



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

April 19, 2023

Final 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. Commissioner 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 southwest 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:

1. 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 ultimately 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 Cupertino Bicycle Pedestrian Commission 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

David Stillman, Staff Liaison

Note: Any attachments can be found on the Cupertino Website

<https://www.cupertino.org/our-city/agendas-minutes>