

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, May 10, 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 April 12, 2012
5. Correspondence
6. New Business
 - a. Endorsement of Proposed Ground Lease Rent Increase at the Tracy Municipal Airport
 - b. Receive and Discuss Update on Transportation Advisory Commission Goals
7. Items from the Commission
8. Items from Staff
 - a. Staff Report
 - b. Airport Update
 - c. Transit Update
9. Items from the Audience
10. Adjournment

POSTED: May 7, 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.

April 12, 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, Joseph Orcutt (8:17 p.m.), Daniel Ramey.
 - b. **Absent:** Alvin Vaughn
 - 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:** George Riddle, Tracy, handed Commission and Staff copies of correspondence and memorandum regarding Airport and requested it to be entered into record the minutes of the meeting. He requested the Commission to give him an opportunity to address it during the Agenda Item – Airport Improvement Items Update.
4. **APPROVAL OF REGULAR MEETING MINUTES OF MARCH 8, 2012:**
 - a) **Motion to Approve:** Commissioner Duran
 - b) **Second:** Commissioner O'Neill
 - c) **Abstain:** None
 - d) **Vote** Approved
5. **CORRESPONDENCE:** Rod Buchanan requested Chairman Maynard to reverse Item # 5 & Item # 6 for the flow of the meeting. The Correspondence he has corresponds to the handouts received from the audience and relates to the presentation on Airport Improvement Item Update. Commission agreed and Staff handed the following copies; Summary of Public Comment from March 20, 2012, Council Meeting; Summary of Public Comment from City Council Special Meeting, April 3, 2012; Email from Rod Buchanan, March 28, 2012; and email from Sharon Davis dated April 9, 2012. Mr. Buchanan mentioned included in the correspondence also, beside written correspondence, is a transcript of two Council Meeting, where Mr. Presley and Mr. Anderson spoke regarding similar things that Staff will be discussing tonight's meeting. He informed the Commission only items related to Airport Improvement will be addressed.
6. **PRESENTATION ON AIRPORT IMPROVEMENT ITEMS UPDATE:** Ed Lovell informed Commission that in January Staff gave an update to Commission prior going to the Council, the status on the airport items that was presented to the Council back in October. Quarterly updates are to be given to the Council, so prior to bringing to the Council; Staff would like to present it to the Commission for inputs and comments. He gave a detailed presentation on the following current items on the list that has been in progress for the past two months, S1- Installation of T Hangars, S12- Construction of restaurant, S14 – Runway repairs and fencing at NJ Airport, S17- Seal Coat on runways and taxiways, S21- Confirm runway lengths on runways 12-30, S 22- Balancing the Airport operating Budget by FY15-16. He updated on the Five Step Financial Strategy for balancing the Airport Operating Budget. He also informed that the Hangar Development will be put in hold. Construction is not going to be pursued until after the pavement issues have been addressed. The final project design is going to be completed by end of the June 2012.

Commission asked about the funding for hangar project if the project is put on hold. Staff responded the funding from FAA is not to construct the hangar. Funding is for site work and site preparation, but not the actual building of the hangars. FAA funding would decrease the Airport's debt service on the project.

George Riddle, Tracy, referred to the handouts he distributed and addressed the Commission regarding the resurfacing of the runway and the shortening of the runway from 4000 ft. to 3996 ft. He referred to the memo from City Manager, Mr. Churchill, indicating the 12-30 runway new reference going to be 3,996 ft. He pointed out that basically City is working on error top of another error basically by shortening. He also referred to the letter, Airport Runway length and Reclassification of Tracy Airport, from David Anderson indicating that TAA does not feel that the runway length is appropriate. He requested the length of the runway to be restored to its original length of 4005 ft.

Celeste Garamendi, Tracy, stated that six feet is significant. Instead of the City trying to re-designate and confirm the size of the airport to a small airport for future planning purpose, due to development pressures to develop in the protective zones of the airport, she suggested City stop this direction immediately and correct the error. The objective is to protect the airport and it is absolutely critical that the runway lengths and the parameter for protection zone is based on mid-size airport. In addition to specific requests that were included in TAA letter asking of the City to correct the problems for the future of the airport, she requested Commission relook at the list of activities by the Staff, and all of the activities be currently put on hold, until a complete assessment of the consequences of those actions made.

Rod Buchanan responded that City has taken the official position the last three years, and agrees the airport should not be designated as a small airport. The 1998 Airport and Land Use Plan had a protection zone that City wanted to maintain, that's been the official position of the City and that hasn't changed at all. He said it is important for the Commission to understand that when Staff put plans together, for very large projects like this, it has lot of moving parts, it is very dynamic. Changes to the plans are made as per the conversations and meetings between FAA and Staff. For the Pavement Project FAA wanted to confirm the actual length as it is today. The future direction is to fix the current condition to maximize the available runway, and Council has approved staff to assess if there is any more area that can expand the runway at the current airport. He commented there may have been some incorrect assumptions made. Nowhere in any documents did the City say the plan was to shorten the runway. He also responded to Commission's questions regarding the actual length of the runway 12/30. Runway 8-26 thresholds are relocated as mandated by Caltrans and FAA for safety reasons. City cannot unilaterally reclassify the airport. SJCOG acting as the ALUPC agreed that the airport is neither a small or a medium size airport and has given Tracy Airport a hybrid land use planning scenario.

7. NEW BUSINESS:

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

2.1 Conduct a Transportation fair: Commissioner Gainor asked Commission and Staff on Vendor response and application received back from vendors interested in having booth space at the event. Staff received two applications and Commission received verbal commitment from vendors interested in participating. Staff agreed to assist food vendor with the health permit application. Commissioner Frankel handed out the Family Bike Ride route coordinated by the Cycle Club.

3.1 Increase Commissioner education on airport operations, amenities, etc.:

Staff handed Commission a draft summary report on the airport visits. Commission reviewed the report and requested Staff to email the report to Commission in an Excel format.

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 Favor: Mentioned the power plant windmill is the only obstruction on the airway path of Tracy Airport that has been listed.

9. ITEMS FROM STAFF:

a. Staff Report: None

b. Airport Updates: Ed Lovell pointed out the new format of the airport updates based on commissioner feedback. Ed Lovell referred to the Airport Improvement Items S-12, construction of a Restaurant/Café. He mentioned after Skyview Aviation responded they were not interested in pursuing with the restaurant at the Tracy Airport. Staff met with Tracy Airport Center, who is currently the Fuel Service Operator at the Tracy Airport and they responded being interested and pursuing construction. They will be providing Staff some preliminary concept drawings within 30 days. They have a tentative completion date of November.

c. Transit Updates: Year to Date ridership was at 74,344 up 3,573 riders compared to Year to date ridership in February of FY10-11, an increase of approximately 5%.

10. ITEMS FROM THE AUDIENCE: Mark Connolly, Tracy, addressed the airport issues, the discussions regarding the issues and the inconsistency from City and Staff in their response. Promises are made but not kept. Policy hasn't changed and there has been no change in the position of the City. As a result there has been no action by the Commission to ask action be taken, and there has been no request by Commission to bring that item back for further consideration. He pointed out the Airport Relocation Study, is not an airport expansion study. The title indicates it is a study to determine the relocation of airport as it is described by the Staff. The study needs to be what can the City of Tracy do to maximize the income in the existing airport and he explained why that is important, and stated that would be a fraction of the cost building a new airport. Chairman Maynard responded to Mr. Connolly that his points are valid and the Commission is intent on making the Tracy Airport economically developed as possibly can and working with Staff and recommending that. Mr. Maynard also informed that the agenda item on the airport has already been discussed; it is possible to not be able to discuss it further. Mr. Connolly responded reopening an agenda item is possible if meeting not adjourned, Commission could reopen an agenda item, can hold discussion and take action on that item. He further commented on the tremendous amount of documentation from the City of Tracy to the FAA, and not even a single document has been produced by the City. He also addressed concerns regarding FAA Grant money earmarked for other project being diverted to a grant that was a previously built project.

11. ADJOURNMENT TO NEXT REGULAR MEETING THURSDAY, MAY 10, 2012

- a. **Motion to Approve:** Commissioner Orcutt
- b. **Second:** Commissioner Favors
- c. **Vote:** Approved by unanimous vote
- d. **Time:** 9:00 p.m.

DRAFT

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
May 10, 2012**

AGENDA ITEM 6.a.

REQUEST

ENDORSE THE PROPOSED AIRPORT GROUND LEASE RATE INCREASE

DISCUSSION

The City of Tracy has 24 ground lease agreements with Lessees that have privately-owned hangars at the Tracy Municipal Airport. The ground lease agreements have provisions allowing for annual rate increases based upon the United States Consumer Price Index (CPI), but not to exceed ten percent (10%) for any single increase. All rate increases require the approval of the City Council prior to the rate increase. The last rate increase for the privately-owned hangars was in July of 2011. The CPI of the previous calendar year is used to adjust the rate in July of the following year.

The CPI increase is taken from the Consumer Price Index for all Urban Consumers, All Items, for the San Francisco-Oakland-San Jose Metropolitan Area (1982-84 = 100), as published by the Bureau of Labor Statistics of the U.S. Department of Labor. The CPI increase for 2011 was 2.6%.

The rents will be adjusted as follows, effective July 1, 2012:

FY 2012/2013 Increase			
Current Rent	Monthly Increase	New Rent	Number of Hangars
\$78.39	\$2.04	\$80.43	9
\$68.79	\$1.79	\$70.58	7
\$50.02	\$1.30	\$51.32	8

Tracy Airport currently averages 4.5 cents per square foot on the ground leases for constructed hangars that are privately owned. Other airports in the area are reporting between 10 cents and 38 cents per square foot for similar ground leases with the exception of Stockton Airport whose pricing is similar to Tracy's. All ground leases at other airports include an annual escalator that is tied to the CPI. In addition all ground leases contain a reversionary clause in which at the end of the lease the constructed hangar becomes property of the airport. It is important to note that the Tracy privately owned hangar ground lease rate includes electricity. The chart below summarizes the detail of other airports in the surrounding area.

Airport	Price/Sq Ft	Annual escalation clause based on CPI	Electricity included in lease rate	Reversionary clause allowing constructed hangar to become property of City
Tracy	.045	Yes	Yes	No
Stockton	\$0.04 - \$0.05	Yes	No	Yes
Modesto	\$0.19	Yes	No	Yes
Livermore	\$0.33 - \$0.38	Yes	No	Yes

Concord	\$0.30 - \$0.35	Yes	No	Yes
Byron	\$0.10 - \$0.18	Yes	No	Yes

FISCAL IMPACT

As a result of this action, an annual increase in revenue to the Airport Enterprise Fund for Ground Leases will be \$495.48 for Fiscal Year 2012-2013. The rate increase ranges from \$1.30 to \$2.04 per hangar per month.

RECOMENDATION

That the Commission endorse the proposed airport ground lease increase.

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
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AGENDA ITEM 6.b.

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	
	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 COMPLETED

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
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AGENDA ITEMS 8.b. and 8.c.

Airport Update

By Bruce Ludeman

Airport Improvement Items as Specified by City Council:

Item:	Project:	Current Status:	Next Steps:
S-1	Begin T-Hangar Installation Process:	Since the pavement at the airport is a high priority, the construction of this project will be put on hold until after the pavement project is complete and additional funding is secured.	<ul style="list-style-type: none"> • Final design to be completed by consultant • Project will be put on hold until runway items are complete and funds are available.
S-12	Construction of a Restaurant/Café	Staff is waiting for a draft conceptual design from Tracy Air Center.	<ul style="list-style-type: none"> • Conceptual design to be completed by Tracy Air Center by end of April • Staff to begin drafting a lease agreement • Finalize lease agreement • Lease approved by Council
S-14	Runway Repairs and Fencing at New Jerusalem Airport	Bids were opened on May 3, 2012. Lowest responsive and responsible bidder is being selected.	<ul style="list-style-type: none"> • Award contract at June 5, 2012 Council Meeting • Begin construction on June 11, 2012
S-17	Seal Coat on Runways and Taxiways	The pavement study has been completed. 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.	<ul style="list-style-type: none"> • Finalize legal remedies • Staff is investigating the ability to do test samples of different materials on the pavement • Staff is in talks with original contractor for possible remediation
S-21	Confirm Runway Lengths	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.	COMPLETED
S-22	Balance Airport Operating Budget by FY15/16	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.	<ul style="list-style-type: none"> • Staff is seeking funding to begin a site selection study • Staff is beginning to negotiate terms for the renewal of the SASO lease
N/A	FBO Building Repairs	Roof repairs underway. Drainage channel being designed by City Engineers.	<ul style="list-style-type: none"> • Completion of roof repairs by end of May 2012. • Completion of drainage channel by end of June 2012.

Transit Update

By Jayne Pramod

TRACER Ridership: As shown below, year to date overall ridership is at 83,522 down 2,595 riders compared to year to date ridership in March of FY10-11, a decrease of approximately 3%.

March Year To Date Ridership Comparison

	FY 09/10	FY 10/11	FY 11/12
FIXED ROUTE			
Regular	18,568	17,033	19,585
Student	20,464	16,284	17,511
Senior	4,862	4,494	6,188
Disabled	1,648	2,689	3,335
Free	16,025	15,662	11,665
Passengers w/tickets	10,857	12,121	11,650
Total	72,424	68,283	69,934
PARATRANSIT			
Regular	542	381	94
Senior	7,316	6,425	4,834
Disabled	10,335	10,233	8,306
Free	1,093	795	354
Total	19,286	17,834	13,588
ALL SYSTEMS			
Regular	19,110	17,414	19,679
Student	20,464	16,284	17,511
Senior	12,178	10,919	11,022
Disabled	11,983	12,922	11,641
Free	17,118	16,457	12,019
Passengers w/tickets	10,857	12,121	11,650
TOTAL	91,710	86,117	83,522