

SECTION 2-16
BICYCLE ADVISORY COMMISSION

2-15.1 Creation of Bicycle Advisory Commission

A Bicycle Advisory Commission of the Town of Danville is hereby established. The Commission shall consist of six (6) regular members, one of whom shall be a Youth Commissioner as defined in Section 2-15.11 below.

2-15.2 Qualifications

All members of the Commission shall have experience, training, occupation, or education demonstrating a knowledge of and interest in bicycling. Members of the Commission shall represent an inclusive cross-section of interests in bicycling such as recreational cyclists (road and mountain biking), commuters, families, seniors and youth, and merchants interested in cycling and cycling safety.

2-15.3 Powers and Duties

Advise the Town Council and Town Staff on matters related to:

1. Implementation of the Town's Bicycle Master Plan;
2. Conditions, operations and safety of existing bicycle facilities and other non-motorized forms of transportation;
3. Review of proposed bicycle-related policies, programs, projects, plans, funding applications, and legislation;
4. Coordination with the public including bicycle-related organizations, the business community, and other local agencies to promote cycling projects and programs;
5. Development and dissemination of bicycle awareness and education materials to the community.

2-15.4 Term of Office

For the initial five appointments to the Commission except the Youth Commissioner, two of the members shall be appointed to two-year terms and three shall be appointed to four-year terms. All subsequent appointments shall be for four-year terms. The term of the Youth Commissioner shall be two years.

2-15.5 Time and Place of Regular Meetings

The Commission shall hold at least one regular quarterly meeting. The Commission shall fix the time and place of its regular meetings by resolution and may call special meetings as necessary. All meetings of the Commission are open to the public and the Commission shall give notice of its meetings as required by law.

2-15.6 Absence from Meetings

If a member of the Commission is absent without cause from three (3) consecutive regular meetings of the Commission, that member's office shall be vacant automatically. The Commission shall immediately notify the Town Council of the vacancy. A member is not absent without cause if that member's absence is (1) due to illness or (2) unavoidable, and the member gives the Secretary of the Commission notice before the day of the regular meeting at which the member will be absent and giving the reason for the absence.

2-15.7 Removal or Vacancy

A member of the Commission may be removed by a majority vote of the Council. A vacancy is filled in the same manner as the original appointment. A person appointed to fill a vacancy serves for the remainder of the unexpired term.

2-15.8 No Compensation

Members of the Commission shall not receive compensation for their attendance at Commission meetings but are entitled to reimbursement for reasonable expenses actually incurred in the course of their duties, provided that such reimbursement shall first be approved by the Town Council.

2-15.9 Adoption of Rules

The Commission shall adopt rules for the transaction of its business and shall keep a public record of its resolutions, transactions, findings, and determinations.

2-15.10 Residency Requirement

All members of the Commission shall be residents of the Town of Danville.

2.15.11 Qualifications and Role of Youth Commissioner

The Town Council shall appoint a Youth Commissioner to serve on the Commission to represent the interests of Danville youth. The Youth Commissioner shall be a Danville resident of high school age. The Youth Commissioner shall have the same obligations and authority of all other commissioners.

2-15.12 Officers and their Duties

The Commission shall elect a Chair and Vice-Chair from among its members. The Chair and the Vice-Chair serve for a term of one (1) year and until the successor of each is appointed and qualified. The Chair shall preside at all meetings of the Commission, shall appoint committees of the Commission as needed, and shall perform such additional

duties as are necessary and incidental to the office. The Vice-Chair shall perform the duties of the Chair on such occasions as the Chair shall be unavailable or unable to perform such duties.

2-15.13 Brown Act and Conflicts of Interest

The Commission shall be subject to and conduct its business in compliance with the Ralph M. Brown Act, California Government Code, Section 54950 et seq. The members of the Commission shall be subject to the provisions of the Town's Conflict of Interest Code.