

**CITY OF BEAVERTON
BICYCLE ADVISORY COMMITTEE
BY-LAWS**

**ARTICLE I
Name**

This advisory committee shall be known as the CITY OF BEAVERTON BICYCLE ADVISORY COMMITTEE.

**ARTICLE II
Purpose**

The responsibilities of THE BICYCLE ADVISORY COMMITTEE shall be:

- A. To promote bicycle use in and around the City of Beaverton.
- B. To provide City staff with public review on all proposed projects, both public and private, regarding bicycle circulation, access and general use.
- C. To evaluate the existing bikeway system (as defined by the Comprehensive Plan) from a standpoint of public need and to recommend development priorities for the Bikeway Capital Improvement Program.

**ARTICLE III
Membership, Voting, Meetings**

SECTION 1. MEMBERSHIP:

- A. THE BICYCLE ADVISORY COMMITTEE shall be comprised of nine REPRESENTATIVES of Beaverton's bicycling community. Bike commuters, recreationalists, and people sharing a common interest in the goals of bicycle use, promotion, and development shall be considered eligible.
- B. Each member shall serve an initial one-year term. If reappointed, subsequent terms shall be three-year terms.
- C. Members may serve consecutive terms.
- D. Members may recommend the removal of a member if he/she is absent from four consecutive meetings of THE BICYCLE ADVISORY COMMITTEE.
- E. Members may recommend appointment of an active visitor if four consecutive meetings of THE BICYCLE ADVISORY COMMITTEE are attended and a vacancy exists on THE BICYCLE ADVISORY COMMITTEE. Recommendation, accompanied by standard City committee application, shall be submitted to the Mayor for appointment consideration.

SECTION 2. APPOINTMENT OF MEMBERS:

The Mayor of the City of Beaverton shall appoint all members of THE BICYCLE ADVISORY COMMITTEE.

SECTION 3. VOTING PRIVILEGES:

- A. All members of THE BICYCLE ADVISORY COMMITTEE shall be entitled to one vote.
- B. City staff member(s) shall not vote.

SECTION 4. MEETINGS

- A. Regular meetings shall be held on one day of each month. Said day and time to be set by THE BICYCLE ADVISORY COMMITTEE membership.
- B. Special meetings may be called by the Chairperson or a majority of BICYCLE ADVISORY COMMITTEE members.

- C. All meetings are open to any visitor(s).

SECTION 5. CONDUCT OF MEETINGS

- A. All decisions require a quorum in attendance. A quorum shall consist of a majority of membership (five members).
- B. The rules contained in Roberts Rules of Order revised shall, at the discretion of the Chairperson and with concurrence of THE BICYCLE ADVISORY COMMITTEE members, govern THE BICYCLE ADVISORY COMMITTEE in all cases to which they are applicable, and to which they are not inconsistent with the rules of THE BICYCLE ADVISORY COMMITTEE.
- C. THE BICYCLE ADVISORY COMMITTEE may establish other rules of procedure as deemed necessary for the conduct of business.
- D. An opportunity will be provided at each meeting for visitor comment on agenda and non-agenda items.

**ARTICLE IV
Officers and Duties**

SECTION 1. OFFICERS:

A Chairperson and a Vice-Chairperson shall be elected by THE BICYCLE ADVISORY COMMITTEE.

SECTION 2. TERM OF OFFICE:

- A. Officers shall serve a term of office for one calendar year.
- B. Officers shall be eligible to serve consecutive terms.

SECTION 3. DUTIES:

- A. The Chairperson shall preside at all meetings, shall be the spokesperson for THE BICYCLE ADVISORY COMMITTEE at all outside activities, and shall be responsible for the expeditious conduct of THE BICYCLE ADVISORY COMMITTEE'S business.
- B. The Vice-Chairperson shall assume the duties of the Chairperson in his/her absence.
- C. The Chairperson may designate a member of THE BICYCLE ADVISORY COMMITTEE to be a spokesperson for THE BICYCLE ADVISORY COMMITTEE at an outside activity if neither the Chairperson nor Vice-Chairperson is available to attend the activity.

SECTION 4. ADMINISTRATIVE SUPPORT:

The City shall supply a staff member, to serve as a liaison with the City's Community Development and Engineering Departments, to record actions of THE BICYCLE ADVISORY COMMITTEE and to handle BICYCLE ADVISORY COMMITTEE correspondence and public information concerning meeting times and places.

**ARTICLE V
Amendments**

These By-laws may be amended by a favorable vote of the majority of the members attending a meeting at which a quorum is present called in conformity with these By-Laws.

By-laws shall be reviewed annually for amendment. Final approval of amendments shall be made by City Council.

By-laws Adopted January 18, 1983
By-laws, Amended April 5, 1983
By-laws, Amended January 10, 1984
By-laws Amended December 10, 1986

By-laws Amended March 2, 1999
By-laws Amended March 6, 2001
By-laws Amended April 2, 2002
By-laws Amended June 16, 2003