



## **A**GENDA

REGULAR MEETING – TUESDAY, OCTOBER 4, 2022 VIRTUAL MEETING WITH NO PHYSICAL MEETING LOCATION 10:00 A.M.

During this declared state of emergency, the meeting will be conducted in accordance with California Government Code § 54953(e) as authorized by resolution. Please contact <a href="mailto:city.clerk@mountainview.gov">city.clerk@mountainview.gov</a> to obtain a copy of the applicable resolution. All members of the Downtown Committee will participate in the meeting by video conference, with no physical meeting location. Members of the public wishing to observe the live meeting may do so at <a href="https://mountainview.gov/meeting">https://mountainview.gov/meeting</a> or <a href="https://mountainview.legistar.com">https://mountainview.legistar.com</a>.

Members of the public wishing to comment on an item on the agenda may do so in the following ways:

- 1. Email comments to <a href="mailto:john.lang@mountainview.gov">john.lang@mountainview.gov</a> by 5:00 p.m. on Monday, October 3, 2022. Emails will be received directly by the Downtown Committee. Please identify the Agenda Item number in the subject line of your email.
- 2. Provide oral public comments during the meeting:
  - Online: You may join the meeting via Zoom Webinar at <a href="https://mountainview.gov/meeting">https://mountainview.gov/meeting</a> and entering Webinar ID: 846 3121 3095. You may be asked to enter an email address and a name. Your email address will not be disclosed to the public.
    - When the Chair announces the item on which you wish to speak, click the "raise hand" feature in Zoom. Speakers will be notified of their turn shortly before they are called on to speak.
  - <u>By phone</u>: Dial: 669-900-9128 and enter Webinar ID: 846 3121 3095. When the Chair announces the item on which you wish to speak, dial \*9. Phone participants will be called on by the last two digits of their phone number. When the Chair calls your name to provide public comment, if you are participating via phone, please press \*6 to unmute yourself.

For instructions on using the "raise hand" feature in Zoom, visit <a href="https://mountainview.gov/raise hand">https://mountainview.gov/raise hand</a>. When called to speak, please limit your comments to the time allotted (up to three minutes, at the discretion of the Chair).

#### 1. CALL TO ORDER

2. **ROLL CALL**—Committee members Erik Cormier, Raghav Gupta, Marina Keith, Maria Lange, David Lin, Kira Pascoe, Jamil Shaikh, Merry Yen, Vice Chair Pamela Baird, and Chair Mike Kasperzak.

#### 3. MINUTES APPROVAL

Minutes for the August 9, 2022 and September 6, 2022 meetings have been delivered to Committee members and copies posted on the City Hall bulletin board. If there are no corrections or additions, a motion is in order to approve these minutes.

#### 4. UPCOMING AGENDA TOPICS

This portion of the agenda is reserved for identification of agenda items for future meetings.

#### 5. ORAL COMMUNICATIONS FROM THE PUBLIC

This portion of the meeting is reserved for persons wishing to address the Committee on any matter not on the agenda. Speakers are limited to three minutes. State law prohibits the Committee from acting on nonagenda items.

#### 6. UNFINISHED BUSINESS

#### 6.1 **DOWNTOWN DEVELOPMENT UPDATES**

Planning staff will provide updates on downtown development projects.

#### 6.2 **CASTRO STREET UPDATE**

Staff will provide a verbal update on current efforts and activities related to Castro Street.

# 6.3 AB 361 RESOLUTION TO CONTINUE REMOTE PUBLIC MEETINGS DURING STATE OF EMERGENCY

Adopt a Resolution of the Downtown Committee of the City of Mountain View Authorizing and Continuing Virtual Meetings of the Downtown Committee Pursuant to AB 361 and Making Required Findings, to be read in title only, further reading waived (Attachment 1 to the Committee memorandum).

### 7. **NEW BUSINESS**

#### 7.1 PERSONAL DELIVERY DEVICE UPDATE

Staff will provide an update on the proposed additions and augmentation to the Personal Delivery Device Pilot Program.

### 7.2 UPDATE ON DOWNTOWN COMMITTEE VACANCIES

Staff will provide a verbal update on the Downtown Committee vacancies and next steps.

## 8. COMMITTEE/STAFF COMMENTS, QUESTIONS, COMMITTEE REPORTS

No action will be taken on any questions raised by the Committee at this time.

#### 9. **ADJOURNMENT**

JL/6/CDD 819-10-04-22A

#### AGENDAS FOR BOARDS, COMMISSIONS, AND COMMITTEES

- The specific location of each meeting is noted on the notice and agenda for each meeting which is posted at least 72 hours in advance of the meeting. Special meetings may be called as necessary by the Committee Chair and noticed at least 24 hours in advance of the meeting.
- Questions and comments regarding the agenda may be directed to the Economic Development Division at 650-903-6535.
- Interested persons may review the agenda and staff reports at the Mountain View Library (585 Franklin Street) beginning the Monday evening before each Regular Meeting and at the Community Development Department, 500 Castro Street, First Floor, beginning the Monday morning before each meeting. Staff reports are also available during each meeting.
- SPECIAL NOTICE—Reference: Americans with Disabilities Act, 1990

  Anyone who is planning to attend a meeting who is visually or hearing-impaired or has any disability that needs special assistance should call the Community Development Department at 650-903-6379 48 hours in advance of the meeting to arrange for assistance. Upon request by a person with a

48 hours in advance of the meeting to arrange for assistance. Upon request by a person with a disability, agendas and writings distributed during the meeting that are public records will be made available in the appropriate alternative format.

- The Board, Commission, or Committee may take action on any matter noticed herein in any manner deemed appropriate by the Board, Commission, or Committee. Their consideration of the matters noticed herein is not limited by the recommendations indicated herein.
- SPECIAL NOTICE—Any writings or documents provided to a majority of the Downtown Committee
  regarding any item on this agenda will be made available for public inspection in the Community
  Development Department, located at 500 Castro Street, during normal business hours and at the
  meeting location noted on the agenda during the meeting.

#### ADDRESSING THE BOARD, COMMISSION, OR COMMITTEE

- Interested persons are entitled to speak on any item on the agenda and should make their interest known to the Chair.
- Anyone wishing to address the Board, Commission, or Committee on a nonagenda item may do so
  during the "Oral Communications" part of the agenda. Speakers are allowed to speak one time on
  any number of topics for up to three minutes.





# **MINUTES**

## SPECIAL MEETING – TUESDAY, AUGUST 9, 2022 VIRTUAL MEETING WITH NO PHYSICAL MEETING LOCATION 8:00 A.M.

## 1. CALL TO ORDER

The meeting was called to order at 8:03 a.m. by Chair Mike Kasperzak.

#### 2. ROLL CALL

**Present:** Committee members Erik Cormier, Marina Keith, Maria Lange, Jamil Shaikh, Merry Yen, Vice Chair Pamela Baird, and Chair Mike Kasperzak.

Absent: Raghav Gupta (unexcused), David Lin (unexcused), and Kira Pascoe (excused).

**Staff Present:** John Lang, Economic Vitality Manager; and Tiffany Chew, Business Development Specialist.

3. ORAL COMMUNICATIONS FROM THE PUBLIC—None.

#### 4. **NEW BUSINESS**

# 4.1 AB 361 RESOLUTION TO CONTINUE REMOTE PUBLIC MEETINGS DURING STATE OF EMERGENCY

Staff provided a brief overview of AB 361 and the implications for the September 2022 Downtown Committee meeting. Staff clarified for the Committee that the resolution is only good for 30 days and would require additional action at the September meeting if future meetings were to be virtual.

Public Comment: None.

**Motion**—M/S Kasperzak/Yen—Carried 7-0 (Gupta, Lin, Pascoe absent)—Adopt a Resolution of the Downtown Committee of the City of Mountain View Authorizing and Continuing Virtual Meetings of the Downtown Committee Pursuant to AB 361 and Marking Required Findings, to be read in title only, further reading waived.

### 5. **ADJOURNMENT**

The meeting adjourned at 8:12 a.m.

These	Minutes	are	hereby	submitted	fo
approv	al by John	Lang,	Recordin	ng Secretary.	
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JL/4/CDD 819-08-09-22mn





# **MINUTES**

## REGULAR MEETING – TUESDAY, SEPTEMBER 6, 2022 VIRTUAL MEETING WITH NO PHYSICAL MEETING LOCATION 10:00 A.M.

#### 1. CALL TO ORDER

The meeting was called to order at 10:04 a.m. by Chair Mike Kasperzak.

#### 2. ROLL CALL

**Present:** Committee members Erik Cormier, Marina Keith, Maria Lange, David Lin, Kira Pascoe, Jamil Shaikh, Merry Yen, Vice Chair Pamela Baird, and Chair Mike Kasperzak.

**Absent:** Raghav Gupta (unexcused).

**Staff Present:** John Lang, Economic Vitality Manager; Krisha Penollar, Associate Planner; Edgar Maravilla, Senior Planner; Aruna Bodduna, Transportation Planner; and Jim Lightbody, Special Project Consultant for the City of Mountain View.

#### 3. MINUTES APPROVAL

The minutes of the June 7, 2022 meeting were distributed prior to the meeting and approved as distributed.

**Motion**—M/S Yen/Lange—Carried 9-0-1; Gupta absent—To approve the minutes of the June 7, 2022 meeting.

#### 4. UPCOMING AGENDA TOPICS

- October Meeting—Personal Delivery Devices.
- Busking and music in downtown.
- Report out on the number of Committee members terming out, interview schedule, timing, and the recruitment for new members for the Downtown Committee.

#### 5. ORAL COMMUNICATIONS FROM THE PUBLIC—None.

#### 6. UNFINISHED BUSINESS

#### 6.1 **DOWNTOWN DEVELOPMENT UPDATE**

Planning Division staff provided an update on downtown development projects.

Public Comment: None.

No action taken.

#### 6.2 **CASTRO STREET UPDATE**

Economic Development staff provided an update on the recent changes to the Castro StrEATs guidelines, which included the removal of tents. Additional updates included new ambient lighting being strung across Castro Street in the 200-300 blocks. The 100 block will also receive a similar lighting treatment. The public hearing for the Pedestrian Mall will occur on October 11, 2022, with tentative adoption scheduled for October 25, 2022.

Public Comment: Bruce England supports the pedestrian mall. Currently, much of the tables on the street are designated for private activity on public land. Will there be an option for public seating?

No action taken.

#### 6.3 CASTRO PEDESTRIAN MALL

Aruna Bodduna, along with Sofie Kvist from Gehl Studio, walked through a draft presentation on the Castro Pedestrian Mall Functional Plan and Interim Design Guidelines, dated August 28, 2022, and available at: <a href="https://www.mountainview.gov/civicax/filebank/blobdload.aspx?BlobID=38350">https://www.mountainview.gov/civicax/filebank/blobdload.aspx?BlobID=38350</a>. The team will be presenting to the Parks and Recreation Commission, Bicycle/Pedestrian Advisory Committee, and the Interim Castro Street Pedestrian Mall Council Ad Hoc Committee for further feedback before going to the City Council on October 11, 2022. Committee questions included: (1) what is the permitting process and licensing for using the space on the pedestrian mall; and (2) is any consideration being given to having a public restroom on the pedestrian mall? A Committee member asked that improved wayfinding signage be considered, especially for retail-based businesses.

Public Comments: Bruce England commented that the outdoor dining areas should be more open to the public instead of being exclusive to businesses. Could the City use a tier rate license/permit structure to open up some of the seating to the public? As conditions change over time, how are spaces determined for social eddies? Who is responsible for keeping and maintaining the social eddies? Could a large tree be planted in the planned roundabout for California Street and Castro Street? Could there be new lighting standards?

Isaac Stone likes the concept of social eddies for downtown. Would alcohol be allowed in the social eddies? Could outside food be consumed in the social eddies?

No action taken.

#### 6.4 DOWNTOWN COMMITTEE FISCAL YEAR 2022-23 WORK PLAN

Economic Development staff highlighted and summarized the changes to the work plan resulting from the June 7, 2022 Downtown Committee meeting.

Public Comment: Bruce England asked that, in future work plans, the Committee should review legislative priorities.

**Motion**—M/S Yen/Baird—Carried 9-0-1; Gupta absent—To adopt the 2022-23 Fiscal Year Downtown Committee Work Plan.

# 6.5 AB 361 RESOLUTION TO CONTINUE REMOTE PUBLIC MEETINGS DURING STATE OF EMERGENCY

Staff provided a brief overview of Assembly Bill (AB) 361.

Public Comment: None.

**Motion**—M/S Yen/Shaikh—Carried 9-0-1; Gupta absent—To adopt a Resolution of the Downtown Committee of the City of Mountain View Authorizing and Continuing Virtual Meetings of the Downtown Committee Pursuant to AB 361 and Making Required Findings, to be read in title only, further reading waived.

#### 7. **NEW BUSINESS**

#### 7.1 ECONOMIC VITALITY STRATEGY

Staff provided a brief verbal update on the project. The consultant, Community Attributes, Inc., has started doing one-on-one interviews as well as a landscape

assessment of the City. More outreach interviews will be conducted for specific industry sectors in the near future. All information will be posted on the City's website.

Public Comment: None.

No action taken.

#### 7.2 DOWNTOWN PRECISE PLAN DRAFT UPDATE

Planning staff provided a presentation on the Phase I Downtown Precise Plan Draft updated for Areas A, G, and H. The primary changes include more objective standards and the removal of administrative office use from the ground floor. Committee questions included: what is happening with other uses being updated in the Precise Plan? This particular topic will be addressed as part of the Phase II update to the Precise Plan.

Public Comment: None.

No action taken.

#### 7.3 BUSINESS IMPROVEMENT AREA ASSESSMENT DISTRICT

Economic Development staff provided a brief update on the annual Business Improvement Area (BIA) renewal process. There are no rate changes or boundary changes being proposed as part of next year's BIA assessment. The Downtown Business Association did meet its goals last year with events and promotions.

Public Comment: None.

No action taken.

#### 7.4 DISCUSSION ON BEAUTIFYING CLOSED STOREFRONTS

This item was an opportunity for the Committee to have further discussion on what could be done regarding beautifying empty storefronts. This topic was a follow-up to prior Committee conversations about activating storefront windows. Staff noted that to move forward with any project, private property owner permission would be required. Some insights from a recent Leadership Mountain View project on this topic found that the more local the property owner, the more willing to engage in programming their space. Concerns from property owners focused on liability. Committee questions included the viability of vinyl sheeting being added to windows,

what is happening to the leasing activity in downtown, and what happened with the conversation on a vacancy tax? The Committee recommended staff work with the Historical Association and Chamber of Commerce.

Public Comment: Bruce England expressed concern about vinyl sheeting being used in windows from an environmental perspective.

No action taken.

# 7.5 STRATEGY FOR DEVELOPING A SMALL FUND FOR THE DOWNTOWN PROMOTE/ENABLE SMALL-SCALE IDEAS

This item came back to the Committee based upon an earlier conversation with the Visual Arts Committee/Downtown Committee in April 2022. Staff informed the Committee that there is no budget line item for the Committee to do any activations. However, staff did outline an approach that could be taken to develop a midyear budget for activations. In order to put submit a proposal, an activation program would need to be further developed that justifies the reason for dedicated funds. The Committee would like to see more green foliage in downtown and asked about projection on buildings. Leadership Mountain View may be a partner who can help implement.

Public Comment: None.

No action taken.

#### 8. COMMITTEE/STAFF COMMENTS, QUESTIONS, COMMITTEE REPORTS

Staff informed the Committee that the City Council has appointed an Ad Hoc Subcommittee focused on downtown to look at the Pedestrian Mall. The first meeting of the Ad Hoc Subcommittee is scheduled for September 21, 2022.

Vice Chair Baird noted the Mountain View Historical Society will be hosting a walking tour of downtown on September 25, 2022 at 2:00 p.m.

9.	<b>ADJOURNN</b>	/IENT
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The meeting adjourned at 12:17 p.m.

These	Minutes	are	hereby	submitted	fo
approv	al by John	Lang,	Recordin	g Secretary.	
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JL/6/CDD 819-09-06-22mn

# **MEMORANDUM**



Community Development Department

DATE: October 4, 2022

**TO:** Downtown Committee

**FROM:** John Lang, Economic Vitality Manager

SUBJECT: AB 361 Resolution to Continue Remote Public Meetings During State of

Emergency

#### **RECOMMENDATION**

Adopt a Resolution of the Downtown Committee of the City of Mountain View Authorizing Virtual Meetings Pursuant to AB 361 and Making Required Findings, to be read in title only, further reading waived (Attachment 1 to the Committee memorandum).

#### **BACKGROUND**

In March 2020, Governor Gavin Newsom issued an Executive Order authorizing exemptions to the Brown Act's teleconferencing rules to facilitate remote public meetings during the declared State of Emergency due to the COVID-19 pandemic. Since March 17, 2020, the City Council and the City's boards, commissions, and committees have conducted their meetings entirely remotely, as authorized by the Executive Order.

Assembly Bill (AB) 361, which became effective on September 16, 2021, allows remote public meetings to continue (under the Brown Act teleconferencing rules exemption) during a state of emergency if State or local officials have imposed or recommended measures to promote social distancing *or* the legislative body has determined that, as a result of the emergency, meeting in person presents imminent risks to the health or safety of attendees.

Beginning September 28, 2021, the City Council has each month considered the existing circumstances of the COVID-19 pandemic and adopted a resolution pursuant to AB 361, making findings and determining that the City's public meetings may continue to be held remotely for 30 days following the adoption of the resolution. AB 361 requires that the legislative body consider the circumstances of the emergency and make the required findings every 30 days in order to continue to meet remotely under the Brown Act teleconferencing rules exemption.

#### **ANALYSIS**

Despite the relatively high rate of vaccination in Santa Clara County, the risk of community spread of COVID-19 remains persistent. At the beginning of the year, fueled by the rapid spread of the Omicron variant, the rate of infection reached pandemic highs. The infection rate has since declined in most parts of the State, including Santa Clara County. However, the Governor's declared State of Emergency remains in effect, as do public health orders and recommendations to promote social distancing to mitigate the spread of COVID-19.

These public health measures include the County Public Health Officer's recommendation issued in September 2021 that public bodies meet remotely to the extent possible, which remains in effect. The Public Health Officer based the recommendation on "the continued threat of COVID-19 to the community, the unique characteristics of public governmental meetings (such as the increased mixing associated with bringing together people from across the community, the need to enable those who are immunocompromised or unvaccinated to be able to safely continue to fully participate in public governmental meetings, and the challenges with fully ascertaining and ensuring compliance with vaccination and other safety recommendations at such meetings), and the continued increased safety protection that social distancing provides as one means by which to reduce the risk of COVID-19 transmission." As recognized by the County Public Health Department, COVID-19 continues to pose imminent risks to the health and safety of meeting attendees.

Adoption of the proposed resolution would allow the Downtown Committee to continue to meet remotely, without adhering to the regular teleconference rules, for 30 days. If the Downtown Committee does not adopt the proposed resolution, it will no longer be exempt from the physical public access, quorum, and public comment opportunity rules applied to teleconference meetings.

JL/6/CDD 819-10-04-22M-1

Attachment: 1. Resolution

# CITY OF MOUNTAIN VIEW DOWNTOWN COMMITTEE RESOLUTION NO. SERIES 2022

A RESOLUTION OF THE DOWNTOWN COMMITTEE OF THE CITY OF MOUNTAIN VIEW AUTHORIZING VIRTUAL MEETINGS PURSUANT TO AB 361 AND MAKING REQUIRED FINDINGS

WHEREAS, on March 4, 2020, the Governor of the State of California declared a State of Emergency, as defined under the California Emergency Services Act, due to the COVID-19 pandemic; and

WHEREAS, the State of Emergency remains in effect; and

WHEREAS, beginning in March 2020, the Governor's Executive Order N-29-20 (later extended by Executive Order N-08-21) suspended Brown Act requirements related to teleconferencing during the COVID-19 pandemic provided that notice, accessibility, and other requirements were met and the public was allowed to observe and address the legislative body at the meeting; and

WHEREAS, on September 16, 2021, the Governor signed into law Assembly Bill (AB) 361, an urgency measure effective upon adoption, that allows government bodies to meet virtually without conforming to the Brown Act teleconferencing rules during a declared state of emergency if: (1) State or local officials have imposed or recommended measures to promote social distancing; (2) the legislative body is meeting to determine whether, as a result of the emergency, meeting in person presents imminent risks to the health or safety of attendees; or (3) the legislative body has determined that meeting in person would present imminent risks to the health or safety of attendees; and

WHEREAS, on September 21, 2021, the Santa Clara County Public Health Officer issued a recommendation, which in still in effect, that public bodies meet remotely to the extent possible "due to the continued threat of COVID-19 to the community, the unique characteristics of public governmental meetings (such as the increased mixing associated with bringing together people from across the community, the need to enable those who are immunocompromised or unvaccinated to be able to safely continue to fully participate in public governmental meetings, and the challenges with fully ascertaining and ensuring compliance with vaccination and other safety recommendations at such meetings), and the continued increased safety protection that social distancing provides as one means by which to reduce the risk of COVID-19 transmission"; and

WHEREAS, COVID-19 remains a continuing threat to public health; and

WHEREAS, although the rate of infection and hospitalizations has declined since the winter peaks, the declared State of Emergency and public health recommendations promoting social distancing to mitigate the spread of COVID-19 remain in effect; and

WHEREAS, the State of Emergency has caused and will continue to cause imminent risks to the health or safety of persons attending meetings of City legislative bodies, and there is a need to continue to use teleconferencing for public meetings without requiring that all teleconferencing locations be posted on the agenda and accessible to the public; and

WHEREAS, the City Council and the City's boards, commissions, and committees have conducted their meetings virtually since March 17, 2020, first as authorized by Executive Order and subsequently by AB 361; and

WHEREAS, the Downtown Committee has determined that it will hold virtual meetings, with all members, staff, and the public participating remotely without a common physical location; and

WHEREAS, as required by AB 361, the Downtown Committee has considered the circumstances of the emergency in making the findings and determinations set forth in this resolution;

NOW, THEREFORE, BE IT RESOLVED by the Downtown Committee of the City of Mountain View that:

- 1. The Downtown Committee adopts the recitals set forth above as findings of fact.
- 2. The Downtown Committee hereby finds that a state of emergency continues to exist relating to COVID-19, and the County Public Health Officer has recommended that legislative bodies continue to meet remotely to promote social distancing as a means to reduce the risk of COVID-19 transmission.
- 3. The Downtown Committee shall only meet remotely in accordance with AB 361, with Brown Act teleconferencing rules suspended.
  - 4. This resolution shall be in effect for 30 days following its adoption.

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JL/6/CDD 819-10-04-22dcr





**Community Development Department** 

DATE: October 4, 2022

**TO:** Downtown Committee

**FROM:** John Lang, Economic Vitality Manager

**SUBJECT:** Personal Delivery Device Pilot Program Update

#### **PURPOSE**

The purpose of this memorandum is to provide the Downtown Committee with an update on the Personal Delivery Device Pilot Program and discuss the latest program augmentations.

## **BACKGROUND**

The Personal Delivery Device (PDD) Pilot Program was created in 2018 in response to the City being approached by PDD companies wishing to operate within the City's jurisdiction and not having policies to regulate the use of PDDs in the public right-of-way. A pilot program was approved by the City Council (Attachment 1—City Council Report, February 27, 2018). The pilot program provides guidelines and the approval process, including operational and insurance requirements for companies interested in operating in Mountain View. One company, Google, participated in the PDD Pilot Program. They partnered with the Mountain View Public Library to operate a "Book Bot" PDD. The program allowed Library patrons to return Library materials via the PDDs, and the program ran for three months, from March 2019 through June 2019.

In March 2020, the COVID-19 global pandemic began, and businesses had to change their regular operations. The City Council directed staff to implement programs to support small businesses impacted by COVID-19. The PDD Pilot Program emerged as a method to support essential businesses and allow the public to stay at home. The City Council approved continuation of the PDD Pilot Program (Attachment 2—City Council Report, May 5, 2020) with Starship Technologies as a participating company.

Today, there are no current operators of PDDs in Mountain View, but the Economic Development Team continues to field inquiries from other vendors interested in operating in Mountain View.

## **ANALYSIS**

Based on recent interactions with other companies interested in participating in the pilot program, staff is developing new program considerations to encourage economic development

and keep pedestrians and other sidewalk users safe. The Downtown Committee and Bicycle/Pedestrian Advisory Committee are part of this discussion because the pilot program falls under the general functions of both advisory bodies. At the June 29, 2022 Bicycle/Pedestrian Advisory Committee meeting, members provided additional feedback and considerations for inclusion into a new program. Table 1 provides an overview of the current program with new proposed program additions/augmentations.

**Table 1: Mountain View Current and Proposed PDD Pilot** 

		Nov. Program
	<u>Current Program</u>	New Program Additions/Augmentations
Company Requirements	<ul> <li>No more than three PDD companies can participate.</li> <li>No more than 10 devices operations at one time per company.</li> </ul>	Maintain a local presence beyond the device itself in Mountain View.
Device Operations	<ul> <li>Gross weight of less than 100 pounds, excluding cargo.</li> <li>Human handler with the PDD the first six months.</li> <li>Contact information required (website address and contact information).</li> </ul>	<ul> <li>Contact information listed on each device for both the City and vendor.</li> <li>Augment: For fully autonomous delivery robots, a human handler for the first six months.</li> </ul>
Data Requirements	Documentation of incidents involving an injury to an individual/animal.	<ul> <li>Add performance measures, including number of deliveries, miles traveled, time of day completed by each PDD, incidents involving interactions with the public, estimate of CO₂ emissions reduced from deliveries, and heat map of frequent routes.</li> <li>Provide a report every quarter and quarterly check-in with City staff.</li> <li>Document all public inquiries.</li> <li>Provide feedback and assessment of any sidewalk infrastructure or traffic infrastructure that may pose safety or operational challenges for pedestrians and PDDs. (An example may be uplifting in a section of sidewalk.)</li> </ul>

	Current Program	New Program Additions/Augmentations
Safety Requirements	<ul> <li>Not unreasonably interfere with pedestrians or traffic.</li> <li>Yield to pedestrians, including people on stakes, skateboards, and bicyclists.</li> </ul>	Minimize stopping on a curb ramp or in front of pedestrian push buttons.
Additional Items		<ul> <li>Add clarifying language on what types of public rights-of-way PDDs are not allowed on, including public trails.</li> <li>Align with other City policies.</li> </ul>

### **NEXT STEPS**

After discussing the pilot program with the Downtown Committee and Bicycle/Pedestrian Advisory Committee, staff will continue to work with the Public Works Department to ensure the pilot program provides the balance between economic development initiatives and pedestrian safety. Staff will return to the City Council for consideration in fall 2022.

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Attachments: 1. <u>City Council Report, February 27, 2018</u>

2. <u>City Council Report, May 5, 2020</u>