



Hidalgo County Metropolitan Planning Organization

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HIDALGO COUNTY METROPOLITAN PLANNING ORGANIZATION (HCMPO) BICYCLE AND PEDESTRIAN Advisory Committee (BPAC)

BYLAWS

Adopted December 4, 2014

1. Purpose:

The purpose of the Hidalgo County Metropolitan Planning Organization's (HCMPO) Bicycle and Pedestrian Advisory Committee (BPAC) is to support continuous and consistent infrastructure improvements to encourage cyclist and pedestrian activity and mobility. The HCMPO-BPAC will provide technical and community input to the HCMPO Technical Advisory Committee (TAC) and the Transportation Policy Committee (TPC) to help develop an efficient, sustainable and active transportation system that includes walking and bicycling facilities which support the livability and economic vibrancy of our communities and the safety and health of all members of the community.

The BPAC will:

- Consider all technical and public outreach issues related to bicycle and pedestrian mobility, including but not limited to urban design, construction standards, design standards, maintenance, access management, connectivity and safety.
- Participate in all regional transportation planning activities
- Recommend funding options and opportunities for bicycle and pedestrian related projects
- Participate in the promotion and implementation of the Regional Bike and Pedestrian Plans
- Recommend bicycle and pedestrian related planning studies to be conducted
- Promote and participate in the Annual Walk N Rolla events
- Communicate and educate cyclists, pedestrians, and motorists on each of their rights and responsibilities on the road
- Communicate with and educate the public and elected officials on the importance of bicycling and walking through a speaker's bureau as well as periodic articles and opinion pieces to appropriate agency and mass media.

2. Membership:

The HCMPO-BPAC shall consist of a maximum of 21 voting members. These members define the "voting membership" and shall be appointed by their respective agencies or from a pool of applicants. All members must be active representatives of their respective agencies for the entire term of their service. Each member is entitled to one vote on each item submitted to a vote of the members.

- A total of eight (8) positions shall be open to appointed public agency staffs from any of the following:
 - The cities of Alamo, Alton, Donna, Edcouch, Elsa, Granjeno, Hidalgo, La Joya, La Villa, McAllen, Mercedes, Mission, Palmhurst, Palmview, Peñitas, Pharr, Progreso, Progreso Lakes, San Juan, Sullivan City, and Weslaco
 - Hidalgo County
 - Law Enforcement from any of the 22 cities mentioned above
 - Texas Department of Transportation – Pharr District
 - Transit Providers: Metro McAllen, Valley Metro

These members shall serve a two-year term to allow for other public agency staff from other entities a chance to participate. No entity shall have more than two positions on the BPAC. No member shall serve consecutive terms unless other entities do not wish to participate.

- One (1) position shall be open to a Chamber of Commerce / Economic Development organization at-large. These members will be selected by BPAC from a pool of applicants to serve based on their knowledge and experience in bicycling and pedestrian issues, respectively.
- Two (2) positions shall be open to individuals representing bicycle-oriented organizations at-large. These members will be selected by BPAC from a pool of applicants to serve based on their knowledge and experience in bicycling and pedestrian issues, respectively.
- Two (2) positions shall be open to individuals representing pedestrian-oriented organizations at-large. These members will be selected by BPAC from a pool of applicants to serve based on their knowledge and experience in bicycling and pedestrian issues, respectively.
- A total of four (4) positions shall be open to other individuals representing organizations with an interest and an expertise in transportation and bicycle/pedestrian issues at-large. There shall not be more than one position awarded to one particular advocate category. BPAC shall select applicants from the following:
 - Parks, Trails, and Greenways
 - Low-Income Advocates
 - Colonia Resident Advocates
 - Senior/ Elderly Advocates
 - Disabled Community
 - Community College/University
 - Health/Fitness Community
- A total of four (4) positions shall be open to citizens to represent bicycle/pedestrian interest at-large. Citizens will be selected by BPAC from a pool of applicants to serve based on their knowledge and experience in bicycling and pedestrian issues, respectively.

These members shall be selected to serve a one-year or two-year term on the HCMPO-BPAC because of their knowledge and experience in bicycling and pedestrian issues. Members wishing to serve after their term expires shall resubmit an application for selection. Applications for the at-large positions will be mailed and/or emailed to the MPO's standard mailing/emailing list and will be available on the MPO's website. Applicants will be selected to serve on the BPAC by existing BPAC members based on knowledge and experience in bicycle and pedestrian issues.

All members will each nominate an alternate with full voting privileges in their absence to be approved by the HCMPO-BPAC. Members shall reside within the HCMPO's study area; with the exception of public agency staff who must represent an entity within the MPO study area.

3. Executive Committee

- The Chair shall be nominated and appointed by the HCMPO-BPAC for a two-year term
- The Vice-Chair shall be nominated and appointed by the HCMPO-BPAC for a two-year term, and shall succeed the Chair in the event of a vacancy.

The Secretary shall be nominated and appointed by the HCMPO-BPAC for a two-year term, and shall succeed the Vice-Chair in the event of a vacancy.

4. Maintaining Membership

- Voting members will be in ex-officio status after missing three (3) consecutive meetings. Members with ex-officio status wishing to regain voting privileges must attend (3) meetings before voting privileges are reinstated for the remainder of their term.
- Members wishing to resign their positions may be replaced by their alternative for the remainder of their term or allow for the BPAC to select from a pool of applicant for a new one-year or two-year term.

5. Ex-Officio Membership:

- The HCMPO's Bicycle and Pedestrian Advisory Committee may appoint ex-officio members as appropriate. The ex-officio members are not voting members but will receive all meeting materials and are encouraged to actively participate in all HCMPO-BPAC discussions.

6. Procedures:

- The HCMPO-BPAC shall meet monthly on the first Monday of the month with the exception of November and December, unless otherwise agreed upon by the HCMPO-BPAC, but no less than quarterly.
- The HCMPO as the lead agency will be responsible for coordinating the meeting's date, time and place, and will provide an agenda, packet, minutes and other attachments electronically to all the members of the HCMPO-BPAC no later than a week before the meeting.
- Meeting minutes shall be made of each meeting and will be posted on the MPO's website following approval by the HCMPO-BPAC.
- Each agenda will include a "Citizens' Input" item. Participation by interested citizens in attendance is encouraged.
 - A meeting quorum shall be defined as one-half plus one of the existing voting membership. Vacancies shall not count against quorum. A quorum shall be present for all actions taken by the HCMPO-BPAC. The quorum shall continue until adjournment regardless of the departure of any members.
- Bylaws can be expanded or modified as agreed upon by the HCMPO-BPAC.
- Following Robert's Rules of Order, meetings will proceed in an orderly fashion, giving all members an opportunity to speak.