

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 8, 2012, 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 Procedures for Preparation, Posting and Distribution of Agendas and the Conduct of Public Meetings, adopted by Resolution 2008-140, any item not on the agenda brought up by the public at a meeting shall be automatically referred to staff. If staff is not able to resolve the matter satisfactorily, the member of the public may request a Commission Member to sponsor the item for discussion at a future meeting.*
4. Approval of Minutes from the Regular Meeting on February 9, 2012
5. Presentation on General Aviation Airports
6. Correspondence
7. New Business
 - a. Receive and Discuss Update on Transportation Advisory Commission Goals
8. Items from the Commission
9. Items from Staff
 - a. Staff Report
 - b. Airport Update
 - c. Transit Update
10. Items from the Audience
11. Adjournment

POSTED: March 1, 2012

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 in the Parks and Community Services Department located at 333 Civic Center Plaza, Tracy, during normal business hours.

February 9, 2012

1. **CALL TO ORDER:** Chairman Maynard called the meeting to order at 7:00 p.m.
2. **ROLL CALL :**
 - a. **Present:** Adam Duran, John Favors, Christina Frankel, Mark Gainor, Mark Maynard, Shane O'Neill, Daniel Ramey, Alvin Vaughn
 - b. **Absent:** Joseph Orcutt
 - c. **Staff Present:** Ed Lovell, Management Analyst II; Jayne Pramod, Transportation Coordinator
 - d. **Recorded By:** Jayne Pramod, Transportation Coordinator
3. **ITEMS FROM THE AUDIENCE:** Joseph Krulder III, Tracy, Boy Scout, addressed the Commission about his interest in an opportunity to serve the community by doing an Eagle Scout project at the Tracy Airport, to obtain his rank of Eagle Scout.
4. **APPROVAL OF REGULAR MEETING MINUTES OF JANUARY 12, 2012:**
 - a) **Motion to Approve:** Commissioner O'Neill
 - b) **Second:** Commissioner Gainor
 - c) **Abstain:** None
 - d) **Vote** Approved
5. **PRESENTATION ON SAN JOAQUIN COUNCIL OF GOVERNMENTS:**

Aaron Hoyt, Associate Planner, San Joaquin Council of Governments presented to the Commission an overview on San Joaquin Council of Governments (SJCOG). He briefed on SJCOG's mission in partnering with local governments, private sector and community groups, coordinating, facilitating and administrating regional programs and advocating for regional and interregional issues in the development of a comprehensive strategy to achieve resolution. He also provided information on member agencies, SJCOG's various roles in assisting with local transportation authority, Metropolitan Planning Organization and Regional Transportation Planning Agency. He mentioned about SJCOG's involvement in regional issues in the community regarding securing transportation funding, delivery of transportation projects, Measure K renewal, Habitat conservation, mitigating regional impacts, air quality compliance, congestion relief, public transit, alternative modes of transportation, jobs/housing balance and goods movement.

Commission addressed their concerns on Measure K Fund allocation, and whether SJCOG will establish making transit documents and data available to public. Mr. Hoyt responded regarding Measure K distribution, information is available on SJCOG.org, under the Measure K logo. There is reference to the strategic plans and the guiding documents for the first ten years of the program and how the amount will be shared through the life of the program. In regards to availability of documents as public records, he directed it to SJCOG Executive Director. Commission thanked Mr. Hoyt for an informative presentation.
6. **CORRESPONDENCE:** Ed Lovell informed Commission regarding the receipt of Notice of Preparation of Environmental Impact Report (EIR). This notice is available from February 8, 2012 to March 12, 2102. The City of Tracy will be the Lead Agency and will prepare a Draft Environmental Impact Report (EIR) for the Ellis Specific Plan and Ellis Development

Agreement. The proposed scope for the EIR is defined in the Initial Study. Copy of the scope as per the Initial Study can be reviewed on the City website. If there is a view with respect to the scope of the Draft EIR as per the Initial Study or is concerned with an issue in connection with the proposed project, please let the City know in writing no later than 30 days after receipt of this notice. A scoping meeting is planned on February 22nd, 5:00PM. Additional information regarding the meeting is available contacting City of Tracy Development and Engineering Services at (209)831-6400.

7. NEW BUSINESS:

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

- 1.3 Meet with students to try and increase service/ridership:** To promote TRACER using school website & mass phone communication Commissioners Duran and Ramey developed an outreach strategy plan. Commission is in anticipation of meeting with the YAC.
- 2.1 Conduct a Transportation fair:** Commissioner Gainor referred to the list created by Commissioner Ramey and suggested Commission review the list to add items and make recommendations. He also presented a draft of the vendor invitation for Commission to review. Commission discussed on the set up and take down, Bicycle Rally start and finishing time, event start and end time. They also discussed about entertainment and food. Commission decided no vendor fees to be charged or fee for attending the event. Commission reviewed the list and decided who will be responsible for what. Staff agreed to assist with the vendor invitation and application for the event.
- 3.1 Increase Commissioner education on airport operations, amenities, etc.:** Staff provided the compiled reports on the Commission airport visits. Commissioner Favor requested two additional airports to be added for visits. He also requested a video on aeronautic be presented at a TAC meeting.
- 5.1 Have regular Commission-sponsored/driven outreach activities:** Staff will provide information on Downtown Association Events and the exhibition that is planned to be held in mid June 2012.

8. ITEMS FROM THE COMMISSION:

Commissioner Favor: mentioned the positive remarks and comments regarding the Tracy Airport fuel service and prices. At the Hayward Council the low fuel prices at Tracy airport was mentioned.

Commissioner Frankel: asked if there was any additional information on GTFS. Ed informed he had initial contact with MV Transportation's IT Staff for information, he will do a follow up for information.

9. ITEMS FROM STAFF:

a. Staff Report: Ed Lovell informed the Commission that the Council approved to move forward with the Five Step Financial Strategy which will help with the airport financial debt consolidation. Each of the five steps is critical in providing means for the Airport to grow and implement many of the improvement options that were presented to the Council.

b. Airport Updates: Ed Lovell referred to the Airport Items Update.

C. Transit Updates: Year to Date ridership was at 57,000 up 9,306 riders compared to Year to date ridership in December of FY10-11, an increase of approximately 19.5%.

10. ITEMS FROM THE AUDIENCE: None

11. ADJOURNMENT TO NEXT REGULAR MEETING THURSDAY, MARCH 8, 2012

- a. Motion to Approve:** Commissioner O'neill
- b. Second:** Commissioner Favors
- c. Vote:** Approved by unanimous vote
- d. Time:** 8:47 p.m.

DRAFT

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
March 8, 2012**

AGENDA ITEM 7.a.

REQUEST

**RECEIVE AND DISCUSS UPDATE ON TRANSPORTATION ADVISORY
COMMISSION GOALS AND OBJECTIVES**

DISCUSSION

At the Transportation Advisory Commission (TAC) Special Meeting on March 25, 2010, and the TAC regular meetings on April 8, 2010 and May 13, 2010, the Commission provided staff with additional goals they would like to work on as a Commission over the next two years. These goals are in line with both the Council approved long-term goals for the TAC as well as the bylaws of the TAC. Those Commissioners present each voted on their top five goals that they would like to achieve as a Commission.

Objectives, outcomes, timelines and assignments were created for each of the Commission developed goals. Attached as Exhibit "A" are each of the goals developed as well as the objectives, outcomes, timelines and assignments that will be updated. Below are the goals to be discussed:

1. Meet with students to try and increase service/ridership.
2. Transportation Fair.
3. Education on airport operations, amenities, etc.
4. Presentation to Council on TAC activities.
5. Regular Commission-sponsored/driven outreach activity.

FISCAL IMPACT

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

RECOMENDATION

That the Commission receive the update of the Transportation Advisory Commission Goals and Objectives.

ATTACHMENT

Exhibit "A": Transportation Advisory Commission Goals

Exhibit "A"

Transportation Advisory Commission Goals

Goal #1: Meet with students to try and increase service/ridership.

Objectives	Task	Who	When
1. Coordinate with schools (both Middle and High Schools)	Establish a contact list	Frankel	June 2010 COMPLETED
2. Track bus system awareness by conducting surveys	Develop survey questionnaire (for riders/non-riders)	Frankel/ Maynard	Jul/Aug 2010 COMPLETED
	Bring survey to TAC	Frankel/ Maynard	August 2010 COMPLETED
	Administer survey		Oct-Dec 2010 COMPLETED
	Report back to TAC on results of the survey		March 2011 COMPLETED
3. Promote TRACER using school website & mass phone communication	Develop outreach strategy	Duran/ Ramey	July 2011
	Contact YAC Chair to invite to TAC Meeting	Maynard	June 2012

Outcome: Increased student ridership on the TRACER.

Goal #2: Conduct a Transportation Fair.

Objectives	Task	Who	When
1. Establish a subcommittee	Establish subcommittee to develop list of similar events, visit other similar events, and report to the Commission	Pack, Gamino, Antrim	Sep 2010 COMPLETED
2. Develop scope of fair	Create list of topics, vendors, etc.	Pack, Gamino,	Feb 2011 COMPLETED
3. Set Budget	Identify costs	Gainor/ Favors	Dec/Jan 2011
	Develop budget and partnerships	Ramey	TBA
	Involve SJCOG		TBA
4. Hold Transportation Fair	Hold Fair	All	May 12, 2012

Outcome: Increased public awareness of various transportation options available.

Goal #3: Increase Commissioner education on airport operations, amenities, etc.

Objectives	Task	Who	When
1. Site visit to other airports (meet with Airport Manager)	TAC Special Meeting and Tracy Airport	Staff	July 2010 COMPLETED
	Develop list of areas of interest the TAC would like to know more about	All	August 2010 COMPLETED
	Develop questions to ask when visiting other airports	Anderson, Orcutt	Oct 2010 COMPLETED
	Bring questions to TAC for review	Anderson, Orcutt	Nov 2010 COMPLETED
	Develop list of airports to visit	Anderson	Feb 2011 COMPLETED
	Commission visits to airports	All	Mar/Apr 2011 COMPLETED
2. Report back to TAC on airport visits	Give report on site visits to TAC	All	May 2011

Outcome: A greater understanding of various aspects of airport operations.

Goal #4: Give presentation to City Council on TAC activities.

Objectives	Task	Who	When
1. Determine accomplishments	Compile a list of past accomplishments to present	Vaughn,	June 2012
	Tie in accomplishments with Council goals for TAC	Vaughn,	June 2012
2. Give presentation to City Council	Determine which month to give presentation to Council	All	July 2012
	Draft presentation due to staff for editing	Maynard	July 2012
	Give a Draft presentation to TAC	Maynard	August 2012
	Give Report to Council	Maynard	Oct 2012

Outcome: City Council is aware of the Transportation Advisory Commissions achievements over the past 2 years.

Goal #5: Have regular Commission-sponsored/driven outreach activities

Objectives	Task	Who	When
1. Attend various community events to solicit information	Develop a list of community events that would benefit	Hite, Anderson	July 2010 COMPLETED
	Bring list to TAC	Hite, Anderson	July 2010 COMPLETED
	Determine who will attend the events	All	Monthly
	Develop information packets/handouts	Frankel, Anderson, Antrim	August 2010 COMPLETED
	Determine how best to present the information	All	Monthly
	Create a TAC banner	Gamino, Staff	Aug 2011 COMPLETED
2. Provide a series of workshops on transportation from local experts (for the commission and public)	Create a list of potential topics	Gamino, Anderson	July 2010 COMPLETED
	Bring list to TAC for review	Gamino, Anderson	July 2010 COMPLETED
	Find “experts” for each topic	All	Ongoing
	Develop calendar of topics	All	Ongoing
	Contact “experts”	All	Ongoing
	Create Draft Press Release on upcoming topics	Vaughn	Monthly

Outcome: Increased education for the community on transportation options.

CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
March 8, 2012

AGENDA ITEMS 9.b. and 9.c.

Airport Update

By Bruce Ludeman

Airport Improvement Items as Specified by City Council:

Item	Project	Status	Notes
S-1	Begin T-Hangar Installation Process:	In Progress	Staff anticipates going out to bid on both phases of the project within the next month. Once both bids have been opened, staff will work with Caltrans and the FAA to secure the funding for construction. Plans are currently in review.
S-12	Construction of a Restaurant/Café	In Progress	Staff has met with Skyview to start discussions.
S-14	Runway Repairs and Fencing at New Jerusalem Airport	In Progress	Final design reviews are being completed between Caltrans and City staff. Once design is finalized, the project will go out to bid.
S-17	Seal Coat on Runways and Taxiways	In Progress	Staff is currently investigating legal options with the City Attorney's Office. Meanwhile, staff has met with the FAA and is starting the process to receive funding for a seal coat on the runways and taxiways.
S-21	Confirm Runway Lengths	Completed	Runway 12/30 has been surveyed. The actual length of the runway under current conditions is 3,996. This length will be considered as the base starting point for future airport multi-phase planning effort as well as defining optimal runway lengths to maximize opportunities for the Airport.
S-22	Balance Airport Operating Budget by FY15/16	In Progress	Council has given staff the ok to proceed with a Five Step Financial Strategy. The first step, Airport Debt Consolidation, was approved by Council on 1/17/12.

Transit Update

By Jayne Pramod

TRACER Ridership: As shown below, year to date overall ridership is at 65,556, up 10,080 riders compared to year to date ridership in January of FY10-11, an increase of approximately 18%.

The Fixed Route has seen a year to date increase of approximately 28%, while the Paratransit use has declined by approximately 17.8% during the same time period.

January Year To Date Ridership Comparison

	FY 09/10	FY 10/11	FY 11/12
FIXED ROUTE			
Regular	13,785	9,995	15,427
Student	12,304	9,222	13,775
Senior	3,540	2,486	5,074
Disabled	1,858	2,035	2,341
Free	14,443	15,780	10,357
Passengers w/tickets	8,894	3,893	8,666
Total	54,824	43,411	55,640

Agenda Item 9.a.
Page 2

PARATRANSIT			
Regular	352	127	73
Senior	5,078	3,817	3,577
Disabled	7,901	7,629	6,055
Free	614	492	211
Total	13,945	12,065	9,916
ALL SYSTEMS			
Regular	14,137	10,122	15,500
Student	12,304	9,222	13,775
Senior	8,618	6,303	12,590
Disabled	9,759	9,664	8,396
Free	15,057	16,272	10,568
Passengers w/tickets	8,894	3,893	8,666
TOTAL	68,769	55,476	65,556