

CITY OF SALISBURY

RESOLUTION NO. 2401

**A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND, TO ESTABLISH A
BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE**

WHEREAS, the City of Salisbury is committed to providing a safe and pleasant environment for walking and cycling for transportation and recreation; and

WHEREAS, the Traffic and Safety Advisory Committee has recommended that the City establish a Bicycle and Pedestrian Advisory Committee to advise the City government on issues specific to cycling and walking in the City; and

WHEREAS, the advice of a Bicycle and Pedestrian Advisory Committee may help the City obtain grant funding and recognition for community improvements directed toward facilitating cycling and walking in the City.

NOW, THEREFORE, be it resolved by the City of Salisbury, Maryland, that a Bicycle and Pedestrian Advisory Committee is hereby established to advise City officials and staff on the sound development and management and safe use of the City of Salisbury's pedestrian and bicycle systems in relation to infrastructure, accessibility, and promoting the benefits of these systems and shall have the following attributes:

Responsibilities. The Committee shall:

1. Periodically, or at the request of the Mayor or City Council, provide advice on the development of regulations or policies that benefit or pertain to cyclists and pedestrians;
2. Review the annual Capital Improvement Plan and provide recommendations to the Mayor and City Council regarding funding for projects relating to cycling and walking in the City;
3. Prepare an annual report outlining the current effectiveness of and plans for cycling and pedestrian projects and activities;
4. Advise and assist the Mayor and City Council, and City staff members at the request of the Mayor, in applying for grant funding for projects related to cycling and walking;
5. Engage in community outreach and education on cycling and pedestrian initiatives and events; and

6. Be a resource to and interact with the Salisbury-Wicomico Metropolitan Planning Organization through regular, quarterly or semiannual, collaborative meetings and also interact with the City Public Works Department, the City Police Department, the City Planning Commission, the Wicomico County Public Works Department, and the Maryland State Highway Administration in relation to specific projects and planning activities related to cycling and walking in Salisbury.

Membership. The members of the Committee shall be no fewer than five (5) and no more than seven (7) persons, the majority of whom shall be city residents at the time of their appointment. All members shall be appointed by the Mayor and confirmed by the Council to serve terms of three (3) years. Members shall be subject to removal by the Mayor and Council.

Holding Over and Reappointment. Upon the expiration of their terms, members of the Committee may be reappointed and shall continue to serve until they are reappointed and confirmed or their replacements are appointed and confirmed.

Leadership. The Committee shall elect a Chairperson and a Vice-Chairperson annually, and each shall serve at the pleasure of the Committee. If either position becomes vacant, an election to fill the position shall be held at the Committee's next meeting, provided that all Committee members have been informed of the vacancy at least one (1) week before such meeting.

Meetings. The Committee shall meet monthly at times and places to be determined by the Committee and shall hold additional meetings as it deems necessary to perform its functions. The meetings of the Committee shall be open to the public and advertised in accordance with the Maryland Open Meetings Act, as amended from time to time. The Chairperson of the Committee shall preside over all meetings, and, in the absence of the Chairperson, the Vice-Chairperson shall preside. When both the Chairperson and the Vice-Chairperson are absent, the Secretary to the Committee shall preside.

Quorum. A majority of the current members of the Committee shall constitute a quorum, and the Committee shall not act in the absence of a quorum; however, any meeting of the Committee other than for the purpose of acting as the Committee (as through the adoption of a formal recommendation) may proceed despite the absence of a quorum.

Staff Support. The Director of Public Works or a Public Works staff member designated by the Director shall serve as Secretary to the Committee and shall be responsible for providing administrative support to the Committee, which shall include ensuring that agendas for the Committee's meetings are distributed before the meetings are held and that minutes of the Committee's meetings are kept. The Secretary shall not be a voting member of the Committee, but the Secretary or another City employee

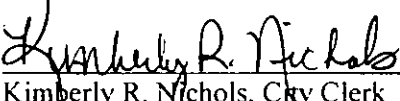
substituting for the Secretary shall attend the Committee's meetings. The Secretary shall keep all of the Committee's records.

Council Liaison. The City Council may designate one of its members to be its liaison to the Committee, and the City Council liaison shall be invited to attend all Committee meetings and shall be entitled to address the Committee at each meeting.

Recommendations. The Committee shall make all of its recommendations in writing and direct them to the Mayor and the City Council. The Committee shall not have the authority to direct the City staff to take any action. In making recommendations, the Committee should take into consideration the estimated or potential costs and benefits of any recommended changes or policies.

THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury held on the 27th day of May, 2014, and is to become effective immediately upon adoption.

ATTEST:

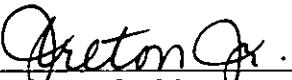


Kimberly R. Nichols, City Clerk



Jacob Day, City Council President

Approved by me, this 30th day of May, 2014.



James Heton, Jr., Mayor

INTER

OFFICE

MEMO

OFFICE OF THE MAYOR

To: City Council
From: Tom Stevenson
Subject: Bicycle & Pedestrian Advisory Committee
Date: May 27, 2014

Attached, please find a resolution that will have the effect of creating a Bicycle and Pedestrian Advisory Committee.