

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, August 13, 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 July 9, 2015
5. Correspondence
6. New Business
 - a. Approve Commission Goals and Objectives for FY 2015/16 and FY 2016/17
 - b. Appointment of a Subcommittee for Participation in Airport Rules and Regulations Review
7. Items from the Commission
8. Items from Staff
 - a. Airport Update
 - b. Transit Update
9. Items from the Audience
10. Adjournment

POSTED: August 10, 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.

JULY 9, 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:** Ed Lovell, Management Analyst II; Nancy Earhart, Airport Coordinator; Jayne Pramod, Transportation Coordinator.
 - d. **Recorded By:** Jayne Pramod, Transportation Coordinator
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF REGULAR MEETING MINUTES OF MAY 14, 2015**
 - a) **Motion to Approve:** Commissioner Silva
 - b) **Second:** Commissioner Gamino
 - c) **Abstain:** None
 - d) **Vote** Approved by unanimous vote
5. **CORRESPONDENCE:** Ed Lovell introduced Nancy Earhart, newly hired Tracy Airport Coordinator.
6. **NEW BUSINESS:**
 - a. **Provide Input on Commission Goals and Objectives for FY 2015/16 and FY 2016/17:**

Commission requested the following Goals and Objectives for FY 2015/16 and FY 2016/17

 - Increase amount of electric vehicle charging stations around Tracy
 - Explore parking revenue (Downtown)
 - Revisit Bikeway Master Plan, update
 - Display cases sharing history of Tracy (TTS & Airport, explore and document airport history)
 - Coordinate bike safety education for youth
 - Transportation Fair
 - Airport Activity
 - Bicycle activity w/ PD Safety Fair
 - Update list of events/activities that the TAC can support
 - Bicycle Safety video contest

These will be evaluated by staff and brought back for finalization at the next meeting.

7. ITEMS FROM THE COMMISSION:

Commissioner Varela: commented on the traffic congestion at Mountain House Parkway and Schulte Road due to Cordes Ranch construction, staff recommended to contact Development Services Dept.

Commissioner Vaughn: asked when City Manager will attend the Commission meeting

Commissioner Favors: thanked for the Commission business cards

8. ITEMS FROM THE STAFF:

Airport Updates: Ed Lovell referred the Commission to airport updates. A full list of airport improvement items will be provided at a future meeting.

Transit Updates: Transit Update on Year to Date Ridership for May was at 164,453 up 25,355 riders compared to Year to Date Ridership in May of FY13-14, an increase of approximately 18%.

9. ITEMS FROM THE AUDIENCE:

Trina Anderson, Tracy resident, requested an electric vehicle charging station at the Tracy Airport. She also requested light reflectors to be installed on the South West side of the outhouse and a reflector for the tetrahedron light at the Tracy Airport.

10. ADJOURNMENT TO NEXT REGULAR MEETING AUGUST13, 2015

- a. **Motion to Approve:** Commissioner Silva
- b. **Second:** Commissioner Varela
- c. **Vote:** Approved by unanimous vote
- d. **Time:** 8:08 p.m.

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
August 13, 2015**

AGENDA ITEM 6.a.

REQUEST

APPROVE COMMISSION GOALS AND OBJECTIVES FOR FY 2015/16 AND FY 2016/17

DISCUSSION

At the July 9, 2015 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:

- Increase amount of charging stations around Tracy
- Explore parking revenue (Downtown)
- Revisit BMP, update
- Display cases sharing history of Tracy (TTS & Airport, explore and document airport history)
- Coordinate bike safety education for youth
- Transportation Fair
- Airport Activity
- Bicycle activity w/ PD Safety Fair
- Update list of events/activities that the TAC can support
- Bicycle safety video contest

These goals were ultimately realigned into two main goals of Community Outreach and Commission Education. Some of the goals did suggested by the commission did not make the final list since they were not ultimately under the purview of the commission. Others were combined as they were similar in nature. A draft of potential key focus areas, objectives, actions steps, timelines and assignments is presented as Exhibit A.

Staff is asking the commission to review the draft goals and objectives presented, provide feedback, and approve the final goals and objectives.

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 approve the commission goals and objectives for FY 2015/16 and FY 2016/17.

ATTACHEMENT

Exhibit A – DRAFT Transportation Commission Goals and Objectives for FY 2015/2016 and 2016/2017.

TRANSPORTATION COMMISSION GOALS ~ FISCAL YEAR 2015/2016 & 2016/2017

Item	Goal	Key Focus Area	Objective	Action Steps	Completion Date	Status (Assignment)
		<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 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</p>		<p>Transit Station Reserved for 9/12/15</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 1.1.B.2. Determine Scope of the event 1.1.B.3. Determine logisitics of the event</p>		
	<p>COMMUNITY OUTREACH -----</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 1.1.C.2. Work with staff to coordinate with PD Safety Fair 1.1.C.2. Determine Scope of the event 1.1.C.3. Determine logisitics of the event</p>		
<p>1</p>	<p>Educate the community on various transportation opportunities</p>	<p>1.2. PROVIDE TRANSPORTATION RELATED INFORMATION</p>	<p>1.2.A. Create a list of events for the Commission to provide outreach</p>	<p>1.2.A.1. Create a subcommittee to work on the development of the list 1.2.A.2. Compile a list of activities and events where the commission can have a booth to provide information 1.2.A.3. Coordinate with City staff to secure a space at each event 1.2.A.4. Make assignments for each event</p>		

TRANSPORTATION COMMISSION GOALS ~ FISCAL YEAR 2015/2016 & 2016/2017

Item	Goal	Key Focus Area	Objective	Action Steps	Completion Date	Status (Assignment)
TO THE COMMUNITY						
			<p>1.2.B. Coordinate bicycle safety education for youth</p> <p>1.2.C. Create display cases showing history of Tracy Airport and Transit Station</p>	<p>1.2.B.1. Create a subcommittee to work on the coordination of bicycle safety information</p> <p>1.2.B.2. Determine methods to provide bicycle safety information to youth in the community</p> <p>1.2.C.1. Create a subcommittee to work on the display case information</p> <p>1.2.C.2. Determine information to be stored in display cases at each location</p> <p>1.2.C.3. Present to the commission what the display cases would look like</p> <p>1.2.C.4. Determine a suitable location for display cases</p> <p>1.2.C.5. Determine costs for display cases</p>		
2	<p>COMMISSION EDUCATION</p> <p>-----</p> <p>Increase the knowledge base in various areas under the purview of the commission</p>	<p>2.1. BIKEWAYS</p>	<p>2.1.A. Review Bikeways Planning documents</p>	<p>2.1.A.1. Create a subcommittee to review Bikeways Master Plan (BMP) documents</p>		

CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION
August 13, 2015

AGENDA ITEM 6.b.

REQUEST

**APPOINTMENT OF A SUBCOMMITTEE FOR PARTICIPATION IN AIRPORT RULES
AND REGULATIONS REVIEW**

DISCUSSION

The current approved Airport Rules and Regulations are listed in the Tracy Municipal Code section 2.28. This code is outdated and staff is recommending that the existing ordinance in its entirety be replaced with a new ordinance detailing the airport's new rules and regulations.

Staff is requesting two Transportation Advisory Commissioners to participate in the review of the recommended ordinance changes. The adoption of this new ordinance by City Council would implement new rules and regulations at the Tracy Municipal Airport. Subcommittee members will receive a copy of the recommended ordinance by no later than August 20, 2015. Recommendations will need to be submitted to staff by no later than September 2, 2015. The subcommittee will present their recommendations at the regular meeting of the Transportation Advisory Commission on September 10, 2015. It is anticipated that the proposed ordinance will be taken to City Council for approval at their October 6, 2015 regular meeting.

RECOMMENDED ACTION

That the Commission Chair appoint a two-person subcommittee for participation in Airport Rules and Regulations review.

FISCAL IMPACT

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

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
August 13, 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"> • Reconstruction of runway 8-26. (COMPLETE) • Reconstruction of runway 12-30 (UNDERWAY)
S-19	Removal of Aligned Taxiway	COMPLETE	
S-23	Update Airport Rules and Regulations	In process. Scheduled to go to City Council on October 6th.	<ul style="list-style-type: none"> • Draft document to be reviewed by TAC Subcommittee.

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 180,961 up 16,508 riders compared to year to date ridership in June of FY13-14 an increase of approximately 10%

June Year To Date Ridership Comparison

	FY 12/13	FY 13/14	FY14/15
FIXED ROUTE			
Regular	37,813	45,649	49,609
Student	33,386	35,400	37,119
Senior	13,138	14,767	16,155
Disabled	4,706	5,763	6,258
Free	15,939	15,595	16,594
Passengers w/tickets	19,177	31,180	33,088
Total	124,159	148,354	158,823
PARATRANSIT			
Regular	87	43	43
Senior	5,722	3,552	3,816
Disabled	9,001	12,277	13,073
Free	129	227	239
Total	14,939	16,099	17,171
ALL SYSTEMS			
Regular	37,900	45,692	49,652
Student	33,386	35,400	37,119
Senior	18,860	18,319	19,971
Disabled	13,707	18,040	24,298
Free	16,068	15,822	16,833
Passengers w/tickets	19,177	31,180	33,088
TOTAL	139,098	164,453	180,961

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		