



Regional Transportation Planning Agency - Local Transportation Commission
Monterey County Service Authority for Freeways and Expressways
Monterey County Regional Development Impact Fee Joint Powers Agency
Email: info@tamcmonterey.org

Bicycle and Pedestrian Facilities Advisory Committee

Wednesday, October 4, 2023

****6:00 PM****

MEETING LOCATION

599 El Camino Real, Greenfield, CA 93927
Greenfield Council Chambers

Members of the public & non-voting members may join meeting online at:
<https://us02web.zoom.us/j/990276709?pwd=QXBRbWF6ajh6M3dOR3hnbGloRlhRZz09>

OR

Via teleconference at +1 669 900 6833

Meeting ID: 990 276 709

Password: 352877

Please note: If all committee members are present in person, public participation by Zoom is for convenience only and is not required by law. If the Zoom feed is lost for any reason, the meeting may be paused while a fix is attempted, but the meeting may continue at the discretion of the Chair.

Please see all the special meeting instructions at the end of this agenda

1. Quorum Check - Call to Order

Call to order and self-introductions. Committee bylaws specify that quorum shall consist of a majority (7) of the number of voting memberships actually filled at the time (13); the existence of any vacancies shall not be counted for purposes of establishing a quorum.

If you are unable to attend, please contact your alternate. Your courtesy to the other Transportation Agency Committee members to assure a quorum is appreciated.

2. PUBLIC COMMENTS

Any member of the public may address the Committee on any item not on the agenda but within the jurisdiction of the Board. Under this item, each member of the public is allowed three minutes to address concerns. Comments in items on this agenda may be given when that agenda item is discussed. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged to submit comments in writing to Maria at maria@tamcmonterey.org by 5:00 pm the Monday before the meeting, and such comments

will be distributed to the Board before the meeting.

Alternative Agenda Format and Auxiliary Aids: If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals requesting a disability-related modification or accommodation, including auxiliary aids or services, may contact Transportation Agency staff at 831-775-0903. Auxiliary aids or services include wheelchair accessible facilities, sign language interpreters, Spanish language interpreters, and printed materials in large print, Braille or on disk. These requests may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting and should be made at least 72 hours before the meeting. All reasonable efforts will be made to accommodate the request.

3. **CONSENT AGENDA**

Approve the staff recommendations for items listed below by majority vote with one motion. Any member may pull an item off the Consent Agenda to be moved to the end of the **CONSENT AGENDA** for discussion and action.

- 3.1. **APPROVE** the draft Bicycle and Pedestrian Advisory Committee Minutes for August 2, 2023.

- Maria Montiel

The draft minutes of the August 2, 2023 Bicycle and Pedestrian Advisory Committee meeting are attached for review

- 3.2. **APPROVE** applications to the Active Transportation Support Program (ATSP) to award bike racks.

- Alissa Guther, Ariadne Sambrano

Approval by the Bicycle and Pedestrian Facilities Advisory Committee is required for applicants to the Active Transportation Support Program to be awarded. TAMC received an application from the Salinas Community Science Workshop for bicycle repair and maintenance tools. The amount previously approved for this recipient needs to be supplemented to cover the costs of all tools.

4. **RECEIVE** update from City of Greenfield staff on the Walnut Avenue Pedestrian and Bikeway Improvements project.

- Janneke Strause

The City of Greenfield received a 2020 Regional Surface Transportation Program (RSTP) grant from the Transportation Agency for Monterey County for the Walnut Avenue Pedestrian and Bikeway Improvements project. The project is at 90% Plans and construction will be completed by June 2024.

5. **RECEIVE** a presentation on the City of Soledad's West Street and Complete Street Project along with other projects for the near future.

- Janneke Strause

The City of Soledad was recently awarded the 2023 Regional Surface Transportation Program (RSTP) Competitive Grant from the Transportation Agency for Monterey County for the West Street and Complete Street Project.

6. **Committee Bylaws Review:**

1. **RECEIVE** presentation on the Bicycle and Pedestrian Advisory Committee Bylaws; and
2. **REVIEW** committee duties.

- Janneke Strause

The Transportation Agency for Monterey County (TAMC) established a Citizens Advisory Committee for Bicycle and Pedestrian Facilities to act at its direction and discretion, in response to State and federal requirements for citizens' participation. The Bicycle and Pedestrian Facilities Advisory Committee bylaws were last approved by the TAMC Board of Directors on October 24, 2001. The bylaws are reviewed periodically to guide committee duties.

7. **ANNOUNCEMENTS and/or COMMENTS**

8. **ADJOURN**

ANNOUNCEMENTS

Next Committee meeting will be held at
Wednesday, November 1, 2023 at 6:00 P.M.

Transportation Agency for Monterey County
Conference Room
55B Plaza Circle, Salinas, CA 93901

A quorum of voting members is required to be present to hold this meeting.

There will be a zoom link for hybrid participation by members of the public.

Voting members: please note that the circumstances in which you may remotely teleconference have been severely curtailed and require prior notice and only certain justifications. Click [here](#) for more details.

If you have any items for the next agenda, please submit them to:
Janneke Strause, Bicycle and Pedestrian Facilities Advisory Committee Coordinator
Janneke@tamcmonterey.org

Documents relating to an item on the open session that are distributed to the Committee less than 72 hours prior to the meeting shall be available for public inspection at the office of the Transportation Agency for Monterey County, 55-B Plaza Circle, Salinas, CA. Documents distributed to the Committee at the meeting by staff will be available at the meeting; documents distributed to the Committee by members of the public shall be made available after the meeting.

Transportation Agency for Monterey County

www.tamcmonterey.org

55B Plaza Circle, Salinas, CA 93901

TEL: 831-775-0903

EMAIL: info@tamcmonterey.org

The Committee Agenda will be prepared by Agency staff and will close at noon nine (9) working days before the regular meeting. Any member may request in writing an item to appear on the agenda. The request shall be made by the agenda deadline and any supporting papers must be furnished by that time or be readily available. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals requesting a disability-related modification or accommodation, including auxiliary aids or services, may contact the Transportation Agency at 831-775-0903. Auxiliary aids or services include wheelchair accessible facilities, sign language interpreters, Spanish Language interpreters and printed materials, and printed materials in large print, Braille or on disk. These requests may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting, and should be made at least 72 hours before the meeting. All reasonable efforts will be made to accommodate the request.

Memorandum

To: Bicycle and Pedestrian Facilities Advisory Committee

From:

Meeting Date: October 4, 2023

Subject: Quorum Check - Call to Order

RECOMMENDED ACTION:

SUMMARY:

FINANCIAL IMPACT:

DISCUSSION:

ATTACHMENTS:

None

WEB ATTACHMENTS:

**TRANSPORTATION AGENCY FOR MONTEREY COUNTY (TAMC)
Bicycle and Pedestrian Facilities Advisory Committee**

Draft Minutes of August 2, 2023

Held at Transportation Agency for Monterey County Office
55-B Plaza Cir., Salinas CA 93901

Voting Members	JAN 23	FEB 23	MAR 23	APR 23	MAY 23	JUN 23	JUL 23	AUG 23
Eric Petersen, District 1	C	P	P	P	-	C	N	P
Victor Tafoya– District 2 <i>(David Tavarez)</i>	A	P	E	P	P	A	O	-
Mike Novo – District 3, Chair	N	P	P	P	P	N	M	P
Jeff Wriedt, District 4 <i>(Frank Henderson)</i>	C	P	P(A)	P	E	C	E	P
Martin Wegenstein, District 5, Vice Chair <i>(Jeff Lindenthal)</i>	E	P	E	E	P	E	E	P
D. L. Johnson, Carmel-By-The Sea	L	P	P	E	P	L	T	P
Celine Pinet, Del Rey Oaks	L	-	-	P	P	L	I	-
Gonzales - Vacant	E	-	-	-	-	E	N	-
Ernest Gallardo, Greenfield	D		P	P	P	D	G	P
King City – vacant		P		-	-			-
Marina - Vacant		P		-	-			-
Gino Garcia, Monterey <i>(Abby Ostovar)</i>		P	P	P	P			P
Katie Stern, Pacific Grove <i>(Jung Hwa Kim)</i>		E	P	P	P			P
Chris Flescher, Salinas <i>(Mark Lasnik)</i>		P	P	P	P			P
Elizabeth (Libby) Sofer, Sand City		-	P	E	P			P
Ralph Wege, Seaside <i>(Jan Valencia)</i>		P	-	P	P			-
Soledad - Vacant		-	-	-	-			-
Marzette Henderson, Monterey Salinas Transit		E	P	P	P			P
Mark Chaffey, Velo Club of Monterey <i>(Alex Capelli)</i>		P	P	-	P			P
N. County Recreation & Park District - Vacant		-	-	-	-			-
Salinas Public Works - Vacant		-	-	-	-			-
Monterey County Public Works – Vacant		-	-	-	-			-
Caltrans - District 5 - Vacant		-	-	-	-			-
, AMBAG <i>(Will Condon)</i>		P	P	P	P			-
CSUMB -vacant		P	-	-	-			-

E – Excused
P(A) – Alternate
A - Absent

VC – Video Conference
TC – Teleconference

TRANSPORTATION AGENCY STAFF	JAN 23	FEB 23	MAR 23	APR 23	MAY 23	JUN 23	JUL 23	AUG 23
Todd Muck, Executive Director		P	E	-	E			-
Ariana Green, Principal Transportation Planner		-	P	-	-			-
Maria Montiel, Administrative Assistant		P	P(VC)	P	P			P
Mike Zeller, Director of Programing and Project Delivery		-	P	-	-			P (VC)
Laurie Williamson, Senior Engineer		-	-	-	-			-
Christina Watson, Director of Planning		-	P	P (VC)	P			P
Janneke Strause, Transportation Planner		P	E	P	P			P
Aaron Hernandez, Assistant Transportation Planner		-	-	P (VC)	-			-
Alissa Guthier, Assistant Transportation Planner		P	-	P	-			P
Doug Bilse, Principal Engineer		P	-	P	P (VC)			P (VC)
Jeff Kise, Director of Finance & Administration			P (VC)	-	-			-
OTHERS PRESENT:								
	Hans Hoffman	Public		Victor Tafoya–	District 2			
	Jasmine Perez Mejia	Monterey County		Robin Lee	Public			
	Mari Lynch	Public		Vickie	Public			
	Sam Winter	Public						

1. Chair Novo called the meeting to order at 6:00 p.m. A quorum was established, and Maria Montiel took roll call.

2. **PUBLIC COMMENTS**

Mari Lynch, Public announced that Roy Wiegand was biking and hit in traffic collision, he was bicycling to support a charity.

Hans Hoffman, member of public announced that the city needs to consider cleaning the gravel on re-pavement Blanco Road.

3. **BEGINNING OF CONSENT AGENDA**

M/S/C Wegenstein /Sofer /unanimous

Abstained: Jeff Wriedt

3.1 Approved minutes of the Bicycle and Pedestrian Facilities Advisory Committee meeting of May 3, 2023.

3.2 Approved applications to the Active Transportation Support Program (ATSP) to award bike racks.

END OF CONSENT AGENDA

4. 2023 COMPETITIVE GRANTS PROGRAM OF PROJECTS

M/S/C **Johnson/ Stern**
Abstained: Gino Garcia

The Committee recommended the Transportation Agency Board of Directors program \$10.5 million of Regional Surface Transportation funds to the 2023 Competitive Grants Program of Projects.

Janneke Strause, Transportation Planner, reported that the Transportation Agency Board approved releasing a call for projects for a new cycle of competitive grants at its March 2023 meeting. She noted that the grant applications were due June 1, 2023, and the Agency established an ad hoc committee of Bicycle and Pedestrian Facilities Advisory and Technical Advisory Committee members to review and rank the applications and provide funding recommendations. She noted that the Agency received twelve completed competitive applications of more than \$22.7 million in requested Regional Surface Transportation grant funding. Ms. Strause noted that each application was reviewed and scored by five committee members. She went over the projects that are being recommended by Agency staff for grant funding in ranked order:

- King City - U.S. Highway 101/Broadway Street at San Antonio Drive Roundabout Improvement
- Project - \$3,519,000
- Marina - Del Monte Boulevard and Reservation Road Intersection Improvements - \$1,717,500
- Monterey-Salinas Transit - MST Countywide Bus Stop Project - \$425,000
- City of Soledad - West Street Road Diet and Complete Street Project - \$2,758,000
- City of Salinas - Harden Parkway Path and Safe Routes to School Project - \$1,556,000

Ms. Strause also reported that the Transportation Agency received four complete quick-build grant applications totaling \$732,500 in requested Regional Surface Transportation Program grant funding. Each application was reviewed and scored by five committee members. The following projects are recommended by Agency staff for grant funding in ranked order:

- City of Salinas - East Market Street Cycle Track Quick Build - \$326,000
- City of Monterey - Madison/Hermann/Larkin Traffic Circle - \$119,120
- King City - Division Street Bike Lanes & SRTS Crosswalk Upgrades - \$117,380

Committee Member Ernie Gallardo asked what is Monterey-Salinas Transit adding? Janneke Strause replied that Monterey-Salinas Transit will be adding 49 new bus stops in South County from the planning study.

Committee Member Katie Stern asked why only three quick-build projects were recommended for funding and why not fund all four projects. Janneke Strause replied that the County of Monterey's application didn't meet the criteria of the grant program to test a new concept using semi-permanent materials with a public participation plan to adjust the concept.

Committee Member Jeff Wriedt asked what happens to unused funds? Janneke Strause replied that it goes into the RSTP Reserve for future projects.

Committee Member Gino Garcia asked why staff was only recommending \$1.5 million for the Harden Parkway Path and SRTS project when it costs \$15.5 million? Janneke Strause replied that the request and recommendation fully funds the project.

The Committee had the following comments and input regarding the 2023 Competitive Grants Program of Projects:

- Consider reaching out to those that were not awarded funding to review applications
- Work with the Monterey County Public Works staff to provide support with applications
- Consider modifying the guidelines next cycle to be more clear
- Consider including the scoring matrix in the presentation
- Consider checking with Cities prior to submitting applications

5. **ANNOUNCEMENTS AND/OR COMMENTS**

Committee Member Sofer announced that the Sand City Criterium was a great family event that attracted racers and will be back next year.

Committee Member Petersen announced that Andrew Easterling is no longer with the City of Salinas and noted that he was a great traffic engineer that understood road issues and he will be missed.

Mari Lynch announced that the Ciclovía Salinas is on October 15, 2023 and more information at bikemonterey.org.

Committee Member Stern will coordinate with Asilomar State Beach and the city of Pacific Grove in applying for the Active Transportation Support Program.

Mari Lynch mentioned that the Health Department needs bike racks for the health worker providers.

Committee Member Johnson asked for a Wayfinding presentation at a future meeting date.

Committee Member Wriedt mentioned the next meeting on September 6, 2023 will be held in Greenfield.

6. **ADJOURNMENT**

Chair Novo adjourned the meeting at 7:10 p.m.

Memorandum

To: Bicycle and Pedestrian Facilities Advisory Committee

From: Alissa Guther, Assistant Transportation Planner, Ariadne Sambrano, Assistant Transportation Planner

Meeting Date: October 4, 2023

Subject: **Active Transportation Support Program Application Approval**

RECOMMENDED ACTION:

APPROVE applications to the Active Transportation Support Program (ATSP) to award bike racks.

SUMMARY:

Approval by the Bicycle and Pedestrian Facilities Advisory Committee is required for applicants to the Active Transportation Support Program to be awarded. TAMC received an application from the Salinas Community Science Workshop for bicycle repair and maintenance tools. The amount previously approved for this recipient needs to be supplemented to cover the costs of all tools.

FINANCIAL IMPACT:

The Salinas Community Science Workshop has requested \$3,874 for bicycle repair tools for use by the Salinas Community Science Workshop bicycle mechanics. \$3,874 will be covered by funding from the Bike SAFE program, which has a budget of \$27,500 per year for materials to promote bicycling.

DISCUSSION:

The Bicycle and Pedestrian Committee approved a previous grant for \$3,800 from this applicant for the Active Transportation Support Program this fiscal year, and staff recommends approving this supplemental grant request to cover the cost of tools for the bicycle mechanics at the Salinas Community Science Workshop.

ATTACHMENTS:

None

WEB ATTACHMENTS:

[Spreadsheet of Tools and Costs](#)
[Salinas Community Science Workshop Application](#)

Memorandum

To: Bicycle and Pedestrian Facilities Advisory Committee
From: Janneke Strause, Transportation Planner
Meeting Date: October 4, 2023
Subject: **City of Greenfield Walnut Avenue Pedestrian and Bikeway Improvements Update**

RECOMMENDED ACTION:

RECEIVE update from City of Greenfield staff on the Walnut Avenue Pedestrian and Bikeway Improvements project.

SUMMARY:

The City of Greenfield received a 2020 Regional Surface Transportation Program (RSTP) grant from the Transportation Agency for Monterey County for the Walnut Avenue Pedestrian and Bikeway Improvements project. The project is at 90% Plans and construction will be completed by June 2024.

FINANCIAL IMPACT:

The Transportation Agency for Monterey County awarded \$590,000 in competitive Regional Surface Transportation Program (RSTP) funds to the City of Greenfield for the proposed Walnut Avenue Pedestrian, Bikepath and pavement improvement project in 2020. The total project cost is \$990,000, with the City providing the balance of funding. The Transportation Agency Board of Directors approved a time extension on the RSTP funds to complete the project by August 2024.

DISCUSSION:

The City of Greenfield received a grant from the Transportation Agency to construct sidewalk improvements between 3rd Street and El Camino Real on Walnut Avenue. Also included in the grant, are funds to improve signage and striping to complete a designated Bike Route between 3rd Street and 12th Street. These improvements will improve accessibility by completing sidewalk gaps for existing and anticipated new residents living in the eastern portion of town.

Walnut Avenue is a primary conduit for pedestrian and bicycle traffic. The volume of pedestrian use on Walnut Avenue will likely increase as the Vines Commercial Center continues to develop, and new housing development is built. This project includes the construction of sidewalks and ADA accessible driveways and ramps from El Camino Real to the US 101 on/off ramp. The project also includes the rejuvenation of approximately 2,700 square yards of pavement in the eastern third of the project area.

These improvements serve disadvantaged and affordable housing communities within the existing city limits and provide for safe pedestrian, bicycle, and vehicular access, connecting them and existing residential neighborhoods to the east of US 101 to the city's downtown retail corridor, public schools, and residential neighborhoods on the west side of US 101. The project improves bike and pedestrian facilities and connectivity to numerous current and future developments.

The Greenfield City Council, in their February 26, 2020 meeting, expressed a desire to complete these improvements, and on May 12, 2020 adopted a resolution to pursue grant funds for the project. The Council approved a budget and directed implementation at their meeting on July 27, 2021. Some delays resulted from Covid-19 impacts and recovery, but the project is now on track for completion of design, including Caltrans Permits for work on the US 101 / Walnut Ave. overcrossing by January 2024, and construction completed by June 30, 2024.

ATTACHMENTS:

None

WEB ATTACHMENTS:

[Walnut Avenue Proposed Bike Route Overview](#)

Memorandum

To: Bicycle and Pedestrian Facilities Advisory Committee
From: Janneke Strause, Transportation Planner
Meeting Date: October 4, 2023
Subject: **City of Soledad West Street and Complete Street Project**

RECOMMENDED ACTION:

RECEIVE a presentation on the City of Soledad's West Street and Complete Street Project along with other projects for the near future.

SUMMARY:

The City of Soledad was recently awarded the 2023 Regional Surface Transportation Program (RSTP) Competitive Grant from the Transportation Agency for Monterey County for the West Street and Complete Street Project.

FINANCIAL IMPACT:

The Transportation Agency for Monterey County awarded \$2,758,000 in competitive Regional Surface Transportation Program (RSTP) funds to the City of Soledad for the proposed West Street and Complete Street Project (Pedestrian, Bicyclist, and Pavement Improvements). The total project cost is \$2,758,000. The Transportation Agency Board of Directors approved the funds on August 23, 2023, and to complete the project by August 22, 2026.

DISCUSSION:

The 2023 RSTP grant includes construction funds for the improvement of sidewalks, curb ramps, and full pavement rehabilitation along West Street from Front Street to Gabilan Drive. Also, included in the grant are funds to improve the safety of this section of West Street by including a reduction of lanes from four to two producing a traffic calming effect, striping and signage for bike lane buffers, rectangular rapid flashing beacons (RRFBs), and a pedestrian refuge island at North Street. Additionally, this grant will also fund a landscaping aspect in which the project will include a median with tree plantings north of North Street.

West Street is one of the major collectors in the City of Soledad, making it a primary conduit for motorist, pedestrian, and bicycle traffic. With the anticipated development of Miramonte in the works, the volume of pedestrians, bicyclists, and motorists is likely to increase as it is anticipated to have 2,400 units as part of the development. This project's ultimate goal is to reduce speed-related collisions through the road diet while improving and providing a safer experience for pedestrians and bicyclists.

These improvements will serve disadvantaged communities within the proposed project limits, directly benefiting two disadvantaged neighborhoods. It is widely recognized that disadvantaged communities are more likely to rely on public transportation and other modes of transportation such as bicycles or scooters to get around. In addition, this project will compliment the Monterey Salinas

Transit District's Regional Bus Stop project that is underway.

ATTACHMENTS:

None

WEB ATTACHMENTS:

[West Street and Complete Street Project - Project Location Map](#)

Memorandum

To: Bicycle and Pedestrian Facilities Advisory Committee
From: Janneke Strause, Transportation Planner
Meeting Date: October 4, 2023
Subject: **Bicycle and Pedestrian Facilities Advisory Committee Bylaws Review**

RECOMMENDED ACTION:**Committee Bylaws Review:**

1. **RECEIVE** presentation on the Bicycle and Pedestrian Advisory Committee Bylaws; and
2. **REVIEW** committee duties.

SUMMARY:

The Transportation Agency for Monterey County (TAMC) established a Citizens Advisory Committee for Bicycle and Pedestrian Facilities to act at its direction and discretion, in response to State and federal requirements for citizens' participation. The Bicycle and Pedestrian Facilities Advisory Committee bylaws were last approved by the TAMC Board of Directors on October 24, 2001. The bylaws are reviewed periodically to guide committee duties.

FINANCIAL IMPACT:

None

DISCUSSION:

The TAMC Bicycle and Pedestrian Facilities Advisory Committee's purpose and duties are as follows:

- A. Advise the Transportation Agency for Monterey County on community needs, concerns, goals, and objectives with respect to bicycle and pedestrian facilities and travel. Special reports relative to the bicycle and pedestrian planning effort may be made to the TAMC at any time.
- B. Review local bicycle and pedestrian facility planning documents.
- C. Review bicycle and pedestrian project funding application submitted to TAMC, and recommend a priority project list each year for funding.
- D. Advocate bicycle use and walking as viable alternative means of transportation.
- E. Identify future areas for short and long-term improvement strategies for development of bicycle and pedestrian facilities.
- F. Operate as a forum for communication between public and private agencies, users, and providers.
- G. Provide advice on the development of a countywide Bicycle Plan that meets the criteria for a General Bikeway Plan as set forth in the California Bikeways Act.

Examples of duties may include reviewing a City's General Plan Circulation Element update, providing bicycle and pedestrian improvement comments on new development projects, and making

recommendations to the TAMC Board of Directors.

ATTACHMENTS:

1. Bicycle & Pedestrian Facilities Committee Bylaws

WEB ATTACHMENTS:

TRANSPORTATION AGENCY FOR MONTEREY COUNTY

*Regional Transportation Planning Agency
Congestion Management Agency
Local Transportation Commission*

*55-B Plaza Circle, Salinas, California 93901
(831) 775-0903 FAX (831) 775-0897*

BICYCLE AND PEDESTRIAN FACILITIES ADVISORY COMMITTEE BYLAWS

Approved by TAMC on October 24, 2001

The Transportation Agency for Monterey County (TAMC) has established a Citizens Advisory Committee for Bicycle and Pedestrian Facilities to act at its direction and discretion, in response to state and federal requirements for citizens' participation.

I. PURPOSE AND DUTIES

The purpose and duties of the Committee are as follows:

- A. Advise the Transportation Agency for Monterey County on community needs, concerns, goals, and objectives with respect to bicycle and pedestrian facilities and travel. Special reports relative to the bicycle and pedestrian planning effort may be made to the TAMC at any time.
- B. Review local bicycle and pedestrian facility planning documents.
- C. Review bicycle and pedestrian project funding application submitted to TAMC, and recommend a priority project list each year for funding.
- D. Advocate bicycle use and walking as viable alternative means of transportation.
- E. Identify future areas for short and long-term improvement strategies for development of bicycle and pedestrian facilities.
- F. Operate as a forum for communication between public and private agencies, users, and providers.
- G. Provide advice on the development of a countywide Bicycle Plan that meets the criteria for a General Bikeway Plan as set forth in the California Bikeways Act.

II. MEMBERSHIP

The Committee shall be composed of one representative and one alternate from each city and supervisorial district in Monterey County. The TAMC Board may appoint additional members from public agencies. Interested individuals may obtain application forms from TAMC staff. Individuals must be nominated for membership by the city or supervisorial district and must be approved by the TAMC Board.

III. OFFICERS AND TERM OF OFFICE

The Committee shall have a Chairperson and a Vice Chairperson who shall be elected by the general membership of the Committee.

The term of office shall be for one (1) year. Election of officers shall be held in November of each year, and will take effect in January of the following year. No officer shall serve more than two consecutive terms. Upon resignation of an officer a special election will be held.

The Chairperson shall preside over all committee meetings, may vote on all matters, appoint subcommittees, and call special meetings. The Chairperson shall report to the TAMC as directed by the Committee.

The Vice Chairperson shall serve in the absence of the Chairperson and perform such other duties as requested by the Chair. In the event that the Chairperson or Vice Chairperson are not present at the meeting, the Committee may select a member to chair that particular meeting.

IV. TERM OF MEMBERSHIP

Committee members will serve two (2) years with the option of additional terms. TAMC staff will notify members thirty (30) days in advance of their term expiration date. Members must advise TAMC staff as to their desire to stay on the Committee. Reappointment must be confirmed by the TAMC.

V. ATTENDANCE

Attendance at all Committee meetings is expected. Members who miss three (3) Meetings within a twelve (12) month period without due cause shall have their appointment automatically terminated. "Due cause" is defined as calling the TAMC secretary in advance of the meeting with a reason for not attending.

VI. QUORUM

In order to transact any business or take action a quorum must be present. A quorum of the BPC shall consist of a majority of the number of voting memberships actually filled at that time; the existence of any vacancies shall not be counted for purposes of establishing a quorum. (Voting members are defined above in paragraph II. Membership.)

VII. MEETINGS

Meetings shall be held at a specific time and place that the Committee determines to be convenient for the majority of the members. Meetings shall be open to the public and shall conform to the Open meeting Laws, commonly known as the Ralph M. Brown Act (California Government Code § 54950 et seq.) Time allotted for the public to present their view to the Committee on Bicycle and pedestrian issues will be determined by the Chair in order to ensure that Committee business is completed.

VIII. MINUTES

The minutes of the meetings will be kept by the TAMC staff and approved by the Committee. When votes are taken on items or opinions to be presented to the TAMC, a roll call vote will be taken and the results clearly documented in the minutes. The minutes shall reflect minority views in addition to the majority viewpoint.

IX. VOTING

The vote of the majority of the Committee members present at any regular, continued or special meeting shall be sufficient to pass or act upon any matter properly before the Committee.

X. COMMUNICATIONS

The Committee may communicate freely with elected or appointed bodies, public or private agencies or individuals to obtain input or opinions regarding bicycle and pedestrian planning proposals. Copies of all correspondence originating with the Committee should be included, as it occurs, in the TAMC and Technical Advisory Committee (TAC) agenda packets.

XI. STAFF ASSISTANCE

Staff shall assist in providing information, preparing meeting agendas as directed, and generally assisting the Committee. Members of the staff will be present at all meetings.

Review of reports or proposals, preparation of draft written communications, verbal or personal contacts with individual agencies and other related activities shall be done by the Committee as a whole or by Subcommittees.

XII. AMENDMENTS TO THE BYLAWS

The bylaws may be amended at any regular meeting of the Committee by a majority of the voting membership of the Committee, provided that written notice of the proposed amendment is mailed to each member of the Committee not less than one (1) week prior to the meeting.

Memorandum

To: Bicycle and Pedestrian Facilities Advisory Committee

From:

Meeting Date: October 4, 2023

Subject: **ANNOUNCEMENTS and/or COMMENTS**

RECOMMENDED ACTION:

SUMMARY:

FINANCIAL IMPACT:

DISCUSSION:

ATTACHMENTS:

None

WEB ATTACHMENTS: