



# NOTICE

## UPCOMING MEETING:

Bicycle/Pedestrian Advisory Board Orientation Session

## LOCATION:

Alachua County Administration Building  
Grace Knight Conference Room, 2<sup>nd</sup> Floor  
12 S.E. 1<sup>st</sup> Street  
Gainesville, Florida. 32601

**DATE:** Thursday, July 20, 2023



**TIME:** 6:00 PM – 7:00 PM / BPAB Orientation Session  
*(BPAB member optional attendance)*

**Special Accommodations:** (352) 393-8493  
[bikeped@cityofgainesville.org](mailto:bikeped@cityofgainesville.org)

*BPAB Members, if you are unable to attend this meeting,  
please contact staff at the info above.*

# Bicycle/Pedestrian Advisory Board Orientation Workshop **Draft Agenda**

**DATE: Thursday, July 20, 2023**

**TIME: 6:00 PM**

**LOCATION:** Alachua County Administration Building  
2<sup>nd</sup> Floor - Grace Knight Conf. Rm  
Gainesville, Florida. 32601

## **I. CALL TO ORDER – 6:00 PM**

**A. Attendance:** Attendance sheet will be circulated

**B. Introductions:**

## **II. PURPOSE & OBJECTIVES**

The purpose of this presentation is to orient newly appointed Bicycle/Pedestrian Advisory Board (BPAB) members as well as refresh the established membership with pertinent information, operation, resources and history for BPAB functionality. The presentation will address the group's history, agency collaboration, meeting process, budget, general operations and available resources.

## **III. ORIENTATION ITEMS**

**A. History**

The BPAB group has evolved from a group of citizens interested in safe routes to school issues in the late sixties to a Board that advises elected officials who direct projects, finance and decisions that directly impact bicycle and pedestrian related matters in our community.

**B. Agency Collaboration**

The BPAB advises the City Commission, County Commission and the Metropolitan Transportation Planning Organization (MTPO) separately as needed, however, the MTPO area includes both city and county areas and often address issues of both agencies under their umbrella regularly.

**C. Meeting Process**

One of the main functions of BPAB meetings is to gather actions/recommendations to advise the BPAB agencies and provide opportunities for the group to impact the community in the form bike/ped related matters. The BPAB Chair may appoint members to serve as liaisons to community committees/groups so that they may report back to BPAB as needed or represent BPAB at the meeting. The BPAB Chair may designate a subcommittee to further investigate, plan, discuss or pursue the group's efforts. The group operates under the general guidance of "Robert's Rules of Order".

**D. General Operations**

Aside from advising the BPAB agencies and pursuing community education & encouragement outreach efforts, BPAB has no jurisdiction or authority over any entity. BPAB is an advisory body as opposed to a program, political group, agency or advocacy

group. The group has staff to execute limited BPAB administration and meeting functions (as indicated in the inter-local agreements). Execution of BPAB special projects and events may be dependent on BPAB member participation and coordination. BPAB decisions are established in BPAB meetings (which have to be publicly noticed and include the potential decision/subject listed on agenda for that meeting). Each year BPAB elects a Chair to lead meetings and represent the group at meetings. A Vice Chair is also elected to fill-in for the Chair in their absence.

**E. Budget**

BPAB funding is handled through inter-local agreements between City-County and City-MTPO. BPAB has opportunities to seek additional funding through sources such as City of Gainesville Advisory Board Special Projects funding requests and community resources such as Bike Florida's "Share the Road" mini-grant. BPAB operates under the City of Gainesville biennial budget process and has to decide projects to pursue.

**F. BPAB Online Resources**

**1.) CITY OF GAINESVILLE WEBSITE** – <http://gnvbikeped.com/>

The "Bicycle/Pedestrian Advisory Board" section of this web location includes information on County/City/MTPO inter-local agreements; meeting materials & dates; attendance; special project pursuits; member roster; membership history; by-laws & resolutions; BPAB information directory; Sunshine Law information; How to apply to BPAB or submit an agenda item; orientation and other important information resources.

**2.) MTPO WEBSITE** – [www.ncfrpc.org/mtpo](http://www.ncfrpc.org/mtpo)

This web location includes Metropolitan Transportation Planning Organization (MTPO) information on funding, membership, definitions of major project plans & programs, staff listing, MTPO & committee agenda and minutes archive and library of reports and publications of interest to the group.

**3.) ALACHUA COUNTY WEBSITE** –

<https://alachuacounty.us/depts/bocc/advisoryboards/pages/default.aspx>

This web location includes information on Alachua County operations and lists BPAB meeting agendas & minutes, as well as other BPAB information in the Advisory Board section.

**G. Staying Connected/Agency Update Opportunities**

BPAB agencies have various ways for the public to stay connected to opportunities such as press releases, updates, meetings, presentations and input via resources such as Facebook, Twitter; mailing lists; video archives and YouTube. List located at the BPAB section of the **BPAB Webpage** at: <http://gnvbikeped.com/bicycle-and-pedestrian-advisory-board>.

**H. Other Information**

Documents and other resources (**BPAB Orientation Power Point**; **Advisory Board Guides**: [City of Gainesville](#) / Alachua County / [MTPO](#) / BPAB.

**III. ADJOURNMENT**

If you have questions/comments/concerns regarding the agenda or meeting materials, please contact:  
Bicycle/Pedestrian Advisory Board Staff Liaison - Dekova Batey, City of Gainesville  
(352) 393-8493 or by email: [bikeped@cityofgainesville.org](mailto:bikeped@cityofgainesville.org)