

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, November 14, 2024, 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 October 10, 2024.
5. New Business
 - a. Receive Presentation on Unmet Transit Needs Process
 - b. Receive Presentation on Transit Technology Upgrades
 - c. Receive Information and Provide Feedback on Temporary Tracy Hills Commuter Route
 - d. Review and Provide Updates on Commission Goals and Objectives for FY 2024/2025
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: November 8, 2024

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.

OCTOBER 10, 2024

1. **CALL TO ORDER:** Chair Silva called the meeting to order at 7:00 p.m.
2. **ROLL CALL:**
 - a. **Present:** Gary Cooper, Maurice Francis, Sharanjit Dhillon, Tim Silva.
 - b. **Absent:**
 - c. **Staff Present:** 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:** Dotty Nygard, Tracy resident, thanked for completing the Bessie Ave reconstruction. She addressed concerns regarding the trucks deviating via Bessie Ave, potholes, and the tripping hazard due to unsafe sidewalks. She suggested that the City create a sidewalk repair plan, prioritize fixing the potholes, install lighted crosswalks at the two intersections on 11th Street, and repair 10th Street crosswalk lights. She provided an update on the Tracy Earth Day Project's accomplishment in partnering with the Chamber of Commerce to create a green directory showcasing sustainable practices. Highlighted some of the funding availability for clean air vehicles.
4. **APPROVAL OF REGULAR MEETING MINUTES OF SEPTEMBER 12, 2024**
 - a) **Motion to Approve:** Commissioner Cooper
 - b) **Second:** Commissioner S. Dhillon
 - c) **Abstain:** None
 - d) **Vote:** Approved by unanimous vote
5. **NEW BUSINESS:**
 - a. **Receive Presentation and Provide Input on Development of the City's Short-Range Transit Plan:** Linda Meckel, Principal Planner at CHS Consulting Group, provided updates on the City's Short-Range Transit Plan (SRTP) development process. Shared information on the data collected from the transit survey and rider trends. Provided a comparison between the existing and proposed new fixed routes, detailed information on each new route, addition to Commuter Route G, replacement of shuttle services with on-demand, expansion of the service area for paratransit and on-demand services, real-time App. and new dispatching software, and proposed fares. Commission discussion and questions followed on the cost and funding source, commuter routes, Mountain House and ACE Station service, fares, zero-emission bus purchases, fueling, and Valley Link. The Commission motioned and unanimously approved to have the Council direct the changes proposed in the SRTP.
 - b. **Review and Provide Updates on Commission Goals and Objectives for FY 24/25:** Staff and Commission discussed the recurring goals and new topics for FY 24/25 Commission Goals and Objectives.
6. **ITEMS FROM THE COMMISSION:**

Commissioner Francis: Referred to the Commission name tags and requested one.

Commissioner Silva: Referred to the illuminated crosswalk stop signs on Tracy Blvd at Sutter Hospital and the Bessie and Lowell Ave reconstruction and requested an update on the roadway construction projects.

ITEMS FROM STAFF:

- a. Airport Projects Update:** Paula Jessup, Airport Manager, referred to the airport updates listed on the agenda and the October 26th Halloween event at the airport. Commission comments followed.
- b. Transit Ridership and Performance Update:** Ed Lovell, Transit Manager, provided updates on transit projects, ridership, on-time performance, and the plan for future maintenance and storage facility. Commission comments followed.
- c. Bikeways Update:** None. Commissioner Silva complimented on the new development of the bikeways and sharrows on Lowell Ave.

ADJOURNMENT TO NEXT REGULAR MEETING ON NOVEMBER 14, 2024

- a. Motion to Adjourn:** Commissioner Cooper
- b. Second:** Commissioner S. Dhillon
- c. Vote:** Approved by unanimous vote
- d. Time:** 9:01 p.m.

The above agenda was posted at Tracy City Hall on October 7, 2024. 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
NOVEMBER 14, 2024**

AGENDA ITEM 5.c.

REQUEST

**RECEIVE INFORMATION AND PROVIDE FEEDBACK ON TEMPORARY TRACY
HILLS COMMUTER ROUTE**

DISCUSSION

The Jefferson School District (Jefferson) opened Corral Hollow Elementary School in the Tracy Hills sub-division in August 2024. Jefferson School District only provides bussing service to their schools outside of Tracy Hills and does not provide bussing service within Tracy Hills itself. Residents of some areas in Tracy Hills have expressed desire to have bus service provided due to the long distance they live from the school. While Jefferson is working on a solution, it will depend on their ability to hire additional staff to provide the service. The City of Tracy's TRACER bus service could potentially provide a service to meet the needs in that area, however, there are limitations as to the type of service that can be provided

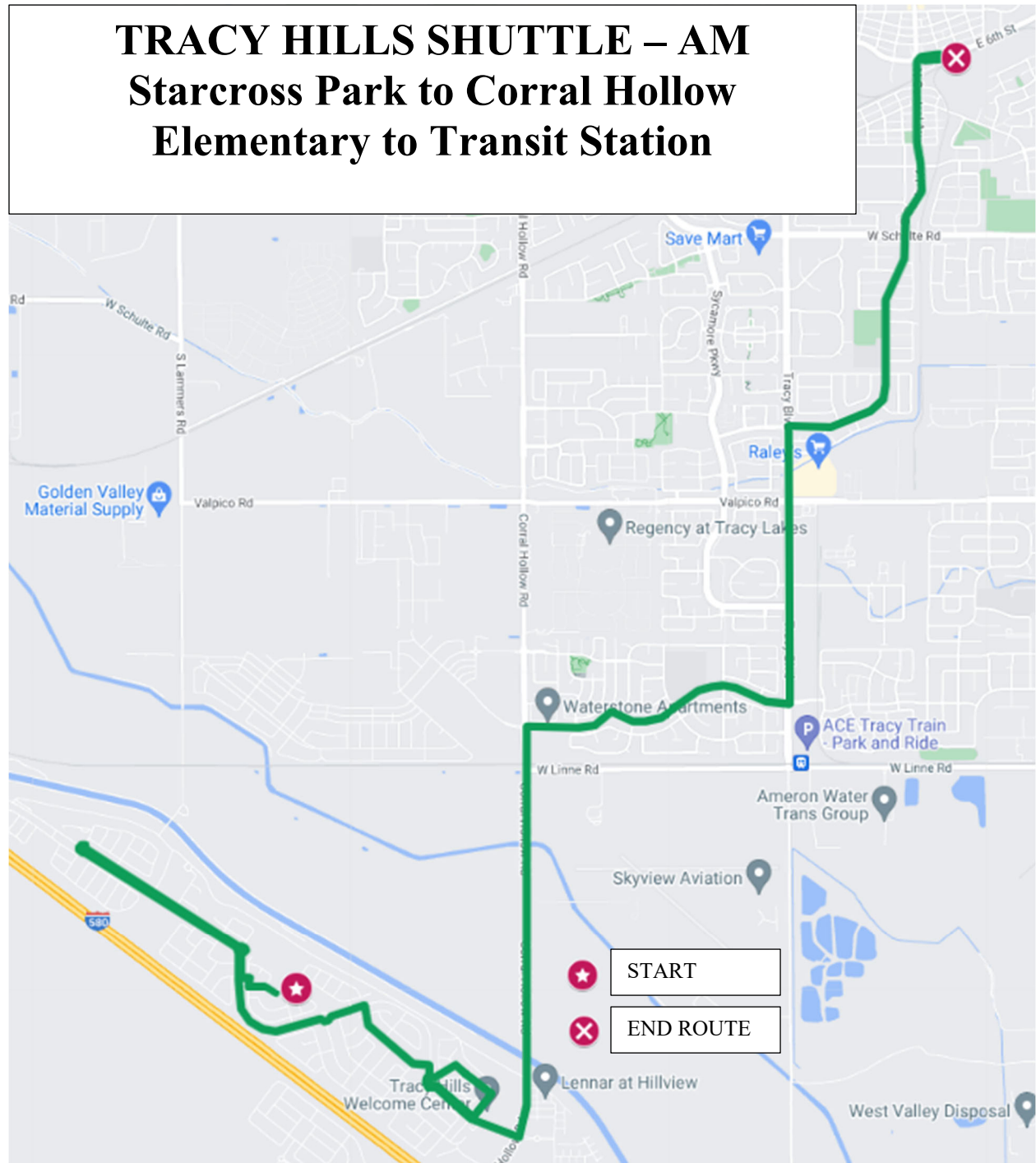
During the City Council meeting on September 3, 2024, Mayor ProTem Davis, seconded by Councilmember Evans, requested a discussion item return to the City Council by October 15, 2024, on the use of the City's TRACER buses for students in the Tracy Hills subdivision. As this was an expedited request from City Council, there was not time to bring the item for discussion to the Transportation Advisory Commission ahead of time. At the October 15, 2024, City Council meeting, staff presented Council with options to provide service in the Tracy Hills area, and Council ultimately directed staff to start a temporary service in Tracy Hills beginning in January 2025 and continuing until the end of the school year.

Staff have begun working on potential routing and timing for this new route to begin in January 2025. Below are diagrams of the proposed routing for both the AM and PM service. It is the intent to run one loop in the morning which would coincide with the starting bell time for Corral Hollow Elementary School, and two loops in the afternoon which would coincide with two release times for the school. On Mondays, the school has an early release day, in which all students get out at the same time. Only one afternoon loop would run on Mondays.

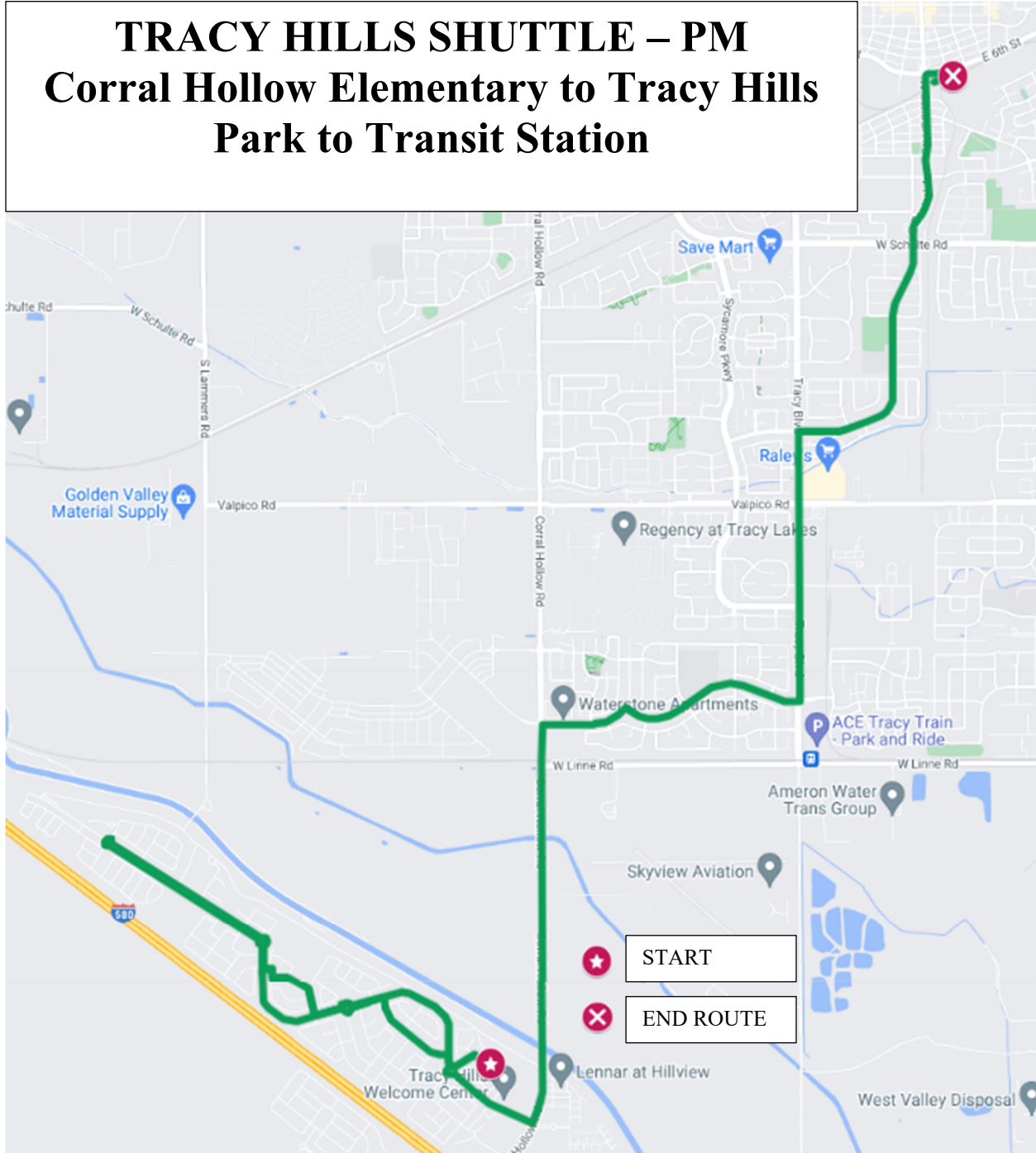
It is also proposed to have the routes continue back to the Tracy Transit Station, which would allow another means for the public to connect in with other services at time which this route is running.

Staff are currently finalizing the timings of each route, and working to create a brochure which can be distributed to alert the public to this new route. Staff are working to have

the brochures finalized and ready for distribution by the second week in December. It is anticipated that this route start when school resumes on January 6th, 2025 and will only last until school gets out for the summer, with the hope that Jefferson School District will be able to have their bussing service up and running for the next school year.



TRACY HILLS SHUTTLE – PM Corral Hollow Elementary to Tracy Hills Park to Transit Station



FISCAL IMPACT

The City of Tracy currently contracts the operations of the TRACER service with MTM Transit, Inc. The current contract has a revenue vehicle hourly rate of \$55.22. An additional route would require a minimum of two hours per day (one for an AM route and one for a PM route), for a total of 10 hours per week. This would cost an additional \$552.20 per week to run an additional bus. Assuming a service could be started in

January 2025, it would cost an additional \$12,248 to operate for the remainder of FY24/25. There is sufficient funding within the existing contract to cover this potential increase.

RECOMMENDATION

That the Commission receive information and provide feedback on the temporary Tracy Hills Commuter Route.

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
NOVEMBER 14, 2024**

AGENDA ITEM 5.d.

REQUEST

**REVIEW AND PROVIDE UPDATES ON COMMISSION GOALS AND OBJECTIVES
FOR FY 2024/2025**

DISCUSSION

At the September 12, 2024, regular Transportation Advisory Commission (TAC) meeting, the commission held discussion on their goals for the current fiscal year 2024/2025.

Below are the commission recommended goals for FY 2024/2025 with recommended timelines.

FY24/25 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: TBD – Spring 2025
	Public Outreach at Block Party Events	As scheduled in conjunction with the City booth	Assignments made each commission meeting Next Dates: Spring 2025
	Participate in City Sponsored Airport events (Halloween Event, Family Fun Day)	October 2024 June 2025	All
	Participate in Other Appropriate Community Events	2024/2025	All Tracy Earth Day Event – TBD Spring 2025
TRANSIT	Provide Input on Short Range Transit Plan	Fall 2024	All COMPLETE

AIRPORT	Provide Input on New Jerusalem Airport Master Plan	June 2025	All
EDUCATION	Receive presentations on areas related to the purpose of the commission (funding, bus contractor, SJCOG, bike safety, etc)	Ongoing	Nov: <ul style="list-style-type: none"> - Unmet Transit Needs Presentation - Transit Technology Presentation Dec: <ul style="list-style-type: none"> - Valpico/Corral Hollow widening update (tentative)

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 provides updates on the commission goals and objectives for FY 2024/2025.

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
NOVEMBER 14, 2024**

AGENDA ITEM 7

Staff Items

Annual Commission Items:

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

Airport Update

By Paula Jessup

Airport Improvement Items:

Project	Current Status	Next Steps
Tracy Airport Master Plan	Final submittal to FAA on 9/4.	Approval by FAA, est. 12/2024 Approval by City Council.
Airport Constuction Projects - T-hangar Taxilane Slurry Seal - Parking Lot Slurry Seal - Sink hole repair	Sink hole repair complete. Slurry seal on schedule.	Slurry seal estimated completion November 15. Grant drawdown and closeout.
New Jerusalem Airport Master Plan	Scope of work development with FAA for Wildlife Hazard Study and Feasability Study.	Approve task order for Brandley Engineering to begin work.

Transit Update

By Ed Lovell

Transit Projects Update:

Project	Current Status	Next Steps
Short Range Transit Plan	Compiling Final Draft document for SJCOG review.	Approval by City Council.
Intelligent Transportation Systems RFP	Bus installation complete by 11/19.	Installation of e-paper signage at select bus stops. (Spring 2025)
Transit Maintenance and Storage Facility	Rezone site property. Approval by Planning Commission. (est. Dec 4 th)	Approval of rezone by City Council. (est. Jan 2025) Complete NEPA documentation.

