

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, February 9, 2023, 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 Council Meeting Protocols and Rules of Procedure, adopted by Resolution 2019-240, 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, Commissioners 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 the Commission.*
4. Approval of Minutes from the Regular Meeting on January 12, 2023.
5. New Business
 - a. Review and Provide Input on Draft Changes to Tracer Bus Service
 - b. Review and Provide Updates 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: February 3, 2023

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.

JANUARY 12, 2023

1. **CALL TO ORDER:** Commissioner Cooper called the meeting to order at 7:00 p.m.
2. **ROLL CALL:**
 - a. **Present:** Gary Cooper, Rajpal Dhillon, Sharanjit Dhillon, Tim Silva
 - b. **Absent:** Maurice Francis
 - c. **Staff Present:** 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 DECEMBER 8, 2022**
 - a) **Motion to Approve:** Commissioner Silva
 - b) **Second:** Commissioner S. Dhillon
 - c) **Abstain:** None
 - d) **Vote:** Approved by unanimous vote
5. **NEW BUSINESS:**
 - a. **Receive Presentation on Transit Division Budget and Funding**

Brandi Reybol and Jayne Pramod, Transit Coordinators, presented on Transit Budget and Funds, highlighting the funding sources of the proposed budget, information pertaining to FY 22/23 personnel, contracted services, commodities, and internal service charges. Also, how the transit budget coordinates with the needs of the Transit. Commission comments followed.
 - b. **Provide Input on Commission Goals and Objectives for FY22/23**

Staff provided information on various City events for Commission outreach. The TRACER route restructuring draft will be presented to Commission in February for review and feedback. Airport Master Plan will be brought to Commission by March and referred to the Transit Budget presentation as part of the education goal. Commission requested an educational presentation on traffic rules on electric bikes and to form an ad-hoc committee to have a better representation at City events.
6. **ITEMS FROM THE COMMISSION:**

Commissioner Silva: Requested updates and discussion on the Aerobatic airshow at the airport and a draft of the Commission Report to the City Council for review.

Commissioner Cooper: Provided input on his recent visit to the Arbor Temporary Emergency Housing Project and their staff's appreciation of the existing bus service and requested additional bus service to assist residents with their unmet transit needs.

Commissioner S. Dhillon: Requested a copy of the draft report and PowerPoint presentation on the Commission Report to the City Council.

7. ITEMS FROM STAFF:

- a. Airport Projects Update:** Paula Jessup, Airport Manager, provided updates on FAA's compliance review, FAA workshop, and agenda item for TAC regarding Airport Masterplan and various projects. Commission comments and questions followed.
- b. Transit Ridership and Performance Update:** Ed Lovell, Transit Manager, provided updates on ridership, Transit Station renovation, and Student Free Rides. Commission questions and comments followed.
- c. Bikeways Update:** Provided updates on improving the existing bike racks and installing new bike racks Downtown. Commission comments followed.

8. ITEMS FROM THE AUDIENCE: None

9. ADJOURNMENT TO NEXT REGULAR MEETING ON FEBRUARY 9, 2023

- a. Motion to Adjourn:** Commissioner Silva
- b. Second:** Commissioner S. Dhillon
- c. Vote:** Approved by unanimous vote
- d. Time:** 8:35 p.m.

The above agenda was posted at Tracy City Hall on December 29, 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
February 9, 2023**

AGENDA ITEM 5.a.

REQUEST

REVIEW AND PROVIDE INPUT ON DRAFT CHANGES TO TRACER BUS SERVICE

DISCUSSION

The Tracer bus service provides three main public transit services to the residents of Tracy: Tracer Fixed Route bus service, Tracer Paratransit bus service for ADA and senior passengers, and TracerPlus general public on-demand service.

Periodically, the transit service needs of the community are evaluated based on a number of factors including current development, use of existing services, and requests from the public evaluated through the Unmet Transit Needs process. After evaluating a number of these factors, staff is recommending some changes to the current service in an effort to provide improved service within the City of Tracy. The following are potential changes to be implemented effective July 1, 2023.

DRAFT TRACER REVISIONS:

- **Eliminate the last loop of Monday through Friday service on Routes A, B, C, and D**
 - These last loops are historically low in ridership. Current data shows that there are an average of approximately 1.47 passengers per route riding during the last loops of all four routes.
 - This will result in the fixed route ending at approximately 7pm for routes A and B, and at approximately 6:15pm for routes C and D.
 - This service will be replaced by starting the TracerPlus service earlier in an effort to still allow those riding at this time to get to their destinations.
 - This will result in a reduction of approximately 1,100 fixed route revenue hours.
- **Reduce Paratransit hours to coincide with Tracer Fixed Route reduction**
 - Tracer is required to provide complimentary paratransit service during the hours that fixed route service is in operation. With the reduction in fixed route hours, it is recommended to reduce the paratransit hours as well.
 - Ridership during this time frame is generally low, with an average of .27 passengers per day riding at this time, or approximately one rider every 4 days.
 - This will result in paratransit service ending at 6:30pm Monday through Saturday instead of 8pm on weekdays and 7pm on Saturdays.

- By increasing the TracerPlus service hours, these passengers will still be able to have transportation options during this time of day.
- This will result in a reduction of approximately 780 paratransit revenue hours.
- **Increase TracerPlus service hours to cover the reduction in fixed route and paratransit**
 - It is recommended that Tracer Plus hours be increased by 1.5 hours during the weekday, with service starting at 6:30pm instead of 8pm, in order to accommodate the reduction in fixed route and paratransit service.
 - This will result in an increase of approximately 1,170 TracerPlus revenue hours.
- **Create a new commuter route to service the Tracy Hills and Ellis developments**
 - Development in these areas is continuing to happen at a rapid pace. There have been more and more requests for service to these developments. As a start, we suggest providing commuter route service in these areas to allow students to use the bus in the morning and afternoon. TracerPlus is available in the mornings and evening currently, as well as Paratransit service throughout the day.
 - Providing two loops per day, Monday through Friday, will result in an increase of approximately 1,040 fixed route hours.
- **Continue the pilot program of Route H to the Temporary Housing Shelter on Arbor Road**
 - With the opening of the Temporary Housing Shelter in November, Tracer was asked to provide service to that area. As a result a pilot route (Route H) was created to service the site. As this route has only been running for a few months, it is suggested that the route be continued as a pilot program and to further assess its effectiveness after it has been in operation for a longer period of time.
- **Implementation of pilot ACE Shuttle Service to Ellis and Tracy Hills Subdivisions**
 - We have received information from the San Joaquin Council of Governments (SJCOG) that during the Unmet Transit Needs Process, there were a significant number of comments regarding a shuttle service to the ACE station from the Ellis subdivision. As a result it is recommended that a pilot shuttle service be implemented to serve the Ellis and Tracy Hills subdivisions.
 - Based on current information, we will anticipate meeting the latter three trains in the morning and the first two trains in the evening. TracerPlus can be used to service passengers who require meeting the other trains in the morning and evening.
 - It is estimated that by running three loops in the morning and two loops in the afternoon that it will require an additional 1040 revenue hours.

- **Create a monthly fixed route pass, and eliminate the weekly pass**
 - In an effort to encourage additional usage of the fixed route, it is proposed that we explore eliminating the weekly pass and instead create a monthly pass. The monthly pass would be offered at a discounted rate compared to buying two single ride tickets every day for the month.

The current Tracer system operates with approximately 36,800 vehicle revenue hours. Factoring in the various revenue hour reductions and additions as mentioned above, it is anticipated that the proposed changes would result in approximately 38,150 vehicle revenue hours, and overall increase of approximately 1,350 hours. These additional hours can be absorbed under the current operating contract with MTM Transit.

FISCAL IMPACT

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

RECOMMENDATION

That the Commission review and provide input on the draft changes to Tracer bus service.

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
February 9, 2023**

AGENDA ITEM 5.b.

REQUEST

**REVIEW AND PROVIDE UPDATES ON COMMISSION GOALS AND OBJECTIVES
FOR FY 2022/23**

DISCUSSION

At the September 8, 2022 regular Transportation Advisory Commission (TAC) meeting, the commission held discussion on their goals for the current fiscal year 2022/2023.

Below are the commission recommended goals for FY 22/23 with recommended timelines.

FY22/23 Transportation Commission Goals

	GOAL	TIMELINE	SUB-COMMITTEE
OUTREACH	Public Outreach at Farmer's Market	Each month in conjunction with the City booth	Assignments made each commission meeting Next Dates: Spring 2023
	Public Outreach at Block Party Events	As scheduled in conjunction with the City booth	Assignments made each commission meeting Next Dates: Spring 2023
	Participate in City Sponsored Airport events	October 29, 2022	All COMPLETE
	Participate in Other Appropriate Community Events	June 2023	All Next Event: Tracy Earth Day Event – April 29, 2023
TRANSIT	Provide Input on Short Range Transit Plan Implementation	April 2023 In Process	All
	Provide Fare Policy Recommendation to City Council	TBD	All

AIRPORT	Provide Input on Updated Airport Master Plan	Oct/Nov 2022 March 2023	All
EDUCATION	Receive presentations on areas related to the purpose of the commission (funding, bus contractor, SJCOG, bike safety, etc)	Ongoing	

In order to successfully complete each of these goals, the commissioners will form ad-hoc subcommittees to address each of these items by the timeline specified. It is suggested that each committee be comprised of no more than 2 commissioners.

FISCAL IMPACT

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

RECOMMENDATION

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

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
February 9, 2023**

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	Meeting with FAA on 1/20/23. Discussed compliance findings.	Follow up meeting with FAA.
Tracy Airport Master Plan	Staff reviewing current draft. Public outreach.	Incorporate FAA Compliance Review recommendations. Draw ALP.
New Jerusalem Airport Master Plan	Develop application scope of work and cost estimates.	Meet with FAA to discuss grant project.

Transit Update

By Jayne Pramod

Transit Projects Update:

Project	Current Status	Next Steps
Transit Station Lobby Renovation	Construction began on 3/7/22. Project in final stages.	Conference Room carpet renovation Feb 2023. Estimated open to the public March 2023. Estimated final completion Mar 2023.

TRACER Ridership: A year-to-date comparison of current ridership compared to the same period in the previous year is shown below. Fixed route ridership is up 8,888 riders compared to the year-to-date ridership in December FY 21/22, an increase of approximately 22%. Paratransit ridership is up 1,910 riders compared to the same time in December FY 21/22, an increase of approximately 35%. Overall the Tracer system ridership has increased by 10,798 riders over the same period last year, an overall increase of approximately 23%

December Year To Date Ridership Comparison

	FY 21/22	FY 22/23
Fixed Route Ridership		
Regular	7,511	7,582
Student (Students Ride Free Promo effective FY20/21)	30,564	17,649
Senior	3,662	3,990
Disabled	740	729
Free (Personal Care Attendant, ACCESS Pass)	840	1,022
Promo Passengers	21,336	29,478
<i>Promo Regular</i>	<i>5,400</i>	<i>5,952</i>
<i>Promo Student</i>	<i>12,514</i>	<i>20,046</i>
<i>Promo Senior</i>	<i>2,300</i>	<i>2,305</i>
<i>Promo ADA</i>	<i>645</i>	<i>708</i>
<i>Promo Free</i>	<i>477</i>	<i>467</i>
Passengers w/tickets	4,963	5,608
Passengers w/transfers	1,487	1,018
Total	40,539	49,427
Paratransit Ridership		
Regular (Guest)	10	154
Senior	751	763
Disabled	4,116	5,770
Free	505	605
Total	5,382	7,292
All Systems Ridership	45,921	56,719

Fixed Route On-Time Performance FY22/23:

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
A Route				93%	94%	93%						
B Route				80%	88%	87%						
C Route				83%	92%	83%						
D Route				77%	77%	57%						
E Route				80%	82%	88%						
F Route				94%	87%	89%						
G Route				83%	80%	91%						
H Route				NA	66%	62%						
OVERALL				84%	83%	81%						