



Agenda Report

21-1355

Agenda Date: 10/25/2021

REPORT TO BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

SUBJECT

2022 Annual Work Plan (Yee)

BACKGROUND

Each year, the Bicycle and Pedestrian Advisory Committee (BPAC) prepares an annual work plan to help the public understand topics that will be discussed at BPAC meetings. The work plan consists of staff topics (i.e. grant funding opportunities, project and program updates, and complete streets review) and BPAC requested topics. Staff develops the overall work plan by taking into consideration available staff resources and other priorities for the Department of Public Works (DPW).

DISCUSSION

The 2022 work plan will be developed using the following three step process:

Step 1: Prior to the August 23, 2021 meeting, staff emailed BPAC members the Agenda Topic Request form. Members were asked to complete and return this form to staff to request new topics to be considered in the 2022 work plan.

Step 2: At the August 23, 2021 meeting, staff presented the topics requested by BPAC members. These consisted of new topics requested by members in Step 1 as well as remaining agenda topics from the 2021 work plan. BPAC members discussed these topics as needed.

At the meeting, BPAC voted to use the following process:

1. Staff to email each member the list of 21 topics (16 new and 5 remaining from the 2021 work plan)
2. Each member uses rank choice voting by assigning the highest number to the highest priority topic
3. Each member emails the rank choice votes to staff.

Step 3: At the October 25, 2021 meeting, staff will present a proposed work plan for calendar year 2022. The work plan will consist of the BPAC requested topics prioritized based on the rank choice voting from Step 2 and staff topics.

Staff received topic rankings from eight of the nine members (Attachment 1). Member Varshney, who is away on leave, did not submit a ranking of topics.

The rankings and staff topics were used to create the recommended 2022 annual work plan (Attachment 2). The staff topics consist of current work activities related to bicycle and pedestrian facilities, such as use of Transportation Development Act (TDA) funding, the Freedom Circle Specific Plan, and the 2023 paving project.

RECOMMENDATION

Staff recommends the BPAC review and approve the recommended BPAC 2022 Annual Work Plan.

Written by: Jonathan Yee, Transportation Manager, Public Works

Reviewed by: Carol Shariat, Principal Transportation Planner, Public Works

Approved by: Michael Liw, Assistant Director/City Engineer, Public Works

ATTACHMENTS

1. BPAC Rank Choice Voting of 2022 Work Plan Topics
2. Recommended BPAC 2022 Annual Work Plan