From: Tom LeClaire <idahovandal@q.com>
Sent: Thursday, August 28, 2025 1:28 PM
To: Caleb Hood <chood@meridiancity.org>; smithjaredtaylor@gmail.com; zachshoemaker@alturas.com; wmsteed@aol.com
Cc: idahovandal@q.com
Subject: Ordinance and Development Subcommittee Meeting Minutes
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The Meridian Transportation Commission Ordinance and Development Subcommittee was called to order by Chair Tom LeClaire at 2 p.m. on August 26, 2025, in the Council Conference Room in the Meridian City Hall at 33 E Broadway Ave.

Roll Call showed all members of the subcommittee were present. They are Tom LeClaire, Jared Smith, Walter Steed, and Zachary Shoemaker.

The agenda item was to review and make suggestions regarding new bylaws proposed by the city attorney.

After a thorough discussion of each section of the proposed bylaws, it was moved by Walter Steed and seconded by Jared Smith that the following amendments to the bylaws be referred to the full Meridian Transportation Commission for approval:

In Article I: Purpose, strike "[Insert Name of Commission]", and replace it with "Meridian Transportation Commission".

In Article II: Officers, Section 4: Vacancy, strike "office", and replace it with "the Chair or Vice Chair."

In Article III: Meetings, Section 4: Agenda, at the end of the section, add the following sentence: "Agenda items may be added to an agenda during a meeting upon a majority vote of the members of the Commission present."

In Article V: Adoption and Effective Date, strike "[Insert Date]", and replace it with "October 6, 2025."

This motion passed by voice vote.

Chair LeClaire asked that a note be included in the subcommittee's meeting minutes regarding the section in the old bylaws regarding Length of Meetings. This section set a two-hour limit on meetings of the Commission. This subcommittee did not recommend that language be included in the new bylaws. There was no objection to Commissioner LeClaire's suggestion.

I was moved by Steed and seconded by Smith that the meeting adjourn at 2:50 pm. Motion passed by voice vote.

(The subcommittee did not discuss Item III and Item IV on the agenda due to adjournment.)

As I prepared these minutes, I found two other items that will bring up during my report to the MTC on this subcommittee meeting.

In Article III, Section I, it says " ... shall provide shall issue..." This is a typo, I think. I would suggest that we strike, "shall issue".

The second item is in Article III, Section 8. It says, "Voting shall be audible; written, anonymous, ..." We do not conduct audible, written, anonymous votes. This is also a typo, I think I would suggest that we strike that language and replace it with, "Voting may be by voice vote, by roll call vote, or by anonymous written ballot".

I just wanted to get these other thoughts on this email with the minutes, so I do not forget about them between now and our October meeting.

Sincerely,

Tom LeClaire