



## **Bylaws of Clark Communities Bicycle and Pedestrian Advisory Committee**

### **1. Goals and Objectives of CCBPAC**

The role of the CCBPAC is to advise the County and participating City and State government staff on matters involving bicycle and pedestrian transportation. Responsibilities include:

- a) Implementing the vision of the Clark County Bicycle and Pedestrian Plan:
  - People can bicycle or walk safely and conveniently to all destinations within reasonable walking or bicycling distance;
  - Schoolchildren will have safe routes to walk and cycle to school;
  - Promote the health benefits of safe bicycling and walking for children;
  - People can walk or ride to and from their transit stops and have a comfortable and convenient place to wait or transfer;
  - Bicyclists and pedestrians can enjoy Clark County's natural beauty;
  - Appropriate transportation choices are available to all;
  - Transportation facilities are designed to encourage active transportation; and
  - Clark County will promote the economic development opportunities related to walking and bicycling.
- b) Commenting on plans and proposals for road and other transportation projects impacting bicycle and pedestrian usage.
- c) Assisting County, City, and State governments in the design and implementation of a comprehensive pedestrian and bicycle plan for Clark County.
- d) Advising on the implementation of the County's recently adopted Bicycle and Pedestrian Plan.
- e) Evaluating and making recommendations to staff regarding design standards for all types of pedestrian and bicycle facilities.
- f) Making recommendations to staff regarding prioritization and improvement of pedestrian and bicycle facilities.
- g) Advising agencies on ways to improve bicycle and pedestrian safety.
- h) Encouraging walking and cycling as forms of transportation.
- i) Focus on top recommended programs from the Clark County Bicycle and Pedestrian Master Plan which are as follows:
  - Revise the current Bicycle Advisory Committee (BAC) to include pedestrian issues.
  - Create a school education/encouragement program.
  - Establish a "Clarkovia" or Ride and Walk the Drive.



### **2. Agencies/CCBPAC co-ordination**

- a) The CCBPAC should be notified of all new laws, or ordinances pertaining to bicycles, or bicycling, and/or pedestrians.
- b) County, City and other government entities shall recognize the CCBPAC as an official organization.
- c) Coordinate planning efforts with the County's Aging Readiness Task Force and plan and Vancouver-Clark Parks Department's Trail Plan.

### **3. Membership-Committee Members must live in Clark County and be interested in active transportation.**

- a) The CCBPAC board shall be composed of a minimum of 7 and maximum of 13 members. The following groups shall be represented: Community Choices Active Transportation Committee; Vancouver Bicycle Club; people dependent on transit and/or cycling; people interested in mobility issues; Bike Me!; Bike Clark County. In addition, to the extent possible, the membership shall represent the county's demographic diversity.
- b) The CCBPAC board shall be appointed by the Clark County Board of Commissioners.
- c) The CCBPAC board should represent the geographical distribution of regional Clark County including the cities to the extent possible.
- d) Four-year terms of appointment, beginning in September, shall be made for the board members. Committee members may reapply prior to the end of their term. Agencies relevant to the CCBPAC may be represented and will not be voting members of the CCBPAC.
- e) Clark County shall be the lead agency in managing the CCBPAC.
- f) CCBPAC members are expected to attend all meetings. CCBPAC committee members may be removed by the Board of County Commissioners for neglect of duty, malfeasance in office, or participation in demonstrable case of conflict of interest. Absence from half of the regular meetings in a year shall be regarded as constituting resignation from the CCBPAC. Additionally, members who miss (3) consecutive meetings within a twelve (12) month period without due cause shall automatically shall have their appointment automatically terminated. "Due cause" is defined as notifying the Chair Person, Vice Chair Person, or Clark County Bicycle and Pedestrian staff coordinator.
- g) CCBPAC board vacancies occurring otherwise than through the expiration of term shall be filled for the remainder of unexpired terms by appointment by interested parties.
- h) CCBPAC may submit nominations for prospective members to the Board of County Commissioners.
- i) All Clark County residents who are 16 years old and older who



have a demonstrated interest in bicycle and/or pedestrian issues are eligible.

- j) Sub-committees will meet on an as-needed basis and sub-committee chairs will be appointed by the Chair of the CCBPAC.

#### **4. Officers**

- a) Officers shall consist of a chair, and a vice-chair.
- b) Terms of duty for officers, shall be one year.
- c) Officers shall be elected, by majority vote of the appointed CCBPAC members, at the September meeting.
- d) Chair shall not vote, except in the case of a tie vote.
- e) The Chair may appoint committees to review plans and proposals or matters relating to pedestrian and bicycle transportation.

#### **5. Conduct of Meetings**

- a) A majority of committee members shall constitute a quorum.
- b) All committee members shall have voting rights.
- c) The Clark County government representative shall be responsible for meeting notes and distributing the meeting agenda.
- d) Recommendations, by the CCBPAC to the applicable jurisdiction, are advisory only.
- e) The agenda shall be set by the chair in consultation with the staff.
- f) All meetings are open in conformance with RCW 42.30, OPEN PUBLIC MEETINGS ACT.
- g) The chair shall preside at meetings. In the Chair's absence, the Vice-Chair shall preside at meetings.
- h) The chair may not vote, but the chair may vote to break a tie.
- i) All meetings shall end on time.

#### **6. Conflict of interest**

- a) No committee member shall vote on any recommendation in which he/she or a member of his/her family has a financial interest or any other direct interest.
- b) No member shall represent the official action, except as specifically authorized by majority vote.

#### **7. Amendment to Bylaws**

Except "Goals and objectives" as stated in section 1 of this bylaw, the bylaw may be amended by a majority vote of the appointed members. The County commissioners shall have the authority to veto any change in bylaw initiated by the committee members.

