


DATE: 11/02/99 AGENDA ITEM # 17
() APPROVED () DENIED
() CONTINUED TO _____

TO: James L. App, City Manager
FROM: Mike Compton, Director of Administrative Services 
SUBJECT: Transit Advisory Committee - Membership Modifications
DATE: November 2, 1999

NEEDS:

For the City Council to consider adoption of a resolution approving modifications to the by-laws for the Transit Advisory Committee (TAC) relative to membership.

FACTS:

1. In response to direction given by the Council, staff prepared and presented an agenda staff report to the Council relative to the establishment of a TAC at their March 3, 1998 meeting.
2. Based upon further direction provided by the Council, staff returned on April 7, 1998 with a resolution establishing a TAC and the by-laws (copy attached) by which the TAC would operate.
3. The by-laws adopted by the Council provided for TAC membership make-up that was similar to other agencies and would provide an opportunity for representation by persons who might have a special interest in community transit matters. Please refer to Article II of the by-laws.
4. The Council currently has nine applicants for seven seats on the TAC. Note that two of the applicants are spouses.
5. Based solely upon review of the limited information provided on the applications, there is not sufficient diversity to satisfy existing committee membership requirements.

**ANALYSIS &
CONCLUSION:**

As noted above, the current pool of applicants will not satisfy the membership requirements as established in the by-laws for the TAC.

Advertising for more applicants would not appear to be a viable alternative given that the City has been advertising for applicants for over a year. The only other alternatives would be to either modify the TAC make-up requirements or eliminate the TAC entirely.

Staff has prepared a resolution to modify Article II of the by-laws. This modification as drafted would eliminate all membership specifications. However, the Council may wish to consider something in-between.

**FISCAL
IMPACT:**

None.

OPTIONS:

- a. That the City Council adopt the attached resolution approving an amendment to the by-laws of the Transit Advisory Committee; or
- b. Amend, modify, or reject the above option.

RESOLUTION NO. 99-

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF EL PASO DE ROBLES APPROVING AN
AMENDMENT TO THE BY-LAWS OF THE
TRANSIT ADVISORY COMMITTEE

WHEREAS, the City Council adopted Resolution No. 98-55, April 7, 1998, establishing a transit advisory committee and the by-laws for its operations; and

WHEREAS, the by-laws provided that the committee of seven persons would represent special interest groups in the community; and

WHEREAS, the City has been unable to attract applicants to meet the specific committee membership requirements; and

WHEREAS, City Council now desires to eliminate all special interest membership requirements of the committee.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of El Paso de Robles that Article 2 of the By-laws is hereby amended to read as follows:

Article 2. MEMBERSHIP

The Paso Robles Transit Advisory Committee shall have seven members that are appointed by the City Council or a council ad hoc committee or a city official as may be designated by City Council from time to time. Transit Advisory Committee membership shall not necessarily represent any special interest and applications for any member of the Transit Advisory Committee shall be drawn from the community at large.

PASSED AND ADOPTED by the City Council of the City of El Paso de Robles this 2nd day of November, 1999, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Duane Picanco, Mayor

Dennis Fansler, City Clerk

BYLAWS

PASO ROBLES TRANSIT ADVISORY COMMITTEE

Article 1. PURPOSE

The purpose of the Paso Robles Transit Advisory Committee is to advise the City staff and the City Council on all matters related to public transportation in Paso Robles.

Article 2. MEMBERSHIP

The Paso Robles Transit Advisory Committee shall have seven members and shall consist of a Member at Large, a Student Representative, a Cuesta College Representative, a Business Representative, a Technical Advisor Representative, a Disabled Representative and a Senior Representative.

Article 3. Terms of Office

Paso Robles Transit Advisory Committee members will be appointed by the City Council to staggered terms of four years. Paso Robles Transit Advisory Committee members shall serve at the pleasure of the City Council. Any Paso Robles Transit Advisory Committee member may be re-appointed, provided no appointee serves more than two consecutive terms (8 years). A member who has served 8 years can be re-appointed after a one year absence from the Committee.

Article 4. MEETINGS

- A. The Committee will hold a regular meeting at least quarterly; July, October, January and April.
- B. Regular meetings, when called, will be held at 10:00 a.m. on Wednesdays.
- C. The Committee meetings will be open to the public and held at the Library conference center or other previously announced locations as required.
- D. A quorum will consist of a majority of the Committee members.
- E. All actions of the Committee will be decided by a majority vote or consensus and will be directed through the Committee chair.
- F. Minutes of each meeting will be forwarded to the City Clerk and be available as a public record.
- G. The Chairperson or any four members of the Committee may call a special meeting, provided that a week's prior notice is given in writing to each member.
- H. All Committee meetings will be conducted in accordance with Roberts Rules of Order.
- I. All members present must vote, except when abstaining due to a declared conflict of interest. A failure or refusal to vote when present (except for a declared conflict of interest) will be construed as an affirmative vote.

- J. Any member with a declared conflict of interest will not vote or participate in any discussion of any item or in any manner attempt to influence the decision on that item.

Article 5. SUBCOMMITTEES

Subcommittees consisting of less than a quorum of the Committee can be appointed as needed by the Chairperson.

Article 6. OFFICERS

- A. The officers will consist of a Chairperson and Vice-Chairperson who will be elected at the Committee meeting in July for one year terms.
- B. The Chairperson will preside over all meetings of the Committee, prepare (with the assistance of staff) all meeting agendas and perform such duties as directed by the Committee.
- C. The Vice-Chairperson will serve in the absence or incapacity of the Chairperson.

Article 7. Examples of Duties

Examples of topics taken to the Paso Robles Transit Advisory Committee for their review and comment, include, but are not limited to:

- Short and Long Range Transit Plan Development
- Five Year Operations Plan Implementation
- Service Performance Monitoring
- RFP's and Contract Award Reviews (service contract, equipment, etc.)
- Elderly and Disabled Person Concerns (ADA implementation)
- Student Concerns and Cuesta College Liaison
- Transit Center Operations
- Transit Marketing Program
- Bus Shelter/Stop Improvements
- Miscellaneous Issues Affecting Transit Operations

