

# 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, October 10, 2013, 7:00 p.m.**  
*(or as soon thereafter as possible)*

**Location:** **Tracy Transit Station, Room 103**  
**50 East 6<sup>th</sup> 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 September 12, 2013
5. Correspondence
6. New Business
  - a. Receive Report On Unmet Transit Needs Process And Provide Feedback On Any Unmet Transit Needs
7. Items from the Commission
8. Items from Staff
  - a. Airport Update
  - b. Transit Update
9. Items from the Audience
10. Adjournment

## **POSTED: October 7, 2013**

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 at the City of Tracy Transit Station located at 50 E. Sixth Street, Tracy, during normal business hours.

SEPTEMBER 12, 2013

1. **CALL TO ORDER:** Commissioner Frankel called the meeting to order at 7:00 p.m.
2. **ROLL CALL :**
  - a. **Present:** Ameni Alexander, Michael Carter, Christina Frankel, Mark Gainor, Christina Frankel, Bruce George, Shane O'Neill, Daniel Ramey, Alvin Vaughn.
  - b. **Absent:** John Favors.
  - c. **Staff Present:** David Ferguson, Director of Public Works; 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 SPECIAL MEETING MINUTES OF AUGUST 10, 2013:**
  - a) **Motion to Approve:** Commissioner O'Neill
  - b) **Second:** Commissioner Gainor
  - c) **Abstain:** None
  - d) **Vote** Approved
5. **CORRESPONDENCE:** None
6. **NEW BUSINESS:**
  - a. **Appoint a Transportation Commissioner to the Senior Steering Committee:** Jolene Jauregui, Recreation Coordinator II, City of Tracy, addressed the Commission regarding the formation of a Senior Steering Committee that would facilitate a series of community conversation setting, to identify and discuss the current and future service needs for seniors in the Tracy Community. She recommended that the Commission appoint a Transportation Commissioner to the Senior Steering Committee. After discussion Commission voted to appoint Commissioner Ramey to the Senior Steering Committee with Commissioner Frankel as an alternate.
  - b. **Receive Report and Provide Feedback on the Transportation Fair:** Commissioner Gainor gave a summary report on the Transportation Fair, held at the Transit Station on Saturday, Sept 7, 2013. He thanked the vendors, staff and Commission for their time, effort and participation. He agreed that the additional marketing, raffle prizes and holding the Fair in collaboration with the Bean Festival event did help. Commissioners Vaughn and Ramey also commented on the outcome of the Fair. Commissioner Frankel thanked the subcommittee members for coordinating and planning the event. She complimented Staff and volunteers for assisting, advertising and marketing the event. She greatly thanked the vendors and appreciated their participation. She requested Commission work with Staff in drafting Thank You notes to the vendors. Commission recommended that a more prominent table sign and permanent name tags for more visibility be included for future events.

- c. **Provide Input to Staff on Items to Be Addressed by the Commission Over the Next Two Years:** Ed Lovell referred to the ideas Commission discussed at the last TAC Meeting on August 10, 2013, and asked if Commission would like to discuss the items or have any additional items to be added to the existing list. Commission discussed further on the ideas and provided additional input.

- Council Report – Annually?
- Commission to Change  
*Bylaws to be action oriented (explore the process)*
- Activities related to each focus area
- Transportation Fair
- Outreach (to whom? How?)
- Commission education  
*Quarterly reports on development*  
*Compile list of various conventions*  
*Compile a list of conference opportunities*
- Airport / Transit visits  
*Additional sites w/mandated reporting*
- Surveys on Bikeways
- Survey on Free Rides
- Define Budget for the commission

**7. ITEMS FROM THE COMMISSION:**

Commissioner Frankel: inquired regarding the Transit Station Lobby Monitors being used to display transit information. Staff responded they are working with the IT staff regarding the matter. Ms. Frankel informed the Commission regarding the 2013 San Joaquin Valley Fall Policy Conference on Oct.10 – 11, 2013 at the University Plaza Waterfront Hotel, Stockton, CA.

Commissioner Gainor: addressed his resignation and thanked Commission for the opportunity to serve as a Commissioner. He will be relocating to a different City.

**8. ITEMS FROM STAFF:**

**a. Airport Updates:** Ed Lovell referred the commission to the airport updates.

**b. Transit Updates:** Transit Update on Year to Date Ridership for July was at 8,609 up 1,839 riders compared to Year to Date Ridership in July of FY12-13, an increase of approximately 27%.

Staff will provide the financial info on Fare box in the next Transit Updates as requested by Commissioner Frankel.

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

**11. ADJOURNMENT TO NEXT REGULAR MEETING THURSDAY, OCTOBER 10, 2013**

- a. **Motion to Approve:** Commissioner Gainor
- b. **Second:** Commissioner George
- c. **Vote:** Approved by unanimous vote
- d. **Time:** 8:32 p.m.

**CITY OF TRACY  
TRANSPORTATION ADVISORY COMMISSION MEETING  
October 10, 2013**

**AGENDA ITEM 6.a.**

REQUEST

**RECEIVE REPORT ON UNMET TRANSIT NEEDS PROCESS AND PROVIDE  
FEEDBACK ON ANY UNMET TRANSIT NEEDS**

DISCUSSION

In 1978, the Transportation Development Act (TDA) was amended to require an Unmet Transit Needs study be undertaken before the allocation of Local Transportation Funds for other non-transit purposes could be approved. Unmet Transit Needs are defined as transportation services not currently provided to those residents who use or would use public transportation regularly, if available, to meet their life expectations. As the Regional Transportation Agency, San Joaquin Council of Governments (SJCOG) must identify any unmet transit needs that exist in the county each year. If any unmet needs are found, further determinations must be made to determine whether or not these needs are reasonable to meet. As part of this process, SJCOG is required to perform the following:

- Ensure that several factors have been considered in the planning process, including: size and location of groups likely to be dependent on transit, adequacy of existing services, and potential alternative services and service improvements that could meet all or part of the travel demand.
- Hold a public hearing to receive testimony on unmet needs.
- Determine definitions for “unmet transit needs” and “reasonable to meet.”
- Adopt a finding regarding unmet transit needs and allocate funds to address those needs, if necessary, before street and road TDA allocations.

SJCOG requests that each member government agency hold at least one public hearing on unmet transit needs in the area under its jurisdiction. The San Joaquin Regional Transit District is responsible for the Stockton Metropolitan Area intracity, intercity and rural transit services and is thus required to hold public hearings in Stockton and throughout the county. SJCOG must also hold a public hearing before its Social Services Transit Advisory Committee (SSTAC). Letters requesting public hearings have been submitted to each of the jurisdictions. If you have any questions please contact Anthony Zepeda of SJCOG staff.

**FY 14/15 Unmet Transit Needs Schedule**

- August through December 2013: Local Jurisdiction Public Hearings
- August through December 2013: SJCOG Public Outreach
- December 4, 2013: SJCOG Public Hearing during SSTAC meeting
- February 2014: Draft UTN Report Available for Review and Public Comment
- April 2014: SSTAC Considers Final UTN Report for Adoption
- April 2014: SJCOG Board Considers Adoption of the Final UTN Report

Additional information regarding the Unmet Transit Needs process can be found at <http://www.sicog.org/index.aspx?nid=182>

RECOMMENDATION

That the Commission receive the report on the Unmet Transit Needs process and provide feedback on any unmet transit needs.

**CITY OF TRACY  
TRANSPORTATION ADVISORY COMMISSION MEETING  
OCTOBER 10, 2013**

**AGENDA ITEM 8**

***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:**

<b>Item:</b>	<b>Project:</b>	<b>Current Status:</b>	<b>Next Steps:</b>
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"> <li>• Final design to be completed by consultant</li> <li>• Project will be put on hold until runway items are complete and funds are available.</li> </ul>
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"> <li>• Staff to begin drafting a lease agreement</li> <li>• Finalize lease agreement</li> <li>• Lease approved by Council</li> </ul>
S-17	Seal Coat on Runways and Taxiways*  *See below for current project action steps	Design work in process. Runway 12/30 and associated taxiways will be designed first.	<ul style="list-style-type: none"> <li>• <b>Complete design work for the project</b></li> <li>• <b>Complete Updated ALP</b></li> <li>• <b>Issue RFP for construction</b></li> </ul>
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"> <li>• Staff is seeking funding to begin an airport study</li> </ul>
N/A	FBO Building Repairs	Bid has been awarded.	<ul style="list-style-type: none"> <li>• <b>Complete construction</b></li> </ul>

PAVEMENT PROJECT ACTION STEPS	TIMELINE
Hire Airport Consultant	<b>COMPLETED</b>
Pavement Evaluation Management Study	<b>COMPLETED</b>
Categorical Exclusion for Environmental Approved	<b>COMPLETED</b>
Submit ACIP to FAA	<b>COMPLETED</b>
Submit Grant Application for Pavement to FAA	<b>COMPLETED</b>
FAA Approval to Design Pavement Project	<b>COMPLETED</b>
Design Pavement Project	Mar/Apr. 2013
FAA Approval to Bid Pavement Project	May. 2013
Bid Pavement Project	May. 2013
FAA Approval to Award Project	Jun. 2013
Start Project	Jun/Jul 2013
Project Completed	Aug. 2013

***Transit Update***

***By Jayne Pramod***

**TRACER Ridership:** As shown below, year to date ridership is at 21,552 up 1,582 riders compared to year to date ridership in August of FY12-13, an increase of approximately 8%

**August Year To Date Ridership Comparison**

	FY 11/12	FY 12/13	FY 13/14
<b>FIXED ROUTE</b>			
Regular	4,013	7,257	5,441
Student	3,741	4,215	1,789
Senior	1,368	2,225	2,053
Disabled	441	1,387	449
Free	1,439	1,808	6,851
Passengers w/tickets	2,004	642	2,911
<b>Total</b>	<b>13,006</b>	<b>17,534</b>	<b>19,494</b>
<b>PARATRANSIT</b>			
Regular	21	42	6
Senior	983	1,177	1,187
Disabled	1,334	1,088	834
Free	71	129	31
<b>Total</b>	<b>2,409</b>	<b>2,436</b>	<b>2,058</b>
<b>ALL SYSTEMS</b>			
Regular	4,034	7,299	5,447
Student	3,741	4,215	1,789
Senior	2,351	3,402	3,240
Disabled	1,775	2,475	1,283
Free	1,510	1,937	6,882
Passengers w/tickets	2,004	642	2,911
<b>TOTAL</b>	<b>15,415</b>	<b>19,970</b>	<b>21,552</b>

	FY 11/12	FY 12/13	FY 13/14
Fare Box Revenue	<b>\$12,914</b>	<b>\$7,923</b>	<b>\$16,804</b>

Greyhound Ridership:

<b>MONTH</b>	<b>PASSENGERS</b>	<b>AVG/DAY</b>
November (2011)	353	11.76
December	326	10.51
January (2012)	277	8.93
February	299	10.31
March	334	10.77
April	326	10.86
May	281	9.06
June	263	8.77
July	310	10
August	270	8.71
September	211	7.03
October	216	6.97
November	220	7.33
December	229	7.39
<b>TOTAL</b>	<b>3,915</b>	<b>9.17</b>