

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, March 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****

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 February 9, 2023.
5. New Business
 - a. Recommend Approval of Changes to Tracer Bus Service Effective July 1, 2023
 - 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: March 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.

FEBRUARY 9, 2023

1. **CALL TO ORDER:** Commissioner Cooper called the meeting to order at 7:02 p.m.
2. **ROLL CALL:**
 - a. **Present:** Gary Cooper, Rajpal Dhillon, Sharanjit Dhillon, Maurice Francis
Tim Silva (7:09 pm)
 - b. **Absent:**
 - c. **Staff Present:** Ed Lovell, Transit Manager; Andrea Pedigo; Executive Assistant
 - d. **Recorded By:** Andrea Pedigo; Executive Assistant
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MEETING MINUTES OF JANUARY 12, 2023**
 - 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. **Review and Provide Input on Draft Changes to TRACER Bus Service**

Ed Lovell, Transit Manager, presented a draft of the proposed restructuring of the TRACER bus service to meet rider demands and unmet transit needs. Staff answered Commission questions on the existing service, proposed changes, Monthly pass, and marketing.
 - b. **Review and Provide Input on Commission Goals and Objectives for FY22/23**

Staff provided information on Tracy's Earth Day event for Commission outreach. Provided status on implementation of Transit Short Range and status on the Airport Master Plan updates.
6. **ITEMS FROM THE COMMISSION:**

Commissioner Cooper: Commented in support of Commission participation, engagement, and communication at outreach events.

Commissioner Silva: Agreed with Commissioner Cooper on community outreach and Commission involvement. Requested status on the PowerPoint presentation on the Commission Report to the City Council.
7. **ITEMS FROM STAFF:**
 - a. **Airport Projects Update:** Airport Manager could not attend the meeting; Commission was informed to email the Airport Manager if they have questions or concerns regarding the airport projects.

b. Transit Ridership and Performance Update: Ed Lovell, Transit Manager, provided updates on ridership, On-Time Performance, and Transit Station renovation. Commission questions and comments followed.

c. Bikeways Update: There were no updates.

8. ITEMS FROM THE AUDIENCE: None

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

- a. Motion to Adjourn:** Commissioner Silva
- b. Second:** Commissioner Francis
- c. Vote:** Approved by unanimous vote
- d. Time:** 8:00 p.m.

The above agenda was posted at Tracy City Hall on February 3, 2023. 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
March 9, 2023

AGENDA ITEM 5.a.

REQUEST

**RECOMMEND APPROVAL OF CHANGES TO TRACER BUS SERVICE EFFECTIVE
JULY 1, 2023**

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.

PROPOSED 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 830 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 780 TracerPlus revenue hours if operating using the existing service levels of 2 available vehicles during these service hours.
 - Should demand increase, an additional vehicle can be added to provide service.
- **Create a new commuter route (Route H) 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 (three on Wednesdays), will result in an increase of approximately 610 fixed route hours.
- **Continue the pilot program of service to the Temporary Housing Shelter on Arbor Road and rename as “Arbor Shuttle”**
 - 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 (currently called 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.
 - It is also recommended that given the short duration of the route, it be renamed from the existing Route H to be called the Arbor Shuttle.

- **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 three 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 three loops in the afternoon that it will require an additional 930 revenue hours.

- **Implement a pilot South Tracy Shuttle to service Ellis and Tracy Hills Subdivisions**
 - As a result of comments from the Commission to try and provide additional service to the developments in the southwestern part of Tracy, staff have recommended a pilot shuttle service that would run three times throughout the day.
 - This shuttle service would allow residents in the southern part of the city to connect to the Transit Station which would then allow them to get to other locations within Tracy.
 - Running three loops of service per day Monday through Saturday would require an additional 1,014 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.
 - It is recommended that the monthly pass be a 31-day pass (valid for the day of purchase +30 days) and be sold at a cost of \$44. This would also put Tracer in line with other agencies in the area who have the same pricing structure.
 - As there is no Sunday fixed route service, there are a potential 27 days of use available during the 31-day period, resulting in a potential average cost of \$1.63 per day, which is a potential discount of approximately 46% off the daily pass value.

The current Tracer system operates with approximately 37,661 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 39,052 vehicle

revenue hours, and overall increase of approximately 1,391 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 or Transit Fund for this item. The recommended revisions can be absorbed within the current Transit budget.

RECOMMENDATION

That the Commission recommend approval of changes to Tracer bus service effective July 1, 2023.

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
March 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	March 2023 In Process	All

AIRPORT	Provide Input on Updated Airport Master Plan	Oct/Nov 2022 April 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
March 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 to discuss 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. Final punchlist being completed.	Completion of final punchlist. Estimated final completion Mar 2023. Acceptance by City Council Apr 2023. Estimated open to the public Apr/May 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 11,691 riders compared to the year-to-date ridership in January FY 21/22, an increase of approximately 25%. Paratransit ridership is up 2,396 riders compared to the same time in January FY 21/22, an increase of approximately 39%. Overall the Tracer system ridership has increased by 14,087 riders over the same period last year, an overall increase of approximately 27%

January Year To Date Ridership Comparison

	FY 21/22	FY 22/23
Fixed Route Ridership		
Regular	8,756	9,495
Student (Students Ride Free Promo effective FY20/21)	0	0
Senior	3,796	4,892
Disabled	877	832
Free (Personal Care Attendant, ACCESS Pass)	1,064	1,193
Promo Passengers	23,804	33,413
<i>Promo Regular</i>	<i>5,400</i>	<i>5,952</i>
<i>Promo Student</i>	<i>14,982</i>	<i>23,981</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	6,024	6,686
Passengers w/transfers	1,624	1,125
Total	45,945	57,636
Paratransit Ridership		
Regular (Guest)	10	191
Senior	1,336	913
Disabled	4,141	6,674
Free	625	730
Total	6,112	8,508
All Systems Ridership	52,057	66,144

Fixed Route On-Time Performance FY22/23:

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
A Route				93%	94%	91%	88%					
B Route				80%	88%	88%	86%					
C Route				83%	92%	90%	76%					
D Route				77%	77%	83%	83%					
E Route				80%	82%	84%	81%					
F Route				94%	87%	89%	88%					
G Route				83%	80%	89%	87%					
H Route				NA	66%	60%	68%					
OVERALL				84%	83%	87%	84%					