

1 **..Title**  
2 **Transportation Board Quorum** – For the purpose of establishing a quorum of the  
3 Transportation Board as a simple majority of the sworn members.

4 **..Body**

5 **CITY COUNCIL OF THE**  
6 **City of Annapolis**

7  
8 **Ordinance 9-15**

9  
10 **Introduced by: Alderman Budge**

11  
12 **Referred to**  
13 **Rules and City Government Committee**  
14 **Transportation Committee**  
15 **Transportation Board**

16  
17 **AN ORDINANCE** concerning

18  
19 **Transportation Board Quorum**

20  
21 **FOR** the purpose of establishing a quorum of the Transportation Board as a simple  
22 majority of the sworn members.

23  
24 **BY** repealing and re-enacting with amendments the following portions of the Code of  
25 the City of Annapolis, 2013 Edition  
26 Section 2.48.320

27  
28 **WHEREAS,** Section 2.48.320 of the Code of the City of Annapolis sets the quorum of  
29 the Transportation Board to be eight members of the fifteen-member  
30 Board; and

31  
32 **WHEREAS,** the membership of the Transportation Board continuously has had two or  
33 more vacancies since February, 2013; and

34  
35 **WHEREAS,** the vacancies have caused the Board difficulty in achieving a quorum for  
36 meetings to conduct business; and

37  
38 **WHEREAS,** the Transportation Board has requested that the City Council adjust the  
39 necessary quorum.

40  
41 **SECTION I: BE IT ESTABLISHED AND ORDAINED BY THE**  
42 **ANNAPOLIS CITY COUNCIL** that the Code of the City of Annapolis shall be  
43 amended to read as follows:

44  
45 **CHAPTER 2.48 – BOARDS, COMMISSIONS AND COMMITTEES**

1 **2.48.320 Transportation Board**

2 2.48.320 - Transportation Board.

3  
4 A. For the purposes of this section, the term "transportation" includes all aspects of  
5 "transportation" including, but not limited to, parking of motor vehicles on City streets  
6 and in City-owned parking facilities.

7  
8 B. Established—Duties. There is created a Transportation Board. The duties of the Board  
9 are: to provide informed analysis of the facts relating to transportation matters  
10 affecting the City and all transportation matters pending before the City Council or  
11 before any City agency, board or commission; to recommend to the Mayor and City  
12 Council, a comprehensive transportation master plan for the City; to provide oversight,  
13 guidance, and expertise in the planning of comprehensive traffic, transit, and parking  
14 policies. In performing its functions, the Board shall:

- 15  
16 1. Study, review and make recommendations with respect to all transportation and  
17 traffic matters, including policies, laws, and regulations;
- 18  
19 2. Advise the City Council on the implementation of the transportation master plan  
20 and improvement of City transportation and traffic conditions;
- 21  
22 3. Provide a forum for citizens and residents to express their views and opinions  
23 regarding transportation, traffic policies and procedures and to inform the public  
24 with respect to proposals for changes in existing transportation and traffic policies  
25 and procedures;
- 26  
27 4. Assist the City in the presentation of reports, recommendations, analysis, or policies  
28 to other public or quasi-public bodies whose actions may impact transportation  
29 conditions within the City; and
- 30  
31 5. Participate in activities with Anne Arundel County and the State of Maryland  
32 intended to further the transportation concerns of the City.
- 33  
34 6. Perform such other duties as directed by the Mayor or City Council.

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36 C. Composition and Procedures.

37  
38 1. The Board shall consist of fifteen members, eight City of Annapolis residents (one  
39 from each ward), two ad hoc members as defined in C.1.B., and five appointed at-  
40 large, who shall be appointed by the Mayor and confirmed by the City Council for  
41 a term of three years, commencing on July 1st of the year in which appointed. The  
42 appointment shall designate the term of each member of the board so that the terms  
43 of not more than five members of the board shall expire in any one year.

44  
45 A. If a ward-specific position on the Board vacated on June 30 of any year is not  
46 filled by October 1 of the same year or is vacated after a term has commenced

1 and the position is not filled after being vacant for three months, the Mayor and  
2 City Council shall no longer be required to adhere to the ward requirement. The  
3 position may then be filled by a City resident living in any ward and shall be  
4 considered an at-large member. The new at-large member shall serve for the  
5 duration of the term. When the position is vacated, it shall be return to being  
6 ward-specific.

7  
8 B. The Board shall include in its membership a representative from the United  
9 States Naval Academy and St. John's College.

- 10  
11 2. Each member shall have a demonstrated interest or expertise in transportation,  
12 parking, or traffic. At least two of the members shall possess professional or  
13 academic training in one or more of the above listed disciplines.  
14  
15 3. The Board shall annually select, from among its duly appointed members, officers  
16 of at least a chairperson, vice chairperson, and a secretary, whose authority shall be  
17 that prescribed in the current edition of Robert's Rules of Order, Newly Revised.  
18  
19 4. The Board shall, under its own authority, establish rules of procedure and practice  
20 to provide for the carrying out of its duties and responsibilities consistent with the  
21 provisions of this chapter.  
22  
23 5. The Director of Transportation, the Director of Planning and Zoning, the Director of  
24 Public Works and a representative from the State of Maryland shall be ex officio,  
25 non-voting members of the Board. The Mayor may designate additional City  
26 officials or individuals to participate in an ex officio, non-voting capacity.  
27

28 D. Reports and Decisions.

- 29  
30 1. A recommendation, or action of the Board shall be adopted only upon a majority of  
31 the members present and voting, ~~a quorum of eight being necessary to conduct its~~  
32 ~~business~~ and shall be based upon publicly available information, statistics, or data.  
33 A QUORUM OF THE SIMPLE MAJORITY OF THE SWORN MEMBERS  
34 SHALL BE NECESSARY TO CONDUCT BUSINESS.  
35  
36 2. A report, delineating the basis therefore, shall be rendered for each recommendation  
37 or action.  
38  
39 3. Each report shall be delivered to the City Council for its consideration.  
40  
41 4. The Board shall render an annual report to be received by the City Council not later  
42 than February 1st of the year following the year being reported. The report shall  
43 review the status of transportation and traffic affecting the City, and shall  
44 summarize all actions of the Council and Board taken during the calendar year past.  
45 The report shall delineate current difficulties, identify upcoming problems and view  
46 pending matters. The transportation master plan shall be reviewed, and the Board

1 shall recommend necessary plans, studies, actions and expenditures for the  
2 following year to accomplish the objectives of the plan. The Board shall, as part of  
3 its annual report, notify the Council of any and all trends and developments which  
4 are becoming, or will become, a significant transportation concern of the City,  
5 whether or not a particular matter is physically located within the corporate borders  
6 of the municipality.  
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8 **SECTION II: AND BE IT FURTHER ESTABLISHED AND ORDAINED**  
9 **BY THE ANNAPOLIS CITY COUNCIL** that this Ordinance shall take effect from the  
10 date of its passage.

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**EXPLANATION**

CAPITAL LETTERS indicate matter added to existing law.  
~~Strikethrough~~ indicates matter stricken from existing law.  
Underlining indicates amendments.