

# Bicycle and Pedestrian Advisory Committee - 2010 Work Plan

*During 2010, BPAC will hold full committee meetings every other month starting January 2010. In addition to the full committee meetings, Subcommittees will continue to meet as needed.*

## Section 1. 2010 Policy Issues - Recommendations to City Council

Consistent with past practice, committee recommendations are forwarded to the full Council as part of the report for the relevant Council agenda items, often as an attached memo authored by the Chair or committee and/or an oral report by the Chair at a Council meeting. Unless otherwise noted, staff estimates that there is sufficient professional and administrative staff time to accomplish the Section #1 in 2010.

Professional staff liaison to BPAC is Kerry Tarullo.  
Administrative staff support for minutes, etc is provided by Caroline Inions.

Estimated Percent of Overall Committee Effort: 25%

Title Description	Committee Lead and Commitment	Staff Commitment	Schedule	Budget Implications
<p><b>1.a. <i>Imagine Olympia</i> Comprehensive Plan Update Process.</b> Participate in the update process as it relates to bike/ped goals and policies.</p> <p>Participate in integrating the Transportation Mobility Strategy recommendations into the Comp Plan goals and policies update.</p> <p><b>Deliverable:</b> Recommendations to City Council and staff on Plan.</p>	<p>Full committee: 6 hours</p>	<p>Staff time: 8 hours</p>	<p>Ongoing</p>	<p>None</p>

<p><b>1.b. Capitol Facilities Plan:</b> Review and recommend revision to the bicycle- and pedestrian-related CFP programs during the City's annual update.</p> <p><b>Deliverable:</b> Recommendations to Planning Commission and City Council on CFP priorities.</p>	<p>Full committee: 1 hour</p>	<p>Transportation Planning Staff: 2 hours</p>	<p>January to August</p>	<p>None in short term. Bicycle Master Plan may result in funding recommendation</p>
<p><b>1.c. Special Projects and Studies:</b> During policy development phase, provide recommendations on studies and special projects, such as the West Olympia Access Study, the Parks Plan and others, as directed by Council in the scope of work for the project or study.</p> <p><b>Deliverable:</b> Recommendations to City Council or another city commission/committee as identified in project/study scope.</p>	<p>Full committee: 1-2 hours depending on projects</p>	<p>Transportation Planning Staff: 2-4 hours depending on projects</p>	<p>Ongoing</p>	<p>Budget implications addressed through larger project scope.</p> <p>As new projects/studies are identified, staff and the committee may need to reprioritize work plans, or additional resources may need to be allocated to accomplish new work efforts.</p>

## SECTION 2. 2010 Program Implementation and/or Input to Staff

As programs are implemented and administrative procedures developed, staff often consults with committees for their input and perspective. Input from the committee is considered by staff in implementing the program or policy. This work is secondary to the primary committee purpose of policy recommendation advice to the City Council.

Unless noted under "Budget Implications," there is sufficient staff time/resource available in 2010 to accomplish or advance these items.

Estimated Percent of Overall Committee Effort: 75%

Title Description	Committee Lead and Commitment	Staff Commitment	Schedule	Budget Implications
<p><b>2.a. Bicycle and Pedestrian Public Information and Education Review:</b> Review draft informational materials such as website material and the Bike Parking Guide brochure before presented to the public.</p> <p><b>Deliverable:</b> Input to staff on public information.</p>	Full committee: 1 to 4 hours	Transportation Planning Staff: 1-4 hours	Ongoing	None
<p><b>2.b. Public Pathways Project:</b> Work with staff to identify next steps in developing a Public Pathways program.</p> <p><b>Deliverable:</b> Input to staff on program implementation/launching.</p>	Full committee: 2-6 hours	Transportation Planning Staff: 2-6 hours	Ongoing	Unknown as yet. CFP funding may be recommended, grant funds pending.

<p><b>2.c. Sharrows and Colored Bike Lane Procedural Statement:</b> Work with staff to developing procedures for the application of sharrows and colored bike lanes.</p> <p><b>Deliverable:</b> Input to staff on procedural statements</p>	<p>Full committee: 2 hours</p>	<p>Transportation Planning Staff: 2 hours</p>	<p>Jan-March</p>	<p>None</p>
<p><b>2.d. Project review:</b> Provide feedback or make recommendations on City bicycle- and pedestrian-related CFP projects and relevant County or State projects.</p> <p><b>Deliverable:</b> Comments to staff on scope, design, implementation issues.</p>	<p>Full committee: 1-2 hours</p>	<p>Transportation Planning Staff: 2-4 hours</p>	<p>On-going</p>	<p>None anticipated</p>
<p><b>2.e. Grant Project Development:</b> Participate in setting priorities for bicycle- and pedestrian- related grant projects</p> <p><b>Deliverables:</b> Comments to staff on project priorities.</p>	<p>Full committee: 1 hour</p>	<p>Transportation Planning Staff: 2 hours</p>	<p>On-going</p>	<p>None anticipated</p>