

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, February 11, 2016, 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 January 14, 2015
5. Correspondence
6. New Business
 - a. Recommend that City Council Approve the Revisions to Chapter 2.28 of the Tracy Municipal Code Relating to the Tracy Municipal Airport and the New Jerusalem Airport
 - b. Receive Information on Capital Improvement Projects Suggested by the Commission at the November 12, 2015 Regular Meeting
 - c. 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: February 8, 2016

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.

JANUARY 14, 2016

1. **CALL TO ORDER:** Commissioner Krogh called the meeting to order at 7:02 p.m.
2. **ROLL CALL :**
 - a. **Present:** Ameni Alexander, Michael Carter, John Favors, Larry Gamino, Jacy Krogh, Noel Varela, Alvin Vaughn
 - b. **Absent:** Dan Ball, Tim Silva
 - 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 DECEMBER 10, 2015**
 - a) **Motion to Approve:** Commissioner Carter
 - b) **Second:** Commissioner Alexander
 - c) **Abstain:** None
 - d) **Vote** Approved by unanimous vote
5. **CORRESPONDENCE:** Staff informed Commission regarding City of Tracy's new Parks and Recreation Department and the appointment of new Parks and Recreation Director, Andre Pichly.
6. **NEW BUSINESS:**
 - a. **Review and Provide Input on Commission Goals and Objectives for FY 2015/16 and FY 2016/17**
 - 1.1 Staff informed Commission regarding coordinating with Police Department on the possibility of organizing Bike Safety event during PD Safety Fair. Commissioner Gamino commented on the recent bicycle workshop held by City of Stockton and drone education, he encouraged City of Tracy to conduct similar workshops to promote education and safety awareness.
 - 1.2 Commissioner Vaughn provided an updated list of City community events that Commission could attend or participate to provide outreach. Commissioner Varela provided feedback on his outreach activity at the Downtown Tracy Farmers Market.
7. **ITEMS FROM THE COMMISSION:**

Commissioner Carter: enquired about the Airport Rules update, staff informed a Subcommittee meeting will be scheduled to review the updates. Also addressed regarding airport hangar clean up and new apartment complex south of Corral Hollow.

Commissioner Gamino: asked if Commissioners rode TRACER bus, and also asked about the Transit Budget, the Park and Ride future site

Commission Krogh: asked about bicycle access on the temporary 11th Street Bridge.

8. ITEMS FROM THE STAFF:

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

Transit Updates: Transit Update on Year to Date Ridership for November was at 62,178 down 3,570 riders compared to Year to Date Ridership in November of FY14-15, a decrease of approximately 5.4%.

Staff provided an update on the newly installed sign - Bus Stop Parking Only, and status on updating the Transit Short Range Plan, Staff also answered Commissions' questions on New Jerusalem Airport, Aerobatic box, fuel and jet service at the airport and CIP list.

9. ITEMS FROM THE AUDIENCE

Trina Anderson, Tracy, enquired about hangar availability and suggested additional marketing. She also addressed bike and sidewalk access on Tracy Blvd south of Linne Rd. Staff provided input on hangar waiting list, update on the tie downs and AWOS, addressed concerns regarding New Jerusalem Airport.

George Riddle, Tracy, recommended Commissioner Gamino's idea on drone education.

ADJOURNMENT TO NEXT REGULAR MEETING JANUARY 14, 2016

- a. **Motion to Approve:** Commissioner Gamino
- b. **Second:** Commissioner Alexander
- c. **Vote:** Approved by unanimous vote
- d. **Time:** 8:02 p.m.

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION
February 11, 2016**

AGENDA ITEM 6.a.

REQUEST

RECOMMEND THAT CITY COUNCIL APPROVE THE REVISIONS TO CHAPTER 2.28 OF THE TRACY MUNICIPAL CODE RELATING TO THE TRACY MUNICIPAL AIRPORT AND THE NEW JERUSALEM AIRPORT

DISCUSSION

The current approved Airport Rules and Regulations are listed in the Tracy Municipal Code (TMC) 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 updated rules and regulations.

At the August 13, 2015 Transportation Commission regular meeting, a subcommittee of three commissioners was appointed to review the proposed ordinance change. The subcommittee met with staff to review the changes and provide feedback. Overall the subcommittee approved of the revisions with minor corrections being made and areas of redundancy eliminated. At the September 10, 2015 regular meeting of the Transportation Commission, members of the Tracy Airport Association (TAA) expressed concern with some of the language in the proposed ordinance and provided written comments to the Commission and to staff. The comments by the TAA were reviewed by the subcommittee and staff and revisions were made to the proposed ordinance. Staff and the subcommittee recommend that the commission recommend that City Council approves the revisions.

Attached as Exhibit A to this report is a draft of the revisions to TMC 2.28. Minor revisions may be made to the final version, including formatting, as this document is reviewed for final approval by the City Attorney's office. The adoption of this new ordinance by City Council would implement the updated rules and regulations at the Tracy Municipal Airport. It is anticipated that the proposed ordinance will be taken to City Council for approval at their March 15, 2016 regular meeting.

FISCAL IMPACT

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

RECOMMENDED ACTION

That the Commission recommends that City Council approve the revisions to Chapter 2.28 of the Tracy Municipal Code relating to the Tracy Municipal Airport and the New Jerusalem Airport.

ATTACHMENTS

Exhibit A – DRAFT Revisions to T.M.C. 2.28

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CITY OF TRACY TRACY MUNICIPAL CODE 2.28

DEFINITIONS:

For the purposes of this section the following definitions shall apply:

"Abandoned Aircraft, Vehicles and/or Property "means property found at the Airport in a location where the owner likely intended to leave it, but is in such a condition that it is apparent that the owner has no intention of returning to claim it.

"Accident" means a collision or other contact between any part of an aircraft, vehicle, person, stationary object and/or other thing which results in property damage, personal injury, or death; or an entry into or emergence from a moving Aircraft or vehicle by a person which results in personal injury or death to such person or some other person or which results in property damage.

"Aeronautical Activity" means any activity that involves, makes possible, facilitates, is related to, assists in or is required for the operation of an Aircraft or Airport or which contributes to, or is required for, the safety of Aircraft and/or Airport operations.

"Agreement," or "Permit" means a written contract, executed by both parties, and enforceable by law between the City and an individual or entity granting a concession, transferring rights or interest in land and/or improvements, and/or otherwise authorizing and/or prohibiting the conduct of certain activities. Such Agreement will recite the terms and conditions under which the Activity will be conducted at the Airport including; but not limited to, the term of the Agreement, rents, fees, and charges to be paid by the individual or entity; and the rights and obligations of the respective parties. Examples include, but are not limited to, Commercial Aviation Permits and Hangar and Tie-Down Lease Agreements.

"Aircraft" means any contrivance now known or hereafter invented which is used or designed for navigation of or flight in air, except a parachute or other contrivance designed for such navigation but used primarily as safety equipment. This includes, but is not limited to, airplanes, airships, balloons, dirigibles, rockets, helicopters, gliders, gyrocopters, ground-effect machines, sailplanes, amphibians, ultra-lights, light sport and seaplanes.

"Airplane" means, more specifically, an engine-driven, fixed-wing Aircraft heavier than air that is supported in flight by the dynamic reaction of the air against its wings.

"Aircraft Maintenance" means the repair, maintenance, alteration, preservation, or inspection of Aircraft including the replacement of parts and shall be considered either "major repairs" or "minor repairs". "Major repairs" include major alterations to the airframe, powerplant, and propeller as defined in 14 Code of Federal Regulations ("C.F.R.") Part 43. "Minor repairs" include normal, routine annual inspection with attendant maintenance, repair, calibration, or adjustment of Aircraft and their accessories.

"Aircraft Operator" means a person who uses, causes to be used, or authorizes to be used an aircraft, with or without the right of legal control (as owner, lessee, or otherwise), for the purpose of air navigation including the piloting of aircraft, or on any part of the surface of the Airport.

"Airframe and Powerplant Mechanic (or "A & P Mechanic")" means a person who holds an Aircraft mechanic certificate with both the airframe and powerplant ratings. This certification is issued by the Federal Aviation Administration ("FAA") under the provisions of 14 C.F.R. Part 65.

"Airport Operating Area ("AOA") means any area of the Airport used or intended to be used for landing, taking-off, or surface maneuvering of aircraft.

EXHIBIT A

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- "Airport" means the Tracy Municipal Airport, located in the City of Tracy, state of California.
- "Airport Manager" means the person appointed to this position by the City Manager, or the Airport Manger's authorized representative.
- "Aviation-Related Activity" means any activity conducted on Airport property that provides service and support to Airport users. The following are examples of aviation-related activities; they include but are not limited to ground transportation, restaurants, concessions, etc.
- "Based aircraft" means any Aircraft assigned a reserved tie-down, shelter or hangar space for the majority of the calendar year, whether or not such assignment is made under a written lease with the City.
- "City" means the City of Tracy, California
- "Commercial Aviation Activity" means any Aeronautical Activity performed with the intent to generate and/or secure earnings, income, compensation (including exchange or barter of goods and services), and/or profit, whether or not such objectives are accomplished.
- "Commercial Aviation Permit or "CAP" means a legal agreement between the City and an individual or entity providing a Commercial Aviation Activity which grants permission to perform such activity on or from the Airport property.
- "Council" means the Council of the City of Tracy
- "Derelict Aircraft or Damaged Vehicles or Property" means any Non-Flying Aircraft, Vehicle, or other property in obvious need of major repairs.
- "FAA" means the Federal Aviation Administration.
- "Fuel" means any substance (solid, liquid, or gaseous) used to operate any engine in aircraft, e.g., avgas, jet fuel, auto fuel, diesel, and bio-fuel. These fuels may also be used in vehicles or equipment, but only when such usage is appropriate and permitted.
- "Fuel Handling" means the transportation, delivering, fueling, or drainage of fuel or fuel waste products.
- "Hangar" means a fully enclosed, lockable storage space for one or more aircraft.
- "Hazardous Materials" means any oil, petroleum products, flammable substances, explosives, radioactive materials, wastes, or substances or any other wastes, material or pollutants which pose a hazard to the health and safety of any person on or entering the Airport or which are classified as hazardous materials under applicable Regulatory Measures.
- "Lessee" or "Tenant" means an individual or entity that has entered into an Agreement with the City to occupy, use, and/or develop land and/or improvements and engage in Aeronautical Activities.
- "Movement Areas" are the taxiway and runway portions of the AOA.
- "Non-Flying Aircraft" means an Aircraft that has not been utilized, flown or worked on for a period of 12 consecutive months and/or has not been maintained in flyable condition. Aircraft identified as Non-Flying Aircraft need not be in obvious need of major repairs.
- "Operator" means an individual or entity that has entered into an Agreement with the Airport to engage in Commercial Aviation Activities.
- "Person" means an individual, firm, partnership, corporation, company, association, · joint-stock association, or governmental entity.
- "Preventive Maintenance" means simple or minor preservation operations and the replacement of small standard parts not involving complex assembly operations.

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"Regulatory Measures" means federal, state, county, and City laws, codes, ordinances, policies, rules and regulations, all as may be in existence, hereafter enacted, and amended from time to time.

"Rules and Regulations Manual" ("Manual") means the provisions contained in this document which pertain to the use and operations of the Airport.

"Special Event" means a specific occasion so arranged or planned for a particular purpose that is in addition to or more than the permitted activities engaged in by an individual (including an Operator, Lessee or third parties) or entity at the Airport pursuant to an Agreement.

"Tie-down" means the paved area suitable for parking and mooring of Aircraft wherein suitable tie-down points have been located.

"Transient Aircraft" means any Aircraft which utilizes the Airport for occasional temporary purposes, generally no longer than ten days, and which is based at another Airport and is not assigned a reserved tie-down or hangar at the Airport.

"Transportation Advisory Commission" mean the citizens appointed by the Tracy City Council to advise them on Transportation Matters.

1. General Regulations

- 1.1. The Tracy Municipal Airport and New Jerusalem Airport shall be conducted as airport facilities for the promotion and accommodation of air commerce and as public air terminals.
- 1.2. The airports shall be under the supervision of an Airport Manager appointed by the City Manager in accordance with the laws of the City. It shall be the duty of the Airport Manager to enforce the provisions of this chapter.
- 1.3. The airports shall be open for public use at all hours of the day and night, subject to the rules and regulations set forth in this chapter, the payment of fees, and such restrictions due to inclement weather, the conditions of the landing area, the presentation of special events, and like causes as may be determined by the Airport Manager.
- 1.4. All aeronautical activities at the Airport shall conform to the current applicable provisions of the FAA regulations, orders and Advisory Circulars (ACs), standard operating procedures as outlined in the Aeronautical Information Manual (AIM), applicable state laws and regulations, and orders issued by the City. All Operators of Aircraft are responsible for complete knowledge of all laws, rules and regulations relating to the operation of aircraft.
- 1.5. The City may prohibit Aircraft operations when it is determined that conditions are such that continued operations would be unsafe. The City may issue a Notice to Airmen ("NOTAM") to close any portion of the Airport, or to terminate or restrict any activity thereon. Under no circumstances shall an authorized Airport closure or restriction constitute grounds for reimbursement by the City of any expense, loss of revenue, or damage incurred by any Operator, Lessee, or any other individual or entity.
- 1.6. The use of any contrivance or device that could potentially interfere with safe Aircraft operations, e.g., radio-controlled aircraft, go-carts, bicycles, golf carts, roller blades, roller skates, skate boards, etc., shall not operate on the Airport Movement Area, without prior written permission from the Airport Manager.
- 1.7. Derelict Aircraft, or Damaged Vehicles and Personal Property shall not be permitted within the tie-down, hangar or ramp areas and may be removed immediately (e.g. towed or hauled)

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by the Airport Manager. The owner shall be notified of the expenses of such removal, such as towing or hauling) charges and any storage fees, and shall become a lien chargeable to the owner of said motor Vehicle, Aircraft, or Property. Said owner (if known by the Airport Manager) shall be notified of the removal, towing and storage of said motor Vehicle, Aircraft, or other Personal Property by certified or registered mail, return receipt requested, sent to the owner's address (if known by the Airport Manager), within three days of said removal, towing and storage.

- 1.8. Abandoned Aircraft, Vehicles and Property shall not be permitted within the tie-down, hangar, ramp areas, or vehicle parking lots and may be removed immediately (e.g. towed) by the Airport Manager. The Airport Manager may take whatever action is deemed appropriate to remove and/or dispose of any such items. Said owner (if known by the Airport Manager) shall be notified of the removal and/or disposal of such items by certified or registered mail, return receipt requested, sent to the owner's address (if known by the Airport Manager). Such action shall be at the risk and expense of the owner of such items and without any liability to the City for damage that may result from such action.
- 1.9. No person shall post, distribute or display signs, advertisements, circulars, printed or written matter at the Airport except with the approval and in such a manner as may be prescribed by the Airport Manager. The Airport Manager or designee may post or cause to have posted signs, or employ other markings, for the purpose of giving notice of these Rules and Regulations, or other orders or directives deemed necessary.
- 1.10. Flying clubs. A current roster of officers and directors of each flying club must be filed with the airport manager. All aircraft owned, leased or used by the flying club must be registered with the airport manager. Club members cannot engage in, and club aircraft cannot be used for, commercial ventures, purposes or operation unless except as set forth in Section 4.
- 1.11. Any person accessing or using the Airport shall be responsible for their actions, and all actions of any of their invitees.
- 1.12. Any and all Airport property destroyed, injured, or damaged shall be paid for by the individual or entity responsible for such destruction, injury, or damage thereto.
- 1.13. No person shall, in the use of the Airport or any of the improvements located thereon, discriminate or permit discrimination against any other person or group of persons on the basis of race, color, religion, sex, age, disability, or national origin in any manner prohibited by 49 CFR Part 21 of the Regulations of the Office of the Secretary of Transportation and Title VI of the Civil Rights Act of 1964.
- 1.14. The Airport Manager has the authority to take any such action as may be necessary to enforce these Rules and Regulations.
- 1.15. In any situation creating hazardous or dangerous conditions not specifically covered or expressed by this code, the Airport Manager is authorized to implement actions and/or determinations in a manner not inconsistent with this code.

2. Rates and Charges

- 2.1. The rates and charges for the use of the facilities of the Airport shall be those established in the various leases, or in the absence of such leases, as established from time to time by resolution of the City Council.

3. Aircraft Regulations

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- 3.1. Operating an Aircraft in a careless or negligent manner, or in disregard of the rights and safety of others, or without due caution, or at a speed or in a manner which does or is likely to endanger persons or property, is prohibited.
- 3.2. Aircraft shall be parked only in those areas designated for such purpose by the City and shall be positioned in such a manner so as not to block taxi lanes or obstruct access to hangars, parked Aircraft or vehicles. Unless provided for in an Agreement with the City, no person shall use any area of the Airport for the parking and storage of Aircraft, other than for designated Transient Aircraft parking, without prior written permission from the Airport Manager.
- 3.3. Aircraft Operators shall ensure that Aircraft are properly tied down and chocked when left unattended. Upon request from the Airport Manager, the Operator of any Aircraft parked or stored at the Airport shall move the Aircraft to the location and/or position on the Airport identified by the Airport Manager. In the event the Aircraft Operator refuses or is unable to move the aircraft, or is unavailable, the Airport Manager may cause the Aircraft to be moved by a licensed and insured Operator to the designated area. This relocation shall be performed at the risk and expense of the Aircraft Operator without liability for damage that may arise from or out of such movement.
- 3.4. Only qualified persons shall start and/or operate an Aircraft engine at the Airport and/or taxi an Aircraft on the Airport. Qualified persons include a pilot, an airframe and power plant mechanic, the holder of a Light Sport Aircraft ("LSA") repairman-maintenance rating certificate, or qualified technicians licensed by the FAA and qualified to start or operate the engine(s) and/or taxi that particular class and type of Aircraft.
- 3.5. Aircraft engines shall not be started within any structure on the Airport. Any person operating an Aircraft engine in an area that is accessible to the public shall take precautions to alert and protect the public from hazards incident to such operations.
- 3.6. Aircraft shall not be taxied until the Aircraft Operator has ascertained that there is no danger of collision with any person or object in the area. In the event of any accident, the Aircraft Operator will be solely responsible for his/her actions. Any and all property destroyed, injured, or damaged shall be paid for by the entity responsible for such destruction, injury, or damage thereto.
- 3.7. Run-up of jet, turboprop and piston engines shall be performed only in the areas designated for such purpose by the City. Aircraft may not be tied to any structure during Aircraft engine run-up. The duration of run-up shall be kept to a minimum.
- 3.8. Aircraft shall not be taxied into, out of, or within any structure on the Airport.
- 3.9. Aircraft Operators shall familiarize themselves with any local noise abatement procedures.
- 3.10. Leaving an Aircraft unattended with an engine running is prohibited.
- 3.11. Cleaning of Aircraft through the process of using water shall be performed only at designated Aircraft wash racks, if any, and in accordance with current water regulations.
- 3.12. The owner or Operator of an Aircraft involved in an accident involving substantial damage or serious injury on the Airport resulting in injury to person or damage to property shall notify the City as soon as practicable, but in no event less than 24 hours.
- 3.13. An Aircraft involved in an accident on the Airport may not be removed from the scene of the accident until authorized by the City which shall receive removal authorization from the

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Oakland Flight Standards District Office or the National Transportation Safety Board. After authorization to move the disabled Aircraft has been issued, the owner or Aircraft Operator shall make immediate arrangements to have the Aircraft moved. If removal is not initiated within a reasonable amount of time, the City may have the Aircraft removed at the owner's risk and expense. The expenses of such removal and any storage fees shall become a lien secured by the title to said aircraft. The registered owner of the Aircraft shall be notified of the removal and storage of said property by certified or registered mail, sent to the owner's address (if known by the Airport Manager) within three days of said removal and storage.

4. Conduct of Business or Commercial Activity

- 4.1. No person shall engage in any commercial aviation activity of any nature on the Airport except in conformance with this section.
- 4.2. Commercial Aircraft maintenance in hangars shall be limited to that specifically permitted by the type rating established in the Uniform Building Code and in compliance with the directives of the Tracy Fire Department.
- 4.3. No person shall use the Airport in any manner whatsoever for any commercial profit, gainful or revenue producing purpose, regardless of the form of compensation, at or in assigned or unassigned spaces(s), unless such activities are pursuant to a Commercial Aviation Permit (CAP) including flight instruction and aircraft repair, until such person has entered into a written contract and been issued a permit by the city. The following activities shall be permitted as defined below:
 - 4.3.1. A person shall repair an aircraft, aircraft engine, propeller or apparatus only in an area of the airport designated for such purpose by the Airport Manager. Minor adjustments may be done while the aircraft is on a loading ramp preparatory to taxi and takeoff when such adjustment is necessary to prevent a delayed departure.
 - 4.3.2. An owner(s)/operator of an aircraft may perform repairs upon owned aircraft providing such individuals are permitted to do such work under current Federal Aviation Regulations; provided further that such work is conducted so as not to create any hazards or nuisance to other aircraft, persons or operator upon the airport. The work must be performed in an area approved by the Airport Manager. The approval will include without further designation those persons who may assist the owner/operator as described in section 6.4.
 - 4.3.3. A person holding a current appropriate FAA certificate may assist an owner/operator, instruct an owner or supervise permitted work as defined in section 6.3. This person will not be deemed an aviation operator in business on the airport which requires a contract with or permit from the city because he assists, instructs or supervises an owner who performs such permitted work.
 - 4.3.4. A person holding a current FAA flight instruction license, who gives occasional flight instruction to an owner/operator of an aircraft in the owner/operator's aircraft, shall not be deemed an aviation operator in business on the airport requiring a contract with the city or a permit from the director.
- 4.4. The Airport Manager may issue permits to individuals or companies to perform maintenance: on aircraft under unusual circumstances, i.e., repair to flyaway status, by owner of aircraft not

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based upon airports; on aircraft of unusual design, size or age; aircraft and components for which there is not any qualified certificated operator upon the airport;

- 4.5. The registered owner of an aircraft is not prohibited from offering his aircraft for sale or from selling his aircraft.
- 4.6. A purchaser of goods or services from an aviation operator or permit holder in business on the airport may freely do so without a permit, contract or permission from the airport manager.
- 4.7. An owner/operator will not be prevented from performing a service for himself or from obtaining any service or labor from persons, other than aviation operators in business on the airport, when the owner/operator is unable or unwilling to either obtain the needed service or goods on the airport involved or unable or unwilling to reach agreement with the available aviation operators on the airport.
- 4.8. A permit, issued by the airport manager, is required to be obtained by any person rendering services or labor to the aircraft owner as described in this section. The permit shall be obtained prior to performing any service or labor for the owner/operator as described in this section.
- 4.9. The permit as described in section shall be issued by the airport manager under the following terms and conditions:
 - 4.9.1. The airport manager shall determine with the City's Risk Manager what amount of insurance shall be required to be carried by the permit holder. The permit may be issued on an annual basis or for a single entry by the permit holder onto the airport.
 - 4.9.2. The airport manager may not refuse to issue a permit as described in this section to any person described in this section except under the following circumstances: if the person applying for the permit is in violation of any provision of this title or has been excluded from the airport for cause under any applicable section of this title at the time the person makes application for a permit; if space is not available for the intended work; and if the proposed activity will cause a hazard by the nature of its operation and its location to other users of the airport.

5. Hangars

- 5.1. All those who wish to use any available hangar space shall execute a lease agreement and abide by its terms. The lease agreement form is approved by City Council and amended from time to time.

6. Tie-Downs

- 6.1. A tenant shall execute a tie-down lease agreement and agree to abide by the terms of the agreement and this Manual. The term of all tie-down agreements shall be on a month-to-month basis until such time as the tenant or the City provides the other party with written notice of termination of the agreement. Either the tenant or the City may, upon providing 30-days' written notice to the other party, terminate a tie-down agreement. City's termination of the agreement shall be for cause. Termination of said agreement shall have no effect upon the tenant's obligations which may have accrued during the term of their tie-down agreement prior to the date of termination by either the tenant or the City. The agreement may not be assigned or transferred to any other party.

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- 6.2. Aircraft shall be parked in a manner so as to be completely contained within the space and not obstruct adjacent Aircraft parking and/or storage areas, taxiways, or taxi lanes except for temporary staging and/or fueling of such Aircraft while the Aircraft is continuously attended by a person.
- 6.3. Storage of materials or equipment shall not be permitted outdoors. Storage lockers not exceeding ten cubic feet in volume are permitted if properly maintained, reflectorized, and secured to the tie-down cable at the tail end of the tenant's aircraft.
- 6.4. Tie-down tenants may not park their vehicles on tenant's City tie-down space when the Aircraft has been removed for operational reasons as determined by the Airport Manager. Vehicles that are parked more than 30 consecutive days must be moved to long term parking areas or tenants will forfeit their leasehold interest and the vehicles will be towed. All vehicles must be operated in conformance with the Tracy Municipal Code.
- 6.5. By executing a tie-down lease agreement, tenant acknowledges receipt of a current copy of this chapter, and agrees to abide by the provisions of this chapter as adopted and as may be amended from time to time by the City Council. The City agrees to furnish tenant with an updated copy of this chapter whenever amended.
- 6.6. Transient Aircraft are permitted to use un-assigned tie-down spaces for a period of no longer than thirty days or as otherwise permitted by the Airport Manager. A daily fee for such parking shall be assessed and revised from time to time as approved by City Council resolution.

7. Aviation Fueling Operations

- 7.1. Fueling, defueling, and fuel storage activities on the Airport shall conform to the current applicable provisions of CFR, Title 14, and guidelines; all appropriate National Fire Protection Act guidelines; FAA Advisory Circular 150/5230-4 (including updates or amendments); applicable provisions of the Airport's Spill Prevention Control and Countermeasure plan ("SPCC plan"), and; applicable provisions of the Environmental Protection Agency and the California Environmental Protection Agency relating to these activities.

8. Motor Vehicle Regulations

- 8.1. Any person operating a vehicle on the Airport must have a valid state Vehicle Operator's license and evidence of insurance as required by the State. All vehicles shall meet proper state licensing, registration, and inspection requirements.
- 8.2. "Vehicle tailgating" is prohibited at all access gates. Each tenant shall his/her assigned gate access code or card, or remote control transmitter to access the Airport premises.
- 8.3. No person shall operate a vehicle in a reckless or negligent manner, or in excess of the posted or designated speed limits, other than emergency vehicles. The speed limit in Aircraft parking and hangar areas is 10 miles per hour.
- 8.4. Aircraft and pedestrians have the right of way over vehicular traffic at all times and in all locations. Vehicle Operators shall observe the directions of traffic signs and any instructions posted by the City.
- 8.5. All vehicles shall pass to the rear of taxiing aircraft.

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- 8.6. Vehicles are not permitted to enter the movement areas unless an appropriate ramp-pass has been issued by the Airport Manager, or City personnel are escorting the vehicle.
- 8.7. Vehicles shall not be parked or stopped in such a manner so as to obstruct a parking lot lane, driveway, roadway, walkway, crosswalk, fire lane, runway, taxiway, taxilane, and/or obstruct access to hangars, parked Aircraft and/or parked vehicles. In order to keep the taxilanes clear, tenants are strongly encouraged to always park their vehicles inside the hangar while flying.
- 8.8. Parking is permitted in designated or assigned areas only. Extended vehicle parking is allowed only as approved in advance by the Airport Manager.
- 8.9. Private vehicles shall not be cleaned and/or maintained anywhere on the Airport, except for minor repairs that are necessary to remove such vehicle(s) from the Airport. Vehicles operated by commercial Operators or tenants shall be cleaned and/or maintained in areas designated by the Airport Manager.
- 8.10. Motor vehicles other than official airport vehicles are not allowed on taxiways, runways or crossing runways unless accompanied by an airport official in an approved vehicle with approved caution lights. Tenants must adhere to all posted traffic signs. Tenants are expected to use the appropriate gates along Tracy Boulevard to access different areas of the airport.

9. Airport User Obligations

- 9.1. All tenants and permittees shall be fully responsible to the Airport for all damage to facilities, equipment, real property, related appurtenances, and all other improvements in the ownership, care, custody, or control of the Airport when such damage is caused by the negligence, abuse or carelessness on the part of the tenant, lessee, permittee or their employees, agents, customers, visitors, suppliers or persons with whom they do business.
- 9.2. Tampering or interfering with, disabling a lock, security camera, vehicle gate, or breaching any other security or access control device at the Airport is prohibited.
- 9.3. No person shall make, possess, use, offer for sale or deliver any forged or falsely altered pass, permit, identification, access card or device, card, sign, and/or other authorization purporting to be issued by or on behalf of the Airport.
- 9.4. The City shall not be responsible for loss, injury, or damage to persons or property by reason of fire, theft, vandalism, wind, flood, earthquake, collision damage, insurrection, war, terrorism, or other acts beyond the City's control, nor shall the City be liable for injury to persons while on the Airport.
- 9.5. Tenants and permittees shall indemnify, defend and hold harmless the City, its officials, representatives, officers, employees and agents from any and all claims, demands, losses or liabilities arising out of the acts or omissions of the tenant or permittee, their officers, employees, agents or contractors.
- 9.6. Tenants and permit users shall maintain their leased areas free from all fire hazards and maintain the same in a condition of repair, cleanliness, and general maintenance in a manner satisfactory to the Airport Manager, and in accordance with their individual lease or permit agreements. Failure to adhere to these provisions may be grounds for termination of the lease agreement in part or in whole by the City.

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- 9.7. Any construction or alteration to create an improvement, including hangars, located on the Airport shall be performed in compliance with requirements as may be established by the City and must be approved in writing in advance by the Airport Manager.
- 9.8. No person shall be or become intoxicated, commit any disorderly, indecent, lewd or unlawful act, or commit any act of nuisance on the Airport.
- 9.9. Persons entering the Airport Operating Area, movement area or any non-public area of the Airport are required to produce identification when asked to do so by the City.
- 9.10. No person shall willfully and knowingly permit any animal owned, possessed or harbored by him/her to enter the Airport unless the animal is leashed or restricted in such manner as to be under control of that person for the safety of animals and person. No animals should be in hangars or on airport property left unattended and animal waste should be removed or properly disposed of in a proper receptacle.
- 9.11. Change of ownership or removal of the Aircraft from the Airport shall not relieve the registered owner from payment of applicable fees.

10. Fire and Storage Regulations

- 10.1. All persons, companies and agencies engaged in any activity at the Airport, whether occupying Airport-owned buildings or otherwise, shall comply with the provisions of the Uniform Fire Code and all applicable state and federal fire protection laws and regulations.
- 10.2. No objects may be hung from, or attached to fire sprinkler supply pipes.
- 10.3. Welding, torch-cutting, doping processes, spray-painting, or paint stripping shall be performed only in those facilities approved for such activities and in compliance with the Uniform Fire Code and any applicable local codes.
- 10.4. All directives issued by the Tracy Fire Department, the Airport Manager or other authorized official regarding the removal of fire hazards, arrangement and modification of equipment, or altering operating procedures considered unsafe from a fire prevention standpoint, shall be complied with.
- 10.5. Non-Hazardous waste such as garbage, empty boxes, and litter of any kind shall not be placed, discharged, or deposited on the Airport unless such materials can be placed inside of receptacles clearly identified for the disposal of such materials.
- 10.6. Under no circumstances shall any waste material such as furniture, appliances, tires, batteries, paint green waste or other residential waste typically not generated on the Airport be transported onto the Airport from off-airport locations with the intent of disposing such waste material on the Airport.
- 10.7. Flammable and combustible liquids cannot exceed the allowed amounts. Allowable amounts of flammable liquids are 5 gallons (solvents, gas, etc.), 10 gallons in an approved parts washer with an approved Class II or Class III combustible liquids safety lid (equipped with a fusible link for fire protection), and 60 gallons of combustible liquid (motor oil, lubricants, etc.)
- 10.8. A person shall use only covered trash containers in any area. A vehicle used for hauling trash, dirt or any other materials, shall be operated on the airport only when the vehicle is constructed to prevent its contents from dropping, sifting, leaking or otherwise escaping

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therefrom. Areas to be used for trash or garbage containers shall be designated by the Airport Manager. Such areas shall be kept clean and sanitary at all times.

11. Hazardous Materials and Hazardous Waste Handling

- 11.1. No individual or entity shall store, keep, handle, use, dispense, discharge, or transport on the Airport any Hazardous Material in contravention of the Tracy Municipal Code.
- 11.2. Under no circumstances shall any hazardous waste be transported onto the Airport from off-airport locations with the intent of disposing such waste material on the Airport.
- 11.3. Hazardous waste such as used-oil, and used oil filters shall be disposed of properly and only in clearly-identified receptacles that are provided for the disposal these specific wastes. Any waste and other debris found in oil waste containers other than used oil that constitutes a fine to the airport by EPA, and shall be paid by the responsible party.
- 11.4. Hazardous waste material such paint, solvent, brake fluid, fuel, dope, and acid must be placed in suitable receptacles with self-closing covers that are properly secured. Such Hazardous Wastes shall be removed from the Airport by the originator of such waste and disposed of in a timely and proper manner in accordance with the Tracy Municipal Code at any public or private facility authorized to accept such material for disposal or recycling.
- 11.5. Under no circumstances shall any hazardous liquids shall be disposed of or dumped in drains; on ramp areas, catch basins or ditches or elsewhere on the Airport.
- 11.6. Oily rags or other materials soiled with petroleum-based products may only be stored in metal containers with self-closing, tight-fitting lids. The use and storage of all flammable materials (solid and liquids) shall be in compliance with regulatory measures including the Uniform Fire Code.
- 11.7. Material Safety Data Sheets (MSDS) for all hazardous materials shall be maintained on site so as to be readily available to emergency responders in the event of an emergency and for review by the Airport Manager and the Fire Marshal.
- 11.8. The State of California, the Fire Department and the Airport require immediate reporting of any hazardous spill in excess of 25 gallons (calling 911 is deemed sufficient notification). Hazardous spills that require reporting include, but are not limited to; jet fuel, gasoline, fuel oil, hydraulic oil, motor oil, turbine oil, alcohol, glycol and all similar chemicals that could be considered hazardous.
- 11.9. In the event a hazardous spill of any magnitude occurs, the responsible party of such spill shall take immediate action in the containment, clean up, and remediation of such hazardous spill. The following procedures shall be implemented in managing a hazardous spill:
 - A. Determine the threat to the immediate public.
 - B. Contain the spill with an absorbent.
 - C. Block all storm water drains that could be impacted by such a spill.
 - D. Apply the proper absorbent from strategically placed spill kits. All liquids and or absorbents shall be disposed of or reused per applicable Regulatory Measures.
 - E. Make a record of the spill at the facility.
 - F. Notify the Airport Manager who may have additional requirements based on the nature and quantity of the spill.

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- 11.10. Should the Airport Manager determine that during the course of an environmental incident the responsible party is not capable of, has not, or refuses to take the appropriate action in a timely manner to mitigate the adverse environmental incident (in the sole discretion of the Airport Manager), the Airport Manager reserves the right to take action and/or employ those services that the Airport Manager determines appropriate to control and/or clean up the site. The cost of such services shall be borne by the responsible party.

12. Special Events

- 12.1. Special events shall not be held unless written approval is first obtained from the Airport Manager and pursuant to the Tracy Municipal Code. Written authorization shall specify the areas of the Airport authorized for such special use, the dates and duration of such use, and any other terms and conditions deemed necessary.

13. Violations and Enforcement

- 13.1. Any person who violates any provision of these rules and regulations, or any provision of an ordinance of the City pertaining to the use of the Airport shall be subject to all legal, equitable, statutory, and contractual rights and remedies available to the City, including termination of the lease and/or fines imposed. Said person shall pay all costs in connection therewith, including attorney's fees. Depending on the nature of the violation a verbal notice will be given, followed by a written notice with a time frame to correct before termination of lease and/or fines imposed.
- 13.2. The City reserves the right to prohibit any person or entity from using the Airport or engaging in activities at the Airport (and/or revoke or suspend any privileges granted to any person or entity) upon determination by the Airport Manager that such person or entity has not complied with this Manual, any applicable regulatory measure, any directives issued by the City, or has otherwise jeopardized the safety of person or entities utilizing the Airport or the land and/or improvements located at the Airport.
- 13.3. The City shall be responsible for enforcement of these rules and regulations. The Airport Manager is empowered to require compliance with and enforce these rules and regulations.

14. Applicability of Provisions

- 14.1. Operators currently providing Activities without an Agreement or a Commercial Aviation Permit with the City will have six months from the date of adoption of this ordinance to comply with the standards and requirements set forth therein. Any failure to bring such Activities into compliance with the provisions set forth herein shall be deemed to violate this section.

15. Appeal Process

- 15.1. A person found in violation of the rules and regulations contained in this chapter or any order or directive of the Airport Manager related thereto, may appeal such finding, order or directive by submitting a written request for appeal to the Transportation Advisory Commission. A "3- Day Notice to Pay Rent, Cure Default or Quit" is final and not subject to appeal. The request for appeal must be submitted to the Airport Manager within ten days of being duly notified of such violation. The request for appeal shall contain in) a statement specifying the grounds for the appeal together with all material facts in support of the appeal, and ii) the signature of the appellant and a verification as to the truth of the matter stated in the appeal. The Airport Manager shall, as soon as practicable, but no

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longer than 30 days after receipt of the appeal, schedule a hearing on the appeal with the Transportation Advisory Commission at the next regularly scheduled meeting. The appellant shall receive at least 5 days' notice of the hearing date, time and location. Upon conclusion of the hearing, the Transportation Advisory Commission shall provide a recommendation to the City Manager to either uphold or deny the appeal and shall issue a written notice setting forth the reasons for the decision. The decision shall be served upon the appellant within fourteen days of the hearing, and shall be final.

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
February 11, 2016**

AGENDA ITEM 6.b.

REQUEST

**RECEIVE INFORMATION ON CAPITAL IMPROVEMENT PROJECTS SUGGESTED
BY THE COMMISSION AT THE NOVEMBER 12, 2015 REGULAR MEETING**

DISCUSSION

At the November 12, 2015 regular Transportation Advisory Commission (TAC) meeting, the commission was asked to provide suggestions for Capital Improvement Projects (CIPs) that they would like to City to pursue. Staff reviewed the recommendations and compiled a memo to the City Council on the recommendations from the Commission. The memo sent to the City Council is attached as Exhibit A to this report.

This item is informational only to show the Commission which items are being recommended to the City Council.

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 receives information on Capital Improvement Projects suggested by the Commission at the November 12, 2015 regular meeting.

ATTACHEMENT

Exhibit A – Memo to City Council on Transportation Commission CIP Recommendations.



EXHIBIT A

City of Tracy
333 Civic Center Plaza
Tracy, CA 95376

CITY MANAGER'S OFFICE

MAIN 209.831.6000
FAX 209.831.6120
www.ci.tracy.ca.us

Memorandum

Date: February 4, 2016
To: Mayor and City Council
From: Don Scholl, Public Works Director
Andre Pichly, Parks & Community Services Director
Via: Troy Brown, City Manager
Stephanie Garrabrant-Sierra, Assistant City Manager
Subject: Transportation Advisory Commission CIP Recommendations

At the November 12, 2015 Transportation Advisory Commission regular meeting, the Commission discussed potential CIP projects that they would like to see in the future. The discussion resulted in approximately 15 suggestions from the Commission. After further review, 7 of the 15 suggestions are already on the list of proposed CIP's or are incorporated as part of another CIP project (Table 2; Items 1 – 7). One additional suggestion was removed from the list due to the lack of available technology to implement (Table 2; Item 8), one was removed due to the project not being in the City's right of way (Table 2; Item 9), and another suggestion was removed due to the need for additional policy discussion (Table 2; Item 10).

In the end, there are a total of 5 projects recommended by the Transportation Advisory Commission. These projects are listed in Table 1 below. All costs listed are estimates and have not been vetted by the engineering staff.

TABLE 1

Project Name	Brief Description	Est. Cost	Funding Source
Relocate Locomotive at Dr. Powers Park	Relocation of the old steam engine at Dr. Powers Park to 6 th and Central area and install a canopy to protect from further weather erosion.	\$100,000	General Fund
Electric Vehicle Charging Station	Installation of electric vehicle charging station at the Tracy Library and City Hall	\$50,000	General Fund/ Possible Grant Funding
Bathroom Installation – South Hangar Area	Installation of a bathroom in the south hangar area of the Tracy Municipal Airport	\$75,000	Airport Fund
Hangar Sprinkler Design	Design of a sprinkler installation project for the City owned hangars	\$35,000	Airport Fund
Install ADA Access Door on FBO Building	Installation of a push button ADA accessible door at the FBO building at the airport	\$30,000	Airport Fund/ CDBG

TABLE 2

Item #	Proposed Project	Reason for Non-Inclusion
1	Widen Valpico Rd from Tracy Blvd to MacArthur and include bike lanes	Existing CIP 73095. Design underway. Funding available in FY16/17 and FY17/18
2	Bike Lane Rehab	Existing Future CIP 77PP-135.
3	Improve Bike Lane Visibility	Existing Future CIP 77PP-135.
4	Structural upgrades to airport hangars to improve drainage	Will be addressed during phase 4 of airport pavement reconstruction. CIP 77037.
5	Water supply to south side of Tracy Airport	Existing CIP 77036 will install a fire hydrant on the south side of the airport.
6	Installation of a new AWOS at Tracy Airport	Existing CIP 77040. Awaiting funding approval from the FAA.
7	Reconstruct Tracy Blvd south of Linne Rd. to the Airport.	Existing Future CIP 77PP-029.
8	Convert City fleet to alternate fuel	Many of the smaller vehicles in the City fleet have already been converted to hybrid vehicles. Currently, there is no alternate fuel technology for larger heavy duty vehicles that is sufficient or cost effective for the needs of the fleet.
9	Install a sidewalk on the west side of MacArthur, north of Schulte	The City does not have the right of way to install a sidewalk on MacArthur from Schulte to the existing development. Staff will need to approach the property owner to discuss the possibility of installing a sidewalk in that area.
10	Install parking meters	While this is a potential revenue generating idea, this is an issue that would need to be discussed with the TCCA and the City Council as to whether or not this is a viable option and something that the City would want to pursue.

Prepared by: Ed Lovell, Management Analyst II

Cc: Transportation Advisory Commission

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
February 11, 2016**

AGENDA ITEM 6.c.

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 review and provide input on 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.

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, Ball</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>Ball, Silva, Krogh</p>

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
FEBRUARY 11, 2016**

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	Price quote has been received by the contractor.	<ul style="list-style-type: none"> • Installation of lighting.
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"> • Review by TAC Subcommittee. • Schedule to go to City Council.

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	COMPLETED
Project Completed – Phase 1&2	Fall 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 76,176 up 267 riders compared to year to date ridership in December FY14-15, a slight increase of approximately 0.35%.

December Year To Date Ridership Comparison

	FY 13/14	FY 14/15	FY15/16
FIXED ROUTE			
Regular	18,789	25,743	24,170
Student	15,141	16,038	17,060
Senior	6,245	7,986	8,502
Disabled	1,954	3,254	2,422
Free	9,838	5,274	6,108
Passengers w/tickets	9,405	8,900	10,589
Total	61,372	67,195	68,851
PARATRANSIT			
Regular	30	43	0
Senior	3,773	2,462	2,058
Disabled	2,637	6,161	5,115
Free	71	48	152
Total	6,511	8,714	7,325
ALL SYSTEMS			
Regular	18,819	25,786	24,170
Student	15,141	16,038	17,060
Senior	10,018	10,448	10,560
Disabled	4,591	9,415	7,537
Free	9,909	5,322	6,260
Passengers w/tickets	9,405	8,900	10,589
TOTAL	67,883	75,909	76,176