

January 12, 2012

1. **CALL TO ORDER:** Vice Chair Frankel called the meeting to order at 7:00 p.m.
2. **ROLL CALL :**
 - a. **Present:** Adam Duran, John Favors, Christina Frankel, Mark Gainor, Shane O'Neill, Joseph Orcutt, Daniel Ramey
 - b. **Absent:** Mark Maynard, Alvin Vaughn
 - c. **Staff Present:** Rod Buchanan, Director of Parks and Community Services; Ed Lovell, Management Analyst II; Jayne Pramod, Transportation Coordinator
 - d. **Recorded By:** Jayne Pramod, Transportation Coordinator
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF REGULAR MEETING MINUTES OF DECEMBER 8, 2011:**
 - a) **Motion to Approve:** Commissioner Gainor
 - b) **Second:** Commissioner Orcutt
 - c) **Abstain:** None
 - d) **Vote** Approved
5. **RECEIVE UPDATE AND PROVIDE INPUT ON AIRPORT IMPROVEMENT OPTIONS:**

Ed Lovell gave an overview of the Airport Item report that will be presented to the Council. All of the items on the Short Term list and the two items from the Medium Term list were to be brought back to Council for status updates and approvals. Only the items worked in the current quarter will be reported. Report consists of the status of the six items that are being worked on the current quarter. Because each of the items has many segments, current status, immediate next steps, and timelines are included in the updates. The items are (S-1) Installation of T-hangars, (S-12) Construction of a Restaurant/Café, (S-14) Runways and Taxiways, (S-21) Confirm Runway Lengths on Runway 12/30 and (S-22) Balance Airport Operating Budget. Mr. Lovell also briefed the Commission on the Airport Fund and the five step fund balance strategy that staff is proposing to bring the operating budget into a position of annual positive cash flow by the end of FY2015/2016.

Commission addressed their concerns on whether the Council will agree on the opportunity to restructure the airport budget by consolidating loans, are all the loans City loans, will selling the New Jerusalem property result in hangar rate recalculation, and will restaurant and other business opportunities at the Airport assist with the airport budget. Rod Buchanan addressed the Water Fund loan, funded by tax dollars, being paid off will be a favorable situation for the airport and the City. Staffs goal is to have income and revenue streams from other than hangar rentals or tenants to balance the airport budget.
6. **CORRESPONDENCE:** Ed Lovell informed Commission regarding the Transit Station new business hours to accommodate Greyhound bus service schedule. The new business hours are Monday – Friday 8:00AM to 7:00PM.

7. NEW BUSINESS:

a) Receive and Discuss Update on Transportation Advisory Commission Goals :

- 2.1 Meet with students to try and increase service/ridership:** Commissioner Ramey Gave a brief update regarding the 'Student Ride Free on TRACER' promotional rides that was offered to students from August 15, 2011 – August 31, 2011. Commission and Staff discussed about Youth Advisory Commission (YAC) participating to assist TAC with ideas and input that will improve student ridership and promote TRACER. Ed Lovell informed the Commission regarding the appointment of the new YAC members and suggested Staff will decide the best way to have YAC and TAC meet.
- 2.1 Conduct a Transportation fair:** Commissioner Gainor gave a report on the Transportation Fair Subcommittee meeting. Subcommittee addressed concerns regarding the theme and the purpose of the Fair, vendors and agencies participating, They discussed about the ideal location to hold the Fair, whether it should be held at the Tracy Transit Station, the Tracy Airport or at both location. Commission and Staff discussed the purpose of the event is to bring awareness to public regarding the various transportation options that are available. Commission agreed on inviting various transportation agencies and service providers catering service to Tracy community. Commission discussed about the locations and with a majority vote Commission decided to hold the Transportation Fair at the Tracy Transit Station.
- 3.1 Increase Commissioner education on airport operations, amenities, etc.:** Commission requested Staff to provide the compiled reports on the Commission airport visits. Staff agreed to bring the reports at the next meeting.
- 4.1 Give presentation to City Council on TAC activities:** Commission agreed to continue with the goal to present to the City Council on TAC activities. The next report on TAC activities to the Council will be presented on October 2012.
- 5.1 Have regular Commission-sponsored/driven outreach activities:** Commission agreed to have ongoing outreach activities sponsored by Commission on a regular basis.

8. ITEMS FROM THE COMMISSION: None

9. ITEMS FROM STAFF:

- a. Staff Report:** Ed Lovell informed the Plaza construction will be completed by end of March 2012, Turnaround will be completed by May 2012 and the construction of streets will be completed by June 2102. Ribbon cutting ceremony will be announced when scheduled.
- b. Airport Updates:** Ed Lovell referred to the presentation for the Airport Improvement Items and mentioned it will be going to the Council. Bruce Ludeman briefed on the activities and progress at the Tracy Airport with the new Fuel Sales Operator and Facility Lease Agreement. Commissioner Frankel asked if there are any concerns regarding the fuel truck at the airport. Audience asked if the Fuel Sales Operator's provides sufficient Insurance. Mr. Ludeman commented at the moment there are no concerns regarding the fuel truck and City has retained the insurance covering the fuel service.

C. Transit Updates: Year to Date ridership was at 43,051 up 5,793 riders compared to

Year to date ridership in November of FY10-11, an increase of approximately 15%.

10. ITEMS FROM THE AUDIENCE: Trina Anderson, Tracy, asked if Eagle Scouts can help with other projects at the airport. Staff responded they have to go through the Commission with the project and also consult with the Engineering Department regarding the steps involved with the project. George Riddle, Tracy, suggested theme for Transportation Fair should be connecting various transportation services like buses, trains, auto rentals and taxis, and to include technology related to transportation. He also recommended Transit Station kiosk to display destination schedules and maps for local, regional and national transportation services available at the Station.

11. ADJOURNMENT TO NEXT REGULAR MEETING THURSDAY, JANUARY 12, 2011

- a. **Motion to Approve:** Commissioner Orcutt
- b. **Second:** Commissioner Gainor
- c. **Vote:** Approved by unanimous vote
- d. **Time:** 9:13 p.m.