



TRANSPORTATION SAFETY ADVISORY COMMITTEE CONSIDERATION ITEM CITY OF FAIR OAKS RANCH, TEXAS

AGENDA TOPIC: Consideration and possible action on proposed amendments to the Fair Oaks Ranch Transportation Safety Advisory Committee Rules of Procedures

DATE: February 5, 2025

DEPARTMENT: Transportation Safety Advisory Committee

PRESENTED BY: Al Schmidt, Chairperson
Carole Vanzant, CPM, Assistant City Manager

INTRODUCTION/BACKGROUND:

At the May 2, 2024, City Council workshop, Council Member Koerner led a discussion on establishing a Transportation Safety Advisory Committee (TSAC). At the July 18th regular meeting, the City Council approved an ordinance establishing the City of Fair Oaks Ranch Transportation Advisory Safety Committee.

Section 3 of the ordinance states the committee's Rules of Procedure shall be created, by resolution, and presented to the City Council for consideration and approval. On July 18th, the City Council approved Resolution 2024-34.

At the TSAC November 15 regular meeting, staff presented the adopted Rules of Procedures. Meeting guest speakers provided suggestions on the Rules. After the committee members review and discussion, staff was asked to provide an updated draft at the next committee meeting.

The attached Rules of Procedures include the following amendments.

- Section 1 Provides an additional statement on the purpose of the Rules of Procedure.
- Section 2 Changes the composition of the Committee to seven regular members. All references to alternate members have been removed. Removes the statement "sitting Council members are prohibited from serving on the Committee" as this should be placed in the Ordinance creating the Committee.
- Section 4 As it is not applicable to this Committee, reference of LGC Chapter 211 (Zoning Authority) has been removed.
- Section 5 Provides enhanced clarity on the purpose and duties of the Committee.
- Section 8 Clarifies how agenda items should be followed and provides a procedure for redundant requests.
- Section 12 Provides additional details on the process of addressing the Committee.
- Section 16 Removes the provision requiring two meetings to recommend denial of a request to the City Council.

Staff seeks guidance on the draft and on advancing the amendments to the City Council for their consideration and possible action.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

1. Complies with the Committee's request on proposing amendments to its' Rules of Procedures.
2. Provides clarity in the general rules governing how the Committee works, covering topics such as agendas, minutes, members, duties, etc.
3. Ensures compliance with laws and regulations.

RECOMMENDATION/PROPOSED MOTION:

I move to authorize Chairperson Schmidt to present the proposed Transportation Safety Advisory Committee Rules of Procedures to the City Council for their consideration.