

Bicycle and Pedestrian Advisory Committee (BPAC) 2015 Work Plan April 2015 - March 2016 Work Plan

The BPAC will hold seven full committee meetings in 2015. In addition to the full committee meetings, subcommittee meetings and special meetings will continue to be held as needed.

Section 1. 2015 Policy Issues - Recommendations to City Council Consistent with past practice, committee recommendations are forwarded to the full Council as part of the report for the relevant Council agenda items, often as an attached memo authored by the Chair or committee and/or an oral report by the Chair at a Council meeting. Unless otherwise noted, staff estimates that there is sufficient professional and administrative staff time to accomplish the Section #1 in 2015-16. Professional staff liaison to BPAC is Michelle Swanson. Estimated Percent of Overall Committee Effort: 20%					
Title Description	Committee Lead and Commitment <i>Committee hours, not individuals.</i>	Staff Commitment <i>Hours reflect working with the committee, not total project staff time.</i>	Schedule <i>Estimated timeline from start to finish.</i>	Budget Implications	2015 Council Priorities
1.a. Capital Facilities Plan annual review: Review bicycle- and pedestrian-related CFP programs and priorities during the City's annual update. Deliverable: Recommendation to City Council	Full committee: 2-3 hours	Transportation staff: 3-4 hours	June - September	Budget implications identified during development of the Capital Facilities Plan	Adopt a Sustainable Budget
1.b. League of American Bicyclists Gold City status review: Review League requirements for "gold" status and report on what is necessary to obtain it Deliverable: Recommendation to City Council	Full committee: 1-2 hours	Transportation staff: 2 hours	March - May	None in short term	

<p>1.c. Special Projects and Studies: As necessary, provide recommendations on studies and special projects as directed by Council in the scope of work for the project or study.</p> <p>Deliverable: Recommendations to City Council as identified in project/study scope</p>	<p>Full committee: 1-2 hours depending on projects</p>	<p>Transportation staff: 2-4 hours depending on projects</p>	<p>Ongoing</p>	<p>Budget implications addressed through larger project scope</p>	
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SECTION 2.
2014 Program Implementation and/or Input to Staff

As programs are implemented and administrative procedures developed, staff often consults with committees for their input and perspective. Input from the committee is considered by staff in implementing the program or policy. This work is secondary to the primary committee purpose of policy recommendation advice to the City Council.

Unless noted under “Budget Implications,” there is sufficient staff time/resource available in 2015 to accomplish or advance these items.

Estimated Percent of Overall Committee Effort: 80%

Title Description	Committee Lead and Commitment	Staff Commitment	Schedule	Budget Implications	2015 Council Priorities
<p>2.a. Neighborhood Pathways Program: Participate in the evaluation and approval of project proposals. Evaluate ways members can help promote the program with neighborhood associations.</p> <p>Deliverable: Approve projects in the Neighborhood Pathways program.</p>	<p>Full committee: 4-6 hours</p>	<p>Transportation staff: 6-8 hours</p>	<p>June - November</p>	<p>Funded in 2015 CFP</p>	<p>Inspire Strong Relationships</p> <p>Deliver Proactive Community Development</p>
<p>2.b. Action Plan: Review a draft Action Plan to implement the Comprehensive Plan. Provide comments on the draft actions and performance measures.</p> <p>Deliverable: Feedback to City staff.</p>	<p>Full committee: 1-2 hours</p>	<p>Community Planning and Development staff: 1 hour Transportation staff: 1-2 hours</p>	<p>February - April (included in previous work plan)</p>	<p>To be determined</p>	<p>Deliver Proactive Community Development</p>
<p>2.c. Bicycle Corridor Pilot Project promotion: Participate in promoting the Bicycle Corridor Pilot Project.</p>	<p>Full committee: 1-2 hours</p>	<p>Transportation staff: 1-2 hours</p>	<p>April - September</p>	<p>None in short term</p>	<p>Champion Downtown</p>

<p>2.d. Sidewalk Program Review: Receive a briefing the current sidewalk program and provide input on the scope and timing of a possible update.</p> <p>Deliverable: Comments to staff.</p>	Full committee: 1-2 hours	Transportation staff: 2-3 hours	May - November	None in short term	
<p>2.e. Downtown Strategy: Receive briefing and comment on Downtown Strategy. There may be additional involvement identified by the City Council.</p> <p>Deliverable: Comments to staff</p>	Full committee: 1 hour	Community Planning and Development staff: 1 hour Transportation staff: 1 hour	May - March 2016	To be determined	Champion Downtown
<p>2.f. Bicycle Parking in New Development: Follow up on bicycle parking code enforcement with staff.</p> <p>Deliverable: Comments to staff on implementation issues</p>	Full committee: 1-2 hours	CP&D Staff: 1-2 hours Transportation Staff: 1-2 hours	November	None anticipated	Deliver Proactive Community Development
<p>2.g. Engineering Design and Development Standards (EDDS): As appropriate, review and comment on revisions to the EDDS.</p> <p>Deliverable: Comment to staff and/or recommendation to Council.</p>	Full committee: 1-2 hours	Transportation Staff: 2 hours	January 2016	None anticipated	
<p>2.h. “Slow Your Roll” Campaign: Review education campaign to encourage safe interactions between all sidewalk users.</p> <p>Deliverable: Comments to staff.</p>	Full committee: 1-2 hours	Transportation staff: 2-4 hours	November	To be determined	Inspire Strong Relationships
<p>2.i. Project review: Provide feedback or make recommendations on City bicycle- and pedestrian-related CFP projects and relevant County or State projects.</p> <p>Deliverable: Comments to staff on scope, design, implementation issues.</p>	Full committee: 1-2 hours	Transportation staff: 2-4 hours	On-going	None anticipated	