



City of Sunnyvale

Meeting Minutes - Draft

Bicycle and Pedestrian Advisory Commission

Thursday, December 21, 2017

6:30 PM

Council Chambers, City Hall, 456 W. Olive
Ave., Sunnyvale, CA 94086

CALL TO ORDER

Chair Cordes called the meeting to order at 6:30 p.m.

SALUTE TO THE FLAG

Chair Cordes led the salute to the flag

ROLL CALL

Present 6 - Chair John Cordes
Vice Chair Timothy Oey
Commissioner Catherine Barry
Commissioner Susan Bremond
Commissioner Scott Swail
Commissioner Kyle Welch
Absent 1 - Commissioner Angela Rausch

Status of an Absence: Commissioner Rausch (excused)

Council Liaison attendance: Council Liaison Russ Melton (present)

PRESENTATION

[17-1195](#) Safe Routes to Schools Project Update

Norma O'Connell, Safe Routes to Schools (SRTS) Coordinator, gave an update on the SRTS program.

Currently, the SRTS program is focusing on two areas:

1. Mapping of SRTS
2. Looking for funding sources

- They conducted training for parents, volunteers and faculty on the mapping project.
- They are currently working on collecting data for suggested routes for bicycles and pedestrians.
- There will be a work group meeting on January 24, at the Department of Public Safety (DPS) to discuss potential Measure B funding and grants.
- They have been working with a grant writer, but since they are a government agency, qualifying for grants has been a challenge so they are looking into becoming a non -profit organization, so that the SRTS program can apply for grants.
- They are encouraging the Parent-Teacher Association (PTA) to do fundraisers for bike rodeos.
- Map training will be held at Lakewood Elementary on January 5, at 8:00 a.m. and at Laurelwood Elementary on January 10, at 8:45 a.m.
- DPS will be supporting two citywide bike rodeos in the spring. One will be held at the Fit and Fun Fair and the other has yet to be determined.
- Next steps would include getting support to extend SRTS program with coordinator.

ORAL COMMUNICATIONS

Dave Simons, speaking as a member of the public, stated at the last VTA BPAC meeting there was a deferral of a motion for Complete Streets policy which may be continued or go to VTA Board . He also explained that the BPAC was created due to state law to qualify for funding for roads and pedestrian projects. VTA BPAC was created to seek Measure B funding for go-to projects that are difficult to fund in any other way.

Kevin Jackson, member of the public, mentioned that SB-760 is currently going through legislature that will require Caltrans to consider Complete Streets treatment during maintenance of their roadways. Mr. Jackson also pointed out that the two deferred study issues from last year, DPW 17-10 and DPW 17-06, are not on the December Agenda. They were replaced with DPW 18-05 and DPW 18-06 with changes to wording from the original study issues.

CONSENT CALENDAR

[17-1167](#)

Approve the Bicycle and Pedestrian Advisory Commission
Meeting Minutes of November 16, 2017

Approve the Bicycle and Pedestrian Advisory Commission Minutes of November 16, 2017 as amended.

Yes 6 - Chair Cordes
Vice Chair Oey
Commissioner Barry
Commissioner Bremond
Commissioner Swail
Commissioner Welch

No 0

Absent 1 - Commissioner Rausch

PUBLIC HEARINGS/GENERAL BUSINESS

[17-1196](#) BPAC 2018 Annual Work Plan

Mr. Garcia stated that since there was no formal vote taken in November to approve the Annual Work Plan, a vote will need to take place during this meeting.

Chair Cordes inquired about the Americans with Disabilities Act (ADA) Transition Plan. He would like know if it will be on the 2018 Work Plan. Mr. Garcia stated it will be presented to the Advisory Committee on Accessibility, but not to the BPAC.

Chair Cordes inquired about the status of the Homestead Road Full Time Bike Lane Conversion. Mr. Garcia said according to the Report to Council, the project can not be re-evaluated until Apple Campus 2 becomes fully occupied. It is expected that the campus will be fully occupied in late spring.

Commissioner Bremond inquired about the budget review in May. She would like to see it on the Work Plan earlier in the year. Mr. Garcia stated that is the soonest it can be discussed due to the timing of information released by the Finance department.

Commissioner Welch requested that a review of the previous application to the League of American Bicyclists be added to the Work Plan to discuss ways the City can improve its ranking.

Chair Cordes moved and Commissioner Swail seconded the motion to add the ADA Transition Plan to the 2018 Work Plan. The motion carried by the following vote:

Yes 6 - Chair Cordes
Vice Chair Oey
Commissioner Barry
Commissioner Bremond
Commissioner Swail
Commissioner Welch

No 0

Absent 1 - Commissioner Rausch

Commissioner Welch moved and Commissioner Barry seconded the motion to revisit the application for The League of American Bicyclists and add it to the September Agenda. The motion carried by the following vote:

Yes 6 - Chair Cordes
Vice Chair Oey
Commissioner Barry
Commissioner Bremond
Commissioner Swail
Commissioner Welch

No 0

Absent 1 - Commissioner Rausch

Vice Chair Oey moved and Commissioner Barry seconded the motion to approve the 2018 Work Plan as amended. The motion carried by the following vote:

Yes 6 - Chair Cordes
Vice Chair Oey
Commissioner Barry
Commissioner Bremond
Commissioner Swail
Commissioner Welch

No 0

Absent 1 - Commissioner Rausch

[17-1201](#) Ranking of Study Issues

Mr. Garcia stated there are ten Study Issues to vote on and pointed out the voting process instructions that are included in the Agenda Packet. Mr. Garcia then gave a brief description of each Study Issue.

- DPW 17-07 Develop Mobile Version of Sunnyvale Bicycle Map
- DPW 17-12 Evaluate the Development of a Class I Bicycle and Pedestrian Trail along Evelyn Avenue adjacent to the Caltrain Railroad Tracks, Between Sunnyvale and Mountain View
- DPW 18-01 Evaluate the Effectiveness of Shared Lane Markings for Roadways with Speeds Above 25 MPH
- DPW 18-02 Close Murphy Avenue Between Evelyn Avenue and Washington Avenue to Vehicular Traffic
- DPW 18-03 Update Bicycle Master Plan Every Seven Years
- DPW 18-04 Develop an Ordinance to Keep Bicycle Parking Clear and Accessible
- DPW 18-05 Street Maintenance Roadway Re-Allocation
- DPW 18-06 Alternatives to On Street Parking to Maximize the Street Space for All Modes of Transportation
- DPW 18-08 Develop a Dockless Bicycle Share Pilot Program
- DPW 18-10 Sidewalk Standards Based on Adjacent Property Density or Use

In regards to DPW 18-10, Mr. Simons stated the BPAC was not given the opportunity to review the present policy which has three standard sidewalk widths. The correct width of the sidewalk, as well as the landscaping, contributes to the amount of heat for pedestrians and therefore he sees this as a high priority study issue.

Mr. Jackson encouraged the Commissioners to pursue DPW 18-06 and to clarify what it means.

Commissioner Bremmond suggested in the future if study issues get changed by staff, that the Commissioners get notified ahead of time so they can compare and make a clear decision.

Chair Cordes questioned why two of the Study Issues were re-written. Mr. Garcia replied by saying the City Manager made changes to the wording as appropriate.

Commissioner Welch moved and Chair Cordes seconded the motion to go back to

the original version of DPW 18-05 and DPW 18-06. The motion failed by the following vote:

Yes 1 - Commissioner Welch

No 4 - Chair Cordes
Vice Chair Oey
Commissioner Barry
Commissioner Swail

Absent 1 - Commissioner Rausch

Abstain 1 - Commissioner Bremond

Vice Chair Oey moved and Commissioner Swail seconded the motion to drop DPW 17-07. The motion carried by the following vote:

Yes 4 - Vice Chair Oey
Commissioner Barry
Commissioner Bremond
Commissioner Swail

No 2 - Chair Cordes
Commissioner Welch

Absent 1 - Commissioner Rausch

Vice Chair Oey moved and Commissioner Bremond seconded the motion to drop DPW 17-12. The motion carried by the following vote:

Yes 4 - Vice Chair Oey
Commissioner Barry
Commissioner Bremond
Commissioner Welch

No 2 - Chair Cordes
Commissioner Swail

Absent 1 - Commissioner Rausch

Vice Chair Oey moved and Commissioner Bremond seconded the motion to drop DPW 18-04. The motion carried by the following vote:

Yes 6 - Chair Cordes
Vice Chair Oey
Commissioner Barry
Commissioner Bremond
Commissioner Swail
Commissioner Welch

No 0

Absent 1 - Commissioner Rausch

Vice Chair Oey moved and Commissioner Barry seconded the motion to defer DPW-18-01. The motion failed by the following vote:

Yes 2 - Vice Chair Oey
Commissioner Barry

No 3 - Chair Cordes
Commissioner Bremond
Commissioner Welch

Absent 1 - Commissioner Rausch

Abstain 1 - Commissioner Swail

Chair Cordes moved and Vice Chair Oey seconded the motion to defer DPW 18-02. The motion carried by the following vote:

Yes 5 - Chair Cordes
Vice Chair Oey
Commissioner Barry
Commissioner Bremond
Commissioner Welch

No 0

Absent 1 - Commissioner Rausch

Abstain 1 - Commissioner Swail

Vice Chair Oey moved and Chair Cordes seconded the motion to defer DPW-18-03.

The motion carried by the following vote:

Yes 4 - Chair Cordes
Vice Chair Oey
Commissioner Barry
Commissioner Swail

No 2 - Commissioner Bremond
Commissioner Welch

Absent 1 - Commissioner Rausch

Vice Chair Oey moved to defer DPW 18-05. Motion failed for lack of second.

Vice Chair Oey stated that he is most supportive of DPW 18-08, Bike Share. His second choice is DPW 18-10, Sidewalk Standards. His third is DPW 18-01, Evaluate Shared Lane Markings.

Chair Cordes' first choice is DPW 18-01, Evaluate Shared Lane Markings. His second choice is DPW 18-06, Street Parking. His third choice is DPW 18-10, Sidewalk Standards.

After some discussion, the Commissioners ranked the study issues individually.

Study Issue Ranking Results:

#1 DPW	18-01
#2 DPW	18-08
#3 DPW	18-06
#4 DPW	18-10
#5 DPW	18-05

Study Issues Deferred:

DPW 18-02
DPW 18-03

Study Issues Dropped:

DPW 17-07

DPW 17-12

DPW 18-04

Vice Chair Oey moved and Commissioner Bremond seconded the motion to accept the ranking. The motion carried by the following vote:

Yes 6 - Chair Cordes
Vice Chair Oey
Commissioner Barry
Commissioner Bremond
Commissioner Swail
Commissioner Welch

No 0

Absent 1 - Commissioner Rausch

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

[17-1192](#) DPW 19-01 - Develop Bicycle and Pedestrian Metrics
(Information Only)

[17-1193](#) Adopt Bicycle Parking Standards

NON-AGENDA ITEMS & COMMENTS

-Commissioner Comments

Chair Cordes mentioned he attended the third Climate Action Plan 2.0 committee meeting.

-Staff Comments

Mr. Garcia stated there was nothing scheduled for January on the 2018 Work Plan and asked the Commissioners if they wanted to cancel the meeting. All were in favor.

Mr. Garcia suggested the Commissioners research the TDA funding recommendations and concepts for the Utility Bill Insert prior to the February meeting.

Commissioner Barry asked Mr. Garcia for recommendations on where to find information on the TDA and the Utility Bill concepts. Mr. Garcia suggested she look at the Metropolitan Transportation Commission (MTC) website for information on TDA funding and he will send Commissioner Barry examples of past Utility Bill concepts to look at.

Vice Chair Oey asked when they could see the staff's TDA list of recommendations. Mr. Garcia said he will look into it.

INFORMATION ONLY REPORTS/ITEMS

- [17-1188](#) Active Items List - December 2017
- [17-1189](#) BPAC 2017 Annual Work Plan
- [17-1190](#) Outside Agency BPAC schedules
- [17-1191](#) Safe Routes to Schools Project List

ADJOURNMENT

Chair Cordes adjourned the meeting at 8:08 p.m.