



MEMO TO TRANSPORTATION COMMISSION

Agenda Topic on the Transportation Commission Agenda

From: Miranda Carson, Coordination Planner **Meeting Date:** September 14, 2020
Presenter: Miranda Carson **Estimated Time:**
Topic: Transportation Commission Subcommittees

Recommended Council Action:

Review and provide input.

Background:

During the August Transportation Commission meeting there was a discussion regarding subcommittees. There was a subcommittee reviewing the Future Role of the Transportation Commission and they recommended 3-three member subcommittees be formed to tackle major areas of focus.

Current Transportation Commission by-laws allow for the formation of these subcommittees as follows:

Article III SECTION 3: 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, subcommittee chair, and/or Mayor may appoint citizens or public officials to serve as members of subcommittees.

It should be noted that Commissioners can serve on more than one subcommittee, however no more than four Commissioners may serve on any one subcommittee. As noted in the bylaws, citizens and/or public officials may also be asked to participate.

The intent of this memo is to assist the Transportation Commission in coming to a determination on the framework and members of the subcommittees. During the September 14th meeting, the Chair will be looking for volunteers to serve and get confirmation on the overall framework and

scope of each subcommittee. The following subcommittees could cover the range of focus areas as listed:

- Project and Ordinance Review subcommittee would evaluate ITD and ACHD capital projects and advocate for the interests of the City. This group would be familiar with street standards and review relevant Ordinances throughout the City as needed.
 - Frequency: Quarterly or more often as needed
 - Members:
 - Subcommittee Chair: David Ballard
 - Commissioners: David McKinney & Tracy Hopkins
- School Zone subcommittee is already formed and will continue providing guidance on concerns related to Safe Routes to Schools and school zones.
 - Frequency: Quarterly or more often as needed
 - Members:
 - Subcommittee Chair: Ryan Lancaster
 - Commissioner: Stephen Lewis
 - Youth Commissioner: Joseph Leckie
 - Ex-Officios from WASD, ACHD, MPD
- Development Application subcommittee would review and provide feedback to the Planning Department on development applications without slowing the process down for presentation to City Council.
 - Frequency: Monthly
 - Members:
 - Subcommittee Chair: Tom LeClaire
 - Commissioners: Jared Smith & Walter Steed