



DATE: May 28 2014

AGENDA ITEM # 4

TO: Bicycle/Pedestrian Advisory Commission

FROM: Cedric Novenario, Staff Liaison

SUBJECT: BPAC Calendar

RECOMMENDATION:

Review and provide comments to the proposed calendar format

BACKGROUND

At the regular April meeting, the Commission discussed proposing a calendar format similar to that of the Valley Transportation Authorities' Committee calendars. The idea of the calendar is to better prepare topics going forward and to help accomplish tasks from the work plan.

DISCUSSION

Attached is a proposed formant for the BPAC calendar. The calendar includes the goals, projects and assignments from the work plan. Staff provided courses of actions for the Pedestrian Master Plan and Quarterly Project Update as sample. The proposed courses of action include:

- Action – BPAC takes action on a recommendation
- Discussion – BPAC discusses issue/topic
- Information – BPAC hears information regarding issue/topic
- Subcommittee/Assistance – A subcommittee is formed and continues the work OR assistance is provided to staff

It is recommended to provide comments to the format and content of the calendar. Staff will use the calendar and work with the BPAC Chair to plan the work going forward.

Attachment
Proposed 2014/15 BPAC Calendar