

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, September 13, 2018, 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 August 9, 2018 and the Special Meeting on August 23, 2018.
5. New Business
 - a. Finalize and Approve Commission Goals and Objectives for FY 2018/19
6. Items from the Commission
7. Items from Staff
 - a. Airport Projects Update
 - b. Transit Ridership and Performance Update
8. Items from the Audience
9. Adjournment

POSTED: September 7, 2018

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.

AUGUST 9, 2018

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, Sheetal Ohri, Tim Silva, Roderick Stevenson, Alvin Vaughn
 - b. **Absent:**
 - c. **Staff Present:** Ed Lovell, Management Analyst II; Jayne Pramod, Transit Coordinator
 - d. **Recorded By:** Jayne Pramod, Transit Coordinator
3. **ITEMS FROM THE AUDIENCE:**

John Silva, Tracy, complimented Commission and City for doing a good job and would like to see the Central Ave bicycle lane project continue between Schulte and Tracy Blvd. Ray Carrier, Tracy, thanked for conducting the bicycle survey and requested updates on the results. Hashim Bishop, Tracy, thanked for the service, requested for street sweeping schedule and City's plan on bicycle lane or shared road or widening the street on Valpico between Raley's and MacArthur Road. George Riddle, Tracy, stated violation of Roberts Rule of Order on the election process of Vice Chair. Staff suggested if Commission felt the process was done incorrectly, they could elect to redo the nomination for Vice Chair. Commission agreed to.
4. **APPROVAL OF REGULAR MEETING MINUTES OF JUNE 14, 2018**
 - a) **Motion to Approve:** Commissioner Silva
 - b) **Second:** Commissioner Gamino
 - c) **Abstain:** None
 - d) **Vote:** Approved with unanimous vote
5. **ELECTION OF CHAIR AND VICE CHAIR**

Motion by Commissioner Gamino to nominate Commissioner Vaughn as chair was second by Commissioner Silva and approved by majority. Motion by Commissioner English to nominate Commissioner Silva as Vice Chair was second by Commissioner Sheetal and approved by majority.
6. **NEW BUSINESS:**
 - a. **Discuss Holding a Special Transportation Commission Meeting to Review Updates to the City Municipal Code Regarding the Airport:** Commission and Staff agreed to hold a special meeting on August 23, 2018 at 6:30PM to discuss City municipal code regarding the airport.
 - b. **Review and Provide Input on the Annual Commission Report to City Council:** Staff and Commission reviewed and discussed items on the report prepared by Staff. Commissioner Grover requested adding Subcommittee for Railroad Event had discussion with Chamber of Commerce and will continue explore the idea.
 - c. **Provide Input on Commission Goals and Objectives for FY 2018/19:** Commission discussed and addressed items they would like to add as Commission Goals for FY2018/19. Commission provided their input and a list was created. .
7. **ITEMS FROM COMMISSIONER: None**

8. ITEMS FROM STAFF:

Staff handed Commission news release from Tri Valley – San Joaquin Valley regional regarding feasibility and environmental study on ACE to BART connection.

- a) Airport Updates:** Ed Lovell provided airport updates. Staff and Commission discussed project information and status on AWOS replacement, PAPI installation, restroom project, pilot lounge and awning installation at the airport. Next month a meeting is scheduled with City Engineer assisting with the project. George Riddle, Tracy, asked if City Engineer could provide specifics on water, power and septic. Staff informed that discussions on that issues are happening internally.
- b) Transit Updates:** Staff provided transit updates on ridership and On Time Performance. Commissioner Silva commented about on time performance still unsatisfactory and his disappointment on why it is not corrected immediately. Staff addressed the plan to revamp the existing system and encouraged Commission to attend the Short Range Transit Plan Outreach Meetings on August 22, 2018 to give their input.
- c) Bikeway Updates:** Staff provided copies of Bikeway Survey results. Commission and Staff reviewed and discussed the survey results. Commissioner Silva addressed concerns regarding bikeway connectivity and concerns from the community regarding safety. City will have a press release on the Bike Survey summary and results. Ray Carrier, Tracy, appreciated City conducting the Bikeway Survey, feedback can be used to improve the bikeways.

- 9. ITEMS FROM AUDIENCE:** John Silva, Tracy, introduced the members in the audience are from Central Valley Velo Bicycle Club. Their club members resides all over the central valley. They were able to attend today's Transportation meeting for they moved their regular meeting which is scheduled on the same day as TAC meeting. He suggested having a Transportation Commission Facebook page for community to easily access information. He thanked Commission for their work. His club has daily rides and information is posted on their Facebook page. Their club consists of hundred members.

10. ADJOURNMENT TO NEXT REGULAR MEETING SEPTEMBER 13, 2018

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

The above agenda was posted at Tracy City Hall on August 2, 2018. The above are action minutes. A full recording of the meeting is available by contacting the City Clerk's Office.

Ed Lovell, Staff Liaison

AUGUST 23, 2018

1. **CALL TO ORDER:** Commissioner Vaughn called the meeting to order at 6:30 p.m.
2. **ROLL CALL:**
 - a. **Present:** Alice English, Larry Gamino, Benjamin Grover, Sheetal Ohri, Tim Silva, Roderick Stevenson, Alvin Vaughn
 - b. **Absent:**
 - c. **Staff Present:** Brian MacDonald, Parks and Recreation Director: Ed Lovell, Management Analyst II; Jayne Pramod, Transit Coordinator
 - d. **Recorded By:** Jayne Pramod, Transit Coordinator
3. **ITEMS FROM THE AUDIENCE:**

Trina Anderson, Tracy, thanked for City getting the new contract for New Jerusalem Airport. She also addressed concerns regarding rattle snake issues at the Tracy Airport.
4. **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:** Staff provided revised version of the existing City Municipal Code relating to airport. The revision has been reviewed by City Attorney. Staff suggested if Commission and audience have comments or any recommendations, staff is willing to take those input to City Attorney and bring back for Commission approval prior to taking it to the City Council for approval. Commissioner Grover requested Staff to explain the major revisions that are highlighted. Staff, Commission and audience reviewed and discussed the revised codes. Commissioner Silva's motion to add incident to the definition was second by Commissioner Roderick and approved by unanimous vote. Commissioner Grover's motion to record or reflect FAA's rules supersedes other was second by Commissioner English and approved by all. Commissioner Silva's motion to get consultation from who has experience on FAA rules and guidelines was second by Commissioner Grover and approved by all. Commissioner English thanked audience for their input and knowledge on airport. Commissioner Grover's motion to approve the revised codes with amendment was second by Commissioner Silva and approved by all.
5. **ADJOURNMENT TO NEXT REGULAR MEETING SEPTEMBER 13, 2018**
 - a. **Motion to Approve:** Commissioner Grover
 - b. **Second:** Commissioner English
 - c. **Vote:** Approved by unanimous vote
 - d. **Time:** 8:14 p.m.

The above agenda was posted at Tracy City Hall on August 16, 2018. The above are action minutes. A full recording of the meeting is available by contacting the City Clerk's Office.

Ed Lovell, Staff Liaison

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
September 13, 2018**

AGENDA ITEM 5.a.

REQUEST

FINALIZE AND APPROVE COMMISSION GOALS AND OBJECTIVES FOR FY 2018/19

DISCUSSION

At the August 9, 2018 regular Transportation Advisory Commission (TAC) meeting, the commission held discussion on their goals for the current fiscal year 2018/2019.

Below are the commission recommended goals for FY 18/19 with suggested dates by which to accomplish the goals.

FY18/19 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: 9/23, 9/30, 10/14
	Public Outreach at Block Party Events	As scheduled in conjunction with the City booth	Assignments made each commission meeting
	Public Outreach at Movies on the Plaza	As scheduled in conjunction with the City booth	Assignments made each commission meeting
	Participate in PD Safety Fair with Bicycle Safety Information	May 2019	
	Develop promotional materials to be used at public outreach events	December 2018	
	Create domain names for easier access to online information	December 2018	

TRANSIT	Provide Input on Updated Short Range Transit Plan	November 2018	
	Improve promotion of public transportation within and connecting to Tracy	June 2019	
BIKEWAYS	Identify high priority bike lane rehab areas	February 2019	
	Provide Input on Updated Bikeways Master Plan	June 2019	
	Recommend high priority bike/ped projects to City Council through the CIP process	December 2018	
EDUCATION	Receive presentations on areas related to the purpose of the commission	June 2019	

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 finalize and approve the commission goals and objectives for FY 2018/19.

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
September 13, 2018**

AGENDA ITEM 7

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 General Aviation Apron Area	Processing final reimbursements	Grant Closeout
AWOS Replacement	AWOS Installation complete	Final Inspection
PAPI Installation and Retrofit	Installation of PAPI complete	Flight Check Agreement with FAA
Airport Restrooms Installation	Bid Specs are being put together to go out to bid.	Solicit bids for construction.
Pilot's Lounge AC/Awning Installation	AC Unit Installation Complete Preparing Agreement for Awning installation.	Awning Installation
Beacon Light Installation	Grant Awarded by FAA	Award Installation Contract
Tee-Hangar Taxi Lane Pavement Reconstruction	Grant Awarded by FAA	Award Construction Contract

