

NOTICE OF REGULAR MEETING

Pursuant to Section 54954.2 of the Government Code of the State of California, a Regular meeting of the **TRANSPORTATION ADVISORY COMMISSION** is hereby called for:

Date/Time: Thursday, August 11, 2022, 7:00 p.m.
(or as soon thereafter as possible)

Location: City Hall, Council Chambers
333 Civic Center Plaza, Tracy
****PLEASE NOTE LOCATION CHANGE FOR THIS MEETING****

IN ACCORDANCE WITH THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH GUIDELINES, UNIVERSAL MASKING INDOORS IS RECOMMENDED FOR ALL PERSONS REGARDLESS OF VACCINATION STATUS

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

MEETING AGENDA

1. Call to Order
2. Roll Call
3. Items from the Audience – *In accordance with Procedures for Preparation, Posting and Distribution of Agendas and the Conduct of Public Meetings, adopted by Resolution 2015-052, any item not on the agenda brought up by the public at a meeting shall be automatically referred to staff. If staff is not able to resolve the matter satisfactorily, the member of the public may request a Commission Member to sponsor the item for discussion at a future meeting.*
4. Approval of Minutes from the Regular Meeting on July 14, 2022.
5. New Business
 - a. Provide Input on Commission Goals and Objectives for FY22/23
6. Items from the Commission
7. Items from Staff
 - a. Airport Projects Update
 - b. Transit Ridership and Performance Update
 - c. Bikeways Update
8. Adjournment

POSTED: August 5, 2022

The City of Tracy complies with the Americans with Disabilities Act and makes all reasonable accommodations for the disabled to participate in public meetings. Persons requiring assistance or auxiliary aids in order to participate should call City Hall at (209) 831-6000 at least 24 hours prior to the meeting.

Any materials distributed to the majority of the Transportation Advisory Commission regarding any item on this agenda will be made available for public inspection at City Hall located at 333 Civic Center Plaza, Tracy, during normal business hours.

JULY 14, 2022

1. **CALL TO ORDER:** Commissioner Silva called the meeting to order at 7:00 p.m.
2. **ROLL CALL:**
 - a. **Present:** Rajpal Dhillon, Sharanjit Dhillon, Tim Silva
 - b. **Absent:** Gary Cooper, Rajnish Khanna
 - c. **Staff Present:** Michael Rogers, City Manager; Ed Lovell, Transit Manager; Paula Jessup, Airport Manager; Brandi Reybol, Transit Coordinator; Jayne Pramod, Transit Coordinator
 - d. **Recorded By:** Jayne Pramod, Transit Coordinator
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MEETING MINUTES OF MAY 12, 2022**
 - a) **Motion to Approve:** Commissioner S. Dhillon
 - b) **Second:** Commissioner R. Dhillon
 - c) **Abstain:** None
 - d) **Vote:** Approved by unanimous vote
5. **NEW BUSINESS:**
 - a. **Election of Chair and Vice Chair:**

Motion by Commissioner S. Dhillon to nominate Commissioner Cooper as Chair was second by Commissioner R. Dhillon and approved by the majority. Motion by Commissioner S. Dhillon to nominate Commissioner Silva as Vice Chair was second by Commissioner R. Dhillon and approved by the majority.
 - b. **Receive Presentation on Airport Land Use Commission:**

San Joaquin Council of Governments (SJCOG) Airport Land Use Commission (ALUC) Staff Isaiah Anderson provided information on the ALUC Program, history, purpose, and responsibilities. Also addressed ALUC Compatibility Plan (ALUCP) and consistency reviews on safety zones and noise. Commission comments followed.

Alice English, Tracy resident, inquired if ALUC is informed when amendments are made to plans on the City Council-approved projects. Staff responded that ALUC is provided information on any modification to a project or a plan's footprint.
 - c. **Receive Report on June 2022 IAC Open West Championships at Tracy Airport:**

Airport Manager Paula Jessup highlighted the success of the IAC Championship at the Tracy Airport. The public well received the event, and the feedback from the community suggests future such events at the airport. Commission comments followed on promoting airport events, pilot's award ceremony, participation of Councilwoman Davis, public appreciation feedback, and airport street maintenance.

Dan Evans, Tracy, commented on the event's success and encouraged hosting more events to promote Tracy Airport. Alice English, Tracy, commended Jay Vyas, Skyview Aviation, for his outstanding assistance at the airport and congratulated all that made the event a success. Ms. English thanked Commissioner Silva for announcing Councilwoman Davis's participation. Jay Vyas, Skyview Aviation, offered to assist with any events at the airport. He suggested repairing the road leading to the airport and providing safe access would attract businesses, especially international, to the airport and create more exposure.

d. Review and Provide Updates on Commission Goals and Objectives for FY21/22

Ed Lovell, Transit Manager, provided information on upcoming City events and suggested TAC participation and outreach at the Block Party on August 5th at 6 PM and Farmers Market in August and September, staff to provide City booth info.

Commissioner Silva requested a presentation from the transit contractor on service and the new fleet.

6. ITEMS FROM THE COMMISSION:

Commissioner Silva: Commented on the recent boost of e-bikes on the City streets. As a Transportation Commission making the roadway safer, accommodating e-bikes, and creating a bicycle-friendly community is always a priority. He requested if a Traffic Sergeant could address bike safety at the TAC meeting.

Commissioner S. Dhillon: Suggested having PD participate at the next Bike Rodeo event will be well appreciated.

7. ITEMS FROM STAFF:

a. Airport Projects Update: Paula Jessup, Airport Manager, provided updates on airport projects, outreach, and the upcoming Halloween event at the Tracy Airport. Commission comments followed.

Sunny Sethi, Tracy, commented on the success of the aerobatic event, park modification to accommodate extra parking, and recent improvements at the airport with Council and Commission involvement. He would like to see the Airport Masterplan and recommended City consults other cities on their process. Many changes are coming to aviation, and Tracy Airport is geographically best located to benefit revenue.

b. Transit Ridership and Performance Update: Ed Lovell, Transit Manager, provided updates on ridership, modified bus schedule to meet the new school bell time, and Transit Station renovation progress. Commissioner Silva enquired about the missing OTP and remarked on the increased ridership.

c. Bikeways Update: Ed Lovell, Transit Manager, provided an update on the newly painted bike racks located in the downtown area. Commission comments followed.

8. ITEMS FROM THE AUDIENCE: None

9. ADJOURNMENT TO NEXT REGULAR MEETING ON JUNE 9, 2022

- a. Motion to Adjourn:** Commissioner S. Dhillon
- b. Second:** Commissioner R. Dhillon
- c. Vote:** Approved by unanimous vote
- d. Time:** 8:45 p.m.

The above agenda was posted at Tracy City Hall on July 8, 2022. The above are action minutes. A full recording of the meeting is available by contacting the City Clerk's Office.

Ed Lovell, Staff Liaison

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
AUGUST 11, 2022**

AGENDA ITEM 5.a.

REQUEST

PROVIDE INPUT ON COMMISSION GOALS AND OBJECTIVES FOR FY 2022/23

DISCUSSION

The Transportation Advisory Commission creates goals and objectives that they would like to work on each year that coincide with the City's fiscal year of July 1 through June 30. At the beginning of this new fiscal year, it is time for the commission to discuss what items they would like to work on for the coming year.

It is important for the commission to consider their goals and objectives in the context of the commission's purpose and roles and responsibilities as outlined in the TAC bylaws. As the commission considers their potential goals and objectives, consideration should be given to the following items:

- What will be the outcome for each goal?
- Does the goal tie in to the TAC purposes or roles and responsibilities?
- How are we ensuring that there is community involvement?
- Does the goal fit the S.M.A.R.T. pattern? (Specific, Measurable, Attainable, Relevant, Timely)

Additionally, when creating a new plan for the commission, it is also important to know the difference between a goal and an objective. A goal establishes where you want to go or what you want to do. An objective is a specific step that is needed in order to reach your goal. Goals are generally broader in nature while an objective will be more specific and will have a timeline attached to it.

In preparation for the discussion on new goals and objectives for FY 2022/23, staff is asking the commission to review the purpose, roles and responsibilities of the TAC (listed below) and come prepared to share ideas and discuss future goals for the commission.

FISCAL IMPACT

There is no fiscal impact to the General Fund, Transportation Fund or Airport Fund for this item at this time.

RECOMENDATION

That the Commission provide input on commission goals and objectives for FY 2022/23.

ATTACHEMENT

Attachment A – Purpose, Roles and Responsibilities of the TAC

ATTACHMENT A

PURPOSE, ROLES AND RESPONSIBILITIES OF THE TRANSPORTATION ADVISORY COMMISSION

A. PURPOSE

The purpose of the five-member Transportation Advisory Commission is to:

1. Address various public transportation issues including intra-city transit (TRACER, Paratransit, airports, Multimodal Station, taxis, limousines, Park-and-Ride lots, bikeways, trails and passes) and inter-city transit (SJRTD, commuter-vanpools and ACE);
2. Review City-wide public transportation and airport planning documents;
3. Advise on service levels and routes;
4. Recommend rules and procedures governing public transportation service programs, equipment and facilities considering regulatory guidelines, service improvements, coordination, efficiencies, protection of property, service improvements and activities of persons utilizing transportation services and facilities;
5. Recommend rates, fares, user fees, charges and deposits for the use of transportation service programs and facilities;
6. Review surveys and facilitate public input on public transportation programming and facility usage;
7. Identify transportation infrastructure needs and recommend allocation of funds for capital expenditures related to transportation improvements;
8. Review grants, budgets, facility developments and designs, and transportation programs;
9. Advise the Council on the subject of comprehensive Citywide public transportation master planning and development;
10. Review, monitor, and make long-range recommendations concerning public transportation and connectivity sections of related environmental impact reports of development projects during the public review period and other similar documents;
11. Recommend and promote marketing strategies for community outreach programs in order to strengthen the transportation image, increase usage, and integrate its role within the community; and
12. Recommend to the City Council, after public input, the adoption, amendment or repeal of ordinances, resolutions, or requirements pertaining to public transportation within the City.
13. Provide an annual report to the City Council on the Commission's efforts during the previous year.

B. ROLE AND RESPONSIBILITIES

The role of the Transportation Advisory Commission is to provide citizen and community perspective and input on the development of public transportation planning, facilities and programs. As a Commission established by the City Council, the Transportation Advisory Commission will provide input to Council for their consideration and action. This would ideally be done after receiving public deliberation and achieving consensus through partnering with staff. It is intended that the Transportation Advisory Commission not take an advocacy role, but an advisory role, in providing input to City Council. Additionally, the Transportation Advisory Commission is expected to advise City Council on transportation matters brought to them by the community.

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
AUGUST 11, 2022**

AGENDA ITEM 7

Staff Items

Annual Commission Items:

- Election of Chair/Vice-Chair (June)
- Commission Goals Update (June/July)
- Unmet Transit Needs (October/November)
- CIP Review (November/December)

Airport Update

By Paula Jessup

Airport Improvement Items:

| Project | Current Status | Next Steps |
|-----------------------|--------------------------------|--|
| FAA Compliance Review | Review is complete. | Staff to meet with FAA to review findings. |
| Airport Layout Plan | Staff reviewing current draft. | Incorporate FAA Compliance Review recommendations. Draw ALP. Public outreach meetings. |

Transit Update

By Jayne Pramod

Transit Projects Update:

| Project | Current Status | Next Steps |
|----------------------------------|---|---|
| Transit Station Lobby Renovation | Construction began on 3/7/22. Construction still underway. | Furniture installation the week of 8/15/22. Estimated open to the public on 9/6/22. Estimated final completion 11/2022. |

