

**DATE:** November 29, 2023

**TO:** Bicycle/Pedestrian Advisory Committee (BPAC)

**FROM:** Brandon Whyte, Active Transportation Planner

**SUBJECT:** Election Process for 2024 Chair and Vice Chair

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**RECOMMENDATION**

Elect a Chair and Vice Chair for the 2024 calendar year.

**BACKGROUND**

The Bicycle/Pedestrian Advisory Committee (BPAC) bylaws\* require that the Committee elect from its own membership a Chair and a Vice Chair at the first meeting each calendar year beginning January 1.

The duties of the Chair are to preside over all meetings of the Committee. The duty of the Vice Chair is to perform the duties of the Chair when the Chair is absent.

**DISCUSSION**

The elections for the Chair and Vice Chair positions are conducted individually and in sequence.

To start the election, the Chair will ask if there are any nominations from the floor, then close the nominating process to establish the final list of candidates for each position. The affirmative vote of a majority of the Committee members is required to elect the Chair and Vice Chair. The term of office for both positions is from January to December 2024.

\*BPAC bylaws are available for review online at the following hyperlink:

<https://www.mountainview.gov/home/showpublisheddocument/190/637938168131730000>