

July 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, 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:** None
4. **APPROVAL OF REGULAR MEETING MINUTES OF JUNE 14, 2012:**
  - a) **Motion to Approve:** Commissioner Gainor
  - b) **Second:** Commissioner Duran
  - c) **Abstain:** None
  - d) **Vote** Approved
5. **CORRESPONDENCE:** Ed Lovell informed the Commission that on Tuesday, July 17, 2012 at 7:00p.m., Staff will be presenting to the Council regarding the Restructuring of Fixed Route Service for approval. He encouraged Commission to attend the meeting.
6. **NEW BUSINESS:**
  - a. **Provide Input to Staff on Items to be Addressed by the Commission Over the Next Two Years:** Ed Lovell recommended that Commission prior to discussing goals, provide input on their role as a Commission, their expectations as a Commissioner and the Staff support they receive. Commission responded that they have accomplished more in recent years than ever before. They thanked the Staff for ongoing updates and information made available to them. They addressed that being an Advisory Commission to the Council their role as a Commission is very limited. The Transportation Commission Bylaws limits their ability in making decisions, approving items and to be able to advocate. They are here to participate in the best for the Community. They expressed their interest in changing the Bylaws and requested Staff for the process in changing the bylaws. Mr. Lovell responded that the Transportation Commission is a Council appointed Advisory Commission, to advice and make recommendations to the Council as stated in the Bylaws. Council makes the decision and approval of items. Staff will look into the process of changing the bylaws and will inform the Commission.

Ed Lovell provided an overview of the past long-term goals and an outline of the new goals to be addressed. He addressed the Commissions' Past Accomplishments:

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

Mr. Lovell briefed the Commission the steps toward developing the new long-term goals. The Commission input should be ideas for meeting the Council's approved goals and must be in alignment with the TAC bylaws. Commission discussed their ideas and decided to vote on the following goals:

- Establish a budget for the TAC to hold Commission sponsored activities – 6 votes.
- Develop a regional transportation guide - 6
- Joint meeting with Planning Commission to increase participation in #10 (Bylaws) 5
- Ongoing airport visits to discover ideas for Tracy Airport - 5
- Transportation Fair - 4
- Increased Commission education on bikeways and connectivity - 4
- Increased education on bike permits & helmet use - 4
- Increased Commission education on Transit thru a survey of other agencies – 4
- More involvement in the RFP process(Transit/Airport) - 3
- Outreach program to increase student ridership – 2
- Outreach program to increase ridership - 1
- Present to City Council on TAC activities – 1
- Increased awareness of trade related educational opportunities - 0

**7. ITEMS FROM THE COMMISSION: None**

**8. ITEMS FROM STAFF:**

**a. Staff Report: None**

**b. Airport Updates:** Ed Lovell referred to the updates listed in the Airport Improvement Items. He informed the Commission that the quarterly updates on Airport Improvement Items will be presented to the Council in October. Prior presenting to the Council, Staff will bring the updates to the Commission in September. Referring to the completed Item S-14, Runway Repairs and Fencing, Lovell mentioned the contract will be awarded at the Council Meeting on July 17, 2012, and the construction will begin in August. He also informed the Commission that the City has released an RFQ for an Airport Consultant, who will be working on various airport projects, including the pavement project. Commission asked about the RFQ and the process in selecting the airport consultant, and if Staff is involved in the process. The commission also asked for updates on the Wind Turbine construction, and if any legal discussions were made regarding the pavement project. Staff responded RFQ is available on the City website. The Airport Consultant selection process will be made by a panel. Staff hasn't selected the panel yet. Regarding the Wind Turbine Construction, a letter has been drafted and City Manager has to yet sign the letter. Staff is not involved with litigation decisions; however staff feels that a quicker and more guaranteed solution is to pursue grant funding from the FAA to fix the pavement.

**C. Transit Updates:** Year to Date ridership was at 104,300 up 11,807 riders compared to Year to date ridership in May of FY10-11, an increase of approximately 12.7%. Staff informed Commission that updates on Greyhound Ridership will be provided to Commission as Staff receives them from Greyhound.

**9. ITEMS FROM THE AUDIENCE: None**

**10. ADJOURNMENT TO NEXT REGULAR MEETING THURSDAY, AUGUST 9, 2012**

**a. Motion to Approve:** Commissioner Orcutt

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|-------------------|----------------------------|
| <b>b. Second:</b> | Commissioner Gainor        |
| <b>c. Vote:</b>   | Approved by unanimous vote |
| <b>d. Time:</b>   | 9:09 p.m.                  |