



Transportation Commission 2018 Annual Report Outline

The Transportation Commission shall have the following powers and duties... (e) Report annually to the City Council and the City Administrator regarding the activities of the Transportation Commission, which shall reflect the effectiveness of the City's transportation strategy process and make recommendations for any changes thereto.

Commissioners were asked to brainstorm what they'd like to share in the Annual Report. The initial outline of topics that have been suggested by Commissioner's for the annual report is provided below:

- Executive Summary
- Listing of meeting presentations as a record of information reviewed and available. One sentence description of each.
- Committee and Task Force reports. One paragraph summary of each, the actual report, and the eventual outcome (acted on by staff, city council, etc.)
- Listing of Commission involvements (including but not limited Transportation Manager hiring process, Transportation Master Plan consultant selection). One paragraph summary of each.
- Quotes or statements from Commissioners (voting and non-voting) regarding the impact of the Commission process.
- Member rosters – Starting roster and changes over time. Current roster.
- History of the Commission – half page at most.
- Art, cartoons, photos, drawings or other graphics to accompany text, note: must be within the public domain.