

**MASTER WORK PLAN
BOARDS AND COMMISSIONS CALENDAR**

Board or Commission	BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
Calendar Year	2008
List all significant agenda items below. Include all pertinent items from the Council Study Issues Calendar.	
MEETING DATE	AGENDA ITEM/ISSUE
January 31	2008 BPAC Calendar Policy on Allocation of Street Space – Draft Report to Council Update of the City’s Handbook for Boards, Commissions and Committees (for information) City Project List Submitted for the Valley Transportation Plan 2035 (for information) FY 08-09 to FY 13-14 Curb Ramp Installation List (for information) FY 2008-09 AC Overlay/Reconstruction List (for information) BPAC Active Items List
February 21	Updated 2008 BPAC Calendar Proposed Policy on the Allocation of Street Space Review of the Code of Ethics and Conduct for Elected and Appointed Officials Bike to Work Day Planning Utility Bill Stuffer Concepts Earth Day Health and Safety Fair Update of the City’s Handbook for Boards, Commissions and Committees (for information) Home Care Guide published by the County’s Public Health Department (for information) BPAC Active Items List Update
March 20	Updated 2008 BPAC Calendar Proposed Policy on the Allocation of Street Space Review of the Code of Ethics and Conduct for Elected and Appointed Officials Tasman/Fair Oaks Parking Issues – Draft Report to Council Santa Clara Countywide Bicycle Plan Earth Day Event Update (for information) BPAC Active Items List Update
April 17	Policy on Allocation of Street Space FY 08/09 Transportation Development Act Article 3 Funds Allocation Health and Safety Fair Bike to Work Day Earth Day Utility Bill Stuffer (for information) BPAC Active Items List Update

MEETING DATE	AGENDA ITEM/ISSUE
May 15	Land Use and Transportation Element Update – Draft Report to Council Review of FY 08/09 Proposed Budget Earth Day, Health and Safety Fair, and Bike to Work Day debrief Global Sunnyvale - A Celebration of Cultures BPAC Active Items List Update
June 19	Appointment to the VTA Bicycle and Pedestrian Advisory Committee Policy Supporting Connections to Regional Bicycle Facilities Procedures and level of details for preparation of BPAC Meeting Minutes FY 08/09 Budget (for information to respond to questions raised in the May 15 meeting) BPAC Active Items List Update
July 17	Election of Officers Review Code of Ethics and Parliamentary Procedures Review of Boards and Commissions Council Policy Study & Budget Issue Development
August 21	Study & Budget Issue Development
September 18	Study Issue Finalization
October 16	Study Issue Ranking
November 20	
December 18	2009 Work Plan

Appointment to the VTA BPAC

The VTA has asked that the City renew its appointment to the VTA BPAC with an appointee who is not a Council or a staff member, and who is preferably a member of the City BPAC. The appointee will serve a two-year term starting in July 2008 and ending in June 2010. Mr. David Simons has served as Sunnyvale's representative to the VTA BPAC since its inception in October 1998 and is a member in good standing.

Please find enclosed a copy of the Draft staff Report to Council (RTC) in this regard for your consideration and voting. The City BPAC can either recommend re-appointing Mr. Simons, or select a new member from its ranks. The RTC is scheduled to go before Council on July 15, 2008.



Draft for Bicycle and Pedestrian Advisory Commission
review on June 19, 2008

Council Meeting: July 15 2008

SUBJECT: Appointment to the Santa Clara Valley Transportation Authority (VTA) Bicycle and Pedestrian Advisory Committee

REPORT IN BRIEF

The Santa Clara Valley Transportation Authority (VTA) requests that cities appoint members to its Bicycle and Pedestrian Advisory Committee (BPAC). The VTA is a regional transportation agency responsible for major transportation capital improvements, transit service, and state, federal, and regional funding allocations in Santa Clara County. The VTA BPAC is a 16-member committee that advises VTA's Board of Directors on planning and funding issues for bicycle and pedestrian projects. Sunnyvale has been asked to renew its appointment to the VTA BPAC. The appointee will serve a two-year term, beginning in July, 2008 and ending in June, 2010, although members may remain seated until the local jurisdiction makes a new appointment. The VTA has asked that the appointee not be a Councilmember or a staff member, and that the appointee preferably be a member of the City Bicycle and Pedestrian Advisory Committee. Mr. David Simons has served as Sunnyvale's representative to the VTA BPAC since October 1998 and is a member in good standing. Mr. Simons is not subject to the City BPAC membership rule due to the length of his membership on the VTA BPAC.

The Sunnyvale BPAC developed a recommendation for Sunnyvale's appointee to serve on the VTA BPAC at its June 19, 2008 meeting. *Insert BPAC recommendation* is recommended for re-appointment by the Sunnyvale BPAC. The VTA Board Clerk has specifically directed that alternates not be designated.

BACKGROUND

The VTA BPAC was formed in 1998 to advise the Santa Clara Valley Transportation Authority Board of Directors on matters related to bicycling and walking. Typical duties involve review of regional plans related to bicycling and walking, review of funding proposals for projects, and consideration of specialized issues of regional or cross-jurisdictional significance. Mr. David Simons has been Sunnyvale's representative to the VTA BPAC since its inception.

EXISTING POLICY

Land Use and Transportation Element R1.3.1, Participate in intergovernmental activities related to regional and sub-regional land use and transportation planning in order to advance the City's interests.

DISCUSSION

The VTA has requested that the City renew its appointment to the VTA BPAC. The City can either re-appoint David Simons, its current representative, or select a new member from the ranks of the City BPAC.

FISCAL IMPACT

None.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, in the Council Chambers lobby, in the Office of the City Clerk, at the Library, Senior Center, Community Center, and Department of Public Safety; posting the agenda and report on the City's Web site; and making the report available at the Library and the Office of the City Clerk.

ALTERNATIVES

- A. Appoint *insert BPAC recommendation* to the VTA BPAC
- B. Select a different appointment from the membership of the City BPAC to serve on the VTA BPAC

RECOMMENDATION

Staff and the BPAC recommend Alternative 1: that the City Council appoint *insert BPAC recommendation* to serve a two year term on the VTA BPAC.

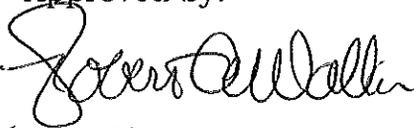
Reviewed by:



Marvin A. Rose, Director of Public Works

Prepared by: Jack Witthaus, Transportation and Traffic Manager

Approved by:


for Amy Chan
City Manager

Policy Supporting Connections to Regional Bicycle Facilities

For the 2008 legislative calendar, the City Council ranked a study issue sponsored by the BPAC entitled Policy Supporting Connections to Regional Bicycle Facilities. As described in the BPAC-approved study issue paper, this study issue would consider policy alternatives for connections to regionally significant bicycle facilities such as the Stevens Creek Trail, the Mary Avenue/Route 280 Bicycle Footbridge, or VTA-designated Cross-County Bicycle Corridors. Policy alternatives to be considered could describe the level of effort or priority for designating connections, or constructing improvements to provide connections.

In initiating research for this study, staff surveyed existing policy related to regional bike facilities. Current City policy documents are relatively rich in policy either directly or indirectly associated with the proposed issue. Existing policies are comprehensive in a number of aspects including access, connections, finance, facility design, and coordination with outside agencies. A survey of existing policy is enclosed for your reference.

Staff believes that there may not be a need to adopt further policy, or modify existing policies in order to achieve the intent of the 2008 study issue. To complete consideration of the 2008 study issue, staff recommends that the BPAC discuss the adequacy of existing policies and whether there are significant issues relating to regional bike facility connections that are not addressed by the current policy documents. Should the BPAC determine that existing policies are adequate; staff will report this to the City Council in August. Any proposed new policy will be analyzed and returned to the BPAC with a staff recommendation at the July meeting. It should be noted that this issue will also be reviewed by the Parks and Recreation Commission.

GENERAL PLAN LAND USE AND TRANSPORTATION ELEMENT

R1.9.1

Support state and regional efforts to provide High Occupant Vehicle (HQV) lanes, ridesharing, mass transit service, bicycling, and Intelligent Transportation Systems (ITS).

C3.5.4

Maximize the provision of bicycle and pedestrian facilities.

N1.3.2

Study the adequacy/deficiency of bicycle and pedestrian access and circulation within neighborhoods.

N1.3.3

Design streets, pedestrian paths, and bicycle paths to link neighborhoods with services.

N1.14.2

Ensure the provision of bicycle support facilities at all major public use locations.

SUNNYVALE BICYCLE PLAN

Statement of Purpose:

Sunnyvale shall encourage the use of bicycles for transportation and recreation, to minimize air pollution, reduce energy consumption and traffic congestion, and to improve the health and fitness of citizens of all ages.

Objectives:

1. Enhance Sunnyvale's livability by supporting bicycling through planning, engineering, education, encouragement and enforcement.
2. Ensure that a bicyclist of average ability can travel safely on all Sunnyvale streets, and can reach any Sunnyvale destination by a reasonably direct route.
3. Support bicycling as a travel mode on an equal basis with motorized mobility options.

Policy BP.A3

Expand Sunnyvale’s network of off-street bicycle paths for recreation and utility cycling by facilitating bicycle access to the Baylands and along flood control channels.

Action BP.A3.c

Evaluate the feasibility of connecting the Calabazas Creek path across Highway 237 and Tasman Drive.

Action BP.A3.d

Facilitate discussion between agencies involved with the Bay Trail to select and discuss alignments and amenities for segments within and adjacent to Sunnyvale.

Action BP.A3.f

Work with the ABAG Bay Trail Project to encourage the provision of a paved trail segment between the north end of Calabazas Creek and the future north terminus of the Guadalupe River Trail at Gold Street in Alviso.

Action BP.A3.h

Coordinate with the City of Mountain View on the design of connections to Sunnyvale streets from its segments of the Stevens Creek Trail south of El Camino Real.

Policy BP.B4

Ensure that the City’s new and existing bikeways conform to the latest county, regional, state and federal design standards and guidance.

Action BP.B4.a

Design and maintain the City’s bikeways and shared roadway facilities to standards contained in the most recent Manual on Uniform Traffic Control Devices and state MUTCD Supplement, Caltrans Standard Plans, and VTA Bicycle Technical Guidelines.

Action BP.B4.b

Consider bicycle route signage on routes through neighborhoods, incorporating destination names and directional arrows, and also distances where appropriate.

Policy BP.B7

Support county, regional, state and federal policy that supports bicycling.

Action BP.B7.a

Support efforts to establish stable levels of funding for bicycle projects and programs at the county, regional, state and federal level.

Action BP.B7.b

Support bicycle friendly transportation policy at all levels of government including the California Department of Transportation.

GENERAL PLAN OPEN SPACE AND RECREATION ELEMENT

2.2.A.8

Support the acquisition or joint use through agreements with partners of suitable sites to enhance Sunnyvale's wide open spaces and recreation facilities based on community need and through such strategies as conversion of sites to open space from developed use of land, and landbanking.

2.2.A.9

Refrain from engaging in the development of open space and/or recreational facilities without prior assurance that ongoing maintenance needs will be addressed.

2.2.A.10

Facilitate and encourage pedestrian traffic in public recreational open spaces and utilize the Santa Clara Valley Transportation Authority's Pedestrian Technical Design guidelines whenever appropriate and feasible.

2.2.A.11

Support the acquisition of existing open space within the City limits as long as financially feasible.

2.2.C Regional Approach

The City embraces a regional approach to providing and preserving open space and providing open space and recreational services, facilities and amenities for the broader community. It is the City's policy, therefore, to:

2.2.C.1

Support activities and legislation that will provide additional local, county, and regional park acquisition, development, and maintenance and recreational opportunities.

2.2.C.2

Support public and private efforts in and around Sunnyvale to acquire, develop and maintain open space and recreation facilities and services for public use.

2.2.C.4

Support a regional trail system by coordinating with adjacent jurisdictions to facilitate trail connections wherever possible. (See also City of Sunnyvale Bicycle Plan.)

2.2.C.5

Determine that a regional trail connection within the Stevens Creek corridor in Sunnyvale is not feasible and should not be constructed along the Stevens Creek corridor on the Sunnyvale side (within City Limits).

Coordinate with neighboring jurisdictions on determining potential surface street trail alignments between the City of Mountain View and the City of Cupertino to ensure a regional trail connection. (This does not preclude consideration of creating Sunnyvale access points to the Mountain View Stevens Creek Trail Segment 2, Reach 4, between Heatherstone and Fremont Avenues.)

2.2.E.9

Allow in-line skating, bicycles and skateboarding on hard-surface sidewalks and pathways throughout the park system, as long as the skateboarders, cyclists and in-line skaters do not pose a hazard to themselves or other forms of traffic such as pedestrians or joggers.

MOFFETT PARK SPECIFIC PLAN

CIR – 2

Provide for improved bicycle and pedestrian mobility within the Specific Plan area.

Preparation of BPAC Meeting Minutes

This matter was noted during the May 15, 2008 BPAC meeting due to concerns raised regarding the exceeded BPAC Support budget. The brief discussion of this matter included suggestions of preparing less detailed meeting minutes, or tape recording the meetings in order to facilitate preparation of the minutes by administrative staff rather than the Commission liaison. To fully consider this subject, Commissioner Ralph Durham requested that it would be added as a discussion item on the agenda of the June 19, 2008 BPAC meeting.

It should be noted that this is an operational and resource issue to be decided by the Public Works Department. However, the BPAC members should feel free to discuss and make suggestions to staff. It should also be noted that the BPAC support budget has been adjusted for FY 08/09 to reflect the higher than anticipated costs for BPAC support.

FY 2008-09 Budget

Some of the inquiries made by BPAC members and a member of the public at the May 15, 2008 BPAC meeting, could not be immediately answered. The following respond to the outstanding issues raised during the May BPAC meeting.

1. Variations in the Yearly Traffic Impact Fees – Fees collected will vary depending upon the amount of vehicular trips generated by new developments occurring in the City in any given year. Budget assumptions are based on growth projections and knowledge of specific projects that are in the development pipeline from which revenue can be more accurately anticipated. Large projects will cause significant upward spikes in the amount of revenue realized.
2. Source and Uses of the Sense of Place Sub-Fund – The Sense of Place Sub-Fund is funded from a new impact fee revenue source for the Tasman/ Fair Oaks area. Fees are collected to fund improvements identified in the Tasman/Fair Oaks Pedestrian and Bicycle Circulation Plan. The City has used the fee revenues to leverage a VTA grant in the amount of \$1.8 million. This project is under design currently.
3. Rationale behind Eliminating a Marketing Campaign to Promote Bicycling – Staff did not support this budget supplement because it could not identify a measurable return to justify the cost. The City Council concurred with this recommendation.
4. Exceeding Estimated BPAC Support Budget – The BPAC support budget item is a new task created in a budget restructure in FY 06/07. The budget amount was based on a guesstimate of required support that fell far below the actual amount of staff support required for the BPAC. The level of BPAC support is being increased in the FY 08/09 budget to coincide with the actual required support levels.

BPAC E-Mail Messages

Please find enclosed e-mail messages received since the circulation of the agenda packet of the May 15, 2008 BPAC meeting.

From: webmaster@ci.sunnyvale.ca.us
To: <bpac@ci.sunnyvale.ca.us>
CC: <webmaster@ci.sunnyvale.ca.us>, <hkwan@ci.sunnyvale.ca.us>, <jtest@ci.su...>
Date: 5/20/2008 1:58 PM
Subject: Web BPAC Request - Street: West Caribbean Dr

Name = :

Email =

Street = West Caribbean Dr

Between Street = North Mathilda

and Street = Borrgas

Landmarks = River path walkway

Suggestion =

Hundreds of people walk across the street every day where the little river/creek is. The city should paint some lines and put up a pedestrian cross walk sign.

From:
To: <bpac@ci.sunnyvale.ca.us>
Date: 5/21/2008 6:56 PM
Subject: some enforcement please?

Hi BPAC, spring is in the air and its a good time to be out on the bike. In recognition of May as National Bike Month, it'd sure be nice to see some focused enforcement out on the roads to assist with biking safety. Bernardo Ave in my neighborhood should be an ideal biking route with a 30 MPH speed limit and a dedicated bike lane. Yet it is not, as motorists are often driving closer to 40 than 30 MPH (especially true in the southbound direction in the morning, the direction without the video display sign) and are regularly using the bike lane illegally as a passing lane (especially true at intersection with Knickerbocker).

While I see a fair number of adult cyclists both on weekdays and weekends out there, there are two schools in the vicinity here. A safe Bernardo should be an ideal route to school for parents and children on bikes, yet one sees little of this. Unfortunately regular enforcement of traffic laws seems the only one to manage the streets so they are friendly for all people.

I also wonder if data is collected from the video speed display sign here and elsewhere in the City.

Thanks for your kind attention,

Sunnyvale

From: webmaster@ci.sunnyvale.ca.us
To: <bpac@ci.sunnyvale.ca.us>
CC: <webmaster@ci.sunnyvale.ca.us>,
Date: 5/22/2008 6:58 PM
Subject: Web BPAC Request - Street: Mary

Name =
Email =
Street = Mary
Between Street = Cascade
and Street = Ticonderoga
Landmarks =
Suggestion =
Bike lanes all the way from Ticonderoga Drive to Homestead High School, on Mary.

My daughter will be starting at Homestead HS in Sept 2008, she will be riding her bike (she currently bikes to Sunnyvale Middle School via back roads and the sidewalk). Given the current road configuration, there is NO WAY she could ride on anything but sidewalks from Ticonderoga to Cascade. This is dangerous.

I love my daughter more then words can express. I want her to be safe. I make a selfish and passionate plea that you make SAFETY PRIORITY #1 for the Mary crossing of Fremont, and the entire section of Mary that is south of Ticonderoga. Let's put ped and bike safety ahead of motorist and parking convenience, and that you don't wait until she graduates from High School to make this happen!!!

Please also provide return status on this request.

Thanks,

From:
To: bpac <bpac@ci.sunnyvale.ca.us>
Date: 5/23/2008 8:01 AM
Subject: please more bike lanes!

Dear BPAC,

I am Sunnyvale resident and an expert cyclist of over thirty years having ridden in many countries for the US National Cycling Team. While riding much around our town I confirm it is a DEATH defying act to pedal in two places: on narrow Maude to the Mary post office and on Sunnyvale-Saratoga north of downtown. Last night I was nearly crushed into a sandbagging RV on Sunnyvale-Saratoga Road by a speeding car! Please will BPAC work to put bike lanes on both of those main cycling paths to keep drivers from injuring another cyclist? Any offset could be accommodated with parking permits. Permits would provide new revenue, remove parking blight and help reduce unhealthy crowded living our town suffers.

Thank you!

Sunnyvale, CA 94088

From: webmaster@ci.sunnyvale.ca.us
To: <bpac@ci.sunnyvale.ca.us>
CC: <webmaster@ci.sunnyvale.ca.us>,
Date: 5/26/2008 3:57 AM
Subject: Web BPAC Request - Street: sunnyvale

Name = concerned biker
Email =
Street = sunnyvale
Between Street =
and Street =
Landmarks =
Suggestion =

<http://profile.myspace.com/index.cfm?fuseaction=user.viewprofile&friendid=383864549>

From:
To: Jack Witthaus <jwitthaus@ci.sunnyvale.ca.us>, Heba El-Guendy <helguendy@...>
Date: 6/3/2008 6:48 PM
Subject: [BULK] FWD: Commonwealth Club Town Hall Meeting on Our Bicycle Safety Crisis, SJ Council June 28

The Commonwealth Club Silicon Valley invites you to attend a

Town Hall Meeting on Our Bicycle Safety Crisis
Saturday, June 28, 2008 1:00 p.m.
San Jose City Council Chambers ~ 200 East Santa Clara Street ~
Downtown San Jose

This free program is open to anyone

Featuring:
Congressmember James Oberstar, Chair House Transportation and
Infrastructure Committee
Will Kempton, Director of Caltrans
Carl Guardino (moderator), President & CEO Silicon Valley
Leadership Group

Follow-up discussion panel starting at 2 p.m. with:

Lee Taubeneck, District Four Deputy Director for Planning,
California Department of Transportation
Ian McAvoy, Chief of Development, CalTrain
Therese McMillan, Deputy Executive Director for Policy, San
Francisco Bay Area Metropolitan Transportation Commission
Corinne Winter, Executive Director, Santa Clara Valley Bicycle
Coalition
Chris Augenstein, Deputy Director of Planning, Santa Clara
Valley Transportation Authority

Here are the facts: Over the past 10 years, nearly 200 Bay Area bicyclists have been killed and more than 25,000 injured, according to the California Highway Patrol. During that same time, Santa Clara County had the highest number of fatalities and injuries per capita compared to the nine other Bay Area counties!

Those numbers are rising at an alarming rate, both locally and nationally. What can we do to make the roads safe for everyone?

Bicycling advocates say that one solution is to raise motorists' awareness that bicyclists have the right to use the roadways and to firmly enforce existing laws against drivers involved in collisions with bicyclists. Several states have passed laws requiring drivers to give bicyclists a minimum three-foot berth as they pass. However, an attempt last year by Assemblyman Pedro Nava to pass a similar law in California was unsuccessful. What are the alternatives?

Join this urgent town hall meeting to discuss the ways to reduce the number of bicycle injuries and fatalities in our communities.

Co-sponsored by California Department of Transportation, CalTrain, City of San Jose, Friends of the Guadalupe River Park & Gardens,

Mineta Transportation Institute, San Francisco Bay Area Metropolitan
Transportation Commission, Silicon Valley Bicycle Coalition, Silicon
Valley Leadership Group, and Santa Clara Valley Transportation Authority

For more information, visit www.commonwealthclub.org/sv or call
408-280-5842

From:
To: , <council@ci.sunnyvale.ca.us>
CC: Sunnyvale <bpac@ci.sunnyvale.ca.us>, Heba El-Guendy <helguendy@ci.sunnyv...
Date: 6/8/2008 7:13 PM
Subject: Thanks for supporting gasoline Free ways to get around Sunnyvale and requested slides
Attachments: Fatalites based on speed.jpg; usa_trip_distances.jpg; London_street_allocation.jpg

Greetings,

Thank you very much for supporting more gasoline free means of getting around last month, (biking, walking, and mass transient) . I also appreciate Sunnyvale's strong support of bike to work and safe routes to school programs. Attached is copy of requested slides from that presentation. Hope they are of use. (BTW, even I am surprised by the rapid rise in energy costs, as some scoffed in the notion of \$6 gas next year. Wall street predicts \$5 gas by summer end, <http://www.247wallst.com/2008/03/5-gas-by-labor.html>.)

It is also important to support green buildings and remodeling as that is over half of California's energy consumption.

Consider in providing and encouraging electric assisted bikes and adult tricycles to staff and building inspectors, instead of cars as a green cost savings. On the city distances any little time lost (see attachments) would be more than offset by transportation cost gains.

Most of the slides are self explanatory and references are on the slides. Some explanation of the London Bike plan slide (<http://www.tfl.gov.uk/businessandpartners/publications/2766.aspx>) is in order.

This slide is a decision matrix of street space allocation, when can bikes coexist in same lane of traffic as cars, when are bike lanes appropriate, and when separate bike paths are needed. This is very similar to effort by the bay area MTC, but put into a simple decision graphic. This is very appropriate to street allocation, and should favor the youth cyclist especially near schools.

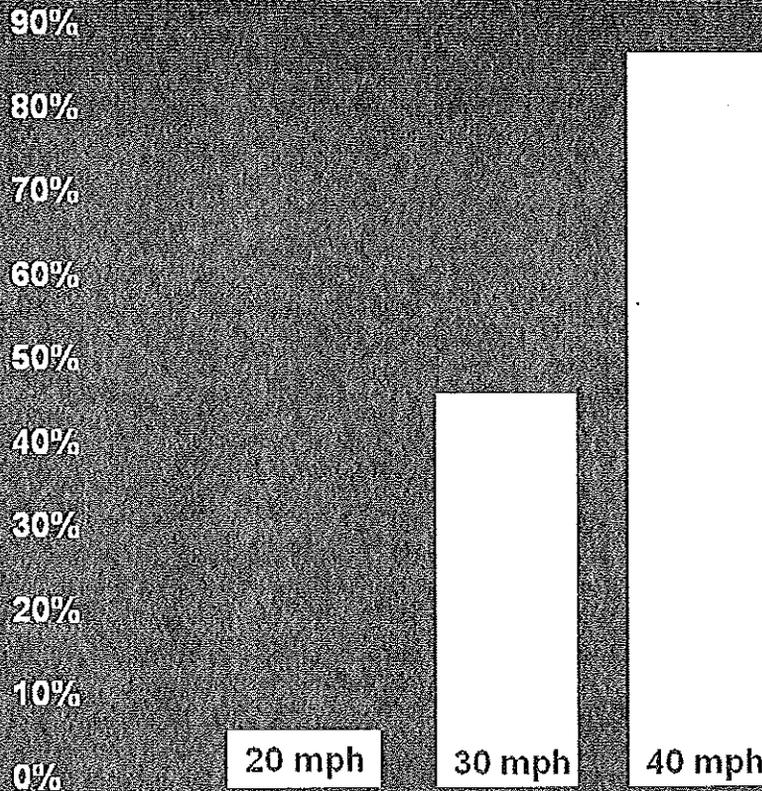
On the x axis is car speed, on the Y axis is traffic volume. When traffic speed or predicted volume increases separate bike paths have to be used instead of roadside bike lanes. There are regions (cross hatched) where traffic calming is appropriate.

This figure provides a logical consistent scientific decision basis what needs to be done for space allocation. Similar rules apply for pedestrians and are generally described in <http://www.completethestreets.org/>.

THANK YOU

Fatalities based on speed of vehicle

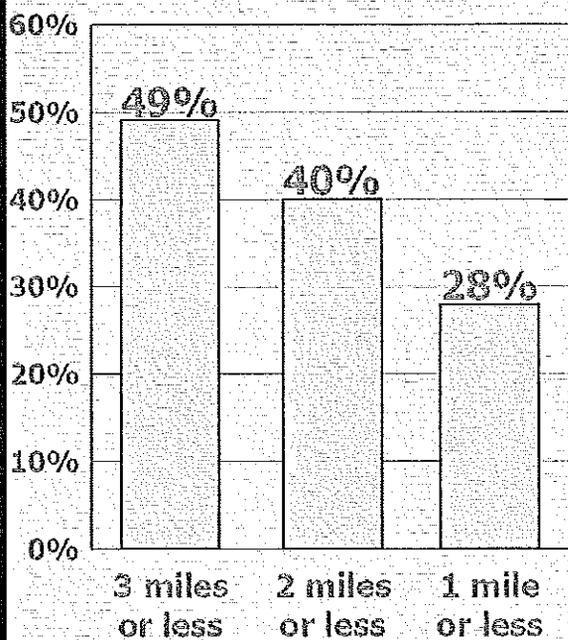
A pedestrian's chance of death if hit by a motor vehicle



Killing Speed and Saving Lives, UK Department of Transportation

League of American Bicyclists

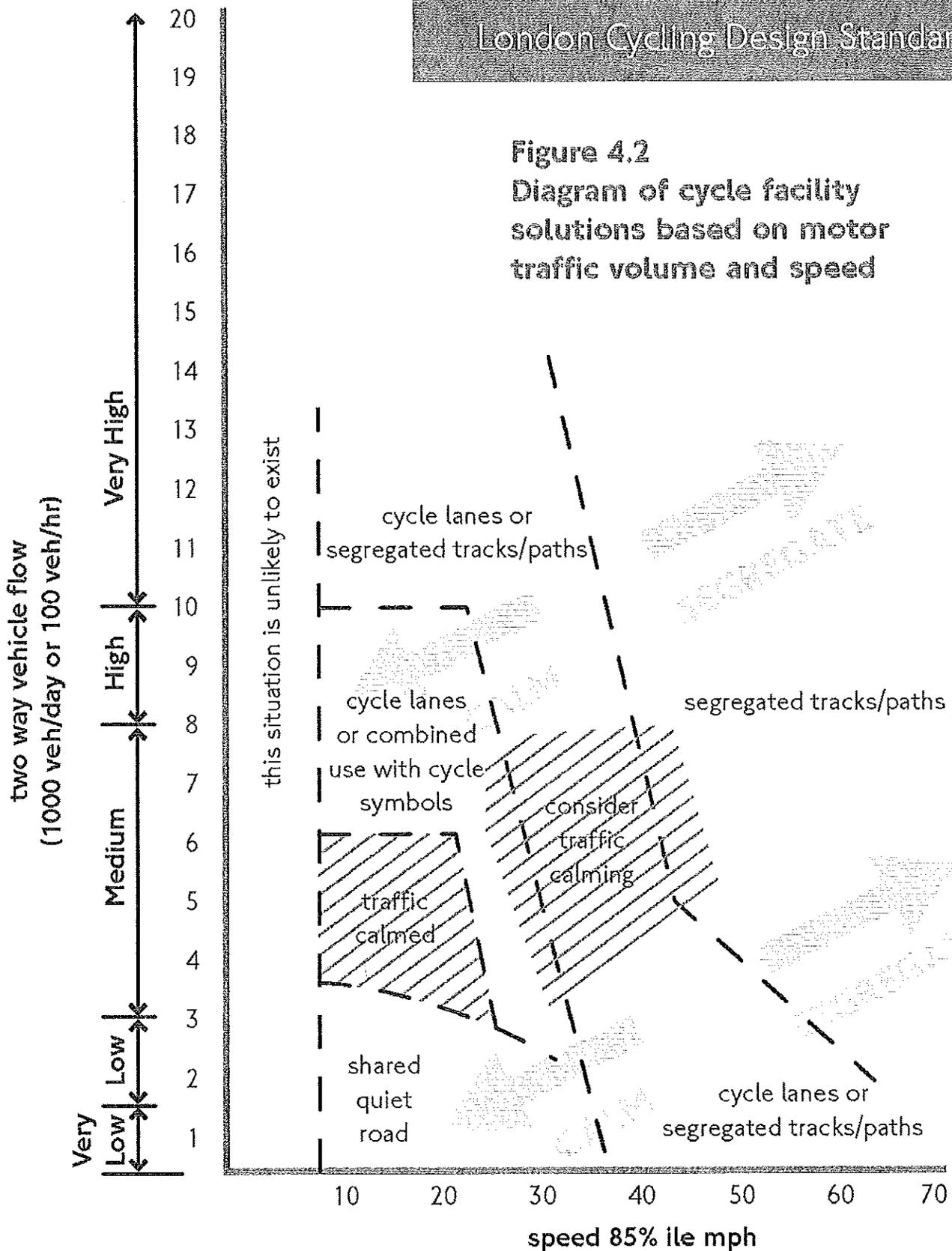
USA Trip Distances by Frequency



3 miles = 18 minutes

source: USDOT, 1992

Figure 4.2
Diagram of cycle facility solutions based on motor traffic volume and speed



Notes:

1. Each route will need to be judged in the light of its specific situation
2. Cycle lanes or tracks will not normally be required in traffic calmed areas
3. Congested traffic conditions may benefit from cycle lanes or tracks
4. Designs should tend to either calm traffic or segregate cyclists

Information Item 7.

BPAC Active Items List Update

The updated Commission's active items list is attached for your reference.

Bicycle and Pedestrian Advisory Commission

Active Items

Item #	Item	OPR	Due Date (Approx)	Status	Last Updated
1	Borregas Avenue Bike Corridor	Raina	2009	Construction work on the Borregas bridge is expected to be completed in May 2009.	6/12/2008
2	Bernardo Caltrain Undercrossing	EI-Guendy	Preliminary engineering by 2005	Feasibility Study accepted by the City Council. Funds for 20% local matching funds must be identified before further project initiation. BEP Tier 1 update submitted. VTA will program 80% funds out to 2016 to allow for time to secure matching funds. Project update submitted for Valley Transportation Plan (VTP) 2035 consideration.	2/19/2008
3	Evelyn Avenue Bike Lane Phase 1 and 2	Raina	Summer/Fall 2007	Project complete.	4/8/2008
4	Code of Ethics and Conduct	EI-Guendy	4/8/2008	Annual BPAC review is scheduled for July 17, 2008 meeting.	4/9/2008
5	Utility Bill Stuffer	EI-Guendy	May-08	Shift scheduling, April BPAC (The utility bill stuffer was prepared and mailed out. Project is complete for 2008)	6/12/2008
6	Bike to Work Day	EI-Guendy	5/15/2008	Event took place on May 15th and reported on. Work completed for 2008	6/12/2008
7	Earth Day	EI-Guendy	4/26/2008	Event took place on April 26th and reported on. Work completed for 2008.	6/12/2008
8	Health and Safety Fair	EI-Guendy	5/10/2008	Event took place on May 10th and reported on. Work completed for 2008.	6/12/2008
9	Overlay, Reconstruction, Slurry & Chip Schedule	T. Pineda	FY 2008-09	Information only item provided during the BPAC meeting of January 31, 2008.	2/19/2008
11	E-Lockers at the Caltrain Station	EI-Guendy	6/12/2008	The E-lockers have been relocated and the Air District Funding stickers, and signage explaining the use steps have been posted on the lockers. VTA was updated and the project is now complete.	6/12/2008
12	Signage request - Entrance of Baylands Park	EI-Guendy	Aug-08	A site meeting took place with staff of the City's Department of Parks and Recreation who are planning to install improved signage and pavement markings.	6/12/2008

Item #	Item	OPR	Due Date (Approx)	Status	Last Updated
13	Maintenance request - Fair Oaks south of Tasman	EI-Guendy	6/12/2008	To eliminate the crack of concern, the storm drain was slightly relocated and secured in place with application of some filler. Work is now complete.	6/12/2008
O-1	VTA Bicycle Expenditure Program (BEP)	EI-Guendy	Annual	The Sunnyvale East Channel bike path is eligible for this funding and a grant application will be submitted to VTA by the due date of June 20th.	6/12/2008
O-2	Bicycle Capital Improvement Program	EI-Guendy	Ongoing		7/12/2007
O-3	TFCA grants	EI-Guendy	Annual	An Arterial Management project application is recommended for timing and coordinating signals along Wolfe Road between Arquez Avenue and Homestead Road.	6/12/2008
O-4	Bike Parking Incentive Program	EI-Guendy	Ongoing		5/11/2007
O-5	Construction Zone Safety Complaints received	EI-Guendy	Ongoing		2/19/2008