

DATE: January 25, 2023

TO: Bicycle/Pedestrian Advisory Committee

FROM: Brandon Whyte, Active Transportation Planner
Ria Hutabarat Lo, Transportation Manager

SUBJECT: **BPAC Members Manual**

RECOMMENDATION

Receive a presentation from the City Attorney's Office on the Brown Act as well as the updated Bicycle/Pedestrian Advisory Committee Members' Manual (Attachment 1).

BACKGROUND

The Bicycle/Pedestrian Advisory Committee (BPAC) Members' Manual was compiled by staff in 2020 with the intention of orienting new and existing members to BPAC procedures, clarifying protocols for executing duties, and providing information and resources that may assist in carrying out the role of a BPAC member.

The BPAC is also subject to the Brown Act (California Government Code Section 54950, *et seq.*), which is intended to promote transparency and public participation in local government in California.

DISCUSSION

Staff has made minor updates to the BPAC Members' Manual.

~~BW-RHL/1/PWK~~
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Attachment: 1. Updated BPAC Members' Manual