

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, January 8, 2015, 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 November 13, 2014
5. Presentation by SJCOG on the Regional Transit Systems Plan
6. Correspondence
7. New Business
 - a. 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: December 30, 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.

November 13, 2014

1. **CALL TO ORDER:** Commissioner Favors called the meeting to order at 7:00 p.m.
2. **ROLL CALL :**
 - a. **Present:** Douglas Alvarez, Dan Ball, John Favors, William Helpley, Jacy Krogh, Tim Silva
 - b. **Absent:** Ameni Alexander, Michael Carter, Alvin Vaughn.
 - 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 September 11, 2014**
 - a) **Motion to Approve:** Commissioner Alexander
 - b) **Second:** Commissioner Silva
 - c) **Abstain:** None
 - d) **Vote** Approved by unanimous vote
5. **CORRESPONDENCE:**

Ed Lovell informed Commission regarding Commissioner Frankel's resignation; he introduced newly appointed Commissioner Daniel Ball.
6. **NEW BUSINESS:**
 - a. **Review and Provide Input on Development of the City of Tracy Capital Improvement Program and Fiscal Year 2015-2016 :** Ed Lovell briefed the Commission on the process of the Capital Improvement Projects (CIP) and suggested Commission address any CIP items they wish to add to the list. Commission suggested the following items:
 - Update SRTP
 - Upgrade bus stops
 - Panic buttons for drivers
 - Update Bikeways Master Plan
 - Wi-Fi at the Tracy Airport
 - Observation Platform at the Tracy Airport
 - Tractor at the airport
 - ROW acquisition for approaches to New Jerusalem Airport
 - Pilots lounge
 - Bike/Skate park in South side of town (Talley Park)
 - b. **Review and Provide Input on Commission Goals and Objectives:**
 - 2.1 Staff informed Commission regarding the Short Range Transit Plan that will be brought back to the Commission for updates
 - 2.3 Staff will work with Commissioner on the Bikeway Master Plan

2.4 Commission Ameni discussed with Commission looking into extending the leave of absence period listed in the bylaws.

7. ITEMS FROM THE COMMISSION: None

8. ITEMS FROM THE STAFF:

Airport Updates: Ed Lovell referred the Commission to airport updates. He provided an update on the Airport Runway Reconstruction Project. FAA awarded a pavement construction grant for Phases 1 and 2. At the last Council meeting Council authorized awarding the contract to Teichert Construction. Construction will begin in Spring 2015.

Transit Updates: Transit Update on Year to Date Ridership for September was at 41,934 up 10,404 riders compared to Year to Date Ridership in September of FY13-14, an increase of approximately 33%.

9. ITEMS FROM THE AUDIENCE: None

10. ADJOURNMENT TO NEXT REGULAR MEETING DECEMBER 11, 2014

- a. Motion to Approve:** Commissioner Silva
- b. Second:** Commissioner Helpley
- c. Vote:** Approved by unanimous vote
- d. Time:** 8:38 p.m.

CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
January 8, 2015

AGENDA ITEM 7.a.

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 and approved 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.B. Sponsor/Support an Airport Event</p> <p>1.1.C. Sponsor/Support a Bicycle Event</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>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>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>COMPLETE</p> <p>COMPLETE</p> <p>COMPLETE</p> <p>COMPLETE</p> <p>COMPLETE</p> <p>COMPLETE</p> <p>COMPLETE</p> <p>COMPLETE</p> <p>COMPLETE</p> <p>COMPLETE</p> <p>COMPLETE</p> <p>COMPLETE</p>	<p>Vaughn, Carter</p> <p></p> <p></p> <p></p> <p></p> <p>Transit Station Reserved for 9/6/14</p> <p>Carter, Frankel</p> <p></p> <p>Frankel, Silva</p> <p></p> <p></p>
		<p>2.1. TRANSIT</p>	<p>2.1.A. Review Transit realted planning documents</p> <p>2.1.B. Review Transit related issues for various demographics in the Community</p>	<p>2.1.A.1. Presentation and review of Short Range Transit Plan (SRTP)</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>City Staff (Staff is working to update the plan by the end of FY 14/15)</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.B.4. Report back on survey results		
			2.2.C. Identify additional revenue opportunities for the Tracy Airport	2.2.C.1. Establish a subcommittee to identify additional revenue opportunities		Carter
		2.2.C.2. Research ideas for additional revenue opportunities				
		2.3. BIKEWAYS	2.3.A. Review Bikeways Planning documents	2.3.A.1. Presentation and review of City of Tracy Bikeways Master Plan (BMP)		Frankel, Silva
				2.3.A.2. Presentation and review of Regional Bikeways Master Plan (BMP)		
		2.4. OTHER	2.4.A. Review Commission Bylaws	2.4.A.1. Presentation and review of Transportation Advisory Commission Bylaws		Frankel, Alexander

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
January 8, 2015**

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 Ed Lovell

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	<ul style="list-style-type: none"> • Pre-construction meeting scheduled for January. 	<ul style="list-style-type: none"> • Begin construction (Spring 2015)
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	COMPLETED
Submit Updated ALP to FAA	COMPLETED
FAA Approval to Bid Pavement Project	COMPLETED
Bid Pavement Project	COMPLETED
FAA Approval to Award Project	COMPLETED
Start Project – Phase 1&2	Spring 2015
Project Completed – Phase 1&2	Summer 2015

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

Transit Update

By Jayne Pramod

TRACER Ridership: As shown below, year to date ridership is at 65,748 up 7,292 riders compared to year to date ridership in November of FY13-14, an increase of approximately 21%

November Year To Date Ridership Comparison

	FY 12/13	FY 13/14	FY14/15
FIXED ROUTE			
Regular	14,501	12,912	19,188
Student	11,364	11,485	12,451
Senior	4,909	4,537	6,009
Disabled	2,852	1,335	2,421
Free	3,693	9,282	9,487
Passengers w/tickets	3,791	9,405	8,900
Total	41,110	48,956	58,456
TRANSIT CENTER			
Regular	85	24	43
Senior	2460	2,251	1,427
Disabled	4273	3,049	5,774
Free	283	53	48
Total	7,101	5,377	7,292
TRACER			
Regular	14,586	12,936	19,231
Student	11,364	11,485	12,451
Senior	7,369	6,788	7,436
Disabled	7,125	4,384	8,195
Free	3,976	9,335	9,535
Passengers w/tickets	3,791	9,405	8,900
TOTAL	48,211	54,333	65,748
	FY 12/13	FY 13/14	FY14/15

Greyhound Ridership:

	2012		2013		2014	
	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	220	7.33	79	2.63		
December	229	7.39				
TOTAL	3,236	8.84	2,112	6.32		