

**Bicycle and Pedestrian Advisory Committee By-Laws**  
**Approved by the Transportation Advisory Board on January 7, 2006**

**ESTABLISHMENT AND PURPOSE:**

The Bicycle and Pedestrian Advisory Committee (BPAC) is established by the Transportation Advisory Board (TAB) to inform and advise TAB, and in turn, administrative and elected officials of the City on all matters pertaining to bicycling and pedestrian issues in the City of Naperville. The Committee guides, supports, and advises the City in its efforts to address bicycle and pedestrian matters.

**MEMBERSHIP:**

**Appointment:** The Committee shall consist of members that are nominated by the TAB chairman and approved by the majority of TAB members. Membership shall consist of nine (9) voting members, including the chairman of the committee. Voting members shall include residents, as defined in the residency requirements, and up to two (2) members of the Transportation Advisory Board. Consideration will be given to granting voting membership to representatives from various civic organizations, clubs, and other city committees/boards/commissions that have an interest in bicycle and pedestrian issues. All interested parties are welcome to attend meetings as non-voting members.

City of Naperville staff and the Naperville Park District will attend meetings and provide technical and administrative support, but will not be voting members of the committee.

**Qualifications:** The Committee members shall have a demonstrated interest in the issues of concern to both bicyclists and pedestrians. Members should represent as broadly as possible the geographic and social characteristics of Naperville.

**Residency:** All persons appointed to the Committee shall be residents of the City, the same residency requirements that exist for TAB.

**Term:** Members are appointed for a period of two (2) years with terms expiring on June 30. Committee members can be reappointed, at the discretion of the Transportation Advisory Board chairman, for successive terms. Vacancies should be filled for the unexpired term of a member.

**Compensation:** All members serve on the Committee without compensation.

**ORGANIZATION:**

- Officers:** The Committee shall be chaired by a member of the Transportation Advisory Board (TAB) and approved by TAB. The Committee shall organize and elect other such officers, as they deem necessary. The Committee may adopt, and later change or alter, rules and procedures of the Committee consistent with the ordinances of the City. Non-TAB members of the Committee could be considered for the position of chairperson with TAB approval.
- Meetings:** The Committee shall establish a meeting schedule that satisfies the mission of the committee. Typically the Committee will meet on a monthly basis.
- Voting Rights:** Each member of the Committee, including the chair, shall be entitled to one vote on all matters.
- Quorum:** A quorum is necessary when voting on issues that will express the position of the committee as a whole. A quorum is defined as a majority of voting members (i.e., five (5) members).

### **MISSION:**

The mission of the Committee is to support the principal modes of non-motorized transportation, i.e., bicycling and walking, and to promote Naperville as a bicycle-friendly and pedestrian-friendly community through input, participation, and involvement at an advisory level. The Committee, when advising TAB on pedestrian and bicycle issues, will seek to balance issues of safety, cost, aesthetics, accessibility, intended use, etc.

To supports its mission the Committee has three principal goals. It is not the intention of the committee to measure or quantify whether or not these goals are met but instead to help focus the committee on key issues related to supporting travel by bicycle and foot.

1. Reduce the number of automobile trips by replacing automobile trips with pedestrian or bicycle trips.
2. Improve bicycle and pedestrian safety.
3. Increase the amount of recreational bicycle and pedestrian activity.

Specific issues to address include, but are not limited to bicycle and pedestrian concerns with:

- 1) Shared use paths
- 2) On-street bike routes
- 3) Off-street bike paths
- 4) Linkages to and between parks, schools, and open spaces
- 5) Bicycle parking

- 6) Links to adjacent municipalities
- 7) Lane markings
- 8) Signage
- 9) Lighting
- 10) Street crossings
- 11) Traffic signals
- 12) Accessibility standards
- 13) Key pedestrian and bicycle destinations

In support of the Committee's mission, the Committee shall establish an Annual BPAC Project List based on the city's fiscal year. The Annual BPAC Project List will identify member-focused projects and will establish realistic timeframes in which the Committee can complete its work. For example, committee members would test bicycle sensors in roadways or walk proposed trails and provide comments. The work program will serve to assist in the group's efforts over the course of a year. Members of the committee are expected to actively contribute to the work of the Committee.

#### **AREAS OF RESPONSIBILITY:**

With respect to the areas of concern (listed above), the Bicycle and Pedestrian Advisory Committee shall serve in an advisory capacity for the following:

- 1) The development and review of a Comprehensive Bikeway System Plan that will be based on connections to regional trails and key destinations.
- 2) The prioritization of Comprehensive Bikeway System Plan implementation within budget constraints and in coordination with other city projects.
- 3) Participation in education and promotion programs related to pedestrian and bicycle issues.
- 4) The enhancement of pedestrian routes.
- 5) The identification and recommendation of the resolution of bicycle concerns.
- 6) The identification and recommendation of the resolution of pedestrian concerns.
- 7) Attend public meetings pertaining to pedestrian and bicycle issues within the City of Naperville.
- 8) Coordination with other agencies and organizations relevant to the planning and implementation of bicycle and pedestrian facilities in the City, including:

Illinois Department of Transportation  
Chicago Area Transportation Study  
Northeastern Illinois Planning Commission  
DuPage Mayors and Managers Conference  
Will County Governmental League  
DuPage County Department of Transportation  
Will County Department of Transportation  
Forest Preserve District of DuPage County  
Forest Preserve District of Will County

Adjacent municipalities:

Aurora  
Plainfield  
Bolingbrook  
Woodridge  
Lisle  
Wheaton  
Warrenville  
Downers Grove

Any and all other agencies and jurisdictions with mutual (linking) interests in bicycle and pedestrian issues