

CITY OF CUPERTINO

AGENDA

BICYCLE PEDESTRIAN COMMISSION

10300 Torre Avenue, City Hall Conference Room C & Via Teleconference Wednesday, May 17, 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, May 17 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_o6KsLP6_QPqPWZVRwqyuww

Phone

Dial 669 900 6833 and enter Webinar ID: 942 7496 5094 (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: 942 7496 5094

SIP: 94274965094@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

Subject: April 19, 2023 Bicycle Pedestrian Commission Minutes
 Recommended Action: Approve the April 19, 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. <u>Subject</u>: Future Agenda Items (Zhao)

<u>Recommended Action</u>: Develop and Maintain a List of Future Agenda Items for the Bicycle Pedestrian Commission

NEW BUSINESS

- 3. <u>Subject</u>: Lawson Middle School Bikeway Feasibility Study (Stillman)

 Recommended Action: Receive a Presentation and Recommend a Preferred Alternative for the Lawson Middle School Bikeway

 A Presentation
- 4. <u>Subject</u>: Bicycle Facilities Work Plan Item Subcommittee (Zhao)

 <u>Recommended Action</u>: Assign a Subcommittee for the Bicycle Facilities Work Plan Item
- 5. Subject: Election of the Bicycle Pedestrian Commission Chair and Vice Chair for 2023 (Stillman)
 Recommended Action: Elect a Chair and Vice Chair for the Bicycle Pedestrian Commission for 2023

STAFF AND COMMISSION REPORTS

6. <u>Subject</u>: Staff Update and Commissioner Activity Report (All)

<u>Recommended Action</u>: 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

23-12312 Agenda Date: 5/17/2023

Agenda #: 1.

Subject: April 19, 2023 Bicycle Pedestrian Commission Minutes

Approve the April 19, 2023 Bicycle Pedestrian Commission Minutes



DRAFT MINUTES MINUTES OF THE REGULAR MEETING OF THE BICYCLE PEDESTRIAN COMMISSION April 19, 2023

Draft Minutes

The meeting was called to order at 7:01 p.m.

ROLL CALL:

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

Absent:

Staff: David Stillman, Staff Liaison

Others Present: Prashanth Dullu, Assistant Engineer, Bill Mitchell, Chief Technology Officer, Marlon Aumentado, Assistant Engineer, Cherie Walkowiak, Safe Routes to

School Coordinator

APPROVAL OF MINUTES

1. March 15, 2023 Bicycle Pedestrian Commission Minutes

Commissioner Ganga arrived at 7:02.

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

MOTION PASSED: 4-0 John absent

POSTPONEMENTS

No Postponements

ORAL COMMUNICATIONS

None

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 (May, maybe)

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 fall 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

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 - May

3. Bicycle Facilities Improvements (Dullu)

Prashanth Dullu, Assistant Engineer gave a presentation on the Bicycle Pedestrian Facility Improvements.

Commissioner John joined the meeting at 7:10 p.m.

Commissioner Marcy noticed Wilson Park was not highlighted as one of the 14 locations but noticed it was in the presentation. Mr. Dullu said Wilson Park was recommended by the Chamber of Commerce (Chamber.) There were already existing bike racks at Wilson Park, but the Chamber was considering modifying them. David

Stillman, Transportation Manager clarified that Wilson Park was originally on the City of Cupertino's list to install bike racks, but it did not meet the criteria the Bicycle Pedestrian Commission (Commission) gave staff, so it was taken off the list. That location was on a separate list given to staff by the Chamber.

Chair Zhao inquired if the Chamber's list was part of the same process. Mr. Dullu said the suggested locations from the Chamber were more on private properties. Commission Ganga recalled that the last time this came up, the Chamber was going to reach out to the private property owners because they had relationships with them. Mr. Stillman clarified that it was staff that was asking the Commission to reach out to private business owners. The Chamber gave staff a list of locations they heard would be desirable locations for bike racks.

Jennifer Shearin, public speaker said the list of bike rack locations near a curb were not ideal because the likelihood of theft was higher. She recalled that the list from the Chamber had more detail.

Vice Chair Wolf inquired if the installations of bike racks were City funded. Mr. Stillman said the current funding available was \$50,000 but he understood the Rotary had \$20,000 to contribute toward the project. Vice Chair Wolf thought that might not be enough money to fund all 24 suggested locations. Mr. Stillman said it might be enough money if off-the-shelf bike racks were used.

Chair Zhao suggested the Commission determine the design they wanted because that helped determine the cost. Commissioner Ganga's priority was to get as many bike racks installed as possible, design was secondary. He wanted to maximize the budget, so it was useful for the community. Having the Chamber facilitate with the property owners for suggested locations on private property was ideal. The Chamber was in a better position to negotiate because of their relationship with business owners in the City.

Commissioner John saw the concentration of suggested bike rack locations around De Anza Boulevard and wondered if there were other options. Commissioner Marcy supported bike racks but there was not enough information for him to make any decision. Some places were too vast, like Memorial Park. Mr. Stillman clarified that the locations in the City right-of-way had to be near the curb because the City right-of-way extended 10 feet behind the face of the curb. It was not possible for the locations to be any further back than 10 feet from the curb, unless it was at a City building or park, in which case there was flexibility on the property.

Commissioner Ganga recalled when the Commission gave the criteria to the staff, some people from the public expressed concern about security. He did not think the Commission needed to get into any more specifics and trusted the locations staff recommended.

Chair Zhao felt having more bike racks encouraged bike riding. He was more interested in standard types of bike racks. He used to live in a city where there was a lot of bike theft, and he had an issue with the Inverted U, the Circular and the Ring designs because thieves were able to loosen the screws, lift the rack and remove the bikes. He suggested designs closer to the Post and Ring style.

Vice Chair Wolf inquired if the Ring design was cast in concrete. Mr. Stillman said these would be bolted; casting in the concrete was an extra cost. Vice Chair Wolf suggested having a rack installed in the northwest corner of Stevens Creek Boulevard and Tantau Avenue. He was trying to go over the staff recommended locations, some locations were good, but he wanted to refine these locations by looking at a photograph for each location.

Chair Zhao wanted to know next steps. Mr. Stillman answered that it was up to the Commission. Ideally, staff was able to install the racks and purchase the design the Commission preferred. Next, staff was to hire a contractor to install the bike racks in each appropriate location. If there were location options that were ambiguous, such as a park, staff was able to bring that back to the Commission.

Chair Zhao was open to trusting staff's recommendations as listed in the report but getting a few options where there was more flexibility was good. Commissioner Ganga agreed.

Vice Chair Wolf wanted to find a scenario where all 24 locations could be funded, plus the Chamber locations. If that was not possible, was the Commission able to prioritize certain locations. Mr. Stillman brought out that Attachment A was already a prioritized list; the ones marked in green met the criteria given by the Commission previously.

The Commission returned to the discussion of theft and Mr. Stillman suggested installing the bike racks with an epoxy, so the racks were not easily removed. Marlon Aumentado, Assistant Engineer recalled doing an installation that included epoxy with delineators but not with bike racks, but he thought it could be done.

Chair Zhao said there was the question of how many bikes could be locked to each of the racks. Having bike racks closer to a business, such as those suggested by the Chamber, were ones that he wanted to investigate. Chair Zhao thought businesses were interested in having a bike rack installed in front of their business. Vice Chair Wolf agreed and wanted to get as many bike racks installed as possible with the budget allotted.

Chair Zhao recapped that he understood that after the discussion, the Commission was interested in coming back with a more specific cost estimate for the prototypes and looking into the Chamber locations before a decision was made. Commissioner Ganga suggested installing the ones highlighted in green and then come back for Phase 2 for the remainder of the work plan items.

MOTION: Commissioner Ganga moved, seconded by Commissioner Marcy to recommend that staff come back with additional details regarding cost estimate and the exact locations for the prioritized sites (marked in green attachment A), with the following options for the bike rack types:

- Inverted U
- 2. Post and Ring
- 3. Stanford option

MOTION PASSED: 5-0

NEW BUSINESS

4. Email Phishing Campaign Presentation from the City's Infrastructure Division (Mitchell)

Bill Mitchell, Chief Technology Officer gave a presentation on the email phishing campaign from the City of Cupertino's Infrastructure Division.

Commissioner Ganga asked about emails received from someone outside the City but that worked with the City as a third party. Mr. Mitchell replied that if a questionable email was received, to send it to the City's Information Technology (IT) Department and they were happy to screen the email for you.

NO ACTION TAKEN

5. Transportation Development Act (TDA) Article 3 Fund Allocation (Aumentado) Marlon Aumentado, Assistant Civil Engineer gave a presentation on Transportation Development Act (TDA) Article 3 Fund Allocation.

Commissioner Ganga asked if the application was sent out. Mr. Aumentado said no, the application deadline was May 26. The Bicycle Pedestrian Commission (Commission) needed to review and approve the allocation of those funds. Commissioner Ganga

inquired if the Commission had leeway to change the description of the project on the application. Mr. Aumentado answered yes, he was able to make minor changes but was not looking to change the project scope.

Vice Chair Wolf asked if the "Complete Streets" checklist was required for the application, if the amount was over \$250,000. Mr. Aumentado believed that was needed but he needed to double check with Valley Transportation Authority (VTA.) He recalled a new requirement where the Complete Streets checklist was needed. Vice Chair Wolf wondered if it was possible that the City of Cupertino did not meet all the Complete Streets requirements. Mr. Aumentado confirmed the City did meet the requirements. David Stillman, Transportation Manager said the Complete Streets checklist was provided with the previous One Bay Area Grant (OBAG,) so they had it.

Commissioner Marcy wondered why staff was not proposing funding for a Class 4 bike lane instead of a buffered bike lane because the Class 4 lanes had the separation. Mr. Aumentado explained that funds were being used toward a project that was already budgeted for the Capital Improvement Program (CIP) plan. There were no other projects in the CIP plan that were Class 4, and the others were externally funded. There was a plan to have Class 4 bike lanes on Stevens Creek Boulevard but that was externally funded through a different source.

Jennifer Shearin, public speaker urged the Commission to approve this item with the designated plan, the rest of the funding needed to be put toward a new active transportation plan. She noted that the plan for the De Anza Buffered Bike Lane Project was to be a Class 4, which she approved of.

Commissioner Ganga relayed that this project came to the Commission in the past and one of the requests from the Commission was to look at the narrowing of the travel lanes. Also, there was mention of a traffic study. Mr. Aumentado said the traffic counts were done for De Anza Boulevard. As a result, staff was looking at a lane reduction north of Stevens Creek Boulevard from four to three lanes, and south of Stevens Creek Boulevard to Bollinger Road from four to three lanes. This was feasible because the traffic volume was the same, the sections with four lanes could carry the same capacity as those with three lanes. Mr. Aumentado said there were still some video observations being conducted to confirm that change was good but from the traffic counts and based off the data, it was good. Commissioner Ganga said that area was used as a transit hub and there was a large employer near that area, as well as Interstate 280 (I-280). He wanted to know if staff had come back to the Commission in terms of design and data. Mr. Aumentado said no. Mr. Stillman said the project was already defined and if the

lanes were not narrowed, as the application stated, there was not going to be a project because there was not enough room to physically provide the painted buffers.

MOTION: Vice Chair Wolf moved, seconded by Commissioner Marcy to recommend to the City Council to approve the allocation of Cupertino's TDA article 3 allocation for De Anza Buffered Bike Lane Project as described in Attachment B, TDA Project Application Form.

MOTION PASSED: 5-0

6. Bike to Work Day Planning (Walkowiak)

Cherie Walkowiak, Safe Routes to School Coordinator gave a presentation on Bike to Work Day and discussed planning options with the Bicycle Pedestrian Commission (Commission.)

Ms. Walkowiak confirmed she collected receipts for purchases for Bike to Work Day, then David Stillman, Transportation Manager submitted them for reimbursement.

Vice Chair Wolf asked if the energizer station locations were determined. Ms. Walkowiak said the location choice was up to the lead running the energizer station. Silicon Valley Bicycle Coalition (SVBC) recommended a stint of three hours, but it was up to the Commission.

Vice Chair Wolf volunteered as the lead. Ms. Walkowiak also asked for additional volunteers to help staff.

Jennifer Shearin, Walk Bike Cupertino mentioned the key was to divide out the workload, someone was needed to provide the coffee, etc. In total, four to six people were needed. Walk Bike Cupertino helped by supplying volunteers.

Commissioner's John and Marcy volunteered. Ms. Walkowiak suggested finding a date and time. Vice Chair Wolf suggested May 18 at McClellan Road and Stelling Road. There was a church there, which included parking. Ms. Shearin volunteered to coordinate with the Church for parking.

Mr. Stillman dropped off tables and chairs, and a canopy if needed. Ms. Shearin preferred a canopy.

Chair Zhao asked about the time, and suggested 7-10 a.m. Ms. Shearin said yes, that was the best time.

Ms. Shearin suggested bananas, cuties, granola bars, and blueberry soup. Sweet things did well, as well as coffee and water. Vice Chair Wolf was going to bring bananas,

Commissioner John water, and Commissioner Marcy coffee. Chair Zhao agreed to buy granola bars and cuties; he was able to drop them off with Vice Chair Wolf.

Ms. Shearin suggested a sign from Walk Bike Cupertino stating they were sponsoring the energizer station. Ms. Shearin asked how many volunteers were needed from Walk Bike Cupertino. Vice Chair Wolf suggested at least two.

STAFF AND COMMISSION REPORTS

7. Staff Update and Commissioner Activity Report (All)

There was no VTA BPAC update this time, as Erik Lindskog was out.

David Stillman, Transportation Manager announced that Earth and Arbor Day were happening Saturday. He gave an update on the Finch and Calle De Barcelona intersection and said staff was observing the intersection. There was going to be a second observation with the Chair next week. Next staff was going to bring their observations back to the Bicycle Pedestrian Commission.

Commissioner Marcy attended the SR2S meeting for April, the Mayor's meeting did not happen.

Chair Zhao said former Mayor Lowenthal reached out to him about the Stevens Creek Trail, as he was trying to extend that trail. There was going to be a tour on May 13 in the morning.

ADJOURNMENT

Meeting adjourned at 9:23 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

Bicycle Pedestrian Commission April 19, 2023 Agenda Item #3

Bicycle Pedestrian Commission Bicycle Facilities



April 19, 2023

Bicycle Facilities

- Workplan Item FY22-23
- BPC Discussion on 8-17-22, 10-19-22 and 1-18-2023
- 1-18-23 Recommendation:
 - Apply the below criteria for the proposed 24 bike rack locations on 1-18-2023.
 - 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.
 - Bike racks should be visible from the front door of a business.
 - Popular locations around the City of Cupertino.

Bicycle Facilities – Proposed 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 Caffe 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
	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 Infront of Starbucks near the post office.	YES	YES	YES

Bicycle Facilities – Proposed Locations



Bicycle Facilities – Cupertino Examples



STEVENS CREEK BLVD

Proposed Bike Rack Locations by Chamber on Private Properties.

- 19800 Vallco Parkway shops and dining establishments (Eastbound side of Vallco Parkway)
- Cupertino Village at Homestead/ Wolfe
- McClellan Square shopping plaza at McClellan and DeAnza
- Crossroads shopping plaza (south side of SCB at De Anza)
- SW. corner of De Anza Blvd and Rodrigues Ave. at Trinetha market
- SE. corner of Blaney/Homestead, in Oakmont Plaza
- Pacific Rim Plaza next to Joy Dumpling/QQ Noodle and next to TP Tea
- Agui Restaurant on De Anza
- 9) Silverado Avenue businesses (off De Anza)
- 10) De Anza Plaza on De Anza, S of McClellan

Property Owners and Businesses have not vetted about the Bike Racks. 19

Proposed Bike Rack Locations/Modifications by Chamber at City owned Properties.

- Cupertino Library Field
- Wilson Park
- 3) Portal Park
- 4) Jollyman Park
- 5) Creekside Park

Bicycle Facilities – Types of Bike Racks



Bicycle Facilities – Types of Bike Racks



Most popular

- Two bike capacity
- Two points of contact for bike



Bicycle Facilities – Types of Bike Racks



Not recommended

- Seven bike capacity
- Unstable
- Difficult to use interior spots

Bicycle Facilities – Customized Bike Racks





- Costly
- Not readily available to install, need to be preordered
- Fewer installation due to high cost
- Less recognizable as bike rack due to nonstandard design

Bicycle Facilities – Next Steps

Bicycle Pedestrian Commission:

- Approve recommended location list
- Recommend type(s) and orientation of bike rack
- Reaching out to Private Properties for the Chamber proposed locations

Transportation Division Staff:

- Contact vendor, perform site visits
- Proceed with installations
- Develop City standard and typical details
- Proceed with Step 2 of Workplan item, reviewing building codes and planning requirements

Bicycle Pedestrian Commission Bicycle Facilities End Slide



April 19, 2023

Proposed Bike Racks Locations

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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 infront of Starbacks near the post office.	YES	YES	YES

Bicycle Pedestrian Commission April 19, 2023 Agenda Item #4

Commission Presentation

Cybersecurity |



Agenda

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

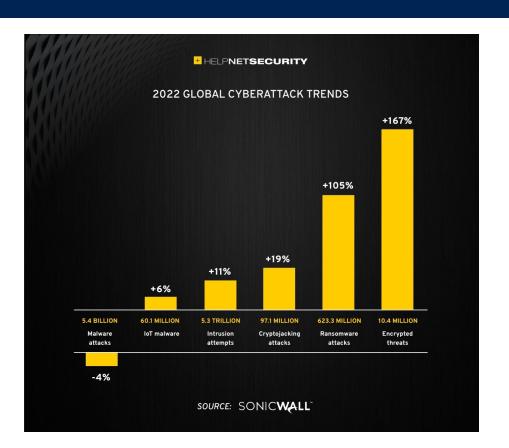
Cyber Threat Landscape



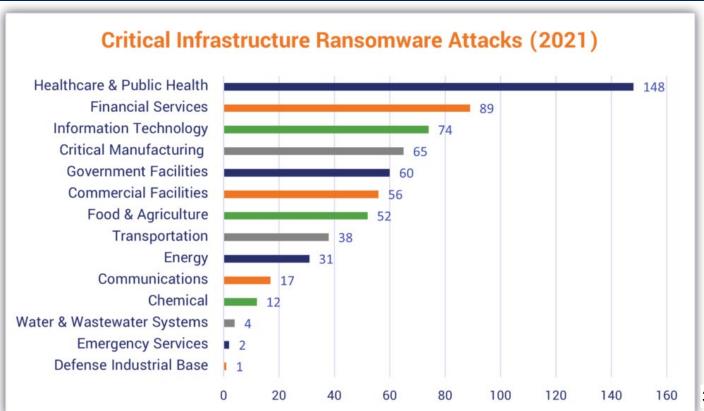
Common Cyber Threat Landscape

RANSOMWARE
MALWARE
PHISHING
PUBLIC NETWORKS

Ransomware



Ransomware



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

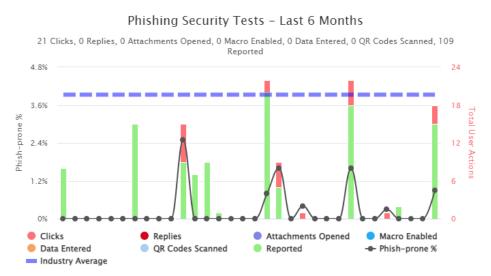
- Mandatory for all employees
- Phishing Campaigns
 - Fail Remedial Training
- Caution Banner Outside of Cupertino

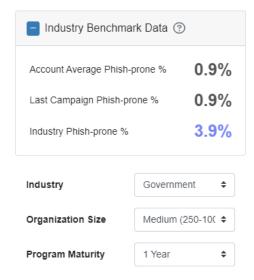
CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

City's Cybersecurity Defense

Where we stand:

Phishing





City's Cybersecurity Defense

Your Mission:



Questions?



Bicycle Pedestrian Commission Agenda Item #5 April 19, 2023

TDA Article 3 Fund Allocation

Public Works - Transportation



What is TDA?

- Transportation Development Act Article 3 (TDA 3) provides funding annually for bike and ped projects
- Counties have a "Guarantee" share of MTC's TDA Article 3 Fund Estimate which are distributed to each city based on population
- Agencies may bank TDA 3 funds for up to 4 years plus 1 year to program funds
- Cupertino's Current Guarantee Amount*
 - \$414,955

*Includes banked and rescinded funds from previous years

Project Types Eligible for Funding:

- Construction and/or engineering of a bicycle or pedestrian capital or quick build projects.
- Maintenance of a Class I shared-use path and Class IV separated bikeways
- Bicycle safety education program
- Development of a comprehensive bike or ped facilities plan
- Restriping Class II bike lanes and buffered bike lanes

TDA 3 Guarantee Funds

Projects	Guarantee Amounts
	\$414,955
De Anza Blvd Buffered Bike Lanes (FY 2023/24 Program)	(\$166,259)
	\$248,696
Cupertino Bike Plan Update (FY 2024/25 Program)	(TBD)

Commission Action

Review and Approve Allocation of Cupertino's TDA Article 3 Allocation for De Anza Blvd Buffered Bike Lanes 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

Consented Amount				
	Guarantee Amount			
Agency	(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.

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).

^{**\$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.

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 <u>VTA Bicycle Technical Guidelines</u> 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		A cover email or letter including a statement that the	
the TDA3 Guarantee Funds. Failure		project will be to implement within one year of the	
to do so will revert funds to the		application cycle.	
countywide pool in the next cycle.		The TDA Article 3 Project Application Form	
		(Attachment B of the Resolution template). This	
	OR	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.

Bicycle Pedest	trian Com	ımission
April 19, 2023		
Agenda Item #	#5 nage	of

	April 19, 2023	
Resolution No.	Agenda Item #5 page of	

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□				
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.

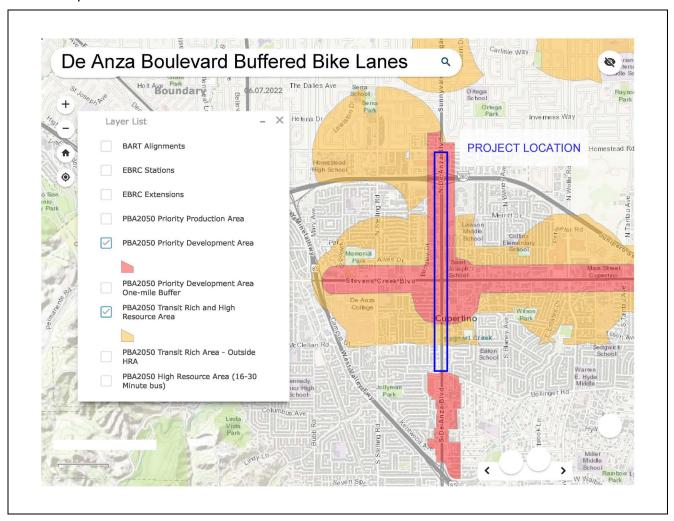
Outside of the City's jurisdiction south of Bollinger Road, buffered bike lanes exist on both sides of the roadway.

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.

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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)

he project in an <u>Equity Priority Community</u> ?

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? If "NO," provide expected date:_June 6, 2023

Yes□ No⊠

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□
Ε.	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. If the project is not exempt, please check "NO," and provide environmental documentation, as appropriate.	Yes□ N/A□	No□
F.	Estimated Completion Date of project (month and year): De	cember 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 a	r	No□
н.	Is a Complete Streets Checklist required for this project? 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 attached 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/comp	1	No□

November 2022 TDA Article 3 Model Resolution Page 5**51**

Bicycle Pedestrian Commission Agenda Item #6 April 19, 2023

Bike to Work Day

Commissioner Coordination



Cherie Walkowiak SafeRoutes@Cupertino.org (408)777-7652



Energizer Station

Help Fuel Local Cyclists' Trips

Dates:

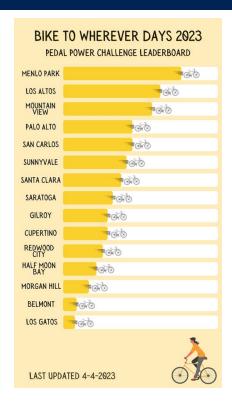
Thursday, May 18 Friday, May 19 Saturday, May 20



Cities Challenge



Pledge to Ride: bikesiliconvalley.org/p2r



- Sign Up to Host Energizer Station
- Pick Up Tote Bags
- Read Energizer Station Host Guide
- Attend one-hour Zoom orientation
- Recruit volunteers to help staff booth
- Coordinate table/chairs/canopy with City
- Provide refreshments

Sign up to Host Energizer Station

Sign Up by April 21:

https://bikesiliconvalley.org/energize

Decisions needed to sign up:

- Date?
- Location?
- Time?

Pick Up Tote Bags

Monday, May 15
12 noon to 3 pm
Sports Basement
1177 Kern Ave
Sunnyvale, CA 94085



Read Energizer Station Host Guide

Guide

Attend one-hour Zoom orientation

Date Options:

Monday May 8, 7-8pm Tuesday May 9, 9-10am Thursday May 11, 12-1pm

 Register via links in Energizer Station Host Guide (link in previous slide)

Recruit volunteers to help staff booth

- Bring friends and family!
- Walk Bike Cupertino has historically been a wonderful partner to the BPC

Provide refreshments

- \$100 reimbursement from City
- Submit receipts to David Stillman

Coordination Questions

- Station Details & Staff Recommendations
 - Date? May 18
 - Location? McClellan/Stelling or DB Bridge
 - Time?
 7:00 a.m. to 10:00 a.m.
- Who will coordinate this year's station?
 - Fill out form by April 21
 - Pick up tote bags May 15
- Who else can staff the table?

Thank You!



CITY OF CUPERTINO

Agenda Item

23-12314 Agenda Date: 5/17/2023

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

Agenda Date: 5/17/2023 23-12315

Agenda #: 3.

Subject: Lawson Middle School Bikeway Feasibility Study (Stillman)

Receive a Presentation and Recommend a Preferred Alternative for the Lawson Middle School Bikeway



Lawson Middle School Bikeway Feasibility Study

Bicycle Pedestrian Commission



May 17, 2023





Agenda







Study Process & Timeline



Data Collection & Analysis



Alternatives



What we've heard



Next Steps



Project Overview



 2016-2017: Citywide School Walk Audit identified need to improve bicycle safety at Lawson



 Lawson student biking grown from 3% in 2016 to 17% in 2022



 2018-2022: Conditions and options explored by City / School / District / PTA / Parents



 2022: City contracted with Hexagon to take a fresh look at conditions and options by conducting this feasibility study





Project Location







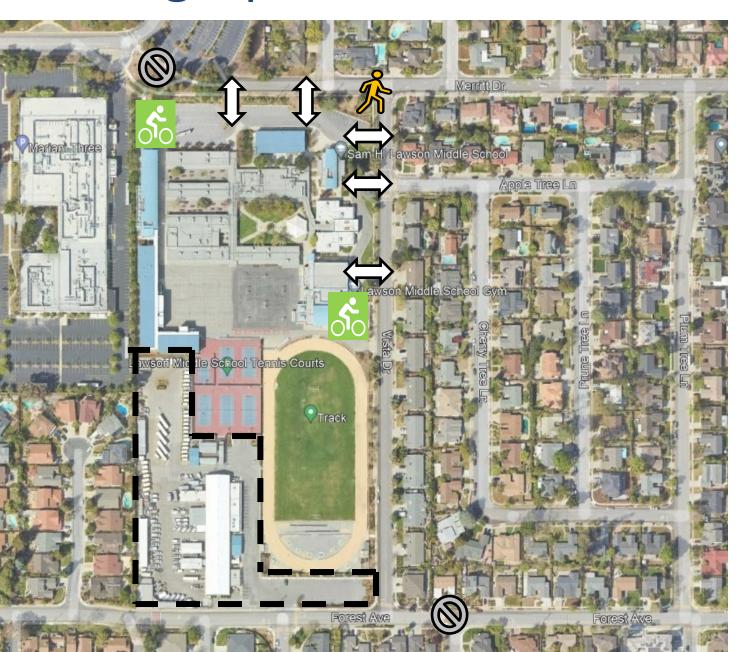


Lawson Middle School





Existing Operations and Context





Crossing Guard



Bike Cage



School **Driveways**



No Vehicle Access



! CUSD Lot



Purpose of this Study











Accommodate the growing number of cyclists and keep all road users safe by providing a safe route to access bike cages on campus, while minimizing impacts to the neighborhood



Observed Conflict Areas

- Peds and bikes sharing the sidewalk
- 2 Bicycles making wide turns, weaving across vehicles to cross

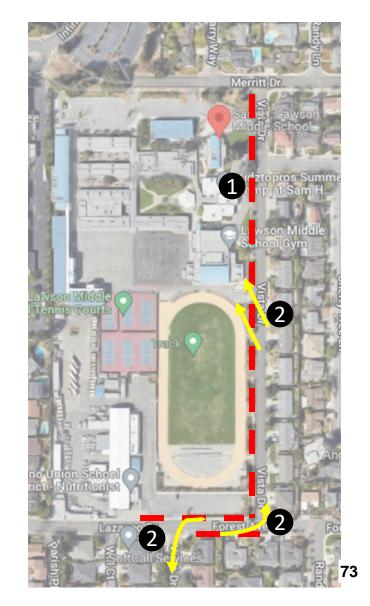






Bikes observed on sidewalk

Path of bike travel on street















Data Collection Findings

- Vehicles
 - <u>Low</u> volumes (<200 vehs/hr each direction) on adjacent streets
- Pedestrian
 - High ped volumes (>100) south and north of the bike cage
- Bikes
 - High bike volumes (>30) south of Vista bike cage
 - <u>Low</u> bike volumes (<10) north of Vista bike cage







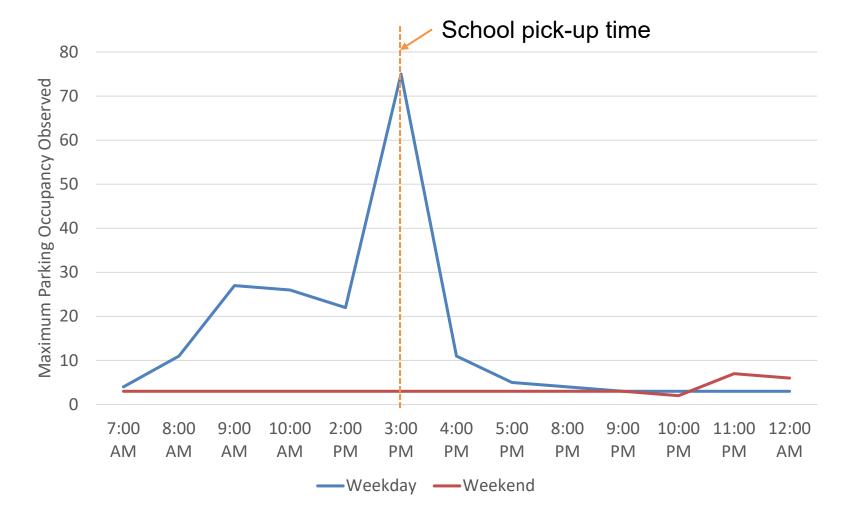








Time of Day On-Street Parking Analysis-Vista Drive





Vista Dr Parking Counts





- 20 spaces were observed to be unoccupied in the school parking lot
- 75 maximum parked cars observed on weekday

Neighbor Counts

- On average, 25 30 parked cars observed on weekdays and 10 – 15 parked cars observed on weekends
- Greater than 40 parked cars observed on six weekdays
- 84 maximum parked cars observed on one weekday at 6 PM



















- Data collection and analysis
- Community and stakeholder input



 Options considered but eliminated since they don't adequately address safety concerns:



Bike route and sharrow signage and pavement markings



No change





Two-way Mixed-Use Trail To Replace Existing Sidewalk

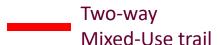


- 14', two-way, continuous,
 mixed-use trail
- Bike crossing enhancements at intersections
- Wayfinding/Signage













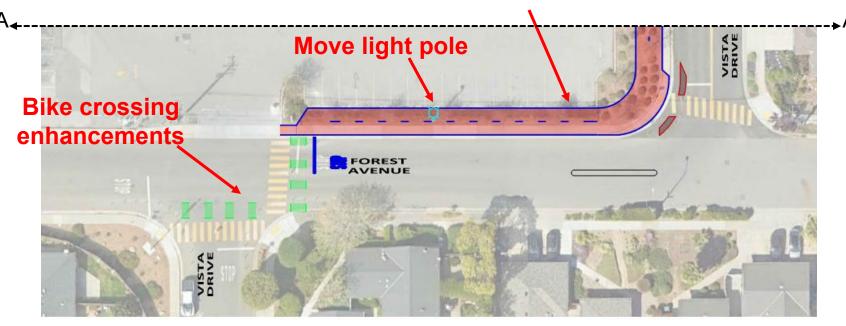


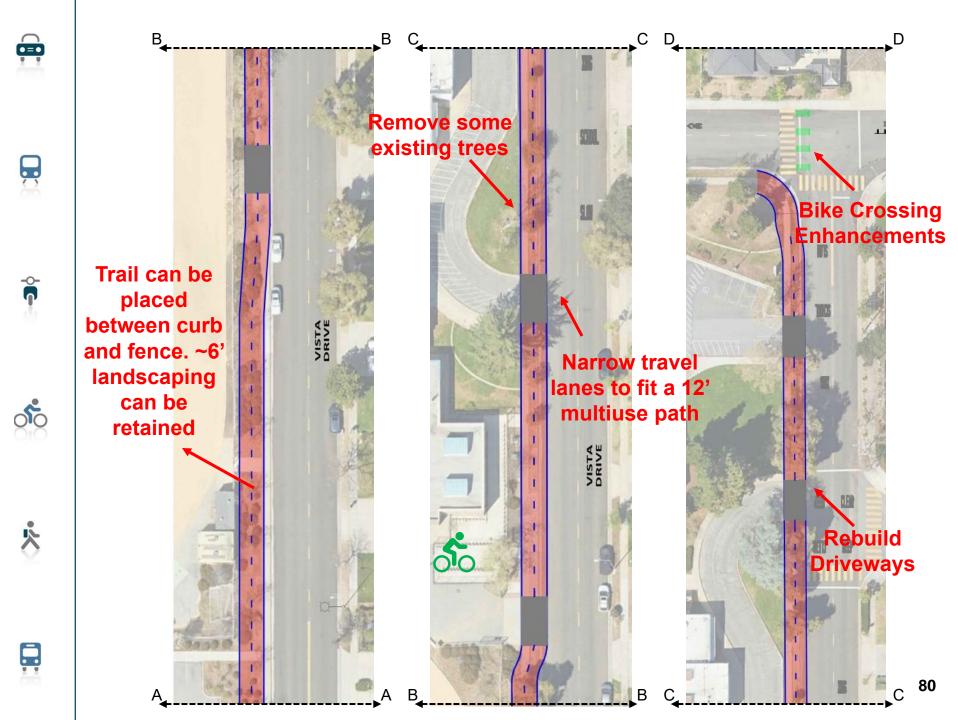






Remove existing sidewalk and landscaping and build 14' multiuse path (10' path + 2' shoulders on each side)

















Alternative A

Two-way Mixed-Use Trail To Replace Existing Sidewalk

Pros

- Get bikes off Vista Dr. and Forest Ave eliminating bike/veh conflicts
- Wide multi-use trail accommodates bikes and peds
- Retain parking





Alternative A

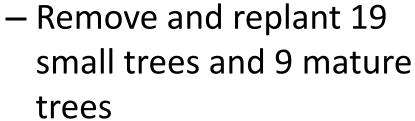


Two-way Mixed-Use Trail To Replace Existing Sidewalk



Cons





- Relocate utilities (incl. parking lot light)
- Rebuild driveways
- Move curb to narrow lanes

















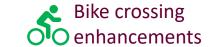


Alternative B

On-street Two-Way Class IV Bike Facility

- Design Features
 - 8'+ 3'buffer, two-way,Class IV bike facility
 - Bike crossing enhancements at intersections
 - Wayfinding/Signage









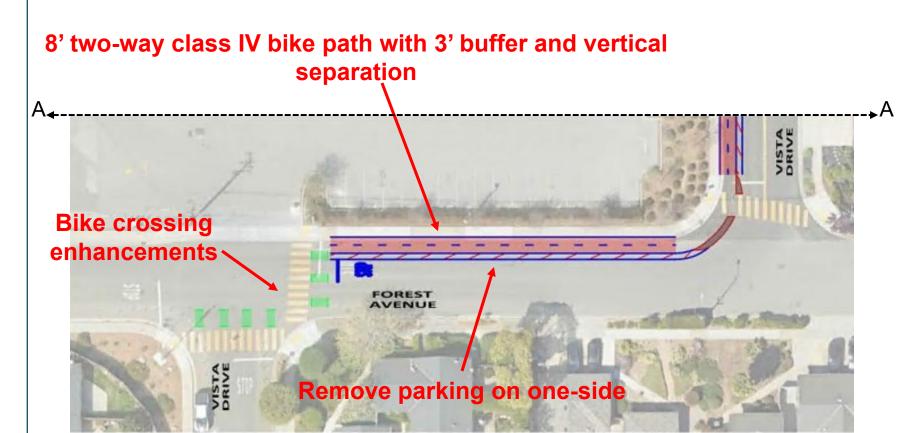


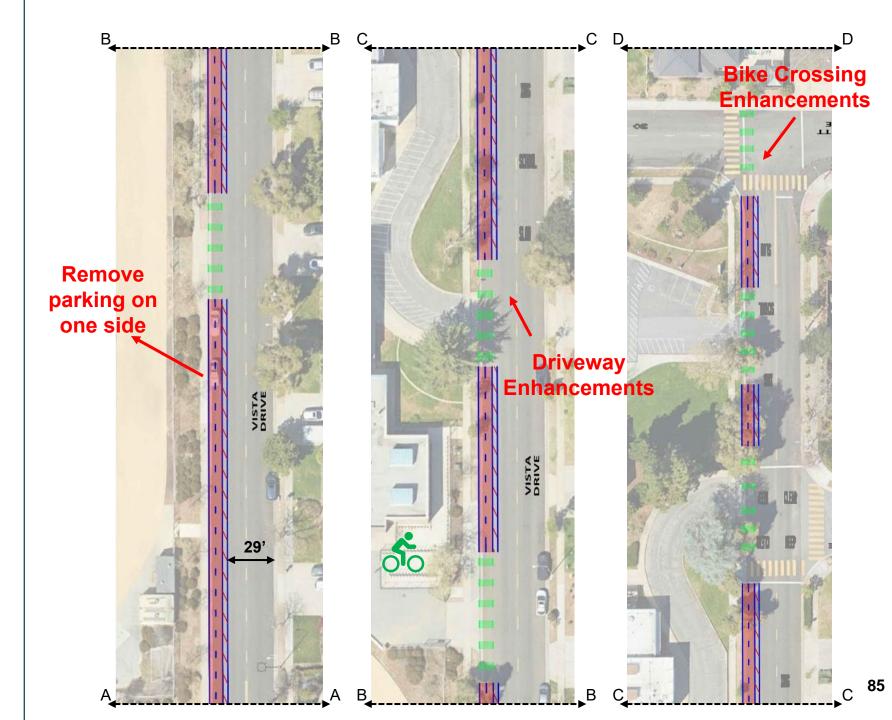




























On-street Two-Way Class IV Bike Facility

Pros

- Low cost (approx. \$115K)
- Eliminates bike/veh and bike/ped conflicts
- Does not require removal of trees/relocating utilities

















On-street Two-Way Class IV Bike Facility



Cons

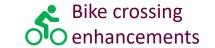


- West side of Vista Dr: Approx 51 spaces
- North side of Forest Ave:
 Approx 8 spaces

























Alternatives Recap

Alt A: Two-way Mixed-Use Trail To Replace Existing Sidewalk

Alt B: On-street Two-Way Class IV Bike Facility

Characteristics	Alt A	Alt B
Addresses bike/ped/veh conflicts	Yes	Yes
Relocate utilities	Yes	None
Remove trees (small and mature)	28	None
Remove on-street parking spaces	None	59
Cost to implement	~\$1.5M	~\$0.12M













Community Outreach

- Conducted 3 community meetings
 - Approximately 30 attendees at each meeting including Lawson students, parents, and neighbors
 - Interactive polling
 - Survey
- Conducted a meeting with CUSD and School Staff
 - Generally supportive of the study's direction and the alternatives.













What we've heard

- Lawson neighbors generally prefer the two-way mixed-use trail to replace existing sidewalk (Alternative A)
- Lawson school parents and students generally prefer the onstreet two-way class IV bike facility (Alternative B)

Community Meeting Poll Results

Poll Questions	Alt A	Alt B
Preferred Alternative	37%	63%
Oppose Alternative	52%	34%

Online Survey Results

30 survey responses

Poll Questions	Alt A	Alt B
Preferred Alternative	7%	87%
Oppose Alternative	80%	7%





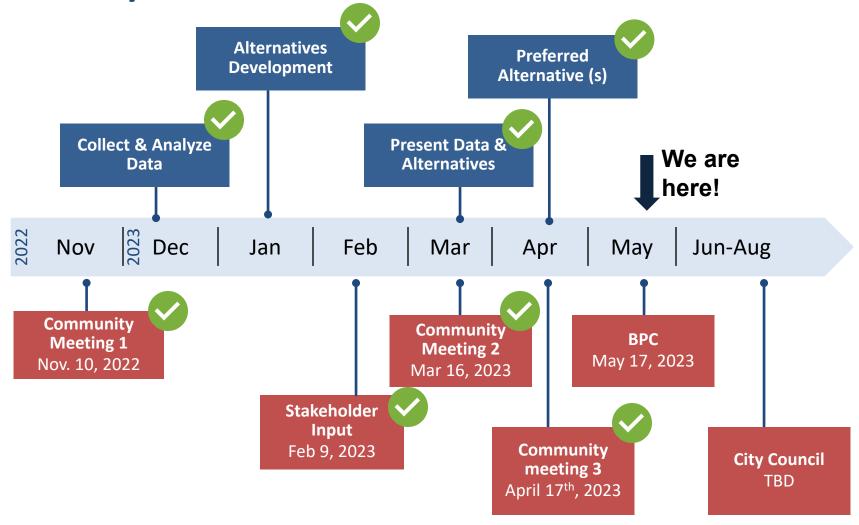








Study Process/Timeline





Staff Recommendation











Bicycle Pedestrian Commission recommend a preferred alternative for further development by staff and Council consideration



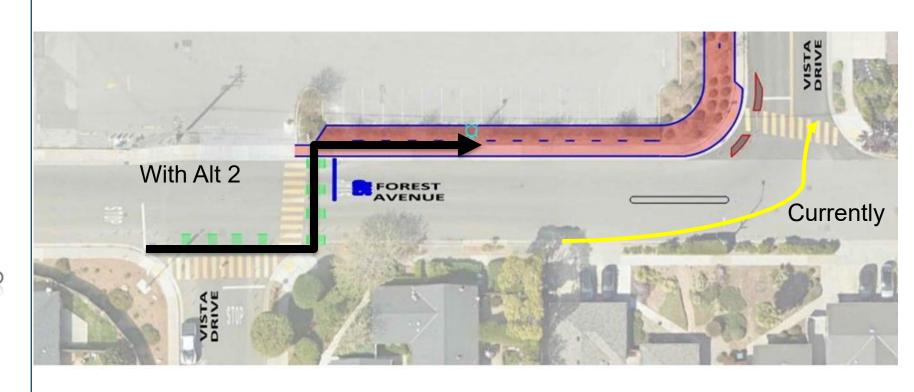




























CITY OF CUPERTINO

Agenda Item

23-12316 Agenda Date: 5/17/2023

Agenda #: 4.

Subject: Bicycle Facilities Work Plan Item Subcommittee (Zhao)

Assign a Subcommittee for the Bicycle Facilities Work Plan Item



CITY OF CUPERTINO

Agenda Item

23-12317 Agenda Date: 5/17/2023

Agenda #: 5.

Subject: Election of the Bicycle Pedestrian Commission Chair and Vice Chair for 2023 (Stillman)

Elect a Chair and Vice Chair for the Bicycle Pedestrian Commission for 2023



CITY OF CUPERTINO

Agenda Item

23-12318 Agenda Date: 5/17/2023

Agenda #: 6.

Subject: Staff Update and Commissioner Activity Report (All)

Receive Updates from Staff and Commissioners Regarding Recent Activities