

June 14, 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, Daniel Ramey, Alvin Vaughn
 - b. **Absent:** None
 - 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, thanked the Staff for posting minutes and agenda on the City website. He mentioned there are few more to be posted but most of the minutes are now available on the website.
4. **APPROVAL OF REGULAR MEETING MINUTES OF MAY 10, 2012:**
 - a) **Motion to Approve:** Commissioner Favors
 - b) **Second:** Commissioner O'Neill
 - c) **Abstain:** None
 - d) **Vote** Approved with a revision to item # 8.
Items from Commission: GTFS - General Transit Feed Specification.
5. **ELECTION OF CHAIR AND VICE-CHAIR:** Commissioner Maynard was nominated and elected Chair and Commissioner Frankel was nominated and elected Vice-Chair.
6. **CORRESPONDENCE:** Ed Lovell handed the Commission series of correspondence in regards to a proposed windmill near the Tracy Airport. The information in the correspondence between Caltrans, FAA and City of Tracy shows there has been a response from the City in regards to the proposed windmill.
7. **NEW BUSINESS:**
 - a. **Discuss City Council " Procedures for Preparation, Posting and Distribution of Agenda and the Conuct of Public Meetings" and Guidelines on Items from the Commission:** Ed Lovell briefed the Commission on the correct procedure to request items to be added to the 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 the information relevant to the entire Commission with the other Commissioners. According to the Brown Act guidelines, items from the Commission should be one-way communication with no group discussion. Public requests for an item to be discussed should be sponsored by a Commissioner. In such cases, the sponsoring Commission member shall follow those procedures described under "Council Member Request for Agenda Items". Placing an item from a member does not imply or guarantee a decision or action different from that taken by a staff in the initial follow-up to the question or request.

- b. **Consideration of Request for Agenda Item to Discuss Land Acquisition at the Tracy Municipal Airport:** During TAC meeting on May 10, 2012, George Riddle, Tracy resident, requested for a Commissioner to sponsor an item regarding land acquisition at the Tracy Municipal Airport to be discussed at a later meeting. Commissioner Favors said he would sponsor the request. The land acquisition has been addressed before and is currently listed on the long term list of projects at the airport for Council to address. Commission did a roll call voted and decided against discussing the item. The results were 5 Noes and 4 Yes' to discuss the item.
- c. **Review the Transportation Fair held on May 12, 2012:** Commissioner Frankel stated the Transportation Fair did not meet the expectation due to several factors. She addressed the timing of the event, other events and competing activities, lack of signage and the cancellation of the bike rally that severely impacted the Transportation Fair and the vendors. Commission thanked all the vendors who participated. Commission also thanked the subcommittee and Commissioner Gainor for his hard work. Commission acknowledged the challenges, agreed on more planning and structure, and continues to take ownership.
- d. **Provide Input to Staff on Items to be Addressed by the Commission Over the Next Two Years:** Commission has completed or nearly completed many of the objectives and assignments that were created for each of the Commission developed goals in 2010. It is again time for the Commission to select their top five goals for this new time period. Commission addressed if the goals can be selected at the next meeting. Staff suggested Commission decide with a vote.
 - a) **Motion to Table to the next meeting:** Commissioner Favors
 - b) **Second:** Commissioner O'Neill
 - c) **Abstain:** None
 - d) **Vote:** Approved with unanimous vote

8. ITEMS FROM THE COMMISSION:

Commissioner Vaughn: informed Staff that the City website has the Transportation Advisory Commission Meeting Minutes on the website listed as Travel Advisory Meeting Minutes. Staff agreed to correct it. He handed the draft of Commission Accomplishments 2011-2012 for Commission to review.

Commissioner Orcutt: asked for the exact location of the windmill on the Aeronautical Study map attached with the correspondence. He addressed that at the City Council meeting he attended there was a brief mention about the windmill construction and Council had trouble to locate where. Commissioner Favors pointed out the location on the map and mentioned it is at the Power Plant, located at the intersection of Lammers and Schulte.

Commission Favors: asked if Staff was approached by a group that demonstrates power parachutes. He commented that this group currently holds world record for the fastest wind powered vehicle going down wind. They redesigned their vehicle and now have the ability to go directly straight into the wind generating power. They would like to demonstrate and record the demonstration at the Tracy Airport.

Commissioner Frankel: mentioned she has previously requested updates and would like to know if the Transit needs are met as suggested in the Short Range Plan.

9. ITEMS FROM STAFF:

- a. **Staff Report:** Ed Lovell informed the Commission referring to the Annual Commission Items listed in the agenda, that they are standard items that is scheduled to take place

annually. These items will be updated periodically but will remain under the Staff items, above the updates. The list will keep Commission informed on activities related to Transit.

b. Airport Updates: Ed Lovell referred to the updates listed in the Airport Improvement Items. Referring to the completed Item S-12 Commissioner Orcutt asked if the confirmed runway length is 3,996 or would it be corrected. He doesn't recall at the Council the runway length being confirmed. Mr. Lovell responded as it states that is the current measured length. City is moving forward with the pavement project; whatever needs to be corrected will be analyzed and addressed at that time. Commissioner Frankel asked if the Airport Item Updates are provided only on the four months listed and inquired about the other items and dates. Staff responded that Council is provided quarterly updates on Airport Improvement Items but prior to presenting to Council, Staff will address and update the Commission. The other items and date are consistent. CIP review depends on Finance Dept. schedule but will generally take place around October or November.

C. Transit Updates: Year to Date ridership was at 95,236 up 8 riders compared to Year to date ridership in March of FY10-11, an increase of approximately 0.01%. Commission was provided Greyhound ridership updates. Ed Lovell informed Commission regarding the significant ridership drop since May 2012, due to the elimination of two evening bus service by Greyhound. Commission requested Greyhound monthly updates to be provided along with the Transit updates. Commission suggested monthly ridership comparison for TRACER ridership will provide better input on the activities than yearly comparison.

Ed Lovell gave a presentation on the restructuring of the Fixed Route and introduction of the Texting for Bus feature. He mentioned effective August 1, 2012, TRACER will offer six bus routes and 30 minute peak hour routes on A and B Routes. He addressed the expansion of Commuter Routes D, E and F that service most of the middle schools and high schools. With the launch of these new routes, TRACER begins a new phase in delivering transportation services to Tracy Community as recommended in the Short Range Transit Plan. The introduction of these routes will provide residents with a number of new stops and desirable destinations, such as, ACE Station, Raley's, Walgreens, Rite aid and also new service to Trina School, Art Frailer School, Hidden Lake, and Whispering Winds. The new routes have been designed so that a bus stop is probably just a brief walk from home, office or school in Tracy. Not only will the new routes and schedules provide residents with greater destination options but they've also been designed to alleviate buses being behind schedule, ensuring reliable, on-time transportation. Like the current schedule, TRACER is available Monday through Friday from approximately 7:00 a.m. to 7:00 p.m. and Saturday from 9:00 a.m. to 5:00 p.m. TRACER does not operate on Sundays.

Commission thanked the Staff for the effort in restructuring the fixed route. They addressed concerns regarding bus service available to students attending sports and activities after school hours, if routes can be deviated to accommodate students attending after school activities, if there are routes servicing south of Valpico and the RTD services available in Tracy. Staff responded with the new Commuter Route expansion better service can be provided to students. Special after school hour service is not possible with the limited funding and the new increase of service. Fixed route buses cannot be deviated from their service route to accommodate students requesting later hour service. With the expansion of routes there are morning and afternoon Commuter bus service to ACE Station and South of Valpico. RTD Route 27 provides service to and from Tracy Transit Station to Stockton Airport and Manteca. Route 90 provides service to and from Stockton and Tracy Walmart.

10. ITEMS FROM THE AUDIENCE: George Riddle, Tracy, referring to Airport Improvement Items asked if there will be only quarterly updates. He asked if there are any updates new from last month. And if there are any legal discussions or meetings. Staff responded updates on Airport Items are presented monthly to the Transportation Commission. Staff presents to the Council an update on the Airport Items quarterly. The quarterly updates to the Council are presented on the dates as listed in the Annual Commission Items under the Staff items. All the updates listed are current. City legal team will be meeting with Council soon. Commissioner Maynard requested Staff to use bold fonts for any updates on the Airport Items. Commissioner Favors asked if the draft conceptual design form Tracy Air Center is public information and if there are any changes to the airport structure due to the construction of restaurant. Mr. Lovell responded the draft design is not public information and there are no changes to the existing airport structure.

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

- a. **Motion to Approve:** Commissioner Duran
- b. **Second:** Commissioner Orcutt
- c. **Vote:** Approved by unanimous vote
- d. **Time:** 8:56 p.m.