

J. MICHAEL CAREY
City Clerk

When making inquiries
relative to this matter
refer to File No.

CITY OF LOS ANGELES

CALIFORNIA



RICHARD J. RIORDAN
MAYOR

Office of the
CITY CLERK
Council and Public Services
Room 615, City Hall
Los Angeles, CA 90012
Council File Information - (213) 485-5703
General Information - (213) 485-5705

98-1029

PLACE IN FILES

JUL 18 1998

DEPUTY

July 6, 1998

LACMTA
One Gateway Plaza
Los Angeles, CA 90013

LA County Health Services
313 N. Figueroa Street
Los Angeles, CA 90012

All Council Members
Department of Transportation
City Administrative Officer
City Attorney
Planning Department
LAUSD

Transportation Commission
Office of the Mayor
Chief Legislative Analyst
Department of Aging
Police Department

Auto Club of So. CA
2601 So. Figueroa St.
Los Angeles, CA 90007

RE: ESTABLISHING A PEDESTRIAN ADVISORY COMMITTEE

At the meeting of the Council held June 30, 1998, the following
action was taken:

Attached report adopted.....	_____
Attached motion () adopted.....	_____
Attached resolution adopted.....	_____
Ordinance adopted.....	_____
Motion adopted to approve attached report.....	_____
Motion adopted to approve communication recommendation.....	_____ X
To the Mayor for concurrence.....	_____
To the Mayor FORTHWITH.....	_____
Mayor concurred.....	_____
Appointment confirmed.....	_____
Findings adopted.....	_____
Negative Declaration adopted.....	_____
Categorically exempt.....	_____

J. Michael Carey

City Clerk

jv

steno\981029

7/7/98



TO CITY CLERK FO. LACEMENT ON NEXT
REGULAR COUNCIL AGENDA TO BE POSTED

#53

JUN 17 1998

COMMUNICATION

TO: THE LOS ANGELES CITY COUNCIL

FILE NO. 98-1029

FROM: COUNCIL MEMBER RICHARD ALARCON, CHAIR
TRANSPORTATION COMMITTEE

reports as follows:

	Yes	No
Public Comments	_____	<u>XX</u>

COMMUNICATION FROM THE CHAIR, TRANSPORTATION COMMITTEE relative to establishing a Pedestrian Advisory Committee.

Recommendation for Council action:

APPROVE the establishment of a Pedestrian Advisory Committee that would promote a safe pedestrian environment and encourage walking as a transportation mode of choice in Los Angeles.

Fiscal Impact Statement: None submitted by the Department of Transportation. Neither the City Administrative Officer nor the Chief Legislative Analyst has completed a financial analysis of this report.

Summary:

At the special Transportation Committee meeting held January 22, 1998, the Committee Chair directed the Department of Transportation to establish a Pedestrian Advisory Committee for the purpose of incorporating greater community participation and recommendations into pedestrian safety considerations. In a May 27, 1998, report to the Transportation Committee (attached to Council File No. 98-1029), the Department of Transportation states that "Safe Moves," a private contractor who implements the Department's School Bicycle Safety and Transit Education programs, prepared a report entitled "An Action Plan for Pedestrian Safety and Awareness for the City of Los Angeles." The report, which includes by-laws (attached to Council File No. 98-1029), is the basis for the Department's recommendation to form such a Committee.

The Department further states that the success of any traffic safety program depends on the close coordination of engineering, education, and enforcement. The creation of a Pedestrian Advisory Committee would help to coordinate these functions within the City of Los Angeles. The Department proposes that Committee membership be comprised of representatives of each Council District Office, the Mayor's Office, the Los Angeles Unified School District, the Automobile Club of Southern California, the Los Angeles County Health Services Department, the City's Departments of Transportation and Aging, and the

Police and Planning Departments. The Committee would form sub-committees and meet on a periodic basis. The Department of Transportation anticipates that the Committee would make advisory recommendations that could involve various agencies and City departments.

At the special Transportation Committee meeting held May 27, 1998, the Committee Chair discussed this matter with a representative of the Department of Transportation. The Department representative stated that the Department of Transportation would spearhead the creation and implementation of a Pedestrian Advisory Committee and also provide support to the Committee following its creation. The Committee Chair recommended that Council approve the formation of a Pedestrian Advisory Committee that would promote a safe pedestrian environment and encourage walking as a transportation mode of choice in Los Angeles, as recommended by the Department of Transportation.

Respectfully submitted,



COUNCIL MEMBER RICHARD ALARCON, CHAIR
TRANSPORTATION COMMITTEE

JAW
5/29/98

#981029

JUN 24 1998 - CONTINUED TO JUNE 30, 1998

JUN 17 1998

ADOPTED

MOTION ADOPTED TO APPROVE COMMUNICATION RECOMMENDATION
JUN 30 1998

LOS ANGELES CITY COUNCIL

30-Jun-98 10:24:28 AM #2

Items for Which Public Hearings Have Been Held - Items 13-30 & 51-52

Voting on Item(s): 13-15,18-20,22-26,28-30,52

Roll Call

ALARCON	Yes
ALATORRE	Yes
BERNSON	Yes
CHICK	Yes
FEUER	Yes
GALANTER	Yes
GOLDBERG	Absent
HERNANDEZ	Yes
HOLDEN	Yes
MISCIKOWSKI	Yes
RIDLEY-THOMAS	Absent
SVORINICH	Absent
WACHS	Absent
WALTERS	Yes
*FERRARO	Yes

Present: 11, Yes: 11 No: 0

TRANSPORTATION COMMITTEE
Report/Communication for Signature

Council File Number 98-1029

Committee Meeting Date 5-27-98

Council Date ~~6-18-98~~ 6-24-98

COMMITTEE MEMBER	YES	NO	ABSENT
COUNCILMEMBER ALARCON, Chair	✓		
COUNCILMEMBER WACHS			
COUNCILMEMBER SVORINICH			

Remarks Establish Pedestrian Advisory Committee

John A. White, Legislative Assistant II ♦♦ Telephone 485-5775

TRANSPORTATION COMMITTEE
SUGGESTED NOTIFICATION OF COUNCIL ACTION

Council File No. 98-1029

- ☐ Petitioner/Communicant
- ☒ Council Member(s) ~~Cb~~ 7 All CD's
- ☒ Board of Transportation Commissioners
- ☒ Department of Transportation
- ☒ Office of the Mayor
- ☒ City Administrative Officer
- ☒ Chief Legislative Analyst
- ☒ Los Angeles County Metropolitan Transportation Authority
- ☒ City Attorney
- ☐ Controller
- ☒ LAUSD
- ☒ Los Angeles County Department of Health Service,
- ☒ Automobile Club of Southern California
- ☒ Planning Dept
- ☒ Police Dept
- ☒ Department of Aging
- ☐
- ☐
- ☐

J. MICHAEL CAREY
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MAYOR

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Council File Information - (213) 485-5703
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Pat Healy
Chief Legislative Assistant

When making inquiries
relative to this matter
refer to File No.

98-1029

June 1, 1998

TRANSPORTATION COMMITTEE

In accordance with Council rules, communication from the Transportation Department relative to establishment of a Pedestrian Advisory Committee, was referred on May 29, 1998, to the TRANSPORTATION COMMITTEE.

J. Michael Carey

City Clerk
bem

CITY OF LOS ANGELES

INTER-DEPARTMENTAL CORRESPONDENCE

Date: May 27, 1998

To: Councilmember Richard Alarcon, Chair
Transportation Committee
Attention: John White, Legislative Assistant

From: *Thomas Conner*
Thomas K. Conner, General Manager
Department of Transportation

Subject: **ESTABLISHMENT OF A PEDESTRIAN ADVISORY COMMITTEE**

RECOMMENDATION:

That the City Council APPROVE the establishment of a Pedestrian Advisory Committee that would promote a safe pedestrian environment and encourage walking as a mode of choice in the City of Los Angeles.

DISCUSSION:

At a special meeting of the Transportation Committee on January 22, 1998, various pedestrian safety issues were discussed, including: the relative safety of marked and unmarked crosswalks at intersections; pedestrian crossing time at traffic signals, especially near senior activity centers; "smart" crosswalk signals; school crossing guard warrants; school bicycle/pedestrian safety programs; and grant applications to the California State Office of Traffic Safety for funding for various pedestrian safety projects. In addressing these issues, Councilmember Alarcon directed the Department of Transportation to investigate the feasibility of establishing a Pedestrian Advisory Committee for the purpose of incorporating greater community participation and recommendations into pedestrian safety considerations.

Subsequent to this meeting, Safe Moves, a private contractor who implements the Department of Transportation's School Bicycle Safety and Transit Education Program, prepared a draft report titled "An Action Plan for Pedestrian Safety and Awareness for the City of Los Angeles." This draft report outlines a proposed structure along with recommended bylaws for a Pedestrian Advisory Committee, and is used as the basis for the establishment of such a Committee, as recommended in this report to Council.

TRANSMISSION

MAY 29 1998

The mission of the proposed Pedestrian Advisory Committee (PAC) would be to provide for a safe pedestrian environment and to encourage walking as a mode of choice in the City of Los Angeles.

The number of fatal and serious injury accidents involving pedestrians has decreased during the past several years. The Department of Transportation has been actively involved in several programs to increase pedestrian safety through engineering improvements and public safety awareness. The Los Angeles Police Department has also been active through enforcement of pedestrian-related traffic laws and regulations. However, there is always room for improvement. The success of any traffic safety program depends on the close coordination of three major functions, sometimes referred to as the three "E's" - Engineering, Education, and Enforcement. Each of these functions is equally important and any safety program will not be successful if any of these are missing. The creation of a PAC would help to coordinate these three functions within the City of Los Angeles.

The Pedestrian Advisory Committee would be comprised of Council and Mayor appointed members, representatives from outside agencies and City staff. It is proposed that every Council Office and the Mayor's Office would each appoint one member. In addition, the Los Angeles Unified School District, the Automobile Club of Southern California and the Department of County Health Services would be asked to participate. City staff would include representatives from the Department of Transportation, the Police Department, the Planning Department, and the Department of Aging.

The Pedestrian Advisory Committee would be divided into two subcommittees, each addressing two of the three "E's" - Engineering, Education, and Enforcement, as well as pedestrian related laws and ordinances. These subcommittees would meet monthly, or as needed, with the full PAC meeting quarterly, or as necessary. It is anticipated that the PAC would focus on pedestrian safety issues but would include other pedestrian issues as well. In particular, the issue of walking as a mode of choice should be addressed. In keeping the basic mission statement in mind, it is anticipated that the PAC would make advisory recommendations that could involve various agencies and City Departments.

A detailed set of bylaws for the proposed Pedestrian Advisory Committee is attached.

It is recommended that the City Council APPROVE the formation of a Pedestrian Advisory Committee to promote a safe pedestrian environment and to encourage walking as a mode of choice in the City of Los Angeles.

Jhs
cfpedadv.mem

CITY OF LOS ANGELES PEDESTRIAN ADVISORY COMMITTEE

BYLAWS

ARTICLE I

SECTION 1. NAME

The name of this organization shall be the "Los Angeles Pedestrian Advisory Committee" (LAPAC)

SECTION 2. MISSION STATEMENT

The mission of the LAPAC is to promote a safe pedestrian environment and to encourage walking as a mode of choice in the City of Los Angeles.

The intent of pursuing this mission is to accomplish the following:

- * promote the safe behavior of pedestrians and motorists
- * identify safety measures to reduce accident potential
- * identify environments most vulnerable to traffic accidents involving pedestrians
- * improvements to pedestrian facilities

The LAPAC will provide advice as requested by the Los Angeles Department of Transportation (LADOT) and member agencies on educating the general public, school officials and other organizations regarding pedestrian related issues; provide community input and feedback on plans and programs which impact pedestrian safety and mobility within the LADOT jurisdiction; identify opportunities for making safety improvements; recommend solutions to problems; and provide advice where requested in developing pedestrian elements of transportation and land use plans.

ARTICLE II

SECTION 1. MEMBERSHIP QUALIFICATIONS

Appointment to the Committee is based on an individual's expressed interest in becoming a member and selection by the LAPAC. In selecting people for membership, the LAPAC seeks to achieve a balance among various types of pedestrian interests.

SECTION 2. NEW MEMBERSHIPS

As vacancies on the Committee become available, new appointments will reflect any adjustments which have been identified as appropriate in order to be as inclusive as possible regarding pedestrian perspectives.

SECTION 3. MEMBERSHIP CLASSIFICATIONS

Member classifications include fifteen (15) volunteers to be designated by the Los Angeles City Council (one from each Council District) and one (1) volunteer designated by the Mayor's Office. Each volunteer would serve a two (2) year term.

SECTION 4. MEMBERSHIP REAPPOINTMENT

As each Committee member's term of appointment expires, each individual committee member's appointment may be renewed at the discretion of the appropriate City Council Office and the Mayor's Office.

ARTICLE III

SECTION 1. OFFICERS

A Committee Chair and Vice Chair will be appointed annually by a vote of the Committee members. The Chair of the Committee shall not serve two consecutive terms.

SECTION 2. VOTING PRIVILEGES

Each regular Committee member may have one vote.

SECTION 3. DECISIONS, QUORUM AND MINORITY OPINIONS

Decisions are made by a majority vote. A quorum of six voting members of the Committee is required to take action on a recommendation. Minority opinions may

be filed with the majority report.

SECTION 4. COMPENSATION AND EXPENSE REIMBURSEMENT

None of the members of the LAPAC will receive any form of compensation for services. None of the members of the LAPAC will receive any reimbursement for expenses incurred.

ARTICLE IV

ROLES AND RESPONSIBILITIES

SECTION 1. GENERAL

Appointment to the LAPAC entails the fulfillment of certain responsibilities and an understanding of the role of each Committee member and the Committee as a whole. The roles and responsibilities are outlined below. If at any time it becomes impossible for a Committee member to fulfill these responsibilities for any reason, a letter of resignation should be submitted to LADOT.

SECTION 2. REPORTING RESPONSIBILITY

The Committee reports to LADOT, their respective City Councilmembers and the Mayor's Office. If Committee members feel either individually, or collectively, that their voice is not being properly represented, a summary of those concerns should be filed in writing, addressed to LADOT. LADOT will respond to those filing their concerns.

SECTION 3. ADVISORY NATURE OF THE COMMITTEE

The Committee's role is that of an advisor to LADOT staff, the City Council and, when appropriate, to its subcommittee. While the views of the Committee are important, the Committee members also need to recognize that LADOT works within a much larger context of federal, state, and local views, many of which are based on regulatory requirements to which LADOT must adhere. While this will generally not cause problems, Committee members must be aware that Committee recommendations may not always be accepted, or may be accepted with modifications. The chief point of conflict often concerns financial issues, since there are usually many more demands for the use of transportation funds than there are funds to meet all the transportation needs.

SECTION 4. AUTHORITY OF THE COMMITTEE

The authority of the LAPAC is limited to providing advice, recommendations and suggestions. The Committee is not authorized to make or approve policy or plans, approve or deny specific projects, or in any way whatsoever assume, or interfere with, the responsibilities of LADOT, the City Council, the Mayor's Office, or other related city agencies as a whole, whose individual and collective responsibilities are established by law.

SECTION 5. ONLY LADOT OFFICIALS, AND COUNCILMEMBERS SPEAK FOR THE CITY

When addressing the public, officials or news media, Committee members must remember that they speak for themselves or the Committee if so designated. Committee members need to be extremely careful to avoid giving the impression that they speak for LADOT or a Councilmember.

SECTION 6. DURATION OF THE COMMITTEE

Notwithstanding the terms of appointment of individual Committee members, the duration of the Committee is one year. The initial start date is August 1, 1998, and the anniversary date is August 1 of each year. At the anniversary date, LADOT and City Councilmembers will review the progress and conduct of the Committee. At the conclusion of that review, LADOT and City Council shall either agree to continue the Committee as constituted for another year, agree to continue the Committee under a revision to the Bylaws of the Committee, or agree to terminate the activities of the Committee.

SECTION 7. CONDUCT OF COMMITTEE MEMBERS AND DISMISSAL FROM THE COMMITTEE

The Committee is a voluntary effort on the part of many to seek mutual goals and objectives. Failure on the part of a member to act in accordance with these guidelines and with normal decorum will result in LADOT requesting that the Councilmember remove said member from the Committee.

SECTION 8. SUBSEQUENT FUNCTION

Following completion of the initial function of the Committee, the following steps will involve engaging the Committee in discussions of the actual pedestrian related tasks of LADOT. The Committee's role will include being a sounding board on important issues facing the walking community. Major activities will include: identification of techniques and strategies to improve pedestrian safety; identifying

long term pedestrian facility needs; establishing short term capital expenditure priorities for a variety of funding sources; and providing advice where requested in developing pedestrian elements of transportation and land use plans. The Committee's focus is likely to be on design, maintenance, safety, enforcement and education issues. The pedestrian interface with public transportation is also an issue of importance for the Committee. It is anticipated that two subcommittees will be established to address these major activities. The two subcommittees will address engineering, education, enforcement, and legislative issues, respectively.

ARTICLE V

MEETINGS

SECTION 1. MEETING ATTENDANCE

Meetings of the full Committee will be scheduled on a quarterly basis or in accordance with the needs as dictated by the progress on tasks. All members are expected to attend so that, over time, the Committee members will learn to work effectively together with LADOT. In order to develop an optimal committee process, Committee members must commit to being present at most Committee and appropriate subcommittee meetings.

If a Committee member misses three consecutive meetings without excuse, or a member's attendance record is otherwise found to be unsatisfactory to the development of an optimally functioning Committee, that member may be removed by the sponsoring City Councilmember so that a new member, able to meet the participation requirements, can be appointed.

SECTION 2. CONDUCT OF MEETINGS

The Committee meetings will be conducted by the Chair or Vice Chair of the Committee. The appropriate subcommittee meetings will be conducted by the Chair (or Vice Chair, if one is selected) of that particular subcommittee. Although the meetings are intended to be informal in nature, the Chair will conduct the meetings in a businesslike fashion, affording members the opportunity to present views. In the interest of limiting the duration of Committee meetings, the Chair may establish guidelines at any point by which to conduct the Committee's business in a responsible manner. This might include speaker time limits and limits on the repetition of similar views by multiple speakers.

ARTICLE VI

SECTION 1. FUNCTIONS

The initial function of the Committee will consist of a review and discussion of the Committee Bylaws, a review and discussion of the current state of pedestrian safety issues and pedestrian transportation planning issues, and a review and discussion of anticipated future pedestrian tasks to be undertaken by LADOT.

There is a twofold reason for this initial approach. First, the Committee members need to become familiar with the context within which the Committee activities will unfold. Second, the discussions by the Committee members will serve to develop mutual understanding and an optimal working relationship in which ideas can be discussed and consensus achieved.

ARTICLE VII

SECTION 1. AMENDMENTS TO THE BYLAWS

Amendments to the Bylaws are the responsibility of LADOT with recommendations made by the Committee.