

Bylaws of THE PEDESTRIAN ADVISORY COMMITTEE

ADOPTED 9/1/2010

Article I. History and Purpose

Section 1. — History

On December 22, 2006 (Resolution 2006R-636) the City established the permanent advisory body to be known as the Pedestrian Advisory Committee. On April 16, 2010 the Minneapolis City Council passed unanimously Resolution 2010R-170 restructuring the Committee.

Section 2. — Purpose

The purpose of the Pedestrian Advisory Committee is to advise the Mayor and City Council on policies, programs and actions for improving pedestrian safety, mobility, accessibility and comfort; for promoting walking for transportation, recreation and health purposes; and for strengthening the linkage between the pedestrian environment and public transportation.

Article II Membership

Section 1. Voting Members

(a) The Committee shall be composed of 15 voting members who reside or own a business in the City and who have an interest in promoting walking and improving the pedestrian environment in Minneapolis.

b) The voting membership as a whole shall represent the following perspectives on pedestrian issues:

- distinct pedestrian user groups, such as people with disabilities, senior citizens, parents or people who work with children, and transit riders;
- caretakers of the pedestrian environment, such as property owners, neighborhood groups, business owners, and business associations;
- people with relevant technical expertise, such as traffic safety, urban design, and public health;
- people representing diverse social, cultural, and economic groups in the City; and,
- people representing distinct geographic areas of the City, including at least one member from each of the five sectors of the City (Downtown, East, North, South, and Southwest), as defined in the map set forth in Petn No 274190.

(c) The voting members shall be appointed through the open appointment process for two (2) year terms made through the Spring appointment cycle. All voting members shall be

appointed in conformance with the open appointments process as outlined in *Minneapolis Code of Ordinances Title 2, Chapter 14.180*. Eight (8) members shall be appointed in odd-numbered years and seven (7) members appointed in even-numbered years.

Section 2. Non-Voting Members

(a). The Committee shall also include non-voting members from City departments and partner agencies, as identified by the Committee, with an interest in and impact on pedestrian issues to provide expertise on pedestrian issues and to serve as a liaison between the Committee and City departments and partner agencies.

(1) The following City departments shall assign a non-voting member to the Committee: the Public Works Department, the Bike/Walk Ambassador Program, the Community Planning and Economic Development Department, the Police Department, and the Health and Family Support Department.

(2) The following partner agencies shall be requested to provide a non-voting member to the Committee: Minneapolis Public Schools, Minneapolis Park and Recreation Board, Hennepin County, the Minnesota Department of Transportation, the University of Minnesota, the Metropolitan Council, and Metro Transit.

(b) The non-voting members shall be assigned by City departments and partner agencies.

Section 3. Officers

The chair and vice-chair of the Committee shall be selected by the Committee.

Section 4. Resignation

Members should communicate their intention to resign by written notice to the Committee chair or staff.

Article III. Meetings

Section 1. Regular Meetings

(a) The Committee shall hold meetings of the full committee at least quarterly at a convenient central location within the City of Minneapolis as determined by the Committee. A schedule for regular meetings stating the dates, times and locations shall be adopted not later than the second (2nd) meeting of the calendar year and posted on the city website.

(b) During alternate months, as weather permits, the Committee may assemble for field trips to review sites of current or proposed pedestrian projects.

Section 2. Quorum and Participation

A majority of the voting members shall constitute a quorum of the full membership for the conduct of Committee business. If a quorum exists to start a meeting a quorum is deemed to exist until the meeting is adjourned.

Section 3. Procedures

In lieu of meetings, committee actions can be accomplished by a simple majority of the members of the Committee by using faxes, e-mails and other written means available.

Section 4. Attendance

Members are expected to attend all meetings. (A citywide attendance policy for boards and commissions is under development in 2010 and will govern this committee if approved by the City Council.)

Section 5. Voting

All issues to be voted on shall be decided by a simple majority of the voting members present at the meeting in which the vote takes place.

Section 6. Staffing

The Public Works Department shall provide staff support to the Committee.

Section 7. Compensation

Committee members shall receive no compensation for service on the Committee and that the Committee shall have no budget.

Section 8. Open to the Public

All Committee and subcommittee meetings shall be open to the public.

Article IV. Subcommittees

(a) The Committee may appoint and dissolve standing subcommittees. The Committee shall name the chair of all subcommittees.

(b) Membership on subcommittees may include voting and nonvoting PAC members and other individuals who have expertise that will help the group carry out its function. All subcommittee members shall have the right to vote at subcommittee meetings.

Article V. Amendments to the Bylaws

Bylaws can be amended by a two-thirds vote of members present at any regular meeting of the Committee provided quorum is met. Written notice must be provided to Committee members 10 days in advance of the impending vote, setting forth in detail the contents of the proposed amendment. The bylaws may be suspended by a three-quarters majority vote of the Committee members present.