

# **AGENDA ITEM SUMMARY**

## **FORT COLLINS CITY COUNCIL**

**ITEM NUMBER: 9**

**DATE: January 20, 2009**

**STAFF: Kathleen Bracke  
DK Kemp**

### **SUBJECT**

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Second Reading of Ordinance No. 003, 2009, Amending Section 2-428 of the City Code Expanding the Functions of the Transportation Board to Include the Establishment of a "Bicycle Advisory Committee."

### **RECOMMENDATION**

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Staff recommends adoption of this Ordinance on Second Reading.

### **EXECUTIVE SUMMARY**

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This Ordinance, unanimously adopted on First Reading on January 6, 2009, establishes a Bicycle Advisory Committee (BAC). The BAC will be a citizen advisory committee which reports to the City of Fort Collins Transportation Board. BAC members will have interest in or knowledge of bicycling related issues. The BAC's role will be to review issues related to bicycling in the areas of engineering, enforcement, education, encouragement, environment, community, and economy, as noted in the 2008 Bicycle Plan.

### **ATTACHMENTS**

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1. Copy of First Reading Agenda Item Summary - January 6, 2009.  
(w/o original attachments)

**AGENDA ITEM SUMMARY**  
**FORT COLLINS CITY COUNCIL**

**ITEM NUMBER: 12**

**DATE: January 6, 2009**

**STAFF: Kathleen Bracke  
 DK Kemp**

**COPY**

**SUBJECT**

First Reading of Ordinance No. 003, 2009, Amending Section 2-428 of the City Code Expanding the Functions of the Transportation Board to Include the Establishment of a "Bicycle Advisory Committee."

**RECOMMENDATION**

Staff recommends adoption of the ordinance on First Reading.

**FINANCIAL IMPACT**

There are no direct costs to the City. Staff support and materials for the new Bicycle Advisory Committee can be covered through the existing Transportation Planning department budget in 2009.

**EXECUTIVE SUMMARY**

As recommended in the 2008 Bicycle Plan adopted by City Council on October 7, 2008, the City is implementing the formation of a Bicycle Advisory Committee. The Fort Collins Bicycle Advisory Committee (BAC) is proposed as a citizen advisory committee which reports to the City of Fort Collins Transportation Board. BAC members will have interest in or knowledge of bicycling related issues. The BAC's role will be to review issues related to bicycling in the areas of engineering, enforcement, education, encouragement, environment, community, and economy, as noted in the 2008 Bicycle Plan.

**BACKGROUND**

The City of Fort Collins' updated Bicycle Plan was adopted by City Council on October 7, 2008 and includes a recommendation to form a BAC. During the October 7 Council meeting, City Manager Darin Atteberry suggested a framework for the formation of a Bicycle Advisory Committee in Fort Collins by the end of the year.

Based upon recent public outreach, coordination with existing Boards, and the City Manager's Office guidance, Transportation Planning staff recommends that the BAC report to the

Transportation Board and that the Transportation Board remain the conduit to City Council on all bicycling related matters. With this proposed approach, the BAC will serve as a separate committee of the Transportation Board and a member of the Transportation Board will serve on the BAC to provide a liaison role between the two entities.

### Public Outreach:

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In addition to the presentation of the 2008 Bicycle Plan to many City boards and commissions over the last year, two recent public meetings were held on November 18 and 24 to seek public input on the formation of the BAC. Results of the meeting yielded the following comments and suggestions:

- More “at large” bicyclist representation, including typical bicyclists
- Recreation club representation
- Retail and manufacturer representation
- Business developer representation
- Racing and special event organization representation
- Health and fitness representation
- Family bicycling representation
- CSU student representation
- CSUPD and Larimer County Sheriff representation
- Land Conservation and Stewardship Board representation
- Additional staff: Convention and Visitors Bureau and Engineering representation
- Committee function advice, ie., no show policy, rotating members, alternates, evaluation period.

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Based on the feedback from these recent public meetings, staff recommends the BAC include three “at-large” committee members that represent not only the geographic diversity of Fort Collins, but also the special interest groups listed above. This criteria will be utilized when selecting the three “at-large” members.

### BAC Mission/Purpose

- Provide liaison between the City and the community and stakeholder groups on issues related to bicycling.
- Foster the interchange of ideas from existing City boards and commissions, as well as other community stakeholders, such as Poudre School District, Colorado State University, and Downtown Development Authority, and others as appropriate.
- Promote bicycling as a viable form of transportation.
- Act as a sounding board for citizens who have bicycle related questions and concerns.
- Assist in the development and dissemination of bicycle safety awareness, education and encouragement materials to the community.
- Develop implementation strategies for recommendations in the 2008 Bike Plan.
- Assist with the development of evaluation metrics for determining success of bicycle programs and facilities.
- Review and provide comments regarding proposed bicycle-related capital improvement projects, such as street improvements, traffic signal projects, and parking facility projects.
- Relay to City staff and other appropriate agencies issues and concerns related to bicycling.

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### BAC Membership, Terms and Conditions

The following boards, commissions, and community stakeholders are interested in participating in the Bicycle Advisory Committee. Each board, commission, and stakeholder would provide one representative and one vote within the bicycle advisory committee.

- Transportation Board
- Air Quality Board
- Parks and Recreation Board
- Natural Resources Advisory Board
- Land Conservation and Stewardship Board
- Senior Advisory Board
- Economic Advisory Commission
- Downtown Development Authority
- Bike Fort Collins
- Fort Collins Bike Co-op
- Poudre School District
- Colorado State University
- University Connections
- Three "At-Large" community members
  - To represent geographic diversity of Fort Collins and special interests, such as bicycle recreation clubs, special events, manufacturing and retail sales, racing organizations, motorist perspective, health and fitness, building and development (LEED certification) and family bicycling.

Staff recommends that boards, commissions, and other entities each nominate a representative member to the City Manager for approval. Fort Collins residents interested in filling the three "At-Large" membership positions will submit a BAC application and will be selected by the City Manager. The City Manager will approve and appoint all BAC members. Upon approval of formation of a BAC by the City Council, staff will proceed with securing the nominations from the various boards, commission, and entities listed above and will also release a call for BAC "At-Large" nominations from Fort Collins residents.

In addition to the 16 voting members, the following City departments will each provide a non-voting representative to attend Bicycle Advisory Committee meetings: Police Services, Traffic Operations Department, Engineering Department, and Transportation Planning/Safe Routes to School Department.

The Bicycle Advisory Committee will establish rules, regulations and bylaws in accordance with City policies for boards and commissions. Membership term is two years. BAC members will vote to elect a chairperson and vice chairperson. Meetings will be held as determined by the Bicycle Advisory Committee; however, procedures and regulations may emulate existing boards and commissions standard operating procedures such as standard monthly or quarterly meetings. All meetings will be open to the public.

City staff (Bicycle Coordinator) will facilitate meetings, notes, and act as City staff liaison regarding City concerns and/or inquiries. The Bicycle Coordinator will report developments and current projects of the BAC to the Transportation Board on a quarterly or on an as requested basis.

**Next Steps**

January 6 City Council consideration of the proposal for the formulation of the BAC.

January - February 2009 City Manager review and approval of nominations for BAC members.

March 2009 - December 2013 The Bicycle Advisory Committee will begin operations in March 2009 and expire in December 2013, which is the end of the five year planning horizon noted in the 2008 Bicycle Plan. During the next update to the City's Bicycle Plan, an evaluation will be conducted to determine whether or not to continue a BAC.

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**ATTACHMENTS**

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1. Transportation Board - November 19, 2008 minutes (draft).

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ORDINANCE NO. 003, 2009  
OF THE COUNCIL OF THE CITY OF FORT COLLINS  
AMENDING SECTION 2-428 OF THE CODE OF THE CITY OF FORT COLLINS  
TO AUTHORIZE THE TRANSPORTATION BOARD TO ESTABLISH  
A "BICYCLE ADVISORY COMMITTEE"

WHEREAS, the City's updated Bicycle Plan was adopted by the City Council on October 7, 2008, and included a recommendation that the City form a Bicycle Advisory Committee; and

WHEREAS, the Transportation Board has been very supportive of bicycling in the City and is interested in establishing the Bicycle Advisory Committee as a committee of the Transportation Board for the purpose of reviewing all issues related to bicycling in the City and advising the Transportation Board on those issues; and

WHEREAS, the City Council has determined that the Bicycle Advisory Committee should be appointed by the City Manager upon nomination by various City Boards and Commissions and should include three "at large" community members and various ex-officio, non-voting members from City departments; and

WHEREAS, the City Council has further determined that the members of the Committee should serve for two-year terms and that the Committee should be authorized to establish its own rules and regulations for its organization and procedures in accordance with the City's policies for Boards and Commissions.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FORT COLLINS that Section 2-428 of the City Code be amended to read as follows:

**Sec. 2-428. Functions; bicycle advisory committee.**

(a) The duties and functions of the Board shall be to advise the City Council on matters pertaining to the City's transportation policies and system including, but not limited to, transportation planning, alternative modes planning (including bikeways, pedestrian facilities, transit, air transportation, and van and car pooling), capital improvement projects, downtown parking management, and other transportation issues as identified in the Board work plan. Additionally, the Board shall review the City's interaction with federal, state and county government, as well as North Front Range Transportation and Air Quality Planning Council, Colorado State University, and Poudre R-1 on transportation-related issues.

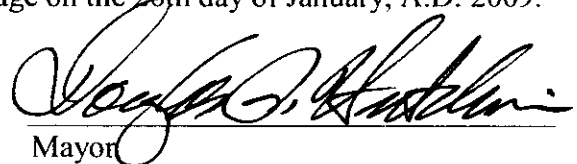
(b) The Board shall also establish and keep in place a committee to be known as the "Bicycle Advisory Committee," the purpose of which shall be to advise the Board with regard to bicycling related issues. Said committee shall consist of sixteen (16) members, one of whom shall be a member of the Board, and fifteen (15) of whom shall be appointed by the City Manager. The City Manager appointees shall

consist of three (3) "at large" members of the community plus one (1) member of each of the following City boards and commissions and other civic organizations:

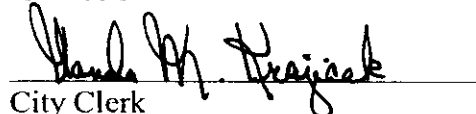
Air Quality Board  
Parks and Recreation Board  
Natural Resources Advisory Board  
Land Conservation and Stewardship Board  
Senior Advisory Board  
Economic Advisory Commission  
Downtown Development Authority  
Bike Fort Collins  
Fort Collins Bike Co-op  
Poudre School District  
Colorado State University  
University Connections.

In addition to the foregoing sixteen (16) voting members, the Committee shall also include four (4) non-voting members, with one (1) such member each representing the City's Department of Police Services, Traffic Operations Department, Engineering Department, and Transportation Planning/Safe Routes to School Department. The Bicycle Advisory Committee may establish bylaws, rules and regulations for its own organization and procedures in accordance with the City's policies for boards and commissions, and all voting members of the Committee shall be governed by said policies. Each member of the Bicycle Advisory Committee shall serve for a term of two (2) years.

Introduced, considered favorably on first reading, and ordered published this 6th day of January, A.D. 2009, and to be presented for final passage on the 20th day of January, A.D. 2009.

  
Mayor

ATTEST:

  
City Clerk

Passed and adopted on final reading on the 20th day of January, A.D. 2009.

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Mayor

ATTEST:

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City Clerk