

CEDAR CITY ACTIVE TRANSPORTATION COMMITTEE

BYLAWS

SECTION 1. CREATION OF THE ACTIVE TRANSPORTATION COMMITTEE (ATC)

There is hereby created an Active Transportation Committee within and for Cedar City to be known as the Cedar City Active Transportation Committee (ATC).

SECTION 2. DEFINITIONS

Active Transportation - refers to any self-propelled, human-powered mode of transportation including but not limited to walking, running, cycling and roller blading.

SECTION 3. PURPOSE AND FUNCTIONS

The purpose of the ATC is:

- A. To create an Active Transportation Plan for Cedar City,
- B. To advise the Cedar City Council, Staff and Community Organizations and partners on the implementation of Cedar City's Active Transportation Plan,
- C. To represent community and constituent interests in transportation planning decisions, and
- D. To provide feedback to staff on projects relating to active transportation. Cedar City staff will consider recommendations from the ATC along with input from other members of the public during decision making.

Functions and charges of the ATC include the following:

- A. Assist in the development and implementation of active transportation projects and programs contained in the City's Active Transportation Plan.
- B. Review and comment on changes to City planning and policy documents where they relate to active transportation.
- C. Provide input on benchmarks and review associated data to monitor and document the implementation of the Active Transportation Plan.

- D. Assist in the development and dissemination of active transportation awareness and education materials to the community.
- E. Serve as liaisons, connecting key community members, community groups and organizations and encouraging active transportation.
- F. Review and make recommendations on active transportation priorities.

The Cedar City ATC works with community stakeholders and City staff to develop and implement short and long-range plans and design projects that lead to active transportation systems.

SECTION 4. ACTIVE TRANSPORTATION COMMITTEE

- A. The ATC shall consist of up to nine (9) members with a demonstrated interest, competence, or knowledge in active transportation. One of the members shall be a designated City Councilman.
- B. Except for members representing the Utah Department of Transportation (UDOT), all committee members shall reside within Cedar City's boundaries.
- C. The term of office for the designated City Councilman shall correspond to their tenure of office. The terms of office for the appointive members of such committee shall be four (4) years. Vacancies occurring otherwise than through the expiration of terms shall be filled by appointment by the Mayor with the consent of the City Council. All terms shall be adjusted so that they terminate on June 30th in the year they are currently scheduled to terminate.
 - 1) The terms of the initial appointees shall be staggered. The Mayor shall designate five (5) members of the ATC to serve a four (4) year term, and four (4) members to serve a two (2) year term. All appointments after the initial formation of the committee shall serve a complete four (4) year term.
- D. The ATC will meet at least twice each year and conduct business in accordance with the Open Public Meeting laws of Utah. All members of the ATC shall follow the State of Utah Public Employees Ethics Act.
- E. The officers of the ATC shall elect a Chairperson who will serve as chair until their term expires or terminates.
- F. The Chairperson shall: preside at all meetings; represent the ATC before all other bodies and committees as directed; and work with City staff.

- G. In the event of the absence of the Chairperson, the Committee shall select a member to perform the duties of the Chair.
- H. The Chairperson is a voting member.
- I. Official action may be taken by the ATC when a quorum is present. A quorum shall consist of a simple majority of the voting members.
- J. Meetings should be conducted pursuant to Robert's Rules of Order. In applying Roberts Rules of Order the chairperson is encouraged to reject an overly formal application.
- K. Written minutes of each commission meeting will be prepared and made available for public inspection.

SECTION 5. ETHICAL BEHAVIOR

- A. All meetings shall be open to the public, and interested persons or groups are invited to address the ATC.
- B. The members of the ATC are appointed officials of the City and shall comply with the terms of the Utah Municipal Officers and Employees Ethics Act, UCA §§10-3-1301 through 10-3-1312, as currently enacted or as it may be amended. When new members of the ATC are appointed City Staff shall provide all training that is reasonably necessary.

SECTION 6. TERMINATION

- A. A four-year term shall be continuous except under the following conditions:
 - 1) Change in status of the member so they no longer reside within the City's boundaries.
 - 2) The member submits their resignation. A committee member who wishes to resign shall submit a letter of resignation to the ATC Chairperson.
- B. The Mayor may remove members of the ATC for the following reasons:
 - 1) Misconduct including, but not limited to, commission of a criminal act other than minor traffic violations, and;
 - 2) Excessive absenteeism including, but not limited to, missing three (3) consecutive meetings.

SECTION 7. AMENDMENTS

Amendments to these Bylaws shall be passed by the City Council.