

# 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, April 9, 2015, 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 2015-012, 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 March 12, 2015
5. Correspondence
6. Old Business
  - a. Review and Provide Input on Commission Goals and Objectives
7. Items from the Commission
8. Items from Staff
  - a. Airport Update
  - b. Transit Update
9. Items from the Audience
10. Adjournment

## **POSTED: April 6, 2015**

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 6<sup>th</sup> Street, Tracy, during normal business hours.

MARCH 12, 2015

1. **CALL TO ORDER:** Commissioner Silva called the meeting to order at 7:00 p.m.
2. **ROLL CALL :**
  - a. **Present:** Ameni Alexander, Douglas Alvarez, Dan Ball, Michael Carter, Tim Silva, Alvin Vaughn
  - b. **Absent:** John Favors, Jacy Krogh
  - c. **Staff Present:** David Ferguson, Public Works Director; 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 FEBRUARY 12, 2015**
  - a) **Motion to Approve:** Commissioner Ball
  - b) **Second:** Commissioner Alvarez
  - c) **Abstain:** None
  - d) **Vote** Approved by unanimous vote
5. **PRESENTATION:** Kari McNickle, Commute Connection Regional Planner, presented on Commute Connection Sustainable Transportation Options – Ridematching System, Emergency Ride Home, Vanpool Subsidies, Carpool Promotions and Park and Ride. She provided information on Bike to Work Month, May 2015, Bike to Work Week, May 11<sup>th</sup> – 15<sup>th</sup>, 2015, Bike to Work Day in Tracy, May 12<sup>th</sup>, 2015 and National Bike to School Day is May7, 2015. She addressed concerns and questions from Commission and audience.
6. **PRESENTATION:** Mike Carter, Tracy Airport Association, presented on the Tracy Airport Noise Control. He addressed the issue and suggested appropriate measures to be taken to reduce the noise before it escalates. He addressed concerns and questions from Commission and audience.
7. **CORRESPONDENCE:** Ed Lovell informed the Commission regarding Commissioner Helpley’s resignation due to his recent relocation. Application due date for TAC Commission vacancy is March 25, 2015 and the Airport Coordinator Position is March 26<sup>th</sup>, 2015. He also informed City will provide business cards to the Commissioners.
8. **NEW BUSINESS:**
  - a. **Review and Provide Input on Commission Goals and Objectives:**
    - 1.1 Staff informed Commission that Commissioners Krogh, Favors and Alvarez volunteered to form the new subcommittee to assist with the Transportation Fair planning.
    - 2.1 Staff informed Commission that the Short Range Transit Plan needs to be updated. Staff is working to get a grant to update the plan by the end of FY 14/15
    - 2.2 Commissioner Carter will provide the draft airport survey to staff for Commission review.

**2.3** Commissioner Silva provided feedback on bikeways and requested City to develop sidewalks and bikeways along Valpico, Tracy Blvd and MacArthur area, currently where there are no bikeways or sidewalks.

**9. ITEMS FROM THE COMMISSION:** Commissioner Silva mentioned during school hours he noticed TRACER buses cannot access the bus shelter at Dr. Powers and Lowell due to other vehicles parked at the bus shelter.

**10. ITEMS FROM THE STAFF:**

Airport Updates: Ed Lovell referred the Commission to airport updates. He provided an update on the Airport Runway Reconstruction Project. Permanent bench marks have been installed to indicate the runway length at the Tracy Airport. An application has been submitted to Caltrans for matching funds for grant.

Transit Updates: Transit Update on Year to Date Ridership for January was at 88,434 up 8,535 riders compared to Year to Date Ridership in January of FY13-14, an increase of approximately 9%.

**11. ITEMS FROM THE AUDIENCE:** Trina Anderson, Tracy, notified the lights are out on the south side ramp light pole at the Tracy Airport. She requested for the airport runway to be swept, and also notified staff that a mosquito problem could start due to the standing water in the nearby gravel pits. She also provided information on the Young Eagles.

**12. ADJOURNMENT TO NEXT REGULAR MEETING APRIL 9, 2015**

- a. **Motion to Approve:** Commissioner Vaughn
- b. **Second:** Commissioner Alexander
- c. **Vote:** Approved by unanimous vote
- d. **Time:** 8:29 p.m.

**CITY OF TRACY**  
**TRANSPORTATION ADVISORY COMMISSION MEETING**  
**April 9, 2015**

**AGENDA ITEM 6.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	<b>COMMUNITY OUTREACH</b> ----- Educate the community on various transportation opportunities	<b>1.1.                      HOLD COMMISSION SPONSORED/SUPPORTED ACTIVITIES</b>	<b>1.1.A.</b> Sponsor/Support a Transportation Fair	1.1.A.1. Create a subcommittee to work on development of the event	COMPLETE	Favors, Krogh, Alvarez
				1.1.A.2. Determine Scope of the event		
				1.1.A.3. Determine logisitics of the event		
				1.1.A.4. Develop a list of vendors to include at the fair, keeping in mind the scope		
				1.1.A.5. Assign commissioners to contact vendors		
				1.1.A.6. Work with City staff to secure event location	COMPLETE	Transit Station Reserved for 9/12/15
			<b>1.1.B.</b> Sponsor/Support an Airport Event	1.1.B.1. Create a subcommittee to work on development of the event	COMPLETE	Carter, Silva
				1.1.B.2. Determine Scope of the event		
				1.1.B.3. Determine logisitics of the event		
			<b>1.1.C.</b> Sponsor/Support a Bicycle Event	1.1.C.1. Create a subcommittee to work on development of the event	COMPLETE	Silva
1.1.C.2. Determine Scope of the event						
1.1.C.3. Determine logisitics of the event						
		<b>2.1.                      TRANSIT</b>	<b>2.1.A.</b> Review Transit realted planning documents	<b>2.1.A.1.</b> Presentation and review of Short Range Transit Plan (SRTP)		City Staff (Staff is working to update the plan by the end of FY 14/15)
			<b>2.1.B.</b> Review Transit related issues for various demographics in the Community	<b>2.1.B.1.</b> Review and discuss transit related issues that were brought up during the Senior Community Conversations held in December 2013	COMPLETE	Staff

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

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

**CITY OF TRACY**  
**TRANSPORTATION ADVISORY COMMISSION MEETING**  
**April 9, 2015**

**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)
- Unmet Transit Needs (October)
- CIP Review (October/November)

**Airport Update**

**By Ed Lovell**

**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	<b>Project is on hold.</b>	<ul style="list-style-type: none"> <li>• Staff to begin drafting a lease agreement</li> </ul>
S-17	Seal Coat on Runways and Taxiways*  *See below for current project action steps	<ul style="list-style-type: none"> <li>• <b>Grant was awarded by the FAA for Phases 1 &amp; 2.</b></li> <li>• <b>Construction contract was awarded on 11/5/14.</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Begin construction (Spring 2015)</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>

<b>PAVEMENT PROJECT ACTION STEPS</b>	<b>TIMELINE*</b>
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	<b>COMPLETED</b>
Submit Updated ALP to FAA	<b>COMPLETED</b>
FAA Approval to Bid Pavement Project	<b>COMPLETED</b>
Bid Pavement Project	<b>COMPLETED</b>
FAA Approval to Award Project	<b>COMPLETED</b>
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 106,806 up 15,858 riders compared to year to date ridership in February of FY13-14 an increase of approximately 17.4%

**February Year To Date Ridership Comparison**

	FY 12/13	FY 13/14	FY14/15
<b>FIXED ROUTE</b>			
Regular	24,177	24,147	31,752
Student	19,395	21,409	26,236
Senior	8,238	8,283	10,136
Disabled	4,235	2,659	4,111
Free	5,761	11,744	7,376
Passengers w/tickets	6,639	13,592	15,328
<b>Total</b>	<b>68,445</b>	<b>81,834</b>	<b>94,939</b>
<b>PARATRANSIT</b>			
Regular	115	60	43
Senior	3,632	4,932	2,535
Disabled	6,685	4,033	9,241
Free	346	89	48
<b>Total</b>	<b>10,778</b>	<b>9,114</b>	<b>11,867</b>
<b>ALL SYSTEMS</b>			
Regular	24,292	24,207	31,795
Student	19,395	21,409	26,236
Senior	11,870	13,215	12,671
Disabled	10,920	6,692	13,352
Free	6,107	11,833	7,424
Passengers w/tickets	6,639	13,592	15,328
<b>TOTAL</b>	<b>79,223</b>	<b>90,948</b>	<b>106,806</b>

**Greyhound Ridership:**

	2012		2013		2014	
	PASSENGERS	AVG/DAY	PASSENGERS	AVG/DAY	PASSENGERS	AVG/DAY
<b>January</b>	277	8.93	171	5.52		
<b>February</b>	299	10.31	186	6.64		
<b>March</b>	334	10.77	204	6.58		
<b>April</b>	326	10.86	213	7.1		
<b>May</b>	281	9.06	214	6.9		
<b>June</b>	263	8.77	240	8		
<b>July</b>	310	10	204	6.58		
<b>August</b>	270	8.71	234	7.55		
<b>September</b>	211	7.03	166	5.53		
<b>October</b>	216	6.97	201	6.48		
<b>November</b>	220	7.33	79	2.63		
<b>December</b>	229	7.39				
<b>TOTAL</b>	<b>3,236</b>	<b>8.84</b>	<b>2,112</b>	<b>6.32</b>		