

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, March 14, 2019, 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 December 13, 2018 and the Special Meeting on January 10, 2019.
5. New Business
 - a. Appointment of One Transportation Advisory Commissioner with One Alternate to an Airport Hangar Agreement Review Committee
 - 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: March 7, 2019

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.

DECEMBER 13, 2019

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, Rajnish Khanna, Tim Silva, Alvin Vaughn
 - b. **Absent:** Roderick Stevenson.
 - 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 NOVEMBER 8, 2018**
 - a) **Motion to Approve:** Commissioner Silva
 - b) **Second:** Commissioner amino
 - c) **Abstain:** None
 - d) **Vote:** Approved with unanimous vote
5. **NEW BUSINESS:**
 - a. **Review and Provide Input on Development of the City of Tracy Capital Improvement Program for FY2019/20:** Commission discussed and suggested a list of topics and voted on five items as priority.
6. **ITEMS FROM COMMISSIONER:**

Commissioner Khanna: Introduced himself and addressed the need and opportunity for transit connectivity with regional service, commuter buses and rail.

Commissioner Gamino: Referred to the Southern Pacific locomotive at Dr. Power's Park. Per California Rail Road Museum Head Maintenance, with proper care and maintenance the engine has a fifty year lifetime. Commissioner Gamino requested City take immediate action to preserve the engine that is symbolic of an era gone, but still resonates with Tracy residents.

Commissioner Silva: Proud of the accomplishment Commission achieved and looking forward to working together.

Commissioner English: Requested to include airport vegetation management as a CIP item.
6. **ITEMS FROM STAFF:**
 - a) **Airport Updates:** Ed Lovell provided airport updates. Staff and Commission discussed project information and status. Commissioner Silva enquired about the AWOS project.
 - b) **Transit Updates:** Staff provided transit updates on ridership and information on December Month Free Rides. Commissioners addressed their disappointment On Time Performance and availability of real time software. Commissioner Vaughn enquired if any liquidated damages placed on Contractor for not providing software. Commissioner Silva expressed his frustration on real time info App. still not

available. Commissioner English enquired if City has an information booth at Winter Farmers Market.

7. ITEMS FROM AUDIENCE:

Richard Ortenheim, SkyView Aviation, Tracy, addressed his concerns regarding the new pavement at the Tracy Airport deteriorating and caused to flood in the recent rains, suggested contractor fix it prior to City making the final payment. He stated his business experienced loss due to lack of airport improvement.

8. ADJOURNMENT TO NEXT REGULAR MEETING JANUARY 10, 2019

- a. **Motion to Adjourn:** Commissioner Silva
- b. **Second:** Commissioner English
- c. **Vote:** Approved by unanimous vote
- d. **Time:** 7:56 p.m.

The above agenda was posted at Tracy City Hall on December 6, 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

JANUARY 10, 2019

1. **CALL TO ORDER:** Commissioner Vaughn called the meeting to order at 6:00 p.m.
2. **ROLL CALL:**
 - a. **Present:** Alice English, Larry Gamino, Rajnish Khanna, Tim Silva, Alvin Vaughn
 - b. **Absent:** Roderick Stevenson.
 - c. **Staff Present:** Andrew Malik, Assistant City Manager; Brian MacDonald, Parks & Recreation Director; Richard Joaquin, Parks Planning & Development Manager; Ed Lovell, Management Analyst II; Jayne Pramod, Transit Coordinator
 - d. **Recorded By:** Jayne Pramod, Transit Coordinator
3. **ITEMS FROM THE AUDIENCE: None**
4. **INTRODUCTION:** Brian MacDonald, Parks & Recreation Director, introduced Paula Jessup, new Tracy Airport Manager. Ms. Jessup provided a brief description about herself and shared her airport work experience. Commission welcomed Ms. Jessup and addressed their expectation on having an airport manager. Commission and audience discussed various airport projects and did a tour of the pilot lounge. Staff notified Commission on the cancellation of February 14, 2019 Transportation Advisory Commission Meeting and provided information on Valley Link public outreach meeting in February.
5. **ADJOURNMENT TO NEXT REGULAR MEETING MARCH 14, 2019**
 - a. **Motion to Adjourn:** Commissioner Gamino
 - b. **Second:** Commissioner Silva
 - c. **Vote:** Approved by unanimous vote
 - d. **Time:** 6:37 p.m.

The above agenda was posted at Tracy City Hall on January 3, 2019. 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
March 14, 2019

AGENDA ITEM 5.a.

REQUEST

APPOINTMENT OF ONE TRANSPORTATION ADVISORY COMMISSIONER WITH ONE ALTERNATE TO AN AIRPORT HANGAR AGREEMENT REVIEW COMMITTEE

DISCUSSION

All ground lease agreements have expired and are on month to month agreements at this time. Both the city-owned hangar rental agreements and the ground lease agreements are out of date and need to be revised. Additionally, there are no agreements for commercial and corporate hangar rental or ground leases. Rates and agreements have been solicited and received from many airports all over the state, both rural and city.

Staff is requesting one Transportation Advisory Commissioner with one alternate to be a part of a committee that will be reviewing all existing airport hangar agreements, recommending new agreements for both commercial and corporate hangar options and rate structures. The airport hangar committee will receive electronic copies of hangar agreements from California airports to read and analyze. The committee will then meet to make recommendations to the current hangar agreements and existing rate structures, as well as review corporate and commercial agreements. This committee will consist of city-owned hangar renters, ground lease owners, Tracy Airport Association members, a Transportation Advisory commissioner with one alternate, and the airport manager. There will be at least one meeting with an outside speaker to discuss the requirements of corporate hangar agreements.

After the Transportation Advisory Committee review, recommendations will be sent to the City Attorney's Office. The hangar agreement and new rate structure drafts will then be placed on the City Council. This process is anticipated to take 6 to 8 months.

RECOMMENDED ACTION

That the Commission Chair appoint one person with one alternate to a committee for participation in Airport hangar agreements and rate structure review and recommendations.

FISCAL IMPACT

There may be fiscal impacts to the Airport Fund for this item as there will be changes to the current rate structure.

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
March 14, 2019**

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.

RECOMENDATION

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

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
March 14, 2019**

AGENDA ITEM 7

Staff Items

Annual Commission Items:

- Election of Chair/Vice-Chair (May)
- Unmet Transit Needs (October)
- CIP Review (November/December)

Airport Project Update

By Paula Jessup

Airport Improvement Items:

Project	Current Status	Next Steps
PAPI Installation and Retrofit	Installation of PAPI complete	Schedule Flight Check
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 Complete ADA Ramp Complete	Placement of flower boxes Project Complete
Beacon Light Installation	Notice to Proceed Issued Precon Meeting 3/6/19 Construction begins 3/14/19	Final Inspection
Tee-Hangar Taxi Lane Pavement Reconstruction	Precon meeting on 3/6/19 Currently in Winter Suspension	Issue Notice to Proceed

TRACER Ridership: A year to date comparison of current ridership compared to the same period in the previous year is shown below. Fixed route ridership is up 5,356 riders compared to year to date ridership in January FY17/18, an increase of approximately 6.4%. Paratransit ridership is up 63 riders compared to the same time in FY17/18, an increase of approximately 0.5%. Overall the Tracer system ridership has increased by 6,419 riders over the same period last year, an overall increase of approximately 6.9%.

January Year To Date Ridership Comparison

	FY 17/18	FY 18/19
Fixed Route Ridership		
Regular	23,957	17,852
Student	19,233	12,277
Senior	10,451	8,022
Disabled	3,824	2,453
Free	4,995	3,556
Promo Passengers	8,055	27,602
Passengers w/tickets	10,918	13,640
Passengers w/transfers	2,005	3,392
Total	83,438	88,794
Paratransit Ridership		
Regular (Guest)	26	34
Senior	2,042	2,208
Disabled	8,164	8,059
Free	725	719
Total	10,957	11,020
All Systems Ridership	93,395	99,814

Fixed Route On-Time Performance FY18/19:

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
A Route	79%	70%	68%	71%	70%	77%						
B Route	67%	59%	59%	54%	63%	65%						
C Route	80%	68%	64%	65%	73%	80%						
D Route	93%	87%	85%	89%	81%	89%						
D Peak	98%	94%	84%	85%	83%	83%						
E Route	97%	99%	91%	97%	92%	85%						
F Route	96%	93%	91%	83%	88%	95%						
OVERALL	87%	81%	77%	78%	78%	82%						