

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 8, 2014, 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 10, 2014
5. Presentation on the Transition Plan During the City Manager Recruitment Process
6. Correspondence
7. New Business
 - a. Review and Provide Input on Proposed Changes to Tracer Fixed Route Service
 - b. Review and Provide Input on Commission Goals and Objectives
8. Items from the Commission
9. Items from Staff
 - a. Airport Update
 - b. Transit Update
10. Items from the Audience
11. Adjournment

POSTED: May 5, 2014

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 East 6th Street, Tracy, during normal business hours.

April 10, 2014

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, John Favors, Christina Frankel, Shane O'Neill, Daniel Ramey, Tim Silva, Alvin Vaughn
 - b. **Absent:** Bruce George
 - 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 MARCH 13, 2014**
 - a) **Motion to Approve:** Commissioner Vaughn
 - b) **Second:** Commissioner Carter
 - c) **Abstain:** None
 - d) **Vote** Approved with a revision to the following item:
Item 6 a: Ed Lovell gave a status on the AWOS system, stating the City originally required GWF Power Plant, as part of their new construction permit requirement, to provide a new AWOS system at the Tracy Airport.
5. **PRESENTATION ON REGIONAL TRANSPORTATION PLAN AND SUSTAINABLE COMMUNITIES STRATEGY:** Kim Anderson from SJCOG presented on the 2014 Regional Transportation Plan & Sustainable Communities Strategy (RTP/SCS). She highlighted the plan including components of the 2014 RTP/ SCS, how is the SCS different from land use in previous RTP's, how it ties in with Transportation, what it means to Tracy, and goals, vision and strategies moving forward. Ms. Anderson responded to Commissions questions regarding different growth performance indicator scenarios, transportation related projects, funding sources and allocations of the funding. She also indicated that the information on the 2014 RTP/SCS was available on the SJCOG website.
6. **CORRESPONDENCE:** None
7. **NEW BUSINESS:**
 - a. **Review and Provide Input on Commission Goals and Objectives:** Ed Lovell referred to the Commission Goals and asked if there are any updates or changes to be made to the Commission reviewed Goals and Objectives. He informed Commission the objective for 2.2.B has been modified to Conduct a survey of Tracy Airport users, the intend to do a survey of the airport users and not survey of the airport, as suggested by Commissioner Carter. Commissioner Frankel encouraged Commissioners to sign up to form subcommittees for the various assignments. Staff explained the purpose of the subcommittee is to meet offline, outside the Commission regular meeting, to determine the timeline for the items and planning process for each item. Staff suggested action plans for each item can be modified, it is important to focus on the goals and objectives. Commission

discussed items and how to incorporate transportation needs, especially needs addressed by Seniors and transit related issues for various demographics

8. ITEMS FROM THE COMMISSION: None

9. ITEMS FROM STAFF:

a. Airport Updates: Ed Lovell referred the Commission to airport updates. He informed application for funding for Phase 1, reconstruction of runway 12/30 and associated taxiway is progressing along. Commissioner O'Neil referred to the airport budget and asked if any impact due to Turlock Fuel Service Contract being terminated. Staff responded no impact directly because City is taken control of the fuel.

b. Transit Updates: Transit Update on Year to Date Ridership for February was at 90,948 up 11,725 riders compared to Year to Date Ridership in February of FY12-13, an increase of approximately 14.8%. Commissioner Vaughn informed Staff regarding TXT4BUS feature is not working at certain bus stops.

10. ITEMS FROM THE AUDIENCE: None

11. ADJOURNMENT TO NEXT REGULAR MEETING THURSDAY, May 8, 2014

- a. Motion to Approve:** Commissioner O'Neil
- b. Second:** Commissioner Silva
- c. Vote:** Approved by unanimous vote
- d. Time:** 8:23 p.m.

CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
May 8, 2014

AGENDA ITEM 6.b.

REQUEST

REVIEW AND PROVIDE INPUT ON COMMISSION GOALS AND OBJECTIVES

DISCUSSION

At the Transportation Advisory Commission (TAC) regular meeting on February 13, 2014, the Commission provided staff with goals they would like to work on as a Commission over the next two years. The goals suggested by the commission are listed below:

- Transportation Fair
- Sponsor/support airport activity
- Sponsor/support bicycle activity
- Commission education
- Review of Bylaws
- Identify ways to increase airport revenue
- Review transit routes
- Annual review of current planning docs (AMP, BMP, SRTP)
- Address senior related issues
- Conduct airport survey

These goals were ultimately realigned into two main goals of Community Outreach and Commission Education. A draft of potential key focus areas, objectives, actions steps, timelines and assignments was presented during the regular meeting for each of the Commission developed goals on March 13, 2014 and are attached as Exhibit A.

This item is meant for the commissioners to report back on the status of the various goals they are working on and provide input to the action items as necessary.

FISCAL IMPACT

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

RECOMENDATION

That the Commission review and provide input on the Transportation Advisory Commission Goals and Objectives.

ATTACHMENT

Exhibit A – Transportation Commission Goals and Objectives

TRANSPORTATION COMMISSION GOALS ~ FISCAL YEAR 2013/2014 & 2014/2015

Item	Goal	Key Focus Area	Objective	Action Steps	Completion Date	Status (Assignment)
1	<p>COMMUNITY OUTREACH</p> <p>-----</p> <p>Educate the community on various transportation opportunities</p>	<p>1.1. HOLD COMMISSION SPONSORED/SUPPORTED ACTIVITIES</p>	<p>1.1.A. Sponsor/Support a Transportation Fair</p>	<p>1.1.A.1. Create a subcommittee to work on development of the event</p> <p>1.1.A.2. Determine Scope of the event</p> <p>1.1.A.3. Determine logisitics of the event</p> <p>1.1.A.4. Develop a list of vendors to include at the fair, keeping in mind the scope</p> <p>1.1.A.5. Assign commissioners to contact vendors</p> <p>1.1.A.6. Work with City staff to secure event location</p>	<p>COMPLETE</p> <p>COMPLETE</p>	<p>Vaughn, Carter</p> <p>Transit Station Reserved for 9/6/14</p>
			<p>1.1.B. Sponsor/Support an Airport Event</p>	<p>1.1.B.1. Create a subcommittee to work on development of the event</p> <p>1.1.B.2. Determine Scope of the event</p> <p>1.1.B.3. Determine logisitics of the event</p>	<p>COMPLETE</p>	<p>Carter, Frankel</p>
			<p>1.1.C. Sponsor/Support a Bicycle Event</p>	<p>1.1.C.1. Create a subcommittee to work on development of the event</p> <p>1.1.C.2. Determine Scope of the event</p> <p>1.1.C.3. Determine logisitics of the event</p>	<p>COMPLETE</p>	<p>Frankel, Silva</p>
		<p>2.1. TRANSIT</p>	<p>2.1.A. Review Transit realted planning documents</p>	<p>2.1.A.1. Presentation and review of Short Range Transit Plan (SRTP)</p>		
			<p>2.1.B. Review Transit related issues for various demographics in the Community</p>	<p>2.1.B.1. Review and discuss transit related issues that were brought up during the Senior Community Conversations held in December 2013</p>		<p>Frankel</p>

TRANSPORTATION COMMISSION GOALS ~ FISCAL YEAR 2013/2014 & 2014/2015

Item	Goal	Key Focus Area	Objective	Action Steps	Completion Date	Status (Assignment)
2	COMMISSION EDUCATION ----- Increase the knowledge base in various areas under the purview of the commission	2.2. AIRPORT	2.2.A. Review Airport related planning documents	2.2.A.1. Presentation and review of Airport Master Plan (AMP)		Favors
			2.2.B. Conduct a survey of Tracy Airport users	2.2.B.1. Establish a subcommittee to identify airports to be visited and create a survey	COMPLETE	Carter, Ramey
				2.2.B.2. Create survey to administer to Tracy Airport users		
				2.2.B.3. Administer survey		
		2.2.C. Identify additional revenue opportunities for the Tracy Airport	2.2.B.4. Report back on survey results			
			2.2.C.1. Establish a subcommittee to identify additional revenue opportunities			
			2.2.C.2. Research ideas for additional revenue opportunities			
2.3. BIKEWAYS	2.3.A. Review Bikeways Planning documents	2.2.C.3. Present findings to the Commission				
		2.3.A.1. Presentation and review of City of Tracy Bikeways Master Plan (BMP)		Frankel, Silva		
2.4. OTHER	2.4.A. Review Commission Bylaws	2.3.A.2. Presentation and review of Regional Bikeways Master Plan (BMP)				
		2.4.A.1. Presentation and review of Transportation Advisory Commission Bylaws		Frankel, Alexander, O'Neill		

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
MAY 8, 2014**

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)
- 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	Project is on hold.	<ul style="list-style-type: none"> • Staff to begin drafting a lease agreement
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"> • Complete design work for the project • Complete Updated ALP • Issue RFP for construction
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 an airport study

PAVEMENT PROJECT ACTION STEPS	TIMELINE*
Hire Airport Consultant	COMPLETED
Pavement Evaluation Management Study	COMPLETED
Categorical Exclusion for Environmental Approved	COMPLETED
Submit ACIP to FAA	COMPLETED
Submit Grant Application for Pavement to FAA	COMPLETED
FAA Approval to Design Pavement Project	COMPLETED
Design Pavement Project	Mar/Apr. 2014
FAA Approval to Bid Pavement Project	May. 2014
Bid Pavement Project	May. 2014
FAA Approval to Award Project	Jun. 2014
Start Project	Jun/Jul 2014
Project Completed	Oct. 2014

* Timeline is tentative and may be altered based on feedback from the FAA.

TRACER Ridership: As shown below, year to date ridership is at 102,345 up 5,296 riders compared to year to date ridership in March of FY12-13, an increase of approximately 5.4%

March Year To Date Ridership Comparison

	FY 11/12	FY 12/13	FY 13/14
FIXED ROUTE			
Regular	19,585	27,199	26,850
Student	17,511	22,417	24,136
Senior	6,188	9,476	9,309
Disabled	3,335	4,889	2,971
Free	11,665	6,534	12,609
Passengers w/tickets	11,650	8,256	15,825
Total	69,934	78,771	91,700
PARATRANSIT			
Regular	94	115	67
Senior	4,834	4,161	4,442
Disabled	8,306	7,468	6,032
Free	354	354	104
Total	13,588	18,278	10,645
ALL SYSTEMS			
Regular	19,679	27,314	26,917
Student	17,511	22,417	24,136
Senior	11,022	13,637	13,751
Disabled	11,641	12,357	9,003
Free	12,019	6,888	12,713
Passengers w/tickets	11,650	8,256	15,825
TOTAL	83,522	97,049	102,345

	FY 11/12	FY 12/13	FY 13/14
YTD Fare Box Revenue	\$60,623	\$44,790	\$56,234

Greyhound Ridership:

	2011		2012		2013	
	PASSENGERS	AVG/DAY	PASSENGERS	AVG/DAY	PASSENGERS	AVG/DAY
January			277	8.93	171	5.52
February			299	10.31	186	6.64
March			334	10.77	204	6.58
April			326	10.86	213	7.1
May			281	9.06	214	6.9
June			263	8.77	240	8
July			310	10	204	6.58
August			270	8.71	234	7.55
September			211	7.03	166	5.53
October			216	6.97	201	6.48
November	353	11.76	220	7.33	79	2.63
December	326	10.51	229	7.39		
TOTAL	679	11.13	3,236	8.84	2,112	6.32