

# NON-MOTORIZED ADVISORY COMMITTEE BYLAWS

The Non-Motorized Advisory Committee (NMAC) serves as an advisory committee to the Skagit Council of Governments (SCOG) Technical Advisory Committee (TAC). Its primary function is to provide technical recommendations and a user perspective regarding all forms of non-motorized transportation.

## MEETINGS

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NMAC meetings are held at noon on the fourth Tuesday of every month at the SCOG offices. Meeting dates, times, and locations can be changed to better suit the needs of the NMAC or the TAC. SCOG will inform the NMAC and the public of any meeting changes in a timely manner.

## MEMBERSHIP

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The NMAC shall have up to 10 members. Members shall be proposed by the NMAC and approved by the TAC. Members shall be those with a demonstrated expertise or user perspective in non-motorized transportation. Efforts shall be made to recruit members to have representation of commuters, recreational users, health professionals, seniors, youth, low-income populations, persons with disabilities, minority groups, and various geographic areas within Skagit County. Elected officials from the governing bodies of SCOG member jurisdictions shall not be permitted to be on the NMAC. Membership of the NMAC will be reviewed and approved annually by the TAC at its December meeting.

## RESPONSIBILITIES

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- The annual work program of the NMAC will be approved by the TAC, with activities being drawn from the following list:
  - Provide technical input to the TAC on non-motorized elements of the Regional Transportation Plan and local comprehensive plans
  - Provide technical input to the TAC on project selection criteria and ranking
  - Assist member organizations as needed.
  - Publish non-motorized maps as needed
  - Organize annual bicycle and pedestrian counts
  - Assist member organizations and volunteer groups to improve non-motorized transportation and safety
- Report on progress twice a year to the TAC, in June and December. Monthly NMAC meeting minutes are not required by the TAC, but may be prepared for the benefit of the NMAC.
- Distribute the monthly agenda one week before meetings.
- Members shall not lobby or advocate on behalf of SCOG. This is not to be construed as limiting NMAC members' rights to freely advocate or lobby on their own behalf, not representing SCOG in an official capacity.

## LEADERSHIP

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NMAC shall determine its leadership format, for example, whether to have a chair and co-chair, and if so, the term of the position and method of selection. The leadership will work with SCOG staff to develop NMAC meeting agendas.

Approved by the Skagit Council of Governments Technical Advisory Committee on January 7<sup>th</sup>, 2016.

Attest:



Gabe Philips  
Skagit Council of Governments

Date 1/7/16