

**CITY OF MOUNTAIN VIEW
BICYCLE/PEDESTRIAN ADVISORY COMMITTEE**

BYLAWS, ROLES, AND RESPONSIBILITIES

ARTICLE I – NAME

The name of the Committee is the City of Mountain View Bicycle/Pedestrian Advisory Committee, hereinafter referred to as the “Bicycle/Pedestrian Advisory Committee.”

ARTICLE II – PURPOSE

The purpose of the Bicycle/Pedestrian Advisory Committee is:

1. To promote the development and maintenance of the City’s bikeway and pedestrian facilities;
2. To promote, through education, bicycling and walking as an alternative means of transportation; and
3. To ensure sensitivity to bicycle, pedestrian, and disabled transportation issues in the design and implementation of public works projects which impact bicycles and pedestrians.

ARTICLE III – MEMBERSHIP

Section 1. Composition. Members of the Bicycle/Pedestrian Advisory Committee shall be appointed by the City Council of Mountain View. The Bicycle/Pedestrian Advisory Committee shall consist of five (5) members who shall live or work within the City limits and have a strong interest and enthusiasm for the planning, improving, and maintaining of bicycle and pedestrian facilities. A majority of the members shall be Mountain View residents.

Section 2. Term of Membership. Terms of membership of the Bicycle/Pedestrian Advisory Committee shall be for four (4) years. Members of the Bicycle/Pedestrian Advisory Committee shall serve a maximum of two (2) consecutive four (4) year terms.

Section 3. Voting Rights. Each member shall be entitled to one (1) vote on each matter submitted to a vote of the members. Voting by proxy or absentee ballot shall not be permitted.

Section 4. Resignation and Termination of Membership. Any member may resign by filing a written resignation with the Chairperson of the Bicycle/Pedestrian Advisory Committee and/or the City Council. The City Charter requires an advisory body member's office to become vacant if the member has been absent from three (3) regular consecutive meetings without a qualified excuse as defined in City Council Policy K-2, Council Advisory Body Appointments.

Section 5. Vacancies. Vacancies in the membership of the Bicycle/Pedestrian Advisory Committee shall be filled in the same manner as provided in the case of the original selection in accordance with Article III, Sections 1 and 2, and/or defined in City Council Policy K-2, Council Advisory Body Appointments.

ARTICLE IV – MEETINGS OF MEMBERSHIP

Section 1. Regular Meetings. Regular meetings shall be scheduled each month, except for the months of May, July, and December. The Bicycle/Pedestrian Advisory Committee may cancel meetings or schedule additional meetings as deemed necessary.

Section 2. Special Meetings. Special meetings of the Bicycle/Pedestrian Advisory Committee may be called by the Chairperson or Vice Chairperson.

Section 3. Place of Meetings. The Bicycle/Pedestrian Advisory Committee shall designate a place within the City as the place of any meeting.

Section 4. Notice of Meetings. Notice stating the place, day, hour, and agenda of any meeting of the Bicycle/Pedestrian Advisory Committee shall be provided to the public pursuant to the requirements of the Ralph M. Brown Act (Government Code 54950 *et seq.*).

Section 5. Quorum. A quorum shall constitute three (3) members.

ARTICLE V – COMMITTEE ROLE AND RESPONSIBILITIES

The Bicycle/Pedestrian Advisory Committee shall be an advisory body to the City Council on matters relating to bicycle and pedestrian transportation. The fundamental responsibility of the Bicycle/Pedestrian Advisory Committee shall be to advise and make recommendations to the City Council on policy, improvement, operation, and maintenance of the City's bicycle/pedestrian facilities. The Committee's role which defines and supports this basic charge includes, but is not specifically limited to, the following:

- Propose, review, prioritize, and recommend bicycle/pedestrian/disabled transportation projects for application to the Metropolitan Transportation

Commission for the annual Transportation Development Act, Article 3 funds. (The application for these funds is usually required by December 31 of each year.) Review and recommend projects for other State or Federal bicycle, pedestrian, or access grant programs.

- Participate in the development and review of comprehensive bicycle/pedestrian facility plans and regulations (e.g., bicycle/pedestrian section of the Circulation Chapter of the General Plan, other circulation plans of the City, Zoning Ordinance requirements for bicycle parking).
- Review the City's existing bikeway system and pedestrian facilities and make recommendations on operational improvements to the existing bicycle/pedestrian facilities.
- Make recommendations on capital improvements to bicycle/pedestrian facilities (e.g., bikeways, pedestrian/bicycle bridges, bike parking facilities, intersection and traffic signals and walkways, etc.).
- Review, as directed by the City Council, private development project applications requiring General Plan, Precise Plan, and/or zoning amendments (Gatekeeper projects), as prescribed in Chapter 36, Zoning, of the Mountain View City Code.
- Review public projects that impact bicycle and pedestrian facilities to ensure adequate consideration of the needs of bicyclists, pedestrians, and the disabled (site access, bicycle parking, etc.).
- Review the City's roadway system for bicycle and pedestrian suitability.
- Work with the Police Department to promote bicycle/pedestrian safety through education and enforcement.

ARTICLE VI – OFFICERS

Section 1. Officers. The officers of the Bicycle/Pedestrian Advisory Committee shall be a Chairperson and a Vice Chairperson. The coordination of staff support shall be designated by the City Manager.

Section 2. Election of Officers. The officers shall be elected annually by the Bicycle/Pedestrian Advisory Committee members from their own membership at the first meeting each calendar year beginning January 1.

Section 3. Duties. The Chairperson shall preside at all meetings of the members. The City's designated representative to the Valley Transportation Authority's Bicycle and

Pedestrian Advisory Committee shall be appointed from a recommendation by the membership of the Bicycle/Pedestrian Advisory Committee to the City Council. The Vice Chairperson, in the absence of the Chairperson, shall perform duties of the Chairperson. A City of Mountain View staff person shall act as the Committee secretary and record and preserve the minutes of all meetings of the membership.

**ARTICLE VII – DURATION AND REVIEW OF THE
BICYCLE/PEDESTRIAN ADVISORY COMMITTEE**

The Bicycle/Pedestrian Advisory Committee shall continue for as long as the City Council deems necessary or desirable. The Mountain View City Council shall have the authority to dissolve the Bicycle/Pedestrian Advisory Committee upon determination that it is in the best interest of the City that the Bicycle/Pedestrian Advisory Committee be dissolved. The Council may review the Committee’s activities and make changes in their role or functions as needed.