

Chapter 2.82 BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE**2.82.010 Established—Member appointments.**

The bicycle and pedestrian advisory committee is established. The city council shall appoint the committee members. The committee shall consist of seven (7) members who, at the time of their appointment and continuously through their incumbency, must either reside within the City of South San Francisco or work at least twenty (20) hours per week in South San Francisco. At least four members appointed to the committee shall live in South San Francisco. Members shall have a demonstrated interest in bicycle and pedestrian facilities and planning. In selecting committee members, the city council shall strive to maintain geographic representation of South San Francisco's neighborhoods.

2.82.020 Terms.

Except as provided in Section 2.82.030 below, the term of each member of the committee shall be four years and until a successor is appointed and qualified. Terms shall be staggered and shall expire in even-numbered years.

2.82.030 Limitation of terms; Vacancies.

Committee members shall be limited to three consecutive terms. For purposes of calculating consecutive terms, service of at least two years plus one day during a term shall be counted as a complete term; all prior continuous service of existing committee member shall be counted. Upon serving the maximum number of consecutive terms, a committee member shall not be eligible for re-appointment to the bicycle and pedestrian advisory committee for a period of two years. If a vacancy occurs on the committee, the city council shall appoint an individual to serve the remaining unexpired term of the former incumbent.

2.82.040 Chairperson, chairperson pro tem, and secretary.

- (a) At the first meeting of each calendar year, the committee shall elect a chairperson and a chairperson pro tem. The term of said offices shall be one year. The chairperson pro tem shall serve in the absence of the chairperson.
- (b) The person serving as the planning director or their designee shall serve as the secretary of the committee.

2.82.050 Meetings.

- (a) The committee shall meet ~~on the first Wednesday of each month at 6:00 p.m. in the City Manager's Conference Room at City Hall, located at 400 Grand Avenue, South San Francisco, California~~ at such time and place as it may fix by resolution, ~~except in case of necessity or emergency the chairperson or four committee members may designate an alternate meeting place within the corporate limits of the City.~~ A majority of the committee members shall constitute a quorum for the

transaction of business. All meetings shall be open to the public. Legal notice of an emergency meeting shall be given at least twenty-four hours prior to the time of the meeting. If a meeting is set for the regular meeting place of the committee, or duly noticed for an alternate meeting place, and because of necessity or emergency, the committee is required to meet in another place within the corporate limits of the City, then the secretary shall appear at the regular or alternate meeting place, whichever is the case, at the time set for the meeting, and publicly announce the new meeting place and post a notice of same on the door of the regular meeting place. Notices of all meetings, except regular meetings, shall be served on each committee member and to each person who has requested notice in writing of such meetings, at least twenty-four hours prior to the time specified for the proposed meeting. Notices shall comply with Government Code Section 54950 et seq., also referred to as the Ralph M. Brown Act.

(b) If the day designated as a regular, adjourned regular, special or study meeting falls upon a legal holiday, the committee shall meet upon the next succeeding day which is not a holiday unless otherwise ordered by the committee.

2.82.060 Compensation

Committee members shall receive for their services compensation in the amount of fifty dollars for each regular meeting actually attended.

2.82.070 Attendance.

Committee members may be removed by a majority vote of the City Council following three excused or two unexcused absences during the course of one fiscal year. An absence is considered excused when a committee member notifies the secretary of the intended absence at least twenty-four hours prior to the scheduled meeting time. All other absences are considered unexcused.

2.82.080 Committee role and responsibilities.

The bicycle and pedestrian advisory committee shall be an advisory body to the City Council on matters relating to bicycle and pedestrian facilities and transportation. The fundamental responsibility of the bicycle and pedestrian advisory committee shall be to advise and make recommendations to the City Council on policy, programming, improvements, operation, and maintenance of ~~the City's~~ bicycle and pedestrian facilities, accessibility and usage, throughout the City. The committee's role includes, but is not limited to, the following.

- (a) Help create multi-modal transportation options that enable safe, attractive, comfortable, and independent access for pedestrians, bicyclists, transit users, and motorists of all ages and abilities.
- (b) Propose, review, prioritize, and recommend bicycle and pedestrian transportation projects for Transportation Development Act, Article 3 grants funds, as well as other state, federal, and private grant programs.
- (c) Participate in the development and review of bicycle and pedestrian plans, policies, and regulations, including the Bicycle and Pedestrian Master Plan, Climate Action Plan, Americans

with Disability Act (ADA) accessibility plans, or any other relevant plans, policies, and regulations relevant to this body.

- (d) Review the City's existing and future bicycle and pedestrian facilities and make recommendations on operational and capital improvements.
- (e) Review, ~~as directed by the City Council,~~ private development project applications at the discretion of the City Council.
- (f) Promote bicycle and pedestrian safety and awareness through education and outreach.
- ~~(g)~~ Promote the usage of bicycle and pedestrian mobility as a whole.

2.82.090 Clerk's duties.

- (a) The city clerk shall establish and maintain a record of the names, addresses, telephone numbers, dates of appointment and dates of termination of each commissioner, and the names of the chairperson, chairperson pro tem, and the dates of their election and termination of service in those offices.
- (b) The clerk shall give the council written notice of the expiration of a commissioner's term sixty days prior thereto.

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