



DRAFT MINUTES
MINUTES OF THE REGULAR MEETING OF THE
BICYCLE PEDESTRIAN COMMISSION
July 18th, 2018

The meeting was called to order at 7:07pm.

ROLL CALL:

Present: Pete Heller, Gerhard Eschelbeck, Erik Lindskog, Sean Lyn, Jennifer Shearin
City Staff: David Stillman, City Transportation Manager, and Chelsea Biklen, Safe Routes to School Coordinator

Others present: Aditi Dadicki and Pramal Sharma from the Teen Leadership Academy; and Alexander Nguyen from Boy Scout Troop 479.

APPROVAL OF MINUTES

1. The commission unanimously approved the April 18, 2018 meeting minutes with the addition of one Written Communication (referenced in the minutes) to be added to the minutes as an addendum. The commission unanimously approved the May 16, 2018 meeting minutes.

ORAL COMMUNICATIONS

Meeting attendees from the Teen Leadership Academy introduced themselves. Alexander Nguyen explained that he is working on his Citizenship in the Community badge.

OLD BUSINESS

2. Cupertino 2016 Bicycle Transportation Plan Implementation Update (Stillman)

- Transportation Manager David Stillman presented an update on the current projects for Class IV bike lanes, Bicycle Boulevards, Trails, Carmen Bridge, and Wayfinding signs. Timing, funding, and presentation to City Council were discussed by the commission for the items. (Attached as Desk Item 2-1)
- A recommendation of Commissioner Heller was try to 'brand' the divided bike lanes with similar signage to the new Bicycle Boulevard signs.
- A recommendation by Commissioner Eschelbeck was to keep the appearance of all lane dividers consistent amongst the various projects (McClellan and Stevens Creek).

NEW BUSINESS

3. YMCA Bike Education Workshops (Biklen)

- Safe Routes to School Coordinator Chelsea Biklen presented a draft plan for a bike workshop for both children and adults to be held at the Northwest YMCA in September. Contracts for instructors are expected to go out this week. Commissioner Eschelbeck recommended that the sessions be held on one day for four hours instead of over two days with two hour sessions. The BPC commissioners agreed to support the events. An update on the event planning will occur at the next Bicycle Pedestrian Commission meeting.

4. 2018 Fall Bike Fest Planning (Biklen/Stillman)

- Chelsea Biklen discussed the plans for the upcoming Cupertino Bike Fest, to be held on Saturday, October 27, 2018. Commissioner Heller noted there is a need for more ride leaders as the number of cyclists attending both the Fall Bike Fest and Earth Day rides increases. Meeting attendees volunteered to help in the following ways;

Create event flyer- Commissioner Shearin

Create bike routes- reverse routes from Earth Day - David Stillman

Ride Chaperone- all Commissioners

Bike Blender- Commissioner Lindskog (if incoming SR2S Coordinator doesn't do this)

Registration Table- Commissioners Shearin and Eschelbeck

- The commission thanked Chelsea for all her hard work the past three years as Cupertino's Safe Routes to School Coordinator from the program inception. She has brought local schools and parents together for the common cause of increasing safety for our students, as well as led many events and created a framework for Cupertino's SR2S program into the future. The BPC wish her well in her future endeavors.

5. Safe Routes to School Succession Planning (Stillman)

- The current Safe Routes to School Coordinator, Chelsea Biklen, will be leaving her position on July 31, 2018.
- Interviews with potential replacements have been conducted and it is expected the position will be filled by mid- to late August.

6. Bicycle Counts of Local Cupertino Roads (Shearin/Stillman)

- Commissioner Shearin discussed the need to measure usage counts for roads in locations where improvements have been proposed. These counts would be taken at the same location before and after the improvements.
- David Stillman noted that on McClellan Road, bicycle counts were taken in five locations during spring of 2018. These will be compared with counts that will be

taken after the class IV lanes are installed. He will provide these locations to the commissioners, as they were not available at the time of the meeting.

- City Staff will be preparing a list of proposed Cupertino locations for bicycle counts prior to implementation of other improvements. Commissioners will review and advise on locations. Counts will be taken while school is in session.

STAFF AND COMMISSION REPORTS

7. Staff Report (Stillman)

- No report given.

8. VTA BPAC Report (Lindskog)

- No report given, as VTA meeting was cancelled this month.

9. Public Relations Subcommittee Report (Heller)

- Commissioners discussed need for outreach to community for upcoming Bicycle Transportation Plan projects.

10. Report on Committee Assignments and General Comments

- Making dinner available at commission meetings was briefly discussed, but will not be pursued.
- It was agreed that the next commission meeting will be held on August 14, 2018 due to a conflict with the Commissioner's Dinner on our regularly scheduled meeting date.

ADJOURNMENT

The meeting was adjourned at 8:35 p.m.

SUBMITTED BY:

Jennifer Shearin, Commissioner