

**ORDINANCE AMENDING CHAPTER 2, ARTICLE III, ENTITLED
“BOARDS AND COMMISSIONS” TO CREATE THE BICYCLE /
PEDESTRIAN/ACTIVE MOBILITY ADVISORY COMMITTEE**

BE IT ORDAINED by the Mayor and City Council of Winston-Salem that Chapter 2, Article III is hereby amended.

Section 1. Section 2-63 is hereby amended to add the Bicycle/Pedestrian/Active Mobility Advisory Committee to the list of public bodies.

Section 2. Chapter 2, Article III. is hereby amended to create a new Division 17. entitled Bicycle/Pedestrian/Active Mobility Advisory Committee to read as follows:

“Division 17. Bicycle/Pedestrian/Active Mobility Advisory Committee.

Sec. 2-311. Purpose

There is hereby created the Bicycle/Pedestrian/Active Mobility Advisory Committee (hereinafter “committee”). The purpose of the committee is to review plans, projects, policies, and programs that may impact the safety and mobility of those who travel by foot, bicycle, or other active mobility device, and to ensure consistency with city goals to improve and promote safe multimodal transportation. While the committee serves in an advisory capacity, the city council makes the final decision on transportation and development issues.

Sec. 2-312. Membership and Appointment

The committee shall be composed of eleven voting members and three ex-officio members of the public. All members shall be residents of the City of Winston-Salem, but cannot be employees of the City of Winston-Salem. All members shall be recommended by the Mayor and approved by the city council. The committee members shall elect a chairman and a vice-chairman from their voting membership. When making recommendations to the city council for committee members, the Mayor will seek candidates who have the following backgrounds or experiences:

1. Active transportation commuting
2. Recreational cycling, walking, and/or running
3. Transportation planning and policy
4. Primary and secondary education transportation services
5. College/university transportation services
6. Transit services
7. Advocacy for accessibility for people with disabilities

8. Transportation issues affecting minority, low-income, and limited-English proficiency residents

The committee shall include three ex-officio, non-voting members to promote collaboration and coordination across existing boards and commissions dedicated to transportation issues. One person from each of the boards and commissions listed below shall be appointed, as part of his or her duties as an existing member of said board or commission, and shall not be counted for the purpose of determining a quorum in accordance with section 2-319 herein:

1. Creative Corridors Design Review Committee
2. Transit Authority
3. Transportation Advisory Committee

The term of each ex-officio member shall expire when the term of his or her membership on one of the boards or commissions listed above in this paragraph expires.

Sec. 2-313. Term.

Voting members shall serve three-year staggered terms, with five of the initial eleven members being designated to serve a two-year term, each, and the remaining six members being designated to serve a three-year term, each. All subsequent appointments shall be for three-year terms. The members of the committee shall serve without compensation.

Sec. 2-314. Officers.

- (a) Chair and Vice Chair. The chair and vice-chair shall each be one of the eleven voting members of the committee. The chair and vice-chair shall serve one-year terms and will be nominated and selected by the voting members of the committee. The chairpersons are eligible to serve multiple one-year terms as long as they are members of the committee.
- (b) Executive Secretary. The city manager's office shall designate an executive secretary for the committee. The executive secretary, subject to the direction of the chair, shall keep or cause to be kept all minutes of the committee and shall prepare all correspondence of the committee for the signature of the chair, shall arrange for all required public notices, shall notify committee members of pending meetings and their agendas, and shall generally supervise the clerical work of the committee. The executive secretary shall keep the minutes of every meeting of the committee, and shall comply, in every respect, with section 2-61 of the Winston-Salem Code of Ordinances and all applicable laws. Copies of all correspondence and other documents pertaining to the committee shall be maintained in chronological order by the executive secretary, in a separate file.

Sec. 2-315. Removal.

Members of the committee shall serve at the pleasure of the city council, and may be removed by the city council. In order for the committee to carry out its duties and responsibilities, it is necessary for all members to attend the meetings. If any member is absent for two consecutive regular meetings, without excuse granted by the committee, the chair may notify such member in writing of such member's absences, and if such member fails to attend the next regular meeting, the committee may, by majority vote of the remaining members, request that the position be vacated and a replacement be appointed by the city council.

Sec. 2-316. Ethics Policy.

Committee members shall abide by the city's ethics policy. If it is determined that a committee member has a prohibited interest or relationship, or has failed to abide by the city's ethics policy, said member shall be removed from the committee by the city council.

Sec. 2-317. Staff Support.

Staff from the city department of transportation and the city manager's office will provide staff support to the committee.

Sec. 2-318. Meetings.

The committee shall hold regular meetings at least once in each month. Special meetings will be called by the chair or any two members of the committee, signing a call for such a meeting.

Sec. 2-319. Quorum.

All meetings shall be duly convened only when a quorum is present. A quorum shall consist of a majority of the current voting members of the committee excluding any vacant seats.

Sec. 2-320. Voting.

An affirmative vote equal to a majority of all the voting members of the committee present and not excused from voting shall be required for any official action of the committee. The co-chairs shall be full voting members of the committee.

Sec. 2-321. Rules of Procedure.

The committee shall adopt such additional rules of procedure as may be necessary for the proper discharge of its duties, and shall file the rules of procedure with the city secretary.”

Secs. 2-322 – 2-329. Reserved.

Section 3. This ordinance is effective upon adoption.