


City Council

Item No. 6.B - 21-1662
**Action on Formalization of
the Bicycle and Pedestrian
Advisory Committee (BPAC)**

December 7, 2021

1



**City of
Santa Clara**
The Center of What's Possible

Background

- 1991: Bicycle Advisory Committee (BAC) established
- 2014: Renamed to Bicycle and Pedestrian Advisory Committee (BPAC)
- Sept 2020: Governance and Ethics Committee (Governance) provided direction staff to formalize BPAC:
 - Update the City Code (i.e., Ordinance)
 - Update existing BPAC policy guidelines
- Oct 2020 to Mar 2021: Three BPAC meetings and Two Governance meetings

2



Goals

- Codify the purpose, scope, roles, and responsibility of the BPAC into the City Code
- Align the BPAC with other City Boards and Commissions
- Ensure the BPAC is consistent and comparable to other nearby, similar jurisdictions
- Coordinate effort with current BPAC

3



Items for Consideration

- Membership term/limit/expiration
- Existing City Code
- Membership eligibility
- Membership composition
- Application Process
- Chairperson

4



Proposed Changes

Bold = Differs from existing policy

Item	Existing	Staff Recommendation	Comment
Membership term	Three years	<u>Four</u> years	Match other Boards/Commissions
Membership term limit	None	<u>Two consecutive terms</u>	Match other Boards/Commissions
Membership term expiration	December	<u>June</u>	Match other Boards/Commissions
City Code	None	New Section 2.120.150	Defines the BPAC, membership, and purpose

5



Proposed Changes

Bold = Differs from existing policy

Item	Existing	Staff Recommendation	Comment
Membership eligibility	Live or work in the City	Live or work in the City; <u>At least 18 years of age</u>	Match BPAC & Governance Recommendation
Membership composition	Nine members including a Councilmember	<u>Seven</u> members with a Councilmember	Governance recommendation, except includes Councilmember
Appointment process	-BPAC interviews and votes for candidates. -Council appoints new members	- <u>Council</u> interviews and votes for candidates -Council appoints new members	Match other Boards/Commissions and other BPAC's
Chairperson	Council member	Council member (until Council interviews and appoints all BPAC members)	Match existing until all members appointed with new process

6



Staff Recommendation

1. Modify BPAC membership eligibility to require that applicants must be at least 18 years of age and live or work in the City.
3. Reduce the number of BPAC members from the current maximum of nine members to seven members and phase in this change so no current member loses their position during the current term.
5. Modify how BPAC members are interviewed and appointed similar to other Boards and Commissions by having Council interview applicants and make selections.
8. Remove the requirement that a Councilmember chair the BPAC and allow the BPAC to select its own chair in July 2025 once all members of the BPAC are comprised of those who were interviewed by Council.
9. Direct staff to bring an ordinance and revised BPAC Policy Guidelines formalizing the BPAC for Council consideration.

7



City Council

Item No. 6.B - 21-1662
**Action on Formalization of
the Bicycle and Pedestrian
Advisory Committee (BPAC)**

December 7, 2021

8