

## AGENDA

### San Luis Obispo County Bicycle Advisory Committee

Tuesday, May 11th, 2021 at 6:00 p.m.

Online Web Forum // [Click here to join the meeting](#) // Microsoft Teams

Click [here](#) for a video tutorial on "How to Join a Teams meeting"

The Bicycle Advisory Committee promotes the expanded use of bicycle transportation by working together with County staff to develop the County Bikeways Plan, reviewing the Plan and present a recommendation to the Board of Supervisors for its adoption; by reviewing the policies and programs related to bicycling in the Circulation Element of the County General Plan and Local Coastal Plan and making recommendations on the goals and their implementation to the Board of Supervisors; and by reviewing the policies and programs related to bicycling in the Bikeways Element of the Regional Transportation Plan and providing input to the Board of Supervisors on the goals and their implementation.

#### 1. CALL TO ORDER / THANK YOU

#### 2. ROLL CALL

Derek Jay	District 1
Allison Bradshaw	District 1
Josh Olejczak	District 2 - Vice Chairperson
Claude Corvino	District 2
Jim DeCecco	District 3
Myron "Skip" Amerine	District 3 - Chairperson
Robert Horch	District 4
Darrin Hasham	District 4
VACANT	District 5
Ed Goshorn	District 5

#### 3. INTRODUCTIONS

#### 4. APPROVAL OF MEETING MINUTES

FEBRUARY 9<sup>TH</sup>, 2021

#### 5. PUBLIC COMMENT *(Limit to 4 minutes; any Q&A from BAC)*

Members of the audience wishing to address the Committee on pertinent matters other than scheduled agenda items may do so when recognized by the Chair. Upon recognition by the Chair, please state your name and address. Comments are limited to three minutes. The Committee cannot discuss any matter unless it is listed on the agenda, in accordance with the Brown Act. The Committee may agendaize these matters for future consideration.

Due to impacts felt by the COVID19 pandemic, all future BAC meetings will be held virtually until further notice. If you are unable to attend the virtual meeting, please visit the County BAC website to submit your public comments in advance directly to the BAC secretary: <https://www.slocounty.ca.gov/Departments/Public-Works/Committees-Programs/Bicycle-Advisory-Committee.aspx>

#### 6. COMMITTEE / STAFF REPORTS *(10 minutes max; agendaize lengthier items)*

- A. County Public Works
  - Avila Beach Drive at Highway 101 Interchange
  - Buckley Road Corridor Project
  - Los Berros Road Widening with Class II Bike Lanes
  - Highway 227 – Operational Improvements
  - Metal Beam Guardrail Upgrade – Various Locations
  - Crosswalk Enhancements – Various Locations
  - Pavement Projects – Countywide
- B. CHP
- C. Caltrans
  - Highway 46 at Vineyard Drive

Information on the Bicycle Advisory Committee, the SLO County Bikeways Plan, and prior meeting minutes and agenda are available online at: <https://www.slocounty.ca.gov/Departments/Public-Works/Committees-Programs/Bicycle-Advisory-Committee.aspx>

- D.
- E. Air Pollution Control District
- F. County Parks
- G. County Planning
- H. SLOCOG
- I. BAC Chairperson

**7. PRESENTATIONS** *(10-12 minutes max)*  
Pending

**8. BAC BUSINESS & DISCUSSION**

Action item – Letter of support to John Diodati recommending BAC move to an Active Transportation Plan (ATP)

**9. FUTURE AGENDA ITEMS**

Agenda items are to be submitted to the BAC chair and secretary no later than two (2) weeks ahead of the scheduled meeting. Requests shall include the desired recommendation, discussion, and any other items to be included into the meeting agenda.

- A. Review and Updated (as needed) to Committee Bylaws
  - a. Revise meeting attendance requirements, if needed

**10. ADJOURN**

**NEXT MEETING – TUESDAY, SEPTEMBER 14<sup>TH</sup>, 2021**

# **AGENDA ATTACHMENTS**



**COUNTY OF SAN LUIS OBISPO  
DEPARTMENT OF PUBLIC WORKS**

**FOR IMMEDIATE RELEASE**

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**Date:** April 21, 2021  
**Contact:** Michael Boyce, Resident Engineer (805) 781-5264  
Ryan Monie, Project Manager (805) 781-5523

**CONSTRUCTION TO REPLACE EXISTING GUARDRAIL THROUGHOUT THE COUNTY TO BEGIN SOON** – The County of San Luis Obispo Department of Public Works will begin replacing existing guardrail in the communities of Cambria, Nipomo, and an unincorporated area north of Pismo Beach. The existing guardrail is currently supported by wood posts with heights below current State and Federal guidelines. Replacing the old guardrail with new metal support posts and guardrail at the appropriate height will increase safety for the traveling public. Work is tentatively scheduled to start on April 26, 2021 and conclude by the end of June, dependent upon weather.

This project will replace existing guardrail at the following locations:

- Main Street - between Eton Road and Santa Rosa Creek Road, Cambria.
- Burton Drive – between Eton Road and Rodeo Grounds Road, Cambria.
- Price Canyon Road – Starting 1-1/4 miles north of US 101 to Thousand Hills Road, Unincorporated Pismo Beach.
- Division Street – between Riverside Road and South Las Flores Drive, Nipomo

For the safety of the public and workers, traffic will be reduced to one-way travel with flagging. Delays of up to 10 minutes can be expected. Motorist are advised to adjust their travel plans and consider alternative routes. Please refer to the attached maps for the project locations.

Taylor Jane Construction LP of Nipomo, CA, has been awarded the contract for \$781,368 to perform the work. The project is funded by the Federal Highway Administration’s Highway Safety Improvement Program, and County Road Fund.

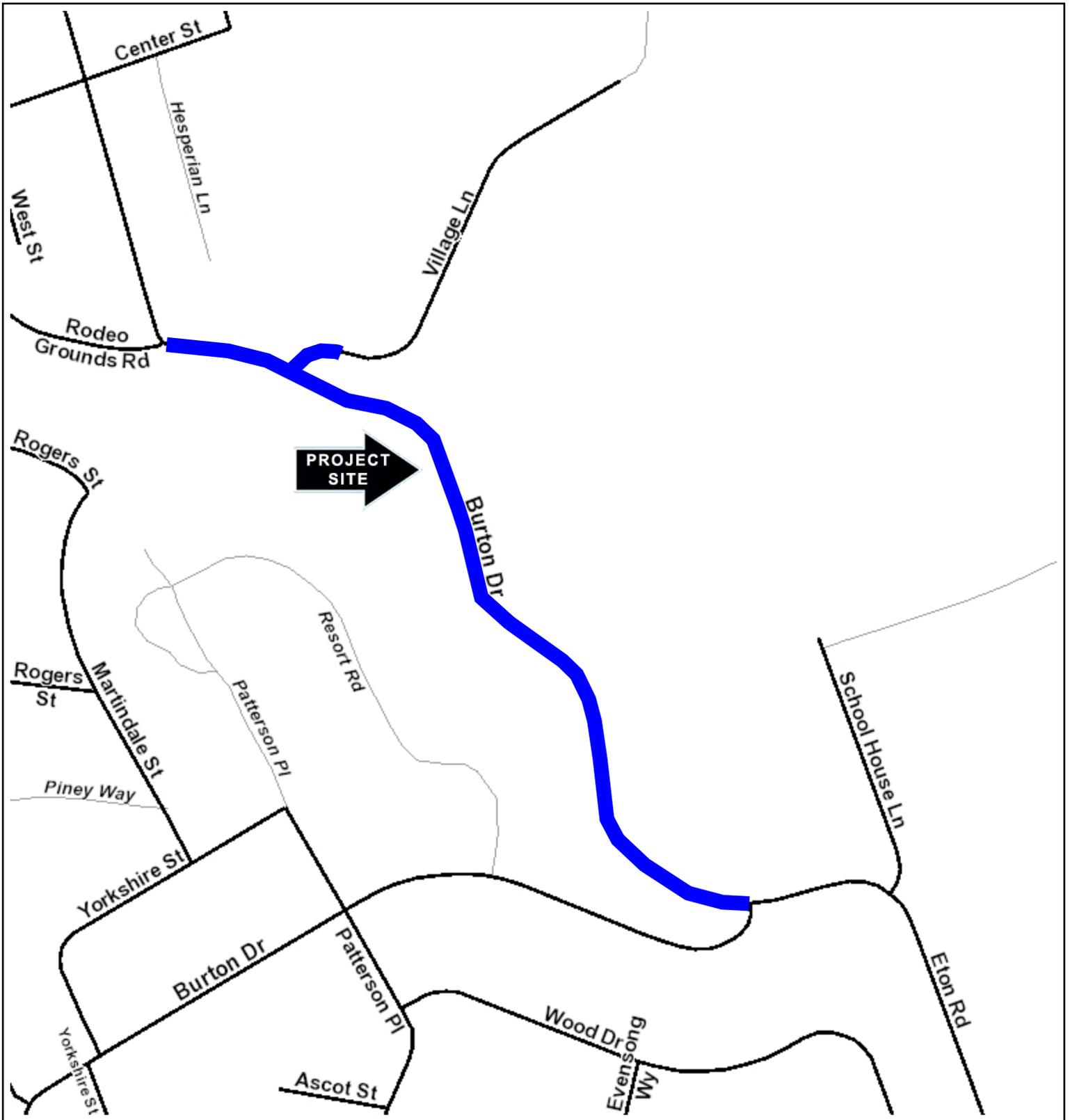
For more information, please contact Michael Boyce at (805) 781-5264.

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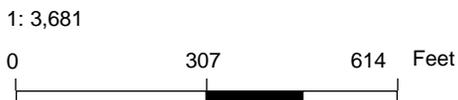
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**County of San Luis Obispo Department of Public Works**

County Govt Center, Room 206 | San Luis Obispo, CA 93408 | (P) 805-781-5252 | (F) 805-781-1229  
pwd@co.slo.ca.us | slocounty.ca.gov



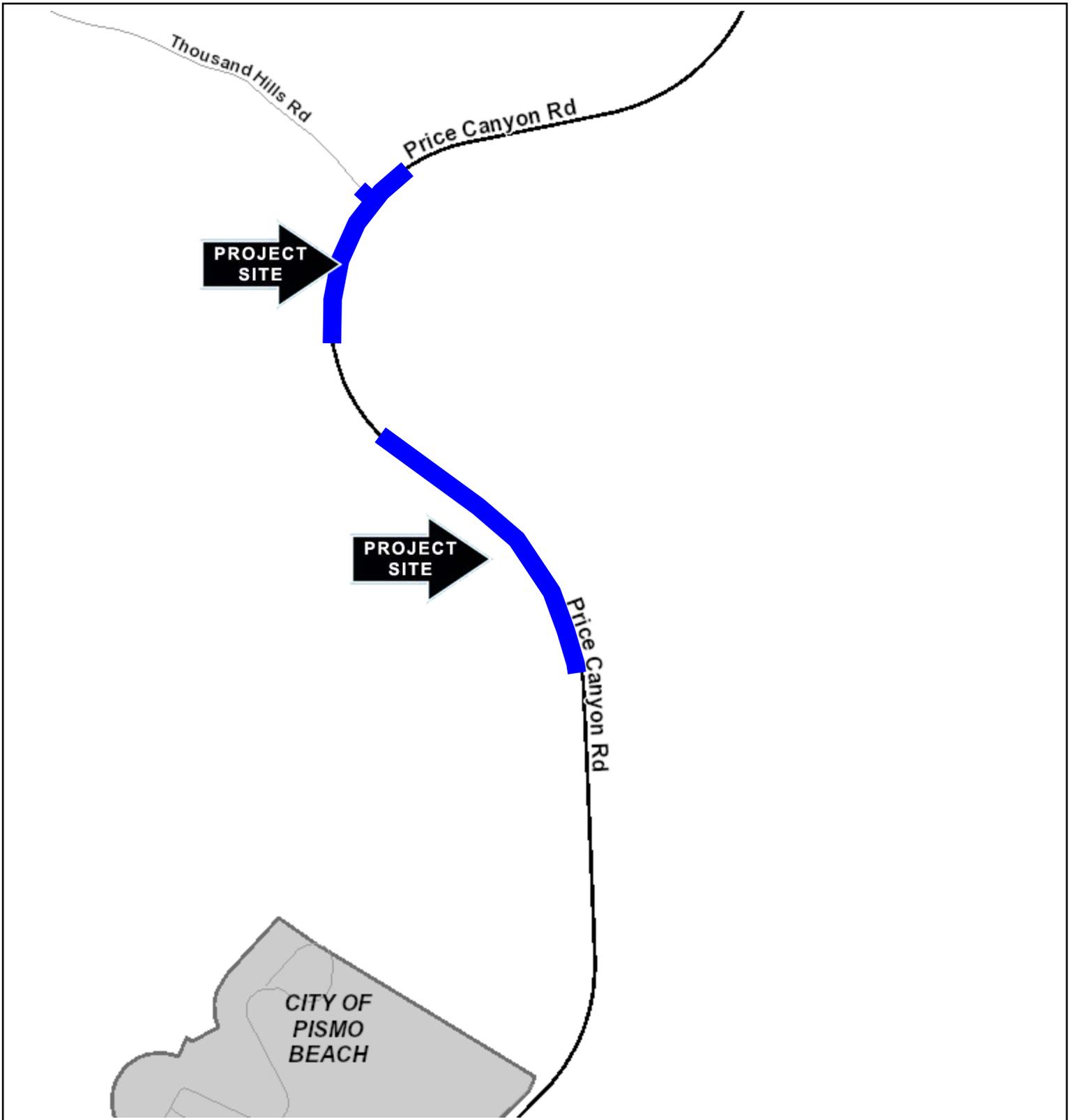
VICINITY MAP  
**BURTON DRIVE**  
**METAL BEAM GUARDRAIL UPGRADE**  
**Cambria, CA**  
 COUNTY OF SAN LUIS OBISPO  
 DEPARTMENT OF PUBLIC WORKS



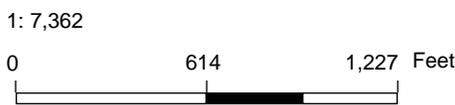
Map by: CHinson  
 Printed: 8/11/2020





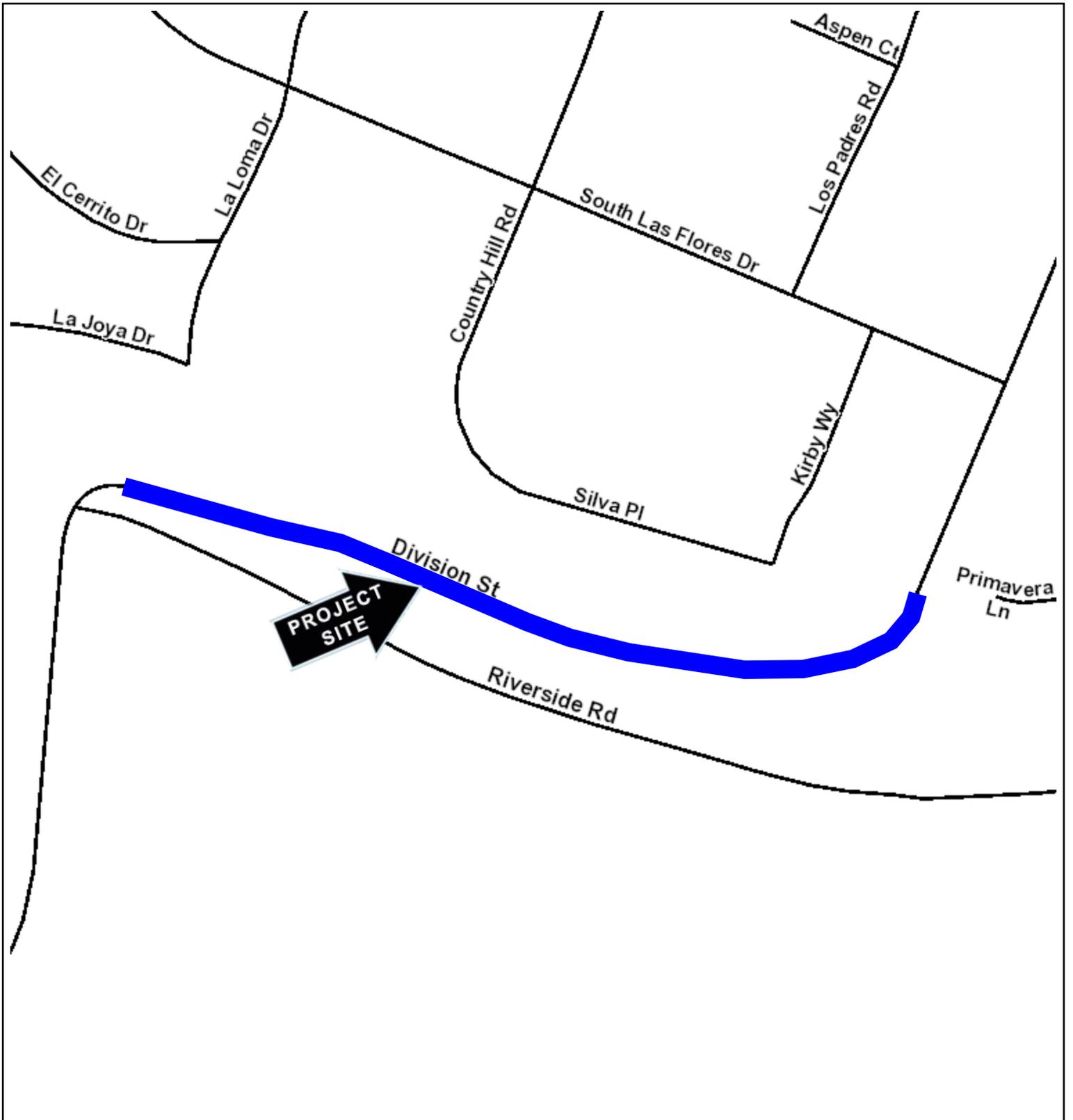


VICINITY MAP  
**PRICE CANYON ROAD**  
**METAL BEAM GUARDRAIL UPGRADE**  
**Pismo Beach, CA**  
 COUNTY OF SAN LUIS OBISPO  
 DEPARTMENT OF PUBLIC WORKS



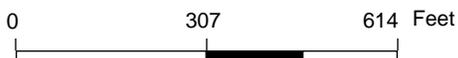
Map by: CHinson  
 Printed: 8/11/2020





VICINITY MAP  
**DIVISION STREET**  
**METAL BEAM GUARDRAIL UPGRADE**  
 Nipomo, CA  
 COUNTY OF SAN LUIS OBISPO  
 DEPARTMENT OF PUBLIC WORKS

1: 3,681



Map by: CHinson

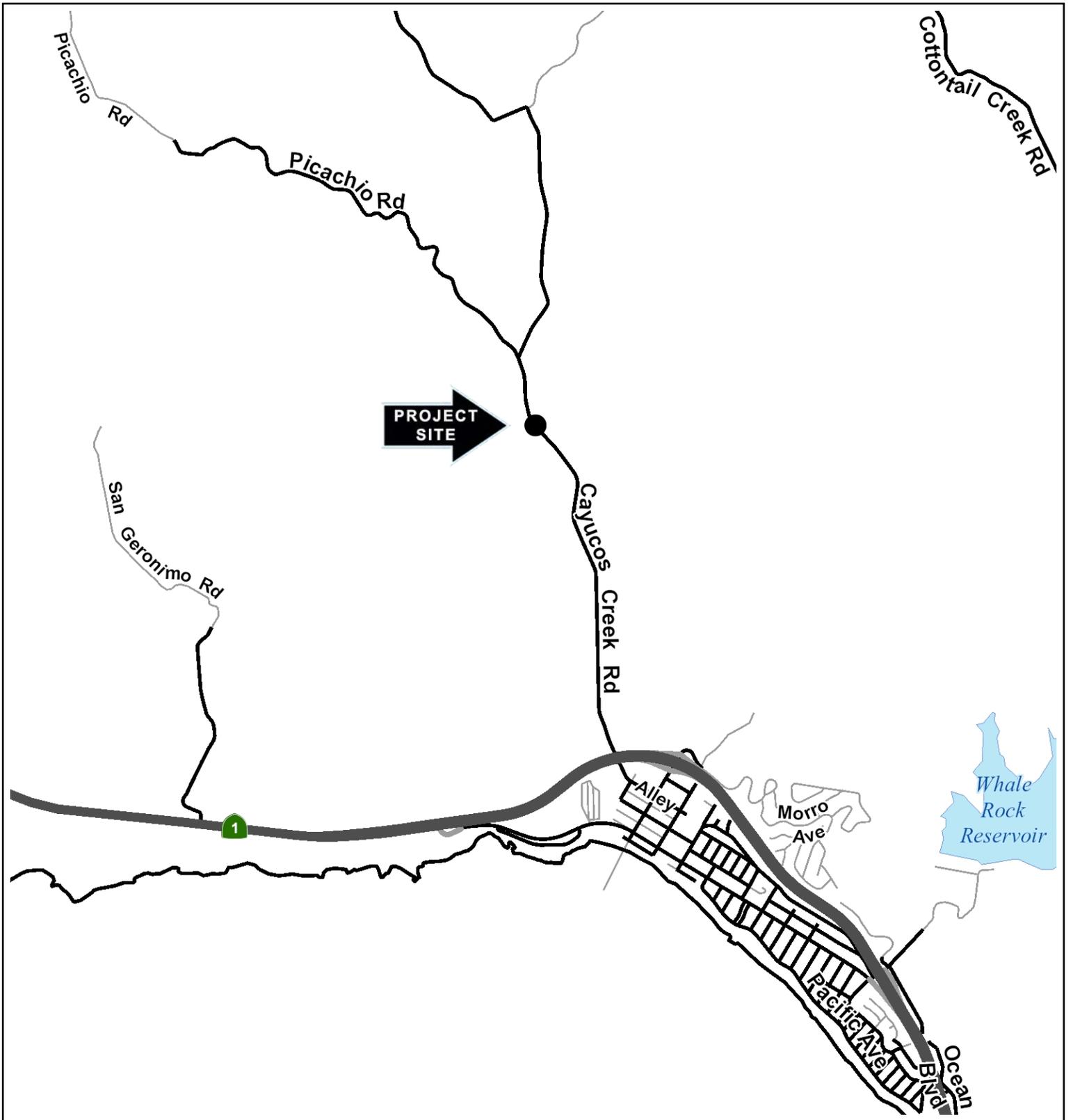
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# **VICINITY MAPS**

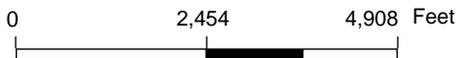
## **Upcoming Paving Projects**





VICINITY MAP  
**CAYUCOS CREEK ROAD AT MILE POST 1.3**  
**STORM DAMAGE REPAIR**  
 Cayucos, CA  
 COUNTY OF SAN LUIS OBISPO  
 DEPARTMENT OF PUBLIC WORKS

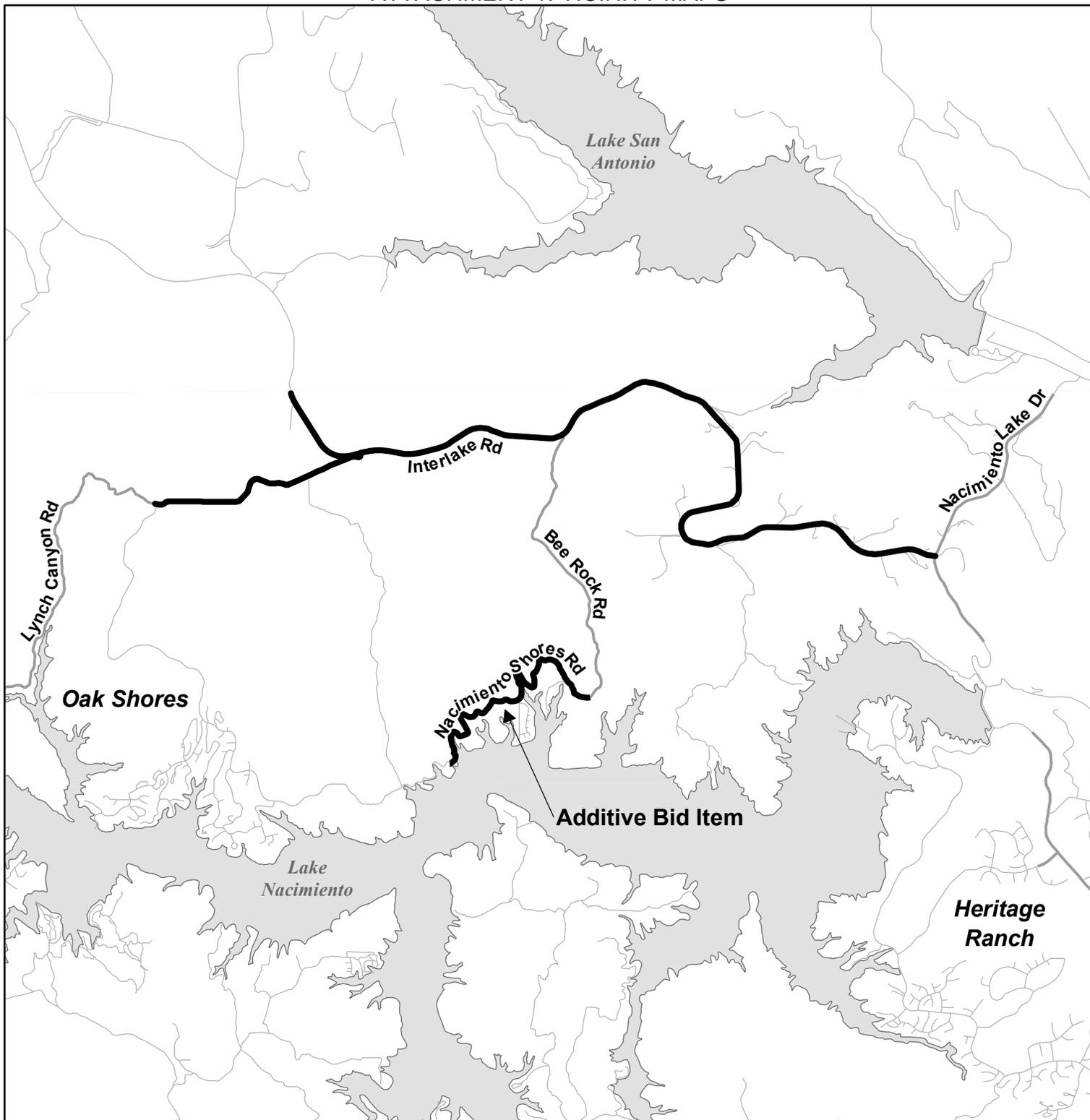
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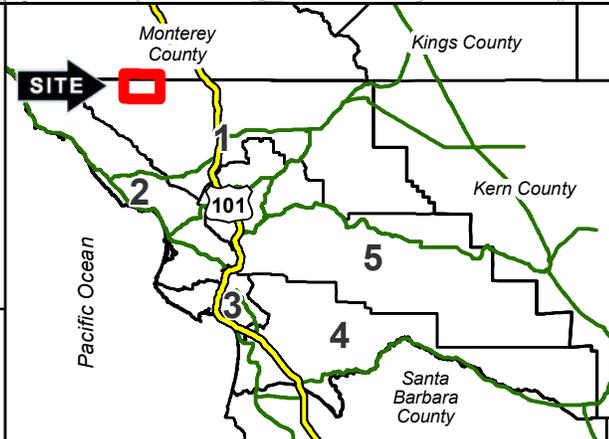
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Printed: 10/31/2019





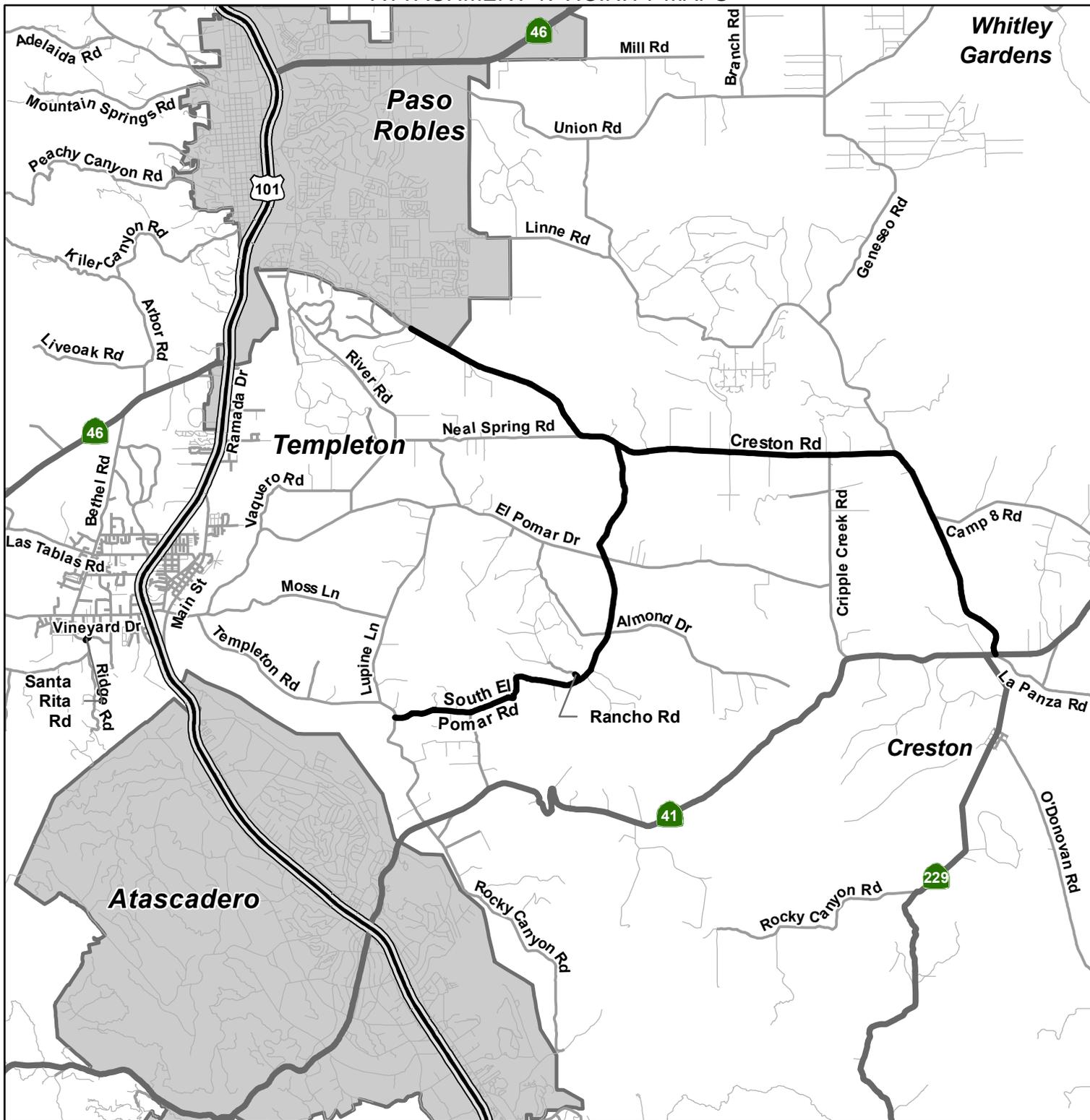
VICINITY MAP  
**SITE 1**  
**2020-2021 SURFACE TREATMENT**  
**Paso Robles, CA**  
 COUNTY OF SAN LUIS OBISPO  
 DEPARTMENT OF PUBLIC WORKS



1:63,360  
 0 2,625 5,250  
 Feet

Map by: BJclose  
 Printed: 2/21/2020





VICINITY MAP

**SITE 2**

**2020-2021 SURFACE TREATMENT**

**Templeton & Paso Robles, CA**

COUNTY OF SAN LUIS OBISPO  
DEPARTMENT OF PUBLIC WORKS

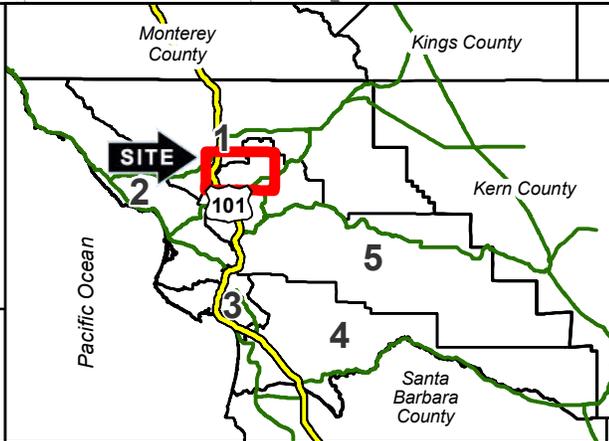
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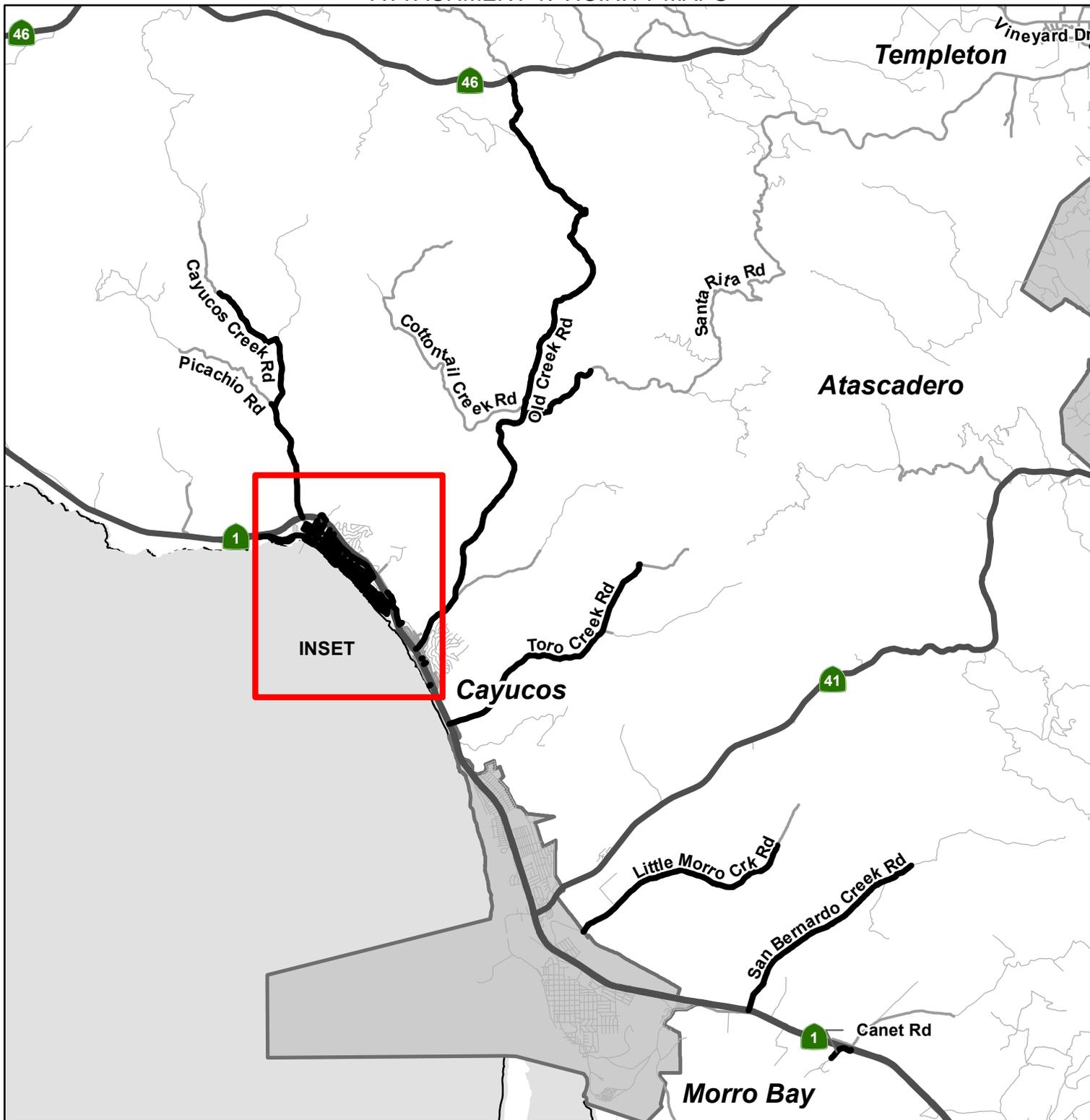
0 4,600 9,200

Feet

Map by: BJclose

Printed: 2/21/2020



VICINITY MAP

**SITE 3**

**2020-2021 SURFACE TREATMENT  
Cayucos & Morro Bay, CA**

COUNTY OF SAN LUIS OBISPO  
DEPARTMENT OF PUBLIC WORKS

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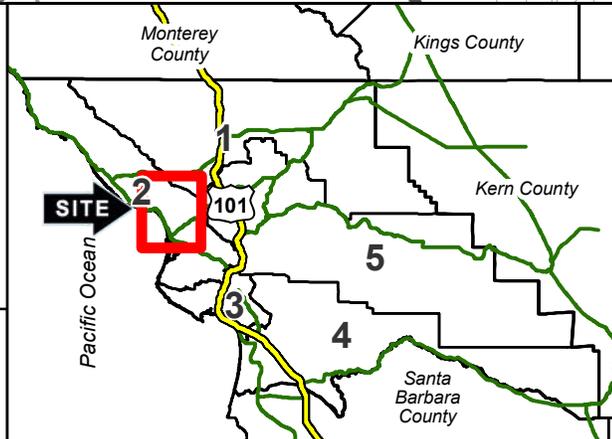
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Feet

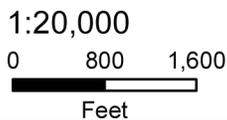
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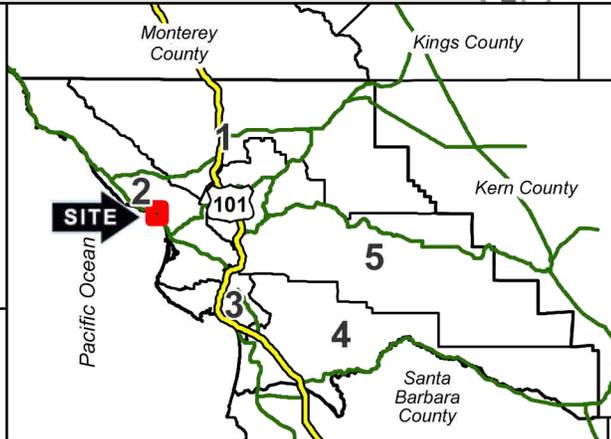


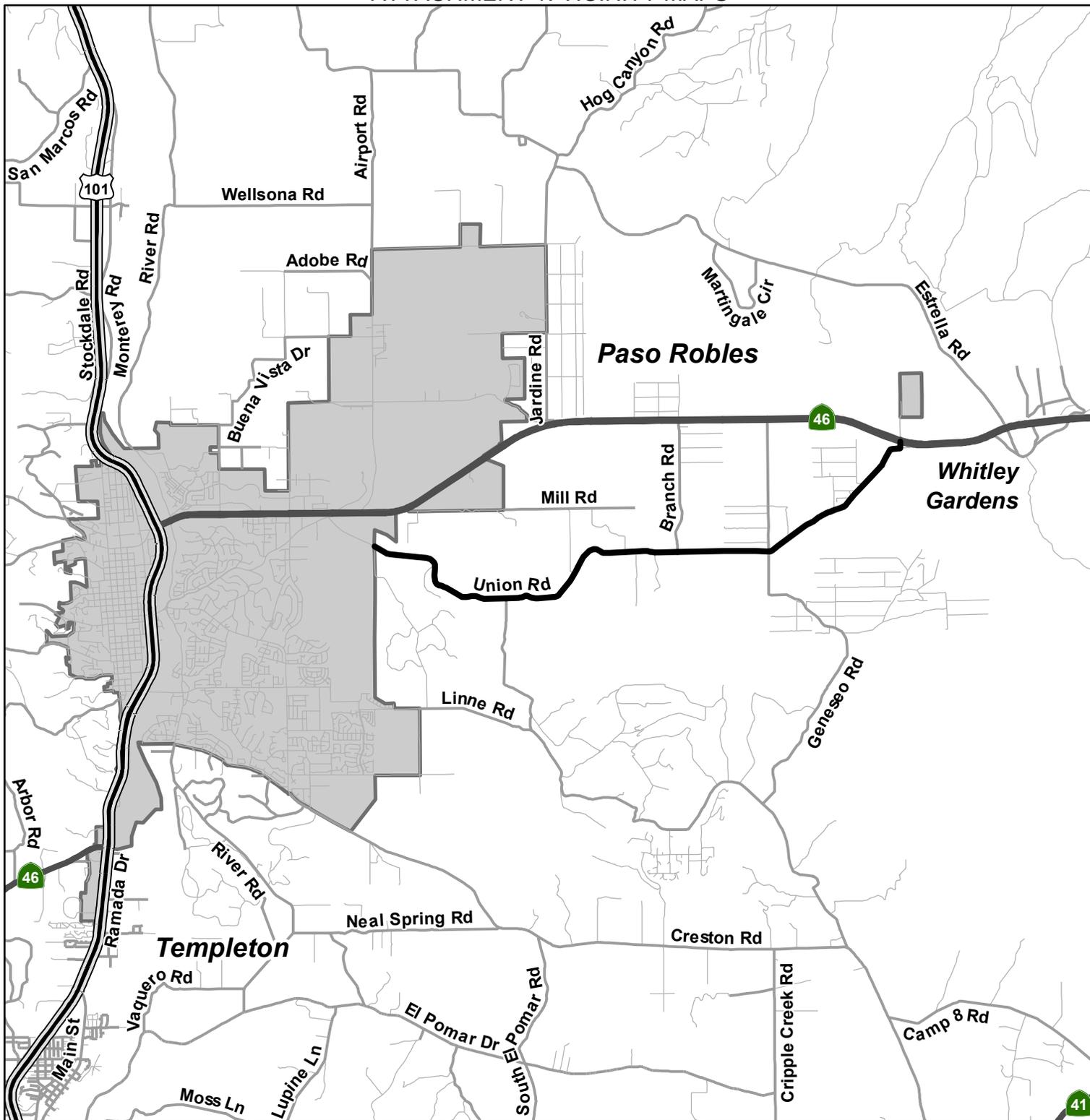


VICINITY MAP  
**SITE 3 - INSET**  
**2020-2021 SURFACE TREATMENT**  
**Cayucos, CA**  
 COUNTY OF SAN LUIS OBISPO  
 DEPARTMENT OF PUBLIC WORKS



Map by: BJclose  
 Printed: 2/21/2020





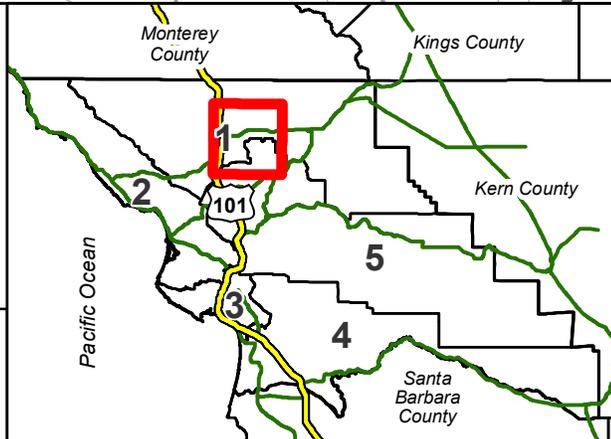
VICINITY MAP  
**PROJECT NO. 300647**  
**ADDITIVE BID**  
**Paso Robles, CA**  
 COUNTY OF SAN LUIS OBISPO  
 DEPARTMENT OF PUBLIC WORKS

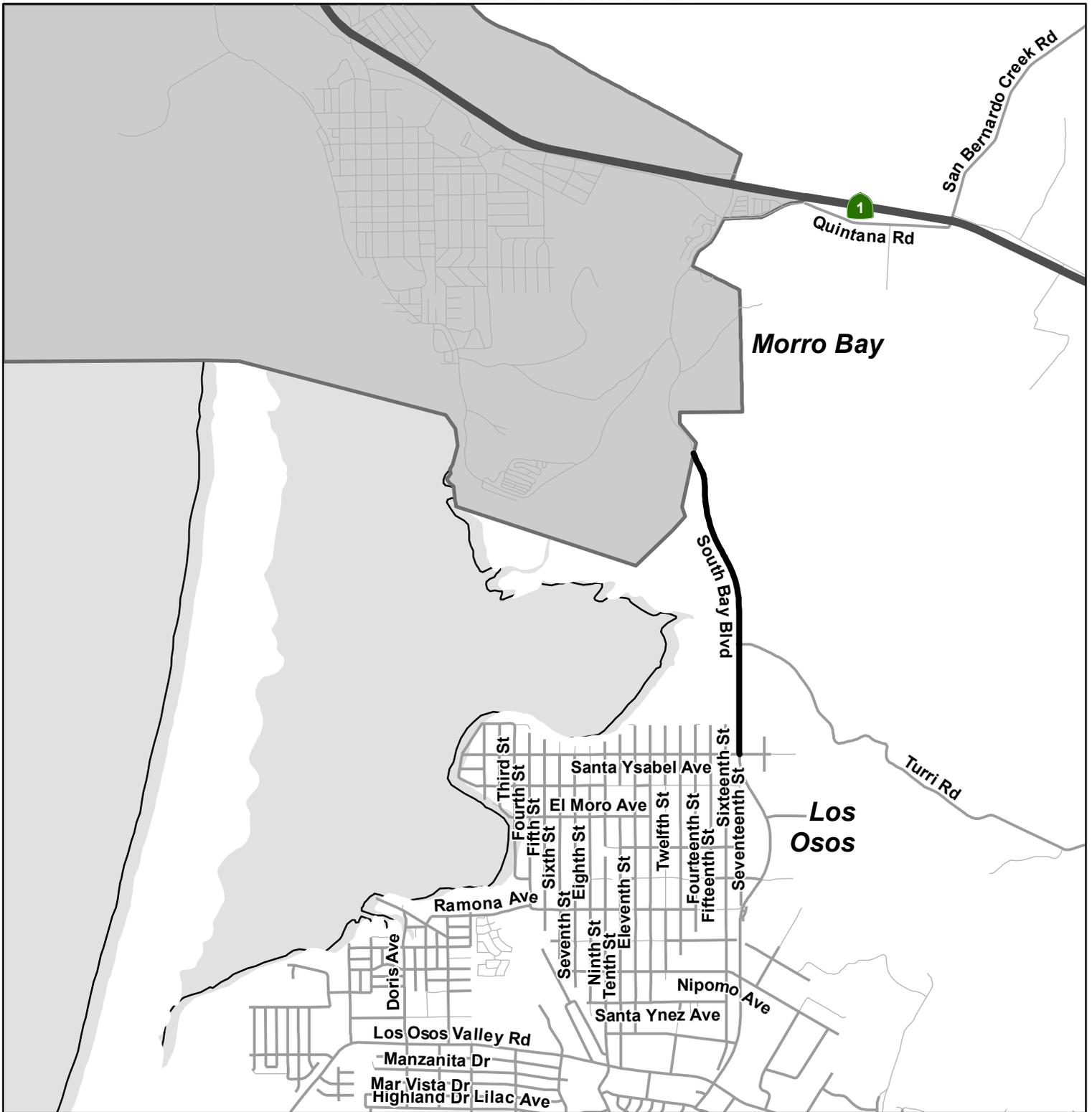
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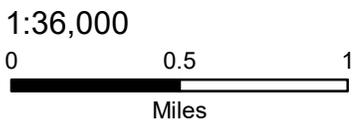
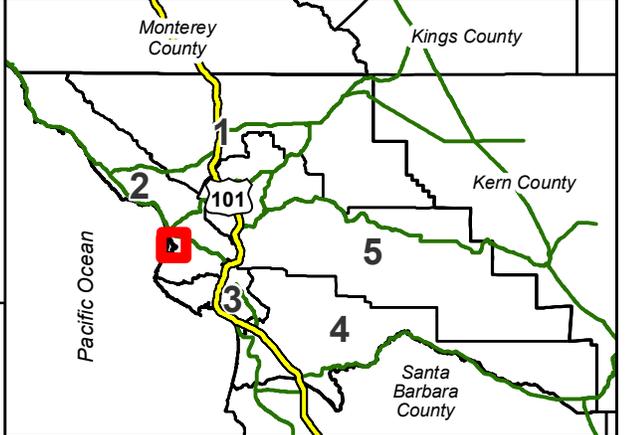
Map by: BJclose

Printed: 12/21/2020





VICINITY MAP  
**PROJECT NO. 300647**  
**ADDITIVE BID**  
**Los Osos, CA**  
 COUNTY OF SAN LUIS OBISPO  
 DEPARTMENT OF PUBLIC WORKS



Map by: BJclose  
 Printed: 12/21/2020



**Resolution 2008-152**  
**Rural Development Safety Analysis Policy**  
**(For Reference)**

# IN THE BOARD OF SUPERVISORS

County of San Luis Obispo, State of California

Tuesday May 6, 2008

PRESENT: Supervisors Harry L. Ovitt, Bruce S. Gibson, Jerry Lenthall,  
K.H. 'Katcho' Achadjian, and Chairperson James R. Patterson

ABSENT: None

RESOLUTION NO. 2008-152

## RESOLUTION REVISING POLICIES REGARDING LAND DEVELOPMENT IMPROVEMENTS ON COUNTY MAINTAINED STREETS AND ROADS

The following Resolution is now offered and read:

WHEREAS, on July 2, 1991, the Board of Supervisors adopted Resolution No. 91-367, establishing requirements for subdivision street and road improvements on County-Maintained Roads; and

WHEREAS, since that time there has been increased interest in a type of development known as Agricultural Cluster subdivisions; and

WHEREAS, there have been other types of intensification of land use in rural areas which need to have appropriate levels of road improvements required as conditions of approval in order to provide safe conditions for the public using the County-maintained road system; and

WHEREAS, the rate of vehicle collisions in the rural areas of San Luis Obispo County have had an increasing trend for several years, indicating a need to revise development policies.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Supervisors of the County of San Luis Obispo, State of California, as follows:

### A. Road Improvement Requirements

1. Improvements required with subdivisions. County-maintained streets or roads fronting subdivisions shall be improved to current County Public Improvement Standards, including bikeways where designated in the latest adopted edition of the County Bikeways Plan, when the subdivision is within:
  - a. Industrial, Commercial Retail, Commercial Service, Office/Professional, Residential Suburban, Residential Single Family or Residential Multi Family land use categories or,
  - b. Residential Rural land use category, where that roadway has a projected Average Daily Traffic (ADT) greater than 100.

In cases (a) and (b), the County-maintained street or road shall be improved fronting the property, and continuing to the nearest paved publicly-maintained road which meets or exceeds the standard improvements required. The level of improvement (e.g., A-1 rural, A-1j gravel, A-2 urban or A-3 commercial/industrial) shall be required as defined in the Public Improvement Standards and as further defined by this Resolution.

c. Agriculture or Rural Lands land use categories, where the subdivision is a cluster.

In case (c), the County-maintained road shall be improved to widen to complete the project side of an A-1 (rural) standard according to the criteria in Table 1:

**Table 1. Criteria for road improvements for Ag/RL cluster subdivisions**

Number of residential lots per entrance*	Improve this length of road**
1-7	300 feet each side of entrance
8-20	1/4 mile, centered on entrance
21-40	1/2 mile, centered on entrance
41+	1 mile, centered on entrance

\* For projects which propose a "loop" configuration, half of the lots along the loop shall be assumed to be served by each entrance.

\*\* Where the subdivision adjoins two or more County-maintained roads, the length shall be measured along the road with the highest traffic volume, measured from the intersection with the road with the second-highest traffic volume, as determined by the Department of Public Works.

2. Improvements required for developments which attract public traffic. Land development projects in rural areas which are not subdivisions, and which will attract general public traffic (e.g., wine tasting, ag tourism, events, etc.) on County-maintained roads, shall be approved with a condition to widen to complete the project side of an A-1 (rural) standard according to the criteria in Table 2 below, prior to occupancy of any new structure, or initiation of the use, if no structure is proposed. In addition, all land development projects shall be subject to the requirements of the County Public Improvement Standards for requirements of any driveway connections to the County-maintained road system. This may involve paving, grading or vegetation clearance as necessary to provide proper sight distance and handling of drainage.

**Table 2. Criteria for road improvements for non-subdivision developments**

Development regular ops. General public peak hour trips	Development event General public peak hour trips	Improve this length of road*
1-10	1-100	RSA** only
11-20	101-200	1/4 mile from entrance toward nearest intersection + RSA**
21-40	201-400	1/2 mile from entrance toward nearest intersection + RSA**
41+	400+	1 mile from entrance toward nearest intersection + RSA**

\* Where the development adjoins two or more County-maintained roads, the length shall be measured along the road with the highest traffic volume, measured from the intersection with the road with the second-highest traffic volume, as determined by the Department of Public Works.

\*\* RSA: Roadway Safety Analysis, defined in Section B (below).

3. **Public traffic on privately-maintained roads.** No proposed land development project in rural areas which will attract general public traffic (e.g., wine tasting, ag tourism, events, etc.), shall be permitted on roads which are privately maintained, without submission of a road maintenance agreement, signed by the owners of all property on which the access roads are located and binding upon their heirs and assigns. The agreement shall be required to establish an organized and perpetual mechanism to ensure adequate maintenance of the roads, acceptable to the Department of Public Works. Required improvements for the privately-maintained roads shall be based upon recommendations from the applicable fire protection agency.
4. **Cross-section required.** When subdivisions or other land development projects are required to construct improvements on streets or roads which are, or will become, County-maintained, they shall contain the following cross-sectional elements:
  - a. Streets or roads which are entirely within a subdivision or development shall be improved to the full width of the appropriate standard section.
  - b. When the subdivision or development fronts a part-width street or road previously constructed through the activities of others, whether publicly-maintained or private, the subdivision or development shall be required to widen to complete the project side of the appropriate standard section from the Public Improvement Standards, fronting the property or for length determined by Tables 1 and 2 above.
  - c. When the subdivision or development fronts a street or road which is to be newly constructed, the initial part-width improvement shall be to construct the full improvement on the project side plus a full travel lane on the opposite side, according to the appropriate standard section from the Public Improvement Standards, fronting the property or for length determined by Tables 1 and 2 above. Any offsite extension to connect with existing streets or roads shall be constructed to the same standards.
5. **Additional safety improvements.** When a development project is required to perform a Roadway Safety Analysis, as defined in Section B below, the analysis shall consider all the improvements required by Section A to be in place, and then shall determine whether additional improvements are warranted to mitigate potential safety impacts of the traffic generated by the proposed development.

#### B. Roadway Safety Analysis

1. **When required.** To limit the exposure of increasing the number of collisions on the road, all developments in rural areas which will attract general public traffic (e.g., wine, tasting, ag tourism, events, etc.) shall be required to perform a Roadway Safety Analysis (RSA).
2. **Improvements to reduce expected collision rate.** The Department of Public Works shall provide the existing collision rate for the road. In cases where the collision rate is greater than one standard deviation above the average collision rate for rural roads, the RSA shall proceed with an analysis of potential road improvements which would reduce the expected collision rate to acceptable limits. The improvements may include, but are not limited to, the following:
  - Superelevation revisions on existing curves
  - Widening of shoulders at curves to create a roadside recovery area
  - Removal of roadside obstacles
  - Improvement of shoulder width (minimum two feet) for recovery area
  - Reduction of vertical curves to improve sight distance
  - Enhance existing access points to improve safety
  - Turn movement channelization
3. **Limits of analysis.** The RSA shall evaluate the following length of road shown in Table 3:

**Table 3. Roadway Safety Analysis requirements**

Development regular ops. General public peak hour trips	Development event General public peak hour trips	Study/Improve this length of road
1-10	1-100	½ mile from entrance toward nearest intersection
11-20	101-200	1 mile from entrance toward nearest intersection
21-40	201-400	2 miles from entrance toward nearest intersection
41+	400+	3 miles from entrance toward nearest intersection

4. **Preparation requirements.** The analysis shall be performed by a Registered Civil Engineer or Registered Traffic Engineer, utilizing accident reduction factors as provided in Caltrans Local Programs Guidelines Manual, Chapter 9, "Hazard Elimination Systems," and models from Transportation Research Board Special Report 214 "Designing Safer Roads," which will quantify collision reduction based on curve and shoulder improvements.
5. **Coordination with project environmental determination.** The RSA shall be performed as part of the environmental determination for the proposed development project. Its recommendations shall then be incorporated into the Developer's Statement and conditions of approval for the project.

**C. General Provisions**

1. The determination of the necessary requirements to provide for the safety of the public using County roads will be based upon the maximum amount of general public traffic which will be generated by the proposed land use project. The Department of Public Works shall use the factors in Table 4 to estimate general public trip generation and determine what level of requirements in Tables 2 and 3 above shall apply.

For land development projects which include both regular operations and events, the amount of general public traffic generated by each shall be calculated by the Department of Public Works. The amount of traffic for regular operations and for events shall be considered separately. The amount of general public traffic (regular operations or events) which results in the greater improvement requirement in Tables 2 and 3 above shall determine the conditions for the project.

**Table 4. General public trip generation factors**

Type of land use	Trip generation factor
Single-family residential	Assume no <u>general public</u> trip generation
Farm support quarters	Assume no <u>general public</u> trip generation
Agricultural processing	Assume no <u>general public</u> trip generation
Retail, other visitor-serving areas	2.71 peak hour trips (pht) per 1,000 square feet
Events	0.4 pht per max. permitted attendance

Other land uses not shown in this table shall be estimated by Public Works staff based on information provided by the applicant and the Institute of Transportation Engineers Trip Generation Manual, most recent edition.

2. The requirements established by this Resolution shall apply to all street or road improvements constructed as a requirement of subdivision or land use permit applications which are deemed complete on or after the date of approval of this Resolution.
4. Nothing in this resolution shall be construed to preempt requirements of the California Environmental Quality Act or other applicable rules as adopted by appropriate authorities. Those other rules may require even greater mitigation measures which involve constructing greater levels of improvement.
3. This resolution supersedes and replaces Resolution 91-367.

Upon motion of Supervisor Achadjian, seconded by Supervisor Gibson, and on the following roll call vote, to wit:

AYES: Supervisors Achadjian, Gibson, Ovitt, Lenthall, and Chairperson Patterson

NOES: None

ABSENT: None

ABSTAINING: None

the foregoing Resolution is hereby adopted.

JAMES R. PATTERSON  
Chairperson of the Board of Supervisors

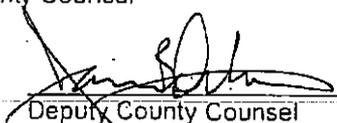
ATTEST:

JULIE L. RODEWALD  
Clerk of the Board of Supervisors

[SEAL] By: SANDY CURRENS  
Deputy Clerk

APPROVED AS TO FORM AND LEGAL EFFECT:

R. WYATT CASH  
County Counsel

By:   
Deputy County Counsel

Dated: April 18, 2008

L:\Trans\May08\BOS\Road Improvements rsl.doc.rem.law

STATE OF CALIFORNIA ) COUNTY OF SAN LUIS OBISPO ) SS
I, JULIE L. RODEWALD, County Clerk of the above established County, and Ex-Officio Clerk of the Board of Supervisors thereof, do hereby certify the foregoing to be a full, true and correct copy of an order entered in the minutes of said Board of Super-visors, and now remain- ing of record in my office.
Witness, my hand and seal of said Board of Super- visors this <u>May 15, 2008</u>
<b>JULIE L. RODEWALD</b> County Clerk and Ex-Officio Clerk of the Board of Supervisors
By <u>Sandy Currens</u> Deputy Clerk

# **Bicycle Advisory Committee**

## **By-Laws**

**(Quick Reference Guide)**

**San Luis Obispo County Bicycle Advisory Committee  
Bylaws Policies & Procedure**

**The mission of the San Luis Obispo County Bicycle Advisory Committee is to promote the expanded use of bicycle transportation** by working together with County staff to develop the Country Bicycle Plan, reviewing the Plan and presenting a recommendation to the Board of Supervisors for its adoption; by reviewing the policies and programs related to bicycling in the Circulation Element of the County General Plan and Local Coastal Plan and making recommendations on the goals and their implementation to the Board of Supervisors; and by reviewing the policies and programs related to bicycling in the Bikeways Element of the Regional Transportation Plan and providing input to the Board of Supervisors on the goals and their implementation.

**Officers**

**Policy**

In accordance with Article IV of bylaws:

A Chairperson and Vice Chairperson shall be elected by the committee from among the voting members for one-year terms. No member may serve as Chairperson or Vice Chairperson for more than two consecutive terms.

**Procedure**

At the September meeting of the Committee each year, the Chair shall preside over election of a Chairperson and Vice Chairperson in accordance with Roberts Rules of Order, officers to begin service upon the adjournment of the September meeting.

**Meetings**

**Policy**

In accordance with Article V of bylaws, Section A:

The Bicycle Advisory Committee shall hold a minimum of one regular meeting each quarter.

**Procedure**

In general, meetings shall be held in February, May, September and November. At its November meeting Committee shall adopt a meeting schedule for the following calendar year.

**Policy**

In accordance with Article V of bylaws, Section B:

A quorum shall consist of a majority of the voting membership.

**Procedure**

“Voting membership” shall be defined as the number of Committee members currently filling appointive positions. Vacant positions shall not be considered as voting members when calculating the number required to constitute a quorum.

**Policy**

In accordance with Article V of bylaws, Section F:

All committee meetings shall be conducted according to County practices, customs, policies and Roberts Rules of Order, newly revised.

**Procedure**

The Chair shall prepare the agenda. Any Committee member and Secretary may request that an item be placed on the agenda by contacting the Chair. The Chair shall work with the Secretary to develop a final agenda. Two weeks before the next scheduled meeting of the Committee, the

Chair shall give the agenda to the Secretary for posting and distribution.

### **Report**

#### **Policy**

In accordance with Article VI of bylaws:

The Advisory Committee shall present to the Board of Supervisors an annual report of the Committee's activities.

#### **Procedure**

Following the final meeting of the calendar year, the Chair and the Secretary shall work together to prepare the annual report. The Chair will present the draft report to the Committee at its first meeting of the next calendar year for review and comment. Following adoption by the Committee of the final report, the Secretary shall forward the report to the Board of Supervisors.

### **Membership**

#### **Policy**

In accordance with Article VII of bylaws, Section A:

If a member fails to attend two consecutive meetings or a total of six meetings within any twelve months, the member shall automatically be considered for replacement. The Chair of the Committee shall inform the board of Supervisors of such a situation and explain any special circumstances.

#### **Procedure**

After one absence with no explanation, Chair shall contact the member and ascertain the member's interest in continuing to participate.

After two consecutive absences, Chair shall confer with the committee as to proper course of action.

With the concurrence of the Committee, Chair shall notify the Clerk of the Board that a vacancy exists. Clerk requires notice in writing from either the vacating member or Secretary of the Committee.

Chair shall notify Supervisor of the District in which the vacancy exists and ascertain how the Supervisor wishes to fill the vacancy. Chair shall offer to ask the Secretary to advertise the vacancy and shall offer to have the Committee review applicants and make a recommendation to the Supervisor.

Chair shall contact members before every scheduled meeting and ascertain whether a quorum is expected for the meeting and shall then notify members and staff. If the Chair cannot raise a quorum, Chair shall work with the Secretary to reschedule the meeting.

### **Proposed Committee Meeting Schedule**

#### **February**

- Adopt the Annual Report to the Board of Supervisors for previous year

#### **May**

- Review and revise county bikeway project rankings

#### **September**

- Election of Officers

#### **November**

- Preview of Unmet Bike Needs process
- Adopt meeting schedule for next year

**Resolution 2006-374**  
**Resolution Modifying the By-Laws of the**  
**Bicycle Advisory Committee**  
**(For Reference)**

**IN THE BOARD OF SUPERVISORS**  
County of San Luis Obispo, State of California

Tues day October 24, 2006

PRESENT: Supervisors Harry L. Ovitt, Shirley Bianchi, James R. Patterson,  
Chairperson K.H. 'Katcho' Achadjian

ABSENT: Supervisor Jerry Lenthall

RESOLUTION NO. 2006-374

**RESOLUTION MODIFYING THE BYLAWS OF THE  
BICYCLE ADVISORY COMMITTEE**

**WHEREAS**, the San Luis Obispo County Board of Supervisors recognizes that in San Luis Obispo County, the quality of life is being threatened by poor air quality, elevated noise levels and diminished public space; and

**WHEREAS**, the San Luis Obispo County Board of Supervisors recognizes that the greatest contributing factor to these environmental concerns is the reliance on the private automobile for primary transportation; and

**WHEREAS**, the San Luis Obispo County Board of Supervisors feels that it is in the public interest to officially recognize the bicycle as a viable and desirable transportation option; and

**WHEREAS**, the use of bicycle transportation will help to mitigate these environmental concerns, and will contribute to the improved mental and physical health of those who ride them; and

**WHEREAS**, local and regional surveys have indicated that a safe and effective system of bikeways would be the best incentive for attracting new bicycle riders; and

**WHEREAS**, the Board of Supervisors adopted the Update of the County Bikeways Plan in 2005; and

**WHEREAS**, the County Bikeways Plan includes bicycle routes, secure parking, improved public transit-bicycle coordination, a public education program and possible identified sources of funding for implementation; and

**WHEREAS**, through the implementation of the County Bikeways Plan, the number of residents who can safely and conveniently choose to bicycle will increase to the benefit of all; and

**WHEREAS**, the San Luis Obispo County Board of Supervisors welcomes public input on the ongoing implementation of the County Bikeways Plan.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors of the County of San Luis Obispo, State of California, as follows:

1. There shall be established a Bicycle Advisory Committee (hereinafter Advisory Committee) of the County of San Luis Obispo. The Advisory Committee, composed of concerned and informed residents, will provide a recognized formal source of

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input and perspective for bicycle transportation planning and implementation within the unincorporated areas of the County.

- 2. The following are the bylaws under which the Bicycle Advisory Committee shall function:

ARTICLE I - PURPOSE

The Bicycle Advisory Committee is an ad hoc advisory body to the Board of Supervisors that promotes the expanded use of bicycle transportation.

The Bicycle Advisory Committee will work together with County staff to develop periodic updates to the County Bikeways Plan, and will review said updates and present recommendations to the Board of Supervisors for their adoption.

The Bicycle Advisory Committee will review the policies and programs related to bicycling in the Circulation Element of the County General Plan and Local Coastal Plan, and make recommendations on the goals and their implementation to the Board of Supervisors.

The Bicycle Advisory Committee will review the policies and programs related to bicycling in the Bikeways Element of the Regional Transportation Plan, and provide input to the Board of Supervisors on the goals and their implementation.

ARTICLE II - MEMBERSHIP

The Advisory Committee shall consist of ten (10) voting members appointed by the Board of Supervisors, with two (2) members recommended by each County Supervisor and ratified by the full Board.

Advisory Committee members shall initially be selected from applicants who show knowledge of the needs of cyclists in their area and who demonstrate a commitment to bicycling as a viable means of transportation. Once appointed, Committee members shall actively seek out input from community groups, including but not limited to, local schools, cycling commuters, chambers of commerce and bicycling organizations.

In filling subsequent vacancies on the Committee, the Advisory Committee or a Subcommittee thereof may review applications and make recommendations to the appointing Supervisor.

In addition to the ten (10) voting members, the following agencies shall each provide, as designated by the head of those agencies, a non-voting representative to attend Advisory Committee meetings: County Public Works Department, County Planning Department, County General Services (Parks) Department, Council of Governments' Bicycle Coordinator (with Council's approval), and the San Luis Obispo Air Pollution Control District.

ARTICLE III - TERMS OF APPOINTMENT

The voting members of the Bicycle Advisory Committee shall each serve at the pleasure of their appointing County Supervisor.

ARTICLE IV - OFFICERS

A Chairperson and Vice Chairperson shall be selected by the Committee from among the voting members for two-year terms. No member may serve as Chairperson or Vice Chairperson for more than two consecutive terms.

The Chairperson shall preside over all committee meetings, vote on all matters, appoint subcommittees, and call special meetings. The Vice Chairperson shall serve in the absence or incapacity of the chairperson and perform such other duties as requested by the Chairperson.

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The County Public Works Department representative shall function as Committee Secretary.

#### ARTICLE V - MEETINGS

- A. The Bicycle Advisory Committee shall meet a minimum of twice per year. All meetings shall be open to the public and be held at specified time and place with public notice provided as required by California Law.
- B. A quorum shall consist of a majority of the voting membership.
- C. All actions of the Committee shall be decided by a majority vote or consensus of the quorum directed through the Chairperson.
- D. Minutes for each meeting shall be forwarded to the Board of Supervisors and be available as a public record.
- E. The Chairperson or the Committee Secretary may call a special meeting provided that all public notice requirements are met.
- F. All Committee meetings shall be conducted according to County practices, customs, policies and Robert's Rules of Order, newly revised.
- G. All members present must vote, except when a member declares a conflict of interest. Any member declaring a conflict of interest shall not vote on or participate in any related deliberations or actions of the Committee.

#### ARTICLE VI - REPORT

The Advisory Committee shall present to the Board of Supervisors an annual report of the Committee's activities.

#### ARTICLE VII - ABSENCES AND RESIGNATIONS

- A. If a member fails to attend two consecutive meetings, or a total of three meetings within any twelve months, the member shall automatically be considered as having resigned their position. The Chairperson of the Committee shall inform the Clerk of the Board of Supervisors, in writing, of such a situation and explain any special circumstances of the resignation.
- B. Committee members are responsible for notifying the Chairperson or the Secretary in advance when an absence is anticipated.
- C. If a member needs to resign from the Committee; the member shall immediately direct a letter to the Clerk of the Board of Supervisors, who will forward copies to the Chairperson and the affected District Supervisor.

#### ARTICLE VIII - SUBCOMMITTEES

Subcommittees shall be appointed, as needed, by the Chairperson.

#### ARTICLE IX - AMENDMENTS TO THE BYLAWS

Amendments to these bylaws may be recommended 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 at least one (1) week prior to such meeting. Amendments shall become effective upon approval of the Board of Supervisors.

- 3. The Director of Public Works is hereby directed to implement the above provisions of this Resolution.

*B. P. C.*

Upon motion of Supervisor Ovitt, seconded by Supervisor Bianchi, and on the following roll call vote, to wit:

AYES: Supervisors Ovitt, Bianchi, Patterson, Chairperson Achadjian

NOES: None

ABSENT: Supervisor Lenthall

ABSTAINING: None

the foregoing Resolution is hereby adopted.

*Heidi Achadjian*  
Chairperson of the Board of Supervisors

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**ATTEST:**

Julie L. Rodewald, County Clerk-Recorder  
and Ex-Officio Clerk of the Board of Supervisors

By: *M. Christensen*  
Deputy Clerk

STATE OF CALIFORNIA, }  
County of San Luis Obispo, } ss.

I, JULIE L. RODEWALD, County Clerk and ex-officio Clerk of the Board of Supervisors, in and for the County of San Luis Obispo, State of California, do hereby certify the foregoing to be a full, true and correct copy of an order made by the Board of Supervisors, as the same appears spread upon their minute book.

WITNESS my hand and the seal of said Board of Supervisors, affixed this 26th day of October, 20 06.

(SEAL)

JULIE L. RODEWALD  
County Clerk and Ex-Officio Clerk of the Board of Supervisors  
By *M. Christensen* Deputy Clerk. *bt*