

Bylaws
of the
Oregon Bicycle and Pedestrian Advisory Committee

ARTICLE I. NAME

This committee shall be called the Oregon Bicycle and Pedestrian Advisory Committee.

ARTICLE II. PURPOSE

The purpose of the committee is to advise the Oregon Department of Transportation regarding:

- (a) **the regulation of bicycle traffic**;^{*}
- (b) the regulation of pedestrian traffic; and
- (c) **the establishment of bicycle lanes and paths**^{*} and other active transportation facilities such as, but not limited to, sidewalks, curb ramps, crosswalks and pedestrian paths.

ARTICLE III. MEMBERSHIP

Section 1. Composition of the Committee

The committee shall consist of eight members, including an employee of a unit of local government employed in land use planning, a representative of a recognized environmental group, a person engaged the business of selling or repairing bicycles, a person designated by the Oregon Recreation Trails Advisory Council, and at least one member under the age of 21 at the time of their appointment.^{*} The committee shall also ensure that the membership reflects the racial, ethnic and ability composition of the State of Oregon as determined by the most recent American Community Survey from the United States Census Bureau.

Section 2. Appointment and Term Limits

Members shall be appointed to the committee by the Governor. Terms shall be four years starting from date of appointment. Positions shall be limited to two full terms.

Section 3. Vacancies

If any member of the committee shall be absent from two consecutive regular meetings, the committee may recommend that the Governor declare the position vacant. Vacancies shall be filled by appointment by the Governor for the unexpired term.^{*}

^{}An asterisk and bold lettering indicate a direct quote from the Establishing Act, Chapter 716, Oregon Laws, 1973.*

Section 4. Voting Privileges

Each of the eight voting members of the committee shall be entitled to one vote on all issues presented at meetings at which the member is present.

Section 5. Non-Voting Members

Non-voting members shall have the same roles and responsibilities as other OBPAC members but may not vote. Non-voting members may serve on OBPAC subcommittees and represent OBPAC on other ODOT committees or boards. OBPAC may add or remove a non-voting member by majority vote at a regular OBPAC meeting. A non-voting member's term shall be two years and may be renewed by majority vote at a regular OBPAC meeting.

ARTICLE IV. OFFICERS

The officers of the committee shall be two Co-Chairs who shall be elected by the committee and shall hold office for a period of one year beginning July 1.

ARTICLE V. MEETINGS.

Section 1. Regular Meetings

The committee shall meet regularly at least four times a year, at times and places fixed by the [Co-Chairs] of the committee.* The committee may meet at other times upon notice by the Co-Chairs or three members.

Section 2. Subcommittee Meetings.

Subcommittees, established by the committee, shall meet upon notice by the Co-Chairs or the subcommittee Chair.

Section 3. Conduct of Meetings

- a) A majority of the members of the committee or of a subcommittee constitute a quorum for the transaction of business.
- b) Less than a quorum of the committee, or of a subcommittee, may receive testimony.
- c) A recommendation to the Department of Transportation requires an affirmative vote of a majority of committee members.
- d) For routine committee business (i.e. approving meeting minutes) the committee has the option of conducting a unanimous consent vote.

**An asterisk and bold lettering indicate a direct quote from the Establishing Act, Chapter 716, Oregon Laws, 1973.*

e) A recommendation from a subcommittee to the committee requires an affirmative vote of a majority of the subcommittee members.

f) On any other matter voted upon by the committee or a subcommittee, the act of a majority of the members present at a meeting at which there is a quorum shall be the act of the committee or subcommittee.

g) In the absence of both Co-Chairs at a regular meeting, the members may choose a temporary Chairperson to conduct the meeting while both Co-Chairs are away.

h) Code of Conduct: “OBPAC is committed to diversity, inclusion, civility and respect. Committee members, and members of the public who are providing public comment, are expected to be respectful and maintain civility by avoiding foul, obscene, hateful, racially or ethnically derogatory language that creates an intimidating, hostile, or offensive environment.”

ARTICLE VI. AMENDMENTS TO THE BYLAWS

Any section of these bylaws not prescribed by the Establishing Act may be amended, rescinded or suspended by an affirmative vote of the majority of the (voting) members of the committee at a regular OBPAC meeting.

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