



City of Sunnyvale

Meeting Minutes - Final Bicycle and Pedestrian Advisory Commission

Thursday, November 16, 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 7 - Chair John Cordes
Vice Chair Timothy Oey
Commissioner Catherine Barry
Commissioner Susan Bremond
Commissioner Angela Rausch
Commissioner Scott Swail
Commissioner Kyle Welch

Council Liaison attendance: Russ Melton (present)

ORAL COMMUNICATIONS

Dave Simons, VTA BPAC Commissioner, explained that most large projects take approximately 10-15 years from concept to start of project with funding, so it is best to have a VTA BPAC representative that will be on the commission for the length of the project.

Kevin Jackson, member of the public, pointed out that the following were not on the 2018 Work Plan:

- The American with Disabilities Act (ADA) Transition Plan
- The Homestead Road Full Time Bike Lane Conversion
- The Transportation Development Act (TDA) funding recommendations
- Mr. Jackson also recommended more than one bicycle plan update

Mr. Jackson recommended focusing on the following Potential Study Issues for BPAC ranking:

- DPW 17-06 Alternative Parking Strategies
- DPW 17-10 Street Maintenance Roadway Re-Allocation

CONSENT CALENDAR

[17-1073](#) Approve the Bicycle and Pedestrian Advisory Commission Meeting Minutes of October 19, 2017

Commissioner Rausch moved and Commissioner Swail seconded the motion to approve the Bicycle and Pedestrian Advisory Commission Draft Minutes of October 19, 2017. The motion carried by the following vote:

Yes 7 - Chair Cordes
Vice Chair Oey
Commissioner Barry
Commissioner Bremond
Commissioner Rausch
Commissioner Swail
Commissioner Welch

No 0

PUBLIC HEARINGS/GENERAL BUSINESS

[17-1076](#) BPAC 2018 Annual Work Plan

Ralph Garcia, Senior Transportation Engineer, noted there was a revision to the Work Plan and that he sent to all Commissioners prior to the meeting.

Commissioner Rausch asked if the January meeting would be cancelled since there are no items on the Agenda for January. Chair Cordes said that was an option.

Commissioner Oey suggested adding the items Mr. Jackson mentioned to the Work Plan. He also asked if they could get the TDA funding list a month in advance of the scheduled discussion. Mr. Garcia will look into adding the TDA list to the agenda packet prior to the scheduled meeting.

Commissioner Oey asked if it were possible to extend the Safe Routes To Schools (SRTS) Program. Mr. Garcia said the funding for that program ends next year.

Commissioner Oey requested to have that added to the Work Plan along with a study session for the Bicycle Master Plan.

Commissioner Bremond asked about the footnotes on the 2017 Work Plan. Mr. Garcia replied that those footnotes no longer apply to the new Work Plan

Commissioner Bremond also inquired about Bike To Work Day and what was needed of the BPAC. Mr. Garcia responded by saying volunteers are needed to work two stations on the day of the event.

Commissioner Bremond suggested reviewing the recommended budget sooner than May which is when it is currently scheduled. Mr. Garcia will see if he can schedule the budget meeting earlier in the year.

Chair Cordes questioned why the TDA funding was not on the 2018 Work Plan. Mr. Garcia replied that it was possibly an oversight and will look into it.

Chair Cordes commented that the utility bill stuffer which used to be on the Work Plan for two months, is now only scheduled for one. Mr. Garcia will add an additional month.

Chair Cordes also pointed out the State of the City was not on the 2018 Work Plan. Mr. Garcia said he will look into adding it.

Chair Cordes requested to move the Collision Data from October to May. Mr. Garcia will check with the Department of Public Safety to determine if the collision data can be presented in May.

Commissioner Oey asked when they could get a SRTS report. Mr. Garcia stated Ms. O'Connell, the SRTS coordinator, will be at the December meeting to give an update.

Commissioner Oey also asked about the Pedestrian Safety Plan. Mr. Garcia said it will be part of the Bicycle Master Plan.

[17-1081](#) 2017 Code of Ethics and Conduct

Chair Cordes motioned that the Commissioners acknowledged they have read the 2017 Code of Ethics and Conduct and agree to abide by them. Commissioner Oey seconded the motion. The motion carried by the following vote:

Yes 7 - Chair Cordes
Vice Chair Oey
Commissioner Barry
Commissioner Bremond
Commissioner Rausch
Commissioner Swail
Commissioner Welch

No 0

[17-1095](#) Democratic Club Meeting on November 18, 2017

Commissioner Oey motioned to appoint Chair Cordes to attend the meeting on behalf of the BPAC. Commissioner Welch seconded the motion. The motion carried by the following vote:

Yes 7 - Chair Cordes
Vice Chair Oey
Commissioner Barry
Commissioner Bremond
Commissioner Rausch
Commissioner Swail
Commissioner Welch

No 0

Chair Cordes motioned to discuss the 2018 Work Plan and the list of 2018 Study Issues at the Democratic Club Meeting. Commissioner Swail seconded the motion.

Commissioner Bremond suggested also discussing past Study Issues that have been worked on and the results.

Commissioner Rausch suggested he give an overview of the BPAC and their role as an advisory commission.

Commissioner Barry suggested he mention when the BPAC meetings are held and that the public is always welcome to attend.

Commissioner Oey suggested he discuss the Bicycle Master Plan.

Chair Cordes agreed to add all suggestions as a friendly amendment, including the Vision Zero project.

The motion carried by the following vote:

Yes 7 - Chair Cordes
Vice Chair Oey
Commissioner Barry
Commissioner Bremond
Commissioner Rausch
Commissioner Swail
Commissioner Welch

No 0

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

[17-1080](#) DPW 19-01 - Develop Bicycle and Pedestrian Metrics
(information only)

Commissioner Swail asked if data is collected via GPS using Garmin or Strava that shows bicycle miles traveled through the City. Mr. Garcia stated there are no policies or procedures for collecting bicycle data. Currently, bicycle and pedestrian data is collected by turning movement counts at intersections and main line counts.

Commissioner Swail suggested adding GPS data as a recommendation for the study issue.

Commissioner Oey asked if we currently collect vehicle traffic data. Mr. Garcia said there are 100 main line locations throughout the City where traffic data was recently collected. In addition, as part of traffic studies some intersections have video cameras to collect traffic data, including bicycle and pedestrian counts.

[17-1097](#) Adopt Bicycle Parking Standards

Chair Cordes is considering Adopt Bicycle Parking Standards as a Study Issue and will present more information at a later date.

Mr. Simons suggested the commission review what has been done in the past and recommends working with other City staff and the Planning Department to review

bicycle parking plans for current projects.

NON-AGENDA ITEMS & COMMENTS

-Commissioner Comments

Commissioner Oey would like to know how the Commission can endorse the Bicycle Sharing study issue that that staff is doing. Mr. Garcia responded saying the Commission will have a chance to rank the Bike Sharing Study issue at the December BPAC meeting.

Commissioner Oey attended the SRTS meeting and he also lead five mapping training classes. He anticipates having new maps next Fall.

Commissioner Oey attended the VTA BPAC meeting and said VTA BPAC is proposing to the VTA to adopt the Complete Streets Policy.

Commissioner Bremond addressed bicycle parking and stated there needs to be a way to account for three wheel bicycles as well.

Chair Cordes expressed his concern regarding the temporary funded position for the SRTS coordinator which will expire at the end of the school year. He is trying to convince the City Council to continue funding that position.

Chair Cordes stated that the SRTS collaborative is looking into forming a 501(c)(3) organization. Sunnyvale Education Foundation has agreed to be the fiscal sponsor and assign a few volunteers to be grant writers. The intent is to raise money for more bicycle education in schools and to keep the Safe Routes to School coordinator on City Staff.

Chair Cordes attended the Planning Commission Meeting where he learned there will be 1000 new homes located at 1 AMD Place with class 2 bike lanes. He suggested they implement class 1 and class 4 bike lanes instead.

Chair Cordes also attended two Climate Action Plan 2.0 meetings and learned there will be 6-8 meetings between now and December 2018. If he is to continue as the BPAC representative, he will need to be re-appointed to the BPAC, or someone else will need to take his place since his term ends Summer of 2018.

Commissioner Oey announced there will be an El Camino Real specific plan

meeting on Tuesday December 5, from 6:30 p.m. to 9:00 p.m. at the Senior Center.

-Staff Comments

Mr. Garcia mentioned the Potential Study issues need to be ranked at the December meeting and asked the Commissioners if everyone would be in attendance. All but one Commissioner agreed to be there.

Mr. Garcia introduced Lillian Tsang, as the new City of Sunnyvale Principal Transportation Engineer and BPAC liaison.

Ms. Tsang addressed the Commission and stated she has been in the Transportation industry as a Consultant for 13 years. Most of her projects were related to traffic studies and travel model forecasting.

INFORMATION ONLY REPORTS/ITEMS

[17-1074](#) Active Items List - November 2017

Commissioner Oey conveyed the slurry seal schedule is hard to read and questioned if it was needed in the Active Items List. He would rather have a list of streets that are not yet Complete Streets and a list of which streets are scheduled to be.

Commissioner Oey asked for an update on the Mary Avenue bike lanes. Mr. Garcia replied that the project was delayed and it is now scheduled to start the beginning of 2018.

Chair Cordes inquired about the SRTS contact list. He questioned if he should contact the Project Managers himself to get an update on the projects and then email to the Commissioners.

Commissioner Oey suggested adding the list of projects to the December Agenda. Mr. Garcia said he would contact the project manager to get a project list if available and attach it to the BPAC agenda packet as an information only item.

[17-1075](#) BPAC 2017 Annual Work Plan

[17-1077](#) Outside Agency BPAC Schedules

ADJOURNMENT

Chair Cordes adjourned the meeting at 7:26 p.m.