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ORDINANCE 2016-26

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WHITESTOWN, INDIANA, CREATING A BICYCLE AND PEDESTRIAN ADVISORY BOARD

WHEREAS, the Town Council ("Council") of the Town of Whitestown, Indiana ("Whitestown" or "Town") desires to encourage and receive resident input in the decision-making process on bicycle and pedestrian projects, programs, and policies; and

WHEREAS, the Town Council desires to foster transparent decision-making regarding bicycle and pedestrian issues; and

WHEREAS, the Town Council desires that Whitestown accommodate the bicycle and pedestrian communities where appropriate; and

WHEREAS, the Town Council desires to receive advice on ways to improve bicycle and pedestrian safety; and

WHEREAS, the Town Council desires to encourage walking and cycling as forms of transportation; and

WHEREAS, the Town Council desires to improve walkability within Whitestown; and

WHEREAS, the Town Council desires to promote health and wellness and provide for a safe and accommodating bicycle and pedestrian infrastructure within Whitestown.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Whitestown, Indiana, as follows:

1. **Establishment.** There is hereby created a Bicycle and Pedestrian Advisory Board ("Board") for the Town of Whitestown, Indiana.

2. **Membership.** The Board shall consist of five (5) members. Each member of the Whitestown Town Council may appoint one (1) member to the Board that is a resident within the respective Council member's district, but such appointment shall be subject to confirmation and approval by a majority vote of the Whitestown Town Council.

3. **Qualifications.** All Board members shall be Whitestown residents. Whitestown Town Council members shall not be members of the Board. Applicants seeking membership to the Board should demonstrate a desire to help Whitestown become a bicycle and pedestrian friendly community. At least two (2) of the five (5) Board members should demonstrate a specific desire to represent the interests of pedestrians. Residents seeking appointment to the Board are encouraged to email a resume and cover letter directly to the Town Manager or Assistant Town Manager (or the Town Council member for their district). All members are expected to be active participants in the activities of the Board.

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4. **Terms.** Each Board member shall serve an initial term that expires on December 31, 2017. Subsequent terms shall be for three (3) year period thereafter. Individuals may be appointed for additional terms. Members shall serve at the pleasure of the Town Council and may be removed by a majority vote of the Town Council with or without cause. A vacancy automatically occurs if a member fails to attend 3 consecutive Board meetings, moves his/her residence outside of the Whitestown municipal boundaries, or files papers for candidacy to an elected office within Whitestown.

5. **Meetings.** The Board shall hold meetings at least nine (9) times each term, and may hold such additional meetings as the membership of the Board determines to be appropriate. The President of the Whitestown Town Council shall select the President and Vice-President of the Board. At its first meeting each calendar year, the Board shall select from its membership a Secretary. The Board shall take and maintain minutes of all of its meetings. Minutes shall contain at a minimum the time and place of each meeting, the names of the members present, all official acts of the Board, the votes given by members, and a summary of all proceedings before the Board. A member of the Town's Building and Planning Department will serve as a nonvoting liaison. The nonvoting liaison will assist in preparation of meeting minutes for the Board. Copies of the signed minutes shall be provided to the Whitestown Town Council. A majority of the Board's members shall constitute a quorum. All meetings that include a majority of the Board shall be open to the public.

6. **Duties.** The mission of the Board is to make community focused recommendations that encourage bicycle and pedestrian transportation throughout Whitestown. The Board is encouraged to identify issues impacting the bicycle and pedestrian communities that should be considered by local government, seek and develop realistic and efficient solutions, and make recommendations for consideration by the Town Council. In pursuit of that mission, the Board is charged with:

a. creating a comprehensive Bicycle and Pedestrian Master Plan;
b. assisting Whitestown in obtaining designations as a Walk Friendly Community and Bicycle Friendly Community.
c. advising the Town Council on matters involving bicycle and pedestrian transportation, recommending updates to Town policies regarding sidewalks, and developing and recommending metrics for project evaluation that considers bicycle and pedestrian issues;
d. encouraging Town departments to adopt bicycle and pedestrian friendly community policies;
e. studying existing sidewalk inventory and determining sidewalk needs;
f. annually reviewing Whitestown's pedestrian and bicycle related ordinance and regulations;
g. creating and recommending to the Town Council a citizen driven request process for bicycle and pedestrian infrastructure requests, including sidewalks, crossings, and bicycle racks;
h. identifying opportunities for the Town to provide bicycle and walking education programs for various ages and abilities;
i. advising the Town Council on priorities for capital funding of bicycle and pedestrian projects as part of the Town's budget process;

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j. providing input on standards, guidelines, and best practices to the Town's comprehensive plans or ordinances that relate to improving bicycle and pedestrian access in Whitestown; and

k. reviewing, considering, discussing, debating, and advocating on such issues and matters affecting local government and the Whitestown community that the members of the Board determine to be important and appropriate, and which are for the betterment of Whitestown and its bicycle and pedestrian community.

The Board shall create and follow an annual work plan, report to the Town Council on its activities at least six (6) times each year, and submit an annual report to the Town Council. Pedestrian issues shall be a regular part of the Board's agenda and discussion.

7. **Effective Date.** This Ordinance shall be in full force and effect from and after its passage.

Adopted by the Town Council of the Town of Whitestown, Indiana, on this 27th day of July, 2016.

THE TOWN COUNCIL OF THE TOWN OF WHITESTOWN, INDIANA	YAY/NAY
Eric Miller, President	Yes
Susan Austin, Vice-President	Yes.
Kevin Russell	YAY
Clinton Bohm	YAY
Jeffrey Wishek	YAY

ATTEST:

Matt Sumner, Clerk-Treasurer
Town of Whitestown, Indiana

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