

**RESOLUTION NO. 42/2020**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CORTE MADERA  
EXTENDING THE BICYCLE PEDESTRIAN ADVISORY COMMITTEE (BPAC)  
THROUGH JUNE 30, 2025 AND MODIFYING THE COMMITTEE MEMBER  
APPOINTMENT PROCESS**

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**WHEREAS**, the Corte Madera Town Council supports strategies and policies designed to ensure and enhance compliance with accessibility laws; and

**WHEREAS**, the Corte Madera Town Council supports safe bicycle and pedestrian infrastructure, public input, involvement and consensus building; and

**WHEREAS**, the Corte Madera Town Council supports a Committee Member selection process consistent with other Town Boards and Commissions; and

**NOW, THEREFORE, BE IT RESOLVED** that the Corte Madera Town Council extends the Bicycle Pedestrian Advisory Committee as follows:

1. Title  
Bicycle Pedestrian Advisory Committee (BPAC). The BPAC was established via Resolution No. 3728 of the Town Council the Town of Corte Madera at their regular meeting on October 2, 2012. The duties and responsibilities of the Accessibility Advisory Commission (AAC) are incorporated as duties and responsibilities of the BPAC by Resolution No. 17/2017.
2. Mission  
To assist the Town Council and staff of the Town of Corte Madera in identifying issues related to bicycle, pedestrian circulation, transportation safety, compliance with accessibility laws, and safety concerns in the Town and in exploring and building consensus for potential solutions.
3. Scope of Work
  - a. Obtain input from bicyclists and pedestrians in the Town on their concerns.
  - b. Provide input to Public Works staff on transportation improvements.
  - c. Provide advice and recommendations on improvements designed to ensure and enhance compliance with accessibility laws, and to help the Town determine what would be needed to ultimately make the Town's services, programs, activities, and facilities accessible to all persons.
  - d. Identify prime areas for improving bicycle, pedestrian and accessibility infrastructure.
  - e. Provide any other input as necessary, upon approval by the Town Council.
4. Composition

The BPAC shall be comprised of up to 9 members of Town of Corte Madera residents that reflect the geographic diversity of the Town. BPAC may also decide to have a minimum of 5 or 7 representatives. Compliance with accessibility laws and regulations are a specialized area. Regardless of the composition of the committee, a minimum of one member should have the background necessary to provide expertise on accessibility issues.

Committee members are appointed by the Town Council following the spring Board and Commission recruitment period for one and two year terms beginning July 1 and ending June 30. For July 1, 2021 appointments, three of the seven Committee Members will be appointed to a one-year term, and the other four of the seven Committee Members will be appointed to a two-year term. All subsequent Committee Member terms will consist of staggered two-year terms.

All current Committee Member term expirations shall be extended through June 30, 2021.

5. Operating Guidelines

- a. The BPAC shall be chaired by any member of the BPAC appointed by the Town Council.
- b. A member of the Department of Public Works shall serve as staff liaison to BPAC.
- c. Meetings should be held six times per year or as needed and at times and locations as specified by the Chair, occurring every other month.
- d. Meetings will be open to the public and input from the public will be accommodated as time allows and as determined by the Chair.
- e. The BPAC is an advisory committee and not empowered to make decisions or state policy on behalf of the Town of Corte Madera.

6. Reporting

At various intervals the BPAC Chair will consolidate the input from the Committee and report to the Town Council.

7. Budget Allocation

There is no specified budget for the BPAC.

8. Performance Assessment

The Chair and Town Manager shall assess performance of the BPAC and report as necessary to the Town Council.

9. Sunset Date

Unless otherwise reconfigured or extended by the vote of the Town Council, the BPAC will cease to exist on June 30, 2025.

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**I HEREBY CERTIFY** that the foregoing Resolution was duly and regularly adopted by the Town

of Corte Madera of Marin County at a regular meeting thereof held on December 1, 2020, by the following vote, to wit:

AYES: Councilmembers: Beckman, Casissa, Kunhardt, Lee, Ravasio  
NOES: Councilmembers: - None -  
ABSENT: Councilmembers: - None -

  
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Eli Beckman, Mayor

ATTEST:

  
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Rebecca Vaughn, Town Clerk