

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 12, 2017, 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 14, 2017
5. Old Business
 - a. Provide Updates on Commission Goals and Objectives for FY 2017/18
6. New Business
 - a. Review and Provide Input on the Annual Commission Report to City Council
7. Items from the Commission
8. Items from Staff
 - a. Airport Update
 - b. Transit Update
 - c. Bikeways Update
9. Items from the Audience
10. Adjournment

POSTED: October 9, 2017

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 14, 2017

1. **CALL TO ORDER:** Commissioner Vaughn called the meeting to order at 7:00 p.m.
2. **ROLL CALL:**
 - a. **Present:** Alice English, Larry Gamino, Benjamin Grover, Rajwinder Kaur, Sheetal Ohri, Tim Silva, Alvin Vaughn
 - b. **Absent:** None
 - 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 JULY 13, 2017**
 - a) **Motion to Approve:** Commissioner Gamino
 - b) **Second:** Commissioner Ohri
 - c) **Abstain:** None
 - d) **Vote** Approved with Unanimous Vote
5. **PRESENTATION ON THE BROWN ACT: PRESENTATION ON THE BROWN ACT:** Leticia Ramirez, Assistant City Attorney, and Bianca Rodriguez, Deputy City Attorney, presented to the Commission the Brown Act Policy. They explained the purpose and the basic law of the Brown Act Policy. They also explained the definition of meetings, regular and special, guidelines on posting meeting notices and agendas, conducting special meetings and adjournment of meetings.
6. **NEW BUSINESS:**
 - a. **Review and Provide Input on the Annual Commission Report to City Council:** Commission reviewed the draft report, they discussed and agreed to approve with an update to the report on the educational presentations they had.
 - a. **Motion to Accept the Draft :** Commissioner Grover
with a revision
 - b. **Second:** Commissioner Silva
 - c. **Vote:** Approved by unanimous vote
 - b. **Approve Commission Goals and Objectives for FY 2017/18:**

Commissioners Ohri, Grover and English will be doing public outreach at the Downtown Farmers Market. Commissioner English agreed to be on the subcommittee to assist with Airport Display Event. Commissioner Silva provided staff information on three grant opportunities for bikeway projects. Commissioner Vaughn requested staff to provide Commission a copy. Commissioner Gamino enquired if subcommittee for airport could provide input on both Tracy Airport and New Jerusalem. Staff responded if Commission wants to provide ideas regarding New Jerusalem Airport, they could.

7. ITEMS FROM THE COMMISSION:

Commissioner Silva: Suggested establishing policy and guidelines for customers utilizing the Transit Station Electric Vehicle Charging Station.

Commissioners English and Kaur: after their introduction expressed their gratitude and interest in contributing their service. Commission welcomed them.

Commissioner Gamino: provided information on software that provides real time traffic and road updates, promoting better service on public transit.

Commissioner English: enquired the purpose of two part time airport and transit maintenance staff instead of one full time airport maintenance staff.

8. ITEMS FROM STAFF

a. Ed Lovell provided updates on Tracy Airport construction project. Grant award received from FAA for replacement of AWOS and PAPI was approved and will be awarded to the contractor at the next Council meeting.

b. Transit Updates: Staff provided Transit updates. Commission expressed their concerns regarding the poor on time performance, accurate statistical data and RouteMatch system.

c. Bikeway Updates: Staff informed Commission SJCOG released Measure K funding for San Joaquin County bikeway projects. Commission enquired about City obtaining any of the funding to fix the bike routes, staff will provide input.

9. ITEMS FROM AUDIENCE: Trina Anderson, Tracy, addressed her concerns on water pipe project at the airport, and the surplus bus stored at the Tracy Airport. She provided Young Eagles information and suggested City sponsor one of their events in 2018, similar to Turlock.

10. ADJOURNMENT TO NEXT REGULAR MEETING OCTOBER 12, 2017

- a. **Motion to Approve:** Commissioner Silva
- b. **Second:** Commissioner Grover
- c. **Vote:** Approved by unanimous vote
- d. **Time:** 8:56PM

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
October 12, 2017**

AGENDA ITEM 5.a.

REQUEST

PROVIDE UPDATE ON COMMISSION GOALS AND OBJECTIVES FOR FY 2017/18

DISCUSSION

At the June 8, 2017 regular Transportation Advisory Commission (TAC) meeting, the commission held discussion on their goals for the upcoming fiscal year 2017/2018.

Below are the commission recommended goals for FY 17/18 with suggested dates by which to accomplish the goals. These goals and dates were approved by the TAC at the July 13, 2017 regular meeting.

FY16/17 Transportation Commission Goals

	GOAL	TIMELINE	SUB-COMMITTEE
OUTREACH	Public Outreach at Farmer's Market	Each month in conjunction with the City booth	Assignments made each commission meeting Next Dates: 10/14 (English)
	Public Outreach at Block Party Events	As scheduled in conjunction with the City booth	Assignments made each commission meeting
	Participate in PD Safety Fair with Bicycle Safety Information	May 2018	Silva, Ohri
	Explore Rail Road Days Festival Concept with Chamber of Commerce and ACE	June 2018	Grover, Gamino
TRANSIT	Provide Comments to City Council on the ACE <i>forward</i> draft environmental impact report (DEIR)	July 2017	COMPLETE All Commissioners
	Provide Input on Updated Short Range Transit Plan	June 2018	Vaughn, Grover

AIRPORT	Provide Assistance with Display Days Events at the Tracy Municipal Airport	Dates TBD Spring 2018	Ohri, English, Gamino
BIKEWAYS	Conduct a Bikeways Survey	May 2018	Silva, Grover
	Provide Input on Updated Bikeways Master Plan	June 2018	Silva, Grover
	Seek Bikeways Grant Opportunities	June 2018	Silva, Grover, Ohri

In order to successfully complete each of these goals, staff is asking the commissioners to form ad-hoc subcommittees to address each of these items by the timeline specified. It is suggested that each committee be comprised of at least 2 but no more than 3 commissioners.

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 provide updates on the commission goals and objectives for FY 2017/18.

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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 Ryan Niblock of SJCOG staff.

FY 18/19 Unmet Transit Needs Schedule

- August through December 2017: Local Jurisdiction Public Hearings
- August through December 2017: SJCOG Public Outreach
- December 2017: SJCOG Public Hearing during SSTAC meeting
- February 2018: Draft UTN Report Available for Review and Public Comment
- April 2018: SSTAC Considers Final UTN Report for Adoption
- April 2018: 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.

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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:

Project	Current Status	Next Steps
Reconstruction of pavements on Runways and Taxiway	Project Complete	Acceptance by City Council
Reconstruction of General Aviation Apron Area	Final Punchlist	Project Completion
AWOS Replacement	Grant Awarded by FAA Contract Awarded by Council	Awaiting Notice to Proceed from FAA
PAPI Installation and Retrofit	Grant Awarded by FAA Contract Awarded by Council	Awaiting Notice to Proceed from FAA

