



NOTICE OF SPECIAL MEETING

Pursuant to Section 54956 of the Government Code of the State of California, a Special meeting of the **Tracy City Council** is hereby called for:

Date/Time: **Tuesday, April 15, 2025, 6:15 p.m.**
(or as soon thereafter as possible)

Location: **Tracy City Hall, Council Chambers**
333 Civic Center Plaza, Tracy, CA. 95376

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Tracy City Council on any item, before or during consideration of the item, however no action shall be taken on any item not on the agenda.

This meeting will be open to the public for in-person and remote participation pursuant to Government Code Section 54953(e)

For Remote Public Comment:

During the Items from the Audience, public comment will be accepted via the options listed below. If you would like to comment remotely, please follow the protocols below:

- i. *Comments via:*
 - **Online by visiting** <https://cityoftracyevents.webex.com> and using the following **Event Number: 25524018474** and **Event Password: TracyCC**
 - ***If you would like to participate in the public comment anonymously***, you may submit your comment via phone or in WebEx by typing “Anonymous” when prompted to provide a First and Last Name and inserting Anonymous@example.com when prompted to provide an email address.
 - Join by phone by dialing +1-408-418-9388, enter 25524018474#8722922# Press *3 to raise the hand icon to speak on an item.
- *Protocols for commenting via WebEx:*
 - *If you wish to comment under “Items from the Audience/Public Comment” portion of the agenda:*
 - *Listen for the Mayor to open “Items from the Audience/Public Comment”, then raise your hand to speak by clicking on the Hand icon on the Participants panel to the right of your screen.*
 - *If you no longer wish to comment, you may lower your hand by clicking on the Hand icon again.*
 - *Comments for the “Items from the Audience/Public Comment” will be accepted until the public comment period is closed.*

1. Call to Order
2. Actions, by Motion, of City Council pursuant to AB 2449, if any
3. Roll Call and Declaration of Conflicts
4. Items from the audience - *In accordance with Council Meeting Protocols and Rules of Procedure, adopted by Resolution No. 2019-240, and last amended by Resolution No. 2021-049, a five-minute maximum time limit per speaker will apply to all individuals speaking during "Items from the Audience/Public Comment". For non-agendized items, Council Members may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that the matter be placed on a future agenda or that staff provide additional information to Council.*
5. DISCUSSION ITEMS
 - 5.A By motion, (1) Establish interview protocols to fill two vacancies on the Transportation Advisory Commission; (2) Conduct interviews of four applicants for two vacancies; and (3) Upon conclusion of the interviews, appoint two applicants to fill two vacancies and establish an eligibility list, if appropriate.
6. Reconvene to Open Session
7. Report of Final Action, if Any
8. Council Items and Comments
9. Adjournment

Posting Date: April 10, 2025

The City of Tracy is in compliance with the Americans with Disabilities Act and will make all reasonable accommodations for the disabled to participate in employment, programs and facilities. Persons requiring assistance or auxiliary aids in order to participate, should contact the City Manager's Office at (209) 831-6000 at least 24 hours prior to the meeting.

Agenda Item 5.A

RECOMMENDATION

By motion, (1) Establish interview protocols to fill two vacancies on the Transportation Advisory Commission; (2) Conduct interviews of four applicants for two vacancies; and (3) Upon conclusion of the interviews, appoint two applicants to fill two vacancies and establish an eligibility list, if appropriate.

EXECUTIVE SUMMARY

On March 19, 2024, the City Council amended the *Council Policy Establishing a Selection Process for Appointments to City Advisory Bodies* (see Attachment A) through Resolution 2024-042 (Appointment Policy). Section D of the Appointment Policy defines the selection process, which requires the full City Council, in open session at a regular or special meeting, review applications, interview applicants and make informal recommendations of specific candidates for the Mayor to consider as proposed appointees. Two term expirations will take place after April 30, 2025, on the Transportation Advisory Commission. The recruitment to fill the vacant positions opened on March 6, 2025, through March 28, 2025, and four applications were received.

The Appointment Policy does not outline a specific manner in how the Council body should conduct the interviews for each advisory body. Through this item, the City Council will discuss and agree upon interview protocols and then will proceed with the interview process itself.

BACKGROUND AND LEGISLATIVE HISTORY

The City Council's current selection process for appointment to Council boards, commissions, or committees is set forth in the Appointment Policy approved through Resolution 2024-042. The selection process is initiated through the preparation of the appointment list by the City Clerk on or before December 31 of each year. The list contains the list of appointees and terms for each board, commission, and committee whose members serve at the pleasure of the City Council.

When a vacancy occurs, a special notice is posted within twenty (20) days of the vacancy. Specific terms apply to vacancies with less than six months remaining and when filled by an emergency appointment. The Appointment Policy also restricts appointment of an individual already serving on a City of Tracy board, committee, or commission from serving on an additional City of Tracy board, committee, or commission concurrently. In addition, individuals selected to a City of Tracy board, committee, or commission, including the Transportation Advisory Commission, must meet residency requirements contained in the policy.

On January 29, 2025, the City Clerk opened a recruitment to fill two term expirations on the Transportation Advisory Commission and four applications were received.

The selected applicants will each serve a four-year term that will begin May 1, 2025, and end on April 30, 2029.

ANALYSIS

A. Determining Interview Protocols

On April 16, 2024, the City Council established interview protocols, listed below, and conducted interviews to successfully fill two vacancies on the Planning Commission. The City Council may elect to implement the same protocols used to fill the vacancies on the Planning Commission.

Then, the City Council will need to determine which interview questions to ask the applicants. The City Council may select interview questions that were used as a part of the previous appointment policy (in which a subcommittee of the City Council conducted interviews of the applicants). The list of questions is attached as Attachment B, and staff recommends that the City Council use the same list as the questions remain relevant.

As for time allocation, the City Council is advised to consider that the entire process, including the interviewing of four applicants and appointing of two candidates, is anticipated to be completed within the scheduled meeting time. Based on this, below is a suggested process:

- 1) Agree that each Council Member ask one question for a total of 5 questions
- 2) Determine the five interview questions to ask the applicants
- 3) Allow each applicant two minutes to respond to each question (total of 10 minutes per applicant)
- 4) Interview applicants in alphabetical order, by last name
- 5) Allocate up to 2 minutes for each Council Member for follow-up questions
- 6) Allocate up to 10 minutes for the total City Council discussion

Following discussion, each Council Member will make an informal recommendation of specific candidates for the Mayor to consider as proposed appointees for appointment to the Transportation Advisory Commission. Upon receiving the recommendations of all Council Members, the Mayor will propose two appointees to the Transportation Advisory Commission, which shall be approved or disapproved, by majority vote, of the Council body. The Mayor may endeavor to propose appointees that are recommended by the Council body, but the Mayor may propose an alternate appointee pursuant to mayoral authority under Government Code 40605.

If the City Council disapproves of the appointees proposed by the Mayor, the Mayor shall propose alternate appointees, which shall be either approved or disapproved by the City Council, by majority vote. The process shall continue until two vacancies on the Transportation Advisory Commission are filled; the Mayor may elect to reopen the application process if no appointee is approved through this process.

If there is more than one qualified candidate, the City Council may establish an eligibility list that will be used by the Mayor to fill future vacancies that occur within the following twelve (12) months.

B. Applicant Materials

As noted above, the City received four applications for two vacancies on the Transportation Advisory Commission. A copy of the application is attached as Attachment C. Personal information has been redacted, to protect the privacy of each applicant. However, City staff has verified that each applicant is a City resident, as is a requirement of the Appointment Policy.

FISCAL IMPACT

There is no fiscal impact as a result of this agenda item.

STRATEGIC PLAN

This agenda item supports the City's Governance Strategy, and specifically implements the following goal:

Governance

Goal 1: Model Good Governance, Teamwork, and Transparency

ACTION REQUESTED OF THE CITY COUNCIL

By motion, (1) Establish interview protocols to fill two vacancies on the Transportation Advisory Commission; (2) Conduct interviews of four applicants for two vacancies; and (3) Upon conclusion of the interviews, appoint two applicants to fill two vacancies and establish an eligibility list, if appropriate.

Prepared by: Necy Lopez, Acting City Clerk

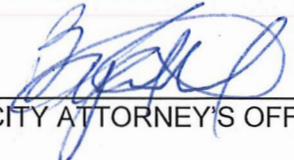
Reviewed by: Arturo Sanchez, Assistant City Manager
Matthew Summers, Interim Assistant City Attorney

Approved by: Arturo M. Sanchez, Assistant City Manager

Attachments:

- A – *Council Policy Establishing a Selection Process for Appointments to City Advisory Bodies*
- B – Suggested Interview Questions for the Transportation Advisory Commission
- C – Candidate Applications for Transportation Advisory Commission

APPROVED AS TO FORM AND LEGALITY


CITY ATTORNEY'S OFFICE

TRACY CITY COUNCIL

RESOLUTION 2024-042

AMENDING THE COUNCIL POLICY ESTABLISHING A SELECTION PROCESS FOR APPOINTMENTS TO CITY ADVISORY BODIES TO ALLOW THE FULL CITY COUNCIL TO INTERVIEW CANDIDATES AND MAKE INFORMAL RECOMMENDATIONS OF SPECIFIC CANDIDATES FOR THE MAYOR TO CONSIDER AS PROPOSED APPOINTEES, SUBJECT TO FINAL APPROVAL OF THE CITY COUNCIL

WHEREAS, the *Council Policy Establishing a Selection Process for Appointments to City Advisory Bodies* (Appointment Policy) sets forth the process by which vacancies on City committees, subcommittees, and commissions are filled; and

WHEREAS, the most recent version of the Appointment Policy was adopted on December 21, 2021, by the City Council through Resolution 2021-200; and

WHEREAS, under Government Code Section 40605, the elected mayor of a general law city solely has the authority to appoint, subject to council approval, to council committees, subcommittees, and commissions, as well as any regional bodies to which the council sends a delegate; and

WHEREAS, the selection process contained in the Council's Appointment Policy does not fully comply with Government Code Section 40605 as it states that the City Council appoints to a sub-committee to interview candidates and appoints, based on the recommendations of the sub-committee, and no explicit authority of the Mayor to propose appointments is noted; and

WHEREAS, on March 5, 2024, the City Council discussed options to align the Appointment Policy with Government Code Section 40605; and

WHEREAS, after discussion, the City Council directed staff to return with a proposed amendment to the Appointment Policy that would allow the full City Council to interview candidates, in open session at a regular or special meeting; and

WHEREAS, the City Council had not reached consensus on what the next steps would be after the Council interviews had been completed and asked staff to return with two options for the City Council's further deliberation and final selection; and

WHEREAS, the City Council deliberated further at its meeting on March 19, 2024 and finalized the option set forth herein; now, therefore, be it

RESOLVED: That the City Council of the City of Tracy hereby amends the Appointment Policy as set forth in **Exhibit A**, as amended, such that the full City Council shall interview candidates, in open session at a regular or special meeting, and upon completing the interviews,

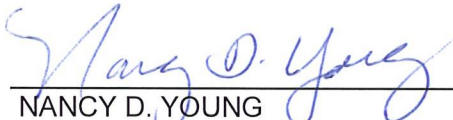
shall make ~~final~~ informal recommendations of specific candidates for the Mayor to consider as proposed appointees; and be it

FURTHER RESOLVED: That the amended Appointment Policy shall become effective immediately upon adoption of this Resolution; and be it

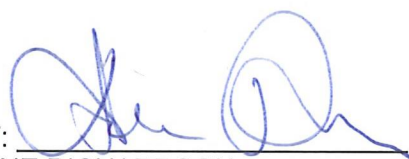
FURTHER RESOLVED: That the City Council authorizes the City Clerk to proceed with the process to fill vacancies as set forth in the newly amended Appointment Policy.

The foregoing Resolution 2024-042 was adopted by the Tracy City Council on the 19th day of March 2024 by the following vote:

AYES:	COUNCIL MEMBERS:	ARRIOLA, BEDOLLA, EVANS, DAVIS
NOES:	COUNCIL MEMBERS:	YOUNG
ABSENT:	COUNCIL MEMBERS:	NONE
ABSTENTION:	COUNCIL MEMBERS:	NONE



NANCY D. YOUNG
Mayor of the City of Tracy, California



ATTEST:
ADRIANNE RICHARDSON
City Clerk and Clerk of the Council of the
City of Tracy, California

**COUNCIL POLICY ESTABLISHING A SELECTION PROCESS FOR APPOINTMENTS
TO CITY ADVISORY BODIES**

(Exhibit "A" to Resolution No. 2024-042)

SECTION 1: PURPOSE

To establish a selection process for appointments to City advisory bodies including defining residency requirements, in accordance with Government Code sections 54970 et seq. This process acknowledges and is consistent with Government Code Section 40605, which requires that the elected mayor of a general law city solely has the authority to appoint, subject to council approval, to council committees, sub-committees, and commissions, as well as any regional bodies to which the council sends a delegate.

SECTION 2: SELECTION PROCESS FOR APPOINTEE BODIES

- A. On or before December 31st of each year, the City Clerk shall prepare an appointment list of all regular and ongoing boards, commissions and committees that are appointed by the City Council of the City of Tracy. The list shall contain the following information:
1. A list of all appointee terms which will expire during the next calendar year, with the name of the incumbent appointee, the date of the appointment, the date the term expires and the necessary qualifications for the position.
 2. A list of all boards, commissions and committees whose members serve at the pleasure of the Council and the necessary qualifications of each position.
 3. The list of appointments shall be made available to the public for a reasonable fee that shall not exceed actual cost of production. The Tracy Public Library shall receive a copy of the list.
- B. Whenever a vacancy occurs in any board, commission or committee, whether due to expiration of an appointee's term, resignation, death, termination or other causes, a special notice shall be posted in the office of the City Clerk, The Tracy Public Library, the City website, and in other places as directed within twenty (20) days after the vacancy occurs. Final appointment to the board, commission or committee shall not be made by the City Council for at least ten (10) working days after the posting of the notice in the Clerk's office. If Council finds an emergency exists, the Council may fill the unscheduled vacancy immediately.
- C. Appointments shall be made for the remainder of the term created by the vacancy except as follows:
1. If appointee will fill an un-expired term with six months or less remaining, the appointment shall be deemed to be for the new term.

2. If the vacancy is filled by an emergency appointment the appointee shall serve only on an acting basis until the final appointment is made pursuant to section 2.
- D. The Council and Mayor shall use the following selection process to provide an equal opportunity for appointment to a board, commission or committee:
1. The full Council shall, in open session at a regular or special meeting, review applications, interview applicants and make ~~final-informal~~ recommendations of specific candidates for the Mayor to consider as proposed appointees for appointment to the board, commission or committee.
 2. Upon receiving the recommendations of the Council, the Mayor will propose an appointee to the board, commission or committee, which proposed appointee shall be approved or disapproved, by majority vote, of the Council. The Mayor ~~shall-may~~ endeavor to propose appointees that are recommended by the Council, but the Mayor may propose alternate appointees pursuant to mayoral authority under Government Code 40605. ~~The alternates shall be chosen from the eligibility list, if it has been created pursuant to section 4 below.~~
 3. If the Council disapproves an appointee proposed by the Mayor, the Mayor shall propose an alternate appointee, which shall be either approved or disapproved by the Council, by majority vote. This process shall continue until all vacancies on the board, commission or committee are filled; the Mayor may elect to reopen the application process.
 4. If there are more qualified candidates than the number of current vacancies, the Council may establish an eligibility list that will be used to fill future vacancies that occur in the following twelve (12) months.
- E. An individual already serving on a City of Tracy board, committee or commission may not be appointed to serve on an additional City of Tracy board, committee, or commission concurrently.

SECTION 3: DEFINITION OF RESIDENCY REQUIREMENTS

- A. The following definitions shall be used to determine whether residency requirements are met for boards and commissions to which the Tracy City Council appoints members:
1. Tracy Planning Area means the geographical area defined in the City of Tracy General Plan and any amendments thereto.
 2. City of Tracy means within the city limits of the City of Tracy.
 3. Citizen means a resident of the City of Tracy.

4. Tracy School District means the geographical area served by the Tracy Unified School District.
 5. Sphere of Influence shall be the geographical area approved by the Local Agency Formation Commission (LAFCo) of San Joaquin County and any amendments thereto.
- B. Residency, as defined above and as set forth in the applicable bylaws for each board or commission, shall be verified annually by the City Clerk. The residency must be verifiable by any of the following means:
1. Voter registration,
 2. Current California Driver's License or Identification,
 3. Utility bill information (phone, water, cable, etc.),
 4. Federal or State tax returns.
- C. Members of boards or commissions shall notify the City Clerk in writing within thirty (30) days of any change in residency. If the change in residency results in the board member or commissioner no longer meeting the residency requirements, the member shall tender their resignation to the City Clerk who shall forward it to the City Council.

Transportation Advisory Commission

Suggested Questions

1. Why do you want to serve on this commission?
2. What has been your experience in using public transportation in Tracy and what needs do you see?
3. Please explain the duties and responsibilities of a Transportation Advisory Commission member as you see them.
4. What experience do you have in working in similar community groups?
5. In what ways would you work with staff to achieve Council's goals?
6. How will you engage with the community outside of the scheduled commission meetings to solicit feedback on the City's public transit, bikeways, and airport issues?
7. Discuss any ideas you might have for improving public transportation in and around Tracy.
8. The Transportation Advisory Commission meets on the second Thursday of each month; how will you manage your commitment to the committee with your other obligations?
9. Do you have any further qualifications you feel would assist us in evaluating your interest in serving on the Transportation Advisory Commission?
10. If you are appointed to the Transportation Advisory Commission, you will be required to verify you live within the City either by a driver's license, voter registration card, utility bill or tax return. You will also be required to file a Form 700, also known as a Conflict-of-Interest statement, and to take ethics training. The first requirement is a city requirement; the other two are state requirements. Would you have a problem in complying with any of these requirements?

City of Tracy

Committee Application

Please answer all questions and place N/A in those areas that do not apply. Please return your signed application to the City Clerk's office by **5:00 p.m. on Friday, March 28, 2025**. Should you have any questions, please feel free to contact the City Clerk's Office at 209-831-6105.

Committee Applying for: Transportation Advisory Commission

Name: ARULAPPAN ROSARIO P
 Last First M.I.
 Telephone: [REDACTED]
 Daytime Evening
 Address [REDACTED] [REDACTED]
 Street Zip
 Email Address (Optional) [REDACTED]

Do you reside within the Tracy City Limits?

☐ Yes

☐ No

Are you registered to vote at the above address?

☐ Yes

☐ No

If NO, explain why _____

Please provide proof of residency at the above address (*copy of utility bill [phone, water, cable, etc.], voter registration card, CA Driver's License or Identification, Federal or State Tax Return*)

Are you a current City of Tracy employee, official, contractor or vendor? NO. If so, please explain. _____

Do you have relatives or members of your household who are current City of Tracy employees, officials, contractors or vendors? NO. If so, please explain. _____

How many meetings have you attended of the Transportation Advisory Commission? Why did you attend the meeting(s) (i.e. personal interest, specific issue being addressed, etc.)

Many meetings I have attended, for community related issues. And create community awareness

List related educational background: Master's degree in Computer Applications
AND Bachelor's degree in Computer Science

List your current occupation and related employment history: Last 5 + years working as a
Technology Architect at Infosys and more than 26 years working in the Information Technology field

Why do you want to serve on the Transportation Advisory Commission? It will enrich my life,
familiarize me with our community and connect me to the people and ideas that will positively impact
my perspective for the rest of my life.

Discuss the most important contribution you feel you can make as a member of the Transportation
Advisory Commission? One of the more well-known benefits of volunteering is the impact on the
community. Volunteering allows me to connect to your community and make it a better place. Even
helping out with the smallest tasks can make a real difference to the lives of people, animals, and
organizations in need.

Describe your involvement in community activities, volunteer and civic organizations: _____
I am serving the Ellis POA board of directors for the past 2 years and joining hands in
community-related issues, developments, etc and bringing the community people together.

Do you, or any close family members, have business interests or business holdings within the City that may require you to recuse yourself from acting on matters before the Commission to which you seek appointment? If so, please describe all such business interests or holdings (including rentals of real estate you or close family members own within the City).

NO

Does your employer or a business that you own, or have an equity interest in, conduct business with the City? If so, please describe the degree and nature of the business conducted.

NO

You will be required to file a Form 700, also known as a Conflict of Interest statement, and to take ethics training. Would you have a problem complying with either of these requirements?

NO

☒ I have attached proof of residency

☐ I have attached optional additional materials (such as a resume, etc.)

Signature



Date

3/27/25

Residence verified C.D.L.
-mtr

City of Tracy

Commission Application

Please answer all questions and place N/A in those areas that do not apply. Please return your signed application to the City Clerk's office by **5:00 p.m. on Friday, March 28, 2025**. Should you have any questions please feel free to contact the City Clerk's Office at (209) 831-6101.

Commission Applying for: **Transportation Advisory Commission**

Name: COOPER GARY _____
Last First M.I.

Telephone: _____
Daytime Evening

Address _____
Street Zip

Email Address (Optional) _____

Do you reside within the Tracy City Limits? ☒ Yes ☐ No

Are you registered to vote at the above address? ☐ Yes ☒ No

If NO, explain why REGISTERED AT HOME ADDRESS (IN TRACY)

Please provide proof of residency at the above address (**copy of utility bill (phone, water, cable, etc.), voter registration card, CA Driver's License or Identification, Federal or State Tax Return**)

Are you a current City of Tracy employee, official, contractor or vendor? YES. If so, please explain. _____

CURRENTLY ON TRANSPORTATION COMMISSION

Do you have relatives or members of your household who are current City of Tracy employees, officials, contractors or vendors? NO. If so, please explain. _____

How many meetings have you attended of the Transportation Advisory Commission? Why did you attend the meeting(s) (i.e. personal interest, specific issue being addressed, etc.)

MULTIPLE - I SIT ON THE COMMISSION

List related educational background: _____

MASTER DEGREE - ORGANIZATIONAL MANAGEMENT

MASTER DEGREE IN THEOLOGY

List your current occupation and related employment history: _____

RETIRED

Why do you want to serve on the Transportation Advisory Commission? _____

TO CONTINUE TO BRING CONCERNS FROM CITIZENS
WHO DEPEND ON PUBLIC TRANSIT WITHIN THE CITY,
TRACER IN PARTICULAR.

Discuss the most important contribution you feel you can make as a member of the Transportation Advisory Commission? _____

REMAINING OBJECTIVE - UNDERSTANDING HOW THE
NEEDS OF THOSE WHO NEED TRANSPORTATION CAN BE
MET WITH THE RESOURCES AVAILABLE; TO BE AN
ADVISOR TO THE CITY COUNCIL.

Describe your involvement in community activities, volunteer and civic organizations: _____

CURRENTLY VOLUNTEERING WITH TRACY COMMUNITY
CONNECTIONS (BOARD MEMBER); HOSPICE OF SAN JOAQUIN
(BOARD MEMBER); OFFICER WITH CIVIL GRANA JURORS'
ASSOCIATION OF CALIFORNIA (PRESIDENT)

Do you, or any close family members, have business interests or business holdings within the City that may require you to recuse yourself from acting on matters before the Commission to which you seek appointment? If so, please describe all such business interests or holdings (including rentals of real estate you or close family members own within the City).

— NONE —

Does your employer or a business that you own, or have an equity interest in, conduct business with the City? If so, please describe the degree and nature of the business conducted.

— NONE —

You will be required to file a Form 700, also known as a Conflict of Interest statement, and to take ethics training. Would you have a problem complying with either of these requirements?

— NO —

☒ I have attached proof of residency

☐ I have attached optional additional materials (such as a resume, etc.)

Signature

Date March 17, 2025

City of Tracy

Address verified
utility bill. *ma*

Commission Application

Please answer all questions and place N/A in those areas that do not apply. Please return your signed application to the City Clerk's office by **5:00 p.m. on Friday, March 28, 2025**. Should you have any questions please feel free to contact the City Clerk's Office at (209) 831-6101.

Commission Applying for: **Transportation Advisory Commission**

Name: *Coty* *Abbo* *M.*
Last First M.I.

Telephone: [REDACTED]

Address: [REDACTED]
Street

Email Address (Optional): [REDACTED]

Do you reside within the Tracy City Limits? ☒ Yes ☐ No
Are you registered to vote at the above address? ☒ Yes ☐ No
If NO, explain why _____

Please provide proof of residency at the above address (**copy of utility bill (phone, water, cable, etc.), voter registration card, CA Driver's License or Identification, Federal or State Tax Return**)

Are you a current City of Tracy employee, official, contractor or vendor? *No*. If so, please explain. _____

Do you have relatives or members of your household who are current City of Tracy employees, officials, contractors or vendors? *No*. If so, please explain. _____

How many meetings have you attended of the Transportation Advisory Commission? Why did you attend the meeting(s) (i.e. personal interest, specific issue being addressed, etc.)

3-4 personal interest and specific issues

List related educational background: High School graduate, West Valley College, San Jose State University, University of Missouri, Air Force Community College

List your current occupation and related employment history: Currently "retired"

I.B.M. (1983-1995) 11 years

California Highway (1985-2021) 26 years

United States Air Force Reserves (1988-2021) 33 years

Preston Pipelines (Safety Manager/DOT program) 2021-2023

Why do you want to serve on the Transportation Advisory Commission? I have been

involved in transportation my whole adult life-my experience ranges from air, water, rail and highway/transportation, with a strong background in hazardous materials transportation. I believe my knowledge and experience will help the City of Tracy as it grows.

Discuss the most important contribution you feel you can make as a member of the Transportation Advisory Commission? The most important contribution

besides leadership will be in the aviation sector, as I am fully aware of the growth in the aviation sector of Tracy and my experience in highway and haz mat will also benefit the City of Tracy.

Describe your involvement in community activities, volunteer and civic organizations:

Currently as a veteran, I am involved with those activities and as a member of the Tracy Skyliners I am involved in helping young (and old) senior model aviation. I was also a member of the East Lake Homeowners Association in Hidden Lake community for over 18 years.

Do you, or any close family members, have business interests or business holdings within the City that may require you to recuse yourself from acting on matters before the Commission to which you seek appointment? If so, please describe all such business interests or holdings (including rentals of real estate you or close family members own within the City).

No.

Does your employer or a business that you own, or have an equity interest in, conduct business with the City? If so, please describe the degree and nature of the business conducted.

No.

You will be required to file a Form 700, also known as a Conflict of Interest statement, and to take ethics training. Would you have a problem complying with either of these requirements?

I will have no problem with signing and complying with the Form 700 - I did that with the State of California as a employee of the CHP.



I have attached proof of residency



I have attached optional additional materials (such as a resume, etc.)

Signature

[Redacted Signature]

Date 10 MAR 2025

UBBO COTY

PROFILE

A proven leader who has a consistent approach to management of staff in a professional and respectful way. Safety oriented auditor and consultant with the knowledge and ability to train others to required standards.

- Team leader, with proven ability to coordinate complex tasks across multiple departments.
- A distinguished U.S. Air Force Senior Non-Commissioned Officer (SNCO) with flexibility and a determination to meet critical deadlines and run a crew with zero safety incidents.
- A 25 year Law Enforcement professional with excellent communication skills.

SKILLS

- Supervision, training & discipline
- Develop & implement training programs
- Promulgate safety programs
- Strong & effective communicator
- Vehicle (BUS/Heavy Equip) Instructor
- Community Leader and HOA Vice-Pres
- Haz Mat Inspector/Shipper
- Risk Management
- Vehicle inspection specialist
- Planning/Scheduling
- Safety Auditor
- Air Field Management

EXPERIENCE

California Highway Patrol (1996-Present)

Motor Carrier Specialist I

Auditing and evaluating commercial motor vehicle maintenance programs including Driver Records, Hours of Service and Qualifications. Strong knowledge of and ability to enforce State, Federal Laws and Regulations. .

Duties: Terminal Inspections for Bus, Truck, and Hazardous Materials including Cargo Tank and vehicle inspections; driver records; hours of service; maintenance programs; and controlled substance alcohol testing (CSAT). Passenger Vehicle Inspection (PVI) specialist.

- Evaluate and Audit Commercial Vehicle Terminals, Accident Investigation, Carrier Education
- Testify in court when called upon.
- Develop and present safety presentations at local Public/Private-School Districts
- Ensuring safety compliance with all State and Federal Laws and Regulations

U.S. Air Force Reserves

Served for 33 years in U.S. Air Force. Over 20 years experience as a Supervisor with effective training, supervision and discipline skills. Strong report preparation and presentation skills, along with effective public speaking ability. Excellent SAFETY record, and strong training skills.

Air Transportation, Safety Management & Supervisory skills:

- Vehicle training, vehicle control officer (VCO), Unit Safety (OSHA) Monitor, Air Field Management
- Risk Management Program Manager – Material Handling Equipment and Bus instructor for the USAF, Hazardous Materials Inspection (inspector/shipper), Combat Driving Instructor, ATOC

EDUCATION

West Valley College	Liberal Arts	1982-1984
San Jose State University	Aerospace Studies	1984
Various other State Transferable credit	University of Missouri (DOT)	1985
Community College of Air Force	Transportation Management/Business Management	1988-2013

City of Tracy

Commission Application

Please answer all questions and place N/A in those areas that do not apply. Please return your signed application to the City Clerk's office by **5:00 p.m. on Friday, March 28, 2025**. Should you have any questions please feel free to contact the City Clerk's Office at (209) 831-6101.

Commission Applying for: Transportation Advisory Commission

Name: FRANCIS MAURICE S
Last First M.I.

Telephone: [REDACTED]
Daytime Evening

Address [REDACTED]
Street Zip

Email Address (Optional) [REDACTED]

Do you reside within the Tracy City Limits? ☒ Yes ☐ No

Are you registered to vote at the above address? ☒ Yes ☐ No

If NO, explain why _____

Please provide proof of residency at the above address (*copy of utility bill (phone, water, cable, etc.), voter registration card, CA Driver's License or Identification, Federal or State Tax Return*)

Are you a current City of Tracy employee, official, contractor or vendor? YES. If so, please explain. _____

AM THE VICE-CHAIR OF THE TRANSPORTATION
ADVISORY COMMISSION.

Do you have relatives or members of your household who are current City of Tracy employees, officials, contractors or vendors? NO. If so, please explain. _____

How many meetings have you attended of the Transportation Advisory Commission? Why did you attend the meeting(s) (i.e. personal interest, specific issue being addressed, etc.)

AM THE CURRENT VICE-CHAIR OF THE TRANSPORTATION
ADVISORY COMMISSION.

List related educational background: SEE ATTACHED RESUME

List your current occupation and related employment history: SEE ATTACHED RESUME . AM A LICENSED CIVIL ENGINEER WT. 35⁺ YEARS EXPERIENCE IN THE CONSTRUCTION & WATER TREATMENT INDUSTRY .

Why do you want to serve on the Transportation Advisory Commission? MY WAY OF GIVING BACK / SERVING OUR TRACY COMMUNITY . PREVIOUSLY SERVED ON THE PLANING COMM (OCT 2019 - MAR 2022)

Discuss the most important contribution you feel you can make as a member of the Transportation Advisory Commission? AS A LIC CIVIL ENGR . AM QUALIFIED
- ADDRESS VARIOUS INTERNAL PUBLIC TRANSPORTAT'N ISSUES
- REVIEW CITY TRANSPORTAT'N & AIRPORT PLANING DOCS + GIVE FEEDBACK / IDENTIFY PROJECTS PRIORITIZATION
- ADVISE COUNCIL ON TRANSPORTATN INFRASTRUCTURE, PUBLIC TRANSPORTAT'N SERVICES, FARES, FUNDS, MASTER PLANING + DEVELOPMENT PROGRAMS
- REVIEW, AMEND OR REPEAL RESOLUTIONS PERTAINING TO PUBLIC TRANSPORTATION

Describe your involvement in community activities, volunteer and civic organizations: _____

- SERVE ON CURRENT TRANSPORTATION ADV COMMISSION
- VOLUNTEER WT TRACY SIKH COMMUNITY
- VOLUNTEER / USHER AT ST. BERNARD'S PARISH
- OTHER COMMUNITY ACTIVITIES - DURING THANKSGIVING & CHRISTMAS

Do you, or any close family members, have business interests or business holdings within the City that may require you to recuse yourself from acting on matters before the Commission to which you seek appointment? If so, please describe all such business interests or holdings (including rentals of real estate you or close family members own within the City).

N.A

Does your employer or a business that you own, or have an equity interest in, conduct business with the City? If so, please describe the degree and nature of the business conducted.

N.A

You will be required to file a Form 700, also known as a Conflict of Interest statement, and to take ethics training. Would you have a problem complying with either of these requirements?

NO

- ☒ I have attached proof of residency
- ☒ I have attached optional additional materials (such as a resume, etc.)

Signature



Date

3/10/2025

MAURICE S. FRANCIS

EXPERIENCE:

- (Oct 22-Present) *City of Tracy, Ca (www.ci.tracy.ca.us)*
Vice Chair - Transportation Advisory Commission (since Dec 2024)
Address various public transportation issues, review city-wide public transportation and airport planning documents. Identify infrastructure needs and recommend capital expenditure for public transportation planning, programs and facilities improvement to City Council.
- (Oct 19-Mar 22) *City of Tracy, Ca (www.ci.tracy.ca.us)*
Planning Commissioner
Conduct reviews and public hearings regarding land use and development in town, including general plan policy, new residential and commercial projects, subdivisions, and city zoning matters.
- (Sept 01-Present) *California Water Services Company, San Jose, Ca (www.calwater.com)*
Senior Project Engineer - Engineering Department
Current experience includes PM role on large public water projects including tanks, pumps, pipelines, wells, water treatment and pump station projects. Experience with the Public Utilities Commission General Tariff Rule No.15 (Main Extension) and Rule No.16 (Customer's Facilities). Able to work independently with minimum supervision. Wide experience in general civil engineering planning, design, permitting and construction management of water/wastewater systems, land development projects. Assisting management in strategic planning and knowledgeable of company's operations and facilities. Responsible for directing work of technicians, training junior engineers and assumes management responsibility in absence of manager. Also have effective written oral and public presentation skills.
- (Oct 00-Aug 01) *INSIGHT, Montreal, Canada*
Accounts Executive
One of America's largest discount suppliers for computer hardware, software and IT related peripherals. Headquarters based in Tempe, Arizona.
- (Jan 00-Sept 00) *Site Inc, Lexington, Kentucky*
Asst. Site Engineer
Assisted project manager in daily site construction works. Project to erect three 4-story pre-fabricated commercial office blocks, including architectural & landscaping works was completed within 6-9 months.
- (Sept 99-Sept 00) *Doraisamy Elk Farm Inc, Lexington, Kentucky*
Helped erect 2 meter high perimeter fencing on new 30 acre start-up elk farm belonging to my brother. Constructed and installed animal handling facility station while awaiting INS processing my then H-1B work permit application during this period.
- (June 98-Aug 99) *BBR Construction Systems Pte Ltd, Singapore*
Deputy Project Manager
Assisted Project manager site planning and operations of the cast-in-situ division for the 28km Sengkang/Punggol Light Rail Transport System. Also included site surveying, utility services detection, permitting, earthworks, traffic management, piling, foundation and pier column construction. **Client** - Land and Transport Authority (LTA), Singapore.
Project Value S\$670 mil
- (Mar 95-May 98) *Trans Resources Corporation Sdn Bhd, Malaysia*
Project Manager
Project Manager for the Teachers Training College in Kota Samarahan, Sarawak. Construction of campus buildings and grounds including Administration Centre, Mosque, Library, Lecture Theater, Gymnasium, Student Quarters, Track & Field Stadium, Hockey

Field, Tennis Courts and Landscaping were completed on schedule. **Client** - Ministry of Education, Malaysia. **Project Value** M\$66 mil

(1993-1994)

Water Utilities Department, City Hall of El Paso, Texas

Student Intern/Trainee Civil Engineer

Developed a customized computer-estimating program for the Engineering Department. This user-friendly program resulted in realistic approximations for in-house cost estimating. Also, assisted in updating records/drawings (as-builds) following the construction and maintenance of water/sanitary sewer lines.

(1988-1991)

Lee Kim Tah Building & Civil Engineering Contractors, Singapore

Construction Foreman

Constructed a Heat Treatment and Seamless Pipe Processing Plant. **Client** - Citra Tubindo, Indonesia. **Project Value** US\$12 mil.

Installed precast concrete water storage facilities to replace existing mild steel tanks. **Client** - Housing & Development Board of Singapore. **Project Value** S\$1.5 mil.

Constructed 13 story high rise-building apartments for the Pasir Ris new township. **Client** - Housing & Development Board of Singapore. **Project Value** S\$5.3 mil.

EDUCATION:

M.A in Business Administration-California Coastal University (2021-Present)

Certificate in Utility Management - CA State University, Sacramento 2012

B.S. in Civil Engineering-University of Texas at El Paso, 1994

Diploma in Civil Engineering-Federal Institute of Technology, Malaysia, 1986

AFFILIATIONS:

Professional Civil Engineer - California (https://www.bpelsg.ca.gov/about_us/contact.shtml)

Engineer in Training - APEGBC (Canada)

Board of Engineers, Malaysia & Singapore

State of CA Water Distribution Operator Grade 2

State of CA Water Treatment Operator Grade 2

HOBBIES:

Music, traveling and outdoor activities.

REFERENCES:

Available upon request.