

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 11, 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 September 13, 2018.
5. New Business
 - a. Discuss and Approve Commission Presentation Topics for FY 2018/19
 - b. Provide Updates on 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: October 5, 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.

SEPTEMBER 13, 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, Tim Silva, Roderick Stevenson, Alvin Vaughn
 - b. **Absent:** Sheetal Ohri
 - c. **Staff Present:** Ed Lovell, Management Analyst II; Jayne Pramod, Transit Coordinator
 - d. **Recorded By:** Jayne Pramod, Transit Coordinator
3. **ITEMS FROM THE AUDIENCE: None**
4. **APPROVAL OF REGULAR MEETING MINUTES OF AUGUST 9, 2018**
 - a) **Motion to Approve:** Commissioner Silva
 - b) **Second:** Commissioner Grover
 - c) **Abstain:** None
 - d) **Vote:** Approved with unanimous vote

APPROVAL OF SPECIAL MEETING MINUTES OF AUGUST 23, 2018

 - a) **Motion to Approve:** Commissioner Silva,
 - b) **Second:** Commissioner Grover
 - c) **Abstain:** None
 - d) **Vote:** Approved with amendment to reflect Special Meeting Minutes
5. **NEW BUSINESS:**
 - a. **Finalize and Approve Commission Goals and Objectives for FY 2018/19:**

Commission reviewed and discussed the list of goals and objectives, Commission Grover's motion to approve the list of Commission Goals and Objectives with the changes made, was second by Commission Silva. Voice vote found all in favor.
6. **ITEMS FROM COMMISSIONER:**

Commissioner Vaughn: referred to the handouts he provided regarding statistics and facts on taking public transportation reduces traffic accidents.

Commissioner Gamino: Commented on electric scooter on sidewalk due to no bike lanes. He suggested City look into adding bike lanes especially in downtown Tracy.

Commissioner Silva: is encouraged to see City Council support the airport budget. Not in favor of new Airport Manager salary, overseeing a smaller airport. Suggested City develop the airport hangars, fuel system. He commented on how the Commission was not recognized during recent Council items regarding the airport.

Commissioner English: Agreed with Commissioner Silva's comments on Commission recognition or acknowledgement at the Council level.

7. ITEMS FROM STAFF:

- 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, awning installation at the airport. Commissioner English enquired about the check to FAA for PAPI installation. Commissioner Silva enquired if airport restroom will be tied to the City sewer system. Trina Anderson, Tracy commented on the AWOS system and requested about ADA restroom at the airport on the South side. She also provided information about Fod boss debris sweeper.
- b) Transit Updates:** Staff provided transit updates on ridership, On Time Performance and availability of real time software. . Also provided updates on ADA certification process and CTSA.

8. ITEMS FROM AUDIENCE: None

9. ADJOURNMENT TO NEXT REGULAR MEETING OCTOBER 11, 2018

- a. Motion to Approve:** Commissioner Silva
- b. Second:** Commissioner English
- c. Vote:** Approved by unanimous vote
- d. Time:** 8:03 p.m.

The above agenda was posted at Tracy City Hall on September 7, 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
October 11, 2018**

AGENDA ITEM 5.a.

REQUEST

DISCUSS AND APPROVE COMMISSION PRESENTATION TOPICS FOR FY 2018/19

DISCUSSION

As part of the goal setting process for FY 2018/19, the Commission approved a goal to receive presentations on areas related to the purpose of the commission. The purpose of this goal is to help the commission become more informed on topics and issues related to their purview.

The Commission was asked to come up with ideas on topics that they would like to have more information on throughout the coming year. Staff will then take the list of approved topics and schedule presentations as available throughout the year.

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 discuss and approve presentation topics for FY 2018/19.

**CITY OF TRACY
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AGENDA ITEM 5.b.

REQUEST

PROVIDE UPDATES ON 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 which were approved at the September 13, 2018 regular meeting.

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: 10/13
	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	Silva, English
	Develop promotional materials to be used at public outreach events	March 2019	Grover, Stevenson
	Create domain names for easier access to online information	March 2019	Stevenson

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

In order to successfully complete each of these goals, the commissioners will 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.

RECOMMENDATION

That the Commission provide updates on the commission goals and objectives for FY 2018/19.

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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	Grant Closeout by the FAA	
AWOS Replacement	New AWOS antenna to be installed	Process final payments
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 Awning installation in process	Completion of Awning Installation and ADA pad
Beacon Light Installation	Grant Awarded by FAA	Issue Notice to Proceed
Tee-Hangar Taxi Lane Pavement Reconstruction	Grant Awarded by FAA	Issue Notice to Proceed

