

March 8, 2012

1. **CALL TO ORDER:** Chairman Maynard called the meeting to order at 7:00 p.m.
2. **ROLL CALL :**
 - a. **Present:** John Favors, Mark Gainor, Mark Maynard, Shane O'Neill, Daniel Ramey, Alvin Vaughn
 - b. **Absent:** Adam Duran, Christina Frankel
 - c. **Staff Present:** Rod Buchanan, Parks and Community Services Director; 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 FEBRUARY 9, 2012:**
 - a) **Motion to Approve:** Commissioner Vaughn
 - b) **Second:** Commissioner Favors
 - c) **Abstain:** None
 - d) **Vote** Approved
5. **PRESENTATION ON GENERAL AVIATION AIRPORTS:**

Commission watched a Caltrans video presentation on California General Aviation Airports. A copy of the video can be viewed at http://msmedia.dot.ca.gov/training/81e_1.asf. Commission asked questions regarding future development projects near the airport and encroachment. Rod Buchanan responded in detail and also offered Commission members to visit his office to discuss any questions regarding the Airport Master Plan and Airport Improvement Items.
6. **CORRESPONDENCE:** Ed Lovell informed Commission the Form 700 should be completed and submitted to City Clerk by April 2012.
7. **NEW BUSINESS:**
 - a) **Receive and Discuss Update on Transportation Advisory Commission Goals :**
 - 1.3 Meet with students to try and increase service/ridership: Commission is in anticipation of meeting with the YAC.
 - 2.1 Conduct a Transportation fair: Commissioner Gainor gave an update on the task list, organizing the Transportation Fair. Commission will handout the City approved invitation and vendor application to vendors interested in having a booth space at the event. Commission reviewed the draft press release created by Commissioner Vaughn and requested Staff for City approval. Commission discussed about the availability of indoor and outdoor booth space, entertainment and food. Staff informed both indoor and outdoor booth spaces will be available, food vendor is required to obtain Health Permit and Insurance prior to the event. City stage is not available.
 - 3.1 Increase Commissioner education on airport operations, amenities, etc.: Staff will compile a summary report on the airport visits. Staff recommended that if the

Commission wished to visit additional airports to do so.

5.1 Have regular Commission-sponsored/driven outreach activities: Staff suggested if Commission has an idea inform Staff; Staff will arrange and schedule presentations.

8. ITEMS FROM THE COMMISSION:

Commissioner Maynard: inquired about Joseph Krudler, Scout, who expressed his interest in an opportunity to do an Eagle Scout project at the Tracy Airport. Commissioner Gainor responded that Joseph Krudler thanked the Commission for giving him an opportunity to express his interest but he will be unable to do a project at the Tracy Airport for his family is moving. Commissioner Gainor also expressed interest in having a more expedited process for these requests.

Commissioner Vaughn: Asked about the Scout project and the purpose. Commissioner Gainor responded Scouts look for sponsors to approve a project for them to do to obtain an Eagle Scout rank. The Scout usually raises money for the project up to \$3000 and organizes labor to complete the task.

9. ITEMS FROM STAFF:

a. Staff Report: None

b. Airport Updates: Ed Lovell referred to the Airport Improvement Items S-12, construction of a Restaurant/Café. He mentioned Staff met with Skyview Aviation to discuss and negotiate about construction of a restaurant at the Tracy Airport. Skyview responded they are not interested in constructing an airport restaurant. Staff will now start negotiation with the Fuel Service Provider. Commission asked about Runways and Taxiways (S-17), regarding Airport Operating Budget (S-22), whether airport can have an intern and if Staff can provide timelines for the project. Staff responded City is working with FAA with different options. All the projects are short term and there is a well-organized plan in place. He informed the Final Report on the Pavement Study is complete and the signed copy will be available. Regarding Airport Budget the next step is revaluating the FTE. It will be a process that will happen in the next three years. One of the items, the Site Selection Study, was okayed by FAA to apply for funding. The Request for Qualifications will be out this month. It is a two to three month process to get the grant funding, develop scope of work and select the consultant. Site Study also include plan for New Jerusalem Airport to discuss the best use of the property. Staff will provide and update Commission on each item. Rod Buchanan suggested Commission inform him if an Intern is interested in working at the Tracy Airport.

C. Transit Updates: Year to Date ridership was at 65,556 up 10,080 riders compared to Year to date ridership in January of FY10-11, an increase of approximately 18%.

10. ITEMS FROM THE AUDIENCE: None

11. ADJOURNMENT TO NEXT REGULAR MEETING THURSDAY, APRIL 12, 2012

- a. Motion to Approve:** Commissioner Orcutt
- b. Second:** Commissioner Ramey
- c. Vote:** Approved by unanimous vote
- d. Time:** 7:59 p.m.