



TRANSPORTATION AND SAFETY COMMISSION

MEETING NOTICE AND AGENDA

FEBRUARY 3, 2021 – 7 PM

TELECONFERENCE – PER GOVERNOR’S EXECUTIVE ORDER

SPECIAL NOTICE REGARDING COVID-19

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. On March 17, 2020, Governor Newsom issued Executive Order N-29-20 (superseding the Brown Act-related provisions of Executive Order N-25-20 issued on March 12, 2020), which allows a local legislative body to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body. Pursuant to Executive Order N-29-20, please be advised that the San Fernando Transportation and Safety Commission will participate in meetings telephonically.

PUBLIC PARTICIPATION: Pursuant to the Executive Order and given the current health concerns, members of the public can access meetings live on-line, with audio and video, via YouTube Live, at <https://www.youtube.com/c/CityOfSanFernando>. Members of the public may submit comments by email to mpadilla@sfcity.org. Comments submitted via YouTube will not be read into the record. To ensure distribution to the Transportation and Safety Commission prior to consideration of the agenda, please submit your comments no later than 4:00 p.m. the day of the meeting. Those comments will be distributed to the Transportation and Safety Commission, will be limited to three minutes, and made part of the official public record of the meeting.

CALL TO ORDER/ROLL CALL

Chair Nicole Mohr
Vice Chair Clarisa Tolentino
Commissioner Dee Akemon
Commissioner Francisco Arrizon
Commissioner Rudy Trujillo

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC STATEMENTS – WRITTEN/ORAL

Members of the public can submit comments electronically for Transportation and Safety Commission consideration by sending them to mpadilla@sfcity.org. To ensure distribution to

TRANSPORTATION AND SAFETY COMMISSION

Meeting Notice and Agenda – February 3, 2021

Page 2 of 2

the Transportation and Safety Commission prior to consideration of the agenda, please submit comments prior to 4:00 p.m. the day of the meeting. Those comments will be distributed to the Transportation and Safety Commission, will be limited to three minutes, and made part of the official public record of the meeting.

APPROVAL OF MINUTES

1. MINUTES OF DECEMBER 2, 2020 – REGULAR MEETING

NEW BUSINESS

- 1. ANNUAL REORGANIZATION OF THE COMMISSION – SELECTION OF CHAIR AND VICE CHAIR**
- 2. REVIEW OF THE GENERAL DUTIES OF THE TRANSPORTATION AND SAFETY COMMISSION**

COMMISSION COMMUNICATION

STAFF COMMUNICATION

- 1. PROJECT UPDATES**
 - a. Glenoaks Blvd. Street Resurfacing**
 - b. Safe and Active Streets Plan**

ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.

Maria Padilla, Executive Assistant

Signed and Posted: January 29, 2021 (2:00 p.m.)

Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City's Internet Web site (www.sfcity.org). These are also available for public reviewing prior to a meeting at the Public Works Department Public Counter. Any public writings distributed by the Transportation & Safety Commission to at least a majority of the Commissioners regarding any item on this regular meeting agenda will also be made available at the Public Works Department Public Counter located at 117 Macneil Street, San Fernando, CA, 91340 during normal business hours. In addition, the City may also post such documents on the City's Web Site at www.sfcity.org. In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/ accommodation to attend or participate in this meeting, including auxiliary aids or services please call the Public Works Department Office at (818) 898-1222 at least 24 hours prior to the meeting.



AGENDA REPORT

To: Chair Nicole Mohr and Commissioners

From: Matt Baumgardner, Director of Public Works

Date: February 3, 2021

Subject: Annual Reorganization of the Commission – Selection of Chair and Vice Chair

RECOMMENDATION:

It is recommended that the Transportation and Safety Commission proceed with its annual reorganization of the Commission and the selection of its Chair and Vice Chair.

BACKGROUND:

1. The Transportation and Safety Commission is composed of five members – each appointed by a different councilmember.
2. Each year, the members shall elect a Chair and Vice Chair per Municipal Code 1957, § 13.25, Section 90-71 (Attachment “A”).

ANALYSIS:

In accordance with Municipal Code 1957, § 13.25, Section 90.71, the Traffic and Safety Commission shall meet annually to choose one of its members as Chair and another of its members as Vice Chair. The terms of office of the Chair and Vice Mayor shall be for one year.

Any member of the Commission may make nominations for the position of Chair and Vice Chair. The process for selecting a Chair and Vice Chair is as follows:

Election of the Chair.

1. The current Chair opens the nominations for the position of Chair.
2. Nomination(s) is/are made for Chair, and seconded.
3. Hearing no objections, a motion is made to close the nominations.
4. The Executive Assistant conducts a roll call vote and Commissioners announce their vote for Chair until one is elected by majority vote.
5. The Executive Assistant announces the results.

Election of the Vice Chair.

1. The new Chair opens the nominations for the position of Vice Chair.
2. Nomination(s) is/are made for Vice Chair, and seconded.
3. Hearing no objections, a motion is made to close the nominations.
4. The Executive Assistant conducts a roll call vote and Commissioners announce their vote for Vice Chair until one is elected by majority vote.
5. The Executive Assistant announces the results.

BUDGET IMPACT:

There is no budget impact associated with the annual reorganization of the Transportation and Safety Commission.

CONCLUSION:

Staff recommends that the Transportation and Safety Commission select a Chair and Vice Chair in accordance with Municipal Code 1957, §13.25, Section 90.71.

ATTACHMENT:

- A. Municipal Code 1957, §13.25, Section 90.71

ATTACHMENT "A"

Sec. 90-71 - Established; composition; appointment and compensation of members; officers.

- a) There is established a transportation and safety commission of five members to be appointed by a different appointing councilperson, with such appointment to be ratified by the city council. Each member shall have full participation and voting rights. Each member shall also be a registered voter and city resident. Such members so appointed shall be persons who do not hold any office or position with the city. The terms of office of each member shall be one year.
- b) The members shall organize the transportation and safety commission and shall elect a chair and vice-chair. In the absence of the chair and vice-chair, any other member shall call the commission to order, whereupon a chair shall be elected from the members present to preside for that meeting.

(Code 1957, § 13.25; Ord. No. 1586, § 6, 3-16-2009)



To: Chair Nicole Mohr and Commissioners

From: Matt Baumgardner, Director of Public Works

Date: February 3, 2021

Subject: Review of the General Duties of the Transportation and Safety Commission

RECOMMENDATION:

It is recommended that the Transportation and Safety Commission review and discuss the general duties as outlined in Municipal Code 1957, § 13.26, Section 90-72 (Attachment “A”).

BACKGROUND:

1. On February 3, 2021, the Transportation and Safety Commission will complete its annual reorganization by selecting a new Chair and Vice Chair.
2. The general duties of the Transportation and Safety Commission are outlined in Municipal Code 1957, § 13.26, Section 90-72 (Attachment “A”).

ANALYSIS:

Each year, the Transportation and Safety Commission completes its annual reorganization by selecting a new Chair and Vice Chair. Following this reorganization, staff is providing the following overview of the general duties of the Commission for discussion, as outlined in the municipal code:

It shall be the duty of the Transportation and Safety Commission to:

- Suggest the most practicable means for coordinating the activities of all city officers and agencies having authority with respect to the administration or enforcement of traffic regulations;
- Stimulate and assist in the preparation and publication of transportation safety and traffic reports;
- Receive complaints having to do with traffic matters; and

- Recommend to the city council, the chief of the traffic division and other city officials ways and means for improving traffic conditions and the administration and enforcement of transportation safety and traffic regulations.

BUDGET IMPACT:

There is no budget impact associated with reviewing and discussing the general duties of the Transportation and Safety Commission.

CONCLUSION:

Staff recommends that the Transportation and Safety Commission review and discuss the general duties of the Commission as outlined in Municipal Code 1957, § 13.26, Section 90.72.

ATTACHMENT:

- A. Municipal Code 1957, § 13.26, Section 90-72

Sec. 90-72. - Duties generally.

It shall be the duty of the transportation and safety commission to:

- 1) Suggest the most practicable means for coordinating the activities of all city officers and agencies having authority with respect to the administration or enforcement of traffic regulations;
- 2) Stimulate and assist in the preparation and publication of transportation safety and traffic reports;
- 3) Receive complaints having to do with traffic matters; and
- 4) Recommend to the city council, the chief of the traffic division and other city officials ways and means for improving traffic conditions and the administration and enforcement of transportation safety and traffic regulations.

(Code 1957, § 13.26)