



**AGENDA**  
**COMMISSION ON THE ENVIRONMENT**  
**REGULAR MEETING**  
**WEDNESDAY, OCTOBER 24, 2018**  
**6:00 PM**  
**CITY COUNCIL CHAMBERS**  
**420 CAPITOLA AVENUE, CAPITOLA, CA 95010**

**CALL TO ORDER**

Commissioners: Cathlin Atchison, Jacques Bertrand, Bella Hammond, Megan Sixt, Peter Wilk

**WRITTEN AND ORAL COMMUNICATIONS** *(No action may be taken)*

*The Chair may announce and set time limits at the beginning of each agenda item.*

*The Committee Members may not discuss Oral Communications to any significant degree, but may request issues raised be placed on a future agenda.*

**APPROVAL OF MINUTES** of August 22, 2018

**OTHER BUSINESS**

1. Approve 2019 meeting schedule
2. Consideration of developing a bike share program in Capitola
3. Peery Park Update
4. 4C's Update
5. Native Milkweed Campaign

**ITEMS FOR NEXT AGENDA**

**ADJOURNMENT** to February 27, 2019

**Notice:** The Commission on the Environment meets on the fourth Wednesday of each month at 6:00 PM in the Community Room located at 420 Capitola Avenue, Capitola.

**Agenda and Agenda Packet Materials:** The Commission on the Environment Agenda is available on the City's website: [www.cityofcapitola.org/](http://www.cityofcapitola.org/) on Friday prior to the Wednesday meeting. If you need additional information please contact the Public Works Department at (831) 475-7300.

**Americans with Disabilities Act:** Disability-related aids or services are available to enable persons with a disability to participate in this meeting consistent with the Federal Americans with Disabilities Act of 1990. Assisted listening devices are available for individuals with hearing impairments at the meeting in the City Council Chambers. Should you require special accommodations to participate in the meeting due to a disability, please contact the City Clerk's office at least 24-hours in advance of the meeting at 831-475-7300. In an effort to accommodate individuals with environmental sensitivities, attendees are requested to refrain from wearing perfumes and other scented products.

**DRAFT MINUTES**  
**Commission on the Environment**  
**Regular Meeting**  
**August 22, 2018**

Cathlin Atchison called the meeting to order at 6:00 p.m.

**CALL TO ORDER**

Commissioners Present: Cathlin Atchison, Jacques Bertrand, Peter Wilk

Commissioners Absent: Megan Sixt, Bella Hammond

City Staff Present: Steve Jesberg, Kailash Mozumder

Community Members Present: Micheal Saint, Bob Kibrick, Mary Nelson, Denna Ramos, Maryruth Priebe

**WRITTEN AND ORAL COMMUNICATIONS** - None

**PRESENTATION** – Several members of the Citizen’s Climate Lobby made a presentation on their goals and programs to reduce the use of fossil fuels and encourage renewable energy. The primary focus of the lobby is the implementation of a nationwide carbon tax and dividend program. They are requesting resolutions of support from cities in the area. The CCL representatives answered a few questions from the commission.

**OTHER BUSINESS**

1. Election of Chair and Vice-Chair was continued until all seats on the commission have been filled. Vice-Chair Atchison agreed to continue to be acting Chair until the election.
2. The minutes of January 23, 2018 were approved
3. 2018 Work Items
  - a. Native Milkweed Campaign – Cathlin Atchison led a short discussion on the matter and showed an information sheet she had developed. It was agreed that she would forward the sheet on to staff for review with the goal to post it on the Environmentally Sustainable Living in Capitola pages on the City’s web site and make a handout for distribution.
  - b. Litter Signage – Steve Jesberg gave a short recap of what efforts were completed this summer. Pack Your Trash was stenciled on the entrances to the beach and signage on trash cans was placed. Both of these items were well received. Permanent signs were ordered and will be placed on cans this fall. The stenciling was less effective because the message was continually covered by sand. Staff is looking at additional places to add the stenciling on the seawall so that it doesn’t get covered.
  - c. Peery Park – Kailash Mozumder gave an update on the project. George McMenamin is scheduled to bring in a crew to complete the ivy removal along the creek in September. A permit from Fish and Wildlife was required and has been obtained. It required a rat and nesting bird survey which Kailash has completed. Discussion ensued about next steps and it was agreed to further discuss the project and possibly expanding it to the Rispin property.
  - d. Central Coast Climate Collaborative – Jacques Bertrand gave a short update on the 4C’s and the availability of an information sheet on the 4C website for agencies needing to complete a Local Hazard Mitigation Plan (LHMP). Steve Jesberg updated the commission on the status of the City’s LHMP. Jacques indicated that he was going to attend a California Adaptation Forum in Sacramento next week. He will report back at the next commission meeting.

## **ITEMS FOR NEXT AGENDA**

Cathlin informed the commission that she would not be able to attend the September meeting. It was agreed by the commissioners to cancel the September meeting and hold the next regular meeting on October 24 in lieu of the scheduled workshop.

- Peery Park update
- 4C's update
- Milkweed update

**ADJOURNMENT** to a Regular meeting on October 24, 2018

Approved at the meeting of October 24, 2018

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Danielle Uharriet  
Environmental Projects Manager

**CITY OF CAPITOLA  
COMMISSION ON THE ENVIRONMENT**

**Agenda Report**

**Meeting Date: October 24, 2018**

**Agenda Item: 1**

**2019 Meeting Schedule**

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For 2019 it is proposed that the Commission on the Environment meet quarterly. Meetings will be held on the fourth Wednesday of the month, except the November meeting will be held on the third Wednesday.

Meeting Schedule:

February 27, 2019

May 22, 2019

August 28, 2019

November 20, 2019



# COMMISSION ON THE ENVIRONMENT AGENDA REPORT

MEETING OF OCTOBER 24, 2018

FROM: Community Development  
SUBJECT: Bikeshare Program Overview

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**RECOMMENDED ACTION:** Receive presentation and provide comments on bikeshare programs.

**BACKGROUND:** In the past two years, bikeshare programs have had a resurgence through the United States due to innovation with smart bicycles and reduced costs. Smart bikes are equipped with self-locking systems, global positioning software (GPS) for tracking, and other technological infrastructure to manage the bikes within a bikeshare platform. The bikes are reserved and managed through a smart phone application. Cities typically contract with bikeshare vendors who provide bicycle parking infrastructure, locally maintain and rebalance the bikes, and remotely manage the system.

Some of the most robust smart bikeshare programs have been established in the larger US cities of Seattle, San Francisco, and Boston. Regionally, several jurisdictions (Seaside and Salinas) and universities (UCSC and CSUMB) have begun to take steps toward establishing smart bikeshare programs. The City of Santa Cruz is the one local municipality that has an operating bikeshare system. In May 2018, Santa Cruz City launched a bikeshare system through a contract with Jump Bikes. The program has had great user success and plans to expand in 2019 from 250 bikes to 500 bikes with the added participation of UCSC.

**DISCUSSION:** Staff has received multiple inquiries from the public and vendors regarding the possibility of a bikeshare program within Capitola. The purpose of this report is to inform the Commission on the Environment of the current trends in smart bikeshare programs and the required steps to establish a bikeshare program in Capitola.

The following steps would be required to establish a local bikeshare program: (1) conduct public outreach and research-gathering to define program parameters, (2) select a vendor, (3) modify sections of the Municipal Code to properly regulate such a program, and (4) process encroachment permits for bike parking infrastructure.

On September 13, 2018, staff presented the bikeshare concept to City Council and was directed to begin research on bikeshare programs and initiate public outreach. On bike to work day, October 4, 2018, staff launched a bikeshare survey to gauge local interest and concerns. Staff has also begun researching best practices, including information on types of bicycles, parking infrastructure, fleet size, pedestrian safety, bicycle safety, bicycle maintenance, signs, and data sharing. In October, staff is presenting the bikeshare concept to the Traffic and Parking Commission and the Commission on the Environment.

Municipal Code: Multiple changes to the Municipal Code would be required to establish a bikeshare program in Capitola. Currently, the smart bikeshare concept with rentals located within City-owned right-of-way is prohibited because “outdoor display” of products is only allowed through a conditional use permit associated with a retail business location. Also, the code expressly prohibits street vending to display goods/services for sale, rent or donation within the street sidewalks, parks, or medians in the Central Village zoning district (§12.64.020). Necessary amendments to the Municipal Code would include: adding regulations to permit bicycle rental locations not associated with a retail location, adding bicycle parking/locking regulations to ensure bicycles do not impede pedestrian circulation, and possibly revising major revocable encroachment permits to add specific criteria for docking stations within specific locations or zoning districts.

Alternately, if the City decides not to have a bikeshare program, staff would still recommend municipal code updates to safeguard Capitola from neighboring jurisdiction’s bikeshare programs. Specifically, staff recommends strengthening bicycle parking regulations to prevent common issues associated with “dockless bikes.” Dockless bikes are self-locking, which allows the bikes to be parked freestanding and not have to be locked to a bike stand or another fixed object. Dockless bikes can create a nuisance as they are often left in the middle of sidewalks blocking the pedestrian flow.

Long-Range Planning: A bikeshare program is consistent with the several adopted City goals, including goals in Capitola’s 2011 Bicycle Transportation Plan, the 2014 General Plan, and the 2015 Climate Action Plan as outlined below.

#### 2011 Bicycle Transportation Plan

- Goal 2: Increase bicycle ridership and replace motor vehicle trips with bicycle trips. Achieve a city-wide goal of 5% of all trips and 20% of work trips made by bicycle by 2020.
- Goal 4: Design a city-wide multi-modal transportation system that accommodates bicycles.
- Project 21: Work with Capitola Chamber of Commerce and hotels to create a bicycle rental program.

#### 2014 General Plan

- Goal MO-2: Provide for “Complete Streets” that serve all modes of transportation, including vehicles, public transit, bicyclists, and pedestrians.
- Goal MO-6: Enhance access to and mobility within Capitola Village.
- Goal MO-8: Provide a complete network of bikeways and bicycle facilities in Capitola.

#### 2015 Capitola Climate Action Plan

- Vehicle Miles Traveled Measure 3: Increased Bicycle Ridership
  - Encourage and support non-profit or volunteer organizations in creating a bicycle-sharing program.
- Vehicle Miles Traveled Measure 4: Educate and Engage the Public about Alternative Modes.
- Vehicle Miles Traveled Measure 7: Support implementation of the regional transportation plan and sustainable communities’ strategy.

Report Prepared By: Katie Herlihy  
Community Development Director