



## Bicycle & Pedestrian Advisory Committee (BPAC) Bylaws

Amended January 2024

### I. Purpose

The purpose of the Rio Grande Valley Metropolitan Planning Organization's (RGVMPO) Bicycle and Pedestrian Advisory Committee (BPAC) is to advise the RGVMPO's Technical Advisory Committee (TAC) and Transportation Policy Board (TPB) on bicycle and pedestrian projects, initiatives, and issues. By involving representatives of the public, including bicyclists, pedestrians, and other interested parties, the RGVMPO helps ensure their needs and positions are considered, implemented, and executed in the development of regional policies, programs, and projects.

The RGVMPO BPAC prioritizes improving connectivity, accessibility, and community health while planning for a comprehensive active transportation system. The Committee will guide the implementation of the key principles, goals, and supporting initiatives outlined in the RGVMPO Active Transportation Plan (ATP), adopted in December 2020.

RGVMPO ATP Key Principles and Supporting Goals:

- Increasing mobility across active transportation modes, *while creating an integrated regional transportation network.*
  - Connecting the first and last mile of public transit trips to create a realistic and comprehensive network.
  - Link existing pedestrian routes, increase connectivity, and increase user comfort via a system of safe facilities.
  - Filling sidewalk gaps and improving the quality of the pedestrian network.
- Establishing a comprehensive system of transportation options and allowing *users of all ages and abilities to access resources across the region.*
  - Improving connections to key destinations promotes more frequent participation in active transportation.
  - Enhancing travel choices for underserved people while increasing access to basic needs, services, and employment.
  - Encouraging user participation through education and empowering residents to engage with the community.
- Promoting active transportation modes that *improve public health and support local economies.*
  - Supporting job creation and local spending through active tourism.
  - Integrating activity to lower the effects of obesity, heart disease, mental health issues and other chronic conditions.
  - Reducing speeds and minimizing conflicts with motorized vehicles to increase safety for all users.

## II. Membership

RGVMPO BPAC Membership Applications will be available to download from the RGVMPO website. Individuals interested in serving shall email their application to the RGVMPO and may be appointed, on a rolling-basis, by the existing voting membership. Members shall be selected to serve a one-year or two-year terms. The 'voting membership' of the RGVMPO-BPAC shall consist of a maximum of seventeen (17) members made up of the positions listed.

- Eight (8) public agency positions from any of the following within the RGVMPO MAB:
  - Counties (Cameron, Hidalgo, Starr)
  - Municipalities within Cameron, Hidalgo, and Starr Counties
  - Transit Providers
  - Public Safety Agencies
  - Texas Department of Transportation (TxDOT) Pharr District
- One (1) economic development agency position:
  - Defined as an independently funded and operated 501(c)(3) nonprofit organization responsible for marketing and promoting Texas as a premier business location.
- Two (2) bicycle-oriented or pedestrian-oriented organization positions:
  - Defined as a nonprofit or grassroots advocacy group/organization purposed for or focused on cycling, pedestrian, or alternative transportation-related activities.
- Two (2) stakeholder organization positions from any of the following:
  - Parks and Wildlife Agencies
  - Educational Institutions
  - Medical Institutions
  - Advocates for At-Risk Populations
- Four (4) bicycle/pedestrian citizens at-large:
  - Defined as a local resident for bicycle/pedestrian interests.

Appointed members may nominate an alternate with full voting privileges in their absence. Members shall reside or work within the RGVMPO's Metropolitan Area Boundary (MAB) and is entitled to one (1) vote on each item submitted for action/vote of the members. When one or more of the membership positions becomes vacant, the RGVMPO shall open a Call for Membership Applications.

## III. Executive Committee

Elections for the Executive Committee shall occur on a bi-annual (every other year) basis during the first meeting of the fiscal year (October to September).

Chair shall preside meetings and be nominated from the existing membership and appointed by the RGVMPO BPAC for a two-year term from the date elected. In the event of a vacancy, the Vice-Chair shall succeed the Chair for the remainder of their term.

The Vice-Chair shall act on behalf of the Chair during absences and be nominated from the existing membership and appointed by the RGVMPO BPAC for a two-year term from the date elected. In the event of a vacancy, the RGVMPO will coordinate an election for Vice-Chair.

The Chair and Vice-Chair may serve consecutive terms by recommendation of the Committee.

**IV. Maintaining Membership**

Voting members will be in ex-officio status and lose their voting privileges after missing three (3) consecutive monthly/bi-monthly meetings, or two (2) consecutive quarterly meetings. To regain voting privileges, members in ex-officio status must attend three (3) consecutive monthly/bi-monthly meetings, or two (2) consecutive quarterly meetings.

Members who fail to regain voting privileges and continue to miss meetings shall be subject to removal from the Committee. Members wishing to resign their position may be replaced by their alternate for the remainder of their term, or they may vacate their position to allow the existing voting membership to select an applicant after the RGVMPPO opens a Call for Membership Applications.

Excused absences may include but are not limited to illness-related absences, significant family events and circumstances, pre-planned events that cannot easily be changed, and employment conflicts that cannot easily be resolved. If an absence is not reported within two (2) days after the start of the meeting, it is automatically unexcused.

**V. Ex-Officio Membership**

The RGVMPPO’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 RGVMPPO BPAC discussions.

**VI. Procedures**

A meeting quorum shall be defined as one-half plus one of the existing voting memberships. Vacancies shall not count against quorum. A quorum shall be present for all actions taken by the RGVMPPO BPAC. The quorum shall continue until adjournment regardless of the departure of any members. In the absence of quorum, the Committee may choose to discuss topics informally but may take no action or accept recommendations.

Regular meetings of the RGVMPPO BPAC shall be held at least quarterly with written notice and agenda submitted to all members at least (3) business days prior to the meeting date. RGVMPPO BPAC Meeting Schedules will be considered during the first meeting of the calendar year (January to December). Special meetings may be called more frequently at the discretion of the Advisory Committee or RGVMPPO designated staff member with written notice and agenda submitted to all members at least (3) business days prior to the meeting date. Meetings shall be open to the public.

The RGVMPPO, as the lead agency, will be responsible for coordinating the meeting’s date, time, and place, and electronically emailing the agenda to all members of the RGVMPPO BPAC. Each agenda will include a ‘Citizens Input/Public Comment’ item as participation by interested citizens in attendance is encouraged. Additionally, each agenda will include a ‘Project Updates’ item for the continued monitoring and transparency of the region’s Transportation Alternatives Set-Aside funds.

The RGVMPPO BPAC bylaws may be expanded or modified as agreed upon when proposed amendments to bylaws are presented for consideration and action at regular or special meetings.

**VII. Bylaw Adoption/Amendment History**

Adopted, April 2020.

Amended, January 2023.

Amended, January 2024.