

CITY COUNCIL AGENDA REPORT

June 1, 2010
Parks and Community Services

TITLE: ADOPT A RESOLUTION DISBANDING THE TRAILS AD HOC AND BICYCLE, PEDESTRIAN ADVISORY COMMITTEES; AND ADOPT A RESOLUTION ESTABLISHING THE FORMATION OF THE BICYCLE, PEDESTRIAN AND TRAILS COMMITTEE

SUMMARY

The City Council has the authority to establish committees for a specified period of time to provide support to commissions to act as a vehicle for channeling public input to the City Council, commissions and City staff. Currently, the Parks and Community Services Department and the Traffic Engineering Division provide staff resources to the Trails Ad Hoc Committee and the Bicycle, Pedestrian Advisory Committee respectively. An opportunity exists to merge the two committees and leverage the background, history and advisory functions of both into a newly structured Bicycle, Pedestrian and Trails Committee (BPTC). The Parks and Recreation Commission (PRC) and both committees have considered the matter of merging the two advisory committees, and all agree that it will produce a broad focused group encompassing all of the elements of the separate committees. The newly structured BPTC shall serve as an advisory committee to the Parks and Recreation Commission, the City Council, and the Traffic Engineering Division.

PARKS AND RECREATION COMMISSION RECOMMENDATION

The PRC reviewed this matter on January 14, 2010, and approved merging the Trails Ad Hoc Committee (TAC) and the Bicycle Pedestrian Advisory Committee (BPAC) into a single committee. The PRC approved the name of the new committee as the Bicycle, Pedestrian and Trails Committee, as well as the proposed committee structure, terms and meeting frequency outlined in this report.

RECOMMENDATION

Staff recommends that the City Council adopt the resolution (Attachment 1) disbanding the TAC and the BPAC, and adopt the resolution (Attachment 2) establishing the formation of the Bicycle, Pedestrian and Trails Committee; which shall merge all of the tasks of the former TAC and BPAC.

FINANCIAL STATEMENT

There is no fiscal impact.

BACKGROUND

Between 2003 and 2007, the Parks and Community Services Department and the Traffic Engineering Division have staffed the Trails Ad Hoc Committee which served as an advisory body to the Parks and Recreation Commission and the Bicycle, Pedestrian Advisory Committee which was created to develop the Pedestrian and Bicycle Master Plan. Since their inception, the Committees have completed projects and issued recommendations to further various trail improvement projects.

On September 16, 2003, the City Council established the 11-member TAC to assist the Parks and Recreation Commission (Resolution 03-103). The TAC is charged with researching, reviewing, and prioritizing potential trail projects, recommending trail improvements, advising the PRC on accessibility and potential use of trails by a variety of users, and keeping the PRC apprised of relevant activities conducted by other entities (EBRPD, neighboring cities, agencies, special districts and advocacy groups). In collaboration with the PRC, the TAC also coordinates trail education efforts and assists in maintaining community awareness of the importance of trails. The TAC was formed to allow for comprehensive membership to facilitate its responsibilities and is chaired by the PRC Chair. Members of the TAC include the following representatives:

- Parks and Recreation Commission Chair
- Youth Commission
- Regional trails
- Non-motorized transportation
- At-large members (3)
- Alternate member (1)
- Zone 7 Water Agency
- East Bay Regional Parks District (EBRPD)
- City of Pleasanton Police Department

On September 4, 2007, the City Council approved the formation of the seven member BPAC, a requirement of the Alameda County Transportation Authority (ACTIA) who issued the City a grant in the amount of \$111,000 for the development of a Pedestrian and Bicycle Master Plan (Master Plan). The BPAC is charged with selecting a consultant to prepare a Master Plan, reviewing the consultant's work product to provide direction and upon completion of the Master Plan, continue to provide input and direction on bicycle and pedestrian issues, oversee the implementation of projects and programs recommended by the Master Plan. Members of the BPAC include the following representatives:

- Parks and Recreation Commission
- Trails Ad Hoc Committee
- Planning Commission
- At-large members (3)
- Youth Representative

Due to the nature of their roles and responsibilities, an opportunity exists to merge the two committees and leverage the background, history, and functions of both committees into one advisory body.

DISCUSSION

At the October 26, 2009 TAC meeting, the matter of merging the TAC and BPAC was presented and discussed and the TAC overwhelmingly supported the recommendation. At the November 2, 2009 BPAC meeting, a similar discussion was held. The BPAC supported the recommendation and provided additional input to staff about the formation of the new committee.

On January 14, 2010, the PRC considered the matter, including the input provided by the BPAC, and voted unanimously to merge the two committees. The Commission recommended that the new committee be named the Bicycle, Pedestrian and Trails Committee; and discussed the committee structure, terms, and meeting frequency summarized in this report.

Proposed Bicycle, Pedestrian and Trails Committee Structure

The 13-member BPTC, chaired by the Parks and Recreation Commission Chair, shall allow for a broad focus to provide recommendations to the Parks and Recreation Commission or Traffic Engineering Division. The BPTC shall have two (2) staff positions assigned, one from the Parks and Community Services Department, and one from the Traffic Engineering Division. This will ensure that committee recommendations pertaining to *off-street* facilities or to bicycle, pedestrian and trails issues will be forwarded to the PRC for further action, and recommendations on items that pertain to *on-street* facilities will either be implemented by the Traffic Engineering Division or will be forwarded to the City Council, as appropriate.

Beyond the structure noted above, members of the BPTC shall be comprised of the following representatives:

- Parks and Recreation Commission Chair
- Planning Commission Vice-chair
- Youth Commission member (1)
- At-large members (6)
- At-large alternate member (1)
- Non-voting members (3), from the following agencies/department:
 - East Bay Regional Park District
 - Zone 7 Water Agency
 - Pleasanton Police Department

Terms of Membership

Committee members shall serve for a three (3) year term, with a maximum of two (2) terms allowed, whether consecutive or non-consecutive. Existing members of either committee shall receive credit for time served on either of their respective committees if appointed to the new committee, their previous time served shall be accounted for in their new appointment.

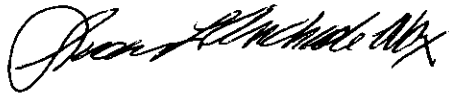
Meetings

The BPTC will encompass all of the responsibilities carried out previously by the TAC and BPAC functions. The merged committee will meet on a monthly basis with special meetings scheduled as necessary. The Chair and Vice-chair will consist of the Parks and Recreation Commission and Planning Commission respectively; the at-large members will be selected by advertising the committee vacancies in concert with the City commission/committee recruitment process. Committee member appointments will be made by a Parks and Recreation Commission sub-committee and appointments will be recommended for ratification by the City Council.

Committee Responsibilities

The BPTC will serve as an advisory body to the Parks and Recreation Commission, the City Council, and the Traffic Engineering Division on topics related to trails within or outside of the public right-of-way; provide recommendations on connectivity points; remain apprised of trail related information from other entities (e.g., EBRPD, Zone 7 etc.); advise on matters related to the Pedestrian and Bicycle Master Plan implementation; provide recommendations pertaining to off-street facilities or on-street facilities; and assist the Parks and Recreation Commission in maintaining community awareness and importance of trails.

Submitted by:



Susan Andrade-Wax
Director of Parks and
Community Services

Approved by:



Nelson Fialho
City Manager

Attachments

1. Resolution to Disband Committees
2. Resolution to Establish New Committee

RESOLUTION NO. 10-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PLEASANTON
DISBANDING THE TRAILS AD HOC COMMITTEE (TAC) AND THE BICYCLE
PEDESTRIAN ADVISORY COMMITTEE (BPAC)**

WHEREAS, the Trails Ad Hoc Committee was established on September 16, 2003 to recommend and prioritize trail improvement projects and related matters; and

WHEREAS, the Bicycle Pedestrian Advisory Committee was established on September 4, 2007 to develop a city-wide Pedestrian and Bicycle Master Plan; and

WHEREAS, the Bicycle Pedestrian Advisory Committee's work is complete with the approval by the City Council of the city-wide Pedestrian and Bicycle Master Plan at the Council's February 16, 2010 meeting.

NOW, THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF PLEASANTON DOES RESOLVE, DECLARE, DETERMINE AND ORDER THE FOLLOWING:

SECTION 1: Express appreciation to the members of both the Trails Ad Hoc and the Bicycle Pedestrian Advisory Committees for their work, and disband both Committees in favor of a new combined Committee.

SECTION 2: This resolution shall become effective immediately upon its passage and adoption.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Pleasanton at a regular meeting held on June 1, 2010.

I, Karen Diaz, City Clerk of the City of Pleasanton, California, certify that the foregoing resolution was adopted by the City Council at a regular meeting held on 1st day of June, 2010 by the following vote:

Ayes:
Noes:
Absent:
Abstain:

Karen Diaz, City Clerk

APPROVED AS TO FORM:

Jonathan P. Lowell, City Attorney

RESOLUTION NO. 10-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PLEASANTON ESTABLISHING THE FORMATION OF THE BICYCLE, PEDESTRIAN AND TRAILS COMMITTEE (BPTC)

WHEREAS, the Trails Ad Hoc Committee was established on September 16, 2003 to recommend and prioritize trail improvement projects and related matters; and

WHEREAS, the Bicycle, Pedestrian Advisory Committee was established on September 4, 2007 to develop a city-wide Pedestrian and Bicycle Master Plan; and

WHEREAS, the Bicycle, Pedestrian Advisory Committee's work is complete with the approval by the City Council of the city-wide Pedestrian and Bicycle Master Plan at the Council's February 16, 2010 meeting; and

WHEREAS, it is recognized and recommended by staff, the Parks and Recreation Commission and both Committees that merging the two advisory bodies would provide a more capable group with broader focus that could provide recommendations and resolution of issues in areas of overlapping interest.

NOW, THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF PLEASANTON DOES RESOLVE, DECLARE, DETERMINE AND ORDER THE FOLLOWING:

SECTION 1: A Bicycle, Pedestrian and Trails Committee (BPTC) is established which shall combine and encompass all of the tasks of the former Bicycle, Pedestrian Advisory Committee and the Trails Ad Hoc Committee.

SECTION 2: The City Council does hereby establish the Bicycle, Pedestrian and Trails Committee which shall have the following duties and responsibilities:

- a. Assist the Parks and Recreation Commission in researching reviewing and prioritizing potential trail projects.
- b. Offer recommendations for trail improvements in or out of the public right-of-way.
- c. Advise the Parks and Recreation Commission on activities by other entities (e.g., EBRPD, City of Dublin, City of Livermore, Zone 7 Water Agency, DSRSD trail advocacy groups) that may impact Pleasanton's trail system.
- d. Recommend access and connectivity points from trails within the community such as parks major arterials transit points shopping areas essential services, etc.
- e. Coordinate trail education efforts with the Parks and Recreation Commission and staff.
- f. Advise the Parks and Recreation Commission regarding accessibility and potential use of trails by a variety of users (e.g., pedestrians, bicyclists physically challenged, equestrians etc.)

g. Assist the Parks and Recreation Commission in maintaining community awareness and importance of trails.

h. Assist the Parks and Recreation Commission and staff with an Adopt-A-Trail or similar program.

i. Advise the Parks and Recreation Commission, City Council, and Traffic Engineering Division on matters related to the Pedestrian and Bicycle Master Plan.

j. Provide recommendations pertaining to off-street facilities or on-street facilities to the Parks and Recreation Commission or the Traffic Engineering Division respectively.

SECTION 3: The BPTC shall be composed of 13 members and two (2) staff positions as follows:

- Chairman from the Parks and Recreation Commission
- Vice-chair member from the Planning Commission
- One (1) representative from the Youth Commission
- Six (6) at-large members (membership to be balanced to provide geographic diversity and a balance between on-road/off-road bicycle and pedestrian interests, equestrian interests, balance between commute vs. leisure users, and both regional and local interests)
- One (1) at-large alternate member
- One (1) non-voting member from the East Bay Regional Park District
- One (1) non-voting member from the Pleasanton Police Department
- One (1) non-voting member from Zone 7 Water Agency
- One (1) staff from Parks and Community Services Department
- One (1) staff from Traffic Engineering Division

SECTION 4: The Committee shall serve as follows:

- a. Members shall serve three-year terms with a maximum of two terms.
- b. In case of a vacancy, an appointment shall be made for the remainder of the term in the same manner as the original appointment.
- c. Persons appointed to the Committee shall continue to serve as members except when:
 - i. The member's term expires;
 - ii. The member voluntarily resigns from the Committee;
 - iii. The member is absent from one-third (1/3) of the regular meeting within a six (6) month period;
 - iv. Any other reason the City Council deems reasonable.

SECTION 5: The Committee shall hold regular meetings as follows:

- a. The Committee shall meet once per month as needed.
- b. Special meetings may be called by the Committee chairperson or by a simple Committee majority, provided written notice is given twenty-four hours in advance of the special meeting to the following: each Committee member, local newspapers of general circulation, and by anyone who has filed with the City Clerk or Committee staff a written request for notice. Notice of meetings shall comply in all respects with Section 549650 et seq., of the Government Code, known commonly as the Ralph M. Brown Act.

c. All meetings shall be public; agendas shall be prepared; minutes of all meeting shall be kept and filed by the Parks and Community Services Department staff or the designee.

SECTION 6: A simple majority of the current membership shall constitute a quorum. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of members, if any action is approved by at least a majority of the required quorum. A simple majority of the quorum shall be required to conduct business.

SECTION 7: This resolution shall become effective immediately upon its passage and adoption.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Pleasanton at a regular meeting held on June 1, 2010.

I, Karen Diaz, City Clerk of the City of Pleasanton, California, certify that the foregoing resolution was adopted by the City Council at a regular meeting held on the 1st day of June, 2010 by the following vote:

Ayes:
Noes:
Absent:
Abstain:

Karen Diaz, City Clerk

APPROVED AS TO FORM:

Jonathan P. Lowell, City Attorney