

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 12, 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. Introduction of new City Manager
4. 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.*
5. Approval of Minutes from the Regular Meeting on July 11, 2019.
6. Presentation on Congested Corridor Study
7. New Business
 - a. Receive Information on Transit Mobile Applications and Provide Input on Desired Application Features
 - b. Provide Input on Commission Goals and Objectives for FY19/20
8. Items from the Commission
9. Items from Staff
 - a. Airport Projects Update
 - b. Transit Ridership and Performance Update
10. Items from the Audience
11. Adjournment

POSTED: September 6, 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.

July 11, 2019

1. **CALL TO ORDER:** Commissioner Silva called the meeting to order at 7:00 p.m.
2. **ROLL CALL:**
 - a. **Present:** Alice English, Gary Cooper, Jacob Hunter, Rajnish Khanna, 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:** None
4. **APPROVAL OF REGULAR MEETING MINUTES OF JUNE 13, 2019**
 - a) **Motion to Approve:** Commissioner Stevenson
 - b) **Second:** Commissioner Hunter
 - c) **Abstain:** None
 - d) **Vote:** Approved by unanimous vote
5. **NEW BUSINESS:**
 - a. **Receive Presentation and Provide Feedback on Short Range Transit Plan:** IBI Group, Consultant Steve Wilks, presented on the revised Short Range Transit Plan (SRTP). Commission and Staff discussed and addressed various concerns. Motion by Commissioner Hunter to approve implementation of SRTP based upon annual evaluation of each proposed service type was second by Commissioner Cooper and unanimously approved.
6. **ITEMS FROM COMMISSION:**

Commissioner Khanna: Requested to add GTFS and App on agenda for discussion.
Commission English: Thanked Staff for providing Commission a copy of the SRTP and power point presentation for review ahead of the meeting.
Commissioners Vaughn, Cooper and Silva: Thanked Steve Wilks for presenting the Short Range Transit Plan.
7. **ITEMS FROM AUDIENCE:** None
8. **ADJOURNMENT TO NEXT REGULAR MEETING AUGUST 8, 2019**
 - a. **Motion to Adjourn:** Commissioner Vaughn
 - b. **Second:** Commissioner English
 - c. **Vote:** Approved by unanimous vote
 - d. **Time:** 9:27 p.m.

The above agenda was posted at Tracy City Hall on June 6, 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
September 12, 2019**

AGENDA ITEM 7.a

REQUEST

**RECEIVE INFORMATION ON TRANSIT MOBILE APPLICATIONS AND PROVIDE
INPUT ON DESIRED APPLICATION FEATURES**

DISCUSSION

In recent meetings, the commission has asked for more information on mobile applications (apps) for transit use. This report, while not all-inclusive, is meant to serve as general high-level information on the use of mobile apps within the transit industry.

Before talking about apps, it is important to know a little bit about the behind-the-scenes data that most apps use. Over the years, Google, in partnership with other transit agencies, has developed a standard data format known as General Transit Feed Specification, commonly abbreviated as GTFS. GTFS is a data specification that allows public transit agencies to publish their transit data in a format that can be used by a wide variety of software applications. GTFS data can be used to publish both static and real-time information regarding a transit system.

There is a process to get an agency's GTFS data published so that it is available to the public. The City of Tracy is currently working through that process to initially get its static route information published. An agreement has been signed with Google, and the initial files have been created with the route information. The City is waiting to hear back from Google on the configuration of our account so that we can proceed in getting the information published and available on Google Maps. Once the static information has been published, the City will work towards implementing real-time data.

While there are some mobile apps that create and use their own maps, most use the publicly available GTFS data as the source and then create their own user interface to show that data to the users. Mobile apps for use in transit have been around for many years in a variety of formats. Some apps are used to just provide basic information regarding route schedules, while other involve full trip planning across multiple agencies and even allow for mobile payments.

There is currently a county-wide effort to provide a mobile app that functions as a trip planner and allows for mobile ticketing. The concept of county-wide mobile app sprang from the idea of having integrated ticketing for the county to allow for seamless travel between cities. The app, called Vamos, is in a testing phase and currently functions as a trip planning tool, showing you how to get from point A to point B. There is further exploration being done to integrate mobile ticketing into the app to allow for payments directly from your phone.

There is a wide array of apps available, far too many to list and compare. While it is not the responsibility of the Transportation Advisory Commission to develop an app to be used for the Tracer system, it is within your role to provide citizen and community perspective and input on the development of transit programs. Staff will work on procuring an app that will be able to incorporate as many of the recommended features as possible.

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 receive the information on mobile applications and provide input on desired application features.

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
September 12, 2019**

AGENDA ITEM 7.b.

REQUEST

PROVIDE INPUT ON COMMISSION GOALS AND OBJECTIVES FOR FY 2019/20

DISCUSSION

The Transportation Advisory Commission creates goals and objectives that they would like to work on each year that coincide with the City's fiscal year of July 1 through June 30. At the beginning of this new fiscal year, it is time for the commission to discuss what items they would like to work on for the coming year.

It is important for the commission to consider their goals and objectives in the context of the commission's purpose and roles and responsibilities as outlined in the TAC bylaws. As the commission considers their potential goals and objectives, consideration should be given to the following items:

- What will be the outcome for each goal?
- Does the goal tie in to the TAC purposes or roles and responsibilities?
- How are we ensuring that there is community involvement?
- Does the goal fit the S.M.A.R.T. pattern? (Specific, Measurable, Attainable, Relevant, Timely)

Additionally, when creating a new plan for the commission, it is also important to know the difference between a goal and an objective. A goal establishes where you want to go or what you want to do. An objective is a specific step that is needed in order to reach your goal. Goals are generally broader in nature while an objective will be more specific and will have a timeline attached to it.

In preparation for the discussion on new goals and objectives for FY 2019/20, staff is asking the commission to review the purpose, roles and responsibilities of the TAC (listed below) and come prepared to share ideas and discuss future goals for the commission.

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 input on commission goals and objectives for FY 2019/20.

ATTACHEMENT

Attachment A – Purpose, Roles and Responsibilities of the TAC

ATTACHMENT A

PURPOSE, ROLES AND RESPONSIBILITIES OF THE TRANSPORTATION ADVISORY COMMISSION

A. PURPOSE

The purpose of the seven-member Transportation Advisory Commission is to:

1. Address various public transportation issues including intra-city transit (TRACER, Paratransit, airports, Multimodal Station, taxis, limousines, Park-and-Ride lots, bikeways, trails and passes) and inter-city transit (SJRTD, commuter-vanpools and ACE);
2. Review City-wide public transportation and airport planning documents;
3. Advise on service levels and routes;
4. Recommend rules and procedures governing public transportation service programs, equipment and facilities considering regulatory guidelines, service improvements, coordination, efficiencies, protection of property, service improvements and activities of persons utilizing transportation services and facilities;
5. Recommend rates, fares, user fees, charges and deposits for the use of transportation service programs and facilities;
6. Review surveys and facilitate public input on public transportation programming and facility usage;
7. Identify transportation infrastructure needs and recommend allocation of funds for capital expenditures related to transportation improvements;
8. Review grants, budgets, facility developments and designs, and transportation programs;
9. Advise the Council on the subject of comprehensive Citywide public transportation master planning and development;
10. Review, monitor, and make long-range recommendations concerning public transportation and connectivity sections of related environmental impact reports of development projects during the public review period and other similar documents;
11. Recommend and promote marketing strategies for community outreach programs in order to strengthen the transportation image, increase usage, and integrate its role within the community; and
12. Recommend to the City Council, after public input, the adoption, amendment or repeal of ordinances, resolutions, or requirements pertaining to public transportation within the City.
13. Provide an annual report to the City Council on the Commission's efforts during the previous year.

B. ROLE AND RESPONSIBILITIES

The role of the Transportation Advisory Commission is to provide citizen and community perspective and input on the development of public transportation planning, facilities and programs. As a Commission established by the City Council, the Transportation Advisory Commission will provide input to Council for their consideration and action. This would ideally be done after receiving public deliberation and achieving consensus through partnering with staff. It is intended that the Transportation Advisory Commission not take an advocacy role, but an advisory role, in providing input to City Council. Additionally, the Transportation Advisory Commission is expected to advise City Council on transportation matters brought to them by the community.

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
September 12, 2019**

AGENDA ITEM 9

Staff Items

Annual Commission Items:

- Election of Chair/Vice-Chair (June)
- 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	- Flight Check Complete - Change Order to install electrical cable for PAPI and AWOS approved by FAA	- Make adjustments to PAPI on Runway 12 - Final reimbursements and grant closeout
Airport Restrooms Installation	Bid Specs are being reviewed by San Joaquin County.	- FAA approval - Solicit bids for construction.
Beacon Light Installation	Project complete.	Final reimbursements and Grant Closeout
Tee-Hangar Taxi Lane Pavement Reconstruction	Pavement reconstruction complete.	- Final construction punchlist - Final reimbursements and Grant Closeout
Airport Layout Plan	Grant executed by Council	- Apply for State matching grant - Public outreach meetings

