

Two changes made based on feedback at the Dec 2 CTOC meeting by Commissioner Rose. See orange highlights in Agenda Item 7 below for text that has been added for clarity



**DRAFT (v2) MINUTES**

**CITIZENS TRANSPORTATION OVERSIGHT COMMISSION  
VIRTUAL MEETING**

**NOVEMBER 4, 2021  
6:00 P.M.**

**1. CALL TO ORDER**

Chair Fernandes called the meeting to order at 6:00 p.m.

**2. ROLL CALL**

Present: John Fernandes, Chair  
Marie Nesfield, Vice Chair  
Gary Hirsch, Commissioner  
Paul Marsh, Commissioner  
Barbara Rose, Commissioner  
Kelley Sandstedt, Commissioner  
Christopher Sund, Commissioner

Absent: Patrick Lowry, Commissioner

Also Present: Patrick Sage, Transportation Planner  
Purab Adabala, Transportation Planning Administrator  
Dan Cleavenger, Interim Transportation Director

**3. APPROVAL OF THE AGENDA - WITHDRAWALS AND CONTINUANCES**

ACTION BY CTOC: Approval of the agenda for the November 4, 2021 Citizens Transportation Oversight Commission, as submitted.

Motioned by Commissioner Barbara Rose, seconded by Commissioner Gary Hirsch

AYE: Chair John Fernandes  
Vice Chair Marie Nesfield  
Commissioner Gary Hirsch  
Commissioner Paul Marsh  
Commissioner Barbara Rose  
Commissioner Kelley Sandstedt  
Commissioner Christopher Sund

Passed

**4. APPROVAL OF THE MINUTES**

ACTION BY CTOC: Approval of the minutes from the October 7, 2021 meeting of the Citizens Transportation Oversight Commission, as written.

Motioned by Vice Chair Marie Nesfield, seconded by Commissioner Gary Hirsch

AYE: Chair John Fernandes  
Vice Chair Marie Nesfield  
Commissioner Gary Hirsch  
Commissioner Paul Marsh  
Commissioner Barbara Rose  
Commissioner Kelley Sandstedt  
Commissioner Christopher Sund

Passed

**5. CITIZEN COMMENTS**

Mr. Sage reported that no citizen comments were received either by email or voicemail.

**6. PAVEMENT MANAGEMENT & RECONSTRUCTION PROGRAM UPDATE**

Mr. Sage announced that this item was tabled as Mr. Javier Gurrola, Pavement Management Program Manager, was unable to attend the meeting.

**7. STREET RENAMING POLICY**

Mr. Cleavenger gave a presentation on the potential City's Street Renaming Policy, included the following:

- Background / Council History
- Types of Processes
  - Administrative – Currently City staff processes name changes by following established city rules
  - Legislative – Staff assists Council or residents through the administrative or policy processes
- Post-Change Transition
  - Identifies the City's responsibility to coordinate the change administratively with other jurisdictions, agencies, and affected property owners
- Upcoming Council Action
  - November 23, 2021: Possible adoption of the proposed Street Naming/Renaming Policy at the Council Voting Meeting

The Commissioners were provided with a copy of the draft policy prior to the meeting.

Commissioner Hirsch noted the \$600.00 application fee in the draft policy and asked if the council members could use a portion of their respective district funds to pay the fee for all applications. He did not see a reason for taxpayers to pay this fee. Mr. Cleavenger explained the fee was for staff time spent and \$600.00 was not complete cost recovery. Mr. Cleavenger will send the suggestion on to Council.

**8. CHAIR AND VICE CHAIR RECOMMENDATIONS FOR 2022**

Mr. Sage announced that the Commission needed to make recommendations to Council for Chair and Vice Chair for 2022, and provided the following information:

- Current appointments end January 31, 2022
- Appointments are for the annual term February 1, 2022 through January 31, 2023

Mr. Sage announced the process for nomination, motion, and vote. He reported that Commissioner Fernandes, the current Chair, and Commissioner Nesfield, the current Vice Chair, were both terming off the Commission in January.

- Mr. Sage announced that Commissioner Sund had self-nominated for Chair. There were no other nominations voiced, nor objections.
- Mr. Sage announced that Commissioner Marsh had self-nominated for Vice Chair. There were no other nominations voiced, nor objections.

- a. ACTION BY CTOC: To recommend that City Council appoint Commissioner Sund as CTOC Chair for a one-year term, starting February 1, 2022.

Motioned by Vice Chair Marie Nesfield, seconded by Commissioner Kelley Sandstedt

AYE: Chair John Fernandes  
Vice Chair Marie Nesfield  
Commissioner Gary Hirsch  
Commissioner Paul Marsh  
Commissioner Barbara Rose  
Commissioner Kelley Sandstedt  
Commissioner Christopher Sund

Passed

- b. ACTION BY CTOC: To recommend that City Council appoint Commissioner Marsh as CTOC Vice Chair for a one-year term, starting February 1, 2022.

Motioned by Vice Chair Marie Nesfield, seconded by Commissioner Kelley Sandstedt

AYE: Chair John Fernandes  
Vice Chair Marie Nesfield  
Commissioner Gary Hirsch  
Commissioner Paul Marsh  
Commissioner Barbara Rose  
Commissioner Kelley Sandstedt  
Commissioner Christopher Sund

Passed

**9. MANAGER'S REPORT**

Mr. Adabala gave the Manager's Report:

- Northern Parkway Updates: Details were provided for:
- Potential Transportation Funding
  - MAG Closeout Funding Opportunity
  - Bond Committee (General Obligation)

- MAG Project Status
  - Loop 101 Final Design
  - MAG Regional Transportation Plan

**10. COMMISSIONER UPDATES**

Commissioners had no updates.

**11. FUTURE AGENDA ITEMS**

Commissioner Marsh requested a presentation on MAG's Regional Transportation Plan and the City of Glendale's transportation planning process. Mr. Sage stated that staff will bring an overview of this process and staff's participation in the regional plan to a future meeting.

**12. NEXT MEETING**

The next regular meeting of the Citizens Transportation Oversight Commission will be held on December 2nd, 2021 at 6:00 p.m.

**13. ADJOURNMENT**

Chair Fernandes adjourned the meeting at 6:50 p.m.

The Citizens Transportation Oversight Commission meeting minutes of November 4th, 2021 were submitted and approved this second day of December 2021.

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Patrick Sage  
Recording Secretary