



PUBLIC MEETING AGENDA

Transportation Commission

MEETING DATE

Tuesday, January 12, 2021 at 7:00 a.m.

MEETING LOCATION

Join Via Cisco Webex Meeting – link below

<https://tempe.webex.com/tempe/onstage/g.php?MTID=ef46ae444d27b19b988d6fdebeecb0d0d>

Event password: fp8p2QTe7a8

United States Toll+1-408-418-9388

Access code: 146 848 4634

AGENDA ITEM	PRESENTER	ACTION or INFORMATION
1. Public Appearances The Transportation Commission welcomes public comment for items listed on this agenda. There is a three-minute time limit per citizen.	Brian Fellows, Commission Chair	Information
2. Commission Business Welcome and introduce new commissioners Bobbie Cassano, Alana Chavez Langdon and David Sokolowski.	Brian Fellows, Commission Chair	Information
3. Commission Business The Commission will be asked to elect a chair and vice chair for 2021 as well as reach consensus on meeting date and time.	Brian Fellows, Commission Chair	Action

According to the Arizona Open Meeting Law, the Transportation Commission may only discuss matters listed on the agenda. The city of Tempe endeavors to make all public meetings accessible to persons with disabilities. With 48 hours advance notice, special assistance is available at public meetings for sight and/or hearing-impaired persons. Please call 350-4311 (voice) or for Relay Users: 711 to request an accommodation to participate in a public meeting.

MEMORANDUM

TO: Tempe Transportation Commission
FROM: Shelly Seyler, Deputy Engineering & Transportation Director, 350-8854
DATE: January 12, 2021
SUBJECT: Commission Business
ITEM #: 3



PURPOSE:

To request that the Transportation Commission makes selections for the positions of chair and vice-chair as well as reach consensus on meeting date and time.

RECOMMENDATION OR DIRECTION REQUESTED:

This item is for action.

CITY COUNCIL STRATEGIC PRIORITY:

- N/a

BACKGROUND

At the January meeting of each year, the Commission addresses the following business:

- Chair and Vice-Chair. The Commission annually elects a Chair and Vice-Chair for the upcoming year per the Tempe City Code, Sec. 2-249 "The officers of the commission shall be selected by the commission members at the first meeting of the commission following the 31st day of December of each year and shall serve until the 31st day of December of the next succeeding year. No officer shall serve in the same capacity for more than two (2) consecutive one-year terms.
- Meeting Dates and Times. The Commission regularly scheduled meetings are the 2nd Tuesday of each month at 7:30 a.m.

As of January 12, 2021, the Commission has 15-member positions filled. Transportation Commission members are listed below.

1. Brian Fellows (Current Chair elected in Jan. 19 and Jan. 2020 – not eligible to be reappointed chair)
2. JC Porter (Current Vice Chair elected in Jan. 2020)
3. Jeremy Browning
4. Susan Conklu
5. Paul Hubbell
6. David King
7. John Kissinger
8. Pam Goronkin
9. John Federico
10. Peter Schelstraete
11. John Christoph
12. Mary Harriman
13. Bobbie Cassano
14. Alana Chavez Langdon
15. David Sokolowski

According to Chapter 2, Article V, Division 8, Section 2 181 through 183 of the Tempe City Code, all boards and commissions established by the City shall have the following powers and duties unless otherwise specified:

Sec. 2-181. - Powers and duties.

(a) All boards and commissions established by the City shall have the following powers and duties unless otherwise specified:

- (1) To act in an advisory capacity to the City Council for the purpose of making recommendations consistent with its duties;
- (2) To establish such rules and regulations as it deems necessary for its government and for the faithful performance of its duties; to set a time for regular meetings which shall be held at least once a month if there is business to transact; to establish the manner in which special meetings may be held and the notice to be given thereof; and to provide that a majority of the total number of members shall constitute a quorum. The affirmative vote of a majority of the members participating in the meeting shall be required for passage of any matter before the board;
- (3) To organize by electing one (1) of its members as Chairman of the Board and one (1) as Vice-Chairman. The city staff representative assigned to the board or commission shall act as Secretary but shall not be entitled to take part in any voting;
- (4) To require attendance of the members at regular meetings and provide that absence from three (3) consecutive regular meetings or six (6) meetings within any twelve (12) month time period without consent from the Chairman or Vice-Chairman if the Chairman is unavailable, shall be deemed to constitute a resignation and such position shall thereupon be deemed vacant;
- (5) To consult, through the Chairman of the Board, or the Vice-Chairman if the Chairman is unavailable, with the assigned city department on the items to be included on the agenda of the meetings prior to preparation and distribution of the agenda by the assigned city department; and
- (6) To review and approve the official minutes of the board or commission as prepared by the assigned city department no later than thirty (30) days after the meeting or Commission and if such minutes cannot be approved, for any reason, within such period of time, such minutes shall be transferred to the City Council without approval.

(b) All boards and commissions shall have the authority to create subcommittees, subject to the following restrictions:

- (1) Subcommittees shall be created upon written notice to the City Council. The request shall state in detail the purpose for its creation, the members of the board or commission who will comprise its membership and the anticipated additional resources needed to adequately staff the subcommittee;
- (2) All subcommittees shall sunset within one (1) year of creation, or until its intended purpose has been met. The City Council may dissolve a subcommittee at any time;
- (3) All members of subcommittees must be current members of originating board or commission;
- (4) No board or commission may have more than two (2) active subcommittees at the same time; and
- (5) Subcommittees must meet all requirements of state law, the City Charter and this Code.

Sec. 2-182. - Terms and removal.

(a) The Mayor, with the approval of the City Council, shall select for appointment and reappointment the members of each board and commission. Unless otherwise specified, the members of each board and commission shall be selected from residents of the City.

- (b) The term of office for each member of the board and commission shall be from the first of January of each year and end on the 31st day of December, three (3) years thereafter except if otherwise provided in this article.
- (c) Members of the board and commission may not serve more than three (3) total terms on any board or commission, and not more than two (2) complete consecutive terms.
- (d) Any vacancy shall be filled for the unexpired term of the member whose office is vacant in the same manner as such member received original appointment.
- (e) The Mayor, with the approval of the City Council, may for cause remove any member of the board or commission.

Sec. 2-183. - Compensation of members.

Members shall receive no compensation for their service.

According to Chapter 2, Article V, Division 8, Section 2-250 of the Tempe City Code, the Transportation Commission shall have the following powers and duties:

Sec. 2-250. - Powers and duties.

- (1) To suggest to the Mayor and City Council qualified and interested persons eligible for appointment for commission vacancies;
- (2) To consult, through the chairman of the commission, with the Engineering and Transportation Department, as to the items to be included on the agenda of meetings of the commission prior to the preparation and distribution of the agenda by the Engineering and Transportation Department;
- (3) To prepare and submit an annual report to the City Manager and City Council including applicable Council committees;
- (4) To advise and make recommendations to the City Council and to assist city departments and the City Manager to plan and implement a balanced transportation system within Tempe which incorporates all forms of transportation in a unified, interconnected manner and complements land use, making a positive environmental impact through reduction of energy consumption, air pollution and congestion, while promoting economic development and providing mobility for all persons, including elderly and disabled;
- (5) To advise and make recommendations to the City Council and to assist city departments and the City Manager on appropriate performance standards and benchmarks for use in evaluating the city's transportation system and program, based on nationally recognized guidelines and local priorities;
- (6) To advise and make recommendations to the City Council and to assist city departments and the City Manager on transportation plans, projects and ordinances, including but not limited to:
 - a. To recommend and review short and long-range plans and studies for the city's transportation system, including streets, transit, bicycling, pedestrians and demand management;
 - b. To periodically review and update the transportation elements of the city's general plan;
 - c. To provide input and review regional, state and federal transportation plans, projects and issues especially as provided by federal law; and
 - d. To promote and maintain bicycling as a safe and effective mode of travel for recreation, health and transportation.
- (7) To advise and recommend to the City Council and to assist city departments and the City Manager annually on the elements of prioritized, unified operating and capital improvement program budgets for transportation;
- (8) To provide a forum for public hearings and other public involvement mechanisms to assure community-based transportation plans, projects and issues, and to meet all federal and other guidelines for public involvement in transportation projects where applicable; and

(9) To take any such further actions as may be deemed necessary and appropriate to further the goals of the commission.

FISCAL IMPACT or IMPACT TO CURRENT RESOURCES: N/a

ATTACHMENTS: None