

**BICYCLE/PEDESTRIAN ADVISORY COMMISSION**  
**2014/15 Work Plan**  
(as of February 2015)

<b>Goal</b>	<b>Projects</b>	<b>Assignments</b>	<b>Status</b>
Pedestrian Master Plan	Pedestrian Master Plan development	<ul style="list-style-type: none"> <li>• Provide staff and consultant community knowledge of pedestrian issues</li> <li>• Hold study sessions, per the project plan during BPAC meetings</li> <li>• Provide comments to working drafts of the plan as requested</li> <li>• Provide staff and consultant assistance in hosting Pedestrian Master Plan community meeting</li> </ul>	Second draft of PMP reviewed by BPAC in February 2015. A revised draft will be presented to Council at a Study Session in March. Target approval in April 2015.
	Suggested Routes to Schools Map	<ul style="list-style-type: none"> <li>• Suggest criteria for maintaining and developing/updating suggested routes to school maps</li> <li>• Provide comments and feedback on school routes under evaluation</li> <li>• Assist staff in developing routes based on local and user knowledge</li> <li>• Provide staff and consultant assistance in hosting Pedestrian Master Plan community meeting</li> </ul>	The BPAC has attended and assisted with SR2S walk audits and SR2S “office hours” at various LASD schools and Montclair Schools from August to October 2014. The BPAC has also commented on SR2S maps as part of the PMP review.

	Pedestrian Master Plan Introduction	<ul style="list-style-type: none"> <li>• Hold Study Session to introduce the Pedestrian Master Plan to community after acceptance from the City Council</li> <li>• Explore bringing Bike Share to Los Altos</li> </ul>	Not complete
Quarterly Project Inventory Review	Process for updating and quarterly review	<ul style="list-style-type: none"> <li>• Agendize quarterly review of project inventory database</li> </ul>	Have conducted 3 quarterly reviews for the 2014/15 Commission Year
	Regular review of spreadsheet to improve quality of data	<ul style="list-style-type: none"> <li>• Continue rotational subcommittee meetings until projects on inventory have been reviewed and updated</li> <li>• Identify and record key project information (cost, bike/ped volume, safety, etc)</li> <li>• Remove non-essential project information</li> <li>• Remove outdated assignments to clarify and streamline spreadsheet</li> </ul>	Subcommittee reviewed an average of 50 projects per meeting. Subcommittee has met 3 times.
	Regular update of bicycle/pedestrian project data from sources that include Council, PTC, and the public	<ul style="list-style-type: none"> <li>• Add additional projects or issues as they arise</li> </ul>	New projects will be added from the approved PMP/SR2S project list

Community Outreach	Bike to Work Day	<ul style="list-style-type: none"> <li>• Set up energizer station</li> <li>• Provide cyclists food and information</li> <li>• Conduct cyclist count</li> </ul>	Hosted an energizer station at Lincoln Park on May 8 <sup>th</sup> , 2014
	City Events	<ul style="list-style-type: none"> <li>• On an as-needed basis BPAC may participate at City events (non-quorum), as requested by Council and/or discussed at BPAC meetings</li> </ul>	As needed
	Community and public meetings	<ul style="list-style-type: none"> <li>• On an as-needed basis and as requested by Council, BPAC may attend community</li> </ul>	BPAC Chair has attended 3-Bike safety meetings at Los Altos

		meetings or public meetings (non-quorum)	High School.
	Web	<ul style="list-style-type: none"> <li>• Draft FAQ or Fact sheet for BPAC website</li> </ul>	First edition of the BPAC FAQs to be posted in March 2015
	Bicycle and Pedestrian Recognition	<ul style="list-style-type: none"> <li>• Reapply for Bike Friendly City Status</li> <li>• Apply for Ped Friendly City Status</li> </ul>	Received Bike Friendly Bronze Status. Submitted Application for Walk Friendly Community Status in December 2014.
CIP/Commercial Review	Project review for bicycle/pedestrian impacts	<ul style="list-style-type: none"> <li>• On an as-needed basis BPAC will review design projects and provide comments related to bicycle/pedestrian issues</li> <li>• Track the number of CIP projects reviewed per year</li> </ul>	<ul style="list-style-type: none"> <li>-Portola Avenue Sidewalk</li> <li>-Mailbox Relocation Study</li> <li>-Annual Striping Project</li> <li>-VTA Pedestrian Access to Transit</li> <li>-Springer Traffic Calming</li> </ul>
	Commercial projects review	<ul style="list-style-type: none"> <li>• On an as-needed basis BPAC will review commercial projects and provide comments related to bicycle/pedestrian issues</li> <li>• Track the number of Commercial projects reviewed per year</li> </ul>	<ul style="list-style-type: none"> <li>- 999 Fremont Ave</li> <li>- 897 San Antonio Road</li> <li>- 4700 El Camino Real</li> </ul>
Ongoing Activities	VTA BPAC	<ul style="list-style-type: none"> <li>• Attend Monthly VTA BPAC meetings (assigned representation)</li> </ul>	On going
	Planning and Transportation Commission coordination	<ul style="list-style-type: none"> <li>• Conduct special meetings with PTC as needed</li> <li>• Set up a joint meeting with BPAC and PTC to review process, communication between the two Commissions; and further the “T”</li> </ul>	The Chairs and Vice-Chairs of the PTC and BPAC met with the City Manager and Staff Liaisons to discuss coordination and work

		in PTC and where/how BPAC adds value and insight	flow in January 2015.
	PTC/City Council Attendance	<ul style="list-style-type: none"> <li>• Assign BPAC representative to PTC and City Council Meetings; and attend PTC and Council meetings</li> <li>• Provide BPAC input to PTC and/or Council as needed</li> <li>• Representatives takes notes and reports back to full BPAC during regular meetings</li> </ul>	On going
	Other projects as requested by Staff/Council	<ul style="list-style-type: none"> <li>• On an as-needed basis BPAC will provide staff assistance on bicycle/pedestrian related projects</li> <li>• Support staff in identifying sources for and developing grant applications</li> <li>• Formulate a formal request for an Intern; provide description of tasks and expected outcomes</li> </ul>	As needed
	County Expressway Plan	<ul style="list-style-type: none"> <li>• Host the County's Bike and Pedestrian consultant and provide comment to the County Expressway Plan</li> <li>• Provide Policy Advisory Member with an extract of the project inventory that relates to potential projects along Foothill Expressway</li> </ul>	<p>-Hosted County Staff on June 25, 2014 BPAC provided pedestrian and bicycle concerns regarding improvements along Foothill Expressway. -An extract of bike and pedestrian related improvements on FHE was provided to the Los Altos PAB member in June 2014.</p>