

**RESOLUTION NO. 9
SERIES 2010**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUNNISON,
ESTABLISHING A BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)
FOR THE CITY OF GUNNISON**

WHEREAS, the City Council of the City of Gunnison, Colorado, recognizes the health and wellbeing promoted by bicycling and pedestrian activities; and

WHEREAS, walking and bicycling are efficient forms of transportation that help reduce carbon emissions and assist in achieving the City's Energy Action Plan goals; and

WHEREAS, City Council is desirous to enhance the opportunities and facilities for bicyclists and pedestrians within the City of Gunnison; and

WHEREAS, City Council wants to promote and educate citizens on the safe multimodal use of our streets, sidewalks, paths and trails in and around our community; and

WHEREAS, City Council recognizes the importance of receiving input from an advisory committee with diverse and broad base experience and interest in matters concerning bicycle and pedestrian modes of transportation;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GUNNISON, COLORADO, THAT:

Section 1. There is hereby established the City of Gunnison "Bicycle and Pedestrian Advisory Committee, hereinafter "BPAC". BPAC shall be comprised of community, City elected officials and City Staff members who take an active interest in bicycling and/or pedestrian issues in the community.

Section 2. The purpose of the BPAC is to actively advise the City Council with thoughtful recommendations on issues concerning bicycle and pedestrian transportation activities. These issues are, but are not limited to, the implementation of the Bicycle and Pedestrian Plan element of the City's long-range capital plans relating to transportation within the City.

Section 3. The BPAC shall not constitute a Board or Commission under Section 3.17 of the City of Gunnison Home Rule Charter. No community member of the BPAC shall receive City compensation for service on the Committee.

Section 4. The BPAC shall meet and operate under the City Council-approved BPAC By-laws, as attached to this Resolution. All BPAC meetings shall be open to the public and shall conform to the Colorado Sunshine Law, §24-6-402, C.R.S.

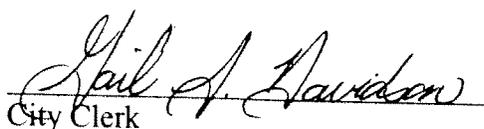
INTRODUCED, READ, PASSED AND ADOPTED by the City Council of the City of Gunnison, Colorado, this 14th day of December, 2010.

(SEAL)



Mayor

ATTEST:



City Clerk

BY-LAWS
City of Gunnison
Bicycle and Pedestrian Advisory Committee

ARTICLE I: ESTABLISHMENT/NAME OF COMMITTEE

Section 1: Name of Committee

The name of the committee shall be the City of Gunnison Bicycle and Pedestrian Advisory Committee, hereinafter referred to as BPAC.

Section 2: Relationship to the City of Gunnison

The BPAC will operate as an advisory committee to the City of Gunnison Council (CITY) and may, under direction from CITY, act as the sponsor for CITY initiated studies related to pedestrian or bicycle travel within CITY planning area, and may partner with other public or non-profit organizations on planning matters to further the development of bicycle and pedestrian travel in the region.

Section 3: Use of Committee Name

The committee, at the discretion of CITY, in an effort to promote bicycle and pedestrian activities, may lend its name in approval of certain activities, but shall not permit the use of its name to approve, endorse nor in any way indicate support of specific commercial sponsors of said activities nor for specific products.

ARTICLE II: PURPOSE AND DUTIES

Section 1: Purpose

The purpose of the BPAC is to identify community issues and needs with respect to bicycle and pedestrian facilities and to provide input and feedback to CITY and its constituent jurisdictions on ways to make streets and highways in CITY and its surrounds safer for non-motorized modes of travel and to make bicycling and walking a more attractive choice of travel.

Section 2: Duties

The duties of the BPAC include the study and development of recommendations to formulate advice to CITY on a wide range of programs and issues concerning the implementation of the Bicycle and Pedestrian Plan element of CITY long-range capital plans relating to transportation within CITY. Among the duties of the BPAC are included:

- A. Reviewing plans, policies, and procedures related to bicycle and pedestrian modes of travel in CITY planning area and making recommendations to CITY pertinent to these subjects.
- B. Advising CITY on community needs and issues with respect to bicycle and pedestrian facilities and travel.
- C. Identifying deficiencies in existing bicycle and pedestrian facilities and distinguishing opportunities for improvement or enhancement.
- D. Working with local jurisdictions to assess opportunities for enhancing bicycle and/or pedestrian travel in programmed transportation construction in CITY project planning.
- E. Provide input into the development of bicycle and pedestrian project grant applications.
- F. Serve as CITY liaison with other citizen advisory committees or other agencies in the region that share common issues with regards to bicycle and/or pedestrian travel.
- G. Review and comment on local, state or federal legislation or ordinances affecting bicyclists or pedestrians.
- H. Work with agencies such as law enforcement, schools, and advocates for the disabled or others on initiatives targeted at certain bicycle or pedestrian user groups.

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- I. Provide a forum for communication linking public and private agencies users and providers.
- J. Other activities related to improving bicycle and pedestrian travel at the direction of CITY.

Section 3: Work Priorities

Work priorities for the BPAC shall be established at the first meeting of each year. Committee members are asked to actively contribute to the objectives and work of the committee.

ARTICLE III: MEMBERSHIP**Section 1: Committee Size**

The BPAC will be comprised of up to twelve (12) or more members from the community and City staff, appointed by the CITY, who take an active interest in bicycling and/or pedestrian issues in the community. Members can be added by majority consent of the BPAC.

Section 2: Membership Interests

Efforts shall be made to create a balanced and diverse BPAC Board that represents both bicycling and pedestrian interests including representatives from throughout CITY planning area. Candidates for the BPAC are solicited from the public at large as well as from local advocacy/recreational groups and CITY staff to reflect a diverse mix of representative.

BPAC Board Members

Dave Myers	dmoegunni@msn.com	Rock 'N' Roll Sports
Dave Weins	daveonpine@yahoo.com	Gunnison Trails
Ellen Harriman	erharriman@roadrunner.com	City of Gunnison Councilor
Gary Pierson	gpierson@western.edu	Western State College
Joellen Fonken	sageproduction@roadrunner.com	Gunnison Nordic
Jon Nelson	jnelson@gunnisonschools.net	REIJ School District
Ken MacLennan	kenlyn@gunnison.com	Master Athletes

BPAC Staff

Ken Coleman	ken@cityofgunnison-co.gov	City of Gunnison Manager
Dan Ampietro	dan@cityofgunnison-co.gov	City of Gunnison Park & Recreation Director
Andie Ruggera	andie@cityofgunnison-co.gov	City of Gunnison Planner
Steve Westbay	swestbay@cityofgunnison-co.gov	City of Gunnison Community Development Director
Tex Bradford	tex@cityofgunnison-co.gov	City of Gunnison Public Works Director
Chris Wilson	chrisw@cityofgunnison-co.gov	City of Gunnison Police Captain

Section 3: Terms of Membership

Terms of service for community members of the BPAC shall be indefinite. Replacement of members shall be initiated by notification from the member of their resignation. That notice shall be provided in writing at least thirty (30) days prior to their date of resignation.

Section 4: Attendance

Meetings will be conducted electronically with information disbursed via emails. CITY staff will provide all information to the group via electronic format and committee members are encouraged to provide feedback and input in response to distributed information. Members will be allowed ten (10) days to respond to the information provided for their feedback to be considered. If there is intermittent input communications provided to staff by committee members, the information will be distributed to the entire group for further feedback. Physical meetings may be approved by a majority of the members to engage in common discussions.

Section 5: Voting Authority

The BPAC Board members each have voting privileges. BPAC staff each has voting privileges. These two groups will comprise the entire BPAC. At times, non-voting members may be added. Votes may be cast on issues via written communication thru the US Postal Service or e-mail.

ARTICLE IV: MEETINGS

Section 1: Meeting Schedule

Regularly scheduled meetings of the BPAC shall be conducted via e-mail communications. BPAC staff may meet independently of the Board to discuss action items and no votes shall be cast during these separate meeting times.

Section 2: Special Meetings

Special meetings shall be held only on days and times agreed upon by a majority of the Committee. Special meeting times shall be set through email communication after a majority of the Committee responds affirmatively to the date and time.

Section 3: Notice of Meetings

A meeting notice will be provided by email when business decisions are required of the BPAC. Email correspondence that requires action will begin with the meeting notice. Special meeting notice will be provided at least five (5) days prior to the Special meeting with time, date, and place of the meeting contained within the notice posted in a designated location.

Section 4: Public Meetings

Meetings shall be open to the public and shall conform to the Colorado Sunshine Law. Under the law (§ 24-6-402, C.R.S.), "meeting" refers to any kind of gathering, convened to discuss public business, whether in person, by telephone, electronically, or by other means of communication. Electronic mail messages can be considered "meetings" under the statute.

Section 5: Minutes

Meeting minutes will be kept by BPAC staff and approved by the Committee. When votes are taken on items or matters to be presented to CITY, a roll call vote will be taken and the results documented in the minutes. The minutes shall reflect minority views in addition to the majority viewpoint. Minutes of meetings must be taken and are open to public inspection.

ARTICLE V: OFFICERS

Section 1: Committee Officers

The Committee shall choose from its voting members a Chairperson and Vice-Chairperson by a majority vote of its members. The Vice-Chair shall fill in for the Chair in their absence. In the absence of both officers, those members present shall select one of the members present to serve as Acting Chair. Officers shall be elected for a term of two years and shall be eligible for serving additional terms of office.

Section 2: Election of Officers

Election of officers shall take place at the first meeting of the year.

Section 3: Chair Responsibilities

The Chairperson shall conduct the Special meetings of the BPAC and work with BPAC staff to prepare an agenda for each meeting. It is the responsibility of the Chair or their designated appointee(s) to represent the BPAC in front of CITY or other public organizations.

Section 4: Subcommittees

Subcommittees may be created at the discretion of the BPAC. Subcommittees may be established as necessary for the proper conduct of the Committee's affairs. The members of such subcommittees shall be appointed by the Chair and approved by the BPAC.

ARTICLE VI: MEETING PROTOCOL

Section 1: Parliamentary Authority

The rules contained within the current edition of Robert's Rules of Order Newly Revised shall govern the BPAC in all cases to which they are applicable and in which they are not inconsistent with these bylaws or any special rules of order the BPAC may adopt.

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Section 2: Quorum

For purposes of decision making a quorum will consist of at least eight (8) Committee members. No actions will be taken at Special meetings with less than eight (8) members and electronically conducted meeting will require eight (8) member responses to initiate actions. If a quorum is not present at a called Special meeting, the members at the meeting shall have the power to adjourn the meeting to another time and/or place. Items may be discussed and information may be distributed on any item even if a quorum is not present. Electronic meeting will always be considered to have a quorum.

Section 3: Votes

Motions put before the BPAC, with the exception of changes to the bylaws, require a majority vote of the members present to pass.

Section 4: Bylaw Changes

The bylaws of BPAC can be amended at any meeting of the Committee by an affirmative vote of two-thirds of the full Committee, provided that the amendment has been properly submitted. Proper submission requires that the amendment be circulated in writing to all members of the BPAC at least two (2) weeks before the meeting at which it is discussed. Any bylaw change must also be approved by CITY after BPAC has agreed to the change.

ARTICLE VII: STAFF ROLE

Section 1: CITY to Staff

The City of Gunnison Manager shall have the responsibility of staffing the Committee. Staff responsibilities will include, but are not limited to, taking minutes, distributing notices and announcements of meetings, and meeting with the Chair to establish administrative functions and set agendas along with providing information and research to assist the Committee.

Section 2: Manager to CITY

The City Manager shall be responsible to ensure the CITY is informed of all planning efforts and discussions engaged in by staff and the BPAC.

ARTICLE VIII: ADOPTION OF BYLAWS

These bylaws were adopted by the BPAC at an electronic meeting held on _____, 2010.

These bylaws were approved by CITY at a regular meeting held on December 14, 2010.