



**DRAFT MINUTES**  
**MINUTES OF THE REGULAR MEETING OF THE**  
**BICYCLE PEDESTRIAN COMMISSION**

**April 17, 2024**

**Draft Minutes**

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

**ROLL CALL:**

Present: Ilango Ganga, Grace John, Hervé Marcy (VC), Joel Wolf (C), John Zhao (pursuant to Government Code Section 54953(b)(2); 855 Jipu Road, Shanghai, China)

Absent:

Staff: Marlon Aumentado, Staff Liaison

Others Present: David Stillman, Transportation Manager, Matt Schroeder, Senior Transit and Transportation Planner, Chad Mosley, Director of Public Works, Hassan Basma, Valley Transportation Authority (VTA) Project Manager, Zila Shafie, Deenscorp Consultant

**APPROVAL OF MINUTES**

**1. March 28, 2024 Bicycle Pedestrian Commission minutes**

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

**MOTION PASSED:** 4-0, John Abstain

**POSTPONEMENTS**

No Postponements

**ORAL COMMUNICATIONS**

DW Sakkas, public speaker spoke about McClellan Road in the City of Cupertino and described how cars stopped in the bike lane in front of the school created a hazard. He gave a presentation.

**WRITTEN COMMUNICATIONS**

None

**OLD BUSINESS**

## **2. Rodrigues Avenue Safety Recommendations (Staff)**

David Stillman, Transportation Manager gave a presentation on Rodrigues Avenue Safety Recommendations.

Commissioner Ganga confirmed the discussion was meant to inform the Bicycle Pedestrian Commission (Commission). Mr. Stillman said no action was expected.

Commissioner Zhao wanted to know if the data collection was going to be varied by time of day and weekday/weekend. Mr. Stillman said yes. Vice Chair Wolf confirmed the data collected was going to be completed by the end of May. Mr. Stillman said yes.

Chair Marcy wanted a definition of jaywalking. Mr. Stillman replied any crossing that was not at a controlled crossing; anywhere in between Blaney Avenue and Torre Avenue. Chair Marcy noted the mention of unintended consequences of mid-block crossing in the presentation and asked for more explanation. Mr. Stillman explained the most critical was the tendency for pedestrians to be less cautious at a mid-block crosswalk because there was an expectation that the driver saw the pedestrian and that the driver would yield. Due to that, it was more likely for people to step out into a crosswalk without looking. Mid-block crosswalks also needed to be right where it was convenient for people, otherwise they might not use the crosswalk and jaywalk at other locations. If the City did install a crosswalk, he needed to make sure it was going to be used at that location. He also mentioned sight visibility issues, and anywhere a mid-block crosswalk was installed, there were requirements that a driver be able to see a pedestrian in advance of the crosswalk. If a crosswalk was too close to a curve in the road, there might not be enough time for a driver to stop; this was dependent on sight visibility.

Vice Chair Wolf questioned why the jaywalking survey was being done. Mr. Stillman said there might be more of a tendency for people to cross if there was a mid-block crosswalk. He thought if people were not jaywalking now and choosing to cross at the intersection, they were doing what they felt was safe. He encouraged people to cross at a controlled crossing. Chair Marcy said things needed to be safe, but they also needed to be convenient.

Commissioner Ganga disclosed that he lives near Regnart Creek Trail (RCT).

Teresa Olson, public speaker said people were jaywalking long before the RCT was open; it was the library, Eaton, and the shady side of the street that drew people to cross.

Harvey, public speaker wanted to make Rodrigues Avenue safer for walkers and bikers. There needed to be a crosswalk where the new creek path exited so people were able to get across the street safely.

Liz Sahomoto, public speaker frequently walked and biked Rodrigues Avenue and there was a lot of jaywalking. The speed limit sign did not do any good. She emphasized the need for speed bumps.

Mia Vu, public speaker found that the new trail was a success and as a result, traffic increased. She suggested lowering the speed limit and adding two crosswalks near the trail entrance that were raised with flashing beacons.

Vice Chair Wolf felt cars drove too fast, and there were a lot of children present. There needed to be improvements on Rodrigues Avenue to allow pedestrians to cross mid-block, he suggested two crosswalks and having them be raised, and he suggested including all other safety features that coincided with these other features; this was needed to get the driver's attention.

Commissioner Ganga pointed out that the issues were made known to the Commission, the Commission made a formal recommendation to the City Council, the Council discussed this issue, and the Council directed staff to do an analysis and to come back with data. The City hired a consultant, so he suggested commissioners wait until the consultant's recommendation was brought before the Commission again to make further recommendations.

Commissioner John echoed the same comments. The speed limit needed to be lowered, there needed to be two crosswalks, flashing beacons, and some signs as well.

Commissioner Zhao agreed and said the data collection was going to help things. He recommended staff take in the qualitative data from residents because they were the most impacted by what was going on.

Chair Marcy disclosed that he lived in the Biltmore complex but did not have a financial interest. The fact that this corridor was an issue was something that was raised in the past. There were a lot of questions, and residents commented that there were a lot of people crossing. The most important point was this crossing was an issue.

Vice Chair Wolf questioned how the data collection was going to determine decisions. Mr. Stillman said there were warrants related to pedestrian crosswalks that looked at pedestrian volumes, collision history, sight visibility, and subjective evaluations as well, such as talking to the Sheriff. The data was a mixture of qualitative and quantitative information.

Vice Chair Wolf inquired if the data would be received by the June meeting. Mr. Stillman replied that the next step was to go to City Council. Staff planned on coming to the Commission to present the data, then the Commission was going to make a recommendation, and then staff planned to take the item to the City Council with both staff's and the Commission's recommendation. Chair Marcy inquired about the timeframe. Mr. Stillman planned to go to Council shortly after the Commission meeting. Chair Marcy wanted this to happen before school began.

Commissioner Ganga clarified that the recommendation also came with solutions. Mr. Stillman said yes depending on what problems if any were observed. Commissioner Ganga confirmed there was an opportunity for the public to provide input. Mr. Stillman said yes and remarked

that if there was any additional information the Commission wanted him to collect to let him know.

NO ACTION TAKEN

## NEW BUSINESS

### **3. Homestead Safe Routes to School Improvements Project (VTA)**

Hassan Basma, Valley Transportation Authority (VTA) Project Manager gave a presentation on the Homestead Safe Routes to School Improvements Project.

Commissioner Zhao referenced a slide and wanted confirmation about whether cyclists could continue eastbound on Homestead Avenue to get to Homestead High School. David Stillman, Transportation Manager repeated that Commissioner Zhao was saying that the eastbound direction ended on the north side. Zila Shafie, Deenscorp Consultant said Cupertino Middle School had an access road but if cyclists took Homestead Road, it took about 100 feet to get to Bernardo Avenue. From there, there were bicycle facilities that went all the way to Homestead High School.

Vice Chair Wolf said the improvements looked like they went all the way to Stelling Road, but there was nothing in the presentation that indicated that it went beyond Highway 85 near Homestead High School. Mr. Basma said not everything was shown in the presentation. Vice Chair Wolf confirmed the 35% plans showed whatever existed at this point. Mr. Basma said yes.

Commissioner Ganga asked about the protected bike lane in the slide; there was a two-foot buffer and then there were bollards. He wanted to know if that was the plan for the entire project. Mr. Basma said there would not be a protected bike lane for the entire project.

Chair Marcy noted some slides pertained to streets in other jurisdictions. It was more interesting to see improvements that pertained to Cupertino.

Chair Marcy inquired about the crossing at Bernardo Avenue and wondered if it was expected that children come from the Homestead corridor and bike to Cupertino Middle School that way. He wondered how children got back to the corridor. Ms. Shafie replied that there was not a sufficient right of way and currently there was about five feet of sidewalk. She said VTA was planning to widen the sidewalk and reduce the roadway width.

Alon Golan, public speaker lived in Los Altos and his kids used the Homestead corridor. It was hard to improve things because it involved many jurisdictions. Second, Homestead Road was not a through road, and it was built for car travel. Students used the bike lane on the wrong side.

Sharlene Liu, public speaker lived in the Homestead High School neighborhood. She brought out dangers with the Kennewick bike route: 1) hazards for bicyclists to get legally/safely to the bike racks; 2) dangerous maneuvers by road users. Homestead ridership was down 34%.

Jon Blum, public speaker, showed a video where a student was hit by a car because of unsafe road users near Homestead High School. He suggested a scramble phase as a solution.

David Wessel, public speaker, spoke about the intersection near Homestead High School. He used to be a lawyer who defended municipalities against personal injury accidents, and he investigated intersections to see how they would be described as unsafe: this area was unsafe.

Kevin Jackson, public speaker spoke about the intersection near Homestead High School and pointed out that school traffic was dangerous. He proposed closing the exit and moving traffic to the east side, as well as an enhanced traffic signal. Regarding the student parking lot, the goal was to move traffic to the northeast corner.

Mark Hlady, public speaker talked about the intersection near Homestead High School and how dangerous that was. He hoped all stakeholders worked together to fix that intersection. He mentioned the scramble phase and how that should be applied here.

Vice Chair Wolf observed the intersection on Kennewick Drive and Homestead Road when school was in session; it was a total disaster. He liked the idea of the scramble and a multi-use path. Mr. Basma clarified none of these projects were within the VTA jurisdictions. Chair Wolf wanted to know what it took to widen the path. Mr. Basma replied that meant permission from the school district and the cities.

Chair Marcy questioned if any of the VTA projects addressed the issue. Mr. Basma said the City of Sunnyvale said they were trying to talk to other jurisdictions. Chair Marcy questioned whether improvements could be made without VTA involvement. Mr. Basma said yes.

Commissioner Zhao was not clear about the discussion of including the Kennewick project in the VTA improvements, but he thought a multi-use path was good. It was good to separate cyclists and pedestrians. He strongly supported any type of improvement.

Chair Marcy questioned whether there were plans to improve that corridor. Mr. Stillman said they were open to discussions with the City of Sunnyvale because that intersection was the City of Sunnyvale's jurisdiction.

NO ACTION TAKEN

#### **4. Appointment of a Cupertino Representative to VTA Bicycle Pedestrian Advisory Committee (Staff)**

Marlon Aumentado, Assistant Engineer said the Valley Transportation Authority Bicycle Pedestrian Advisory Committee (VTA BPAC) had a vacancy.

Chair Marcy wanted to know if the person appointed needed to be on the Bicycle Pedestrian Commission (Commission). Mr. Aumentado replied that VTA preferred it be someone who was currently on the Commission.

Chair Marcy asked for clarification as to when the meetings were held. Mr. Aumentado said the meetings were on the second Wednesday of the month. Chair Marcy asked if the representative needed to be in person. Mr. Aumentado said yes.

Vice Chair Wolf confirmed a person was not able to miss more than four meetings. Mr. Aumentado believed that was correct. Chair Marcy asked what time they were held. Mr. Aumentado said they were at 6:30 p.m. at the VTA office in the City of San Jose.

**MOTION:** Commissioner Zhao moved, seconded by Commissioner Ganga to recommend to the City Council to appoint Chair Marcy to the Valley Transportation Authority Bicycle Pedestrian Advisory Committee beginning July 1, 2024, through June 30, 2026.

**MOTION PASSED:** 5-0

### **5. Bike Event Coordination (Staff)**

Marlon Aumentado, Assistant Engineer gave a presentation on the Bike Event Coordination.

Vice Chair Wolf remarked that last year the booth was held at the southeast corner of McClellan Road and Stelling Road at St. Jude's Church. Mr. Aumentado confirmed the location was good for this year. Vice Chair Wolf said yes, all that was needed was to ask the church for permission to park in their parking lot. Vice Chair Wolf thought it was from 7- 10 a.m. last year, with setup at 6:30 a.m.

Mr. Aumentado wondered if there was a lead for this event. Chair Marcy recommended that all be present.

Commissioner Zhao noted that he will not be back from China until May 20.

Mr. Aumentado said someone needed to pick up the tote bags. Vice Chair Wolf needed to know how many he needed to pick up. He requested 100 last year. Mr. Aumentado gave the dates for the one-hour Zoom orientation.

Mr. Aumentado said in terms of snacks, he left that to the individual. Chair Marcy promised to coordinate with each person individually.

NO ACTION TAKEN

## **STAFF AND COMMISSION REPORTS**

### **6. Staff Update and Commissioner Activity Report (All)**

Marlon Aumentado, Assistant Engineer said Earth and Arbor Day was this weekend. The next Safe Routes to School Working group meeting was May 8 and the next person to attend was Commissioner Zhao. The meeting was via Zoom. Regarding project updates, construction was in progress for McClellan Phase 3; he was looking to a June completion date. Last night at the City Council meeting, the contract for the De Anza Boulevard Buffered Bike Lane Project was awarded. The next Stevens Creek Corridor Vision Study meeting was on April 25 at 5 p.m. at the Cypress Community Center as well as a Transit Tour on April 27 at 10 a.m., starting at De

Anza College. Lastly, Bike to Wherever Days were from May 16-18. The June meeting landed on a City Holiday. He wanted to know if a special meeting could be held either the week after or the week before.

Vice Chair Wolf reported on the last Safe Routes to School meeting.

## **FUTURE AGENDA SETTING**

### Work Plan

- Bicycle Facilities – In Progress
- Vision Zero – In Progress – May meeting
- Lawson Middle School Bikeway – Completed
- New Bicycle Pedestrian Plan (FY 24-25)

### Grants

- Know/Understand Fed Grant Funding with Caltrans on updated bike-ped planning
- Understand/Educate on what funding standards are (Fed/State)

### Studies / Plans

- Kennewick Drive/Homestead Road Study
  - Stop Gap Measures/Temporary Solutions
- Invite a Representative from the City of Fremont regarding Vision Zero
- Study on McClellan Ave bike lanes in front of Monte Vista High School
- Staff update - Rodrigues Ave Speed Study and Street Crossing Behavior-suggested for July meeting
- Staff update - Stevens Creek Corridor Vision Study
- Examine Pedestrian Walkways for Safety
- Install Bollards at existing buffered bike lanes (Public Request)
- Path between Lincoln Elem and Monte Vista HS
- Regnart Creek Trail Crossing at Blaney Avenue
- Speed Limit Reduction Study on Blaney, Rodrigues, McClellan (Public Request)
- Speed Limits Studies
- Bollinger Road Corridor

### Projects

- Staff update - Stevens Creek Boulevard, Phases 3
- Staff update - Safe Routes to School (SR2S)
- Staff update – De Anza Blvd Buffered Bike Lanes
- Carmen Road Bridge
- I-280 Wolfe Interchange

### Education

- Adult Bicycle Education
- Impact of Semi-Rural Designation on Bike and Ped Projects/Priorities
- Lead Pedestrian Walk Interval (LPI) – Start pedestrian green before vehicles

### Miscellaneous

- Bicycle Licensing (Theft Prevention)

- Review Progress toward BPC Objectives & Grant Applications (6 mo.)
- Status – VTA BPAC Adult Bicycle Education (Lindskog)
- Inventory of Traffic Lights (triggering traffic light from a detector) – Staff update
  - Is there a sensitivity setting?

## **ADJOURNMENT**

Meeting adjourned at 9:24 p.m.

## **SUBMITTED BY:**

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David Stillman, Staff Liaison

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



# Rodrigues Avenue Update Report

## Staff Report

PW - Transportation



# Site Plan



# Background / Timeline

## **June 15, 2022** – BPC Motion

“Recommend...a pedestrian crosswalk according to concept A [Rodrigues gate]” Motion passed 3-0

“Determine the need for additional crosswalks based on studies within the first year of opening; [...]” Motion passed 3-0

## **September 20 / October 18, 2022** – City Council Action

“Directed staff to return to City Council one year after the opening of Regnart Creek Trail ...with recommendations on the necessity for, and location of, potential crosswalks across Rodrigues Avenue in the vicinity of the public pathway easement through Tract 9405 [...] – City Council (Unanimous)

## **March 18, 2023** – Regnart Creek Trail Officially Opens to the Public

## **Feb 28, 2024** – BPC

- Received report from Commissioner on Rodrigues Avenue Bicycle / Pedestrian Safety (Chair Marcy)

# Staff Input / Next Steps

## Data Collection:

- Data collection postponed to date due to:
  - Time allowance for trail usage to stabilize
  - Pattern of inclement weather
  - Intermittent trail closures
- Staff has contracted with consulting firm to collect traffic and usage data:
  - Trail Usage (Pedestrian / Bicyclists)
  - Trail ingress/egress at access points along Rodrigues Ave
  - Prevalence of jaywalking at Rodrigues Ave access points
  - Vehicle speeds along Rodrigues Ave
  - Collision history
  - Other suggestions/areas of concern?
- Counts anticipated to be collected by end of May 2024

# Staff Input / Next Steps

## Next steps:

- Following data collection, staff will evaluate need for improvements, considering:
  - Documented safety concerns
  - Trail usage patterns
  - Public input
  - Site constraints
  - County Sheriff experience
  - MUTCD and CVC guidance and requirements relating to pedestrian safety improvements and setting of speed limits
- Staff will return to BPC with final recommendation, followed by presentation to Council per direction given at September 20/October 18, 2022 meeting

# Safety on Rodrigues Avenue – More Crosswalks are High Priority

## Town Center Village Residents (across the City Hall)

Mia Vu\*, Caroline Bangham, Nancy Granzella, Ramola Gokhale, Pane Stojanovski

1. We are also Board members of the Homeowners Association of the Town Center Village.
  - *Significant number of our residents have reduced or severely reduced mobility (older residents, young families with small children) and are at risk when crossing Rodrigues for access to the trail and / or library and city hall area.*
2. Our concern for safety on Rodrigues avenue is unanimous:
  - Regnart Creek Trail is a success. However, now traffic has significantly increased - pedestrians, bikes, and cars in a very busy traffic area.
  - Many pedestrians are crossing Rodrigues Ave to access the trail and / or library and city all area having no access to a nearby crosswalk.
  - High car speed, > 35 MPH, and
  - Accidents are prone to happen.
- 3. We have THREE requests:
  - Lower car speed to 25 MPH
  - Add 2 crosswalks on Rodrigues Ave near trail entrances, one of them very close to the entrance to our Pinntage Parkway complex .
  - The crosswalks should be a raised crosswalk with bright flashers and large visible bulb-outs

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(\*) - presenting



Cupertino Waterfall

Rodrigues Ave

Pintage Pkwy

Rodrigues Ave

Rodrigues Ave Crosswalk # 1

Regnart Crk

Torre Ave

Cupertino City Hall

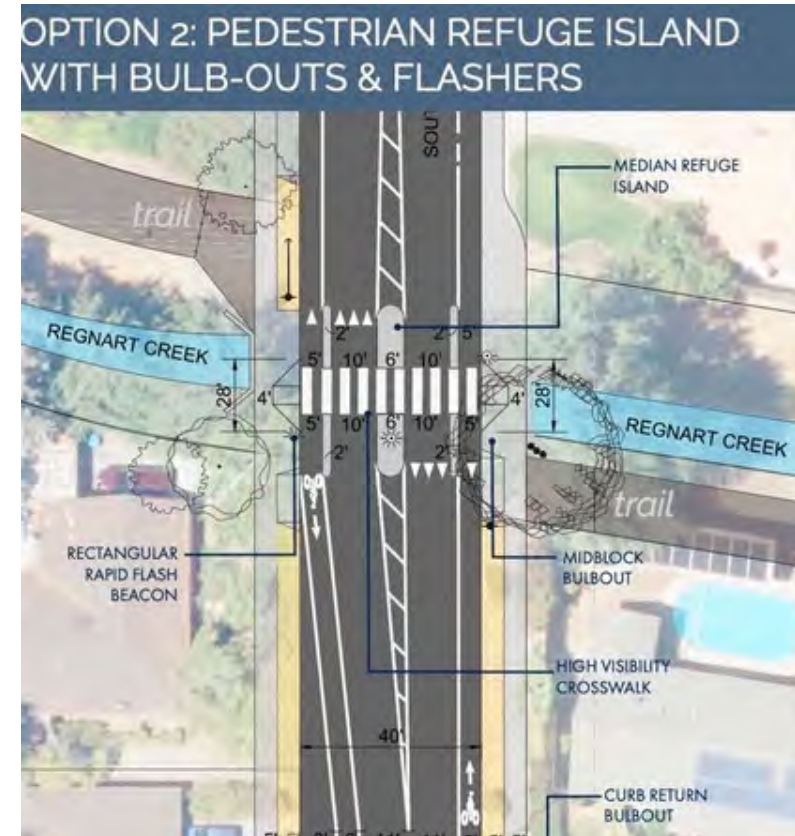
Las Ondas Way Las Ondas W

ny Ct



EXISTING REGNART CREEK & BLANEY  
CROSSWALK:

Crossing with inadequate safety –  
cars do not stop



FOR THE RODRIGUES & PINNTAGE  
CROSSWALK:

Use the approved by the City Trail  
Feasibility Study Option 2:

A raised crosswalk with bright  
flashers and large visible bulb-outs.



# Homestead Road Safe Routes to School Project

Cupertino BPAC Meeting

April 17, 2024

## Introduction

- ▶ Hassan Basma, VTA Project Manager
- ▶ Lauren Ledbetter, VTA Senior Planner
- ▶ Zila Shafie, DEENSCORP Project Manager
- ▶ Nabilah Hazara, DEENSCORP Project Engineer

## Agenda

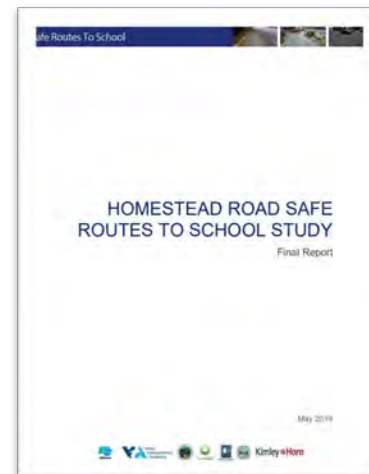
- ▶ Purpose of the Presentation
- ▶ Project Background & Overview
- ▶ Project Goals & Design Considerations
- ▶ Project Cost & Schedule
- ▶ Upcoming Outreach Meetings
- ▶ Q&A

## Purpose of the Presentation

- ▶ Update this committee on the Homestead Road Safe Routes to School Project

## Project Background

- ▶ **November 2016** - Voters of Santa Clara County approved Measure B, a 30 year, ½ cent sales tax measure to support transportation projects and services
- ▶ Local streets, roads, bicycles and pedestrian programs were included in the Measure B list of programs
- ▶ **2018** - County Board of Supervisor Joe Simitian championed this project
- ▶ **2019** - County of Santa Clara Roads & Airports completed the Homestead SRTS Study Report
- ▶ **2023** - 2016 Measure B funds were secured. Project went to bid for design and was awarded.

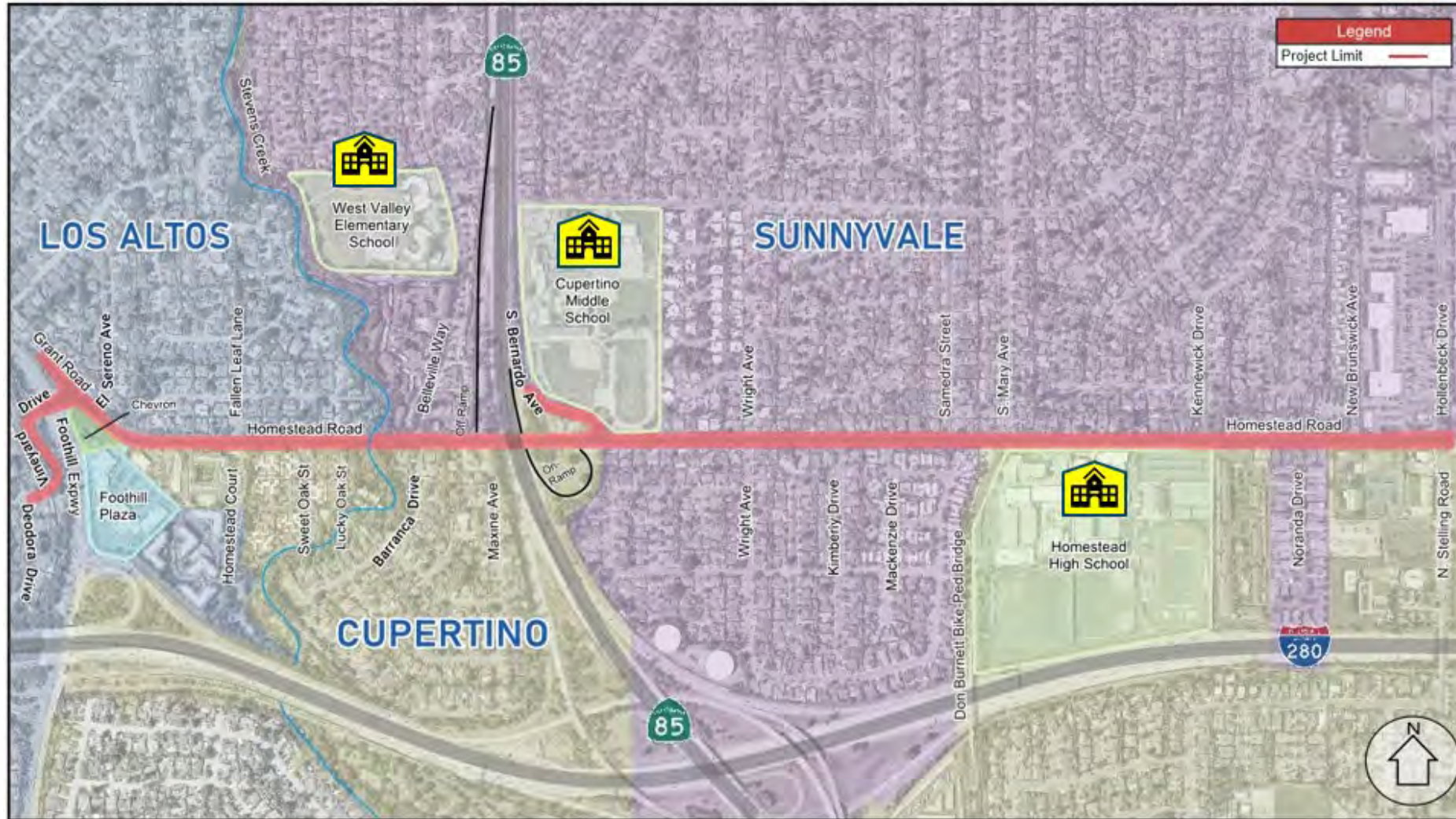


## Past Project Activities

- ▶ **Previous Public Outreach:**
  - ▶ Two Community Meetings were held with extensive public outreach
- ▶ **Collaboration between Stakeholders:**
  - ▶ Cities of Sunnyvale, Los Altos, and Cupertino
  - ▶ Caltrans and County of Santa Clara
  - ▶ School districts, parents, students, and staff



# Project Area Map



## Project Goals

- ▶ Implement bicycle and pedestrian infrastructure improvements for **Safe Routes to Schools**
- ▶ Support safe and efficient modes of transportation:  
Biking, walking, driving, and riding public transit
- ▶ **Connect students from three schools along project corridor:**
  - ▶ West Valley Elementary School
  - ▶ Cupertino Middle School
  - ▶ Homestead High School

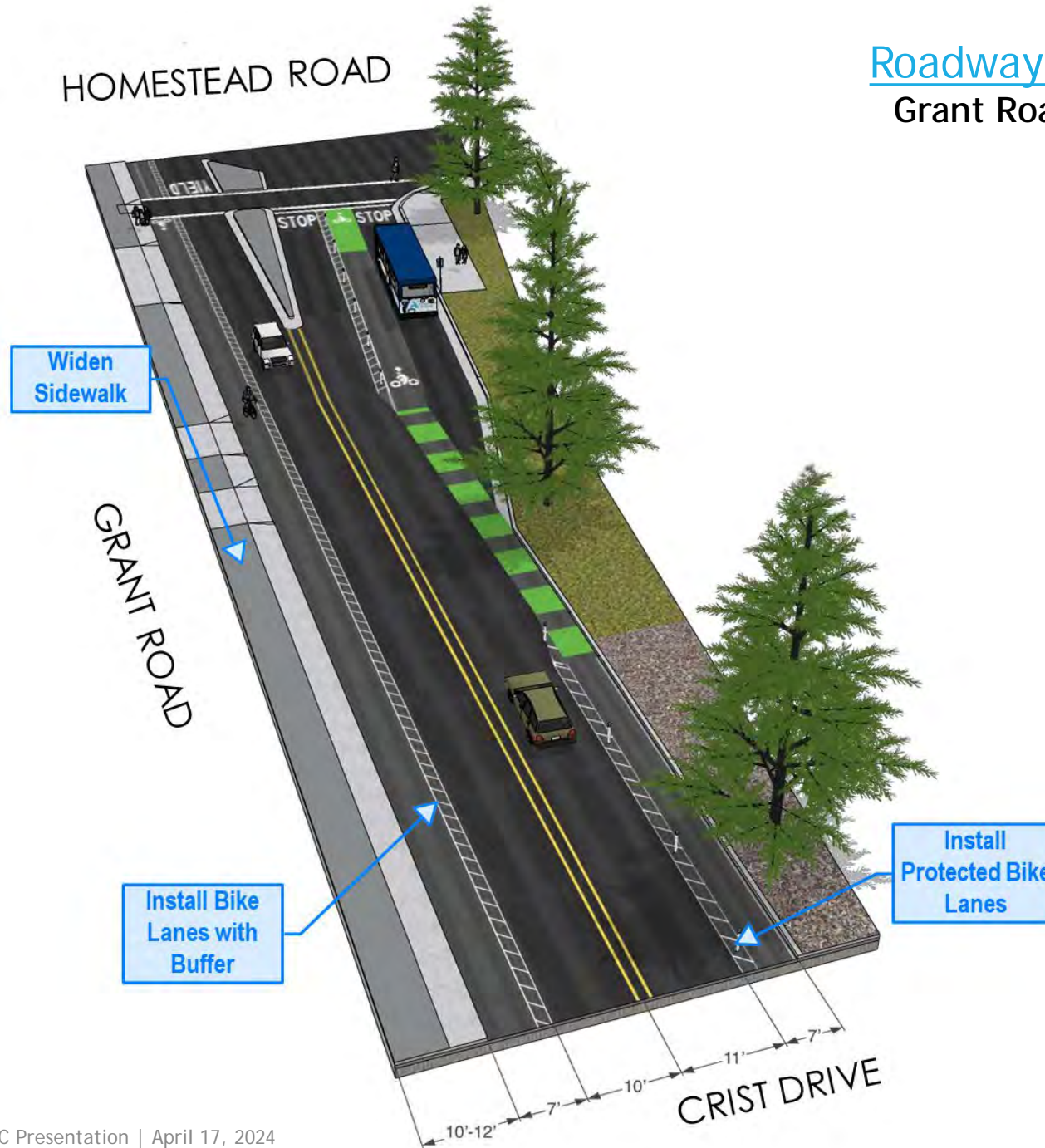


## Design Considerations

- ▶ Installation of new sidewalks to close gaps in connectivity
- ▶ Widen sidewalks and shared use path where feasible
- ▶ Convert bike lanes to Buffered or Protected where feasible
- ▶ Tighten corner curb radii and shorten crossing distance
- ▶ Install new ADA curb ramp for improved accessibility
- ▶ Traffic Signal Improvements
- ▶ Upgrade to high visibility crosswalks to enhance crosswalk visibility for pedestrian safety
- ▶ Eliminate free-right lanes (Foothill Expwy, SR-85 On Ramp)



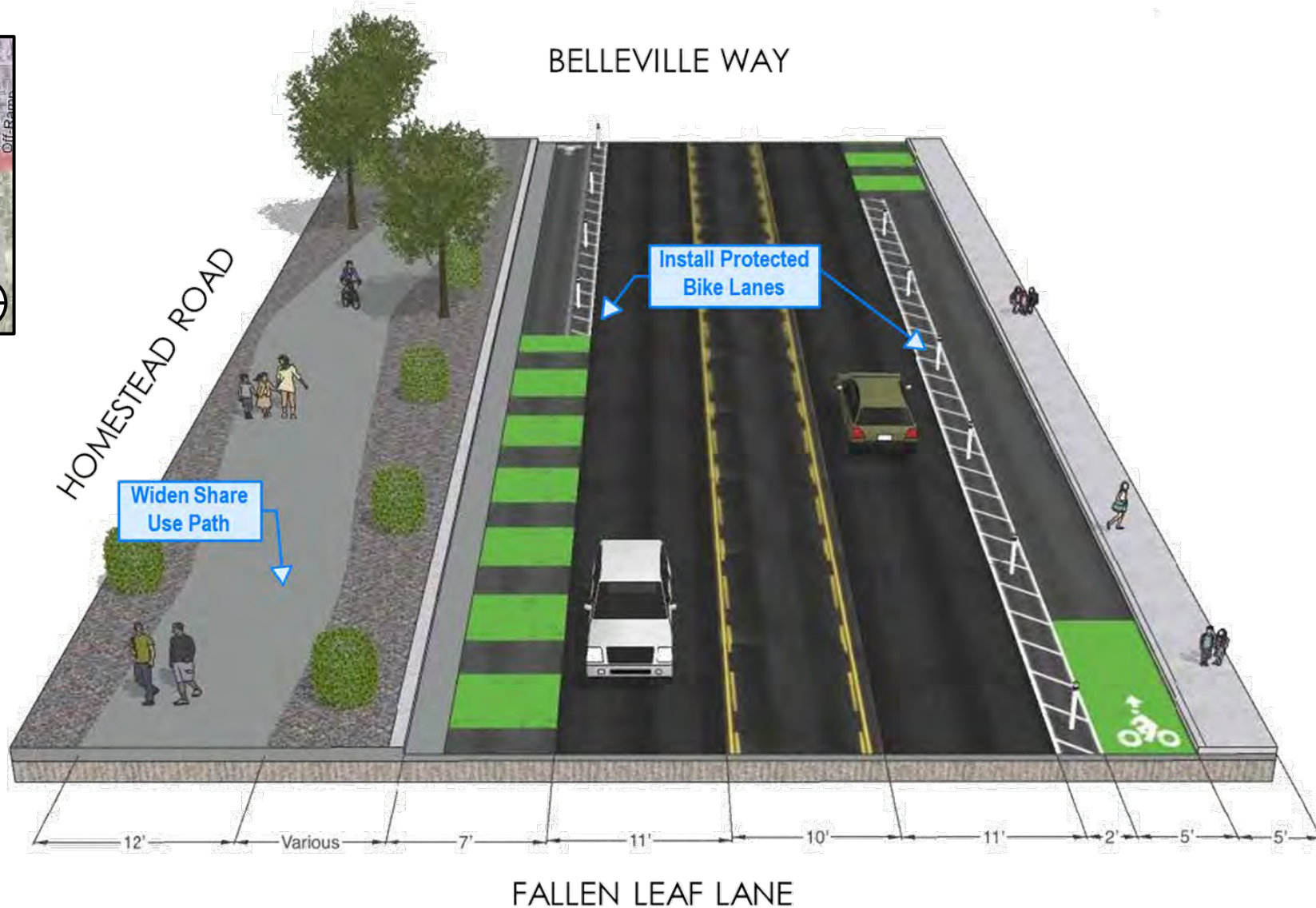
Roadway Cross-section  
Grant Road - Looking East



CONCEPT 35% DESIGN



# Roadway Cross-section Fallen Leaf Lane - Looking East

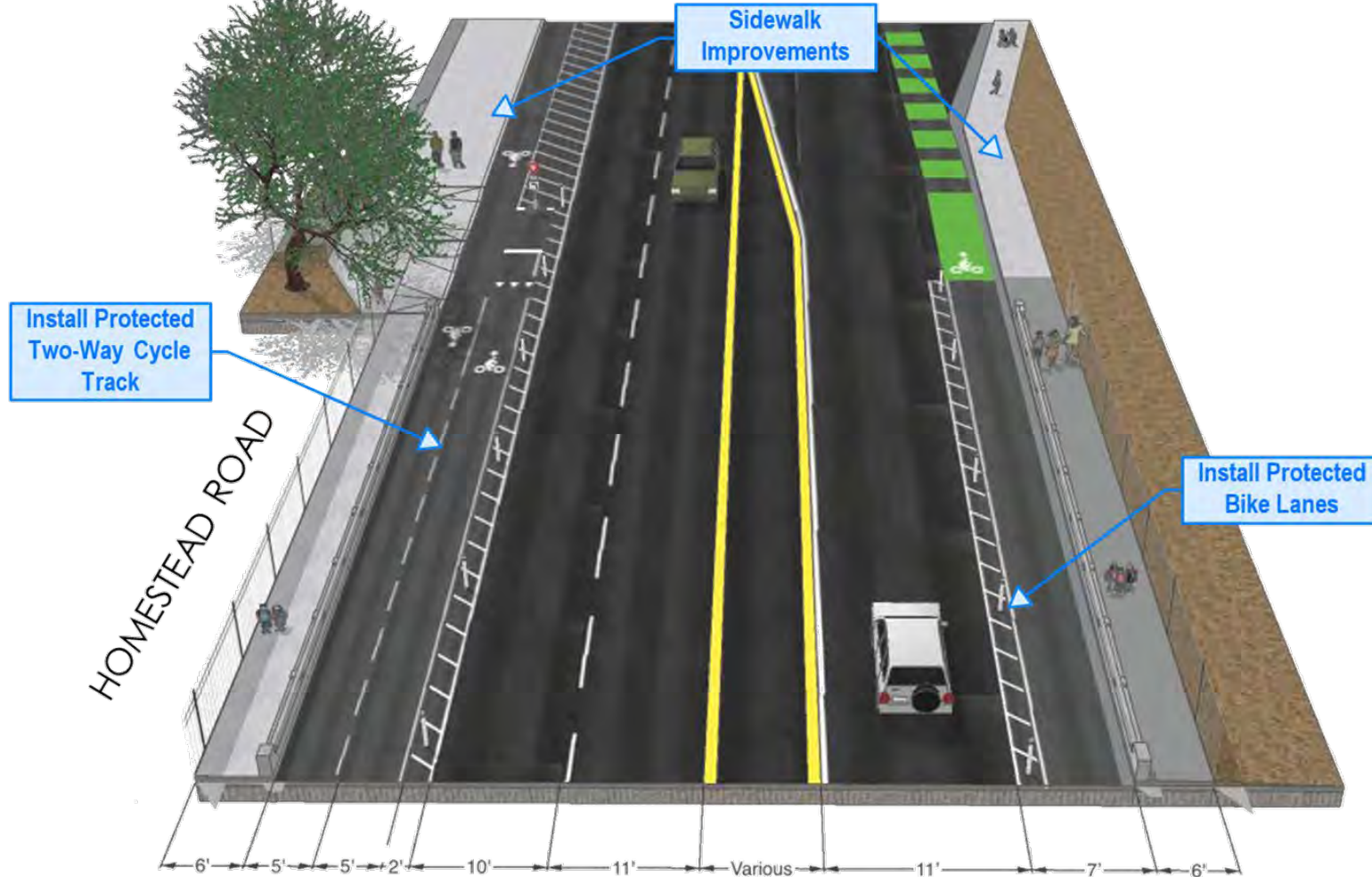


CONCEPT 35% DESIGN





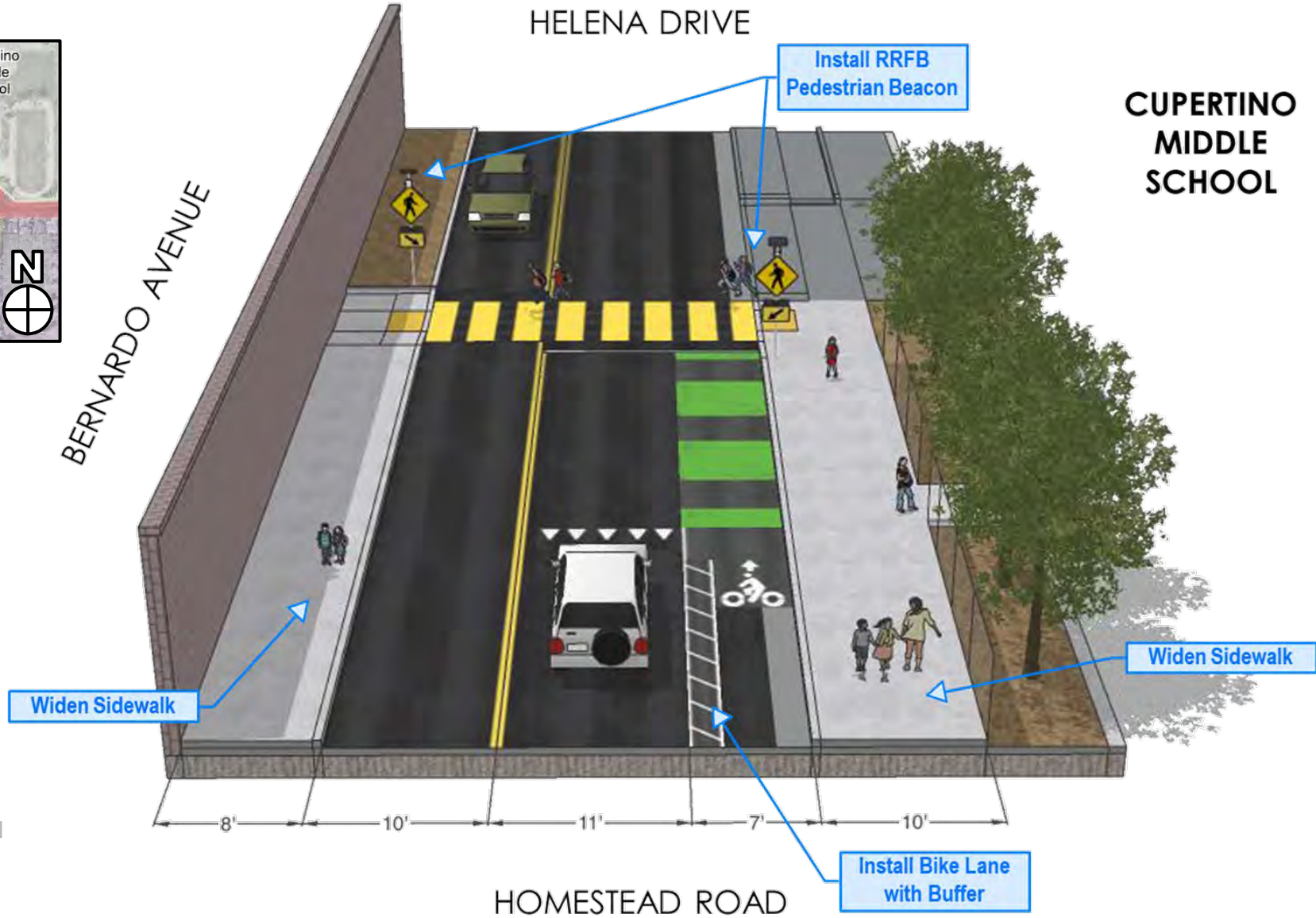
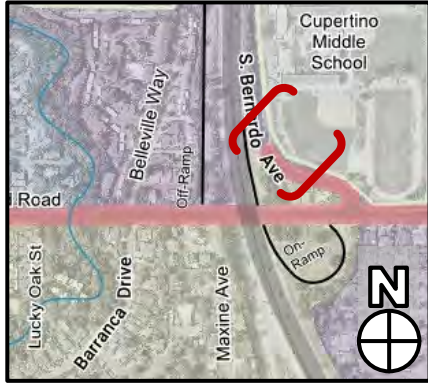
BERNARDO AVENUE/SR-85 ON-RAMP



CONCEPT 35% DESIGN



Roadway Cross-section  
Bernardo Avenue - Looking North



CONCEPT 35% DESIGN



## Funding

Funding Source	Amount
VTA Measure B	\$1,167,600
Santa Clara County Roads & Airports	\$350,400
<b>Total</b>	<b>\$1,518,000</b>

## Construction Cost Estimate

Estimate	Amount
35% Design Level Estimate	\$12,000,000
Construction Management	\$2,400,000
Contingency Amount	\$2,400,000
<b>Total</b>	<b>\$16,800,000</b>

## Schedule

Scope Item	Completion Date
Project Study Report	2019
35% Plans Draft	February 2024
35% Final	June 2024
Public Meetings (BPAC and City Council Meetings)	April - June 2024
Environmental Clearance	May 2024 - February 2025
Final plans*	October 2025
Bidding*	January 2026 - June 2026
Construction*	June 2026 - December 2027

\*Pending future funds



## Upcoming Outreach Meetings

- ▶ Sunnyvale BPAC
- ▶ Los Altos Complete Streets Commission
- ▶ VTA BPAC
- ▶ Sunnyvale City Council
- ▶ Los Altos City Council



*Solutions that move you*

# Questions & Answers

Homestead High School

# Bike Route from Kennewick to Bike Racks

Presented by HHS community to Bicycle Pedestrian Commission

April 2024

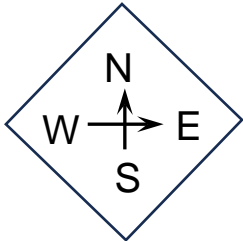
# Routes and Hazards

Sidewalk and  
bike lane


Student parking  
lot exit

Kennewick/  
Homestead Rd  
intersection

Student parking  
lot



**Legend**

- bike route
- bike route
-  hazard

# 1. Kennewick-Homestead Rd Intersection



## 2. Sidewalk and Bike Lane



# Bike to Wherever Day

## Commissioner Coordination





# Bay Area BTWD

Bike to Work  
Bike to Wherever Days





# Energizer Station

## Help Fuel Local Cyclists' Trips

### Dates:

Thursday, May 16

Friday, May 17

Saturday, May 18



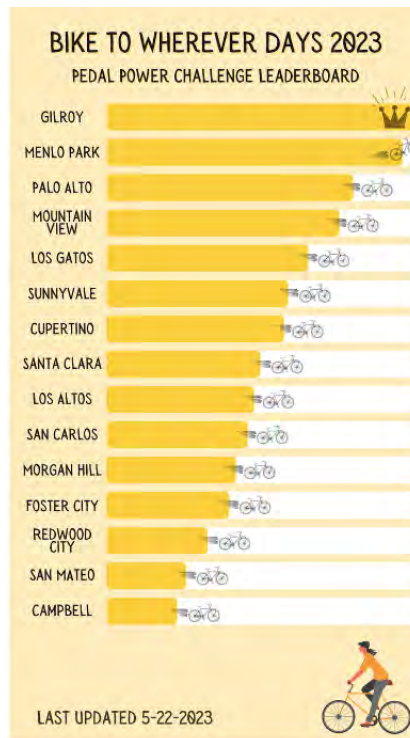
# Cities Challenge



PRESENTED BY



Pledge to Ride:  
[bikesiliconvalley.org/p2r](https://bikesiliconvalley.org/p2r)



# Energizer Station Host Responsibilities

- 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

# Energizer Station Host Responsibilities

## Sign up to Host Energizer Station

Sign Up by April 19:

<https://bikesiliconvalley.org/energize>

Decisions needed to sign up:

- Date?
- Location?
- Time?

# Energizer Station Host Responsibilities

## Pick Up Tote Bags

Monday, May 6  
12 noon to 3 pm  
Sports Basement  
1177 Kern Ave  
Sunnyvale, CA 94085



# Energizer Station Host Responsibilities

Read Energizer Station Host Guide

[Guide](#)

# Energizer Station Host Responsibilities

## Attend one-hour Zoom orientation

- Date Options:
  - Monday April 29, 7-8pm
  - Tuesday April 30, 9-10am
  - Thursday May 2, 12-1pm
- Register via links in Energizer Station Host Guide (link in previous slide)

# Energizer Station Host Responsibilities

## Recruit volunteers to help staff booth

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



# Energizer Station Host Responsibilities

## Provide refreshments

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

# Coordination Questions

- **Station Details & Staff Recommendations**
  - Date? **May 16**
  - 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 19
  - Pick up tote bags May 6
- Who else can staff the table?

**Thank You!**

