

**MEMORANDUM**

Public Works Department

DATE: June 24, 2020

TO: Bicycle/Pedestrian Advisory Committee

FROM: Ria Hutabarat Lo, Transportation Manager

SUBJECT: Draft Fiscal Year 2020-21 Work Plan

RECOMMENDATION

Provide input on the Bicycle/Pedestrian Advisory Committee's Draft Fiscal Year 2020-21 Work Plan (Attachment 1 to this memorandum).

BACKGROUND AND ANALYSIS

City Council Policy A-23, Work Item Referral for Council Advisory Bodies and Councilmember Committees, requires all Council advisory bodies to annually prepare work plans for City Council review and approval. Council review and adoption of proposed work plans for Fiscal Year 2020-21 is scheduled for September 2020.

The Bicycle/Pedestrian Advisory Committee's (B/PAC's) Draft Fiscal Year 2020-21 Work Plan is attached (Attachment 1). The proposed work items included in the draft work plan operationalize the roles and responsibilities of the B/PAC and identify specific actions the B/PAC will take during the upcoming year to develop and implement transportation strategies to achieve mobility, connectivity, and safety for people of all ages—one of four major goals identified by the City Council during its biennial goal-setting process for Fiscal Years 2019-20 and 2020-21.

Staff has populated the draft work plan with suggested items for Fiscal Year 2020-21 and is soliciting input from the B/PAC regarding additions to, or deletions from, the proposed work plan. As a reminder, the inclusion of an item in the work plan does not necessarily guarantee the commitment of City resources to support the work plan item. Any new items requiring significant additional City staffing or financial resources will require additional Council review and approval of the necessary resources before work can begin.

CONCLUSION

Staff requests B/PAC input regarding items to be added to or deleted from its Draft Fiscal Year 2020-21 Work Plan, so that the work plan can be presented along with other draft advisory work plans to the City Council in September for review and approval.

RL/1/PWK

947-06-24-20M-2

- Attachments:
1. Draft Fiscal Year 2020-21 Work Plan
 2. Tentative Agenda List (TAL)

6.3 – Attachment 1

DRAFT BICYCLE/PEDESTRIAN ADVISORY COMMITTEE WORK PLAN Fiscal Year 2020-21 (to be adopted by City Council)

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
<i>Ongoing Work Items</i>			
A. Review, prioritize, and recommend bicycle and pedestrian projects for the annual TDA Article 3 funding application cycle.	Preliminary review of potential projects VTA call for projects	Spring 2021 Spring 2021	
B. Provide input into the development and review of comprehensive bicycle/pedestrian facility plans and regulations (e.g., General Plan Mobility Chapter, Precise Plans, City Code revisions, and Zoning Ordinance bicycle parking requirements).	As required/requested.		
C. Review City roadway system and bikeway/pedestrian facilities for bicycle and pedestrian suitability and make recommendations on improvements.	Ongoing	Ongoing	
D. Make recommendations on capital improvements to bicycle/pedestrian facilities.	Annual Capital Improvement Program (CIP) development and approval process	March 2021	
E. Review private development project applications requiring General Plan, Precise Plan, and/or zoning amendments.	As directed by the City Council		
F. Review public projects to ensure adequate consideration of the needs of bicyclists, pedestrians, and people with disabilities.	As identified by staff	Fall 2020	Shoreline/101 Bridge

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
		Fall 2020	Bernardo Undercrossing
		Spring 2021	Castro Pedestrian Plaza
G. Promote bicycle and pedestrian safety via the City website and programs.	Ongoing	Ongoing	
H. Coordinate with City departments and advisory bodies, other jurisdictions within Santa Clara County, and transportation-related agencies (e.g., VTA, Caltrans) on pedestrian and bicycling matters.	<p>City representative attend monthly VTA BPAC meeting</p> <p>Participate in Association of Pedestrian and Bicycle Professionals (APBP) webinars offered through the VTA (subject to B/PAC member availability)</p> <p>Explore conducting a joint meeting with one other city B/PAC (e.g., Los Altos, Palo Alto, Sunnyvale)</p> <p>Pursue coordination activities as opportunities are identified</p>	<p>Ongoing</p> <p>Ongoing</p> <p>TBD</p> <p>Ongoing</p>	<p>Joint meeting with Sunnyvale BPAC to be scheduled in 2020-21</p>

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
<i>Fiscal Year 2020-21 Work Items</i>			
M. Review proposal/plan for adopting and implementing a Vision Zero Policy/Program.	Develop Integrated Vision Zero Action Plan/Local Road Safety Plan	Spring 2021	
N. Continue to review plans to develop a regional bike route from Redwood City to Mountain View.	Review Alignment Alternatives Study	Summer 2020	Study to be completed Summer 2020.

6.3 – Attachment 2

BICYCLE/PEDESTRIAN ADVISORY COMMITTEE CALENDAR/TENTATIVE AGENDA LIST 2019-20

06/26/2019	Fiscal Year 2019-20 B/PAC Work Plan, Scooter Share
	July – off
08/28/2019	Draft ECR Streetscape, Bike/Ped. Collision Data
09/25/2019	Bike Share Program Evaluation and Scooter Share Pilot Program
10/30/2019	Downtown Lighting, Vision Zero Action Plan
12/04/2019	Canceled
	December – off
01/29/2020	Elections, Brown Act Training, B/PAC Members' Manual
02/26/2020	Pedestrian Master Plan review, B/PAC Members' Manual, Interactive Bike Map
03/25/2020	Canceled (Off agenda memo item: TDA input)
04/29/2020	Canceled
	May – off
06/30/2020	COVID-19 Response and Resiliency, Comprehensive Modal Plan, Annual Work Plan Review

Regular standing items:

- Minutes
- VTA BPAC Update
- Work Plan Update

**BICYCLE/PEDESTRIAN ADVISORY COMMITTEE
CALENDAR/TENTATIVE AGENDA LIST
2020-21**

	July – off
08/26/2019	PD Collision Update, Castro Bikeway
09/30/2019	Traffic Engineering Projects
10/28/2019	Comprehensive Modal Plan
11/25/2019	
	December – off
01/27/2020	Elections, Brown Act Training
02/24/2020	Pedestrian Master Plan review
03/31/2020	
04/28/2020	
	May – off
06/30/2020	

Regular standing items:

- Minutes
- VTA BPAC Update
- Work Plan Update

Items to be scheduled:

- Gateway Development, and other special projects/programs as needed
- Bernardo Undercrossing (Joint Meeting with Sunnyvale BPAC)