

**Bicycle and Pedestrian Advisory Commission Master Work Plan/Calendar**

**Calendar Year:** 2013

List all regularly scheduled board/commission meetings, annual review of the Code of Ethics and Conduct for Elected and Appointed Officials, specific issues identified in the Tentative Council Meeting Agenda Calendar, and routine assignments specific to each board or commission.

| Meeting Date | Agenda Item/Issue  |
|--------------|--|
| January 17   | Meeting Canceled   |
| February 21  | <ul style="list-style-type: none"> <li>-2013 BPAC Calendar</li> <li>- Annual Review of the Code of Ethics and Conduct for Elected and Appointed Officials</li> <li>- Wildwood Avenue Street Space Allocation Study</li> <li>- Mathilda Avenue Street Space Allocation Study</li> <li>- Bike Boulevard Pilot Project Candidate Streets</li> <li>- Mary Avenue Street Space Study Community Meeting (Information Item)</li> <li>-Stevens Creek Trail Community Meeting (Information Item)</li> <li>- Council Ranking of Study Issues (Information item)</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> </ul> |

| Meeting Date | Agenda Item/Issue  |
|--------------|--|
| March 21     | <ul style="list-style-type: none"> <li>- Updated 2013 BPAC Calendar</li> <li>- Transportation Development Act (TDA) Funding Recommendation</li> <li>- 2013/14 Pavement Rehabilitation List(Information item)</li> <li>- Utility Bill Insert Concepts</li> <li>- VTA BPAC Appointment Criteria</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> </ul>                               |
| April 18     | <ul style="list-style-type: none"> <li>- Updated 2013 BPAC Calendar</li> <li>- Utility Bill Insert Concepts</li> <li>- Study Issue Brainstorming</li> <li>- Bike to Work Day Planning</li> <li>- Review of Park Dedication Fund Project List</li> <li>- VTA BPAC Appointment</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> </ul>  |
| May 16       | <ul style="list-style-type: none"> <li>- Updated 2013 BPAC Calendar</li> <li>- Review of the Detailed Two-Year Budget</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> </ul>   |
| June 20      | <ul style="list-style-type: none"> <li>- Updated 2013 BPAC Calendar</li> <li>- El Camino Real Street Space Allocation Study</li> <li>- Discussion of Bicycle Support Facilities for City Employees</li> <li>- Utility Bill Stuffer</li> <li>- Sunnyvale Library Bicycle Lockers</li> <li>- Presentation from the Vice-Mayor</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> </ul> |
| July 18      | <ul style="list-style-type: none"> <li>- Updated 2013 BPAC Calendar</li> <li>- Duane Avenue Street Space Allocation Study</li> <li>- Mary Avenue Street Space Allocation Study</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> <li>- Election of Officers</li> </ul>  |

| Meeting Date | Agenda Item/Issue  |
|--------------|--|
| August 15    | <ul style="list-style-type: none"> <li>- Updated 2013 BPAC Calendar</li> <li>- Consideration of Candidate Study Issues</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List Update (Information item)</li> </ul>  |
| September 19 | <ul style="list-style-type: none"> <li>- Updated 2013 BPAC Calendar</li> <li>- Study and Budget Issues Finalization</li> <li>-Bicycle Capital Improvement Program Status</li> <li>- California MUTCD Standards for No Right Turn on Red</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List</li> </ul>   |
| October 17   | <ul style="list-style-type: none"> <li>- Updated 2013 BPAC Calendar</li> <li>-Safe Routes to School Supporting Resolution</li> <li>- County Safe Routes to School Presentation</li> <li>- Annual reporting on collisions involving pedestrians and cyclists (information item)</li> <li>- Quarterly Report Bicycle Articles (Information Item)</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List (Information item)</li> </ul> |
| November 21  | <ul style="list-style-type: none"> <li>- Ranking of Study Issues</li> <li>- Updated 2013 BPAC Calendar</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List (Information item)</li> </ul>   |
| December 19  | <ul style="list-style-type: none"> <li>-Updated 2013 BPAC Calendar</li> <li>- BPAC E-mail Messages and/or Letters (Information item)</li> <li>- BPAC Active Items List (Information item)</li> </ul>   |

## Staff Report, November 21, 2013

### Ranking of Candidate Study Issues

Staff is recommending that the BPAC conduct ranking of candidate study issues as presented in Attachment B. New signed candidate issues identified at the September 2013 meeting included:

1. Car share program
- 2 Optimizing public and private motor vehicle parking
3. Adoption of policy for use of specific language for bikes vs. cars in City documents.
4. Bike share program.
5. Smart phone application for bike troubleshooting.
6. Pedestrian-related promotion effort with a safety focus using gas pump advertisements.

In addition, the BPAC voted at its November, 2012 meeting to defer three issues to the 2014 study issue process.

1. DPW 13-03, Consideration of Bicycle and Pedestrian Level of Service Criteria;
2. DPW 13-02, Replacing double yellow roadway striping lines with dashed lines; and
3. DPW 13-05, Policy on placement of street amenities to assure comfortable access for the disabled.

The proposed study issue Pedestrian-related promotion effort with a safety focus using gas pump advertisements, has been determined to be a budget issue by the Office of the City Manager. This issue will be forwarded to the City Council for consideration as a budget issue.

Study issue papers are included in Exhibit A. The study issue ranking process is as follows:

### Board/Commission Process for Ranking Study Issues

The Study Issues process is designed to assist City Council with setting policy study priorities for the coming calendar year. Board and commission members have two roles in this process:

- To advise Council regarding the identification of policy issues to study (i.e., the generation of study issue ideas for Council's consideration); and
- To advise Council on those issues Council has decided to study.