



City of Sunnyvale

Notice and Agenda - Final Bicycle and Pedestrian Advisory Commission

Thursday, June 15, 2017

6:30 PM

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

CALL TO ORDER

ROLL CALL

PRESENTATION

[17-0652](#)

Board Member/Commissioner Recognition

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 [17-0645](#) Approve the Bicycle and Pedestrian Advisory Commission Meeting Minutes of May 18, 2017

PUBLIC HEARINGS/GENERAL BUSINESS

- 2 [17-0653](#) State of the City
- 3 [17-0647](#) El Camino Specific Plan Nomination

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

4. [17-0564](#) Discussion of potential study issue - Develop location standard for residential trash bin placement adjacent to bicycle lanes

NON-AGENDA ITEMS & COMMENTS

-Commissioner Comments

-Staff Comments

INFORMATION ONLY REPORTS/ITEMS

17-0655	Active Items List-June 2017
17-0648	BPAC 2017 Annual Work Plan
17-0651	Utility Bill Stuffer Update

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. (28 CFR 35.160 (b) (1))



City of Sunnyvale

Agenda Item

17-0652

Agenda Date: 6/15/2017

Board Member/Commissioner Recognition



City of Sunnyvale

Agenda Item

17-0645

Agenda Date: 6/15/2017

Approve the Bicycle and Pedestrian Advisory Commission Meeting Minutes of May 18, 2017



City of Sunnyvale

Meeting Minutes - Draft Bicycle and Pedestrian Advisory Commission

Thursday, May 18, 2017

6:30 PM

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

CALL TO ORDER

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

ROLL CALL

Present 5 - Vice Chair David Jones
Chair John Cordes
Commissioner Timothy Oey
Commissioner Angela Rausch
Commissioner Kyle Welch
Absent 1 - Commissioner Margaret Okuzumi

Status of an absence: Commissioner Okuzumi (excused)
Council Liaison attendance: Council Liaison Nancy Smith (absent)

ORAL COMMUNICATIONS

A member of the public, Glen Chambers, expressed his concerns regarding The Vale housing project on Duane Avenue. He stated the gutters and sidewalks are below the street grade and the bike lane is now at a 45 degree slope. At the bus stop on Duane Avenue near the project, there is an island that can make it difficult for a bicyclist to use the bike lane if there are pedestrians waiting for the bus. Chair Cordes requested staff to look into this matter.

A member of the public, Kevin Jackson, stated that the on-line project data base has not been updated since December. He would like to know when it will be updated and it also needs to be easy for the public to access. He added that the Vision Zero contract was approved in April. Mr. Jackson suggested adding more "No Parking" signs for the bike lanes on Mary Avenue because the current transition from parking to no parking still allows cars to park where they should not. He also shared that the Sunnyvale Library now has an electric assist bike mobile with trailer.

The Valley Transportation Authority (VTA) Bicycle and Pedestrian Advisory Commission (BPAC) representative, David Simmons, gave an update on the May 10th VTA meeting. He stated that VTA has new videos on their website that encourage bicycling and taking bicycles on trains and buses. The VTA BPAC submitted the Complete Streets recommendation to the Board. He also shared that Lawrence Expressway is being re-striped between Homestead Road and Quito Road to reduce lane size.

CONSENT CALENDAR

- 1.a** [17-0540](#) Approve the Bicycle and Pedestrian Advisory Commission Meeting Minutes of April 20, 2017

Vice Chair Jones moved to approve the Bicycle and Pedestrian Advisory Commission Meeting Minutes of April 20, 2017. Commissioner Oey seconded the motion. The vote carried by the following vote:

Yes 4 - Vice Chair Jones
 Chair Cordes
 Commissioner Oey
 Commissioner Welch

No 0

Absent 2 - Commissioner Okuzumi
 Commissioner Rausch

PUBLIC HEARINGS/GENERAL BUSINESS

- 2.** [17-0563](#) Discussion with DPS regarding quarterly collision report

Carol Shariat, Principal Transportation Engineer, introduced Lieutenant Tracy Hern and Captain Jeff Hunter from Sunnyvale Department of Public Safety. The officers gave a brief introduction and opened the floor to questions.

Commissioner Oey made a request to have the collision report provided in a different format. Lieutenant Hern stated that at this time, the system can not provide any other style of report and could be costly to change the computer system.

Chair Cordes suggested adding an action item to see if the report could be put into an Excel spreadsheet. He also requested to have the report on a quarterly basis instead of once a year. In addition, a map showing where collisions took place would be helpful. Ms. Shariat said she would look into it.

Commissioner Oey asked for an explanation on some of the acronyms used in the

report. Lieutenant Hern said he will provide Ms. Shariat with a list of acronyms and meanings to distribute to the Commissioners.

Vice Chair Jones wanted to make sure DPS still patrols schools in the morning. Lieutenant Hern noted that patrolling Sunnyvale schools in the morning and afternoon is a priority.

3. [17-0565](#) Review FY 2017-18 Recommended Budget

Ms. Shariat reported that the recommended budget for next fiscal year is close to \$475,000,000.00 which is up 19% from last fiscal year.

Ms. Shariat suggested the BPAC Chair attend the June City Council meeting.

Chair Cordes announced that Commissioner Rausch showed up to the meeting at 7:00 p.m.

Commissioners inquired about the Mobile Bike Map that should have been on the Budget Report. Ms. Shariat agreed to follow up.

Chair Cordes requested clarification on the \$6,000,000.00 from the Active Transportation Program (ATP) grant. He would like to know what that money will be used for.

Commissioner Oey moved to approve the FY 17-18 budget with the following amendment: Reinstate the Mobile Bike Map into the budget. Commissioner Welch seconded the motion. The motion carried by the following vote:

Yes 5 - Vice Chair Jones
Chair Cordes
Commissioner Oey
Commissioner Rausch
Commissioner Welch

No 0

Absent 1 - Commissioner Okuzumi

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

4. [17-0564](#) Discussion of potential study issue - Develop location standard for residential trash bin placement adjacent to bicycle lanes

Commissioner Oey is still researching developing a location standard for residential

trash bin placement.

NON-AGENDA ITEMS & COMMENTS

-Commissioner Comments

Mr. Simmons requested to meet with Shahid Abbas, Transportation Traffic Manager on a quarterly basis. Ms. Shariat will pass along that request to Mr. Abbas.

Commissioner Oey requested a map showing which streets are considered "Complete Streets" within Sunnyvale.

Chair Cordes inquired about the status of the utility flyer. Ms. Shariat will bring the final copy to the June meeting.

Chair Cordes inquired about the status of the data base project and when it would be available. Ms. Shariat will follow up.

Chair Cordes also questioned if we would be applying for the VTA Bike Expenditure Program (BEP) which has \$418,000.00. Ms. Shariat said we will not. Reason being, you can only request money for projects that are on the VTA BEP approved list and are considered "shovel ready."

Commissioner Oey requested to make a change to the Active Items List regarding the Stevens Creek Trail. He would like to add the widening of Homestead Road as a separate item. Ms. Shariat agreed to make the change.

Chair Cordes announced the budget workshop will be held on May 19. San Miguel Bike Rodeo will be on May 19 and the Stockmeir Bike Rodeo will be held on May 31.

Chair Cordes requested to have the BPAC Minutes available a week after the meetings instead of waiting until the following month. Ms. Shariat will look at the policy and follow up.

-Staff Comments

Ms. Shariat reported on locations where green bike lanes would be installed within Sunnyvale. She stated there will be green bike lanes at conflict points along Evelyn Avenue. Treatment is being done at Mary Avenue and Homestead Road along with a bike box. There will be green bike lanes along Maude Avenue from Fair Oaks Avenue to Mathilda Avenue and at Mathilda Avenue and Indio Avenue intersection.

There will also be green bike lanes and a bike box at Pastoria Avenue and El Camino Real.

INFORMATION ONLY REPORTS/ITEMS

[17-0542](#) Active Items List - May 2017

[17-0543](#) BPAC 2017 Annual Work Plan

ADJOURNMENT

Commissioner Cordes adjourned the meeting at 8:07 p.m.



City of Sunnyvale

Agenda Item

17-0653

Agenda Date: 6/15/2017

State of the City



City of Sunnyvale

Agenda Item

17-0647

Agenda Date: 6/15/2017

El Camino Specific Plan Nomination



City of Sunnyvale

Memorandum

To: Bicycle and Pedestrian Advisory Commission (BPAC)

From: Rosemarie Zulueta, Associate Planner

Through: Carol Shariat, Principal Transportation Engineer/Planner

Date: May 28, 2015

Re: Nomination of a BPAC Representative to the Sunnyvale El Camino Real Corridor Plan Advisory Committee (ECRPAC)

The City will be performing a comprehensive update of the Precise Plan for El Camino Real, as directed by City Council (Study Issues CDD 14-09 and CDD 14-14). The original Precise Plan for El Camino Real was completed in 1993 and last updated in 2007. Since that time, development interest in the Sunnyvale El Camino Real corridor has greatly increased. The main goal of this comprehensive update is to effectively engage stakeholders, leaders, businesses and the general community to update the vision, policies and development standards for the Plan area. The resulting product will be the Sunnyvale El Camino Real Corridor Plan (ECR Plan) that will update and replace the 2007 Precise Plan for El Camino Real.

To assist with this planning effort, a committee representing the multiple interests of the study area (map of study area attached) will be appointed to provide input and guidance throughout the planning process. The ECR Plan Advisory Committee (ECRPAC) will be responsible for reviewing information, providing feedback on topics, recommending priorities, soliciting the participation of the community at large and working to represent the various interests of the community. The Council has approved the following composition of the committee (RTC 15-0119):

Composition of the Sunnyvale El Camino Real Corridor Plan Advisory Committee (ECRPAC)

REPRESENTATION		NUMBER OF MEMBERS
Boards and Commissions	Planning Commission	1
	Sustainability Commission	1
	Bicycle and Pedestrian Advisory Commission	1
	Housing and Human Services Commission	1
Study Area	Residents	3
	Business Representatives/Property Owners	3
City at Large	Residents	1
	Business Representatives/Property Owners	1
Total Number of ECRPAC Members		12

The ECRPAC is intended to represent a broad cross-section of the community and provide a balance of perspectives. In the next few weeks, the City will be inviting applications for participation on the ECRPAC from residents, property owners and business owners within the ECR Plan study area and the City at large.

Please nominate a member to represent your Commission on the ECRPAC during your next Commission meeting. A Council Ad Hoc Subcommittee will review the applications and your nominations, and make the final member appointments in July 2015.

The City anticipates the planning process to kick off in June 2015 and the first ECRPAC meeting to be held in August 2015. The ECRPAC will meet about 6 times within the estimated 12- to 15-month project schedule. Members will need to allow 2-3 hours for the first meeting and then 2 hours for each regular meeting. A more detailed schedule will be determined when the project work plan is finalized. A project webpage is being developed at *PlanElCaminoReal.inSunnyvale.com* to provide regular updates on the project. The webpage will be online when announcements to the general public are released.

Your interest and engagement in this project is greatly appreciated.

Sincerely,
Rosemarie Zulueta, Associate Planner

CC: Hanson Hom, Director, Community Development
Trudi Ryan, Planning Officer

Attached: Study Area Map



City of Sunnyvale

Agenda Item

17-0564

Agenda Date: 5/18/2017

Discussion of potential study issue - Develop location standard for residential trash bin placement adjacent to bicycle lanes



City of Sunnyvale

Agenda Item

17-0655

Agenda Date: 6/15/2017

Active Items List-June 2017

Bicycle and Pedestrian Advisory Commission

Active Items List

Item #	Item	PR	Due Date (Approx)	Status	Last Updated
1	Vision Zero Plan	Garcia	N/A	Vision Zero consultant (Fehr and Peers) was chosen.	4/20/2017
2	Road Overlay, Slurry, Reconstruction & Chip Schedule	T. Pineda	Annual	Transmitted at Mar. 2017 BPAC meeting.	3/16/2017
3	Old Mountain View-Alviso Road	Ng, Javed	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. 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 3 months and trail closure is anticipated to last for 4 months. Under design.	2/16/2017
4	Establishment of Bike Lanes on Mary Avenue (Evelyn to Maude)	Nguyen	Construction 2017	Construction anticipated to begin in Spring 2017.	2/16/2017
5	East-West Channel Trail	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.	2/16/2017
6	Priority Development Area Grants	Abbas, Uribe, Pineda, Zulueta	Fall, 2017	Mathilda Avenue Plan Line is completed. Precise Plan for El Camino Real is on-going.	2/16/2017
7	Bernardo Caltrain Under-crossing	R. Lo	TBD	A Feasibility Study completed in 2004 was accepted by the City Council. The project is included in VTP 2040, is listed as a Tier 1 project in the 2008 Countywide Bicycle Plan, and is included in the City's Traffic Impact Fee at a cost of \$9.5 million (\$2013). The project was also included in the preliminary bicycle-pedestrian project list for VTA's Envision Silicon Valley at a cost of \$9.8 (\$2017). This list is intended to be funded by Measure B, which passed in November 2016. In 2016, an OBAG grant in the amount of \$500,000 was awarded for environmental review and preliminary concept design. An RFP for environmental review and preliminary concept design (with the option to augment the scope to include 100% design) will be released in early 2017.	1/19/2017
8	Utility Bill Insert	Shariat	Annual	BPAC to see proof during June 2017 meeting, Scheduled to go out in July/Aug.	1/19/2017
9	Bike to Work Day	Shariat	Annual	Bike to Work Day scheduled for May 11, 2017.	1/19/2017
10	Safe Routes to Schools Projects	Price	Design, March 2017	Safe Route to School Comprehensive Pedestrian Infrastructure Improvements project underway. Project funds is \$1.9 Million. Project plans will be done by March 2017 and ready to bid in Summer 2017.	1/19/2017
11	Stevens Creek Trail	Steffens	TBD	Next steps for the Stevens Creek Trail Project are to develop a Master Plan (including environmental review) for the selected routes. Actions as approved by City Council are to: 1) collaborate with the City of Mountain View to seek out grant funding for Segment 1 – Dale / Heatherstone Bridge to Fremont Avenue; and 2) to collaborate with the cities of Cupertino and Los Altos to seek out grant funding for improvements to Segment 3 at the Homestead Road / SR 85 Bridge. Recent passage of Measure B appears to be a good potential funding source and staff is following this and other transportation grant sources as potential opportunities.	1/19/2017
12	Establishment of Bike Lanes on Mary Avenue (Fremont to Evelyn)	Nguyen	N/A	Construction completed in November 2016.	12/15/2016
13	One Bay Area Grants	Abbas	2016	Updates provided in December 2016.	12/15/2016



City of Sunnyvale

Agenda Item

17-0648

Agenda Date: 6/15/2017

BPAC 2017 Annual Work Plan

2017 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"> • Bicycle Plan Update (General Business) • Active Items List (General Business)
February	<ul style="list-style-type: none"> • Discussion of Utility Bill Concepts • Discussion of TDA Funding Recommendation
March	<ul style="list-style-type: none"> • Brown Act Training Discussion • Approve Master Work Plan¹ • TDA Funding Recommendation • Utility Bill Concepts • Annual Slurry Seal List (Information item) • Council Ranking of Study Issues (Information item)
April	<ul style="list-style-type: none"> • Fair Oaks Bike Lane • Election of Officers ³ • TDA Funding Recommendation • Bike to Work Day Planning
May	<ul style="list-style-type: none"> • Discussion with DPS regarding quarterly report on collisions involving pedestrians and cyclists • Review Recommended Budget²
June	<ul style="list-style-type: none"> • Board Member/Commissioner Recognition (Presentation) • El Camino Specific Plan Nomination • Utility Bill Stuffer Update • State of the City
July	<ul style="list-style-type: none"> • Mary Avenue Overcrossing Update • Traffic Impact Fee • Election of Officers ³
August	<ul style="list-style-type: none"> • Caltrain Grade Separation (Presentation)
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"> • Annual reporting on collisions involving pedestrians and cyclists (information item) • Bernardo Undercrossing
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• 2018 Work Plan
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Additional items yet to be scheduled:

**El Camino Precise Plan
Bicycle Plan
Vision Zero**

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 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.



City of Sunnyvale

Agenda Item

17-0651

Agenda Date: 6/15/2017

Utility Bill Stuffer Update