

CITY OF MERIDIAN

RESOLUTION NO. 16-1125

BY THE CITY COUNCIL:

BIRD, BORTON, CAVENER,
MILAM, PALMER, LITTLE ROBERTS

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF MERIDIAN APPROVING THE BYLAWS OF THE MERIDIAN TRANSPORTATION COMMISSION AS AMENDED ON MARCH 7, 2016, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Meridian City Code section 2-7-4(B), at its meeting on March 7, 2016, the Meridian Transportation Commission voted to recommend to City Council that it approve the "Bylaws of the Transportation Commission as Amended on March 7, 2016," attached hereto as *Exhibit A*;

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 Meridian Transportation Commission;

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

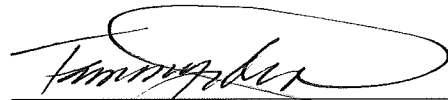
Section 1. That the City Council of the City of Meridian hereby approves the Bylaws of the Meridian Transportation Commission as Amended on March 7, 2016, attached hereto as *Exhibit A*.

Section 2. 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 15th day of March, 2016.

APPROVED by the Mayor of the City of Meridian, Idaho, this 15th day of March, 2016.

APPROVED:



Mayor Tammy de Weerd

ATTEST:

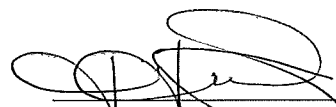
By:  for:
Jaycee Holman, City Clerk



EXHIBIT A

BYLAWS OF MERIDIAN TRANSPORTATION COMMISSION

**BYLAWS of the MERIDIAN TRANSPORTATION COMMISSION
AS AMENDED on March 7, 2016**

WHEREAS, pursuant to Meridian City Code section 2-7-4(B), the Transportation Commission is required to adopt bylaws, rules and regulations for the proper conduct of the business of the commission;

WHEREAS, on September 17, 2013, the City Council of the City of Meridian adopted Resolution no. 13-944, which effectuated the previous iteration of the Bylaws of the Meridian Transportation Commission;

WHEREAS, at its regular meeting on March 7, 2016, the Meridian Transportation Commission voted to recommend that the Commission's bylaws be amended and updated as set forth herein;

NOW, THEREFORE, the Meridian Transportation Commission hereby establishes and adopts the following bylaws.

ARTICLE I: INTENT

The intent in preparing and adopting these bylaws is to provide a framework for the organization, actions, and agenda of the Meridian Transportation Commission (hereinafter "Commission").

ARTICLE II: OFFICE

The principal location of the Commission shall be at the Office of the City Clerk, 33 E. Broadway, Meridian, Idaho.

ARTICLE III: MEMBERSHIP

SECTION 1: TERMS OF OFFICE. In keeping with provisions of Meridian City Code regarding commissioners' terms of office, there are hereby designated nine membership seats on the Commission. The commissioner appointed to Seats 1, 2, and 3 shall serve an initial term of one (1) year. The commissioner appointed to Seat 4 shall be designated to represent Meridian's youth and shall serve a term of one (1) year, which term shall expire on August 31 of each year. The commissioner appointed to Seats 5, 6, and 7 shall each serve an initial term of two (2) years. The commissioner appointed to Seats 8, and 9 shall each serve an initial term of three (3) years. Following the initial term, each commissioner, with the exception of the commissioner appointed to Seat 4, shall serve a term of three (3) years.

SECTION 2: EX-OFFICIO MEMBERS. There shall be up to six (6) nonvoting ex officio members appointed to the commission made up of representatives from the Meridian City Council, ACHD, ITD, COMPASS, VRT, and/or Meridian Joint School District #2 staff. The representative from the Meridian City Council serves as both a liaison to the Council and as a nonvoting ex-officio member.

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.

SECTION 4: QUORUM. According to the provisions of Meridian City Code, a majority of currently-appointed commissioners shall constitute a quorum for the transaction of any business of the Commission.

SECTION 5: VOTING. Each commissioner shall be entitled to one (1) vote on any matter before the Commission. Except as otherwise designated herein, the vote of the majority of the members present at any meeting at which a quorum is present shall effectuate any decision of the Commission. The Commission Chair shall be a voting member of the Commission and shall hold the same rights and privileges as any other commissioner. Proxy voting shall not be permitted.

ARTICLE IV: MEETINGS

SECTION 1: NUMBER AND DATE OF REGULAR MEETINGS. According to the provisions of Meridian City Code, regular meetings of the Commission shall be held on the first Monday of each month at 3:30 p.m. In the event that the first Monday of any particular month falls on a City-recognized holiday, the meeting for that month shall be held on the second Monday.

SECTION 2: SPECIAL MEETINGS. Special meetings may be convened by or at the direction of the Chair by notifying the Commission in the manner specified herein.

SECTION 3: PLACE OF MEETINGS. Unless otherwise specified, meetings of the Commission shall be held in the City Council Chambers at Meridian City Hall, 33 E. Broadway, Meridian, Idaho.

SECTION 4: NOTICE OF MEETINGS. Unless otherwise prescribed by statute, commissioners shall be provided 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 City Clerk's Office shall issue notice to each and every commissioner not less than forty-eight (48) hours, nor more than thirty (30) days prior to the meeting. Notice may be issued by e-mail, U.S. Post, and/or personally, by or at the direction of the Chair or the Chair's delegee.

SECTION 5: 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.

SECTION 6: CONDUCT OF MEETINGS. The Commission shall operate 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) adoption of the agenda; 4) approval of minutes of previous meeting(s); 5) old business; 6) new business; 7) next meeting; 8) adjournment. The agenda shall be followed to the extent possible, but other matters may be considered upon vote of the majority of the members present at any meeting at which a quorum is present. The Chair may set rules to maximize efficiency and productivity of meetings, including setting a time limit for presentations and/or comments to the Commission.

SECTION 7: AGENDA. The agenda for all meetings of the Commission shall be prepared by the City Clerk's Office in consultation with the Commission Chair and Community Development Department staff. Agenda items may be proposed to the Clerk, Commission Chair, and/or Community Development staff by any commissioner or any member of the public and may be placed on the agenda, provided that adequate notice of such item has been provided as set forth herein. Agenda items not proposed by 5:00 p.m. on the Tuesday preceding the regular meeting, or forty-eight (48) hours before a special meeting shall be considered at any meeting at which a quorum is present only upon vote of the majority of the members present.

SECTION 8: MINUTES. Minutes and/or records of the business conducted at all meetings of the Commission or any subcommittee thereof shall be kept by the City Clerk's Office and shall be open for public inspection. The minutes of each meeting shall be forwarded to each commissioner prior to the regular meeting at which such minutes are subject to approval by the Commission.

ARTICLE V: OFFICERS

SECTION 1: DESIGNATION. According to the provisions of Meridian City Code, officers of the Commission shall include the Commission Chair and Commission Vice-Chair. Other officers may be elected as necessary or desirable for the efficient administration of the Commission if a majority of the Commission so decides.

SECTION 2: TERM AND ELECTION. Election of officers shall be by voice vote and, according to the provisions of Meridian City Code, shall be held at the first regularly scheduled meeting after January 1 of each year. A special election may be held at any time to fill a vacancy of office. An officer who fails or refuses to fulfill the duties of his or her office may be removed from the office by a two-thirds (2/3) majority vote of the full Commission at a special election.

SECTION 3: DUTIES OF CHAIR. The Commission Chair shall prepare meeting agendas in cooperation with the Community Development Department staff and the City Clerk's Office, shall preside over all full Commission meetings, shall sign all documents requiring an official signature on behalf of the Commission, including its annual report, and shall present the Commission's annual report, and other reports as may be necessary, to the Mayor and City

Council. The Chair shall recommend, for the Commission's approval, the formation of subcommittees and the appointment of commissioners, citizens, and/or public officials thereto. 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 4: 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.


ARTICLE VI: 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 VII: ADOPTION AND EFFECTIVE DATE

The Commission adopted the foregoing bylaws at its regular meeting on March 7, 2016. These bylaws shall be effective upon their ratification by resolution of the City Council of the City of Meridian.

Adopted by the Meridian Transportation Commission on March 7, 2016.



Tracy Hopkins, Chair
Meridian Transportation Commission