

**TRANSPORTATION ADVISORY COMMISSION  
REGULAR MEETING MINUTES  
NOVEMBER 13, 2025**

- 1. CALL TO ORDER:** Vice Chair Silva called the meeting to order at 7:00 p.m.
- 2. ROLL CALL:**
  - a. Present:** Gary Cooper, Ubbo Coty, Maurice Francis, Tim Silva
  - b. Absent:** Rajpal Dhillon
  - c. Staff Present:** Ed Lovell, Transit Manager; Paula Jessup, Airport Manager; Kamal Gill, Deputy City Attorney; Brandi Reybol, Transit Coordinator; Jayne Ward, Transit Coordinator
  - d. Recorded By:** Jayne Ward, Transit Coordinator
- 3. ITEMS FROM THE AUDIENCE:** None
- 4. APPROVAL OF REGULAR MEETING MINUTES OF NOVEMBER 13, 2025**
  - a) Motion to Approve:** Commissioner Coty
  - b) Second:** Commissioner Cooper
  - c) Abstain:** None
  - d) Vote:** Approved by majority vote
- 5. NEW BUSINESS:**
  - a. Receive Presentation on the San Joaquin Council of Governments' Unmet Transit Needs Assessment for Fiscal Year 2026/2027:** Joel Campos, Senior Regional Planner at the San Joaquin County Council of Governments (SJCOG), presented the FY26-27 Unmet Transit Needs (UTN) request process for submitting UTN requests. Provided information on the UTN survey and the public hearing dates. Commission discussion and questions followed.
  - b. Receive Presentation on the Brown Act and Commission Bylaws:** Kamal Gill, Deputy City Attorney, presented the Brown Act and Commission Bylaws Training regarding the Transportation Advisory Commission's (TAC) scope, roles, duties, meeting policies, and procedures. Commission comments and questions followed.
  - c. Review and Provide Updates on Commission Goals and Objectives for FY 2025/2026:** Staff provided updates on the Halloween Event at the Airport, Transit Intern Staff to conduct on-board survey to collect rider feedback on the

current fixed route services prior to incorporating the next phase of the Short-Range Transit Plan (SRTP). Staff to present the Transit Maintenance Facility Site Selection draft report in December.

## **6. ITEMS FROM THE COMMISSION:**

Commissioner Silva: Confirmed with Staff that the scheduled December 11th, 2025, Transportation Advisory Commission (TAC) Regular Meeting will be in session.

Commissioner Coty: Made a motion to add to the Transit Advisory Commission (TAC) Meeting Agenda topic, Discussion to Amend the TAC Bylaws, which was seconded by Commissioner Francis.

## **7. ITEMS FROM STAFF:**

- a. Airport Projects Update:** Paula Jessup, Airport Manager, discussed the airport's ongoing projects and provided updates on the Airport construction projects, status of the Airfield Guidance Sign construction contract, completion of the design work for the backup generator, and the Airport Sweeper bid package release scheduled for January 2026. Ms. Jessup announced her resignation and thanked the Commission for its support on airport matters. Commission comments followed.
- b. Transit Ridership and Performance Update:** Ed Lovell, Transit Manager, shared updates on the successful first phase implementation of the Short-Range Transit Plan and plans to conduct an on-board survey to gauge rider feedback before the second phase. He also reported on the Transit Bus Maintenance Facility Site Analysis and Feasibility Study, the completion of the E-Paper installation, and monitoring of the On-Demand software launched on November 4th, along with the new Ride Tracer App for Paratransit and TRACER Plus. Additionally, he provided updates on ridership and OTP. Commission questions and comments followed.
- c. Bikeways Update:** None

## **8. ADJOURNMENT TO NEXT REGULAR MEETING ON DECEMBER 11, 2025**

- a. Motion to Adjourn:** Commissioner Coty
- b. Second:** Commissioner Francis
- c. Vote:** Approved by unanimous vote
- d. Time:** 8:43 p.m.

Transportation Advisory Commission

Minutes of November 13, 2025

Page 3 of 3

The above meeting agenda was posted at Tracy City Hall on November 6, 2025. The above are action minutes. A full recording of the meeting is available by contacting the City Clerk's Office.

Ed Lovell

---

Ed Lovell, Staff Liaison