safety in Sunnyvale, scan the QR code or search "Transportation and Traffic Safety" at **Sunnyvale.ca.gov**

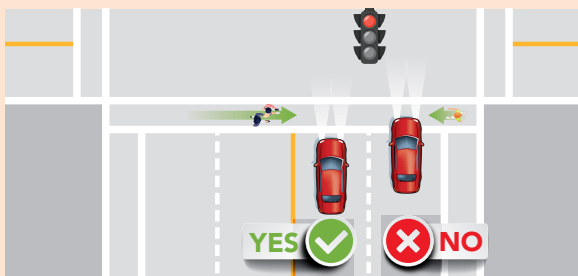


Sunnyvale

YIELD TO PEDESTRIANS AND USE YOUR SIGNAL

- Ensure safety of all road users
- Use your signal for turning and changing lanes*

FOR DRIVERS



Watch for pedestrians.
Stop outside of crosswalks.

FOR DRIVERS



← LEFT TURN



→ RIGHT TURN



● STOP/SLOW

FOR BICYCLISTS



← LEFT TURN



→ RIGHT TURN



● STOP

Speeding is Dangerous

The risk of injury
and death increases as
speed increases.



Only 1 out of 10
pedestrians survives

Source: <http://www.bikeleague.org/sites/default/files/speed.jpg>

Be Alert, Stay Safe

DRIVERS — Slow down and watch for pedestrians and bicyclists, especially when turning.

PEDESTRIANS and **BICYCLISTS** — Use body and bike lights and wear bright and reflective clothing.

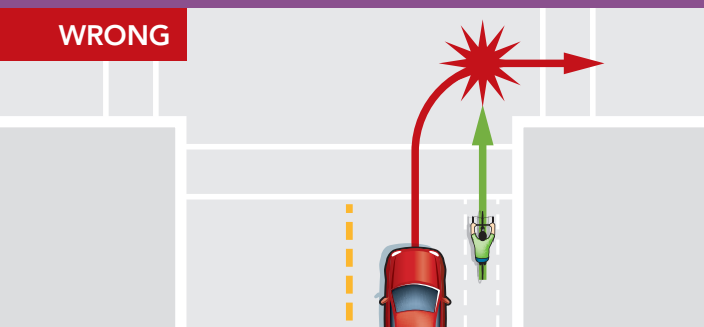


Sunnyvale

Driving Safely with Bicyclists

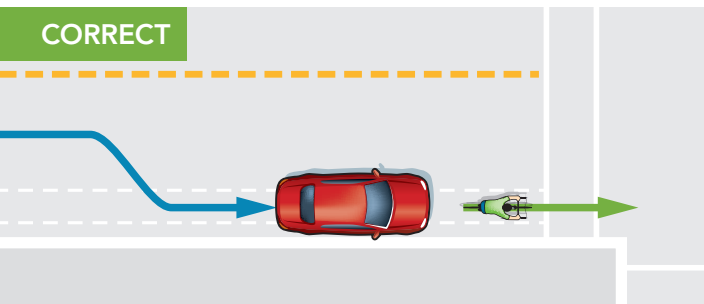
1. MERGE RIGHT TO TURN RIGHT

WRONG

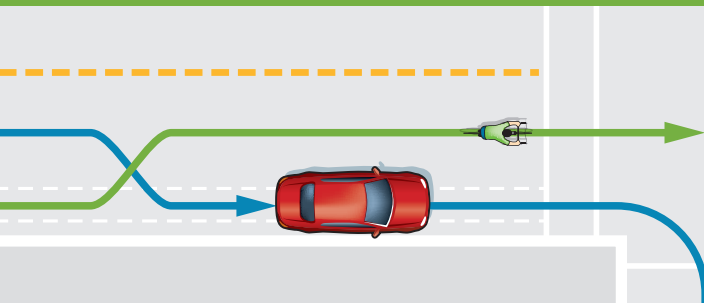


Improper turns are a frequent cause of bicyclist injuries.

CORRECT



Drivers shall merge into the bicycle lane to turn right, while keeping 3 feet of distance from any bicycle. Vehicles can enter the bicycle lane up to 200 feet in advance of the intersection to turn right.



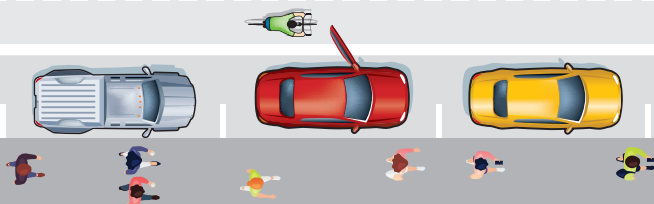
Bicyclists can pass on left as drivers merge into the bicycle lane.

2. KEEP A SAFE DISTANCE



Bicyclists may use full lane where no bicycle lanes or shoulders exist. Stay 3 feet away from any bicycle.

3. LOOK BEFORE OPENING THE DOOR



Watch for bicyclists and don't underestimate their speed.

For information about the
Bicycle and Pedestrian Advisory Commission,
search "BPAC" at Sunnyvale.ca.gov



Sunnyvale

Printed on Recycled Paper.

Enjoy Sunnyvale with a Walk or Ride



Sunnyvale

Sunnyvale Bicycle & Pedestrian Advisory Commission (BPAC) Meetings

The commission advises
City Council on bicycle
and pedestrian topics
in Sunnyvale.

When

3rd Thursday each month

Time

6:30 p.m.

Location

Council Chambers at
City Hall

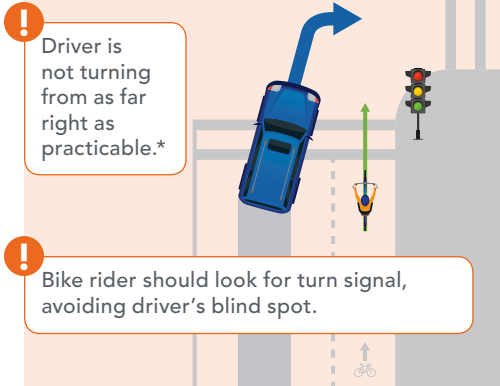
bpac@sunnyvale.ca.gov

Photo credit: Paul Sirajuddin

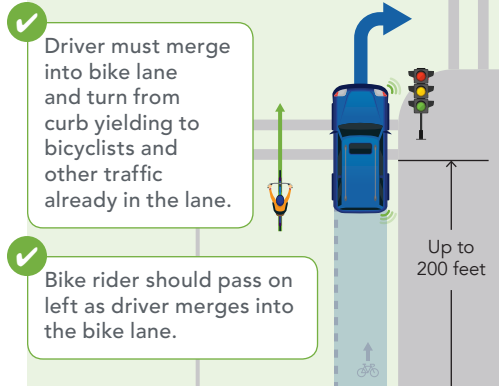


Avoid turning right into a bicyclist

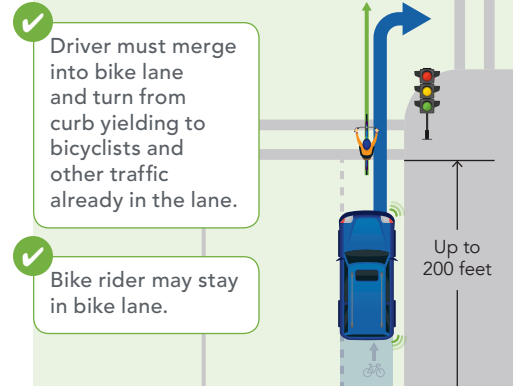
WRONG



CORRECT



CORRECT



*California Vehicle Code (CVC) 21209, 21717, 21208, 21760, & 22100

Top Factors Leading to Serious Injury Collisions in Sunnyvale*

1. Unsafe Speed
2. Right-of-way Violations
3. Driving Under the Influence

Safety Tips



Slow down for pedestrians and bicyclists.



Be alert when crossing.



Do not drive under the influence of drugs or alcohol.



Do not text while driving.

*Source: Sunnyvale Vision Zero

July/August 2018 Printed on Recycled Paper.

Come to a Sunnyvale BPAC*
Meeting and discuss potential
improvements, traffic safety
and future projects.



***Sunnyvale Bicycle & Pedestrian Advisory
Commission (BPAC) Meetings**

When: 3rd Thursday each month

Time: 6:30 p.m.

Location: Council Chambers at City Hall

To contact the Sunnyvale BPAC
email bpac@sunnyvale.ca.gov



Sunnyvale

To avoid a crash, you usually have less than **2 seconds** to react.



But the average time your eyes are off the road while texting is **5 seconds**.

Don't text while driving.
DISTRACTED DRIVING KILLS

Walk or bike instead of driving.

- ✓ improve your health
- ✓ save the environment
- ✓ reduce traffic congestion



Sunnyvale Bicycle & Pedestrian Advisory
Commission meetings are open to the public and
held on the 3rd Thursday of each month at 6:30 p.m.
in the West Conference Room at Sunnyvale City Hall.

To contact the Sunnyvale
Bicycle & Pedestrian Advisory Commission
email ***bpac@sunnyvale.ca.gov***

or visit the Bicycle & Pedestrian
Advisory Commission website at
BPAC.inSunnyvale.com.





City of Sunnyvale

Agenda Item

24-0586

Agenda Date: 4/18/2024

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

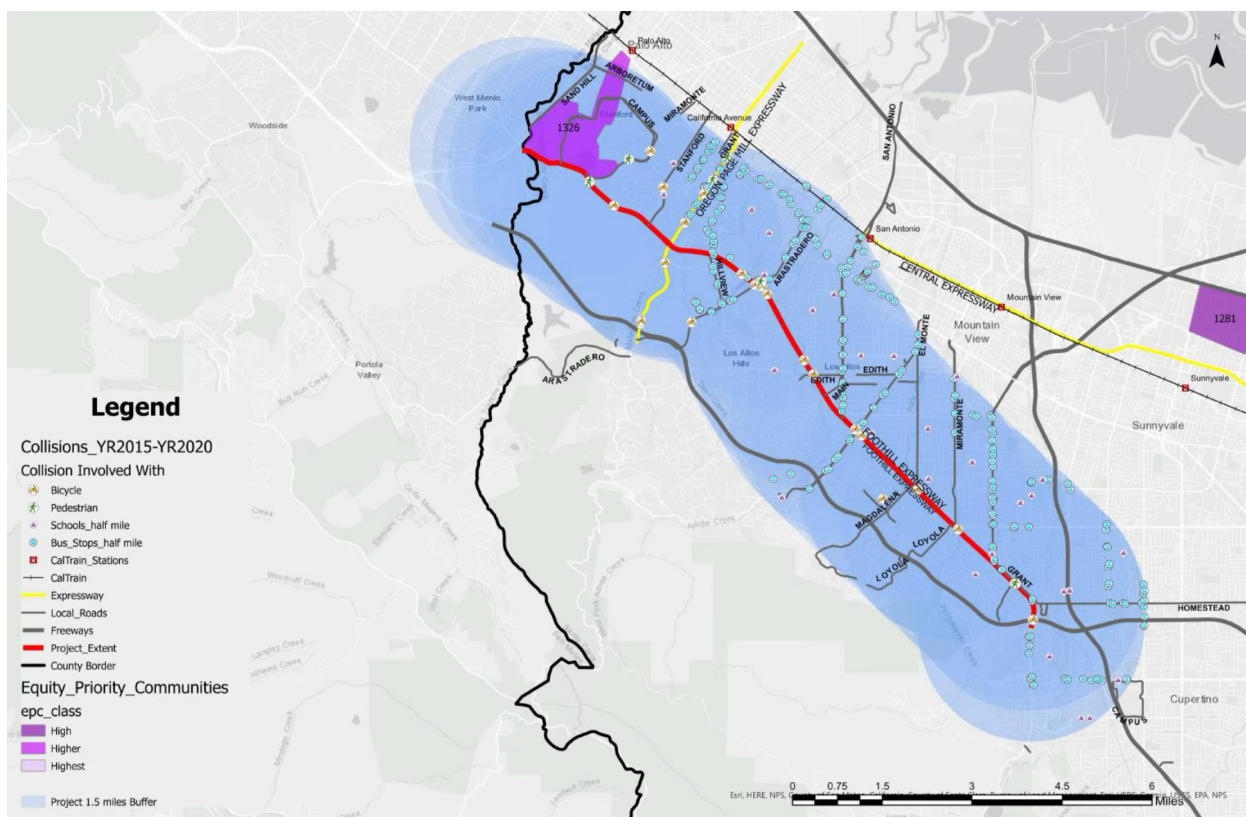
Alex Bonne, Santa Clara Valley Transportation Authority (VTA) Bicycle and Pedestrian Advisory Committee (BPAC) Sunnyvale Representative, provides updates on recent VTA BPAC meeting.

VTA BPAC Meeting Notes

SCC Projects Report

presented by Ben Aghengnehu, SCC Sr. Planner.

1. New signal masts at Foothill & Arboretum, to realign crosswalks and pedestrian island, with pedestrian sensors and APS push buttons.
2. San Tomás Expy pavement rehabilitation. Replace out of data ADA ramps and damaged sidewalks; install new pedestrian sensors (which will adjust light timing for speed of pedestrian crossing the Expy) and touchless buttons.
3. Lawrence Expy in planning phase, with similar updates as San Tomás.
4. Foothill Expy Multimodal Update, to implement Class 1 Shared-Use path, from 280 to Sand Hill Rd. Measure B funds will be used. Study will take 2 yrs.!!



VTA Board April Meeting

by Lauren Ledbetter, VTA Sr. Planner.

5. VTA ridership up ~ 25% vs prior year.
6. March CA Assembly allocated 31 M\$ to Central Bikeway project
7. Bascomb Complete Streets project formed a sub-committee to speed review & feedback to consultant's design. Will likely form another sub-committee for Homestead Rd.

Chairman's Report

1. HH Safe Routes to School meeting was well-attended
2. Marin County debating e-bike place on roads, trails.



City of Sunnyvale

Agenda Item

24-0587

Agenda Date: 4/18/2024

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMISSION

SUBJECT

Recommend to City Council a Sunnyvale Representative to the Valley Transportation Authority (VTA) Bicycle and Pedestrian Advisory Committee (BPAC)

Recommend to City Council a qualified individual according to the VTA *Bylaws for Bicycle and Pedestrian Advisory Committee* to represent Sunnyvale at the VTA BPAC meetings.

BYLAWS FOR BICYCLE & PEDESTRIAN ADVISORY COMMITTEE

Article I GENERAL PROVISIONS

§1.1 Purpose

These Bylaws govern the proceedings of the VTA Bicycle & Pedestrian Advisory Committee (BPAC), an advisory Committee established by the Board of Directors of the Santa Clara Valley Transportation Authority (VTA).

§1.2 Construction of Bylaws

Unless the provisions or the context of these Bylaws otherwise require, the general provisions, rules of construction and definitions set forth in Chapter 1 of the VTA Administrative Code shall govern the construction of these Bylaws. As used in these Bylaws, “Committee” means the VTA Bicycle & Pedestrian Advisory Committee. These Bylaws shall govern the Committee’s proceedings to the extent they are not inconsistent with VTA’s Administrative Code, or law.

§1.3 Definitions

- a. As used in these Bylaws, “chairperson” means the chairperson of the Committee.
- b. As used in these Bylaws, “secretary” means the secretary of the Committee.
- c. As used in these Bylaws, “Member Agency” means the County of Santa Clara or a city within the county.

Article II DUTIES AND AUTHORITY

§2.1 Mission and Duties

The BPAC is an advisory committee to the Board of Directors. The mission and duties of the Committee shall be:

MISSION:

The VTA BPAC provides expertise and guidance to the Board of Directors on promoting and enhancing non-motorized transportation opportunities throughout Santa Clara County and serves as liaison between VTA and the Member Agency bicycle and pedestrian advisory committees.

DUTIES:

- a. Provides advice to the Board of Directors regarding funding priorities for bicycle and pedestrian projects in the county.
- b. Reviews and provides comments to VTA staff regarding plans and designs for an effective countywide bikeway and pedestrian system, updates of the Countywide Bicycle Plan and Countywide Bicycle Map, bicycle and pedestrian element of the countywide transportation plan, and bicycle-related issues affecting the transit system.
- c. Make recommendations to the Board of Directors and County Board of Supervisors through the Roads Commission regarding the Countywide annual priority list of bicycle and pedestrian projects for the TDA Article 3 program, and regarding the annual Expressway Sidewalk Program project selections.
- d. Coordinate with bicycle and pedestrian advisory committees of other agencies on multi-jurisdictional bicycle and pedestrian issues.
- e. Serve as the countywide bicycle and pedestrian advisory committee for the County of Santa Clara, providing input and recommendations through the Roads Commission.

§2.2 Limitations

The Committee shall serve in an advisory capacity to the Board of Directors. It shall have no independent duties and no authority to take actions that bind VTA or the Board of Directors. No expenditures or requisitions for services and supplies shall be made by the Committee and no individual member thereof shall be entitled to reimbursement for travel or other expenses except as authorized by the Board of Directors.

Article III MEMBERSHIP

§3.1 Membership

The Committee shall be composed of 16 voting members and one ex-officio member who are bicyclists or pedestrians. All members shall live or work, or both, in Santa Clara County during their terms on the Committee. VTA employees are not eligible for membership. The Board of Directors shall ratify the appointments of all members of the Committee.

It is the expectation that each member will keep the appropriate staff of their appointing Member Agency informed of key issues, facilitate communication between those entities and VTA, and help resolve and build general consensus on issues pertinent to the Committee.

It shall also be each member's responsibility to actively and reliably participate in the BPAC's execution of its Mission and Duties.

Voting Members

Committee members shall be representatives of local bicycle or pedestrian advisory committees, or, for Member Agencies that do not have a local bicycle or pedestrian advisory committee, shall be other individuals interested in bicycle or pedestrian issues. Each Member Agency shall appoint one member. Committee members may not be an employee of the Member Agency they represent.

Ex-officio Member

The Silicon Valley Bicycle Coalition (SVBC) may appoint one ex-officio member and one alternate, who shall not be counted for purposes of establishing a quorum and who shall have no voting rights.

§3.2 Members' Terms

The term of membership of each Committee member shall be two fiscal years, commencing on July 1 of even-numbered years and ending on the second successive June 30. Members may be appointed to successive terms.

§3.3 Vacancies

A vacancy in a member's position shall be filled for the remainder of the term by the Member Agency or other body which made the original appointment.

§3.4 Representative to Citizens Advisory Committee

The Committee shall also appoint one individual from its membership to serve as a voting member of VTA's Citizens Advisory Committee (CAC), to provide communication and collaboration between the two committees. Appointment of this position is subject to the following provisions:

- a. The representative must be a voting BPAC member while on the CAC and must be in good standing.
- b. The representative must meet all established CAC membership requirements during their term on the CAC.
- c. The term of appointment shall be two years, commencing on July 1 of even-numbered years. The representative may be reappointed for successive terms.
- d. The representative shall serve on the CAC until resignation from the position or the BPAC, or removal by the Committee or the Board.
- e. Appointment by the Committee requires approval by the membership as provided in Section 5.4.
- f. Appointment requires ratification by the Board of Directors.
- g. Vacancies shall be filled for the remainder of the term by the Committee following the established appointment process and all established criteria for the position.

Article IV OFFICERS

§4.1 Chairperson and Vice Chairperson

The Committee shall elect from its membership a chairperson and a vice chairperson at its last meeting of the calendar year, to serve for a one year term effective January 1 of the next calendar year. In the event of a vacancy in the chairperson's position, the vice chairperson shall succeed as chairperson for the balance of the chairperson's term and the Committee shall elect a successor to fill the vacancy in the vice chairperson's position as provided below. In the event of a vacancy in the vice chairperson's position, the Committee shall elect a successor from its membership to fill the vice chairperson's position for the remainder of the vice chairperson's term.

The chairperson shall preside at all meetings of the Committee and represent the Committee before the Board of Directors. The chairperson, in consultation with the Committee staff liaison, may identify items of interest for future agendas that are relevant to the Committee's duties and responsibilities.

The vice chairperson shall perform the duties of the chairperson when the chairperson is absent.

The Committee shall appoint a nominating committee to nominate Committee members for the positions of chairperson and vice chairperson. Members willing to serve in either of these positions may submit their names to the nominating committee for nomination. Members may also submit names of other members for nomination. The nominating committee shall verify that members whose names have been submitted are willing serve in those positions. The nominating committee shall submit to the Committee the names of those members whom it has nominated and recommends for election. Notwithstanding these procedures, any member may nominate a member from the floor.

§4.2 Secretary

The General Manager shall furnish staff services to prepare and distribute the Committee's agendas, notices, minutes, correspondence, and other documents and will assign an employee to attend each regular meeting of the Committee to serve in the capacity as the Committee's secretary. The secretary shall maintain a record of all proceedings of the Committee as required by law and shall perform other duties as provided by these Bylaws.

Article V MEETINGS

§5.1 Regular Meetings

Regular meetings of the Committee shall generally be held on the Wednesday following the first Thursday of each month. The committee meeting shall commence at 6:30 p.m. at the VTA Administrative Offices, 3331 North First Street, San Jose, California. Whenever a regular meeting falls on a holiday observed by VTA, the meeting shall be held on another day or cancelled at the direction of the Committee. Meetings that last beyond 8:00 p.m. may have agenda items postponed to a future meeting, to be decided by the committee chairperson in consultation with the committee staff liaison and the Board Secretary or representative. A rescheduled regular meeting shall be designated a regular meeting.

§5.1A Workshop Meetings

Workshop meetings of the Committee are meetings in which agenda does not call for the Committee to take action (no voting is conducted). Because no action by the Committee will take place, the Board Secretary may choose to provide limited support. Workshops shall generally be held in lieu of a regular meeting and, where possible, be conducted at the normal regular meeting time. The workshop meeting shall be called and noticed as provided in Section 5.3.

§5.2 Special Meetings

A special meeting may be called by the chairperson with the approval of the General Manager. The meeting shall be called and noticed as provided in Section 5.3 below. (For a general description of the noticing procedures, see the Rules of Procedure of the Board of Directors.)

§5.3 Calling and Noticing of Meetings

All meetings shall be called, noticed, and conducted in accordance with the applicable provisions of the Ralph M. Brown Act (commencing with Section 54950 of the Government Code). The General Manager and General Counsel shall be given notice of all meetings. The Committee shall conduct a maximum combination of 10 regular and workshop meetings per year. For purposes of this limit, regular and workshop meetings held on the same day will be considered one event. The Committee shall conduct at least one meeting every three months, unless the Committee's activities are suspended.

§5.4 Quorum; Vote; Committee of the Whole

The presence of nine members shall constitute a quorum for the transaction of business. All acts of the Committee shall require the presence of a quorum and the affirmative vote of a majority of the total membership. At any regularly called meeting not held because of a lack of quorum, the members present may constitute themselves a "committee of the whole" for the purpose of discussing matters on the agenda of interest to the Committee members present. The committee of the whole shall automatically cease to exist if a quorum is present at the meeting.

§5.5 [Reserved]

§5.6 Thirty Minute Rule

If a quorum has not been established within thirty minutes of the noticed starting time for the regular meeting, Board Office staff may be excused from further attendance at the meeting.

§5.7 Absences

If a member is absent from four Committee meetings (regular and workshop; attendance is not counted for special meetings) in any twelve-month period, the position shall automatically be vacated, and a successor shall be appointed to fill the remainder of that member's term.

§5.8 Matters Not Listed on the Agenda Requiring Committee Action

Except as provided below, a matter requiring Committee action shall be listed on the posted agenda before the Committee may act upon it. The Committee may take action on items not appearing on the posted agenda only upon a determination by a two-thirds vote of the Committee, or if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action AND the need to take action came to the attention of the Committee subsequent to the agenda being posted.

§5.9 Time Limits for Speakers

Each member of the public appearing at a Committee meeting shall be limited to two minutes in his or her presentation, unless the chairperson, at his or her discretion, permits further remarks to be made. Any person addressing the Committee may submit written statements, petitions, or other documents to complement his or her presentation.

§5.10 Impertinence; Disturbance of Meeting

Any person making personal, impertinent or indecorous remarks while addressing the Committee may be barred by the chairperson from further appearance before the Committee at that meeting, unless permission to continue is granted by an affirmative vote of the Committee. The chairperson may order any person removed from the Committee meeting who causes a disturbance or interferes with the conduct of the meeting, and the chairperson may direct the meeting room cleared when deemed necessary to maintain order.

§5.11 Access to Public Records Distributed at Meeting

Writings which are public records and which are distributed during a committee meeting shall be made available for public inspection at the meeting if prepared by VTA or a member of the Committee, or after the meeting if prepared by some other person.

Article VI

AGENDAS AND MEETING NOTICES

§6.1 Agenda Preparation

The secretary shall prepare the agenda for each meeting in consultation with VTA staff and the chairperson. Material intended for placement on the agenda shall be delivered to the secretary on or before 12:00 Noon on the date established as the agenda deadline for the forthcoming meeting. The secretary may withhold placement on the agenda of any matter which is not timely received, lacks sufficient information, or is in need of staff review and report prior to Committee consideration. Any member of the

Committee may request that such withheld matter be placed on the agenda by contacting the secretary in advance of the meeting.

§6.2 Agenda Format & Development

The agenda shall specify the starting time and location of the meeting and shall contain a brief general description of each item of business to be transacted or discussed at the meeting. The description shall be reasonably calculated to adequately inform the public of the subject matter of each agenda item. The agenda shall also display the Board-adopted mission statement for the Committee.

Items may be referred for inclusion on an agenda by: (1) the Board of Directors; (2) the General Manager; (3) the Committee Chairperson; and (4) the Committee, with a quorum present and upon the affirmative vote of a majority of the members present. The order of business shall be established by the secretary with the approval of the chairperson.

§6.3 Public Presentations

Each agenda for a regular meeting shall provide an opportunity for members of the public to address the Committee on matters of interest to the public either before or during the Committee's consideration of the item, if it is listed on the agenda, or, if it is not listed on the agenda but is within the jurisdiction of the Committee, under the agenda item heading "Public Presentations." The Committee shall not act upon an item that is not listed on the agenda except as provided under Section 5.8. Each notice for a special meeting shall provide an opportunity for members of the public to directly address the Committee concerning any item that has been described in the notice for the meeting before or during consideration of that item.

§6.4 Agenda Posting and Delivery

The written agenda for each regular meeting and each meeting continued for more than five calendar days shall be posted by the secretary at least 72 hours before the meeting is scheduled to begin. The written agenda for every special meeting shall be posted by the secretary at least 24 hours before the special meeting is scheduled to begin. The agenda shall be posted in a location that is freely accessible to members of the public. The agenda together with supporting documents shall be delivered to each Committee member, the General Manager, and General Counsel at least five days before each regular meeting and at least 24 hours before each special meeting.

§6.5 Meeting Notices

The secretary shall mail notice of every regular meeting, and every special meeting which is called at least one week prior to the date set for the meeting, to each person which has filed with VTA a written request for notice as provided in Section 54954.1 of the Government Code. The notice shall be mailed at least 72 hours prior to the date set for the meeting, in accordance with the Ralph M. Brown Act. In lieu of

mailing, notices may be emailed to any person who so requests in writing. Notice of special meetings called less than seven days prior to the date set for the meeting shall be given as the secretary deems practical.

Article VII

MISCELLANEOUS

§7.1 Adoption and Amendment of Bylaws

These Bylaws may be amended by the Committee by the affirmative vote of a majority of its total authorized membership and with the approval of the Board of Directors.

§7.2 Rosenberg's Rules

All rules of order not herein provided for shall be determined in accordance with *Rosenberg's Rules of Order*, latest edition.

Adopted by Board of Directors: December 10, 1998

Amended by Board of Directors: December 14, 2000

Amended by Board of Directors: June 5, 2003

Amended by Board of Directors: March 4, 2004

Amended by Board of Directors: September 1, 2005

Amended by Board of Directors: March 1, 2007

Amended by Board of Directors: October 2, 2008

Amended by Board of Directors: June 3, 2010 ⁽¹⁾

Amended by Board of Directors: April 5, 2012

Amended by Board of Directors: December 11, 2014 to take effect January 1, 2015

- (1) In 2010, the Board of Directors, based on recommendations from the Advisory Committee Enhancement Process, approved converting two existing VTA Citizens Advisory Committee (CAC) positions to two voting members appointed by the Committee for Transit Accessibility (CTA) and the Bicycle & Pedestrian Advisory Committee (BPAC). These representatives will be from the respective committee's current membership and must meet established CAC membership requirements, including Board of Directors approval.



City of Sunnyvale

Agenda Item

24-0588

Agenda Date: 4/18/2024

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMISSION

SUBJECT

BPAC 2024 Annual Work Plan

2024 Annual Work Plan

Bicycle and Pedestrian Advisory Commission

MEETING DATE	AGENDA ITEM/ISSUE
January 18	<ul style="list-style-type: none"> Ranking of 2024 Study Issues
February 15	<ul style="list-style-type: none"> Tasman Pedestrian-Bicycle Improvements Study Issue (DPW 21-03) Discussion of Utility Bill Concepts Discussion of TDA Funding
March 21	<ul style="list-style-type: none"> VTA SRTS Homestead Road Improvements (Postpone to April 2024) Climate Action Playbook Progress Update 2023 Safe Routes to School Coordinator Update 2023 (Postpone to a later meeting – TBD) Utility Bill Concept Designs (Move to April 2024) Discussion of TDA Funding (Move from April 2024) Council Ranking of Study Issues (Information item)
April 18	<ul style="list-style-type: none"> Discussion of TDA Funding (Move to March 2024) Traffic Calming Program Study Issue (DPW 22-06) VTA SRTS Homestead Road Improvements (Move from March 2024) Utility Bill Concept Designs (Move from March 2024) VTA BPAC Sunnyvale Representative Appointment (New)
May 16	<ul style="list-style-type: none"> Annual reporting on collisions involving pedestrians and cyclists (Move to September 2024) Vision Zero Plan Progress Update (Move to September 2024) TDA Funding Project Recommendation Review Recommended Budget Climate Action Playbook Amendment and Game Plan 2028 (New)
June 20	<ul style="list-style-type: none"> Recognition of Service Utility Bill Stuffer Update (Information item) Annual Slurry Seal List (Information item)
July 18	<ul style="list-style-type: none"> Selection of Chair and Vice Chair Mary Avenue Overcrossing (Draft EIR)
August 15	<ul style="list-style-type: none"> Central Arques Specific Plan Tasman Pedestrian-Bicycle Improvements Study Issue (DPW 21-03) Active Transportation Plan Progress Update

MEETING DATE	AGENDA ITEM/ISSUE
	<ul style="list-style-type: none"> • VTA Measure B Education and Encouragement Potential Projects
September 19	<ul style="list-style-type: none"> • Annual reporting on collisions involving pedestrians and cyclists (Move from May 2024) • Vision Zero Plan Progress Update (Move from May 2024) • El Camino Real Sense of Place and Gateways • Study Issues Sponsorship (for Scenario 1)
October 17	<ul style="list-style-type: none"> • Safe Routes to School Coordinator Update 2024 • Mary Avenue Overcrossing (Final EIR) • Final month to Propose Study Issues • Study Issues Sponsorship (for Scenario 2, if necessary) • Review Sponsored Study Issues Write-up (for Scenario 1 only)
November 21	<ul style="list-style-type: none"> • Climate Action Playbook Progress Update 2024 • Approve 2025 Master Work Plan
December 19	<ul style="list-style-type: none"> • Final month to Approve 2025 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
- Hollenbeck Bike Lane Study
- Class IIIB Bicycle Boulevards (Information Item)
- Assembly Bill No. 413
- Sunnyvale Municipal Code 10.56 Bicycles
- Sunnyvale Municipal Code 19.46.150 Bicycle Parking
- Bicycle Improvements Planning Study (Mathilda Ave between Almanor Ave and Del Rey Ave – Southbound only)
- Bicycle and Pedestrian Access Improvements at Sunnyvale Caltrain Station (Study Issue DPW 20-02)



City of Sunnyvale

Agenda Item

24-0589

Agenda Date: 4/18/2024

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMISSION

SUBJECT

Active Items List April 2024

Bicycle and Pedestrian Advisory Commission

Active Items List

Item #	Item	PM	Due Date (Approx)	Status	Last Updated
1	Pedestrian and Bicycle Facility Installation on Tasman Drive	Le	Dec. 2024	The community feedback survey was closed on March 22, 2024. The consultant and staff are analyzing the feedback to refine the two proposed alternatives.	4/18/2024
2	Bernardo Caltrain Under-crossing	Obeso	TBD	The eastern option has been selected as the preferred option. The project is now completing the technical studies required for environmental clearance. Environmental clearance is anticipated by spring 2024.	1/18/2024
3	Stevens Creek Trail Extension	Obeso	TBD	The project team is currently completing technical studies for environmental clearance. Once that is complete, the final design will begin. Additionally, the project team is also looking into additional grant funding opportunities to study a bike/pedestrian overcrossing of Fremont Avenue and coordinating with adjacent property owners, per City Council direction.	1/18/2024
4	Caltrain Grade Separation Feasibility Study	Obeso	Sept. 2022	The feasibility study is complete. City Council selected the Underpass with Jughandle option for Mary Avenue and the Bicycle and Pedestrian Underpass option for Sunnyvale Avenue. The City is currently working with Caltrain on agreements to begin the environmental clearance phase for the Mary Avenue crossing.	1/18/2024
5	Pedestrian/Bicycle Pathway Spot Improvements	Talavera	2023	Spot improvements have been implemented by Field Services Crews. Work is completed.	1/18/2024
6	Improve Bicycle and Pedestrian Access at Sunnyvale Caltrain Station	Wong	Feb. 2025	Staff is finalizing the consultant procurement process and are onboarding a consultant.	1/18/2024
7	Homestead Road Bike Lane Study	Wong	Summer 2023	During the August 8, 2023 City Council meeting, Council selected Alternative 2 with additions to the motion to include a road diet and buffered bike lanes where possible. Next steps are to create a CIP project and seek funding opportunities.	8/17/2023
8	Road Overlay, Slurry, Reconstruction & Chip Schedule	Ng	Annual	List was included in June 2023 BPAC meeting agenda packet.	6/15/2023
9	Bike to Work Day	Tsang	Annual	Silicon Valley Bicycle Coalition Bike to Wherever Day 2023 is held on Thursday May 18, 2023 to Saturday May 20, 2023. Bike to Work Day 2023 is held on Thursday May 18, 2023 from 7AM to 10AM at Plaza Del Sol.	5/18/2023
10	Utility Bill Insert	Tsang	v	The 2023 Utility Bill Insert will be mailed out with the Utility Bill in July/August 2023.	2/16/2023
11	East-West Channel Trail	Ng	TBD	<p>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.</p> <p>Valley Water continues to manage the Project. Valley Water has completed its design and continues to work to acquire final leasing agreements and temporary construction easements from Santa Clara County and San Francisco Public Utilities Commission (SFPUC). on February 22, 2022, the Valley Water Board of Directors approved the agreement with Google for short-term and long-term responsibilities for the proposed 1,100-feet of the West Channel.</p> <p>Valley Water continues to work on getting required permits from regulatory agencies to obtain required permits prior to bidding for construction. They expect to receive these permits in 2022 and begin construction in 2023 and complete the project by the end of 2026.</p>	6/16/2022



City of Sunnyvale

Agenda Item

24-0590

Agenda Date: 4/18/2024

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMISSION

SUBJECT

2024 Deferred Study Issues

2024 Deferred Study Issues

Number	Name	2024 Ranking Results
DPW 24-01	Evaluate Feasibility of an Art Crosswalk Program or Policy	Deferred by CC
DPW 24-10	Evaluate a Red Curb Painting Request Process and Utilization of Volunteers to Paint Curbs	Deferred by CC
ESD 24-02	Evaluate Adopting Transit-Supportive Policies for Sunnyvale	Deferred by SC and BPAC
<p>Notes:</p> <p>These study issues will be brought back to BPAC in 2025 for ranking.</p> <p>The Study Issue Papers can be found on the City website at www.sunnyvale.ca.gov by searching "Proposed Study Issues".</p>		