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DATE: January 21, 2025

TO: Transit Advisory Committee

FROM: Jared Hall, Transit Manager

SUBJECT: Appointment of Transit Advisory Committee Officers – Chair and Vice Chair

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### **RECOMMENDATION**

It is recommended that the Transit Advisory Committee (TAC) nominate and vote on a new Chair and Vice Chair for FY25 (January 22 -June 30, 2025).

### **BACKGROUND**

The seven-member Petaluma Transit Advisory Committee meets regularly to engage interested community members in the governance of the City's transit system, and regarding various transit-related issues that challenge the community. The committee is composed of seven members, including: a Chair, Vice Chair and City Council liaison (appointed annually by Council), four Council appointed members (one current vacancy). TAC meeting monthly on the third Tuesday of the month at City Hall in Council chambers at 5pm.

The City Council makes its appointments of community members for all City Boards, Committees and Commissions (BCCs) annually in June with new/returning members seated on their requisite BCC starting in July of that calendar year. Subsequently, at the next meeting held following the Council appointment of community members for the upcoming fiscal year, selection of TAC cabinet positions happens at the next Committee meeting (typically in July or August). At the July 2024 TAC meeting, Frank Quint was appointed chair and Gail Abrams as vice chair for FY25.

As a result of the November 2024 City Council election however, TAC member Frank Quint was elected to a City Council seat. This results in a vacancy of a Council appointed seat on the TAC along with a vacancy of the TAC chair position filled by Mr. Quint. At the January 6<sup>th</sup> Council meeting, Mr. Quint was selected to serve as the Council Liaison to the TAC for the 2025 calendar year.

A list of current TAC members can be found in attachment A.

## **DISCUSSION**

In order to help ensure effective facilitation of the TAC, the committee Chair presides over TAC meetings including calling the meeting to order, facilitating discussion on the set agenda items, and dismissing committee meetings. The Vice-Chair position serves as the backup to the Chair and presides over meetings in absence of the Chair.

The Committee is requested to fill the Chair and Vice-Chair positions by appointing two committee members to serve in these respective positions for the remainder of FY25.

## **ATTACHMENTS**

Attachment A. TAC Member Roster - Updated 1/8/2025

Attachment B. TAC Enabling Legislation