



NOTICE OF A BICYCLE ADVISORY COMMISSION MEETING
September 17, 2024, at 5:30 PM

PUBLIC NOTICE is hereby given that the Vineyard Bicycle Advisory Commission will hold a regularly scheduled Bicycle Advisory Commission meeting on Tuesday, September 17, 2024, at 5:30 PM, in the Council Chambers at City Hall, 125 South Main Street, Vineyard, UT. This meeting can also be viewed on our [live stream page](#).

AGENDA

1. CALL TO ORDER/INVOCATION/INSPIRATIONAL THOUGHT/PLEDGE OF ALLEGIANCE

2. PUBLIC COMMENTS

Time dedicated for public comment. Comments will be limited to three (3) minutes. No actions may be taken by the BAC due to the need for proper public noticing.

3. BUSINESS ITEMS

3.1. Bicycle Advisory Commission By-laws (revised draft) finalization and adoption.

3.2. Bicycle Advisory Commission Name Change

The Bicycle Advisory Commission will consider recommending a name change.

3.3. Ordinance Amendment - Mobility Devices and Golf Carts

Parks and Recreation Director, Brian Vawdrey, will present the current issues with motorized vehicles on public property. The BAC can then provide recommendations for changes to the Vineyard Municipal Code regarding motorized vehicles on public property.

4. STAFF, COMMISSION, AND COMMITTEE REPORTS

5. ADJOURNMENT

The next meeting is on December 17, 2024.

This meeting may be held in a way that will allow a commission member to participate electronically.

The public is invited to participate in all Bicycle Advisory Commission meetings. In compliance

with the Americans with Disabilities Act, individuals needing special accommodations during this public meeting should notify Anthony Fletcher, Planner, at least 24 hours prior to the meeting by calling (801) 226-1929 or email at anthonyf@vineyardutah.org.

The foregoing notice and agenda were posted on the Utah Public Notice Website and Vineyard Website, posted at the Vineyard City Hall, delivered electronically to city staff and each member of the B.A.C.

AGENDA NOTICING COMPLETED ON:

September 13, 2024

CERTIFIED (NOTICED) BY:

/s/ Anthony Fletcher

Anthony Fletcher, Planner



STAFF REPORT

Meeting September 17, 2024

Date:

Agenda Bicycle Advisory Commission By-laws (revised draft) finalization and adoption.

Item:

Department: Community Development

Presenter: Anthony Fletcher

Background/Discussion:

During the last BAC meeting, the Commissioners reviewed a draft by-law document initiated by staff and provided inputs and revisions. The revised draft will be finalized and voted on for adoption by the Commission during the September 17, 2024, regular BAC public meeting as scheduled.

Fiscal Impact:

Recommendation:

Staff recommends the adoption of the revised by-law document for the BAC.

A condition should be included in the motion to update the organization name associated with the by-laws with immediate effect if the Commission and City Council decide to change the name "BAC."

Sample Motion:

"I move to adopt ..."

Attachments:

1. BAC Bylaws - Revised Draft 9.17.24

BICYCLE ADVISORY COMMISSION (BAC) BYLAWS

Article 1: Name

The name of this organization shall be the Bicycle Advisory Commission, abbreviated as BAC.

Article 2: Purpose

The Bicycle Advisory Commission serves the purpose as an advisory commission providing input on policy, management, master plans, operations and maintenance, design standards, sustainability initiatives, development plans, rules, regulations, and ordinance relating to bicycling and other forms of active transportation.

Article 3: Authority and Duties

Section 1: Authority

The BAC operates under the authority granted by the Vineyard City Council and in accordance with Vineyard Municipal Code Section 2.30.020 as amended.

Section 2: Duties.

The Bicycle Advisory Commission, as an advisory body, shall have the responsibilities provided this section and such other duties as the mayor may, from time to time, decide:

- i. Organize community programs and projects to provide information and education to the community on bicycling and other forms of active transportation;
- ii. Work with City staff toward the goal of becoming a Diamond-level Bicycle Friendly Community.
- iii. Actively promote and participate in community events as ~~they~~ relates to promoting ~~bicycle~~ safety and education ~~and other~~ in all forms of active transportation;
- iv. Render an annual report of commission activities to the governing bodies of the City;
- v. Promote bicycling and other forms of active transportation as a viable mode of transportation;
- vi. Provide feedback on current and future transportation plans and systems as relevant to the purpose of the commission.
- vi-vii. Provide a venue for public input and assistance as “eyes and ears” for issues pertaining to active transportation in the City;
- vii-viii. Maintain relationships and consult with bicycle advisory and advocacy groups within the region, ~~and~~ other jurisdictions, and other groups as appropriate
- viii-ix. Adopting bylaws, policies, and procedures for the conduct of the duties and meetings of the Commission, for the consideration of applications, and for any

other purposes deemed necessary by the BAC, provided that such bylaws, policies, and procedures.

- ~~ix-x.~~ Maintain accurate records of meetings, decisions, and recommendations made by the BAC.
- ~~x-xi.~~ Submit a quarterly report to the City Council summarizing the activities, accomplishments, and challenges of the BAC.

Article 4: Membership

Section 1: Composition

The BAC shall consist of five (5) members, including at-large members, two (2) alternate members, and one (1) ex-officio member, all of whom shall be appointed by the mayor with the advice and consent of the City Council. ~~Commission members and alternate members shall be residents of the City.~~ Ex officio members may be ~~employees of the city~~ city employees. The BAC membership shall consist of two (2) at-large members and may reside anywhere in the State of Utah. At large members bring expertise and experience to the commission.

The appointed members shall serve as the decision-making body for the commission. Each commission may seek nonvoting members/volunteers who desire to participate consistent with the purpose or mission of the respective commission.

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Section 2: Membership Term, Removal and Vacancies

Section 2.01: Membership Term

Unless otherwise specifically stated in a commission enabling ordinance, the following provisions shall govern the membership of any commission established pursuant to this chapter. The members shall serve for a term of four (4) years and shall not serve more than two (2) consecutive terms. Each term shall begin on January 1 of the year of appointment and shall end on December 31 of the year when the appointment expires or until a successor is appointed. The terms of commission members shall be staggered.

A commission member may be appointed for a term of less than three (3) years to provide for staggered terms or to complete a vacated, unexpired term.

Draft BAC Bylaws

Section 2.02: Membership Removal

The mayor may remove any member of a commission without cause as determined solely by the discretion of the mayor and as approved by a majority of the city council. Any member of a commission so removed shall be entitled to a hearing before the city council if a hearing is requested in writing within seven (7) calendar days after the city council votes to remove the member. The purpose of the hearing is to allow the member being removed to be heard on the issue of removal.

Section 2.02.01: Voluntary Resignation

Members wishing to voluntarily resign as a BAC member should be in writing to the Council Liaison and Assigned Planning Department Staff for BAC two weeks prior to the date of official resignation.

Article 4: BAC Leadership

Section 1: Chair

The BAC shall elect a Chair from among its members. The Chair shall preside over all meetings, represent the BAC when necessary, and perform other duties as assigned by the BAC or per request of Vineyard City Council.

Section 1.1: Term of Chair.

The Chair shall serve for a term of one (1) year and shall not serve more than three (3) consecutive terms. Each term shall begin on January 1 of the year of elect and shall end on December 31 or until a successor is elected by the BAC.

Section 2: Vice-Chair

The BAC shall elect a Vice-Chair from among its members. The Vice-Chair shall assist the Chair and perform the duties of the Chair in their absence.

Section 2.1: Term of Vice-Chair

The Chair shall serve for a term of one (1) year and shall not serve more than three (3) consecutive terms. Each term shall begin on January 1 of the year of elect and shall end on December 31 or until a successor is elected.

Section 3: Chair Pro-tempTempore

In the absence of the Chair and Vice Chair, a Chair Pro-Temp shall be appointed by a majority vote of the BAC present. The Chair Pro-tempPro-Tempore shall perform all the duties of the Chair for that meeting only.

Article 5: Meetings

Section 1: Regular Meetings

The BAC needs to hold at least one meeting every quarter and may hold additional meetings as agreed on by the Commission. All meetings by the BAC are considered public meetings and shall have agendas and minutes posted.

The meeting schedule shall be determined by the BAC at the beginning of each calendar year.

Section 2: Special Meetings

Special meetings may be called by the Chair or upon written request by three (3) BAC members. Proper notice of the special meeting, including the agenda, shall be provided to all members at least 48 hours before the meeting.

Section 3: Quorum

Three (3) of the BAC members shall constitute a quorum for the transaction of business at any regularly scheduled or special meeting.

Section 4: Voting

Decisions shall be made by a majority vote of the members present at a properly held meeting, with the caveat that no action shall be approved with fewer than three (3) votes. Proxy voting is not permitted.

Article 6: Amendments

These bylaws may be amended by a majority vote (i.e., three (3) votes) of the BAC members present at a meeting, provided that proper notice of the proposed amendment has been given to the BAC members at least 72 hours prior to the meeting.

Article 7: Effective Date

These bylaws shall become effective upon adoption by the BAC.

Approved and adopted on the _____ of (month) by the Bicycle Advisory Commission.

Chair

Staff attested



STAFF REPORT

Meeting September 17, 2024
Date:
Agenda Bicycle Advisory Commission Name Change
Item:
Department: Planning
Presenter: Anthony Fletcher

Background/Discussion:

The Bicycle Advisory Commission has previously discussed changing the name of the commission to encompass a wide variety of active transportation modes or options for travel. Some of the names that were proposed are:

- Active Transportation Advisory Commission
- Active Transportation Commission
- Bicycle and Pedestrian Advisory Commission

Fiscal Impact:

N/A

Recommendation:

Staff recommends changing the name to an all-inclusive name.

Sample Motion:

"I move to recommend that the City Council change the name of the Bicycle Advisory Commission to...."

Attachments:

None



STAFF REPORT

Meeting Date: September 17, 2024
Agenda Item: Ordinance Amendment - Mobility Devices and Golf Carts
Department: Parks and Recs
Presenter: Brian Vawdrey

Background/Discussion:

The City/Sheriff's Office has recently received multiple complaints and reports of unsafe travel by golf carts and other mobility devices, such as e-bikes, and e-scooters, in parks and on streets, sidewalks, and trails. In an effort to address these concerns, a discussion of possible mitigation measures and potential ordinances is recommended before drafting or implementing such measures.

Fiscal Impact:

Recommendation:

Staff desires for the BAC to provide recommendations on how to regulate the usage of motorized vehicles, including golf carts, in all public areas. Recommendations from the BAC will contribute to the measures being considered to keep our city safe for all.

Sample Motion:

"I move to recommend that the City Council considers changes to the ordinance to regulate all motorized vehicles as listed by the BAC including ..."

Attachments:

None