



MEMO

To: Tacoma Transportation Commission

From: Carrie Wilhelme, Senior Transportation Planner and Staff Liaison

Date: January 11, 2023

Subject: Transportation Commission Co-Chair Nominations and Work Plan

Co-Chair Nominations

According to the Transportation Commission by-laws, two Co-Chairs shall be nominated at the first meeting in January of each year. The election will be held at the February meeting, and new officers will assume duties at the March meeting. The term of office is one year. A Commissioner can nominate someone or nominate themselves. There are two Co-Chair positions available. The interested Commissioner should:

- be interested in holding the position;
- be able to devote sufficient time to Commission business;
- be committed to attending as many regular and special Commission meetings as possible;
- be prepared to make presentations to the City Council, citizens, committees, neighborhood groups, and service clubs regarding Commission responsibilities, projects, plans and policies;
- have sufficient experience on the Commission to understand its role and functions and to have a basic understanding of the City's Transportation Master Plan and Pierce and Sound Transit's basic function and governing bodies, and
- be adequately skilled in meeting facilitation and agenda building including a general understanding of parliamentary procedure.

Work Plan

The purpose of the Transportation Commission work plan is to establish the focus and priorities for the year, identify potential guest speakers, and plan for joint meetings. This time will also be used to revisit citizen stakeholder groups (such as the BRT committee) that Commissioners are on or might be interested in joining, and what City Boards and Commissions meetings should be attended or at least followed. Once a work plan is established, it will be presented to the Infrastructure, Planning, and Sustainability Council Sub-Committee and shared with relevant Boards, Commissions, and Advisory Groups.

Questions and Discussion

Staff invites input from the Transportation Commission on the following key questions:

- 1. Whom would you like to nominate for the Co-Chair positions?**
- 2. In the 11 meetings currently scheduled for 2023, what should be the focus of the Transportation Commission?**
- 3. What is the best use of Commissioners time when it comes to attending meetings outside of scheduled Transportation Commission meetings? Where should we prioritize having a Transportation Commissioner in attendance?**



MEMO

To: Tacoma Transportation Commission

From: Jennifer Kammerzell, Assistant Transportation Division Manager

Date: January 12, 2023

Subject: Neighborhood Programs – Residential Traffic Calming

Overview of Program

Tacoma's Neighborhood Traffic Calming Program is part of the City's commitment to support safe traffic conditions on Tacoma's neighborhood streets and the livability of our communities. The current program is a collaborative effort of City staff and local residents to reduce the impacts of traffic on neighborhoods. Through active participation by neighborhoods, the City and community can identify the problem, plan the approach, implement the solutions, and evaluate the effectiveness. Citizen involvement is an important part of the City's traffic calming program. The people who live and work in a project area have the opportunity to become actively involved in the planning and decision making process.

Traffic calming is one of the top requests Public Works receives through SeeClickFix. The City is currently hiring a [Neighborhood Programs Associate Engineer](#) to support the program. Hiring this position presents an opportunity to examine the current program and identify what is working and where improvement is needed.

Questions and Discussion

Staff invites input from the Transportation Commission on two key questions:

- 1. What are some questions or concerns about the current traffic calming program?**
- 2. What needs to be addressed when updating the program – including how to prioritize requests and use of limited funds?**

More Information

[City of Tacoma Neighborhood Programs Website](#)