

BICYCLE AND PEDESTRIAN TECHNICAL SUBCOMMITTEE FOR THE NATIONAL CAPITAL REGION

amended from the bylaws for the TPB 9/15/99

I. MISSION

The Bicycle and Pedestrian Subcommittee (BPS) provides advice and assistance to the Technical Committee and is responsible for the update and evaluation of the Regional Bicycle and Pedestrian Plan. The group also provides public information, including a bicycle route map that is produced jointly by the subcommittee and a local map publisher. Lastly, the group facilitates technology transfer and information sharing, as it relates to state and local programs.

II. RELATIONSHIP WITH THE TECHNICAL COMMITTEE

The Bicycle and Pedestrian Subcommittee shall advise and assist the Technical Committee on all technical aspects concerning bicycle and pedestrian issues. The Subcommittee will brief the Technical Committee as necessary. The BPS shall make recommendations to the Technical Committee concerning data collection procedures to ensure coordination of procedures and standards between city, county, State and local planning agencies and the transportation planning process, and shall consider and make recommendations concerning any other matters referred to it by the Technical Committee.

III. MEMBERSHIP AND TERMS

Members of the BPS shall be appointed by the member jurisdictions of the Technical Committee. The Bicycle and Pedestrian Subcommittee shall be composed as follows:

One (1) member from each of the local governing bodies, WMATA, and the State Departments of Transportation of the cities and counties in Maryland and Virginia participating in COG. In addition, membership may include one (1) member from the governing body of any other city or county recommended for membership by a majority vote of the BPS based on the substantial interests such jurisdiction has in the bicycle and pedestrian planning process. Participation of such non-COG members shall be conditioned on such jurisdiction as the BPS rules.

IV. TIME AND PLACE OF MEETING

The BPS shall hold regular meetings every other month or as deemed necessary by either the members or the Technical Committee.

V. OFFICERS

Officers of the BPS shall consist of a Chairperson and one Vice Chairperson who are voting members. Terms of office shall be for one year, from January 1, to December 31. Election of officers shall take place at the regular December meeting. Neither the Vice Chairperson nor Chairperson shall be a representative of the same State or agency. If a vacancy occurs in the office of any of the officers, his successor shall be elected from the same State to complete the unexpired term, such election to be held at any regular meeting of the BPS.

Duties of Officers

The Chairperson of the BPS shall preside at all meetings and appoint all subcommittees, and shall perform such other duties as the BPS may from time to time order. The Chairperson is also a member of the Technical Committee, and possesses all rights associated with that position.

The Vice Chairperson shall preside at meetings in the absence of the Chairperson, shall assist the Chairperson, and shall act in the absence of the Chairperson.

The COG staff shall be Secretary of the BPS.

VI. VOTING PROCEDURES

Each representative from the State Departments of Transportation (including the District of Columbia), WMATA, and the participating local governments shall be entitled to cast one (1) vote.

VII. STAFF

The Director of Transportation Planning of the Metropolitan Washington Council of Governments shall appoint a staff member to the BPS. The staff shall be the custodian of all records of the BPS and shall keep accurate minutes of the meetings of the BPS. Minutes and upcoming agendas of the BPS meetings shall be disseminated to members of the BPS as well as non-member jurisdictions, groups and individuals on the BPS mailing list. The staff shall also maintain the official copy of the Bylaws of the BPS, and shall enter upon such official copy all duly adopted modifications and amendments.

VIII. PUBLIC PARTICIPATION

All meetings of the BPS shall be open to the public. Recognized regional citizen, transportation, environmental, and other interested advocacy groups will be included on the BPS mailing list. Groups not on the list may request that the BPS add them to the list. At the discretion of the BPS Chairperson, individuals may also be recognized and given the opportunity to speak at BPS meetings within the allotted time constraints.

IX. AMENDMENTS OF BYLAWS

These Bylaws may be amended pursuant to the following procedures:

With the approval of the majority of those voting members of the BPS present and voting, a proposal to amend the Bylaws introduced at any regular meeting of the BPS, shall be recorded in the minutes.