

**THE CITY OF FREDERICK  
MAYOR AND BOARD OF ALDERMEN**

**RESOLUTION NO: 13-08**

**A RESOLUTION CONCERNING  
BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE**

WHEREAS, in 2010, Mayor Randy McClement created an ad hoc Bicycle Advisory Committee with the goal of helping The City of Frederick become recognized as a Bicycle Friendly Community; and

WHEREAS, this original goal was achieved in the fall of 2012, when the League of American Bicyclists designated The City of Frederick as a Bicycle Friendly Community (Bronze); and

WHEREAS, The City of Frederick remains committed to enabling bicyclists and pedestrians to safely cycle or walk for recreation and transportation; and

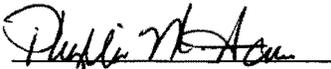
WHEREAS, increasing bicycling and walking opportunities helps to improve the quality of life of the residents of The City of Frederick, which can lead to higher property values, business growth and increased tourism; and

WHEREAS, Sec. 28 of the Charter of The City of Frederick allows the Mayor, with the advice and consent of the Board of Aldermen, to create committees to advise in the administration of the City's affairs; and

WHEREAS, the Mayor and Board of Aldermen wish to create a Bicycle and Pedestrian Advisory Committee to expand upon the work completed by the ad hoc Bicycle Advisory Committee; and

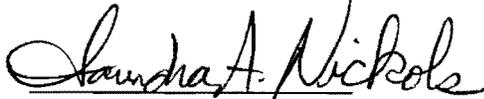
NOW, THEREFORE, BE IT RESOLVED that a Bicycle and Pedestrian Advisory Committee is hereby created as further described on Exhibit A, attached hereto and incorporated herein by this reference.

ADOPTED AND APPROVED THIS 7th DAY OF FEBRUARY, 2013.

  
WITNESS

  
Randy McClement, Mayor

Reviewed and approved for legal sufficiency:

  
City Attorney

## EXHIBIT A

### BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

#### **I. Establishment.**

Pursuant to § 28(i) of the Charter of The City of Frederick, the Mayor and Board of Aldermen hereby establish a committee to be known as the Bicycle and Pedestrian Advisory Committee ("Committee").

#### **II. Purpose and Responsibilities.**

**A. Purpose.** The Committee will advise City officials and staff on the sound development, management, and safe use of The City of Frederick's pedestrian and bicycle systems as they relate to infrastructure, accessibility, and promoting the benefits of these systems.

**B. Responsibilities.** In carrying out its general purpose, the Committee will:

1. Review the annual Capital Improvement Program and provide to the Board of Aldermen recommendations regarding funding for projects relating to bicycling and pedestrian transportation;
2. Periodically, or at the request of the Mayor or Board of Aldermen, provide advice on the development of regulations or policies that benefit cyclists and pedestrians;
3. Prepare an annual report outlining the current status of, and upcoming plans for, cycling and pedestrian projects and activities; and
4. Engage in community outreach and education on cycling and pedestrian initiatives and events.

#### **III. Membership.**

**A. Number and Appointment.** The Committee consists of nine members appointed by the Mayor with the advice and consent of the Board of Aldermen. The Mayor, with the advice and consent of the Board of Aldermen, may appoint a representative of the State of Maryland to serve in an advisory capacity to the Committee. In addition, the Mayor may appoint an Alderman to serve as a non-voting liaison to the Committee.

**B. Qualifications.** The Committee should include at least one owner of a business located within the City; one representative of those with impaired vision or mobility; one representative of Frederick County Public Schools; and at least two members of one or more local bicycle or pedestrian advocacy organizations. Each member of the Committee must be a resident of the City.

- C. **Terms of Office.** The six individuals who serve as members of the ad hoc Bicycle Advisory Committee as of the effective date of this Resolution are hereby appointed as members of the Committee. Of such members, two will serve a term of two years, two will serve a term of three years, and two will serve a term of four years. As soon as practicable following the adoption of this Resolution, the Mayor shall announce the specified term for each member. All members later appointed will be appointed for a term of four years. In the event of a vacancy, the Mayor, with the advice and consent of the Board of Aldermen, shall appoint a member to complete the unexpired term of the vacant position.
- D. **Holding Over and Reappointment.** Upon the expiration of a term, a member may continue to serve until a successor is appointed. Members may be reappointed to successive four-year terms.
- E. **Removal.** A Committee member may be removed at any time, with or without cause, by the Mayor with the advice and consent of the Board of Aldermen.
- F. **Presiding Officer.** The Committee annually will elect from its membership a chairperson to preside over meetings of the Committee and a vice chairperson to preside over meetings in the absence of the chairperson. The chairperson and vice chairperson shall serve a one-year term and will be eligible for reelection.

#### IV. Meetings.

- A. **Schedule.** The Committee shall meet as often as it deems necessary to discharge its duties. Meetings will be scheduled by the Planning Department in consultation with the Committee chairperson.
- B. **Open Meetings.** Every meeting of the Committee will be open to the public in accordance with the Maryland Open Meetings Act, unless allowed by the Open Meetings Act to be closed. The Committee shall keep a record of its proceedings and actions. The record of any open meeting will be kept on file for public view at the Department of Planning.
- C. **Quorum.** A quorum of the Committee is a majority of the current members of the Committee. No action may be taken in the absence of a quorum.
- D. **Rules of Procedure.** The Committee may adopt rules of procedure to assist it in the transaction of its business.