

# **City of San Diego Mobility Board Bylaws**

DRAFT

**Effective June 5, 2019  
Revised October 2, 2019**

## **ARTICLE 1**

### **Purpose and Intent**

#### **Mobility Board**

Established by City Council in O-21031 effective 2/19/2019 and added to Municipal Code as M.C. 11 Art. 6 Div. 00 Sec. 26.38 and 26.39 incorporated herein by reference:

It is the purpose and intent of the Council to establish a Mobility Board to serve as an advisory body to the Mayor and Council on policies and issues related to the City's transportation network. The Board will analyze transportation decision making in a holistic way to help the City ensure that people driving, walking, bicycling, taking transit, parking, or using other transportation modes will have safe, easy-to-use choices to move around the City. The Board will help ensure the development of the City's transportation network meets the City's Climate Action Plan goals.

## **ARTICLE 2**

### **DUTIES AND FUNCTIONS**

The Mobility Board shall:

- A. Advise the Mayor and Council on policies and issues relating to the development, maintenance, and ADA accessibility of:
  - (1) pedestrian networks such as sidewalks and street crossings;
  - (2) bicycle networks such as bicycle lanes and protected bikeways;
  - (3) parking;
  - (4) pedestrian plazas; and
  - (5) access points for public transit such as the trolley, bus rapid transit, and bus lines, and other public right-of-way improvements.

- B. Advise the Mayor and Council on education, encouragement, and awareness programs relating to City circulation goals and policies.
- C. Advise the Mayor and Council on policies and projects that help the city reach its Climate Action Plan mode-share goals for bicyclists and pedestrians; discuss strategies that encourage the growth of multi-modal transportation and transit-oriented development; and provide input on the development of the City's Transportation Master Plan.
- D. Advise the Mayor and Council on the implementation of the City's Bicycle Master Plan and Pedestrian Master Plan, and advise on oversight of the Vision Zero Action Plan; *identify funding needs and opportunities, and annually determining what engineering, enforcement and education initiatives the City should consider to achieve its Vision Zero goal.*
- E. Recommend standards relating to bicycle, pedestrian, ADA, and other elements of right-of-way design.
- F. Advise on ways City departments can coordinate with stakeholder groups and other government agencies, including, but not limited to, the San Diego Metropolitan Transit System and the San Diego Association of Governments (SANDAG), regarding multi-modal transportation in the City.
- G. Advise the Mayor and Council during the annual budget cycle regarding the Capital Improvements Program, including performance indicators for transportation projects to improve the City's multi-modal transportation network.
- H. Provide an annual report to the Mayor and Council detailing the activities and recommendations of the Mobility Board.

## **ARTICLE 3 ORGANIZATION AND MEETING**

There is hereby created by referenced Ordinance and Municipal Code a Mobility Board to consist of 13 members, who shall serve without compensation. Members shall be appointed by the Mayor and confirmed by the Council.

### **A. Qualification of Members**

- (1) Each member of the Board shall possess expertise in one or more of the following areas: transportation and transit planning, bicycle and pedestrian safety, city planning, parking management, the Americans with Disabilities Act (ADA), construction management, environmental sustainability, and public health. One of the 13 positions on the Board shall be designated to be filled by a member with expertise in or demonstrated knowledge of the ADA and accommodation issues.
- (2) The Mayor shall appoint four of the 13 members. The Mayor shall appoint the remaining nine members to represent each Council district based on nominations provided by each Councilmember.
- (3) Terms
  - (a) Members shall serve two-year terms, and each member shall serve until a successor is duly appointed and confirmed. Members are limited to a maximum of eight consecutive years. Appointments shall be made in such a manner that the terms of not more than seven members shall expire in any year.
  - (b) Initial members shall be appointed in such a manner as to allow the terms to be

staggered. For the initial appointments, six members shall be appointed to an initial term that will expire in 2020, and seven members shall be appointed to an initial term that will expire in 2021. Initial appointments that are less than the full term of two years shall not have the initial term count for purposes of the eight-year term limit.

- (c) The expiration date of all terms shall be February 1. Any vacancy shall be filled for the remainder of the unexpired term.
- (d) Each March, the Mayor may designate one member as Chairperson; however, in the absence of such designation, the Board shall, on or after April 15, select a Chairperson from among its members.

B. Rules. The Board shall adopt rules consistent with the law for the government of its business and procedures.

- (1) The Board shall meet monthly following compliance with Brown Act noticing. It may, at discretion of the Chair, adjourn the meeting in advance due to lack of action items or quorum.
- (2) Quorum shall consist of an absolute majority of confirmed appointees to the board.
- (3) Actions on Recommendations to the Mayor and Council may be taken only by absolute majority of confirmed appointees to the Board.
- (4) Routine actions may be taken by a majority vote of the quorum present.
- (5) Agendas shall be prepared, noticed and published as directed by the Chair.
- (6) Agenda items may be suggested by the public, members of the Board, or City Staff. Deadlines for following month agenda items shall be noted in the current Agenda.

- C. Meetings will be conducted as noted in Article 6 below. Any dispute will be ruled on by the Chair using these Bylaws and Roberts Rules of Order Revised for guidance.
- (1) All meetings are mandatory for board members. A board member with three or more absences in one twelve-month period may be censured by the Board and referred to the Mayor and City Council for removal.

#### **ARTICLE 4 COMMITTEES**

The Chair may from time to time establish subcommittees to collect, analyze and report. A committee with a limited focus and time frame shall be Ad Hoc. A standing committee will have written guidelines, designated membership and defined powers. The Chair is an ex officio member of every committee. No committee will have more than 6 members or more than half the number of confirmed appointees to the Board.

#### **ARTICLE 5 COMMUNITY RELATIONS**

The Chair is the sole spokesperson for the Board and shall represent the Board in presenting, defending or commenting to anybody, concerning the approved recommendations of the Board. The Chair may designate an alternate as required. No other member of the Board may represent themselves as speaking as an official representative of the Board.

## **ARTICLE 6 ORDER OF BUSINESS**

The order of business of regular Board meetings shall be as follows:

1. Call to order. Roll call
2. Approval of minutes
3. Non-Agenda Public comment. Opportunity for members of the public to address the board on items NOT on the agenda. Any such items may not be addressed by the Board other than a referral to appropriate staff or to a future agenda. The chair may allow comment on agenda items following any non-agenda comment or at the chairs discretion, may allow the public to comment immediately after an agenda item is announced. All comments are subject to any time limit stated by the chair.
4. Chairpersons report
5. Information items
6. Action items
7. Board member comments/announcements
8. Proposed agenda items for future meetings
9. Urgent Non-Agenda Items
10. Adjournment

## **ARTICLE 7 BYLAWS**

The Board adopts these Bylaws, and may modify them by a vote of 66% of the members.