



City of Sunnyvale

Notice and Agenda

Bicycle and Pedestrian Advisory Commission

Thursday, June 16, 2016

6:30 PM

West Conference Room, City Hall, 456 W.
Olive Ave., Sunnyvale, CA 94086

CALL TO ORDER

ROLL CALL

PRESENTATION

[16-0633](#)

PRESENTATION - Recognition of Service

ORAL COMMUNICATIONS

This category provides an opportunity for members of the public to address the 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 commissioners to take action on an item not listed on the agenda. If you wish to address the commission, please complete a speaker card and give it to the Recording Secretary. Individuals are limited to one appearance during this section.

CONSENT CALENDAR

- 1.A 16-0625** Approve the Bicycle and Pedestrian Advisory Commission Meeting Minutes of May 19, 2016

Attachments: Draft Minutes of BPAC of May 19 2016.pdf

PUBLIC HEARINGS/GENERAL BUSINESS

- 2 16-0640** Appoint a Member to the Valley Transportation Authority (VTA) Bicycle and Pedestrian Advisory Commission (BPAC)
- 3 16-0639** Utility Bill Stuffer Update

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

[16-0624](#) DPW 17-01 Develop Implementation Standards for Cycle Tracks /
Separated Bikeways

Attachments: [Study Issue 17-01 - Cycle Tracks](#)

[16-0634](#) DPW 17-04 Update Bike Plan every five years

Attachments: [Study Issue 17-04 - Bike Plan](#)

NON-AGENDA ITEMS & COMMENTS

-Commissioner Comments

-Staff Comments

INFORMATION ONLY REPORTS/ITEMS

[16-0630](#) Safe Routes to School

Attachments: [Safe Routes to School Status](#)

[16-0635](#) Active Items List

Attachments: [Active Items List](#)

[16-0637](#) 2016 Work Plan

Attachments: [BPAC 2016 Approved Work Plan](#)

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, Sunnyvale, CA. during normal business hours and at the meeting location on the evening of the board or commission meeting, pursuant to Government Code §54957.5.

Agenda information is available by contacting Carol Shariat at pubworks@sunnyvale.ca.gov or (408) 730-7415. Agendas and associated reports are also available on the City's website at sunnyvale.ca.gov or at the Sunnyvale Public Library, 665 W. Olive Ave., Sunnyvale, 72 hours before the meeting.

Pursuant to the Americans with Disabilities Act, if you need special assistance in this meeting, please contact Carol Shariat at (408) 730-7415. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (29 CFR 35.106 ADA Title II)



City of Sunnyvale

Agenda Item

16-0633

Agenda Date: 6/16/2016

PRESENTATION - Recognition of Service



City of Sunnyvale

Agenda Item

16-0625

Agenda Date: 6/16/2016

SUBJECT

Approve the Bicycle and Pedestrian Advisory Commission Meeting Minutes of May 19, 2016



City of Sunnyvale

Meeting Minutes - Draft Bicycle and Pedestrian Advisory Commission

Thursday, May 19, 2016

6:30 PM

West Conference Room, City Hall, 456 W.
Olive Ave., Sunnyvale, CA 94086

CALL TO ORDER

ROLL CALL

Present 7 - Chair David Jones
Vice Chair John Cordes
Commissioner Kevin Jackson
Commissioner Richard Kolber
Commissioner Margaret Okuzumi
Commissioner Angela Rausch
Commissioner Kyle Welch

Late arrival: Commissioner Rausch arrived at 8:00 p.m.

PRESENTATION

16-0540 PRESENTATION - Mathilda and US 101/SR 237 Project

Shahid Abbas, Transportation Manager gave a brief presentation on Mathilda and US 101/SR 237 Interchange Project. This is a City sponsored project managed by the Valley Transportation Authority (VTA), and Caltrans has oversight of the project for the Draft Environment Impact Report.

Mr. Abbas discussed Project funding and, project cost to be approximately \$40 million. The project goal is to improve traffic operations and reduce delays through the interchange with improved bicycle and pedestrian facilities.

Commissioner Jackson mentioned that 2 foot gutter pans should be reduced to 1 or 1.5 feet. Mr. Abbas responded that this is per Caltrans design standards.

ORAL COMMUNICATIONS

Jeral Poskey from Google commented on the need for safe and connected

bikeways. Google's recent study shows 65% of population interested in biking if it is safe and connected and mentioned experimental green bike boxes are being installed in Mountain View. Mr. Poskey talked about neighboring cities that are working together on connected bike ways, and would like City of Sunnyvale to join in the effort.

Commissioner Rausch mentioned that Los Altos has posted a 15 mile per hour around schools. Commissioner Jackson added there was a proposal in Sacramento now to extend this limit to a ¼ mile.

Commissioner Jackson also mentioned that on Tuesday the City Council approved buffered bike lanes on Maude from Fair Oaks to Borregas and possibly further to Mathilda, he also said that VTA has recommended \$245,000 of TFCA fund for Mary Avenue bike lanes.

Commissioner Cordes talked about "Let's Move" event that took place in San Francisco last weekend. San Francisco uses a viewer which shows simulation of roadway configurations for public to comment on. He circulated a copy of updated Traffic & Safety reports from VTA and also said VTA's proposed tax measure bill has for the first time dedicated \$251 million for bike infrastructure.

CONSENT CALENDAR

- 1A. 16-0541 Draft Minutes of the Bicycle and Pedestrian Advisory
 Commission Meeting of April 21, 2016

Commissioner Kolber moved and Commissioner Welch seconded the motion to approve the consent calendar. The motion carried by the following vote:

Yes 7 - Chair Jones
 Vice Chair Cordes
 Commissioner Jackson
 Commissioner Welch
 Commissioner Kolber
 Commissioner Okuzumi
 Commissioner Rausch

No 0

PUBLIC HEARINGS/GENERAL BUSINESS

- 2 16-0542 Draft Peery Park Specific Plan and Environmental Impact
 Report (Presentation)

Chair Jones moved this Item 16-0542 Draft Peery Park Specific Plan and Environmental Impact Report (EIR) Presentation to the first item heard after Roll Call.

Hanson Hom, Assistant City Manager gave a brief presentation on the Draft Peery Park Specific Plan and Environmental Impact Report. The Draft EIR was released for public comment and comments are due at the end of May. The Peery Park Specific Plan will be a cutting edge work place district that is physically reshaped to align with the 21st century work place trends and innovation in economy. Mr. Hom asked for any comments or questions.

Commissioners discussed issues and Commissioner Cordes moved and Commissioner Jackson seconded the motion to approve as properties redevelop in Peery Park, eliminate on-street parking. The motion carried by the following vote:

Yes: 6 Chair Jones
 Vice Chair Cordes
 Commissioner Jackson
 Commissioner Kolber
 Commissioner Okuzumi
 Commissioner Welch

Absent: 0 Commissioner Rausch (arrived after vote)

Commissioner Cordes moved and Commissioner Kolber seconded the motion to approve Alternative 2 for more housing in Peery Park Specific Plan. The motion carried by the following vote:

Yes: 5 Chair Jones
 Vice Chair Cordes
 Commissioner Kolber
 Commissioner Okuzumi
 Commissioner Rausch

Abstained: 2 Commissioner Welch
 Commissioner Jackson

Commissioners further discussed issues and Commissioner Cordes moved and Commissioner Jackson seconded the motion to approve Peery Park Specific Plan include incentives for creating Class 1 & Class 4 bike routes coming down Pastoria and connecting to Sunnyvale Caltrans Station. The motion carried by the following vote:

Yes: 7 Chair Jones

Vice Chair Cordes
Commissioner Jackson
Commissioner Kolber
Commissioner Okuzumi
Commissioner Welch
Commissioner Rausch

No: 0

Chair Jones recognizes Commissioner Rausch joined us at 8:00 pm.

Meeting now returns to regular order and begins with the Presentation section.

3 16-0543 Review of Fiscal Year 2016/17 Recommended Budget

Mr. Abbas gave the staff report and mentioned the philosophy is balance the resources with the need, and highlighted the supplements in the budget for vision zero, and green bike lanes as a pilot program.

**4 16-0262 Recommend to the City Council Capacity and Safety
Improvements to the Wolfe Road Corridor from El Camino
Real to Homestead Road (Study Issue)**

Mr. Abbas gave a brief presentation on the Capacity and Safety Improvements to the Wolfe Road Corridor from El Camino Real to Homestead Road and requested BPAC approve staff recommendation for the project.

Commissioner Kolber moved and Commissioner Okuzumi seconded the motion to approve Triangle Alternative 3 and Corridor Alternative 3. The motion carried by the following vote:

Yes: 7 Chair Jones
 Vice Chair Cordes
 Commissioner Jackson
 Commissioner Kolber
 Commissioner Okuzumi
 Commissioner Welch
 Commissioner Rausch

No: 0

Chair Jones opens up the floor to public.

Ed Chen commented that elimination of parking is unfortunate for residents and came to voice opposing the removal of parking. After hearing the presentation and all the work involved to determine the need to eliminate parking, he understood and

appreciated learning all that was involved with the project work.

Commissioner Jackson mentioned removal of on-street parking may have residents consider reducing the number of cars they own. To add more space for bike lanes, center turn lane should be 10 feet and add ½ foot to each of the bike lanes. Mr Abbas explained 11 feet center turn lanes are a requirement of design standards. Commissioner Jackson also recommends installation of MUTCD R-4 signs “begin right turn lane” with arrow pointing to the lane, yield to bikes, in addition to bike striping.

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

- 5 16-0544 DPW 17-01 Develop Implementation Standards for Cycle Tracks / Separated Bikeways

Commissioner Jackson mentioned one change be made to DPW 17-01 BPAC would like the city to consider developing procedures and guidelines for design and placement of cycle tracks.

- 6 16-0545 DPW 17-02 Develop Implementation Standards for Bikes May Use Full Lane Regulatory Sign

- 7 16-0553 DPW 17-03 Update Mathilda Avenue Plan Line north of Washington Avenue

- 8 16-0554 DPW 17-04 Update Bike Plan Every Five Years

Commissioner Jackson mentioned updating the bike plan every five years would aid in making any necessary course corrections sooner rather than later, and will facilitate the City achieving a higher level designation in the League of American Bicyclists - Bicycle Friendly Communities. BPAC recommends updating the bike plan every five years instead of ten years to help the city keep track of what bicycle projects have been completed to date.

NON-AGENDA ITEMS & COMMENTS

Commissioner Comments

Commissioner Jackson inquired on how much is the funding shortage for the Mary Ave. bike lane project, including grant funds from the TFCA. Mr. Abbas commented it is about \$400,000.

Commissioner Jackson also mentioned Council recently approved Maude bike lanes, Alternative 5 was presented as a pilot and one includes bike lanes which should be the selected option. The BPAC Work Plan should be included in every

agenda packet

Commissioner Jackson mentioned #7 Safe Routes to School which are specific improvements being funded for Ponderosa and if there is anything available for Cherry Chase. Also #11 East Sunnyvale Sense of Place Plan shows due date in 2015 but the status shows approved in November 2016, please correct the error.

Commissioner Welch followed up on a note he sent to the editors of the Sunnyvale Quarterly Report about having a BPAC specific article submitted in the report. If interested see Commissioner Welch.

Commissioner Cordes mentioned when the sustainability commission did an update on the CAP they said the children riding their bikes to school were 40% but another report said 4%. Mr. Abbas clarified the data report is 4%.

Staff Comments

None

INFORMATION ONLY REPORTS/ITEMS

16-0546 Active Items List

ADJOURNMENT

Chair Jones adjourned the meeting at 10:06 pm.



City of Sunnyvale

Agenda Item

16-0640

Agenda Date: 6/16/2016

Appoint a Member to the Valley Transportation Authority (VTA) Bicycle and Pedestrian Advisory Commission (BPAC)



City of Sunnyvale

Agenda Item

16-0639

Agenda Date: 6/16/2016

Utility Bill Stuffer Update



City of Sunnyvale

Agenda Item

16-0624

Agenda Date: 6/16/2016

DPW 17-01 Develop Implementation Standards for Cycle Tracks / Separated Bikeways



City of Sunnyvale

Agenda Item

16-0524

Agenda Date: 2/3/2017

2017 COUNCIL STUDY ISSUE

NUMBER

DPW 17 - 01

TITLE Develop Implementation Standards for Cycle Tracks / Separated Bikeways

BACKGROUND

Lead Department: Public Works
Support Department(s): N/A

Sponsor(s):

Board/Commission: Bicycle and Pedestrian Advisory Commission

History:

1 year ago: N/A

2 years ago: N/A

SCOPE OF THE STUDY

What are the key elements of the study?

This study would evaluate the pros and cons of Class IV bikeways known as cycle tracks or separated bikeways. The Protected Bikeways Act of 2014 established Class IV bikeways for California and required Caltrans to establish design criteria for them. In addition, the study would develop standards or guidelines which would aid in the determination of the best locations to implement cycle tracks within the City of Sunnyvale.

What precipitated this study?

BPAC would like the City to consider developing procedures and guidelines for the design and placement of cycle tracks, so that they would not be placed randomly throughout the City of Sunnyvale. Consideration should be given for their placement in the right location for the right reasons.

Planned Completion Year: 2018

FISCAL IMPACT

Cost to Conduct Study

Level of staff effort required (opportunity cost): [Major/Moderate/Minor]

Amount of funding above current budget required: \$ [or enter \$0 if total expected funding is \$0]

Funding Source: [(select one) Will seek budget supplement or Will seek grant funding]

Explanation of Cost:

[Briefly explain the cost of study; including impact or workload and how any additional dollars will be used. Describe the level of complexity that will be required in order to complete a thorough, professional examination of the study issue and any effect this examination may have on existing workload and service level responsibilities.]

Cost to Implement Study Results

[(Select one) "No cost to implement.", "Unknown. Study would include assessment of potential costs.", "Some cost to implement."]

Explanation of Cost: [If there is some cost to implement, briefly explain potential costs of implementing study results. Note estimated capital and operating costs, as well as revenue/savings, include dollar amounts. If there is no cost to implement, delete this section.]

EXPECTED PARTICIPATION IN THE PROCESS

Council-approved work plan: [Yes/No]

Council Study Session: [Yes/No]

Reviewed by Boards/Commissions: [identify the B/Cs, full name, no acronyms]

STAFF RECOMMENDATION

Position: [Support/Drop/Defer/None]

Explanation: [Explain the staff recommendation position.]

[If additional departments support this paper, include those who need to review below and add to Legistar ATS sequence.]

Prepared By: [Name], [Title]

Reviewed By: [Name], Director, [Department]

Reviewed By: Walter C. Rossmann, Assistant City Manager

Approved By: Deanna J. Santana, City Manager



City of Sunnyvale

Agenda Item

16-0634

Agenda Date: 6/16/2016

DPW 17-04 Update Bike Plan every five years



City of Sunnyvale

Agenda Item

16-0547

Agenda Date: 2/3/2017

2017 COUNCIL STUDY ISSUE

NUMBER

DPW 17 - 04

TITLE Update Bike Plan every five years

BACKGROUND

Lead Department: Public Works
Support Department(s): N/A

Sponsor(s):

Board/Commission: Bicycle and Pedestrian Advisory Commission

History:

1 year ago: N/A

2 years ago: N/A

SCOPE OF THE STUDY

What are the key elements of the study?

This study would investigate the feasibility of updating the City's Bike Plan every five years instead of every ten years.

What precipitated this study?

Updating a Bike Plan every five years would aid in course corrections sooner rather than later. BPAC recommends updating the Bike Plan every five years instead of ten years would help the City keep track of what bicycle projects have been completed to date.

Planned Completion Year: 2018

FISCAL IMPACT

Cost to Conduct Study

Level of staff effort required (opportunity cost): [Major/Moderate/Minor]

Amount of funding above current budget required: \$ [or enter \$0 if total expected funding is \$0]

Funding Source: [(select one) Will seek budget supplement or Will seek grant funding]

Explanation of Cost:

[Briefly explain the cost of study; including impact or workload and how any additional dollars will be used. Describe the level of complexity that will be required in order to complete a

thorough, professional examination of the study issue and any effect this examination may have on existing workload and service level responsibilities.]

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EXPECTED PARTICIPATION IN THE PROCESS

Council-approved work plan: [Yes/No]

Council Study Session: [Yes/No]

Reviewed by Boards/Commissions: [identify the B/Cs, full name, no acronyms]

STAFF RECOMMENDATION

Position: [Support/Drop/Defer/None]

Explanation: [Explain the staff recommendation position.]

[If additional departments support this paper, include those who need to review below and add to Legistar ATS sequence.]

Prepared By: [Name], [Title]

Reviewed By: [Name], Director, [Department]

Reviewed By: Walter C. Rossmann, Assistant City Manager

Approved By: Deanna J. Santana, City Manager



City of Sunnyvale

Agenda Item

16-0630

Agenda Date: 6/16/2016

Safe Routes to School

	Safe Routes to School 2014, Project # TR-13/02-14 Federal Project No. SRTSL-5213 (044)	FUNDING: Federal SRTS grant \$820,000 (design and construction)	
	LOCATION	PHASE	SCOPE
1	Establish Guided Bicycle Routes through neighborhoods	Construction	Installation of various signage necessary
2	Intersection of Lakehaven Drive/Silverlake Drive	Construction	In-roadway warning lights systems
3	Intersection of Old San Francisco Road/Central Avenue	Construction	In-roadway warning lights systems
4	Mid-block on Cezanne Drive between Old San Francisco Road and El Camino Real	Construction	In-roadway warning lights systems
5	Intersection of Dunford Way/Quail Avenue	Construction	In-roadway warning lights systems
6	Ponderosa Avenue near Iris Avenue adjacent to the Ponderosa Elementary School	Construction	Installation of five speed feedback signs
7	Remington Drive near Bernardo Avenue near Sunnyvale Middle School	Construction	Installation of five speed feedback signs
8	Washington Avenue near Bernardo Avenue	Construction	Installation of five speed feedback signs
9	Washington Avenue near Mary Avenue adjacent to Vargas Elementary School	Construction	Installation of five speed feedback signs
10	East Duane Avenue adjacent to the Rainbow Montessori School	Construction	Installation of five speed feedback signs
11	The intersection of Glendale Avenue and Morse Avenue	Construction	Signing and Pavement Markings
12	The intersection of Duane Avenue and Bayview Avenue	Construction	Signing and Pavement Markings
13	The intersection of Lakehaven Drive and Lakewood Drive	Construction	Signing and Pavement Markings
14	The intersection of Washington Avenue and Pastoria Avenue	Construction	Signing and Pavement Markings
15	The intersection of McKinley Avenue and Pastoria Avenue	Construction	Signing and Pavement Markings
16	The intersection of Remington Drive and Mango Avenue	Construction	Signing and Pavement Markings
17	The intersection of Marion Way and Norman Drive	Construction	Signing and Pavement Markings
18	The intersection of Dunford Way and Oriole Avenue	Construction	Signing and Pavement Markings
19	The intersection of Dunford Way and Partridge Avenue	Construction	Signing and Pavement Markings
20	The intersection of Dunford Way and Lochinvar Avenue	Construction	Signing and Pavement Markings
21	The intersection of Remington Drive and Mary Avenue	Construction	Signing and Pavement Markings
	Intersection Improvements Sunnyvale SR2S 2015, Project # TR-15/01-16 Federal Aid Project # CML-5213(052)	Federal grant will provide \$1,569,000 (Construction only) and City will provide \$330,968	
	LOCATION	PHASE	SCOPE
1	W. SAN FRANCISCO AVE AND SUNNYVALE SARATOGA RD.	Design	
2	SANDIA AVE AND LAKEHAVEN DR/LAWRENCE EXPWY	Design	
3	OLD SAN FRANCISCO & S FAIR OAKS	Design	
4	S MARY AVE & W EVELYN AVE	Design	
5	S FAIR OAKS AVE E. OLIVE AVE	Design	
6	SAN CONRADO TER/CALIENTE DR & FAIR OAKS AVE	Design	
7	E DUANE AVE & N FAIR OAKS AVE	Design	
8	MARY AVE & W KNICKERBOCKER DR	Design	
9	W FREMONT AVE & HOLLENBECK AVE	Design	
10	E DUANE AVE & SAN LUISITO AVE	Design	
11	S MARY AVE & W WASHINGTON AVE	Design	
12	MORSE AVE & AHWAHNEE AVE	Design	
13	CARSON DR & MARY AVE	Design	
14	OLD SAN FRANCISCO RD & GAIL AVE	Design	
15	E MCKINLEY AVE & S FAIR OAKS AVE	Design	
16	HARWICK WY & ALBATROSS DR	Design	
17	S MARY AVE & ROCKEFELLER DR	Design	
18	W ARBOR AVE & BORREGAS AVE	Design	
19	MORSE AVE & MAUDE AVE	Design	
20	SANDIA AVE & CANDLEWOOD CT/CANDLEWOOD AVE	Design	
21	MORSE AVE & ARQUES AVE	Design	
22	E TAYLOR AVE/N SUNNYVALE AVE	Design	
23	MORSE AVE & E TAYLOR AVE	Design	
24	ROOSEVELT AVE E TAYLOR AVE	Design	
25	BERNAL AVE & CALIENTE DR	Design	
26	CALIENTE DR & JOHANNA AVE	Design	
27	HENDERSON AVE & LUPINE DR	Design	
28	FAIR OAKS AVE & CANDLEWOOD AVE/TORRANCE AVE	Design	
29	CHICKADEE CT & DUNHOLME WY	Design	
30	SAN JUAN DR & BLYTHE AVE	Design	
31	SOCORRO AVE & FAIRWOOD AVE	Design	
32	BEDFORD AVE & THE DALLES AVE	Design	
33	S BERNARDO AVE & LAFAYETTE DR	Design	
34	S BERNARDO AVE & JAMESTOWN DR	Design	
35	S BERNARDO AVE & SUSAN WY	Design	
36	S BERNARDO AVE & PARKINGTON WY	Design	
37	ROCKERFELLER DR & LIME DR	Design	
38	HEATHERSTONE AVE & LOIS AVE	Design	
39	LOIS AVE & LYNN WY	Design	
40	W KNICKERBOCKER DR & ITHACA AVE	Design	
41	W WASHINGTON AVE & LIEBRE CT	Design	
42	LOMETA AVE AND W WASHINGTON AVE	Design	
43	W. WASHINGTON AVE & MATADERO DR	Design	
44	CUMBERLAND DR & QUETTA AVE	Design	
45	BITTERN AVE & HARDWICK WY	Design	
46	STOWELL AVE & MAUDE AVE	Design	
47	MARIANE DR & INVERNESS WY	Design	
48	SCHROEDER ST & E ARQUES AVE	Design	
49	E MCKINLEY & CENTRAL AVE	Design	
50	BORREGAS AVE & E HEMLOCK AVE/W HEMLOCK AVE	Design	
51	BORREGAS AVE & ALTURAS AVE	Design	
52	MORSE AVE & ARBOR AVE	Design	
53	ROOSEVELT AVE & E MAUDE AVE	Design	
54	N FERNWOOD CR/MORSE AVE	Design	
55	SAN JUNIPERO DR & E AHWAHNEE AVE	Design	
56	SAN MATEO CT & AHWAHNEE AVE	Design	
57	SANTA PAULA AVE & E DUANE AVE	Design	



City of Sunnyvale

Agenda Item

16-0635

Agenda Date: 6/16/2016

Active Items List

Bicycle and Pedestrian Advisory Commission

Active Items List

Item #	Item	PR	Due Date (Approx)	Status	Last Updated
1	Bernardo Caltrain Under-crossing	M. Pineda	TBD	Feasibility Study accepted by the City Council. Funds for 20% local matching funds must be identified before further project initiation. Project is included in VTP 2040. Approved for Transportation Impact Fee Funding. Current City TIF funds are prioritized towards completion of the 237/101/Mathilda interchange project.	8/12/2015
2	Code of Ethics and Conduct	Shariat	Annual	Reviewed by BPAC during the January 2016 meeting	4/15/2016
3	Utility Bill Insert	Shariat	Annual	BPAC to review proof during June 2016 meeting, Scheduled to go out in July/Aug.	4/14/2016
4	Bike to Work Day	Shariat	Annual	Event to be held May 12, 2016 Two energizer stations: Wolfe and ECR, & Plaza del Sol (downtown Caltrain station)	4/14/2016
5	Road Overlay, Slurry, Reconstruction & Chip Schedule	T. Pineda	Annual	Transmitted at Feb. 2016 BPAC meeting.	4/14/2016

Item #	Item	PR	Due Date (Approx)	Status	Last Updated
6	Community Design and Transportation (CDT) - Planning Grant Program	Abbas	Annual	Feasibility study/concept plan for the West Channel Trail corridor capital project approved by Council. East and West Channel trail concepts provided to SCVWD for inclusion in flood control project. City can't begin on trail projects until SCVWD is done with the flood control project. SCVWD plans to complete the project in 2017/2018.	4/14/2016
7	Safe Routes to Schools Projects	Price	Design 2016	Safe Route to School Comprehensive Pedestrian Infrastructure Improvements project underway. Project funds is \$1.9 Million. Under design stage	4/14/2016

Item #	Item	PR	Due Date (Approx)	Status	Last Updated
8	Establishment of Bike Lanes on Mary Avenue	Werner	Construction Spring 2016	Under construction award	4/14/2016
9	One Bay Area Grants	Abbas	2016	Updates provided in May 2015.	6/12/2015
10	Priority Development Area Grants	Abbas, Uribe, Pineda, Zulueta	Fall, 2017	Space Allocation Study, Mathilda Avenue Plan Line, Precise Plan for El Camino Real update/EIR. Consultant selection complete and are in process. Mathilda Avenue Plan Line is completed, and space allocation study for El Camino Real is on hold.	4/14/2016
11	East Sunnyvale Sense of Place Plan	Kuchenig	Spring, 2015	Plan adopted by City Council in November 2016.	4/14/2016
12	Old Mountain View-Alviso Road	Ng	Construction 2017	The City of Sunnyvale is currently designing a bridge replacement project on Old Mountain View-Alviso Road between Patrick Henry Drive and Reamwood Avenue. The proposed project will replace the existing bridge with a wider bridge structure that accommodates pedestrian and bicycle facilities. Construction is anticipated to last 9-12 months. To help facilitate construction and ensure pedestrian/bicyclist/motor safety, there will be temporary trail and road closures. The road closure is anticipated to last for 2-3 months and trail closure is anticipated to last for 3-4 months. Under design.	4/14/2016



City of Sunnyvale

Agenda Item

16-0637

Agenda Date: 6/16/2016

2016 Work Plan

2016 Master Work Plan

BPAC Annual Calendar

List all regularly scheduled board/commission meetings, specific issues identified in the Tentative Council Meeting Agenda Calendar, and routine assignments specific to each board or commission.

MEETING DATE	AGENDA ITEM/ISSUE
January	<ul style="list-style-type: none"> • 2016 BPAC Work Plan/Calendar • Annual Review of the Code of Ethics and Conduct for Elected and Appointed Officials • TDA Funds Guidelines (information item)
February	<ul style="list-style-type: none"> • TDA Funding Recommendation • Utility Bill Concepts - Discussion • Annual Slurry Seal List (Information item) • Council Ranking of Study Issues (information item)
March	<ul style="list-style-type: none"> • Approve Master Work Plan¹ • TDA Funding Recommendation • Silver Level Bicycle Friendly Community • Bike Map • Utility Bill Concepts • Bike to Work Day Planning • Mathilda Plan Line north of Washington (information item)
April	<ul style="list-style-type: none"> • Wolfe Road Water Pipeline (Presentation) • Maude Avenue Streetscape • Bike to Work Day Planning
May	<ul style="list-style-type: none"> • Presentation – Mathilda and US 101/SR 237 Project • Peery Park • Review Recommended Budget² • Wolfe Road Corridor Study
June	<ul style="list-style-type: none"> • Board Member/Commissioner Recognition (Presentation) • Utility Bill Stuffer Update • Appointment of a Member to the VTA BPAC
July	<ul style="list-style-type: none"> • Election of Officers³ • Study Issues Brainstorming
August	<ul style="list-style-type: none"> • Consideration of Candidate Study Issues
September	<ul style="list-style-type: none"> • Final month to propose Study Issues (Due to City Manager by October 1)⁴
October	<ul style="list-style-type: none"> • El Camino Precise Plan • Annual reporting on collisions involving pedestrians and cyclists (information item)

November	<ul style="list-style-type: none">• Final month to rank Study Issues (if any)⁵
December	<ul style="list-style-type: none">• Final month for Annual Review of Code of Ethics and Conduct for Elected and Appointed Officials⁶• 2017 Work Plan

Additional items yet to be scheduled:
LUTE

Footnotes

1

Council Policy requires that all boards and commissions create an annual work plan, defined as a 12-month calendar of the policy issues the body will be acting on during the year. Since Council does not approve until February the issues it will ask each of the boards and commissions to study, these work plans can not be adopted by the boards and commissions until March.

2

May is the month for boards and commissions to perform an official review and to comment on the City Manager's recommended budget to Council—i.e., make recommendations to Council regarding priorities and service levels, fees, and/or capital projects. Given the budgetary process, the City Manager's recommended budget will typically not be ready for boards and commissions to review until shortly before the time that a recommendation is necessary from the advisory body---in other words, there will be a very short turnaround time for boards and commissions---in fact, often there is not enough time to perform a thorough review and get the results to Council without conducting a special meeting of the board/commission and subsequently sending the Chair or his/her designated representative to Council's public hearing to convey recommendations in person (waiting for the normal board/commission minutes to reach Council won't work). This underscores the importance of a board/commission being prepared to conduct its review—to understand its role, to know how to navigate the budget and be familiar with its contents---before the issue is brought before it in May.

3

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.

4

Boards and Commissions may propose study and budget issues throughout the year. In order to be considered by Council for study in the following year, however, all study issues must be proposed by boards and commissions by no later than September. Any Study Issues proposed by a board/commission after September shall roll over to the next year's process (the only other recourse a b/c member has is to get Council to sponsor the Study Issue Paper). Study Issue papers must be signed by the City Manager prior to being ranked by a board or commission.

5

Boards and Commissions must rank their study issues by no later than November of each year so that staff can complete the work necessary to add these issues to the list Council will consider for ranking early in the next calendar year. Chairs of boards and commissions are encouraged to attend the Council's public hearing on study/budget issues to champion the issues ranked and prioritized by their body.

6

All Boards and Commissions must review the City's Code of Ethics and Conduct for Elected and Appointed Officials annually near the end of the calendar year prior to Council review, and by no later than December.