



CITY OF CUPERTINO

AGENDA

BICYCLE PEDESTRIAN COMMISSION

10300 Torre Avenue, City Hall Conference Room C

Wednesday, April 19, 2023

7:00 PM

This will be a Hybrid Meeting - In-Person and Teleconference Option

IN PERSON AND TELECONFERENCE / PUBLIC PARTICIPATION INFORMATION

Members of the public wishing comment on an item on the agenda may do so in the following ways:

1) Appear in person at Cupertino City Hall. Members of the audience who address the Commission must come to the lectern/microphone, and are requested to complete a Speaker Card and identify themselves. Completion of Speaker Cards and identifying yourself is voluntary and not required to attend the meeting or provide comments.

2) E-mail comments by 5:00 p.m. on Wednesday, April 19 to the Commission at bikepedcommission@cupertino.org. These e-mail comments will be received by the commission members before the meeting and posted to the City's website after the meeting.

3) Teleconferencing Instructions

Members of the public may observe the teleconference meeting or provide oral public comments as follows:

Oral public comments will be accepted during the teleconference meeting. Comments may be made during "oral communications" for matters not on the agenda, and during the public comment period for each agenda item.

To address the Commission, click on the link below to register in advance and access the meeting:

Online

Register in advance for this webinar:

https://cityofcupertino.zoom.us/webinar/register/WN_XltpgBvXRZSEDklJKfO8QQ

Phone

Dial 669 900 6833 and enter Webinar ID: 945 8973 9460 (Type *9 to raise hand to speak)

Unregistered participants will be called on by the last four digits of their phone number.

Or an H.323/SIP room system:

H.323:

162.255.37.11 (US West)

162.255.36.11 (US East)

213.19.144.110 (Amsterdam Netherlands)

213.244.140.110 (Germany)

103.122.166.55 (Australia)

69.174.57.160 (Canada)

Meeting ID: 945 8973 9460

SIP: 94589739460@zoomcrc.com

After registering, you will receive a confirmation email containing information about joining the webinar.

Please read the following instructions carefully:

1. You can directly download the teleconference software or connect to the meeting in your internet browser. If you are using your browser, make sure you are using a current and up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers, including Internet Explorer.
2. You will be asked to enter an email address and a name, followed by an email with instructions on how to connect to the meeting. Your email address will not be disclosed to the public. If you wish to make an oral public comment but do not wish to provide your name, you may enter "Cupertino Resident" or similar designation.
3. When the Chair calls for the item on which you wish to speak, click on "raise hand." Speakers will be notified shortly before they are called to speak.
4. When called, please limit your remarks to the time allotted and the specific agenda topic.
5. Members of the public that wish to share a document must email bikepedcommission@cupertino.org prior to speaking.

ROLL CALL

APPROVAL OF MINUTES

1. Subject: March 15, 2023 Bicycle Pedestrian Commission Minutes
Recommended Action: Approve the March 15, 2023 Bicycle Pedestrian Commission Minutes
[A - Draft Minutes](#)

POSTPONEMENTS

ORAL COMMUNICATIONS

This portion of the meeting is reserved for persons wishing to address the Commission on any matter within the jurisdiction of the Commission and not on the agenda. Speakers are limited to three (3) minutes. In most cases, State law will prohibit the Commission from making any decisions with respect to a matter not on the agenda.

WRITTEN COMMUNICATIONS

OLD BUSINESS

2. Subject: Future Agenda Items (Zhao)
Recommended Action: Develop and Maintain a List of Future Agenda Items for the Bicycle Pedestrian Commission
3. Subject: Bicycle Facilities Improvements (Dullu)
Recommended Action: Receive an Update and Provide Direction for Bicycle Facilities Improvements Work Plan Item
[A - Proposed Bike Rack Locations](#)

NEW BUSINESS

4. Subject: Email Phishing Campaign Presentation from the City's Infrastructure Division (Mitchell)
Recommended Action: Receive Email Phishing Campaign Presentation from the City's Infrastructure Division
[A - Presentation](#)
5. Subject: Transportation Development Act (TDA) Article 3 Fund Allocation (Aumentado)
Recommended Action: Approve Allocation of Cupertino's TDA Article 3 Allocation for De Anza Buffered Bike Lane Project
[A - VTA TDA Article 3 Memo](#)
[B - Cupertino TDA Article 3 Application](#)

6. Subject: Bike to Work Day Planning (Walkowiak)
Recommended Action: Discuss and Coordinate Bicycle Pedestrian Commission Involvement in Bike toWork Day Energizer Station

STAFF AND COMMISSION REPORTS

7. Subject: Staff Update and Commissioner Activity Report (All)
Recommended Action: Receive Updates from Staff and Commissioners Regarding Recent Activities

ADJOURNMENT

In compliance with the Americans with Disabilities Act (ADA), anyone who is planning to attend this meeting who is visually or hearing impaired or has any disability that needs special assistance should call the City Clerk's Office at 408-777-3223, at least 48 hours in advance of the meeting to arrange for assistance. In addition, upon request, in advance, by a person with a disability, meeting agendas and writings distributed for the meeting that are public records will be made available in the appropriate alternative format.

Any writings or documents provided to a majority of the members after publication of the agenda will be made available for public inspection. Please contact the City Clerk's Office in City Hall located at 10300 Torre Avenue, Cupertino, California 95014, during normal business hours.

IMPORTANT NOTICE: Please be advised that pursuant to Cupertino Municipal Code section 2.08.100 written communications sent to the Cupertino City Council, Commissioners or City staff concerning a matter on the agenda are included as supplemental material to the agendized item. These written communications are accessible to the public through the City's website and kept in packet archives. Do not include any personal or private information in written communications to the City that you do not wish to make public, as written communications are considered public records and will be made publicly available on the City website.

Members of the public are entitled to address the members concerning any item that is described in the notice or agenda for this meeting, before or during consideration of that item. If you wish to address the members on any other item not on the agenda, you may do so during the public comment.



CITY OF CUPERTINO

Agenda Item

23-12233

Agenda Date: 4/19/2023
Agenda #: 1.

Subject: March 15, 2023 Bicycle Pedestrian Commission Minutes

Approve the March 15, 2023 Bicycle Pedestrian Commission Minutes



DRAFT MINUTES
MINUTES OF THE REGULAR MEETING OF THE
BICYCLE PEDESTRIAN COMMISSION
March 15, 2023

Draft Minutes

The meeting was called to order at 7:03 p.m.

ROLL CALL:

Present: Ilango Ganga, Hervé Marcy, Joel Wolf (VC), John Zhao (C)

Absent: Grace John

Staff: David Stillman, Staff Liaison

Others Present: Cherie Walkowiak, Safe Routes to School Coordinator, Rebecca Coates-Maloon, Santa Clara County Parks, Kelly Gibson, Santa Clara County Parks, Erik Lindskog, VTA BPAC Representative

APPROVAL OF MINUTES

1. February 23, 2023 Bicycle Pedestrian Commission Minutes

MOTION: Vice Chair Wolf moved, seconded by Commissioner Marcy to approve the minutes as presented.

MOTION PASSED: 3-0, John, Ganga Absent

POSTPONEMENTS

None

ORAL COMMUNICATIONS

None

Commissioner Ganga joined the meeting at 7:06 p.m.

MOTION: Chair Zhao moved, seconded by Vice Chair Wolf to begin the meeting with Agenda Item #5.

Chair Zhao brought this item forward to the beginning because there was a lot of community input.

MOTION PASSED: 4-0, John Absent

5. Finch Avenue/Calle de Barcelona Intersection Discussion (Zhao)

Chair Zhao said this item was brought to the Bicycle Pedestrian Commission (Commission) to begin the conversation about the Finch Avenue and Calle de Barcelona intersection. There was a lot of community input about this intersection because there was a student struck by a car at this intersection. David Stillman, Transportation Manager was trying to gather information about the incident but there were conflicting reports about what happened. He did not want to provide details on the incident until he had better information.

Raashi Sachdeva, public speaker said the Calle de Barcelona and Finch Avenue intersection was a disaster waiting to happen; it was only a matter of time before a big incident happened. She suggested adding a three-way stop at that intersection.

Michelle Hu, public speaker said she was a witness to the accident that happened on January 17. If there was a stop sign, the car would have slowed down and stopped.

Seema Lindskog, public speaker remarked that this intersection was reported on year after year. There were a lot of near misses and now there was a big accident; she requested a stop sign.

Purva Marfatia, public speaker echoed the other comments. She saw a lot of near misses and this issue was easily solved with a stop sign.

Henry Windjaja, public speaker said this intersection was downright dangerous. People sped by, which created unsafe conditions, but a stop sign solved that problem.

Hritvik Shrivastava, public speaker biked through this intersection every day. This intersection was dangerous because cars were not paying attention and they were not able to see cyclists because of the parked cars that blocked their view.

Prachi Marfatia, public speaker was a regular biker. There were many near misses due to the absence of a stop sign.

Kevin Guo, public speaker supported the stop sign installation on Calle de Barcelona and Finch Avenue. In the mornings there were usually long lines of cars on Finch Avenue, which backlogged cars on Miller Avenue.

Lisa Warren, public speaker was familiar with this intersection and avoided it during pick-up and drop-off times. She agreed with the stop sign installation and suggested adding “No U-Turns;” people run the stop signs and students were distracted.

Caller 0288, public speaker said her child had a near miss at that intersection. She supported the stop sign and any other actions that could be taken.

Caller 3626, public speaker witnessed two near misses at this intersection. The recent accident shows there was a problem that needed to be fixed.

Caller 1416, public speaker was not able to stress enough how important the stop sign was. He wanted a three-way stop at the intersection.

Vice Chair Wolf went out and viewed the intersection for a few days before and after school. The intersection was dangerous. The probability of there being an accident at this intersection was very high. Children were not able to ride on Calle de Barcelona and turn left because vehicles were blocking. The crosswalk was on the south side of the intersection, which dropped kids off going the wrong direction when riding home after school. A stop sign was not a bad idea.

Commissioner Marcy thought this intersection was dangerous and maybe it was harder to find someone who did not witness a near miss as opposed to someone who did. He heard mention of six years of reports from Safe Routes to School (SR2S) about the dangers of this intersection and wanted to know where those reports went and what was prohibiting this intersection from being safer.

David Stillman, Transportation Manager, said there were a lot of improvements done at that intersection over the last few years. As a next step, he suggested the pedestrian actuated flashing lights at that intersection. This was deployed elsewhere throughout the City of Cupertino with a lot of success. Before inserting an all way stop, a pedestrian actuated intersection with flashing lights was suggested. Volume and speed counts were done at that intersection a few weeks ago, which he was awaiting the results from.

Commissioner Marcy requested a better understanding of “whether a stop was warranted.” Mr. Stillman relayed that the State of California prescribes specific warrants to be met for an all way stop to be installed. The Manual Uniform Traffic Control Devices (MUTCD) adopted by each state prescribes permissions and requirements for any traffic control device, be it striping, or an all way stop sign. According to the MUTCD there was certain criteria that needed to be met to enhance the safety of an intersection. This included the number cars and pedestrians that used the intersection, approach speeds, etc. According to the State of California and Federal

Transportation agencies, it was advisable for the installation to follow one or more of the MUTCD guidelines. Chair Zhao asked about the guidelines of the MUTCD and wondered if they were recommendations. Mr. Stillman replied that some were, some were worded as “shall,” etc. There was room for engineering judgement, but discretion was needed; it was prudent to follow the MUTCD.

Commissioner Marcy inquired why near misses were not in the data. Mr. Stillman explained because they were impossible to quantify and were subjective, so they were not figured into the warrant analysis.

Commissioner Ganga recapped all the issues and said staff could compile the data, and then produce a comprehensive solution that was informed. He questioned if there could be a crossing guard situated at that intersection. Mr. Stillman stated there was not enough funds for an additional crossing guard at this time. There was a Crossing Guard Warrant Analysis that was just completed, which evaluated many intersections with guards and many that did not have guards. Based on that data, staff produced recommendations for where the 16 crossing guards needed to be situated. He did not have the ability to add a guard, nor did he want to take a guard away from an intersection that was judged to need one. In the next round of evaluations, he was able to include this intersection in the analysis. Chair Zhao questioned when the earliest implementation would be. Mr. Stillman replied fall of 2025 at the latest. Commissioner Ganga wondered if the budget could be requested from the City Council. Mr. Stillman said yes and brought up that asking Council for the funds did not guarantee a guard at that intersection because there might be another intersection that had a higher need.

Chair Zhao inquired when the crossing guard program was reviewed by the Commission. Mr. Stillman explained that it was not reviewed by the Commission, it was reviewed by staff and the school district. An outreach process was involved because any time someone wanted to take a guard away and move them to another location, the residents that were affected by the guard change were not happy. There was a lot of communication with the school district to ensure it was something they supported. Commissioner Ganga interjected that he understood additional budget was needed but the Commission could try, rather than wait.

Vice Chair Wolf wondered how often the City was sued for being non-MUTCD compliant. Mr. Stillman did not know. Vice Chair Wolf was not sure the MUTCD was applicable to these situations because there was only a small window of time where the stop sign was really needed. Mr. Stillman responded that there was some room for engineering judgement, but the first step was to get the data. Chair Zhao wondered when the data would be available. Mr. Stillman said he should have it in a week.

Chair Zhao wondered if the Commission was able to point out areas for potential improvements once the data was received. Mr. Stillman said yes. Chair Zhao went through the notes he took during public comment and called out potential improvements that people wanted: 1) there were parked cars that were blocking the north side of Finch Avenue, suggested removing some cars to clear the line of sight; 2) installing a stop sign; 3) having a crossing guard; and 4) installing a speed bump. Mr. Stillman said the speed bump was a possible alternative. Commissioner Ganga said flashing beacons was missing from the list. The issue at this intersection was a comprehensive issue, it spilled over to other intersections. Chair Zhao forgot painted lanes from the list of potential improvements.

Mr. Stillman stated that in addition to the things the City was able to do, there was a responsibility to enhance defensive driving/biking, both on the part of the students and the drivers. Commissioner Marcy agreed. Commissioner Ganga added education.

NO ACTION TAKEN

WRITTEN COMMUNICATIONS

None

OLD BUSINESS

2. Future Agenda Items (Zhao)

Carmen Road Bridge

Education on How to Use Two-Stage Left Turn Boxes

Path between Lincoln Elementary and Monta Vista High School

The Impact of Semi-Rural Designation on Bike and Ped Projects/Priorities

Reassess the Intersection at Bubb Road/McClellan Road

Stevens Creek Boulevard, Phases 1-3

Vision Zero (Workplan Item)

Lead Pedestrian Walk Interval (LPI) (start the pedestrian green before vehicles)

Lawson Middle School Bike Path

Input from Seniors on the Bicycle Pedestrian Improvements

Bollinger Road Safety Corridor Project

AB 43 – Summary and how Commission can support implementation (to what extent we can reduce speed limits)

Bicycle Licensing (to prevent bike theft)

Bicycle Facilities (Workplan Item)

Land Donation from Richard Lowenthal (Carter)

Review Progress toward BPC Objectives (Six months to annually)

BPC Input at the VTA BPAC Meeting Regarding Adult Bicycle Education
(Lindskog/Ganga)

League of American Bicyclists Application – Due 2/2023

Review Bicycle/Pedestrian Improvements and Provide Input from the Public

Pedestrian Safety around Shopping Centers

Update from Safe Routes to School (SR2S)

Examine Pedestrian Walkways for Safety

Nomination of a City Representative of the VTA BPAC (Feb)

Pedestrian Focused Area in Cupertino related to the VTA Plan for Pedestrian Safety

Petition for a 3-way stop sign on Calle de Barcelona and Finch Avenue - April & May

NEW BUSINESS

3. Santa Clara County Countywide Trails Master Plan Map Update (Coates-Maldoon)

Rebecca Coates-Maldoon, Santa Clara County Parks gave a presentation on the Santa Clara County (County) Countywide Trails Master Plan Map Update.

Commissioner Marcy requested more information regarding the shift of on-street bikeway designations to transportation agencies. Ms. Coates-Maldoon responded that the original Countywide Trails Master Plan included off-street trails and on-street bike routes. Since that happened there were a few efforts from other agencies to review their master plan. Rather than have redundant information or to avoid confusion of who the lead agency was, they removed most on-street routes and focused more on off-street trails.

Vice Chair Wolf inquired about the map update for the City of Cupertino regarding the primary trails, it was his understanding there was no permission given to install the Southern Pacific Rail Trail. David Stillman, Transportation Manager answered there was a feasibility study initiated about five years ago, but Union Pacific Railroad (UPRR) was no longer interested so the City had to discontinue the feasibility study. The City was interested in getting a trail along the track alignment, but that project was on hold right now. Ms. Coates-Maldoon added that the Countywide Trails Master Plan was a long-range vision which focused mainly on connectivity.

Chair Zhao questioned who the intended audience for the map was. Ms. Coates-Maldoon responded this related to trail development and was intended to be a coordinated effort within the County.

James Eggers, public speaker wondered if there was a map for trails off-street, and especially where they might be in sensitive habitats, like riparian corridors.

Vice Chair Wolf wanted to know if San Mateo County had a similar trail map they were setting up and was there going to be connectivity between our two counties. Ms. Coates-Maldoon said yes. Vice Chair Wolf wondered if there would be signage when the two trails met. Chair Zhao thought it was good to have different layers to toggle on the map and to see how this Master Plan connected with neighboring counties.

Commissioner Marcy was interested in knowing how the County measured success. Ms. Coates-Maldoon said because the Plan was not a specific trail implementation plan and so much needed to be worked out on the ground, it was challenging to insert a specific goal but overall, it was connectivity.

Commissioner Ganga wondered if the shared use paths, such as for biking and walking, were marked in the map. Ms. Coates-Maldoon responded that the Countywide Master Plan did set intended uses for each of the trails. Typically, most of the trails were hiking/bicycling/equestrian. Commissioner Ganga asked about prioritization criteria, and how the County produced that criterion. Ms. Coates-Maldoon responded that the prioritization worked differently in the incorporated and unincorporated areas. Individual cities set their own priorities for trail development and the County reflected those priorities in the Master Plan. The unincorporated County had an entire prioritization framework where they assessed the trails on a certain criterion.

Chair Zhao mentioned the recent recommendation to the City Council to rename the I-280 Trail. Mr. Stillman said that was going to Council on March 21.

NO ACTION TAKEN

The Commission took a break from 8:54 to 8:58 p.m.

4. Cupertino Safe routes to School Program update (Walkowiak)

Cherie Walkowiak, Safe Routes to School Coordinator gave a presentation on the Safe Routes to School (SR2S) Program Update.

Vice Chair Wolf wondered why more kids did not walk or ride to school. Commissioner Marcy noticed an increase up until 2016, then the numbers went down; he wondered why. He also asked if the numbers were the same across all schools in the City of Cupertino. Ms. Walkowiak had not done a comparison of the numbers. David Stillman, Transportation Manager said there were some school-by-school statistics. Ms. Walkowiak said Lawson Middle School had an increase but thought there were higher rates of walkers and bikers at schools where there were parent champions.

Chair Zhao commented on the addition to the infrastructure improvements and thought the street layout might play a role. Ms. Walkowiak thought that might make a difference and cited some examples of different topography at different schools.

Commissioner Ganga mentioned Lawson Middle School and wondered if moving the bike racks had an effect. Mr. Stillman said there would be details on that at tomorrow's Lawson Middle School meeting.

Chair Zhao asked if people could provide ideas or suggestions. Commissioner Ganga brought up that in the past, the Bicycle Pedestrian Commission (Commission) wanted to work closely with SR2S. Ms. Walkowiak said if there was a topic that came up in the working group meeting that interested a commissioner, she offered to bring that topic to the Commission for discussion.

Commissioner Ganga suggested refreshers and discussing risky intersections regarding biking and walking. Chair Zhao agreed and said targeted intervention was helpful, but there was a question of capacity and who was able to implement.

Chair Zhao wondered what role SR2S played in recruiting parent volunteers to be unofficial crossing guards. Mr. Stillman answered that due to liability, parents were not able to volunteer as crossing guards. There needed to be training.

Vice Chair Wolf asked about having the parent ride with the student, he suggested a reward or some recognition for biking or walking. Ms. Walkowiak said there were some days called Walk and Roll Days where kids received tickets if they walked their bike and whatever class had the most tickets got the golden sneaker for the month. Chair Zhao suggested drop-off spots before the school, to lessen traffic and suggested asking students for input. Commissioner Marcy suggested cross-school competitions to incentivize students to ride or walk to school.

Commissioner Ganga asked how student behavior could be changed. When infrastructure projects were completed, what happened with walking and biking trends for students. Ms. Walkowiak thought there was going to be a big uptick after the School Walk Audit, but COVID-19 hit, and things fell apart. Commissioner Ganga suggested data to help in the decision making.

Chair Zhao asked about the Transportation Mode Survey and wondered if it was all purely quantitative or were there questions about why a certain mode of transportation was chosen. Ms. Walkowiak said the student survey was all quantitative, the parent survey included questions about transportation barriers.

Vice Chair Wolf wondered what other schools did, such as the City of Palo Alto. Ms. Walkowiak said Palo Alto's was one of the first programs in the area and their education program was more robust. All of Palo Alto's bike and pedestrian education happened during school hours. Cupertino offered their education after school. She was working with the school district to do education during the school day.

Commissioner Ganga asked to have the data from each school next time. Ms. Walkowiak pointed to where data was available online.

Chair Zhao asked about students walking to school with other kids in their neighborhood and about the walking school bus. He wondered if there was going to be more walking school busses or more routes.

This item ended at 9:45 p.m.

STAFF AND COMMISSION REPORTS

6. Staff Update and Commissioner Activity Report (All

Erik Lindskog gave a VTA BPAC update from March 8.

Commissioner Marcy attended the Safe Routes to School (SR2S) and Mayor's Meeting for March.

Commissioner Ganga mentioned the Centers of Research Excellence in Science and Technology - CREST awards nomination. There was a meeting invite for 5 p.m. on March 27.

David Stillman, Transportation Manager did not have any staff updates.

Commissioner Marcy offered to take the Mayor's meeting and SR2S meeting for April.

ADJOURNMENT

Meeting adjourned at 10:06 p.m.

SUBMITTED BY:

David Stillman, Staff Liaison

Note: Any attachments can be found on the Cupertino Website
<https://www.cupertino.org/our-city/agendas-minutes>



CITY OF CUPERTINO

Agenda Item

23-12234

Agenda Date: 4/19/2023
Agenda #: 2.

Subject: Future Agenda Items (Zhao)

Develop and Maintain a List of Future Agenda Items for the Bicycle Pedestrian Commission



CITY OF CUPERTINO

Agenda Item

23-12235

Agenda Date: 4/19/2023
Agenda #: 3.

Subject: Bicycle Facilities Improvements (Dullu)

Receive an Update and Provide Direction for Bicycle Facilities Improvements Work Plan Item

Proposed Bike Racks Locations

#	Locations	Criteria # 1: Bike racks should be where the public right of way begins but no further than 30 to 35 feet away from the front door of the business.	Criteria # 2: Bike racks should be visible from the front door of a business	Criteria # 3: Popular locations around the City of Cupertino
1	Northwest corner of Stevens Creek Blvd and Tantau Ave.	NO	NO	YES
2	East of Stevens Creek Blvd and Lazy Dog driveway.	YES	YES	YES
3	West of Stevens Creek Blvd and Lazy Dog driveway.	NO	NO	YES
4	Northeast corner of Stevens Creek Blvd and Main St.	NO	NO	YES
5	300 feet East of Wolfe Rd/Vallco Parkway. (19800 Vallco Pkwy)	YES	YES	YES
6	Southeast corner of Stevens Creek Blvd and Torre Ave.	YES	YES	NO
7	Northwest corner of Stevens Creek Blvd and De Anza Blvd.	YES	YES	YES
8	West of Stevens Creek Blvd and Whole foods driveway.	NO	NO	YES
9	Southwest corner of De Anza Blvd and Rodrigues Ave.	YES	YES	YES
10	In front of Caffè Lattea - West of Stevens Creek Blvd/Main St.	YES	YES	YES
11	East of Stevens Creek Blvd and Whole foods driveway.	YES	YES	YES
12	Cupertino Library Park.	YES	YES	YES
13	Town Center Ln.	NO	NO	YES
14	Northwest corner of Wolfe Rd and Apple Parkway.	NO	NO	YES
15	Northeast corner of De Anza Blvd and Bollinger Rd, near the bus stop.	NO	NO	YES
16	Northeast corner of De Anza Blvd and Civic Park Ln.	YES	YES	YES
17	Southeast corner of De Anza Blvd and Town Center Ln.	YES	YES	YES
18	Southwest corner of De Anza Blvd and McClellan Rd. (north of Bus Stop)	NO	NO	YES
19	McClellan Ranch Parking Lot.	YES	YES	YES
20	Jollyman Park.	YES	YES	YES
21	Wilson Park.	NO	YES	YES
22	Portal Park.	YES	YES	YES
23	Memorial Park.	YES	YES	YES
24	On Stevens Creek Blvd in front of Starbucks near the post office.	YES	YES	YES



CITY OF CUPERTINO

Agenda Item

23-12236

Agenda Date: 4/19/2023
Agenda #: 4.

Subject: Email Phishing Campaign Presentation from the City's Infrastructure Division (Mitchell)

Receive Email Phishing Campaign Presentation from the City's Infrastructure Division

Commission Presentation

Cybersecurity



Agenda

- Cyber Threat Landscape
- Ransomware/Phishing/Malware
- City's Cybersecurity Defense
- Questions

Cyber Threat Landscape



Common Cyber Threat Landscape

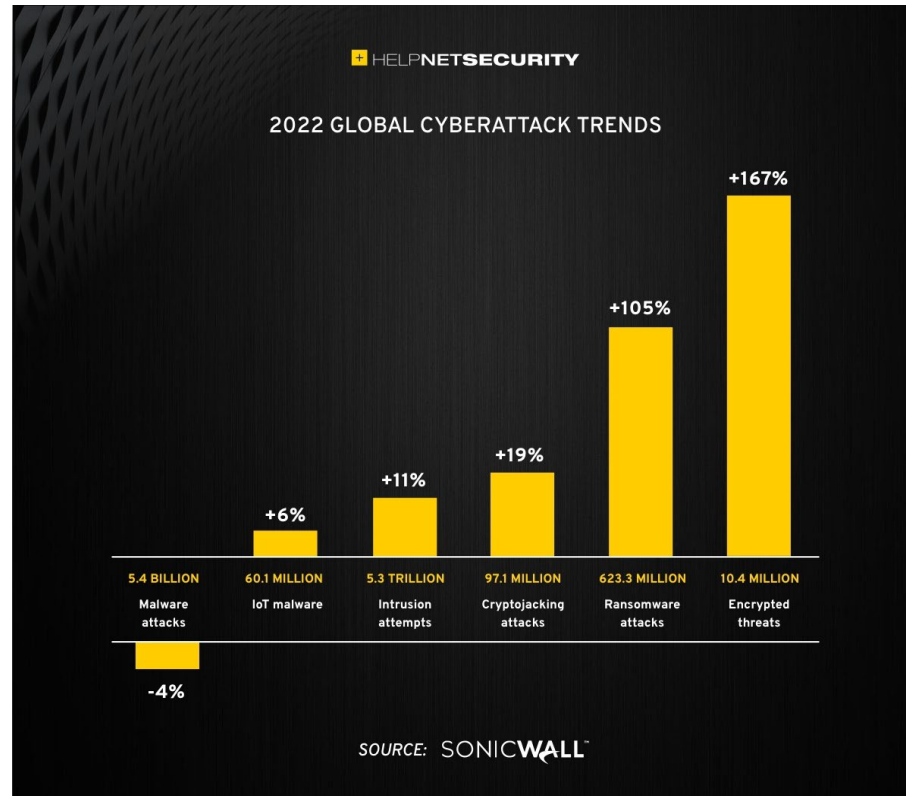
RANSOMWARE

MALWARE

PHISHING

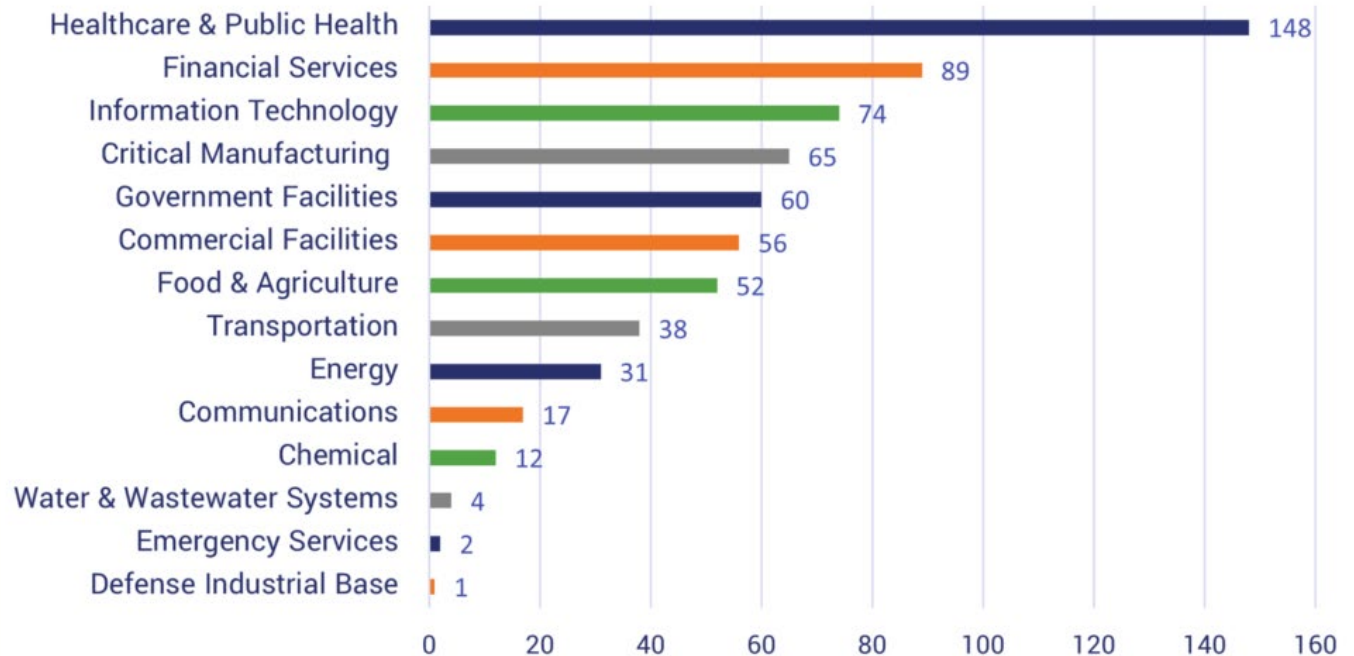
PUBLIC NETWORKS

Ransomware



Ransomware

Critical Infrastructure Ransomware Attacks (2021)

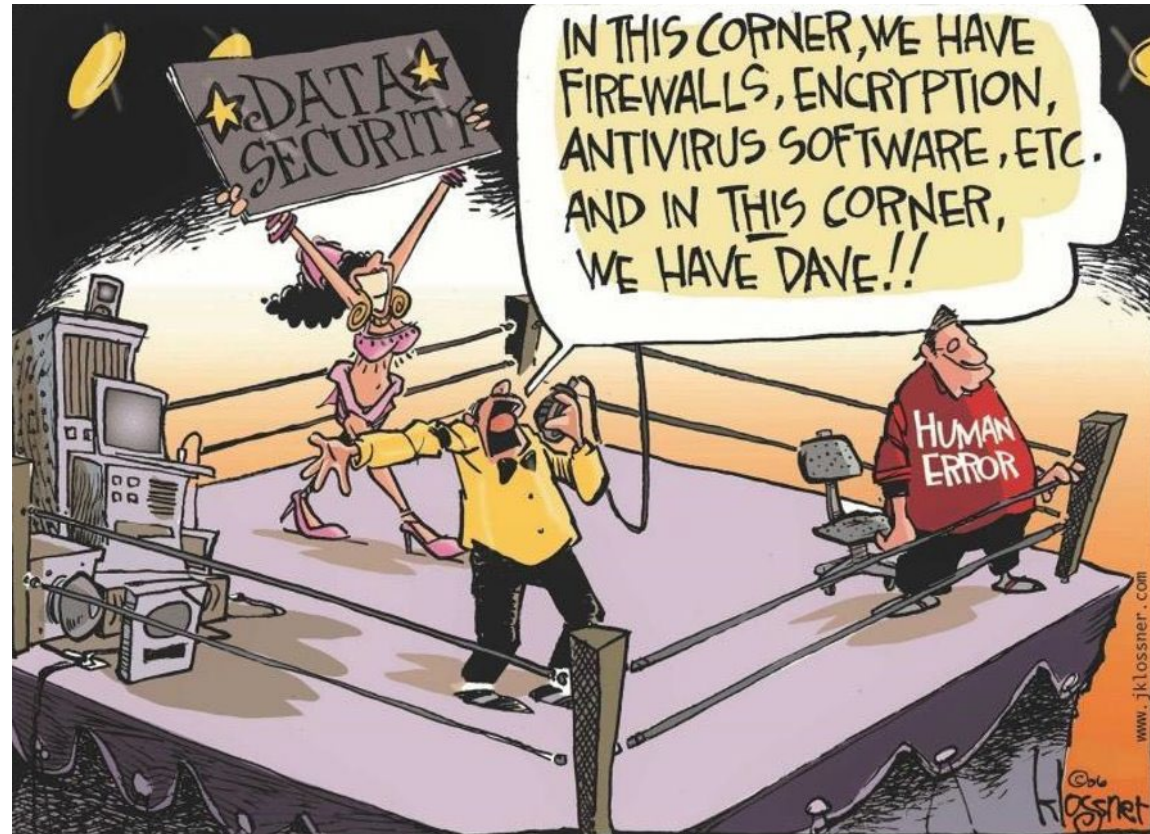


Ransomware

Successful Recent Attacks

- LA USD in CA
- Minneapolis, MN
- SF 49ers
- Glenn County Office of Education in CA
- Cisco
- Oakland, CA
- Dish Network

City's Cybersecurity Defense



City's Cybersecurity Defense

Training & Notification

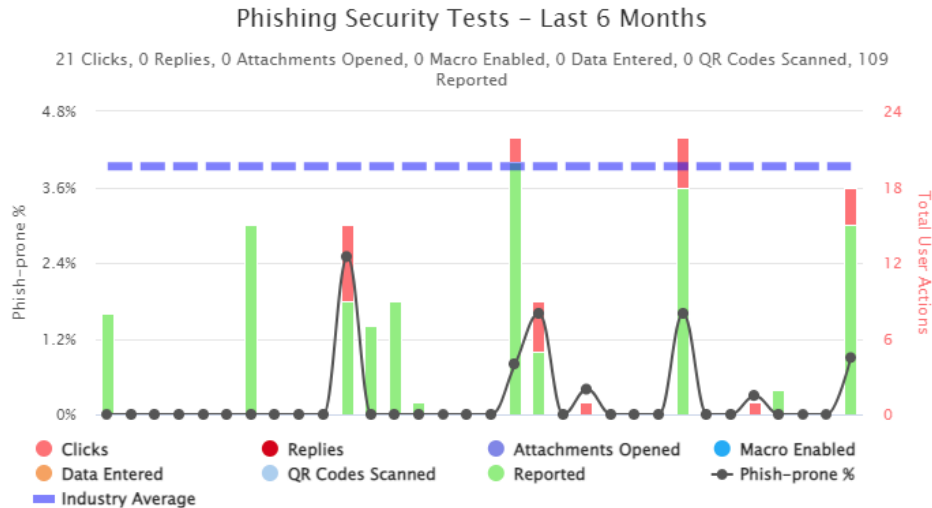
- Mandatory for all employees
- Phishing Campaigns
 - Fail – Remedial Training
- Caution Banner – Outside of Cupertino

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

City's Cybersecurity Defense

Where we stand:

Phishing



Industry Benchmark Data

Account Average Phish-prone %	0.9%
Last Campaign Phish-prone %	0.9%
Industry Phish-prone %	3.9%

Industry: Government

Organization Size: Medium (250-1000)

Program Maturity: 1 Year

City's Cybersecurity Defense

Your Mission:



Questions?





CITY OF CUPERTINO

Agenda Item

23-12237

Agenda Date: 4/19/2023
Agenda #: 5.

Subject: Transportation Development Act (TDA) Article 3 Fund Allocation (Aumentado)

Approve Allocation of Cupertino's TDA Article 3 Allocation for De Anza Buffered Bike Lane Project



MEMORANDUM

TO: TDA Article 3 Bicycle and Pedestrian Program Grant Applicants
Technical Advisory Committee Members

FROM: Larissa Sanderfer, Transportation Planner II

DATE: March 27, 2023

SUBJECT: Call for Projects, Transportation Development Act Article 3
FY 2023/24 Program

TDA Article 3 Funds Available

This memorandum serves as the Call-for-Projects for the FY 2023/24 Transportation Development Act (TDA) Article 3 Program funding cycle. **Please note that if the instructions in this document conflict with MTC's TDA3 program guidance, the latter will govern.**

Eligible Project Types and Requirements

TDA Article 3 projects must be ready to implement within ONE year of the application cycle.

The following project types are eligible for TDA Article 3 Funding:

1. Construction and/or engineering of a bicycle or pedestrian capital or quick build projects.
2. Maintenance of a Class I shared-use path and Class IV separated bikeways.
3. Bicycle safety education program (no more than 5% of county total).
4. Development of a comprehensive bicycle or pedestrian facilities plans (allocations to a claimant for this purpose may not be made more than once every five years).
5. Restriping Class II bicycle lanes and buffered bicycle lanes.

Refer to Appendix A in [MTC's Resolution No. 4108](#) for examples of eligible projects.

To obtain TDA Article 3 funding, a sponsor must submit a resolution of its governing board that addresses the following six points:

1. There are no legal impediments regarding the project.
2. Jurisdictional or agency staffing resources are adequate to complete the project.
3. There is no pending or threatened litigation that might adversely affect the project or the ability of the project sponsor to carry out the project.
4. Environmental and right-of-way issues have been reviewed and found to be in such a state that fund obligation deadlines will not be jeopardized.

5. Adequate local funding is available to complete the project.
6. The project has been conceptually reviewed to the point that all contingent issues have been considered.

There are two components to the TDA Article 3 program:

1. Guarantee Funds

Table 1 below shows each city and the County’s “Guarantee” share of MTC’s TDA Article 3 Fund Estimate. There is \$3,022,449 available for Guarantee projects this year. The guaranteed amounts are based on 2022 (May 2022 release) California Department of Finance (DOF) population figures and funds banked or rescinded from previous years. **Please note that an agency’s total applications cannot exceed its guaranteed share listed in the following table.**

**Table 1: 2023/24 TDA ARTICLE 3
GUARANTEE FUNDS FOR SANTA CLARA COUNTY**

Agency	Guarantee Amount (Includes banked and rescinded funds from prior years)
Campbell	\$34,541
Cupertino	\$414,955
Gilroy*	\$301,753
Los Altos	\$129,725
Los Altos Hills*	\$45,136
Los Gatos	\$68,884
Milpitas	\$65,190
Monte Sereno	\$7,747
Morgan Hill	\$195,196
Mountain View	\$346,497
Palo Alto	\$147,052
San Jose	\$787,462
Santa Clara	\$104,938
Saratoga	\$24,730
Sunnyvale	\$336,620
Santa Clara County**	\$12,023
Grand Total	\$3,022,449

* If not programmed this cycle, then funds banked in FY19/20 will be reverted to the countywide pool in FY24/25. TDA Article 3 funds may only be banked for four years plus one year to program.

**\$68,109 is this year’s guarantee amount. \$56,086 will be applied to the county’s Active Transportation Plan loan and the remaining (\$12,023) is available for programming.

2. 2016 Measure B Bicycle & Pedestrian Capital Projects Set-Aside

On November 5, 2020, the VTA Board of Directors approved directing 25% of the TDA Article 3 funds to eligible projects on the 2016 Measure B Bicycle & Pedestrian Capital Projects Ten-year Fiscally Constrained Priority List. There is currently \$1,092,127 available for 2016 Measure B projects (\$732,792 was previously banked and \$359,335 is new funding).

On November 5, 2009, the Board committed \$150,000 of this 25% set-aside to County Expressway Pedestrian Projects, this has since been expanded to include both bicycle and pedestrian improvements along Expressways as eligible projects. This year, \$750,000 is available for this program. This includes \$150,000 in new funding, \$543,914 in previously banked funds, and \$56,086 in funds paid back from the 2020 loan to finance the County's Active Transportation Plan.

Rescind/Reallocation Requests

Agencies may only allocate up to their estimate in any given year. Sponsors may rescind prior year projects, but VTA cannot reallocate them until the next TDA funding cycle. Funds rescinded in FY23/24 will be added to the sponsor's guarantee in FY24/25.

After the project list is approved, MTC will issue specific allocation instructions. It is the project sponsor's responsibility to monitor project expiration deadlines. Agencies must inform MTC and VTA of intent to rescind/reallocate prior to the expiration deadline, and **failure to do so means that the funds revert to the countywide pool in the next cycle.**

Banking Funds

TDA Article 3 funds may be banked for up to four years plus one year to program funds. To bank TDA funds, project sponsors must submit a letter or email stating that funds will be banked. If banked funds are not programmed by the end of the fifth year, they will be redistributed to the countywide TDA Article 3 pool for the following fiscal year. **A member agency must inform VTA in writing of its intent to either claim or bank its TDA3 guarantee funds; failure to do so means that the funds revert to the countywide pool in the next cycle.**

Environmental Clearance

If the project includes construction, it must meet the requirements of the California Environmental Quality Act (CEQA, Public Resources Code Sections 21000 et seq.) and project sponsor must submit an environmental document that has been stamped by the County Clerk within the past three years. Sponsors applying for engineering/final design are not required to submit a County stamped notice. Additional information is included in TDA Article 3 policies and procedures which can be found on [MTC's website](#).

Bicycle and Pedestrian Advisory Committee Requirement

Each county and city is required to have a Bicycle and Pedestrian Advisory Committee (BPAC) or equivalent body review and prioritize TDA Article 3 bicycle and pedestrian projects and plans, as stipulated in MTC's [Resolution No. 4108](#) under Priority Setting.

VTA Bicycle Technical Guidelines

The VTA Board of Directors adopted the revised [VTA Bicycle Technical Guidelines](#) on December 13, 2012. The purpose of the *Guidelines* is to provide a uniform set of optimum standards for the planning, design, and construction of bicycle facilities that are part of the countywide bicycle system. Bicycle projects funded by TDA Article 3 funds must comply with the *Guidelines*.

Application and Required Submittals

FY2023/24 TDA Article 3 Project Submittal Requirements

If banking the funds, then submit:		If programming the funds, then submit:
Due by Friday, May 26, 2023		Due by Friday, May 26, 2023
An email stating the intent to bank the TDA3 Guarantee Funds. Failure to do so will revert funds to the countywide pool in the next cycle.		A cover email or letter including a statement that the project will be to implement within one year of the application cycle.
	OR	The TDA Article 3 Project Application Form (Attachment B of the Resolution template). This includes the BPAC or equivalent body review requirement.
		Due by Friday June 30, 2023
		Governing body resolution supporting the project(s). The required boilerplate is on the Metropolitan Transportation Commission’s website . Do not modify MTC’s language without checking first.
		Documentation of environmental clearance, if applicable. The environmental document must be stamped by the County Clerk within the past three years.

Please send information to: Larissa Sanderfer, Transportation Planner, at larissa.sanderfer@vta.org. Late submissions will not be accepted.

Evaluation Process, Programming and Invoicing Funds

VTA staff will review projects for eligibility. The resulting countywide program will be reviewed by the VTA advisory committees before adoption by the VTA Board of Directors.

VTA's role in the TDA Article 3 process is limited to prioritizing the annual program of projects. After the VTA Board adopts the countywide list of projects, staff will forward the adopted resolutions to MTC for technical review and allocation. Once MTC staff verifies the program, MTC’s Finance Section will issue allocation instructions to your agency. Please review these instructions carefully because they contain guidance on invoicing, expiration of funds, and annual audit requirements. Project sponsors apply for reimbursement directly to MTC and reimbursement requests should be emailed to acctpay@bayareametro.gov.

TDA Audit Information

In accordance with MTC Resolution 875, all claimants that have received an allocation of TDA funds are required to submit an annual fiscal and compliance audit to MTC and to the Secretary of Business and Transportation Agency within 180 days after the close of the fiscal year. **All TDA audits are due to MTC by December 31 of each year.** Failure to submit the audit will prohibit MTC from making a new TDA allocation. If no TDA funds were expended during the fiscal year, the applicant should file a statement to that effect with MTC. Please contact MTC’s TDA program manager Luis Garcia, at lgarcia@bayareametro.gov, for additional information on audit requirements.

If you have any questions about the application process, contact Larissa Sanderfer, Transportation Planner, at larissa.sanderfer@vta.org.

Attachment B

TDA Article 3 Project Application Form

1. Agency	City of Cupertino		
2. Primary Contact	Marlon Aumentado		
3. Mailing Address	10300 Torre Ave, Cupertino, CA 95014		
4. Email Address	MarlonA@cupertino.org	5. Phone Number	408-777-3215
6. Secondary Contact (in the event primary is not available)	David Stillman		
7. Mailing address (if different) N/A <input type="checkbox"/>			
8. Email Address	DavidS@cupertino.org	9. Phone Number	408-777-3249
10. Send allocation instructions to (if different from above):			
11. Project Title	De Anza Boulevard Buffered Bike Lanes		
12. Amount requested	\$166,259	13. Fiscal Year of Claim	2023/2024

14. Description of Overall Project:

The project will enhance the safety of existing Class II bikeway facilities on De Anza Boulevard between Bollinger Road and Homestead Road by narrowing existing travel lanes and installing a painted buffer zone to separate the Class II bike lanes from the vehicle lanes.

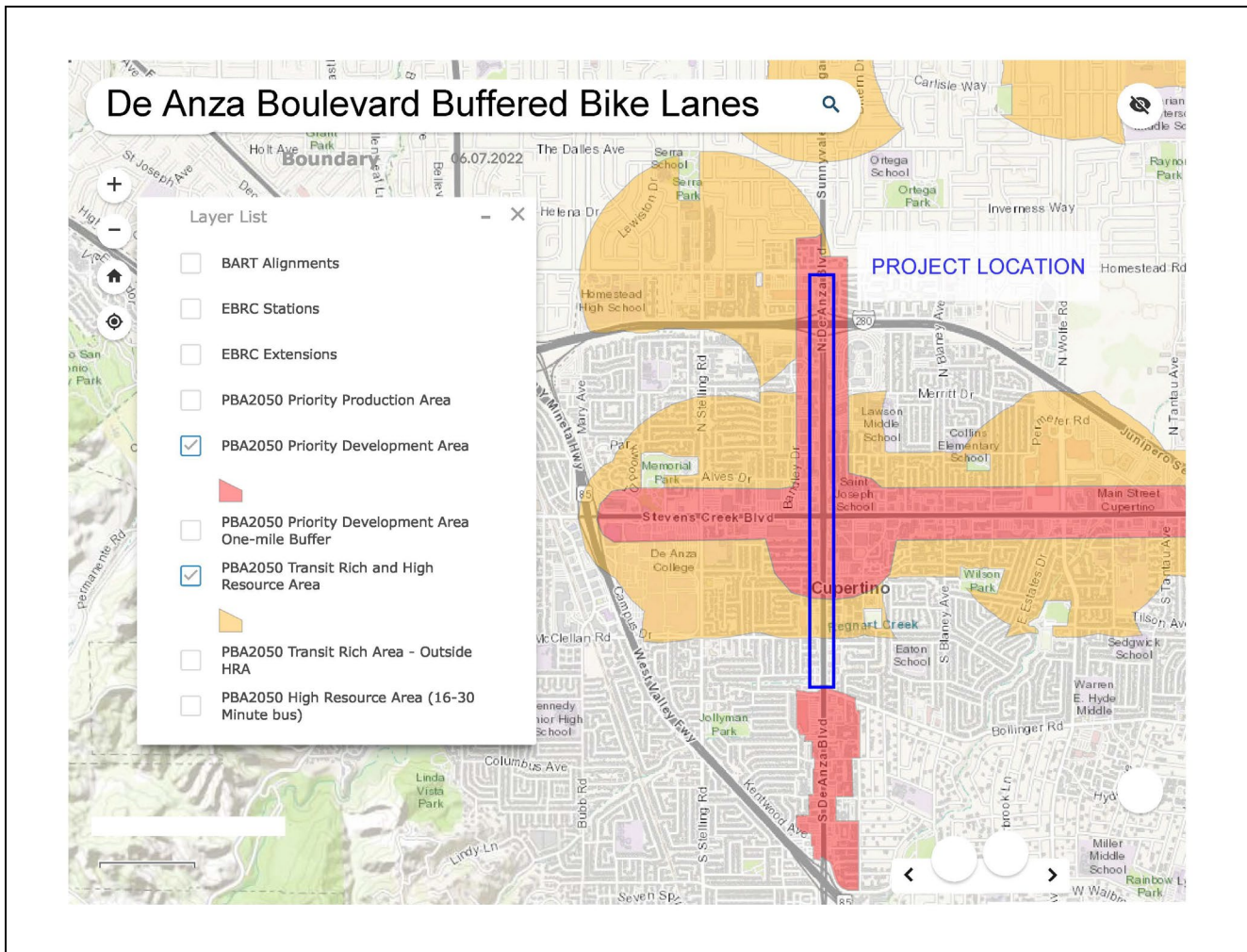
De Anza Blvd is a major north-south principle arterial across Cupertino, a designated truck route along most of its length, and has a posted speed limit of 35 mph. Currently, standard Class II bike lanes exist along both directions of De Anza Boulevard, and no buffer zone exists to increase the separation between bicycle and vehicle traffic.

Outside of the City’s jurisdiction south of Bollinger Road, buffered bike lanes exist on both sides of the roadway.

15. Project Scope Proposed for Funding: (Project level environmental, preliminary planning, and ROW are ineligible uses of TDA funds.)

Construction of buffered bicycle lanes including removal of existing striping and installation of a painted buffer zone to increase separation between bicycles and vehicles.

16. **Project Location:** A map of the project location is attached or a link to a online map of the project location is provided below:



Project Relation to Regional Policies (for information only)

17. Is the project in an [Equity Priority Community](#)? Yes No
18. Is this project in a [Priority Development Area](#) or a [Transit-Oriented Community](#)? Yes No

19. Project Budget and Schedule

Project Phase	TDA 3	Other Funds	Total Cost	Estimated Completion (month/year)
CON	166,259	358,741	525,000	Dec 2023
Total Cost	166,259	358,741	525,000	

Project Eligibility

- A.** Has the project been reviewed by the Bicycle and Pedestrian Advisory Committee? Yes No
If "YES," identify the date and provide a copy or link to the agenda.
If "NO," provide an explanation).
- B.** Has the project been approved by the claimant's governing body? Yes No
If "NO," provide expected date: June 6, 2023

- C.** Has this project previously received TDA Article 3 funding?
(If "YES," provide an explanation on a separate page) Yes No
- D.** For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to [Chapter 1000 of the California Highway Design Manual](#)? Yes No
- E. 1.** Is the project categorically exempt from CEQA, pursuant to CCR Section 15301(c), Existing Facility? Yes No
- 2.** If "NO" above, is the project is exempt from CEQA for another reason?
Cite the basis for the exemption. _____ Yes No
If the project is not exempt, please check "NO," and provide environmental documentation, as appropriate. N/A
- F.** Estimated Completion Date of project (month and year): December 2023
- G.** Have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility, please identify below and provide the agreement. Yes No
- H.** Is a Complete Streets Checklist required for this project ? Yes No
If the amount requested is over \$250,000 or if the total project phase or construction phase is over \$250,000, a Complete Streets checklist is likely required. Please attach the Complete Streets checklist or record of review, as applicable. More information and the form may be found here: <https://mtc.ca.gov/planning/transportation/complete-streets>



CITY OF CUPERTINO

Agenda Item

23-12238

Agenda Date: 4/19/2023
Agenda #: 6.

Subject: Bike to Work Day Planning (Walkowiak)

Discuss and Coordinate Bicycle Pedestrian Commission Involvement in Bike toWork Day Energizer Station



CITY OF CUPERTINO

Agenda Item

23-12239

Agenda Date: 4/19/2023
Agenda #: 7.

Subject: Staff Update and Commissioner Activity Report (All)

Receive Updates from Staff and Commissioners Regarding Recent Activities