

# NOTICE OF REGULAR MEETING

Pursuant to Section 54954.2 of the Government Code of the State of California, a Regular meeting of the **TRANSPORTATION ADVISORY COMMISSION** is hereby called for:

**Date/Time:** **Thursday, April 14, 2016, 7:00 p.m.**  
*(or as soon thereafter as possible)*

**Location:** **Tracy Transit Station, Room 103**  
**50 East 6<sup>th</sup> Street, Tracy**

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Commission on any item, before or during consideration of the item, however, no action shall be taken on any item not on the agenda.

## **MEETING AGENDA**

1. Call to Order
2. Roll Call
3. Items from the Audience – *In accordance with Procedures for Preparation, Posting and Distribution of Agendas and the Conduct of Public Meetings, adopted by Resolution 2015-052, 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 February 11, 2016
5. Presentation on Bike to Work
6. Correspondence
7. New Business
  - a. Review and Provide Input on Commission Goals and Objectives for FY 2015/16 and FY 2016/17
8. Items from the Commission
9. Items from Staff
  - a. Airport Update
  - b. Transit Update
10. Items from the Audience
11. Adjournment

## **POSTED: April 11, 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 6<sup>th</sup> Street, Tracy, during normal business hours.

FEBRUARY 11, 2016

1. **CALL TO ORDER:** Commissioner Favors called the meeting to order at 7:06 p.m.
2. **ROLL CALL :**
  - a. **Present:** Ameni Alexander, Michael Carter, John Favors, Larry Gamino, Jacy Krogh, Noel Varela,
  - b. **Absent:** Alvin Vaughn, Tim Silva
  - c. **Staff Present:** Andre Pichly, Parks and Recreation Director; 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:** Trina Anderson, Tracy, commented on the efficient service provided by Livermore Airport to assist with the Super Bowl flight traffic.
4. **APPROVAL OF REGULAR MEETING MINUTES OF JANUARY 14, 2016**
  - a) **Motion to Approve:** Commissioner Gamino
  - b) **Second:** Commissioner Alexander
  - c) **Abstain:** None
  - d) **Vote** Approved by unanimous vote
5. **CORRESPONDENCE:** Ed Lovell introduced City of Tracy's newly appointed Parks and Recreation Department Director, Andre Pichly. Mr. Pichly provided a brief intro and expressed his interest in City of Tracy and the community. Staff also provided an update on the Naglee Park & Ride press release.
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:** Commission reviewed and discussed the revised airport municipal code. Commissioner Gamino asked if the rules are for Tracy Airport and New Jerusalem, he also asked who the Airport Manager is. Commissioner Alexander asked if the Commission Bylaws authorize Commission to oversee the Appeal Process as stated in the airport guidelines. Tracy residents Dave Anderson, Trina Anderson, George Riddle and Richard Ottenheimer of Skyview Aviation, provided their feedback on airport items 1.6 & 1.15 – General provisions 3.7- Run of Jet, 4.5 - Registered owner's aircraft sale, 4.8 - Permit issued, 6.1- Tie downs, 7.1- Aviation Fuel Operations, 8.3 - Vehicle Regulations, 11.1 -Tracy Municipal Code, 11.4 - 11.9 Hazardous Materials and Waste Handling, 13 - Violations and Enforcement, 14 - Applicability of Provisions, 15 - Appeal Process. Staff will work on revisions and have the City Attorney review prior to bringing it back for Commission's approval.
  - b. **Receive Information on Capital Improvement Projects Suggested by the Commission at the November 12, 2015 Regular Meeting:** A memo was given to the

Commission regarding the list of CIP projects they proposed. Richard Ottenheimer, SkyView Aviation requested Bike lane on South Tracy Blvd. Trina Anderson, Tracy, enquired about a permanent restroom fixture.

**b. Review and Provide Input on Commission Goals and Objectives for FY 2015/16 and FY 2016/17**

1.1. C. Staff informed the availability of Bike to Work and Bike Safety booth at the PD Safety Fair on May 21, 2016. Commissioner Gamino enquired about any events that can be held at the airport. Richard Ottenheimer, Skyview Aviation commented about future Drone School at the airport.

2.1. A. Commissioner Ball suggested conducting the study on the bike way planning during the Bike Month.

**7. ITEMS FROM THE COMMISSION:**

Commissioner Krogh: asked why Council would reject the bid for airport fuel, staff informed that there was only one bidder and the amount was more than available in the budget. Staff would go out to bid again to see if more bids would be submitted.

Commissioner Ball: asked about TRACER passes for students

**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 December was at 76,176 up 267 riders compared to Year to Date Ridership in December FY14-15, an increase of approximately 0.35%.

**9. ITEMS FROM THE AUDIENCE**

Richard Ottenheimer, Skyview Aviation, enquired about when the Fuel Repair RFP will be posted. Staff responded after the Council rejects the current bid, the next request for bids will go up.

**10. ADJOURNMENT TO NEXT REGULAR MEETING MARCH 10, 2016**

- a. **Motion to Approve:** Commissioner Gamino
- b. **Second:** Commissioner Alexander
- c. **Vote:** Approved by unanimous vote
- d. **Time:** 8:36 p.m.

**CITY OF TRACY**  
**TRANSPORTATION ADVISORY COMMISSION MEETING**  
**April 14, 2016**

**AGENDA ITEM 7.a.**

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)
		<p><b>1.1. HOLD COMMISSION SPONSORED/SUPPORTED ACTIVITIES</b></p>	<p><b>1.1.A.</b> Sponsor/Support a Transportation Fair</p>	<p><b>1.1.A.1.</b> Create a subcommittee to work on development of the event  <b>1.1.A.2.</b> Determine Scope of the event  <b>1.1.A.3.</b> Determine logisitics of the event  <b>1.1.A.4.</b> Develop a list of vendors to include at the fair, keeping in mind the scope  <b>1.1.A.5.</b> Assign commissioners to contact vendors  <b>1.1.A.6.</b> Work with City staff to secure event location</p>		<p>Krogh, Varela</p>
<p><b>1</b></p>	<p><b>COMMUNITY OUTREACH</b> ----- Educate the community on various transportation opportunities</p>	<p><b>1.1.B.</b> Sponsor/Support an Airport Event</p>	<p><b>1.1.B.</b> Sponsor/Support an Airport Event</p>	<p><b>1.1.B.1.</b> Create a subcommittee to work on development of the event  <b>1.1.B.2.</b> Determine Scope of the event  <b>1.1.B.3.</b> Determine logisitics of the event</p>		<p>Carter, Gamino</p>
		<p><b>1.1.C.</b> Sponsor/Support a Bicycle Event</p>	<p><b>1.1.C.</b> Sponsor/Support a Bicycle Event</p>	<p><b>1.1.C.1.</b> Create a subcommittee to work on development of the event  <b>1.1.C.2.</b> Work with staff to coordinate with PD Safety Fair  <b>1.1.C.2.</b> Determine Scope of the event  <b>1.1.C.3.</b> Determine logisitics of the event</p>		<p>Silva</p>
		<p><b>1.2. PROVIDE TRANSPORTATION RELATED INFORMATION</b></p>	<p><b>1.2.A.</b> Create a list of events for the Commission to provide outreach</p>	<p><b>1.2.A.1.</b> Create a subcommittee to work on the development of the list  <b>1.2.A.2.</b> Compile a list of activities and events where the commission can have a booth to provide information  <b>1.2.A.3.</b> Coordinate with City staff to secure a space at each event  <b>1.2.A.4.</b> Make assignments for each event</p>		<p>Vaughn</p>

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

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

**CITY OF TRACY  
TRANSPORTATION ADVISORY COMMISSION MEETING  
APRIL 14, 2016**

**AGENDA ITEM 9**

***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:**

<b>Item:</b>	<b>Project:</b>	<b>Current Status:</b>	<b>Next Steps:</b>
S-3	Install Solar Lights on the Tetrahedron	Price quote has been received by the contractor.	<ul style="list-style-type: none"> <li>• Installation of lighting.</li> </ul>
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"> <li>• Shorten light poles and reinstall.</li> </ul>
S-17	Seal Coat on Runways and Taxiways*  *See below for current project action steps	<ul style="list-style-type: none"> <li>• Grant was awarded by the FAA for Phases 1 &amp; 2.</li> <li>• Construction contract was awarded on 11/5/14.</li> </ul>	<ul style="list-style-type: none"> <li>• Reconstruction of runway 8-26. (COMPLETE)</li> <li>• Reconstruction of runway 12-30 (COMPLETE)</li> </ul>
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"> <li>• Review by TAC Subcommittee.</li> <li>• Schedule to go to City Council.</li> </ul>

<b>PAVEMENT PROJECT ACTION STEPS</b>	<b>TIMELINE*</b>
Hire Airport Consultant	<b>COMPLETED</b>
Pavement Evaluation Management Study	<b>COMPLETED</b>
Categorical Exclusion for Environmental Approved	<b>COMPLETED</b>
Submit ACIP to FAA	<b>COMPLETED</b>
Submit Grant Application for Pavement to FAA	<b>COMPLETED</b>
FAA Approval to Design Pavement Project	<b>COMPLETED</b>
Design Pavement Project	<b>COMPLETED</b>
Submit Updated ALP to FAA	<b>COMPLETED</b>
FAA Approval to Bid Pavement Project	<b>COMPLETED</b>
Bid Pavement Project	<b>COMPLETED</b>
FAA Approval to Award Project	<b>COMPLETED</b>
Start Project – Phase 1&2	<b>COMPLETED</b>
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 99,409 down 7,397 riders compared to year to date ridership in February FY14-15, a decrease of approximately 7%

**February Year To Date Ridership Comparison**

	FY 13/14	FY 14/15	FY15/16
<b>FIXED ROUTE</b>			
Regular	24,147	31,752	29,947
Student	21,409	26,236	22,009
Senior	8,283	10,136	10,537
Disabled	2,659	4,111	2,971
Free	11,744	7,376	7,577
Passengers w/tickets	13,592	15,328	16,722
<b>Total</b>	<b>81,834</b>	<b>94,939</b>	<b>89,763</b>
<b>PARATRANSIT</b>			
Regular	60	43	0
Senior	4,932	2,535	2,503
Disabled	4,033	9,241	6,909
Free	89	48	234
<b>Total</b>	<b>9,114</b>	<b>11,867</b>	<b>9,646</b>
<b>ALL SYSTEMS</b>			
Regular	24,207	31,795	29,947
Student	21,409	26,236	22,009
Senior	13,215	12,671	13,040
Disabled	6,692	13,352	9,880
Free	11,833	7,424	7,811
Passengers w/tickets	13,592	15,328	16,722
<b>TOTAL</b>	<b>90,948</b>	<b>106,806</b>	<b>99,409</b>