RESOLUTION NO. .

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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RESOLUTION AUTHORIZING THE ESTABLISHMENT OF THE SAN MATEO COUNTY BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, on January 27, 2015, this Board authorized the designation of the San Mateo County Parks and Recreation Commission as the Bicycle Advisory Committee (BAC) pursuant to Metropolitan Transportation Commission Resolution No. 4108; and

WHEREAS, the Board continues to seek ways to improve community health and bicycling and walking for daily transportation results in improved individual and community health, reduced incidence of chronic disease, and reduced emissions of greenhouse gases; and

WHEREAS, the advisory role for bicycling and pedestrian mobility extends beyond recreation to include the needs of school children through Safe Routes to Schools, business districts, seniors, people with disabilities, and disadvantaged communities; and

WHEREAS, despite recent advances in construction of bike lanes and sidewalks, more can be done to increase rates of active transportation and to improve

the quality of facilities that serve people making daily trips by walking and bicycling; and

WHEREAS, establishment of a stand-alone County Bicycle and Pedestrian Advisory Committee (CBPAC) complying with the duties of a BAC will increase the expertise and capacity of the County to fulfill its collaborative, livable, and environmentally conscious community goals; and

WHEREAS, the Office of Sustainability Active Transportation Coordinator has the capacity to staff and administer the CBPAC; and

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board of Supervisors

1. COMMITTEE – ESTABLISHMENT AND PURPOSES.
   There is hereby created the SAN MATEO COUNTY BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE ("Committee").
   The purposes of the Committee include:
   a. Advise the Board of Supervisors regarding funding priorities for bicycle and pedestrian projects and programs in the County.
   b. Advise the Board of Supervisors regarding project priorities for funding programs including the Transportation Development Act Article 3 grant program.
   c. Make recommendations to the Board of Supervisors regarding the County's annual priority list of bicycle and pedestrian projects for the capital improvement program.
   d. Make recommendations to the Board of Supervisors regarding the County's annual road resurfacing, maintenance, and operations

program.

e. Make recommendations to the Board of Supervisors regarding encouragement and education programs to increase walking and bicycling for transportation.
f. Coordinate with jurisdictions, partners, and bicycle and pedestrian advisory committees of other agencies on multi-jurisdictional issues.
g. Provide recommendations to committees, commissions, and departments on issues related to bicycling, walking, and complete streets.
h. Review and provide recommendations to County staff regarding plans, policies, routes, Safe Routes to Schools, transit, traffic enforcement, and guidelines related to walking and bicycling.
i. Report and make recommendations to the Board of Supervisors no less than once in every twelve (12) month period.

2. MEMBERSHIP.

The Committee shall consist of no more than five (5) voting members who shall be residents of the County of San Mateo and who regularly walk and/or ride a bicycle for transportation purposes. San Mateo County employees are not eligible for membership. Members shall be appointed by a majority vote of the Board of Supervisors, and shall serve at the pleasure thereof.

The following criteria shall be used in appointing Committee members:

a. Members shall have an abiding interest in improving conditions for people walking and bicycling for transportation and increasing the proportion of trips made by walking and bicycling.
b. Consideration shall be given to the applicant's community involvement to the extent relevant to the fulfillment of the

Committee's mission.

c. Consideration shall be given to geographic representation across the five County districts, but no more than two members may reside in the same district.
d. Members shall be appointed such that one member represents the interests of the bicycle community, one member represents the Safe Routes to School community, and one member represents the interests of the older adult community. The two remaining seats shall be at-large.
e. Members should have sufficient time and resources to effectively serve on the Committee.

Outreach efforts shall be made to maximize the likelihood that Committee members represent expertise in issues such as: senior citizens' transportation, accessibility, school children's transportation, multi-modal transit access, economic development, disadvantaged communities, health, multi-cultural communities, and traffic enforcement.

3. TERMS

Initial terms shall be staggered to help ensure the continuity of the Committee. For the initial appointment of members, two (2) members shall be appointed to serve two (2) year terms and three (3) members shall be appointed to serve four (4) year terms. Thereafter, each of the terms shall be four (4) year terms. Upon conclusion of a term, a member may be reappointed subject to a maximum of three (3) full four-year terms. This limit shall not include partial terms to which members may be appointed at the beginning of their service, or holdover service caused by delay in appointing a replacement at the end of the member's term of service. In the event that a vacancy shall occur on the Committee during the term of any

member, the Board of Supervisors shall appoint a replacement who shall serve the rest of that member's term.

Terms shall begin on July 1 of the year of appointment and end on June 30. Initial terms at the formation of the Committee may begin any time on or after July 1, 2015, and shall end on June 30 of the applicable year depending on the length of the member's initial term.

4. ORGANIZATION.

   The Committee shall adopt rules for the conduct of its own business, including but not limited to, the following provisions:

   a. The Committee shall annually select, by majority vote, a Chair and a Vice Chair.
   b. The Committee shall meet at least four (4) times a year, unless otherwise determined by majority vote of the Committee.
   c. Committee action may be taken only by a majority vote of all members. A majority vote is defined as a majority of the authorized membership, meaning a minimum of three (3) votes.
   d. The Committee shall have the authority to establish *ad hoc* committees and appoint non-voting volunteer committee members from the community. These *ad hoc* committees will serve the sole purpose of developing and making recommendations to the Committee.
   e. The Committee shall work with the Office of Sustainability as its administrative liaison, or such other County department as the Board of Supervisors may authorize.
   f. The Committee shall establish the time and place of its regular meetings.
   g. All meetings of the Committee or committees thereof shall be

subject to the open meeting requirements of the Government Code, specifically, the Brown Act, section 54950, *et seq.*

h. All documents and reports generated by the Committee shall be subject to the provisions of the Public Records Act, specifically, Government Code section 6254, *et seq.*

i. Except to the extent that this resolution sets forth different rules or processes, the Committee will comply with all standing rules for County boards, commissions and advisory committees that are established by the Board of Supervisors.

5. COMMITTEE'S POWERS, DUTIES AND FUNCTIONS

The duties, functions and powers of the Committee shall be as follows:

a. To advise and make recommendations to the Board of Supervisors;

b. Develop and implement a yearly work plan;

c. Provide a public forum for input from members of the public and to identify unmet needs;

d. To act as an advocate for people walking and bicycling;

e. Other duties and activities as directed by the Board of Supervisors.

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