

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, June 11, 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 2015-052, 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 May 14, 2015
5. Correspondence
6. New Business
 - a. Provide Input on Commission Goals and Objectives for FY 2015/16 and FY 2016/17
7. Items from the Commission
8. Items from Staff
 - a. Airport Update
 - b. Transit Update
9. Items from the Audience
10. Adjournment

POSTED: June 8, 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 6th Street, Tracy, during normal business hours.

MAY 14, 2015

1. **CALL TO ORDER:** Commissioner Favors called the meeting to order at 7:00 p.m.
2. **ROLL CALL :**
 - a. **Present:** Ameni Alexander, Dan Ball, Michael Carter, John Favors, Larry Gamino, Jacy Krogh, Tim Silva, Noel Varela, Alvin Vaughn
 - b. **Absent:**
 - 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 MARCH 12, 2015**
 - a) **Motion to Approve:** Commissioner Vaughn
 - b) **Second:** Commissioner Alexander
 - c) **Abstain:** None
 - d) **Vote** Approved by unanimous vote
5. **ELECTION OF CHAIR AND VICE CHAIR:** Commissioner Favors was nominated and elected Chair and Commissioner Silva was nominated and elected Vice-Chair.
6. **CORRESPONDENCE:** Ed Lovell introduced newly appointed Commissioners Noel Varela and Larry Gamino. New Commissioners provided a brief introduction to the Commission.
7. **OLD BUSINESS:**
 - a. **Review and Provide Input on Commission Goals and Objectives:**
 - 1.1 Staff recommended revisiting the goals and objectives. Transportation Fair Subcommittee will provide updates at the next TAC meeting. Commissioner Carter informed no airport events are planned at this moment. Audience suggested holding an airport event during the reopening of the newly paved runway. Commissioner Silva provided ideas for bicycle events. Staff recommended the Bike to Work Event be in conjunction with the Annual Safety Fair by the City Police Dept., with the next event held in May 2016.
 - 2.1 Staff informed Commission on securing an FTA grant to update the Short Range Transit Plan.
 - 2.2 Commissioner Carter informed the airport survey questionnaire is ready to be posted at the airport and other locations. Commissioner Vaughn suggested holding a TAC meeting at the airport to show the new commissioners the airport. Richard Ortenheim, Skyview Aviation, recommended that the Commission visit the airport. He also provided information regarding his business at the airport.
 - 2.3 Commissioner Silva mentioned he is waiting for a respond from the City on the request submitted regarding bike path study. Commissioner Krogh requested how often the

Bikeway Plans are updated. Staff indicated that plans are updated approximately every 5 years depending on the availability of funding to do so.

- 2.4 Ed Lovell discussed business cards with the Commission. He indicated that the cards would state the commissioners name, the name of the commission, and would have a generic email address listed. Each commissioner would get a box of 250 cards. Commissioners Gamino and Vaughn indicated that they did not want business cards printed for them.

8. ITEMS FROM THE COMMISSION:

Commissioner Krogh: requested staff to provide monthly incident reports related to City transit and airport.

Commissioner Favors: addressed an incident at the New Jerusalem Airport

Commissioner Silva: shared his experience riding the TRACER bus and addressed his concerns and issues regarding the bus maintenance.

9. ITEMS FROM THE STAFF:

Airport Updates: Ed Lovell referred the Commission to airport updates. He provided an update on New Jerusalem Airport and the Tracy Airport Runway Reconstruction Project. The new Airport Coordinator will start on June 1st

Transit Updates: Transit Update on Year to Date Ridership for March was at 119,121 up 16,776 riders compared to Year to Date Ridership in March of FY13-14, an increase of approximately 16.3%.

10. ITEMS FROM THE AUDIENCE:

Richard Ortenheim, Skyview Aviation, referred to the noise complaints at the airport and addressed the safety issues without a new AWOS system. Trina Anderson and David Anderson, Tracy residents, commented on the existing AWOS. Ms. Anderson also listed airport items that need to be repaired.

11. ADJOURNMENT TO NEXT REGULAR MEETING JUNE 11, 2015

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

CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
June 11, 2015

AGENDA ITEM 6.a.

REQUEST

**PROVIDE INPUT ON COMMISSION GOALS AND OBJECTIVES FOR FY 2015/16
AND FY 2016/17**

DISCUSSION

At the February 13, 2014 regular Transportation Advisory Commission (TAC) meeting, the commission held discussion on goals for the commission to work on over the next two of years. The goals suggested by the commission at that time are as follows:

- 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.

Since the February 13, 2014 meeting, there have been a number of new commissioners who have joined the commission. Additionally, as we are approaching the end of the City's FY 2014/2015, it is an appropriate time to revisit the goals and establish goals and objectives for the next two fiscal years with input from the new commissioners.

Staff feels that it is important for the commission to consider their goals and objectives in the context of the commission's purpose and roles and responsibilities as outlined in the TAC bylaws. As the commission considers their potential goals and objectives, consideration should be given to the following items:

- What will be the outcome for each goal?
- Does the goal tie in to the TAC purposes or roles and responsibilities?
- How are we ensuring that there is community involvement?
- Does the goal fit the S.M.A.R.T. pattern? (Specific, Measurable, Attainable, Relevant, Timely)

Additionally, when creating a new plan for the commission, it is also important to know the difference between a goal and an objective. A goal establishes where you want to go or what you want to do. An objective is a specific step that is needed in order to reach your goal. Goals are generally broader in nature while an objective will be more specific and will have a specific timeline attached to it.

Staff is asking the commission to review the purpose and roles and responsibilities of the TAC (listed below) and come prepared to share ideas and discuss future goals for the commission.

FISCAL IMPACT

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

RECOMENDATION

That the Commission provide input on commission goals and objectives for FY 2015/16 and FY 2016/17.

ATTACHEMENT

Attachement A – Purpose, Roles and Responsibilities of the TAC

ATTACHMENT A

PURPOSE, ROLES AND RESPONSIBILITIES OF THE TRANSPORTATION ADVISORY COMMISSION

A. PURPOSE

The purpose of the nine-member Transportation Advisory Commission is to:

1. Address various public transportation issues including intra-city transit (TRACER, Paratransit, airports, Multimodal Station, taxis, limousines, Park-and-Ride lots, bikeways, trails and passes) and inter-city transit (SJRTD, commuter-vanpools and ACE);
2. Review City-wide public transportation and airport planning documents;
3. Advise on service levels and routes;
4. Recommend rules and procedures governing public transportation service programs, equipment and facilities considering regulatory guidelines, service improvements, coordination, efficiencies, protection of property, service improvements and activities of persons utilizing transportation services and facilities;
5. Recommend rates, fares, user fees, charges and deposits for the use of transportation service programs and facilities;
6. Review surveys and facilitate public input on public transportation programming and facility usage;
7. Identify transportation infrastructure needs and recommend allocation of funds for capital expenditures related to transportation improvements;
8. Review grants, budgets, facility developments and designs, and transportation programs;
9. Advise the Council on the subject of comprehensive Citywide public transportation master planning and development;
10. Review, monitor, and make long-range recommendations concerning public transportation and connectivity sections of related environmental impact reports of development projects during the public review period and other similar documents;
11. Recommend and promote marketing strategies for community outreach programs in order to strengthen the transportation image, increase usage, and integrate its role within the community; and
12. Recommend to the City Council, after public input, the adoption, amendment or repeal of ordinances, resolutions, or requirements pertaining to public transportation within the City.

B. ROLE AND RESPONSIBILITIES

The role of the Transportation Advisory Commission is to provide citizen and community perspective and input on the development of public transportation planning, facilities and programs. As a Commission established by the City Council, the Transportation Advisory Commission will provide input to Council for their consideration and action. This would ideally be done after receiving public deliberation and achieving consensus through partnering with staff. It is intended that the Transportation Advisory Commission not take an advocacy role, but an advisory role, in providing input to City Council. Additionally, the Transportation Advisory Commission is expected to advise City Council on transportation matters brought to them by the community.

CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
June 11, 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 (May)
- 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-3	Install Solar Lights on the Tetrahedron	Looking to include this as part of the runway project.	<ul style="list-style-type: none"> • Contractor is working on a price quote for light installation.
S-5	Taxiway Reflectors or Lights	Will be installed as part of the runway project.	<ul style="list-style-type: none"> • Reflectors will be installed once paving is complete.
S-9	Shorten 3 and Remove 1 Obstruction light	Light poles have been removed.	<ul style="list-style-type: none"> • Shorten light poles and reinstall.
S-17	Seal Coat on Runways and Taxiways* *See below for current project action steps	<ul style="list-style-type: none"> • Grant was awarded by the FAA for Phases 1 & 2. • Construction contract was awarded on 11/5/14. 	<ul style="list-style-type: none"> • Complete reconstruction of runway 8-26. (CURRENTLY UNDERWAY) • Begin reconstruction of runway 12-30 (July 2015)
S-19	Removal of Aligned Taxiway	In process. Will be completed as part of the runway project.	<ul style="list-style-type: none"> • Complete reconstruction of runway 8-26. (CURRENTLY UNDERWAY)
S-23	Update Airport Rules and Regulations	In process. Draft document is currently being reviewed by the Airport Coordinator.	<ul style="list-style-type: none"> • Final review and approval by City Council. • Distribute to Airport tenants.

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	UNDERWAY
Project Completed – Phase 1&2	Fall 2015

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

TRACER Ridership: As shown below, year to date ridership is at 142,518 up 23,592 riders compared to year to date ridership in April of FY13-14 an increase of approximately 19.8%

April Year To Date Ridership Comparison

	FY 12/13	FY 13/14	FY14/15
FIXED ROUTE			
Regular	32,799	32,895	42,440
Student	27,583	28,990	32,993
Senior	11,128	11,209	13,423
Disabled	5,777	4,082	5,344
Free	7,457	13,735	14,772
Passengers w/tickets	8,256	15,825	18,786
Total	93,000	106,736	122,742
PARATRANSIT			
Regular	115	78	43
Senior	4,566	4,891	3,220
Disabled	8,247	7,106	11,442
Free	354	115	55
Total	13,282	12,190	14,760
ALL SYSTEMS			
Regular	32,914	32,973	42,483
Student	27,583	28,990	32,993
Senior	15,694	18,315	16,643
Disabled	14,024	4,082	16,786
Free	7,811	13,735	14,827
Passengers w/tickets	8,256	15,825	18,786
TOTAL	106,282	118,926	142,518

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		