Committee Members
Laura M. Hoffmeister, Chair  
Edi E. Birsan, Committee Member

Special Meeting of the Infrastructure & Franchise Committee

Tuesday,  
April 30, 2019  
City Manager  
Conference Room,  
Wing A  
1950 Parkside Drive

AGENDIZED ITEMS – The public is entitled to address the Committee on items appearing on the agenda before or during the Committee’s consideration of that item. Each speaker will be limited to approximately three minutes.

1. ROLL CALL

2. PUBLIC COMMENT PERIOD

3. REPORTS

4. ADJOURNMENT

Next Meeting: Regular Meeting  
Date: 5/13/2019 5:30 p.m.

ADA NOTICE AND HEARING IMPAIRED PROVISIONS
In accordance with the Americans with Disabilities Act and California Law, it is the policy of the City of Concord to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require a copy of a public hearing notice, or an agenda and/or agenda packet in an appropriate alternative format; or if you require other accommodation, please contact the ADA Coordinator at (925) 671-3031, at least five days in advance of the hearing. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

Distribution:  
City Council  
Valerie Barone, City Manager  
Susanne Brown, City Attorney  
Kathleen Trepa, Assistant City Manager  
Joelle Fockler, City Clerk
Staff Report

Date: April 30, 2019

To: Council Committee on Infrastructure & Franchise

From: Valerie J. Barone, City Manager

Reviewed by: Joelle Fockler, MMC, City Clerk

Prepared by: Marsha Moore, CMC, Deputy City Clerk
Marsha.moore@cityofconcord.org
(925) 671-3085

Subject: Interview applicants for the Bicycle and Pedestrian Advisory Committee

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Report in Brief
The Infrastructure and Franchise Committee will interview applicants for two (2) positions on the Bicycle and Pedestrian Advisory Committee.

Recommended Action
Interview applicants for two (2) positions on the Bicycle and Pedestrian Advisory Committee and make a recommendation to the City Council for appointment.

Background
In accordance with Policy and Procedure No. 89, an announcement was made on December 11, 2018, to fill two positions on the Bicycle and Pedestrian Advisory Committee with terms ending February 28, 2023. Applications were due by Friday, January 11, 2019, at 5 p.m. The terms of Michelle Hernandez and David Pitman expired on February 28, 2019.

The role of the Bicycle and Pedestrian Advisory Committee is to review transportation capital projects including roadway, pedestrian and bicycle improvements and provide input to staff on Complete Streets features and for conformity with the City’s Bicycle, Pedestrian and Safe Routes to Transit Plan, adopted in September 2016 (Plan); review related grant applications; annually review the City’s progress on Plan implementation; and, review and provide input on programs or policies related to implementation of the Bicycle, Pedestrian and Safe Routes to Transit Plan as requested by staff or the City
Council. Members must be Concord residents and be enthusiastic about Complete Streets, cycling and other alternative modes of transportation. The Committee meets quarterly and more frequently as needed.

Applications were received from 11 individuals. In addition to incumbents Michelle Hernandez and David Pitman, applications were received from Robert Clevridge, Teresa Derdiarian, Lyudmil Grigorov, Nathan Hanna, Laura Nakamura, Chloe Page, Eric Robertson, Michael Schneider, and Martin Steinpress. Incumbents Michelle Hernandez and David Pitman will be considered; however, are not being interviewed. Due to a potential conflict, Teresa Derdiarian has been removed from consideration and Chloe Page has withdrawn her application.

Public Contact
The Agenda was posted.

Attachments
1. Bicycle and Pedestrian Advisory Committee Applicant Summary
2. Resolution No. 17-3 Establishing the Bicycle and Pedestrian Advisory Committee
2019 Bicycle and Pedestrian Advisory Committee Applicants

<table>
<thead>
<tr>
<th>Name</th>
<th>Employer</th>
<th>Occupation</th>
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<tbody>
<tr>
<td>Robert Clevendence</td>
<td>N/A</td>
<td>Retired</td>
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<tr>
<td>Teresa Derdiarian</td>
<td>Associated Right of Way Services, Inc.</td>
<td>Real Estate</td>
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<td>Lyudmil Grigorov</td>
<td>Tileshop Inc</td>
<td>Warehouse-sale person</td>
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<td>Nathan Hanna</td>
<td>Shell Oil</td>
<td>Chemical Engineer</td>
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<tr>
<td>*Michelle Hernandez</td>
<td>Self</td>
<td>Clinical Psychologist</td>
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<tr>
<td>Laura Nakamura</td>
<td>UCSF Benioff Children's Hospital Oakland</td>
<td>Pediatric Cardiac Sonographer</td>
</tr>
<tr>
<td>Chloe Page</td>
<td>Mt Diablo Unified School District</td>
<td>Educator</td>
</tr>
<tr>
<td>*David Pitman</td>
<td>Retired</td>
<td>Software Engineer</td>
</tr>
<tr>
<td>Eric Robertson</td>
<td>Oakland Unified School District, Global Family School</td>
<td>Teacher</td>
</tr>
<tr>
<td>Michael Schneider</td>
<td>Talon Software Solutions</td>
<td>Software Analyst</td>
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<tr>
<td>Martin Steinpress</td>
<td>Brown and Caldwell Engineers and Consultants</td>
<td>Environmental Consultant</td>
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* Incumbents
BEFORE THE CITY COUNCIL OF THE CITY OF CONCORD
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA

A Resolution Establishing a Bicycle and Pedestrian
Advisory Committee

Resolution No. 17-3

WHEREAS, on December 11, 2012, Concord City Council adopted Complete Streets Policy
for the city in which the city expressed its commitment to creating and maintaining Complete Streets
that provide safe, comfortable and convenient travel along and across streets through a
comprehensive, integrated transportation network that serves all categories of users, including
pedestrians, bicyclists, persons with disabilities, motorists, movers of commercial goods, users and
operators of public transportation, seniors, children, youth, and families; and

WHEREAS, the Complete Streets Policy also directed that when the Bicycle and Pedestrian
Advisory Committee is formed, that the Bicycle and Pedestrian Advisory Committee review
transportation projects early in the planning and design stage, to provide comments and
recommendation regarding Complete Streets features; and

WHEREAS, on September 27, 2016, Concord City Council adopted the Bicycle, Pedestrian
and Safe Routes to Transit Plan for the city which includes a recommended implementation measure
to establish a Bicycle and Pedestrian Advisory Committee; and

WHEREAS, certain grants require review of proposed projects by a Bicycle and Pedestrian
Advisory Committee; and

WHEREAS, the City Council desires to establish a Bicycle and Pedestrian Advisory
Committee (BPAC), and authorizes the City Clerk to initiate recruitment of the BPAC.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CONCORD DOES

RESOLVE AS FOLLOWS:

Section 1. Authorizes establishing the Bicycle and Pedestrian Advisory Committee (BPAC)
to provide input on bicycle and pedestrian capital projects; and authorizes the City Clerk to initiate
recruitment for the BPAC, as generally described below:

a. BPAC Membership and Composition: The BPAC shall consist of 5 members
appointed by the City Council. No alternates shall be appointed. Membership criteria
are that at all members must be Concord residents and must express interest and
enthusiasm for Bicycle, Pedestrian and Safe Routes to Transit Plans.

b. **BPAC Operation Policies:** The BPAC will operate within the framework of the
City’s existing Mission, Vision and Values (MVV) and be guided by operating
principles and ground rules consistent with existing City policies for boards and
commissions.

c. **BPAC Term of Appointment:** Terms of BPAC members shall be staggered to avoid
recruitment for the entire Committee at one time. Terms shall be four years, except for
initial appointments wherein the Council shall appoint two of the members to two-year
terms and the remaining members to four-year terms to establish overlapping
membership on the committee. Mid-term vacancies will be filled according to existing
City procedures.

d. **BPAC Functions and Roles:** The BPAC shall be advisory to staff and review and
provide input on transportation capital projects, including roadway, pedestrian and
bicycle improvements, and related grant applications that are brought before the
committee by City staff, regarding Complete Streets features. When requested by staff
or the City Council, BPAC will annually review progress of the adopted Bicycle,
Pedestrian and Safe Routes to Transit Plan and will report back to the City Council.

e. **BPAC Application and Selection Process:** Individuals interested in serving on the
BPAC shall be asked to complete and submit a written application specifying their
background, affiliations, and areas of interest. The Infrastructure and Franchise
Committee shall review the applications, conduct interviews, and make
recommendations for BPAC membership to the Council. The Council shall appoint the
members of the BPAC.

f. **BPAC Meeting Frequency and Organization:** The BPAC shall meet quarterly, or
more frequently as needed, usually in the evenings, with potential additional meetings
on weekends and other times. BPAC meetings will be convened and supported by City
staff, and shall be open to the public and subject to public meeting regulations.
g. **Appointment of Chair and Vice Chair:** At the first meeting, the BPAC members shall select a Chair and Vice Chair. Subsequently, the BPAC shall select their Chair and Vice Chair annually in the month of January.

h. **Duration of BPAC:** BPAC shall be ongoing unless and until such time as the City Council terminates the BPAC.

**Section 2.** This resolution shall become effective immediately upon its passage and adoption.

**PASSED AND ADOPTED** by the City of Concord City Council on January 10, 2017, by the following vote:

**AYES:** Councilmembers - E. Birsan, R. Leone, C. Obringer, L. Hoffmeister

**NOES:** Councilmembers - Nonr

**ABSTAIN:** Councilmembers - None

**ABSENT:** Councilmembers - None

I HEREBY CERTIFY that the foregoing Resolution No. 17-3 was duly and regularly adopted at a regular meeting of the City Council of the City of Concord on January 10, 2017.

[Signature]

Joelle Fockler, MMC
City Clerk

**APPROVED AS TO FORM:**

[Signature]

Susanne Meyer Brown
City Attorney