

# 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 10, 2023, 7:00 p.m.**  
*(or as soon thereafter as possible)*

**Location:** **Tracy Transit Station, Room 103**  
**50 East 6th Street, Tracy**

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 June 8, 2023.
5. New Business
  - a. Receive Presentation on Airport Master Plan and Provide Input on the Airport and Upcoming Projects
  - b. Review and Approve Commission Goals and Objectives for FY2023/2024
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 7, 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.

JUNE 8, 2023

1. **CALL TO ORDER:** Chair Cooper called the meeting to order at 7:00 p.m.
2. **ROLL CALL:**
  - a. **Present:** Gary Cooper, Maurice Francis, Rajpal Dhillon, Tim Silva
  - b. **Absent:** Sharanjit Dhillon
  - c. **Staff Present:** Adriana Castaneda, Director of Mobility & Housing; Paula Jessup, Airport Manager; Ed Lovell, Transit Manager; Brandi Reybol, Transit Coordinator; Jayne Pramod, Transit Coordinator
  - d. **Recorded By:** Jayne Pramod, Transit Coordinator
3. **ITEMS FROM THE AUDIENCE:** Alice English, Tracy resident, congratulated on a successful event at the Tracy Airport and commented on the staff and Commission working as a team on hosting the International Aerobatic Competition (IAC) at Tracy Airport. Ms. English requested the public and Commission to attend the June 20<sup>th</sup> Council Meeting to comment on the agenda item regarding the Aquatic Center.  
Joe Curtis, Administrator of St. Bernard's Catholic School, addressed concerns regarding the traffic congestion on Eaton Ave. between Parker Ave. and Holly Ave. during the school bell time of Central School and St. Bernard School since Central School relocated their entrance to Eaton Ave from Parker Ave. He suggested ways to mitigate the current congestion and requested that City act immediately to prevent fatal accidents. Patricia Paredes, Principal of St. Bernard's Catholic School, also raised safety concerns and commented on the increased traffic congestion since relocating the Central School entrance to Eaton Ave across from St. Bernard's School.
4. **APPROVAL OF SPECIAL MEETING MINUTES OF MAY 11, 2023**
  - a) **Motion to Approve:** Commissioner Silva
  - b) **Second:** Commissioner Francis
  - c) **Abstain:** Commissioner Rajpal Dhillon
  - d) **Vote:** Approved by majority vote
5. **NEW BUSINESS:**
  - a. **Election of Chair and Vice Chair:**

The motion by Commissioner R. Dhillon to nominate Commissioner Cooper as Chair was seconded by Commissioner Francis and approved by the majority. Motion by Commissioner R. Dhillon to nominate Commissioner Silva as Vice Chair was second by Commissioner Cooper and approved by the majority.
  - b. **Receive Presentation on Temporary Traffic Signal Operation and the Status of a Permanent Signal at Valpico Road and Corral Hollow Road:** Koosun Kim City Engineer / Assistant Director of Development Services presented an Update on the Corral Hollow/Valpico Road Intersection Temporary Traffic Signal Operation, including current operations, key event timeline, and traffic patterns from Dec 22 to May 23. Commission questions and comments followed.  
Alice English, Tracy, addressed her concerns about the number of accidents at the site and suggested installing back the stop sign before the school reopens, a safer option than the current unsafe traffic lights that have progressed worse.

- c. Review and Provide Updates on Commission Goals and Objectives for FY22/23**  
Staff provided information on various City events for Commission outreach. Provided information on the Short-Range Transit Plan (SRTP) and TRACER Fare policy. Staff responded to the Commission on the Transit Station Ribbon Cutting Ceremony.
- d. Discuss Goals, Objectives, and Topics for Discussion for FY23/24**  
Commission discussed and addressed items they would like to add as Commission Goals for FY23/24. Commission provided their input, and a list was created. Staff will bring back the list for Commission approval.
- e. Approve a Legislative Break for the Regular Meeting for the Month July 2023**  
Motion to approve a legislative break for the regular meeting for the month of July 2023 by Commissioner Silva was seconded by Commissioner R. Dhillon and approved unanimously.

**6. ITEMS FROM THE COMMISSION:**

Commissioner Silva: Commented on the success of the International Aerobatic Competition at Tracy Airport. Shared feedback from event attendees. Thanked Dave Watson for bringing the event to Tracy and the pilots from around the world who competed. Recognized City Departments and staff for making the event a success. Requested that the Transportation Commission Meeting information be published in the Tracy Press Datebook.

Commissioner Francis: Shared his experience attending first time the Aerobatic Competition. He enjoyed the event but not the ride on the road to the airport.

Commissioner Cooper: Expressed that he enjoyed the Aerobatic event at Tracy Airport.

**7. ITEMS FROM STAFF:**

- a. Airport Projects Update:** Provided updates on the success of the Aerobatic Competition event at the Tracy Airport and project updates.
- b. Transit Ridership and Performance Update:** Ed Lovell, Transit Manager, provided updates on ridership, On-Time Performance (OTP), Transit Station ribbon-cutting ceremony date to be announced soon, and implementation of the new routes and service revisions.
- c. Bikeways Update:** Staff provided updates on the newly installed bike racks at the Transit Station and at B St/10<sup>th</sup> St sidewalk.

**8. ITEMS FROM THE AUDIENCE:** None

**9. ADJOURNMENT TO NEXT REGULAR MEETING ON AUGUST 10, 2023**

- a. Motion to Adjourn:** Commissioner Silva
- b. Second:** Commissioner R. Dhillon
- c. Vote:** Approved by unanimous vote
- d. Time:** 8:57 p.m.

The above agenda was posted at Tracy City Hall on June 5, 2023. The above are action minutes. A full recording of the meeting is available by contacting the City Clerk's Office.

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Ed Lovell, Staff Liaison

**CITY OF TRACY**  
**TRANSPORTATION ADVISORY COMMISSION**  
**August 10, 2023**

**AGENDA ITEM 5.a**

**REQUEST**

**RECEIVE PRESENTATION ON AIRPORT MASTER PLAN AND PROVIDE INPUT ON THE AIRPORT AND UPCOMING PROJECTS**

**DISCUSSION**

**Introduction**

In May 2023, the engineering consultant, Brandley Engineering, provided the Transportation Advisory Commission with a presentation on the City of Tracy Municipal Airport Master Plan. As part of the presentation, information was provided on the process of updating master plans for airports.

**Master Plan Update**

The Federal Aviation Administration (FAA) requires Airport Sponsors to update their master plan every ten to twenty years. The City of Tracy is the Sponsor for the Tracy Municipal Airport. This consists of an analysis of aviation forecasts (defining demands on the airport), analysis of the airport's ability to meet the current and future demand and areas of deficiencies, alternatives analysis to resolve the deficiencies and an accompanying development plan. This process is broken down into the following three components:

- Obstruction Survey with Mitigation,
- Master Plan Narrative Report, and
- Airport Layout Plan (ALP) drawing set.

**Obstruction Survey with Mitigation**

The Obstruction Survey with Mitigation illustrates to the airport and FAA any potential obstructions near the airport. This provides the airport information required to develop proposed mitigation and is essential to FAA Flight Services in updating published flight procedures for Tracy Municipal Airport to enhance airport safety. In May 2023, Brandley Engineering provided a summary of all evaluated possible obstructions designated by the Obstruction Survey and will create an Obstruction Mitigation Plan to be added to the Master Plan Narrative at time of submittal.

**Master Plan Narrative Report**

The Master Plan Narrative Report (Narrative) develops a plan for how the airport infrastructure will meet the future projected demands. This starts with an evaluation of future demands through the Aviation Forecasts. The Facility Requirements analysis evaluates the Airport's ability of existing facilities to meet the current and future demand based on the Aviation Forecast. The outcome of the Facility Requirements analysis is a list of deficiencies to be addressed in the Master Plan. The Alternatives Development and Evaluation considers various methods to resolve each deficiency and recommends proposed resolutions. Finally, a detailed Development Plan is created detailing the proposed future projects and project timeline complete with financial analysis.

The Airport Layout Plan is a set of drawings, approximately thirteen pages in length, illustrating existing airport facilities, existing and future FAA design standards, and future planned airport facilities for the next ten to twenty years. To be considered for an FAA grant, the project must be shown on the FAA approved overall Airport Layout Plan sheet.

Below is detailed information pertaining to the sections in the updated Master Plan that will provide the findings of deficiency, tasks to cure those deficiencies, estimated completion dates, and next steps.

The three sections of the Master Plan that detail the deficiencies on the airport are the Facility Requirements, Alternatives Development and Evaluation section, and the Development Plan.

- Facility Requirements – This portion of the narrative includes an evaluation of each component of the airport (runway, taxiway, aircraft parking apron, hangars, access roads, parking lots, navigation aids, fueling facilities, drainage, utilities etc.) and its ability to meet FAA design standards as well as the future aviation demands based on the Aviation Forecasts. The outcome of this section of the narrative is a list of deficiencies and required improvements and/or expansions of airport facilities.
- Alternatives Development and Evaluation – This portion of the narrative includes analysis of various alternatives to correct the identified deficiencies and selection of the optimal location, layout and/or corrective action for the main airport components. The outcome is presented on the Airport Layout Plan detailing the location, configuration, and requirements for proposed future airport development.
- Development Plan – This portion of the narrative includes development of a listing of future projects required to correct all deficiencies and prioritization of these projects into a logical timeline that will meet the Airport's needs in a manner that accommodates the City and FAA budgets. The key component of this part of the narrative is finding a balance between maintaining the existing infrastructure, correcting items that do not meet current FAA standards and planning required future infrastructure expansion. The outcome is a detailed scope and timeline of future projects complete with cost estimates and proposed funding sources.

The Development Plan is in three phases: short term (0-5 years), midterm (6-10 years), and long term (11-20 years). Each of these proposed projects must be depicted on the FAA conditionally approved Airport Layout Plan and justified in the Airport Layout Plan Narrative Report.

### **Airport Layout Plan (ALP)**

The Airport Layout Plan is a set of drawings that consists of an overall airport layout plan, larger scale terminal plans, data tables, large scale approach, and departure plans for each runway end, known obstructions maps, and the Exhibit A Airport Property Map. The overall airport layout plan sheet and larger scale terminal plans illustrate the projects the airport wishes to complete in the next five, ten and twenty years. Exhibit A Property Map is essential to document ownership of airport property and define FAA jurisdiction over said property. City staff and Brandley Engineering, the airport consultant, have been working diligently on the ALP drawing set this past year. The ALP drawing set is being presented at

the August 2023 TAC meeting with an emphasis on explaining the process of alternatives analysis for each proposed future development and resulting recommended location and layout.

**Next Steps**

The final document will be submitted to the City in August 2023. City comments will be incorporated into the Master Plan documents. The Master Plan documents will then be finalized, a detailed quality control evaluation will be done to correct any errors or inconsistencies and the final documents will be submitted to the FAA for review. Any FAA comments will be addressed and required revisions to the Master Plan documents will be made and the final Master Plan documents will be submitted to the FAA for approval.

**FISCAL IMPACT**

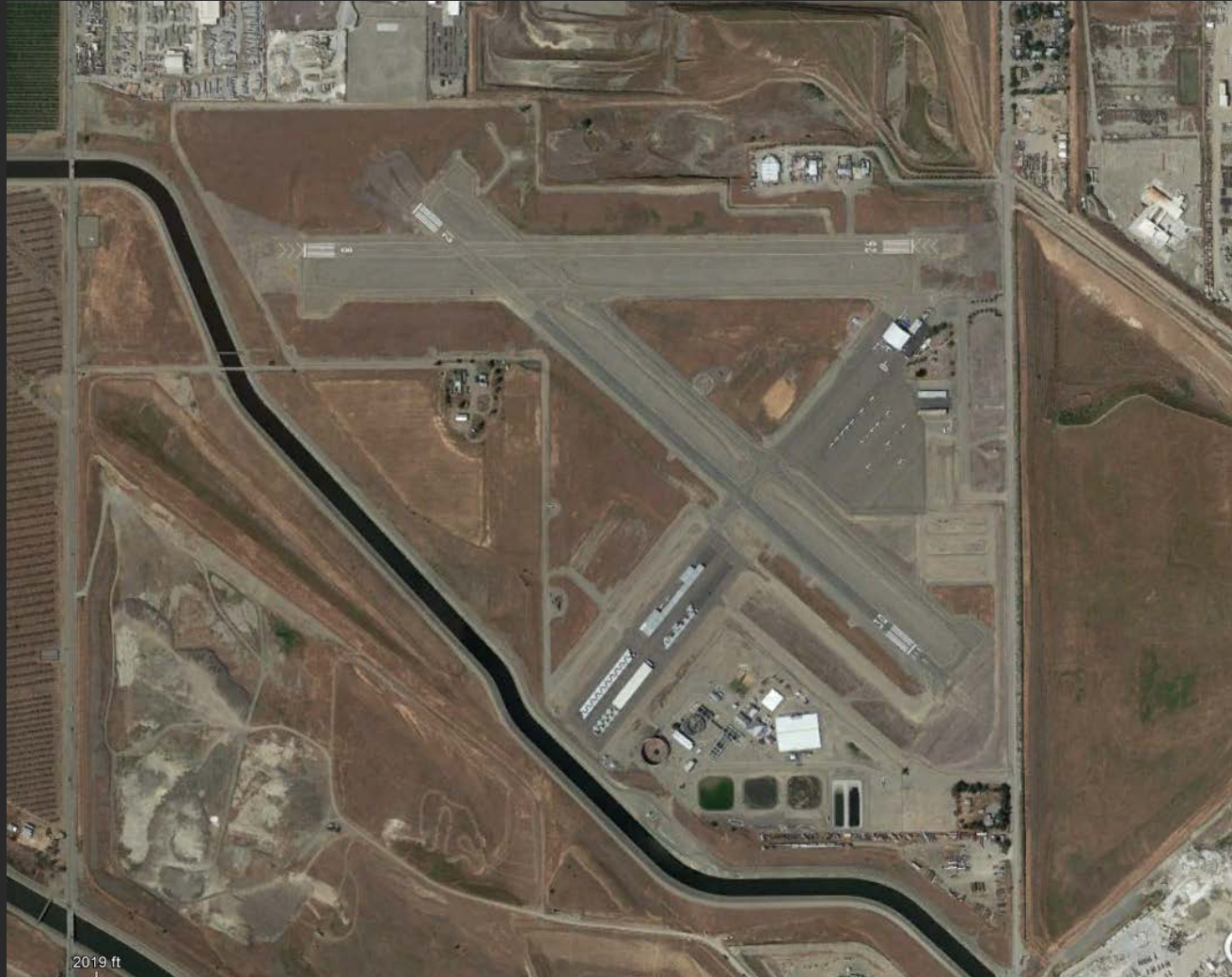
There is no fiscal impact to the General Fund or Airport Fund for this item at this time.

**RECOMMENDED ACTION**

Staff is requesting the Transportation Advisory Commission to provide input on the proposed projects based on the required FAA Airport Master Plan Update.

Attachments: Tracy Municipal Airport Master Plan Update Presentation

# TRACY MUNICIPAL AIRPORT



## Airport Master Plan Update

Presentation

August 10, 2023



**Melissa Brandley, P.E.**

Principal, Owner, Brandley Engineering



# TRACY MUNICIPAL AIRPORT

## Airport Master Plan Update

### Airport Geospatial Information Survey (AGIS)

- Most Significant Obstruction – Corner of Fence Adjacent to 12-30 – Obstruction to Part 77 Primary Surface & Future ROFA
- Other Obstruction Have Existing Mitigation (Obstruction Light) or are Obstructions to Low Priority Surfaces

# TRACY MUNICIPAL AIRPORT

## Airport Master Plan Update

### Aviation Forecast

- Change in Runway Design Code from B II to A I Small due to Insufficient Larger Aircraft Operations
- Existing Critical Aircraft – Cessna Skyhawk 172 ( A I Small)
- Future Critical Aircraft – Cessna Citation CJ2 (B II)
- Critical Helicopter – Bell 212
- Critical AAM Aircraft – Lilium Jet

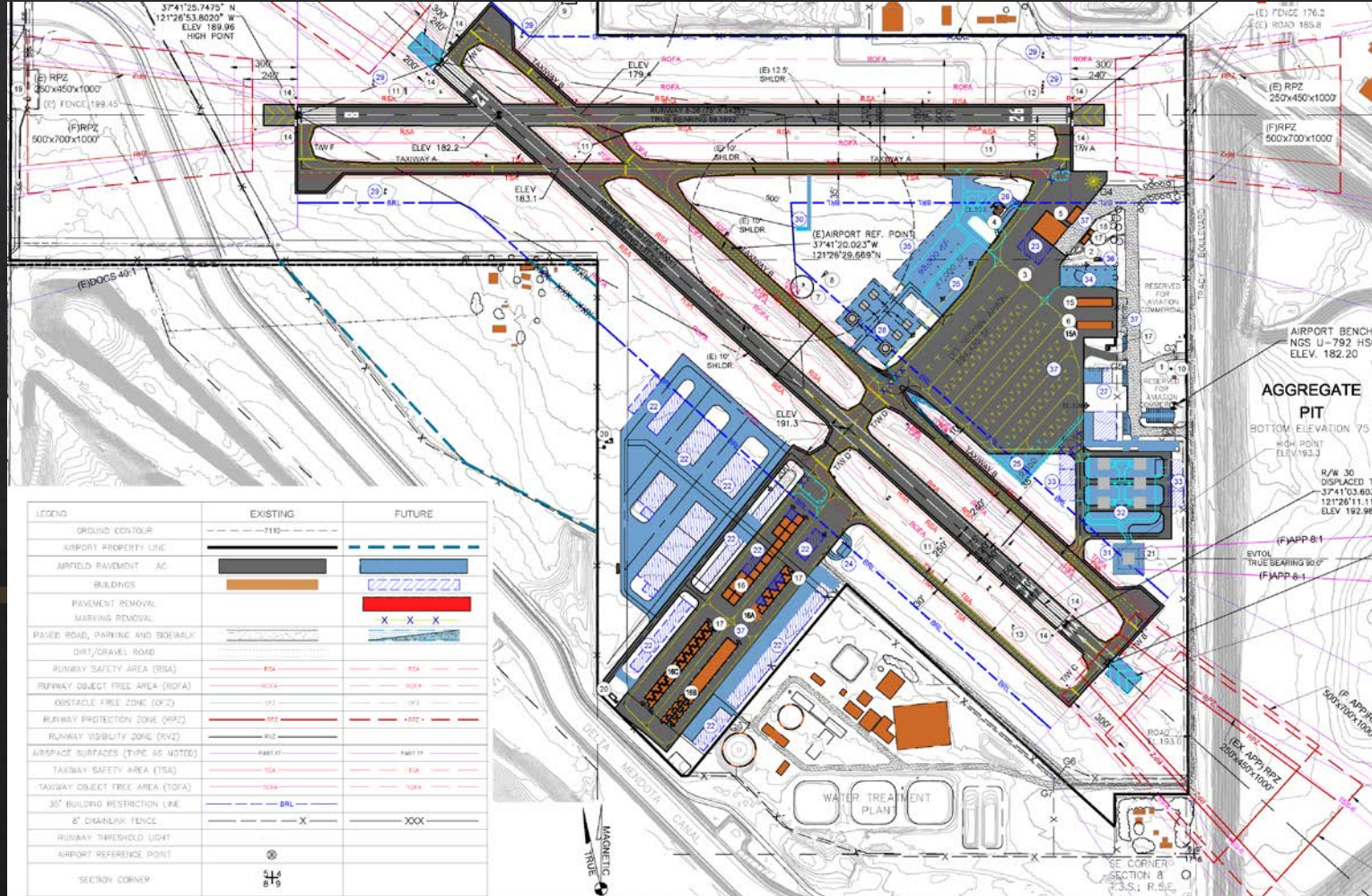
### Deficiencies & Recommendations

- Insufficient Wind Coverage – Mitigated with Increased R/W Width
- Insufficient R/W Length (Future) – R/W Extension Not Feasible
- Recommend Reconfigure T/W D
- Recommend Install T/W Lighting & Additional Windcones
- Plan Expanded Apron, Hangars, Helicopter Parking, AMA facilities, New GA Terminal, Auto Parking
- Recommend Reconfigured Fuel Island
- Recommend New Wash Rack
- Recommend Fencing & Security Improvements
- Recommend Drainage Improvements
- Implement New Easements for Offsite Utilities

# TRACY MUNICIPAL AIRPORT

## Airport Master Plan Update

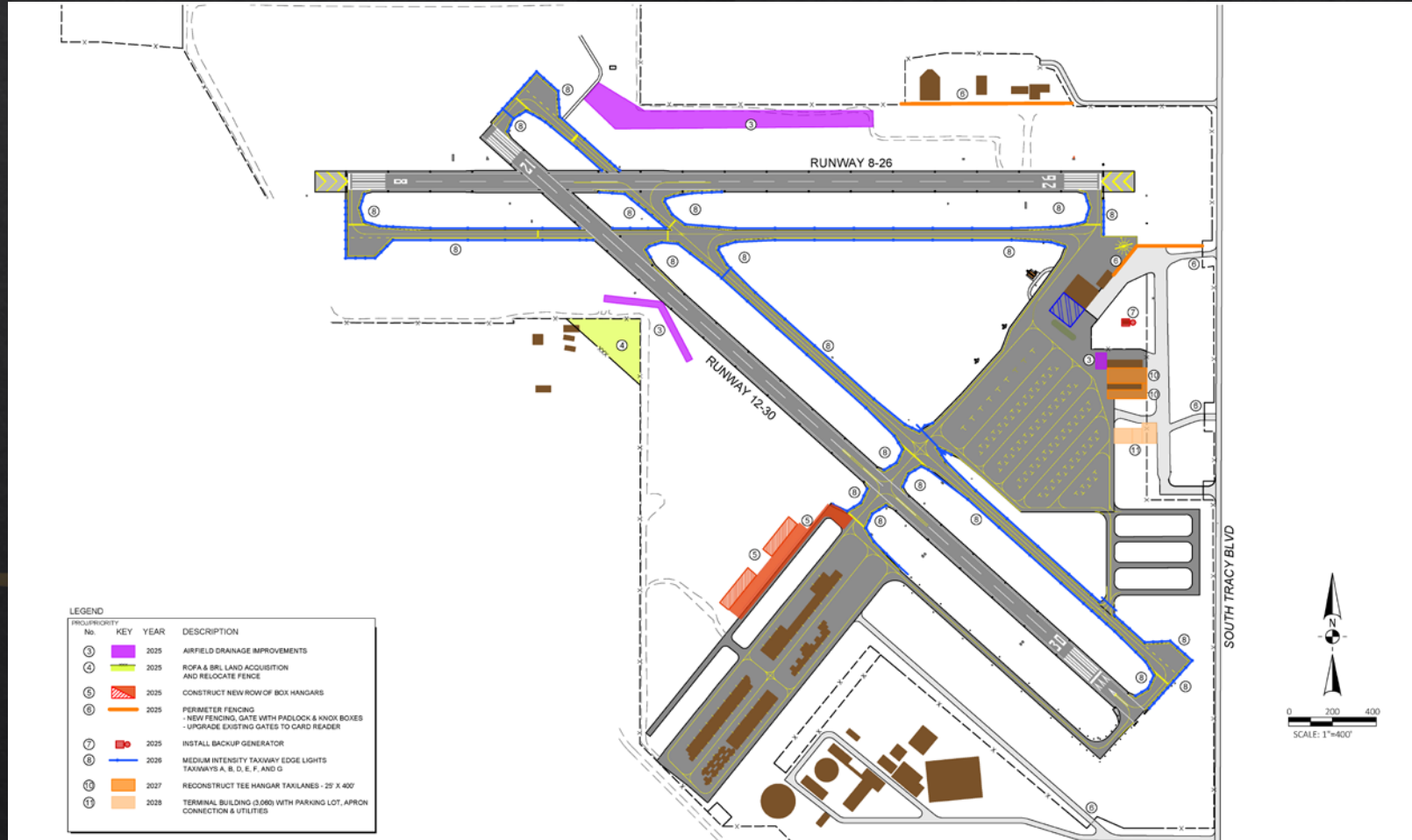
### Airport Layout Plan



# TRACY MUNICIPAL AIRPORT

## Airport Master Plan Update

### Development Plan - Short Term



# TRACY MUNICIPAL AIRPORT

## Airport Master Plan Update

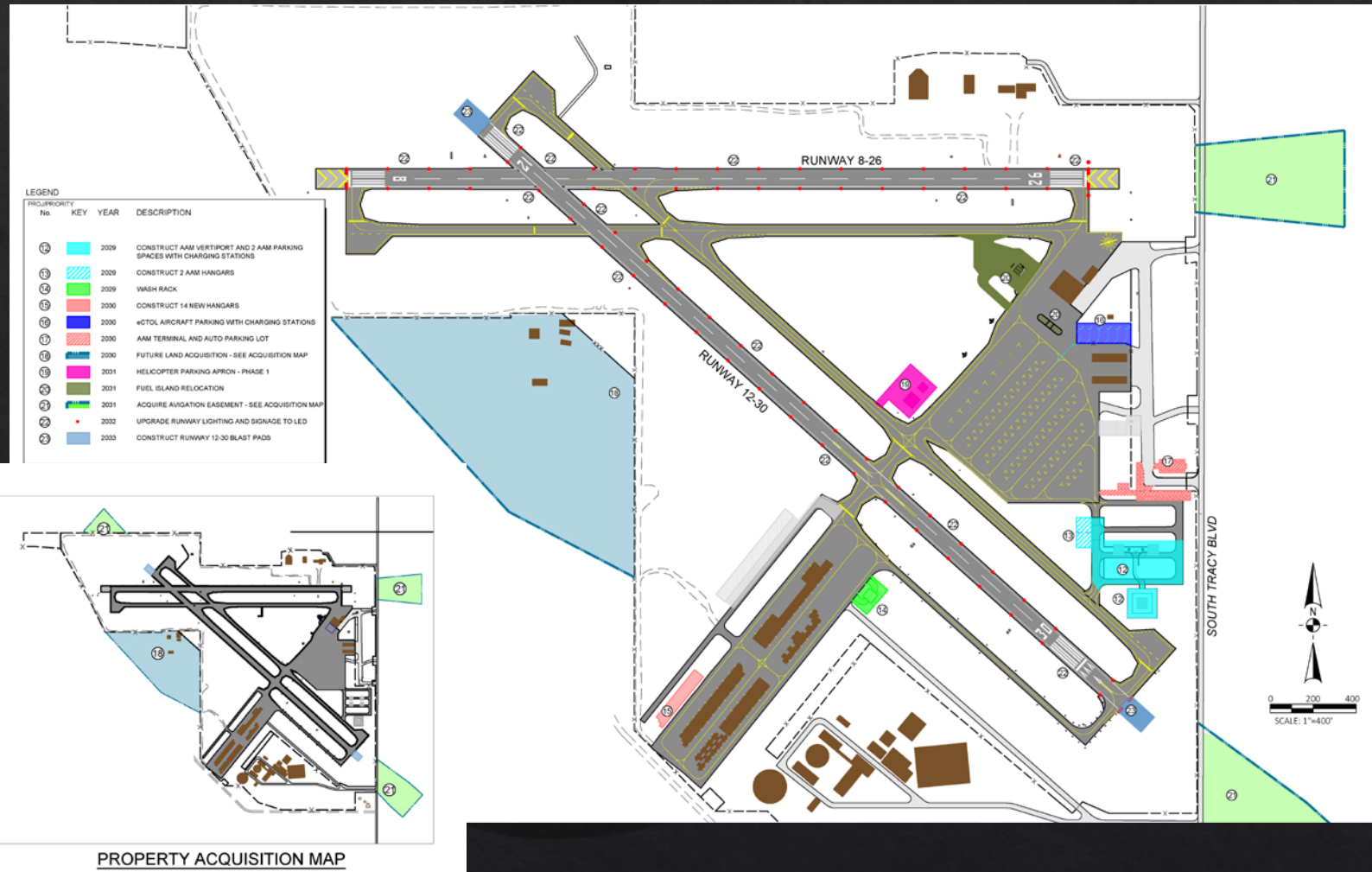
### Development Plan - Short Term

TABLE NO. 8-1 - SHORT TERM DEVELOPMENT PROJECTS - 0 to 5 Years						
Project/ Priority No.	Development Type	Description	Total Project Cost	Total FAA & State Funding	Sponsor Funding	Privately/ City Funded
<b>FISCAL YEAR 2024</b>						
1	PMMP	Pavement Maintenance Management Plan	\$ 125,000	\$ 118,125	\$ 6,875	\$ -
2	Planning	Terminal Planning Study	150,000	\$ 135,000	15,000	-
<i>TOTAL FY 2024</i>			<b>\$ 275,000</b>	<b>\$ 253,125</b>	<b>\$ 21,875</b>	<b>\$ -</b>
<b>FISCAL YEAR 2025</b>						
3	Design/Construct	Drainage Improvements	\$ 460,000	\$ 434,700	\$ 25,300	\$ -
4	Land	ROFA & BRL Land Acquisition and Relocate Fence	163,000	\$ 154,035	8,965	-
5	Design/Construct	Construct New Row of Box Hangars		\$ -		
		Taxilane - FAA Eligible (540' x 25')	502,430	\$ 474,796	27,634	-
		Site Work - FAA Ineligible	562,220	\$ -	-	562,220
		Structure - FAA Ineligible	2,473,680	\$ -	-	2,473,680
6	Design/Construct	Perimeter Fencing - 1,250 Ln. Ft.:		\$ -		
		New Fencing, Gate with Padlock & Knox Boxes	266,000	\$ 239,400	26,600	-
		Upgrade Existing Gates to Card Reader & Install Automatic Gate**	151,000	\$ 15,000	136,000	-
7	Design/Construct	Install Backup Generator	137,000	\$ 123,300	13,700	-
<i>TOTAL FY 2025</i>			<b>\$ 4,715,330</b>	<b>\$ 1,441,231</b>	<b>\$ 238,199</b>	<b>\$ 3,035,900</b>
<b>FISCAL YEAR 2026</b>						
8	Design/Construct	Medium Intensity Taxiway Edge Lights Taxiways A, B, D, E, F, and G***	\$ 1,881,000	\$ 1,758,090	\$ 122,910	\$ -
9	Design	New Terminal Building (3,060 sf) with Parking Lot & Apron Connection and Utilities	379,000	\$ 341,100	37,900	-
<i>TOTAL FY 2026</i>			<b>\$ 2,260,000</b>	<b>\$ 2,099,190</b>	<b>\$ 160,810</b>	<b>\$ -</b>
<b>FISCAL YEAR 2027</b>						
10	Design/Construct	Reconstruct Tee Hangar Taxilanes Hangar H1 Area				
		FAA Eligible (25'x 400')	\$ 199,090	\$ 188,140	\$ 10,950	\$ -
		FAA In-eligible (12,120 sf)	283,910	\$ -	283,910	-
<i>TOTAL FY 2027</i>			<b>\$ 483,000</b>	<b>\$ 188,140</b>	<b>\$ 294,860</b>	<b>\$ -</b>
<b>FISCAL YEAR 2028</b>						
11	Construct	New Terminal Building (3,060 sf) with Parking Lot & Apron Connection and Utilities	\$ 2,400,000	\$ 2,310,000	\$ 90,000	\$ -
<i>TOTAL FY 2028</i>			<b>\$ 2,400,000</b>	<b>\$ 2,310,000</b>	<b>\$ 90,000</b>	<b>\$ -</b>
<b>TOTAL SHORT-TERM DEVELOPMENT</b>			<b>\$ 10,133,330</b>	<b>\$ 6,291,686</b>	<b>\$ 805,744</b>	<b>\$ 3,035,900</b>

# TRACY MUNICIPAL AIRPORT

## Airport Master Plan Update

### Development Plan – Mid Term



# TRACY MUNICIPAL AIRPORT

## Airport Master Plan Update

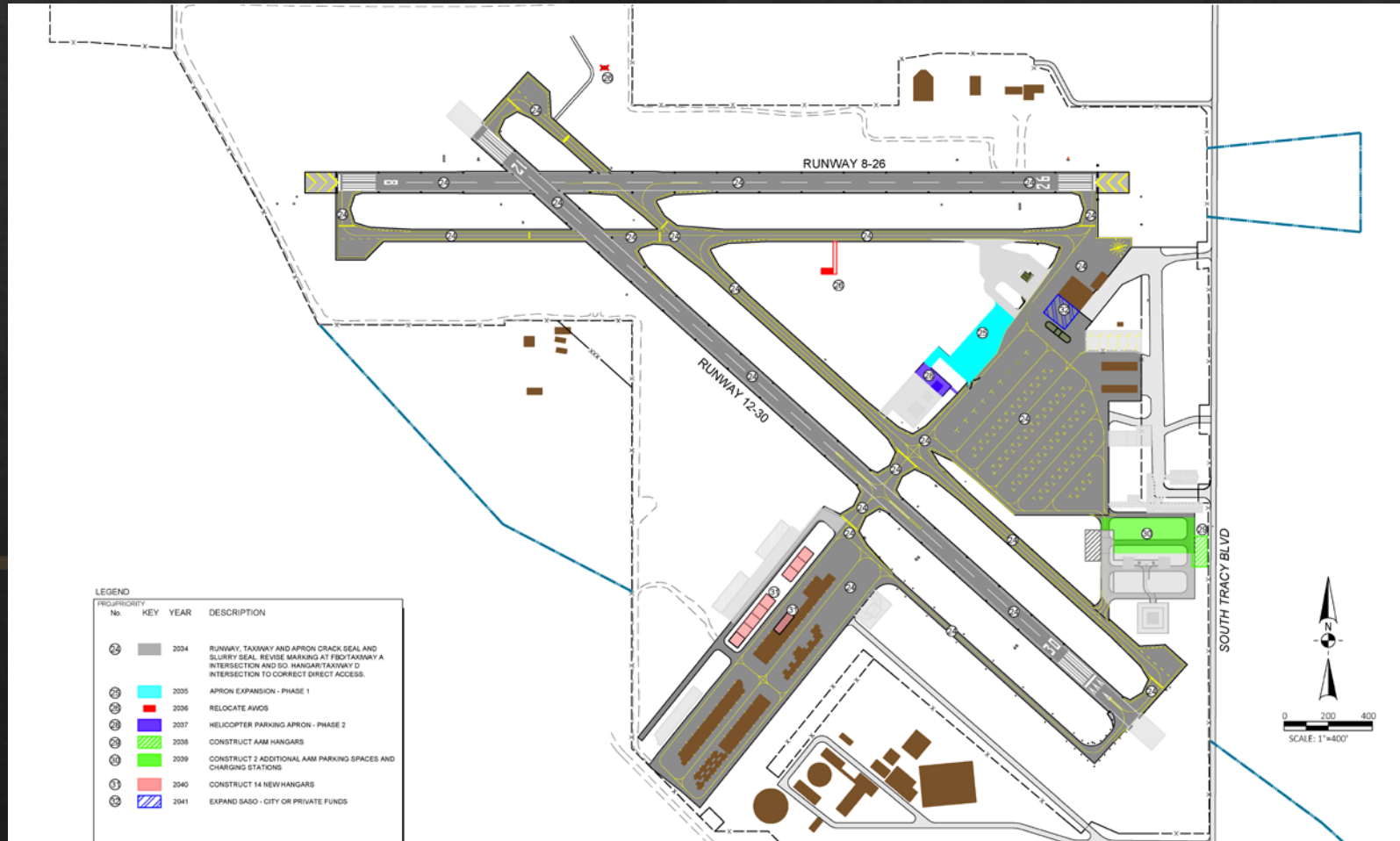
### Development Plan – Mid Term

TABLE NO. 8-2 - MID TERM DEVELOPMENT PROJECTS - 6 to 10 Years						
Project/ Priority No.	Development Type	Description	Total Project Cost	Total FAA & State Funding	Sponsor Participation	Privately/ City Funded
<b>FISCAL YEAR 2029</b>						
12	Design/Construct	Construct AAM Vertiport and 2 AAM Parking Spaces and Charging (30,500 sq. ft.)	\$ 1,393,000	\$ 1,316,385	\$ 76,615	\$ -
13	Design/Construct	Construct AAM Hangar - 2 Hangars				
		Taxilane - FAA Eligible (320' x 25')	642,845	\$ 607,489	35,356	-
		Structure (City or Private Funds)	1,117,000	\$ -	-	1,117,000
14	Design/Construct	New Wash Rack (14,420 sq. ft.)	501,000	\$ 473,445	27,555	-
<b>TOTAL FY 2029</b>			<b>\$ 3,653,845</b>	<b>\$ 2,397,319</b>	<b>\$ 139,526</b>	<b>\$ 1,117,000</b>
<b>FISCAL YEAR 2030</b>						
15	Design/Construct	Construct 14 New Hangars - City Funded				
		Site Work	\$ 645,945	\$ -	\$ -	\$ 645,945
		Structure	930,625	\$ -	-	930,625
16	Design/Construct	Construct eCTOL Aircraft Parking and Charging Stations	841,000	\$ 794,745	46,255	-
17	Design/Construct	Construct AAM Terminal and Auto Parking Lot	1,770,000	\$ 1,593,000	177,000	-
18	Design/Construct	Future Development - Land Acquisition - City Funded	1,431,250	\$ -	-	1,431,250
<b>TOTAL FY 2030</b>			<b>\$ 5,618,820</b>	<b>\$ 2,387,745</b>	<b>\$ 223,255</b>	<b>\$ 3,007,820</b>
<b>FISCAL YEAR 2031</b>						
19	Design/Construct	Helicopter Parking Apron - Phase 1 (2 parking positions, 33,200 Sq. Ft.)	\$ 1,063,000	\$ 1,004,535	\$ 58,465	\$ -
20	Design/Construct	Fuel Island Relocation****				
		Taxilanes	1,542,000	\$ 1,457,190	84,810	-
		Fuel Island	287,500	\$ -	287,500	-
21	Easement	Avigation Easement	200,000	\$ 189,000	11,000	-
<b>TOTAL FY 2031</b>			<b>\$ 3,092,500</b>	<b>\$ 2,650,725</b>	<b>\$ 441,775</b>	<b>\$ -</b>
<b>FISCAL YEAR 2032</b>						
22	Design/Construct	Upgrade Runway Lighting and Signage to LED	\$ 500,000	\$ 472,500	\$ 27,500	\$ -
<b>TOTAL FY 2032</b>			<b>\$ 500,000</b>	<b>\$ 472,500</b>	<b>\$ 27,500</b>	<b>\$ -</b>
<b>FISCAL YEAR 2033</b>						
23	Design/Construct	Construct Runway 12-30 Blast Pads	\$ 707,000	\$ 668,115	\$ 38,885	\$ -
<b>TOTAL FY 2033</b>			<b>\$ 707,000</b>	<b>\$ 668,115</b>	<b>\$ 38,885</b>	<b>\$ -</b>
<b>TOTAL MID-TERM DEVELOPMENT</b>			<b>\$ 13,572,165</b>	<b>\$ 8,576,404</b>	<b>\$ 870,941</b>	<b>\$ 4,124,820</b>

# TRACY MUNICIPAL AIRPORT

## Airport Master Plan Update

### Development Plan – Long Term





# TRACY MUNICIPAL AIRPORT

## Airport Master Plan Update

### Development Plan – Long Term

TABLE NO. 8-3 - LONG TERM DEVELOPMENT PROJECTS - 11 to 20 Years						
Project/ Priority No.	Development Type	Description	Total Project Cost	Total FAA & State Funding	Sponsor Participation	Privately/ City Funded
<b>FISCAL YEAR 2034 TO 2040 OR LATER</b>						
24	Design/Construct	Runway, Taxiway, and Apron Crack Seal and Slurry Seal	\$ 2,863,000	\$ 2,705,535	\$ 157,465	\$ -
		Revise Marking at FBO/Taxiway A Intersection and South Hangar/ Taxiway D Intersection to Correct Direct Access				
25	Design/Construct	Apron Expansion - Phase 1; Reconfigure Taxiway D	1,538,000	\$ 1,453,410	84,590	-
26	Design/Construct	Relocate AWOS	674,000	\$ 636,930	37,070	-
27	WHMP	Wildlife Hazard Management Plan	75,000	\$ 70,875	4,125	-
28	Design/Construct	Helicopter Parking Apron - Phase 2 (1 parking positions, 15,110 Sq. Ft.)	605,000	\$ 571,725	33,275	
29	Design/Construct	Construct AAM Hangar - 2 Hangars		\$ -	-	-
		Site Work (eligible)	465,100	\$ 439,520	25,581	
		Hangars (ineligible)	1,103,000	\$ -	-	1,103,000
30	Design/Construct	Construct 2 Additional AAM Parking Spaces and Charging	554,000	\$ 523,530	30,470	-
31	Design/Construct	Construct 14 New Hangars - City or Private Funds	1,374,000	\$ -	-	1,374,000
32	Design/Construct	Expand SASO - City or Private Funds	1,358,800	\$ -	-	1,358,800
<b>TOTAL LONG-TERM DEVELOPMENT</b>			<b>\$ 10,609,900</b>	<b>\$ 6,401,525</b>	<b>\$ 372,576</b>	<b>\$ 3,835,800</b>

# TRACY MUNICIPAL AIRPORT

## Airport Master Plan Update

### Timeline for Completion

- Submit Final Draft to City – Aug. 2023
- City Review Time – 30 Days
- Submit Draft to FAA for Review – Fall 2023
- FAA Review Time – 3 to 6 Months
- Minor Revisions – Winter/Spring 2024
- Submit Final Draft to FAA – Winter/Spring 2024
- FAA Approval – Winter/Spring 2024

# Questions?



Damon Brandley



You Hire Brandley,  
You Get Brandley



Melissa Brandley

**CITY OF TRACY  
TRANSPORTATION ADVISORY COMMISSION MEETING  
August 10, 2023**

**AGENDA ITEM 5.b.**

REQUEST

**REVIEW AND APPROVE COMMISSION GOALS AND OBJECTIVES FOR FY  
2023/2024**

DISCUSSION

At the June 8, 2023 regular Transportation Advisory Commission (TAC) meeting, the commission held discussion on their goals for the current fiscal year 2023/2024.

Below are the commission recommended goals for FY 2023/2024 with recommended timelines.

**FY23/24 Transportation Commission Goals**

	<b>GOAL</b>	<b>TIMELINE</b>	<b>SUB-COMMITTEE</b>
<b>OUTREACH</b>	Public Outreach at Farmer's Market	Each month in conjunction with the City booth	Assignments made each commission meeting Next Dates: August 26, 2023 TBD Sep, 2023 TBD Oct, 2023
	Public Outreach at Block Party Events	As scheduled in conjunction with the City booth	Assignments made each commission meeting Next Dates: Sept 8, 2023
	Participate in City Sponsored Airport events	October 28, 2023 TBD June 2024	All
	Participate in Other Appropriate Community Events	TBD 2023/2024	All Blues & Brews – Oct 7
<b>TRANSIT</b>	Provide Input on Short Range Transit Plan	January 2024	All

<b>AIRPORT</b>	Provide Input on Updated Airport Master Plan	August 2023	All
<b>EDUCATION</b>	Receive presentations on areas related to the purpose of the commission (funding, bus contractor, SJCOG, bike safety, etc)	Ongoing	<b>Aug</b> – Airport Master Plan Update <b>Sep</b> – Transportation Projects <b>Oct</b> – Bicycling traffic Enforcement/E-bikes <b>Nov</b> – Complete Streets Design <b>Dec</b> – Future Bikeways Projects <b>Jan</b> – Short Range Transit Plan Workshop

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 review and approve the commission goals and objectives for FY 2023/2024.

**CITY OF TRACY  
TRANSPORTATION ADVISORY COMMISSION MEETING  
AUGUST 10, 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:**

<b>Project</b>	<b>Current Status</b>	<b>Next Steps</b>
Tracy Airport Master Plan	Staff reviewing current draft.	Review of Master Plan Narrative
Airport Halloween Event	Working with Parks & Recreation Department to plan event.	Event on 10/28/23.

***Transit Update***

***By Jayne Pramod***

**Transit Projects Update:**

<b>Project</b>	<b>Current Status</b>	<b>Next Steps</b>
Transit Station Lobby Renovation	Construction complete. Project was accepted by City Council on April 4, 2023.	Ribbon cutting event on June 20, 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 16,350 riders compared to the year-to-date ridership in June FY 21/22, an increase of approximately 19.5%. Paratransit ridership is up 4,387 riders compared to the same time in June FY 21/22, an increase of approximately 37.9%. Overall the Tracer system ridership has increased by 20,737 riders over the same period last year, an overall increase of approximately 21.7%

**June Year To Date Ridership Comparison**

	FY 21/22	FY 22/23
<b>Fixed Route Ridership</b>		
Regular	18,034	18,576
Student (Students Ride Free Promo effective FY20/21)		
Senior	8,452	9,794
Disabled	2,138	1,785
Free (Personal Care Attendant, ACCESS Pass, under 6 y/o)	3,562	2,829
Promo Passengers	37,629	52,171
<i>Promo Regular</i>	5,400	6,054
<i>Promo Student</i>	29,284	43,006
<i>Promo Senior</i>	2,300	2,362
<i>Promo ADA</i>	645	749
Passengers w/tickets	11,514	12,926
Passengers w/transfers	2,430	2,028
<b>Total</b>	<b>83,759</b>	<b>100,109</b>
<b>Paratransit Ridership</b>		
Regular (Guest)	51	412
Senior	1,533	1,595
Disabled/Medicare	8,745	12,566
Free	1,240	1,489
<b>Total</b>	<b>11,569</b>	<b>15,956</b>
<b>All Systems Ridership</b>	<b>95,328</b>	<b>116,065</b>

**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%	94%	89%	87%	87%	85%
B Route				80%	88%	88%	86%	77%	75%	76%	77%	73%
C Route				83%	92%	90%	76%	83%	81%	80%	85%	73%
D Route				77%	77%	83%	83%	77%	72%	75%	80%	65%
E Route				80%	82%	84%	81%	86%	83%	88%	68%	75%
F Route				94%	87%	89%	88%	94%	76%	82%	96%	81%
G Route				83%	80%	89%	87%	96%	81%	88%	71%	81%
Arbor Shuttle				NA	66%	60%	68%	68%	74%	60%	61%	67%
<b>OVERALL</b>				<b>84%</b>	<b>83%</b>	<b>87%</b>	<b>84%</b>	<b>84%</b>	<b>79%</b>	<b>79%</b>	<b>78%</b>	<b>75%</b>

\*Staff is aware of a current software issue that is producing data errors for on-time performance. The softwarer company is currently looking into the issue.