

CITY OF MERIDIAN RESOLUTION NO. 25-2554

BY THE CITY COUNCIL:

**CAVENER, LITTLE ROBERTS, OVERTON,
STRADER, TAYLOR, WHITLOCK**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MERIDIAN APPROVING THE BYLAWS OF THE MERIDIAN ARTS COMMISSION, MERIDIAN HISTORIC PRESERVATION COMMISSION, MERIDIAN PARKS AND RECREATION COMMISSION, MERIDIAN PLANNING AND ZONING COMMISSION, MERIDIAN SOLID WASTE ADVISORY COMMISSION, AND MERIDIAN TRANSPORTATION COMMISSION AS AMENDED PURSUANT TO MERIDIAN CITY CODE 2-1-1(C)(2) AND 2-2-1(C)(5); AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Meridian City Code section 2-1-1(C)(2), at its meeting on July 10, 2025, the Meridian Arts Commission voted to approve, and recommend to City Council that it ratify, the “Bylaws of the Meridian Arts Commission as Amended,” attached hereto as *Exhibit A*;

WHEREAS, pursuant to Meridian City Code section 2-1-1(C)(2), at its meeting on November 14, 2025, the Meridian Historic Preservation Commission voted to approve, and recommend to City Council that it ratify, the “Bylaws of the Meridian Historic Preservation Commission as Amended,” attached hereto as *Exhibit B*;

WHEREAS, pursuant to Meridian City Code section 2-1-1(C)(2), at its meeting on October 8, 2025, the Meridian Parks and Recreation Commission voted to approve, and to City Council that it ratify, the “Bylaws of the Meridian Parks and Recreation Commission as Amended,” attached hereto as *Exhibit C*;

WHEREAS, pursuant to Meridian City Code section 2-2-1(C)(5), at its meeting on August 21, 2025, the Meridian Planning and Zoning Commission voted to approve, and recommend to City Council that it ratify, the “Bylaws of the Meridian Planning and Zoning Commission as Amended,” attached hereto as *Exhibit D*;

WHEREAS, pursuant to Meridian City Code section 2-1-1(C)(2), at its meeting on October 22, 2025, the Meridian Solid Waste Advisory Commission voted to approve, and recommend to City Council that it ratify, the “Bylaws of the Meridian Solid Waste Advisory Commission as Amended,” attached hereto as *Exhibit E*;

WHEREAS, pursuant to Meridian City Code section 2-1-1(C)(2), at its meeting on October 6, 2025, the Meridian Transportation Commission voted to approve, and recommend to City Council that it ratify, the “Bylaws of the Meridian Transportation Commission as Amended,” attached hereto as *Exhibit F*;

WHEREAS, the City Council of the City of Meridian deems the approval of such bylaws to be in the best interest of the City of Meridian in that they facilitate the efficient operation of the City commissions;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MERIDIAN CITY, IDAHO:

Section 1. That the City Council of the City of Meridian hereby ratifies the Bylaws of the Meridian Arts Commission, attached hereto as *Exhibit A*.

Section 2. That the City Council of the City of Meridian hereby ratifies the Bylaws of the Meridian Historic Preservation Commission, attached hereto as *Exhibit B*.

Section 3. That the City Council of the City of Meridian hereby ratifies the Bylaws of the Meridian Parks and Recreation Commission, attached hereto as *Exhibit C*.

Section 4. That the City Council of the City of Meridian hereby ratifies the Bylaws of the Meridian Planning and Zoning Commission, attached hereto as *Exhibit D*.

Section 5. That the City Council of the City of Meridian hereby ratifies the Bylaws of the Meridian Solid Waste Advisory Commission, attached hereto as *Exhibit E*.

Section 6. That the City Council of the City of Meridian hereby ratifies the Bylaws of the Meridian Transportation Commission, attached hereto as *Exhibit F*.

Section 7. That this Resolution shall be in full force and effect immediately upon its adoption and approval.

ADOPTED by the City Council of the City of Meridian, Idaho, this ____day of December, 2025.

APPROVED by the Mayor of the City of Meridian, Idaho, this ____day of December, 2025.

APPROVED:

ATTEST:

Robert E. Simison, Mayor

Chris Johnson, City Clerk

EXHIBIT A
BYLAWS OF MERIDIAN ARTS COMMISSION

BYLAWS of the Meridian Arts Commission
Effective December 9, 2025

ARTICLE I: PURPOSE

These Bylaws are adopted to facilitate the duties of the Meridian Arts Commission (hereinafter “Commission”) and to provide a framework for the organization, actions, and agenda of the Commission.

ARTICLE II: OFFICERS

SECTION 1: DUTIES OF CHAIR. The Commission Chair shall preside over all full Commission meetings and shall sign all documents requiring an official signature on behalf of the Commission. The decisions, statements, and/or actions of the Chair shall obligate, commit, and/or represent the Commission only insofar as the Commission has specifically authorized.

SECTION 2: DUTIES OF VICE-CHAIR. The Commission Vice-Chair shall perform the duties of the Chair in the absence of the Chair and shall perform such other duties as may be delegated by the Commission Chair.

SECTION 3: NOMINATIONS. At the annual election of officers, the sitting vice chair shall be automatically nominated for the office of chair.

SECTION 4: VACANCY. A special election may be held at any time to fill a vacancy of office. The Chair shall add a special election to an agenda as needed, or upon the timely request of any commissioner. An officer who fails to fulfill the duties of office may be removed from the office by a majority vote of the full Commission at a special election.

ARTICLE III: MEETINGS

SECTION 1: NOTICE OF MEETINGS. Unless otherwise prescribed by statute, the designated City staff member assigned to the commission shall provide commissioners written notice of meetings, which notice shall state the date, hour, and location thereof, and shall further state the purpose of the meeting, business to be transacted, and/or agenda. The designated City staff member assigned to the commission shall provide shall issue notice to the Commission not less than forty-eight (48) hours, nor more than thirty (30) days prior to the meeting.

SECTION 2: QUORUM. A majority of currently appointed commissioners shall constitute a quorum.

SECTION 3: CONDUCT OF MEETINGS. The Commission shall operate generally under the precepts of Robert’s Rules of Order. The order of business for meetings of the Commission shall be as follows: 1) call to order; 2) roll call; 3) approval of the agenda; 4) approval of minutes of previous meeting; 5) old business; 6) new business; 7) reports, presentations, subcommittee reports, staff reports; 8) next meeting; 9) adjournment. Notwithstanding the foregoing, the order of business may be modified by the Commission Chair as needed.

SECTION 4: AGENDA. The agenda for all meetings of the Commission shall be prepared by the

designated City staff member assigned to the commission in consultation with the Commission Chair. Agenda items may be proposed by the Commission Chair or any commissioner and shall be placed on the agenda at the discretion of the Commission Chair, provided that agenda items are proposed seven (7) days in advance of a regular meeting, or forty-eight (48) hours in advance of a special meeting.

SECTION 5: PUBLIC APPEARANCES AND REQUESTS. Scheduling of appearances before the Commission or requests to the Commission shall be at the discretion of the Chair. The Chair may set rules to maximize efficiency and productivity of meetings, including setting a reasonable time limit for presentations and/or comments to the Commission.

SECTION 6: MINUTES. Minutes and/or records of the business conducted at all meetings of the Commission or any subcommittee thereof shall be prepared by the designated City staff member assigned to the Commission and shall be open for public inspection. City staff shall forward the minutes of each meeting to the Commission not less than forty-eight (48) hours, nor more than thirty (30) days prior to the meeting at which such minutes are subject to approval by the Commission.

SECTION 7: SUBCOMMITTEES. The Commission Chair, with the Commission's approval, may establish such subcommittees as necessary or helpful to assist or advise the Commission in the performance of its functions and/or furtherance of its mission. Meetings of subcommittees shall comply with any and all applicable public meetings laws. Each subcommittee shall consist of at least two (2) commissioners. Unless a subcommittee chair is appointed by the Commission Chair, each subcommittee shall elect a chair to preside at subcommittee meetings and present the findings and/or recommendations of the subcommittee to the Commission. The Commission Chair shall appoint commissioners or city public officials to serve as members of subcommittees. The Commission Chair or Subcommittee Chair may invite non-commissioners to assist the work of the subcommittee.

SECTION 8: VOTING. Each commissioner shall be entitled to one (1) vote on any matter before the Commission. Except as otherwise designated herein or by law, decisions shall be made on the vote of the majority of the members present at any meeting at which a quorum is present. The Commission Chair shall be a voting member. Voting shall be audible; written, anonymous, and proxy voting shall not be permitted.

ARTICLE IV: AMENDMENT OF BYLAWS

As provided in Meridian City Code, the Commission may recommend to the Mayor and City Council that these bylaws be altered, amended, added to, or repealed.

ARTICLE V: ADOPTION AND EFFECTIVE DATE

The Commission adopted the foregoing bylaws at its regular meeting on July 10, 2025. These bylaws shall be effective upon their ratification by resolution of the City Council of the City of Meridian.

EXHIBIT B

BYLAWS OF MERIDIAN HISTORIC PRESERVATION COMMISSION

BYLAWS of the Meridian Historic Preservation Commission
Effective December 9, 2025

ARTICLE I: PURPOSE

These Bylaws are adopted to facilitate the duties of the Meridian Historic Preservation Commission (hereinafter “Commission”) and to provide a framework for the organization, actions, and agenda of the Commission.

ARTICLE II: OFFICERS

SECTION 1: DUTIES OF CHAIR. The Commission Chair shall preside over all full Commission meetings and shall sign all documents requiring an official signature on behalf of the Commission. The decisions, statements, and/or actions of the Chair shall obligate, commit, and/or represent the Commission only insofar as the Commission has specifically authorized.

SECTION 2: DUTIES OF VICE-CHAIR. The Commission Vice-Chair shall perform the duties of the Chair in the absence of the Chair and shall perform such other duties as may be delegated by the Commission Chair.

SECTION 3: NOMINATIONS. At the annual election of officers, the sitting vice chair shall be automatically nominated for the office of chair.

SECTION 4: VACANCY. A special election may be held at any time to fill a vacancy of office. The Chair shall add a special election to an agenda as needed, or upon the timely request of any commissioner. An officer who fails to fulfill the duties of office may be removed from the office by a majority vote of the full Commission at a special election.

ARTICLE III: MEETINGS

SECTION 1: NOTICE OF MEETINGS. Unless otherwise prescribed by statute, the designated City staff member assigned to the commission shall provide commissioners written notice of meetings, which notice shall state the date, hour, and location thereof, and shall further state the purpose of the meeting, business to be transacted, and/or agenda. The designated City staff member assigned to the commission shall provide shall issue notice to the Commission not less than forty-eight (48) hours, nor more than thirty (30) days prior to the meeting.

SECTION 2: QUORUM. A majority of currently appointed commissioners shall constitute a quorum.

SECTION 3: CONDUCT OF MEETINGS. The Commission shall operate generally under the precepts of Robert’s Rules of Order. The order of business for meetings of the Commission shall be as follows: 1) call to order; 2) roll call; 3) approval of the agenda; 4) approval of minutes of previous meeting; 5) old business; 6) new business; 7) reports, presentations, subcommittee reports, staff reports; 8) next meeting; 9) adjournment. Notwithstanding the foregoing, the order of business may be modified by the Commission Chair as needed.

SECTION 4: AGENDA. The agenda for all meetings of the Commission shall be prepared by the designated City staff member assigned to the commission in consultation with the Commission Chair. Agenda items may be proposed by the Commission Chair or any commissioner and shall be placed on the agenda at the discretion of the Commission Chair, provided that agenda items are proposed seven (7) days in advance of a regular meeting, or forty-eight (48) hours in advance of a special meeting.

SECTION 5: PUBLIC APPEARANCES AND REQUESTS. Scheduling of appearances before the Commission or requests to the Commission shall be at the discretion of the Chair. The Chair may set rules to maximize efficiency and productivity of meetings, including setting a reasonable time limit for presentations and/or comments to the Commission.

SECTION 6: MINUTES. Minutes and/or records of the business conducted at all meetings of the Commission or any subcommittee thereof shall be prepared by the designated City staff member assigned to the Commission and shall be open for public inspection. City staff shall forward the minutes of each meeting to the Commission not less than forty-eight (48) hours, nor more than thirty (30) days prior to the meeting at which such minutes are subject to approval by the Commission.

SECTION 7: SUBCOMMITTEES. The Commission Chair, with the Commission's approval, may establish such subcommittees as necessary or helpful to assist or advise the Commission in the performance of its functions and/or furtherance of its mission. Meetings of subcommittees shall comply with any and all applicable public meetings laws. Each subcommittee shall consist of at least two (2) commissioners. Unless a subcommittee chair is appointed by the Commission Chair, each subcommittee shall elect a chair to preside at subcommittee meetings and present the findings and/or recommendations of the subcommittee to the Commission. The Commission Chair shall appoint commissioners or city public officials to serve as members of subcommittees. The Commission Chair or Subcommittee Chair may invite non-commissioners to assist the work of the subcommittee.

SECTION 8: VOTING. Each commissioner shall be entitled to one (1) vote on any matter before the Commission. Except as otherwise designated herein or by law, decisions shall be made on the vote of the majority of the members present at any meeting at which a quorum is present. The Commission Chair shall be a voting member. Voting shall be audible; written, anonymous, and proxy voting shall not be permitted.

ARTICLE IV: AMENDMENT OF BYLAWS

As provided in Meridian City Code, the Commission may recommend to the Mayor and City Council that these bylaws be altered, amended, added to, or repealed.

ARTICLE V: ADOPTION AND EFFECTIVE DATE

The Commission adopted the foregoing bylaws at its regular meeting on November 14, 2025. These bylaws shall be effective upon their ratification by resolution of the City Council of the City of Meridian.

EXHIBIT C
BYLAWS OF MERIDIAN PARKS AND RECREATION COMMISSION

BYLAWS of the Meridian Parks and Recreation Commission
Effective December 9, 2025

ARTICLE I: PURPOSE

These Bylaws are adopted to facilitate the duties of the Meridian Parks and Recreation Commission (hereinafter “Commission”) and to provide a framework for the organization, actions, and agenda of the Commission.

ARTICLE II: OFFICERS

SECTION 1: DUTIES OF CHAIR. The Commission Chair shall preside over all full Commission meetings and shall sign all documents requiring an official signature on behalf of the Commission. The decisions, statements, and/or actions of the Chair shall obligate, commit, and/or represent the Commission only insofar as the Commission has specifically authorized.

SECTION 2: DUTIES OF VICE-CHAIR. The Commission Vice-Chair shall perform the duties of the Chair in the absence of the Chair and shall perform such other duties as may be delegated by the Commission Chair.

SECTION 3: NOMINATIONS. At the annual election of officers, the sitting vice chair shall be automatically nominated for the office of chair.

SECTION 4: VACANCY. A special election may be held at any time to fill a vacancy of office. The Chair shall add a special election to an agenda as needed, or upon the timely request of any commissioner. An officer who fails to fulfill the duties of office may be removed from the office by a majority vote of the full Commission at a special election.

ARTICLE III: MEETINGS

SECTION 1: NOTICE OF MEETINGS. Unless otherwise prescribed by statute, the designated City staff member assigned to the commission shall provide commissioners written notice of meetings, which notice shall state the date, hour, and location thereof, and shall further state the purpose of the meeting, business to be transacted, and/or agenda. The designated City staff member assigned to the commission shall provide shall issue notice to the Commission not less than forty-eight (48) hours, nor more than thirty (30) days prior to the meeting.

SECTION 2: QUORUM. A majority of currently appointed commissioners shall constitute a quorum.

SECTION 3: CONDUCT OF MEETINGS. The Commission shall operate generally under the precepts of Robert’s Rules of Order. The order of business for meetings of the Commission shall be as follows: 1) call to order; 2) roll call; 3) approval of the agenda; 4) approval of minutes of previous meeting; 5) old business; 6) new business; 7) reports, presentations, subcommittee reports, staff reports; 8) next meeting; 9) adjournment. Notwithstanding the foregoing, the order of business may be modified by the Commission Chair as needed.

SECTION 4: AGENDA. The agenda for all meetings of the Commission shall be prepared by the designated City staff member assigned to the commission in consultation with the Commission Chair. Agenda items may be proposed by the Commission Chair or any commissioner and shall be placed on the agenda at the discretion of the Commission Chair, provided that agenda items are proposed seven (7) days in advance of a regular meeting, or forty-eight (48) hours in advance of a special meeting.

SECTION 5: PUBLIC APPEARANCES AND REQUESTS. Scheduling of appearances before the Commission or requests to the Commission shall be at the discretion of the Chair. The Chair may set rules to maximize efficiency and productivity of meetings, including setting a reasonable time limit for presentations and/or comments to the Commission.

SECTION 6: MINUTES. Minutes and/or records of the business conducted at all meetings of the Commission or any subcommittee thereof shall be prepared by the designated City staff member assigned to the Commission and shall be open for public inspection. City staff shall forward the minutes of each meeting to the Commission not less than forty-eight (48) hours, nor more than thirty (30) days prior to the meeting at which such minutes are subject to approval by the Commission.

SECTION 7: SUBCOMMITTEES. The Commission Chair, with the Commission's approval, may establish such subcommittees as necessary or helpful to assist or advise the Commission in the performance of its functions and/or furtherance of its mission. Meetings of subcommittees shall comply with any and all applicable public meetings laws. Each subcommittee shall consist of at least two (2) commissioners. Unless a subcommittee chair is appointed by the Commission Chair, each subcommittee shall elect a chair to preside at subcommittee meetings and present the findings and/or recommendations of the subcommittee to the Commission. The Commission Chair shall appoint commissioners or city public officials to serve as members of subcommittees. The Commission Chair or Subcommittee Chair may invite non-commissioners to assist the work of the subcommittee.

SECTION 8: VOTING. Each commissioner shall be entitled to one (1) vote on any matter before the Commission. Except as otherwise designated herein or by law, decisions shall be made on the vote of the majority of the members present at any meeting at which a quorum is present. The Commission Chair shall be a voting member. Voting shall be audible; written, anonymous, and proxy voting shall not be permitted.

ARTICLE IV: AMENDMENT OF BYLAWS

As provided in Meridian City Code, the Commission may recommend to the Mayor and City Council that these bylaws be altered, amended, added to, or repealed.

ARTICLE V: ADOPTION AND EFFECTIVE DATE

The Commission adopted the foregoing bylaws at its regular meeting on October 8, 2025. These bylaws shall be effective upon their ratification by resolution of the City Council of the City of Meridian.

EXHIBIT D
BYLAWS OF MERIDIAN PLANNING AND ZONING COMMISSION

BYLAWS of the Meridian Planning and Zoning Commission
Effective December 9, 2025

ARTICLE I: PURPOSE

These Bylaws are adopted to facilitate the duties of the Meridian Planning and Zoning Commission (hereinafter “Commission”) and to provide a framework for the organization, actions, and agenda of the Commission.

ARTICLE II: OFFICERS

SECTION 1: DUTIES OF CHAIR. The Commission Chair shall preside over all full Commission meetings and shall sign all documents requiring an official signature on behalf of the Commission. The decisions, statements, and/or actions of the Chair shall obligate, commit, and/or represent the Commission only insofar as the Commission has specifically authorized.

SECTION 2: DUTIES OF VICE-CHAIR. The Commission Vice-Chair shall perform the duties of the Chair in the absence of the Chair and shall perform such other duties as may be delegated by the Commission Chair.

SECTION 3: NOMINATIONS. At the annual election of officers, the sitting vice chair shall be automatically nominated for the office of chair.

SECTION 4: VACANCY. A special election may be held at any time to fill a vacancy of office. The Chair may add a special election to an agenda as needed, or upon the timely request of any commissioner. An officer who fails to fulfill the duties of office may be removed from the office by a majority vote of the Commission at a special election.

ARTICLE III: MEETINGS

SECTION 1: NOTICE OF MEETINGS. Unless otherwise prescribed by statute, the designated City staff member(s) assigned to the Commission by City leadership (“City staff”) shall provide commissioners written notice of meetings, which notice shall state the date, hour, and location thereof, and shall further state the purpose of the meeting, business to be transacted, and/or agenda. City staff shall provide notice to the Commission not less than forty-eight (48) hours, nor more than thirty (30) days, prior to the meeting.

SECTION 2: QUORUM. A majority of currently appointed commissioners shall constitute a quorum.

SECTION 3: CONDUCT OF MEETINGS. The Commission shall operate generally under the precepts of Robert’s Rules of Order. The order of business for meetings of the Commission shall generally be as follows: 1) call to order; 2) roll call; 3) adoption of agenda; 4) approval of consent agenda; 5) items moved from the consent agenda; 6) action items; 7) reports, presentations, and future meeting topics; 8) adjournment. Notwithstanding the foregoing, the order of business may be modified by the Commission Chair as needed.

SECTION 4: AGENDA. The agenda for all meetings of the Commission shall be prepared by City staff in consultation with the Commission Chair as needed. Agenda items may be proposed by the Commission Chair or any commissioner and shall be placed on the agenda at the discretion of the Commission Chair, provided that agenda items are proposed seven (7) days in advance of a regular meeting, or forty-eight (48) hours in advance of a special meeting.

SECTION 5: SPECIAL APPEARANCES AND REQUESTS. Scheduling of special appearances before the Commission or requests to the Commission shall be at the discretion of the Chair. The Chair may set rules to maximize efficiency and productivity of meetings, including setting a reasonable time limit for presentations and/or comments to the Commission.

SECTION 6: MINUTES. Minutes and/or records of the business conducted at all meetings of the Commission or any subcommittee thereof shall be prepared by City staff and shall be open for public inspection. City staff shall forward the minutes of each meeting to the Commission not less than forty-eight (48) hours, nor more than thirty (30) days, prior to the meeting at which such minutes are subject to approval by the Commission.

SECTION 7: SUBCOMMITTEES. The Commission Chair, with the Commission's approval, may establish such subcommittees as necessary or helpful to assist or advise the Commission in the performance of its functions and/or furtherance of its mission. Meetings of subcommittees shall comply with any and all applicable public meetings laws. Each subcommittee shall consist of at least two (2) commissioners. Unless a subcommittee chair is appointed by the Commission Chair, each subcommittee shall elect a chair to preside at subcommittee meetings and present the findings and/or recommendations of the subcommittee to the Commission. The Commission Chair shall appoint commissioners or City public officials to serve as members of subcommittees. The Commission Chair or Subcommittee Chair may invite non-commissioners to assist with the work of the subcommittee.

SECTION 8: VOTING. Each commissioner shall be entitled to one (1) vote on any matter before the Commission. Except as otherwise designated herein or by law, decisions shall be made on the vote of the majority of the members present at any meeting at which a quorum is present. The Commission Chair shall be a voting member. Voting shall be audible; written, anonymous, and proxy voting shall not be permitted.

ARTICLE IV: AMENDMENT OF BYLAWS

As provided in Meridian City Code, the Commission may recommend to the Mayor and City Council that these bylaws be altered, amended, added to, or repealed.

ARTICLE V: ADOPTION AND EFFECTIVE DATE

The Commission adopted the foregoing bylaws at its regular meeting on August 21, 2025. These bylaws shall be effective upon their ratification by resolution of the City Council of the City of Meridian.

EXHIBIT E

BYLAWS OF MERIDIAN SOLID WASTE ADVISORY COMMISSION

BYLAWS of the Meridian Solid Waste Advisory Commission
Effective December 9, 2025

ARTICLE I: PURPOSE

These Bylaws are adopted to facilitate the duties of the Meridian Solid Waste Advisory Commission (hereinafter “Commission”) and to provide a framework for the organization, actions, and agenda of the Commission.

ARTICLE II: OFFICERS

SECTION 1: DUTIES OF CHAIR. The Commission Chair shall preside over all full Commission meetings and shall sign all documents requiring an official signature on behalf of the Commission. The decisions, statements, and/or actions of the Chair shall obligate, commit, and/or represent the Commission only insofar as the Commission has specifically authorized.

SECTION 2: DUTIES OF VICE-CHAIR. The Commission Vice-Chair shall perform the duties of the Chair in the absence of the Chair and shall perform such other duties as may be delegated by the Commission Chair.

SECTION 3: NOMINATIONS. At the annual election of officers, the sitting vice chair shall be automatically nominated for the office of chair.

SECTION 4: VACANCY. A special election may be held at any time to fill a vacancy of office. The Chair shall add a special election to an agenda as needed, or upon the timely request of any commissioner. An officer who fails to fulfill the duties of office may be removed from the office by a majority vote of the full Commission at a special election.

ARTICLE III: MEETINGS

SECTION 1: NOTICE OF MEETINGS. Unless otherwise prescribed by statute, the designated City staff member assigned to the commission shall provide commissioners written notice of meetings, which notice shall state the date, hour, and location thereof, and shall further state the purpose of the meeting, business to be transacted, and/or agenda. The designated City staff member assigned to the commission shall provide shall issue notice to the Commission not less than forty-eight (48) hours, nor more than thirty (30) days prior to the meeting.

SECTION 2: QUORUM. A majority of currently appointed commissioners shall constitute a quorum.

SECTION 3: CONDUCT OF MEETINGS. The Commission shall operate generally under the precepts of Robert’s Rules of Order. The order of business for meetings of the Commission shall be as follows: 1) call to order; 2) roll call; 3) approval of the agenda; 4) approval of minutes of previous meeting; 5) old business; 6) new business; 7) reports, presentations, subcommittee reports, staff reports; 8) next meeting; 9) adjournment. Notwithstanding the foregoing, the order of business may be modified by the Commission Chair as needed.

SECTION 4: AGENDA. The agenda for all meetings of the Commission shall be prepared by the designated City staff member assigned to the commission in consultation with the Commission Chair. Agenda items may be proposed by the Commission Chair or any commissioner and shall be placed on the agenda at the discretion of the Commission Chair, provided that agenda items are proposed seven (7) days in advance of a regular meeting, or forty-eight (48) hours in advance of a special meeting.

SECTION 5: PUBLIC APPEARANCES AND REQUESTS. Scheduling of appearances before the Commission or requests to the Commission shall be at the discretion of the Chair. The Chair may set rules to maximize efficiency and productivity of meetings, including setting a reasonable time limit for presentations and/or comments to the Commission.

SECTION 6: MINUTES. Minutes and/or records of the business conducted at all meetings of the Commission or any subcommittee thereof shall be prepared by the designated City staff member assigned to the Commission and shall be open for public inspection. City staff shall forward the minutes of each meeting to the Commission not less than forty-eight (48) hours, nor more than thirty (30) days prior to the meeting at which such minutes are subject to approval by the Commission.

SECTION 7: SUBCOMMITTEES. The Commission Chair, with the Commission's approval, may establish such subcommittees as necessary or helpful to assist or advise the Commission in the performance of its functions and/or furtherance of its mission. Meetings of subcommittees shall comply with any and all applicable public meetings laws. Each subcommittee shall consist of at least two (2) commissioners. Unless a subcommittee chair is appointed by the Commission Chair, each subcommittee shall elect a chair to preside at subcommittee meetings and present the findings and/or recommendations of the subcommittee to the Commission. The Commission Chair shall appoint commissioners or city public officials to serve as members of subcommittees. The Commission Chair or Subcommittee Chair may invite non-commissioners to assist the work of the subcommittee.

SECTION 8: VOTING. Each commissioner shall be entitled to one (1) vote on any matter before the Commission. Except as otherwise designated herein or by law, decisions shall be made on the vote of the majority of the members present at any meeting at which a quorum is present. The Commission Chair shall be a voting member. Voting shall be audible; written, anonymous, and proxy voting shall not be permitted.

ARTICLE IV: AMENDMENT OF BYLAWS

As provided in Meridian City Code, the Commission may recommend to the Mayor and City Council that these bylaws be altered, amended, added to, or repealed.

ARTICLE V: ADOPTION AND EFFECTIVE DATE

The Commission adopted the foregoing bylaws at its regular meeting on October 22, 2025. These bylaws shall be effective upon their ratification by resolution of the City Council of the City of Meridian.

EXHIBIT F
BYLAWS OF MERIDIAN TRANSPORTATION COMMISSION

BYLAWS of the Meridian Transportation Commission
Effective December 9, 2025

ARTICLE I: PURPOSE

These Bylaws are adopted to facilitate the duties of the Meridian Transportation Commission (hereinafter “Commission”) and to provide a framework for the organization, actions, and agenda of the Commission.

ARTICLE II: OFFICERS

SECTION 1: DUTIES OF CHAIR. The Commission Chair shall preside over all full Commission meetings and shall sign all documents requiring an official signature on behalf of the Commission. The decisions, statements, and/or actions of the Chair shall obligate, commit, and/or represent the Commission only insofar as the Commission has specifically authorized.

SECTION 2: DUTIES OF VICE-CHAIR. The Commission Vice-Chair shall perform the duties of the Chair in the absence of the Chair and shall perform such other duties as may be delegated by the Commission Chair.

SECTION 3: NOMINATIONS. At the annual election of officers, the sitting vice chair shall be automatically nominated for the office of chair.

SECTION 4: VACANCY. A special election may be held at any time to fill a vacancy of the Chair or Vice-Chair. The Chair shall add a special election to an agenda as needed, or upon the timely request of any commissioner. An officer who fails to fulfill the duties of office may be removed from the office by a majority vote of the full Commission at a special election.

ARTICLE III: MEETINGS

SECTION 1: NOTICE OF MEETINGS. Unless otherwise prescribed by statute, the designated City staff member assigned to the commission shall provide commissioners written notice of meetings, which notice shall state the date, hour, and location thereof, and shall further state the purpose of the meeting, business to be transacted, and/or agenda. The designated City staff member assigned to the commission shall provide notice to the Commission not less than forty-eight (48) hours, nor more than thirty (30) days prior to the meeting.

SECTION 2: QUORUM. A majority of currently appointed commissioners shall constitute a quorum.

SECTION 3: CONDUCT OF MEETINGS. The Commission shall operate generally under the precepts of Robert’s Rules of Order. The order of business for meetings of the Commission shall be as follows: 1) call to order; 2) roll call; 3) approval of the agenda; 4) approval of minutes of previous meeting; 5) old business; 6) new business; 7) reports, presentations, subcommittee reports, staff reports; 8) next meeting; 9) adjournment. Notwithstanding the foregoing, the order of business may be modified by the Commission Chair as needed.

SECTION 4: AGENDA. The agenda for all meetings of the Commission shall be prepared by the designated City staff member assigned to the commission in consultation with the Commission Chair. Agenda items may be proposed by the Commission Chair or any commissioner and shall be placed on the agenda at the discretion of the Commission Chair, provided that agenda items are proposed seven (7) days in advance of a regular meeting, or forty-eight (48) hours in advance of a special meeting.

SECTION 5: PUBLIC APPEARANCES AND REQUESTS. Scheduling of appearances before the Commission or requests to the Commission shall be at the discretion of the Chair. The Chair may set rules to maximize efficiency and productivity of meetings, including setting a reasonable time limit for presentations and/or comments to the Commission.

SECTION 6: MINUTES. Minutes and/or records of the business conducted at all meetings of the Commission or any subcommittee thereof shall be prepared by the designated City staff member assigned to the Commission and shall be open for public inspection. City staff shall forward the minutes of each meeting to the Commission not less than forty-eight (48) hours, nor more than thirty (30) days prior to the meeting at which such minutes are subject to approval by the Commission.

SECTION 7: SUBCOMMITTEES. The Commission Chair, with the Commission's approval, may establish such subcommittees as necessary or helpful to assist or advise the Commission in the performance of its functions and/or furtherance of its mission. Meetings of subcommittees shall comply with any and all applicable public meetings laws. Each subcommittee shall consist of at least two (2) commissioners. Unless a subcommittee chair is appointed by the Commission Chair, each subcommittee shall elect a chair to preside at subcommittee meetings and present the findings and/or recommendations of the subcommittee to the Commission. The Commission Chair shall appoint commissioners or city public officials to serve as members of subcommittees. The Commission Chair or Subcommittee Chair may invite non-commissioners to assist the work of the subcommittee.

SECTION 8: VOTING. Each commissioner shall be entitled to one (1) vote on any matter before the Commission. Except as otherwise designated herein or by law, decisions shall be made on the vote of the majority of the members present at any meeting at which a quorum is present. The Commission Chair shall be a voting member. Voting shall be audible; written, anonymous, and proxy voting shall not be permitted.

SECTION 9: LENGTH OF MEETINGS. No meeting shall run longer than two (2) hours unless a majority vote of the quorum approves the extension of such time limit as to a particular meeting.

ARTICLE IV: AMENDMENT OF BYLAWS

As provided in Meridian City Code, the Commission may recommend to the Mayor and City Council that these bylaws be altered, amended, added to, or repealed.

ARTICLE V: ADOPTION AND EFFECTIVE DATE

The Commission adopted the foregoing bylaws at its regular meeting on October 6, 2025. These bylaws shall be effective upon their ratification by resolution of the City Council of the City of Meridian.