



## BROADWAY BOULEVARD CITIZEN PLANNING TASK FORCE

### MEMORANDUM

TO: Broadway Boulevard Citizens Task Force  
FROM: Jennifer Toothaker Burdick, TDOT Project Manager  
DATE: August 27, 2012  
RE: City Attorney's Office Presentation

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A very brief (approximately 5 minutes) informational presentation by Principal Assistant City Attorney Dennis McLaughlin, who specializes on Boards, Commissions, and Committees issues and the State's Open Meeting Law, has been added to the upcoming Citizens Task Force (CTF) meeting agenda. McLaughlin will address two issues that arose at, and after, the July 26, 2012 CTF meeting:

- 1) **Open Meeting Law.** Comments made at the meeting during the second Call to the Audience focused on the CTF's understanding of the State's Open Meeting Law. CTF members were encouraged by audience members to consider having discussions with other CTF members outside of the CTF meetings in an effort to develop a better understanding of the project and the various issues. McLaughlin will provide clarification to the CTF of the City Attorney's position that while CTF members are free (indeed encouraged) to interact with interested members of the general public and council offices at any time, to assure compliance with the Arizona Open Meetings Law, members must avoid any discussion of CTF issues with other CTF members outside of the CTF's noticed, agenda'd public meetings. Attached is an extract from the Arizona Attorney General's Agency Handbook, Chapter 7, Open Meetings, dated April 2012. Also attached is a copy of the "cheat sheet" provided to you in your binders at the June 20, 2012 meeting.
- 2) **Officer Requirements for the Broadway CTF.** At the July 26 meeting, the CTF opted not to elect a Chair and Vice Chair, and have facilitator Nanci Beizer handle the various responsibilities that the Chair and Vice Chair would.

McLaughlin has since clarified, and will state at the upcoming meeting, that while the CTF is free to choose to make use of a facilitator, Section 3(d) of Resolution 21508 (adopted April 13, 2010), the CTF's creating resolution, specifically *requires* that a Chair and Vice Chair be selected from the CTF membership (see *Public Input Report* Item #15 for the full document.)

Possible discussion and actions include: a) adding Officer selection to a future agenda, b) selecting a Chair and Vice Chair, c) discussing what responsibilities, if any, the CTF would like shared between the officers and facilitator Nanci Beizer.

*{A0048834.DOCX/}This project is funded by the City of Tucson, Pima County and the Regional Transportation Authority (RTA), and is part of the voter-approved, \$2.1 billion RTA plan that will be implemented through 2026. Details about the plan are available at [www.RTAmobility.com](http://www.RTAmobility.com).*

*Details about the project are available on the web at [www.tucsonaz.gov/broadway](http://www.tucsonaz.gov/broadway) or by calling (520) 622-0815.*