



## **DRAFT MINUTES**

### **CITIZENS TRANSPORTATION OVERSIGHT COMMISSION**

Transportation Department Office  
6210 W Myrtle Ave  
Building A, Suite 111/112  
Glendale, Arizona 85301

**JANUARY 9, 2025  
6:00 P.M.**

**1. CALL TO ORDER**

Vice Chair Marsh called the meeting to order at 6:00 P.M.

**2. ROLL CALL**

Present: Paul Marsh, Vice Chair  
Norma Cuevas, Commissioner  
Neil Lynch, Commissioner  
James Nguyen, Commissioner  
Tiana Roberts, Commissioner  
Tanja Shineman, Commissioner

Also Present: Patrick Sage, Transportation Planner  
Purab Adabala, Transportation Deputy Director  
Marilyn Garcia Ramirez, Senior Transportation Planner  
Erin Steffa, Transportation Financial Analyst  
Jack Lorbeer, Transportation Planning Administrator  
Russ Romney, Deputy City Attorney

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

A motion was made by Commissioner Lynch and seconded by Commissioner Roberts to approve the agenda for the January 9, 2025 Citizens Transportation Oversight Commission meeting.

AYE: Vice Chair Paul Marsh  
Commissioner Norma Cuevas  
Commissioner Neil Lynch  
Commissioner James Nguyen  
Commissioner Tiana Roberts

Commissioner Tanja Shineman

Passed

**4. APPROVAL OF THE MINUTES**

A motion was made by Commissioner Shineman and seconded by Commissioner Roberts to approve the minutes from the October 3, 2024 Citizens Transportation Oversight Commission meeting.

AYE: Vice Chair Paul Marsh  
Commissioner Norma Cuevas  
Commissioner Neil Lynch  
Commissioner James Nguyen  
Commissioner Tiana Roberts  
Commissioner Tanja Shineman

Passed

**5. CITIZEN COMMENTS**

No members of the public were present.

**6. PRELIMINARY BUDGET FOR FY2025 - FY2026**

Ms. Steffa provided information on the preliminary Transportation budget for FY2025-FY2026. The commission discussed the information.

**7. FY2024 GLENDALE ONBOARD PROGRAM ANNUAL REPORT - DRAFT**

Ms. Garcia Ramirez presented the draft Glendale Onboard Transportation Program Annual Report for Fiscal Year 2024. The commission discussed the information and suggested several minor changes to the report. Following the discussion, a motion was made by Commissioner Roberts and seconded by Commissioner Lynch for the following action: ***Approval of the FY2024 Glendale Onboard Transportation Program Annual Report with modifications suggested by the commission, and recommendation of the report to City Council.***

AYE: Vice Chair Paul Marsh  
Commissioner Norma Cuevas  
Commissioner Neil Lynch  
Commissioner James Nguyen  
Commissioner Tiana Roberts  
Commissioner Tanja Shineman

Passed

**8. PROJECT UPDATE - EV INFRASTRUCTURE SITING PLAN**

Mr. Sage presented a progress update on the MAG-funded Electric Vehicle Infrastructure Siting Plan.

**9. MANAGER'S REPORT**

Mr. Adabala updated the Commission on the following topics:

- Recent grant activity by the Transportation Department
- Update on 67th Avenue
- Service recognition for two commissioners whose terms on the CTOC were ending

**10. COMMISSIONER UPDATES**

No commissioner updates were presented.

**11. FUTURE AGENDA ITEMS**

No future agenda items were requested.

**12. NEXT MEETING**

The next regular meeting of the Citizens Transportation Oversight Commission will be held on February 6, 2025 at 6:00 p.m.

**13. ADJOURNMENT**

The Citizens Transportation Oversight Commission meeting minutes of January 9, 2025 were submitted and approved this 6th day of February 2025.

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Patrick Sage  
Recording Secretary