

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, June 14, 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 May 10, 2012
5. Election of Chair and Vice-Chair
6. Correspondence
7. New Business
 - a. Discuss City Council “Procedures for Preparation, Posting and Distribution of Agenda and the Conduct of Public Meetings” and Guidelines on Items from the Commission
 - b. Consideration of Request for Agenda Item to Discuss Land Acquisition at the Tracy Municipal Airport
 - c. Review the Transportation Fair held on May 12, 2012 (No Staff Report)
 - d. Provide Input to Staff on Items to Be Addressed by the Commission Over the Next Two Years
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: June 11, 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.

May 10, 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:** George Riddle, Tracy, handed Commission and Staff copies of Master Plan Project Land Acquisition Plan. He addressed the areas of concern and requested the Commission to sponsor the item and bring to the agenda for discussion.
4. **APPROVAL OF REGULAR MEETING MINUTES OF APRIL 12, 2012:**
 - a) **Motion to Approve:** Commissioner Frankel
 - b) **Second:** Commissioner Duran
 - c) **Abstain:** None
 - d) **Vote** Approved with a revision to item # 6.
Audience Comments: George Riddle - 4002ft
Celeste Garamendi - perimeter
5. **CORRESPONDENCE:** None
6. **ENDORSEMENT OF PROPOSED GROUND LEASE RENT INCREASE AT THE TRACY MUNICIPAL AIRPORT:** Ed Lovell briefed the Commission regarding the City of Tracy ground lease agreement and the proposed rent increase. There are 24 ground lease agreements that have privately owned hangars at the Tracy Airport. The last rate increase for the privately-owned hangars was in July 2011. The Consumer Price Index (CPI) of previous calendar year is used to adjust the rate in July of the following year. The new proposed rents will be adjusted based on the 2.6% CPI increase for 2011. He recommended that the Commission endorse the proposed airport ground lease increase.

Commission asked if the CPI has gone down in the past, has cost of operations increased, how long is the lease period, any difference between leases, does the rent remain the same for ten year lease. Mr. Lovell responded that information regarding the CPI is available on the Bureau of Labor Statistics website. The rent remains the same if the CPI were to go down. The cost of operations increases yearly based on the internal charges. The leases are ten year leases and all but six have expired and are now month to month. There are no differences in the leases or the month to month terms. The ground leases state the ability to increase rent annually based on the CPI. Commission unanimously endorsed the proposed airport ground lease

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 track with developing outreach strategy and meeting with the YAC. Chairman Maynard will request to meet with Staff next week for YAC contact info.
- 2.1 Conduct a Transportation fair:** Chairman Maynard asked the Commission if anyone responded to Staff's email with the list of confirmed vendors and if any additional vendors contacted the Commission. Ed Lovell stated if there are no additional vendors to be added, the event will be held with the confirmed vendors. He informed the Commission that City has a booth at the Children's Fair, held by Sutter Hospital, on the same day and information regarding the Transportation Fair will be promoted at the hospital event. TRACER buses will be offering free rides during the Fair. Commissioner Frankel mentioned she will be representing CoolCalifornia at the Fair and encouraged Commission to sign up.
- 3.1 Increase Commissioner education on airport operations, amenities, etc.:** Staff requested Commission to review the airport visit report that Staff emailed to the Commission so it can be finalized.
- 5.1 Have regular Commission-sponsored/driven outreach activities:** Staff suggested if Commission has an idea inform Staff; Staff will arrange and schedule presentations. Ed Lovell suggested a presentation on CoolCalifornia. Commissioner Frankel requested that a three month calendar events be added as part of the agenda. requested earlier. Mr. Lovell agreed to add it in to the packet as a list of annual items planned during the Planning Commission Meeting. Commissioner Favors requested presentation on power plants and airport

8. ITEMS FROM THE COMMISSION:

Commissioner Frankel: asked if there was any additional information on GTFS. Ed informed there is no additional information. Staff is currently focused on preparing for the FTA Audit scheduled for June 12. He will do a follow up for information and by July Staff will be able to provide Commission the requested information.

9. ITEMS FROM STAFF:

a. Staff Report: None

b. Airport Updates: Ed Lovell referred to the Airport Improvement Item S-14, Runway repairs and Fencing at New Jerusalem Airport, and mentioned the only update since last meeting is that Staff is in the process of selecting the bidder and has scheduled for awarding the contract at the June 5, 2012 Council Meeting.

Commission asked if there are any updates on S-12 and S-17, and if there is a name for the Airport Study. Ed Lovell responded he received an email from Tracy Air Center informing the draft conceptual design is in the process and they like to provide some items they would like City to consider when drafting the lease agreement. They will be providing Staff some preliminary concept drawings within 30 days. Referring to item S-17, Seal Coat on Runways and Taxiways, he mentioned Staff met with FAA last week to discuss some of the items and a conference meeting has been scheduled to discuss some of these issues with the regional grouping of the FAA. The airport study is still referred as the same. The

name will be based on what City is planning to accomplish. Master planning updates and business plan for the airport are some of the elements that will be included in the study.

C. Transit Updates: Year to Date ridership was at 83,522 down 2,595 riders compared to Year to date ridership in March of FY10-11, a decrease of approximately 3%. Staff has requested MV Transportation to check if there is an error in the report and provide updates on the ridership comparison. Staff mentioned the April Free Ride ridership was over 10,000, higher than previous years. Ed Lovell informed Commission a public hearing on Restructuring of the Fixed Route, will be held on Thursday, June 14, 2012, at the Transit Station, RM #105, prior to the Commission meeting. Commission requested for Greyhound ridership updates and if there are any issues for after the Sixth Street Plaza construction. Staff responded after the construction all the buses are able to access the Transit Station bus driveway without any issues. Staff agreed to provide Greyhound ridership updates.

10. ITEMS FROM THE AUDIENCE: George Riddle, Tracy, referring to Airport Item S-17 asked if there is any update on discussions or any legal remedies. Staff responded there is no update and the legal matters are being discussed by the City Attorney's Office.

11. ADJOURNMENT TO NEXT REGULAR MEETING THURSDAY, JUNE 14, 2012

- a. **Motion to Approve:** Commissioner O'Neill
- b. **Second:** Commissioner Favors
- c. **Vote:** Approved by unanimous vote
- d. **Time:** 8:00 p.m.

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
June 14, 2012**

AGENDA ITEM 7.a.

REQUEST

DISCUSS CITY COUNCIL “PROCEDURES FOR PREPARATION, POSTING AND DISTRIBUTION OF AGENDA AND THE CONDUCT OF PUBLIC MEETINGS” AND GUIDELINES ON ITEMS FROM THE COMMISSION

DISCUSSION

On July 15, 2008, the Tracy City Council adopted Resolution 2008-140 which revised the “Procedures for Preparation, Posting and Distribution of Agenda and the Conduct of Public Meetings.”

As stated in the attached policy (Attachment 1), “The procedures outline below relating to the preparation, posting and distribution of agendas applies to the City Council, the Community Development Agency, the South County Fire Authority, the Public Facilities Corporation, the Tracy Operating Partnership Joint Powers Authority, and all City Boards, Commissions, and Committees.”

This document outlines the policy and procedure on how to correctly request items to be added to an agenda.

The purpose of the “Items from the Commission” portion of the agenda is to provide Commissioners an opportunity to ask for an item to be added to a future agenda or to share information relevant to the entire Commission with the other Commissioners. The “Items from the Commission” portion of the agenda is not meant to be used to share personal items or other items not relevant to Commission business.

FISCAL IMPACT

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

RECOMENDATION

That the Commission discuss City Council “Procedures for Preparation, Posting and Distribution of Agenda and the Conduct of Public Meetings” and guidelines on Items from the Commission.

ATTACHMENT

Resolution 2008-140 and Procedures for Preparation, Posting and Distribution of Agenda and the conduct of Public Meetings

RESOLUTION 2008-140

RESCINDING RESOLUTION 2007-258 AND
ESTABLISHING UPDATED COUNCIL POLICIES AND PROCEDURES

WHEREAS, On November 6, 2007, the Council adopted Resolution 2007-258 which revised the "Procedures for Preparation, Posting and Distribution of Agenda and the Conduct of Public Meetings, and

WHEREAS, On July 15, 2008, Council desired to modify the Procedures related to, Public Access to Materials Distributed after the Agenda has been Posted or at Council Meetings, Non-agendized Items, and Presentations to the Council, and

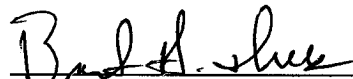
WHEREAS, There is no fiscal impact to the General Fund;

NOW, THEREFORE, BE IT RESOLVED, That the City Council hereby rescinds Resolution 2007-258 and adopts the "Procedures for Preparation, Posting and Distribution of Agenda and the Conduct of Public Meetings" attached as Exhibit "A."

* * * * *

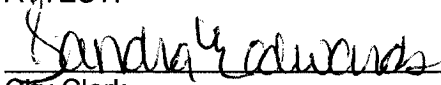
The foregoing Resolution 2008-140 was adopted by the Tracy City Council on the 15th day of July 2008, by the following vote:

AYES:	COUNCIL MEMBERS:	ABERCROMBIE, SUNDBERG, TOLBERT, TUCKER, IVES
NOES:	COUNCIL MEMBERS:	NONE
ABSENT:	COUNCIL MEMBERS:	NONE
ABSTAIN:	COUNCIL MEMBERS:	NONE



Mayor

ATTEST:



City Clerk

**PROCEDURES FOR PREPARATION, POSTING
AND DISTRIBUTION OF AGENDA
AND THE CONDUCT OF PUBLIC MEETINGS**
(Exhibit "A" to Resolution No. 2008-140; July 15, 2008)

Applicability

The procedures outlined below relating to the preparation, posting and distribution of agendas applies to the City Council, the Community Development Agency, the South County Fire Authority, the Public Facilities Corporation, the Tracy Operating Partnership Joint Powers Authority, and all City Boards, Commissions, and Committees. The procedures outlined below relating to the conduct of Council meetings apply only to the City Council. All City Council meetings shall be open to the public; however, the City Council may hold closed sessions as authorized by state law.

A. Preparation, Posting and Distribution of Agenda

Purpose of Agenda

The agenda process serves four purposes:

- As a communication mechanism, the agenda informs City staff, City Council, the public and the press.
- As a compliance mechanism, the agenda process ensures compliance with mandated state laws.
- As a decision-making mechanism, the agenda process regularly brings City business to the City Council for consideration and action. Agenda items should contain enough background information so City Council can obtain a full understanding of the issues. The agenda item should conclude with a staff recommendation so City Council has the benefit of staff input prior to making a final decision.
- As a historical reference that can be kept as a record of proceedings and actions as needed for future actions and/or litigation.

Agenda

As set forth above, the purpose of the agenda is to provide a framework within which Council meetings can be conducted and to effectively implement the approved Council programs, goals and budget. Staff shall work within the policies established by Council and not place matters on the agenda that are outside the scope of existing work programs and priorities except as approved by a majority of the Council, or to inform the Council of matters necessary to the proper operation and well-being of the City.

The agenda shall contain a brief general description of each item of business to be transacted or discussed at the meeting.

Distribution of Agenda

At a minimum the posting and distribution of all agendas shall be done in accordance with the Ralph M. Brown Act ("Brown Act") (California Government Code sections 54950 et seq.). Agendas for regular meetings shall be posted 72 hours prior to the meeting; special meeting agendas shall be posted not less than 24 hours prior to the meeting. All agendas shall be posted in the following locations: City Hall, the Community Center, the library, the City's website, and other locations as may be required by a particular Board or Commission's Bylaws. Posting of agendas at City Hall shall be the official location for purposes of Brown Act compliance.

The agenda packets are provided to City Council Members on the Thursday (or Friday) prior to City Council meeting. Distribution to the staff, public and media shall occur immediately after distribution to the City Council. The City will provide, by mail, a copy of the agenda cover sheet and the specific item relating to any individual and/or company which has an item on any given Council agenda.

Agenda subscriptions are available from the receptionist at City Hall, 333 Civic Center Plaza, Tracy, (Tel: 209/831-6000). A paperless version of the agenda is available at a cost of \$2 per disc; a paper copy costs \$35 per month (\$17.50 per agenda) to be pre-paid not less than 10 days prior to any regular Council meeting. A full copy of the agenda shall be provided in an indexed binder and shall be available for review by the public at City Hall during normal operating hours. Copies of individual agenda items will be provided at a cost of \$.15 per page. Copies of the agenda are also available at the Library and the agenda is posted on the City's website www.ci.tracy.ca.us.

Public Access to Written Materials after the Agenda has been Posted or Distributed at Council Meetings

On occasion, Council may receive written materials either after the Agenda has been posted or at a Council meeting. These written materials are typically related to an agenda item or handed out during Items from the Audience. Once the Council receives these written materials they become a public record. A copy will be kept in a file at the City Clerk's Office and posted on the City's website under "Materials Distributed at Council Meetings" 48 hours after the Council meeting.

B. Conduct of Council Meetings

Council Meetings

Council meetings are held on the first and third Tuesdays of the month, unless the meeting date falls on a holiday as defined in California Government Code Section 6700. No meeting shall be held on such a holiday, but a regular meeting shall be held at 7:00 p.m. on the next business day thereafter, as required by California Government Code Section 54954. Special meetings are scheduled as necessary.

Council meetings are broadcast live on Channel 26. Reruns of the preceding Council meeting are shown every Wednesday at 8:00 p.m. and every Saturday at 9:00 a.m. on Channel 26. Videotapes and DVD recordings of City Council meetings are available. Videotapes cost \$3 per tape and DVDs cost \$2.

Order of Business

The suggested order of business of Council meetings shall be as follows. However, the City Manager may make exceptions to the order as needed.

1. Roll Call
2. Pledge of Allegiance
3. Invocation
4. Proclamations and Awards
5. Consent Calendar
6. Items from the Audience
7. Continued Public Hearings
8. New Public Hearings
9. Regular Items including Introduction and Second Readings of Ordinances
10. Items from the Audience
11. Staff Items
12. Council Items
13. Adjournment

The regular order of business may be changed or suspended for any purpose at any particular meeting by the Mayor.

The Council may determine whether it will consider any new items after 11:00 p.m. and shall determine which specific items will be considered. If an item is continued due to the lateness of the hour, the item shall be automatically placed on the agenda for the next regularly scheduled City Council meeting unless otherwise scheduled by motion action of the Council.

Consent Calendar

All items listed on the Consent Calendar are considered to be routine matters or consistent with previous City Council direction. One motion, a second and a roll call vote may enact the items listed on the Consent Calendar. There will be no separate discussion of Consent Calendar items unless members of the City Council, City staff or the public request discussion on a specific item at the beginning of the meeting.

Public Access/Items from the Audience

It is the policy of the City Council that members of the public be allowed to address the Council on any agenda item or other matter within the Council's jurisdiction. Each member of the public will be allowed a maximum of five (5) minutes for public input or testimony. At the Mayor's discretion, additional time for testimony may be granted. Individuals addressing the Council shall state their names and addresses for the record, to ensure accuracy in the minutes and for contact information. The public shall be given an opportunity to speak on "Items of Interest to the Public." Agendas for regular meetings will have two opportunities for "Items from the Audience." The first opportunity will be limited to a 15-minute maximum period. The second opportunity will not have a maximum time limit. The five (5) minute maximum time limit per speaker will apply to all "Items from the Audience." The City Clerk shall be the timekeeper.

Non-Agendized Items (Items from the Audience and Council Items)

No matters, other than those on the posted agenda, shall be acted upon by the Council. However, items may be added to the agenda (such as emergency matters) as permitted in the Brown Act. Brief announcements, brief responses or questions for clarification, may be made to statements or questions raised on items not on the agenda.

Action on any item not on the agenda shall be deferred until the item is properly listed on the agenda for a subsequent Council meeting unless added due to an immediate need as permitted under state law.

Council Member Request for Matters to be Discussed by Council

The intent of this policy is to provide an orderly means through which an individual Council Member can raise an issue for discussion and possible direction by the City Council. The policy described below has two parts. The first part is to enable the Council Member to place a matter in front of the Council. The second part is to enable the Council to determine whether staff time should be spent on the issue.

Part 1: Council Members wishing to have a matter discussed by the City Council may do so by one of two means:

1. During a Council meeting, under "Council Items," a Council Member may request that a matter be placed on a future agenda for discussion. The Council Member will state the meeting date for which he/she wishes the item to be agendized.
2. In advance of a Council meeting, a Council Member may contact the City Manager, or his/her designee, via telephone, email, or in person and convey the desired title of the agenda item and desired meeting date. The desired title must be conveyed before 12:00 p.m. on the Wednesday prior to the Council meeting. This will give the City Clerk's Office time on the following Thursday to finalize the agenda and post it within the required timeframe. Requests received after this deadline shall be placed on the agenda for the following regularly-scheduled meeting. The item will then be added under the "Council Items" section of the agenda in the order it was received. It is the Council Member's option to prepare a one page summary report for the City Clerk's Office to include in the Council agenda packet. The one page summary will identify the Council Member who made the request and briefly describe the nature of the item.

Staff will not spend time preparing any reports or analyses on the requested item. The only staff assistance provided at this initial stage would be to help the Council Member frame the issue, if needed, so that the Council and public clearly understand the request.

Part 2: Consideration of the Council Member's Request: When the item is called at the Council meeting, the Council Member who made the request will describe the item. The Council discussion will be limited to determining whether staff time and City resources should be spent researching the particular agenda item and whether to direct staff to conduct further analysis on the item. Council will not take action on the item itself.

Concurrence that staff time and City resources will be devoted to the item does not signify approval of the item. It only indicates that the Council wishes to have it studied further. Additionally, the Council may, at any time, decide to drop the matter, even after the matter has been analyzed by staff.

Upon the concurrence of a majority of the Council that the item should be researched and agendized, the City Manager will determine when to place the item on a future agenda based on time necessary to complete the research and staff workload considerations and the effect on City Council established priorities.

Members of the Public - Request for Agenda Items

When a member of the public raises an item at a Council meeting which requires attention, such items shall be referred to staff for follow-up. If the requesting member of the public is not satisfied with staff's response to his/her question, the member of the public may request a Council Member to sponsor his/her item for discussion at a future Council meeting. In such cases, the sponsoring Council Member shall follow those procedures described under "Council Member Request for Agenda Items." Placing an item from a member of the public on a Council agenda does not imply or guarantee a decision or action different from that taken by staff in the initial follow-up to the question or request.

Public Hearings

Public hearings are required for a variety of City Council actions such as most changes to the Tracy Municipal Code, zoning revisions, some annexations, street vacations, weed abatement, liens, fee increases, etc. Whenever the law provides that publication of a notice shall be made, such notice shall be published in a newspaper of general circulation for the period prescribed, the number of times, and in the manner required. Each speaker will be allowed a maximum of five (5) minutes for public input or testimony. At the Mayor's discretion, additional time for testimony may be granted. The City Clerk shall be the timekeeper.

Presentations to the Council

Letters and written communications: Persons who wish to make presentations which may exceed the time limits are encouraged to submit comments in writing at the earliest possible time to ensure distribution to Council and other interested parties. Letters submitted with a request that they be read into the record will be done so only upon a request of the majority of the Council.

PowerPoint (or similar): Staff and members of the public who wish to make PowerPoint, Video or similar presentations to the Council will utilize the City's audio/visual equipment. Staff and members of the public are required to provide the City Clerk's Office with the DVD/CD/Video (or email copy) of the presentation no later than 24 hours prior to the Council meeting.

Additionally, eight (8) hard copies of the presentation material shall be provided to the City Clerk's Office for inclusion in the record of the meeting and for distribution to Council, City Attorney and City Manager.

Americans with Disabilities Act

The City of Tracy is in compliance with the Americans with Disabilities Act and will make all reasonable accommodations for the disabled. To allow for such reasonable accommodations, persons requiring assistance or auxiliary aids to participate at a City meeting, should contact the City Manager's Office at (209) 831-6000 at least 24 hours prior to the meeting.

Workshops

The purpose of a workshop is to inform the policy body on complex issues. Workshops provide an opportunity for the Council to review documents and request additional information. However, no final Council action shall be taken on workshop items.

Procedure for Invocations

Any member of the public who wishes to offer an invocation prior to the opening of a regular City Council meeting shall contact the City Clerk. The City Clerk shall select a mutually agreeable City Council meeting date for the invocation.

Minutes

The City Clerk's office shall be responsible for the preparation and distribution of the Council minutes. The minutes shall be summary minutes and shall reflect the sense of the discussion and any action taken, or recommendation made, with respect to each item considered at the meeting. A written report or written communication presented at a City Council meeting will be referenced in the minutes with the name and title of the author, date of the report or communication, subject of the communication or title of report, and the action taken on the matter. Unless a reading of the minutes is requested by a Council Member, the minutes may be approved as a Consent Calendar item.

No minutes or written record of closed sessions of the City Council shall be kept, except as required by state law or as directed by the majority vote of the City Council. The Council shall report at a public meeting any action taken in closed session, as required by Government Code Section 54957.1.

The City Clerk shall include a report on posting of the agenda in the minutes.

Rules of Decorum – Enforcement

While the Council is in session, all persons shall preserve the order and decorum of the session. The standards of order and decorum shall be governed by common sense. Any person who disrupts the orderly course of the meeting is guilty of an infraction and may be called out of order by the Mayor and barred from further participation during that session of the Council in accordance with the Brown Act and the California Penal Code.

(Exhibit "A" to Resolution No. 2008-140)

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
June 14, 2012**

AGENDA ITEM 7.b.

REQUEST

**CONSIDERATION OF REQUEST FOR AGENDA ITEM TO DISCUSS LAND
ACQUISITION AT THE TRACY MUNICIPAL AIRPORT**

DISCUSSION

During the Items From the Audience portion of the Transportation Advisory Commission meeting on May 10, 2012, a citizen, George Riddle, had asked for a commissioner to sponsor an item to be discussed at a later meeting regarding land acquisition at the Tracy Municipal Airport. Commissioner Favors said he would sponsor the request.

The topic of land acquisition has been mentioned at various times over the past few years. The need for it is mentioned and outlined in the 1998 Airport Master Plan as well as the current Airport Layout Plan. The item was prioritized by the commission and is currently listed on the long term list of projects at the airport for Council to address. A CIP has already been established for land acquisition at the airport.

FISCAL IMPACT

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

RECOMENDATION

That the Commission consider the request for an agenda item to discuss land acquisition at the Tracy Municipal Airport.

CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
June 14, 2012

AGENDA ITEM 7.d.

REQUEST

**PROVIDE INPUT TO STAFF ON ITEMS TO BE ADDRESSED BY THE COMMISSION
OVER THE NEXT TWO YEARS**

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. The previous goals are listed below.

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.

Many of the objectives are complete or nearly complete. Staff would again like to seek input from the commission regarding goals that they would like to achieve over the next two years. Goals for the commission should be specific, measurable, attainable, realistic and timely. The commission will be asked to again select their top five goals for this new time period.

FISCAL IMPACT

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

RECOMENDATION

That the Commission provide input to staff on items to be addressed by the commission over the next two years.

CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
June 14, 2012

AGENDA ITEM 9

Staff Items

Annual Commission Items:

- Airport Improvement Items Update (January/April/July/October)
- Ground Lease Rate Increase (April/May)
- Election of Chair/Vice-Chair (June)
- FTA Grant (August)
- Unmet Transit Needs (October)
- CIP Review (October/November)

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 has received a draft conceptual design from Tracy Air Center and discussed potential lease terms.	<ul style="list-style-type: none"> • 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 19, 2012 Council Meeting • Begin construction in July 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 • City Attorney will meet with City Council to discuss legal options
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 completed. Drainage channel being designed by City Engineers.	<ul style="list-style-type: none"> • Fixes for hangar doors will be completed by end of June 2012. • Completion of drainage channel by end of July 2012.

Transit Update

By Jayne Pramod

TRACER Ridership: As shown below, year to date overall ridership is at 95,236 up 8 riders compared to year to date ridership in April of FY10-11, an increase of approximately 0.01%.

April Year To Date Ridership Comparison

	FY 09/10	FY 10/11	FY 11/12
FIXED ROUTE			
Regular	17,799	18,542	19,585
Student	16,284	15,740	17,511
Senior	4,494	4,821	6,188
Disabled	2,689	3,169	3,335
Free	26,074	25,529	21,791
Passengers w/tickets	12,121	10,087	11,650
Total	79,461	77,888	80,060
PARATRANSIT			
Regular	400	167	110
Senior	11,318	11,175	5,370
Disabled	7,119	5,198	9,262
Free	871	800	434
Total	19,708	17,340	15,176
ALL SYSTEMS			
Regular	18,199	18,709	19,695
Student	16,284	15,740	17,511
Senior	15,812	15,996	11,558
Disabled	9,808	8,367	12,597
Free	26,945	26,329	22,225
Passengers w/tickets	12,121	10,087	11,650
TOTAL	99,169	95,228	95,236

Greyhound Ridership:

MONTH	PASSENGERS	AVG/DAY
November	353	11.76
December	326	10.51
January	277	8.93
February	299	10.31
March	334	10.77
April	326	10.86
TOTAL	1,915	10.52