

Pedestrian & Bicycle Advisory Subcommittee

BYLAWS

Article I. Purpose

The Pedestrian and Bicycle Advisory Committee (PBAC) is established to advise the French Broad River Metropolitan Planning Organization (MPO) on matters related to bicycle and pedestrian transportation, safety, and multimodal planning.

The PBAC shall serve as a forum for community input and stakeholder perspectives on active transportation issues and shall provide recommendations to MPO staff, the Technical Coordinating Committee (TCC), and the MPO Board.

Article II. Responsibilities

The PBAC shall perform an advisory role and may provide input and recommendations on:

1. Bicycle and pedestrian safety concerns and needs within the MPO planning area
2. Complete Streets and multimodal corridor concepts
3. Priorities for walking and bicycling infrastructure investments
4. Community perspectives on active transportation policies and programs
5. Regional trail and greenway initiatives, including the Hellbender Regional Trail
6. Public engagement related to bicycle and pedestrian planning efforts
7. Other matters related to active transportation as requested by the MPO Board or TCC

The PBAC shall not have decision-making authority and shall function solely in an advisory capacity.

Article III. Membership

Section 1. Composition (Dependent on Composition Discussion)

The PBAC shall be composed primarily of community members, advocates, and other interested stakeholders appointed by the MPO Board.

Membership should reflect geographic diversity across the MPO planning area and may include representation from:

- Municipal and county jurisdictions
- Urban and rural communities
- Bicycle and pedestrian users
- Advocacy or nonprofit organizations
- Public health, education, or safety interests

Section 2. Number of Members

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The PBAC shall consist of **nine voting members**, as determined by the MPO Board.

Section 3. Appointments and Terms

- Five members shall be appointed by the MPO Board
- Four members will be appointed by each of the following County Commissions
 - Buncombe County
 - Haywood County
 - Henderson County
 - Madison County
- Terms shall be for **two (2) years**, with the option for reappointment.
- Initial appointments may be staggered to ensure continuity.
- Vacancies shall be filled by MPO Board appointment for the remainder of the term.
- A minimum of one representative per County shall be required

Section 4. Ex Officio Members

MPO staff shall serve as non-voting ex officio members to provide coordination and technical support.

Additional non-voting members (such as representatives from partner agencies) may be appointed as needed and may participate in meeting discussions.

Article IV. Officers

Section 1. Officers

The PBAC shall elect the following officers from among its voting members:

- Chair
- Vice Chair

Section 2. Terms of Officers

Officers shall serve two-year terms and may be re-elected.

Section 3. Duties

Chair:

- Presides over meetings
- Works with MPO staff to develop agendas
- Represents the PBAC to the TCC and MPO Board

Vice Chair:

- Assists the Chair
- Presides in the Chair's absence

Article V. Meetings

Section 1. Frequency

The PBAC shall meet at least **quarterly**, or more frequently as needed.

Section 2. Quorum

A quorum shall consist of a simple majority of appointed voting members.

Section 3. Open Meetings

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All meetings shall be open to the public and conducted in accordance with applicable open meetings laws and MPO policies.

Section 4. Voting

Actions and recommendations shall be adopted by a majority vote of members present.

Article VI. Relationship to MPO Committees

1. The PBAC shall report to the Technical Coordinating Committee (TCC) and MPO Board through staff.
2. PBAC recommendations shall be forwarded to the TCC and MPO Board for consideration.
3. The PBAC shall not supersede the authority of the MPO Board or TCC.

Article VII. Scope and Limitations

The PBAC:

- Shall not obligate MPO funds
- Shall not direct MPO staff
- Shall not act independently of MPO policies
- Shall serve in an advisory capacity only

Article VIII. Dissolution and Transition

Upon adoption of these bylaws, the Pedestrian and Bicycle Advisory Committee shall replace the Citizens Advisory Committee and the Hellbender Regional Trail Workgroup. Existing advisory responsibilities related to bicycle, pedestrian, and trail issues shall be consolidated under the PBAC.

Article IX. Amendments

These bylaws may be amended by action of the MPO Board.

Proposed amendments may be submitted by:

- The PBAC
- MPO staff
- The Technical Coordinating Committee

Article X. Effective Date

These bylaws shall take effect upon approval by the MPO Board.

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ESTABLISHMENT OF A PEDESTRIAN & BICYCLE ADVISORY COMMITTEE AT THE FRENCH BROAD RIVER MPO

WHEREAS, the MPO previously maintained a Citizens Advisory Committee and a regional trail-focused workgroup, and there is an opportunity to consolidate and strengthen advisory input through a single committee focused on bicycle and pedestrian issues; and

WHEREAS, the MPO Board may establish committees and subcommittees to provide input and recommendations to the MPO Board and Technical Coordinating Committee on specific matters; and

WHEREAS, the establishment of a Pedestrian and Bicycle Advisory Committee (PBAC) would provide a structured forum for community members, stakeholders, and partner agencies to offer input on regional active transportation planning efforts;

NOW, THEREFORE, BE IT RESOLVED that the French Broad River MPO Board hereby establishes a **Pedestrian and Bicycle Advisory Committee (PBAC)** to serve in an advisory capacity to the MPO; and

BE IT FURTHER RESOLVED that the PBAC shall provide input and recommendations on matters related to bicycle and pedestrian safety, connectivity, planning, and policy, including but not limited to regional plans, programs, and initiatives; and

BE IT FURTHER RESOLVED that the PBAC shall function in an advisory role only and shall not have decision-making authority over project selection, funding allocation, or final policy adoption; and

BE IT FURTHER RESOLVED that the MPO Board may amend, refine, or discontinue the PBAC at its discretion.

ADOPTED this the 19th Day of March, 2026.



Dr. Jennifer Hensley
Vice-Chair, French Broad River MPO Board



ATTEST
Tristan Winkler, MPO Director