

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, October 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 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 September 10, 2015
5. Correspondence
6. New Business
 - a. Receive Report and Provide Suggestions on Unmet Transit Needs
 - b. Review and 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: October 5, 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.

SEPTEMBER 10, 2015

1. **CALL TO ORDER:** Commissioner Favors called the meeting to order at 7:00 p.m.
2. **ROLL CALL :**
 - a. **Present:** Dan Ball, Michael Carter, John Favors, Larry Gamino, Tim Silva, Noel Varela, Alvin Vaughn
 - b. **Absent:** Ameni Alexander, Jacy Krogh
 - 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 AUGUST 13, 2015**
 - a) **Motion to Approve:** Commissioner Vaughn
 - b) **Second:** Commissioner Gamino
 - c) **Abstain:** None
 - d) **Vote** Approved by unanimous vote
5. **PRESENTATION ON UNMET TRANSIT NEEDS:** Daniel Meza, San Joaquin Council of Governments Regional Planner, presented on the Unmet Transit Needs Public Hearing process.
6. **CORRESPONDENCE:** None
7. **NEW BUSINESS:**
 - a. **Recommend that City Council Approve the Revisions to Chapter 2.28 of the Tracy Relating Municipal Code to the Tracy Municipal Airport and New Jerusalem Airport**
Commission after discussion and audience input, requested staff to consider the input from the Tracy Airport Association regarding the updated rules. Commissioner Carter's motion to amend and continue the item to the next meeting was second by Commissioner Ball and approved unanimously.
 - b. **Review and Provide Input on Commission Goals and Objectives for FY 2015/16 and FY 2016/17** Commissioners agreed not to have a Transit Info booth at the Brews and Blues event.
9. **ITEMS FROM THE COMMISSION:**

Commissioner Gamino: commented on New Jerusalem Airport runway fire. He informed Bicycle accidents in Stockton are published in Records Newspaper, asked if City of Tracy publishes bicycle accidents in the local newspaper.

Commissioner Favors: Commented on bikeway debris removal. Staff requested Commissioners to inform staff of areas of concern so Public Works can be notified to remove the debris.

10. ITEMS FROM THE STAFF:

Airport Updates: Ed Lovell referred the Commission to airport updates.

Transit Updates: Transit Update on Year to Date Ridership for July was at 10,585 up 802 riders compared to Year to Date Ridership in July of FY14-15, an increase of approximately 8%.

Staff informed Commission an order for five new 35' freightliner buses will be placed upon Council approval next week. In October, Staff will be working on securing grant funds for additional buses.

11. ADJOURNMENT TO NEXT REGULAR MEETING OCTOBER 8, 2015

- a. Motion to Approve:** Commissioner Silva
- b. Second:** Commissioner Varela
- c. Vote:** Approved by unanimous vote
- d. Time:** 9:10 p.m.

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

AGENDA ITEM 6.b.

REQUEST

**REVIEW AND PROVIDE INPUT ON 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. These goals were ultimately realigned into two main goals of Community Outreach and Commission Education and brought to the Transportation Commission for final approval at the August 13, 2015 regular meeting. The final list of goals approved by the commission as well as associated key focus areas and objectives is attached as Exhibit A to this report.

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 at this time.

RECOMENDATION

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

ATTACHEMENT

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

CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
October 8, 2015

AGENDA ITEM 6.a.

REQUEST

RECEIVE REPORT AND PROVIDE SUGGESTIONS ON UNMET TRANSIT NEEDS

DISCUSSION

In 1978, the Transportation Development Act (TDA) was amended to require an Unmet Transit Needs study be undertaken before the allocation of Local Transportation Funds for other non-transit purposes could be approved. Unmet Transit Needs are defined as transportation services not currently provided to those residents who use or would use public transportation regularly, if available, to meet their life expectations. As the Regional Transportation Agency, San Joaquin Council of Governments (SJCOG) must identify any unmet transit needs that exist in the county each year. If any unmet needs are found, further determinations must be made to determine whether or not these needs are reasonable to meet. As part of this process, SJCOG is required to perform the following:

- Ensure that several factors have been considered in the planning process, including: size and location of groups likely to be dependent on transit, adequacy of existing services, and potential alternative services and service improvements that could meet all or part of the travel demand.
- Hold a public hearing to receive testimony on unmet needs.
- Determine definitions for “unmet transit needs” and “reasonable to meet.”
- Adopt a finding regarding unmet transit needs and allocate funds to address those needs, if necessary, before street and road TDA allocations.

SJCOG requests that each member government agency hold at least one public hearing on unmet transit needs in the area under its jurisdiction. The San Joaquin Regional Transit District is responsible for the Stockton Metropolitan Area intracity, intercity and rural transit services and is thus required to hold public hearings in Stockton and throughout the county. SJCOG must also hold a public hearing before its Social Services Transit Advisory Committee (SSTAC). Letters requesting public hearings have been submitted to each of the jurisdictions. If you have any questions please contact Daniel Meza of SJCOG staff.

FY 16/17 Unmet Transit Needs Schedule

- August through December 2015: Local Jurisdiction Public Hearings
- August through December 2015: SJCOG Public Outreach
- December 2, 2015: SJCOG Public Hearing during SSTAC meeting
- February 2016: Draft UTN Report Available for Review and Public Comment
- April 2016: SSTAC Considers Final UTN Report for Adoption
- April 2016: SJCOG Board Considers Adoption of the Final UTN Report

Additional information regarding the Unmet Transit Needs process can be found at <http://www.sjcog.org/index.aspx?nid=182>

RECOMMENDATION

That the Commission receive the report and provide suggestions on Unmet Transit Needs.

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

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>	1.1.A.1. Create a subcommittee to work on development of the event		Krogh, Varela
				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		Transit Station Reserved for 9/12/15
			1.1.B. Sponsor/Support an Airport Event	1.1.B.1. Create a subcommittee to work on development of the event		Carter, Gamino
			1.1.B.2. Determine Scope of the event			
			1.1.B.3. Determine logisitics of the event			
		1.1.C. Sponsor/Support a Bicycle Event	1.1.C.1. Create a subcommittee to work on development of the event		Silva	
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						
1.2.A. Create a list of events for the Commission to provide outreach	1.2.A.1. Create a subcommittee to work on the development of the list		Vaughn			
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						

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>		<p>Silva</p> <p>Favors, Gamino</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>		<p>Silva, Krogh</p>

CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
October 8, 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	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 (COMPLETE)
S-19	Removal of Aligned Taxiway	COMPLETE	
S-23	Update Airport Rules and Regulations	In process. Revisions being made based on discussion at September TAC meeting.	<ul style="list-style-type: none"> • Scheduled to go to City Council on December 2nd.

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 26,450 down 1,966 riders compared to year to date ridership in August of FY14-15 an decrease of approximately 7%

August Year To Date Ridership Comparison

	FY 13/14	FY 14/15	FY15/16
FIXED ROUTE			
Regular	5,441	10,148	7,250
Student	1,789	5,264	5,327
Senior	2,053	2,667	2,670
Disabled	449	1,222	871
Free	6,851	5,326	2,417
Passengers w/tickets	2,911	898	3,616
Total	19,494	25,525	22,151
PARATRANSIT			
Regular	6	12	0
Senior	1,187	516	563
Disabled	834	2,340	3,674
Free	31	23	31
Total	2,058	2,891	4,268
ALL SYSTEMS			
Regular	5,447	10,160	7,250
Student	1,789	5,264	5,327
Senior	3,240	3,183	3,233
Disabled	1,283	3,562	4,545
Free	6,882	5,349	2,448
Passengers w/tickets	2,911	898	3,647
TOTAL	21,552	28,416	26,450