

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, July 9, 2020 @ 7:00 p.m.
(or as soon thereafter as possible)

PLEASE NOTE: LOCATION CHANGE

Location: City Hall, 333 Civic Center Plaza, Tracy

THIS SPECIAL MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT

RESIDENTS ARE STRONGLY ENCOURAGED TO PARTICIPATE REMOTELY AT THE JULY 9, 2020 MEETING

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.

Remote Access to City of Tracy Council Meeting:

In accordance with the guidelines provided in Executive Order N-29-20 on social distancing measures, the City of Tracy will allow for remote participation at the upcoming Transportation Advisory Commission Regular Meeting on Thursday, July 9, 2020.

Remote Public Comment:

*Public comment via email **will only be accepted for agenda items before the start of the Transportation Advisory Commission meeting at 7:00 p.m. Please send an email to publiccomment@cityoftracy.org - identify the item you wish to comment on in your email's subject line***

During the upcoming Transportation Advisory Commission Meeting, public comment will be accepted via the options listed below. If you would like to comment remotely, please follow the protocols below:

- **Comments via:**
 - **Phone** by dialing (209) 831-6010, or
 - **Online by visiting** <https://cityoftracyevents.webex.com> and using the following **Event Number: 126 466 9390** and **Event Password:** Transport123
 - **If you would like to participate in the public comment anonymously**, you may submit your comment via phone or in WebEx by typing "Anonymous" when prompted to provide a First and Last Name and inserting Anonymous@example.com when prompted to provide an email address.

- **Protocols for submitting comments by phone:**
 - *If you wish to discuss an item under "New Business" identify the item when calling in. All requests to discuss an item under "New Business" must be submitted before the Chair announces that the time to submit such a request has expired.*
 - *Identify the item you wish to comment on to staff when calling in. Comments received by phone will be accepted for the "Items from the Audience" portions of the agenda.*
 - *Comments received by phone for the "Items from the Audience" portion of the agenda must be received by the time the Chair opens that portion of the agenda for discussion.*

- **Protocols for commenting via WebEx:**
 - If you wish to comment on “New Business” or “Items from the Audience” portions of the agenda:
 - Listen for the Chair to open that portion of the agenda for discussion, then raise your hand to speak by clicking on the Hand icon on the Participants panel to the right of your screen.
 - If you no longer wish to comment, you may lower your hand by clicking on the Hand icon again.
 - Comments for “New Business” or “Items from the Audience” portions of the agenda will be accepted until the public comment for that item is closed.

- The total allotted time for public comment will be as follows:
 - New Business: **5 minutes**
 - Items from the Audience: **5 minutes**

Comments received by publiccomment@cityoftracy.org, phone call, or on Webex outside of the comment periods outlined above will not be included in the record.

Full copies of the agenda are available on the City’s website: www.ci.tracy.ca.us

1. Call to Order
2. Roll Call
3. ITEMS FROM THE AUDIENCE - In accordance with Council Meeting Protocols and Rules of Procedure, adopted by Resolution 2019-240, a five-minute maximum time limit per speaker will apply to all individuals speaking during “Items from the Audience/Public Comment”. For non-agendized items, Transportation Advisory Commissioners may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that the matter be placed on a future agenda or that staff provide additional information to the Transportation Advisory Commission.
4. Approval of Minutes from the Regular Meeting of March 12, 2020
5. New Business
 - a. Recommend City Council Approval of Tracer On-Demand Pilot Program Parameters Effective August 1, 2020
6. Items from Commission
7. Items from Staff
 - a. Airport Projects Update
 - b. Transit Ridership and Performance Update
 - c. Bikeways Update
8. Items from the Audience
9. Adjournment to next Regular Meeting: **TBD**

Posted: July 2, 2020

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 (209-831-6000), at least 24 hours prior to the meeting.

Any materials distributed to the majority of the Parks and Community Services Commission regarding any item on this agenda will be made available for public inspection in the Parks & Recreation Department located at 333 Civic Center Plaza, Tracy, during normal business hours.

March 12, 2020

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, Rajnish Khanna, Tim Silva, Roderick Stevenson, Alvin Vaughn
 - b. **Absent:** Jacob Hunter
 - c. **Staff Present:** Ed Lovell, Management Analyst II; Paula Jessup, Airport Manager; Jayne Pramod, Transportation Coordinator.
 - d. **Recorded By:** Jayne Pramod, Transportation Coordinator
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF REGULAR MEETING MINUTES OF JANUARY 9, 2020**
 - a) **Motion to Approve:** Commissioner Vaughn
 - b) **Second:** Commissioner Cooper
 - c) **Abstain:** None
 - d) **Vote:** Approved with amendment to item # 5 New Business,
 - a) Commissioner Cooper motioned to recommend approval of the lease agreement as presented.
5. **NEW BUSINESS:**
 - a. **Discuss Commission Participation in Upcoming Earth Day and Health and Wellness Events:** Staff provided information on the upcoming events and encouraged Commission to participate. Due to COVID 19, plans could change, but status will be confirmed by April for Earth Day Event and Health and Wellness Day, organized by the City to be held last week of April, 2020. Commissioner Khanna requested for a Transportation Commission banner at the events to promote City's Transportation Advisory Commission (TAC). Commissioner Silva volunteered to participate an hour at both events
 - b. **Provide Updates on Commission Goals and Objectives for FY 19/20:** Staff provided updates on Farmers Market to start on April 18th and Block Party dates yet to be confirmed by City. Airport Display event will be held 4th Saturday of the month, starting April 25th. Ed Lovell shared plans on fare policy and a pilot program to offer free rides to students with Low Carbon Transit Operations Program (LCTOP) money from SJCOG. Commissioner Silva supported it as a great idea, he commented parents feel safe when students are using City bus. Commissioner Vaughn's enquiry on RFP status for TRACER service contract was addressed as an internal decision to extend the current contract agreement for another year, with additional service on Sundays, evenings and early mornings. Commissioner Khanna requested monthly update on the Transit App. Staff informed a future date will be announced for Bikeway Public Outreach, cancelled due to COVID -19.
6. **ITEMS FROM THE COMMISSION :**

Commissioner English: Congratulated Commissioner Vaughn on his presentation to the

Council on behalf of TAC and stated she received good public feedback. Apologized for not mentioning Ed Lovell's name when thanking transit management at the Council meeting. Thanked transit Staff and Commission working together doing a good job.

Commissioner Silva: Thanked City for instituting bike lane policy and creating budget for green bike lanes to enable safe biking. At the Central Valley Velo Bicycle Club meeting he shared City's new standard and budget info for bike lanes. Members of the club appreciated City's approach and addressed their concerns regarding City not installing Share the Road signs, and no bike lanes on the newly paved Corral Hollow, Tracy Hills' area, and Linne Road.

Staff updated Commission that all new development will now require to follow the Standard Plan for green bike lane requirement adopted by the City. Commissioner English referred to Valpico Rd. and requested status on the funding source, Staff suggested adding the item on agenda for discussion. Commissioner English's request was second by Commissioner Khanna, to bring back the item on agenda for discussion. Commissioner Silva recommended to add Bikeway Update to Items from the Staff.

7. ITEMS FROM STAFF:

Airport Projects Update: Paula Jessup, Airport Manager, provided airport updates and mentioned Airport Layout Plan will be going to Council on March 17, 2020. Commission comments and questions followed. Commissioner Silva commented on the airport improvement and thanked Ms. Jessup.

Transit Ridership and Performance Update: Staff provided transit updates on ridership and addressed questions and concerns from Commission

8. ITEMS FROM THE AUDIENCE:

Sarah Ying Bai, Tracy, asked clarification on Airport Event date and time, referred to item 7b and proposed portion of LCTOP money to be allocated for free rides and additional routes to accommodate students attending community service. Item 5b, she asked for explanation on MacArthur Project and if she can review the plan, staff guided Ms. Bai to the City website for more information and plan. Item 6, City's Standard on Green Bikeways, Ms. Bai requested if City could also implement signs or banners to encourage cyclist to wear reflector jackets or provide free reflector jackets to promote safe biking. Ms. Bai thanked the Commission for the opportunity and provided feedback on RTD VanGo's excellent service and support to continue the pilot program, thanked TRACER staff's customer service and call response in assisting with bus route schedule and map. She addressed the need of restructuring Commuter F Route as a regular route to meet the transit needs in that neighborhood. She also shared her mother's recent car accident and voiced her concern to make City roads safe for all.

John Silva, Central Valley Velo, thanked Commission for improving and promoting safe bicycling. He also thanked Commissioners Silva and English for attending Velo meeting and sharing City's new adopted standards for bikeways. He shared his concerns about no Share Lane signs and extreme unsafe conditions on Valpico Rd. not having a continuous bike lane and cyclist merging into the street during commute hours. He also addressed concerns regarding the paved shoulder with no bike lane markings on Schulte Rd. between Lammers Rd. and Mountain House Parkway. Mr. Silva thanked Commission and Staff for all the hard work.

9. ADJOURNMENT TO NEXT REGULAR MEETING APRIL 9, 2020

- a. Motion to Adjourn:** Commissioner Cooper
- b. Second:** Commissioner English
- c. Vote:** Approved by unanimous vote
- d. Time:** 7:51 p.m.

The above agenda was posted at Tracy City Hall on March 6, 2020. 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
July 9, 2020

AGENDA ITEM 5.a.

REQUEST

RECOMMEND CITY COUNCIL APPROVAL OF TRACER ON-DEMAND PILOT PROGRAM PARAMETERS EFFECTIVE AUGUST 1, 2020

DISCUSSION

The City of Tracy's Short Range Transit Plan outlines improvements to the City's public transit system over the next 5-10 years. Beginning in FY 20/21, the plan calls for an on-demand service pilot program. The on-demand service would be a shared ride, curb-to-curb service that can be used to travel anywhere within the City of Tracy. This new type of service would only operate during times which the Tracer Fixed Route service is not available. During this pilot program period, it is proposed that the service run during the following times:

- Sunday: 8am – 10pm
- Monday – Friday: 5am – 8am; 6pm – 10pm (12am on Friday)
- Saturday: 5am – 9am; 6pm – 12am

During the pilot program, staff will monitor the requests for service to see if adjustments need to be made in the times that the service is offered.

Additionally, since this is a new program, a fare will need to be established. It is proposed that during this initial period, the following fares are put in place:

- Regular Fare: \$4
- Discount Fare: \$3

All fares will allow up to four people to ride at that rate, so long as the passengers are all being picked up and dropped off at the same location. The discount fare will only apply to those who are seniors (aged 65+), persons with disabilities, Medicare cardholders, and other eligible passengers with a valid Discount Fare Card (available through Access San Joaquin). The fares will also allow for free transfers to the Tracer Fixed Route.

While this service is on-demand and can be used for same day trips, passengers will be able to book rides up to 48 hours in advance. Trips may be booked by calling Tracer directly or through an app that will be available beginning in September.

Finally, in order to differentiate itself as different type of service under the Tracer brand, it is proposed that the on-demand service go by the name of Tracer LINK.

It is anticipated that the on-demand service will be available to passengers beginning with a soft rollout the week of August 9th, 2020. Staff will prepare for a full rollout of the system in September 2020 once the app for the service is ready for use.

FISCAL IMPACT

Funding to operate the Tracer Bus System comes out of the Transit Fund and is paid through a combination of Federal and State grants, which are incorporated into the annual budget adopted by City Council. Costs for this program are included as part of the FY20/21 budget. There is currently funding available through Federal and State grants to fund the increase in costs.

RECOMENDATION

That the Commission recommend City Council approval of Tracer On-Demand Pilot Program parameters effective August 1, 2020.

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
JULY 9, 2020**

AGENDA ITEM 7

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	Waiting for grant amendment from FAA	Final reimbursements and grant closeout
Airport Restrooms Installation	Bids due mid July.	- Award contract. - Begin installation.
Beacon Light Installation	Project complete.	Final reimbursements and Grant Closeout
Tee-Hangar Taxi Lane Pavement Reconstruction	Project complete.	Final reimbursements and Grant Closeout
Airport Layout Plan	Task Order approved by City Council	- Obstruction survey - Public outreach meetings

Transit Update

By Jayne Pramod

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 down 30,775 riders compared to year to date ridership in May FY18/19, an decrease of approximately 22%. Paratransit ridership is up 340 by riders compared to the same time in FY18/19, an increase of approximately 1.9%. Overall the Tracer system ridership has decreased 30,435 riders over the same period last year, an overall decrease of approximately 19.3%

May Year To Date Ridership Comparison

	FY 18/19	FY 19/20
Fixed Route Ridership		
Regular	26,500	21,656
Student	19,995	16,253
Senior	12,254	11,583
Disabled	3,914	3,413
Free	6,001	6,150
Promo Passengers	44,873	23,887
<i>Promo Regular</i>	18,860	8,928
<i>Promo Student</i>	14,612	9,063
<i>Promo Senior</i>	6,560	3,527
<i>Promo ADA</i>	3,145	1,725
<i>Promo Free</i>	1,696	644
Passengers w/tickets	20,949	21,861
Passengers w/transfers	5,169	4,077
Total	139,655	108,880
Paratransit Ridership		
Regular (Guest)	79	149
Senior	3,482	2,980
Disabled	13,089	13,351
Free	1,086	1,596
Total	17,736	18,076
All Systems Ridership	157,391	126,956

Fixed Route On-Time Performance FY19/20:

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
A Route	89%	92%	95%	94%	95%	96%	94%	93%	97%	99%	99%	
B Route	86%	78%	79%	78%	79%	82%	83%	80%	87%	95%	92%	
C Route	84%	82%	84%	91%	94%	92%	91%	89%	93%	90%	90%	
D Route	89%	80%	79%	78%	79%	78%	83%	87%	89%	90%	89%	
E Route	97%	81%	87%	90%	97%	96%	92%	94%	97%	NA	NA	
F Route	98%	95%	94%	95%	96%	95%	94%	92%	93%	NA	NA	
G Route	99%	91%	81%	91%	91%	89%	93%	88%	99%	NA	NA	
OVERALL	92%	86%	86%	88%	90%	89%	90%	89%	94%	93%	93%	