

CITY OF NEWPORT

RESOLUTION NO. 3974

**A RESOLUTION TO REPEAL AND REPLACE THE
BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE BYLAWS**

WHEREAS, the City of Newport last adopted bylaws for the Bicycle and Pedestrian Advisory Committee on November 15, 2021 via Resolution 3938; and

WHEREAS, the 2021 bylaws are dated, and are generally no longer adequate to govern the Committee's meeting process or the performance of its duties; and

WHEREAS, Section 2.05.003(A) of the Newport Municipal Code provides that committees may propose, review, and make recommendations regarding their bylaws; and

WHEREAS, the Bicycle and Pedestrian Advisory Committee prepared a new set of bylaws, and at its March 14, 2023 meeting the Committee voted to request City Council approval of the new bylaws consistent with Section 2.05.003(A), which states that no bylaw adoption or amendment shall be effective without Council approval; and

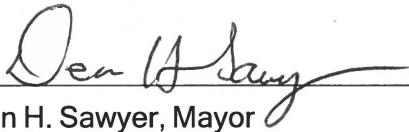
WHEREAS, the request was presented to City Council at the March 20, 2023 City Council meeting, on behalf of the Committee, requesting that the City Council adopt the new set of bylaws that the group prepared; and

WHEREAS, after considering the Bicycle and Pedestrian Advisory Committee's request, the City Council determined that a resolution to repeal and replace the 2021 bylaws should be prepared and placed on the April 03, 2023 meeting agenda for consideration and potential adoption.

THE CITY OF NEWPORT RESOLVES AS FOLLOWS:

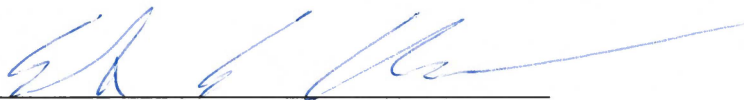
1. The City of Newport hereby repeals and replaces bylaws for the Bicycle and Pedestrian Advisory Committee, adopted by resolution of the City Council on November 15, 2021, with the bylaws attached as Exhibit A to this resolution.
2. This resolution shall be effective upon adoption.

Adopted by the City Council of the City of Newport on April 03, 2023



Dean H. Sawyer, Mayor

ATTEST:



Erik Glover, Assistant City Manager/City Recorder

Bylaws of the City of Newport Bicycle and Pedestrian Advisory Committee

Article 1

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

Article 2: Purpose

The purpose of the committee is to advise the City Council on issues related to active transportation per Newport Municipal Code Chapter 2.05 (Boards and Commissions) Section 2.05.001 (Applicability and Authority), Section 2.05.001 (Board, Committee, and Commission Appointments and Service) and Section 2.05.055 (Bicycle and Pedestrian Advisory Committee).

Article 3: Membership

1. Committee members are appointed by the City Council.
2. At the City Council's option, the Committee may review applications, interview candidates, and make recommendations to the City Council.
3. The Committee shall consist of a minimum of seven members and up to three alternate members.
4. All terms are two-year terms that end on the 31st of December.
5. If a member leaves mid-term, a vacancy is created. When that vacancy is filled the new member shall complete the remainder of that term.
6. All members in good standing are given the option of serving a (or another) two-year term.
7. Alternate members vote only when quorum (four members) is not met.

Article 4: Leadership

1. A new chairperson and vice-chairperson shall be voted on by the majority of the members on the first meeting of each year.
2. The chairperson shall start and end meetings, introduce agenda items, and lead discussion as needed.
3. The vice-chairperson shall fulfill the chairperson's role in their absence.

Article 5: Meetings

1. The Committee shall conduct monthly meetings at least six (twelve times a year) unless circumstances do not allow.
2. Meetings are usually convene at 5:30 p.m. on the second Tuesday of a given month. ,5:30 p.m. to 7:00 p.m. Members may decide to continue a meeting at or near the meeting's end (7:00 p.m.).
3. Members may decide to cancel meetings or schedule additional meetings by majority vote.
4. Individual members are not obligated to attend all scheduled meetings. more than twelve meetings in a given year. "Attending" a meeting includes meetings that did not reach quorum.
4. If membership quorum is not reached by 15 minutes past the scheduled meeting time, the meeting shall be "called" by the Chairperson or, in their absence, an attending member.
5. If a meeting is cancelled due to lack of quorum, the attending members may decide whether or not to schedule a make-up meeting and shall determine the day and time.
6. At least four members, including alternate members, shall constitute quorum.

Article 6: Amendments

1. These bylaws may be amended at any time by the Newport City Council. The committee shall make requests to the City Council for necessary and appropriate amendments.

