

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, May 12, 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 April 14, 2016
5. Election of Chair and Vice Chair
6. Presentation by Senator Galgiani's Office
7. Correspondence
8. New Business
 - a. Review and Provide Input on Commission Goals and Objectives for FY 2015/16 and FY 2016/17
9. Items from the Commission
10. Items from Staff
 - a. Airport Update
 - b. Transit Update
11. Items from the Audience
12. Adjournment

POSTED: May 9, 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.

APRIL 14, 2016

1. **CALL TO ORDER:** Commissioner Gamino 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, Alvin Vaughn
 - b. **Absent:** John Favors, Noel Varela
 - c. **Staff Present:** Ed Lovell, Management Analyst II; Nancy Earhart, Airport Coordinator;
 - d. **Recorded By:** Nancy Earhart, Airport Coordinator
3. **ITEMS FROM THE AUDIENCE:** Benjamin Henderson, Representative of Senator Cathleen Galgiani, addressed the Commission, he is attending the meeting to observe and would like to provide a legislative report at the next commission meeting in May.
4. **APPROVAL OF REGULAR MEETING MINUTES OF APRIL 14, 2016**
 - a) **Motion to Approve:** Commissioner Alexander
 - b) **Second:** Commissioner Vaughn
 - c) **Abstain:** None
 - d) **Vote** Approved by unanimous vote
5. **PRESENTATION ON BIKE TO WORK:** Kari McNickle, San Joaquin Council of Governments (SJCOG) Commute Connection, presented on the various Commute Connection programs and events to promote alternative transportation in San Joaquin County. She gave updates on City of Tracy Bike to Work and Bike Safety Event on Saturday, May 21, 2016
6. **CORRESPONDENCE:** None
7. **NEW BUSINESS:**
 - a. **Review and Provide Input on Commission Goals and Objectives for FY 2015/16 and FY 2016/17**
 - 1.1. C. Commissioners Ball and Silva provided an update on the Bike to Work and Bike Safety Event at the PD Safety Fair on May 21, 2016. They provided sign-up sheet for Commissioners to volunteer at the event.
 - 1.2. A. Commissioner Vaughn provided a list of events for Commission to provide outreach
8. **ITEMS FROM THE COMMISSION:**

Commissioner Gamino: asked if City has listed in the CIP for Electric Charging Stations and if City has plans to add electric vehicle to the fleet. Staff informed that there is a CIP for additional charging stations and that staff has been in contact with PG&E to get a charging station at City Hall. There are no plans to add any all electric vehicles to the fleet, but the

City has purchased hybrid cars using grant money from the San Joaquin Valley Air Pollution Control District.

Commissioner Silva: asked if City has reached out to private businesses to install electric vehicle charging stations. Staff responded City can only recommend but cannot enforce business to install electric vehicle charging station. He also commented about advertising more to promote Free Bus Ride Months.

9. ITEMS FROM THE STAFF:

Airport Updates: Ed Lovell referred the Commission to airport updates. Provided updates on the final change order for the Runway and Taxiway project. Commissioner Silva enquired about the AWOS System; Staff responded an application was submitted to FAA, but they pushed it to next year. George Riddle, Tracy, asked about new restroom installation at the Tracy Airport, Staff informed it is added to the City's CIP list. Michael Thibodeau, commented on the fueling issues at the airport. Trina Anderson, Tracy, enquired about the Tracy Airport Park maintenance and reservation.

Transit Updates: Transit Update on Year to Date Ridership for December was at 99,409 down 7,397 riders compared to Year to Date Ridership in February FY14-15, a decrease of approximately 7%.

Staff informed Commission, RFP for Contractor To Operate The Tracer Fixed Route and Paratransit Public Transportation Systems For The City of Tracy has been posted and also available on the City Website. Various items were specified in this RFP to improve service levels.

10. ITEMS FROM THE AUDIENCE

Trina Anderson, Tracy, commented on the airport volunteer events held at other airports to beautify airport, Young Eagles Program at airports, and requested information on events and programs at the Tracy Airport to be advertised by City. Nancy Earhart, Airport Coordinator, provided updates on the upcoming events at the airport and agreed to look into ways of promoting airport events.

Michael Thibodeau, Tracy, commented on the need for full time maintenance staff at the airport.

11. ADJOURNMENT TO NEXT REGULAR MEETING MAY 12, 2016

- a. Motion to Approve:** Commissioner Silva
- b. Second:** Commissioner Alexander
- c. Vote:** Approved by unanimous vote
- d. Time:** 8:52 p.m.

CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
May 12, 2016

AGENDA ITEM 8.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>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>Krogh, Varela</p>
<p>1</p>	<p>COMMUNITY OUTREACH ----- Educate the community on various transportation opportunities</p>	<p>1.1.B. Sponsor/Support an Airport Event</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>Carter, Gamino</p>
		<p>1.1.C. Sponsor/Support a Bicycle Event</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>Silva</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>		<p>Vaughn</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>		<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
MAY 12, 2016**

AGENDA ITEM 10

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"> • Approval of change order from FAA • 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	Summer 2016

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

TRACER Ridership: As shown below, year to date ridership is at 111,831 down 7,290 riders compared to year to date ridership in March FY14-15, a decrease of approximately 6%

March Year To Date Ridership Comparison

	FY 13/14	FY 14/15	FY15/16
FIXED ROUTE			
Regular	26,850	34,713	33,053
Student	24,136	22,897	24,506
Senior	9,309	11,317	11,528
Disabled	2,971	4,414	3,346
Free	12,609	13,584	8,349
Passengers w/tickets	15,825	18,786	20,008
Total	91,700	105,711	100,790
PARATRANSIT			
Regular	67	43	0
Senior	4,442	3,545	2,764
Disabled	6,032	9,767	8,011
Free	104	55	266
Total	10,645	13,410	11,041
ALL SYSTEMS			
Regular	26,917	34,756	33,053
Student	24,136	22,897	24,506
Senior	13,751	14,862	14,292
Disabled	9,003	14,181	11,357
Free	12,713	13,639	8,615
Passengers w/tickets	15,825	18,786	20,008
TOTAL	102,345	119,121	111,831