

Tuesday, August 20, 2019, 7:00 PM

City Council Chambers, 333 Civic Center Plaza, Tracy

Web Site: www.cityoftracy.org

Americans With Disabilities Act - The City of Tracy complies with the Americans with Disabilities Act and makes all reasonable accommodations for the disabled to participate in Council meetings. Persons requiring assistance or auxiliary aids should call City Hall (209/831-6000) 24 hours prior to the meeting.

Addressing the Council on Items on the Agenda - The Brown Act provides that every regular Council meeting shall provide an opportunity for the public to address the Council on any item within its jurisdiction before or during the Council's consideration of the item, provided no action shall be taken on any item not on the agenda. Each citizen will be allowed a maximum of five minutes for input or testimony. At the Mayor's discretion, additional time may be granted. The City Clerk shall be the timekeeper.

Consent Calendar - All items listed on the Consent Calendar are considered routine and/or consistent with previous Council direction. A motion and roll call vote may enact the entire Consent Calendar. No separate discussion of Consent Calendar items will occur unless members of the City Council, City staff or the public request discussion on a specific item at the beginning of the meeting.

Addressing the Council on Items not on the Agenda – The Brown Act prohibits discussion or action on items not on the posted agenda. Members of the public addressing the Council should state their names and addresses for the record, and for contact information. The City Council's Procedures for the Conduct of Public Meetings provide that "Items from the Audience" following the Consent Calendar will be limited to 15 minutes. "Items from the Audience" listed near the end of the agenda will not have a maximum time limit. Each member of the public will be allowed a maximum of five minutes for public input or testimony. However, a maximum time limit of less than five minutes for public input or testimony may be set for "Items from the Audience" depending upon the number of members of the public wishing to provide public input or testimony. The five minute maximum time limit for each member of the public applies to all "Items from the Audience." Any item not on the agenda, brought up by a member of the public shall automatically be referred to staff. In accordance with Council policy, if staff is not able to resolve the matter satisfactorily, the member of the public may request a Council Member to sponsor the item for discussion at a future meeting. When members of the public address the Council, they should be as specific as possible about their concerns. If several members of the public comment on the same issue an effort should be made to avoid repetition of views already expressed.

Presentations to Council - Persons who wish to make presentations which may exceed the time limits are encouraged to submit comments in writing at the earliest possible time to ensure distribution to Council and other interested parties. Requests for letters to be read into the record will be granted only upon approval of the majority of the Council. Power Point (or similar) presentations need to be provided to the City Clerk's office at least 24 hours prior to the meeting. All presentations must comply with the applicable time limits. Prior to the presentation, a hard copy of the Power Point (or similar) presentation will be provided to the City Clerk's office for inclusion in the record of the meeting and copies shall be provided to the Council. Failure to comply will result in the presentation being rejected. Any materials distributed, including those distributed within 72 hours of a regular City Council meeting, to a majority of the Council regarding an item on the agenda shall be made available for public inspection at the City Clerk's office (address above) during regular business hours.

Notice - A 90 day limit is set by law for filing challenges in the Superior Court to certain City administrative decisions and orders when those decisions or orders require: (1) a hearing by law, (2) the receipt of evidence, and (3) the exercise of discretion. The 90 day limit begins on the date the decision is final (Code of Civil Procedure Section 1094.6). Further, if you challenge a City Council action in court, you may be limited, by California law, including but not limited to Government Code Section 65009, to raising only those issues you or someone else raised during the public hearing, or raised in written correspondence delivered to the City Council prior to or at the public hearing.

CALL TO ORDER
PLEDGE OF ALLEGIANCE
INVOCATION
ROLL CALL
PRESENTATIONS

1. Certificates of Appointment – Youth Advisory Commission
2. Certificates of Recognition – Baseball Championship – Tracy Heat
3. Employee of the Month

1. CONSENT CALENDAR

- 1.A. APPROVAL OF JULY 16, 2019, CLOSED SESSION AND REGULAR MEETING MINUTES
- 1.B. ACCEPT THE WATER FILTER MEDIA REPLACEMENT PROJECT AT THE JOHN JONES WATER TREATMENT PLANT (CIP 75126) COMPLETED BY CALGON CARBON CORPORATION, AUTHORIZE THE FINANCE DEPARTMENT TO CLOSE CIP 75126, AND AUTHORIZE THE CITY CLERK TO FILE A NOTICE OF COMPLETION WITH THE COUNTY
- 1.C. APPROVE AMENDMENT NO.1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH WOOD RODGERS, INC. FOR THE CITYWIDE STORM DRAIN MASTER PLAN UPDATE, CIP 76086, FOR A NOT-TO-EXCEED AMOUNT OF \$130,000
- 1.D. AUTHORIZE A PURCHASE AND SALE AGREEMENT BETWEEN THE CITY OF TRACY (CITY), ACTING AS THE GOVERNING BOARD OF THE SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT AGENCY OF THE CITY OF TRACY (AGENCY), AND MANTECA HOSPITALITY, INC., AND AUTHORIZE THE MAYOR ON BEHALF OF THE CITY AND THE CHAIRMAN ON BEHALF OF THE SUCCESSOR AGENCY TO EXECUTE THE AGREEMENT AND RELATED DOCUMENTS
- 1.E. APPROVE AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT WITH RUGGERI JENSEN AZAR FOR DESIGN OF CORRAL HOLLOW ROAD WIDENING (WEST SCHULTE/PARKSIDE DRIVE TO LINNE ROAD) PROJECT, CIP 73144 WITH A TOTAL REVISED NOT TO EXCEED AMOUNT OF \$1,219,500
- 1.F. ACCEPT CONSTRUCTION OF THE TRACY HILLS BOOSTER PUMP STATION AT THE JOHN JONES WATER TREATMENT PLANT CIP 75158 (75121B), PROJECT COMPLETED BY STEVE P. RADOS, INC., OF SANTA ANA CALIFORNIA, AUTHORIZE THE CITY CLERK TO FILE THE NOTICE OF COMPLETION, AND AUTHORIZE THE UTILITIES DIRECTOR TO RELEASE THE BONDS AND RETENTION PAYMENT
- 1.G. DECLARE CERTAIN EQUIPMENT AS SURPLUS AND APPROVE THEIR SALE AND/OR DISPOSAL

- 1.H. APPROVE AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF TRACY AND TOWNSEND PUBLIC AFFAIRS, INC., FOR THE PERFORMANCE OF GOVERNMENT RELATIONS AND STATE LOBBYING SERVICES TO INCLUDE GRANT WRITING AND FUNDING APPLICATION REVIEW SERVICES, TO EXTEND THE TERM OF THE AGREEMENT, AND PROVIDE FOR AN ANNUAL INFLATIONARY FEE ADJUSTMENT; AND AUTHORIZE THE CITY MANAGER OR FINANCE DIRECTOR TO EXECUTE EXTENSIONS AND ANY MINOR AMENDMENTS TO THE AGREEMENT
- 1.I. APPROVE AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH RIDE RIGHT, LLC TO INCREASE THE NOT TO EXCEED AMOUNT FOR FY18/19 TO \$2,649,456
- 1.J. DECLARE CERTAIN VEHICLES AND EQUIPMENT AS SURPLUS AND APPROVE THEIR SALE AND AUTHORIZE THE PURCHASE OF MULTIPLE VEHICLES AND EQUIPMENT IN THE AMOUNT OF \$905,808.13
- 1.K. APPROVE AN IMPROVEMENT AND INSPECTION AGREEMENT AND AN AGREEMENT REGARDING COMMUNITY FACILITIES DISTRICT ANNEXATION AND PARCELS A (EMERGENCY VEHICLE ACCESS) AND B (PRIVATE OPEN SPACE AREA) FOR TRACT 3856, BERG ROAD PROPERTIES
2. ITEMS FROM THE AUDIENCE
3. REGULAR AGENDA
 - 3.A. CONSIDER AND INTRODUCE AN ORDINANCE AMENDING SECTION 2.28.470 OF THE TRACY MUNICIPAL CODE REGARDING LEASES OF CITY-OWNED AIRPORT HANGARS AND GROUND LEASES AT THE TRACY MUNICIPAL AIRPORT AND NEW JERUSALEM AIRPORT
 - 3.B. ACCEPT PRESENTATION BY EAST BAY COMMUNITY ENERGY (EBCE) AUTHORITY AND PROVIDE DIRECTION WHETHER TO PARTICIPATE IN EBCE, A COMMUNITY CHOICE AGGREGATION (CCA) ENERGY PROGRAM
 - 3.C. ADOPT THE CITY OF TRACY SHORT RANGE TRANSIT PLAN
 - 3.D. RECEIVE REPORT ON ANIMAL SERVICES PROGRAM COMPREHENSIVE ASSESSMENT AND PROVIDE DIRECTION ON RECOMMENDED POLICY CHANGES
4. ITEMS FROM THE AUDIENCE
5. STAFF ITEMS
6. COUNCIL ITEMS
 - 6.A. DISCUSS PROPOSED AMENDMENTS TO THE COUNCIL POLICY FOR THE DISPLAY OF FLAGS AT CITY FACILITIES AND PROVIDE DIRECTION TO STAFF
7. ADJOURNMENT

TRACY CITY COUNCIL - SPECIAL MEETING MINUTES

July 16, 2019, 6:45 p.m.

Council Chambers, 333 Civic Center Plaza, Tracy

1. CALL TO ORDER – Mayor Rickman called the meeting to order at 6:45 p.m. for the purpose of a closed session to discuss the items outlined below.
2. ROLL CALL – Roll call found Council Members Arriola, Ransom, Vargas, Mayor Pro Tem Young, and Mayor Rickman present.
3. ITEMS FROM THE AUDIENCE – None.
4. CLOSED SESSION
 1. Conference with Legal Counsel – Anticipated Litigation (Gov. Code § 54956.9)

Significant exposure to litigation pursuant to § 54956.9(d)(2). (One case).
5. RECESS TO CLOSED SESSION - Motion was made by Mayor Pro Tem Young and seconded by Council Member Vargas to recess the meeting to closed session at 6:46 p.m. Roll call vote found Council Members Arriola, Ransom, Vargas, Mayor Pro Tem Young and Mayor Rickman in favor; passed and so ordered.
6. RECONVENE TO OPEN SESSION – The meeting reconvened to open session at 7:00 p.m.
7. REPORT OF FINAL ACTION – There was no report of final action.
8. ADJOURNMENT – Motion was made by Council Member Vargas and seconded by Mayor Pro Tem Young to adjourn. Roll call vote found Council Members Ransom, Vargas, Mayor Pro Tem Young, and Mayor Rickman in favor; passed and so ordered. Council Member Arriola absent from roll call. Time: 7:00 p.m.

The agenda was posted at City Hall on July 11, 2019. The above are action minutes.

Mayor

ATTEST:

City Clerk

July 16, 2019, 7:00 p.m.

City Council Chambers, 333 Civic Center Plaza

Web Site: www.ci.tracy.ca.us

Mayor Rickman called the meeting to order at 7:00 p.m.

Mayor Rickman led the Pledge of Allegiance.

Deacon Ryan offered the invocation.

Roll call found Council Members Arriola, Ransom, Vargas, Mayor Pro Tem Young and Mayor Rickman present.

1. CONSENT CALENDAR – Following the removal of consent items 1.C by Mayor Pro Tem Young, 1.H by Council Member Ransom, and 1.K by Council Member Vargas motion was made by Council Member Vargas and seconded by Council Member Ransom to adopt the Consent Calendar. Roll call vote found all in favor; passed and so ordered.
 - 1.A ADOPTION OF JULY 2, 2019 CLOSED SESSION AND REGULAR MEETING MINUTES - Minutes were adopted.
 - 1.B RESCIND RESOLUTION NO. 2004-387; APPROVE THE REMOVAL OF PARKING RESTRICTIONS ON STONEBRIDGE DRIVE AND MARIANI COURT; AND AUTHORIZE THE INSTALLATION OF “NO PARKING VEHICLES OVER 5 TONS” SIGNS – **Resolution 2019-148** rescinded Resolution 2004-387, and approved the removal of parking on Stoneridge Drive and Mariani Court, and authorized the installation of “No Parking Vehicles over 5 Tons” signs.
 - 1.D AUTHORIZE SUBMISSION OF AN APPLICATION FOR THE PROP 68 STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION PROGRAM (SPP) GRANT FOR LINCOLN PARK REVITALIZATION AND AUTHORIZE THE CITY MANAGER, OR DESIGNEE, TO ACCEPT THE SPP GRANT, IF AWARDED – **Resolution 2019-149** authorized the submission of an application for the Prop 68 Statewide Park Development and Community Revitalization Program Grant.
 - 1.E APPROVE A GENERAL SERVICES AGREEMENT WITH COMFORT AIR, INC., OF STOCKTON, CA., TO PERFORM REPAIRS TO THE PLUMBING AT TRACY CITY HALL AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE AGREEMENT AND ANY MINOR AMENDMENTS TO THE AGREEMENT NOT TO EXCEED \$67,580 FOR FY 2019-20 – **Resolution 2019-150** approved the General Services Agreement with Comfort Air, Inc.
 - 1.F AWARD A CONSTRUCTION CONTRACT TO ST. FRANCIS ELECTRIC, LLC OF SAN LEANDRO, CALIFORNIA, IN THE AMOUNT OF \$997,650 FOR THE INSTALLATION OF A TRAFFIC SIGNAL AT LAMMERS ROAD AND SCHULTE ROAD (WEST), CIP 72068, AND AUTHORIZE THE CITY MANAGER TO APPROVE CHANGE ORDERS UP TO THE CONTINGENCY AMOUNT OF

\$100,000, IF NEEDED – **Resolution 2019-151** awarded a Construction Contract to St. Francis Electric, LLC.

- 1.G APPROVE REAL PROPERTY PURCHASE AGREEMENTS BETWEEN THE CITY OF TRACY AND FOUR PROPERTY OWNERS FOR ACQUISITION OF RIGHT-OF-WAY AND EASEMENTS REQUIRED FOR THE WIDENING OF CORRAL HOLLOW ROAD BETWEEN OLD (WEST) SCHULTE ROAD AND LINNE ROAD, CIP 73144 – **Resolution 2019-152** approved the real property purchase agreements.
- 1.I APPROVE AN EXTENSION OF THE AGREEMENT FOR PROPERTY TAX ALLOCATION UPON ANNEXATION BETWEEN THE COUNTY OF SAN JOAQUIN AND THE CITY OF TRACY - **Resolution 2019-153** approved the extension of the agreement.
- 1.J APPROVE A PURCHASE AND SALE AGREEMENT FOR REAL PROPERTY BETWEEN THE CITY OF TRACY AND PROLOGIS LOGISTICS SERVICES, INCORPORATED, A DELAWARE CORPORATION, FOR THE EXPANSION OF THE NORTHEAST INDUSTRIAL STORM DRAIN BASIN, AND ALLOCATE FUNDS FOR THE PAYMENT OF THE PURCHASE PRICE FROM FUND 350 AND THE PROCEEDS OF THE 2006 NEI BONDS – **Resolution 2019-154** approved the purchase and sale agreements.
- 1.C AUTHORIZE THE APPOINTMENT OF ELEVEN YOUTH COMMISSIONERS AND ONE ADULT COMMISSIONER TO THE YOUTH ADVISORY COMMISSION

Mayor Pro Tem Young pulled the item to highlight the importance of the Youth Advisory Commission.

Amanda Jensen, Recreation Coordinator provided the staff report.

City Council comments followed.

ACTION: Motion was made by Council Member Vargas and seconded by Council Member Arriola to adopt **Resolution 2019-155** authorizing the appointment of eleven youth commissioners and one adult commissioner to the Youth Advisory Commission. Roll call found all in favor; passed and so ordered.

- 1.H GRANT THE CITY MANAGER OR DESIGNEE AUTHORITY TO SUBORDINATE EXISTING HOUSING SUCCESSOR FUND LOANS AND EXECUTE ASSUMPTION AGREEMENTS FOR MULTI-FAMILY HOUSING DEVELOPMENTS

Robert Harmon, Senior Accountant provided the staff report.

Council Member Ransom pulled the item to clarify the policy position to ensure that residents that live in those properties can still afford to live there, and everyone has a level of protection.

No one from the audience wished to speak.

ACTION: Motion was made by Mayor Pro Tem Young and seconded by Council Member Ransom to adopt **Resolution 2019-156** granting the City Manager or designee authority to subordinate existing housing successor fund loans and execute assumption agreements for multi-family housing developments. Roll call found all in favor; passed and so ordered.

1.K AUTHORIZE THE DISPLAY OF THE SERVICE FLAG FOR EACH BRANCH OF THE US ARMED FORCES ON THE RESPECTIVE BIRTHDAY OF THAT BRANCH

Council Member Vargas pulled the item to highlight the veterans that share the same sentiment on honoring the birthdays of our armed forces.

Jaime Medina supported Council Member Vargas's request to display the flags on the birthday of each branch of the US Armed Forces.

City Council questions and comments followed.

ACTION: Motion was made by Council Member Vargas and seconded by Council Member Arriola to adopt **Resolution 2019-157** authorizing the display of the service flag for each branch of the US Armed Forces at City Hall for one day annually to commemorate the birthday of each respective branch. The resolution will be amended to include the gold star and blue star flags to be flown in September. Roll call found all in favor; passed and so ordered.

2. ITEMS FROM THE AUDIENCE – A member from the audience stated Council has already set the precedent to fly the flags where the City flag is located.

Robert Tanner recommended the City stop selling legal fireworks and only have the fireworks display at Tracy High School.

Jass Sangha invited City Council and the community to the food truck festival at Northgate Center (former Tracy Outlet Center) on Saturday, July 20, 2019, from 11:00 a.m. to 5:00 p.m.

3. REGULAR AGENDA

Mayor Rickman announced that for all the resolutions before Council pertaining to Item 3A, Council Member Ransom will vote on all zones and abstain from voting on Zone 15 due to conflict of interest.

3.A PUBLIC HEARING TO CONSIDER (1) APPROVING THE ENGINEER'S ANNUAL LEVY REPORT; AND (2) ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR TRACY CONSOLIDATED LANDSCAPE MAINTENANCE DISTRICT FOR FISCAL YEAR 2019/2020

Robin Kloepfer, Management Analyst provided the staff report.

Mayor Rickman opened the public hearing.

No one from the audience wished to speak.

Mayor Rickman closed the public hearing.

City Council comments followed.

ACTION: Motion was made by Mayor Pro Tem Young and seconded by Council Member Ransom to adopt **Resolution 2019-158** approving the Engineer's Report regarding the proposed levy and collection of assessments for the Tracy Consolidated Landscape Maintenance District, pursuant to the provisions of the Landscaping and Lighting Act of 1972 for Fiscal Year 2019/2020. Roll call found all in favor; passed and so ordered. Council Member Ransom abstained from voting on Zone 15.

ACTION: Motion was made by Mayor Pro Tem Young and seconded by Council Member Ransom to adopt **Resolution 2019-159** ordering the levy and collection of assessments within the Tracy Consolidated Landscape Maintenance District for Fiscal Year 2019/2020. Roll call found all in favor; passed and so ordered. Council Member Ransom abstained from voting on Zone 15.

3.B RECEIVE PRESENTATION FROM PG&E, DISCUSS AND REVIEW CITYWIDE PREPAREDNESS CONCERNING POTENTIAL PUBLIC SAFETY POWER SHUTOFFS AND PROVIDE BEST PRACTICE INFORMATION TO RESIDENTS

Jenny Haruyama, City Manager provided a brief overview of the presentation and introduced Dylan George, Local Public Affairs Representative for PG&E, who provided a Community Wildlife Safety Program presentation. City staff followed with their presentation related to citywide preparedness during potential PG&E power shutoffs.

Elizabeth Tidd asked how PG&E will check underground lines prior to a shut down in her neighborhood.

Steve Tidd asked Mr. George about a \$28.00 charge, and whether it is weekly, monthly or yearly.

Robert Tanner asked about solar panels at City Hall and the Police Station, and if the City gets power from the Peaker Plant.

San Joaquin County Supervisor Bob Elliott provided an additional information source from the San Joaquin County: www.sjready.org.

Dotty Nygard spoke about how the shutdowns will inconvenience seniors, and asked if this is the new norm.

City Council questions and comments followed.

Mr. George responded to questions from the members of the public and City Council.

ACTION: Motion was made by Council Member Ransom and seconded by Mayor Pro Tem Young to accept the report and provide best practice information to residents. Roll call found all in favor; passed and so ordered.

3.C RECEIVE A STAFF UPDATE REGARDING DOWNTOWN PARKING, APPROVE AN EXTENSION OF THE CENTRAL BUSINESS DISTRICT ZONE PARKING IN-LIEU FEE, AND RECEIVE A PRESENTATION FROM TRACY CITY CENTER ASSOCIATION RELATED TO DOWNTOWN PARKING RECOMMENDATIONS

Scott Claar, Senior Planner provided the staff report.

Reza Kazemi, Tracy City Center Association Board Member provided a presentation regarding parking committee recommendations.

Jim Bowman shared his concerns regarding implementing 90 minute parking downtown, and supported what the City of Livermore did for their downtown.

City Council questions and comments followed.

ACTION: Motion was made by Council Member Vargas and seconded by Council Member Arriola to adopt **Resolution 2019-160** approving a five-year extension to the Central Business District Zone Parking In-lieu Fee Program to \$0 and amending Resolution No. 2015-168 to be consistent with this approval. Roll call vote found all in favor; passed and so ordered.

3.D ADOPT A RESOLUTION OF THE SUCCESSOR AGENCY TO THE TRACY COMMUNITY DEVELOPMENT AGENCY RELATED TO THE REFINANCING OF OUTSTANDING BONDS AND THE AMENDMENT OF A REIMBURSEMENT AGREEMENT

Karin Schnaider, Finance Director provided the staff report.

No one from the public wished to speak.

There were no comments from City Council.

ACTION: Motion was made by Council Member Ransom and seconded by Council Member Arriola to adopt **Resolution 2019-161** of the Successor Agency to the Tracy Community Development Agency approving an Amendment No. 1 to Reimbursement Agreement, requesting Oversight Board approval of the Amendment No. 1 to Reimbursement Agreement, requesting certain determinations by the Oversight Board, and providing for other matters property relating thereto. Roll call found all in favor; passed and so ordered.

3.E APPROVING AN AMENDMENT TO THE EMPLOYMENT AGREEMENT BETWEEN JENNY HARUYAMA AND THE CITY OF TRACY RELATING TO COMPENSATION AND BENEFITS TO AUTHORIZE REIMBURSEMENT FOR RELOCATION AND MOVING EXPENSES

Kimberly Murdaugh, Human Resources Director provided the staff report.

There was no one from the public who wished to speak.

There were no comments from City Council.

ACTION: Motion was made by Council Member Arriola and seconded by Council Member Vargas to adopt **Resolution 2019-162** approving an amendment to the Employment Agreement between Jenny Haruyama and the City of Tracy relating to compensation and benefits to reimburse relocation and moving expenses. Roll call found all in favor; passed and so ordered.

3.F RECEIVE UPDATE ON THE MAYOR'S COMMUNITY YOUTH SUPPORT NETWORK (MCYSN) PROGRAM REASSESSMENT AND PROVIDE POLICY DIRECTION ON MCYSN PRIORITIES, A FUTURE PROGRAM SERVICE DELIVERY CONCEPT, AND FY 2019-20 GRANT ALLOCATION PROCESS

Brian MacDonald, Parks and Recreation Director provided the staff report.

Kelly Wilson spoke about the positive impacts the Boys and Girls Club of Tracy has on kids, and requested clarity on the priority, target audience and clear criteria that will result in the greatest impact with measurable outcomes.

City Council questions, comments and discussion followed.

It was City Council's consensus to continue with the current grant allocation process for Fiscal Year 2019-20.

City Council directed staff to return with recommended program changes regarding the program priorities and delivery model, funding strategies and staffing.

ACTION: Motion was made by Council Member Vargas and seconded by Mayor Pro Tem Young to adopt **Resolution 2019-163** receiving update on the Mayor's Community Youth Support Network (MCYSN) program assessment and provide policy direction on MCYSN priorities. FY 19/20 grant allocations process to remain as current practice, and item to return to Council for future discussion and policy discussion. Roll call found all in favor; passed and so ordered.

3.G DISCUSS AND PROVIDE DIRECTION REGARDING PROPOSED WORK PLAN TO IMPLEMENT RECOMMENDATIONS FROM THE SAN JOAQUIN COUNTY GRAND JURY

Jenny Haruyama, City Manager provided the staff report.

No one from the audience wished to speak.

There were no comments from City Council.

ACTION: City Council accepted the proposed work plan to implement recommendations from the San Joaquin County Grand Jury.

4. ITEMS FROM THE AUDIENCE – None
5. STAFF ITEMS – Martha Garcia, Finance Division Manager provided an update on the new City utility services invoices.
6. COUNCIL ITEMS

6.A DESIGNATE VOTING DELEGATE AND UP TO TWO ALTERNATE VOTING DELEGATES FOR THE LEAGUE OF CALIFORNIA CITIES 2019 ANNUAL CONFERENCE BUSINESS MEETING

Adrienne Richardson, City Clerk provided the staff report.

City Council comments followed.

ACTION: Motion was made by Council Member Vargas and seconded by Council Member Ransom to adopt **Resolution 2019-164** designating Council Member Vargas as the voting delegate and Council Member Ransom and Mayor Pro Tem Young as the alternate voting delegates for the League of California Cities 2019 Annual Conference Business Meeting. Roll call found all in favor; passed and so ordered.

Council Member Vargas requested the maintenance of the sports park conditions and landscaping along the 11th Street entry be agendized. Council Member Vargas also requested looking at standards – how to retain one time investments if there are no funds to maintain the design. Mayor Rickman seconded the request.

Council Member Arriola announced August 6, 2019 Council meeting has been cancelled, and stated he will be on vacation for two weeks, but will be back for National Night Out.

Mayor Pro Tem Young announced residents who do not have a National Night Out in their neighborhood, contact the Police Department to find locations. Mayor Pro Tem Young spoke about foxes by Williams Middle School and asked to inform the community of areas with foxes and how to interact.

Council Member Ransom announced the 50th anniversary of Astronaut Neil Armstrong landing on the moon.

Mayor Rickman announced August 9, 2019, is 80's block party. Mayor Rickman requested information on new restore justice pilot program and what it includes. Mayor Rickman believed it is a portion of Assembly Bill 628.

7. ADJOURNMENT – Time: 11:17 p.m.

ACTION: Motion was made by Mayor Pro Tem Young and seconded by Council Member Ransom to adjourn. Roll call vote found all in favor; passed and so ordered.

Mayor

ATTEST:

City Clerk

AGENDA ITEM 1.B

REQUEST

ACCEPT THE WATER FILTER MEDIA REPLACEMENT PROJECT AT THE JOHN JONES WATER TREATMENT PLANT (CIP 75126) COMPLETED BY CALGON CARBON CORPORATION, AUTHORIZE THE FINANCE DEPARTMENT TO CLOSE CIP 75126, AND AUTHORIZE THE CITY CLERK TO FILE A NOTICE OF COMPLETION WITH THE COUNTY

EXECUTIVE SUMMARY

The contractor has completed the Water Filter Media Replacement Project at the John Jones Water Treatment Plant in accordance with project plans, specifications, and maintenance agreement. Project costs are within the available budget. Staff recommends Council accept the project.

DISCUSSION

On August 21, 2018, City Council authorized a maintenance agreement with Calgon Carbon Corporation of Moontown Township, PA, for the replacement of filter media for three filters at the John Jones Water Treatment Plant – CIP 75126 (Project), in the amount of \$362,037.

No change orders were issued for this Project. A majority of the design work was done in-house by the Utilities Department. Status of budget and Project costs is as follows:

A. Construction Contract Amount	\$362,037
B. Change orders	\$ 0
C. Design, construction management, inspection, Testing, & miscellaneous expenses	<u>\$ 20,000</u>
Total Project Costs	\$382,037
Budgeted Amount	\$550,000

The Project has been completed within the available budget, on schedule, per plans and specifications. The unused funds will be transferred as listed in the Fiscal Impact section of this report.

STRATEGIC PLAN

This agenda item is a routine operational item and does not relate to the Council's Strategic Plans.

FISCAL IMPACT

CIP 75126 is an approved Capital Improvement Project with sufficient funding. This CIP is complete and should be closed. The unused funds of approximately \$167,963 will

become unencumbered in the Water Capital Fund (Fund 513) and available for future water infrastructure improvements.

RECOMMENDATION

That City Council, by resolution, accept the replacement of Water Filter Media Project – CIP 75126, completed by Calgon Carbon Corporation, authorize the Finance Department to close CIP 75126, and authorize the City Clerk to record the Notice of Completion with San Joaquin County.

Reviewed by: Kul Sharma, Utilities Director
Karin Schnaider, Finance Director
Andrew Malik, Assistant City Manager

Approved by: Jenny Haruyama, City Manager

RESOLUTION 2019-_____

ACCEPTING THE WATER FILTER MEDIA REPLACEMENT PROJECT AT THE JOHN JONES WATER TREATMENT PLANT (CIP 75126) COMPLETED BY CALGON CARBON CORPORATION, AUTHORIZING THE FINANCE DEPARTMENT TO CLOSE CIP 75126, AND AUTHORIZING THE CITY CLERK TO FILE A NOTICE OF COMPLETION WITH THE COUNTY

WHEREAS, On August 21, 2018, City Council authorized a maintenance agreement with Calgon Carbon Corporation of Moontown Township, PA, for the replacement of filter media for three filters at the John Jones Water Treatment Plant – CIP 75126 (Project), and

WHEREAS, No change orders were issued for this Project, and

WHEREAS, Status of budget and Project costs is as follows:

Construction Contract Amount	\$362,037
Design, construction management, inspection, Testing, & miscellaneous expenses	<u>\$ 20,000</u>
Total Project Costs	\$382,037
Budgeted Amount	\$550,000

WHEREAS, The Project has been completed within the available budget, on schedule, per plans and specifications, and

WHEREAS, Unused funds of approximately \$167,963 will be unencumbered in the Water-Capital Fund 513;

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Tracy hereby accepts the Water Filter Media Replacement Project at the John Jones Water Treatment Plant (CIP 75126) completed by Calgon Carbon Corporation, authorizes the Finance Department to close CIP 75126, and authorizes the City Clerk to file a Notice of Completion with the County.

The foregoing Resolution 2019-_____ was adopted by Tracy City Council on the 20th day of August, 2019, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

MAYOR

ATTEST:

CITY CLERK

AGENDA ITEM 1.C

REQUEST

APPROVE AMENDMENT NO.1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH WOOD RODGERS, INC. FOR THE CITYWIDE STORM DRAIN MASTER PLAN UPDATE, CIP 76086, FOR A NOT-TO-EXCEED AMOUNT OF \$130,000

EXECUTIVE SUMMARY

Staff requests approval of Amendment No.1 to the Professional Services Agreement with Wood Rodgers, Inc. for Professional Engineering Services for the Citywide Storm Drain Master Plan Update to amend the scope of services and increase compensation by an additional \$130,000 for a total contract amount of \$552,400.

DISCUSSION

On September 17, 2017, Resolution No. 2017-211 was adopted by Council approving a Professional Services Agreement (PSA) with Wood Rodgers, Inc. (Consultant) for the Citywide Storm Drain Master Plan Update, a planning level document that outlines the existing storm drainage facilities, planned upgrades and additional upgrades needed to accommodate storm runoff generated within the City's Sphere of Influence under a fully developed condition.

The Citywide Storm Drain Master Plan Update will provide a detailed geographic information system (GIS) based data map of all existing storm drain facilities and a HEC-RAS hydrologic model of the City's existing and proposed storm drain systems. The data collection for the development of the new GIS mapping required extensive staff and consultant efforts to gather and update data for mapping of the storm drain system.

Additional specialized Professional Engineering Support Services are required to complete the data collection and analysis tasks for the Citywide Storm Drain Master Plan Update.

On February 14, 2019, the City requested a proposal from the Consultant for the time and materials required to complete the additional data collection and analysis tasks. On April 23, 2019, the Consultant submitted its proposal to the City. After negotiations between the City and Consultant, the parties have reached an agreement for the performance of these additional services.

Staff recommends approval of Amendment No.1 for Design Support Services not-to-exceed \$130,000.

STRATEGIC PLAN

The agenda item will help ensure that development and redevelopment adhere to basic principles of high quality urban design.

FISCAL IMPACT

The Storm Drain Master Plan Update, CIP 76086, is an approved Capital Improvement Project with sufficient funds available for Amendment No.1 in the not-to-exceed amount of \$130,000. The current project budget status is as follows:

Fund Name	Expenses to Date	Budget Available
362- TIMP Storm Drain	\$ 270,761	\$ 77,742
391-Program Management	\$ 222,400	\$ 93,647
Total	\$ 493,161	\$ 171,389

RECOMMENDATION

Staff recommends that City Council, by resolution, approve Amendment No.1 to the PSA with Wood Rodgers, Inc. for specialized engineering services in the amount not-to-exceed \$130,000.

Prepared by: Ilene Macintire, Associate Civil Engineer
Zabih Zaca, PE, Senior Civil Engineer

Reviewed by: Robert Armijo, PE, City Engineer / Assistant Director Development Services
Karin Schnaider, Finance Director
Andrew Malik, Assistant City Manager

Approved by: Jenny Haruyama, City Manager

ATTACHMENTS

Attachment A – Wood Rodgers, Inc. Amendment No.1

**City of Tracy
AMENDMENT NO. 1 TO
PROFESSIONAL SERVICES AGREEMENT WOOD RODGERS, INC.
CITYWIDE STORM DRAIN MASTER PLAN UPDATE**

This Amendment No. 1 (Amendment) to the Professional Service Agreement WR-1 is entered into between the City of Tracy, a municipal corporation (City), and Wood Rodgers, Inc. a California corporation (Consultant).

Recitals

- A. On December 12, 2017, the City entered into a Professional Service Agreement (Agreement) for the Citywide Storm Drain Master Plan Update approved by the City Council on September 19, 2017, pursuant to Resolution No. 2017-211.
- B. Consultant and staff efforts required to collect the necessary data for accurate storm drain system mapping have been more extensive than anticipated in the original scope of work.
- C. The Parties now seek to amend the Agreement to increase compensation by an additional \$130,000 to complete the necessary data collection and analysis required for the Citywide Storm Drain Master Plan Update. With this Amendment, the total not-to-exceed amount of the Agreement will be \$552,400.
- D. On _____ 2019, the City Council authorized the execution of this amendment pursuant to Resolution No. 2019-_____.

Now therefore, the parties mutually agree as follows:

1. Incorporation by Reference. This Amendment incorporates by reference all terms set forth in the Agreement, unless specifically modified by this Amendment. The terms which are not specifically modified by this Amendment will remain in effect.

2. Terms of Amendment.

A. The following language shall be added to Section 3.1 of the Agreement:

“For services performed pursuant to Exhibit A-1,” City shall pay Consultant a not-to-exceed amount of \$130,000 at the billing rates set forth in Exhibit “B-1. ”

B. Exhibit A-1 “Scope of Services,” attached hereto shall supplement Exhibit “A” of the Agreement. Consultant is responsible for completing all tasks identified in Exhibits “A” and “A-1.” Rates in Exhibit B-1 shall only apply to services identified in Exhibit A-1.”

3. Modifications. This Amendment may not be modified orally or in any manner other than by an agreement in writing signed by both parties, in accordance with the requirements of the Agreement.

4. Severability. If any term of this Amendment is held invalid by a court of competent jurisdiction, the Amendment shall be construed as not containing that term, and the remainder of this Amendment shall remain in effect.

5. Signatures. The individuals executing this Amendment represent and warrant that they have the right, power, legal capacity and authority to enter into and to execute this Amendment. This Amendment shall inure to the benefit of and be binding upon the parties and their respective successors and assigns.

The parties agree to the full performance of the terms set forth here.

City of Tracy

By: Robert Rickman
Title: Mayor

Date: _____

Attest:

By: _____
Adrienne Richardson, City Clerk

Approved as to form:

By: _____
Leticia Ramirez, Interim City Attorney

EXHIBIT A-1, Scope of Work
EXHIBIT B-1, Fee Schedule

Consultant
Wood Rodgers, Inc.

By:  FOR
Jonathon Kors
Title: Senior Vice President

Date: _____

Federal Employer ID No. 91-1762478

By: 
Mark Rodgers
Title: Chief Financial Officer

Date: 06/28/19

City Business License # 06011813

EXHIBIT A-1 Scope of Work

Scope of Work

Task 1A – Review, Verify, and Augment Existing SD System GIS

The following tasks were expanded from Task 1A into five subtasks as outlined below.

1A.1 – Initial Data Review

Review available data from the City at the time of Notice to Proceed.

1A.2 – Drainage Pattern Uncertainty, Missing Data Presentation

Identify data gaps and request appropriate City data and/or direction for resolving missing data.

1A.3 – System Configuration Uncertainty, Review and Presentation

Prepare exhibits identifying missing data, present to City and review in workshop session(s).

1A.4 – Review of New Data

Receive and review new data made available by the City.

1A.5 – Incorporation of New Data into GIS

Incorporate data received and reviewed into the GIS base file.

Fee Total

Total Not-to-Exceed amount for Tasks 1A.1 to 1A.5 is \$130,000

**EXHIBIT “B-1”
SACRAMENTO FEE SCHEDULE
Effective January 1, 2019**

<u>CLASSIFICATION</u>	<u>STANDARD RATE</u>
Principal Engineer/Geologist/Surveyor/Planner/GIS/LA* II	\$245
Principal Engineer/Geologist/Surveyor/Planner/GIS/LA* I	\$215
Associate Engineer/Geologist/Surveyor/Planner/GIS/LA* III	\$200
Associate Engineer/Geologist/Surveyor/Planner/GIS/LA* II	\$190
Associate Engineer/Geologist/Surveyor/Planner/GIS/LA* I	\$180
Engineer/Geologist/Surveyor/Planner/GIS/LA* III	\$170
Engineer/Geologist/Surveyor/Planner/GIS/LA* II	\$160
Engineer/Geologist/Surveyor/Planner/GIS/LA* I	\$145
Assistant Engineer/Geologist/Surveyor/Planner/GIS/LA*	\$110
CAD Technician III	\$145
CAD Technician II	\$125
CAD Technician I	\$110
Project Coordinator	\$125
Administrative Assistant	\$105
1 Person Survey Crew	\$195
2 Person Survey Crew	\$285
3 Person Survey Crew	\$370

Consultants, Outside Services, Materials & Direct Charges Cost Plus 10%

Overtime Work Rate Plus 50%

*LA = Landscape Architect

Blueprints, reproductions, and outside graphic services will be charged at vendor invoice.

Auto mileage will be charged at the IRS standard rate, currently 58 cents per mile.

Fee Schedule subject to change January 1, 2020.

RESOLUTION 2019-_____

APPROVING AMENDMENT NO.1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH WOOD RODGERS, INC., A CALIFORNIA CORPORATION, FOR THE CITYWIDE STORM DRAIN MASTER PLAN UPDATE, CIP 76086, FOR A NOT-TO-EXCEED AMOUNT OF \$130,000

WHEREAS, Wood Rodgers, Inc., a Registered Professional Engineering Services consultant (Consultant), entered into a Professional Services Agreement with the City to provide specialized engineering services for the Citywide Storm Drain Master Plan Update, and

WHEREAS, On September 19, 2017 the Professional Services Agreement was approved by Council pursuant to Resolution No. 2017-211, and

WHEREAS, Additional Consultant services are needed to complete the extensive data collection and analysis needed to provide detailed storm drain system mapping required for completion of the Storm Drain Master Plan Update, and

WHEREAS, On February 14, 2019, the City requested a proposal from the Consultant for the time and materials required to complete the data collection and analysis task services. On April 23, 2019, the Consultant submitted its proposal to the City. After negotiations between the City and Consultant, the parties have reached an agreement for the performance of these additional services, and

WHEREAS, The Agreement is required to be amended to increase compensation by an additional cost not-to-exceed \$130,000, and

WHEREAS, There are sufficient funds available in the CIP for Amendment No.1 with the current project budget status as follows:

Fund Name	Expenses to Date	Budget Available
362- TIMP Storm Drain	\$ 270,761	\$ 77,742
391-Program Management	\$ 222,400	\$ 93,647
Total	\$ 493,161	\$ 171,389

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Tracy hereby approves Amendment No.1 to the Professional Services Agreement with Wood Rodgers, Inc. in an amount not-to-exceed \$130,000 for specialized professional engineering services related to the Citywide Storm Drain Master Plan Update, CIP 76086.

The foregoing Resolution 2019-_____ was passed and adopted by the Tracy City Council on the 20th day of August 2019, by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTAIN:	COUNCIL MEMBERS:

MAYOR

ATTEST:

CITY CLERK

AGENDA ITEM 1.D

REQUEST

AUTHORIZE A PURCHASE AND SALE AGREEMENT BETWEEN THE CITY OF TRACY (CITY), ACTING AS THE GOVERNING BOARD OF THE SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT AGENCY OF THE CITY OF TRACY (AGENCY), AND MANTECA HOSPITALITY, INC., AND AUTHORIZE THE MAYOR ON BEHALF OF THE CITY AND THE CHAIRMAN ON BEHALF OF THE SUCCESSOR AGENCY TO EXECUTE THE AGREEMENT AND RELATED DOCUMENTS

EXECUTIVE SUMMARY

The City Council of the City of Tracy is the Governing Board of the Successor Agency to the Community Development Agency of the City of Tracy. This request is to sell approximately 20,081 square feet of unused, real property (Attachment A) formerly owned by the Community Development Agency to Manteca Hospitality, Inc., owners of adjacent real property. Staff recommends approval of the sale.

State legislation implementing the dissolution of Redevelopment in California requires the disposal or use of real property owned by the former Community Development Agency. The disposal or use process is to be carried out pursuant to a Long-Range Property Management Plan (LRPMP) and approved by the Successor Agency Oversight Board and the California Department of Finance. The attached LRPMP (Attachment B) was approved by both agencies in December of 2015. On July 19, 2016, the Tracy City Council approved the LRPMP providing for the execution of all related documents.

DISCUSSION

Prior to the dissolution of all California Redevelopment Agencies, the subject property was owned by the Community Development Agency of the City of Tracy. It was purchased in 1995 for the construction of the new Grant Line Road/Naglee Road/I-205 Interchange. On February 1, 2012, all assets, properties, contracts, leases, books and records, buildings, and equipment of the former Community Development Agency were transferred to the Successor Agency pursuant to Health and Safety Code Section 34175(b).

In accordance with Health and Safety Code Section 34191.5, on December 3, 2015, the Oversight Board of the Successor Agency prepared and submitted to the Department of Finance a LRPMP providing for the disposition and use of real property assets of the former Agency. On December 8, 2015, the California Department of Finance issued a Finding of Completion, and on December 30, 2015, the City of Tracy received approval of the LRPMP, allowing for the sale of the subject property. On July 19, 2016, the Tracy City Council approved the LRPMP providing for the execution of all related documents.

The City recommended sale of the property in the LRPMP since the property had no useful value to the City. The size and shape of the property made it a significant challenge to develop by itself and it has no direct access to public streets, sewer, water,

or other utilities. In its current, undeveloped condition, the property is a maintenance liability for the City.

By selling this property, it can be incorporated into the future development of the adjacent parcel. This will promote economic development goals of the City and result in the efficient use of the property to benefit (1) the future business tenants, (2) consumers of Tracy who obtain services from businesses located at this site, and (3) the City as a whole from the increased property tax or other benefits.

On April 25, 2018, the City of Tracy Planning Commission determined that the sale of this property is in conformance with the City's General Plan.

Staff interacted with area appraisers to negotiate a price of \$0.75 per square foot for this parcel. The sale price of the property is \$15,060.75.

STRATEGIC PLAN

This proposal supports the City Council's Economic Development Strategy by supporting the creation of local employment and diversifying the local economic base.

FISCAL IMPACT

Funds received by the Successor Agency will be remitted to the County Auditor Controller for distribution to the taxing entities.

RECOMMENDATION

That City Council authorize a purchase and sale agreement between the City of Tracy, the Successor Agency to the Community Development Agency of the City of Tracy, and Manteca Hospitality, Inc., and authorize the Mayor on behalf of the City and the Chairman on behalf of the Successor Agency to execute the agreement and related documents.

Prepared by: Kevin Tobeck, Project Specialist II

Reviewed by: Midori Lichtwardt, Assistant City Manager

Approved by: Jenny Haruyama, City Manager

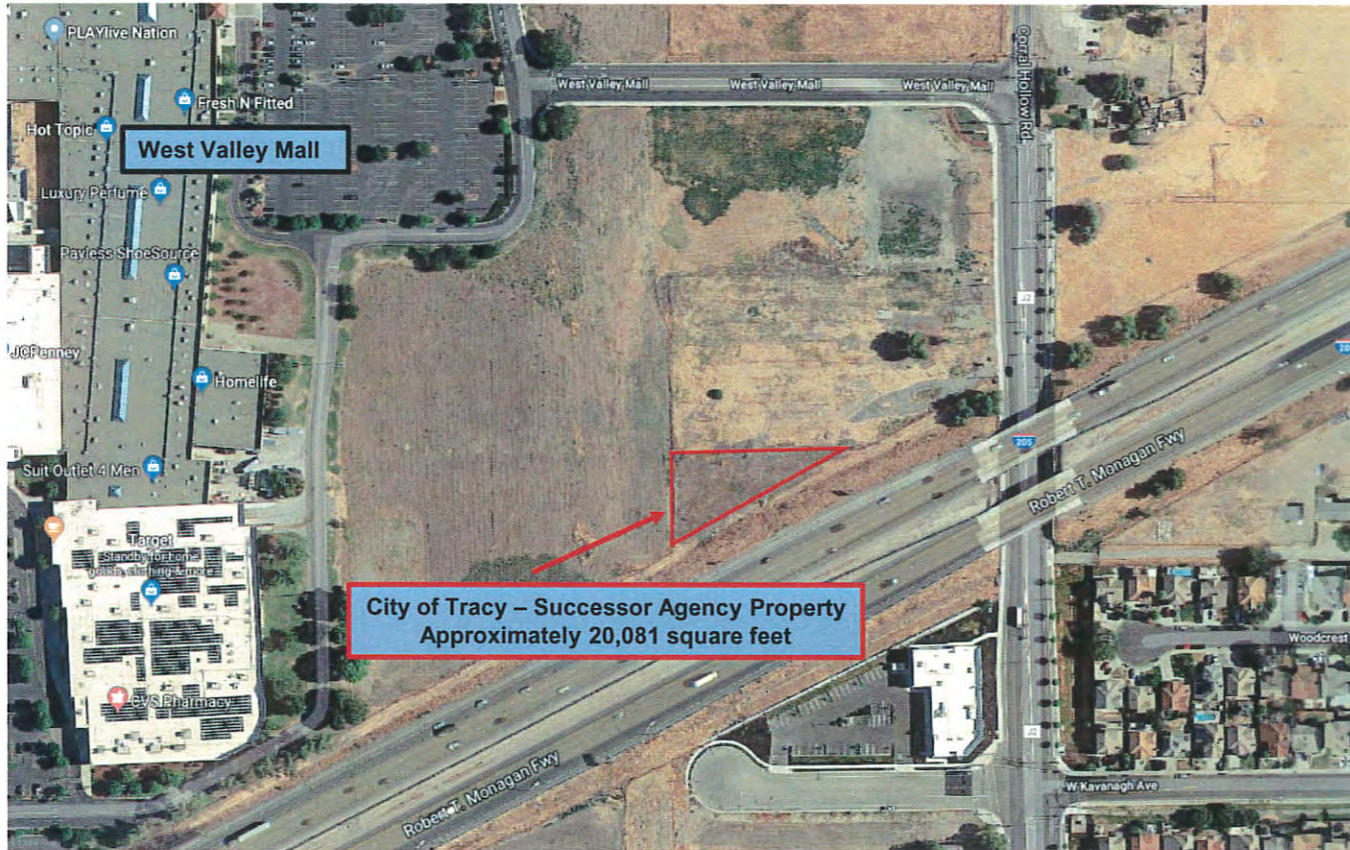
ATTACHMENTS

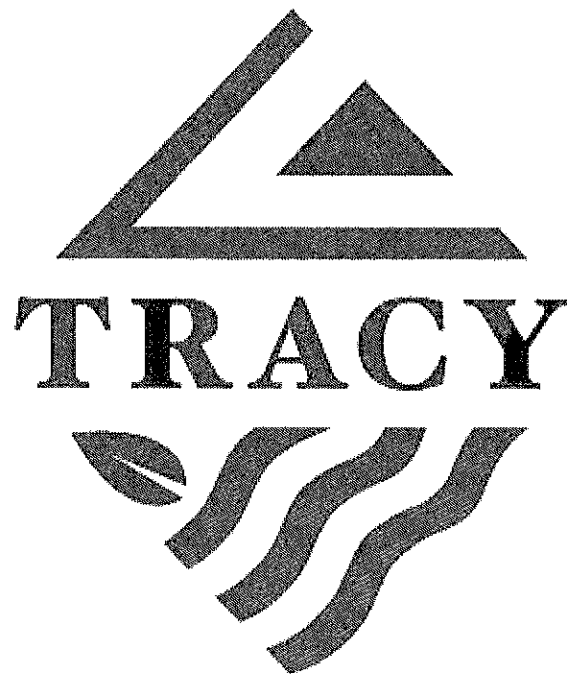
Attachment A – Location Map

Attachment B – Long-Range Property Management Plan

Attachment C – Purchase and Sale of Real Property Agreement

ATTACHMENT "A"





Think Inside the Triangle™

**SUCCESSOR AGENCY TO THE CITY OF TRACY
COMMUNITY DEVELOPMENT AGENCY**

LONG-RANGE PROPERTY MANAGEMENT PLAN

November 20, 2015

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Long Range Property Management Plan Successor Agency to the City of Tracy Community Development Agency

Introduction

As part of the dissolution process of former redevelopment agencies, State Assembly Bill 26 (ABX1 26) required successor agencies to dispose of real property assets owned by former redevelopment agencies “expeditiously and in a manner aimed at maximizing value.” State Assembly Bill 1484 (AB 1484) clarified how successor agencies should dispose of these assets with direction to prepare a Long Range Property Management Plan (LRPMP) governing the disposition and use of the former Agency owned properties to be submitted to their Oversight Board and the State Department of Finance (DOF) within six months of receiving a Finding of Completion. The Successor Agency to the City of Tracy Community Development Agency (Successor Agency) has not yet received its Finding of Completion; however, the dissolution statutes require that all LRPMP’s be approved by the DOF no later than December 31, 2015.

Section 34191.5 of the Health and Safety Code, which was added by AB 1484, requires that the LRPMP include an inventory and site history of each of the former Agency owned properties as well as a plan for the future use or disposition of each site. AB 1484 allows for four permissible uses of the properties, including: the retention of the property for governmental use, the retention of the property for future development, the use of the property to fulfill an enforceable obligation (either through sale of the property or revenue received), or the sale of the property. SB 107 further modifies this by allowing the retention of government use parking lots.

This document is the Long Range Property Management Plan for the Successor Agency to the City of Tracy Community Development Agency and incorporates the following:

- An inventory of all properties in the Property Trust Fund. The inventory consist of all of the following information:
 - The date of the acquisition of the property and the value of the property at that time, and an estimate of the current value of the property.
 - The purpose for which the property was acquired.
 - Parcel data, including address, lot size, and current zoning in the former agency redevelopment plan or specific, community, or general plan.
 - An estimate of the current value of the parcel including, if available, any appraisal information.

- An estimate of any lease, rental, or any other revenues generated by the property, and a description of the contractual requirements for the disposition of those funds.
 - The history of environmental contamination, including designation as a brownfield site, any related environmental studies, and history of any remediation efforts.
 - A description of the property's potential for transit-oriented development and the advancement of the planning objectives of the successor agency.
 - A brief history of previous development proposals and activity, including the rental or lease of property.
- Addresses the use or disposition of all of the properties in the Property Trust Fund. Permissible uses include the retention of the property for governmental use, the retention of the property for future development, the sale of the property, or the use of the property to fulfill an enforceable obligation. The LRPMP shall separately identify and list properties in the Property Trust Fund dedicated to governmental use purposes and properties retained for purposes of fulfilling an enforceable obligation. With respect to the use or disposition of all other properties, all of the following shall apply:
 - If the LRPMP directs the use of the property for a project identified in an approved redevelopment plan, the property shall transfer to the City.
 - If the LRPMP directs the liquidation of the property or the use of revenues generated from the property for any purpose other than to fulfill an enforceable obligation or other than that specified immediately above, the proceeds from the sale shall be distributed as property tax to the taxing entities.

According to Health and Safety Code 34180(f), if a city wishes to retain any properties or other assets for future redevelopment activities, it must reach a compensation agreement with the other taxing entities to provide payments to them in proportion to their shares of the base property tax, as determined pursuant to Section 34188, for the value of the property retained.

This plan contains no properties which the City desires to retain for future development or that require negotiating a Compensation Agreement.

Summary of Property Owned by the Successor Agency

The Successor Agency owns and controls various properties within the City of Tracy. Each site and the required information under AB 1484 will be discussed in greater detail in the "Summary" matrix. For three properties, the Successor Agency shares an undivided interest in the property with the City of Tracy. In those cases, the Successor Agency's interest is deemed to be 50%. Table 1 below is an overview of the classification of the Successor Agencies properties:

Table 1

Property/Parcel				AB 1484 Classification			
				Governmental Purpose Use	Enforceable Obligation Use	Approved Redevelopment Plan Use	Liquidation /Maximize Value of Proceeds Use
Ref #	APN	Description	Address				
1	235-056-15	Improved Public Parking Lot	15 W 9th St	X			
2	235-056-16	Improved Public Parking Lot	31 W 9th St	X			
3	235-056-17	Improved Public Parking Lot	41 W 9th St	X			
4	235-056-19	Improved Public Parking Lot	50 W Gillette Ally	X			
5	235-056-21	Improved Public Parking Lot	71 W 9th St	X			
6	235-056-22	Improved Public Parking Lot	918 "B" St	X			
7	212-040-28	Vacant Land/Sewer Easement *	Naglee Rd ROW	X			
8	212-290-44	Remnant Parcel 1	Abandoned Old Naglee Rd	X			
9	212-260-09	Remnant Parcel 2	305S N Corral Hollow Rd				X
10	212-290-39	Park-N-Ride Lot *	(Parcels "A" & "B")				X
* City of Tracy and Successor Agency shared property interest							

Property Inventory

Health and Safety Code Section 34191.5 requires that the Long Range Property Management Plan include an inventory of all properties owned by the Former Community Development Agency of the City of Tracy, which are held in a Property Trust Fund. The Successor Agency to the City of Tracy Community Development Agency has possession of ten (10) parcels that were referenced in the previous section and have been included in this plan. The properties have been placed into different categories based upon the specifics of the property and approach to its disposition. Several of these parcels have been combined into a single property (e.g. parking lot) and the combined parcels are treated as a group. Exhibit B contains the specific inventory with additional relevant information.

A. Properties that will be retained by the City for government purpose. These properties have no commercial value and include remnant pieces, landscape areas, ROW, slope area, and properties that are governmental use, and also include parking lots. The staff recommends that these properties be conveyed to the City at no cost. There are eight (8) properties listed under this category. These have been further categorized into two groups: parking lots and remnant parcels.

City parking lots are considered governmental use and will continue to be used as such. These parking lots generate no revenue, as the City provides free downtown parking and these are dedicated solely to public parking. The City has been responsible for all maintenance, upkeep and insurance since the dissolution of the Community Development Agency.

The balance of the government use parcels are remnant parcels. Due to the roadway uses, undevelopable nature, irregular shape, and inadequate sizes of the remnant parcels, it is not possible to determine a marketable value for the parcels. The Successor Agency proposes to transfer title of these properties to the City to be used for storage or other uses.

Parking Lots

The City parking lot consists of six (6) parcels combined to form two adjoining parking lots on a single city block. The parcels were purchased both separately and in a group over a period of 18 years for the purpose of providing free parking for retail, commercial and institutional businesses. The block is bounded by 9th St, B St and Gillette Alley with commercial buildings on the remaining side (N. Central). Two residences remain, abutting into the parcel on the 9th St side. The Successor Agency proposes transferring all six (6) parcels to the City of Tracy for government use. The City intends to continue to use these properties solely as public parking lots.

1. 15 W 9th St (APN 235-056-15) – Downtown public park parking lot which provides free public parking to commercial, retail and institutional businesses in the downtown Tracy area.
2. 31 W 9th St (APN 235-056-16) – Downtown public park parking lot which provides free public parking to commercial, retail and institutional businesses in the downtown Tracy area.
3. 41W 9thSt (APN 235-056-17) – Downtown public park parking lot which provides free public parking to commercial, retail and institutional businesses in the downtown Tracy area.

4. 50 W Gillette Aly (APN 235-056-19) – Downtown public park parking lot which provides free public parking to commercial, retail and institutional businesses in the downtown Tracy area.
5. 71 W 9th St (APN 235-056-21) – Downtown public park parking lot which provides free public parking to commercial, retail and institutional businesses in the downtown Tracy area.
6. 918 B St (APN 235-056-22) – Downtown public park parking lot which provides free public parking to commercial, retail and institutional businesses in the downtown Tracy area.

Remnant Parcels & Easements for Public Use

The remnant parcels consist of two (2) remnants from previous redevelopment activity and are not considered feasible for further development do to their roadway uses, irregular shape, inadequate size, location and accessibility. It is not possible to determine a marketable value for the parcels.

7. No address listed (APN 212-040-28) – This is vacant land with a sewer easement. The Successor Agency and the City of Tracy share an undivided interest in this property acquired through a condemnation and bankruptcy. The disposition of the Successor Agency’s interest in this property is discussed in detail in the Discussion of Properties section on page 8.
8. No address listed (APN 212-290-44) – Remnant parcel. This parcel was created with the abandonment of Old Naglee Rd. The parcel is both landlocked and also set-aside for the future expansion of the I-205 Naglee Rd Interchange. As such, this property has no market value is not considered developable. The Successor Agency proposes ratifying the transfer of this property to the City of Tracy and subsequently to the State of California for government use for the Interchange expansion.

B. Properties for Liquidation. The Successor Agency proposes to liquidate several properties. Those properties are to be sold under Exclusive Negotiating Rights Agreements (ENRA), marketed through direct contact with interested parties or through the use of brokers. Proposals would be evaluated based upon acceptable development plans. There are two (2) parcels listed under this category that represent three (3) properties. The City has a negotiated sale pending on one of these properties. A second property will be sold after an appraisal is obtained. Two of these properties have an undivided interest with the City of Tracy.

9. 3055 N Corral Hollow Rd (APN 212-260-09) – Remnant parcel. This parcel is land-locked and due to the roadway uses, undevelopable nature, irregular shape, and inadequate size of this parcel, it is not possible to determine a marketable value for the parcel. The Successor Agency proposes to attempt to sell the property to an adjacent landowner.

10. Park-N-Ride Lot (APN 212-290-39):

Parcel "A" – This is a remnant parcel leftover from prior redevelopment activity and a Condemnation order (see APN 212-290-28). The Successor Agency and the City of Tracy share an undivided interest in the property. The parcel currently contains one-half of a Park-N-Ride commuter parking lot. The Successor Agency proposes to liquidate in coordination with the City, the Successor Agency's interest in this parcel. This property has been appraised and the City currently has an offer for the appraised value. The City has entered into an ENRA with a developer to purchase this parcel for use as a restaurant. The Successor Agency proposes to subdivide this parcel and sell Parcel "A" for the \$550,000 appraised value upon approval of this plan. If that sale cannot be fulfilled, the City and the Successor Agency propose to seek a buyer that would both maximize the value of the property and provide the most benefit to the surrounding area. Upon the sale of the parcel, the net proceeds of sales would be split equally between the Successor Agency and the City of Tracy. The Successor Agency share would be distributed to the taxing entities.

Parcel "B" – This is a remnant parcel leftover from prior redevelopment activity and a Condemnation order (see APN 212-290-28). The Successor Agency and the City of Tracy share an undivided interest in the property. The parcel currently contains a Park-N-Ride commuter parking lot. The Successor Agency proposes to subdivide this parcel and liquidate in coordination with the City, the Successor Agency's interest in Parcel "B" which contains one-half of the Park-N-Ride lot. Because of the commercial nature of this parcel and the surrounding area, the City and the Successor Agency propose to seek a buyer that would both maximize the value of the property and provide the most benefit to the surrounding area. Upon the sale of the parcel, the net proceeds of sale would be split equally between the Successor Agency and the City of Tracy. The Successor Agency share would be distributed to the taxing entities.

Discussion and Disposition of Properties

In researching each specific parcel, and in discussion with City staff, several abnormalities, ambiguities and peculiarities have surfaced regarding specific properties. This section discusses

each property, which may be a group of multiple parcels, the property history, where significant, specific issues with that property, and staff recommendations on the resolution and disposition of the property.

Parking Lots (Properties 1 – 6)

APN 235-056-15, APN 235-056-16, APN 235-056-17,
APN 235-056-19, APN 235-056-21, APN 235-056-22

The CDA acquired six (6) mostly contiguous parcels (Table 1) between 1990 and 2004 which comprise the majority of a city block. These properties, taken as a whole, comprise the largest city-owned parking lot in the Downtown Business Improvement District. The purpose was to acquire properties to provide free parking for retail, commercial and institutional customers in an area immediately adjacent to shopping, restaurants and financial institutions in an effort to revitalize the downtown area. Parking is unmetered so these do not generate any revenue.

Disposition – These properties will be transferred to the City of Tracy for continued Government Use.

Remnant – Old Naglee Rd (APN 212-290-44)

This parcel represents “Old Naglee Rd” which was abandoned by the City for the development of the Grant Line Rd/Naglee Rd I-205 Freeway Interchange. This parcel is needed by CalTrans for the future expansion of this interchange. The parcel is essentially land-locked and had been excluded from any development plans due to its planned use as a future freeway interchange right-of-way.

On September 28, 2012, following the transfer of the Property to the City and prior to the State Controller’s Office (SCO) audit of the Other Funds and Accounts Due Diligence Review (OFADDR). This property was transferred to the State of California for the purpose outlined above. In the SCO audit, the City was ordered to return all properties transferred to the City.

Disposition – Ratify the transfer of the property to the City and the City’s subsequent transfer to the State of California for Government Use and authorize staff to prepare any necessary documents ratifying said transfers.

Remnant – 3055 Corral Hollow Rd (APN 212-260-09)

This is a remnant parcel leftover from a ROW access purchase for the I-205 freeway. The parcel is land-locked and, due to the roadway uses, undevelopable nature, irregular shape, and inadequate size of this parcel, it is not possible to determine a market value for the parcel. This property could have value in the future if a) one of the adjoining property owners is willing to purchase it, or b) future development occurs in this area.

Disposition – Liquidate the parcel to an adjacent landowner or offer to highest bidder with the net proceeds of sale to be disbursed to the local taxing agencies.

APN 212-040-28

In September 1996, The City of Tracy and the CDA were awarded joint title through a Final Order of Condemnation (FOC) from the U.S. Bankruptcy Court, Eastern District of California Case No. 92-94652-A-11. The Successor Agency believes that this FOC awarded both title to real property through the reference to APN 212-040-28 and to a sewer easement across said real property.

The legal description in the attached order had been interpreted by City staff and is attached as Exhibit D. Staff believes that this covers an area between the newly aligned Naglee Rd and several parcels that the CDA previously owned or currently owns, more specifically, the Park & Ride lots. However, prior to the Final Order of Condemnation, this property was subdivided into multiple parcels and this specific APN no longer existed.

With the exception of the Park & Ride lot, City staff does not believe that there is any remaining property contained in this order that has not been addressed elsewhere in the report or has not been disposed of the former CDA.

- **Park & Ride Parcel**

The CDA and the City acquired APN 212-290-39 in 1994 as part of the overall I-205/Naglee Rd redevelopment. This parcel was subsequently improved as a Park & Ride lot due to its proximity to the I-205/grant Line Rd freeway Interchange. The CDA planned future development as the area built-out. As of this date, the parcel remains a Park & Ride commuter lot.

As the area built out and the value of the property increased, the City began exploring commercial uses for this parcel and subsequently entered into an Exclusive Negotiating Rights Agreement (ENRA) for approximately one-half of the

parcel, deemed Parcel "A".

In January 2015, the City had the parcel appraised and has since been working with a development interest on the acquisition of the parcel. The City has proposed dividing the parcel into Parcel "A" and Parcel "B" as it determined that this would provide maximum value in an expeditious manner while supporting the City's planning objectives for the area. As title is vested in both the City of Tracy and the former CDA, the City has taken the lead in developing and liquidating the property.

Parcel "A" has been appraised for \$550,000 and the city has a sale pending for this property, subject to final approval and authorization to execute the transfer pursuant to this plan.

The City and the Successor Agency believe that Parcel "B" can be sold in an expeditious manner through an ENRA and has some interested parties. By using an ENRA, the value of the parcel can be maximized while supporting the planning and redevelopment objectives of the City. The property could also be auctioned; however, while an auction would be faster, it is unlikely to maximize the value of the property.

Disposition – In order to maximize value and provide for the most expeditious liquidation of the property, the disposition of APN 212-290-39 is being addressed in multiple parts:

- Parcel Split – City staff, at the direction of the Successor Agency, will separately transfer Parcel "A" comprising approximately 42% and Parcel "B" comprising approximately 58% of APN 212-290-39.
- Parcel "A" – Parcel "A" has a negotiated sale pending for the appraised value of \$550,000 and will be sold by the City and Successor Agency. As the City and the Successor Agency have an undivided interest in the property, the net sales proceeds will be split equally between both entities with the Successor Agency share distributed to the local taxing agencies.
- Parcel "B" – The City, acting in coordination with the Successor Agency, shall seek to enter into an ENRA agreement with a qualified developer to maximize the value of parcel and the subsequent sale of the parcel at or near its appraised value. As the City and the Successor Agency have an undivided interest in the property, the sales net proceeds will be split equally between both entities with the Successor Agency share distributed to the local taxing

agencies.

- **Sewer Easement**

As discussed in APN 212-040-28 above, the CDA and the City received title to a sewer easement. This easement is critical for the City to provide utility services to the area and is vital to the health and safety of the community.

Disposition – Transfer title of the Successor’s interest in the sewer easement to the City of Tracy for continued Government Use.

Environmental Remediation

Health and Safety Code Section 34191.5 requires that the Long Range Property Management Plan include any environment contamination studies and/or remediation and designation of a brownfield site. None of the properties in this plan have any history of environment contamination or remediation or have been designated as a brownfield site.

EXHIBIT A

LEGAL DESCRIPTIONS OF THE PROPERTIES

Summary of Parcels

<u>Parcel</u>	<u>APN</u>	<u>SITUS ADDRESS</u>	<u>ACRES</u>	<u>DESCRIPTION</u>
1	235-056-15	15 W 9th St	0.373	Improved as Downtown Parking
2	235-056-16	31 W 9th St	0.162	Improved as Downtown Parking
3	235-056-17	41W 9thSt	0.155	Improved as Downtown Parking
4	235-056-19	S0 W Gillette Aly	0.057	Improved as Downtown Parking
5	235-056-21	71 W 9th St	0.186	Improved as Downtown Parking
6	235-056-22	918 B St	0.373	Improved as Downtown Parking
7	212-040-28	None Listed	9.880	Land/Sewer Easement
8	212-290-44	None Listed	0.759	Remnant Parcel/Old Naglee Rd
9	212-260-09	3055 N Corral Hollow Rd	0.461	Remnant Parcel
10a	212-290-39	None Listed	1.154	50% Interest in Park & Ride Lot (Parcel "A")
10b	212-290-39	None Listed	1.626	50% Interest in Park & Ride Lot (Parcel "B")

PARCEL 1 (235-056-15) (Figure 1):

THAT CERTAIN REAL PROPERTY SITUATED IN THE CITY OF TRACY, COUNTY OF SAN JOAQUIN, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

LOTS 14, 15 16 AND 17, BLOCK 58, AS SHOWN AND SO DESIGNATED ON THE OFFICIAL MAP OR PLAT THEREOF FILED FOR RECORD ON JUNE 29, 1892 IN VOLUME 2 OF MAPS AND PLATS, AT PAGE 63 OF THE SAN JOAQUIN COUNTY RECORDS.

PARCEL 2 (235-056-16) (Figure 1):

THAT CERTAIN REAL PROPERTY SITUATED IN THE CITY OF TRACY, COUNTY OF SAN JOAQUIN, STATE OF CALIFORNIA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOT 13, E. 16 2/3 OF LOT 12, IN BLOCK 58, AS SHOWN UPON THAT CERTAIN MAP ENTITLED "MAP OF THE TOWN OF TRACY" FILED FOR RECORD ON JUNE 29, 1892, IN VOLUME 2 OF MAPS AND PLATS, AT PAGE 63 OF THE SAN JOAQUIN COUNTY RECORDS.

PARCEL 3 (235-056-17) (Figure 1):

THAT CERTAIN REAL PROPERTY SITUATED IN THE CITY OF TRACY, COUNTY OF SAN JOAQUIN, STATE OF CALIFORNIA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE EAST 8 1/3 FEET OF LOT 10, AND THE WEST 8 1/3 FEET OF LOT 12, IN BLOCK 58, AS SHOWN UPON THAT CERTAIN MAP ENTITLED "MAP OF THE TOWN OF TRACY" FILED FOR RECORD ON JUNE 29, 1892, IN VOLUME 2 OF MAPS AND PLATS, AT PAGE 63 OF THE SAN JOAQUIN COUNTY RECORDS.

PARCEL 4 (235-056-19) (Figure 2):

THAT CERTAIN REAL PROPERTY SITUATED IN THE CITY OF TRACY, COUNTY OF SAN JOAQUIN, STATE OF CALIFORNIA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE NORTHERLY 50 FEET OF EACH LOTS 7 AND 8 IN BLOCK 58 SHOWN ON THE OFFICIAL MAP OR PLAT THEREOF FILED FOR RECORD ON JUNE 29, 1892 IN VOLUME 2 OF MAPS AND PLATS, AT PAGE 63 OF THE SAN JOAQUIN COUNTY RECORDS.

PARCEL 5 (235-056-21) (Figure 2):

THAT CERTAIN REAL PROPERTY SITUATED IN THE CITY OF TRACY, COUNTY OF SAN JOAQUIN, STATE OF CALIFORNIA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE EAST 8 1/3 FEET OF LOT 10, AND THE WEST 8 1/3 FEET OF LOT 12, IN BLOCK 58, AS SHOWN UPON THAT CERTAIN MAP ENTITLED "MAP OF THE TOWN OF TRACY" FILED FOR RECORD ON JUNE 29, 1892, IN VOLUME 2 OF MAPS AND PLATS, AT PAGE 63 OF THE SAN JOAQUIN COUNTY RECORDS.

PARCEL 6 (235-056-22) (Figure 3):

THAT CERTAIN REAL PROPERTY SITUATED IN THE CITY OF TRACY, COUNTY OF SAN JOAQUIN, STATE OF CALIFORNIA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOTS 1, 2, 3 AND 4 IN BLOCK 58 AS SHOWN AND SO DESIGNATED ON THAT CERTAIN MAP ENTITLED "MAP OF THE TOWN OF TRACY" FILED FOR RECORD ON JUNE 29, 1892 IN VOLUME 2 OF MAPS AND PLATS, AT PAGE 63 OF THE SAN JOAQUIN COUNTY RECORDS.

235-05



THIS MAP FOR ASSESSMENT USE ONLY

Bk 233

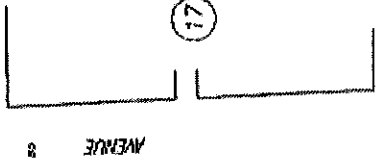
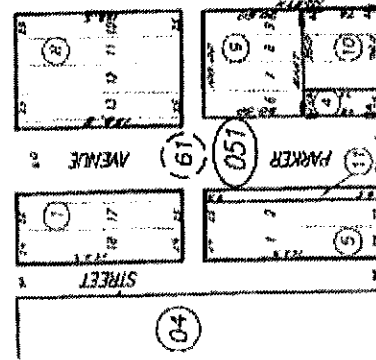
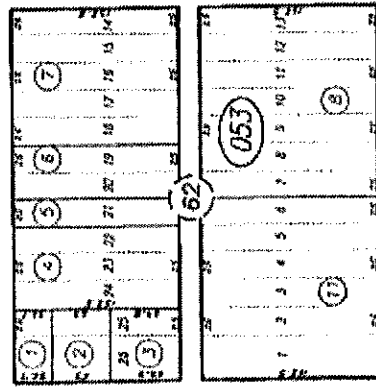
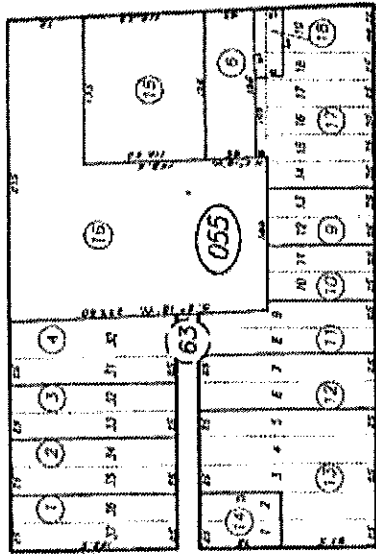
POR. TRACY

STREET

ELEVENTH STREET

AVENUE

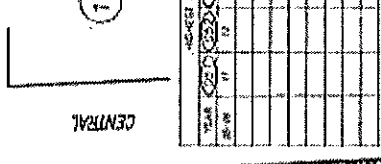
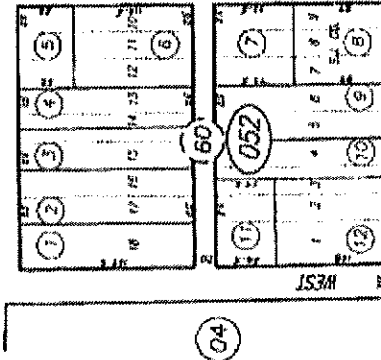
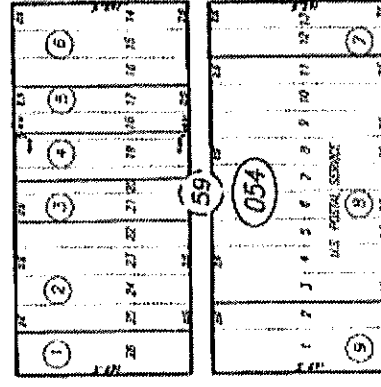
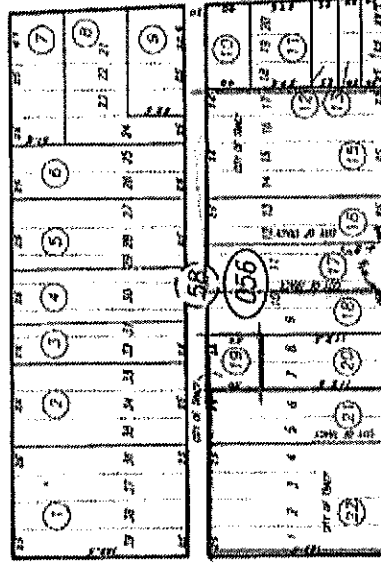
STREET



STREET

TENTH STREET

STREET



CENTRAL

YEAR	2014	2015	2016	2017	2018	2019	2020	2021	2022
APN	235-056-15	235-056-16	235-056-17	235-056-19	235-056-21	235-056-22			

CITY OF TRACY

Assessor's Map Bk. 235 Pg. 05
County of San Joaquin, Calif.

NOTE: Assessor's Parcel Numbers Shown in Circles
Assessor's Block Numbers Shown in Rectangles

A - B - C - D - E - F - G - H - I - J - K - L - M - N - O - P - Q - R - S - T - U - V - W - X - Y - Z - 01 - 02 - 03 - 04 - 05 - 06 - 07 - 08 - 09 - 10 - 11 - 12 - 13 - 14 - 15 - 16 - 17 - 18 - 19 - 20 - 21 - 22 - 23 - 24 - 25 - 26 - 27 - 28 - 29 - 30 - 31 - 32 - 33 - 34 - 35 - 36 - 37 - 38 - 39 - 40 - 41 - 42 - 43 - 44 - 45 - 46 - 47 - 48 - 49 - 50 - 51 - 52 - 53 - 54 - 55 - 56 - 57 - 58 - 59 - 60 - 61 - 62 - 63 - 64 - 65 - 66 - 67 - 68 - 69 - 70 - 71 - 72 - 73 - 74 - 75 - 76 - 77 - 78 - 79 - 80 - 81 - 82 - 83 - 84 - 85 - 86 - 87 - 88 - 89 - 90 - 91 - 92 - 93 - 94 - 95 - 96 - 97 - 98 - 99 - 100

06

06

06

APN
235-056-15
235-056-16
235-056-17
235-056-19
235-056-21
235-056-22

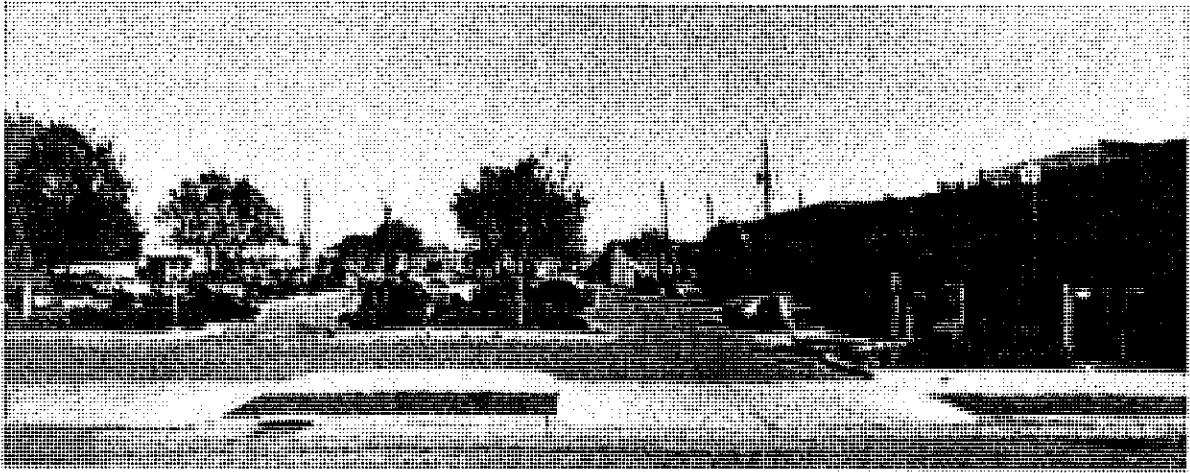


Figure 1 - 15, 31 & 41 W 9th St.



Figure 2 - 71 W 9th St & 818 B St



Figure 3 - 50 W Gillette Alley

PARCEL 7 (212-040-28):

THAT CERTAIN REAL PROPERTY SITUATED IN THE CITY OF TRACY, COUNTY OF SAN JOAQUIN, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

THAT PORTION OF LOT 39 OF THE NAGLEE BURK TRACT IN THE CITY OF TRACY, COUNTY OF SAN JOAQUIN, STATE OF CALIFORNIA, AS PER MAP RECORDED IN VOLUME 5, PAGE 18, OF BOOK OF MAPS AND PLATS IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

BEGINNING at the intersection of the westerly line of said Lot 39 and the northerly line of Naglee Road as described as Parcel 5 in the Final Order of Condemnation recorded September 26, 1969 in Book 3338, Page 327, of Official Records in said office of the County Recorder, thence along said westerly line N. $0^{\circ}02'45''$ W, 396.84 feet to the beginning of a curve concave to the southeast having a radius of 661.00 feet; thence leaving said line from a tangent line bearing N. $58^{\circ}01'49''$ E., northeasterly 184.30 feet along said curve through a central angle of $15^{\circ}58'30''$; thence N. $74^{\circ}00'19''$ E, 405.89 feet to the beginning of a curve concave to the northwest having a radius of 539.00 feet; thence northeasterly 17.25 feet along said curve through a central angle of $1^{\circ}50'00''$ to the beginning of a curve concave to the northwest having a radius of 35.00 feet; thence northerly 62.02 feet along said curve through a central angle of $101^{\circ}31'52''$; thence N. $29^{\circ}21'33''$ W., 50.62 feet; thence N. $60^{\circ}38'27''$ E, 134.50 feet; thence S. $29^{\circ}21'33''$ E., 50.00 feet to the beginning of a curve concave to the north having a radius of 35.00 feet; thence easterly 62.23 feet along said curve through a central angle of $101^{\circ}52'46''$ to the beginning of a curve concave to the northwest having a radius of 539.00 feet; thence easterly 180.50 feet along said curve through a central angle of $19^{\circ}11'12''$ to the southerly line of Parcel B as per map recorded in Book 19, Page 122 of Surveys in the office of said County Recorder; thence along said line N. $89^{\circ}57'15''$ E., 141.84 feet to the beginning of a Curve concave to the northwest having a radius of 666.00 feet; thence leaving said line from a tangent line bearing S. $23^{\circ}31'57''$ W. southwesterly 306.71 feet along said curve through a central angle of $26^{\circ}23'12''$ to Point A; thence on a non-tangent line S. $11^{\circ}06'19''$ W., 43.87 feet; thence S. $27^{\circ}41'51''$ E. 176.30 feet to the beginning of a curve concave to the northeast having a radius of 314.96 feet; thence southeasterly 20.20 feet along said curve through a central angle of $3^{\circ}40'30''$ to said northerly line of Naglee Road the beginning of a curve concave to the northwest having a radius of 570.00 feet; thence along said line from a tangent line bearing S. $35^{\circ}32'38''$ W., southwesterly 345.3 feet along said curve through a central angle of $34^{\circ}42'42''$; thence S. $70^{\circ}15'20''$ W., 405.62 feet to the beginning of a curve concave to the north having a radius of 570.00 feet; thence westerly 200.21 feet along said curve through a central angle of $20^{\circ}07'30''$; thence N. $89^{\circ}37'10''$ W., 72.10 feet to the point of beginning.

Containing an area of 430,263 square feet (9.58 acres) more or less

PARCEL 8 (212-290-44) (Figure 6):

THAT CERTAIN REAL PROPERTY SITUATED IN THE CITY OF TRACY, COUNTY OF SAN JOAQUIN, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

A PORTION OF LOT 39 OF THE NAGLEE BURK TRACT IN THE RANCHO EL PESCADERO ACCORDING TO THE OFFICIAL MAP, FILED IN VOLUME 5 OF MAPS AND PLATS, AT PAGE 18 OF THE SAN JOAQUIN COUNTY RECORDS AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

ALL THAT PARCEL THAT IS SHOWN AND DESCRIBED AS ASSESSOR'S PARCEL NUMBER 212-290-44.

PARCEL 9 (APN 212-260-09):

THAT CERTAIN REAL PROPERTY SITUATED IN THE CITY OF TRACY, COUNTY OF SAN JOAQUIN, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

THAT PORTION OF LOTS 39 AND 40 OF NAGLEE BURK TRACT PER MAP FILED IN BOOK 5 OF MAPS AND PLATS, AT PAGE 18, OF THE SAN JOAQUIN COUNTY RECORDS, DESCRIBED AS FOLLOWS:

CONTAINING MORE OR LESS 2.78 ACRES (121,096 SQUARE FEET)

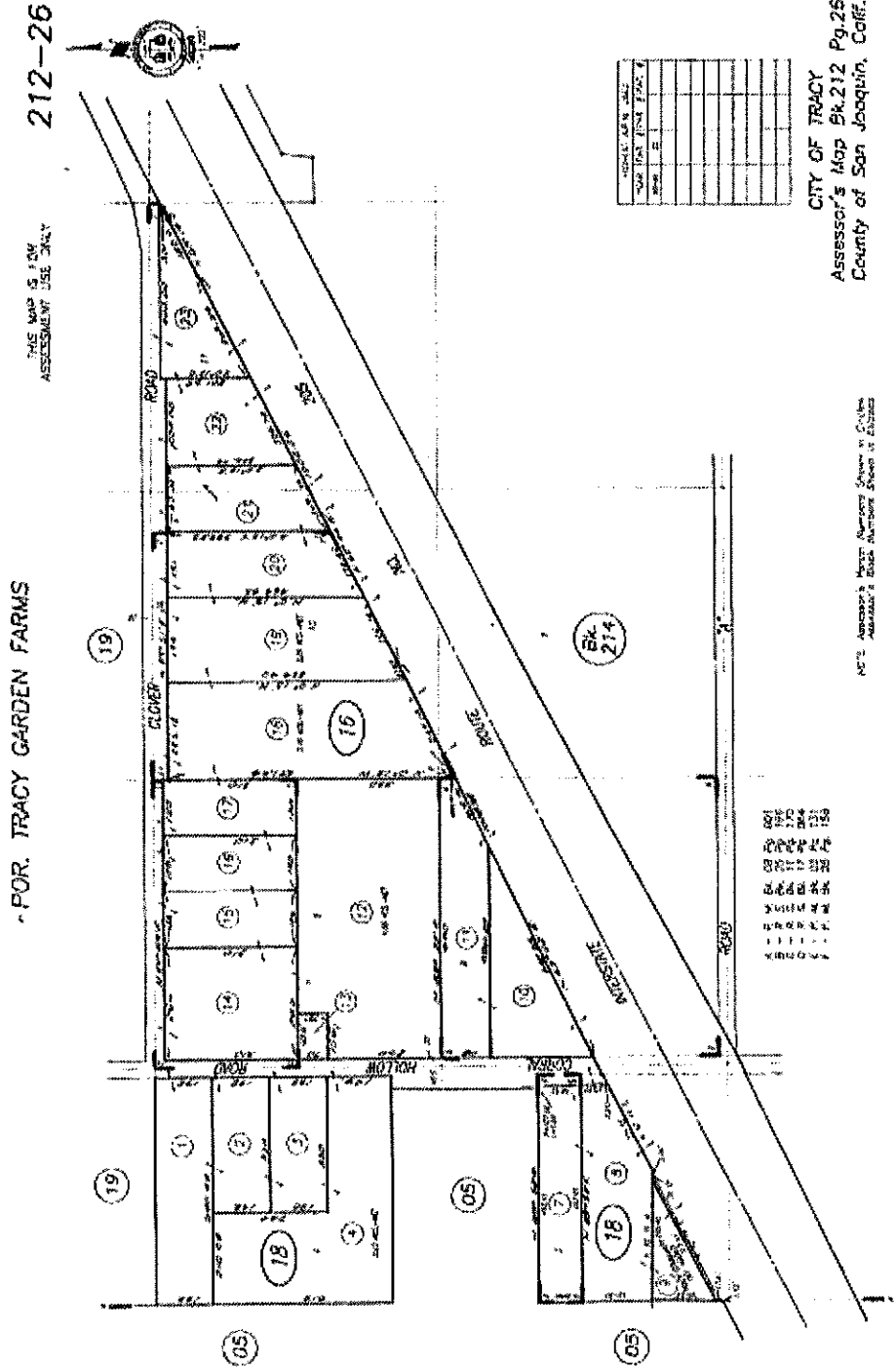
PARCEL 10 (APN 212-290-39) (Figures 4, S):

THAT CERTAIN REAL PROPERTY SITUATED IN THE CITY OF TRACY, COUNTY OF SAN JOAQUIN, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

A PORTION OF LOT 39 OF THE NAGLEE BURK TRACT IN THE RANCHO EL PESCADERO ACCORDING TO THE OFFICIAL MAP, FILED IN VOLUME 5 OF MAPS AND PLATS, AT PAGE 18 OF THE SAN JOAQUIN COUNTY RECORDS AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

ALL THAT PARCEL THAT IS SHOWN AND DESCRIBED AS ASSESSOR'S PARCEL NUMBER 212-290-39.

THAT CERTAIN REAL PROPERTY AS IDENTIFIED AS PARCEL 09 OF ASSESSOR'S MAP BOOK 212, PAGE 26, COUNTY OF SAN JOAQUIN.

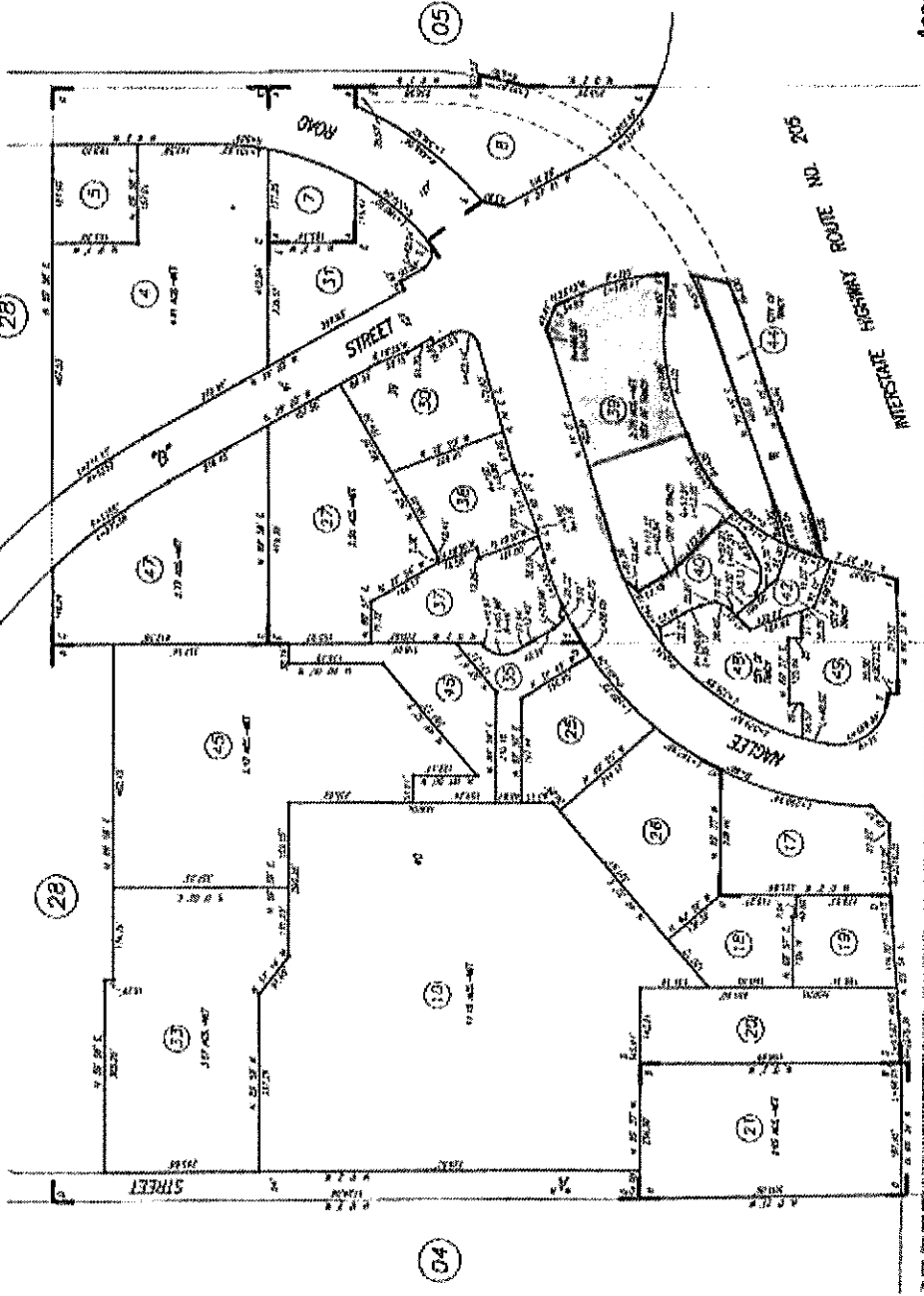


212-29



THIS MAP IS FOR ASSESSMENT USE ONLY

POR. NAGLEE BURK TRACT



- A - R. S. Bk. 19 Pg. 127
- B - P. M. Bk. 08 Pg. 047
- C - P. M. Bk. 21 Pg. 026
- D - P. M. Bk. 22 Pg. 044
- E - P. M. Bk. 22 Pg. 076
- F - P. M. Bk. 23 Pg. 125

TRACT AREA	ACRES	FRONT	DEPTH
1	0.12	100.00	100.00
2	0.12	100.00	100.00
3	0.12	100.00	100.00
4	0.12	100.00	100.00
5	0.12	100.00	100.00
6	0.12	100.00	100.00
7	0.12	100.00	100.00
8	0.12	100.00	100.00
9	0.12	100.00	100.00
10	0.12	100.00	100.00
11	0.12	100.00	100.00
12	0.12	100.00	100.00
13	0.12	100.00	100.00
14	0.12	100.00	100.00
15	0.12	100.00	100.00
16	0.12	100.00	100.00
17	0.12	100.00	100.00
18	0.12	100.00	100.00
19	0.12	100.00	100.00
20	0.12	100.00	100.00
21	0.12	100.00	100.00
22	0.12	100.00	100.00
23	0.12	100.00	100.00
24	0.12	100.00	100.00
25	0.12	100.00	100.00
26	0.12	100.00	100.00
27	0.12	100.00	100.00
28	0.12	100.00	100.00
29	0.12	100.00	100.00
30	0.12	100.00	100.00
31	0.12	100.00	100.00
32	0.12	100.00	100.00
33	0.12	100.00	100.00
34	0.12	100.00	100.00
35	0.12	100.00	100.00
36	0.12	100.00	100.00
37	0.12	100.00	100.00
38	0.12	100.00	100.00
39	0.12	100.00	100.00

CITY OF TRACY
 Assessor's Map Bk.212 Pg.29
 County of San Joaquin, Calif.

00-04

NOTE: Assessor's Parcel Numbers Shown in Green
 Assessor's Block Numbers Shown in Yellow

Bk. 238

APN
 212-290-41 (from 212-290-39)
 212-290-44

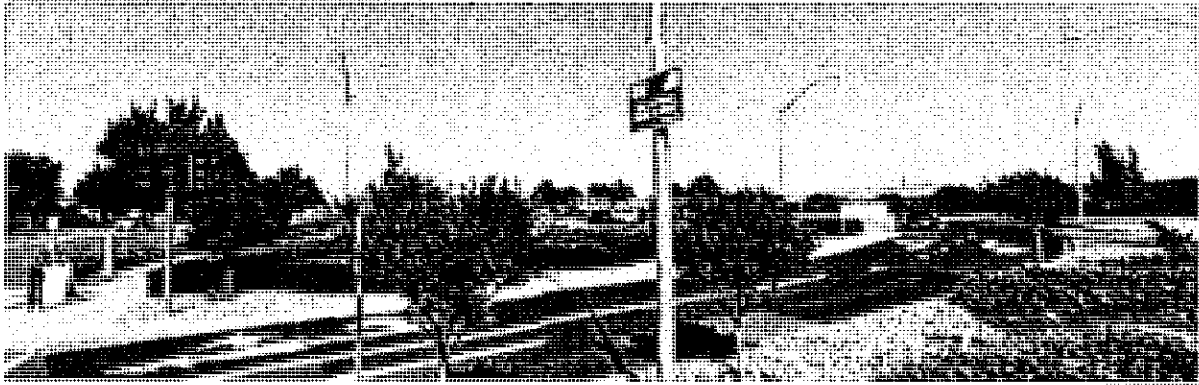


Figure 4 - Park-N-Ride (Entrance view)

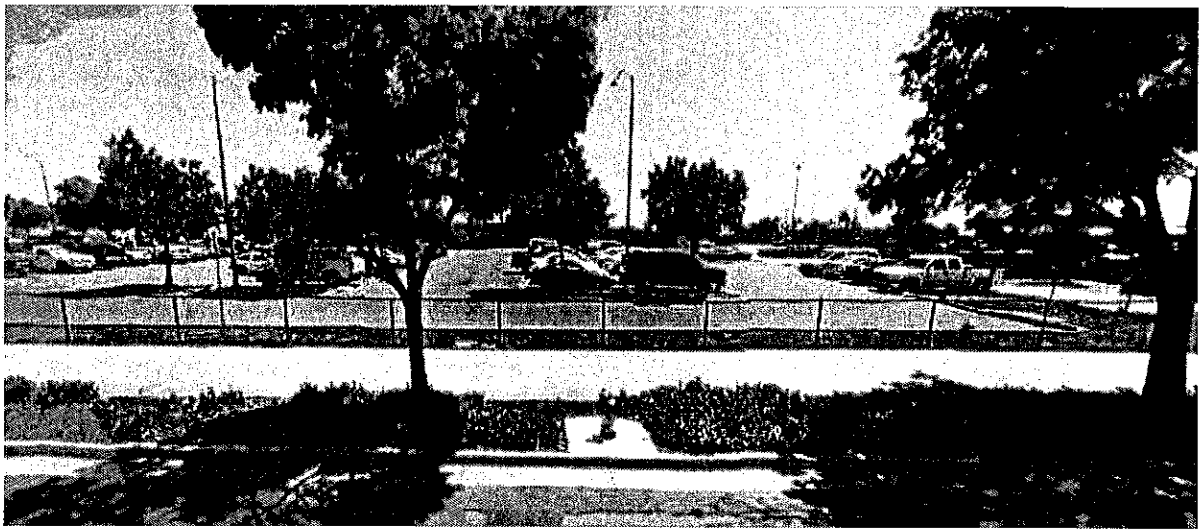


Figure 5 - Park-N-Ride (Street view)



Figure 6 - Remnant Parcel

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Exhibit B – Department of Finance LRPMP Inventory

Property No.	Address or Description	APN	1	2	3	4	5	6	7	8	9	10
			15 W 9th St 235-056-15	31 W 9th St 235-056-16	41 W 9th St 235-056-17	50 W Gillette Aly 235-056-19	71 W 9th St 235-056-21	918 N B 5t 235-056-22	Sewer Easement 212-040-28	Old Naglee Rd 212-290-44	3055 N Corral Hollow Rd 212-290-09	212-290-41 from 212-290-39
Property Type	Improved Public Parking											
Permissible Use	Governmental Use											
If Sale of Property, specify intended use of sale proceeds	N/A											
Permissible Use Detail	Transfer property to City of Tracy for Government Use (Parking Lots)											
Acquisition Date	09/30/2004	09/30/2004	09/30/2004	03/29/2007	07/10/1990	7/25/1990	9/3/1996	10/25/1994	05/24/1995	10/25/1994	10/25/1994	10/25/1994
Value at Time of Acquisition	976,000			70,000	540,000	750,000	0	0	0	0	0	0
Estimated Current Value	3,422,470											
Date of Estimated Current Value	06/30/15											
Estimated Current Value Basis	Book											
Proposed Sale Value	0											
Proposed Sale Date	N/A											
Purpose for which property was acquired	Public Parking											
Lot Size	0.373	0.162	0.155	0.057	0.186	0.373	9.88	0.709	0.461	1.154	1.154	1.154
	Acres	Acres	Acres	Acres	Acres	Acres	Acres	Acres	Acres	Acres	Acres	Acres
Current Zoning	Gov't											
Current Zoning	Unknown											
	Remnant parcel from Condemnation											
Current Zoning	Unknown											
	Right of Way Acquisition Remnant											
Current Zoning	Unknown											
	Remnant parcel from Condemnation											
Current Zoning	Unknown											
	Remnant parcel from Condemnation											
Current Zoning	Unknown											
	PUD/Freeway Commercial											

Property No.	1	2	3	4	5	6	7	8	9	10	
HSC 34191.5 (c)(1)(D)			0				0	0	0	550,000	550,000
HSC 34191.5 (c)(1)(E)		\$0 - the City of Tracy provides free, unmetered parking.									
HSC 34191.5 (c)(1)(F)	Are there any contractual requirements for use of income/revenue?		No				No	No	No	No	No
	Has there been historic environmental contamination, studies, and/or remediation, and designation as a brownfield site for the property?	No	No	No	No	No	No	No	No	No	No
HSC 34191.5 (c)(1)(G)	Does the property have the potential as a transit oriented development?		No				No	No	No	No	No
	Were there advancements to the successor agency's planning objectives?		Yes				No	No	No	Yes	Yes
HSC 34191.5 (c)(1)(H)	Does the property have a history of previous development proposals and activity?		No				No	No	No	Yes	Yes

Property No.	1	2	3	4	5	6	7	8	9	10
Other Property Info							<p>Sewer easement and narrow band of property acquired through condemnation & bankruptcy.</p> <p>The City and the Successor Agency have an undivided interest in the property.</p>	<p>This parcel created from the split of 212-290-44 which was originally acquired through condemnation proceedings during the construction of the I-205/Grant line Rd Interchange project.</p> <p>Abandoned 'Old Naglee Rd'. CalTrans requires this property for the future expansion of the I-205/Grant Line Rd expansion project.</p>	<p>Parcel is a land-locked remnant left over from the I-205/Grant Line Rd Interchange project.</p>	<p>These parcels created from split of 212-290-44 which were all originally acquired through condemnation proceedings during the construction of the I-205/Grant Line Rd Interchange project.</p> <p>The City and the Successor Agency have an undivided interest in the property.</p>

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96100070

1 GARY R. RINEHART, SBN 24787
TODD A. AMSPOKER, SBN 111245
2 RINEHART & AMSPOKER
2201 Broadway, Suite 905
3 Oakland, California 94612
Telephone: (510) 763-5100

FILED

SEP 5 1996

4 Attorneys for plaintiffs
5 City of Tracy and Tracy
Community Development Agency

U.S. Bankruptcy Court

7 UNITED STATES BANKRUPTCY COURT
8 EASTERN DISTRICT OF CALIFORNIA
9 (MODESTO DIVISION)

11 In re

No. 92-94652-A-11

12 M.Y. ASSOCIATES, INC. dba Y.M.
13 ASSOCIATES,

Adversary Proceeding No.
96-9044-A

14 Debtor.

15 CITY OF TRACY and TRACY COMMUNITY
16 DEVELOPMENT AGENCY,

FINAL ORDER OF
CONDEMNATION

17 Plaintiffs

18 vs.

19 M. Y. ASSOCIATES, et al.,

20 Defendants.

21 Pursuant to the Stipulation for Judgment and Judgment
22 entered in this proceeding;

23 IT IS HEREBY ORDERED AND ADJUDGED that the real property
24 situated in the County of San Joaquin, State of California, and
25 more particularly described in Exhibit "A", attached hereto and
26 made a part hereof, be condemned to Plaintiff in fee simple
27 absolute.
28

96100070

RECORDER
COUNTY CLERK
JAMES M. HUNTER

96 OCT -1 AM 11:07

SAN JOAQUIN COUNTY
ATTORNEY

FEE

exempt

Recording Requested By:

City of Tracy

Return to: TODD A. AMSPOKER
RINEHART & AMSPOKER
2201 Broadway, Suite 805
Oakland, CA 94612
Attorneys for
City of Tracy

Document Title(s)

FINAL ORDER OF CONDEMNATION



96100070

1 IT IS FURTHER ORDERED AND ADJUDGED that a certified copy of
2 this Order be recorded in the office of the Recorder of San
3 Joaquin County, State of California, and thereupon title to said
4 property described in Exhibit "A" shall vest in Plaintiff in fee
5 simple absolute and all interest of Defendants M.V. ASSOCIATES,
6 INC., dba Y.M. ASSOCIATES, GEORGE PADIS, JOSEPHINE PADIS, GEORGE
7 KASTELANIDES and his spouse, DONALD H. VALLEY, MARY J. POMBO,
8 JOYCE DONALDSON, individually and as trustee, ALICE E. BURROWS,
9 BETTY ROSE MATTOS, ALFRED P. POMBO, MABEL POMBO, VIRGINIA P.
10 ABEL, trustee, DAMON R. POMBO, PAULINE POMBO, ISABEL L. MATTOS,
11 KING, SHAPIRO, MITTELMAN & DUCHMAN, MILLER, STARR & REGALIA,
12 ANGELO TSAKOPOULOS, FROSA CHRISTOPHER, PEELE FINANCIAL
13 CORPORATION, ALL-AMERICAN FORECLOSURE SERVICE, YIANNI Y.
14 MICHAELIDES aka YIANNI Y. MICHAEL, JEAN MICHAELIDES, CALIFORNIA
15 TRUST DEEDS, INC., THE JONATHAN GROUP, FIRST AMERICAN TITLE
16 COMPANY, TRACY 19.6, a California general partnership, ANDREW
17 GIANULIAS, JULIE GIANULIAS, and GUS GIANULIAS shall be
18 terminated.

19 IT IS FURTHER ORDERED AND ADJUDGED that the underground
20 sewer easement more particularly described in Exhibit "B"
21 attached hereto and made a part hereof be condemned to Plaintiff
22 and as against Defendants M.V. ASSOCIATES, INC., dba Y.M.
23 ASSOCIATES, GEORGE PADIS, JOSEPHINE PADIS, GEORGE KASTELANIDES
24 and his spouse, DONALD H. VALLEY, MARY J. POMBO, JOYCE DONALDSON,
25 individually and as trustee, ALICE E. BURROWS, BETTY ROSE MATTOS,
26 ALFRED P. POMBO, MABEL POMBO, VIRGINIA P. ABEL, trustee, DAMON R.
27 POMBO, PAULINE POMBO, ISABEL L. MATTOS, KING, SHAPIRO, MITTELMAN
28 & DUCHMAN, MILLER, STARR & REGALIA, ANGELO TSAKOPOULOS, FROSA

96100070

1 CHRISTOPHER, PEELE FINANCIAL CORPORATION, ALL-AMERICAN
2 FORECLOSURE SERVICE, YIANNI Y. MICHAELIDES aka YIANNI Y. MICHAEL,
3 JEAN MICHAELIDES, CALIFORNIA TRUST DEEDS, INC., THE JONATHAN
4 GROUP, FIRST AMERICAN TITLE COMPANY, TRACY 19.6, a California
5 general partnership, ANDREW GIANULIAS, JULIE GIANULIAS, and GUS
6 GIANULIAS.

7
8 Dated: 3 Sept. 1996

J. M.
JUDGE OF THE UNITED
STATES BANKRUPTCY COURT

9
10
11
12 This is to certify that the copy of the original
13 of the undersigned Bankruptcy Judge.

14 Dated: 9-23-96 Michael S. McManus
Bankruptcy Judge

15 By *Debra K. ...*
16 Deputy Clerk
17
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96100070

LEGAL DESCRIPTION
SANITARY SEWER EASEMENT

A 20 FOOT WIDE SANITARY SEWER EASEMENT SITUATE IN THE COUNTY OF SAN JOAQUIN, STATE OF CALIFORNIA DESCRIBED AS FOLLOWS:

BEING A PORTION OF LOT 39 OF THE NAGLEE BURK TRACT IN THE RANCHO EL PESCADERO AS SHOWN ON THE MAP FILED MARCH 7 1911 IN VOLUME 5 AT PAGE 18 OF OFFICIAL MAPS AND PLATS OF SAN JOAQUIN COUNTY AND BEING ALSO A PORTION OF THE LANDS OF M.V. ASSOCIATES, INC. AS DESCRIBED IN THE GRANT DEED SERIES 88-082612 OF OFFICIAL RECORDS OF SAID COUNTY AND MORE PARTICULARLY DESCRIBED AS FOLLOWS;

COMMENCING AT A POINT ON THE EASTERLY LINE OF LOT 39 OF SAID NAGLEE BURK TRACT BEING MARKED UPON THE GROUND BY AN 3/4" IRON PIPE AS SHOWN ON THE RECORD OF SURVEY MAP FILED AUGUST 28 1969 IN BOOK 19 OF SURVEYS AT PAGE 122 OF OFFICIAL RECORDS OF SAN JOAQUIN COUNTY FROM WHICH THE NORTHEAST CORNER OF LOT 36A OF SAID NAGLEE BURK TRACT BEING MARKED UPON THE GROUND BY A SPIKE WITH CHISELED CROSS AS SHOWN ON SAID RECORD OF SURVEY BEARS NORTH 00°28'17" WEST 4588.84 FEET; THENCE FROM SAID POINT OF COMMENCEMENT COINCIDENT WITH THE CENTERLINE OF NAGLEE ROAD AND BEING ALSO THE EASTERLY LINE LOT 39 OF SAID NAGLEE BURK TRACT NORTH 00°28'17" WEST 875.77 FEET; THENCE SOUTH 89°31'43" WEST 30.00 FEET TO THE NORTHEASTERLY CORNER OF PARCEL "B" AS SHOWN ON SAID RECORD OF SURVEY; THENCE COINCIDENT WITH THE NORTHERLY LINE OF SAID PARCEL "B" SOUTH 89°31'43" WEST 264.00 FEET TO THE NORTHWESTERLY CORNER OF SAID PARCEL "B"; THENCE COINCIDENT WITH THE NORTHERLY LINE OF PARCEL "A" AS SHOWN ON SAID RECORD OF SURVEY SOUTH 89°31'43" WEST 685.09 FEET TO THE POINT OF BEGINNING; THENCE FROM SAID POINT OF BEGINNING COINCIDENT WITH SAID NORTHERLY LINE NORTH 89°31'43" EAST 30.85 FEET; THENCE SOUTH 49°07'16" WEST 141.82 FEET TO THE WESTERLY LINE OF LOT 39 OF SAID NAGLEE BURK TRACT SAID COURSE BEING PARALLEL AND DISTANT 85.00 FEET FROM THE CENTERLINE OF THE SOUTHERLY TRANSMISSION LINE TOWERS AS THEY NOW EXIST; THENCE COINCIDENT WITH SAID WESTERLY LINE NORTH 00°28'17" WEST 26.27 FEET; THENCE NORTH 49°07'16" EAST 101.00 FEET TO THE POINT OF BEGINNING.

CONTAINING 2,425 SQUARE FEET OR 0.056 ACRES MORE OR LESS.

END OF DESCRIPTION

file is: c:\tracy\plats\legaldtc
parcel: m.v. associates - ssa
apn 212-040-28

EXHIBIT B

96100070

City of Tracy
County of San Joaquin

A.P. No. 212-040-28
M.Y. Associates, et al

Legal Description

That portion of Lot 39 of the Naglee Burk Tract in the City of Tracy, County of San Joaquin, State of California, as per map recorded in Volume 5, Page 18, of Book of Maps and Plans in the office of the County Recorder of said County, described as follows:

BEGINNING at the intersection of the westerly line of said Lot 39 and the northerly line of Naglee Road as described as Parcel 5 in the Final Order of Condemnation recorded September 26, 1969 in Book 3338, Page 327, of Official Records in said office of the County Recorder; thence along said westerly line N. $0^{\circ}02'45''$ W., 396.84 feet to the beginning of a curve concave to the southeast having a radius of 661.00 feet; thence leaving said line from a tangent line bearing N. $58^{\circ}01'49''$ E., northeasterly 184.30 feet along said curve through a central angle of $15^{\circ}58'30''$; thence N. $74^{\circ}00'19''$ E., 405.89 feet to the beginning of a curve concave to the northwest having a radius of 539.00 feet; thence northeasterly 17.25 feet along said curve through a central angle of $1^{\circ}50'00''$ to the beginning of a curve concave to the northwest having a radius of 35.00 feet; thence northerly 62.02 feet along said curve through a central angle of $101^{\circ}31'52''$; thence N. $29^{\circ}21'33''$ W., 50.62 feet; thence N. $60^{\circ}38'27''$ E., 134.50 feet; thence S. $29^{\circ}21'33''$ E., 50.00 feet to the beginning of a curve concave to the north having a radius of 35.00 feet; thence easterly 62.23 feet along said curve through a central angle of $101^{\circ}52'46''$ to the beginning of a curve concave to the northwest having a radius of 539.00 feet; thence easterly 180.50 feet along said curve through a central angle of $39^{\circ}11'12''$ to the southerly line of Parcel B as per map recorded in Book 19, Page 122 of Surveys in the office of said County Recorder; thence along said line N. $89^{\circ}57'15''$ E., 141.84 feet to the beginning of a curve concave to the northwest having a radius of 666.00 feet; thence leaving said line from a tangent line bearing S. $23^{\circ}31'57''$ W., southwesterly 306.71 feet along said curve through a central angle of $26^{\circ}33'12''$ to Point A; thence on a non-tangent line S. $11^{\circ}06'39''$ W., 43.87 feet; thence S. $27^{\circ}41'51''$ E., 176.30 feet to the beginning of a curve concave to the northeast having a radius of 314.96 feet; thence southeasterly 20.20 feet along said curve through a central angle of $3^{\circ}40'30''$ to said northerly line of Naglee Road the beginning of a curve concave to the northwest having a radius of 570.00 feet; thence along said line from a tangent line bearing S. $35^{\circ}32'38''$ W., southwesterly 345.33 feet along said curve through a central angle of $34^{\circ}42'42''$; thence S. $70^{\circ}15'20''$ W., 405.62 feet to the beginning of a curve concave to the north having a radius of 570.00 feet; thence westerly 200.21 feet along said curve through a central angle of $20^{\circ}07'30''$; thence N. $89^{\circ}37'10''$ W., 72.10 feet to the point of beginning.

Containing an area of 430,263 square feet (9.88 acres) more or less.

EXHIBIT A

96100070

This conveyance is made for the purpose of a freeway and the grantor hereby releases and relinquishes to the grantee any and all abutter's rights of access, appurtenant to grantor's remaining property, in and to said freeway over and across the following courses:

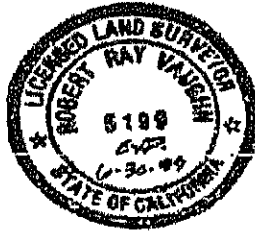
Beginning at the above-described Point A; thence S. $11^{\circ}06'39''$ W., 43.87 feet; thence S. $27^{\circ}41'51''$ E., 176.30 feet to the beginning of a curve concave to the northeast having a radius of 314.96 feet; thence southeasterly 20.20 feet along said curve through a central angle of $3^{\circ}40'30''$ to said northerly line of Naglee Road, the point of termination.

The bearings and distances used are on the California Coordinate System of 1983, Zone 3. Multiply distances used by 1.0000675 to obtain ground level distances.

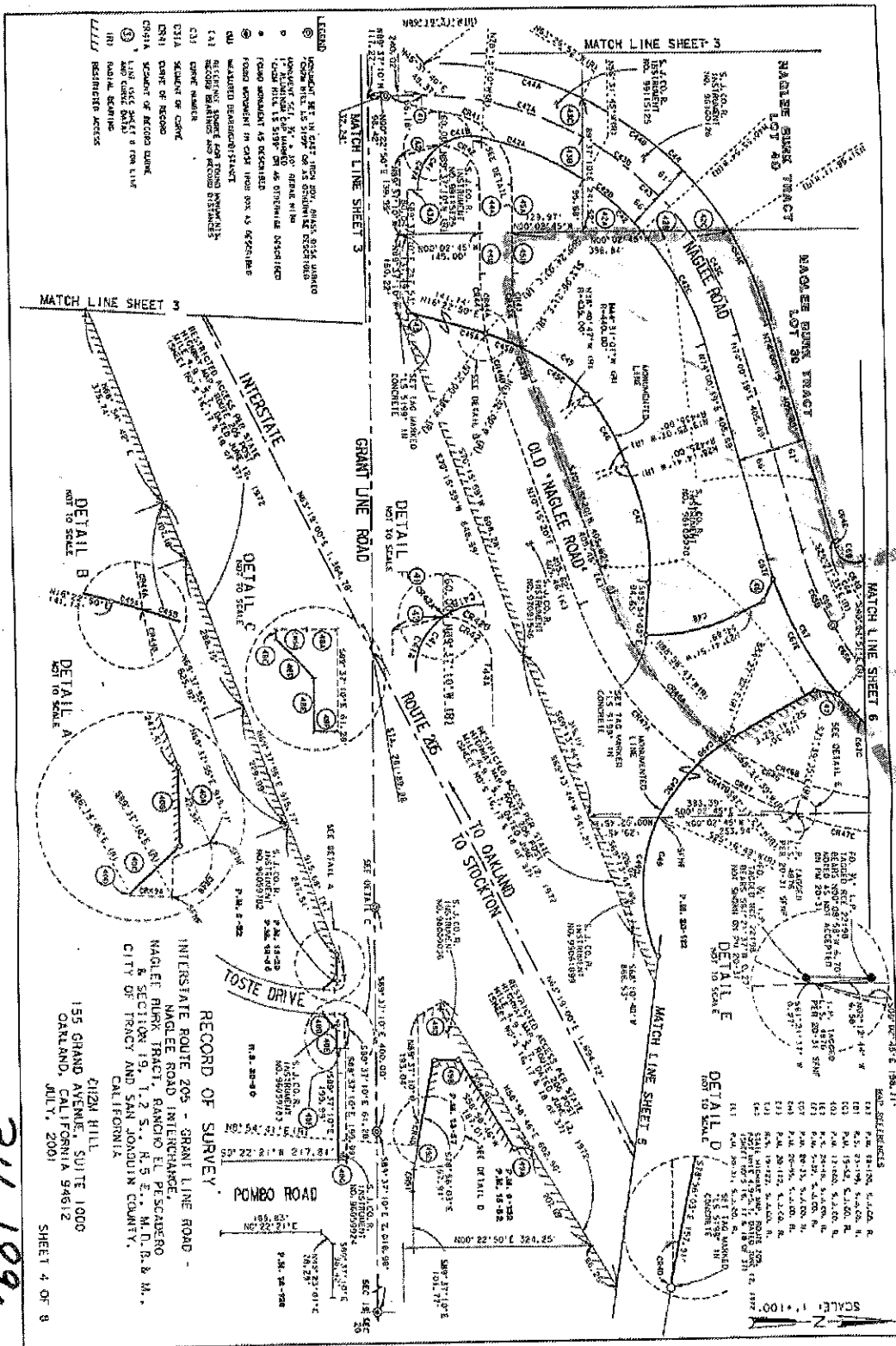
This real property description has been prepared by me, or under my direction, in conformance with the Professions' Land Surveyors Act.

Robert Ray Vaughn
Robert Ray Vaughn LS 5199

12-4-95
Date



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34-189c

34-189c

The plot of APN 212-040-28's legal description as shown in the Final Order of Condemnation was interpreted by City staff. This has not been surveyed and is believed to be an accurate visualization of the Legal description of APN 212-040-28 but no warranty is express or implied.

EXHIBIT D

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RECORDING REQUESTED BY:

CITY OF TRACY

When Recorded Mail To:
City of Tracy
Office of the City Clerk
333 Civic Center Plaza
Tracy, CA 95376
ATTN: Carole Fleischmann

Doc #: 2012-126277
09/28/2012 08:49:08 AM
Page: 1 of 5 Fee: \$0
Kenneth W Blakemore
San Joaquin County Recorder
Paid By: SHOWN ON DOCUMENT



Space above this line for Recorder's Use

QUITCLAIM DEED

APN 212-290-44

District	County	Route	Post Mile	Number
10	SJ	205	5.3	16585-1

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,
CITY OF TRACY, a municipal corporation,

does hereby remise, release, and quitclaim to the STATE OF CALIFORNIA, all of its rights, title, and interest in the following described real property in the City of Tracy, County of San Joaquin, State of California, as described in Exhibit "A" and "B", attached hereto and made a part hereof.

SEE
ATTACHED
LEGAL DESCRIPTION
for
"OLD NAGLEE ROAD"
APN 212-290-44

Number
16585-1

IN WITNESS WHEREOF, said corporation has caused its corporate name to be hereunto subscribed and its corporate seal to be affixed hereto, this 20th day of SEPTEMBER 2012.

CITY OF TRACY

Brent H. Ives
By: Brent Ives
Title: City Mayor

Date: 9/20/12

Attest:

Sandra Edwards
By: Sandra Edwards
Title: City Clerk

Date: 9-20-12

[CORPORATE SEAL]

ACKNOWLEDGMENT

State of California }
County of San Joaquin } ss

(Here insert name and title of the officer)

On 9/20/12 before me, Sharon K. Davis, Notary Public, personally
appeared Brent H. Ives

_____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity (ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Sharon K. Davis (Seal)



THIS IS TO CERTIFY, That the State of California, acting by and through the Department of Transportation (pursuant to Government Code Section 27281), hereby accepts for public purposes the real property described in the within deed and consents to the recordation thereof.

IN WITNESS WHEREOF, I have hereunto set my hand
This 27th day of September, 2012.

MALCOM DOUGHERTY
Acting Director of Transportation

By Sharon A. Parsons
Attorney in Fact

SHARON A. PARSONS
RIGHT OF WAY ACQUISITIONS CHIEF
E-2

LEGAL DESCRIPTION
"OLD NAGLEE ROAD"
212-290-44

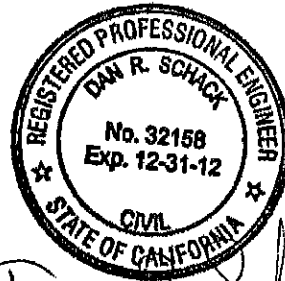
THAT CERTAIN REAL PROPERTY SITUATED IN THE CITY OF TRACY, COUNTY OF SAN JOAQUIN, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

A PORTION OF LOTS 39 AND 40 OF NAGLEE BURK TRACT ACCORDING TO THE OFFICIAL MAP THEREOF, FILED IN VOLUME 5 OF MAPS AND PLATS, PAGE 18, SAN JOAQUIN COUNTY RECORDS AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF PARCEL A, AS SHOWN ON THAT CERTAIN PARCEL MAP, FILED FOR RECORD JULY 13, 2005. IN BOOK 23 OF PARCEL MAPS, AT PAGE 125, SAN JOAQUIN COUNTY RECORDS; THENCE NORTH 16 DEGREES 22 MINUTES 50 SECONDS EAST, ALONG THE EASTERLY LINE OF SAID PARCEL A AND PARCEL C OF SAID MAP, 141.14 FEET TO A POINT; THENCE CONTINUING ALONG SAID EASTERLY LINE OF PARCEL C, ALONG A CURVE TO THE NORTHWEST, HAVING A RADIUS OF 440.00 FEET, AN ARC LENGTH OF 4.67 FEET, A CENTRAL ANGLE OF 00 DEGREES 36 MINUTES 32 SECONDS AND A CHORD BEARING NORTH 16 DEGREES 41 MINUTES 07 SECONDS EAST, 4.67 FEET TO A POINT ON THE SOUTH LINE OF "OLD NAGLEE ROAD" AS SHOWN UPON THAT CERTAIN RECORD OF SURVEY MAP, FILED FOR RECORD ON AUGUST 30, 2001 IN BOOK 34 OF SURVEYS, AT PAGE 189, SAN JOAQUIN COUNTY RECORDS, SAID POINT ALSO BEING THE **TRUE POINT OF BEGINNING** OF THE HEREIN DESCRIBED STRIP OF LAND; THENCE CONTINUING ALONG THE EASTERLY LINE OF PARCEL C AS SHOWN ON SAID PARCEL MAP (BOOK 23, PAGE 125) ALONG A CURVE TO THE NORTHWEST, HAVING A RADIUS OF 440.00 FEET, AN ARC LENGTH OF 71.50 FEET, A CENTRAL ANGLE OF 09 DEGREES 18 MINUTES 38 SECONDS AND A CHORD BEARING 21 DEGREES 38 MINUTES 40 SECONDS EAST, 71.42 FEET TO A POINT ON THE NORTH LINE OF "OLD NAGLEE ROAD" AS SHOWN ON SAID RECORD OF SURVEY (BOOK 34, PAGE 189); THENCE ALONG SAID NORTH LINE OF "OLD NAGLEE ROAD" ALONG A CURVE TO THE NORTHEAST, HAVING A RADIUS OF 570.00 FEET, AN ARC LENGTH OF 66.04 FEET, A CENTRAL ANGLE OF 06 DEGREES 38 MINUTES 19 SECONDS AND A CHORD BEARING NORTH 73 DEGREES 34 MINUTES 31 SECONDS EAST, 66.00 FEET TO A POINT; THENCE CONTINUING ALONG SAID NORTH LINE OF "OLD NAGLEE ROAD" NORTH 70 DEGREES 15 MINUTES 20 SECONDS EAST, ALONG SAID NORTH LINE OF "OLD NAGLEE ROAD," 405.62 FEET TO A POINT; THENCE CONTINUING ALONG SAID NORTH LINE OF "OLD NAGLEE ROAD" ALONG A CURVE TO THE NORTHEAST, HAVING A RADIUS OF 570.00 FEET, AN

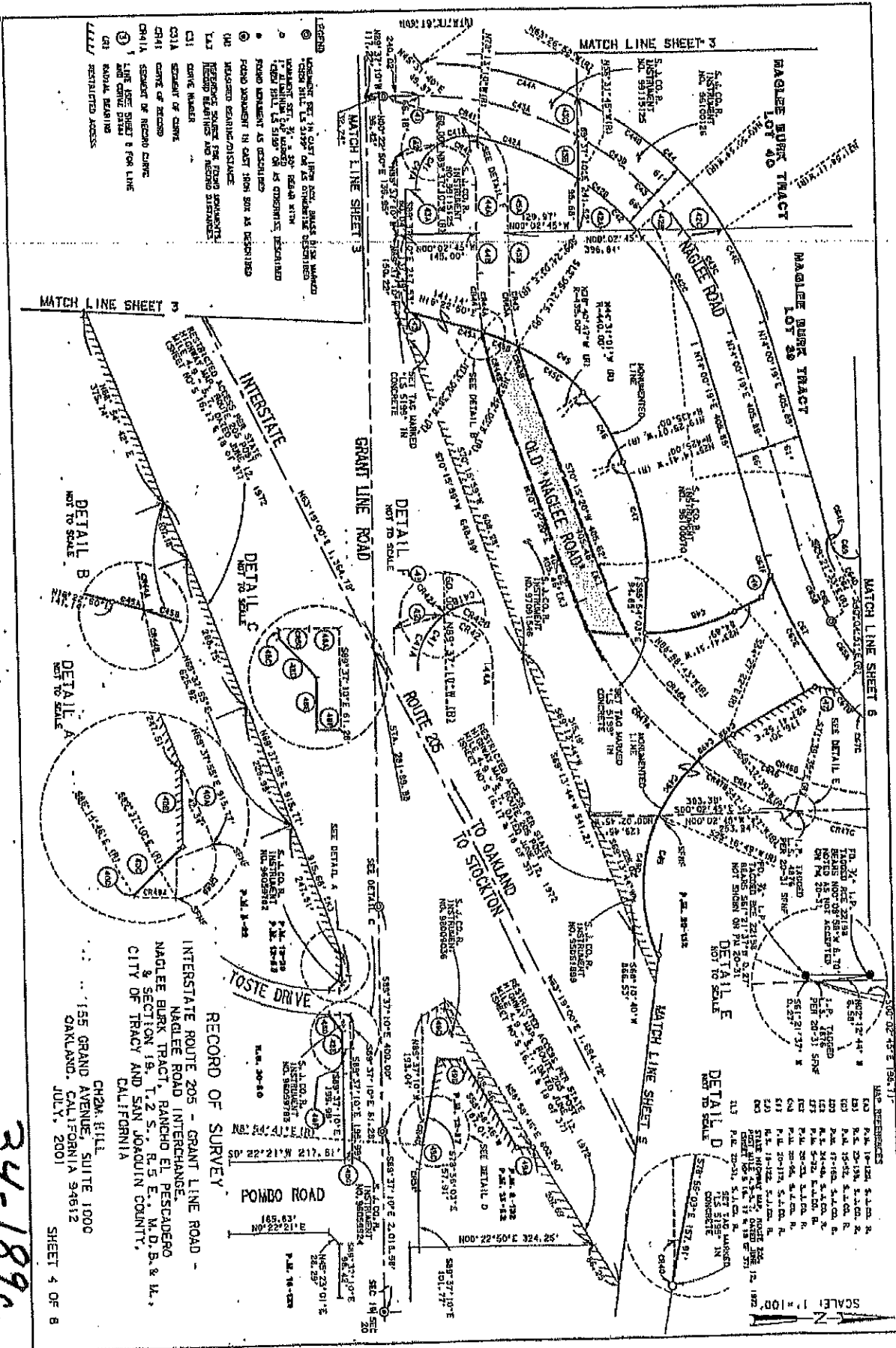
EXHIBIT A
Page 2 of 2

ARC LENGTH OF 78.68 FEET, A CENTRAL ANGLE OF 07 DEGREES 54 MINUTES 31 SECONDS, AND A CHORD BEARING NORTH 66 DEGREES 18 MINUTES 04 SECONDS EAST, 78.62 FEET TO A POINT; THENCE SOUTHERLY ALONG A CURVE TO THE SOUTHWEST, HAVING A RADIUS OF 395.00 FEET, AN ARC LENGTH OF 75.23 FEET, A CENTRAL ANGLE OF 10 DEGREES 54 MINUTES 46 SECONDS AND A CHORD BEARING SOUTH 11 DEGREES 33 MINUTES 08 SECONDS WEST, 75.12 FEET TO A POINT ON THE SOUTH LINE OF SAID "OLD NAGLEE ROAD"; THENCE ALONG SAID SOUTH LINE OF "OLD NAGLEE ROAD," ALONG A CURVE TO THE SOUTHWEST, HAVING A RADIUS OF 630.00 FEET, AN ARC LENGTH OF 39.43 FEET, A CENTRAL ANGLE OF 03 DEGREES 35 MINUTES 10 SECONDS AND A CHORD BEARING SOUTH 68 DEGREES 27 MINUTES 45 SECONDS WEST, 39.43 FEET TO A POINT; THENCE CONTINUING ALONG SAID SOUTH LINE OF "OLD NAGLEE ROAD" SOUTH 70 DEGREES 15 MINUTES 20 SECONDS WEST, 405.62 FEET TO A POINT; THENCE CONTINUING ALONG SAID SOUTH LINE OF "OLD NAGLEE ROAD", ALONG A CURVE TO THE SOUTHWEST, HAVING A RADIUS OF 630.00 FEET, AN ARC LENGTH OF 113.73 FEET, A CENTRAL ANGLE OF 10 DEGREES 20 MINUTES 37 SECONDS AND A CHORD BEARING SOUTH 75 DEGREES 25 MINUTES 39 SECONDS WEST, 113.58 FEET TO THE POINT OF BEGINNING.



Dan R. Schack
03/14/11

34-189c



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**CITY OF TRACY
PURCHASE AND SALE OF REAL PROPERTY AGREEMENT**

This Purchase and Sale Agreement ("Agreement") is entered into between the CITY OF TRACY, a municipal corporation, (hereinafter "CITY") acting as the Governing Board of the Successor Agency to the Community Development Agency of the City of Tracy, and Manteca Hospitality, Inc. (hereinafter "BUYER") for the purchase of certain real property owned by CITY.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **Purchase.** CITY agrees to sell to BUYER and BUYER agrees to purchase from CITY upon the terms and for the consideration set forth in this Agreement, all that certain real property situated in the City of Tracy, County of San Joaquin, State of California, consisting of approximately 20,081 square feet of land, commonly known as 3055 N. Corral Hollow Road, with Assessor's parcel number 212-260-09, which is legally described in Exhibit A attached hereto and made a part hereof (hereinafter "PROPERTY").
2. **Purchase Price.** BUYER will pay CITY the sum of FIFTEEN THOUSAND SIXTY AND 75/100 DOLLARS (\$15,060.75) as consideration for the purchase of the fee property identified in Exhibit A.
3. **Conveyance.** Conveyance by CITY shall be all of its right, title and interest in the PROPERTY.
4. **Escrow.**
 - a. **Escrow Instructions.** BUYER hereby authorizes CITY to prepare escrow instructions in accordance with this Agreement on behalf of both parties.
 - b. **Deposit of Purchase Price.** Prior to the close of escrow, BUYER will deposit into escrow, or cause to be deposited into escrow, all funds if due and/or documents, required from BUYER to enable escrow to close. CITY agrees to deposit with the Escrow Agent a Grant Deed conveying the PROPERTY to BUYER, together with such other instruments as are necessary.
 - c. **Title.** Title to the PROPERTY shall be vested to: Manteca Hospitality, Inc.
 - d. **Escrow Fees, Charges, and Costs.** BUYER shall pay all recording fees, title insurance, documentary stamp taxes, or other real estate transaction costs, taxes or fees by whatever name known, including escrow fees or brokers commission, if any, and personal property sales taxes where applicable. CITY shall have no liability or responsibility for any costs, taxes, fees, or expenses.
5. **Right of Possession and Use.** BUYER's right of possession shall begin at close of Escrow. The consideration shown in Section 2, includes, but is not limited to, full payment for the possession and use from that date, including interest and damages if any.

6. **Property Taxes.** BUYER further acknowledges full responsibility, and CITY shall have no liability or responsibility, for the payment of all property taxes and assessments accruing after the close of escrow.
7. **AS-IS Condition of the Property/Buyer's Examination of the Property.** CITY makes no warranty as to the condition of the property and BUYER agrees that it is purchasing the PROPERTY "as is" and in reliance on BUYER's own investigation, which it has had the opportunity to conduct to its satisfaction prior to the date of execution of this Agreement. BUYER will fund repairs required by lenders, if required.
8. **Binding on Successors and Assigns.** The terms, conditions, covenants and agreements set forth herein shall apply to and bind the heirs, executors, administrators, assigns and successors of the parties hereto.
9. **Payment of Deed of Trust.** If applicable, CITY agrees to subordinate CITY'S deed of trust to any purchase money deed of trust incurred by BUYER in this transaction.
10. **Approval of City.** This Agreement is subject to the approval of CITY. This Agreement shall have no force or effect unless and until the City Council approves it and the City's Authorized Representative executes the Agreement.
11. **Specific Performance.** In the event of a breach of this Agreement, the non-breaching party shall be entitled to pursue any and all remedies available to it, without limitation, claims for damages attributable to the breach, and specific performance of this Agreement.
12. **Miscellaneous.**
 - a. **Notices.** All notices, demands or other communications which this Agreement contemplates or authorizes shall be in writing and shall be personally delivered or mailed to the other party to the other party as follows:
 - i. Mailing address of BUYER:
Manteca Hospitality, Inc.
28214 Leaf Drive
Tracy, CA 95304
 - ii. Mailing address of CITY:
City of Tracy
333 Civic Center Plaza
Tracy, CA 95376
 - iii. With a copy to:
City Attorney
City of Tracy
333 Civic Center Plaza
Tracy, CA 95376

- iv. Communications shall be deemed to have been given and received on the first to occur of: (1) actual receipt at the address designated above, or (2) three working days after the deposit in United States Mail of registered or certified mail, sent to the address designated above.

- b. Modifications. This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by both parties.
- c. Waivers. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver or a waiver of a subsequent breach of the same or any other provision of this Agreement.
- d. Governing Law. This Agreement shall be governed under the laws of the State of California.
- e. Exhibits. All exhibits referred to in this Agreement, and any exhibits which may from time to time be referred to in any duly executed amendment to this Agreement, are by such reference incorporated herein and are a part of this Agreement. The exhibits to this Agreement are as follows:

Exhibit A – Legal Description of PROPERTY

- f. Counterparts Signature. This Agreement may be executed in counterparts, each of which shall be an original, but all counterparts shall constitute one agreement.
- g. Entire Agreement. This Agreement comprises the entire integrated understanding between the parties concerning this purchase and sale. This Agreement superseded all prior negotiations, representations or agreements.

SIGNATURES ARE ON THE FOLLOWING PAGE

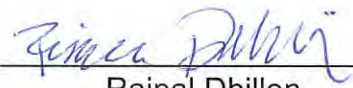
IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first written herein below.

BUYER:
MANTECA HOSPITALITY, INC.

CITY OF TRACY,
A MUNICIPAL CORPORATION

By: 
Rupinder Dhillon
Title: Chief Executive Officer
Date: 6/27/19

By: _____
Robert Rickman
Title: Mayor
Date: _____

By: 
Rajpal Dhillon
Title: Chief Financial Officer
Date: 6/27/19

Attest: _____
City Clerk

Approved as to Form:

By: _____
City Attorney
Date: _____

City of Tracy Purchase and Sale Agreement

Rev. Jan 2018

EXHIBIT A

Legal Description of Property

A parcel of land located in the County of San Joaquin, State of California; said parcel being all that real property described in the Director's Deed to the United States of America recorded October 13, 1970 as Document No. 41449 in Book 3445 at page 260 of the Official Records of said county and more particularly described as follows:

A portion of Lot 3 in Block 18 of "TRACY GARDEN FARMS," as shown on the official map or plat thereof, filed for record on October 2, 1913 in Volume 8 of Maps and Plats, at Page 1, of the San Joaquin County Records, containing an area of 0.55 acre (23,9258 square feet) more or less.

Except therefrom the following described strip of land:

Commencing at the most southerly corner of that parcel of land described in the Director's Deed to the United States of America recorded October 13, 1970 in Book 3445, page 260, of Official Records in the office of the County Recorder of said County; POINT OF BEGINNING; thence leaving said line. N. 0° 21' 46" E., 13.61 feet; thence N. 62° 14' 33" E., 307.43 feet; thence S. 89° 31' 39" E., 25.37 feet to said southeasterly line; thence along said line S. 62° 14' 33" W., 336.19 feet to the point of beginning

Containing 20,081 square feet (0.46 acre), more or less.

Assessor's Parcel Number: 212-260-09

RESOLUTION 2019-

AUTHORIZING A PURCHASE AND SALE AGREEMENT BETWEEN THE CITY OF TRACY (CITY), ACTING AS THE GOVERNING BOARD OF THE SUCCESSOR AGENCY TO THE COMMUNITY DEVELOPMENT AGENCY OF THE CITY OF TRACY (AGENCY), AND MANTECA HOSPITALITY, INC., AND AUTHORIZING THE MAYOR ON BEHALF OF THE CITY AND THE CHAIRMAN ON BEHALF OF THE SUCCESSOR AGENCY TO EXECUTE THE AGREEMENT AND RELATED DOCUMENTS

WHEREAS, The City Council of the City of Tracy is acting as the Governing Board of the Successor Agency to the Community Development Agency of the City of Tracy, and State legislation implementing the dissolution of Redevelopment in California requires the disposal of real property owned by the former Community Development Agency, and the disposal process is to be carried out pursuant to a Long Range Property Management Plan (LRPMP) approved and submitted by the Successor Agency Oversight Board, and

WHEREAS, On December 8, 2015, the California Department of Finance issued a Finding of Completion for the LRPMP, and on December 30, 2015, the City of Tracy received approval of the LRPMP from the California Department of Finance, providing for the sale of the subject property, and

WHEREAS, The Tracy City Council approved the LRPMP on July 16, 2016, providing for the execution of all related documents, and

WHEREAS, The subject property has no useful value to the City and is a maintenance liability, and

WHEREAS, Sale of the subject property will enable commercial development of the property and thereby support economic development goals of the City, and

WHEREAS, The City of Tracy Planning Commission determined that the sale of this property is in conformance with the City's General Plan, and

WHEREAS, Manteca Hospitality, Inc. has offered to purchase the 20,081 square foot parcel of vacant, real property adjacent to its property, to incorporate the subject property into future development, and

WHEREAS, The City negotiated a sale price, based on appraisal information and negotiations, of \$0.75 per square foot, or \$15,060.75;

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Tracy hereby:

- (1) Finds that it is in the best interest of the City of Tracy, acting as the Successor Agency to the Community Development Agency of the City of Tracy, to sell the subject real property in accordance with the LRPMP and authorizes the Mayor on behalf of the City and the Chairman on behalf of the Successor Agency to execute the Agreement and related documents; and
- (2) Approves the sale of the subject real property to Manteca Hospitality, Inc. for \$15,060.75.

* * * * *

The foregoing Resolution 2019-_____ was adopted by the City Council on the 20th day of August, 2019, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

MAYOR

ATTEST:

CITY CLERK

AGENDA ITEM 1.E

REQUEST

APPROVE AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT WITH RUGGERI JENSEN AZAR FOR DESIGN OF CORRAL HOLLOW ROAD WIDENING (WEST SCHULTE/PARKSIDE DRIVE TO LINNE ROAD) PROJECT, CIP 73144 WITH A TOTAL REVISED NOT TO EXCEED AMOUNT OF \$1,219,500

EXECUTIVE SUMMARY

The Corral Hollow Road Widening from Parkside Drive to Linne Road Project (Project) is an approved Capital Improvement Project. The Project involves improvements to widen Corral Hollow Road from existing two lanes to four lanes, with a median island and pedestrian facilities. An amendment to the existing Professional Services Agreement (PSA) with Ruggeri Jensen Azar is required to accommodate additional work required as a result of changes in the scope of work and requests from property owners and utility companies to realign certain elements of the proposed Project.

DISCUSSION

On March 21, 2017, City Council approved a PSA with Ruggeri Jensen Azar for design services to widen Corral Hollow Road from West Schulte Road (Parkside Drive) to Linne Road for a total not to exceed amount of \$1,104,000.

The Project involves acquisition of right-of-ways and easements from 52 properties. During the right-of-way and easement acquisition phase of the project, the City received multiple requests from property owners and utility companies to realign certain elements of the proposed project. Due to the lack of a storm drainage system in the County areas, various engineering alternatives were studied to finalize alignment and location of the storm drainage detention basin. In addition, recent development activities related to the Tracy Village project and County development have changed certain infrastructure elements resulting in additional design services from the consultant.

Staff negotiated with Ruggeri Jensen Azar to provide services for additional scope for this Project on a time and material basis not to exceed \$115,500. The revised contract not to exceed amount is \$1,219,500. Staff recommends that City Council approve Amendment No. 1 to the PSA with Ruggeri Jensen Azar.

Current Project Costs are as Follows:

Design	\$	1,104,000
Appraisals & Acquisitions	\$	1,092,912
Support & Miscellaneous Expenses	\$	25,001
Current Project Costs	\$	2,221,913
Total Design & Acquisition Budget	\$	4,031,938
Budget Remaining	\$	1,810,025

STRATEGIC PLAN

The agenda item is a routine operational item and is not related to the Council's Strategic Plans.

FISCAL IMPACT

The total Design and Acquisition budget for the Corral Hollow Road Widening Project CIP 73144 is \$4,031,938. There are sufficient funds available for the design phase of this project for Amendment 1 to the PSA with Ruggeri Jensen Azar and no additional appropriations are needed. However, the construction phase is not fully funded and the City will be seeking additional Measure K funding from San Joaquin Council of Government (SJCOG). The Project will not proceed to construction until all funding has been awarded.

RECOMMENDATION

That City Council, by resolution, approve Amendment No. 1 to the Professional Services Agreement with Ruggeri Jensen Azar of Pleasanton, CA, in an amount not-to-exceed \$115,500 for additional design services for the Corral Hollow Road Widening (Parkside Drive to Linne Road) Project, CIP 73144 for a total revised not to exceed amount of \$1,219,500.

Prepared by: Ripon Bhatia, Senior Civil Engineer

Reviewed by: Kuldeep Sharma, Utilities Director
Karin Schnaider, Finance Director
Andrew Malik, Assistant City Manager

Approved by: Jenny Haruyama, City Manager

ATTACHMENT

Attachment A: Amendment 1 to PSA with Ruggeri Jensen Azar

CITY OF TRACY
AMENDMENT NO. 1 TO
PROFESSIONAL SERVICES AGREEMENT
CORRAL HOLLOW ROAD WIDENING PROJECT CIP 73144

This Amendment No. 1 (**Amendment**) to the Corral Hollow Road Widening Project, CIP 73144 is entered into between the City of Tracy, a municipal corporation (**City**), and Ruggeri-Jensen-Azar Incorporated (**Consultant**), City and Consultant are referred to individually as "**Party**" and collectively as "**Parties**."

Recitals

- A. The City and Consultant entered into a Professional Services Agreement (Agreement) for the Corral Hollow Road Widening Project, CIP 73144, (Project) which was approved by the City Council on March 27, 2017, under Resolution No. 2017-057.
- B. During the right of way and easement acquisition phase of the Project, the City received additional requests from the property owners and utility companies to realign certain elements of the proposed Project. In addition, recent developments in the project area modified existing project conditions; as a result, additional design services are needed to finalize the project.
- C. City and Consultant now seek to amend the Agreement to include additional design services and to increase compensation by \$115,500 for a total contract not-to-exceed amount of \$1,219,500.
- C. This Amendment is being executed pursuant to Resolution No. 2019-____ approved by Tracy City Council on August 20, 2019.

Now therefore, the Parties mutually agree as follows:

1. Incorporation by Reference. This Amendment incorporates by reference all terms set forth in the Agreement, unless specifically modified by this Amendment. The terms which are not specifically modified by this Amendment will remain in effect.

2. Terms of Amendment.

A. Section 3.1 is hereby amended to read as follows:

"3.1 General. For services performed by Consultant under this Agreement, City shall pay Consultant on a time and expense basis, at the billing rates set forth in Exhibit "B-1," attached and incorporated by reference. Consultant's fee for this Agreement is Not to Exceed \$1,219,500. Consultant's billing rates shall cover all costs and expenses for Consultant's performance of this Agreement. No work shall be performed by Consultant in excess of the total compensation amount provided in this section without the City's prior written approval.

B. Exhibit A-1 "Scope of Services," attached hereto shall supplement Exhibit "A" of the Agreement. Consultant is responsible for completing all tasks identified in Exhibits "A" and "A-1."

3. **Modifications.** This Amendment may not be modified orally or in any manner other than by an agreement in writing signed by both parties, in accordance with the requirements of the Agreement.

4. **Severability.** If any term of this Amendment is held invalid by a court of competent jurisdiction, the Amendment shall be construed as not containing that term, and the remainder of this Amendment shall remain in effect.

5. **Signatures.** The individuals executing this Amendment represent and warrant that they have the right, power, legal capacity and authority to enter into and to execute this Amendment. This Amendment shall inure to the benefit of and be binding upon the parties and their respective successors and assigns.

The Parties agree to the full performance of the terms set forth here.

City of Tracy

Ruggeri, Jensen & Azar

By: _____

By: _____

Title: Mayor

Title: *PRINCIPAL*

Date: _____

Date: *8-14-19*

Attest:

By: _____
Adrienne Richardson, City Clerk

By: _____
Title: _____
Date: _____

Approved as to form

By: _____
Leticia Ramirez, Interim City Attorney

**Exhibit “A-1” – Additional Scope of
Services Corral Hollow Road Phase 1, CIP
73144**

Task 1 – Provide additional PS&E for new WSID 30” irrigation pipeline and miscellaneous improvements at WSID canal crossing of Corral Hollow Road. Includes ongoing coordination with WSID on design, approval, agreements, etc.

\$22,000

Task 2 – Revise project PS&E to address 12 new water and 19 sewer service installed between Valpico Road and Peony Drive in September 2018.

\$12,000

Task 3 – Revise project PS&E to add sewer and recycled water across the CHR/Valpico intersection in support of “The Avenues” project. Coordinate with City and CBG as required.

\$4,500

Task 4 – Revise project PS&E to provide for Bid Alternate for improvements within the area between Peony Drive and W. Linne Road (due to project funding limitations). Also revise recycled aggregate base to be a Bid Alternate.

\$18,000

Task 5– Additional meetings, exhibits, redesign, support, surveying, property owner requested staking and coordination with AR/WS for property acquisition.

\$10,000

Task 6 – Additional meetings, exhibits, support and coordination with all Franchise Utility Companies for utility relocations.

\$10,000

Task 7 – Provide surveying service’s for construction staking of new utility poles and boxes as requested by Franchise Utility Companies. It is anticipated that RJA will need to stake the areas for poles twice – once to clear for vegetation and once for the installation of the new poles. This work excludes TCE staking.

\$35,000

Total Fees not to exceed \$115,500

RESOLUTION 2019-_____

APPROVING AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH RUGGERI JENSEN AZAR FOR DESIGN OF THE CORRAL HOLLOW ROAD WIDENING (WEST SCHULTE/PARKSIDE DRIVE TO LINNE ROAD) PROJECT, CIP 73144, WITH AN UPDATED NOT TO EXCEED AMOUNT OF \$1,219,500

WHEREAS, On March 21, 2017, City Council approved a Professional Services Agreement (PSA) for \$1,104,000 with Ruggeri Jensen Azar for design services to widen Corral Hollow Road from west Schulte Road (Parkside Drive) to Linne Road, and

WHEREAS, The Project involves acquisition of right-of-ways from 52 properties, and

WHEREAS, During the right-of-way and easement acquisition phase of the project, the City received multiple requests from property owners and utility companies to realign certain elements of the proposed project, and

WHEREAS, Staff negotiated with Ruggeri Jensen Azar to provide services for additional scope for this Project on a time and material basis not to exceed \$115,500, and

WHEREAS, The status of design budget costs is as follows;

Design	\$	1,104,000
Appraisals & Acquisitions	\$	1,092,912
Support & Miscellaneous Expenses	\$	25,001
Current Project Costs	\$	2,221,913
Total Design & Acquisition Budget	\$	4,031,938
Budget Remaining	\$	1,810,025

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Tracy hereby approves Amendment No. 1 to the Professional Services Agreement with Ruggeri Jensen Azar for design of the Corral Hollow Road Widening (West Schulte/Parkside Drive to Linne Road) Project, CIP 73144, for \$115,500 with a revised not to exceed amount of \$1,219,500

The foregoing Resolution 2019-_____ was adopted by Tracy City Council on the 20th day of August, 2019, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

MAYOR

ATTEST:

CITY CLERK

AGENDA ITEM 1.F

REQUEST

ACCEPT CONSTRUCTION OF THE TRACY HILLS BOOSTER PUMP STATION AT THE JOHN JONES WATER TREATMENT PLANT CIP 75158 (75121B), PROJECT COMPLETED BY STEVE P. RADOS, INC., OF SANTA ANA CALIFORNIA, AUTHORIZE THE CITY CLERK TO FILE THE NOTICE OF COMPLETION, AND AUTHORIZE THE UTILITIES DIRECTOR TO RELEASE THE BONDS AND RETENTION PAYMENT

EXECUTIVE SUMMARY

The contractor has completed construction of the Tracy Hills Booster Pump Station Project (Project) at the John Jones Water Treatment Plant (JJWTP), in accordance with project plans, specifications, and contract documents. Staff recommends Council accept the project to enable the City to release the contractor's bonds and retention.

DISCUSSION

On November 21, 2017, City Council awarded a construction contract to Steve P. Rados Inc., of Santa Ana, California, for the Tracy Hills Booster Pump Station Project and CIP 75158 (formerly 75121B), in the amount of \$2,224,000. The project involved Installation of the new pump station and other auxiliary equipment.

The project design, improvement plans, specifications, and contract documents were prepared under a Professional Service Agreement with West Yost & Associates Inc., of Pleasanton, California. Construction management for the Project was provided by 4 Leaf Consultants.

Only one change order related to additional concrete bollards, concrete slab, paving and additional testing was issued during construction in the amount to \$55,275. This change order included additional items to address unforeseen conditions encountered during the Project construction.

On November 21, 2017, City Council approved a funding agreement with the Tracy Hills Developer for construction of this project and associated improvements.

Final Construction cost of the project is as follows:

A. Construction Contract Amount	\$2,218,000
B. Approved Change orders	\$ 55,275
C. Construction management, inspection, testing & miscellaneous project management	\$ 245,000
Total Construction Cost:	\$ 2,518,275

Construction of the Project has been completed and inspected in accordance with the plans, specifications, and City of Tracy standards. Approval of the recommended action will initiate release of the bonds and retention to the contractor. The CIP is still open and will not be closed until all design, construction, construction management, inspection and overhead costs are reconciled and reimbursed from Tracy Hill Development. Consultant and staff will prepare final as-built plans, record drawings and final documentation before the closure of the CIP.

STRATEGIC PLAN

This agenda item is a routine operational item and is not related to the Council's Strategic Plans.

FISCAL IMPACT

CIP 75158 is an approved Capital Improvement Project completely funded through Tracy Hills Development under an approved funding agreement.

RECOMMENDATION

That City Council accept, by resolution, construction of the Tracy Hills Booster Pump Station at the John Jones Water Treatment Plant, CIP 75158, completed by Steve P. Rados, Inc. of Santa Ana, California, authorize the City Clerk to record the Notice of Completion with the San Joaquin County Recorder, and authorize the Utilities Director to release the bonds and retention payment.

Prepared by: Ripon Bhatia, Senior Civil Engineer

Reviewed by: Kuldeep Sharma, Utilities Director
Karin Schnaider, Finance Director
Andrew Malik, Assistant City Manager

Approved by: Jenny Haruyama, City Manager

RESOLUTION 2019-_____

ACCEPTING THE TRACY HILLS BOOSTER PUMP STATION AT THE JOHN JONES WATER TREATMENT PLANT CIP 75158 (75121B), PROJECT COMPLETED BY STEVE P RADOS, INC., OF SANTA ANA CALIFORNIA, AUTHORIZING THE CITY CLERK TO FILE THE NOTICE OF COMPLETION, AND AUTHORIZING THE UTILITIES DIRECTOR TO RELEASE THE BONDS AND RETENTION PAYMENT

WHEREAS, On November 21, 2017, City Council awarded a construction contract to Steve P. Rados Inc., of Santa Ana, California, for the Tracy Hills Booster Pump Station Project, CIP 75158 (formerly 75121B), in the amount of \$2,224,000, and

WHEREAS, City Council approved a funding agreement with the Tracy Hills Developer for construction of this project and associated improvements, and

WHEREAS, The Project involved Installation of the new pump station and other auxiliary equipment, and

WHEREAS, Only one change order related to additional concrete bollards, concrete slab, paving and additional testing was issued during construction in the amount to \$55,275, and

WHEREAS, Construction costs are as follows:

Construction Contract Amount	\$2,218,000
Approved Change orders	\$ 55,275
Construction management, inspection, testing & miscellaneous project management	\$ 245,000
Total Construction Cost:	\$2,518,275

WHEREAS, The Project has been completed in accordance with the plans, specifications, and City of Tracy standards, and

WHEREAS, CIP 75158 is an approved Capital Improvement Project completely funded through Tracy Hills Development under an approved funding agreement;

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Tracy hereby accepts construction of the Tracy Hills Booster Pump Station at the John Jones Water Treatment Plant, CIP 75158, completed by Steve P. Rados, Inc. of Santa Ana, California, and authorizes the City Clerk to record the Notice of Completion with the San Joaquin County Recorder, and authorizes the Utilities Director to release the bonds and retention payment.

The foregoing Resolution 2019- _____ was adopted by Tracy City Council on the 20th day of August, 2019, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

MAYOR

ATTEST:

CITY CLERK

AGENDA ITEM 1.G

REQUEST

DECLARE CERTAIN EQUIPMENT AS SURPLUS AND APPROVE THEIR SALE AND/OR DISPOSAL

EXECUTIVE SUMMARY

The City periodically declares equipment and commodities that have been used beyond their economical and/or useful life as surplus and disposes of these materials through sale or other methods. This items seeks City Council approval to dispose of this equipment and commodities

DISCUSSION

Section 2.20.310 of the Tracy Municipal Code requires that the City Council approve the disposition of equipment. The equipment and commodities on the attached list have been removed from service and are no longer needed by the City. These items were either damaged or have been used beyond their economical and/or useful life. Approximately eighty (80%) percent of these items are related to damaged street light and signal poles. The remaining twenty (20%) percent of the items are related to water and wastewater.

These items stored in the northern part (per Exhibit A) of the Wastewater Treatment Plant (WWTP) facility interferes with new projects related to the Recycled Water Outfall and the WWTP Expansion and must be removed in a timely manner.

The disposal of surplus equipment and commodities or other property no longer needed by any department of the City is governed by Section 2.20.310 of the Tracy Municipal Code which identifies the method of disposition of surplus property.

These surplus items will be sold at public auction to the highest bidder. Items which are not sold at public auction and if appropriate, will be sold for scrap value. If these items do not hold any scrap value, these items will be bid out to be hauled off to a legal disposal site.

STRATEGIC PLAN

The agenda item is a routine operational item and is not related to the Council's Strategic Plans.

FISCAL IMPACT

The proceeds from either the sale or disposal of surplus property will be returned to the Fund that originally acquired the equipment/materials being disposed.

RECOMMENDATION

That the City Council, by resolution, declare certain equipment as surplus and approve their sale and/or disposal.

Agenda Item 1.G
August 20, 2019
Page 2

Prepared by: Ripon Bhatia, Senior Civil Engineer










Reviewed by: Kuldeep Sharma, Utilities Director
Karin Schnaider, Finance Director
Andrew Malik, Assistant City Manager

Approved by: Jenny Haruyama, City Manager











ATTACHMENT















Exhibit A – Surplus Materials






Exhibit A - Surplus Materials

Item	Location	Description / Photo	Count
ITE Switch	Maintenance Yard		3
switch	Maintenance Yard		1
double signal light	Maintenance Yard		3
single signal light	Maintenance Yard		17
light shades	Maintenance Yard		numerous attached and unattached to signals
cross walk sign	Maintenance Yard		1
Signal poles	Northeast StorageYard / Maintenance Yard / Arbor Road Storage	<p>Signal poles have holes drilled into them from previous signal heads being mounted onto them. signal poles are compliant with Cal Trans 2010 Spec.</p> 	36
Signal Arms	Northeast StorageYard / Maintenance Yard / Arbor Road Storage		33
Street Light poles	Northeast StorageYard	Single arm 2010 Cal Trans Spec	10
Street light arms / galvanized steel	Northeast StorageYard / Maintenance Yard	<p>Mix of 12 and 15 foot. All 3 bolt battern, 2010 Cal Trans Spec.</p> 	80

Item	Location	Description / Photo	Count
8' metal pipes with welded box on each end	Northeast StorageYard		2
triple traffic signal light	Northeast StorageYard		1
double traffic signal light	Northeast StorageYard		20
single traffic signal light	Northeast StorageYard		44
shades	Northeast StorageYard		18
lamps	Northeast StorageYard / Maintenance Yard		11
cross walk sign	Northeast StorageYard		21
4 way red light signal	Northeast StorageYard		1
Misc. Metal street signs	Northeast StorageYard		24
arms	Northeast StorageYard		5
lamps on poles	Northeast StorageYard		2
complete pole - signal & 2 cross walk	Northeast StorageYard		1

Item	Location	Description / Photo	Count
metal light pole bases	Northeast StorageYard		6
plastic bulb cover	Northeast StorageYard		1
Tescoflex pedestal	Northeast StorageYard		1
1x1 service pedestal	Northeast StorageYard		1
2x2 service pedestal	Northeast StorageYard		3
2.5x2.5 street light electronics cabinet	Northeast StorageYard	 <p style="text-align: center;">SN 391564</p> 	10
square lamps	Northeast StorageYard		2
square lamps on poles	Northeast StorageYard		2
bug lights	Northeast StorageYard		6
5 light signal	Northeast StorageYard		2
Floor buffers	Northeast StorageYard		4
tires	Northeast StorageYard		6

Item	Location	Description / Photo	Count
bulk granular carbon	Northeast StorageYard		Approx 5 Super Sacs
screw gate	Northeast StorageYard		1
screen	Northeast StorageYard		double pallet box
Vaughan '05 sump pump	Northeast StorageYard	 <p style="text-align: center;">SN 79140</p> 	1
bollard	Northeast StorageYard		2
Fence barbwire guides	Northeast StorageYard		7
chainlink fence sections	Northeast StorageYard		5
fence posts	Northeast StorageYard		4
white plastic dome	Northeast StorageYard	 	1
wood pole	Northeast StorageYard		1
2" dia. 20 ft poles	Northeast StorageYard		2
Anchors	Northeast StorageYard		Misc.

Item	Location	Description / Photo	Count
Valves	Maintenance Yard		Misc.
Fiber glass flights	Arbor Road Storage		Misc.
Pump column	Arbor Road Storage		2
Pumps	Maintenance Yard / Arbor Road Storage		3
Submersible pumps	Maintenance Yard		
Ladder	Arbor Road Storage		1
Pipe rack	Arbor Road Storage		1
Piping	Arbor Road Storage		Misc.
Metal cabinet	Arbor Road Storage		1
Hoses	Arbor Road Storage		Misc.
Fiber glass floats & motor	Arbor Road Storage		approx 12

Item	Location	Description / Photo	Count
Plastic chains & gears	Arbor Road Storage / Old Maintenance Building		Misc
Misc. Equipment	Arbor Road Storage		Misc.
Deka Caterpillar	Arbor Road Storage		1
Kubota & Craftsman tractors	Maintenance Yard		2
55 gallon drum	Maintenance Yard		1
Misc. debris	Arbor Road Storage		Misc.
Misc. equipment & maintenance material	Old Maintenance Building	Wood desk, metal desk, motors, shelving, piping	Various

RESOLUTION 2019-_____

DECLARING CERTAIN EQUIPMENT AS SURPLUS AND APPROVING THEIR DISPOSAL

WHEREAS, The City periodically declares equipment and commodities that have been used beyond their economical and/or useful life as surplus for sale or other methods for disposing of such materials, and

WHEREAS, Section 2.20.310 of the Tracy Municipal Code requires that the City Council approve the disposition of equipment, and

WHEREAS, Various equipment and commodities have been removed from service and are no longer needed by the City, and

WHEREAS, These items were either damaged or have been used beyond their economical and/or useful life, and

WHEREAS, These surplus items will be sold to the highest bidder, and

WHEREAS, Items which are not sold at public auction and if appropriate, will be sold for scrap value. If these items do not hold any scrap value, these items will be bid out to be hauled off to a legal disposal site, and

WHEREAS, The proceeds from either the sale or disposal of surplus property will be deposited or paid to the fund used to purchase said items;

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Tracy hereby declares certain equipment as surplus and approves their disposal.

The foregoing Resolution 2019-_____ was adopted by Tracy City Council on the 20th day of August, 2019, by the following vote:

- AYES: COUNCIL MEMBERS:
- NOES: COUNCIL MEMBERS:
- ABSENT: COUNCIL MEMBERS:
- ABSTAIN: COUNCIL MEMBERS:

MAYOR

ATTEST:

CITY CLERK

AGENDA ITEM 1.H

REQUEST

APPROVE AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF TRACY AND TOWNSEND PUBLIC AFFAIRS, INC., FOR THE PERFORMANCE OF GOVERNMENT RELATIONS AND STATE LOBBYING SERVICES TO INCLUDE GRANT WRITING AND FUNDING APPLICATION REVIEW SERVICES, TO EXTEND THE TERM OF THE AGREEMENT, AND PROVIDE FOR AN ANNUAL INFLATIONARY FEE ADJUSTMENT; AND AUTHORIZE THE CITY MANAGER OR FINANCE DIRECTOR TO EXECUTE EXTENSIONS AND ANY MINOR AMENDMENTS TO THE AGREEMENT

EXECUTIVE SUMMARY

In an effort to increase the City's potential to successfully be awarded grants, an amendment to the Professional Services Agreement ("Agreement") between the City of Tracy and Townsend Public Affairs, Inc., is requested to expand the consultant's scope of work to include grant writing and funding application review. The cost of these additional services will be \$1,000 per month subject to an annual inflationary increase commencing on June 1, 2020.

It is also requested that the term of the Agreement be extended beyond the current one-year term to three five-year terms, pending successful performance of the firm of each prior term as determined by the City Manager or the City Finance Director.

DISCUSSION

To engage decision makers on legislative and quasi-legislative actions on behalf of the City of Tracy, a Request for Proposals was issued in April, 2019. On May 29, 2019 the City entered into a Professional Services Agreement with Townsend Public Affairs, Inc. to perform government relations and State lobbying services for a one-year term at \$4,000 per month.

Given the consultant's expertise, and in an effort to increase the City's potential to successfully be awarded grants which support a variety of purposes including social, recreational, public safety, and public works capital improvement programs, staff recommends the expansion of the consultant's scope of work to include grant writing and funding proposal/application review services. The cost of these additional services will be \$1,000 per month.

In order to assure seamless, timely performance, and avoid missing grant application opportunities, an amendment to the original Agreement is recommended to extend the time of performance beyond the current termination date of May 31, 2020 (a one-year term), to three five-year terms, commencing on June 1, 2020, pending successful performance of the consultant as determined by the City Manager or City Finance Director. As a result of extending the term, the firm's fee for all services within the Agreement will be subject to an annual inflationary adjustment not to exceed the Consumer Price Index for San Francisco, Oakland Bay Area.

If at any time the City wishes to terminate the Agreement with or without cause, the Agreement allows the City to do so by providing the consultant with ten days' written notice of such termination.

STRATEGIC PLAN

This agenda item is consistent with the Council adopted Governance Strategy Goal 2 to ensure continued fiscal sustainability through financial and budgetary stewardship.

FISCAL IMPACT

The annual fee for the additional services will not exceed \$12,000 per year, excluding any increases for inflation. The annual reoccurring fee will be paid from the Central Administration Fund. Depending upon the terms of awarded grants, the fee may be a reimbursable expense through the grants.

RECOMMENDATION

That the City Council, by resolution, approve Amendment No. 1 to the Professional Services Agreement between the City of Tracy and Townsend Public Affairs, Inc., for the Performance of Government Relations and State Lobbying Services, to include grant writing and funding application review services, to extend the term of the Agreement, allow for an annual inflationary fee adjustment; and authorize the City Manager or Finance Director to execute extensions and any minor amendments to the Agreement.

Prepared by: Anne Bell, Management Analyst II, Finance Department

Reviewed by: Karin Schnaider, Finance Director
Midori Lichtwardt, Assistant City Manager

Approved by: Jenny Haruyama, City Manager

ATTACHMENT

A. Amendment No. 1 to the Professional Services Agreement with Townsend Public Affairs, Inc., to Perform Government Relations and State Lobbying Services

**CITY OF TRACY
AMENDMENT NO. 1 TO
PROFESSIONAL SERVICES AGREEMENT WITH
TOWNSEND PUBLIC AFFAIRS, INC., TO PERFORM
GOVERNMENT RELATIONS AND STATE LOBBYING SERVICES**

This Amendment No. 1 (**Amendment**) to the Professional Services Agreement with Townsend Public Affairs, Inc., to Perform Government Relations and State Lobbying Services is entered into between the City of Tracy, a municipal corporation (**City**), and Townsend Public Affairs, a California corporation (**Consultant**). City and Consultant are referred to individually as "**Party**" and collectively as "**Parties**."

Recitals

- A.** The City and Consultant entered into a Professional Services Agreement (**Agreement**) for Government Relations and State Lobbying Services, which was approved by the City Manager on May 29, 2019. This Agreement was executed pursuant to Tracy Municipal Code section 2.20.090.
- B.** The City desires to expand the Consultant's scope of work to include grant writing and grant proposal/application reviewing due to Consultant's expertise, in an effort to increase the City's potential to successfully be awarded grants which support a variety of purposes including social, recreational, public safety, and public works capital improvement programs.

In order to assure seamless performance and avoid missing opportunities to apply for grants, the City also desires to amend the Agreement to extend the time of performance beyond the Agreement's termination date of May 31, 2020, to three five-year terms commencing on June 1, 2020 pending successful performance as determined by the City Manager or City Finance Director.

- C.** This Amendment is being executed pursuant to Resolution No. 2019-____ approved by the Tracy City Council on August____, 2019.

Now therefore, the Parties mutually agree as follows:

- 1. Incorporation by Reference.** This Amendment incorporates by reference all terms set forth in the Agreement, unless specifically modified by this Amendment. The terms which are not specifically modified by this Amendment will remain in effect.

2. Terms of Amendment.

- A.** Section 2 of the Agreement is hereby amended and replaced in its entirety to read as follows:

"2. Time of Performance. Time is of the essence in the performance of services under this Agreement and the timing requirements set forth shall be strictly adhered to unless otherwise modified in writing in accordance with this Agreement. Any services for which times for performance are not specified in this Agreement shall be started and completed by Consultant in a reasonably prompt and timely manner based upon the circumstances and direction communicated to the Consultant. Consultant shall submit

all requests for time extensions to the City in writing no later than ten days after the start of the condition which purportedly caused the delay, and not later than the date on which performance is due. City shall grant or deny such requests at its sole discretion.

2.1 Term. The term of this Agreement shall begin on June 1, 2019 and end on May 31, 2020, unless terminated in accordance with Section 6. The Agreement may be extended by the City Manager or Finance Director for three additional five-year terms upon mutual agreement by City and Consultant and may be terminated in accordance with Section 6.”

- B. Exhibit A-1 “Scope of Services,” attached hereto shall supplement Exhibit “A” of the Agreement. Consultant is responsible for completing all tasks identified in Exhibits “A” and “A-1.”
- C. Section 3 “Compensation” of the Agreement is hereby amended and replaced in its entirety to read as follows:

“3. **Compensation.** City shall pay Consultant on a time and expense basis, at the billing rates set forth in Exhibit “B,” attached and incorporated by reference for services performed under this Agreement.

3.1 Not to Exceed Amount. Consultant’s total compensation under this Agreement shall not exceed \$60,000 per year. Consultant’s billing rates shall cover all costs and expenses for Consultant’s performance of this Agreement. No work shall be performed by Consultant in excess of the total compensation amount provided in this section without the City’s prior written approval.

3.1.1 Increases. Consultant will be entitled to request an annual rate adjustment if the City exercises the option to extend the contract for additional year(s). The Consultant must submit a written request to the City ten (10) days prior to June 1st each year for an increase to take effect the next year of the agreement. The award of said increase is to be approved by the City at its sole discretion. The base for computing the adjustment shall be the Consumer Price Index for Urban Wage Earners for the San Francisco-Oakland Bay Area published by the U.S. Department of Labor, Bureau of Labor Statistics (Index) which is published for the date nearest the date of the commencement of the term of this Agreement. In no event shall an increase of greater than three percent (3%) be allowed per year.

3.2 Invoices. Consultant shall submit monthly invoices to the City that describe the services performed, including times, dates, and names of persons performing the services.

3.2.1. If Consultant is providing services in response to a development application, Consultant shall include the application number and provide separate invoices per application.

3.2.2. Consultant’s failure to submit invoices in accordance with these requirements may result in the City rejecting said invoices and thereby delaying payment to Consultant.

3.3 Payment. Within 30 days after the City’s receipt of invoice, City shall make payment to the Consultant based upon the services described on the invoice and approved by the City.”

- D. Exhibit B-1 “Compensation,” attached hereto shall supplement Exhibit “B” of the Agreement.

3. Modifications. This Amendment may not be modified orally or in any manner other than by an agreement in writing signed by both parties, in accordance with the requirements of the Agreement.

4. Severability. If any term of this Amendment is held invalid by a court of competent jurisdiction, the Amendment shall be construed as not containing that term, and the remainder of this Amendment shall remain in effect.

5. Signatures. The individuals executing this Amendment represent and warrant that they have the right, power, legal capacity and authority to enter into and to execute this Amendment. This Amendment shall inure to the benefit of and be binding upon the parties and their respective successors and assigns.

The Parties agree to the full performance of the terms set forth here.

City of Tracy

Townsend Public Affairs

By: _____
Robert Rickman

By: 
Christopher Townsend

Title: Mayor

Title: President

Date: _____

Date: 7/17/19

Federal Employer Tax ID No. 91-1929265

Attest:

By: _____
Adrienne Richardson, City Clerk

Approved as to form:

By: _____
Leticia Ramirez, Interim City Attorney

EXHIBIT A – 1 Scope of Work

GRANT WRITING SERVICES

Consultant shall provide general grant proposal writing services associated with the completion of competitive grant applications on behalf of the City, including the preparation of funding abstracts and production, and submittal of applications to funding sources. A copy of each grant application package submitted for funding, in its entirety, shall be provided to the City.

The scope of work will include but not be limited to:

- Reviewing application guidelines and preparing a timeline of tasks for grant submission;
- Coordinating City data collection necessary for application preparation;
- Writing and tailoring letter of inquiry and grant proposal(s) to each grant maker's specific requirements;
- Writing all sections of a grant application;
- Ensuring that letters of support and other required certifications or documents are submitted with the grant application;
- Submitting the grant in the appropriate format with copies as required in accordance with the grant timeline;
- Providing support and consultation for any special requirements of the funder.

FUNDING APPLICATION REVIEW SERVICES

Services shall include, but are not limited to the following services at no additional cost to the City:

- Provide editing suggestions and proposal critiques to assist City in strengthening proposals and increasing chances for success;
- Proofread and edit funding proposals to assure the message is clear, succinct, and that the grantor's instructions have been followed;
- Provide insight on why past proposals have not been successful and what can be done to improve proposals to make them more competitive.

EXHIBIT B – Compensation

DESCRIPTION OF SERVICES	FEE
State Government Relations and Lobbying Services	\$4,000 Per Month*
<ul style="list-style-type: none"> • Conduct Detailed Orientation 	Included
<ul style="list-style-type: none"> • Develop Legislative Strategy 	Included
<ul style="list-style-type: none"> • Implement the Legislative Strategy 	Included
<ul style="list-style-type: none"> • Build and Strengthen Relevant Relationships 	Included
<ul style="list-style-type: none"> • Leverage Relationships for Strategic Advocacy Plan 	Included
<ul style="list-style-type: none"> • Coordinate Advocacy Trips 	Included
<ul style="list-style-type: none"> • Track Legislation 	Included
<ul style="list-style-type: none"> • Craft Testimony and Position Letters 	Included
<ul style="list-style-type: none"> • Draft Bill Language 	Included
<ul style="list-style-type: none"> • Identify, Research, and Monitor Grant Funding Opportunities 	Included
<ul style="list-style-type: none"> • Provide Progress Reports 	Included
<ul style="list-style-type: none"> • Prepare and File Lobbying Disclosure Reports 	Included
<p>*This all-inclusive monthly fee includes all key personnel hourly rates, as well as all reasonable business and travel expenses. Commencing June 1, 2020 this fee is subject to an annual inflationary adjustment. The base for computing the adjustment shall be the Consumer Price Index for Urban Wage Earners for the San Francisco-Oakland Bay Area published by the U.S. Department of Labor, Bureau of Labor Statistics (Index) which is published for the date nearest the date of the commencement of the term of this Agreement. In no event shall an increase of greater than three percent (3%) be allowed per year.</p>	

Exhibit B-1 – Compensation

DESCRIPTION OF SERVICES	FEE
Grant Writing and Funding Application Review Services	\$1,000 Per Month*
GRANT WRITING SERVICES shall include, but are not limited to the following services:	Included
<ul style="list-style-type: none"> • Reviewing application guidelines and preparing a timeline of tasks for grant submission 	
<ul style="list-style-type: none"> • Coordinating City data collection necessary for application preparation 	
<ul style="list-style-type: none"> • Writing and tailoring letter of inquiry and grant proposal(s) to each grant maker's specific requirements 	
<ul style="list-style-type: none"> • Writing all sections of a grant application 	
<ul style="list-style-type: none"> • Ensuring that letters of support and other required certifications or documents are submitted with the grant application 	
<ul style="list-style-type: none"> • Submitting the grant in the appropriate format with copies as required in accordance with the grant timeline 	
<ul style="list-style-type: none"> • Providing support and consultation for any special requirements of the funder 	
FUNDING APPLICATION Review Services - Services shall include, but are not limited to the following services:	Included
<ul style="list-style-type: none"> • Provide editing suggestions and proposal critiques to assist City in strengthening proposals and increasing chances for success 	
<ul style="list-style-type: none"> • Proofread and edit funding proposals to assure the message is clear, succinct, and that the grantor's instructions have been followed 	
<ul style="list-style-type: none"> • Provide insight on why past proposals have not been successful and what can be done to improve proposals to make them more competitive 	
<p>*This all-inclusive monthly fee includes all key personnel hourly rates, as well as all reasonable business and travel expenses. Commencing June 1, 2020 this fee is subject to an annual inflationary adjustment. The base for computing the adjustment shall be the Consumer Price Index for Urban Wage Earners for the San Francisco-Oakland Bay Area published by the U.S. Department of Labor, Bureau of Labor Statistics (Index) which is published for the date nearest the date of the commencement of the term of this Agreement. In no event shall an increase of greater than three percent (3%) be allowed per year.</p>	

RESOLUTION _____

APPROVING AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH TOWNSEND PUBLIC AFFAIRS, INC., FOR THE PERFORMANCE OF GOVERNMENT RELATIONS AND STATE LOBBYING SERVICES, TO INCLUDE GRANT WRITING AND FUNDING APPLICATION REVIEW SERVICES FOR AN ANNUAL AMOUNT NOT TO EXCEED \$12,000, TO EXTEND THE TERM OF THE AGREEMENT AND PROVIDE FOR AN ANNUAL INFLATIONARY FEE ADJUSTMENT; AND AUTHORIZING THE CITY MANAGER OR FINANCE DIRECTOR TO EXECUTE EXTENSIONS AND ANY MINOR AMENDMENTS TO THE AGREEMENT

WHEREAS, the City entered into to a Professional Services Agreement with Townsend Public Affairs, Inc., to Perform Government Relations and State Lobbying Services, and

WHEREAS, in recognition of the consultant's expertise, the City desires to expand the consultant's scope of work to include grant writing and grant proposal/application review in an effort to increase the City's potential to successfully be awarded grants, and

WHEREAS, to assure seamless performance and avoid missing opportunities to apply for grants, the City also desires to extend the Agreement term to three five-year terms commencing on June 1, 2020 pending successful performance as determined by the City Manager or City Finance Director; and

WHEREAS, the annual fee for grant writing services will not exceed \$12,000 annually and the total compensation under the Agreement will not exceed \$60,000 per year with the exception of an annual inflationary fee adjustment, commencing on June 1, 2020, based on the Consumer Price Index for Urban Wage Earners for the San Francisco-Oakland Bay Area published by the U.S. Department of Labor, Bureau of Labor Statistics (Index), published nearest to the date of commencement of the term Agreement. In no event shall an increase of greater than three percent (3%) be allowed per year;

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Tracy approves Amendment No. 1 to the Professional Services Agreement between the City of Tracy and Townsend Public Affairs, Inc., for the Performance of Government Relations and State Lobbying Services, and authorizes the City Manager or Finance Director to execute extensions and any minor amendments to the Agreement.

The foregoing Resolution _____ is hereby passed and adopted by the Tracy City Council this 20th day of August, 2019, by the following vote:

AYES: COUNCIL MEMBERS
NOES: COUNCIL MEMBERS
ABSENT: COUNCIL MEMBERS
ABSTAIN: COUNCIL MEMBERS

Mayor

ATTEST:

City Clerk

AGENDA ITEM 1.I

REQUEST

APPROVE AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH RIDE RIGHT, LLC TO INCREASE THE NOT TO EXCEED AMOUNT FOR FY18/19 TO \$2,649,456

EXECUTIVE SUMMARY

The City of Tracy currently has a Professional Services Agreement (PSA) with Ride Right, LLC to operate the Tracer Bus System. The Not to Exceed amount for each year of the contract was based on estimated revenue service hours for each year. Revenue service hours were slightly higher than the estimated amount for FY18/19 and the contract needs to be amended to pay for those additional hours.

DISCUSSION

The City of Tracy has a Professional Services Agreement (PSA) with Ride Right, LLC to operate the Tracer Bus System. Ride Right has been the operating contractor for Tracer since August 2016. The current agreement outlines estimated revenue service hours for both the Fixed Route and Paratransit services for each year of the agreement.

In FY18/19 there was an increase in requested service and an increased effort to increase the on-time performance of the system. The revenue service hours for the Fixed Route service were 885 hours, or 3.54%, above the original estimates. The revenue service hours for Paratransit service were 451 hours, or 5.15%, above the original estimates.

The amendment to the contract will change the contract price for FY18/19 to a new total of \$2,649,456. This is an increase of \$52,212 for FY18/19, which is an increase of approximately 2% over the original contract price of \$2,596,944 for FY18/19. The increased costs will be funded through operating assistance grants from the Federal Transit Administration and the state's Transportation Development Act.

STRATEGIC PLAN

This agenda item is a routine operational item and does not relate to the Council's Strategic Plans.

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. There is capacity within the existing budget to absorb these additional contract costs.

RECOMMENDATION

Staff recommends that City Council approve Amendment No. 2 to the Professional Services Agreement with Ride Right, LLC to increase the Not to Exceed amount for FY18/19 to \$2,649,456.

Prepared by: Ed Lovell, Management Analyst II

Reviewed by: Brian MacDonald, Parks & Recreation Director
Karin Schnaider, Finance Director
Andrew Malik, Assistant City Manager

Approved by: Jenny Haruyama, City Manager

ATTACHMENTS

Attachment A – Ride Right Professional Services Agreement, Amendment 2

**CITY OF TRACY
AMENDMENT 2 TO PROFESSIONAL SERVICES AGREEMENT
WITH RIDE RIGHT, LLC**

This Amendment No. 2 (hereafter "Amendment") to the Professional Services Agreement between the City of Tracy, a municipal corporation ("City") and Ride Right, LLC, a Missouri Limited Liability Company ("Contractor"). City and Contractor are referred to individual as "Party" and collectively as "Parties."

RECITALS

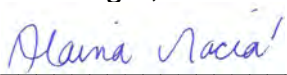
- A. On July 5, 2016, City entered into a Professional Services Agreement ("Agreement") with Contractor for Public Transportation Services.
- B. On May 31, 2019, City and Contractor entered into Amendment 1 to the Agreement to extend the Agreement for one year, increase the "Not to Exceed" amount to adjust the base wages for Contractor staff, and to add three service vehicles for the duration of the Agreement's term.
- C. Service hour estimates were outlined for each year of the Agreement for both Paratransit service and Fixed Route service.
- D. Tracer bus service saw a request for service increase of 5.14% for Paratransit service and an increase of 3.54% for Fixed Route service above the original estimates for the Agreement period of July 1, 2018 to June 30, 2019.
- E. City wishes to amend the "Not to Exceed" amount of Agreement for year three of the Agreement, from July 1, 2018 to June 30, 2019, as outlined in Exhibit B, to cover the costs of the increased service.

NOW THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

- 1. **RECITALS TRUE AND CORRECT.** City and Contractor hereby agree that the recitals set forth above are true and correct.
- 2. **INCORPORATION OF AGREEMENT.** This Amendment hereby incorporates by reference all terms and conditions set forth in the Agreement, unless specifically deleted or modified hereby. Such deletions or modifications shall not be deemed to extinguish any monetary obligation that Contractor assumed thereunder.
- 3. **TERMS OF AMENDMENT.**

- A. Exhibit "B-2," attached hereto shall supplement Exhibit "B" of the Agreement amending the Total Agreement Price for July 1, 2018 – June 30, 2019 to \$2,649,156.
4. **MODIFICATIONS.** This Amendment may not be modified orally or in any manner other than by an agreement in writing signed by both parties, in accordance with the requirements of the Agreement.
5. **SEVERABILITY.** If any term of this Amendment is held invalid by a court of competent jurisdiction, the Amendment shall be construed as not containing that term, and the remainder of this Amendment shall remain in effect.
6. **SIGNATURES.** The individuals executing this Amendment represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this amendment on behalf of the respective legal entities of the Contractor and the City. This Amendment shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

IN WITNESS WHEREOF the parties do hereby agree to this full performance of the terms set forth herein.

City of Tracy	Contractor
	Ride Right, LLC
	
_____	_____
By: Robert Rickman	By: Alaina Maciá
Title: Mayor	Title: Manager
Date: _____	Date: <u>07/24/2019</u>
Approved by City Council on	Federal Employer Tax ID
_____ by Resolution No.	No. 26-3937729
_____.	
Attest:	

Adrienne Richardson, City Clerk	

Approved as to form:

 Leticia Ramirez, Interim City Attorney

EXHIBIT "B-2"

RATES

	August 1, 2016 - June 30, 2017	July 1, 2017 - June 30, 2018	July 1, 2018 - June 30, 2019
Fixed Monthly Expense	\$ 108,547	\$ 112,812	\$ 114,787
Cost Per Vehicle Hour	\$ 35.77	\$ 35.99	\$ 36.13
TOTAL AGREEMENT PRICE	\$ 2,438,414	\$ 2,496,448	\$ 2,649,156

PROJECTED VEHICLE HOURS*	July 1, 2011 - June 30, 2012	July 1, 2012 - June 30, 2013	July 1, 2013 - June 30, 2014
Fixed Route Vehicle Hours	24,000 ± 15%	24,000 ± 15%	25,000 ± 15%
Paratransit Vehicle Hours	7,750 ± 15%	7,750 ± 15%	8,750 ± 15%

RESOLUTION 2019-_____

APPROVING AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH RIDE RIGHT, LLC TO INCREASE THE NOT TO EXCEED AMOUNT FOR FY18/19 TO \$2,649,456

WHEREAS, The City of Tracy has entered into a Professional Services Agreement with Ride Right, LLC which runs through June 30, 2020, and

WHEREAS, The contract contains a Not to Exceed amount for each year of the contract based on estimated revenue service hours, and

WHEREAS, The Fixed Route revenue service hours for FY18/19 were 885 hours more than the original estimate, an increase of 3.54%, and

WHEREAS, The Paratransit revenue service hours for FY18/19 were 451 hours more than the original estimate, an increase of 5.15%, and

WHEREAS, The additional revenue service hours will cost \$52,212 and will be added to the original agreement price of \$2,596,944 for FY18/19;

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Tracy approves Amendment No. 2 to the Professional Services Agreement with Ride Right, LLC increasing the not to exceed amount for FY18/19 to \$2,649,456.

* * * * *

The foregoing Resolution 2019-_____ was adopted by the Tracy City Council on the 20th day of August, 2019, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

MAYOR

ATTEST:

CITY CLERK

AGENDA ITEM 1.J

REQUEST

DECLARE CERTAIN VEHICLES AND EQUIPMENT AS SURPLUS AND APPROVE THEIR SALE AND AUTHORIZE THE PURCHASE OF MULTIPLE VEHICLES AND EQUIPMENT IN THE AMOUNT OF \$905,808.13

EXECUTIVE SUMMARY

The City periodically declares equipment and commodities that have been used beyond their economical and/or useful life as surplus for sale at public auction. This creates a need to replace the vehicles and equipment that are deemed antiquated and beyond their usefulness, and to purchase additional equipment for the operation and maintenance of City infrastructure. This request seeks authorization to declare and approve the list of surplus equipment and commodities, authorize the sale of said items at public auction to the highest bidder, and make the necessary purchases.

DISCUSSION

The Public Works Department is responsible for managing most of the City's vehicle and equipment fleet. This includes the responsibility of determining items that have been used beyond their economical and/or useful life and are no longer needed by the City. These items are removed from service and are declared as surplus property.

The disposal of surplus equipment and commodities, or other property no longer needed by any department of the City, is governed by Section 2.20.310 of the Tracy Municipal Code (T.M.C.) which identifies the method of disposition of surplus property. Per T.M.C., surplus items are sold at public auction to the highest bidder. Items which are not sold during public auction will be reviewed for value, and if appropriate, sold for scrap value.

There is an existing need to replace antiquated vehicles and equipment, as well as purchase an additional vehicle for the Police Department for use throughout the City. The Public Works Department received authorization through the Fiscal Year 2019-2020 budget process for the replacement and purchase of these items.

On May 30, 2019, staff issued a Request for Bids to provide the City with various replacement fleet vehicles and equipment. In order to allow more vendors to bid, and to receive the best price for each unit, dealers were allowed to bid on only the vehicle(s) and equipment they wanted to bid on - instead of the entire list. As a result, bid awards are being recommended for multiple vendors based on the lowest priced vehicles – including any adjustments allowed through the City's Local Preference ordinance. Seven vendors submitted bids to the City. Bid packets were opened on June 17, 2019, with only a portion of the items receiving bids. On June 26, 2019, staff issued a second RFP for the remaining vehicle and equipment that had not received bids previously. Bid packets were opened on July 10, 2019, with all items receiving at least one bid.

Below is a list of the vehicles and equipment being purchased and the vendors that will be used.

Description	Vendor	Cost	Reason for award
Ford Police Interceptor Utility (2)	Tracy Ford	\$73,135.10	Local vendor preference
Ford Transit Cargo Van (1)	Tracy Ford	\$33,294.29	Low bid
Ford F250 4X4 Crew Cab (2)	Tracy Ford	\$85,555.50	Local vendor preference
Ford F250 Regular Cab Utility Bed and Materials Rack(1)	Tracy Ford	\$39,763.04	Local vendor preference
Ford F250 Extended Cab Utility Bed and Headache Rack (1)	Tracy Ford	\$42,615.87	Low bid
Ford Explorer (1) (Replaces #2303)	Tracy Ford	\$32,117.39	Low bid
Ford F550 Flatbed (1)	Tracy Ford	\$75,648.58	Low bid
Ford F550 Utility Bed and Aerial lift (1)	Altec Industries	\$146,341.00	Sourcwell 012418-ALT
Chevrolet Tahoe SSV (1)	Winner Chevrolet	\$38,112.75	Low bid
Tractor (1)	Garton Tractor	\$94,372.97	Sourcwell AG-021815
Mower (1)	Belkorp AG	\$24,774.56	Sourcwell 062117-DAC
Top Field Dresser (1)	Belkorp AG	\$28,462.32	Low bid
PTO driven Sweeper/vacuum, (1)	Belkorp AG	\$35,442.38	Low bid
Trailer Mounted Welder (1)	United Rentals	\$16,281.40	Low bid
Trailer Mounted Message Board (3)	United Rentals	\$42,532.51	Low bid
Portable Air Compressor (1)	United Rentals	\$24,672.35	Low bid
Air Tow Equipment Trailer (1)	TravIn Toys	\$17,126.03	Low bid
Utility Tilt Trailer (1)	TravIn Toys	\$11,804.01	Low bid
Utility Deck Over trailer (1)	TravIn Toys	\$10,394.86	Low bid
Toyota Sienna (1)	Livermore Toyota	\$33,361.22	Low bid

The total purchase amount per vendor for the various vehicles are as follows:

Tracy Ford – Tracy, CA	\$382,129.77
Winner Chevrolet	\$38,112.75
Belcorp AG – Stockton, CA	\$87,204.99
Altec Industries – Dixon, CA	\$146,341.00
Travln Toys – Tracy, CA	\$39,324.90
United Rentals – Stockton, CA	\$83,486.26
Garton Tractor – Stockton, CA	\$94,372.97

Sourcwell (formerly NJPA) is a municipal contracting government agency that serves education and government agencies nationally through competitively bid and awarded contract purchasing solutions. The City of Tracy is an established customer with Sourcwell (customer number 18531). The City is authorized to make purchases using the Sourcwell cooperative purchasing agreements, per Tracy Municipal Code section 2.20.220.

STRATEGIC PLAN

This agenda item is a routine operational item and does not relate to the City Council's Strategic Plans.

FISCAL IMPACT

Funding was budgeted and is available in the fiscal year 2019-2020 equipment replacement budget for the acquisition of this equipment. Proceeds from the sale of surplus property will be deposited in the appropriate City fund from which the property was originally purchased, estimated at approximately \$35,000.

RECOMMENDATION

That City Council, by separate resolution, declare and approve the list of surplus equipment and commodities, authorize the sale of said items at public auction to the highest bidder, and authorize the purchase of multiple vehicles and equipment in the amount of \$905,808.13.

Prepared by: Frank Desousa, Fleet Supervisor
Nancy Chapman, Management Analyst

Reviewed by: Robert Gravelle, Public Works Superintendent
Don Scholl, Public Works Director
Karin Schnaider, Finance Director
Midori Lichtwardt, Assistant City Manager

Approved by: Jenny Haruyama, City Manager

ATTACHMENTS

Attachment A – Surplus Vehicles and Equipment List

ATTACHMENT "A"

SURPLUS VEHICLES AND EQUIPMENT 08/20/19

<u>ASSET ID</u>	<u>EQ DESCRIPTION</u>	<u>VIN/SERIAL NUMBER</u>
142	2008 VERMAC TM348	08-089905
2027	2001 DODGE RAM VAN	2B7HB11X01K518396
2074	2001 CUSHMAN 540	LM15403
2089	2003 FORD F-250 SUPER DUTY	1FTNF20L03EA66579
2096	2003 FORD F-250 SUPER DUTY	1FTNF20L83EB86792
2116	2004 FORD F-250 SUPER DUTY	1FTNF20L84EB85370
2118	2004 FORD F-250 SUPER DUTY	1FTNF20L14EB85369
2126	2004 GMC SIERRA	1GTEC19X94Z253788
2131	2002 FORD E450 BUS	1FDXE45M82HB72473
2134	MARATHON KERS260HDC	2M9KDC2T14H102122
2134A	VAN AIR ATTACHED TO 2134	
2134B	VAN AIR ATTACHED TO 2134	
2136	2004 EL DORADO BUS	4UZAACB295CN80092
2138	2004 EL DORADO BUS	4UZAACB225CN80094
2153	2005 HAMM HD12	61204
2155	2005 FORD F-250 SUPER DUTY	1FDSX20555EB96826
2159	2005 HONDA CIVIC HYBRID	JHMES96655S014065
2167	2005 FORD F-250 SUPER DUTY	1FTNF20515EB32576
2168	2006 ASPHALT ZIPPER AZ300	30000135
2168A	2006 ASPHALT ZIPPER TRAILER	109FS06136U0Z3424
2212	2006 FORD E-350	1FTSE34LX6DB35214
2224	2007 FORD EXPEDITION SSV	1FMFU16517LA42513
2245	2007 APPLIED SWEEPER 414RS	0701032
2254	2007 BOMAG TW500	1B9PT112171744052
2303	2009 CHEVROLET MALIBU HYBRID	1G1ZF575X9F128964
2319	2009 FORD F-350	1FTWW31Y69EB26099
2384	2013 SASE SC8E	2041
9903	1999 TRAV-L-VAC TVL700G	TLV70099189

<u>Miscellaneous Items</u>	<u>EQ DESCRIPTION</u>	<u>VIN/SERIAL NUMBER</u>
BATTERY TESTER	CHRISTIE AUTOMOTIVE CT-500	09229714
BATTERY TESTER	POWER LINK FERRET40	CITY ASSET 20172024
BATTERY TESTER	ASSOCIATED BEST6042	CITY ASSET 20172027
AIR COMPRESSOR	MI-T-M AM2-PH09-08M	20093021
PORTABLE GENERATOR	DUROMAX XP4400E	CITY ASSET 20172040
STRING TRIMMER	TROY-BILT 25A-2560063	1L161H30093
VIBRATE PLATE	M-B-W AP200	NO SERIAL/ASSET
SWAMP COOLERS (3)	CITY ASSET	20172014, 20172034, 20172035
TRUE REFRIGERATOR	REFRIGERATOR T35	CITY ASSET 000942
IMPERIAL STOVE	COMERCIAL STOVE	CITY ASSET 20170321
TRUE FREEZER	FREEZER T35F	CITY ASSET 20172390

RESOLUTION _____

DECLARING CERTAIN VEHICLES AND EQUIPMENT AS SURPLUS AND APPROVING THEIR SALE

WHEREAS, The City periodically declares equipment and commodities that have been used beyond their economical and/or useful life as surplus property, and

WHEREAS, The disposal of surplus equipment and commodities or other property no longer needed by a department in the City is governed by Section 2.20.310 of the Tracy Municipal Code which identifies the method of disposition of surplus property, and

WHEREAS, The listed surplus items will be sold at public auction to the highest bidder. Items which are not sold during public auction will be reviewed for value, and if appropriate, sold for scrap value, and

WHEREAS, The proceeds from the sale of the surplus property will be deposited in the appropriate City fund from which the property was originally purchased;

NOW, THEREFORE, BE IT RESOLVED, That the City Council declares and approves the list of vehicles and equipment attached to the staff report accompanying this resolution as surplus, and authorizes the sale of said items at public auction to the highest bidder and the remaining items to be sold for scrap value, if appropriate.

The foregoing Resolution _____ was passed and adopted by the Tracy City Council on the 20th day of August 2019, by the following vote:

AYES: COUNCIL MEMBERS

NOES: COUNCIL MEMBERS

ABSENT: COUNCIL MEMBERS

ABSTAIN: COUNCIL MEMBERS

MAYOR

ATTEST:

CITY CLERK

RESOLUTION _____

AUTHORIZING THE PURCHASE OF MULTIPLE VEHICLES AND EQUIPMENT IN THE AMOUNT OF \$905,808.13

WHEREAS, As part of the equipment purchasing and replacement program for the City of Tracy (City), there are multiple vehicles and equipment needing replacement, and additional equipment is needed for the operation and maintenance of City infrastructure, which is funded in the Fiscal Year 2019-2020 budget, and

WHEREAS, on May 30, 2019, the City issued a Request for Bids for various replacement fleet vehicles and equipment, and

WHEREAS, On June 17, 2019, staff opened and reviewed the bids that were received from multiple vendors for a portion of the individual vehicles and pieces of equipment, and

WHEREAS, on June 26, 2019, the City issued a second Request for Bids for the remaining replacement fleet vehicles and equipment, and

WHEREAS, On July 10, 2019, staff opened and reviewed the bids that were received on the remaining vehicle and equipment from multiple vendors, and

WHEREAS, Multiple vendors are being used for the purchase of the replacement vehicles, which include Tracy Ford, Tracy, CA, Winner Chevrolet, Colfax, CA, Livermore Toyota, Livermore, CA, Altec Industries, Dixon CA, Garton Tractor, Stockton CA, United Rentals, Stockton, CA, TravIn Toys, Tracy, CA and Belcorp AG, Stockton, CA through Sourcewell, formerly known as National Joint Powers Alliance (NJPA), to ensure that the best price is received for each unit based on lowest bid or local vendor preference, and

WHEREAS, The City is authorized to make purchases using cooperative purchasing agreements under Tracy Municipal Code Section 2.20.220;

NOW, THEREFORE, BE IT RESOLVED, That the City Council hereby authorizes the purchase of multiple vehicles and equipment in the amount of \$905,808.13 as set forth in the staff report accompanying this item.

* * * * *

The foregoing Resolution _____ is hereby passed and adopted by the Tracy City Council this 20th day of August 2019, by the following vote:

- AYES: COUNCIL MEMBERS:
- NOES: COUNCIL MEMBERS:
- ABSENT: COUNCIL MEMBERS:
- ABSTAIN: COUNCIL MEMBERS:

MAYOR

ATTEST:

CITY CLERK

AGENDA ITEM 1.K

REQUEST

APPROVE AN IMPROVEMENT AND INSPECTION AGREEMENT AND AN AGREEMENT REGARDING COMMUNITY FACILITIES DISTRICT ANNEXATION AND PARCELS A (EMERGENCY VEHICLE ACCESS) AND B (PRIVATE OPEN SPACE AREA) FOR TRACT 3856, BERG ROAD PROPERTIES

EXECUTIVE SUMMARY

Approval of the Improvement and Inspection Agreement (IIA) will allow Civic Tracy, LLC, a limited liability company, (Subdivider), operating as De Nova Homes, to proceed at the Subdivider's sole and exclusive risk with grading activities within Tract 3856, Berg Road Properties ("Project"). The grading plans will also grade future City streets, which are intended to be dedicated to the City, prior to the formal approval of the Grading and Improvement Plans. Also, approval of the Agreement Regarding Community Facilities District Annexation and Parcels A (Emergency Vehicle Access) and B (Private Open Space Area) will ensure that the Subdivider fulfills their conditions of approvals regarding annexing to the Citywide Services Community Facilities District and CFD No. 2018-1 and forming a Home Owner's Association (HOA) to maintain public and private improvements (e.g. an emergency vehicle access).

DISCUSSION

On May 17, 2016, Tracy City Council approved Vesting Tentative Subdivision Map for Tract 3856, Berg Road Properties (Application No. TSM14-0003), pursuant to Resolution No. 2016-095. Attachment A shows the location of the Project. The Project encompasses approximately 10 acres.

The Subdivider has submitted Grading and Improvement Plans (Plans) for the subdivision's improvements for the City's review and approval. The Subdivider has requested to proceed with grading activities pending approval of the Final Map, execution of a Subdivision Improvement Agreement, and approval of the Plans. The Plans are currently under review by the Engineering Division and all grading activities required of the Project are guaranteed as part of the Improvement and Inspection Agreement. No other construction will be permitted as it is not guaranteed and is not a part of the IIA.

Under the provisions of the Improvement and Inspection Agreement (IIA), the Subdivider will grade their project at its own risk and responsibility, prior to approval and recordation of the Final Map. The City will periodically inspect Subdivider's work as shown on the grading plans, and periodically advise Subdivider regarding whether the work appears to be proceeding in conformance with the submitted grading plans, and will further inspect the development after approval of the Final Map, and execution of a Subdivision Improvement Agreement (SIA). The IIA will be superseded by the SIA after the SIA is executed.

The Subdivider is further conditioned to join CFD No. 2018-1 and form a HOA to provide a funding mechanism to maintain public and private improvements. The CFD will

maintain landscaping and public walls, and the HOA will maintain an emergency vehicle access area, which is Parcel A on their Final Map, and a private open space area, which is Parcel B on their Final Map.

FISCAL IMPACT

The Subdivider has paid the cost of plan checking, engineering, inspection and processing the IIA. The Subdivider is required to join the 2018-1 CFD to maintain landscaping and public walls; revenues will be calculated after final map is approved.

STRATEGIC PLAN

This agenda item is consistent with the City Council's Economic Development Strategy, to ensure physical infrastructure necessary for development are constructed.

RECOMMENDATION

That City Council, by resolution, approves the Improvement and Inspection Agreement and Agreement Regarding Community Facilities District Annexation and Parcels A (Emergency Vehicle Access) and B (Private Open Space Area) for Tract 3856, Berg Road Properties.

Prepared by: Al Gali, Associate Civil Engineer

Reviewed by: Robert Armijo, PE, City Engineer / Assistant Development Services Director
Karin Schnaider, Finance Director
Andrew Malik, Assistant City Manager

Approved by: Jenny Haruyama, City Manager

ATTACHMENTS

Attachment A – Location Map

Attachment B – Improvement and Inspection Agreement

Attachment C – Agreement Regarding Community Facilities District Annexation and Parcels A (Emergency Vehicle Access) and B (Private Open Space Area)

ATTACHMENT A

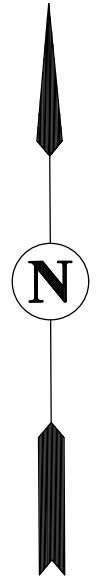
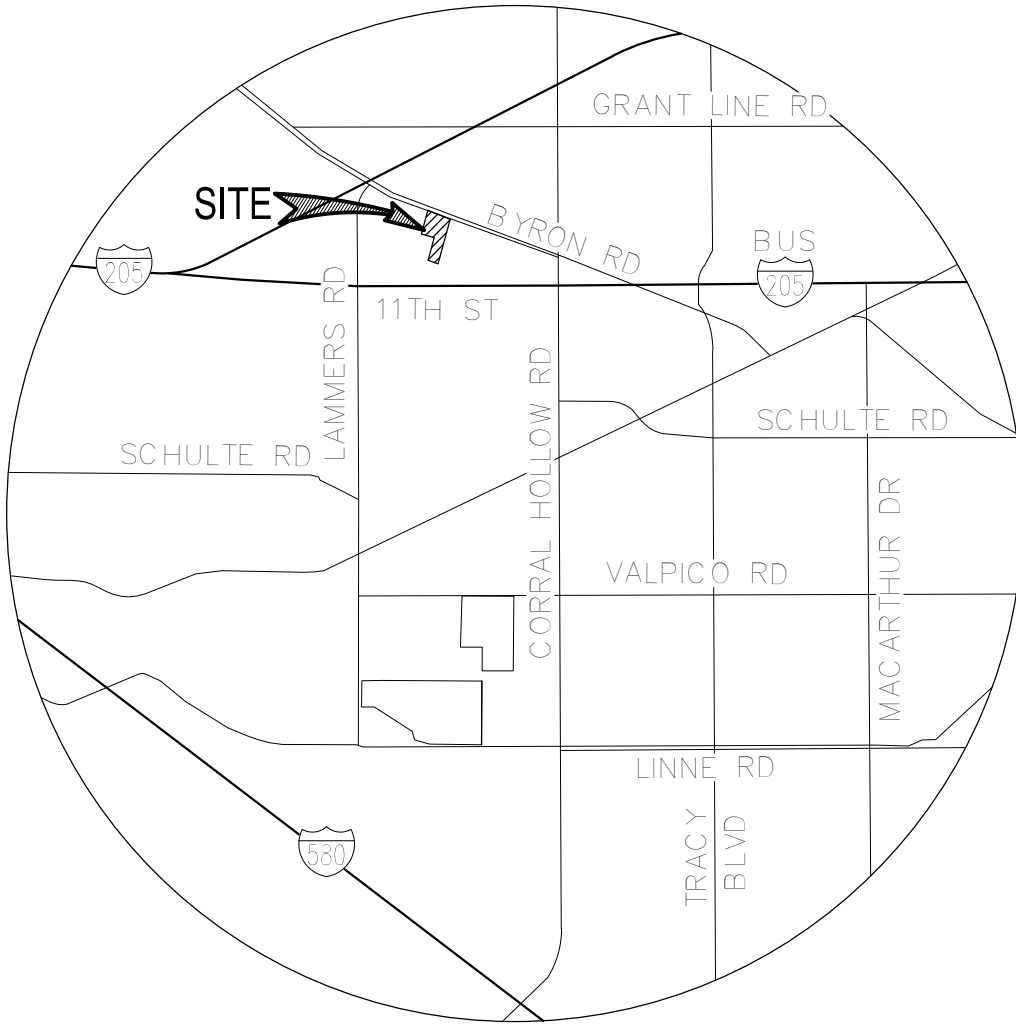
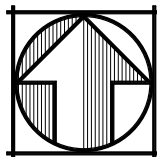


FIGURE 1
VICINITY MAP
BERG ROAD PROPERTIES
CITY OF TRACY SAN JOAQUIN COUNTY CALIFORNIA



SCALE: N.T.S.

DATE: JULY 2, 2019



CIVIL ENGINEERS SURVEYORS PLANNERS

SAN RAMON (925) 866-0322
SACRAMENTO (916) 375-1877
WWW.CBANDG.COM

**CITY OF TRACY
IMPROVEMENT AND INSPECTION AGREEMENT
TRACT 3856, BERG ROAD PROPERTIES**

This CITY OF TRACY **IMPROVEMENT AND INSPECTION AGREEMENT** FOR TRACT 3856, BERG ROAD PROPERTIES (hereinafter "Agreement") is made and entered into by and between the **CITY OF TRACY**, a municipal corporation (hereinafter "City"), and **CIVIC TRACY, LLC** (hereinafter "Subdivider").

RECITALS

- A. The Subdivider is currently the owner of the real property described as **BERG ROAD PROPERTIES** (hereinafter "Project") as shown on the Vesting Tentative Map for Tract 3856, encompassing Assessor's Parcel Numbers 238-080-030, 238-080-040 and 238-050-010.
- B. In accordance with the Subdivision Map Act (California Government Code sections 66410, et seq.) and the Subdivision Ordinance (Tracy Municipal Code, Title 12), the Subdivider has submitted to the City a Final Map (hereinafter "Final Map") for the Project. The Final Map is being reviewed by the City Engineer for substantial compliance with the approved Vesting Tentative Subdivision Map, and the Final Map has not yet been approved by the City for recordation.
- C. The approval of the Vesting Tentative Subdivision Map by the City Council was subject to specified conditions of approval (hereinafter "Conditions"). The Conditions are attached hereto as Exhibit "A", and incorporated herein by reference.
- D. The Conditions describe, among other things, improvements which are required for approval of the Final Map pursuant to the Subdivision Map Act, the Subdivision Ordinance, and applicable City Standards.
- E. Improvement Plans and Specifications (which incorporate portions of the City's Standard Specifications) have been prepared on behalf of the Subdivider, and are under review by the City Engineer, which describe in more detail the improvements which are required for approval of the Final Map. The Improvement Plans and Specifications under review are titled "Berg Road Properties Improvement Plans", prepared by Carlson, Barbee & Gibson, Inc. ("Submitted Plans and Specifications").
- F. In an effort to minimize the risk of such non-conformities, Subdivider has asked the City to periodically inspect Subdivider's work in constructing and installing the improvements required by the Conditions of Approval (the "Work"), and periodically advise Subdivider regarding whether the Work appears to be proceeding in conformance with the Submitted Plans and Specifications. Subdivider acknowledges that the City cannot issue a final approval of the Work until (a) the City Engineer has fully completed its review and formally approved the Submitted Plans and Specifications; and (b) completed an inspection of the Work based on the approved Plans and Specifications. To facilitate the City's periodic inspections, Subdivider has offered to pay all City costs incurred in such inspections.
- G. To facilitate Subdivider's efforts to meet its development schedule, Subdivider has requested that City enter into this Agreement.

NOW THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. **INCORPORATION OF RECITALS.** The recitals set forth above are incorporated into this Agreement as though set forth in full herein.

2. **SCOPE OF WORK.** The Subdivider shall perform or cause to be performed, the Work described in the Submitted Plans and Specifications and the Conditions (hereinafter “Work”), to the satisfaction of the City Engineer. The Work shall be performed, and all materials and labor shall be provided, at the Subdivider’s expense, in the manner described in the Plans and Specifications. No change shall be made to the Scope of Work unless authorized in writing by the City Engineer. The Subdivider may submit a written request to the City Engineer for a change in the Scope of Work, as required by Tracy Municipal Code Section 12.36.060(f).

Subdivider understands and agrees that because the Submitted Plans and Specifications have not been approved by the City Engineer, if any of the completed improvements do not conform to the final approved Plans and Specifications the Subdivider will have to remove or correct any non-conformities to the reasonable satisfaction of the City Engineer at Subdivider’s sole cost.

3. **GRADING AND STREETS MAINTENANCE.**

3.1. Until all the Work is accepted by the City as complete and all applicable warranty periods have expired, the Subdivider shall diligently perform the necessary maintenance of the entire Project site including berms and streets constructed within the Project to the satisfaction of the City Engineer at the Subdivider’s own cost.

3.2. The Subdivider shall maintain the streets including the removal and disposal of weed and accumulated debris.

3.3. All public improvements including roads, sewer, water and storm drain constructed within the Project will be maintained by the Subdivider until accepted by the City as complete

4. **FILING OF FINAL MAP.** Subdivider understands and agrees that no final map may be filed for the Project until after the Subdivider and the City enter into a Subdivision Improvement Agreement which addresses all requirements of the Conditions. Neither the execution of this Agreement, nor the completion of the Work, shall cause Subdivider to acquire any vested rights to file a final map, to the payment of any development impact fees, and/or the performance of any conditions. It is expressly agreed that Subdivider shall be subject to all laws and regulations now in force or hereinafter enacted affecting the Project. By executing this Agreement, the Subdivider fully understands and agrees to comply with these conditions.

5. **SUBDIVIDER’S AUTHORIZED REPRESENTATIVE.** At all times during the progress of the Work, Subdivider shall have a competent foreman or superintendent (hereinafter “Authorized Representative”) on site or available by cell phone with authority to act on behalf of the Subdivider. The Subdivider shall, at all times, keep the City Engineer reasonably informed in writing of the name and telephone number of the Authorized Representative. The Authorized Representative shall be on site approximately 60% of the time the Work is occurring. The Subdivider may designate an employee of its general contractor as the Authorized Representative. The Subdivider shall, at all times, keep the City Engineer reasonably informed in writing of the names and telephone numbers of all contractors and subcontractors performing the Work.

6. **LOCATION OF PERFORMANCE.** The Subdivider shall perform all Work at the locations and grades shown on the Plans and Specifications. The Subdivider shall acquire at the Subdivider's sole cost and expense, any easement or right-of-way necessary for the performance of the Work, with no credit or reimbursement from the City.

7. **IMPROVEMENT SECURITY.** Concurrently with the execution of this Agreement by the Subdivider, and prior to the commencement of any Work, the Subdivider shall furnish contract security, in a form authorized by the Subdivision Map Act (including Government Code Section 66499 *et seq.*) and Tracy Municipal Code Section 12.36.080, in the following amounts:
 - 7.1. **Faithful Performance** security in the amount of **\$372,000.00** in accordance with the Demolition and Grading cost estimates approved by the City to secure faithful performance of this Agreement (until the date on which the City Council accepts the work as complete).

 - 7.2. **Labor and Material** security in the amount of **\$372,000.00** in accordance with the Demolition and Grading cost estimates approved by the City to secure payment by the Subdivider to laborers and materialmen (until the date on which claims are required to be made by laborers and materialmen).

 - 7.3. **Warranty** security in the amount of **\$37,200.00** in accordance with the Demolition and Grading cost estimates approved by the City to secure faithful performance of this Agreement (from the date on which the City Council accepts the Work as complete until one year thereafter).

8. **INSURANCE.** Concurrently with the execution of this Agreement by the Subdivider, and prior to the commencement of any Work, the Subdivider shall furnish evidence to the City that all of the following insurance requirements have been satisfied.
 - 8.1. **General.** The Subdivider shall, throughout the duration of this Agreement, maintain insurance to cover Subdivider, its agents, representatives, contractors, subcontractors, and employees in connection with the performance of services under this Agreement at the minimum levels set forth herein.

 - 8.2. **Commercial General Liability** (with coverage at least as broad as ISO form CG 00 01 01 96) coverage shall be maintained in an amount not less than \$1,000,000 per occurrence, and \$2,000,000 in the general aggregate for general liability, bodily injury, personal injury, and property damage, including completed operation coverage.

 - 8.3. **Automobile Liability** (with coverage at least as broad as ISO form CA 00 01 07 97, for "any auto" including "hired autos" and "non-owned autos") coverage in an amount not less than \$1,000,000 per accident for bodily injury and property damage. If Subdivider has no employees, or does not own automobiles, then "hired autos" and "non-owned autos" coverage shall be maintained in an amount not less than \$1,000,000 per accident for bodily injury and property damage.

 - 8.4. **Workers' Compensation** coverage shall be maintained as required by the State of California.

- 8.5. Endorsements.** Subdivider shall obtain endorsements to the automobile and commercial general liability insurance policies with the following provisions:
- 8.5.1.** The City (including its elected and appointed officials, officers, employees, agents, and volunteers) shall be named as an additional "insured".
- 8.5.2.** For any claims related to this Agreement, Subdivider's coverage shall be primary insurance with respect to the City. Any insurance maintained by the City shall be excess of the Subdivider's insurance and shall not contribute with it.
- 8.6. Notice of Cancellation.** Subdivider shall obtain endorsements to all insurance policies by which each insurer is required to provide thirty (30) days prior written notice to the City should the policy be canceled before the expiration date. For the purpose of this notice requirement, any material change in the policy prior to the expiration shall be considered a cancellation.
- 8.7. Authorized Insurers.** All insurance companies providing coverage to Subdivider shall be insurance organizations authorized by the Insurance Commissioner of the State of California to transact the business of insurance in the State of California.
- 8.8. Insurance Certificate.** Subdivider shall provide evidence of compliance with the insurance requirements listed above by providing a certificate of insurance, in a form satisfactory to the City Attorney.
- 8.9. Substitute Certificates.** No later than thirty (30) days prior to the policy expiration date of any insurance policy required by this Agreement, Subdivider shall provide a substitute certificate of insurance.
- 8.10. Subdivider's Obligation.** Maintenance of insurance by the Subdivider as specified in this Agreement shall in no way be interpreted as relieving the Subdivider of any responsibility whatsoever (including indemnity obligations under this Agreement), and the Subdivider may carry, at its own expense, such additional insurance as it deems necessary.
- 9. PERMITS, LICENSES, AND COMPLIANCE WITH LAW.** The Subdivider shall, at the Subdivider's expense, obtain and maintain all necessary permits and licenses for the performance of the Work. Prior to the commencement of the Work, the Subdivider shall obtain a City of Tracy Business License. The Subdivider shall comply with all local, state, and federal laws, whether or not said laws are expressly stated in this Agreement.
- 10. TIME OF PERFORMANCE.** Time is of the essence in the performance of the Work, and timing requirements set forth herein shall be strictly adhered to unless otherwise modified in writing in accordance with this Agreement. The Subdivider shall submit all requests for extensions of time to the City, in writing, no later than ten (10) days after the start of the condition which purportedly caused the delay, and not later than the date on which performance is due.
- 10.1. Commencement of Work.** No later than fifteen (15) days prior to the commencement of Work, the Subdivider shall provide written notice to the City

Engineer of the date on which the Subdivider shall commence Work. The Subdivider shall not commence Work until after the notice required by this section is properly provided, and the Subdivider shall not commence Work prior to the date specified in the written notice.

- 10.2. Schedule of Work.** Concurrently with the written notice of commencement of Work, the Subdivider shall provide the City with a written schedule of Work, which shall be updated in writing as necessary to accurately reflect the Subdivider's prosecution of Work.
- 10.3. Completion of Work.** The Subdivider shall complete all Work by no later than three hundred sixty-five (365) days after the City's execution of this Agreement. If the Work is not completed and accepted by City Council by this date, City Engineer may grant an extension of time if (a) the Subdivider submits a written request for extension at least ten (10) days prior to expiring date of completion, (b) the City Engineer determines that Work is progressing satisfactorily and an extension is warranted, and (c) the Subdivider pays all processing fees for such time extension.
- 11. INSPECTION BY THE CITY.** In order to permit the City to inspect the Work, the Subdivider shall, at all times, provide to the City proper and safe access to the Project site, and all portions of the Work, and to all shops wherein portions of the Work are in preparation.
- 12. INSPECTION FEES.** Concurrently with the execution of this Agreement by the Subdivider, and prior to the commencement of any Work, the Subdivider shall pay the City Inspection Fees in the amount of three and one-half percent (3-1/2 %) of the estimated Project costs (as approved by the City Engineer). In the event that the City requires an independent inspection, the Subdivider shall pay all costs associated with the independent inspection, and the independent inspector shall provide a report directly to the City.
- 13. DEFAULT.**
- 13.1.** In the event that the Subdivider is in default of this Agreement, as defined in this section, the City Engineer shall provide written notice to the Subdivider and the Subdivider's surety (if any) in which the default is described.
- 13.2.** The Subdivider shall be in default of this Agreement if the City Engineer determines that any one of the following conditions exist:
- The Subdivider is insolvent, bankrupt, or makes a general assignment for the benefit of its creditors.
- 13.2.1.** The Subdivider abandons the Project site.
- 13.2.2.** The Subdivider fails to perform one or more requirements of this Agreement.
- 13.2.3.** The Subdivider fails to replace or repair any damage caused by Subdivider or its agents, representatives, contractors, subcontractors, or employees in connection with performance of the Work.

- 13.2.4. The Subdivider violates any legal requirement related to the Work.
- 13.3. In the event that the Subdivider fails to cure the default within thirty (30) days, or provide adequate written assurance to the satisfaction of the City Engineers that the cure will be promptly commenced and diligently prosecuted to its completion, the City may, in the discretion of the City Engineer, take any or all of the following actions:
- 13.3.1. Cure the default and charge the Subdivider for the costs therefor, including administrative costs and interest in any amount equal to seven percent (7%) per annum from the date of default.
- 13.3.2. Demand the Subdivider to complete performance of the Work.
- 13.3.3. Demand the Subdivider's surety (if any) to complete performance of the Work.
- 13.3.4. Commence a legal action to enforce the terms of this Agreement.
14. **ACCEPTANCE OF WORK.** Prior to acceptance of the Work by the City Council, the Subdivider shall be solely responsible for maintaining the quality of the Work and maintaining safety at the Project site. The Subdivider's obligation to perform the Work shall not be satisfied until after the City Engineer has made a written determination that all obligations of the Agreement have been satisfied and all out standing fees and charges have been paid and the City Council has accepted the Work as complete.
15. **WARRANTY PERIOD.** The Subdivider shall warrant the quality of the Work, in accordance with the terms of the Plans and Specifications, for a period of one year after acceptance of the Work by the City Council. In the event that (during the one year warranty period) any portion of the Work is determined by the City Engineer to be defective as a result of an obligation of the Subdivider under this Agreement, the Subdivider shall be in default.
16. **INDEPENDENT CONTRACTOR STATUS.** Subdivider is an independent contractor and is solely responsible for all acts of its employees, agents, or subcontractors, including any negligent acts or omissions. Subdivider is not City's employee and Subdivider shall have no authority, express or implied, to act on behalf of the City as an agent, or to bind the City to any obligation whatsoever, unless the City provides prior written authorization to Subdivider.
17. **OWNERSHIP OF WORK.** All original documents prepared by Subdivider for this Agreement shall be given to City upon City's acceptance of the Work; provided, however, ownership of said documents shall be determined in accordance with applicable laws. Prior to acceptance of the Work, the Subdivider shall submit the as-built drawings in Auto-CAD format Release-14 or higher in a compact disc (CD).
18. **ASSIGNMENT AND DELEGATION.** This Agreement and any portion thereof shall not be assigned or transferred, nor shall any of the Subdivider's duties be delegated, without the written consent of the City, which is not to be unreasonably conditioned, withheld or delayed. Any attempt to assign or delegate this Agreement without the written consent of the City shall be void and of no force and effect. Consent by the City of one assignment shall not be deemed to be consent to any subsequent assignment.

19. NOTICES.

19.1. All notices, demands, or other communications which this Agreement contemplates or authorizes shall be in writing and shall be personally delivered or mailed to the respective party as follows:

To City:

City of Tracy
333 Civic Center Plaza
Tracy, California 95376
Attn: City Engineer

To Subdivider:

Civic Tracy, LLC
1500 Willow Pass Court
Concord, California 94520
Attn: _____

19.2. Communications shall be deemed to have been given and received on the first to occur of: (1) actual receipt at the address designated above, or (2) three working days following the deposit in the United States Mail of registered or certified mail, sent to the address designated above.

20. MODIFICATIONS. This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by both parties.

21. WAIVERS. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver or a waiver of a subsequent breach of the same or any other provision of this Agreement.

22. SEVERABILITY. In the event any term of this Agreement is held invalid by a court of competent jurisdiction, the Agreement shall be construed as not containing that term, and the remainder of this Agreement shall remain in full force and effect.

23. JURISDICTION AND VENUE. The interpretation, validity, and enforcement of the Agreement shall be governed by and construed under the laws of the State of California. Any suit, claim, or legal proceeding of any kind related to this Agreement shall be filed and heard in a court of competent jurisdiction in the County of San Joaquin.

24. ENTIRE AGREEMENT. This Agreement, including all documents incorporated herein by reference, comprises the entire integrated understanding between the parties concerning the improvements to be constructed for this Project. This Agreement supersedes all prior negotiations, representations or agreements.

25. SIGNATURES. The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the Subdivider and the City. This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

CITY OF TRACY – IMPROVEMENT AND INSPECTION AGREEMENT
TRACT 3856, BERG ROAD PROPERTIES
Page 8 of 8

CITY OF TRACY,
a municipal corporation

By: Robert Rickman
Title: MAYOR
Date: _____


Attest:

By: Adrienne Richardson
Title: CITY CLERK
Date: _____

Approved As To Form:

By: Leticia Ramirez
Title: INTERIM CITY ATTORNEY
Date: _____

SUBDIVIDER:

By: 
Print Name: David B. Sanson
Title: President
Date: 01/3/2019

RECORDING REQUESTED BY:

City of Tracy

WHEN RECORDED MAIL TO:

City Clerk
City of Tracy
333 Civic Center Plaza
Tracy, CA 95376

APNs: 238-080-030, 238-080-040, and
238-050-010

This document is exempt from the payment of a recording pursuant to Government Code § 27383 and §6103 SPACE ABOVE THIS LINE FOR RECORDER'S USE

AGREEMENT REGARDING COMMUNITY FACILITIES DISTRICT ANNEXATION AND PARCELS A (EMERGENCY VEHICLE ACCESS) AND B (PRIVATE OPEN SPACE AREA)

This Agreement Regarding Community Facilities District Annexation and Parcels A (Emergency Vehicle Access) and B (Private Open Space Area) (this "**Agreement**") is entered into as of July 23, 2019, by and between the CITY OF TRACY (the "**City**") a California municipal corporation, and Civic Tracy, LLC, a California Limited Liability Company (the "**Developer**"). City and Developer are collectively referred to herein as the "**Parties**."

Recitals

WHEREAS, On May 17, 2016, City Council approved Resolution No. 2016-095 (collectively "**Approvals**") for a 71-lot residential project known as the "Berg Road Project" ("**Project**"); and

WHEREAS, The Project is a ten acre site owned by Developer located at 2774 W. Byron Road, 2850 W. Byron Road, and 12920 W. Byron Road (Assessor Parcel Numbers 238-080-04; 238-080-030; and 238-050-01) ("**Property**"); and

WHEREAS, The Approvals are subject to Condition B.7 which provides that Developer, prior to the recording of the Final Map shall enter into an agreement with the City that stipulates that prior to the issuance of a building permit for the Project, the Developer shall either: (1) form a Community Facilities District ("**CFD**") or establish another lawful mechanism acceptable to the City to fund the on-going operational costs of providing Police services, Fire services, Public Works, and other City services (collectively, "**Public Services**") to the Property *or, in the alternative*, (2) provide direct funding to fund the full costs of providing Public Services to the Project in perpetuity; and

WHEREAS, The Approvals are also subject to Condition B.8 which further provides that, Developer, shall enter into an agreement with the City that stipulates that prior to the issuance of a building permit for the Project, the Developer shall either: (1) form a CFD to fund

the on-going maintenance costs related to the operation, repair, and replacement of public landscaping, public walls, and any public amenities (“Public Landscaping Maintenance”) *or, in the alternative*, (2) provide direct funding to fund the full costs of providing Public Services to the Project in perpetuity; and

WHEREAS, The Approvals are further to Conditions B.9 and B.10 which provide that, Developer, prior to the recording of the Final Map shall enter into an agreement with the City that stipulates that prior to the issuance of a building permit for the Project, the Developer shall form a Homeowner’s Association (“HOA”) to fund the on-going maintenance costs, related to the maintenance, repair and replacement of landscaping and/or improvements located in the Emergency Vehicle Access Area (“Parcel A”) and Private Open Space Area (“Parcel B”) and construct certain improvements on Parcels A and; and

WHEREAS, On January 16, 2018, the City initiated proceedings to establish a community facilities district to fund the provision of Public Services and other project specific obligations for new residential and non-residential development within the boundaries of the CFD, pursuant to the Mello-Roos Community Facilities Act of 1982 (the “Act”) to be known as the “City of Tracy Community Facilities District No. 2018-1 (Maintenance and Public Services)” (“CFD No. 2018-1”); and

WHEREAS, The Property is located within the boundaries of the CFD and Developer wishes to enter into this Agreement to satisfy Conditions B.7 and B.8 by agreeing to annex Property into CFD No. 2018-1 prior to the issuance of the first building permit for the Project.

WHEREAS, The Developer further wishes to enter into this Agreement to satisfy Conditions B.9 and B.10 regarding the formation of a HOA and completion of certain improvements on Parcels A and B.

NOW, THEREFORE, The Parties agree to as follows:

Agreement

1. **Incorporation of Recitals.** The foregoing Recitals are true and correct, and the Parties expressly so acknowledge.
2. **Annexation to CFD No. 2018-1.** As owner of the Property, Developer shall sign a petition to annex the Property into CFD No. 2018-1 prior to the issuance of the first building in the Project and in accordance with the Act. Developer shall pay all costs associated with the annexation proceedings including administrative, publication, engineering, and legal costs and fees of any kind related to Property’s annexation into CFD 2018-1.
3. **Formation of HOA.** Developer hereby agrees to form a HOA, in accordance with state regulations, prior to the issuance of first building permit for a residential home (not including foundation-only permits) that shall be responsible for:
 - a. Funding the on-going maintenance costs related to maintenance, repair, and replacement of landscaping, hardscape, structures, furniture, and any

related appurtenances located in the Private Open Space Area (Parcel B);
and

- b. Funding the on-going maintenance costs related to maintenance, repair, and replacement of all improvements associated with the emergency vehicle access (Parcel A).

4. **Private Open Space Area and Emergency Vehicle Access Area.** Developer hereby agrees to the following:

- a. The Private Open Space Area/Parcel B shall be designed, improved and maintained consistent with City standards, to the satisfaction of the Development Services Director. Construction of Parcel B shall be completed to the satisfaction of the Development Services Director prior to issuance of the Project's 20th building permit for a residential home (not including foundation-only permits). Parcel B shall contain landscaping, furniture, recreation equipment, or other improvements to provide passive or active recreation, to the satisfaction of the Development Services Director.
- b. The Emergency Vehicle Access Area/Parcel A shall be designed, improved, and maintained consistent with City Standards, and shall include permanent access on a continuous basis for pedestrian and bicycle traffic, to the satisfaction of the Development Services Director. Construction of Parcel A shall be completed to the satisfaction of the Development Services Director prior to issuance of a building permit for the Project's first residential home (not including foundation-only permits).

5. **Recordation of Agreement.** The Agreement shall be recorded against the Property and remain an encumbrance on the Property until the following conditions are satisfied: (i) a Notice of Special Tax Lien for CFD 2018-1 is recorded against the Property whereupon this Agreement shall cease to be an encumbrance on the Property, or, in the alternative, an agreement with City stipulating that Developer will either establish another lawful mechanism, reasonably acceptable to City, to fund Public Services or directly fund the full costs of providing Public Services to the Property in perpetuity is recorded against the Property; and (ii) a HOA consistent with the terms of Section 3 is formed and the improvements described in Section 4 are completed.

6. **Successors and Assigns.** This Agreement shall be binding upon and inure to the benefit of the heirs, successors-in-interest and assigns of the Parties.

7. **Covenant Running with the Land.** Parties intend that the benefits and burdens described herein constitute covenants running with the Property for the benefit of the owners of Property and the benefit of the City.

8. **Amendments.** This Agreement, including any exhibits hereto, may be amended only by mutual written agreement of the Parties.

9. **Signatures.** The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity and authority to execute this Agreement.


10. **Entire Agreement.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements whether oral or written. Both Parties have had an equal opportunity to participate in the drafting of this Agreement. The usual construction of an agreement as to the drafting party shall not apply to this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their authorized representatives as of the effective date stated above.

CITY OF TRACY

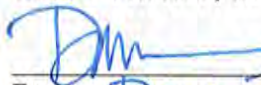
OWNER

By _____
Robert Rickman, Mayor

CIVIC TRACY, LLC

By: David B. Sanson
Title: President
Date: July 23, 2019

Attest:

Adrienne Richardson, City Clerk

CIVIC TRACY, LLC

By: Dana Tsubota
Title: VP/General Counsel
Date: July 23, 2019

APPROVED AS TO FORM

By _____
Leticia Ramirez, Interim City Attorney

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Contra Costa)

On 7/23/2019 before me, Jessica Moraes, Notary Public
(insert name and title of the officer)

personally appeared David B. Sanson + Dana Tsubota,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing
paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

(Seal)



RESOLUTION 2019-_____

APPROVING THE IMPROVEMENT AND INSPECTION AGREEMENT FOR TRACT 3856, AND AN AGREEMENT REGARDING COMMUNITY FACILITIES DISTRICT ANNEXATION AND PARCELS A (EMERGENCY VEHICLE ACCESS) AND B (PRIVATE OPEN SPACE AREA) FOR TRACT 3856, BERG ROAD PROPERTIES

WHEREAS, On May 17, 2016, Tracy City Council approved Vesting Tentative Subdivision Map for Tract 3856, Berg Road Properties (Application No. TSM14-0003), pursuant to Resolution No. 2016-095. The Project is geographically located within the boundaries of the Vesting Tentative Subdivision Map, and

WHEREAS, The Subdivider has submitted Grading and Improvement plans for the subdivision improvements for approval and has requested to proceed with grading activities pending approval of the Final Map, execution of a Subdivision Improvement Agreement (SIA), and approval of the Plans, and

WHEREAS, Under the provisions of the Improvement and Inspection Agreement (IIA), the Subdivider will grade their project, at its own risk and responsibility, prior to approval and recordation of the Final Map and the approval of the Improvement Plans, and

WHEREAS, The City will periodically inspect Subdivider's work shown on the grading plans, and periodically advise Subdivider regarding whether the work appears to be proceeding in conformance with the submitted grading plans, and will further inspect the development after approval of the Final Map, and execution of an SIA, and

WHEREAS, The Improvement and Inspection Agreement will be superseded by the Subdivision Improvement Agreement after the SIA is executed, and

WHEREAS, The Subdivider has executed the IIA and has posted the required securities to guarantee completion of the improvements, and

WHEREAS, The Subdivider has paid for the cost of engineering, inspection and processing the IIA, and

WHEREAS, The Subdivider is further conditioned to join CFD No. 2018-1 and form a HOA to provide a funding mechanism to maintain public and private improvements, and

WHEREAS, The CFD will maintain landscaping and public walls, and the HOA will maintain an emergency vehicle access area, which is Parcel A on their Final Map, and a private open space area, which is Parcel B on their Final Map;

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Tracy hereby approves the Improvement and Inspection Agreement for Tract 3856, and an Agreement Regarding Community Facilities District Annexation and Parcels A (Emergency Vehicle Access) and B (Private Open Space Area) for Tract 3856, Berg Road Properties.

* * * * *

The foregoing Resolution 2019-_____ was passed and adopted by the Tracy City Council on the 20th day of August 2019, by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTAIN:	COUNCIL MEMBERS:

MAYOR

ATTEST:

CITY CLERK

AGENDA ITEM 3.A

REQUEST

CONSIDER AND INTRODUCE AN ORDINANCE AMENDING SECTION 2.28.470 OF THE TRACY MUNICIPAL CODE REGARDING LEASES OF CITY-OWNED AIRPORT HANGARS AND GROUND LEASES AT THE TRACY MUNICIPAL AIRPORT AND NEW JERUSALEM AIRPORT

EXECUTIVE SUMMARY

Section 2.28.470 of the Tracy Municipal Code, which regulates the Tracy Municipal Airport and New Jerusalem Airport, requires an amendment that will clarify the authority to execute City-owned hangar rental agreements and authority to execute ground leases at City airports for privately owned hangars. The current language only allows the City Manager to execute City-owned hangar rental agreements. This amendment will allow the "City Manager or designee" to execute these agreements. Also, the amendment will authorize the City Manager to execute ground leases at the airports for privately owned hangars. Staff is proposing to amend the Code with these changes to allow for greater flexibility in the day-to-day administration of both airports.

DISCUSSION

On December 4, 2018, Section 2.28 of the Tracy Municipal Code was adopted by the City Council. Due to an administrative oversight, Section 2.28.470 pertaining to rental of City-owned hangars, did not reflect "City Manager or designee" as the staff with delegated authority to execute lease agreements for City-owned hangars at the airports. The proposed amendment will provide for additional staff to have this delegated authority regarding City-owned hangar rental agreements. Further, staff recommends amending Section 2.28.470 to include a delegation of authority to the City Manager to execute ground leases at the airports for privately owned hangars. Staff recommends an amendment to the Tracy Municipal Code to incorporate these items. The intention of adding this language is to streamline the process by which the City administers lease agreements of the City-owned hangar spaces and ground lease agreements for portions of the City's land at its airports for privately owned hangars.

Current Municipal Code with Proposed changes (as shown in bolded and underlined text):

Section 2.28.470

- (a)** City-owned hangars at its airports may be leased pursuant to a lease agreement. Leases of hangar space shall be issued using a City form provided. The City Manager **or designee** may execute leases of hangar space and at his/her discretion may include in the lease a charge, in addition to any applicable rates and charges set by this chapter. Tenants who have entered into a lease with the City shall abide by its terms and this chapter, as it may be amended from time to time. Leases shall be issued on a month-to-month basis and shall be subject to termination as specified in the lease. Tenants shall provide adequate insurance as specified by the City's Risk Management, and shall be subject to all applicable federal, state, and local laws, policies, and regulations.

- (b) Land at City airports may be leased pursuant to a ground lease agreement for privately owned hangars using the City form provided. Notwithstanding any provision in subsection (a) of Section 2.20.280 of this Code, the City Manager may execute ground leases at the City's airports for privately owned hangars in accordance with Government Code Section 37389 and FAA regulations. At the City Manager's discretion, he/she may include in the lease a charge, in addition to any applicable rates and charges set by this chapter. Tenants who have entered into a lease with the City shall abide by its terms and this chapter, as it may be amended from time to time. Leases shall be subject to termination as stated in the agreement. Tenants shall provide adequate insurance as specified by the City's Risk Management, and shall be subject to all applicable, federal, state, and local laws, policies, and regulations.**

STRATEGIC PLAN

This agenda item is a routine operational item and does not relate to the Council's Strategic Plans.

FISCAL IMPACT

This modification to the ordinance will have no fiscal impact on Airport's annual budget. Lease rates are set per Council authority and are not included in this Council item.

RECOMMENDATION

That City Council introduce and waive full reading of an ordinance amending Section 2.28.470 of Article 6 of Chapter 2.28 of Title 2 of the Tracy Municipal Code regarding leases of city-owned airport hangars and ground leases at the Tracy Municipal Airport and New Jerusalem Airport.

Prepared by: Paula Jessup, Airport Manager

Reviewed by: Brian MacDonald, Parks & Recreation Director
Karin Schnaider, Finance Director
Andrew Malik, Assistant City Manager

Approved by: Jenny Haruyama, City Manager

ORDINANCE _____

AN ORDINANCE OF THE CITY OF TRACY, CALIFORNIA, AMENDING SECTION 2.28.470 OF THE TRACY MUNICIPAL CODE REGARDING LEASES OF CITY-OWNED AIRPORT HANGARS AND GROUND LEASES AT TRACY MUNICIPAL AIRPORT AND NEW JERUSALEM AIRPORT

WHEREAS, Section 2.28.470 of the Tracy Municipal Code, which regulates the Tracy Municipal Airport and New Jerusalem Airport, requires an amendment that will clarify the authority to execute City-owned hangar rental agreements and ground leases for privately owned hangars at the airports, and

WHEREAS, The City Council desires to update its ordinance to delegate authority to execute City-owned hangar rental agreements to the City Manager or designee and to delegate authority to the City Manager to execute ground leases for privately owned hangars at the airports;

NOW, THEREFORE, The City Council of the City of Tracy hereby ordains as follows:

SECTION 1: Amendment of the Tracy Municipal Code. Section 2.28.470 of Article 6 of Chapter 2.28 of Title 2 is amended to read as follows:

Chapter 2.28 – TRACY MUNICIPAL AIRPORT AND NEW JERUSALEM AIRPORT

Article 6- Hangars

2.28.470

(a) City-owned hangars at its airports may be leased pursuant to a lease agreement. Leases of hangar space shall be issued using a City form provided. The City Manager or designee may execute leases of hangar space and at his/her discretion may include in the lease a charge, in addition to any applicable rates and charges set by this chapter. Tenants who have entered into a lease with the City shall abide by its terms and this chapter, as it may be amended from time to time. Leases shall be issued on a month-to-month basis and shall be subject to termination as specified in the lease. Tenants shall provide adequate insurance as specified by the City's Risk Management, and shall be subject to all applicable federal, state, and local laws, policies, and regulations.

(b) Land at City airports may be leased pursuant to a ground lease agreement for privately owned hangars using the City form provided. Notwithstanding any provision in subsection (a) of Section 2.20.280 of this Code, the City Manager may execute ground leases at the City's airports for privately owned hangars in accordance with Government Code Section 37389 and FAA regulations. At the City Manager's discretion, he/she may include in the lease a charge, in addition to any applicable rates and charges set by this chapter. Tenants who have entered into a lease with the City shall abide by its terms and this chapter, as it may be amended from time to time. Leases shall be subject to termination as stated in the agreement. Tenants shall provide adequate insurance as specified by the City's Risk Management, and shall be subject to all applicable, federal, state, and local laws, policies, and regulations.

SECTION 2: Title, chapter, and section headings contained herein shall not be deemed to govern, limit, modify, or in any manner affect the scope, meaning or intent of the provisions of any title, chapter, or section hereof.

SECTION 3: Except as herein added or changed, the remaining sections of the Tracy Municipal Code not set forth above, shall remain in full force.

SECTION 4: If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 5: This Ordinance shall take effect thirty (30) days after its final passage and adoption.

SECTION 6: This Ordinance shall either (1) be published once in a newspaper of general circulation, within 15 days after its final adoption, or (2) be published in summary form and posted in the City Clerk’s office at least five days before the Ordinance is adopted and within 15 days after adoption, with the names of the Council Members voting for and against the Ordinance. (Govt. Code § 36933).

The foregoing Ordinance _____ was introduced at a regular meeting of the Tracy City Council on the 20th day of August, 2019, and finally adopted on the 17th day of September, 2019, by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

Mayor

ATTEST:

City Clerk

AGENDA ITEM 3.B

REQUEST

ACCEPT PRESENTATION BY EAST BAY COMMUNITY ENERGY (EBCE) AUTHORITY AND PROVIDE DIRECTION WHETHER TO PARTICIPATE IN EBCE, A COMMUNITY CHOICE AGGREGATION (CCA) ENERGY PROGRAM

EXECUTIVE SUMMARY

Pacific Gas & Electric (PG&E) provides electric energy services to consumers in the City under the existing Franchise Agreement. PG&E is the sole source for the City's electric needs. The City has been exploring options to provide a choice of energy suppliers to its residents and businesses from non-traditional utility sources in accordance with Assembly Bill 117 (AB 117).

East Bay Community Energy Authority (EBCE) provides alternate electric services to consumers under a joint powers authority agreement with Alameda County and the vast majority of all cities in the County. EBCE is interested in exploring potential services to the City of Tracy and has been invited to make a presentation to Council and explain its services. After completion of the presentation and discussion, staff is seeking direction from Council.

DISCUSSION

The City of Tracy has been exploring possibilities of providing an option to its residents and businesses to purchase electricity from other sources rather than tradition utility companies (PG&E). AB 117 authorizes any California city or county to combine electrical needs of its residents and businesses in a community-wide electricity aggregate program known as Community Choice Aggregation (CCA). CCAs operate as a partnership with PG&E wherein the CCA procures and/or generates electricity on behalf of its customers, while PG&E continues to deliver power to homes and businesses, handles customer billing, and maintains the grid.

CCAs also enable local jurisdictions to procure electricity on behalf of customers within its borders. Goals of the program are to promote renewable energy, reduce greenhouse gas emissions, and provide energy at lower rates.

In addition to offering customers an alternative energy choice and competitive electrical rates, CCA programs provide an opportunity for cities to achieve climate action plan goals through significant reductions in greenhouse gas emissions and help facilitate local economic development through jobs creation associated with the development of local power and new energy programs in the region.

There are 19 operational CCAs serving more than 10 million people in California, including Marin Clean Energy, Sonoma Clean Power, CleanPowerSF (San Francisco), Lancaster Choice Energy, Monterey Bay Community Power, and Peninsula Clean Energy (San Mateo).

EBCE governs and operates the CCA program serving Alameda County and a vast majority of its cities under an existing joint powers agreement. EBCE will make a presentation of their program's structure, history and current service options. After conclusion of the presentation, staff request direction from Council as to whether it would like to participate in the EBCE CCA energy program.

If Council provides direction to participate in the energy program, the City must enter into a Joint Powers Agreement with EBCE and adopt a CCA ordinance by November to implement the program and launch in 2021. The above timelines are established by the State of California.

STRATEGIC PLAN

This agenda item does not relate to the Council's Strategic Plans.

FISCAL IMPACT

EBCE's presentation has no fiscal impact. However, all fiscal impacts will be reviewed and presented to Council depending upon the direction received from Council after completion of the presentation.

RECOMMENDATION

Staff recommends City Council accept the presentation from EBCE and provide direction.

Prepared by: Kul Sharma, Utilities Director

Reviewed by: Karen Schnaider, Finance Director
Andrew Malik, Assistant City Manager

Approved by: Jenny Haruyama, City Manager

ATTACHMENTS:

Attachment A: Presentation from EBCE



Community Choice Energy: City of Tracy

Nick Chaset, CEO

East Bay Community Energy (EBCE)

August 20, 2019



WHAT IS EBCE?



East Bay Community Energy (EBCE) is Alameda County's local power supplier. We are committed to providing our customers and communities with cleaner, greener electricity at lower rates. EBCE reinvests earnings back into our communities to create local jobs, clean power projects and innovative energy programs.

HISTORY IN BRIEF



HOW IT WORKS



Source
EBCE

buy and build cleaner
energy



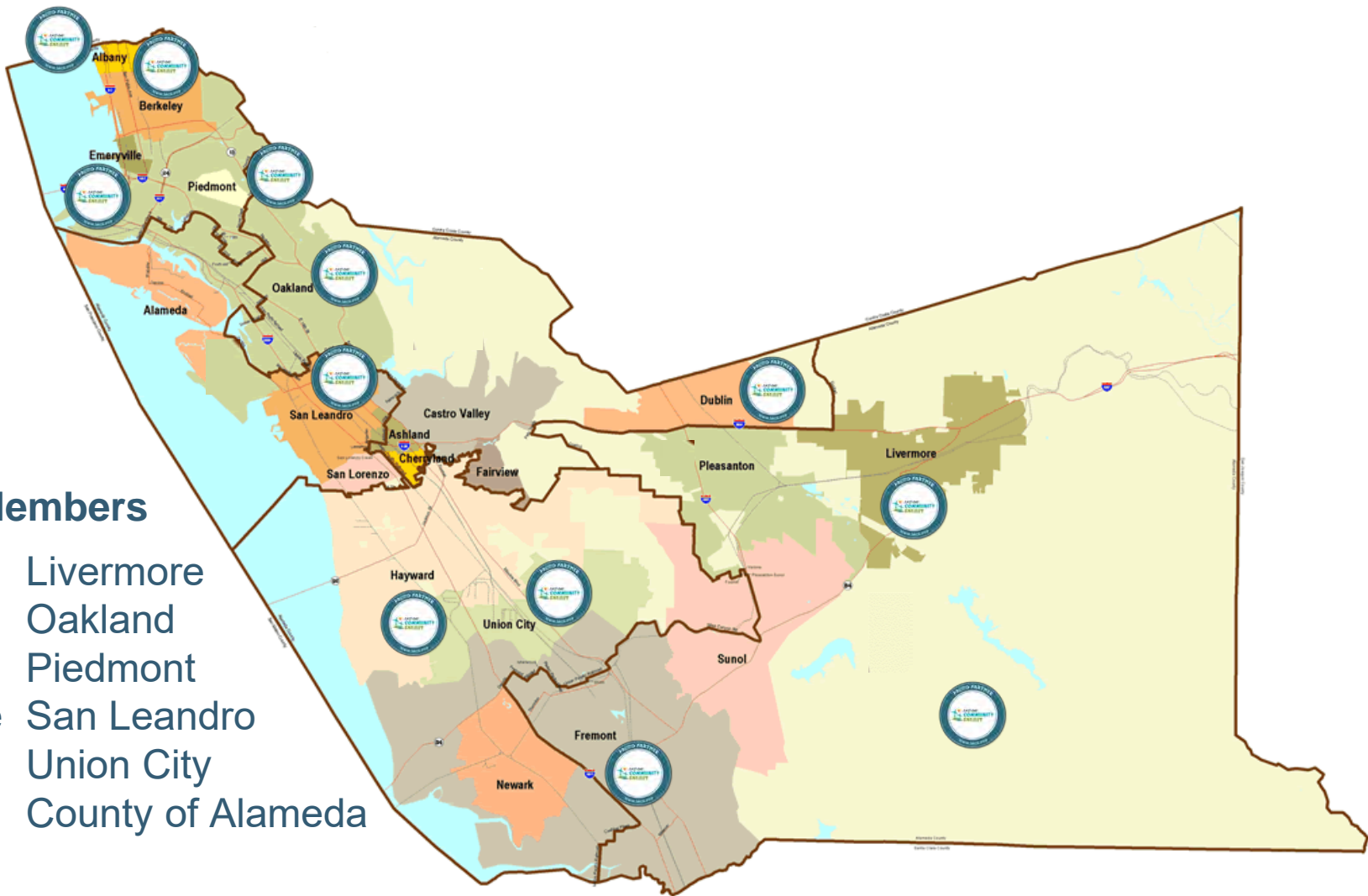
Delivery
PG&E

deliver energy, repair lines,
handle billing



Customer
YOU

benefiting from cleaner energy,
local control



EBCF Members

- | | |
|------------|-------------------|
| Albany | Livermore |
| Berkeley | Oakland |
| Dublin | Piedmont |
| Emeryville | San Leandro |
| Fremont | Union City |
| Hayward | County of Alameda |

EBCE SERVICE OPTIONS



More renewables
than PG&E
lower rates
than PG&E



100%
clean energy
same rate
as current PG&E price



100%
renewable
\$0.01/kWh
more than Brilliant 100

CUSTOMERS HAVE A CHOICE

- Per AB 117, electricity customers are **automatically enrolled**, but can change their service by:
 - Calling 1-833-699-EBCE (3223) to talk to a representative
 - Monday through Friday from 7 AM to 7 PM
 - Call 24/7 and use the automated phone system
 - Go online at ebce.org
- You can choose one of EBCE's services or opt out to purchase power from PG&E

	Bright Choice	Brilliant 100	Renewable 100	PG&E	PG&E SolarChoice
Average Monthly Bill (\$)	89.05	89.68	93.48	89.68	97.06

Based on average monthly usage for a residential customer on an E1 rate

WHAT ARE THE BENEFITS?



LOWER
RATES



LOCAL
INVESTMENT



SUSTAINABILITY



CUSTOMER
CHOICE

EBCE's FINANCIAL STRENGTH

- FY 2019-20 Budget: **\$416.8M**
- Net revenues: **\$68.4M**

Customer cost savings:

- **\$7.05M** (actual to date)
- **\$10.6M** (est. 2018-2019)

EBCE is debt-free as of Aug 2019




NEW RENEWABLE ENERGY PROJECTS

- 1. Oakland Clean Energy Initiative Projects #1-3:**
27.5 MW local storage;
replacing W.Oakland jet-fueled power plant
- 2. Summit Wind Project:**
57.5 MW Altamont wind
(Alameda County)
- 3. Rosamund Project (Kern/Alameda):**
112 MW solar + option
for 43 MW local wind
- 4. Luciana Project (Tulare):** 56 MW solar
- 5. Sonrisa Project (Fresno):** 100 MW
solar + 30 MW storage

Local Development Business Plan

2019-20 Budget.
\$4.8M for projects
within EBCE's
service area

An aerial photograph of a city, likely Alameda County, showing a dense urban landscape with various buildings, streets, and green spaces. In the background, there are mountains and a body of water under a hazy sky. A teal arrow-shaped callout box points from the left towards the center of the image, containing text.

*"This Local Development
Business Plan represents
the beginning of East Bay
Community Energy's journey
to deliver the benefits of clean
energy to Alameda County."*

- Nicolas Chaset, CEO

PROVEN CONCEPT



-  
-  
-  
-  

*Not all towns/cities within a county are served by the local Community Choice Energy agency. Please visit individual agency websites for more detailed service area information.



THANK YOU!



EBCE.org



[/EastBayCommunityEnergy](https://www.facebook.com/EastBayCommunityEnergy)



[@PoweredbyEBCE](https://twitter.com/PoweredbyEBCE)



customer-support@ebce.org



833.699.EBCE (3223)

Additional Slides





ENERGY STATEMENT

www.pge.com/MyEnergy

Account No: [REDACTED]

Statement Date: 08/23/2018

Due Date: 09/13/2018

Service For:



Questions about your bill?

Monday-Friday 7 a.m.-9 p.m.
Saturday 8 a.m.-6 p.m.
Phone: 1-866-743-0335
www.pge.com/MyEnergy

Local Office Address

Your Account Summary

Amount Due on Previous Statement	\$129.66
Payment(s) Received Since Last Statement	-129.66
Previous Unpaid Balance	\$0.00
Current PG&E Electric Delivery Charges	\$94.70
EAST BAY COMMUNITY ENERGY Electric Generation Charges	39.56
Current Gas Charges	40.89

Total Amount Due by 09/13/2018 \$175.15

Details of PG&E Electric Delivery Charges

07/19/2018 - 08/17/2018 (30 billing days)

Service For: [REDACTED]

Service Agreement: [REDACTED]

Rate Schedule: E1 T Residential Service

07/19/2018 - 08/17/2018

Your Tier Usage

1

2

Tier 1 Allowance	210.00	kWh	(30 days x 7.0 kWh/day)	
Tier 1 Usage	210.000000	kWh	@ \$0.21169	\$44.45
Tier 2 Usage	287.000000	kWh	@ \$0.27993	80.34
Generation Credit				-53.58
Power Charge Indifference Adjustment				16.63
Franchise Fee Surcharge				0.27
Oakland Utility Users' Tax (7.500%)				6.59

Total PG&E Electric Delivery Charges \$94.70

2017 Vintaged Power Charge Indifference Adjustment

Details of EAST BAY COMMUNITY ENERGY Electric Generation Charges

07/19/2018 - 08/17/2018 (30 billing days)

Service For: [REDACTED]

Service Agreement: [REDACTED]

07/19/2018 - 08/17/2018

Rate Schedule: E1-Brilliant 100

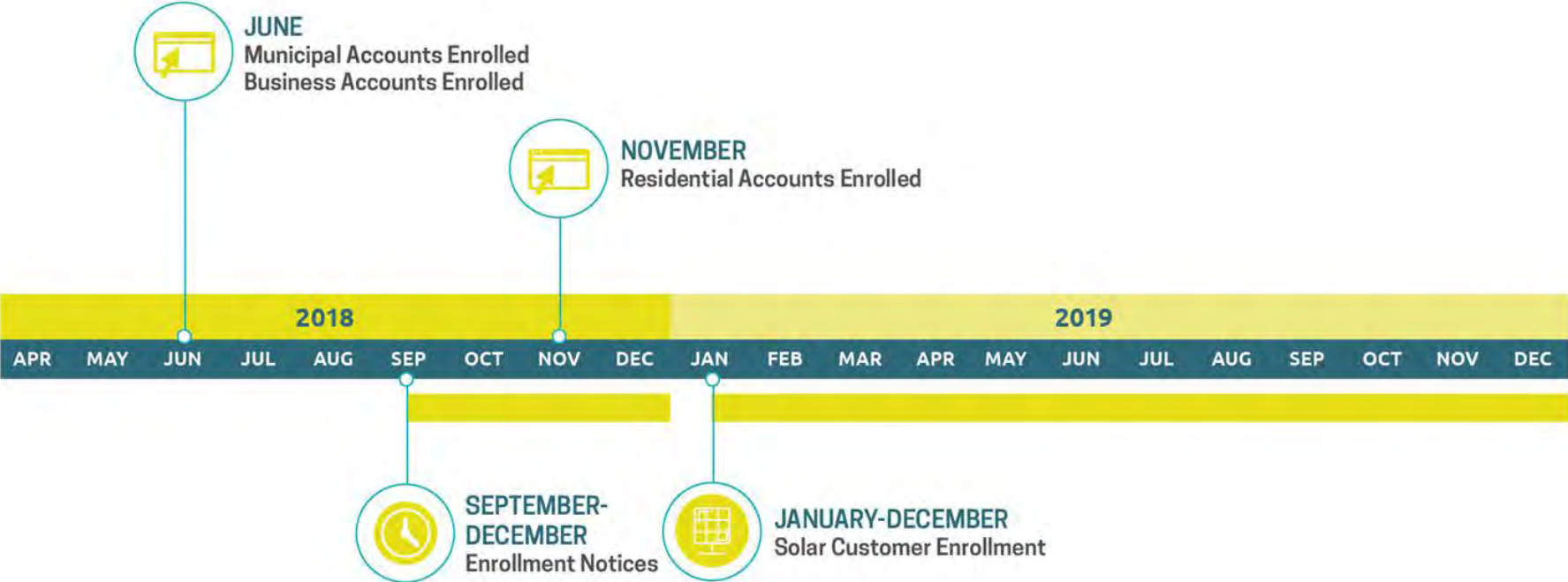
Flat	497.000000	kWh	@ \$0.07379	\$36.67
			Net Charges	36.67

Local Utility Users Tax (7.500%)	2.75
Energy Commission Tax	0.14

East Bay Community Energy is your local electricity provider.
We offer affordable rates and more clean energy.

Total EAST BAY COMMUNITY ENERGY Electric Generation Charges \$39.56

EBCE ENROLLMENT TIMELINE



AGENDA ITEM 3.C

REQUEST

ADOPT THE CITY OF TRACY SHORT RANGE TRANSIT PLAN

EXECUTIVE SUMMARY

At the May 21, 2019 City Council meeting, staff presented the draft Short Range Transit Plan and received several comments from Council and members of the public. Council directed staff to make revisions and bring the updated Plan back for future consideration. Since then, staff has worked with various stakeholders, including the Transportation Advisory Commission and our consultant, to revise the Plan to address concerns heard at the May 21st meeting. The updated plan responds to key issues identified by the City Council, Tracy TRACER customers and others to create a system that will be more attractive to new riders in the years to come. It includes an extensive analysis of the current system as well as input from public outreach efforts through workshops, surveys, and interviews with key stakeholders.

Through a phased implementation process, the TRACER system will begin to utilize the next generation of transit solutions to provide a flexible and robust system to meet the needs of the residents of Tracy.

DISCUSSION

The Short Range Transit Plan (SRTP) is an action plan developed to guide the implementation of transit service improvements over the next 5+ years. A SRTP of the City's transit routes is important to improve the efficiency of service within the City, address future land use development and transportation investments, and enhance connectivity to regional bus services. Overall, the analysis has culminated in recommendations for transit route revisions that would address future population growth and transit demand, transit-dependent needs, connectivity, and anticipated financial revenue and transit investment opportunities.

This plan was originally presented to the City Council on May 21, 2019. At that time, the City Council provided feedback on the plan and asked that revisions be made and brought back at a future meeting. This report serves as an update to the May 21, 2019 staff report and contains the revisions that we made to the plan that was originally presented. These revisions were presented to the Transportation Advisory Commission on July 11, 2019. Additional recommendations were made by the commission and the revised plan was unanimously supported for approval by the City Council.

The following revisions have been made to the SRTP.

- Implementation of a pilot On-Demand service
 - The first year of the plan would implement a pilot on-demand service that would be available during times that the fixed route is not operating on the following days.
 - Sunday – 5:00am – 10:00pm
 - Mon – Fri – 5:00am – 8:00am & 7:00pm – 10:00pm (12:00am on Fridays)
 - Sat – 5:00am – 9:00am & 6:00pm – 12:00am

- This service will serve two purposes: 1) to provide service on days and times that Tracer is not currently running to expand the service coverage, 2) gauge the interest in using an on demand service amongst various ridership populations
- For planning purposes, this plan assumes flat subsidy of up to \$5 per trip, but a discussion on fare policy will be brought back to the Council before the implementation of this service.
- Annual evaluation of proposed service types by City Council before implementation
 - The SRTP shows an implementation schedule of five different service types: Fixed Route Network, On-Demand Service, Microtransit School Transport, ADA On-Demand Service, and Tracer Paratransit.
 - Prior to any of the implementation phases listed, Council will receive a report to evaluate each of the existing service type and provide direction whether or not to move forward with implementation.
 - This provides Council and the public with the opportunity to provide input and offer a “soft landing” for any major changes to our system.
- Implementation of a Mobile App
 - In order to increase connectivity, and in conjunction with the launch of the On-Demand service, a mobile app will be implemented to allow riders easier access to bus information.
 - Staff will work on securing a vendor and implementing the app prior to the launch of the On-Demand service.
- Continued partnership with the Tracy Unified School District (TUSD)
 - City staff met with TUSD staff to discuss options to fill gaps in service for the student population.
 - Continued discussions will take place to identify solutions that meet the needs of both TUSD and the City including service coverage areas, fares, and student safety.

Funding for the TRACER system primarily comes from four main sources including:

- Federal Transit Administration (FTA) Section 5307 Urbanized Area Funds
- Transportation Development Act (TDA) Funds
- Farebox Revenues
- Transit Station Rental Revenue

These sources will continue to be the primary funding sources utilized to fund the ongoing operations and improvements for the transit system. Additional funding sources can also be used to help offset costs of running the system including:

- State Transit Assistance (STA) Program
- State of Good Repair Program
- Proposition 1B (PTMISEA)
- Low Carbon Transit Operation Program (LCTOP)
- Congestion Management and Air Quality (CMAQ) Improvement Program
- FTA Section 5339 Bus and Bus Facilities Program

- Exploration of additional revenues through various means of advertising

Funding varies with these sources and is not always guaranteed, however, when available, they will be pursued to help extend the use of available funding for the transit system.

STRATEGIC PLAN

This agenda item is a routine operational item and does not relate to the Council's Strategic Plans.

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. As the SRTP is implemented, costs will be incorporated into the operational budget for that fiscal year, and capital purchases will be brought forward to Council for approval as each case arises.

RECOMMENDATION

Staff recommends that City Council adopt, by resolution, the Short Range Transit Plan.

Prepared by: Ed Lovell, Management Analyst II

Reviewed by: Brian MacDonald, Parks & Recreation Director
Karin Schnaider, Finance Director
Andrew Malik, Assistant City Manager

Approved by: Jenny Haruyama, City Manager

ATTACHMENTS

Attachment A – Short Range Transit Plan Implementation Summary

Attachment B – Short Range Transit Plan

Implementation Summary

Service	July 2020	July 2021	July 2022	July 2023
Fixed Route Network	Status Quo	<ul style="list-style-type: none"> Discontinue Route D 	<ul style="list-style-type: none"> Discontinue peak-only Route F Truncation of Route C (east of Tracy Blvd at Valpico) 	<ul style="list-style-type: none"> All remaining legacy network routes replaced with simplified 3-line network
Personal Mobility on Demand (PMoD)	Pilot – area-wide Sunday service	<ul style="list-style-type: none"> Continuation of area-wide Sunday service 	<ul style="list-style-type: none"> Southeast area PMoD feeder Area-wide Sunday service Commuter PMoD 	<ul style="list-style-type: none"> Area-wide weekday & Saturday feeder
Microtransit School Transport		<ul style="list-style-type: none"> Pilot: Kimball High School, Kelly Middle School & Williams Middle School 	<ul style="list-style-type: none"> Expands to include Tracy High School & Poet-Christian Magnet School 	<ul style="list-style-type: none"> Expands to include West High School, Millennium Charter High School, Monte Vista Middle School, & North School
Accessible PMoD		<ul style="list-style-type: none"> ADA eligible - additional service option 	<ul style="list-style-type: none"> Further migration of ADA eligible 	<ul style="list-style-type: none"> Further migration of ADA eligible
TRACER Paratransit	Status Quo	<ul style="list-style-type: none"> Up to 20% reduction in LOS 	<ul style="list-style-type: none"> Up to 35% reduction in LOS 	<ul style="list-style-type: none"> Up to 50% reduction in LOS

Total Boardings	184,730	183,330	246,057	367,943
Vehicle Service Hours	31,525	28,300	28,000	32,840
Net Cost Per Boarding	\$15.40	\$14.42	\$10.41	\$11.38





SHORT RANGE TRANSIT PLAN (SRTP) FY 2021-2025

FINAL REPORT

AUGUST 2019



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Appendix A: On-Board and Community Survey Instruments

Appendix B: Public Meeting Presentation Material

Appendix C: Detailed Route Analysis

EXECUTIVE SUMMARY

The Short Range Transit Plan (SRTP) is an action plan developed to guide the implementation of transit service improvements over the next 5+ years. A SRTP of the City's transit routes is important to improve the efficiency of service within the City, address future land use development and transportation investments, and enhance connectivity to regional bus services. Overall, the analysis has culminated in recommendations for transit route revisions that would address future population growth and transit demand, transit-dependent needs, connectivity, and anticipated financial revenue and transit investment opportunities.

The service plan maximizes the performance of existing services while responding to additional community mobility needs. The focus of the recommendations is to concentrate service on strong routes to provide a foundation for increasing ridership and generating more fare revenue, while also preserving in areas with lower ridership potential.

Most importantly, the plan responds to key issues identified by Tracy TRACER customers and others to create a system that will be more attractive to new riders in the years to come. The study process has included a great deal of outreach and facilitation with the public and key regional stakeholders. The service plan reflects input received from a variety of activities, including public workshops, multiple interviews with several agencies, and on-board and community surveys.

The SRTP final report is presented in eleven chapters. Chapters 1 and 2 describe the SRTP context and process; and provide a market analysis based on key community demographic and land use characteristics. Chapter 3 documents the survey research process conducted for the study. Public workshop/outreach presentation material is presented in Appendix B.

Chapter 4 presents a primer on transit performance measurement. Performance metrics for TRACER fixed-route and Paratransit services are presented.

Evaluation of Existing Fixed-Route Transit Services: Chapter 5 provides a comprehensive evaluation of existing TRACER fixed-route transit services including operational performance and opportunities for enhancements.

TRACER ridership and service productivity are near the low end of the range among peer transit systems.¹ Annual ridership, which has reflected a flat to slightly declining trend during the last five years, is estimated at 158,000 customer boardings in FY 2018. As indicated in Exhibit ES.1, system service productivity is 6.5 boardings per revenue service hour. Individual route productivities range from a high of 8.7 boardings per hour (Route F) to a low of 3.9 boardings per hour (Route D). Notably, the productivity of local Route C operating hourly schedules is higher than Routes A and B operating 30-minute weekday schedules.

¹ Among California municipal systems, average service productivity ranges from 12 – 20 boardings per revenue service hour.

Exhibit ES.1: TRACER Ridership and Productivity by Route, FY 2018

Route	FY 2018 Estimated Ridership	FY 2018 Estimated Revenue Hours	Service Productivity (Passengers per Hour)
A - Blue	48,000	6,900	7.0
B - Green	46,500	6,900	6.7
C - Red	31,000	3,825	8.1
D - Purple	19,400	5,025	3.9
E - Pink	6,600	925	7.1
F - Orange	6,500	750	8.7
Total	158,000	24,325	6.5

The comprehensive analysis presented in Chapter 5 raises significant concerns as to the operating effectiveness of TRACER fixed route service in its present form. Ridership and productivity are well below that of its peers. Ridership per capita is declining due to flat transit demand since 2014 against the backdrop of a growing residential population and commercial base. Key issues include:

- The route network is overly complicated with duplicative segments and variable patterns that require customers to make informed selections as to which route to use. For example:
 - Three routes (B, D, E) cover Lowell Avenue and Eaton Avenue between Corral Hollow Road and the Civic Center area.
 - Two routes (A, B) cover the destination-laden commercial district in northwest Tracy; however, they follow different alignments and are scheduled within five minutes of one another at West Valley Mall.
- Use of one-way loop alignments increase bus travel times and make TRACER less attractive to driving alone or using a transportation network company (TNC) or smart taxicab. For example:
 - Route D, which is structured as a 65-70-minute one-way loop, is significantly less productive than the system average (3.9 vs. 6.5 boardings per service hour).
- Mid-route deviations to accommodate a few riders at the inconvenience for frustrated customers with out-of-direction travel.
 - The Tracy Corners deviation on Route A generates 15-20 boardings per weekday north of Cordoza Road on Tracy Boulevard, Kavanaugh Avenue, Buthmann Drive, and Clover Road. This compares to 60 or more customers per day riding Route A buses through the intersection of Grant Line Road and Tracy Boulevard.

- Route D ridership is discouraged mid-route due to circuitous travel required to get to the Transit Station.
- Concentrating transfer connections at the Tracy Transit Station causes excessive travel times and out-of-direction for many residents. For example:
 - Southwest Tracy residents generally west of Corral Hollow Road and south of 11th Street cannot travel directly to West Valley Mall; a 10-minute trip via personal auto, smart taxi or TNC. In contrast, riding TRACER from Mabel Josephine Drive (boarding at 9:28 am) to the mall via Route D transferring to Route A or B at the Transit Station requires nearly 90 minutes, including a 26-minute wait at the Transit Station.
 - Bus travel between Hidden Lake and West Valley Mall takes about 60 minutes via Route C transferring to Route A or B at the Transit Station. Alternatively, travel via personal auto, smart taxi or TNC takes 15-20 minutes.
- Service frequencies are low by today's design metrics. Routes A and B operate every 30 minutes on weekdays only. Routes C and D operate hourly on weekdays, and all routes operate hourly on Saturday. The irregular 65-70-minute frequency of Route D disrupts the pulse transfer at the Tracy Transit Station.
- Commuter routes (D-reverse, E, F) are not productive and are relatively expensive to operate.
 - Six of ten scheduled weekday one-way trips generate minimal ridership (*i.e.*, 6 or fewer boardings).
 - Three of ten trips carry passenger loads requiring a 30-foot or larger heavy-duty transit bus.
 - Most customers are students rather than commuters. For example, the ACE train station generates three boardings and four alightings per day collectively on two routes (D, F).

Systemic restructuring of TRACER fixed route system is suggested considering the concerns raised in this analysis. Conceptual alternatives to be considered going forward include:

1. Retain and restructuring the fixed route network to resolve network design flaws and implement industry best practices for transit service design.
2. Reduce the coverage area of the fixed route network and introduce supplementary services provided by smart taxis, TNCs, and microtransit service providers.
3. Discontinue fixed route operations entirely and implement personal mobility on-demand (PMoD) and flexible microtransit services using a combination of sedans, SUVs, transit vans and small buses to provide mobility.

The Recommended Service Plan is presented in Chapter 6. This chapter presents the five-year plan for TRACER system improvements with a planned transition from a predominantly fixed route service model to a diversified "Mobility as a Service (MaaS)" service design.

The service plan takes a strategic approach to generate local transit ridership growth with new service modes responding to key travel markets observed in earlier demographic and existing services analyses prepared earlier in the short-range planning process. Key transit travel markets include:

- General purpose local travel within Tracy
- Regional commuters
- Middle and high school students
- ADA-eligible persons and others with mobility limitations

At full maturity, the 10% growth strategy represents a modest expansion of the overall transit program measured in terms of the net operating cost of service. The 10% growth strategy option funds most but not all the preferred service plan assuming a first-year net operating cost target of up to \$3.23 million.² LOS characteristics including span, frequency, buses deployed, and total revenue service hours required, are summarized in Exhibit ES.2.

At full maturity, the ridership for all modes is estimated at approximately 361,300 boardings, as shown in Exhibit ES.3.

At full maturity net operating expenses are estimated at approximately \$3.46 million, as shown in Exhibit ES.4. The calculated average subsidy per passenger is \$8.82.

² Calculated on base FY 2017 reported system net operating cost of \$3.14 million plus 2.5% inflation (\$3.23 million).

Exhibit ES.2: LOS (10% Growth) System Service Characteristics

WEEKDAY Route	Service Span		Frequency (minutes)			Buses in Service			Revenue Service Hours	
	Begin	End	Peak	Base	Night	Peak	Base	Night	Day	Annual
Red Line (Tracy Blvd)	6:30 AM	5:30 PM	30	30	--	4	4	--	44.0	11,132
Green Line (Corral Hollow)	6:30 AM	5:30 PM	30	30	--	1.5	1.5	--	16.5	4,175
Yellow Line (Grant Line)	6:30 AM	5:30 PM	30	30	--	1.5	1.5	--	16.5	4,175
PMoD Feeder	6:00 AM	6:00 PM	30-minute response time on demand			Private fleet			na	na
PMoD Direct Mon.-Thurs.	5:00 AM	10:00 PM				Private fleet			na	na
Friday & Saturday	5:00 AM	12:00 AM				Private fleet			na	na
ADA Complementary Paratransit	6:30 AM	5:30 PM				2	2	--	22.0	5,566
ADA PMoD	5:00 AM	10:00 PM	Private fleet			Private fleet			na	na
Commuter Shared-Ride PMoD	3 - 8 AM	4 - 10 PM	Private fleet			Private fleet			na	na
School Microtransit	AM bell	PM bell	Private fleet			Private fleet			25.0	4,500
Subtotal, Weekday						9	9	0	124.0	29,547

SATURDAY Route	Service Span		Frequency (minutes)			Buses in Service			Revenue Service Hours	
	Begin	End	Peak	Base	Night	Peak	Base	Night	Day	Annual
Red Line (Tracy Blvd)	8:00 AM	5:30 PM	30	30	--	4	4	--	38.0	1,976
Green Line (Corral Hollow)	8:00 AM	5:30 PM	30	30	--	1.5	1.5	--	14.3	741
Yellow Line (Grant Line)	8:00 AM	5:30 PM	30	30	--	1.5	1.5	--	14.3	741
PMoD Feeder	7:30 AM	6:00 PM	30-minute response time on demand			Private fleet			na	na
PMoD Direct	5-9:00AM / 6:00PM-12:00AM					Private fleet				
ADA Complementary Paratransit	8:00 AM	5:30 PM				1	1	0	9.5	494
ADA PMoD	5:00 AM	10:00 PM				Private fleet			Private fleet	
Subtotal, Saturday						8	8	0	76.0	3,952

SUNDAY Route	Service Span		Frequency (minutes)			Buses in Service			Revenue Service Hours	
	Begin	End	Peak	Base	Night	Peak	Base	Night	Day	Annual
General Public PMoD - Direct	5:00 AM	10:00 PM	30-minute response time on demand			Private fleet			na	na
ADA PMoD	5:00 AM	10:00 PM				Private fleet			Private fleet	
Subtotal, Sunday						0	0	0		

Total Annual Service Hours	33,499
Red Line (Tracy Blvd)	13,108
Green Line (Corral Hollow)	4,916
Yellow Line (Grant Line)	4,916
ADA Complementary Paratransit	6,060
School Microtransit	4,500

Exhibit ES.3: Annual Ridership Targets (10% Growth)

Service Mode	Annual Passenger Boardings	Criteria	Assumptions
Red Line (Tracy Blvd)	117,972	Boardings per service hour	Average 9 per hour
Green Line (Corral Hollow)	29,493	Boardings per service hour	Average 6 per hour
Yellow Line (Grant Line)	34,409	Boardings per service hour	Average 7 per hour
PMoD Feeder	58,400	1-way trips (max. budget)	Weekday: 200; Saturday: 150; Sunday: 0
PMoD Direct	25,280	1-way trips (max. budget)	Weekday : 60; Saturday: 50; Sunday: 125
ADA Complementary Paratransit	12,120	Boardings per service hour	Average 2.0 per hour
ADA PMOD Option	11,915	1-way trips (max. budget)	Weekday: 35; Saturday: 30; Sunday: 25
Commuter Shared-Ride PMOD	17,710	1-way trips (max. budget)	Weekday: 70
School Microtransit	54,000	Boardings per service hour	Average 12 per hour
Total	361,299		

Exhibit ES.4: Annual Operating Expenses and Revenue (10% Growth)

Service Mode	Service Hours	Cost per Hour ¹	Annual Boardings	Boardings per Hour	Total Operating Cost	Fare Revenue ²	Net Operating Cost	Subsidy per Passenger
Red Line (Tracy Blvd)	13,108	\$92.69	117,972	9.00	\$1,215,000	\$71,963	\$1,143,037	\$9.69
Green Line (Corral Hollow)	4,916	\$92.69	29,493	6.00	\$455,625	\$17,991	\$437,634	\$14.84
Yellow Line (Grant Line)	4,916	\$92.69	34,409	7.00	\$455,625	\$20,989	\$434,636	\$12.63
PMoD Feeder	--	--	58,400	--	\$292,000	\$0	\$292,000	\$5.00
PMoD Direct	--	--	25,280	NA	\$126,400	\$0	\$126,400	\$5.00
ADA Complementary Paratransit	6,060	\$92.69	12,120	2.00	\$561,710	\$16,241	\$545,470	\$45.01
ADA PMoD	--	--	11,915	--	\$119,150	\$0	\$119,150	\$10.00
Commuter Shared-Ride PMOD	--	--	17,710	--	\$88,550	\$0	\$88,550	\$5.00
School Microtransit	4,500	\$73.18	54,000	12.00	\$329,299	\$54,000	\$275,299	\$5.10
Total			361,299		\$3,643,360		\$3,462,176	\$9.58

10% Growth Target: \$3,545,000

NOTES:

- 1 - Contract FR/ADA CP service cost = 95% of SJCOG FY 2019 target (\$97.57); contract Microtransit cost = 75% of target.
- 2 - Assumes \$0.61 per FR boarding; \$1.34 per complementary paratransit boarding (FY 2017 actual); \$1 per School microtransit boarding.

Chapter 7 presents an Implementation Plan. Given the extent of the recommended changes to TRACER system design and customer interface, a three-phase transition is suggested to implement the preferred service plan over a four-year period beginning in July 2021 and completing in July 2025.

In order to mitigate any concerns of the community, advancing from the initial PMoD pilot to each and every subsequent phase, services will be evaluated annually prior to advancing deployment of the next phase. The annual evaluation will include but not be restricted to the review of operating and financial performance and soliciting input from the community. Community input, in addition to the community-at-large, will include specific market segments including older adults and people with disabilities, students and commuters.

The annual evaluation will include approval by City Council prior to advancing the implementation of a subsequent phase of the transition plan.

PMoD Pilot: As a precursor to the transition plan is the deployment of a PMoD pilot in FY 2021 (July 2020). The pilot will provide PMoD service:

- Area-wide Sunday service (5:00am – 10:00pm);
- Earlier morning and later evening service, area-wide Saturday service (5:00am-9:00am and 6:00pm-12:00am); and
- Earlier morning and later evening service, area-wide, Monday through Friday - 5:00am – 8:00am and 7:00pm – 10:00pm (to 12:00am Fridays).

A PMoD pilot provides for the introduction of the subsidized PMoD service concept to TRACER customers and the public; and offers a predictable, growing market for TNC/Smart Taxi service providers to respond to by ramping up service supply and demonstrating mobile app reservations and payment technologies. FY 2021 ridership is estimated at 13,300 boardings, assuming an average 100 boardings and 58 service days per year (52 Sundays and six national holidays) plus Monday through Friday earlier morning and later evening ridership assuming an average of 30 boardings and 250 service days. For the one-year pilot period, estimated annual cost is \$66,500, assuming a subsidy averaging \$5.00 per one-way trip.

Key requisite requirements for the design and deployment of a one-year PMoD pilot include: the preparation of a procurement instrument for a service provider and the development of an evaluation framework (to evaluate the effectiveness of the pilot). The evaluation framework should include typical performance metrics (cost/trip, etc.), less tangible measures (access to work, education, medical, etc.) and ancillary measures to determine 'success'.

TRACER Transition Plan: The system restructure transition plan is outlined by service mode as follows.

- **Fixed Route Network** – The current network is replaced with a simplified three-line network in three steps; initially discontinuing the Route D in FY 2022 (July 2021) and replacing it with and school-based microtransit services and all-day PMoD service in the West/South-West sector; followed by discontinuation of the Route F and truncation of Route C east of Tracy Boulevard in FY 2023 (July 2022), and replacing them with new

PMoD and additional school-based microtransit services; and concluding in FY 2024 (July 2023) with discontinuation of the remaining routes and installation of the preferred network. The preferred service plan marginally reduces fixed route service span to 6:30 am – 5:30 pm on weekdays and 8:00 am – 5:30 pm to reverse the decline in service productivity in recent years.

- **Subsidized PMoD Connection and Limited Direct Service** – As referenced previously with the deployment of a PMoD pilot, the preferred service plan expands transit system operating span to seven days and 17 hours per day (5:00 am - 10:00 pm). New subsidized PMoD services play an important role in achieving this objective with TNC/Smart Taxi fare subsidies introduced beginning with the pilot in FY 2021 (July 2020) with Sunday/holiday area-wide direct service in lieu of fixed route service. PMoD services will be expanded in FY 2022 (July 2021) by weekday and Saturday PMoD transit connection and limited direct service in southeast Tracy; and in FY 2023 (July 2022) by area-wide PMoD connection and limited direct service. Limited direct PMoD trips will be subsidized only when the fixed route network is not operating; i.e., between 5:00 am - 6:30 am and between 5:30 pm – 10:00 pm [to 12:00 am Friday and Saturday]). It is suggested that PMoD fares be the same as transit fares and that there would be no cost for transfers to and from fixed route services.
- **Microtransit** – Area-wide school-focused microtransit service is introduced in three increments; initially in FY 2022 (August 2021) with up to four routes focused on Kimball High School, Kelly Middle School, and Williams Middle School; followed in FY 2023 (August 2022) by up to four additional routes focused on Tracy High School, Poet-Christian Magnet School, and Williams Middle School; and in FY 2024 (August 2023) by up to four more vehicles focused on West High School, Monte Vista Middle School, North School, and Millennium Charter School.
- **ADA Pre-Scheduled and PMoD Services** - Subsidized accessible PMoD is introduced in FY 2022 (July 2021) to offer ADA-eligible TRACER customers the choice of more spontaneous travel than currently is possible on TRACER pre-scheduled complementary paratransit service. The operating plan is based on customer migration targets (*i.e.*, from pre-scheduled to PMoD) of 20% by the end of FY 2022 (June 2022); 35% by FY 2023; and 50% by the end of in FY 2024 and FY 2025. Similarly, pre-scheduled complementary paratransit will accommodate about 50% of total after FY 2024.

The implementation phases including year-by-year performance expectations and implementation issues are discussed in Chapter 7.

Exhibit ES.5 presents a summary of the key service enhancements as presented in the implementation phases (for FY 2021 through FY 2024).

Exhibit ES.6 (Five-Year Operating Financial Plan) provides a summary table showing estimated ridership, operating cost and service productivity by service mode and fiscal year.

Exhibit ES.5: Summary of Key Service Enhancements (FY 2021 - FY 2024).

Service	July 2020	July 2021	July 2022	July 2023
Fixed Route Network	Status Quo	<ul style="list-style-type: none"> Discontinue Route D 	<ul style="list-style-type: none"> Discontinue peak-only Route F Truncation of Route C (east of Tracy Blvd at Valpico) 	<ul style="list-style-type: none"> All remaining legacy network routes replaced with simplified 3-line network
Personal Mobility on Demand (PMoD) (Direct & Connect)	Pilot (PMoD Direct): <ul style="list-style-type: none"> Area-wide Sunday service (5:00am – 10:00pm) Area-wide Mon. - Sat.: 5am – 8am (9am – Sat.) 6pm – 10pm (12am – Fri. & Sat.) 	<ul style="list-style-type: none"> Continuation of area-wide (Direct) Sunday & Mon.-Fri. morning/evening service PMoD West/Southwest sector – <i>Transit Connect</i> 6:00am-6:00pm 	<ul style="list-style-type: none"> Southeast area PMoD – <i>Transit Connect</i> - 6:00am-6:00pm Area-wide Sunday and Mon.-Fri. morning/evening Direct service Commuter PMoD Direct (Mon. – Fri.: 3:00am-8:00am & 4:00pm-10:00pm) 	<ul style="list-style-type: none"> Area-wide (Direct and Connect) weekday & Saturday service
Microtransit School Transport		<ul style="list-style-type: none"> Pilot: Kimball High School, Kelly Middle School & Williams Middle School 	<ul style="list-style-type: none"> Expands to include Tracy High School & Poet-Christian Magnet School 	<ul style="list-style-type: none"> Expands to include West High School, Millennium Charter High School, Monte Vista Middle School, & North School
Accessible PMoD		<ul style="list-style-type: none"> ADA eligible - additional service option 	<ul style="list-style-type: none"> Further migration of ADA eligible 	<ul style="list-style-type: none"> Further migration of ADA eligible
TRACER Paratransit	Status Quo	<ul style="list-style-type: none"> Up to 20% reduction in LOS 	<ul style="list-style-type: none"> Up to 35% reduction in LOS 	<ul style="list-style-type: none"> Up to 50% reduction in LOS
Evaluation & City Council approval				
Total Boardings	189,330	195,430	258,617	373,153
Vehicle Service Hours	31,525	28,300	28,000	32,840
Net Cost Per Boarding	\$15.15	\$13.34	\$10.41	\$11.38

Exhibit ES.6: Five-Year Operating Financial Plan Summary, FY 2021-2026

Service Plan Components	Total Customer Boardings	Vehicle Service Hours	Total Operating Cost	Farebox Revenue	Net Operating Cost	Net Cost per Boarding	Boardings per Service Hour	Assumptions
PMoD Pilot: July 1, 2020 - June 30, 2021								
Legacy Fixed Route Network (all routes)	158,000	24,325	\$2,254,684	\$96,380	\$2,158,304	\$13.66	6.5	FY 18 ridership, \$0.61 average fare
Pilot: City-wide Sunday (5AM-10PM) PMoD Direct & Mon-Fri. (5AM-8AM & 7PM-10PM)	13,300	NA	\$66,500	\$0	\$66,500	\$5.00	NA	Sun.: 100 boardings/day x 58 days/year. Mon-Fri.: 30 boardings/day x 250 days/year
Complementary Paratransit (100%)	18,030	7,200	\$667,368	\$24,160	\$643,208	\$35.67	2.0	\$1.34 average fare
Total	189,330	31,525	\$2,988,552	\$120,540	\$2,868,012	\$15.15	5.6	Net cost per boarding & boardings per hour exclude PMoD subsidies
Phase 1: July 1, 2021 - June 30, 2022 (Plan Year 1)								
Legacy Fixed Route Network (all routes)	158,000	24,325	\$2,254,684	\$96,380	\$2,158,304	\$13.66	6.5	FY 18 ridership, \$0.61 average fare
Discontinue Route D	-19,400	-5,025	-\$465,767	-\$11,834	-\$453,933	\$23.40	-3.9	FY 18 ridership, \$0.61 average fare
PMoD service in the West/South-West sector	7,500	NA	\$37,500	\$0	\$37,500	\$5.00	NA	Mon-Fri. 30 boardings/day x 250 days/year
City-wide Sunday (5AM-10PM) PMoD Direct & Mon-Fri. (5AM-8AM & 7PM-10PM)	13,300	NA	\$66,500	\$0	\$66,500	\$5.00	NA	Sun.: 100 boardings/day x 58 days/year. Mon-Fri.: 30 boardings/day x 250 days/year
Microtransit pilot – Kimball HS, Kelly MS, Williams MS	18,000	1,800	\$131,724	\$18,000	\$113,724	\$6.32	10.0	100 boardings per day, 180 days per year, \$1.00 average fare
Accessible PMoD pilot (20%)	3,630	NA	\$36,300	\$0	\$36,300	\$10.00	NA	10 boardings per day, 363 days per year
Complementary Paratransit (80%)	14,400	7,200	\$667,368	\$19,296	\$648,072	\$45.01	2.0	\$1.34 average fare
Total	195,430	28,300	\$2,728,309	\$121,842	\$2,606,467	\$13.34	6.0	Net cost per boarding & boardings per hour exclude PMoD subsidies
Phase 2: July 1, 2022 - June 30, 2023 (Plan Year 2)								
Legacy Fixed Route Network (excludes Route D)	141,372	19,300	\$1,833,640	\$86,237	\$1,747,403	\$12.36	7.3	Ridership +2%, \$0.61 average fare
Discontinue Route F, truncate Route C	-6,500	-750	-\$617,547	-\$3,965	-\$613,582	\$94.40	-8.7	FY 18 ridership, \$0.61 average fare
PMoD service in the West/South-West sector	7,500	NA	\$37,500	\$0	\$37,500	\$5.00	NA	Mon-Fri. 30 boardings/day x 250 days/year
Southeast Weekday/Saturday PMoD Connection/Direct	29,200	NA	\$149,650	\$0	\$149,650	\$5.13	NA	100 boardings per weekday, 75 per Saturday
City-wide Sunday (5AM-10PM) PMoD Direct & Mon-Fri. (5AM-8AM & 7PM-10PM)	14,630	NA	\$74,979	\$0	\$74,979	\$5.13	NA	(+10%) Sun.: 110 boardings/day x 58 days/year. Mon-Fri.: 33 boardings/day x 250 days/year
Commuter PMoD	17,710	NA	\$89,764	\$0	\$89,764	\$5.13	NA	70 boardings per day, 253 weekdays
Microtransit expansion – Tracy HS & Post-Christian Magnet	36,000	3,600	\$270,034	\$36,000	\$234,034	\$6.50	10.0	200 boardings per day, 180 days per year, \$1.00 average fare
Accessible PMoD pilot (25%)	6,420	NA	\$64,200	\$0	\$64,200	\$10.25	NA	20 boardings per weekday, 15 per Saturday, 10 per Sunday
Complementary Paratransit (65%)	12,285	5,850	\$555,792	\$16,462	\$539,331	\$43.90	2.1	Productivity +5%, \$1.34 average fare
Total	258,617	28,000	\$2,460,617	\$134,734	\$2,325,883	\$10.41	6.5	Net cost per boarding & boardings per hour exclude PMoD subsidies
Phase 3: July 1, 2023 - June 30, 2024 (Plan Year 3)								
Red Line (Tracy Blvd)	117,972	13,108	\$1,276,489	\$71,963	\$1,204,526	\$10.21	9.0	9 boardings per hour, \$0.61 average fare
Green Line (Corral Hollow)	34,412	4,916	\$478,447	\$20,991	\$457,456	\$13.29	7.0	7 boardings per hour, \$0.61 average fare
Yellow Line (Grant Line)	39,328	4,916	\$478,447	\$23,990	\$454,457	\$11.56	8.0	8 boardings per hour, \$0.61 average fare
Discontinue Route A, Route B, Route C, Route E	0	0	\$0	\$0	\$0	\$0	-	- Replaced by Red, Green & Yellow Lines
City-wide Weekday/Saturday PMoD Connection/Direct	73,650	NA	\$368,893	\$0	\$368,893	\$5.25	NA	250 boardings per weekday, 200 per Saturday
City-wide Sunday (5AM-10PM) PMoD Direct & Mon-Fri. (5AM-8AM & 7PM-10PM)	15,360	NA	\$80,688	\$0	\$80,688	\$5.25	NA	(+5%) Sun.: 110 boardings/day x 58 days/year. Mon-Fri.: 33 boardings/day x 250 days/year
Commuter PMoD	19,481	NA	\$102,336	\$0	\$102,336	\$5.25	NA	77 boardings per day (+10%), 253 weekdays
City-wide Microtransit	54,000	5,400	\$414,931	\$54,000	\$360,931	\$6.68	10.0	300 boardings per day, 180 days per year, \$1.00 average fare
Accessible PMoD (50%)	9,500	NA	\$95,000	\$0	\$95,000	\$10.51	NA	30 boardings per weekday, 20 per Saturday, 15 per Sunday
Complementary Paratransit (50%)	9,450	4,500	\$437,960	\$12,663	\$425,297	\$45.01	2.1	\$1.34 average fare
Total	373,153	32,840	\$3,756,000	\$183,607	\$3,572,393	\$11.38	7.8	Net cost per boarding & boardings per hour exclude PMoD subsidies
Phase 3, Year 2: July 1, 2024 - June 30, 2025 (Plan Year 4)								
Red Line (Tracy Blvd)	121,511	13,108	\$1,308,401	\$74,122	\$1,234,279	\$10.16	9.3	Ridership +3%, \$0.61 average fare
Green Line (Corral Hollow)	35,444	4,916	\$478,399	\$21,621	\$456,778	\$12.89	7.2	Ridership +3%, \$0.61 average fare
Yellow Line (Grant Line)	40,508	4,916	\$478,399	\$24,710	\$453,689	\$11.20	8.2	Ridership +3%, \$0.61 average fare
City-wide Weekday/Saturday PMoD Connection/Direct	81,015	NA	\$436,221	\$0	\$436,221	\$5.38	NA	275 boardings per weekday, 220 per Saturday (+10%)
City-wide Sunday (5AM-10PM) PMoD Direct & Mon-Fri. (5AM-8AM & 7PM-10PM)	16,130	NA	\$86,851	\$0	\$86,851	\$5.38	NA	(+5%) Sun.: 110 boardings/day x 58 days/year. Mon-Fri.: 33 boardings/day x 250 days/year
Commuter PMoD	20,240	NA	\$108,981	\$0	\$108,981	\$5.38	NA	80 boardings per day (+5%), 253 weekdays
City-wide Microtransit	55,620	5,400	\$414,931	\$55,620	\$359,311	\$6.46	10.3	310 boardings per day (+3%), 180 days per year, \$1.00 average fare
Accessible PMoD (50%)	10,226	NA	\$102,260	\$0	\$102,260	\$10.77	NA	32 boardings per weekday, 22 per Saturday, 17 per Sunday
Complementary Paratransit (50%)	9,900	4,500	\$437,960	\$13,266	\$424,694	\$42.90	2.2	Productivity +5%, \$1.34 average fare
Total	390,594	32,839	\$3,860,266	\$189,339	\$3,670,927	\$11.14	8.0	Net cost per boarding & boardings per hour exclude PMoD subsidies
Phase 3, Year 3: July 1, 2025 - June 30, 2026 (Plan Year 5)								
Red Line (Tracy Blvd)	125,156	13,108	\$1,341,111	\$76,345	\$1,264,766	\$10.11	9.5	Ridership +3%, \$0.61 average fare
Green Line (Corral Hollow)	36,508	4,916	\$502,917	\$22,270	\$480,647	\$13.17	7.4	Ridership +3%, \$0.61 average fare
Yellow Line (Grant Line)	41,723	4,916	\$502,917	\$25,451	\$477,466	\$11.44	8.5	Ridership +3%, \$0.61 average fare
City-wide Weekday/Saturday PMoD Connection/Direct	85,330	NA	\$470,942	\$0	\$470,942	\$5.52	NA	290 boardings per weekday, 230 per Saturday (+5%)
City-wide Sunday (5AM-10PM) PMoD Direct & Mon-Fri. (5AM-8AM & 7PM-10PM)	16,940	NA	\$93,493	\$0	\$93,493	\$5.52	NA	(+5%) Sun.: 110 boardings/day x 58 days/year. Mon-Fri.: 33 boardings/day x 250 days/year
Commuter PMoD	21,505	NA	\$118,687	\$0	\$118,687	\$5.52	NA	85 boardings per day (+5%), 253 weekdays
City-wide Microtransit	57,289	5,400	\$414,931	\$57,289	\$357,642	\$6.24	10.6	320 boardings per day (+3%), 180 days per year, \$1.00 average fare
Accessible PMoD (50%)	11,315	NA	\$113,150	\$0	\$113,150	\$11.04	NA	35 boardings per weekday, 25 per Saturday, 20 per Sunday
Complementary Paratransit (50%)	9,900	4,500	\$437,960	\$13,266	\$424,694	\$42.90	2.2	\$1.34 average fare
Total	405,666	32,839	\$4,007,854	\$194,621	\$3,813,233	\$11.11	8.2	Net cost per boarding & boardings per hour exclude PMoD subsidies

	Inflation rate 1.025	
	Op Cost	Micro Op Cost
Year 1	\$92.69	\$73.16
Year 2	\$95.01	\$75.01
Year 3	\$97.38	\$76.88
Year 4	\$99.82	\$78.81
Year 5	\$102.31	\$80.78

The recommended five-year capital improvement plan supports implementation of the preferred service and five-year operating plan. Exhibit ES.7 provides a summary table showing year-by-year planned expenditures of nearly \$2.68 million in four areas of investment:

- Revenue Vehicles
- Priority *Connection* Bus Stop Improvements
- Transit Corridor Operational Improvements
- Facilities, Equipment and Technologies

Exhibit ES.7: Five-Year Capital Improvement Plan, FY 2020-2024

Expense	Units	2020	2021	2022	2023	2024	Total
Revenue Vehicles							
Minivan (MV)	3	\$150,000					\$150,000
Small light duty Cutaway (CU)	5	\$625,000					\$625,000
Medium heavy duty Bus (BU)	0						\$0
Subtotal	8	\$775,000	\$0	\$0	\$0	\$0	\$775,000
Priority Feeder Stop Improvements							
Design Study	1		\$150,000				\$150,000
Site Improvements	9			\$300,000			\$300,000
Lighting and Security	9			\$100,000			\$100,000
Shelters	9			\$200,000			\$200,000
Subtotal		\$0	\$150,000	\$600,000	\$0	\$0	\$750,000
Transit Corridor Operational Improvements							
Needs / Design Study	1				\$250,000		\$250,000
Implementation - first phase	TBD					\$500,000	\$500,000
Subtotal		\$0	\$0	\$0	\$250,000	\$500,000	\$750,000
Facilities, Equipment & Technologies							
Maintenance Facility Feasibility Study	1		\$150,000				\$150,000
Real-time Schedule Information	1		\$200,000				\$200,000
Custom Mobile App	1		\$50,000				\$50,000
Subtotal		\$0	\$400,000	\$0	\$0	\$0	\$400,000
Total		\$775,000	\$550,000	\$600,000	\$250,000	\$500,000	\$2,675,000

Chapter 9 provides a ‘next steps’ action plan for City staff to advance the five-year operating and capital plan. The diversification of service providers with multiple service agreements anticipated for fixed route, complementary paratransit, PMoD and microtransit services represents a significant change from the present single-contractor relationship between the City and Ride Right LLC. Use of two contract approaches are proposed.

- *Dedicated Service Contracts*– The City may consider awarding one, two or three separate contracts for fixed route, complementary paratransit, and microtransit services, depending

on what is deemed most advantageous to the City. Vendor compensation is based on a defined number of vehicle service hours, prescribed rate per vehicle service hour, and assumes exclusive use of service capacity for the City's purposes.

- Subsidy Contracts – Participation agreements between the City and multiple providers of on-demand services such as TNCs and Smart Taxis. Participating service providers agree to accept and redeem subsidies within a program framework established by the City.

Fixed Route Service Transition

1. Refine service plan precision to include operating schedules and accurate estimates of annual vehicle hours and miles required to operate the service
2. Undertake procurement FY 2020 to rebid current service agreement for Fall 2021 startup. Assumes a three-year base contract with two one-year options. Service change phasing should be defined in the scope of work.
3. Identify bus stop changes required to support the phased implementation plan. With Route D service to be discontinued in July 2021, existing bus stops on Sycamore Parkway, Whispering Wind Drive, and in subdivisions west of Corral Hollow Road must be removed to avoid customer confusion.
4. Assess fare policy options consistent with the new service design.

Microtransit Service Development

1. Engage the Tracy School District to present the concept of the pilot service and suggest further separation of morning arrival times and afternoon dismissal times at Kimball High School, Kelly Middle School and Williams Middle School to maximize service capacity and cost efficiency.
2. Develop detailed service plan / contractor scope of work to be used in formal competitive procurement of service provider.
3. Issue a simplified Request for Statements of Interest (SOI) to survey the market of potential service providers.
4. Meet with potential service providers, including but not limited to Ford Mobility, Liftango, Lyft, Transloc, Uber, and Via. Potential local providers include Ride Right and Tracy Yellow Cab.
5. Undertake procurement early in 2021 to implement first phase service focused on Kimball High School, Kelly Middle School and Williams Middle School.
6. Develop marketing/outreach to students, parents and school employees.

Subsidized PMoD Services

1. Issue a simplified Request for Statements of Interest (SOI) to survey the market of potential service providers.

2. Meet with potential service providers and to discuss planned multi-year phasing of subsidized PMoD services for input into program design.
3. Develop terms of participation by vendors and customers.
4. Initiate vendor certification of multiple providers to roll out:
 - a. PMoD Pilot in July 2020
 - b. Commuter and Southeast Area PMoD subsidies in July 2022
 - c. Area-wide PMoD service in July 2023

1.0 INTRODUCTION

1.1 Context

Federal transportation statutes require that the San Joaquin Council of Governments (SJCOG), in partnership with state and local agencies, develop and periodically update a long-range Regional Transportation Plan (RTP), and a Transportation Improvement Program (TIP) which implements the RTP by programming federal funds to transportation projects contained in the RTP. In order to effectively execute these planning and programming responsibilities, SJCOG requires that each transit operator in its region which receives federal funding through the TIP, prepare, adopt, and submit to SJCOG a Short Range Transit Plan (SRTP).

The Short Range Transit Plan (SRTP) is an action plan developed to guide the implementation of transit service improvements over the next 5+ years. A SRTP of the City's transit routes is important to improve the efficiency of service within the City and address future land use development and transportation investments. Overall, the analysis has culminated in recommendations for transit route revisions that would address future population growth and transit demand, transit-dependent needs, connectivity, and anticipated financial revenue and transit investment opportunities.

Key elements of the SRTP study approach included:

- Problem identification – an evaluation of the performance of existing Tracy TRACER transit services;
- Identification of the City's unmet mobility needs;
- Identification of key local and regional origins and destinations;
- Identification of the critical markets in the study area;
- Address the type and level of transit service justified for the study area as well as future service requirements; and
- Consideration of all community input and addressed as appropriate.

The SRTP study process has included a great deal of outreach and facilitation with the public and key stakeholders. The alternative service scenarios described herein, reflect input received from a variety of activities, including public workshops, stakeholder consultation, an on-board survey and a community survey.

SRTP outcomes provide the foundation (recommended service restructuring) for an Action Plan (Plan) to guide the implementation of transit service improvements over the next 5+ year period. The Plan will enhance the efficiency and effectiveness of Tracy's TRACER transit's existing transit services while responding to the changing demands for transit throughout the service area. As the population grows and demographics shift, it is important to reshape transit service to respond to new and changing transit demands. It is also important for transit service improvements to be implemented in a fiscally responsible (and financially sustainable) manner. The Plan maximizes the performance of existing services while responding to additional community mobility needs.

The focus of the recommendations is to enhance service on strong routes to increase system ridership and generate more fare revenue, in addition to maintaining appropriate transit service in lower potential ridership areas. More importantly, the recommendations respond to key issues identified by passengers and the community to create a system that is more attractive to riders.

1.2 Background



Project timeliness is clear as the previous SRTP was completed in 2009, pre-dating the plans of the six other transit systems operating in San Joaquin County. The past decade has ushered in dramatic innovations in local transit service design and service delivery methods. Following decades of disinvestment in public transportation, renewed interest is resonating across America with public and private sector participation in creating new and better options for transit travel and personal mobility. This SRTP is a pivot point toward the future for Tracy's local transit system.



The 2009 SRTP was conceived against the backdrop of the 2008 nationwide economic downturn that seriously impacted City finances along with a large majority of California transit providers. Sensibly, the plan recommended stability at a time when cuts to a variety of municipal programs were being considered and the budget outlook appeared bleak.



Service design focused on the fixed route system, which was created in 2001 and improved incrementally over the years, subject to affordability. Complementary paratransit and subsidized taxi services sufficient to meet demand and comply with the Americans with Disabilities Act (ADA) were included as well. The SRTP financial plan optimized the use of

available federal and state transit funds to avoid adding to the City's general government budget woes.

More recently, the Regional Transit Systems Plan developed by the San Joaquin Council of Governments (SJCOG) in 2016 reaffirmed the 2009 transit development scenario:

“Over the next 10 years, Tracy intends to continue its bus replacement program, add wi-fi on buses, improve bus stop facilities, continue its base operations, and finish a short-range transit plan.” (Executive Summary)

With the City still growing rapidly and its economy rebounding, new thinking about local transit seems warranted in context of current and forward thinking-looking service innovations that are rapidly taking root across the U.S. transit industry.

Changing Demographics – Relative to San Joaquin County, Tracy residents tend to be younger, more affluent, and more likely to have personal vehicles for local and regional trips. These

The SRTP is an opportunity for a fresh look at TRACER in context of delivery innovations made possible by advancing communications and vehicle location technologies.

demographics characteristically do not support high transit ridership, which has been the experience in Tracy in the past. This condition is expected to change as the City matures, however. In any event, it would be a mistake to continue to think of TRACER as a static municipal program designed mainly to serve people without cars. The population of Tracy nearly quadrupled since 1985 -- from 25,000 then to nearly 100,000 today. Future projections indicate continued growth to 130,000 residents by 2040.

The City is changing in other ways as well. Younger people think differently about personal

Consumer preferences and expectations for personal mobility are changing.

Transit customers want:

- ***Schedule information in real time.***
- ***Direct point-to-point travel.***
- ***Convenient “first mile-last mile” options integrated into transit trips.***
- ***Ability to hail a ride and make same-day reservations.***

mobility than did their parents and grandparents. Beyond education and marketing, the transit system must adapt to deliver services that better suit the needs and expectations of Tracy residents. A brief perspective on TRACER’s current system design is illustrative. The route network emphasizes spatial coverage over schedule frequency, reflecting the classic “walk time vs. wait time” trade-off that confronts transit customers and planners alike. TRACER

route alignments are circuitous at times, with one-way segments and time-consuming deviations into residential neighborhoods. Schedule frequencies are low by today’s metrics, with two local routes (A, B) running every 30 minutes, and two others (C, D) running hourly. For many customers, this service design means longer onboard travel times, longer wait times at bus stops, and a route structure that seems unnecessarily complicated. In fact, fixed route network design is one reason why TRACER ridership may be lagging.

Positive Analytical Framework – Charting the best course for the future requires a thorough understanding of the transit system at an appropriate level of detail. The SRTP work plan incorporated a solid planning framework based on a refreshed set of goals, objectives, and other performance metrics consistent with Federal Transit Administration, Caltrans, and SJCOG emphases on enhanced performance evaluation methods and tools. The approach focused on quality rather than quantity, recognizing that development activity in the City continues to outpace available resources, and new sources of local funding for transit are limited.

Innovative Service Planning –Advancing technologies and new business models are expanding institutional and service delivery choices for local transit providers. This is an exciting time in terms of personal mobility options. Increasingly, the modes are converging into flexible “hybrid” services made even more convenient with the latest communications technologies for ride-hailing and reservations. New service options include “microtransit” or ride-hail services such as Uber, Lyft, and traditional taxi companies that are enhancing their services to remain competitive; as well as publicly operated flexible services operated by Tracy’s peers, and community-based services.

The new SRTP should focus on making TRACER a better transit system, rather than just bigger or more expensive.

A close-to-home example is supplied by SJRTD, which is piloting a new “RTD GO!” program in collaboration with Uber. The program began in July 2017 with a \$50,000 budget and will continue until funds are expended. It offers a 50% discount (up to \$5) on Uber rides taken within San Joaquin County by persons traveling to and from places outside the RTD coverage area. Reservations and fare transactions are made using Uber’s mobile app. Customers also can hail a ride to or from eight Transit Centers where RTD buses stop, including Tracy Transit Station.



Looking ahead, while autonomous vehicles may not yet have a direct role to play in TRACER service delivery by 2027, California transit systems are leading the nation in rolling out driverless service demonstrations in the coming decade. It is important to keep an eye on the long-term future as we plan for the short term.

Paratransit Program Optimization – TRACER paratransit is available to Americans with Disabilities Act (ADA-certified persons with disabilities and older adults who cannot independently access and use an accessible fixed route transit bus. The review discussed herein suggests several opportunities for improving the customer experience. Some examples:

- Eligible customers currently can make reservations up to one week in advance only.
- All reservations must be made via telephone on weekdays 8:00 AM – 6:00 PM and Saturdays 10:00 AM – 4:00 PM only.
- TRACER Paratransit has limited capacity to accommodate same-day reservations. Moreover, same day reservations and changes to reservations are subject to a \$0.75 surcharge.
- The \$1.50 fare must be paid with exact cash or pre-paid ticket only. Tickets must be purchased in books of 10 tickets for \$15. Ticket books may be purchased at City Hall, Tracy Transit Station, and from individual drivers.

Continuing to manage the cost of ADA compliance is an important financial challenge for the City. This requires active attention both to eligibility certification and the availability of convenient services that experience lower costs per trip than existing TRACER paratransit service operated by RideRight under contract to the City. Elimination of barriers to fixed route access, travel training and a smart fare policy need to be part of the mix as well.





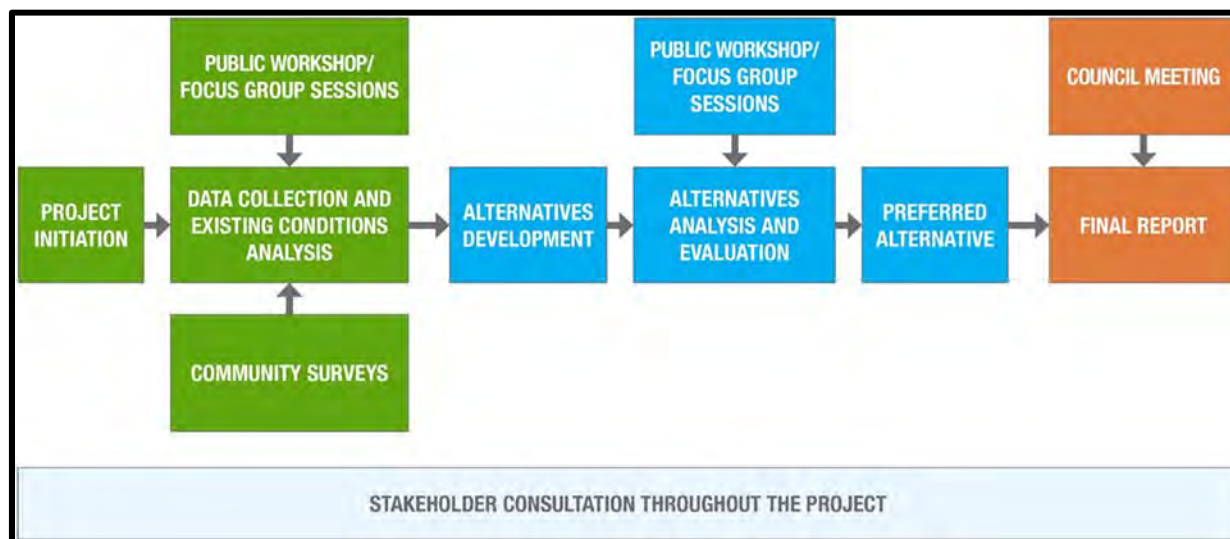
Subsidized Taxi Program Performance Appraisal - The City’s user-side subsidy program is an example of a diversified approach to service delivery. Taxi fares for ADA-certified customers are subsidized by 50% during hours when TRACER Paratransit service is not operating; these times including weekdays before 7:00 AM and after 8:00 PM; Saturday before 9:00 AM and after 7:00 PM; and all-day Sunday. Fare subsidies are distributed using prepaid taxi coupons (\$20 face value sold for \$10) available at the Finance

Department in City Hall.

1.3 Study Process

The SRTP study began in April 2018, with a comprehensive data collection effort including historical operating and financial data, ancillary reports and a robust stakeholder and community outreach, and survey research effort. Key elements of the work plan are illustrated in Exhibit 1-1. The findings from the data collection and public outreach efforts provided the key inputs for an analysis of market and performance trends. This analysis was the basis of the *Existing Service Evaluation* (June 2018) report which identified key findings and strategies to improve the TRACER transit network. These findings and strategies were used to develop the service recommendations in the draft *Service Plan Working Paper* (November 2018).

Exhibit 1-1: SRTP Work Plan



1.4 Plan Organization

The SRTP is presented in eleven chapters, which are described below. Captured are the salient elements of *Exhibit B – Required Format of SRTP* from the City’s December 2017 Request for Proposals (RFP). It is important to note however, that this SRTP document includes several elements that were not addressed in the Exhibit B reference including Market Analysis (Chapter

2), Survey research (Chapter 3), Federal transit Administration (FTA) Compliance (Chapter 10), and Transit Operations and Maintenance facility – Need and Feasibility (Chapter 11).

CHAPTER 2 – MARKET ANALYSIS: provides an overview of the City of Tracy study area including key community and demographic characteristics.

CHAPTER 3 – SURVEY RESEARCH: provides a summary of survey research efforts.

CHAPTER 4 – GOALS, OBJECTIVES and STANDARDS: presents City and Departmental mission statements and goals. Further, provides a primer on transit performance measurement and fixed route and paratransit performance metrics.

CHAPTER 5 – OVER VIEW TRANSIT SYSTEM: provides a comprehensive evaluation of existing fixed-route and paratransit services including operational performance and opportunities for enhancements.

CHAPTER 6 – OPERATIONS PLAN AND BUDGET: provides an evaluation of existing TRACER Paratransit services including operational performance and existing policies and procedures.

CHAPTER 7 – PLANNED IMPROVEMENTS – SERVICE PLAN: presents a recommended system concept, service design guidelines, performance metrics, recommended network, and system resource requirements including budget – five-year operating financial plan and capital improvement program.

CHAPTER 8 – FUNDING AND REVENUE PLAN: presents an overview of funding sources derived from fare revenues generated by the various service modes as well as local, state and federal grant subsidy programs.

CHAPTER 9 – A WAY FORWARD – NEXT STEPS ACTION PLAN: provides a ‘next steps’ action plan for City staff to advance the five-year operating and capital plan.

CHAPTER 10 – FEDERAL TRANSIT ADMINISTRATION (FTA) COMPLIANCE: presents compliance checklists that pertains to the FTA Section 5307 formula funding program.

CHAPTER 11 – TRANSIT OPERATIONS AND MAINTENANCE FACILITY – NEED AND FEASIBILITY: initiates discussion of conditions relating to the need and feasibility of constructing a Transit Operations and Maintenance (O&M) Facility to house the City’s transit system in the future.

APPENDICES:

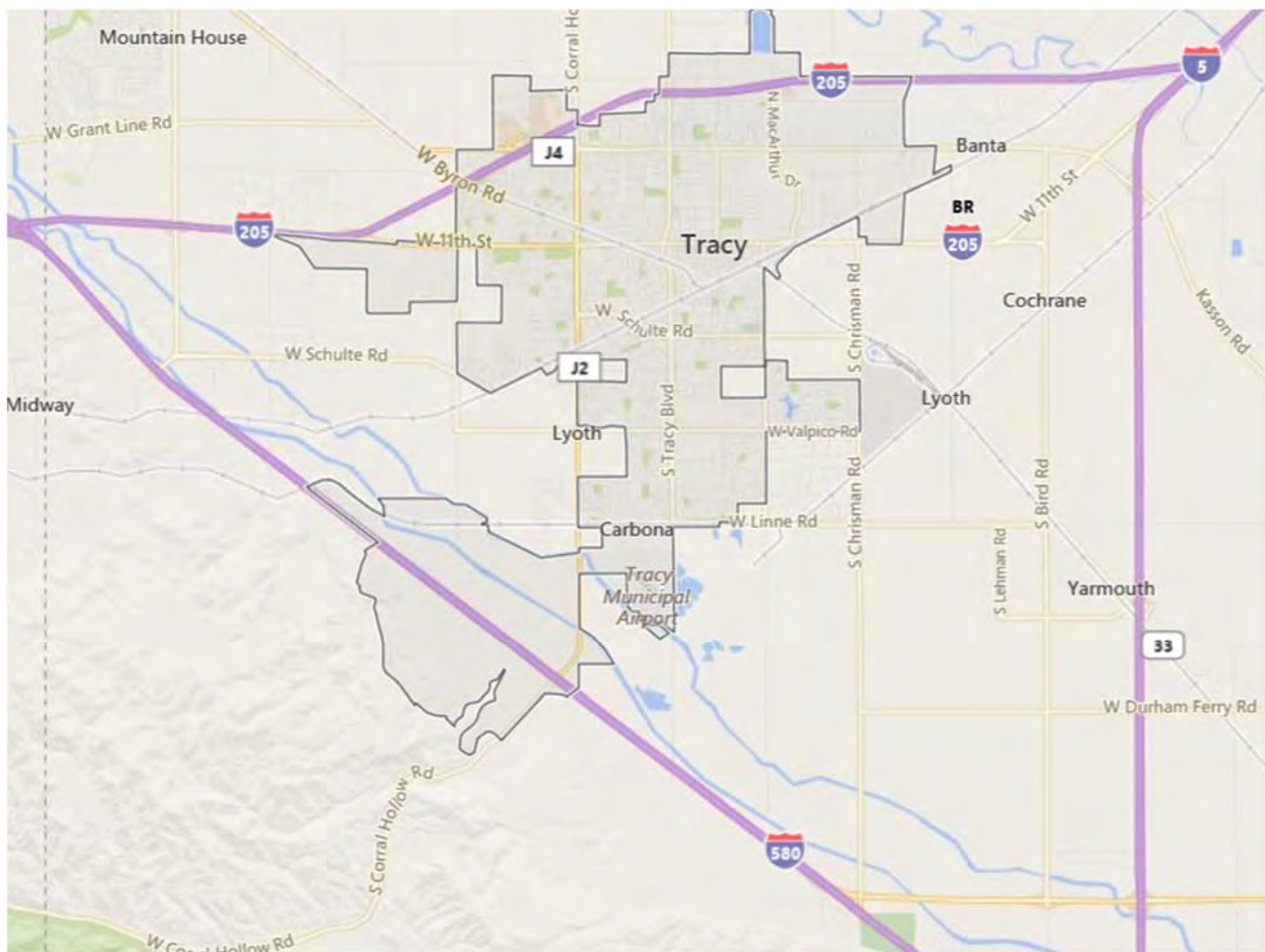
- A. On-Board and Community Survey Instruments
- B. Public Meeting Presentation Material
- C. Detailed TRACER Route Analysis

2.0 MARKET ANALYSIS

Tracy is the second most populated city in San Joaquin County. Tracy is located inside a geographic triangle formed by Interstate 205 on the north side of the city, Interstate 5 to the east, and Interstate 580 to the southwest; this has given rise to Tracy's motto, now recorded on the city's website: Think Inside the Triangle™.

Exhibit 2-1 shows the primary study area, the City of Tracy within the shaded boundary.

Exhibit 2-1: Tracy Study Area

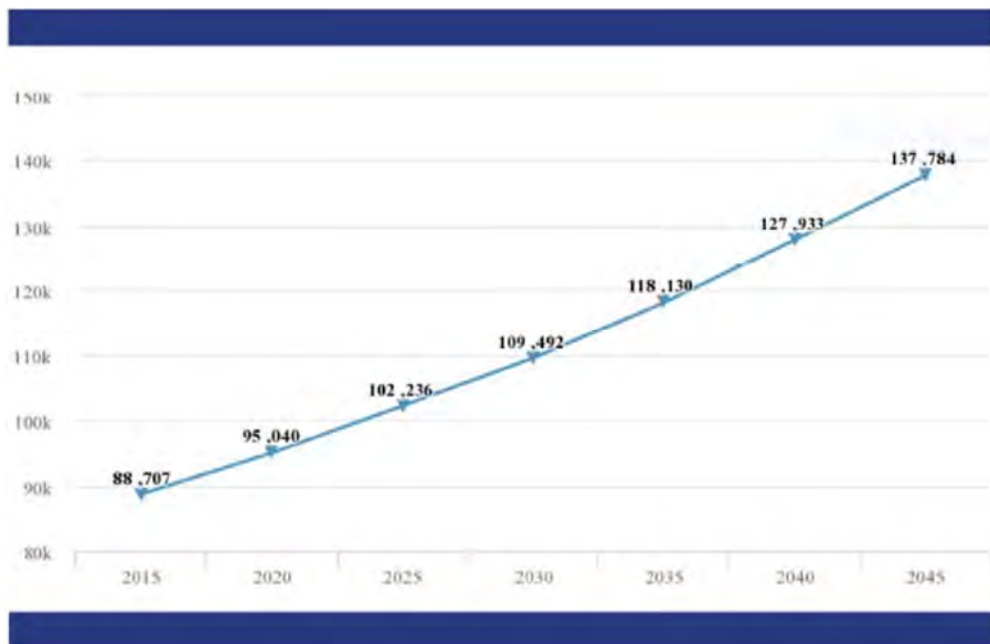


An understanding demographic and socioeconomic characteristics is important to inform on the level of transit dependency for a population and is beneficial in developing successful transit services that are tailored to the specialized mobility needs of the population. Readily available demographic data from the U.S. Census, the Environmental Protection Agency's (EPA) Smart Location Database, SJCOG population projections, and the City's website was collected to better understand the demographic make-up of the population and to help determine the population's propensity to use transit. These factors are discussed in the following sections.

2.1 Demographic and Socioeconomic Profile

Based upon population estimates available from the U.S. Census Bureau, the City of Tracy had a 2017 population of 90,889. Based on population projections provided from the SJCOG, Tracy is projected to have an average growth rate of close to 2% per year, to year 2045. Exhibit 2-2 presents population projections, 2015 to 2045.

Exhibit 2-2: Population Projections – 2015 - 2045



In an effort to better understand the needs of the community, an analysis of demographic data was performed for the City of Tracy. The analysis was intended to provide an initial understanding of the city’s population and their propensity for transit use. Key demographic metrics that were reviewed included median age, income, vehicles per household, and journey to work data. Readily available demographic data from the U.S. Census was collected and analyzed to identify trends in socioeconomic dynamics that may impact existing and future demand and the potential market for transit services.

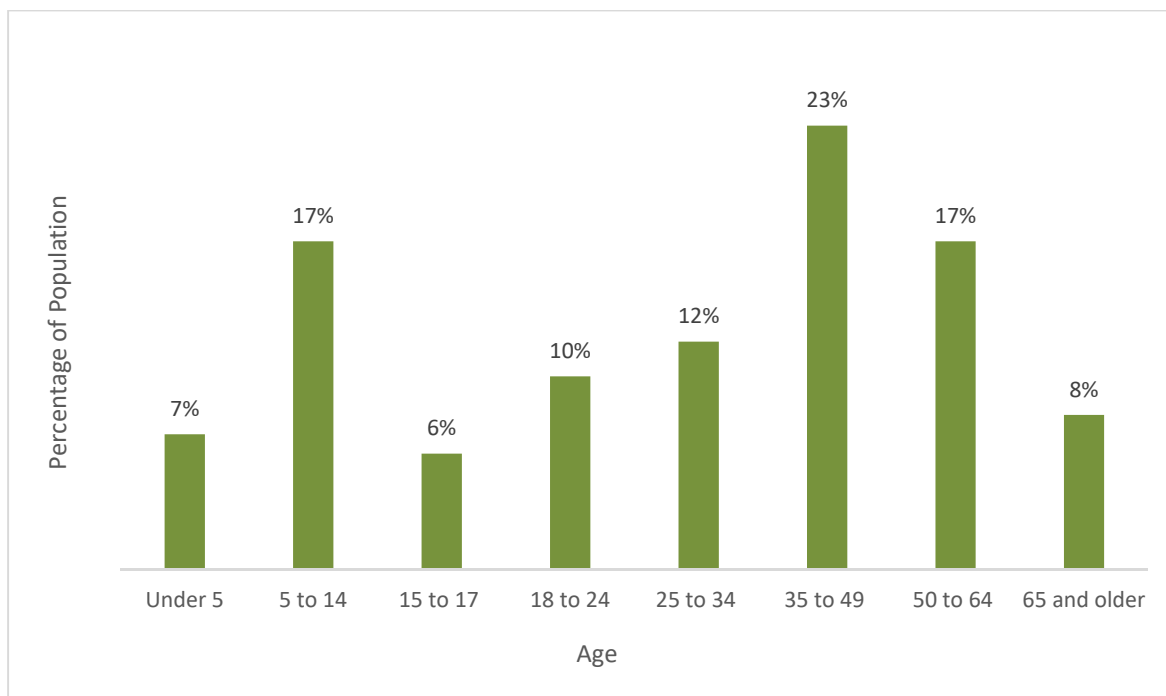
MEDIAN AGE

Median age is a critical factor in determining transit dependency, which refers to the population of people for whom mobility may be limited, either by access to private automobiles or the ability to drive independently. Typically, transit dependent age groups include the elderly (those who are 65 years of age or older) and youths (those who are under the age of 18). Understanding median age within an area also helps to determine the appropriate mobility solution to serve the population.

Data from the U.S. Census revealed that in 2015, approximately 30% of Tracy’s population was under the age of 18 and approximately 8% was 65 years of age or older. Median age for Tracy

was approximately 33.9 years of age, which is similar to the County’s median age of 33.7. Analysis of median age revealed that approximately 38% of Tracy’s population fell into transit dependent age groups. Exhibit 2.3 illustrates Tracy’s population broken out by age groups.

Exhibit 2.3: 2016 Median Age



Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates.

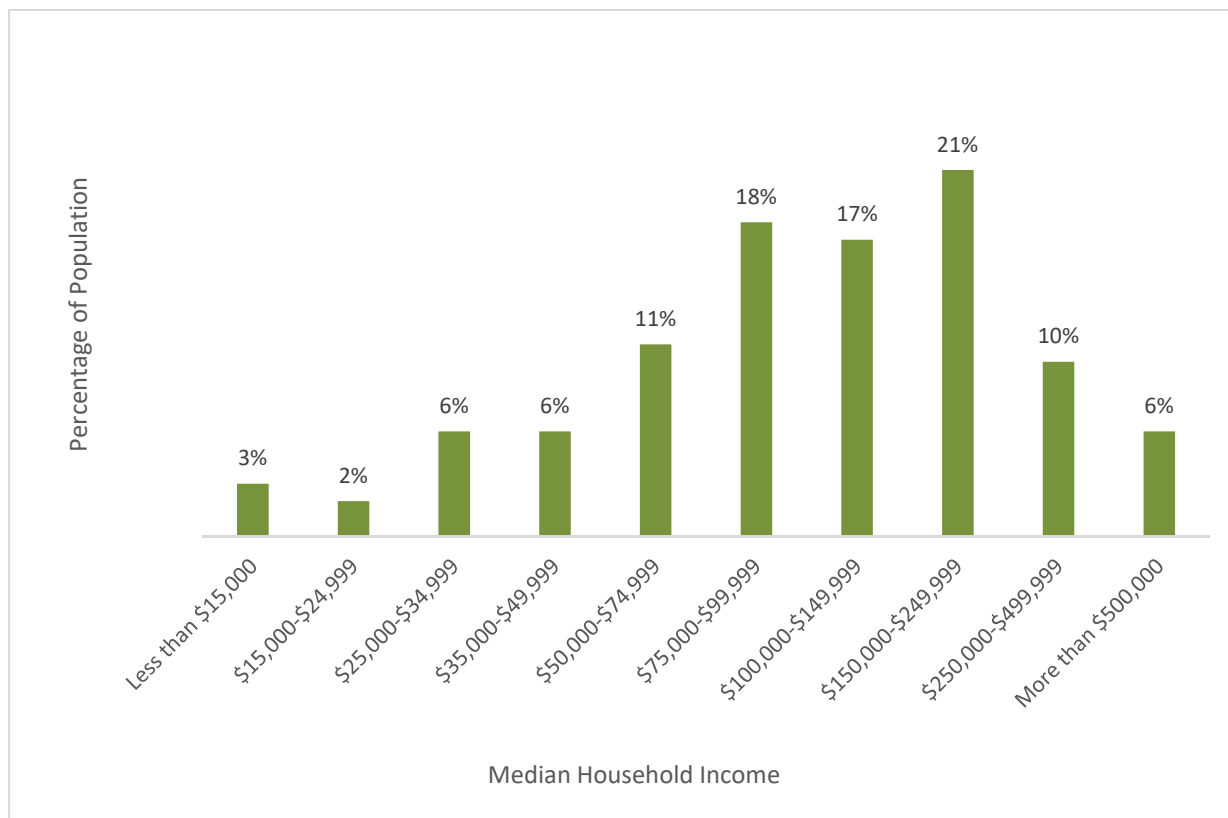
MEDIAN HOUSEHOLD INCOME

Median household income is another demographic factor useful in determining the level of transit dependency for a population. The ability to afford private transportation and vehicles impacts an individual’s propensity to utilize public transportation. Typically, individuals who lack access to private transportation are more dependent on alternative modes of transportation such as transit. To measure median household income, data was collected from the U.S. Census.

Results from the analysis of median household income revealed that only a small percentage of Tracy’s population would be unable to afford a vehicle. According to the U.S. Census, an estimated 8.1% of the population in Tracy lives in poverty. Additionally, data from the U.S. Census report of Tracy revealed that approximately 37% of households earned less than \$50,000 annually.

According to the U.S. Census, in 2016, the median household income in Tracy was approximately \$88,022, which was considerably higher than the County’s median household income of \$55,045. Additionally, approximately 54% of households earned \$75,000 or more annually. Exhibit 2.4 illustrates the percentage breakout of households by income as reported by the U.S. Census.

Exhibit 2.4: 2016 Percent of Households by Median Household Income



Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates.

VEHICLES PER HOUSEHOLD

Transit dependency is often correlated with the accessibility to private transportation and automobiles. Individuals with limited or no access to private transportation are typically more dependent on public transportation as their primary mode of travel. To measure accessibility to private transportation, U.S. Census data on the number of vehicles available per household was analyzed.

Analysis of the number of vehicles available per household in Tracy revealed that a majority of the population is not transit dependent, and only a small percentage of households have limited or no access to a car. According to the U.S. Census, the majority of households in Tracy have sufficient access to vehicles and private transportation. In 2016, approximately 97% of 1-person households have access to at least one car and 73% of 2-person households have access to at least two cars. Exhibit 2.5 summarizes the number of vehicles available by households in 2016 for the City of Tracy.

Exhibit 2.5: 2016 Number of Vehicles Available by Households

VEHICLES AVAILABLE	2015 VEHICLES AVAILABLE BY PERCENT OF HOUSEHOLDS			
	1-PERSON HH	2-PERSON HH	3-PERSON HH	4-PERSON HH
0 Cars	2%	1%	2%	0%
1 Car	8%	6%	2%	4%
2 Cars	2%	13%	8%	16%
3 Cars	1%	4%	6%	12%
4+ Cars	0%	1%	2%	10%

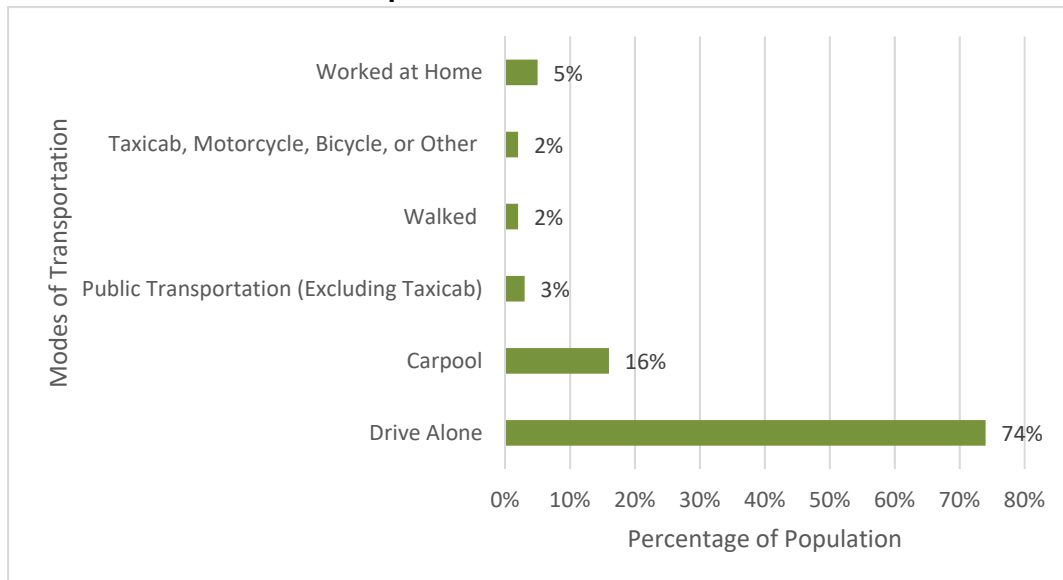
Note: HH denotes households.

Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates.

JOURNEY TO WORK

Journey to work data was collected from the U.S. Census to understand mode choices for residents as they commute to work. Results from the analysis showed that in 2016, approximately 74% of residents drove alone to work, while 3% used public transit. These results are also reflective of the number of vehicles available per household in Tracy, as a majority of households have sufficient access to a vehicle and are less inclined to use public transit. Exhibit 2.6 illustrates the percentage of means of transportation to work by residents of Tracy.

Exhibit 2.6: Means of Transportation to Work



Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates.

POPULATION DENSITY

A population density map was created using the Environmental Protection Agency's Smart Locations Database to graphically display the number of potential transit riders an area may contain. Much of the population is concentrated centrally, with dense population areas located in the north central parts of the city. Certain areas found on the edge of the city borders show minimal population density in agricultural and industrial locations. Exhibit 2.7 shows the gross population density on unprotected land per census block group.

EMPLOYMENT DENSITY

Employment density was mapped using the Environmental Protection Agency's Smart Location Database to find key locations that see increased trips to and from those areas. Increased job growth was used to inform on potential future transit needs. Most of the employment is centered in central Tracy, with the highest concentration located in the downtown area between 11th Street and 6th Street and the International Park of Commerce. This area contains restaurants, banks, auto care shops, and a post office. Another area with a high concentration of jobs is located along Tracy Boulevard, where numerous medical businesses are found. Notable institutions in this area are Sutter Tracy Community Hospital, Tracy Nursing and Rehabilitation Center, and Pacific Sleep Disorders Center. Exhibit 2.8 shows the gross employment density on unprotected land per census group.

Exhibit 2.7: Population Density Map

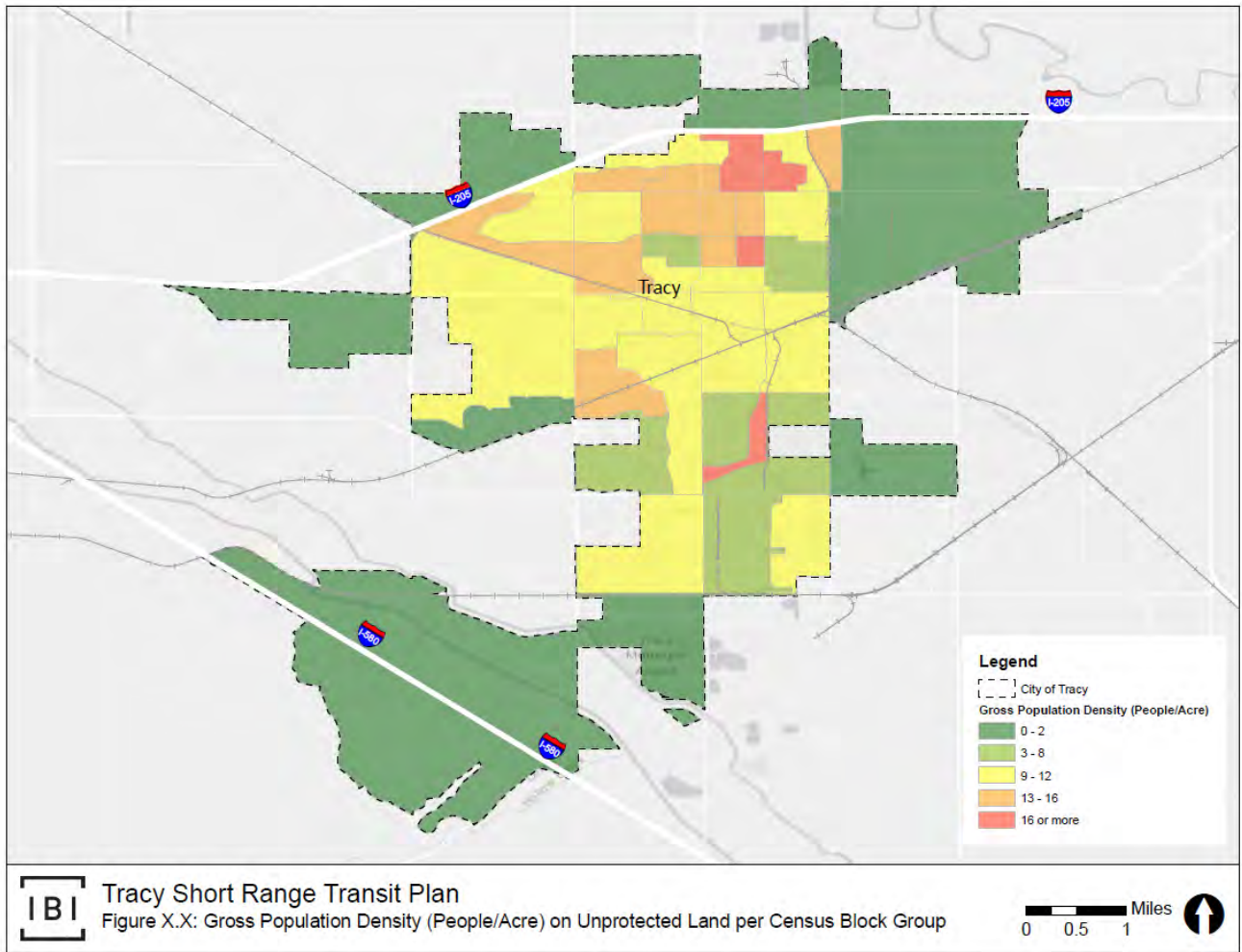
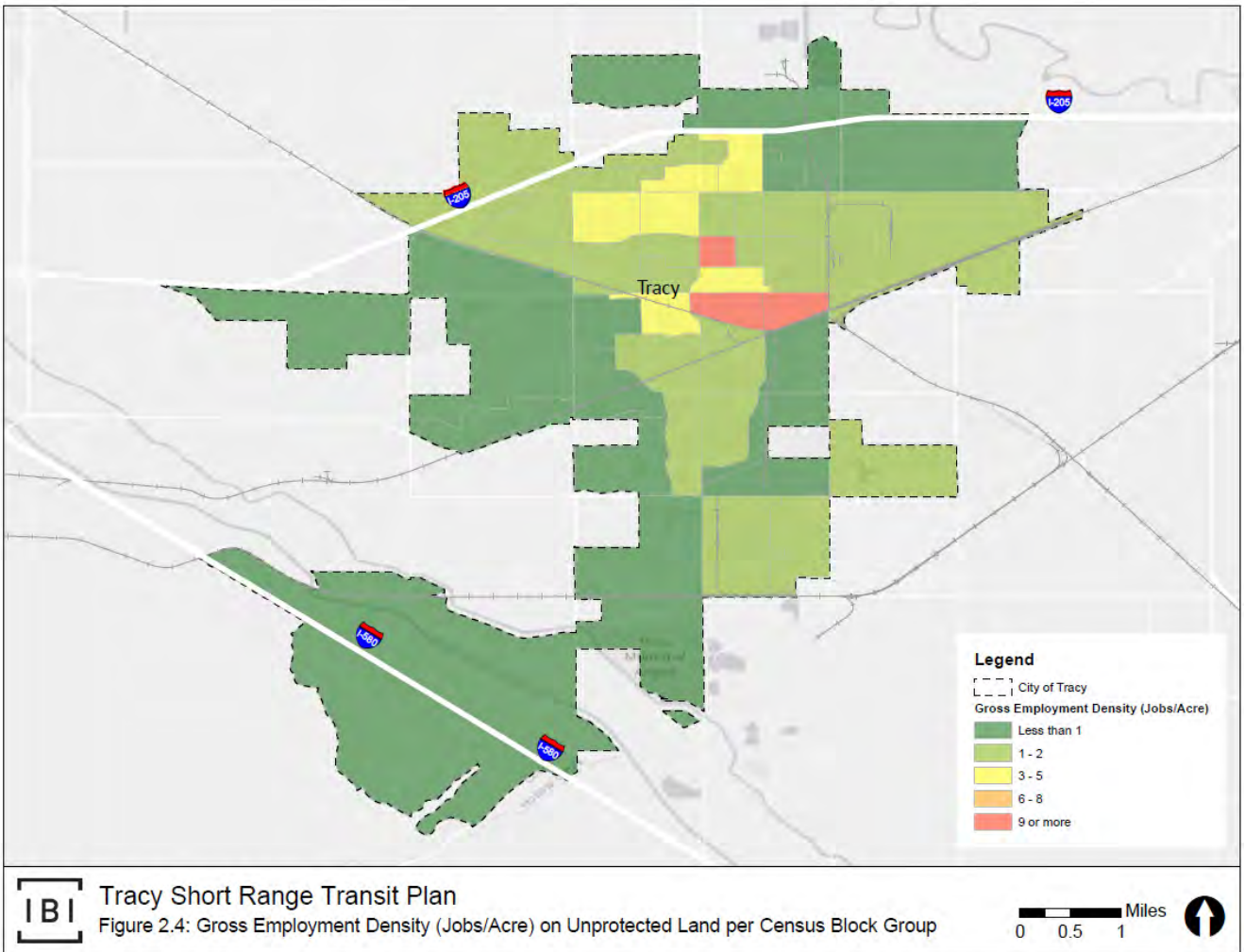


Exhibit 2.8: Employment Density Map



2.2 Existing Non-Motorized Network

Non-motorized modes of transportation, such as walking and bicycling, are complementary modes to transit and often serve as first-last mile solutions for transit riders. The first and last mile journey to and from a transit stop often impacts an individual's decision to utilize public transit. The easier it is to access a transit stop, the more willing people will be to use it. An existing conditions analysis was conducted for Tracy's non-motorized network, which includes pedestrian and bicycle infrastructure.

An initial assessment of Tracy's pedestrian infrastructure revealed the following:

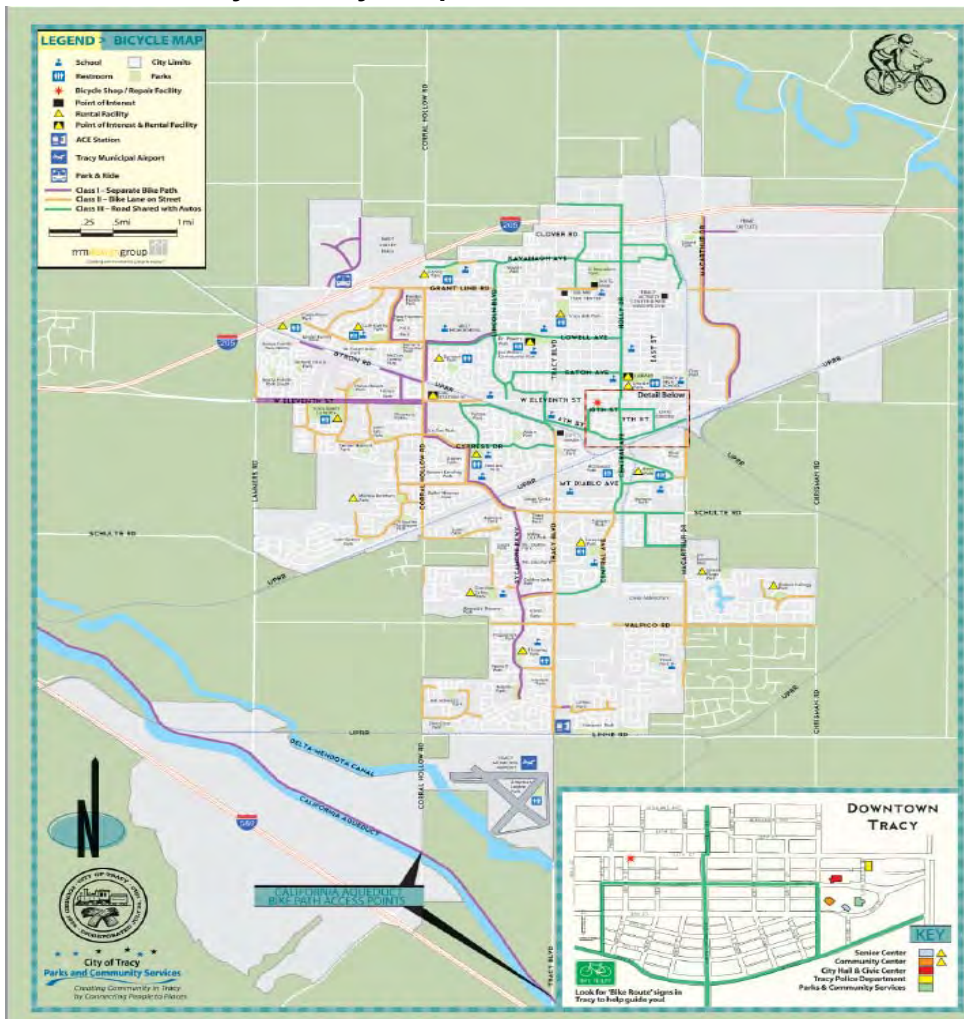
- Sidewalks and crosswalks were present along all major roadways connecting to key destinations throughout the city.
- Initial high level assessments of the pedestrian network revealed that adequate infrastructure is in place to support pedestrian activity throughout the city.

In addition to the pedestrian network, an analysis of the existing bicycle network was also conducted. A map of Tracy's existing bicycle network can be seen in Exhibit 2.9. An initial assessment of Tracy's bicycle network revealed the following:

- Currently, the City of Tracy has over 44 miles of existing bikeways.
- Most of the existing bikeways consist of either Class II or Class III bikeways, and minimal Class I bikeways.
- The majority of the downtown area is served only by Class III bikeways.
- Class I and Class II bikeways exist mostly in the western and southern edges of the city.

There are gaps in the existing Class I and Class II network that need to be closed.

Exhibit 2.9: Tracy Bikeways Map



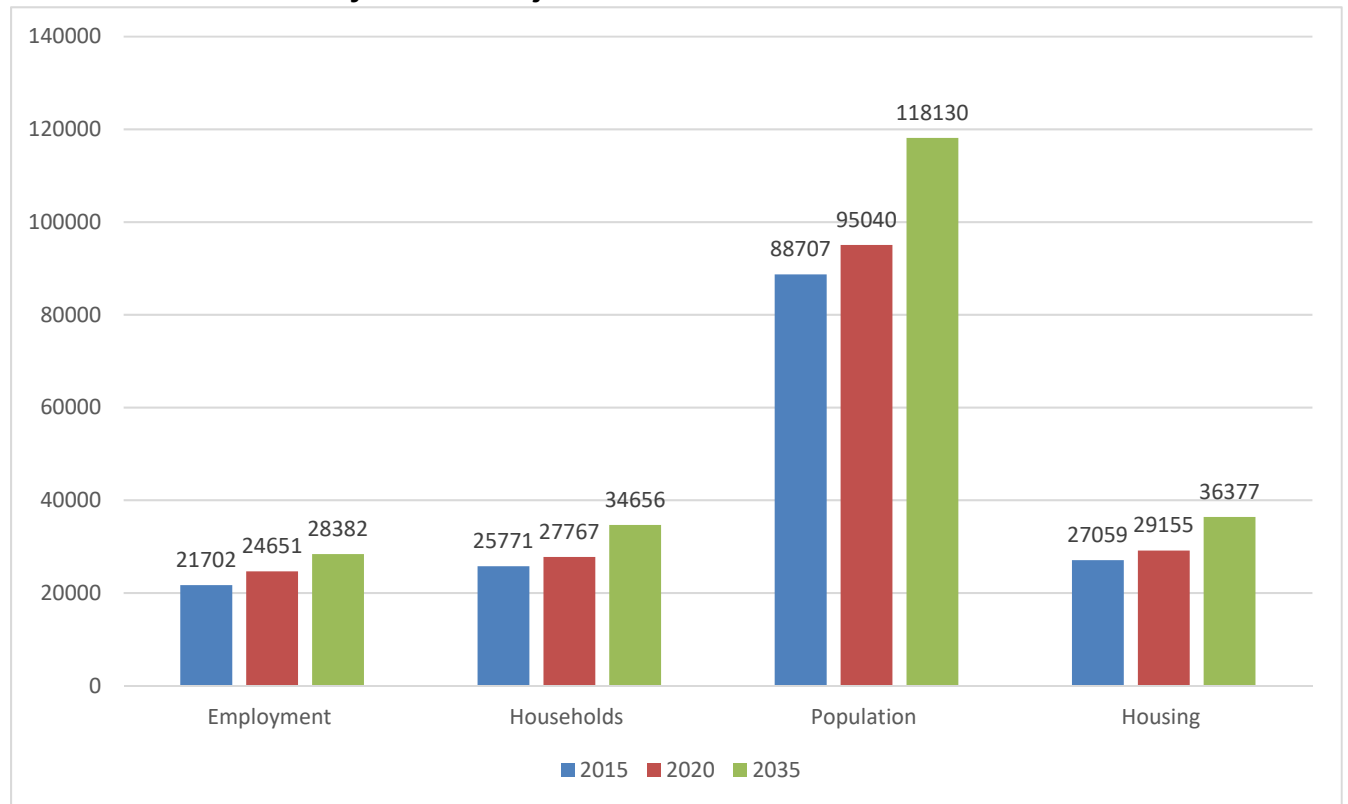
2.3 Land Use / Future Growth

In an effort to understand the existing travel behavior on Tracy’s roadway network, a land use map was generated using data obtained from the City and can be seen in Exhibit 2.10. An initial assessment of existing land use in Tracy revealed the following:

- Tracy is largely residential, with a large proportion of single family residential homes
- A small central business district is located along I-205 and south towards 6th street.
- Industrial areas are primarily located in the north eastern section of the city and growth in the west along the I-205 corridor.

According to the San Joaquin Council of Governments, Tracy is expected to grow steadily over the next two decades. One factor leading to this growth can be attributed to the development of industrial areas. In particular, the Prologis International Park of Commerce is a 1700 acre facility completed in 2015, which provides warehouse space for large companies. Some of the current tenants include Amazon, Medline, and FedEx Industries. These warehouses have created hundreds of jobs and are expected to add more in the future. As population and employment rise, the need for various transit options within Tracy are expected to increase. Growth projections for employment, households, population and housing can be seen in Exhibit 2.10.

Exhibit 2.10: Tracy Growth Projections



Source: San Joaquin Council of Governments, Jurisdiction Fact Sheets – Tracy Projections

2.4 Summary

The preliminary analysis of Tracy's demographic profile revealed that a small portion of the City's population would traditionally be classified as transit dependent. The following key demographic characteristics were noted:

- Approximately 38% of Tracy's population fell into transit dependent age groups, with 30% of the population under the age of 18 and 8% of the population at 65 years of age or older.
- Median age for Tracy was approximately 33.9 years of age, which is similar to the County's median age of 33.7.
- Median household income in Tracy was approximately \$88,022, which was considerably higher than the County's median household income of \$55,045.
- According to the U.S. Census, an estimated 8.1% of the population in Tracy lives in poverty.
- According to the U.S. Census, approximately 54% of households earned more than \$75,000 annually.
- Analysis of the number of vehicles available per household in Tracy revealed that the majority of households in Tracy have sufficient access to vehicles and private transportation.
- According to the U.S. Census, it was revealed that 74% of residents drive alone to work, while 3% use public transit.
- Much of the population is concentrated centrally, with dense population areas located in the north central parts of the city.
- Most of the employment is centered in central Tracy, with the highest concentration located in the downtown area between 11th Street and 6th Street. Another area with a high concentration of jobs is located along Tracy Boulevard, where numerous medical businesses are found.
- Initial high level assessments of the pedestrian network revealed that adequate infrastructure is in place to support pedestrian activity throughout the city.
- Most of the existing bikeways consist of either Class II or Class III bikeways, and minimal Class I bikeways. The majority of the downtown area is served only by Class III bikeways. There are gaps in the existing bikeway network.
- Growth in jobs and population with propel increased need for transit options.

The results of this analysis indicate that although there is a potential market for transit services within Tracy, a larger percentage of the population is more inclined to fall under the choice rider category rather than the transit dependent category. In order to tap into the choice rider market, consideration should be given to mobility solutions that go beyond the conventional city bus services and that appeal to Tracy's demographic.

3.0 SURVEY RESEARCH

The SRTP study process has included outreach and facilitation with the public and key stakeholders. The alternative service scenarios and recommended service plan (presented in Chapter 6), reflect input received from a variety of activities, including public workshops and meetings at the Senior Center, an on-board survey of passengers and a community survey that received 369 responses.

A copy of the on-board and community survey instruments is provided in Appendix A. Public workshop/outreach presentation material is presented in Appendix B.

3.1 Community Survey

As a part of the initial planning process, a community survey was conducted to better understand the transit needs of the community. The survey provided information on travel behavior, quality of service, and user demographics. The survey also provided an opportunity for the community to express their concerns and make recommendation to improve transit services.

The survey was administered on-line via Survey Monkey and accessed through a link from the City's home page. The survey was administered for a three-week period Spring 2018.

The community survey consisted of questions targeted to solicit feedback from community members on their preferred transportation mode, typical trip destinations by mode, opinions on the quality of transit service, recommendations on potential improvements to transit service, and individual demographic data.

Results from the surveys were reviewed as a part of the comprehensive analysis and served as important input for the development of the recommended service enhancements.

METHODOLOGY

The community survey was developed in collaboration with City Staff and contained a variety of questions related to travel behavior, transportation mode choice, propensity to use transit, interest in potential shuttle services, demographic information, and more. The survey was made available online via Survey Monkey. In order to reach a wide and representative demographic sample, the survey was announced through various channels including the City's website and social media outlets. The online survey was made available in the Spring 2018. A copy of the survey instrument can be found in Appendix A of this report.

SUMMARY OF KEY FINDINGS AND CONCLUSIONS

A total of 369 people participated in the community survey. The following key findings were noted from the survey as listed below and as illustrated in Exhibits 3.1 to 3.6. Comprehensive survey results are available under separate cover.

FREQUENTLY USED TRANSPORTATION MODE AND PURPOSE

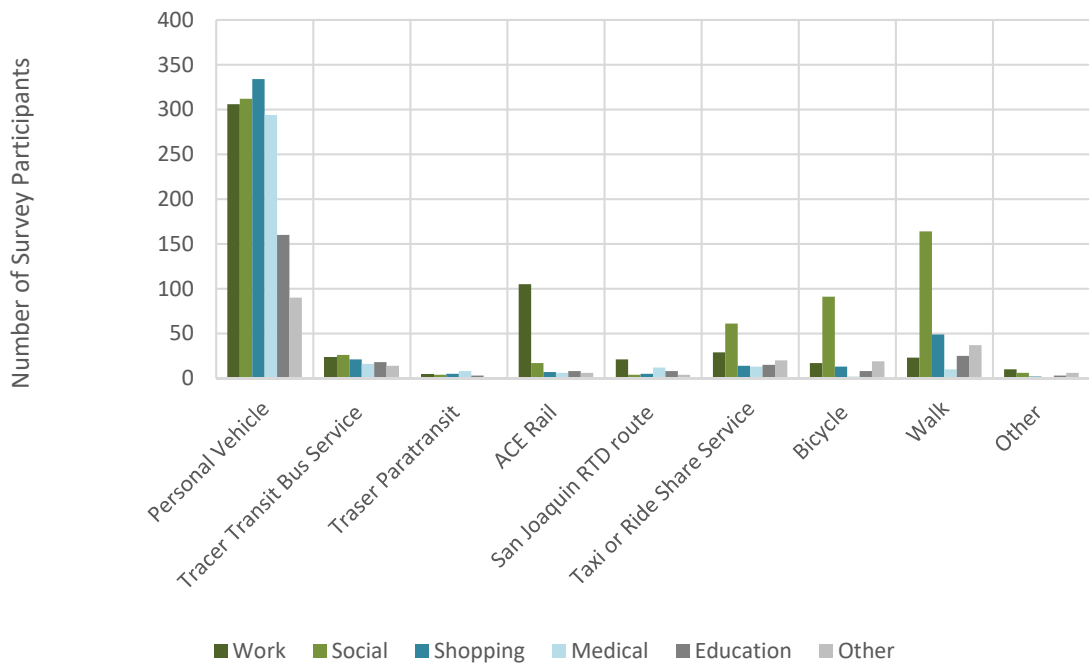
The top three modes of transportation utilized in Tracy were

- Private vehicles
- Walking
- ACE Rail

Transit services such as Tracer Transit, Tracer Paratransit, and the San Joaquin Regional Transit District (RTD) route are used minimally in Tracy.

Exhibit 3.1: Frequently Used Transportation Mode and Purpose

What type of transportation do you or other members of your household use in a typical week and for what purpose? Please check all that apply.



USER SATISFACTION

The top three areas users were most satisfied with were:

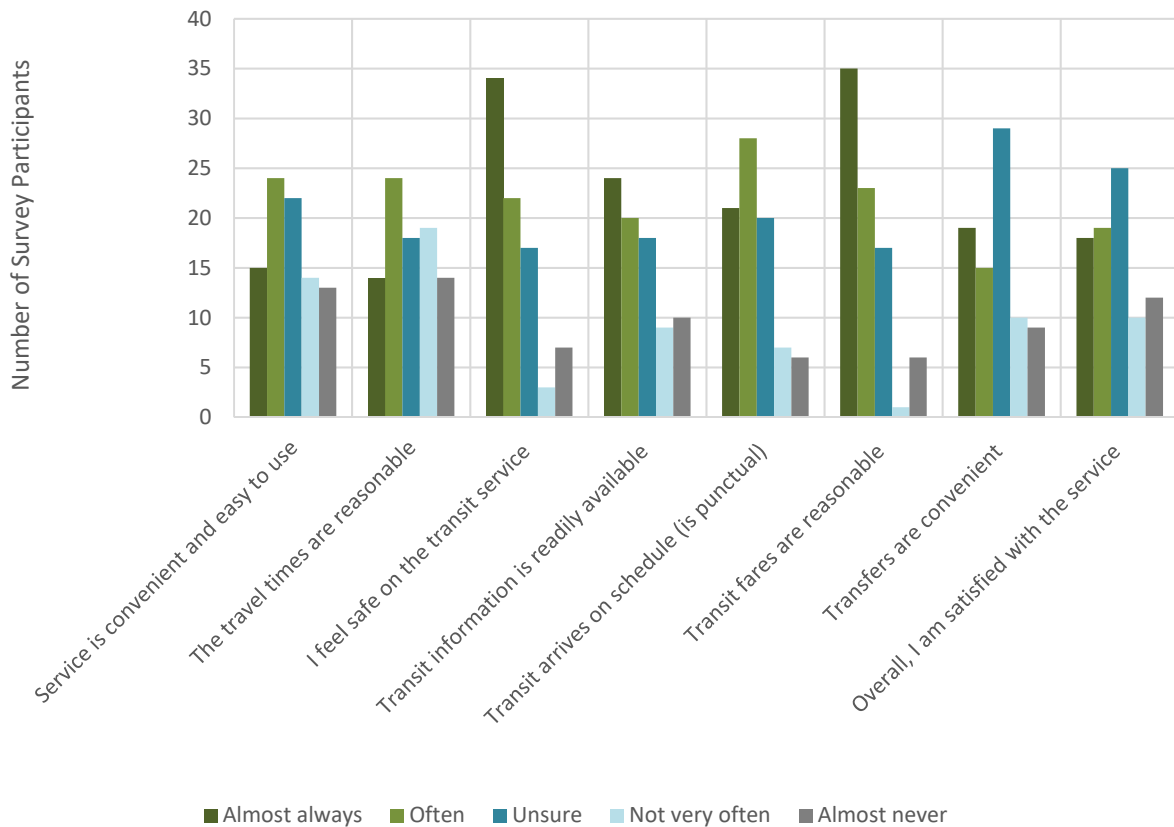
- Transit Fares
- Safety
- Punctuality

The top three areas users were least satisfied with were:

- Travel times
- Convenience and ease of use
- Convenience of transfers

Exhibit 3.2: User Satisfaction of Tracer Transit Services

If you use Tracer or have used it in the past but no longer do so, we want to know what you think of the transit service: (If you have never used Tracer Transit bus service, please go to Question 6).

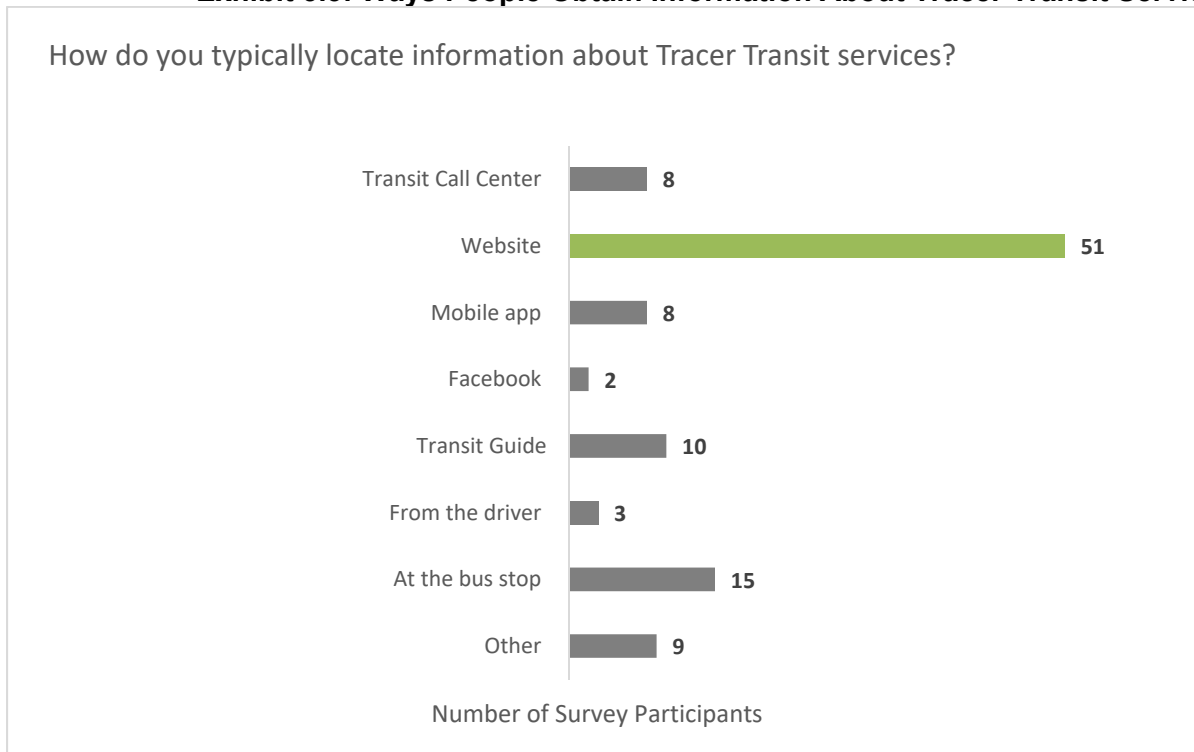


HOW TRACER TRANSIT SERVICES INFORMATION IS OBTAINED

The top three ways people find information about Tracer Transit Services are:

- Website
- At the bus stop
- Transit guide

Exhibit 3.3: Ways People Obtain Information About Tracer Transit Services

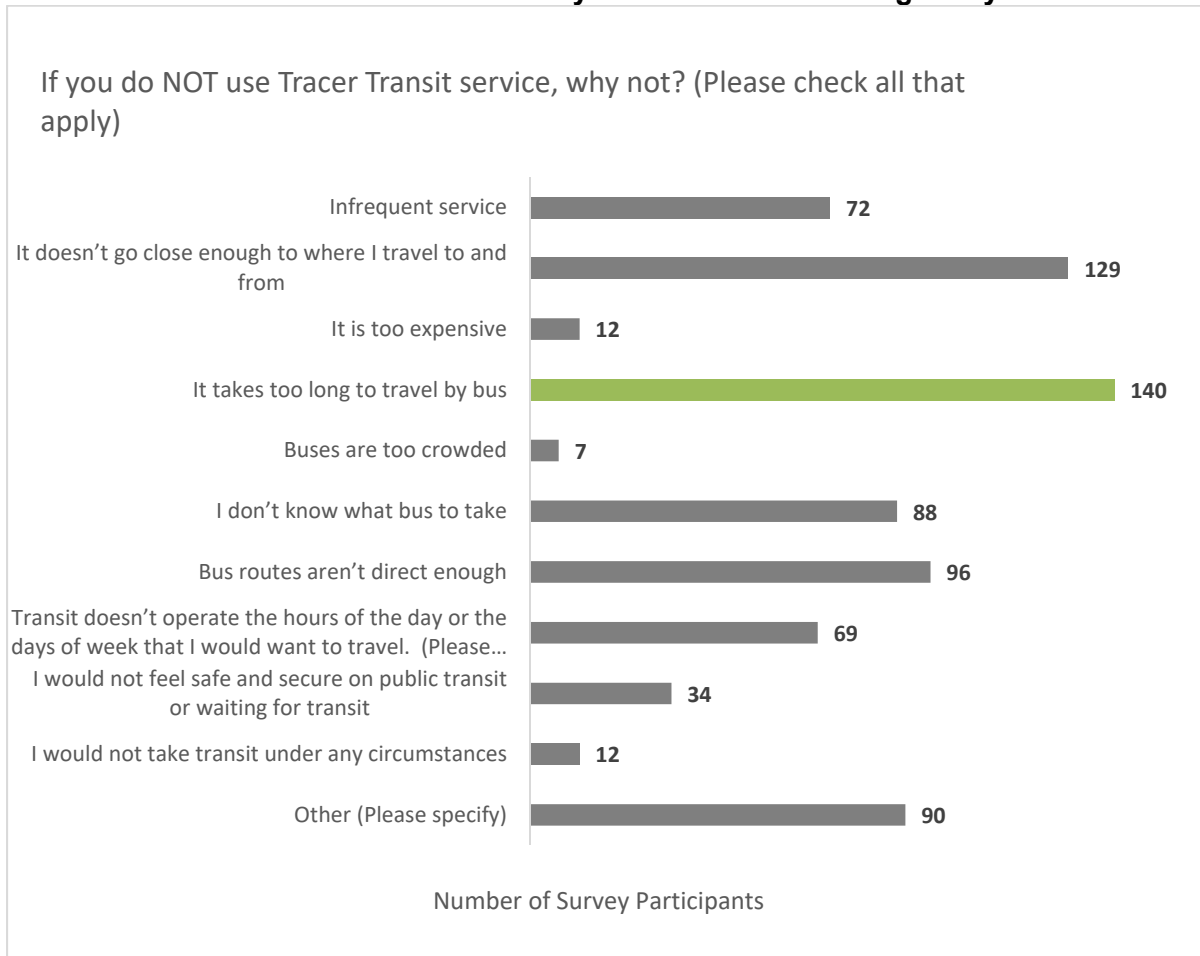


MOST COMMON REASONS FOR NOT USING TRACY TRANSIT SERVICES

The top three most common reasons for not using Tracer Transit Services were:

- It takes too long to travel by bus
- It doesn't go close enough to where I travel to and from
- Bus routes aren't direct enough

Exhibit 3.4: Most Commonly Reasons for Not Using Tracy Transit Services

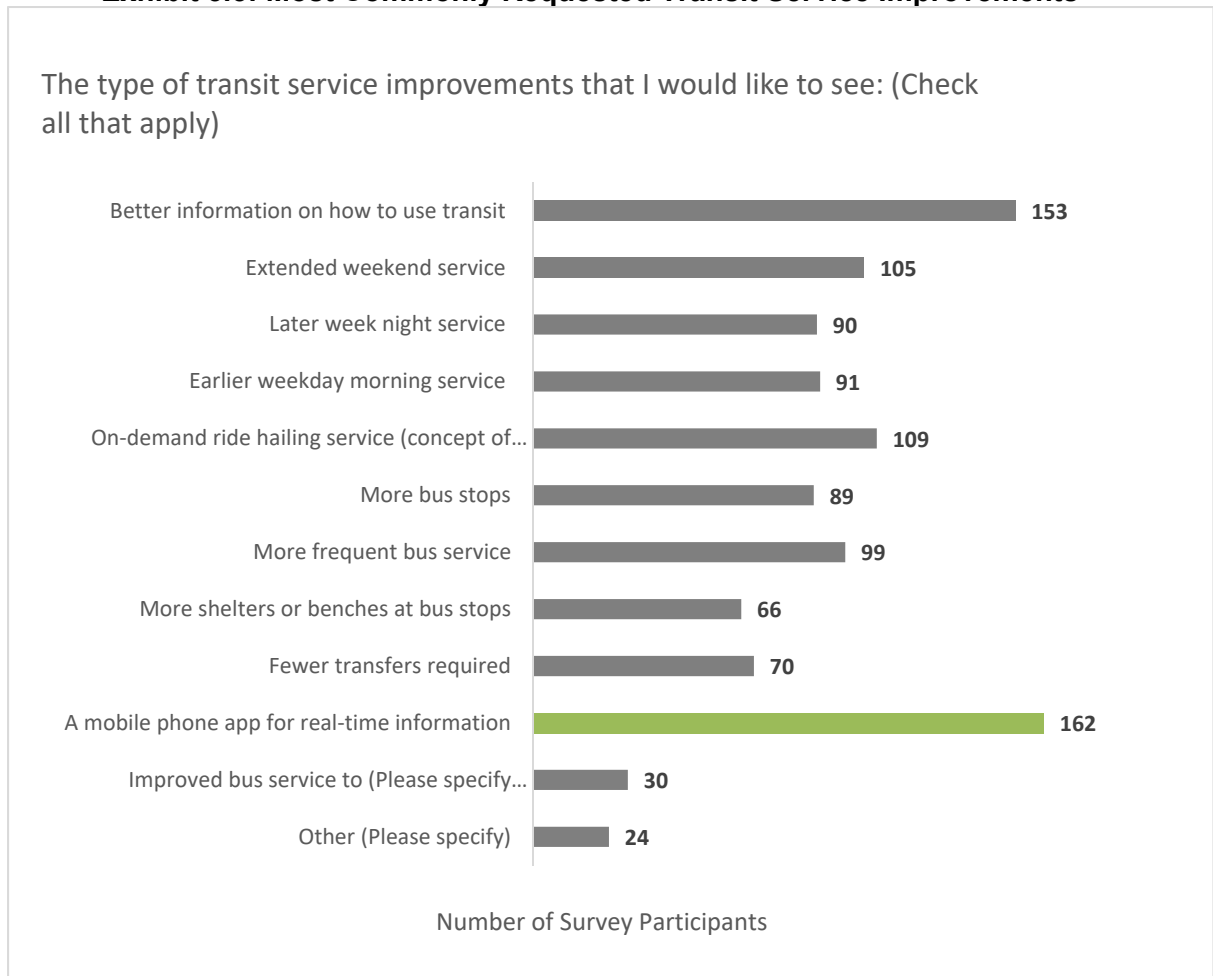


MOST COMMONLY REQUESTED TRACY TRANSIT SERVICE IMPROVEMENTS

The top three most requested transit improvements were:

- A mobile phone app for real-time information
- Better information on how to use transit
- On-demand ride hailing service (concept of subsidized, shared-ride sedan or van service requested through a smart phone or tablet app)

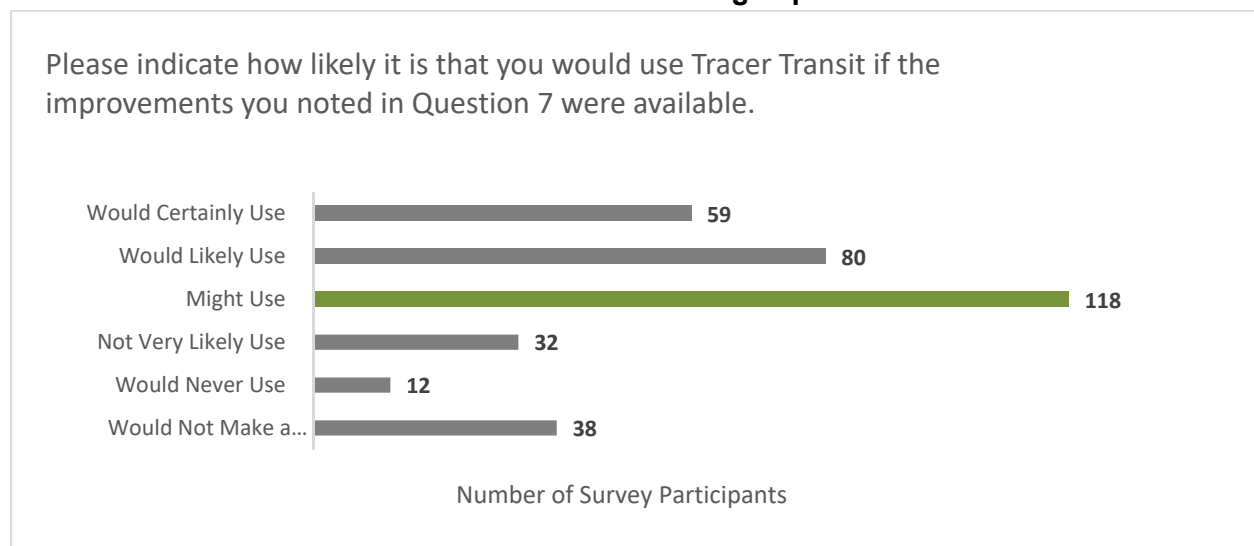
Exhibit 3.5: Most Commonly Requested Transit Service Improvements



LIKELINESS OF USE FOLLOWING IMPROVEMENTS

A majority of survey participants expressed a positive likelihood of using Tracy Transit if their improvements were available, with 35%, or 118 people, stating they might use; 24%, or 80 people, stating they would likely use; and 17% of people, or 59 people, stating they would certainly use it.

Exhibit 3.6: Likeliness of Use Following Improvements



CONCLUSIONS

Results from the survey indicated that although there is interest in improving transit services in Tracy, the private automobile, walking, and ACE rail are the most predominant mode of transportation used within the city. Survey results also indicated user satisfaction of TRACER Transit bus services in areas of transit fares, safety, and punctuality; however, users indicated the least satisfaction in travel times, convenience of use, and convenience of transfers. These same factors were also found to be some of the primary reasons why existing TRACER Transit bus services were not being used. Survey participants expressed existing TRACER Transit bus services takes too long, doesn't go close enough to where they travel to and from, and that the bus routes were not direct enough.

These results suggest that for a transit or mobility service to be effective in Tracy, it needs to be efficient and direct in transporting people where they need to go. The results also suggest that most users are technologically savvy and would appreciate technological improvements in TRACER Transit bus services. Survey results indicated that the top three improvements users would like to see are: a mobile app for real-time information, better information on how to use transit, and an on-demand ride hailing service. Most survey participants responded favorably to the likelihood of using TRACER Transit bus services if the improvements they specified were available.

These results, coupled with previous demographic analysis results, suggest that although there is a potential market for improved TRACER Transit services, the service would need to be designed to attract choice riders. Services should focus on transit times, convenience/ease of use, and direct bus routes.

3.2 On-Board Survey

The on-board survey was administered for a one-week period in mid-May 2018. A total of 497 surveys were completed.

Key findings from survey respondents include:

- 63% ride daily (86% ride at least once per week) [Exhibit 3.7]
- 91% make a round trip
- 56% ride to work or school [Exhibit 3.8]
- 72% walk to get to/from the bus stop [Exhibit 3.9]
- 56% did not have a personal vehicle available [Exhibit 3.10]

Exhibit 3.7: Frequency of Ridership

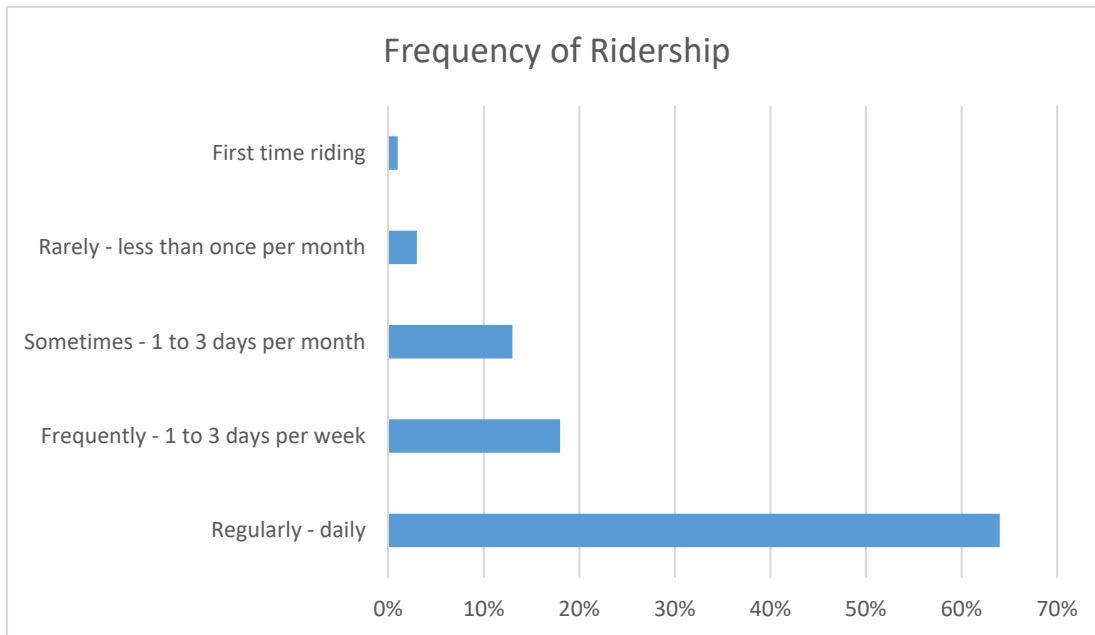


Exhibit 3.8: Trip Purpose

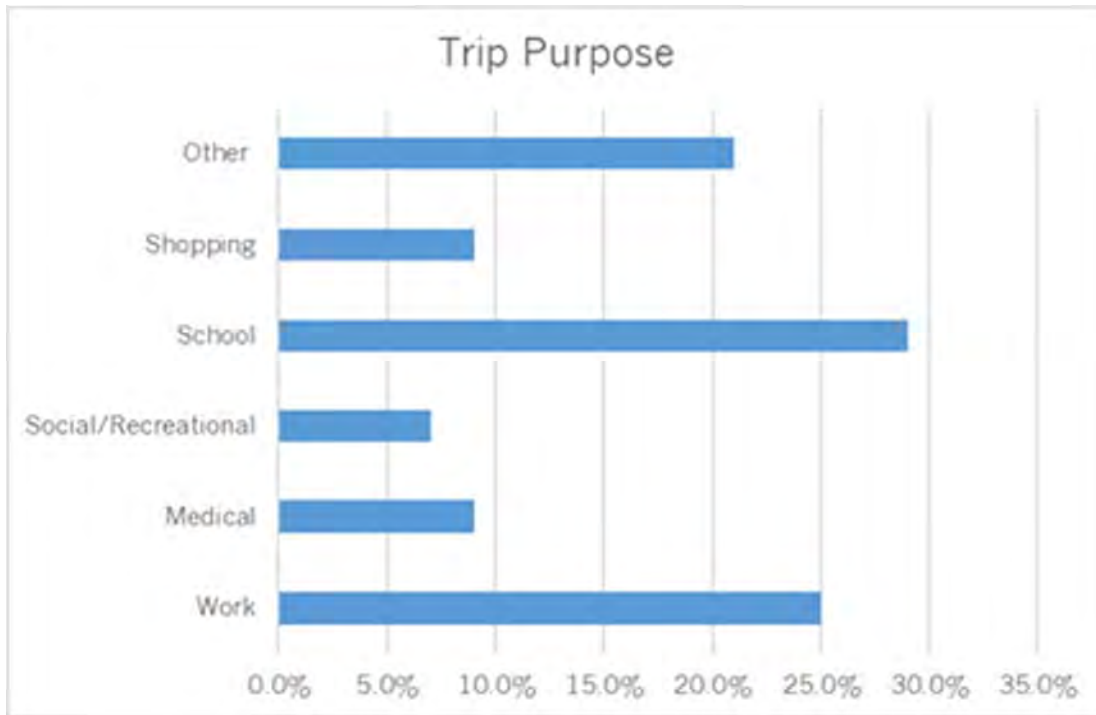


Exhibit 3.9: Access to Bus Stop

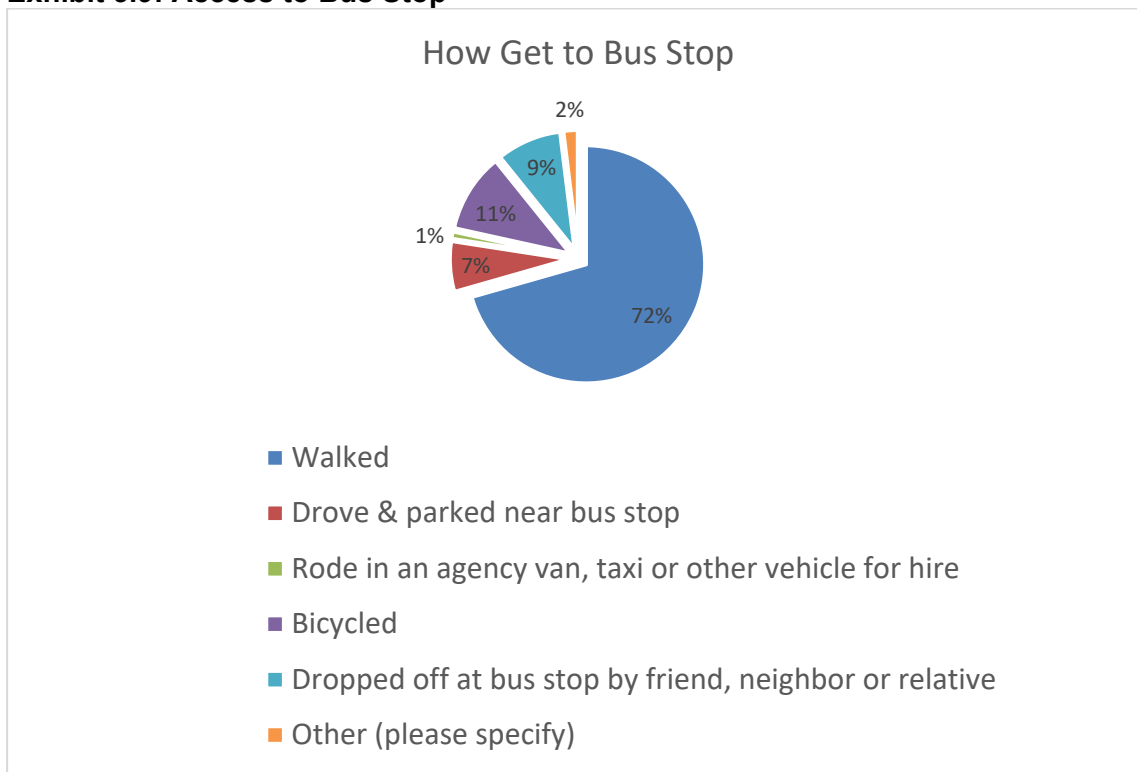
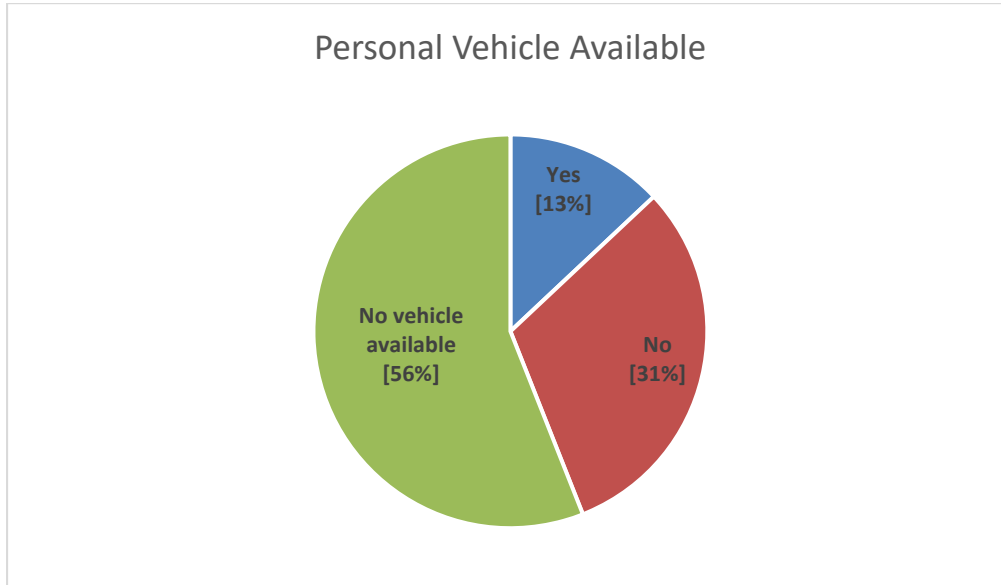


Exhibit 3.10: Personal Vehicle Available



Quality of Service: Understanding the qualitative aspects of Tracy TRACER service delivery is important in the evaluation of current transit performance. As a part of the process, the survey asked participants to provide feedback on various qualitative factors including:

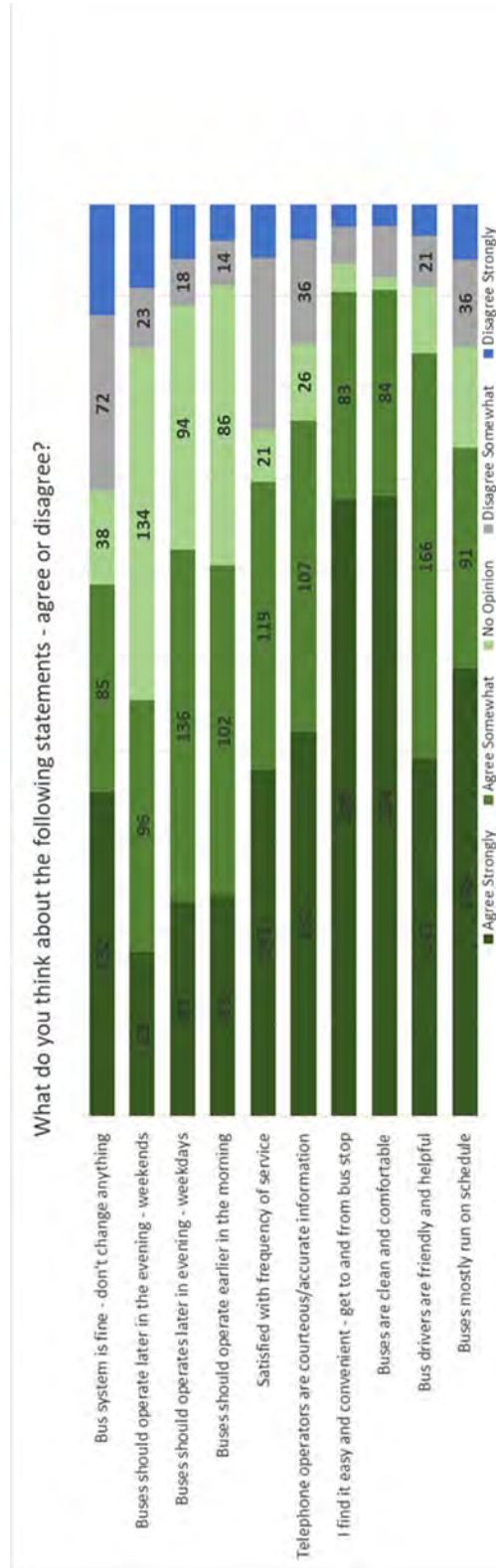
- Convenience of service
- Transit travel time
- Perceived safety on transit and waiting for transit
- Available transit information
- On-time performance
- Transit fares
- Overall satisfaction of transit service

The results of the survey revealed that TRACER customers were generally satisfied with the overall quality of services. More specifically, the survey results revealed that customers were the most satisfied with safety and transit fares. The area of least satisfaction is that of the frequency of service. Of note was the response to “*The loop routes and downtown transfer point make my trip longer than need be*”, while 37% of respondents had “no opinion”, close to 40% *Agreed* or *Strongly Agreed*.

Exhibit 3.11 illustrates the results of the survey regarding the quality of TRACER transit services.

The majority of respondents indicated that the drivers were friendly & helpful. The areas of greatest concern were that it takes too long to travel by bus and that the buses were not always on schedule.

Exhibit 3.11: Quality of Service Considerations



4.0 GOALS, OBJECTIVES AND STANDARDS

4.1 City of Tracy General Plan (2011) – A Vision, Goals and Objectives

Supplemental to the demographic and socioeconomic profile, reference to the 2011 General Plan informs on a vision for the future in general and *Circulation Element* goals and objectives specifically. The 2011 General Plan provides a vision for the future and establishes a framework for how Tracy should grow and change over the next two decades. While embracing change, this General Plan establishes goals, objectives, policies and actions that empower the City and community to guide this change in a desired direction.

Vision Statement: *Through the year 2025, the City of Tracy will continue to enhance its place as a great community in which to live, work and play. Drawing on its small town character, the City will grow in a manner that provides a high quality of life for all current and future residents and employees.*

Included is reference to: *Meet the transportation challenges of the future, so that people can travel safely and conveniently on foot or by car, air, bicycle, and transit.*

Circulation Element

The Circulation Element includes policies supporting street connectivity, extensive bicycle and pedestrian facilities, and a high degree of connectivity between all modes of transportation in Tracy.

Goal CIR-4 A balanced transportation system that encourages the use of public transit and high occupancy vehicles.

Objective CIR-4.1 Promote public transit as an alternative to the automobile.

Policies

- P1. The City shall promote efficient and affordable public transportation that serves all users.
- P2. The City shall continue to partner with SJCOG, SJRTD and Caltrans in efforts to locate park-and-ride lots and other transit-related facilities in the City of Tracy.
- P3. The City shall continue to operate the Tracer fixed-route and paratransit transit service and expand service to new residential and non-residential areas if funding for additional service is available and is warranted by ridership demand.
- P4. The City shall seek funding from regional and State and federal agencies to fund additional transit service expansions and improvements.
- P5. The City shall require development to provide for transit and transit-related increased modal opportunities, such as adequate street widths and curb radii, bus turnouts, bus shelters, park-and-ride lots and multi-modal Transit Centers through the development and environmental review processes, if appropriate.

P6. The City shall encourage efforts for additional regional transit service, including expansion of the existing ACE service, expansion of the existing commuter bus service, and new commuter rail service from Tracy to other areas in the region.

4.2 Transit Performance Measurement

Transit industry performance measurement best practices are reflected in *TCRP Report 88: A Guidebook for Developing a Transit Performance-Measurement System*, and the *Report on California Transit Performance Measures* prepared for Caltrans by the Mineta Institute. TCRP Report 88 identifies over 400 transit performance measures divided into seven categories:

1. Service Availability measures the quantity of transit access based on when (*i.e.*, span), where (*i.e.*, coverage and stop location), and how often (*i.e.*, frequency) transit services are available. These are primarily design criteria that do not fluctuate except when consciously reset by budgetary or policy changes. Therefore, they do not need to be monitored, measured and reported on a routine basis.
2. Service Delivery measures the quality of customers' day-to-day transit travel experience in terms of service reliability, comfort and convenience. Key service quality indicators include network coverage, service span and frequency, available capacity (loading condition), and utilization (ridership and productivity). This group includes both measures of dynamic conditions that require continual monitoring and frequent reporting on a monthly or quarterly basis; as well as relatively static design criteria.
3. Safety/Security measures the likelihood that an accident will occur involving customers, or that a customer or employee will become a crime victim while using transit. Examples of performance measures in this category include accident rates per 100,000-mile, injury accidents per passenger miles, and quantity of safety devices and personnel. These are dynamic measures of preferred outcomes that warrant continual monitoring and quarterly reporting.
4. Community Impact measures quality-of-life impacts on service area communities in terms of access to employment, economic growth and productivity, personal mobility and finances, pollution reduction, and equitable distribution of transit service. These are primarily preferred outcomes that are attainable over a multi-year timeframe. As such, they require regular monitoring and periodic reporting.
5. Maintenance measures the safety, reliability and condition of revenue vehicles in terms of average fleet age and mileage, road calls per 100,000 miles, conformance to scheduled maintenance inspections, among others. These are dynamic measures of preferred outcomes that warrant continual monitoring and quarterly reporting.
6. Financial Performance measures how efficiently resources are deployed to meet travel demand within budgetary constraints. Key performance measures include net cost per revenue hour and per customer boarding applied to individual routes, and farebox recovery generally applied to the system. Net cost per revenue mile, which usually applies to commuter routes only, is not needed by TRACER transit as a performance measure distinct from net cost per hour.

7. Agency Administration measures organizational efficiency in terms of employee productivity (e.g., vehicle miles per employee), employee relations, and the percentage of the total operating budget consumed by general and administrative (G&A) expenses. These are dynamic measures of preferred outcomes that warrant ongoing monitoring and annual reporting.

A broad framework for monitoring, measuring and reporting system performance is cast by the City of Tracy's organizational mission statement:

Mission: " We provide the community of Tracy with basic and extended services that offer opportunities for individuals, families and businesses to prosper as they live, work and play in Tracy."

Purpose & Vision: "Our purpose is to preserve and improve the quality of life for Tracy so that we become the most prosperous community in California."

The City's Parks & Recreation Department oversees transportation services including transit and has the following mission statement: "To ensure access to outstanding programs, services and community amenities that contribute to the quality of life in Tracy."

These mission statements may be the foundation for a vision reflecting: *Tracy TRACER as a leader in applying new technology and innovative solutions toward future progress in improving the value, efficiency, and effectiveness of its services and the economic vitality of the community. TRACER's services keep pace with growth in populations and incorporate new areas, while maintaining efficiency and effectiveness throughout the system.*

Goals and objectives provide directions for action. The following four goals, while general in nature, are recommended for adoption to guide transit/mobility service delivery.

- Goal 1: Operate a high-quality public transportation system (safe, reliable, effective, efficient, and accessible).
- Goal 2: Meet the growing demand for new services and implement innovative and cost-effective solutions to meet the increasing public transportation needs of the community.
- Goal 3: Provide leadership in public transportation for the City, and the industry.
- Goal 4: Educate the public about transit services in the area and the benefits of public transportation to the community and individuals.

Each goal is supported by specified objectives, key performance indicators and measures, standards and targets. The SRTP compiled these in a table containing key performance indicators (i.e., those that influence level of service) as well as passive or static design standards, preferred outcomes, management and marketing initiatives as a single body of information. This presents a complex view of performance measurement that may be difficult for stakeholders to absorb. Accordingly, the following discussion separates active measurement criteria from design criteria and preferred outcomes to focus attention on the key metrics underlying the evaluation of existing services presented in the next chapter.

4.2.1 TRACER Performance Metrics

The City's TRACER fixed route transit must meet a *Three-year Transit Systems Performance Objective* (in lieu of meeting farebox recovery) as established by the SJCOG Board to receive more TDA funds than the last year of compliance. Performance objectives are established every three years. TRACER is required to meet two out of three performance targets, as presented below.

Performance Objectives	FY 2019-20	FY 2020-21	FY 2021-22
	Target	Target	Target
Cost per Revenue Hour	< \$128.80	< \$143.16	< \$147.32
Passengers per Revenue Hour	>4.6	> 4.7	> 4.8
Subsidy per Passenger	< \$18.07	< \$20.77	< \$21.23

Key performance indicators for Tracy TRACER transit fixed route services are summarized in Exhibit 4.1. These metrics provide the basis for service evaluation and most directly influence proposed changes to the level of service operated on individual routes at various times of the service day. Transit monitors key performance indicators on an ongoing basis through monthly reports.

Exhibit 4.1: TRACER Transit Fixed Route Key Performance Indicators

Key Performance Indicator	Measure	Standard
Cost Efficiency	Cost per revenue hour	Base year + CPI
Service Effectiveness	Passengers per revenue hour	15 per hour New service (< 2 yrs.) – 10 per hour

Preferred outcome metrics are summarized in Exhibit 4.2. These are active indicators of dynamic performance of system functions such as transportation operations, maintenance, and administration. A new measure – annual transit rides per capita – replaces Percentage annual increase in total boardings as an indicator of ridership growth,

Exhibit 4.2. TRACER Transit Fixed Route Preferred Outcomes

Preferred Outcome	Measure	Target
Ridership Growth	Annual Rides per Capita	
Reliability	Schedule adherence (percent on-time)	95% >
	Missed trips	< 1%
	Miles between road calls	14,000
Safety	Preventable accidents per 100K miles	< 1.5
	Passenger injuries per 100K miles	< 1.0
Customer Service	Bi-annual survey results	Rating of 3.0 or better
	Complaints per 100K customer boardings	< 100

The SRTTP also identified various management and marketing initiatives as part of the performance measurement system. These actions are inherent to transit system management and do not necessarily demand dynamic quantitative measurement. Examples cited in the SRTTP include:

- Employ technology cost effectively
- Annual marketing program
- Public information program
- Community association memberships and attendance
- Participation in community events
- Participation in industry conferences

4.2.2 TRACER Paratransit Performance Metrics

Key performance indicators for TRACER Paratransit services are summarized in Exhibit 4.3.

Exhibit 4.3: Paratransit Key Performance Indicators

Key Performance Indicator	Measure	Standard
Cost Efficiency	Cost per revenue hour	Base year + CPI
	Cost per revenue mile	
Service Effectiveness	Passengers per revenue hour	2.5 >
Cost Effectiveness	Net cost per passenger	\$x.xx per passenger
	Farebox recovery (% of total operating cost)	10%

Paratransit service design guidelines are summarized in Exhibit 4.4. These are static measures used to shape service design and optimize the distribution of system resources. The targets indicate desired FY 2023 attainment thresholds.

Exhibit 4.4: Paratransit Service Design Criteria

Design Criteria	Measure	Target
Service Coverage	Percent residents served within $\frac{3}{4}$ -mile of a fixed route bus route	100%
Service Span	Operating days of service	Same as fixed route system
Average Wait Time		
Loading Condition	Maximum customers onboard	1.2x seated capacity
Transit Travel Time	Time relative to comparable travel via personal vehicle	< 1.5x personal vehicle travel time

Preferred outcome metrics are summarized in Exhibit 4.5. These are active indicators of dynamic performance of system functions such as transportation operations, maintenance, and administration.

Exhibit 4.5: Paratransit Service Preferred Outcomes

Preferred Outcome	Measure	Target
Ridership Growth	Percentage annual increase in total boardings	Population growth
Reliability	Schedule adherence (percent on-time)	90% >
	Missed trips	< 2%
Safety	Miles between road calls	10,000
	Preventable accidents per 100K miles	< 1.5
	Passenger injuries per 100K miles	< 1.0
Customer Service	Percentage of calls handled w/i 5 seconds	
	Bi-annual survey results	Rating of 3.0 or better
	Complaints per 100K customer boardings	< 100

5.0 OVERVIEW OF TRANSIT SYSTEM

5.1 History

The City initiated a fixed-route service in December 2001 and a demand response service was introduced in January 2002 with reduced service hours. The former Tracy Transit services were discontinued. A phased implementation plan for the Tracer Paratransit taxi program started in September 2002 with a certification process, and in July 2003 the user portion of the taxi fare increased from 25 percent to 50 percent. Commuter routes were added in 2004. Since the 1998 report, the population of Tracy has grown substantially, and the city limits have expanded. The 2000 U.S. Census found that the City of Tracy and environs surpassed the 50,000 mark in population to become an urbanized area. As a result, Tracy became eligible for annual Federal Transit Administration (FTA) Section 5307 grant funding for transit in FY 2003. The transit service is administered by the City's Parks and Recreation Department and is operated by a private contractor.

Located in southwestern San Joaquin County near the border with Alameda County, Tracy is the second largest city in the county.

5.2 Organization

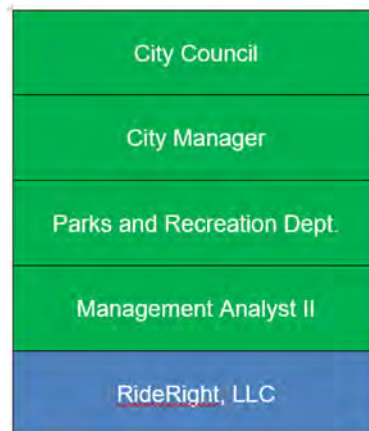
The City of Tracy is a general law city with a City Manager form of government. The City Manager is the chief administrative officer for the City and is accountable to the City Council. The City Manager appoints the Assistant City Manager and the department heads of the City's eight departments. Under the City Manager, the Parks and Recreation Department is responsible for the airport, alternative modes (bicycling, walking), and the day-to-day administration of the transit system.

The City Council is the policy-making body responsible for adopting TRACER policies, determining service and funding levels for the system, and ensuring performance consistent with community expectations, and regulatory compliance. Established by City Council Resolution 2007-120, a Transportation Advisory Commission provides advisory input on a variety of transportation issues.

TRACER transit services are administered by a Management Analyst II with the assistance of a Transportation Coordinator and two Maintenance positions (each of the Maintenance positions are dedicated 50% to transit and 50% to airport).

The Management Analyst II is responsible for administrative duties including: service contract monitoring administration, capital program planning, system performance monitoring, system planning and marketing, and grant compliance.

The City contracts with RideRight, LLC for all transit operations, as well as maintenance and repair services for the transit fleet.



5.4 Service Area

The TRACER fixed route system covers 22 square miles of the City containing nearly 100,000 residents. Local service was implemented in December 2001, and commuter routes were added in 2004. The existing route network is comprised of four local routes and two commuter routes. Peak weekday service requires nine buses; midday and Saturday service requires six buses.

TRACER is supplemented by regional bus services provided by the San Joaquin Regional Transit District (SJRTD), including intercity Route 97 and Hopper Route 90, which connect Tracy to Stockton. Other transit services include ACE commuter rail and Greyhound intercity bus.

5.5 TRACER Fixed Route System Description

5.5.1 Network Coverage

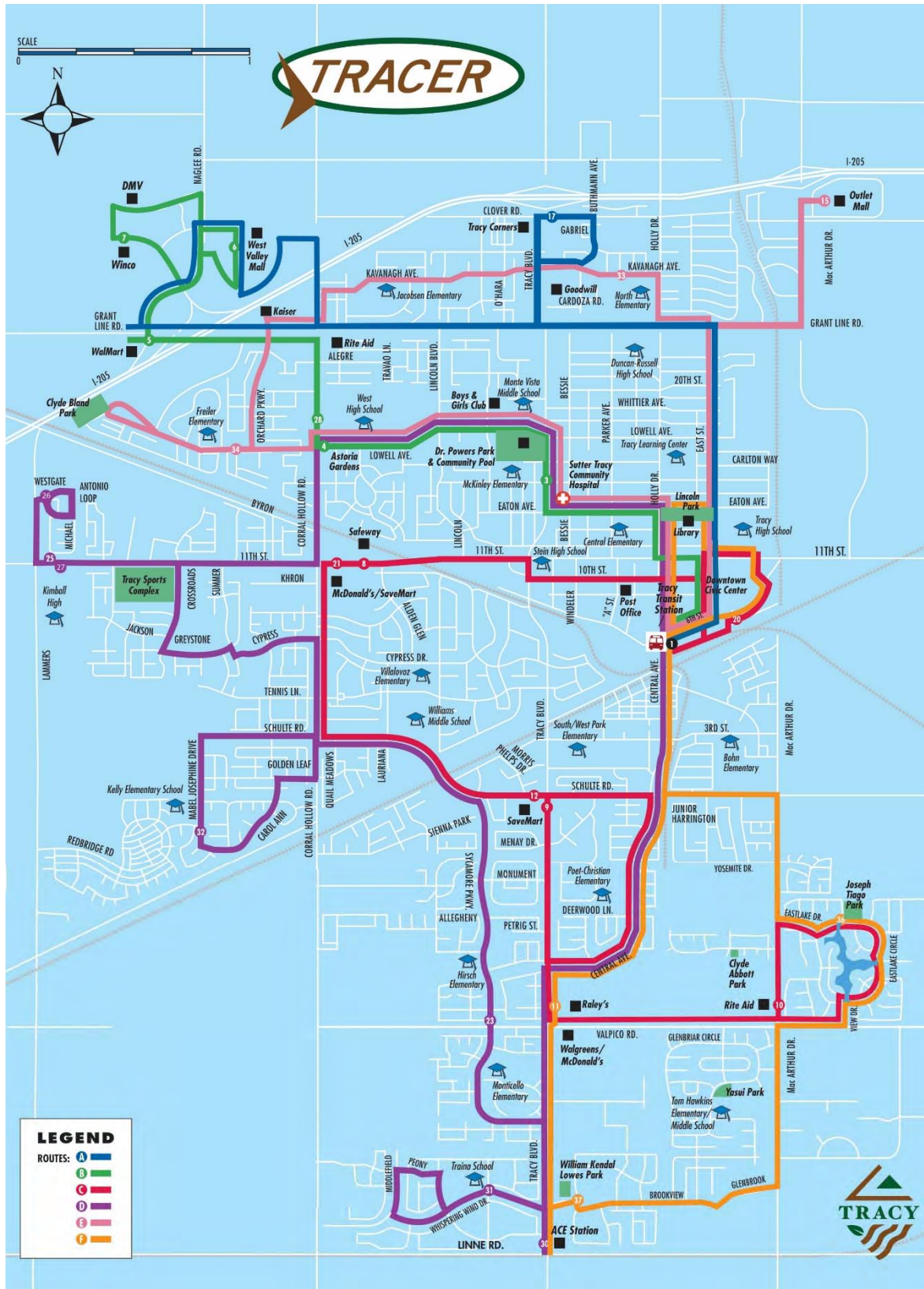
Shown in Exhibit 5.1, the fixed route network consists of four all-day routes (A, B, C, D) operating on weekdays and Saturdays, and two (E, F) weekday peak-only commuter routes. All routes begin and end at the Tracy Transit Station, located on 6th Street on the southern fringe of Downtown Tracy. Key destinations accessed by the network include:

- Medical Facilities
 - Kaiser Permanente – Grant Line Road at Orchard Parkway
 - Sutter Hospital on N Tracy Boulevard at Eaton Avenue
- Shopping / Retail Employment
 - Downtown shops and restaurants
 - Goodwill store – Grant Line Road at Tracy Boulevard
 - Northgate Village Outlet Mall – MacArthur Drive at Pescadero Drive
 - Raley’s – Tracy Boulevard at Valpico Road
 - Safeway – 11th Street at Corral Hollow Road
 - SaveMart – Tracy Boulevard at Schulte Road
 - Tracy Corners – Tracy Boulevard at Clover Road
 - Walmart - Grant Line Road at Naglee Road
 - West Valley Mall on Naglee Road in the northwest corner of the City
 - Winco Foods – Pavillion Parkway
- Schools
 - Kimball HS – Lammers Road at 11th Street
 - Stein HS – 11th Street at Tracy Boulevard
 - Tracy HS – East Street at 12th Street
 - West HS – Lowell Avenue at Corral Hollow Road

- Institutions
 - Civic Center – City Hall and Senior Center
 - DMV office – Auto Plaza Drive
 - Dr Powers Park / Community Pool – Lowell Avenue
 - Public Library – Holly Drive in Lincoln Park
 - Sports Complex – Crossroads at 11th Street
 - ACE train station - Linne Road at Tracy Boulevard

Several issues may be observed in the current network that contrast with industry best practices for bus route design. The existing network emphasizes spatial coverage over schedule frequency, reflecting the classic “*walk time vs. wait time*” trade-off that confronts transit customers and planners alike. TRACER route alignments are circuitous at times, with one-way segments and time-consuming deviations into residential neighborhoods. For many customers, this service design means longer onboard travel times, longer wait times at bus stops, and a route structure that seems unnecessarily complicated. Network issues are discussed further at the conclusion of this chapter.

Exhibit 5.1: TRACER Fixed Route Network, FY 2018



5.5.2 Service Span and Frequency

Current level-of-service characteristics of the fixed route system are summarized in Exhibit 5.2. TRACER operates six days per week (Monday – Saturday), with no service on Sundays and the following observed holidays: New Year's Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day. The system operates 255 weekdays and 52 Saturdays, or 307 days annually in a typical calendar year.

Schedule frequencies are low by today's metrics, with two local routes (A, B) running every 30 minutes, and two others (C, D) running hourly. Weekday schedules extend from 5:00 am until nearly 8:00 pm, although early morning service before 7:00 am is limited to the commuter routes. Local routes A and B operate a 30-minute frequency across the service day beginning at 7:00 am; and local route C operates hourly also beginning at 7:00 am. Route D regular service operates from 6:20 am until 7:27 pm on variable headways ranging between 35 and 70 minutes.

Saturday service operates from 9:00 am until nearly 7:00 pm with hourly service on Routes A, B and C; and 65-70 minutes on Route D.

Exhibit 5.2: TRACER Level of Service Characteristics, FY 2018

WEEKDAY		Service Span		Frequency			Schedule Cycle	Buses in Service		
Route	Begin	End	Peak	Midday	Eve	Peak		Base	Eve	
			minutes	minutes	minutes	minutes				
A	7:00 AM	7:58 PM	30	30	30	60	2	2	2	
B	7:00 AM	7:58 PM	30	30	30	60	2	2	2	
C	7:00 AM	7:58 PM	60	60	60	60	1	1	1	
D	5:00 AM	7:27 PM	50	65	65	35 - 70	2	1	1	
E	6:40 AM	4:50 PM	1 trip AM / 2 PM	--	--	55	1	0	0	
F	6:00 AM	9:55 PM	2 trips AM & PM	--	--	55	1	0	0	
Subtotal, Weekday								9	6	6
SATURDAY		Service Span		Frequency			Schedule Cycle	Buses in Service		
Route	Begin	End	Early	Day	Eve	Peak		Base	Eve	
			minutes	minutes	minutes	minutes			<i>Hours per period</i>	
A	9:00 AM	6:58 PM	60	60	--	60	1	1	0	
B	9:00 AM	6:58 PM	60	60	--	60	1	1	0	
C	9:00 AM	6:58 PM	60	60	--	60	1	1	0	
D	9:00 AM	6:27 PM	65	65	--	65	1	1	0	
Subtotal, Saturday								4	4	0
Maximum Vehicles Required								9	6	6

5.5.3 Ridership and Productivity

TRACER ridership and service productivity are near the low end of the range among peer transit systems.³ Annual ridership, which has reflected a flat to slightly declining trend during the last five years, is estimated at 158,000 customer boardings in FY 2018. As indicated in Exhibit 5.3, system service productivity is 6.5 boardings per revenue service hour. Individual route productivities range from a high of 8.7 boardings per hour (Route F) to a low of 3.9 boardings per hour (Route D). Notably, the productivity of local Route C operating hourly schedules is higher than Routes A and B operating 30-minute weekday schedules.

Exhibit 5.3: TRACER Ridership and Productivity by Route, FY 2018

Route	FY 2018 Estimated Ridership	FY 2018 Estimated Revenue Hours	Service Productivity (Passengers per Hour)
A - Blue	48,000	6,900	7.0
B - Green	46,500	6,900	6.7
C - Red	31,000	3,825	8.1
D - Purple	19,400	5,025	3.9
E - Pink	6,600	925	7.1
F - Orange	6,500	750	8.7
Total	158,000	24,325	6.5

5.6 TRACER Route Analysis

This section presents a detailed assessment of each route based on fresh ridership and running time data collected on board TRACER buses specifically for this study.⁴ These boarding and alighting counts were compared with FY 2018 system-level operating data reported by the City to ensure accuracy of the data. Ridership counts were tabulated in spreadsheets (see Appendix C) and graphed for presentation in this section.

5.6.1 Route A

Shown in Exhibit 5.4, Route A follows a mostly linear alignment across the north side of the City with bi-directional service on East Street and Grant Line Road between Downtown Tracy and northwest retail district centering on West Valley Mall. A mid-route deviation at Tracy Boulevard

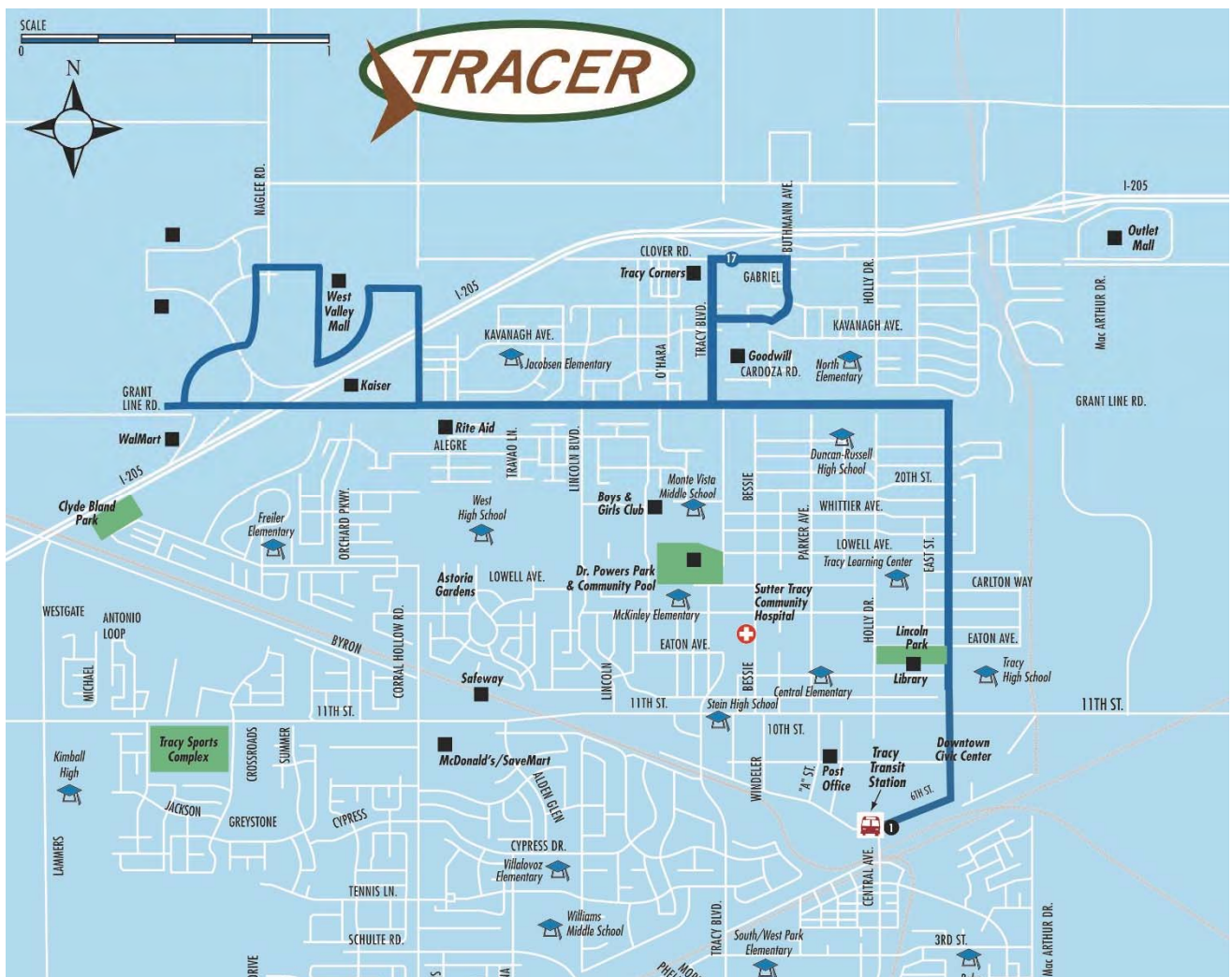
³ Among California municipal systems, average service productivity ranges from 12 – 20 boardings per revenue service hour.

⁴ Onboard data collection conducted May 15 – 21, 2018.

extends north of Grant Line Road to Clover Road, primarily for access to the Tracy Corners Shopping Center. The western end of the route is a counter-clockwise loop with major stops at West Valley Mall, Target, and Walmart. Route A is divided into four key segments for analysis:

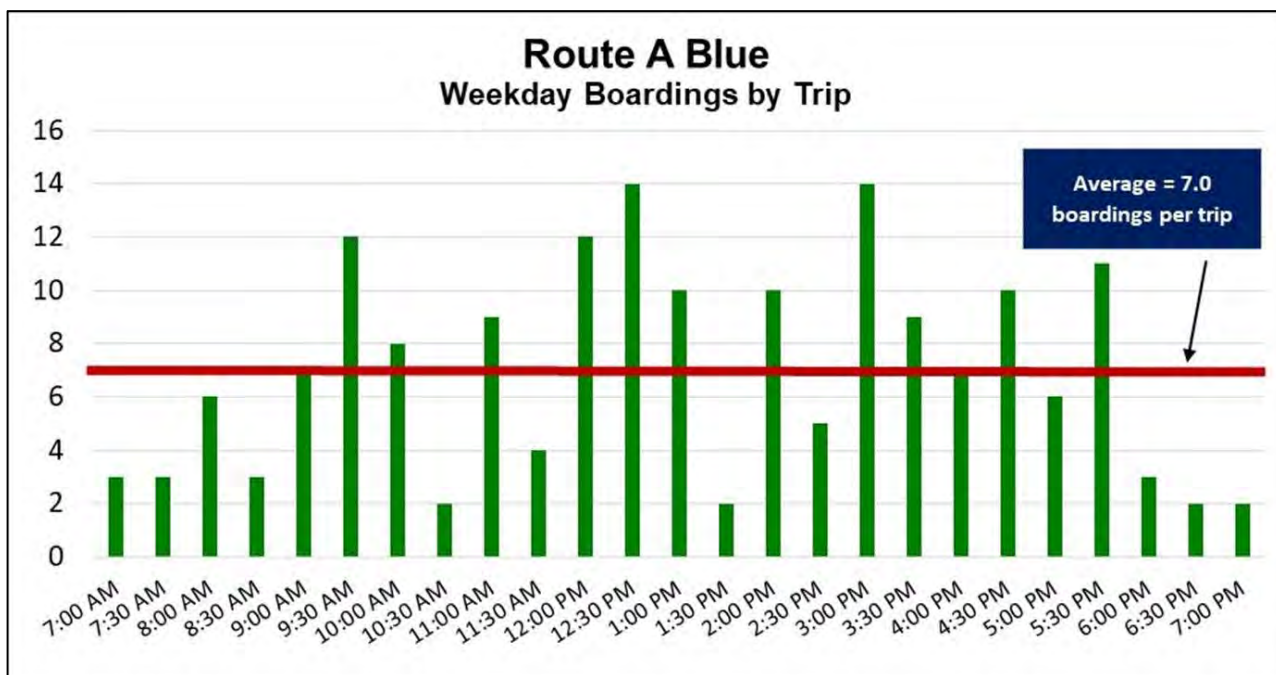
- East Street running north-south between Grant Line Road and Downtown Tracy; and continuing via 6th Street to the Transit Station.
- Grant Line Road running east-west between East Street and Naglee Road.
- A mid-route deviation looping north of Grant Line Road via Tracy Boulevard to Clover Road; and providing access to Tracy Corners Shopping Center.
- Retail district located in north of I-205 and west of Corral Hollow Road in northwest Tracy; including West Valley Mall, Target, and Walmart. This segment partly overlaps Route B.

Exhibit 5.4: TRACER Route A



Route A weekday service generates an average of 175 customer boardings on two buses operating a total of 25 daily revenue service hours; an average of just under seven boardings per hour. A summary distribution of total boardings by weekday trip across the service day is provided in Exhibit 5.5. All trips depart from and terminate at the Transit Station. The data indicates higher ridership during the middle of the service day; the busiest trips occur at 9:30 am, noon, 12:30 pm, and 3:00 pm. Eight trips in the 25-trip weekday schedule generate 10 or more boardings. Ridership is minimal during the first and last hours of the service day. Student ridership appears limited to the afternoon.

Exhibit 5.5: Route A Weekday Boardings by Trip

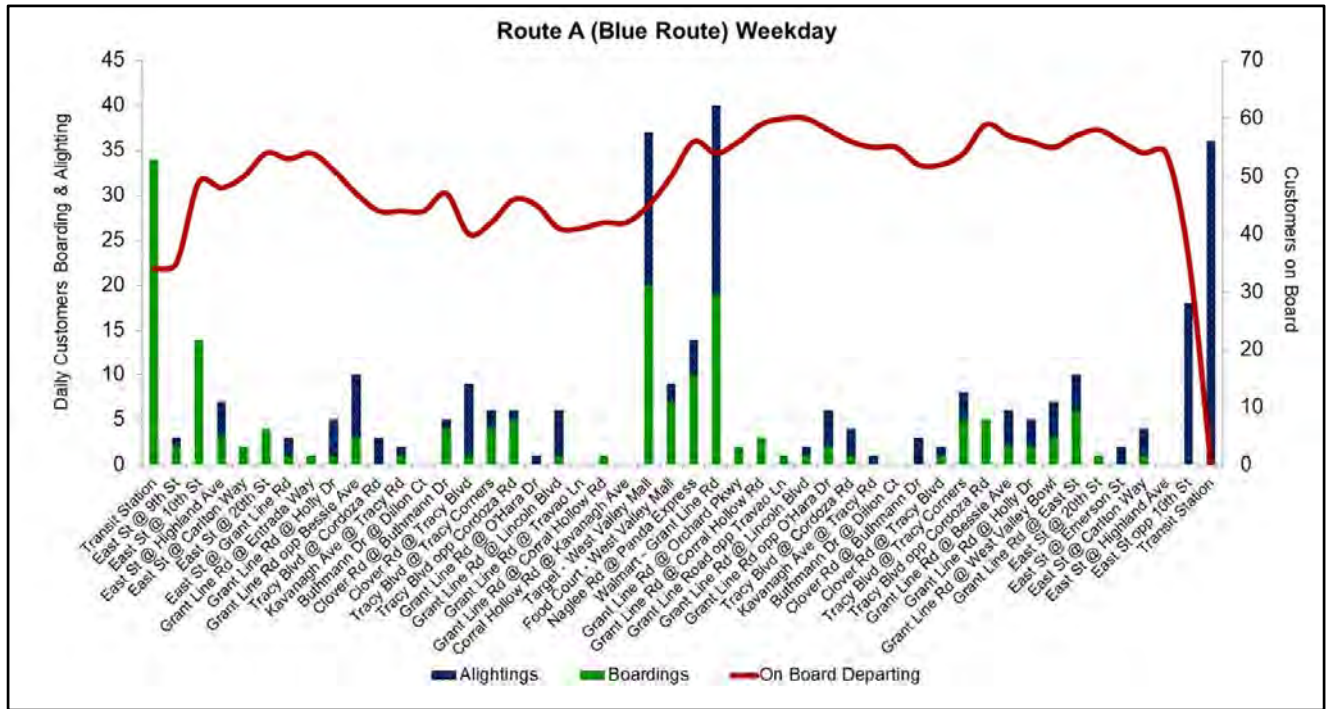


A distribution of weekday customer boardings, alightings, and onboard volumes by sequential bus stop along Route A are displayed in Exhibit 5.6.⁵ The Transit Station and West Valley Mall area, including Target and Walmart, account for half of total weekday ridership activity. Other significant trip generators include the Civic Center (City Hall, Senior Center), Tracy High School, and businesses along Grant Line Road.

The Tracy Corners deviation on Route A generates 15-20 boardings per weekday north of Cordoza Road on Tracy Boulevard, Kavanaugh Avenue, Buthmann Drive, and Clover Road. This compares to 60 or more customers per day riding Route A buses through the intersection of Grant Line Road and Tracy Boulevard. The deviation is covered in both directions, resulting in 50 scheduled bus trips per weekday to Tracy Corners.

⁵ The green and blue bars represent total daily customer boardings and alightings (per left scale) at each stop. The red line indicates the total number of customers on board all trips when departing each stop (per right scale).

Exhibit 5.6: Route A Boardings and Alightings by Bus Stop, Weekdays



The five most active stops along Route A are listed in Exhibit 5.7.

Exhibit 5.7: Route A Most Active Bus Stops, Weekdays

Bus Stop	Weekday Boardings	Weekday Alightings	Transit Trip Activity	Percent of Daily Activity
Transit Station	34	36	70	20.1
W Valley Mall (2 stops)	27	19	46	13.2
Walmart – Grant Line Rd	19	21	40	11.5
East St / 10 th (City Hall)	14	18	32	9.2
Naglee Rd / Grant Line Rd	10	4	14	4.0

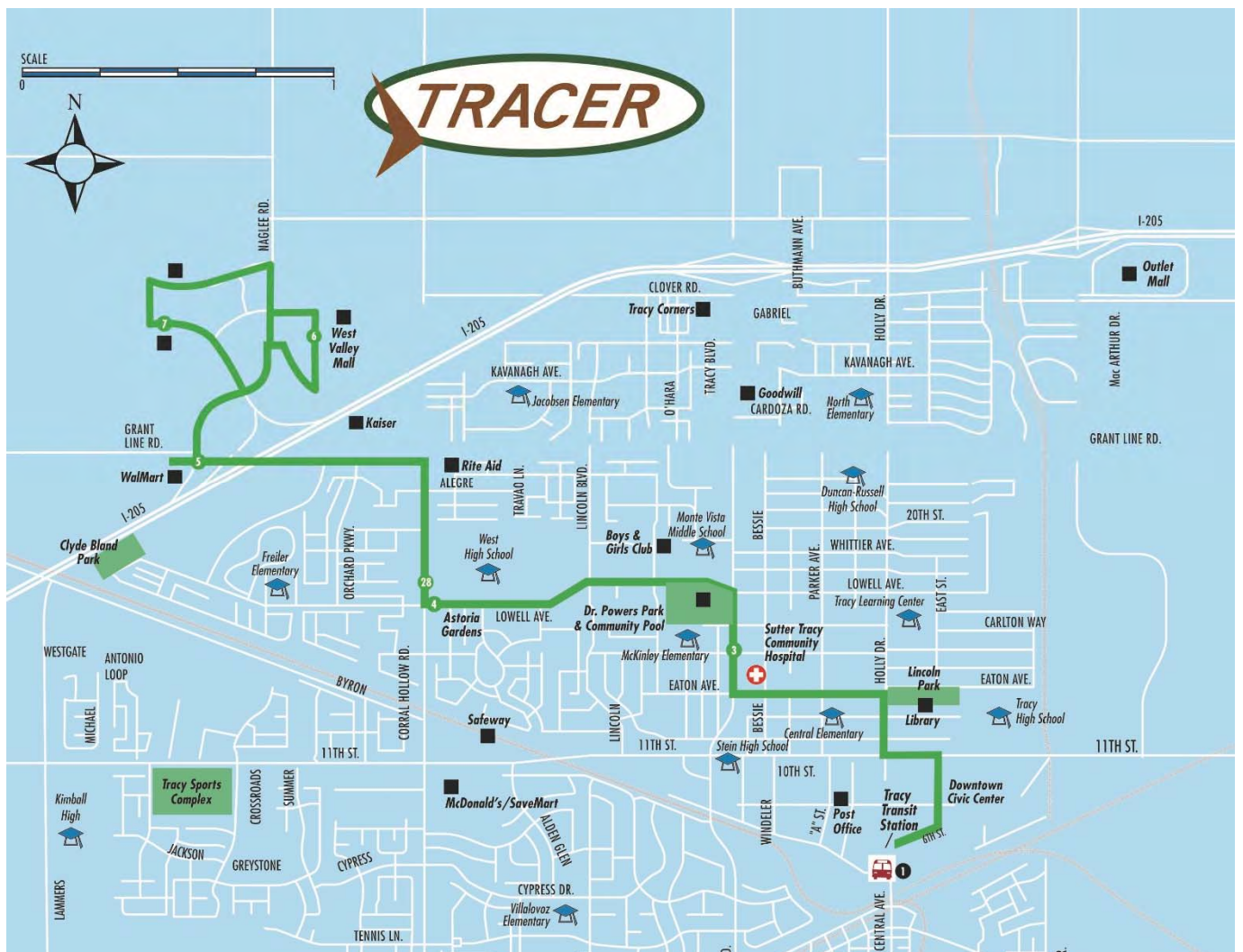
5.6.2 Route B

Shown in Exhibit 5.8, Route B follows a linear alignment across central Tracy with bi-directional coverage on East Street, Holly Drive, Eaton Avenue, Tracy Boulevard, Lowell Avenue, Corral Hollow Road, Grant Line Road and Naglee Road; between Downtown Tracy and the northwest retail district centering on West Valley Mall. The western end of the route is a counter-clockwise

loop with major stops at Target, West Valley Mall, the Department of Motor Vehicles office, Winco Foods, and Walmart. Route B is divided into three key segments for analysis:

- Holly Drive and East Street (via 11th Street) running north-south between Eaton Avenue and Downtown Tracy; and continuing via 6th Street to the Transit Station.
- Eaton Avenue and Lowell Avenue (via Tracy Boulevard) running east-west between Holly Drive and Corral Hollow Road. This segment overlaps Routes D and E.
- Retail district located in north of I-205 and west of Corral Hollow Road in northwest Tracy; including West Valley Mall, Target, Walmart, Winco Foods, DMV office, auto dealerships, and medium density residential housing. This segment partly overlaps Route A.

Exhibit 5.8: TRACER Route B

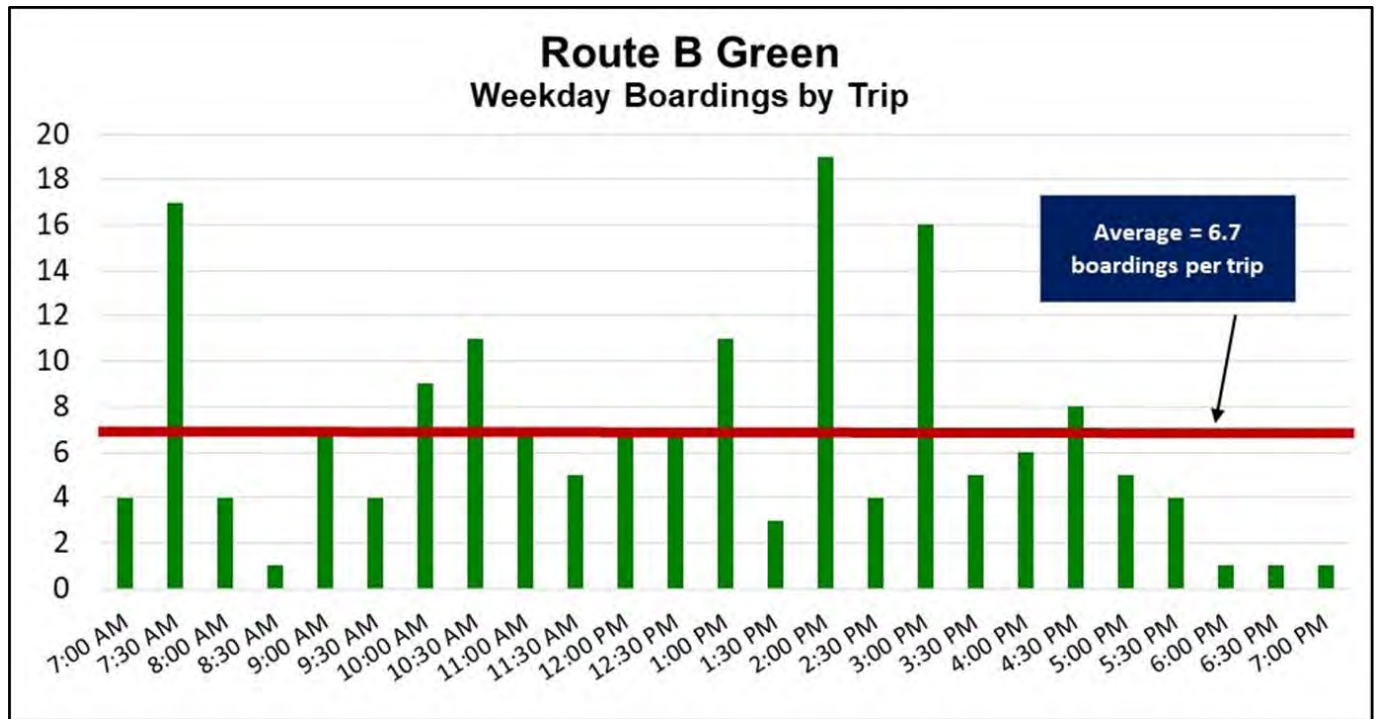


Route B weekday service generates 167 customer boardings on two buses operating 25 revenue service hours; an average of 6.7 boardings per hour. The weekday schedule contains 25 trips

and the Saturday schedule contains 10 trips. All trips depart from and terminate at the Transit Station on an hourly cycle.

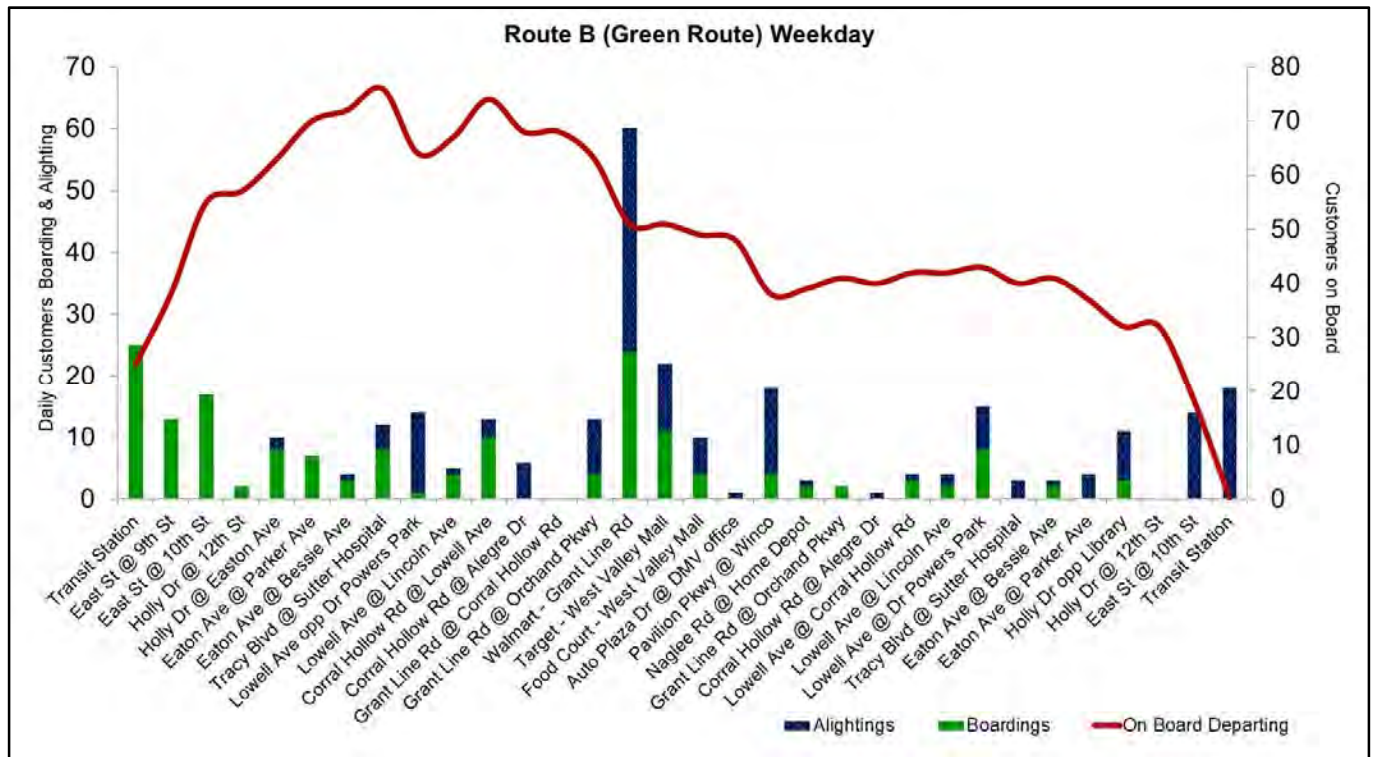
A summary distribution of total boardings by weekday trip is provided in Exhibit 5.9. The data indicates low ridership across the day; with selected trips spiking upward around school bell times (*i.e.*, 7:30 am, 2:00 pm and 3:00 pm trips). These data indicate significant student ridership on school days. Five trips in the 25-trip daily schedule carry 10 or more passengers. Ridership is negligible after 6:00 pm.

Exhibit 5.9: Route B Weekday Boardings by Trip



A distribution of weekday customer boardings, alightings, and onboard volumes shown sequentially by bus stop appears in Exhibit 5.10. The northwest business district, including West Valley Mall, Walmart, Winco Foods, and the DMV office account for more than one-third of total weekday ridership activity. Other significant trip generators include the Civic Center area (City Hall, Senior Center); and the Dr. Powers Park stops near Monte Vista Middle School, Bella Christian Academy, and the Boys & Girls Club. Ridership along Eaton Avenue and Lowell Avenue is low particularly in the inbound (*i.e.*, toward Downtown) direction.

Exhibit 5.10: Route B Boardings and Alightings by Bus Stop, Weekdays



The five most active stops along Route B are listed in Exhibit 5.11.

Exhibit 5.11: Route B Most Active Bus Stops, Weekdays

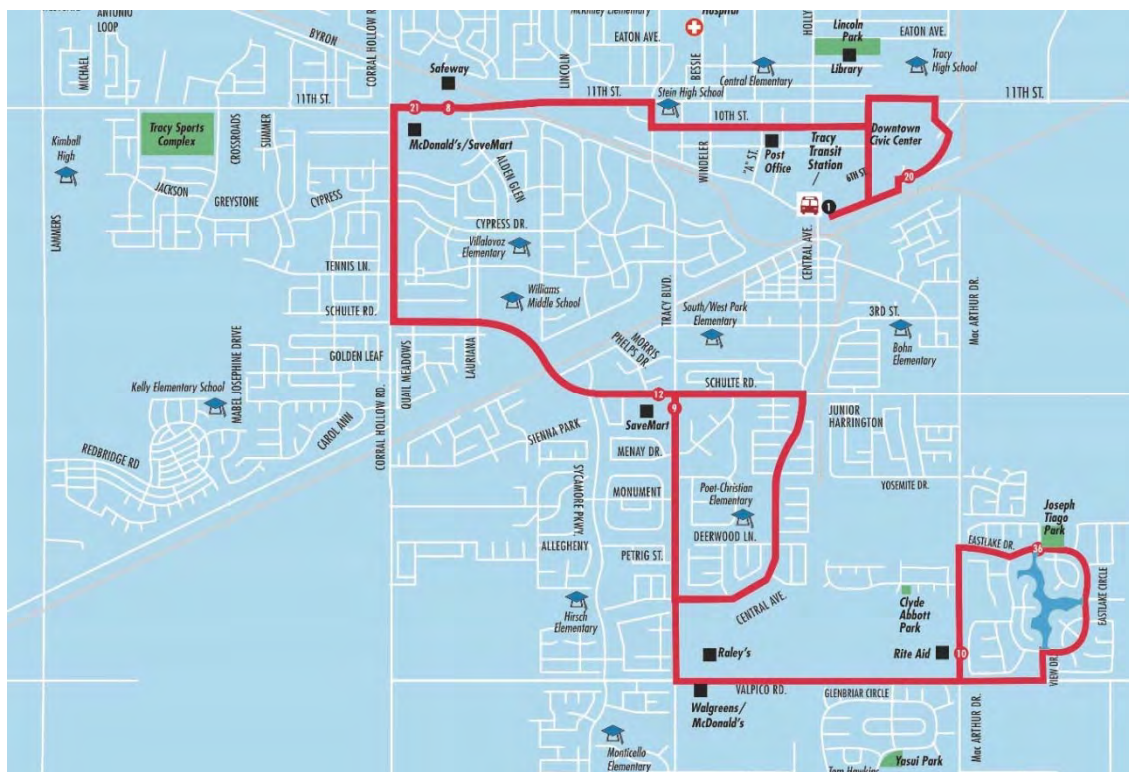
Bus Stop	Weekday Boardings	Weekday Alightings	Transit Trip Activity	Percent of Daily Activity
Walmart – Grant Line Rd	24	36	60	18.0
East St / 9 th & 10 th (City Hall, Senior Center)	30	14	44	13.2
Transit Station	25	18	43	12.9
W Valley Mall (2 stops)	15	17	32	9.6
Lowell Ave / Dr Powers	9	20	29	8.7

5.6.3 Route C

Shown in Exhibit 5.12, Route C follows a serpentine alignment covering much of southside Tracy with bi-directional service on 10th / 11th Street, Corral Hollow Road, Schulte Road, and Valpico Road between Downtown Tracy and the Hidden Lake community in the southeast corner of the City. The alignment splits briefly mid-route using Central Avenue NB and Tracy Boulevard SB between Schulte Road and Valpico Road. The eastern terminus is a clockwise loop through Hidden Lake, east of MacArthur Drive. Route C is divided into five key segments for analysis:

- 11th Street running east-west between Downtown Tracy and Street and Corral Hollow Road.
- Corral Hollow Road running north-south between 11th Street and Schulte Road.
- Schulte Road running east-west between Central Avenue and Corral Hollow Road. This segment partly overlaps Route D.
- Central Avenue (NB) and Tracy Road (SB) running north-south between Schulte Road and Valpico Road. The Central Avenue segment overlaps Routes D and F.
- Valpico Road east of Tracy Boulevard to the Hidden Lake Community east of MacArthur Drive. This area also is covered by Route F using a similar alignment.

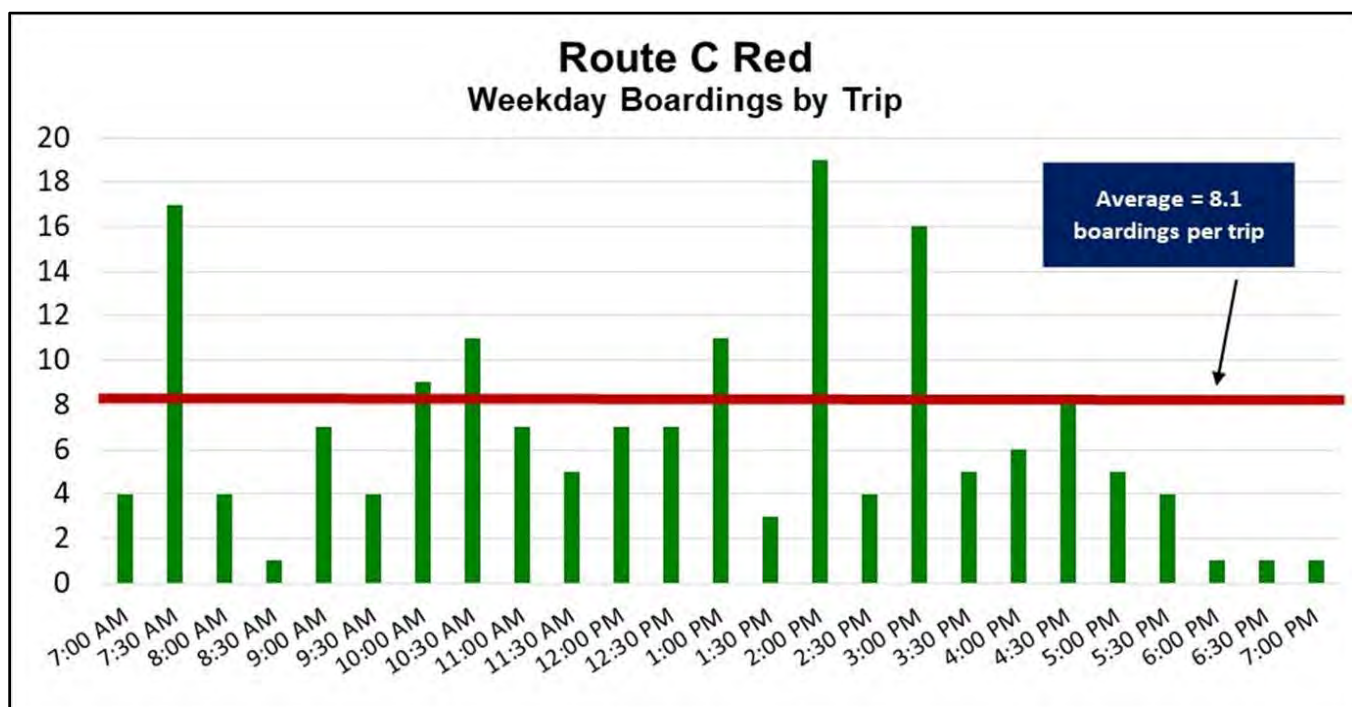
Exhibit 5.12: TRACER Route C



Route C weekday service generates about 105 daily customer boardings on one bus operating 13 revenue service hours; an average of 8.1 boardings per hour. The weekday schedule contains 13 trips and the Saturday schedule contains 10 trips. All trips depart from and terminate at the Transit Station on an hourly cycle.

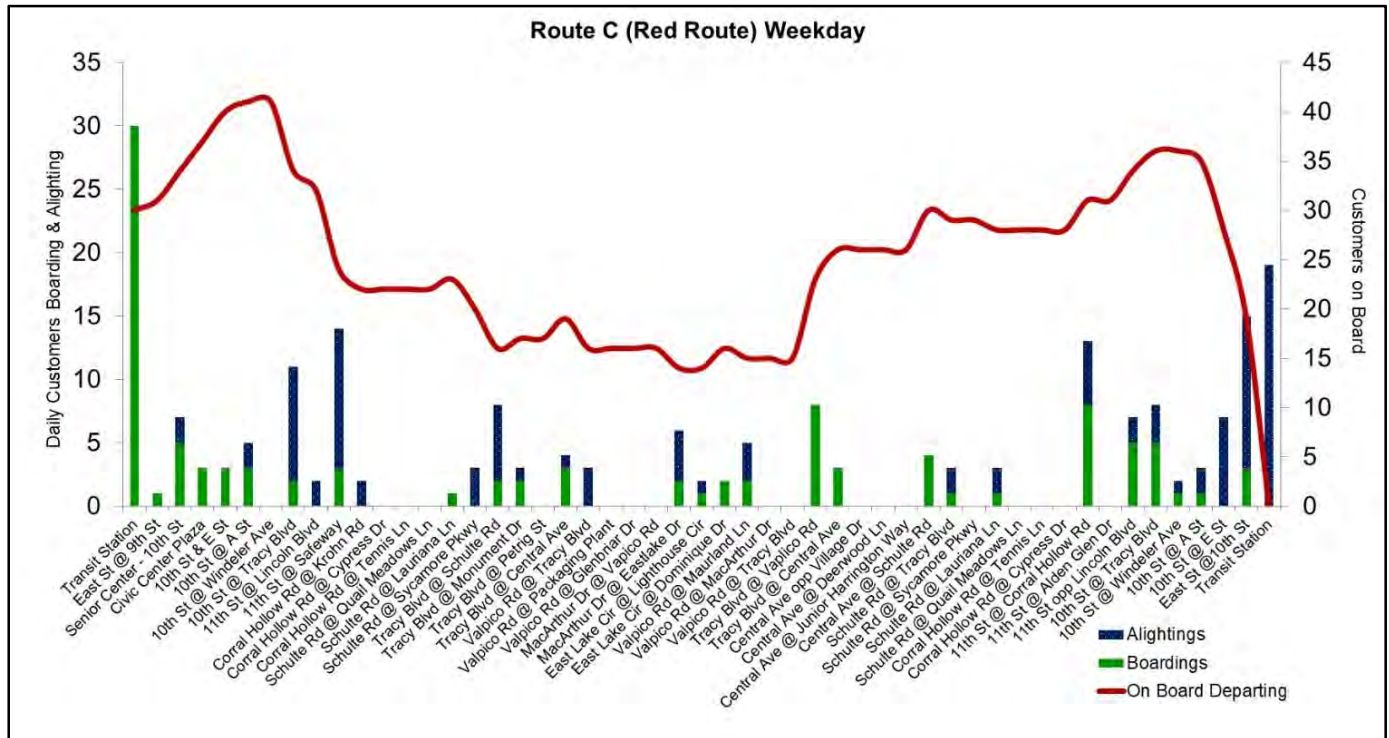
A summary distribution of total boardings by weekday trip is provided in Exhibit 5.13. The data reflects generally low to moderate ridership across the service day; with selected trips spiking upward around school bell times (*i.e.*, 7:30 am, 2:00 pm and 3:00 pm trips). Five of 13 scheduled weekday trips carry 10 or more passengers. Ridership is negligible after 6:00 pm.

Exhibit 5.13: Route C Weekday Boardings by Trip



A distribution of weekday customer boardings, alightings, and onboard volumes by sequential bus stop along Route C are displayed in Exhibit 5.14. The data suggests a weak southern terminus at Hidden Lake, which has a dampening effect on all-day travel demand in both directions. Just seven boardings and eight alightings occur on 13 weekday trips at the nine bus stops situated east of the intersection of Valpico Road and Tracy Boulevard. Note low mid-route onboard passenger volumes (red line on graph) south of Schulte Road, indicating diminished ridership activity at these stops. The split alignment on Central Avenue and Tracy Boulevard adds to the concern; with just four boardings and no alightings at four northbound stops on Central Avenue, and two boardings and one alighting at three southbound stops on Tracy Boulevard.

Exhibit 5.14: Route C Boardings and Alightings by Bus Stop, Weekdays



The six most active stops along Route C are listed in Exhibit 5.15.

Exhibit 5.15: Route C Most Active Bus Stops, Weekdays

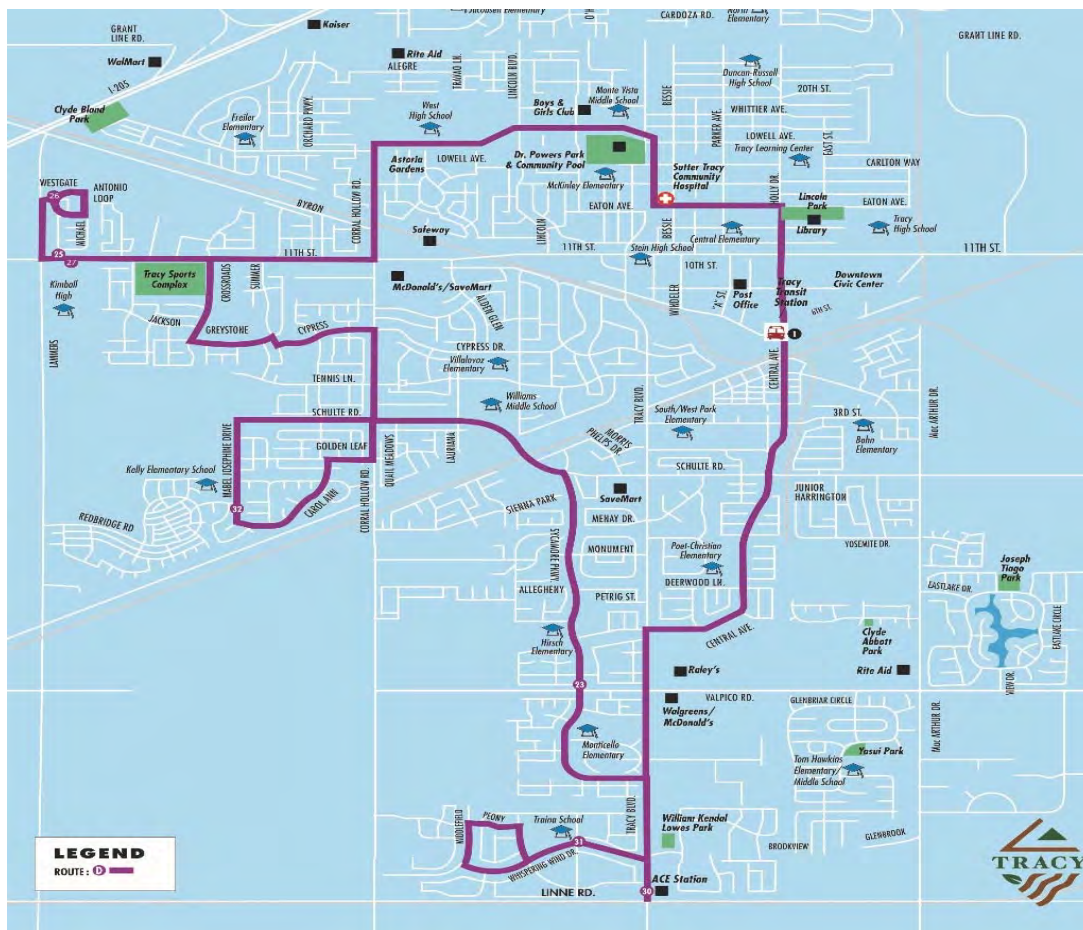
Bus Stop	Weekday Boardings	Weekday Alightings	Transit Trip Activity	Percent of Daily Trip Activity
Transit Station	30	19	49	23.3
Tracy Blvd / Corral Hollow Rd	11	16	27	12.9
Civic Center area (3 stops)	11	14	25	11.9
10 th Street / Tracy Blvd	7	12	19	9.0
Tracy Blvd / Valpico Rd	8	3	11	5.2
Tracy Blvd / Schulte Rd	3	8	11	5.2

5.6.4 Route D

Shown in Exhibit 5.16, Route D provides both all-day service in one direction, and peak-only reverse direction service on a loop alignment covering a wide area of south and central-west Tracy. Route D is divided into five key segments for analysis:

- Central Avenue (SB) between the Transit Station and Tracy Boulevard. This segment overlaps Routes C and F;
- Area south of Valpico Road including stops on Tracy Boulevard, Whispering Winds Drive, Middlefield Drive, and at the ACE train station. This segment overlaps Route F;
- Sycamore Parkway and Schulte Road between Tracy Boulevard and Corral Hollow Road. This segment partly overlaps Route C;
- Residential subdivisions west of Corral Hollow Road and south of Lowell Avenue;
- Lowell Avenue, Tracy Boulevard, Eaton Avenue and Holly Drive between Corral Hollow Road and Downtown Tracy. This segment overlaps Routes B and E.

Exhibit 5.16: TRACER Route D (includes D Reverse)

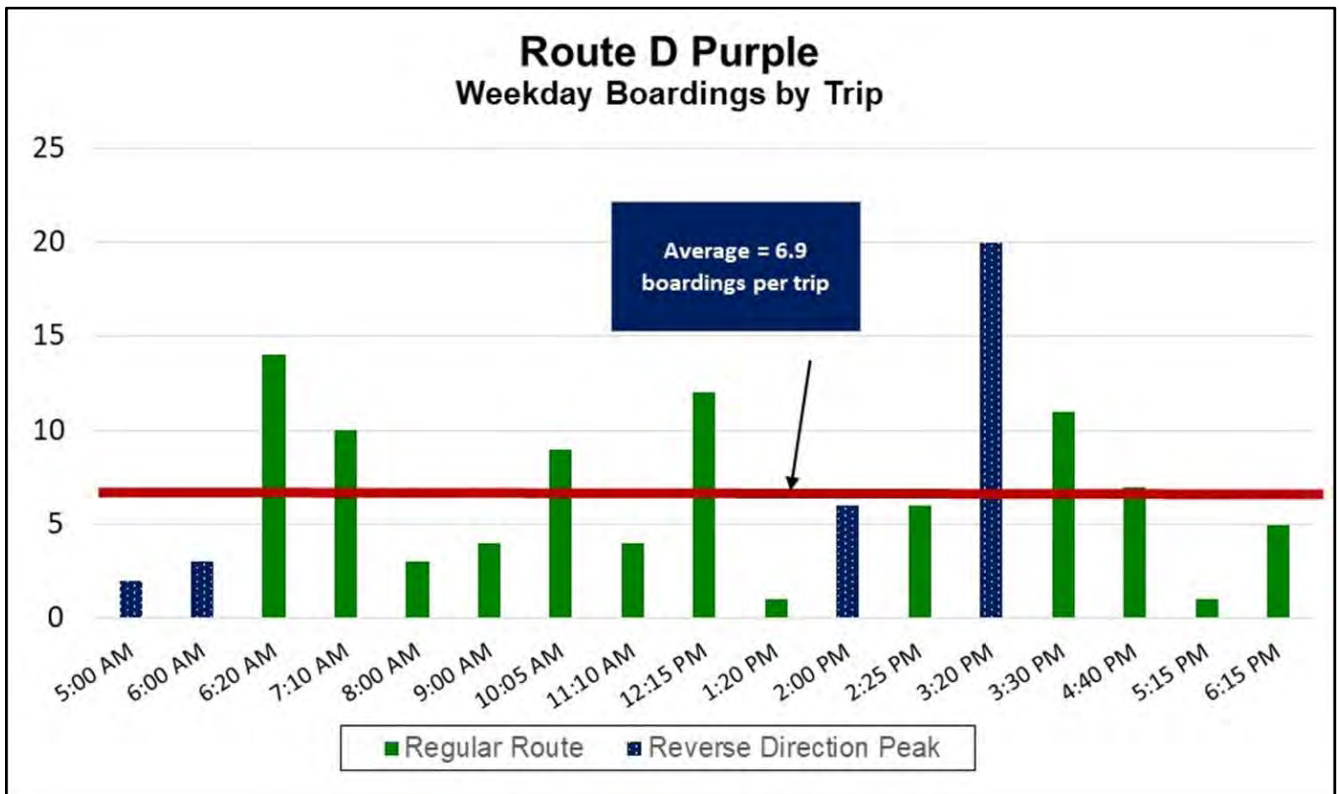


All-Day Service

Route D regular service operates as a clockwise loop with departures from the Transit Station every 35 - 70- minutes from 6:20 am until 7:27 pm on weekdays; and from 9:00 am until 6:27 pm on Saturdays. Weekday service generates 87 customer boardings on one bus operating 13 revenue service hours and 13 trips. The Saturday schedule contains nine trips. All trips depart from and terminate at the Transit Station.

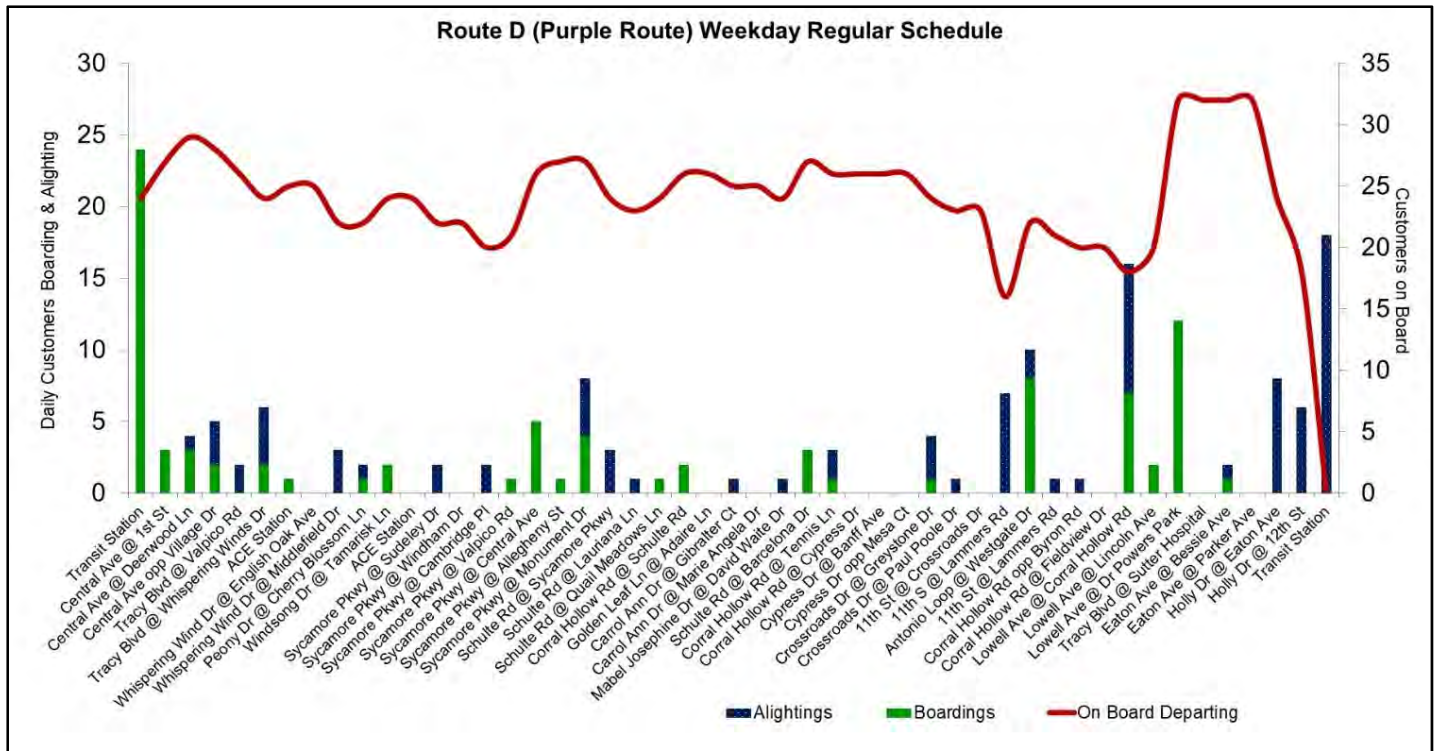
A summary distribution of total boardings by weekday trip is provided in Exhibit 5.17. The data reflects generally low demand across the service day; with higher ridership on selected trips serving morning and afternoon school bell times. Five of 13 scheduled weekday trips carry 10 or more passengers. The 3:20 pm (Tuesday – Friday, school days) reverse direction trip is the highest ridership trip in the TRACER system.

Exhibit 5.17: Route D Weekday Boardings by Trip



A distribution of weekday customer boardings, alightings, and onboard volumes by sequential bus stop along Route D (regular route only) are displayed in Exhibit 5.18. The data shows higher ridership activity on the segments closest to Downtown Tracy, including inbound stops along Lowell Avenue, Tracy Boulevard and Eaton Avenue; and outbound stops along Central Avenue heading southbound. Activity is minimal on segments winding through mostly residential subdivisions west of Corral Hollow Road.

Exhibit 5.18: Route D Regular Route Boardings and Alightings by Bus Stop, Weekdays



The six most active stops along Route D are listed in Exhibit 5.19.

Exhibit 5.19: Route D Most Active Bus Stops, Weekdays

Bus Stop	Weekday Boardings	Weekday Alightings	Transit Trip Activity	Percent of Daily Trip Activity
Transit Station	24	18	42	24.1
Lowell Ave / Corral Hollow (Astoria Gardens)	7	9	16	9.2
Lowell Ave / Dr Powers Park	12	0	12	6.9
Antonio Loop / Westgate Dr	8	2	10	5.7
Sycamore Pkwy / Monument Dr	4	4	8	4.6
Holly Dr / Eaton Ave (opp Library)	0	8	8	4.6

Peak-only Reverse Commute Service

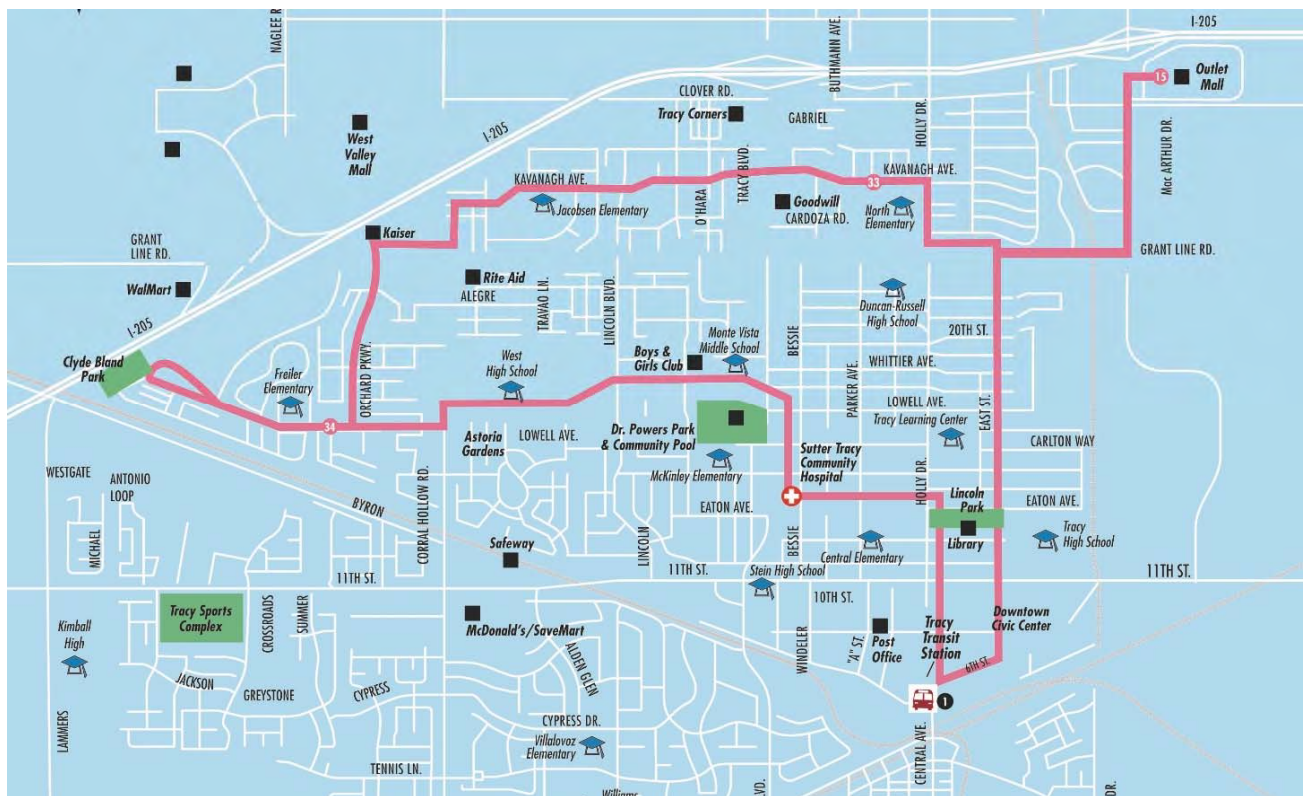
Route D peak-only reverse commute trips operate counter-clockwise on the loop with three weekday departures from the Transit Station 5:00 am, 6:00 am, 2:00 pm (Monday only), and 3:20 pm (Tuesday – Friday). These trips operate in the opposite direction of regular Route D service, resulting in bi-directional service on the loop during peak periods.

Weekday service generates 20-25 customer boardings on three trips. Monday ridership is lower due to low patronage on the 2:00 pm (early dismissal) trip. The 3:20 pm trip generates 20 boardings. Morning ridership is minimal with two to three boardings per trip.

5.6.5 Route E

Shown in Exhibit 5.20, Route E provides peak-only commute service on a loop alignment covering a wide area of north Tracy. Two morning trips departing from the Transit Station at 6:40 am and 7:35 am operate counter-clockwise via East Street, MacArthur Drive, Grant Line Road, Holly Drive, Kavanaugh Avenue, Corral Hollow Road, Orchard Parkway, Lowell Avenue, Tracy Boulevard, Eaton Avenue, Holly Drive, and Central Avenue. Two afternoon trips departing at 1:25 pm (Mondays only), 2:55 pm (Tuesday – Friday), and 3:55 pm operate in the opposite (clockwise) direction.

Exhibit 5.20: TRACER Route E



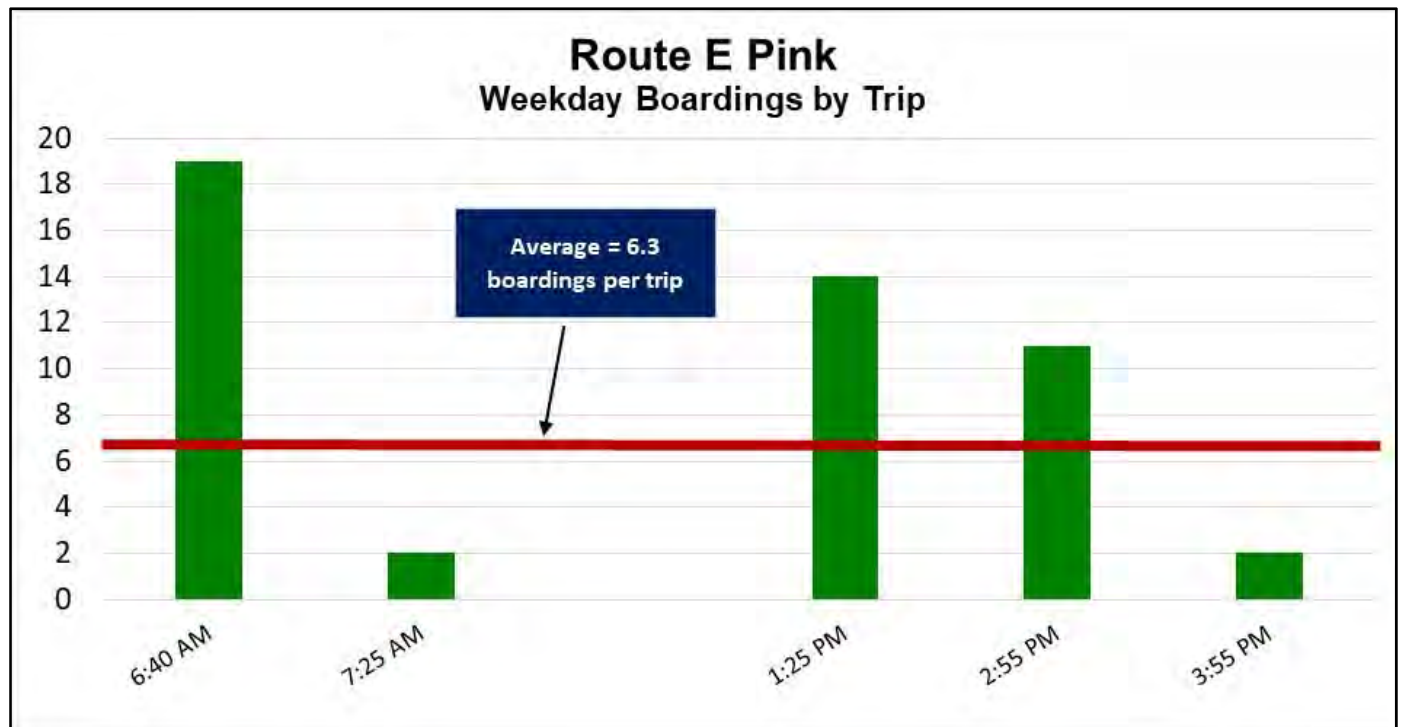
Route E significantly overlaps other TRACER and SJRTD routes; notably:

- Route A on East Street between Downtown and Grant Line Road;
- Routes B and D on Lowell Avenue, Tracy Boulevard, and Holly Drive between Corral Hollow Road and Downtown;
- SJRTD Routes 90 and 97 on MacArthur Drive.

Weekday service generates about 25 customer boardings on two morning trips and two afternoon trips (3.6 revenue hours). As indicated in Exhibit 5.21, the 6:40 am and 1:25 pm (Monday) and 2:55 pm (Tuesday – Friday) trips carry most of the ridership. Morning customers board primarily along Kavanaugh Avenue westbound and Lowell Avenue between the Chesapeake roundabout and Corral Hollow Road. Key destination stops include Lowell Avenue at Lincoln Boulevard for Bella Vista Academy students, and at Dr Powers Park for Monte Vista Middle School students. Non-school destinations include Sutter Hospital and the Transit Station. These patterns reverse on the afternoon trip. Unsustainably low ridership is noted on the second morning and afternoon trips. Several segments generate negligible ridership activity; notably:

- East Street between Downtown and Grant Line Road;
- MacArthur Drive to the Outlet Mall;
- Orchard Parkway between Grant Line Road and Lowell Avenue.

Exhibit 5.21: Route E Weekday Boardings by Trip



5.6.6 Route F

Shown in Exhibit 5.22, Route F provides peak-only commute service on a mostly loop alignment covering southeast Tracy connected to the Transit Station with bi-directional service on Central Avenue north of Schulte Road. One morning trip departing from the Transit Station at 6:40 am operates clockwise on the loop via Schulte Road, MacArthur Drive, Eastlake Drive, Eastlake Circle, Lakeview Drive, Valpico Road, MacArthur Drive, Glenbrook Drive, Brookview Drive, Tracy Boulevard to the ACE station and returning north on Tracy Boulevard and Central Avenue. Two afternoon trips departing at 1:40 pm (Mondays only), 3:15 pm (Tuesday – Friday), and 4:15 pm operate in the opposite (counter-clockwise) direction.

Exhibit 5.22: TRACER Route F

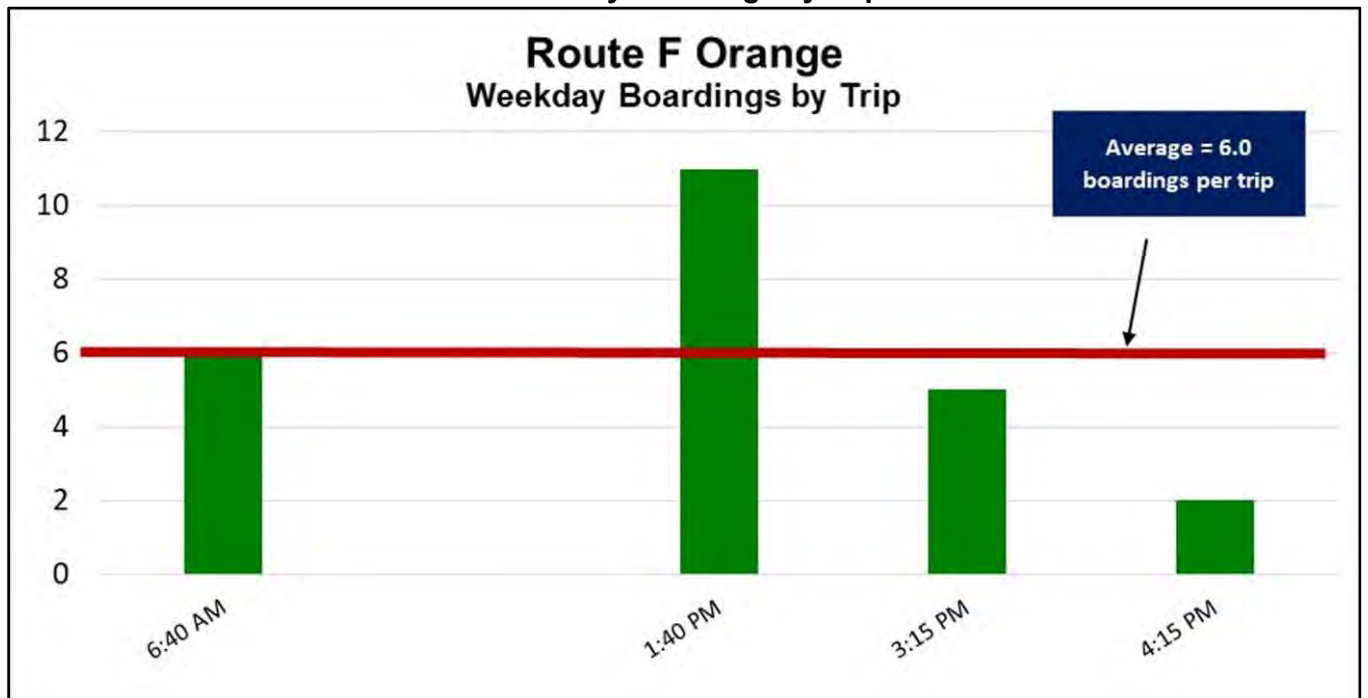


Route F significantly overlaps two other TRACER routes; notably:

- Route C in the Hidden Lake community; and,
- Routes C and D along Central Avenue and Tracy Boulevard between the Transit Station and Valpico Road.

Weekday service generates approximately 25 customer boardings on one morning trip and two afternoon trips (2.9 revenue hours). As indicated in Exhibit 5.23, the 1:40 pm trip generates 11 boardings and the 6:40 am trip generates six boardings. Morning riders are presumably Tracy High School students, all alighting at Holly Drive and Eaton Avenue. The 1:40 pm trip boards seven customers at the Senior Center; and the remainder at Holly Drive and 12th Street. The second afternoon trip generates two customer boardings.

Exhibit 5.23: Route F Weekday Boardings by Trip



5.7 TRACER Run Time Analysis

Given the City's concern about the reliability of TRACER operating schedules, a detailed run time analysis was included in the project work scope. Buses were observed and actual times at published timepoints were recorded for every trip in the system. These data were used to identify route segments that chronically operate behind schedule.

The results indicate that Route A and B operating schedules begin to deteriorate in the late morning hours, becoming untenable as the afternoon approaches 3:00 pm. Buses fall further behind as the service day progresses, ultimately resulting in lateness greater than the 30-minute schedule frequency of these lines. When this occurs, one or more scheduled trips are lost from the schedule. Routes C and D schedule integrity also deteriorates in the afternoon, but may not break down entirely in the manner of Routes A and B.

Generally, transit schedule adherence is a function of two variables:

1. How many minutes it takes to complete each trip, relative to the number of minutes scheduled.
2. When scheduled departures from the Transit Station actually occur, relative to scheduled departure times.

Exhibits 5.24 through 5.28 highlight actual travel times required by the four local (all-day) routes to complete weekday trips across the service day, relative to scheduled travel times.

Exhibit 5.24 highlights Route A actual weekday travel times by trip across the service day, relative to the scheduled 58-minute run time allowed for all trips. The data shows that 11 of the 23 trips operated on the sample day required more than 58 minutes to complete. Seven trips required longer than the 60-minute schedule cycle, resulting in lateness compounding on consecutive trips during the late morning and early afternoon hours. The 3:00 pm required 74 minutes, or 16 minutes longer than the scheduled 58 minutes. The last two trips in the schedule were lost (*i.e.*, not operated) due to excessive lateness of Route A buses late in the service day.

Exhibit 5.24: Route A Actual Trip Run Times, Weekday

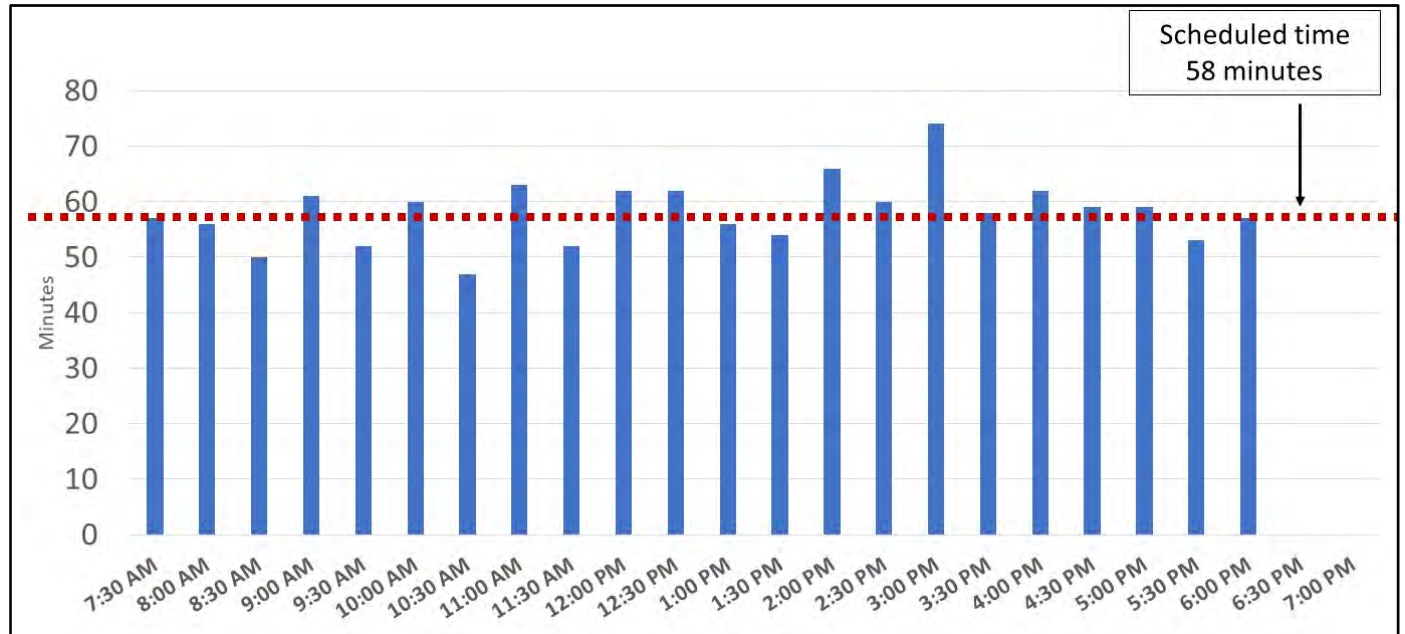


Exhibit 5.25 highlights Route B Green actual weekday travel times by trip across the service day, relative to the scheduled 58-minute run time allowed for all trips. The data shows that nine of the 23 trips operated on the sample day required more than 58 minutes to complete. Five trips required longer than the 60-minute schedule cycle, resulting in lateness compounding on consecutive trips during the late morning and early afternoon hours. The 2:00 pm and 3:00 pm trips required 69 and 70 minutes, respectively. The two scheduled departures at 4:30 pm and 5:00 pm were lost (*i.e.*, not operated) due to excessive lateness of Route B buses in the afternoon.

Exhibit 5.25: Route B Green Actual Trip Run Times, Weekday

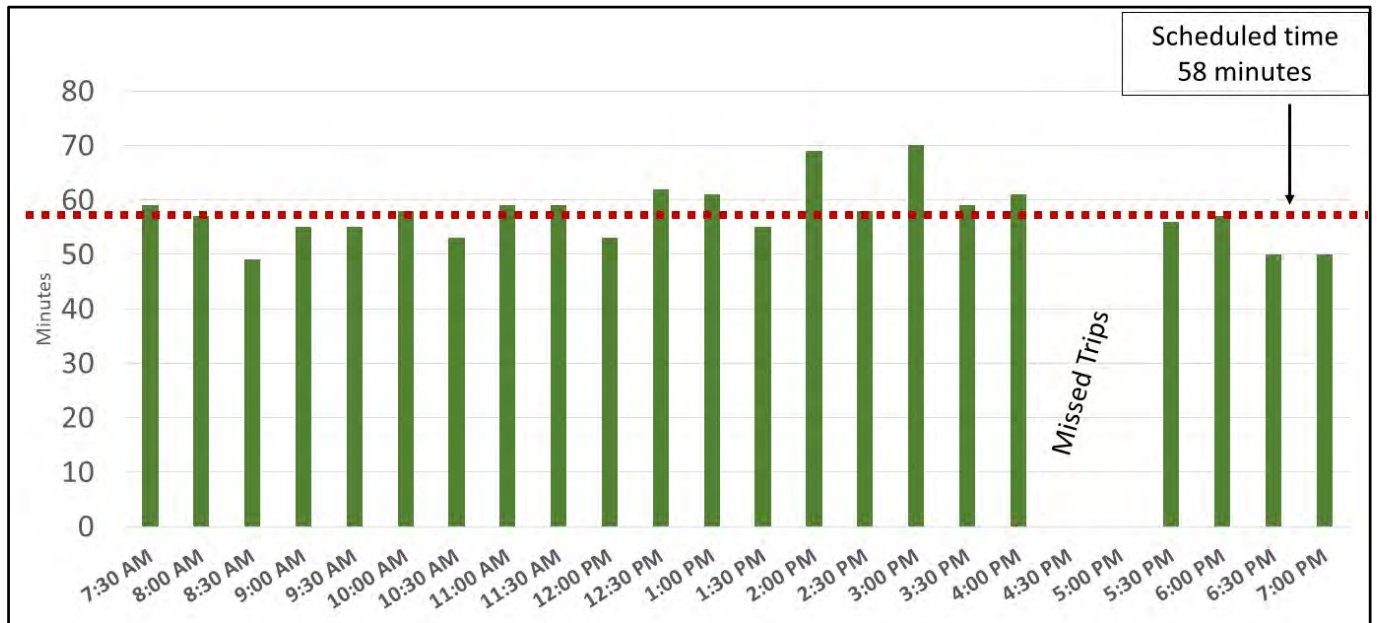


Exhibit 5.26 highlights Route C actual weekday travel times by trip across the service day, relative to the scheduled 58-minute run time allowed for all trips. The data shows that one of the 13 trips operated on the sample day required more than 58 minutes to complete. The 11:00 am departure required 72 minutes to complete.

Exhibit 5.26: Route C Actual Trip Run Times, Weekday

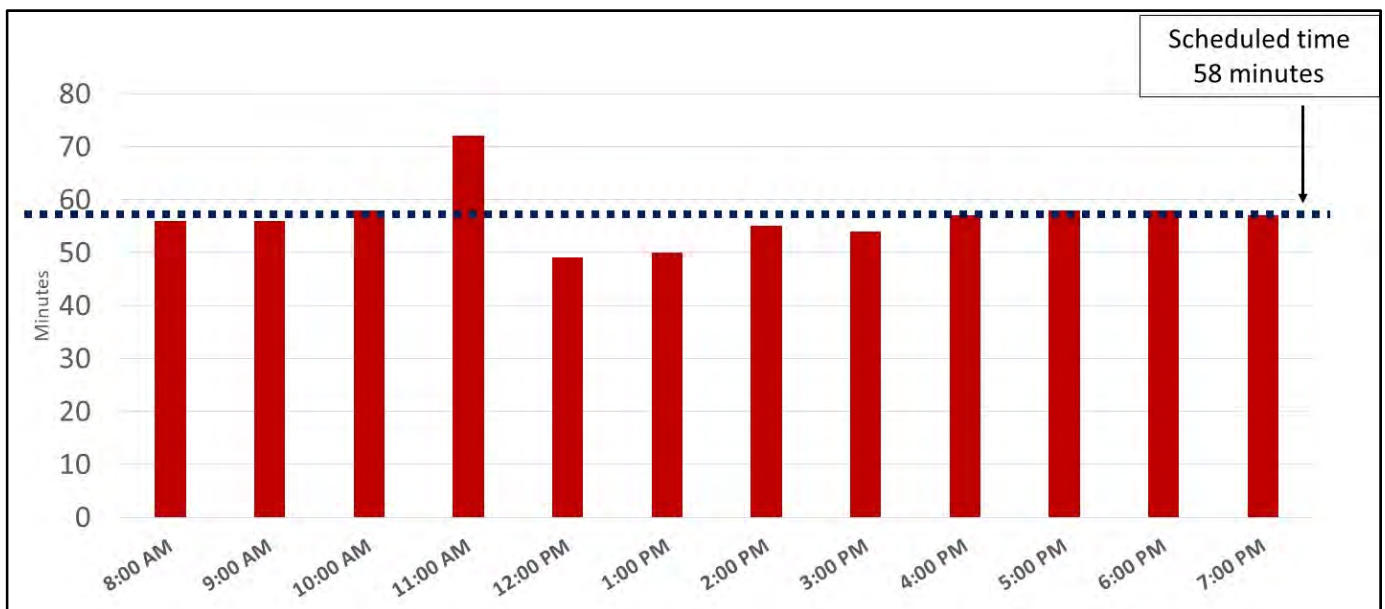
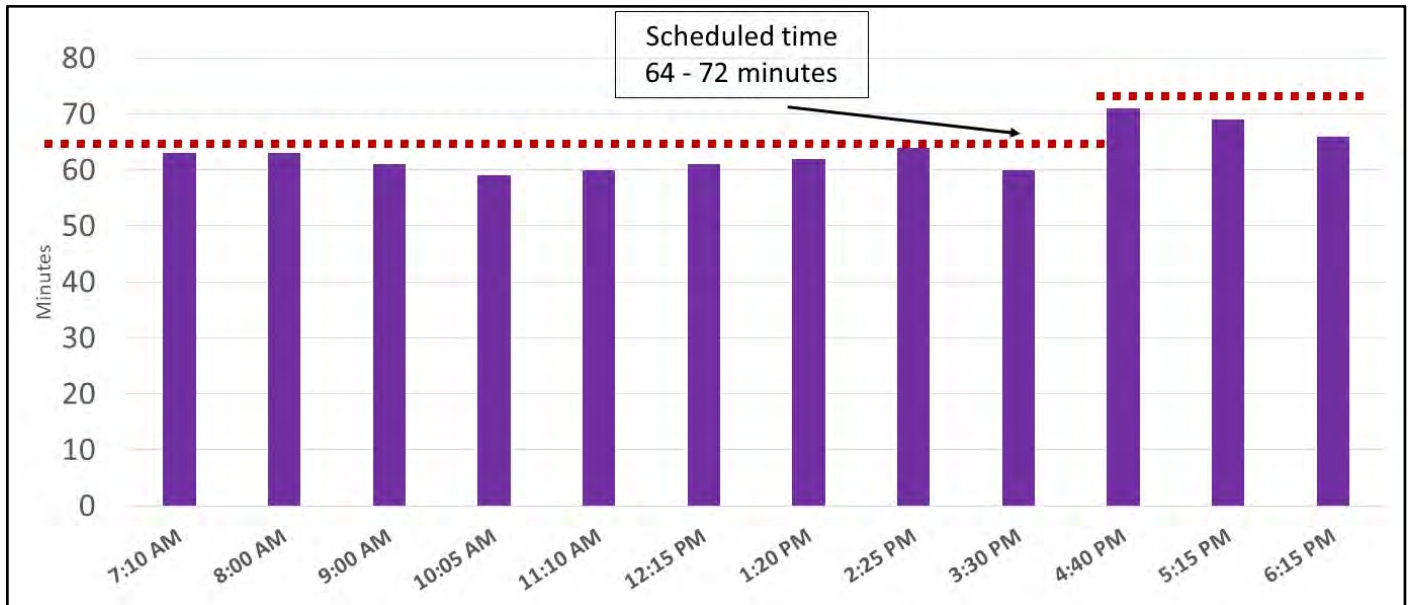


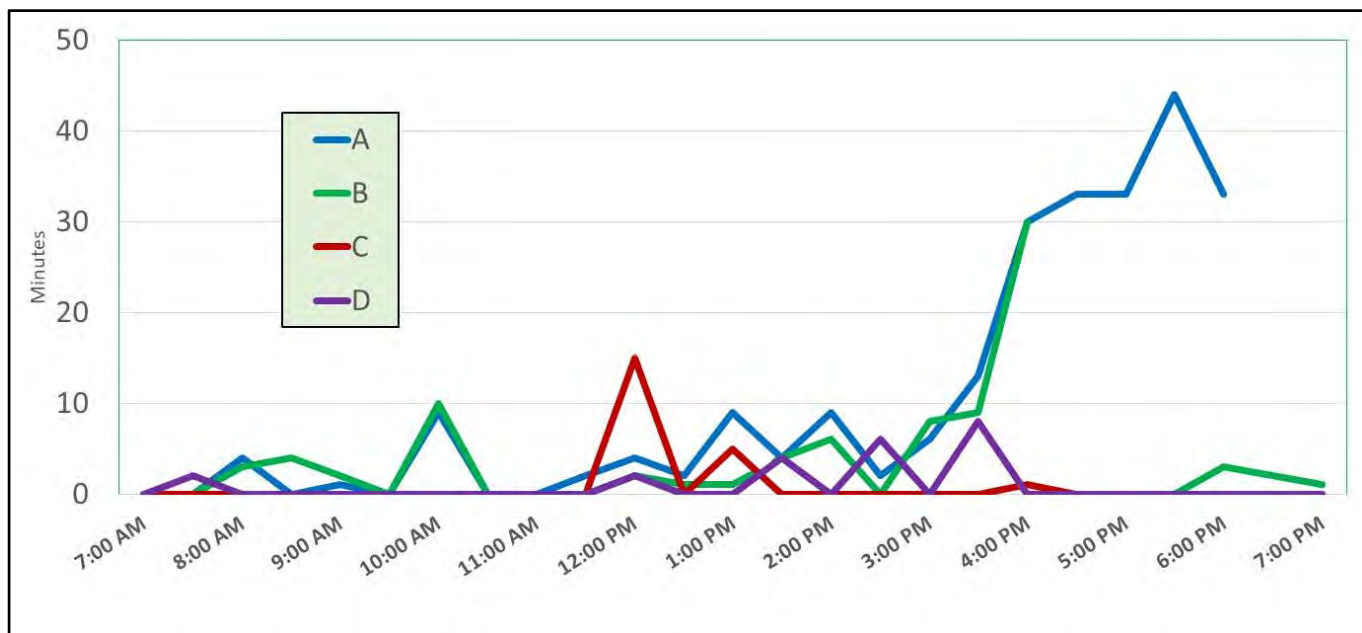
Exhibit 5.27 highlights Route D actual weekday travel times by trip across the service day, relative to the scheduled 64 to 72-minute run time allowed for all trips. The data shows that no trips operated on the sample day required more than 58 minutes to complete.

Exhibit 5.27: Route D (Regular) Actual Trip Run Times, Weekday



A common concern for all local route schedules is that virtually no recovery time (*i.e.*, time between the end of a trip and the beginning of the next trip) is incorporated into all-day schedules. The lack of recovery time causes the lateness of earlier trips to be carried forward to successive trips, resulting in increasingly late departure times from the Transit Station as the service day progresses into the late afternoon and early evening. This problem is illustrated in Exhibit 5.28. The data shows that accumulated lateness on Routes A and B leads to departures 30-40 minutes behind schedule after 4:00 pm; resulting in cancellation of scheduled trips to get back on schedule late in the service day.

Exhibit 5.28: Minutes Late Departing at Trip Start by Route and Time of Day



5.8 Observations and Conclusions – TRACER Fixed Route

The foregoing analysis raises significant concerns as to the operating effectiveness of TRACER fixed route service in its present form. Ridership and productivity are well below that of its peers. Ridership per capita is declining due to flat transit demand since 2014 against the backdrop of a growing residential population and commercial base. Key issues include:

- The route network is overly complicated with duplicative segments and variable patterns that require customers to make informed selections as to which route to use. For example:
 - Three routes (B, D, E) cover Lowell Avenue and Eaton Avenue between Corral Hollow Road and the Civic Center area.
 - Two routes (A, B) cover the destination-laden commercial district in northwest Tracy; however, they follow different alignments and are scheduled within five minutes of one another at West Valley Mall.
- Use of one-way loop alignments increase bus travel times and make TRACER less attractive to driving alone or using a TNC or smart taxicab. For example:
 - Route D, which is structured as a 65-70-minute one-way loop, is significantly less productive than the system average (3.9 vs. 6.5 boardings per service hour).
- Mid-route deviations to accommodate a few riders at the inconvenience for frustrated customers with out-of-direction travel.

- The Tracy Corners deviation on Route A generates 15-20 boardings per weekday north of Cordoza Road on Tracy Boulevard, Kavanaugh Avenue, Buthmann Drive, and Clover Road. This compares to 60 or more customers per day riding Route A buses through the intersection of Grant Line Road and Tracy Boulevard.
- Route D ridership is discouraged mid-route due to circuitous travel required to get to the Transit Station.
- Concentrating transfer connections at the Tracy Transit Station causes excessive travel times and out-of-direction for many residents. For example:
 - Southwest Tracy residents generally west of Corral Hollow Road and south of 11th Street cannot travel directly to West Valley Mall; a 10-minute trip via personal auto, smart taxi or TNC. In contrast, riding TRACER from Mabel Josephine Drive (boarding at 9:28 am) to the mall via Route D transferring to Route A or B at the Transit Station requires nearly 90 minutes, including a 26-minute wait at the Transit Station.
 - Bus travel between Hidden Lake and West Valley Mall takes about 60 minutes via Route C transferring to Route A or B at the Transit Station. Alternatively, travel via personal auto, smart taxi or TNC takes 15-20 minutes.
- Service frequencies are low by today's design metrics. Routes A and B operate every 30 minutes on weekdays only. Routes C and D operate hourly on weekdays, and all routes operate hourly on Saturday. The irregular 65-70-minute frequency of Route D disrupts the pulse transfer at the Tracy Transit Station.
- Commuter routes (D-reverse, E, F) are not productive and are relatively expensive to operate.
 - Six of ten scheduled weekday one-way trips generate minimal ridership (*i.e.*, 6 or fewer boardings).
 - Three of ten trips carry passenger loads requiring a 30-foot or larger heavy-duty transit bus.
 - Most customers are students rather than commuters. For example, the ACE train station generates three boardings and four alightings per day collectively on two routes (D, F).

Systemic restructuring of TRACER fixed route system is suggested considering the concerns raised in this analysis. Conceptual alternatives to be considered going forward include:

1. Retain and restructure the fixed route network to resolve network design flaws and implement industry best practices for transit service design.
2. Reduce the coverage area of the fixed route network and introduce supplementary services provided by smart taxis, TNCs, and microtransit service providers.

3. Discontinue fixed route operations entirely and implement personal mobility on-demand (PMoD) and flexible microtransit services using a combination of sedans, SUVs, transit vans and small buses to provide mobility.

5.9 TRACER Paratransit Program Overview

The city offers the TRACER Paratransit service for Disabled/ADA, Medicare recipients, and Seniors (65+). The service provided is door-to-door and operates the same hours as the TRACER Fixed-Route. Drivers assist passengers with packages as needed/requested. The Paratransit service is scheduled and dispatched out of the Tracy Transit Station. The service is available during the normal operating hours of the Fixed Route service. When the TRACER Paratransit is not operating, a Subsidized Taxi service is available.

Effective, October 1st, 2018, TRACER ADA Paratransit Certification process has been conducted by Access San Joaquin. Access San Joaquin is a Consolidated Transportation Services Agency (CTSA) formed by multiple transit operators in San Joaquin County, its primary goal is to improve the quality of transportation services to low mobility groups such as seniors and people with disabilities.

ADA-eligible customers may make reservations for same-day service and up to seven days in advance of desired travel, or on a subscription (recurring) basis to the extent that capacity allows. Reservations are accepted by telephone between 8:00 am and 6:00 pm on weekdays, and between 10:00 am and 4:00 pm on Saturdays. At all other times, customers may leave a message requesting next-day service.

The City's contractor, RideRight, LLC is responsible for all operational and service delivery functions including call-taking/reservations, scheduling, and dispatch/trip management. RideRight utilized Route Match scheduling software for trip bookings, scheduling and data management. Route Match is targeted to be replaced by Reveal software. With the transitioning to a new software product, RideRight anticipates incorporating additional functionalities including the ability to broadcast pick-up times.

The Paratransit service area and fare structure is illustrated below.



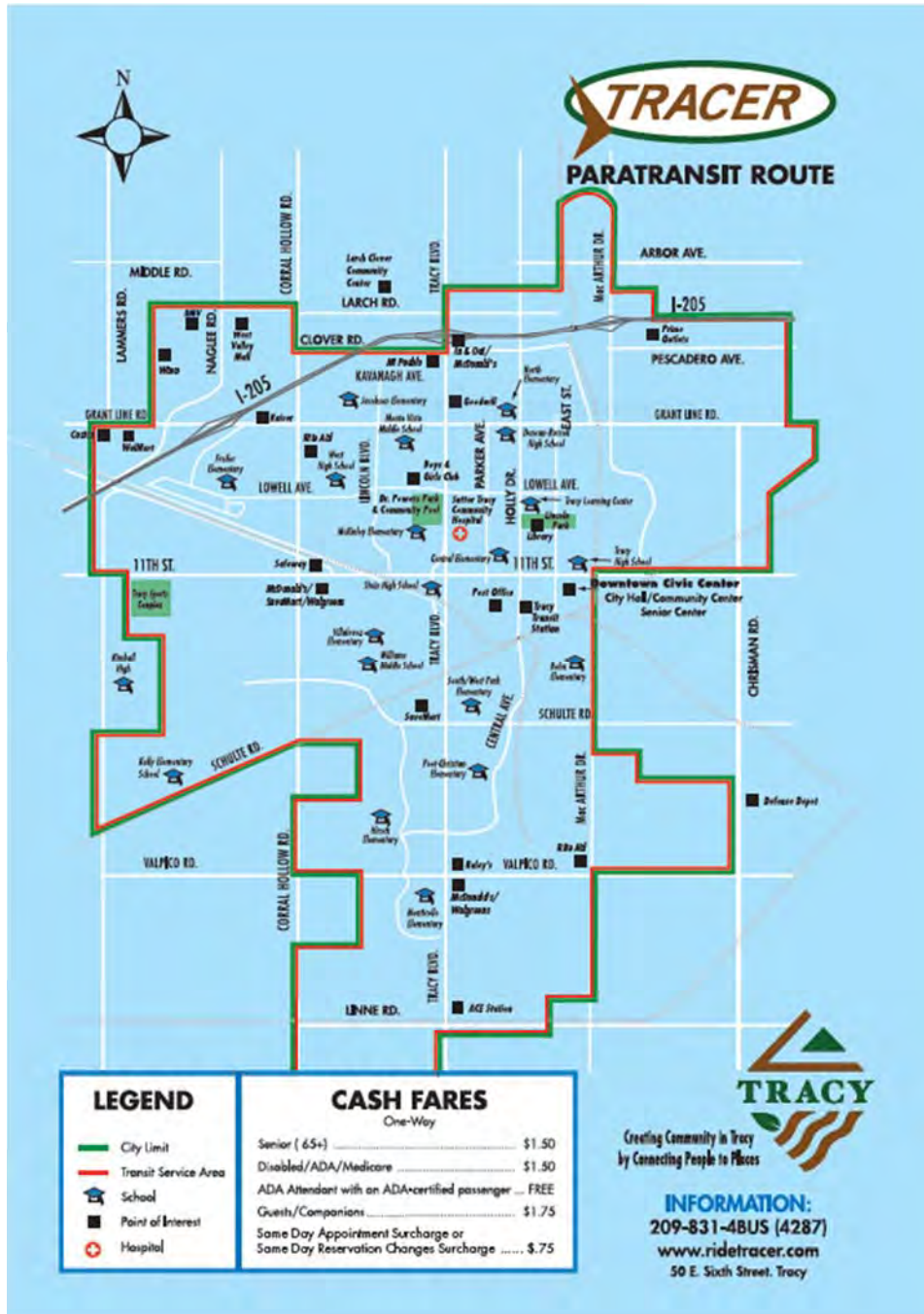


Exhibit 5.29 presents Paratransit service operating statistics and key performance indicators for FY 2014 to 2018. The significant increase in total operating cost from FY 2014 to 2017 has outpaced the marginal increase in annual boardings. Similarly, there has been an 18% decline in the number of boardings per revenue hour.

Paratransit ridership by fare type and eligibility determination for the period from April 2017 to March 2018 is presented in Exhibit 5.30.

Exhibit 5.29: Paratransit Ridership and Productivity, FY 2014-2017

Tracy Paratransit Service
 Operating Statistics & Key Performance Indicators
 FY 2014 - 2017

Annual Operating Statistics							
FY	Total Operating Cost	Fare Revenue	Net Operating Cost	Annual Boardings	Revenue Vehicle Hours	Revenue Vehicle Miles	Peak Vehicles
2014	\$103,914	\$34,680	\$69,234	14,937	6,783	61,381	4
2015	\$260,963	\$27,507	\$233,456	17,171	6,935	65,711	4
2016	\$494,166	\$31,220	\$462,946	14,784	8,271	70,094	4
2017	\$550,588	\$22,990	\$527,598	17,126	9,543	69,675	4

Key Performance Indicators							
FY	Total Cost per Boarding	Average Fare	Farebox Recovery	Net Cost per Boarding	Net Cost per Revenue Hour	Boardings per Revenue Hour	Annual Boardings per Peak Vehicle
2014	\$6.96	\$2.32	33.4%	\$4.64	\$10.21	2.2	3,734
2015	\$15.20	\$1.60	10.5%	\$13.60	\$33.66	2.5	4,293
2016	\$33.43	\$2.11	6.3%	\$31.31	\$55.97	1.8	3,696
2017	\$32.15	\$1.34	4.2%	\$30.81	\$55.29	1.8	4,282

Sources : City of Tracy National Transit Database FY 16-18; TDA Audit FY 14-15.

Exhibit 5.30: Ridership by Paratransit Fare Type and Eligibility Determination

Paratransit Fare Type	17-Apr	17-May	17-Jun	17-Jul	17-Aug	17-Sep	17-Oct	17-Nov	17-Dec	18-Jan	18-Feb	18-Mar	Total	Percent
Free	67	88	137	74	102	120	111	100	114	104	103	91	1,211	6.4%
Revenue	1,315	1,509	1,344	1,169	1,519	1,512	1,570	1,489	1,405	1,544	1,517	1,700	17,593	93.3%
Companions	0	3	9	5	10	5	1	1	3	1	2	4	44	0.2%
Total	1,382	1,600	1,490	1,248	1,631	1,637	1,682	1,590	1,522	1,649	1,622	1,795	18,848	100.0%
Eligibility Distribution														
ADA	1,043	1,163	1,121	911	1,223	1,179	1,219	1,134	1,097	1,210	1,212	1,340	13,852	73.5%
PCA	67	88	137	74	102	120	111	100	114	104	103	91	1,211	6.4%
Companions	0	3	9	5	10	5	1	1	3	1	2	4	44	0.2%
Senior	263	335	208	229	277	315	320	330	273	298	282	320	3,450	18.3%
Medicare	9	11	15	29	19	18	31	25	35	36	23	40	291	1.5%
Total	1,382	1,600	1,490	1,248	1,631	1,637	1,682	1,590	1,522	1,649	1,622	1,795	18,848	100.0%

Subsidized Taxi Service: The subsidized taxi is a service available to registered senior and ADA/disabled residents who are unable to ride the established fixed route bus system due to certain limitations. Upon approval of their application a TRACER paratransit identification card is issued to the resident, at no charge, after which time they can purchase taxi tickets from the Finance Department at City Hall. Taxi tickets are sold to residents at a rate of \$10 for a ticket valued at \$20 in regular fares.

Subsidized taxi service is available during the non-operating hours for the TRACER paratransit service, Monday – Friday prior to 7:00 a.m. and after 7:00 p.m., Saturday prior to 9:00 a.m. and after 5:00 p.m., and all day on Sunday’s and certain holidays. Currently, Yellow Cab of Tracy, is the only taxi company authorized to use the subsidized tickets.

A review of 2017 monthly invoices suggest approximately 146 taxi trips were provided at a cost of \$2,300 or an average of \$15.70 per trip.

5.9.1 Mobility Vision – A Way Forward

Through multiple initiatives addressing quality of life considerations, the City ensures a healthy, connected, supportive environment for its residents. It is within this spirit that the following *guiding principles* will provide the foundation for recommended TRACER Paratransit service plan strategies:

**TRACER Paratransit:
shared ride public
transit for those
unable to use
accessible public
transit**

Universal access including an accessible infrastructure;

Flexible mobility options with a cost-effective mix of accessible shared-ride, public transportation services; and

Maximize the utility and investment in accessible conventional transit (mobility management strategies) to encourage a shift from ADA paratransit to conventional public transit.

As a transit provider, TRACER has facilitated a more integrated approach between accessible conventional transit services and Paratransit services. Transit has created a user friendly, accessible conventional transit service that may provide additional mobility options for many Paratransit service registrants. TRACER's accessible public transit system provides a higher degree of trip making flexibility and facilitates greater travel spontaneity and independence. A truly accessible transit system can become the preferred choice for many people with a disability.

The longer-term vision is to move towards the concept of *universal access* to conventional public transit/mobility services. While preserving the integrity of Paratransit services for those with no alternatives, universal access to conventional transit services requires the need to address ancillary considerations including an accessible infrastructure, streetscape, audible signals, etc.

6.0 OPERATIONS PLAN AND BUDGET

Recommended Service Plan

This chapter presents the five-year plan for TRACER system improvements with a planned transition from a predominantly fixed route service model to a diversified “Mobility as a Service (MaaS)” service design. The MaaS Alliance describes the concept briefly as:

“... the integration of various forms of transport services into a single mobility service accessible on demand. To meet a customer’s request, a MaaS operator facilitates a diverse menu of transport options, be they public transport, ride-, car- or bike-sharing, taxi or car rental/lease, or a combination thereof. For the user, MaaS can offer added value through use of a single application to provide access to mobility, with a single payment channel instead of multiple ticketing and payment operations. For its users, MaaS should be the best value proposition, by helping them meet their mobility needs and solve the inconvenient parts of individual journeys as well as the entire system of mobility services.”⁶

The service plan takes a strategic approach to generate local transit ridership growth with new service modes responding to key travel markets observed in earlier demographic and existing services analyses prepared earlier in the short-range planning process. Key transit travel markets include:

- General purpose local travel within Tracy
- Regional commuters
- Middle and high school students
- ADA-eligible persons and others with mobility limitations

6.1 General Purpose Local Travel Within Tracy

Current TRACER customers use the transit system to access a variety of destinations around the City; most notably the northwest commercial district that contains West Valley Mall, Walmart, Winco Foods, the Department of Motor Vehicles (DMV) office and other businesses; as well as medium density housing. The Civic Center area, including City Hall, Senior Center and Public Library, also is a key transit trip generator. Other significant destinations include Sutter Community Hospital, Dr. Powers Park, Raley’s, shopping plazas centering on the intersections of S Tracy Boulevard and Valpico Road, Corral Hollow Road at Lowell Avenue and 11th Street.

The preferred service plan recognizes the need to maintain and enhance TRACER’s role as a local mobility provider for varied trip purposes ranging from employment, medical, and shopping to recreation and personal business trips. Planned service improvements are described in context of three defining service design characteristics of public transportation service: Coverage; frequency; and span.

⁶ See <https://maas-alliance.eu/homepage/what-is-maas/>

- Service Coverage – refers to the effective geographic reach of the transit system to residential neighborhoods, businesses, and other destinations in the service area. Prevailing land use characteristics and street networks in many areas of Tracy create a challenging operating environment for purely fixed route service by impeding access to bus stops for thousands of City residents. The proposed plan extends the effective reach of the fixed route network beyond the traditional ¼-mile walking distance with new Personal Mobility on Demand (PMoD) service offering “point-to-bus stop” connections to a simplified route network at enhanced bus stops located throughout the City. **The service plan objective is to extend transit system coverage to 100% of service area residents.**
- Service Frequency – refers to the waiting time that transit customers experience to obtain a ride. For fixed route service, the frequency is defined as the interval between consecutive buses at a given bus stop. For PMoD and other paratransit services, the frequency is the vehicle response time following a request for immediate (*i.e.*, next vehicle available) service. **The service plan objective is to establish a 30-minute maximum frequency target for all TRACER services.**
- Service Span – refers to the days and hours during which transit service is available for customer use. The plan expands service availability to seven days per week between the hours of 5:00 am and 10:00 pm with the introduction of subsidized PMoD service operating “point-to-point” direct service at times when TRACER fixed routes are not operating; including Sundays. **The service plan objective is to make TRACER service available to the public seven days per week until 10:00 pm.**

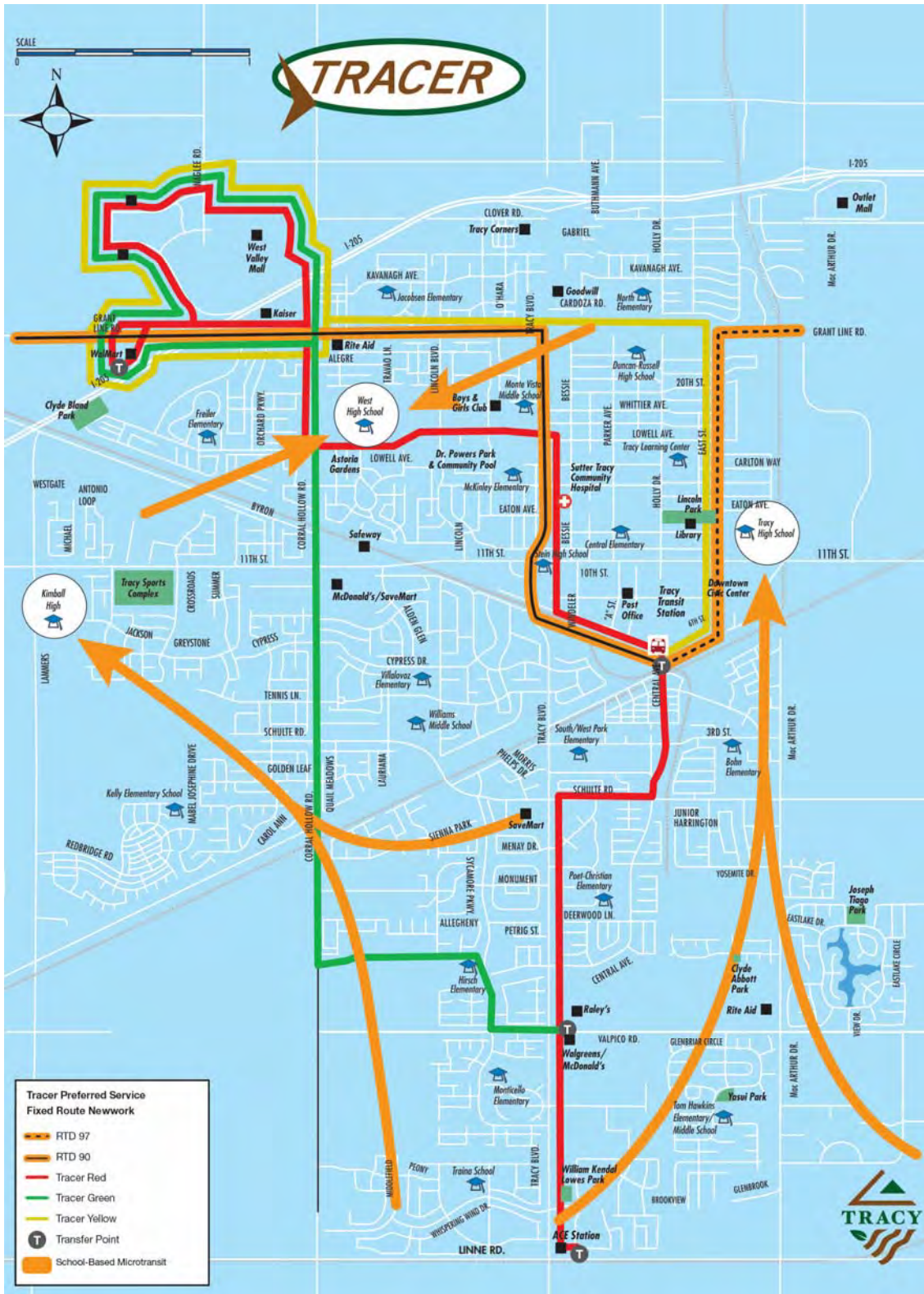
The proposed service design combines a simplified fixed route network and PMoD connection service to expand the reach of the transit system into the numerous neighborhood subdivisions that lay beyond reasonable walking distance from the nearest bus stop. The two modes will be linked together via a branded mobile phone app enabling customers to hail a ride, pay their fare, and track vehicle arrival and transfer times in real time. Traditional communication and fare collection methods also will be maintained to ensure that all potential customers have access to next-generation transit service.

6.2 Simplified Fixed Route Network

A streamlined fixed route network is designed to run faster and straighter on selected arterial and collector streets, with improved bus stops for a better waiting and transfer experience for customers. Three proposed TRACER routes and two SJRTD routes, complemented by area-wide PMoD and microtransit school transport are shown in Exhibit 6.1.

Daily TRACER operations require nine vehicles (plus two spares) to provide a 30-minute schedule frequency on the three routes on weekdays from 6:30 am to 5:30 pm; and on Saturdays from 8:00 am to 5:30 pm.

Exhibit 6.1: Proposed Fixed Route Network



- **Red Line** (Tracy Blvd) is designed to mostly overlay SJRTD's Hopper 99 Mountain House route alignment operating between the Walmart store on Grant Line Road and the ACE station at South Tracy Boulevard near Linne Road. The objective is to present the Red Line and Hopper 99 as a single service offering continuous weekday service in Tracy from approximately 4:00 am until 9:00 pm. The Red Line will operate on Saturdays as well.

Routing differences in central and northwest Tracy reflect a preference for travel speed among peak period commuters traveling to and from the ACE station on one hand; and a preference to maximize service coverage for midday customers traveling between dispersed locations on the other. Accordingly, the Red Line operates on Schulte Road and Central Avenue between S Tracy Boulevard and the downtown Transit Station; and operates on W Lowell Avenue and Corral Hollow Road between N Tracy Boulevard and Grant Line Road. Moreover, the Red Line operates one-way loop (counterclockwise) service to West Valley Mall, the DMV office, Winco Foods and adjacent destinations north of Grant Line Road.

The Red Line as proposed is 17 miles round trip, requiring between 85 and 102 minutes of scheduled running time, depending on time of day.⁷ Operating schedules are planned around a 120-minute cycle time; providing for up to 104 minutes of round-trip running time and 16 minutes of dwell/recovery time per cycle.⁸ Daily operation requires four medium, heavy duty (30') buses to maintain a 30-minute headway, plus one spare. It may be possible to operate three buses during periods of low congestion, which could facilitate the scheduling of operator breaks without headway disruption.

- **Green Line** (Corral Hollow Road) provides new north-south service across the west side of the City between the West Valley Mall-Walmart area and the intersection of S Tracy Boulevard and Valpico Road via Corral Hollow Road, Starflower Drive, Dove Drive, Sycamore Parkway and S Tracy Boulevard. The proposed alignment is 13 miles round trip, requiring between 60 and 71 minutes of scheduled running time, depending on time of the day.⁹ Operating schedules are planned around interlining the Green and Yellow lines through the West Valley loop¹⁰ with a combined 150-minute cycle time, allowing for up to 131 minutes of round-trip running time and 19 minutes of dwell/recovery time. Daily operation of the two routes as an interlined pair require five medium-duty (29') buses to maintain a 30-minute headway, plus two spares. It may be possible to operate four buses during periods of low congestion, which could facilitate the scheduling of operator breaks without headway disruption.

⁷ Assumes scheduled operating speeds ranging from 10 mph to 12 mph.

⁸ Minimum recovery time optimally is equivalent to 15% of round trip running time.

⁹ Assumes scheduled operating speeds ranging from 11 mph to 13 mph.

¹⁰ i.e., NB Green trips continue as SB Yellow SB to Transit Station; NB Yellow trips continue as SB Green to Valpico Road.

- **Yellow Line** (Grant Line Road) replaces existing TRACER Route A and RTD Hopper 90 services on East Street and Grant Line Road. The proposed alignment is 11 miles round trip, requiring between 51 and 60 minutes of scheduled running time, depending on time of the day.¹¹ Daily operation of the two routes as an interlined pair require five medium-duty (29') buses to maintain a 30-minute headway, plus two spares. It may be possible to operate four buses during periods of low congestion, which could facilitate the scheduling of operator breaks without headway disruption.

6.3 Subsidized PMoD Connection Service

New PMoD service addresses the need for “point-to-bus stop” trips to effectively expand the reach of the streamlined fixed route network into residential subdivisions that are beyond walking distance from arterial or major collector streets; for example, west of Corral Hollow Road; east of MacArthur; and south of Valpico Road.

The plan assumes the service is operated by multiple TNC, Smart Taxi, or other private sector transportation providers selected by the City to participate in fare subsidy arrangements. Selected providers must use a branded mobile app to facilitate ride-hailing, fare payment, and real-time vehicle tracking; and maintain telephone and cash fare payment systems to ensure universal customer access. Providers supply the vehicles required for service delivery, either through direct ownership or driver compensation arrangements. Customers individually choose which provider they prefer to use. The City’s role is confined primarily to subsidizing travel to and from TRACER bus stops; and program marketing.

To be effective, PMoD connection service must connect customers to the fixed route system seamlessly in terms of schedule coordination, collection, vehicle tracking in real time and other customer information. Service must be available on demand (*i.e.*, within 30 minutes of e-hail) at all times when fixed route service is operating (weekdays 6:30 am - 5:30 pm; Saturday 8:00 am - 5:30 pm).

6.3.1 Subsidized PMoD Direct Service

The service plan includes limited subsidization of PMoD travel between any two points in the service area at times between the hours of 5:00 am and 10:00 pm (to 12:00 am – Friday and Saturday) when the simplified fixed route network is not operating. These times include weekday mornings from 5:00 am to 6:00 pm, Saturday mornings from 5:00 am to 9:00 am, and all-day Sunday from 5:00 am to 10:00 pm.

6.4 Regional Commuters

More than half of all employed Tracy residents work outside San Joaquin County; mainly in San Francisco, the East Bay cities, and Silicon Valley. However, existing TRACER service design is minimally suited to linking residents to the two transit gateways exiting the City; notably the ACE station at S Tracy Boulevard near Linne Road; and the Tracy Transit Station in downtown Tracy. Most regional rail and bus serving Tracy either depart before or arrive after current TRACER operating hours; leaving little opportunity for regional transit commuters to use TRACER at both ends of their daily commute.

¹¹ See note 4.

The preferred service plan responds to the need for better transit access to the ACE train station and downtown Tracy Transit Station to connect with regional bus lines connecting to the Pleasanton BART station and destinations in Silicon Valley. A separately branded¹² shared-ride PMoD service for regional commuters is proposed; with on-demand and subscription service available on weekdays from approximately 3:30 am until 8:00am, and from approximately 4:15pm until 9:45pm.

Separate branding is primarily for marketing purposes. The plan assumes that actual service is operated by the same array of multiple TNC, Smart Taxi, or other private sector transportation providers selected by the City to participate in other PMoD fare subsidy arrangements. It is envisioned that up to six (6) SUVs and/or minivans operating on dynamic schedules will be needed to meet 12 morning train and commuter bus departures and 13 evening arrivals, as follows:

- Morning Departures
 - ACE: 4:51am, 6:06am, 7:11am, 7:36am
 - BART Route 150: WB @ 5:00am, 6:00am, 8:00am; EB @ 7:11am, 8:11am
 - SJ Commuter 172: WB @ 4:00am; EB @ 4:15am
 - SJ Commuter 173: WB @ 3:48am
- Evening Arrivals
 - ACE: 5:11pm, 6:11pm, 7:11pm, 8:14pm
 - BART Route 150: EB @ 5:17p, 6:17p, 7:17p, 9:32p; WB @ 4:28p, 5:28p, 7:43p
 - SJ Commuter 172: 4:15pm
 - SJ Commuter 173: 4:54pm (M-Th) / 3:54 (F)

6.5 Middle and High School Students

While the present TRACER route network focuses on several public middle and high school locations around the City, purely fixed route service is an expensive and inefficient solution to address student travel demand in a suburban operating environment.

The preferred service plan recognizes the significant travel market comprised of students attending the six middle schools and three high schools in Tracy. It mostly replaces fixed route coverage with dynamically-routed microtransit service to offer shorter onboard travel times for customers, and more efficient utilization of available capacity. A separately branded¹³ microtransit service is proposed; with on-demand and subscription reservations available on school weekdays from approximately 7:00 am until 8:30 am; and from approximately 1:30 pm – 3:00 pm (Monday), or from 2:30 pm until 4:00 pm (Tuesday – Friday).

¹² E.g., *Commuter Car, Commuter Connection.*

¹³ E.g., *School Pool.*

It is envisioned that up to 10 transit vans would operate on dynamic routes and schedules coordinated with the following school bell times:

- Morning Bells
 - West High – 7:44 am
 - Tracy High – 7:53 am
 - Monte Vista Middle - 8:10 am
 - Freiler Elementary - 8:10 am
 - Millennium High – 8:13 am
 - North Elementary - 8:15 am
 - Williams Middle - 8:15 am
 - Kimball High – 8:15 am
 - Kelly Elementary - 8:20 am
 - Poet Christian Elementary – 8:25 am

- Afternoon Bells
 - Williams Middle - 1:30 pm / 2:35 pm
 - Monte Vista Middle - 1:30 pm / 2:45 pm
 - Freiler Elementary - 1:30 pm / 2:45 pm
 - North Elementary - 1:30 pm / 2:42 pm
 - Kelly Elementary - 1:30 pm / 2:50 pm
 - West High – 1:30 pm / 2:55 pm
 - Tracy High – 1:30 pm / 3:02 pm
 - Poet Christian Elementary – 1:30 pm / 3:05 pm
 - Kimball High – 1:48 pm / 3:15 pm
 - Millennium High – 4:13 pm

Additional vehicles may be needed to accommodate a common 1:30 pm early dismissal on Mondays (except Millennium High).

It is assumed that service would be operated by a private sector transportation provider under contract to the City; with compensation based on the actual number of service hours operated. Potential contractors range from the City's existing service provider (Ride Right LLC) to local Smart Taxi provider such as Yellow Cab of Tracy; to national firms such as Ford Mobility (Chariot), Transloc, Via; as well as TNC operations such as Uber and Lyft. The provider(s) would accommodate trip requests and fare payment via a customized mobile app, as well as via telephone and cash payment. Revenue vehicles required for the service could either be owned by the City and supplied to the contractor; or leased from the service provider as part of the operating contract. A formal solicitation could allow for either option as a means of determining least cost for equivalent service.

6.6 ADA-Eligible Persons and Others with Mobility Limitations

The preferred service plan acknowledges the need to maintain traditional pre-scheduled complementary paratransit for ADA-eligible customers, while also seeking to enhance mobility options allowing more spontaneous travel and longer service hours. A new accessible PMoD service option is recommended, giving customers the choice between existing TRACER pre-scheduled complementary paratransit service and subsidized accessible PMoD rides from

services such as Uber, Lyft, and local Smart Taxi operations. The plan assumes that actual service is operated by the same array of multiple TNC, Smart Taxi, or other private sector transportation providers selected by the City to participate in other PMoD fare subsidy arrangements.

6.6.1 Subsidized Accessible PMoD

The PMoD option provides greater opportunity for spontaneous on-demand travel than is available on conventional pre-scheduled dial-a-ride; however, the fare could be higher and be variable based on trip length.

For initial budget purposes, it is anticipated that half of all complementary paratransit trips currently taken on weekdays and Saturdays would migrate to accessible PMoD service within the first full year of operation. New Sunday service would be available.

6.6.2 Pre-Scheduled Complementary Paratransit

Existing complementary paratransit service is maintained at a reduced level of service commensurate with the expected migration of up to one-half of all ADA-eligible customer trips to Accessible PMoD.

6.7 Level of Service (LOS) Summary

A 10% growth strategy represents a modest expansion of the overall transit program measured in terms of the net operating cost of service. The 10% growth strategy option funds most but not all the preferred service plan assuming a first-year net operating cost target of up to \$3.55 million.¹⁴ LOS characteristics including span, frequency, buses deployed, and total revenue service hours required, are summarized in Exhibit 6.2.

Unlike the present TRACER system, which consists entirely of dedicated contract services purchased by the City on a per service hour basis, the preferred service plan includes a combination of dedicated contract services and subsidized travel using market-based (*i.e.*, private, for-profit operators) PMoD services. The PMoD services are subsidized on a per one-way trip basis.

Accordingly, LOS calculations are calibrated using net operating cost as the key measure of financial affordability. In upcoming years, once the City of Tracy reaches 100,000 in population, all available Local Transportation Fund (LTF) allocations will be required to be spent on public transportation. This will result in additional funding toward the improvements outlined in this plan.

¹⁴ Calculated on base FY 2017 reported system net operating cost of \$3.14 million plus 2.5% inflation (\$3.23 million).

Exhibit 6.2: LOS (10% Growth) System Service Characteristics

WEEKDAY Route	Service Span		Frequency (minutes)			Buses in Service			Revenue Service Hours	
	Begin	End	Peak	Base	Night	Peak	Base	Night	Day	Annual
Red Line (Tracy Blvd)	6:30 AM	5:30 PM	30	30	--	4	4	--	44.0	11,132
Green Line (Corral Hollow)	6:30 AM	5:30 PM	30	30	--	1.5	1.5	--	16.5	4,175
Yellow Line (Grant Line)	6:30 AM	5:30 PM	30	30	--	1.5	1.5	--	16.5	4,175
PMoD Feeder	6:00 AM	6:00 PM	30-minute response time on demand			Private fleet			na	na
PMoD Direct Mon.-Thurs.	5:00 AM	10:00 PM				Private fleet			na	na
Friday & Saturday	5:00 AM	12:00 AM								
ADA Complementary Paratransit	6:30 AM	5:30 PM				2	2	--	22.0	5,566
ADA PMoD	5:00 AM	10:00 PM				Private fleet			na	na
Commuter Shared-Ride PMoD	3 - 8 AM	4 - 10 PM	Private fleet			na	na			
School Microtransit	AM bell	PM bell	Private fleet			25.0	4,500			
Subtotal, Weekday						9	9	0	124.0	29,547

SATURDAY Route	Service Span		Frequency (minutes)			Buses in Service			Revenue Service Hours	
	Begin	End	Peak	Base	Night	Peak	Base	Night	Day	Annual
Red Line (Tracy Blvd)	8:00 AM	5:30 PM	30	30	--	4	4	--	38.0	1,976
Green Line (Corral Hollow)	8:00 AM	5:30 PM	30	30	--	1.5	1.5	--	14.3	741
Yellow Line (Grant Line)	8:00 AM	5:30 PM	30	30	--	1.5	1.5	--	14.3	741
PMoD Feeder	7:30 AM	6:00 PM	30-minute response time on demand			Private fleet			na	na
PMoD Direct	5-9:00AM / 6:00PM-12:00AM					Private fleet				
ADA Complementary Paratransit	8:00 AM	5:30 PM				1	1	0	9.5	494
ADA PMoD	5:00 AM	10:00 PM				Private fleet			na	na
Subtotal, Saturday						8	8	0	76.0	3,952

SUNDAY Route	Service Span		Frequency (minutes)			Buses in Service			Revenue Service Hours	
	Begin	End	Peak	Base	Night	Peak	Base	Night	Day	Annual
General Public PMoD - Direct	5:00 AM	10:00 PM	30-minute response time on demand			Private fleet			na	na
ADA PMoD	5:00 AM	10:00 PM				Private fleet			na	na
Subtotal, Sunday						0	0	0		

Total Annual Service Hours	33,499
Red Line (Tracy Blvd)	13,108
Green Line (Corral Hollow)	4,916
Yellow Line (Grant Line)	4,916
ADA Complementary Paratransit	6,060
School Microtransit	4,500

6.8 Estimated System Ridership

Transit ridership estimation is an inexact science with many physical, behavioral and service quality factors influencing personal propensity to use public transportation. Accurate predictions are complicated further by the significant changes proposed in this five-year plan. Transit ridership often endures short-term impacts in the weeks and months following system

restructuring, and typically it may take six to 18 months for transit customers to adapt to the changes and restore year-over-year ridership gains.

Nevertheless, ridership estimates are needed to drive the budget process with farebox revenue projections and calculation of net operating cost. This section provides ridership estimates for simplified fixed route and complementary paratransit services; as well as ridership targets for new PMoD services as proposed. Because PMoD services are subsidized on a per-trip basis, the ridership “estimates” reflect the maximum amounts allocated for subsidy payments.

At full maturity, ridership for all modes is estimated at approximately 361,300 boardings, as shown in Exhibit 6.3.

Exhibit 6.3: Annual Ridership Targets (10% Growth)

Service Mode	Annual Passenger Boardings	Criteria	Assumptions
Red Line (Tracy Blvd)	117,972	Boardings per service hour	Average 9 per hour
Green Line (Corral Hollow)	29,493	Boardings per service hour	Average 6 per hour
Yellow Line (Grant Line)	34,409	Boardings per service hour	Average 7 per hour
PMoD Feeder	58,400	1-way trips (max. budget)	Weekday: 200; Saturday: 150; Sunday: 0
PMoD Direct	25,280	1-way trips (max. budget)	Weekday : 60; Saturday: 50; Sunday: 125
ADA Complementary Paratransit	12,120	Boardings per service hour	Average 2.0 per hour
ADA PMOD Option	11,915	1-way trips (max. budget)	Weekday: 35; Saturday: 30; Sunday: 25
Commuter Shared-Ride PMOD	17,710	1-way trips (max. budget)	Weekday: 70
School Microtransit	54,000	Boardings per service hour	Average 12 per hour
Total	361,299		

Fixed Route ridership of 182,000 one-way trips is projected, representing slightly over half of total system ridership. This number assumes average ridership productivity of 9.0 boardings per service hour on the Red Line, 7.0 on the Yellow Line, and 6.0 on the Green Line. This number is 15.2% greater than projected FY 2018 ridership (158,000 boardings) on the existing TRACER network. The increase initially will consist mostly of customers transferring from PMoD service; and gradually generate new customers attracted to enhanced fixed route service quality characteristics such as better schedule adherence, faster running times, consistent 30-minute service frequencies, and amenities at selected bus stops around the City. These productivities should rise quickly to 10 - 15 boardings per hour in two years if service quality standards (e.g., schedule adherence, PMoD response times; transfer convenience) are assured. LOS 10% growth strategy assumes a 30-minute service frequency at all times on the Red Line, and 30-minute frequencies on the (interlined) Green and Yellow Lines.

Subsidized PMoD transit connection and direct trips are calculated separately at 58,400 and 25,300 boardings, respectively. The combined number (83,700) represents 23.2% of total system ridership. Hourly ridership estimates by PMoD service mode are summarized in Exhibit 6.4.

These numbers indicate the capacity of the service, and not necessarily first year ridership. As a new service mode to TRACER customers and other residents of the City, it is anticipated that ridership will grow toward capacity within two years commensurate with increased public awareness and customer acceptance over time.

ADA-eligible combined travel estimates using complementary paratransit and accessible PMoD ridership is 24,000 one-way trips, representing 6.6% of total system boardings. This number is 37% greater than projected FY 2018 ridership of 17,500 one-way trips. Subsidized accessible PMoD service is estimated at 11,915 annual trips; assuming that half of all current complementary paratransit trips migrate voluntarily to subsidized PMoD service; and an expanded span to include new Sunday service and extended hours on weekdays and Saturdays. Complementary paratransit ridership is estimated around 12,100 boardings, reflecting incremental service productivity improvement to 2.0 boardings per service hour (currently 1.8).

Commuter PMoD ridership is estimated at up to 70 one-way trips per weekday, or 17,710 one-way trips per year;¹⁵ representing 4.9% of total system boardings. This number far exceeds current use of existing TRACER service, which generates fewer than 10 one-way trips to the ACE station and regional bus connections at the Transit Station.

School Microtransit - System capacity is estimated at 300 one-way trips per school weekday, or 54,000 one-way trips per year;¹⁶ representing 15% of total system boardings. This assumes shared-ride service and use of designated neighborhood pickup points where students can aggregate within short distances from their homes. Assuming the present \$1.00 student fare for TRACER fixed route service, and adequate marketing, it is anticipated that school-based microtransit service will operate at or near capacity within the first full year of operation.

¹⁵ Assumes an average of four passengers per train trip, and two passengers per bus trip.

¹⁶ Assumes 10 vans in service for 2.5 hours per day; average 12 boardings per service hour; 180 school days per year.

Exhibit 6.4: Subsidized PMoD Ridership Estimates by Time of Day (Budget max)

Weekday

Hour begins	PMoD Feeder	PMoD Direct	ADA PMoD	Commuter PMoD	Total
3:00 AM	--	--	--	5	5
4:00 AM	--	--	--	5	5
5:00 AM	--	10	1	10	21
6:00 AM	5	10	1	10	26
7:00 AM	20	--	2	10	32
8:00 AM	15	--	3	--	18
9:00 AM	15	--	3	--	18
10:00 AM	15	--	2	--	17
11:00 AM	10	--	1	--	11
12:00 PM	15	--	2	--	17
1:00 PM	20	--	3	--	23
2:00 PM	20	--	4	--	24
3:00 PM	25	--	4	--	29
4:00 PM	20	--	3	5	28
5:00 PM	20	--	2	5	27
6:00 PM	--	12	2	10	24
7:00 PM	--	8	1	10	19
8:00 PM	--	8	1	5	14
9:00 PM	--	5	0	5	10
Friday					
10:00 PM		3			
11:00 PM		2			
12:00 AM		2			
Total	200	60	35	70	368

Saturday

Hour begins	PMoD Feeder	PMoD Direct	ADA PMoD	Total
3:00 AM	--	--	--	0
4:00 AM	--	--	--	0
5:00 AM	--	3	1	4
6:00 AM	--	3	1	4
7:00 AM	5	7	1	13
8:00 AM	10	3	2	15
9:00 AM	15	--	3	18
10:00 AM	15	--	2	17
11:00 AM	15	--	1	16
12:00 PM	10	--	2	12
1:00 PM	15	--	3	18
2:00 PM	15	--	3	18
3:00 PM	20	--	3	23
4:00 PM	15	--	2	17
5:00 PM	15	--	2	17
6:00 PM	--	8	2	10
7:00 PM	--	6	1	7
8:00 PM	--	5	1	6
9:00 PM	--	5	0	5
10:00 PM		5		
11:00 PM		3		
12:00 AM		2		
Total	150	50	30	220

Sunday

Hour begins	PMoD Direct	ADA PMoD	Total
3:00 AM	--	--	0
4:00 AM	--	--	0
5:00 AM	2	0	2
6:00 AM	3	1	4
7:00 AM	5	2	7
8:00 AM	7	2	9
9:00 AM	10	2	12
10:00 AM	10	2	12
11:00 AM	10	2	12
12:00 PM	5	2	7
1:00 PM	10	2	12
2:00 PM	10	2	12
3:00 PM	10	2	12
4:00 PM	10	2	12
5:00 PM	10	1	11
6:00 PM	10	1	11
7:00 PM	5	1	6
8:00 PM	5	1	6
9:00 PM	3	0	3
Total	125	25	150

Mode	Boardings	Subsidy per Boarding	Annual Subsidy
PMoD Feeder	58,400	\$5.00	\$292,000
PMoD Direct	25,280	\$5.00	\$126,400
ADA PMoD	11,915	\$10.00	\$119,150
Commuter	17,710	\$5.00	\$88,550
Total	113,305		\$626,100

Calendar Distribution	
Weekdays (M-Th)	201
Fridays	52
Saturdays	52
Sundays	60
Total	365

6.9 Estimated System Operating Cost and Revenue

At maturity, net operating expenses are estimated at approximately \$3.23 million, as shown in Exhibit 6.5. The calculated average subsidy per passenger is \$8.82.

Exhibit 6.5: Annual Operating Expenses and Revenue (10% Growth)

Service Mode	Service Hours	Cost per Hour ¹	Annual Boardings	Boardings per Hour	Total Operating Cost	Fare Revenue ²	Net Operating Cost	Subsidy per Passenger
Red Line (Tracy Blvd)	13,108	\$92.69	117,972	9.00	\$1,215,000	\$71,963	\$1,143,037	\$9.69
Green Line (Corral Hollow)	4,916	\$92.69	29,493	6.00	\$455,625	\$17,991	\$437,634	\$14.84
Yellow Line (Grant Line)	4,916	\$92.69	34,409	7.00	\$455,625	\$20,989	\$434,636	\$12.63
PMoD Feeder	--	--	58,400	--	\$292,000	\$0	\$292,000	\$5.00
PMoD Direct	--	--	25,280	NA	\$126,400	\$0	\$126,400	\$5.00
ADA Complementary Paratransit	6,060	\$92.69	12,120	2.00	\$561,710	\$16,241	\$545,470	\$45.01
ADA PMoD	--	--	11,915	--	\$119,150	\$0	\$119,150	\$10.00
Commuter Shared-Ride PMOD	--	--	17,710	--	\$88,550	\$0	\$88,550	\$5.00
School Microtransit	4,500	\$73.18	54,000	12.00	\$329,299	\$54,000	\$275,299	\$5.10
Total			361,299		\$3,643,360		\$3,462,176	\$9.58

10% Growth Target: \$3,545,000

NOTES:

1 - Contract FR/ADA CP service cost = 95% of SJCOG FY 2019 target (\$97.57); contract Microtransit cost = 75% of target.

2 - Assumes \$0.61 per FR boarding; \$1.34 per complementary paratransit boarding (FY 2017 actual); \$1 per School microtransit boarding.

Fixed Route system net operating cost is \$2.02 million; based on total operating cost of \$2.13 million calculated at \$92.69 per service hour provided.¹⁷ Fixed route net operating expenses represent 58.3% of the system total. Farebox revenues approaching \$111,000 are 5.2% of total operating costs, based on the current \$0.61 average fare per one-way trip.¹⁸ The calculated average subsidy per passenger is \$9.69 for the Red Line, \$12.63 for the Yellow Line, and \$14.84 for the Green Line.

Subsidized PMoD connection and direct service net operating cost is \$433,650, based on 86,680 one-way trips and a flat \$5.00 subsidy per trip. Subsidized PMoD net operating costs represent 12.5% of the system total.

Complementary Paratransit net operating cost is \$545,500; based on total operating cost of \$561,700 calculated at \$92.69 per service hour provided.¹⁹ Farebox revenue of \$16,200 is 2.9% of total operating costs, based on the current \$1.34 average fare per one-way trip.²⁰ The calculated average subsidy per passenger is \$45.01.

¹⁷Equivalent to 95% of SJCOG FY 2019 Operating Cost per Hour Performance Target for Tracy (\$ < \$128.80).

¹⁸ Actual FY 2017 average fare.

¹⁹Equivalent to 95% of SJCOG FY 2019 Operating Cost per Hour Performance Target for Tracy (\$ < \$128.80).

²⁰ Actual FY 2017 average fare.

Accessible PMoD net operating cost is \$119,150; based on 11,915 one-way trips and a flat \$10.00 subsidy per trip. Accessible PMoD net operating costs represent 3.4% of the system total.

Commuter PMoD net operating cost is \$88,550, based on 17,710 one-way trips and a flat \$5.00 subsidy per trip. Commuter PMoD net operating costs represent 2.6% of the system total. Exhibits 6.6 and 6.7 indicate the range of fare discounts for travel from various neighborhoods of the City to the ACE station and the Transit Station; based on a \$5.00 subsidy applied to current UberX market rates.

School Microtransit net operating cost is approximately \$275,300; based on total operating cost of \$329,300 calculated at \$73.18 per service hour provided²¹ and a \$1.00 average fare per one-way trip. School microtransit net operating expenses represent 7.9% of the system total. At 100% utilization of planned capacity, the average subsidy per passenger is \$5.10; at 75% utilization, the average is \$6.80.

Exhibit 6.6: Shared-Ride PMoD Fares from Selected Locations to ACE Station

Trip Origin	Market Fare*	Subsidized Fare**	Percent Subsidy
Antonio Loop	\$11.18	\$6.18	45%
Clover Road & Buthmann Avenue	\$10.62	\$5.62	47%
Holly Drive & Grant Line Road	\$10.23	\$5.23	49%
Corral Hollow Road & 11 th Street	\$9.01	\$4.01	55%
Hidden Lake Clubhouse	\$7.74	\$2.74	65%
Whispering Winds Dr & English Oaks	\$5.70	\$0.70	88%

Note * - Fares calculated for UberX service via Uber Fare Estimator, October 2018

** - Assumes a flat \$5.00 subsidy per one-way trip

²¹Equivalent to 75% of SJCOG FY 2019 Operating Cost per Hour Performance Target for Tracy (\$ < \$128.80).

Exhibit 6.7: Shared-Ride PMoD Fares from Selected Locations to Tracy Transit Station

Trip Origin	Market Fare*	Subsidized Fare**	Percent Subsidy
Antonio Loop	\$9.29	\$5.29	54%
Whispering Winds Dr & English Oaks	\$7.94	\$2.94	63%
Clover Road & Buthmann Avenue	\$7.46	\$2.46	67%
Corral Hollow Road & 11 th Street	\$6.69	\$1.69	75%
Hidden Lake Clubhouse	\$6.68	\$1.68	75%
Holly Drive & Grant Line Road	\$6.47	\$1.47	77%

Note * - Fares calculated for UberX service via Uber Fare Estimator, October 2018

** - Assumes a flat \$5.00 subsidy per one-way trip

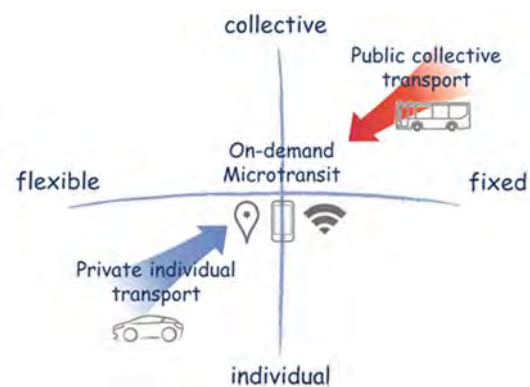
7.0 IMPLEMENTATION PLAN

This chapter presents a year-by-year operating and capital plans needed to implement the recommendations of the FY 2021-2025 SRTP. The operating plan is based on Level of Service (LOS) as presented earlier in the study process, which assumes a 10% growth scenario setting the first-year budget of approximately \$3.23 million for net operating expenses. The capital plan is developed to support the operating plan in terms of revenue vehicles, bus stop improvements, technology investments, facilities and equipment required to implement the preferred service plan.

7.1 Operating Plan

Given the extent of the recommended changes to TRACER system design and customer interface, a three-phase transition is suggested to implement the preferred service plan over a four-year period beginning in July 2021 and completing in July 2025.

Exhibit 7.4 presents a summary of the key service enhancements as presented in the implementation phases (for FY 2021 through FY 2024).



In order to mitigate any concerns of the community, advancing from the initial PMoD pilot to each and every subsequent phase, services will be evaluated annually prior to advancing deployment of the next phase. The annual evaluation will include but not be restricted to the review of operating and financial performance and soliciting input from the community. Community input, in addition to the community-at-large, will include specific market segments including older adults and people with disabilities, students and commuters.

The annual evaluation will include approval by City Council prior to advancing the implementation of a subsequent phase of the transition plan.

PMoD Pilot: As a precursor to the transition plan is the deployment of a PMoD pilot in FY 20121 (July 2020). The pilot will provide PMoD service:

- Area-wide Sunday service (5:00am – 10:00pm);
- Earlier morning and later evening service, area-wide Saturday service (5:00am-9:00am and 6:00pm-12:00am); and
- Earlier morning and later evening service, area-wide, Monday through Friday - 5:00am – 8:00am and 7:00pm – 10:00pm (to 12:00am Fridays).

A PMoD pilot provides a small-scale introduction of the subsidized PMoD service concept to TRACER customers and the public; and offers a predictable, growing market for TNC/Smart Taxi service providers to respond to by ramping up service supply and demonstrating mobile app reservations and payment technologies. FY 2021 ridership is estimated at 13,300 boardings, assuming an average 100 boardings and 58 service days per year (52 Sundays and six national holidays) plus Monday through Friday earlier morning and later evening ridership assuming an average of 30 boardings and 250 service days. For the one-year pilot period, estimated annual cost is \$66,500, assuming a subsidy averaging \$5.00 per one-way trip.

Key requisite requirements for the design and deployment of a one-year PMoD pilot include: the preparation of a procurement instrument for a service provider and the development of an evaluation framework (to evaluate the effectiveness of the pilot). The evaluation framework should include typical performance metrics (cost/trip, etc.), less tangible measures (access to work, education, medical, etc.) and ancillary measures to determine 'success'.

TRACER Transition Plan: The system restructure transition plan is outlined by service mode as follows.

- **Fixed Route Network** – The current network is replaced with a simplified three-line network in three steps; initially discontinuing the Route D in FY 2022 (July 2021) and replacing it with and school-based microtransit services and all-day PMoD service in the West/South-West sector; followed by discontinuation of the Route F and truncation of Route C east of Tracy Boulevard in FY 2023 (July 2022), and replacing them with new PMoD and additional school-based microtransit services; and concluding in FY 2024 (July 2023) with discontinuation of the remaining routes and installation of the preferred network. The preferred service plan marginally reduces fixed route service span to 6:30 am – 5:30 pm on weekdays and 8:00 am – 5:30 pm to reverse the decline in service productivity in recent years.
- **Subsidized PMoD Connection and Limited Direct Service** – As referenced previously with the deployment of a PMoD pilot, the preferred service plan expands transit system operating span to seven days and 17 to 19 hours per day (5:00 am - 10:00 pm and to 12:00am Friday and Saturday). New subsidized PMoD services play an important role in achieving this objective with TNC/Smart Taxi fare subsidies introduced beginning with the pilot in FY 2021 (July 2020) with Sunday/holiday area-wide direct service in lieu of fixed route service. PMoD services will be expanded in FY 2022 (July 2021) by weekday transit connection and limited direct service in southeast Tracy; and in FY 2023 (July 2022) by area-wide PMoD connection and limited direct service. Limited direct PMoD trips will be subsidized only when the fixed route network is not operating; i.e., between 5:00 am - 6:30 am and between 5:30 pm – 10:00 pm [to 12:00am Friday and Saturday]). It is suggested that PMoD fares be the same as transit fares and that there would be no cost for transfers to and from fixed route services.
- **Microtransit** – Area-wide school-focused microtransit service is introduced in three increments; initially in FY 2022 (August 2021) with up to four routes focused on Kimball

High School, Kelly Middle School, and Williams Middle School; followed in FY 2023 (August 2022) by up to four additional routes focused on Tracy High School, Poet-Christian Magnet School, and Williams Middle School; and in FY 2024 (August 2023) by up to four more vehicles focused on West High School, Monte Vista Middle School, North School, and Millennium Charter School.

- **ADA Pre-Scheduled and PMoD Services** - Subsidized accessible PMoD is introduced in FY 2022 (July 2021) to offer ADA-eligible TRACER customers the choice of more spontaneous travel than currently is possible on TRACER pre-scheduled complementary paratransit service. The operating plan is based on customer migration targets (*i.e.*, from pre-scheduled to PMoD) of 20% by the end of FY 2022 (June 2022); 35% by FY 2023; and 50% by the end of in FY 2024 and FY 2025. Similarly, pre-scheduled complementary paratransit will accommodate about 50% of total after FY 2024.

Following a one-year PMoD pilot period (July 2020 – June 2021), a three implementation phased approach cover the second year (Phase 1), third year (Phase 2) and fourth and fifth years (Phase 3) of the five-year SRTP. Year-by-year performance expectations and implementation issues are discussed in the following pages.

Phase 1 – July 2021 – June 2022

First-year operations in FY 2022 generate approximately 183,300 customer boardings, a 16% year-over-year increase over FY 2021. Estimated net operating cost is \$2.55 million, or \$14.42 per boarding. Phase 1 objectives by service mode are highlighted below and illustrated in Exhibit 7.1.

Legacy Fixed Route System – Most of the FY 2021 fixed route network is maintained in FY 2021, except for the Route D, which is discontinued. School-day access to Kimball High School is maintained by microtransit flex-routes running on schedules coordinated with Kimball High School, Kelly Middle School, and Williams Middle School bell times. Other Route D riders are alternatively served by the introduction of a PMoD service in the West/South-West sector as well as other TRACER routes; notably those along Eaton Avenue and Lowell Avenue (Route B, Route E), S Central Avenue (Route F), and Schulte Road (Route C). The nearest alternative service for customers along Sycamore Parkway is approximately 0.3 mile to the east along S Tracy Boulevard. FY 2022 ridership is estimated at approximately 139,000 boardings, assuming 19,300 vehicle service hours and service productivity averaging 6.5 boardings per hour. Net operating cost is estimated at \$1.7 million, or \$12.30 per customer boarding.

West/Southwest Area PMoD Connection – Phase 1 introduces subsidized on-demand TRACER connection service on weekdays in a limited portion of the service area located east of S Tracy Boulevard to Lammers south of Byron to Linne Road. PMoD connection service mostly will connect residential trip origins to Route C route bus stops. FY 2022 ridership estimate is 7,500 boardings assuming average 30 boardings per weekday. Estimated annual cost is \$37,500.

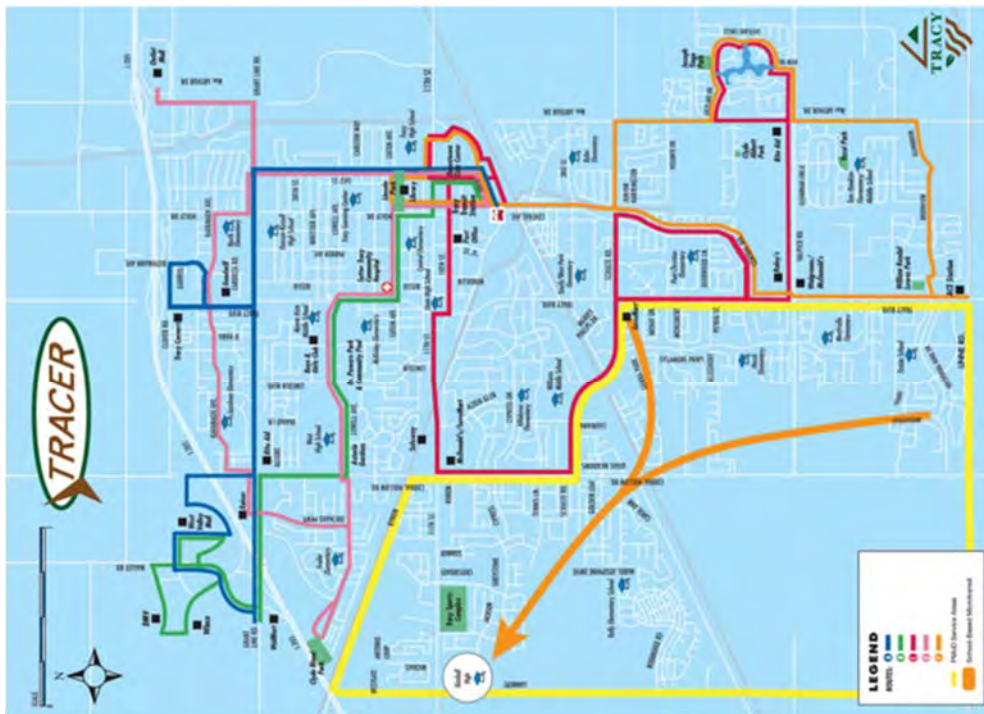
Area-wide Sunday PMoD Direct and Monday to Saturday Morning and Evening – Phase 1 continues the 5:00 am to 10:00 pm area-wide Sunday pilot service and earlier morning (5am-8am [9am Sat.])/later evening (7pm-10pm [to 12am Fri. and Sat.]) Monday through Saturday (subsidized on-demand TNC / Smart Taxi service) for shared-ride travel between any two points in the service area. Ridership and cost estimates as presented for the pilot period are assumed to apply to the FY 2022 period.

Microtransit School Pilot – Phase 1 introduces flexible microtransit service focusing on bell times at Kimball High School, Kelly Middle School, and Williams Middle School. First-year ridership capacity is 100 one-way-trips per school day (180 service days annually) with up four transit vans operating on flexible routes shaped by customer demand. Currently, morning bell times are 8:15 am at Kimball and Williams, and 8:20 am at Kelly. Afternoon dismissal bell times are 2:35 pm at Williams, 2:50 pm at Kelly, and 3:15 pm at Kimball.

Accessible PMoD option – Phase 1 provides ADA-eligible customers a choice of traveling on-demand using subsidized market-available accessible transportation services or continuing to use TRACER pre-scheduled complementary paratransit service. FY 2022 ridership is estimated at 3,600 rides, assuming up to 20% of approximately 18,000 trips on TRACER complementary paratransit vehicles migrate voluntarily to accessible PMoD. Estimated annual cost is \$36,300, assuming subsidy averaging \$10.00 per one-way trip.

TRACER Complementary Paratransit – Service level is reduced by up to 20% during FY 2022 commensurate with actual migration of ADA-eligible customer trips to accessible PMoD service, as noted above. Estimated ridership is 14,400 boardings, assuming incremental improvement of service productivity to 2.0 boardings per hour. FY 2022 estimated net cost is \$648,000, or \$45.01 per customer boarding.

Exhibit 7.1: Phase 1 – July 2021 – June 2022



Service	July 2021
Fixed Route Network	<ul style="list-style-type: none"> Discontinue Route D
Personal Mobility Demand (PMoD)	<ul style="list-style-type: none"> Continuation of area-wide Sunday & Mon.-Fri. morning/evening service (Direct) PMoD West/ Southwest sector – <i>Transit Connect</i>
Microtransit School Transport	<ul style="list-style-type: none"> Pilot: Kimball High School, Kelly Middle School & Williams Middle School
Accessible PMoD	<ul style="list-style-type: none"> ADA eligible - additional service option
TRACER Paratransit	<ul style="list-style-type: none"> Up to 20% reduction in LOS

PLUS city-wide PMoD:
 Mon. – Sat. 5:00am – 8:00am (9am Sat.) & 7:00pm – 10:00pm (to 12:00am – Friday & Saturday)
 Sunday 5:00am – 10:00pm

Phase 2 – July 2022 – June 2023

Second-year operations in FY 2023 will generate approximately 246,000 customer boardings, a 34% year-over-year increase over FY 2021. Estimated net operating cost is \$2.8 million, or \$13.40 per boarding. Phase 2 objectives by service mode are highlighted below and illustrated in Exhibit 7.2.

Legacy Fixed Route System – The existing system is further reduced with discontinuation of the peak-only Route F, and truncation of the Route C east of S Tracy Boulevard at Valpico Road. Tracy High School students and others are alternatively served by school-day only microtransit flexible routes and schedules coordinated with Tracy High School, Poet-Christian Magnet School, and Williams Middle School bell times. Southeast Tracy residents are alternatively served by new PMoD connection service described below. FY 2023 fixed route ridership is estimated at 135,000 boardings, assuming 18,500 vehicle service hours and service productivity averaging 7.3 boardings per hour. Net operating cost is estimated at \$1.68 million, or \$ 12.45 per customer boarding.

West/Southwest Area PMoD Connection – Phase 2 continues the subsidized on-demand TRACER connection service on weekdays in a limited portion of the service area located east of S Tracy Boulevard to Lammers south of Byron to Linne Road. PMoD connection service mostly will connect residential trip origins to Route C route bus stops. FY 2023 ridership estimate is 7,500 boardings assuming average 30 boardings per weekday. Estimated annual cost is \$37,500.

Southeast Area PMoD Connection – Phase 2 introduces subsidized on-demand TRACER connection service on weekdays and Saturdays in a limited portion of the service area located east of S Tracy Boulevard and south of Schulte Road. PMoD connection service mostly will connect residential trip origins to Route C route bus stops served by incrementally improved frequency (possibly 45 minutes). Additionally, subsidized direct PMoD travel between any two points within the service area is available when the fixed route system is not operating in the early morning (5:00 am - 6:30 am), and late evening (6:00 pm - 10:00 pm). FY 2023 ridership estimate is 29,200 boardings assuming average 100 boardings per weekday and 75 boardings per Saturday. Estimated annual cost is nearly \$150,000, assuming inflation-adjusted subsidy averaging \$5.13 per one-way trip.

Area-wide Sunday PMoD Direct and Monday to Saturday Morning and Evening – Phase 1 continues the 5:00 am to 10:00 pm area-wide Sunday pilot service and earlier morning (5am-8am [9am Saturday])/later evening (7pm-10pm [to 12am Friday and Saturday]) Monday through Saturday (subsidized on-demand TNC / Smart Taxi service) for shared-ride travel between any two points in the service area. FY 2023 ridership is estimated at approximately 14,630 boardings. This number reflects a 10% year-over-year customer demand for subsidized PMoD. Estimated annual cost is \$74,980, assuming inflation-adjusted subsidy averaging \$5.13 per one-way trip.

Commuter PMoD – Phase 2 introduces subsidized on-demand commuter service on weekdays city-wide with origin or destination limited to the ACE train station and Tracy

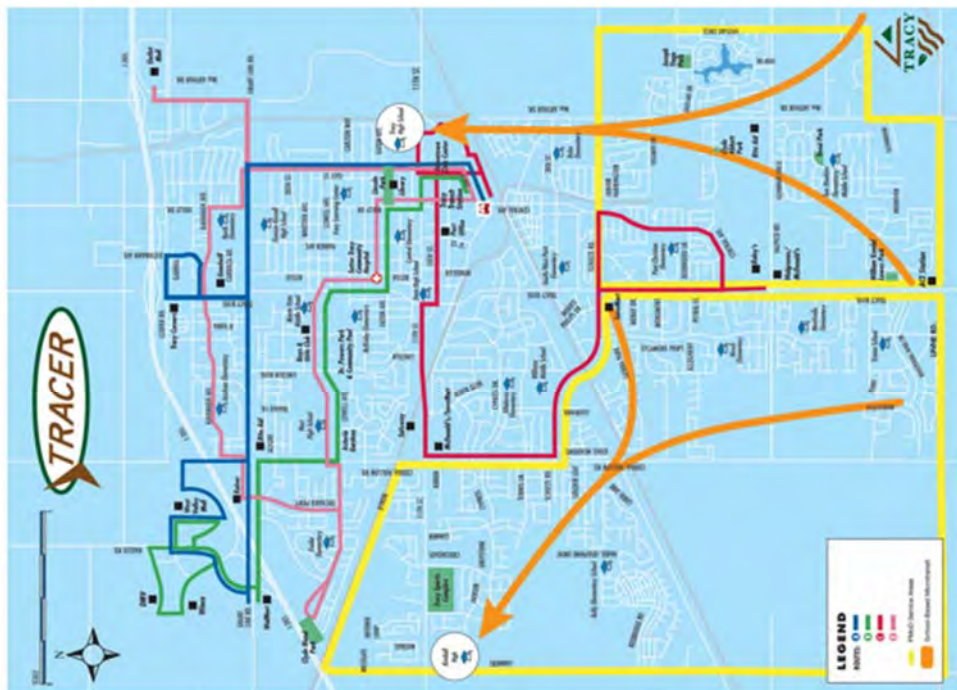
Transit Station for regional bus connections to Bay Area cities and Silicon Valley. FY 2023 estimated ridership is 17,700 boardings, assuming an average of 70 one-way trips per weekday (253 days per year). Estimated annual cost is nearly \$91,000, assuming inflation-adjusted subsidy averaging \$5.13 per one-way trip.

Microtransit Expansion – Phase 2 expands flexible microtransit service focusing on bell times at Tracy High School, Poet-Christian Magnet School, and Williams Middle School. Continuation of Phase 1 service to Kimball High School, Kelly Middle School, and Williams Middle School is assumed. FY 2023 estimated ridership is 36,000 one-way-trips, or 200 per school day (180 days per year). Currently, morning bell times are 7:53 am at Tracy, 8:20 am at Kelly, and 8:25 am at Poet-Christian. Afternoon dismissal bell times are 2:35 pm at Williams, 3:02 pm at Tracy, and 3:05 pm at Poet-Christian. It is anticipated that up to eight transit vans will operate on flexible routes and demand-driven schedules.

Accessible PMoD expansion – Phase 2 assumes further migration of ADA-eligible customers from pre-scheduled complementary paratransit to accessible PMoD. FY 2023 ridership is estimated at 6,400, assuming that up to 35% of approximately 18,700 annual trips taken on TRACER complementary paratransit vehicles are diverted to accessible PMoD by customer choice. Estimated annual cost is nearly \$66,000, assuming inflation-adjusted subsidy averaging \$10.25 per one-way trip.

TRACER Complementary Paratransit – Level of service will be reduced by up to 35% during FY 2023 commensurate with the voluntary migration of ADA-eligible customer trips to accessible PMoD service, as described above. Estimated ridership is 12,300 boardings, assuming incremental improvement of service productivity to 2.1 boardings per hour. FY 2022 estimated net cost is \$539,300, or \$43.90 per customer boarding.

Exhibit 7.2: Phase 2 – July 2022 – June 2023



Service	July 2022
Fixed Route Network	<ul style="list-style-type: none"> Discontinue peak-only Route F Truncation of Route C (east of Tracy Blvd at Valpico)
Personal Mobility on Demand (PMoD)	<ul style="list-style-type: none"> Southeast area PMoD – <i>Transit Connect</i> Area-wide Sunday and Mon.-Fri. morning/evening service (Direct) Commuter PMoD (Direct) (Mon. – Fri.: 3:00am – 8:00am & 4:00pm – 10:00pm)
Microtransit School Transport	<ul style="list-style-type: none"> Expands to include Tracy High School & Poet-Christian Magnet School
Accessible PMoD	<ul style="list-style-type: none"> Further migration of ADA eligible
TRACER Paratransit	<ul style="list-style-type: none"> Up to 35% reduction in LOS

PLUS city-wide PMoD:
 Mon. – Sat. 5:00am – 8:00am (9am Sat.) & 7:00pm – 10:00pm (to 12:00am – Friday & Saturday)
 Sunday 5:00am – 10:00pm

Phase 3 – July 2023 – June 2024

Third-year operations in FY 2024 will generate approximately 368,000 customer boardings, a 50% year-over-year increase over FY 2023. Estimated net operating cost is \$3.55 million, or \$11.38 per boarding. Phase 3 objectives by service mode are highlighted below and illustrated in Exhibit 7.3.

Simplified Fixed Route Network – All remaining legacy network routes are replaced with the simplified three-line (preferred service plan) network in July 2023. First year ridership is estimated at approximately 191,700 boardings, assuming nearly 23,000 vehicle service hours and service productivities ranging from 7.0 boardings per hour on the Green Line to 9.0 per hour on the Red Line. Net operating cost is estimated at \$2.12 million, or \$ 11.04 per customer boarding.

Area-wide Weekday Connection PMoD – Pending evaluation of first-year Southeast Area PMoD transit connection service, Phase 3 expands subsidized on-demand TRACER connection service availability to full service area coverage on weekdays. Additionally, subsidized direct PMoD travel between any two points within the service area is available when the fixed route system is not operating in the early morning (5:00 am - 6:30 am [to 9:00am Saturday]), and late evening 6:00 pm - 10:00 pm [to 12:00am on Friday and Saturday]). FY 2024 ridership is estimated at 73,650 boardings, assuming 250 boardings per weekday. Estimated annual cost is nearly \$387,000, assuming inflation-adjusted subsidy averaging \$5.25 per one-way trip.

Area-wide Sunday PMoD Direct and Monday to Saturday Morning and Evening – FY 2024 ridership is estimated at approximately 15,360 boardings. This number reflects a 10% year-over-year customer demand for subsidized PMoD. Estimated annual cost is \$80,690, assuming inflation-adjusted subsidy averaging \$5.13 per one-way trip.

Commuter PMoD – FY 2024 estimated ridership is 19,500 boardings, assuming an average of 77 one-way trips per weekday (253 days per year). This number reflects a 10% year-over-year customer demand for subsidized Commuter PMoD. Estimated annual cost is approximately nearly \$102,300, assuming inflation-adjusted subsidy averaging \$5.25 per one-way trip.

School Microtransit Expansion – Phase 3 further expands flexible microtransit service focusing on bell times at West High School, Millennium Charter High School, Monte Vista Middle School, and North School. Currently, morning bell times are 7:44 am at West, 8:10 am at Monte Vista, 8:13 am at Millennium, and 8:15 am at North. Afternoon dismissal bell times are 2:42 pm at North, 2:45 pm at Monte Vista, 2:55 pm at West, and 4:13 pm at Millennium. Continuation of prior phase services to Kimball High School, Kelly Middle School, Tracy High School, Poet-Christian Magnet School and Williams Middle School is assumed. FY 2024 estimated ridership is 54,000 one-way-trips, or 300 per school day (180 days per year). It is anticipated that up to 12 transit vans will operate on flexible routes and demand-driven schedules.

Accessible PMoD expansion – Phase 3 assumes further migration of ADA-eligible customers from pre-scheduled complementary paratransit to accessible PMoD. FY 2024 ridership is estimated at 9,500 assuming that up to 50% of approximately 19,000 annual trips taken on TRACER complementary paratransit vehicles are diverted to accessible PMoD by customer choice. Estimated annual cost is nearly \$100,000, assuming inflation-adjusted subsidy averaging \$10.51 per one-way trip.

TRACER Complementary Paratransit – Level of service will be reduced by up to 50% during FY 2024 commensurate with the voluntary migration of ADA-eligible customer trips to accessible PMoD service, as described above. Estimated ridership is 9,450 boardings, assuming service productivity averaging 2.1 boardings per hour. FY 2024 estimated net cost is \$438,200, or \$44.03 per customer boarding.

Exhibit 7.3: Phase 3 – July 2023 – June 2024



Service	July 2023
Fixed Route Network	<ul style="list-style-type: none"> All remaining legacy network routes replaced with simplified 3-line network
Personal Mobility on Demand (PMoD)	<ul style="list-style-type: none"> Area-wide Sunday and weekday & Saturday connection service
Microtransit School Transport	<ul style="list-style-type: none"> Expands to include West High School, Millennium Charter High School, Monte Vista Middle School, & North School
Accessible PMoD	<ul style="list-style-type: none"> Further migration of ADA eligible
TRACER Paratransit	<ul style="list-style-type: none"> Up to 50% reduction in LOS

PLUS city-wide PMoD:
 Mon. – Sat. 5:00am – 8:00am (9am Sat.) & 7:00pm – 10:00pm (to 12:00am – Friday & Saturday)
 Sunday 5:00am – 10:00pm

Phase 3, Year 2 – July 2024 – June 2025

Fourth-year operations in FY 2025 will generate approximately 385,000 customer boardings, a 4.6% year-over-year increase over FY 2024. Estimated net operating cost is \$3.69 million, or \$11.31 per boarding. Phase 3 second-year objectives by service mode are highlighted below.

Fixed Route Network – FY 2025 ridership is estimated at approximately 197,500 boardings, assuming nearly 23,000 vehicle service hours and service productivities ranging from 7.2 boardings per hour on the Green Line to 9.3 per hour on the Red Line. This number reflects a 3% year-over-year ridership growth. Net operating cost is estimated at \$2.17 million, or \$ 10.98 per customer boarding.

Area-wide Weekday / Saturday PMoD Connection – FY 2025 ridership is estimated at 81,000 boardings, assuming 275 boardings per weekday and 220 boardings per Saturday. This number reflects a 10% year-over-year customer demand for subsidized PMoD during the second full year of availability. Estimated annual cost is over \$436,000, assuming inflation-adjusted subsidy averaging \$5.38 per one-way trip.

Area-wide Sunday PMoD Direct and Monday to Saturday Morning and Evening – FY 2025 ridership is estimated at approximately 16,130 boardings. This number reflects a 5% year-over-year customer demand for subsidized PMoD. Estimated annual cost is \$86,850, assuming inflation-adjusted subsidy averaging \$5.13 per one-way trip.

Commuter PMoD – FY 2025 estimated ridership is over 20,000 boardings, assuming an average of 80 one-way trips per weekday (253 days per year). This number reflects a 5% year-over-year customer demand for subsidized Commuter PMoD in its third full year of availability. Estimated annual cost is approximately nearly \$109,000, assuming inflation-adjusted subsidy averaging \$5.38 per one-way trip.

Area-wide School Microtransit – Continuation of prior phase services focusing on the City's middle and high schools is assumed. FY 2025 estimated ridership is 55,600 one-way-trips, or 310 per school day (180 days per year). This number reflects a 3% productivity improvement and near-capacity utilization of up to 12 transit vans operating on flexible routes and demand-driven schedules.

Accessible PMoD – FY 2025 ridership is estimated at 10,200 boardings, assuming a leveling of demand at 50% of total ADA-eligible customer demand. Estimated annual cost is over \$110,000, assuming inflation-adjusted subsidy averaging \$10.77 per one-way trip.

TRACER Complementary Paratransit – Level of service is maintained at 50% of FY 2018 vehicle service hours. Estimated ridership is 9,900 boardings, assuming incremental improvement of service productivity to 2.2 boardings per hour. FY 2025 estimated net cost is \$436,000, or \$44.03 per customer boarding.

Phase 3, Year 3 – July 2025 – June 2026

Fifth-year operations in FY 2026 will generate approximately 400,000 customer boardings, a 3.9% year-over-year increase over FY 2025. Estimated net operating cost is \$3.83 million, or \$11.27 per boarding. Phase 3 third-year objectives by service mode are highlighted below.

Fixed Route Network – FY 2026 ridership is estimated at approximately 203,400 boardings, assuming nearly 23,000 vehicle service hours and service productivities ranging from 7.4 boardings per hour on the Green Line to 9.5 per hour on the Red Line. This number reflects a 3% year-over-year ridership growth. Net operating cost is estimated at \$2.22 million, or \$ 10.93 per customer boarding.

Area-wide Weekday / Saturday PMoD Connection – FY 2026 ridership is estimated at over 85,300 boardings, assuming 290 boardings per weekday and 230 boardings per Saturday. This number reflects a 5% year-over-year customer demand for subsidized PMoD during the second full year of availability. Estimated annual cost is nearly \$471,000, assuming inflation-adjusted subsidy averaging \$5.52 per one-way trip.

Area-wide Sunday PMoD Direct and Monday to Saturday Morning and Evening – FY 2026 ridership is estimated at approximately 16,940 boardings. This number reflects a 5% year-over-year customer demand for subsidized PMoD. Estimated annual cost is \$93,490, assuming inflation-adjusted subsidy averaging \$5.13 per one-way trip.

Commuter PMoD – FY 2026 estimated ridership is approximately 21,500 boardings, assuming an average of 85 one-way trips per weekday (253 days per year). This number reflects a 5% year-over-year customer demand for subsidized Commuter PMoD in its third full year of availability. Estimated annual cost is approximately nearly \$118,700, assuming inflation-adjusted subsidy averaging \$5.52 per one-way trip.

Area-wide School Microtransit – Continuation of prior phase services focusing on the City's middle and high schools is assumed. FY 2026 estimated ridership is 57,300 one-way-trips, or 320 per school day (180 days per year). This number reflects a 3% productivity improvement and near-capacity utilization of up to 12 transit vans operating on flexible routes and demand-driven schedules.

Accessible PMoD – FY 2026 ridership is estimated at 11,300 boardings, assuming a leveling of demand at 50% of total ADA-eligible customer demand. Estimated annual cost is nearly \$125,000, assuming inflation-adjusted subsidy averaging \$11.04 per one-way trip.

TRACER Complementary Paratransit – Level of service is maintained at 50% of FY 2018 vehicle service hours. Estimated ridership is 9,900 boardings, assuming service productivity averaging 2.2 boardings per hour. FY 2026 estimated net cost is \$447,100, or \$45.17 per customer boarding.

Exhibit 7.4 Summary of Key Service Enhancements (FY 2021 - FY 2024).

Service	July 2020	July 2021	July 2022	July 2023
Fixed Route Network	Status Quo	<ul style="list-style-type: none"> Discontinue Route D 	<ul style="list-style-type: none"> Discontinue peak-only Route F Truncation of Route C (east of Tracy Blvd at Valpico) 	<ul style="list-style-type: none"> All remaining legacy network routes replaced with simplified 3-line network
Personal Mobility on Demand (PMoD) (Direct & Connect)	Pilot (PMoD Direct): <ul style="list-style-type: none"> Area-wide Sunday service (5:00am – 10:00pm) Area-wide Mon. – Sat.: 5am – 8am (9am – Sat.) 6pm – 10pm (12am – Fri. & Sat.) 	<ul style="list-style-type: none"> Continuation of area-wide (Direct) Sunday & Mon.-Fri morning/evening service PMoD West/Southwest sector – <i>Transit Connect</i> 6:00am-6:00pm 	<ul style="list-style-type: none"> Southeast area PMoD – <i>Transit Connect</i> - 6:00am-6:00pm Area-wide Sunday and Mon.-Fri. morning/evening Direct service Commuter PMoD Direct (Mon. – Fri.: 3:00am-8:00am & 4:00pm-10:00pm) 	<ul style="list-style-type: none"> Area-wide (Direct and Connect) weekday & Saturday service
Microtransit School Transport		<ul style="list-style-type: none"> Pilot: Kimball High School, Kelly Middle School & Williams Middle School 	<ul style="list-style-type: none"> Expands to include Tracy High School & Poet-Christian Magnet School 	<ul style="list-style-type: none"> Expands to include West High School, Millennium Charter High School, Monte Vista Middle School, & North School
Accessible PMoD		<ul style="list-style-type: none"> ADA eligible - additional service option 	<ul style="list-style-type: none"> Further migration of ADA eligible 	<ul style="list-style-type: none"> Further migration of ADA eligible
TRACER Paratransit	Status Quo	<ul style="list-style-type: none"> Up to 20% reduction in LOS 	<ul style="list-style-type: none"> Up to 35% reduction in LOS 	<ul style="list-style-type: none"> Up to 50% reduction in LOS
Evaluation & City Council approval				
Total Boardings	189,330	195,430	258,617	373,153
Vehicle Service Hours	31,525	28,300	28,000	32,840
Net Cost Per Boarding	\$15.15	\$13.34	\$10.41	\$11.38

7.2 Five-Year Operating Financial Plan

Exhibit 7.5 provides a summary table showing estimated ridership, operating cost and service productivity by service mode and fiscal year.

Exhibit 7.5: Five-Year Operating Financial Plan Summary, FY 2021-2026

Service Plan Components	Total Customer Boardings	Vehicle Service Hours	Total Operating Cost	Farebox Revenue	Net Operating Cost	Net Cost per Boarding	Boardings per Service Hour	Assumptions
PMoD Pilot: July 1, 2020 - June 30, 2021								
Legacy Fixed Route Network (all routes)	158,000	24,325	\$2,254,684	\$96,380	\$2,158,304	\$13.66	6.5	FY18 ridership, \$0.61 average fare
Pilot: City-wide Sunday (5AM-10PM) PMoD Direct & Mon-Fri. (5AM-8AM & 7PM-10PM)	13,300	NA	\$86,500	\$0	\$86,500	\$5.00	NA	Sun.: 100 boardings/day x 56 days/year. Mon-Fri.: 30 boardings/day x 250 days/year
Complementary Paratransit (100%)	18,030	7,200	\$667,368	\$24,160	\$643,208	\$35.67	2.0	\$1.34 average fare
Total	189,330	31,525	\$2,988,552	\$120,540	\$2,868,012	\$15.15	5.6	Net cost per boarding & boardings per hour exclude PMoD subsidies
Phase 1: July 1, 2021 - June 30, 2022 (Plan Year 1)								
Legacy Fixed Route Network (all routes)	158,000	24,325	\$2,254,684	\$96,380	\$2,158,304	\$13.66	6.5	FY18 ridership, \$0.61 average fare
Discontinue Route D	-19,400	-5,025	-\$463,933	-\$11,834	-\$452,100	-\$23.40	-3.9	FY18 ridership, \$0.61 average fare
PMoD service in the West/South-West sector	7,500	NA	\$37,500	\$0	\$37,500	\$5.00	NA	Mon-Fri.: 30 boardings/day x 250 days/year
City-wide Sunday (5AM-10PM) PMoD Direct & Mon-Fri. (5AM-8AM & 7PM-10PM)	13,300	NA	\$86,500	\$0	\$86,500	\$5.00	NA	Sun.: 100 boardings/day x 56 days/year. Mon-Fri.: 30 boardings/day x 250 days/year
Microtransit pilot - Kimball HS, Kelly MS, Williams MS	18,000	1,800	\$131,724	\$18,000	\$113,724	\$6.32	10.0	100 boardings per day, 180 days per year, \$1.00 average fare
Accessible PMoD pilot (20%)	3,600	NA	\$36,300	\$0	\$36,300	\$10.00	NA	10 boardings per day, 363 days per year
Complementary Paratransit (80%)	14,400	7,200	\$667,368	\$19,296	\$648,072	\$45.01	2.0	\$1.34 average fare
Total	195,430	28,300	\$2,728,309	\$121,942	\$2,606,467	\$13.34	6.0	Net cost per boarding & boardings per hour exclude PMoD subsidies
Phase 2: July 1, 2022 - June 30, 2023 (Plan Year 2)								
Legacy Fixed Route Network (excludes Route D)	141,372	19,300	\$1,833,640	\$86,237	\$1,747,403	\$12.36	7.3	Ridership +2%, \$0.61 average fare
Discontinue Route F, truncate Route C	-6,500	-750	-\$617,547	-\$3,965	-\$613,582	-\$94.40	-8.7	FY18 ridership, \$0.61 average fare
PMoD service in the West/South-West sector	7,500	NA	\$37,500	\$0	\$37,500	\$5.00	NA	Mon-Fri.: 30 boardings/day x 250 days/year
Southeast Weekday/Saturday PMoD Connection/Direct	29,200	NA	\$149,650	\$0	\$149,650	\$5.13	NA	100 boardings per weekday, 75 per Saturday
City-wide Sunday (5AM-10PM) PMoD Direct & Mon-Fri. (5AM-8AM & 7PM-10PM)	14,630	NA	\$74,979	\$0	\$74,979	\$5.13	NA	(+10%) Sun.: 110 boardings/day x 58 days/year. Mon-Fri.: 33 boardings/day x 250 days/year
Commuter PMoD	17,710	NA	\$90,764	\$0	\$90,764	\$5.13	NA	70 boardings per day, 253 weekdays
Microtransit expansion - Tracy HS & Post-Christian Magnet	36,000	3,600	\$270,034	\$36,000	\$234,034	\$6.50	10.0	200 boardings per day, 180 days per year, \$1.00 average fare
Accessible PMoD pilot (95%)	6,420	NA	\$65,805	\$0	\$65,805	\$10.25	NA	20 boardings per weekday, 15 per Saturday, 10 per Sunday
Complementary Paratransit (65%)	12,285	5,850	\$555,792	\$16,462	\$539,331	\$43.90	2.1	Productivity +5%, \$1.34 average fare
Total	258,617	28,000	\$2,460,617	\$134,734	\$2,325,883	\$10.41	6.5	Net cost per boarding & boardings per hour exclude PMoD subsidies
Phase 3: July 1, 2023 - June 30, 2024 (Plan Year 3)								
Red Line (Tracy Blvd)	117,972	13,108	\$1,276,489	\$71,963	\$1,204,526	\$10.21	9.0	9 boardings per hour, \$0.61 average fare
Green Line (Corral Hollow)	34,412	4,916	\$478,447	\$20,991	\$457,456	\$13.29	7.0	7 boardings per hour, \$0.61 average fare
Yellow Line (Grant Line)	39,328	4,916	\$478,447	\$23,990	\$454,457	\$11.56	8.0	8 boardings per hour, \$0.61 average fare
Discontinue Route A, Route B, Route C, Route E	0	0	\$0	\$0	\$0	\$0	--	Replaced by Red, Green & Yellow Lines
City-wide Sunday (5AM-10PM) PMoD Connection/Direct	73,650	NA	\$386,893	\$0	\$386,893	\$5.25	NA	250 boardings per weekday, 200 per Saturday
Commuter PMoD	15,360	NA	\$80,688	\$0	\$80,688	\$5.25	NA	(+5%) Sun.: 110 boardings/day, 58 days/year. Mon-Fri.: 33 boardings/day x 250 days/year
City-wide Sunday (5AM-10PM) PMoD Direct & Mon-Fri. (5AM-8AM & 7PM-10PM)	19,481	NA	\$102,336	\$0	\$102,336	\$5.25	NA	77 boardings per day (+10%), 253 weekdays
City-wide Microtransit	54,000	5,400	\$414,931	\$54,000	\$360,931	\$6.68	10.0	300 boardings per day, 180 days per year, \$1.00 average fare
Accessible PMoD (50%)	9,500	NA	\$99,609	\$0	\$99,609	\$10.51	NA	30 boardings per weekday, 20 per Saturday, 15 per Sunday
Complementary Paratransit (50%)	9,450	4,500	\$437,960	\$12,663	\$425,297	\$45.01	2.1	\$1.34 average fare
Total	373,153	32,840	\$3,756,000	\$183,607	\$3,572,393	\$11.38	7.8	Net cost per boarding & boardings per hour exclude PMoD subsidies

Exhibit 7.5: Five-Year Operating Financial Plan Summary, FY 2021-2026 (Continued)

Service Plan Components	Total Customer Boardings		Vehicle Service Hours	Total Operating Cost	Farebox Revenue	Net Operating Cost	Net Cost per Boarding	Boardings per Service Hour	Assumptions
	Phase 3, Year 2: July 1, 2024 - June 30, 2025 (Plan Year 4)	Phase 3, Year 3: July 1, 2025 - June 30, 2026 (Plan Year 5)							
Red Line (Tracy Blvd)	121,511	390,594	13,108	\$1,308,401	\$74,122	\$1,234,279	\$10.16	9.3	Ridership +3%, \$0.61 average fare
Green Line (Corral Hollow)	35,444	125,156	4,916	\$478,399	\$21,621	\$456,778	\$12.89	7.2	Ridership +3%, \$0.61 average fare
Yellow Line (Grant Line)	40,508	36,508	4,916	\$478,399	\$24,710	\$453,689	\$11.20	8.2	Ridership +3%, \$0.61 average fare
City-wide Weekday/Saturday PMoD Connection/Direct	81,015	41,723	NA	\$436,221	\$0	\$436,221	\$5.38	NA	275 boardings per weekday, 220 per Saturday (+10%)
City-wide Sunday (6AM-10PM) PMoD Direct & Mon-Fri, (6AM-8AM & 7PM-10PM)	16,130	85,330	NA	\$86,851	\$0	\$86,851	\$5.38	NA	(+5%) Sun: 110 boardings/day x 68 days/year. Mon-Fri: 33 boardings/day x 250 days/year
Commuter PMoD	20,240	16,940	NA	\$108,981	\$0	\$108,981	\$5.38	NA	80 boardings per day (+5%), 253 weekdays
City-wide Microtransit	55,620	21,505	5,400	\$414,931	\$55,620	\$359,311	\$6.46	10.3	310 boardings per day (+3%), 180 days per year. \$1.00 average fare
Accessible PMoD (50%)	10,226	57,289	NA	\$110,123	\$0	\$110,123	\$10.77	NA	32 boardings per weekday, 22 per Saturday, 17 per Sunday
Complementary Paratransit (50%)	9,900	11,315	4,500	\$437,960	\$13,266	\$424,694	\$42.90	2.2	Productivity +5%, \$1.34 average fare
Total	390,594	390,594	32,839	\$3,860,266	\$189,339	\$3,670,927	\$11.14	8.0	Net cost per boarding & boardings per hour exclude PMoD subsidies
Red Line (Tracy Blvd)	125,156	125,156	13,108	\$1,341,111	\$76,345	\$1,264,766	\$10.11	9.5	Ridership +3%, \$0.61 average fare
Green Line (Corral Hollow)	36,508	36,508	4,916	\$502,917	\$22,270	\$480,647	\$13.17	7.4	Ridership +3%, \$0.61 average fare
Yellow Line (Grant Line)	41,723	41,723	4,916	\$502,917	\$25,451	\$477,466	\$11.44	8.5	Ridership +3%, \$0.61 average fare
City-wide Weekday/Saturday PMoD Connection/Direct	85,330	85,330	NA	\$470,942	\$0	\$470,942	\$5.52	NA	290 boardings per weekday, 230 per Saturday (+5%)
City-wide Sunday (6AM-10PM) PMoD Direct & Mon-Fri, (6AM-8AM & 7PM-10PM)	16,940	16,940	NA	\$83,493	\$0	\$83,493	\$5.52	NA	(+5%) Sun: 110 boardings/day x 68 days/year. Mon-Fri: 33 boardings/day x 250 days/year
Commuter PMoD	21,505	21,505	NA	\$118,687	\$0	\$118,687	\$5.52	NA	85 boardings per day (+5%), 253 weekdays
City-wide Microtransit	57,289	57,289	5,400	\$414,931	\$57,289	\$357,642	\$6.24	10.6	320 boardings per day (+3%), 180 days per year. \$1.00 average fare
Accessible PMoD (50%)	11,315	11,315	NA	\$124,896	\$0	\$124,896	\$11.04	NA	35 boardings per weekday, 25 per Saturday, 20 per Sunday
Complementary Paratransit (50%)	9,900	9,900	4,500	\$437,960	\$13,266	\$424,694	\$42.90	2.2	\$1.34 average fare
Total	405,666	405,666	32,839	\$4,007,854	\$194,621	\$3,813,233	\$11.11	8.2	Net cost per boarding & boardings per hour exclude PMoD subsidies

Inflation rate	1,025
On Cost	\$92.69
Micro On Cost	\$73.18
Year 1	\$95.01
Year 2	\$97.38
Year 3	\$99.82
Year 4	\$102.31
Year 5	\$80.78

7.3 Capital Improvement Program

The recommended five-year capital improvement plan supports implementation of the preferred service and five-year operating plan. Exhibit 7.3 provides a summary table showing year-by-year planned expenditures of nearly \$2.68 million in four areas of investment:

- Revenue Vehicles
- Priority Connection Bus Stop Improvements
- Transit Corridor Operational Improvements
- Facilities, Equipment and Technologies

Exhibit 7.3: Five-Year Capital Improvement Plan, FY 2020-2024

Expense	Units	2020	2021	2022	2023	2024	Total
Revenue Vehicles							
Minivan (MV)	3	\$150,000					\$150,000
Small light duty Cutaway (CU)	5	\$625,000					\$625,000
Medium heavy duty Bus (BU)	0						\$0
Subtotal	8	\$775,000	\$0	\$0	\$0	\$0	\$775,000
Priority Feeder Stop Improvements							
Design Study	1		\$150,000				\$150,000
Site Improvements	9			\$300,000			\$300,000
Lighting and Security	9			\$100,000			\$100,000
Shelters	9			\$200,000			\$200,000
Subtotal		\$0	\$150,000	\$600,000	\$0	\$0	\$750,000
Transit Corridor Operational Improvements							
Needs / Design Study	1				\$250,000		\$250,000
Implementation - first phase	TBD					\$500,000	\$500,000
Subtotal		\$0	\$0	\$0	\$250,000	\$500,000	\$750,000
Facilities, Equipment & Technologies							
Maintenance Facility Feasibility Study	1		\$150,000				\$150,000
Real-time Schedule Information	1		\$200,000				\$200,000
Custom Mobile App	1		\$50,000				\$50,000
Subtotal		\$0	\$400,000	\$0	\$0	\$0	\$400,000
Total		\$775,000	\$550,000	\$600,000	\$250,000	\$500,000	\$2,675,000

Revenue Vehicles – The FY 2020-2024 SRTP recommends a proliferation of vehicle types beyond the current fleet mix to include smaller transit vans, minivans and sport utility vehicles (SUV) common to microtransit and PMoD services. However, it is not intended that the City will own these smaller vehicles, which usually are supplied by for-profit service contractors operating with a TNC/Smart Taxi business model. The SRTP recommends that the City will continue to

own and maintain (indirectly by contract) all revenue vehicles required to operate local fixed route and complementary paratransit services. All vehicles required for subsidized PMoD and sponsored microtransit services will be supplied and maintained by the service providers entering into contracts with City.

Exhibit 7.4 provides a five-year fleet replacement plan based on City ownership of a 12-vehicle fleet by FY 2021 through FY 2024 and beyond. The FY 2021 revenue vehicle fleet consists of:

- Five (5) existing medium heavy-duty 35' buses dedicated to Red Line operations requiring four buses in peak service, plus one spare. These are existing buses put into service in 2017 with a 14-year Useful Life Benchmark (ULB)²² and expected to remain in service through FY 2030.
- Five (5) medium-duty 29' buses dedicated to Green Line and Yellow Line operations requiring three buses in peak service; as well as one bus for complementary paratransit service; plus one spare. Three existing vehicles owned by the City and two vehicles currently owned by the City's service contractor (Ride Right LLC) are replaced in FY 2021, with procurement to occur in FY 2020.
- Three (3) purpose-built vans dedicated to complementary paratransit service. Two existing vehicles owned by the City are replaced and one additional vehicle is acquired in FY 2020, with procurement to occur in FY 2019.

Exhibit 7.4: Revenue Vehicle Replacement Plan, FY 2020-2024

TRACER Fleet ID	Vehicle Type	Year in Service	Useful Life Benchmark (ULB)	Procurement Year	Replacement Year
van1	Accessible Minivan	2011	8	2019	2019
van2	Accessible Minivan	2011	8	2019	2019
--	Accessible Minivan	NA	8	2019	2020
47	Light duty bus (25')	2011	10	2020	2021
48	Light duty bus (25')	2011	10	2020	2021
49	Light duty bus (25')	2011	10	2020	2021
--	Medium heavy duty bus (29')	NA	14	2020	2021
--	Medium heavy duty bus (29')	NA	14	2020	2021
1701	Medium heavy duty bus (35')	2017	14	2030	2031
1702	Medium heavy duty bus (35')	2017	14	2030	2031
1703	Medium heavy duty bus (35')	2017	14	2030	2031
1704	Medium heavy duty bus (35')	2017	14	2030	2031
1705	Medium heavy duty bus (35')	2017	14	2030	2031

²² per FTA Asset Management Plan guidance, see: <https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/FTA%20TAM%20ULB%20Cheat%20Sheet%202016-10-26.pdf>

Priority Connection Stop Improvements – The preferred service plan assumes that most transfers between PMoD connection vehicles and TRACER fixed route buses will occur at major bus stops where physical improvements and customer amenities should be concentrated to elevate customers’ transfer experience. A package of prototypical improvements is suggested; potentially including a bus turnout lane, expanded setback from the curb, shelter and seating minimizing sidewalks conflicts with pedestrians, lighting and security, real-time schedule information, and wi-fi hotspot. An initial list of nine priority locations for connection stop improvements at key points along the simplified fixed route network includes:

- Corral Hollow Road at W Lowell Road
- Corral Hollow Road at W 11th Street
- Corral Hollow Road at W Schulte Road
- N Tracy Boulevard at W Grant Line Road
- S Tracy Boulevard at W Schulte Road
- S Tracy Boulevard at Valpico Road
- S Tracy Boulevard at Whispering Wind Drive
- S Central Avenue at W Schulte Road
- East Street at E Grant Line Road

The five-year capital plan contains initially \$750,000 for project implementation activities, including \$150,000 for a planning and design study in FY2021, and \$600,000 for site improvements, lighting and security, passenger shelters and seating.

Transit Corridor Operational Improvements - The five-year capital plan contains initially \$750,000 for project implementation activities, including \$250,000 for a planning and design study in FY2023, and \$500,000 for potential “BRT-like” improvements ranging from intersection design to signal pre-emption, to semi-dedicated bus travel lanes, to off-board fare collection systems and high-platform boarding.

Facilities, Equipment and Technologies – The five-year capital plan contains initially \$400,000 for implementation activities; including \$250,000 for a real-time schedule information software and hardware at 12 major bus stops (e.g., nine priority connection bus stops, Tracy Transit Station, West Valley Mall, Civic Center) and a TRACER mobile app in FY 2021; and \$150,000 for a Maintenance Facility Feasibility Study in FY 2020.

8.0 FUNDING AND REVENUE PLAN

The Service Implementation Plan for the City of Tracy Short-Range Transit Plan incorporates phased transit system improvements over a 5-year horizon from FY 2019-20 through FY 2023-24. The Plan maintains the TRACER's core fixed route and paratransit service provision while introducing more flexible, next generation service modes such as microtransit and Personal Mobility on Demand (PMoD). Using FY 2017-18 as a base year, this revenue plan identifies the sources of revenue from local, state, and federal levels that will support the Plan. Exhibit 8.1 provides a summary and total of revenues received and projected.

8.1 Local Transit Funding Sources

8.1.1 Farebox Revenues

Fare revenue generation is derived from a variety of service modes that will be phased in over the course of the Preferred Service Implementation Plan. The largest direct local transit revenue source will continue to be from the transit system's farebox to help support operations and meet state-required performance measures. Estimated farebox revenue figures are presented for the legacy TRACER system for FY 2017-18 and FY 2018-19.

During Phase 1 of the Preferred Service Implementation Plan in FY 2020-21, farebox revenue is derived from the legacy fixed route network, the microtransit pilot implementation and complementary paratransit. Revenue from the discontinued Route D is subtracted. The implementation of PMoD pilot services on Sunday and to local school campuses exclude any farebox revenue projections. Phase 2 of the Implementation Plan reflects further changes to the legacy fixed route system with the discontinuation of the Route F and the addition of commuter, weekday and commuter PMoD services. Phases 3 through 5 reflect the new TRACER fixed route alignment of three routes (Red, Green and Yellow), complementary paratransit, city-wide microtransit and the PMoD connection and direct services.

Farebox revenues are projected to increase 60 percent from \$121,842 in FY 2020-21 to \$194,621 in FY 2024-25. This is based on an average fare of \$0.61 per passenger trip on the fixed route, \$1.00 per passenger trip on microtransit and \$1.34 per passenger trip on complementary paratransit. PMoD fares will be subsidized by the City. Net cost per passenger and passengers per hour indicators exclude PMoD subsidies.

Senate Bill (SB) 508 (Beall) was passed in October 2015 and amends key provisions of the TDA. SB 508 allows for other locally generated revenues in the farebox ratio. Examples of possible other local support revenues include gains on the sale of capital assets, lease revenues generated by transit-owned property, and advertising revenues.

8.1.2 Transportation Development Act - Local Transportation Fund (LTF)

TDA funds are the largest sole source of operating revenue for most public transportation systems in the state. The spirit of the TDA statute guiding the use of LTF intends for the revenue to be prioritized for transit. This means that the funds are intended to be spent on transit projects to the extent that such projects are needed to fill "unmet transit needs that are reasonable to meet" before any LTF is spent on local streets and roads. The unmet transit needs process, by law, is

conducted by the San Joaquin Council of Governments (SJCOG). TDA funds can be used for capital or operations expenditures or a combination thereof and can provide an important source of local match for federal funding.

The LTF revenues are derived from a one-quarter cent sales tax, which is collected by the Board of Equalization but administered locally through SJCOG, which then allocates the revenue to local jurisdictions based on population. Pursuant to TDA, the City receives LTF proceeds under Article 8, Section 99400(c). The SJCOG Board adopted the Transit Systems Performance Objectives in September 2009, which replaced the 1983 SJCOG Board-approved Operating Cost per Passenger Objective for transit agencies that contract out their transit services.

The Revenue Plan shows a potential transition by the City to using 100 percent of available LTF allocations to support transit operations within a five-year period. The FY 2017-18 base year reflects the combined FY 2016-17 and FY 2017-18 TDA claim submitted to SJCOG. In addition, the claim included unexpended carryover. The Revenue Plan going forward does not assume any carryover of LTF revenues.

Since the passage of TDA, there have been numerous changes. Among the many changes the Act was also amended such that cities reaching a population of 100,000 can no longer claim LTF for road and street purposes, and only for the purposes of public transit. (See PUC 99232.1 and 99232.2.) The Preferred Service Implementation Plan projects a 50 percent increase of Tracy's net transit operating expenses, and soon after is likely to reach 100,000 in population around FY 2021-22 and FY 2022-23. Once that population threshold is reached, Tracy will be ineligible to claim and spend LTF on roads and streets.

The City's combined FY 2016-17 and FY 2017-18 TDA claim has 58 percent of its LTF going towards public transit and the remaining 42 percent going towards streets and roads. The Revenue Plan shows the City's LTF public transit allocation reaching 100 percent by FY 2022-23 when the City's population is projected to surpass 100,000 residents. Population growth estimates are based on the 2018 California Department of Finance figures and a 1.8 percent annual growth rate. The Revenue Plan projects 3 percent annual growth in the City's LTF apportionment based on the California Consumer Price Index.

8.1.3 Transit Station Rental Income

The City of Tracy generates income from the rental of space at the Tracy Transit Station. Based on the performance objectives in the City of Tracy FY 2016-17 and FY 2017-18 Financial Plan, the City's goal is to generate at least \$50,000 in revenue annually from rentals at the Transit Station. The City offers a variety of rental options ranging from \$20.00 per hour to \$334.00 per hour, plus the \$35.00 application fee and deposit.

Based on those projections, the Revenue Plan projects further growth in transit station revenues of 13 percent during the Preferred Service Implementation Plan period from \$53,000 in FY 2020-21 to nearly \$60,000 in FY 2024-25.

8.2 State Transit Funding Sources

8.2.1 State Transit Assistance Fund

The State Transit Assistance (STA) program is a second funding component of TDA. Revenues are derived primarily through the state sales tax on diesel fuel and are allocated by the state legislature. Fifty percent of statewide revenue is allocated by the state based on county population within the jurisdiction of the regional transportation planning agencies, and the remaining 50 percent is allocated based on qualifying revenue such as passenger fares and other local sources by the transit systems.

Historically, the STA has provided a relatively stable source of revenue for public transit service. However, in times of economic downturns and state fiscal issues, the legislature has leveraged STA funds during state budget negotiations, resulting in uncertain funding levels. Part of the budget negotiations included the “gas tax swap” involving use of the revenues.

The Revenue Plan projects STA revenues will remain fairly stable if not robust. The FY 2017-18 base year reflects the combined FY 2016-17 and FY 2017-18 TDA claim submitted to SJCOG. Subsequent years show a 3 percent annual increase in STA funding from \$10,494 in FY 2017-18 to \$12,013 in FY 2023-24.

8.2.2 Senate Bill 1 – State of Good Repair

The most recent development at the state level concerns the passage and signing into law of SB 1 (Beall) in April 2017. SB 1, The Road Repair and Accountability Act of 2017, provides the first significant, stable, and ongoing increase in state transportation funding in more than two decades. SB 1 is composed of a series of measures and revenue enhancements such as increases in the diesel and gasoline excise and sales taxes and vehicle registration fees. SB 1 encompasses the State of Good Repair (SGR) Program, which is projected to provide approximately \$105 million annually to transit operators in California for eligible transit maintenance, rehabilitation and capital projects.

The SGR Program is funded from a portion of a new Transportation Improvement Fee on vehicle registrations due on or after January 1, 2018. In addition, the SGR Program is one of two programs that allocate SB 1 funds to transit agencies through the STA formula. The second program augments the base of the STA program by an estimated \$175 million in 2017-18 and \$274 million in 2018-19 with a portion of the new sales tax on diesel fuel.

SGR program funds allocated to Tracy have been negligible. The City’s allocation in FY 2017-18 was \$1,966 and \$1,579 in FY 2018-19. During the Preferred Service Implementation Plan, SGR revenues are projected to increase 3 percent annually.

8.2.3 Proposition 1B (PTMISEA)

On November 7, 2006, California voters approved Proposition 1B, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006. This act authorized the issuance of \$19.925 billion in general obligation bonds to invest in high-priority improvements to the state’s surface transportation system and to finance strategies to improve air quality. Among the

programs contained in Proposition 1B is the \$3.6 billion Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA). PTMISEA funds are to be used to fund various mass transportation projects, including rehabilitation, safety, or modernization improvements, capital enhancements or expansion, rail transit improvement, bus rapid transit improvements, the acquisition of rolling stock, and other similar investments. PTMISEA funds are to be dispersed according to the same formula used to distribute STA funds. Management and administration costs are not allowable for Proposition 1B funds.

The final appropriation of PTMISEA funds was made in the FY 2014-15 state budget. The Budget Act of 2016 re-appropriated the remaining balances of the FY 2008-09 through FY 2014-15 PTMISEA appropriations, extending the deadline for allocations until June 30, 2018. One final cycle of allocations occurred in FY 2017-18 with a deadline of November 15, 2017, for claimants to submit allocation requests for funding in the spring of 2018.

The remaining projects in the San Joaquin County PTMISEA Expenditure Plan totaled \$2,409,440 including for \$1,179,440 three Tracy projects. The planned allocation of PTMISEA was \$433,133 in matching funds for expansion vehicles; \$296,307 in matching funds for replacement vehicles; and \$450,000 for upgraded fareboxes on the TRACER.

In San Joaquin County, SJCOG determined that the remaining balance of \$1,750,216 in PTMISEA program funds must be assigned to transit operators based on those projects identified in a short-range transit plan that were able to meet schedule constraints. There was consensus that vehicle purchases would be the type of project best able to meet the schedule constraints. During a meeting of the Interagency Transit Committee in August 2017, four projects were identified to make use of the balance of funds, which included \$640,000 in bus replacements for the City of Tracy.

The Revenue Plan reflects a \$640,000 expenditure of PTMISEA funds in FY 2017-18 sourced from SJCOG's PTMISEA Program Expenditure Plan Worksheet (Amendment #4, 8/18/2017) and the Interagency Transit Committee staff report dated August 2017.

8.2.4 Low Carbon Transit Operations Program (LCTOP)

The California Air Resources Board (CARB) issues competitive grant solicitations for the Air Quality Improvement Program (AQIP) and Low Carbon Transportation Greenhouse Gas Reduction Fund Investments pursuant to Assembly Bill 118. Each fiscal year, CARB must submit a proposed funding plan to its Board for approval. The funding plan serves as the blueprint for expending the AQIP funds appropriated to CARB in the state budget.

The governor's proposed state budget for FY 2018-19 includes \$409 million for low carbon transportation investments funded with Cap-and-Trade auction proceeds and \$28.64 million for the AQIP. For heavy-duty vehicle and off-road equipment projects, the governor's budget proposes \$134 million. Annual funding allocations could aid in future procurements of low or zero-emission transit and support vehicles.

A component of the Cap-and-Trade Program is the Low Carbon Transit Operations Program (LCTOP), which was created to provide operating and capital assistance for transit agencies to

reduce greenhouse gas emissions and improve mobility, with an emphasis on serving disadvantaged communities. Approved projects in LCTOP support new or expanded bus or rail services, expand intermodal transit facilities, and may include equipment acquisition, fueling, maintenance and other costs to operate those services or facilities, with each project intended to reduce greenhouse gas emissions. SB 862 continuously appropriates 5 percent of the annual auction proceeds in the Greenhouse Gas Reduction Fund for LCTOP, beginning in FY 2015–16.

The Revenue Plan shows a limited amount of LCTOP funding available. The City's allocation in FY 2017-18 was \$1,816 and \$1,542 in FY 2018-19 (estimate). During the Preferred Service Implementation Plan, LCTOP revenues are projected to increase 3 percent annually. Given the onerous reporting requirements, the City needs to determine the feasibility of pursuing these limited funds given the administrative burden required to pursue.

8.3 Federal Revenue Sources

The Federal Transit Administration (FTA) provides financial and technical assistance to local public transit systems. Since 1964, FTA has partnered with state and local governments to create and enhance public transportation systems, investing more than \$11 billion annually to support and expand public transit services. FTA provides annual formula grants to transit agencies nationwide as well as discretionary funding in competitive processes.

8.3.1 FTA Section 5307 Urbanized Area Formula Funding Program

The Urbanized Area Formula Funding Program makes federal resources available to urbanized areas for transit capital and operating assistance, and for transportation planning and related planning in urbanized areas. An urbanized area is a Census-designated area with a population of 50,000 or more as designated by the US Department of Commerce, Bureau of the Census. Because the City of Tracy is a small urbanized area between 50,000 and 200,000 people, the City of Tracy has used these funds for both operating and capital expenditures.

Data for FY 2017-18 are derived from the City of Tracy Financial Plan FY 2017-18 & 2018-19. For subsequent years, the FTA projections are derived from SJCOG's 2019 Federal Transportation Improvement Program (FTIP).

As an urbanized area (UZA) operator, Tracy receives its largest source of FTA funding through the Section 5307 program. Eligible activities include planning, engineering design, and evaluation of transit projects; capital investments in bus and bus-related activities; crime prevention and security equipment; construction of maintenance and passenger facilities; and capital investments in existing fixed guideway systems. All preventive maintenance and some ADA complementary paratransit service costs are considered capital costs. The federal funding share is not to exceed 80 percent of the net capital project cost. The federal share may not exceed 50 percent of the net project cost of operating assistance.

8.3.2 Congestion Management and Air Quality (CMAQ) Improvement Program

The CMAQ program funds transportation projects or programs that reduce carbon monoxide, ozone, and particulate matter emissions. The Fixing America's Surface Transportation Act (FAST

Act) provides just over \$12 billion in CMAQ funding over the five years of the authorization. Eligible projects for CMAQ include but are not limited to:

- Transit vehicle engine retrofits and vehicle replacements
- Street sweeper and school bus engine retrofits and vehicle replacements
- Transit service improvements
- Traffic flow improvements
- Bicycle and pedestrian improvements
- Travel demand management

Operating assistance is limited to new transit, commuter and intercity passenger rail services, intermodal facilities, and travel demand management strategies, including traffic operation centers, inspection and maintenance programs, and the incremental cost of expanding these services.

SJCOG programmed \$2,326,822 in transit-related CMAQ funding in the 2019 FTIP for the purchase of buses for fleet expansion in Tracy. The funding is programmed for FY 2018-19, which was carried over from the 2014 and 2016 FTIPs. The Revenue Plan does not project any further CMAQ funding during the Implementation Plan period.

**Exhibit 8.1: Service Implementation Plan
Revenue Plan Summary – FY 2018–19 through FY 2024–25**

Transit Revenue Funding Source	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
Farebox Revenues							
<i>TRACER Legacy Fixed Route</i>	\$85,000	\$92,000	\$96,380	\$86,237	\$0	\$0	\$0
<i>Discontinue Purple D Route</i>	\$0	\$0	-\$11,834	\$0	\$0	\$0	\$0
<i>Discontinue Orange F Route</i>	\$0	\$0	\$0	-\$3,965	\$0	\$0	\$0
<i>Red Line (Tracy Blvd)</i>	\$0	\$0	\$0	\$0	\$71,963	\$74,122	\$76,345
<i>Green Line (Corral Hollow)</i>	\$0	\$0	\$0	\$0	\$20,991	\$21,621	\$22,270
<i>Yellow Line (Grant Line)</i>	\$0	\$0	\$0	\$0	\$23,990	\$24,710	\$25,451
<i>Microtransit</i>	\$0	\$0	\$18,000	\$36,000	\$54,000	\$55,620	\$57,289
<i>City-wide Weekday/Saturday PMoD</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>City-wide Sunday PMoD Direct</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Commuter PMoD</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Accessible PMoD</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Complementatry Paratransit</i>	\$14,500	\$17,500	\$19,296	\$16,462	\$12,663	\$13,266	\$13,266
Total Farebox Revenues	\$99,500	\$109,500	\$121,842	\$134,734	\$183,607	\$189,339	\$194,621
Local Transportation Fund (LTF) Operating	\$4,017,318	\$1,950,000	\$2,145,000	\$2,359,500	\$2,642,640	\$3,004,682	\$3,094,822
Transit Station Rental Income	\$50,000	\$51,500	\$53,045	\$54,636	\$56,275	\$57,964	\$59,703
Total Local Operating Funding	\$4,067,318	\$2,001,500	\$2,198,045	\$2,414,136	\$2,698,915	\$3,062,645	\$3,154,525
LTF Capital Allocation	\$448,233	\$214,500	\$235,950	\$259,545	\$290,690	\$330,515	\$340,430
Total Local Capital Funding	\$448,233	\$214,500	\$235,950	\$259,545	\$290,690	\$330,515	\$340,430
Total Local Funding	\$4,615,051	\$2,325,500	\$2,555,837	\$2,808,415	\$3,173,213	\$3,582,499	\$3,689,576

**Exhibit 8.1: Service Implementation Plan
Revenue Plan Summary – FY 2018–19 through FY 2024–25
(Continued)**

Transit Revenue Funding Source	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
Formula Funding							
State Transit Assistance Funds	\$8,528	\$8,784	\$9,047	\$9,319	\$9,598	\$9,886	\$10,183
SB1 - State of Good Repair (SGR)	\$1,966	\$1,579	\$1,626	\$1,675	\$1,725	\$1,777	\$1,830
Total STA Formula Funding	\$10,494	\$10,363	\$10,673	\$10,994	\$11,323	\$11,663	\$12,013
Discretionary Funding							
Proposition 1B - PTMISEA	\$640,000	\$0	\$0	\$0	\$0	\$0	\$0
Low Carbon Transit Operations Program (LCTOP)	\$1,816	\$1,542	\$1,588	\$1,636	\$1,685	\$1,736	\$1,788
Total Discretionary Funding	\$641,816	\$1,542	\$1,588	\$1,636	\$1,685	\$1,736	\$1,788
Total State Funding Received	\$652,310	\$11,905	\$12,262	\$12,630	\$13,008	\$13,399	\$13,801
Operating							
FTA Section 5307 - Urbanized Area Formula	\$2,298,455	\$3,038,274	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000
Total Operating Contributions	\$2,298,455	\$3,038,274	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000
Capital							
FTA Section 5307 - Urbanized Area Formula	\$0	\$0	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
Congestion Management & Air Quality (CMAQ) Program	\$0	\$2,326,822	\$0	\$0	\$0	\$0	\$0
Total Capital Contributions	\$0	\$2,326,822	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
Total Federal Funding Received	\$2,298,455	\$5,365,096	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000
TOTAL FUNDING FROM ALL SOURCES							
	\$7,565,816	\$7,702,501	\$5,068,099	\$5,321,045	\$5,686,221	\$6,095,898	\$6,203,377

Sources: State Controller Reports; National Transit Database; City of Tracy Financial Plan Fiscal Year 2017-18 & 2018-19; City of Tracy Transit Fund Budget; 2019 SJCOG FTIP

9.0 A WAY FORWARD – NEXT STEPS ACTION PLAN

This chapter provides a ‘next steps’ action plan for City staff to advance the five-year operating and capital plan. The diversification of service providers with multiple service agreements anticipated for fixed route, complementary paratransit, PMoD and microtransit services represents a significant change from the present single-contractor relationship between the City and Ride Right LLC. Use of two contract approaches are proposed.

- *Dedicated Service Contracts* – The City may consider awarding one, two or three separate contracts for fixed route, complementary paratransit, and microtransit services, depending on what is deemed most advantageous to the City. Vendor compensation is based on a defined number of vehicle service hours, prescribed rate per vehicle service hour, and assumes exclusive use of service capacity for the City’s purposes.
- *Subsidy Contracts* – Participation agreements between the City and multiple providers of on-demand services such as TNCs and Smart Taxis. Participating service providers agree to accept and redeem subsidies within a program framework established by the City.

Fixed Route Service Transition

1. Refine service plan precision to include operating schedules and accurate estimates of annual vehicle hours and miles required to operate the service
2. Undertake procurement FY 2020 to rebid current service agreement for Fall 2021 startup. Assumes a three-year base contract with two one-year options. Service change phasing should be defined in the scope of work.
3. Identify bus stop changes required to support the phased implementation plan. With Route D service to be discontinued in July 2021, existing bus stops on Sycamore Parkway, Whispering Wind Drive, and in subdivisions west of Corral Hollow Road must be removed to avoid customer confusion.
4. Assess fare policy options consistent with the new service design.

Microtransit Service Development

5. Engage the Tracy School District to present the concept of the pilot service and suggest further separation of morning arrival times and afternoon dismissal times at Kimball High School, Kelly Middle School and Williams Middle School to maximize service capacity and cost efficiency.
6. Develop detailed service plan / contractor scope of work to be used in formal competitive procurement of service provider.
7. Issue a simplified Request for Statements of Interest (SOI) to survey the market of potential service providers.

8. Meet with potential service providers, including but not limited to Ford Mobility, Liftango, Lyft, Transloc, Uber, and Via. Potential local providers include Ride Right and Tracy Yellow Cab.
9. Undertake procurement early in 2020 to implement first phase service focused on Kimball High School, Kelly Middle School and Williams Middle School.
10. Develop marketing/outreach to students, parents and school employees.

Subsidized PMoD Services

11. Issue a simplified Request for Statements of Interest (SOI) to survey the market of potential service providers.
12. Meet with potential service providers and to discuss planned multi-year phasing of subsidized PMoD services for input into program design.
13. Develop terms of participation by vendors and customers.
14. Initiate vendor certification of multiple providers to roll out:
 - a. PMoD Pilot in July 2020
 - b. Commuter and Southeast Area Connection PMoD subsidies in July 2022
 - c. Area-wide PMoD Connection service in July 2023

10.0 FEDERAL TRANSIT ADMINISTRATION (FTA) COMPLIANCE

The Federal Transit Administration (FTA) has prepared compliance checklists that pertain to the FTA Section 5307 formula funding program. More recent checklists cover the asset management reporting requirements. The more recent checklists are in conformance with the new Transit Award Management System (TrAMS) grant reporting system that was implemented in 2016. TrAMS is FTA's platform to award and manage federal grants. TrAMS was created to provide greater efficiency and improved transparency and accountability.

Before the FTA awards federal assistance for public transportation in the form of a federal grant, certain pre-award *Certifications and Assurances* are required, (except as FTA determines otherwise in writing). These *Certifications and Assurances* have been prepared considering the *Fixing America's Surface Transportation* (FAST) Act, (Public Law No. 114-94, December 4, 2015), and other authorizing legislation.

Beyond the standard (administrative) Assurances (i.e., nondiscrimination, lobbying, suspension and debarment, etc.), salient elements of TrAMS and Tracy TRACER's compliance status is presented in Exhibit 10.1.

10.1 Title VI Compliance

The City of Tracy's *TRACER Title VI Plan & Limited English Proficiency Plan*, submitted December 28, 2017 covers the July 1, 2017 to June 30, 2020 period. No deficiencies were identified in the Plan. The next Title VI plan is due in June 2020.

Exhibit 10.1: Tracy TRACER – FTA Compliance Status

Category of Certifications and Assurances	Provision (and Pertinent Sections)	TRACER Transit Compliance Status
Category 03. Private Sector Protections	Section 03.B: Charter Service Agreement: Shall not engage in charter service operations.	✓ Compliant
Category 04. Rolling Stock Reviews and Bus Testing	Sections 04.A. Rolling Stock Reviews & 04.B. Bus Testing: As defined by pertinent regulations, will: (1) conduct the required pre-award and post-delivery reviews for new vehicle acquisition; and (2) ensure compliance with FTA’s Bus Testing regulations.	✓ Compliant
Category 05. Demand Responsive Service	As required by U.S. DOT regulations, “Transportation Services for Individuals with Disabilities (ADA)”. Offers public transportation services equivalent in level and quality of service. Equivalent to the service it offers individuals without disabilities with respect to: (1) Response time, (2) Fares, (3) Geographic service area, (4) Hours and days of service, (5) Restrictions on priorities based on trip purpose, (6) Availability of information and reservation capability, and (7) Constraints on capacity or service availability.	✓ Compliant
Category 06. Intelligent Transportation Systems	Assure conformity to the appropriate regional ITS architecture, applicable standards, and protocols.	✓ Compliant
Category 08. Transit Asset Management Plan, Public Transportation Agency Safety Plan, and State Safety Oversight Requirement	Section 08.A. Transit Asset Management Plan: 1. Comply with FTA regulations, “Transit Asset Management,” 49 CFR part 625, and 2. Follow federal guidance to implement the regulations. Section 08.B. Public Transportation Safety Program: Comply with applicable regulations, and follow federal guidance, and directives that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d).	✓ Compliant ✓ Compliant

Category of Certifications and Assurances	Provision (and Pertinent Sections)	TRACER Transit Compliance Status
Category 09. Alcohol and Controlled Substances Testing	As required by 49 U.S.C. § 5331, and FTA regulations, "Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations": Have established and implemented: (1) An alcohol misuse testing program; and (2) A controlled substance testing program.	✓ Compliant
Category 11. State of Good Repair Program	Among the various provisions of this category, to certify that TRACER Transit has the financial and technical capacity, it has continuing control over the use of its equipment and facilities, and it will maintain its equipment and facilities	✓ Compliant

In discussions with city and RideRight officials, they report that programs are in place that address requirements and include: vehicle fleet maintenance - goals and objectives; preventive maintenance (PM) inspections and services (including Pre/Post Trip Inspections, and forms including: Daily Inspection Checklist; Reporting Defects; PM Service Schedule; Maintenance Logs; etc.).

11.0 TRANSIT MAINTENANCE FACILITY – NEED AND FEASIBILITY

This chapter initiates discussion of conditions relating to the need and feasibility of constructing a Transit Maintenance Facility to house the City’s transit system in the future. City staff are considering the concept of a shared-use facility to accommodate all or most municipal transportation functions, notably TRACER and Public Works, among others. This document addresses the requirements of the transit system irrespective of whether a facility would be developed as a stand-alone or shared-use facility.

A second purpose of this document is to provide a “next-steps” action plan for the City to advance the project as a federally-assisted procurement using Federal Transit Administration (FTA) Section 5339 Bus and Bus Facilities Formula Grant funding to design and construct the facility. Project eligibility is evident in FTA Circular 5100.1, which provides detailed guidance to Section 5339 program grantees, and cites “Bus maintenance and administrative facilities” as an eligible capital expense.²³

11.1 Needs Assessment

The draft FY 2021-2025 Short-Range Transit Plan (SRTP) proposes to change TRACER service design from a traditional “fixed route plus complementary paratransit” service model to a “Mobility as a Service (MaaS)” model. This redirection will lead to a larger service fleet and proliferation of vehicle types including transit vans, minivans and sport utility vehicles (SUV) that are better suited to microtransit and personal mobility on demand (PMoD) services. The City will not necessarily own and maintain the entire fleet, however.

The draft SRTP assumes that the City will own heavy-duty buses required to operate planned fixed route services; as well as small light-duty buses and accessible minivans required to operate complementary paratransit service. Other vehicles, including small transit vans used to provide microtransit service, accessible minivans to provide accessible PMoD service, and SUVs to provide subsidized PMoD service citywide, will be supplied by private sector transportation providers through direct service contracts or through user-side subsidy agreements. Exhibit 11.1 indicates a nominally smaller fleet of City-owned and maintained revenue vehicles in FY 2024.

²³ FTA Circular 5100.1 (May 18, 2015); chapter III, paragraph 5(b); p. III-2-3.

Exhibit 11.1: Tracy Transit Revenue Vehicle Fleet by Type, Current and Future

Vehicle Type	Current 2018	Planned 2024	Projected 2060
Articulated bus (60 ft)	0	0	0
Custom heavy-duty bus (40-45 ft)	0	0	6
Standard heavy-duty bus (40 ft)	0	0	6
Medium heavy-duty bus (30-35 ft)	5	9	6
Medium medium-duty bus (30 ft)	3	0	0
Small light duty bus (25 ft)	7	3	4
Accessible Transit Van	0	0	4
Accessible Minivan	2	3	4
SUV	0	0	5
Total	17	15	35

Beyond the current five-year plan, it is necessary to look ahead in context of a 40- to 50-year planned life cycle of a federally funded O&M facility. The 2016 San Joaquin County Forecast Summary authored by the Eberhardt School of Business Center for Business and Policy Research at University of the Pacific, projects Tracy’s population to be 168,521 residents in 2060;²⁴ reflecting an 85% increase over the current 91,000 residents. This is comparable to the current population of Santa Rosa, Garden Grove, or Oceanside California.

Population density in Tracy likely will increase at a faster rate than population, assuming that prevailing trends toward medium-density housing, retail concentration, and more walkable communities continue in the coming decades. These conditions suggest a local transit system characterized by an expanded fixed route network; potentially with bus rapid transit (BRT) enhancements on main lines and longer heavy-duty buses deployed in daily service. As a benchmark example, the Santa Rosa CityBus system presently operates 33 buses on 18 routes. Both Garden Grove and Oceanside are part of a regional transit network with multiple routes into and through these cities.

Demand for complementary paratransit service will continue to outpace population growth if past and present trends extend into future decades to the extent that the average age of the general population continues to increase, and more people with disabilities are able to participate fully in society.

Similarly, demand for PMoD services such as Uber and Lyft, is growing rapidly as these TNC and Smart Taxi services become more commonplace. While these vehicles likely would be supplied by the private sector during the current five-year planning period, it is uncertain as to how the barely 10-year old microtransit and PMoD industry will evolve in the coming decades.

For initial planning purposes, it is estimated that the TRACER revenue vehicle fleet in 2060 could include 35 vehicles ranging from heavy-duty transit buses to SUVs (Exhibit 11.1). However, this number could be substantially greater depending on future innovations in service delivery mode

²⁴ https://www.sjcog.org/DocumentCenter/View/1354/San-Joaquin-2016-Forecast-Summary_Final; p. 7.

choices, vehicle types, and institutional relationships between public and private sector service over a 40- to 50-year period. It is noted that the City is committed to an all-electric revenue vehicle fleet by 2040 or earlier if possible.

11.1 Project Overview

The City of Tracy proposes design and construction of a Transit O&M Facility to house the transportation, maintenance, and administrative functions associated with public transportation service delivery. The facility is envisioned in the City's FY 2021-2025 Short-Range Transit Plan (SRTTP) and consistent with its long-range vision for mobility in Tracy. The proposed project is intended to accommodate up to 35 revenue vehicles, with further expansion capacity to 50 revenue vehicles. Key facility components include:

- Transit Operations Center containing 3,300 square feet of floor space²⁵ to accommodate dispatch; communications; supervision; training area; employee ready room; office space and conference rooms for administrative functions, employee and visitor parking.
- Level III Tertiary Maintenance Facility²⁶ containing 7,200 square feet of floor space²⁷ to accommodate most vehicle maintenance and repair activities, including but not limited to:
 - Preventive maintenance inspection, oil /fluid changes, tune-ups
 - Running repairs, component replacement, and minor body work
 - Tire changing
 - Component overhaul / rebuilding
 - Major body repairs and painting
 - Parts inventory and storage
 - Maintenance administration with employee and visitor parking
- Canopy-covered outdoor service lane for routine vehicle fueling, cleaning and washing, revenue handling. Future flexibility to accommodate foreseeable vehicle propulsion advances. It is noted that the City is committed to an all-electric revenue vehicle fleet by 2040²⁸. Other key considerations include fuel storage requirements; type of wash preferred.
- Canopy-covered outdoor parking for 35 revenue vehicles of various types; with expansion capacity for 50 vehicles. Power supply for electric vehicles. Common bus parking layouts include:

²⁵ 110 square feet per bus (30 buses).

²⁶ Per American Public Transit Association description; see APTA-BTS-BMF-RP-001-10 - Architectural and Engineering Design for a Transit Operating and Maintenance Facility (2011); p. 48.

²⁷ 240 square feet per bus (30 buses).

²⁸ The California Air Resources Board (CARB) has set a statewide goal for public transit agencies to gradually transition to 100 percent zero-emission bus fleets by 2040.

- *Angled* – buses parked in 45-degree angled spaces, typically in long rows. Allows independent exiting (single pull-through).
- *Herringbone* – buses parked tail-to-tail at 90-degree angles preventing backward bus movements; minimum of two rows.
- *In-line* – buses parked head-to-tail in groups of three or more, with or without an aisle *between rows*.
- *Tandem* – buses parked tail-to-tail at 180-degree angles preventing backward bus movements, minimum of two rows.
- Tarmac and grounds allowing for external circulation, garage access/egress movements, non-revenue vehicle parking, easements, water retention, other site-specific property characteristics, and future expansion capacity as applicable.

11.2 Design Features

Key design considerations are outlined in the following paragraphs.

1. Site and utilities – Site acreage and dimensions; environmental conditions, soils analysis; grading; pavement design, utility connections, drainage, provisions for underground tanks; access points, driveways, sidewalks; fencing, gates and other security features.
2. Structures – Architectural treatment to meet functional and aesthetic needs; and conformance with federal, state and local codes and regulations, including the Americans with Disabilities Act (ADA). Roof type (e.g., flat roof with open-web steel joists in combination with supporting I-beams; or gabled roof); ceiling height; rubber roll-up doors.
3. HVAC - Energy conservation to minimize annual HVAC costs by use of insulation, programmed thermostats, makeup air system, use of local unit heaters, spot heating by means of radiant panels or a combination of these methods. Fuel flexible ventilation system to remove engine exhaust and other garage gases; ducted vehicle exhaust fans.
4. Plumbing – Domestic hot/cold water delivery and drainage systems for shops and toilet/locker areas; Wash bay water recycling; oil/water separators for drainage in vehicle servicing and maintenance areas; sand interceptors on the wash bay drainage system; compressed air system.
5. Fire Suppression – Automatic or manual deluge systems with associated fire detection systems shall be designed in high hazard areas. Carbon dioxide or valve fire suppression systems shall be designed in areas critical to the bus operating systems.
6. Electrical – Energy-efficient, high-intensity discharge light sources wherever practical; analyze site power distribution systems and voltage levels; flexible interior power supply and plug-in bus ducts in shop areas; coordination of alarm panels with emergency power and radio communications systems.

7. Shop Facilities and Equipment – Lift bays, pit bays, portable lifts. Assuming a fleet of 35 vehicles, the maintenance shop should be equipped with three service bays providing a mix of various lifts and no in-ground pits.

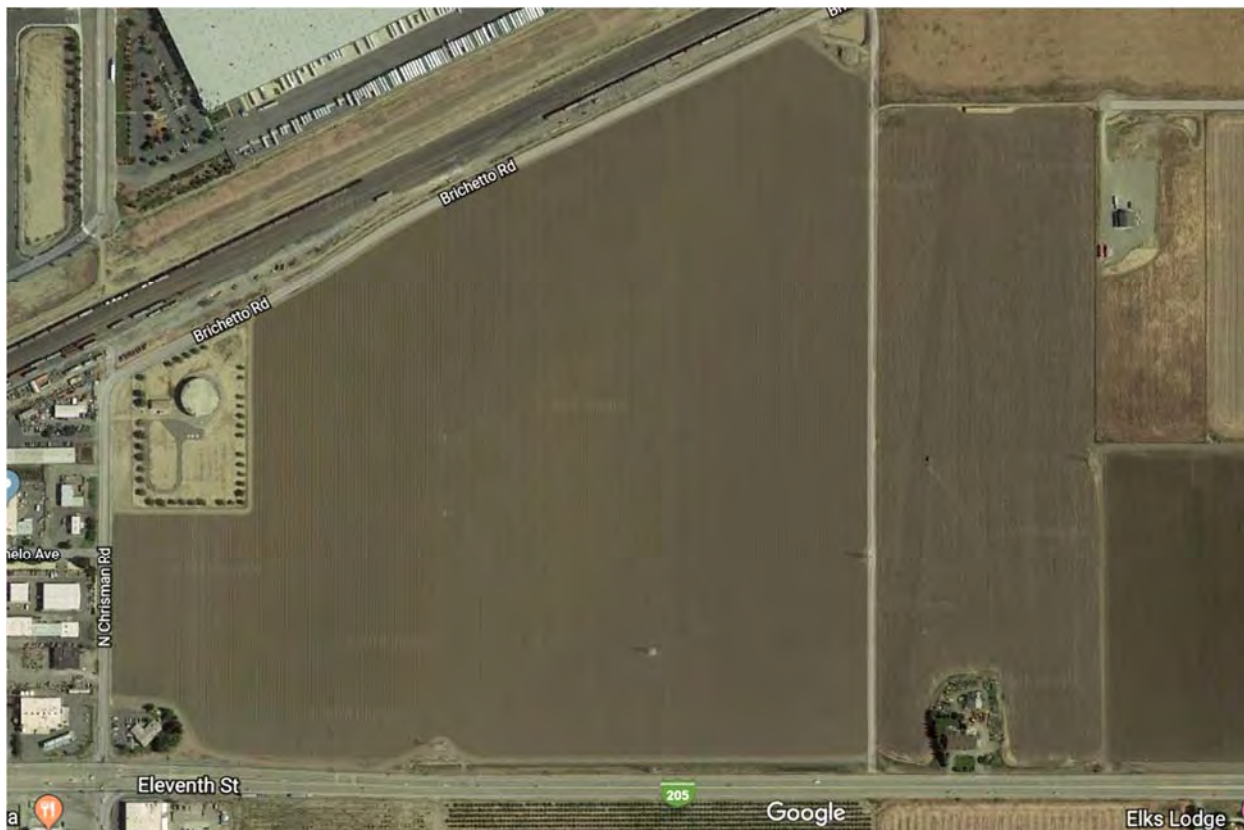
11.3 Project Location Alternatives

City staff have identified two potential sites for a proposed transit maintenance facility:

Site A – Tracy Boulevard – consists of approximately eight (8) acres of undeveloped property situated on the south side of the Union Pacific right-of-way, west of S Tracy Boulevard, approximately 0.8 mile west of the Tracy Transit Station. The parcel is bounded by W 6th Street on the north; S Tracy Boulevard on the east; Gallery Drive on the south; and Forest Hills Drive on the west. Adjacent land uses include an active rail line to the north; the City’s Public Works facility to the east; and a residential subdivision to the south and west. The property currently is owned by Chevron and is available for sale, subject to ongoing environmental analysis.



Site B – Chrisman Road – consists of approximately 110 acres of City-owned property located northeast of the intersection of 11th Street and N Chrisman Road, approximately 1.8 miles northeast of the Tracy Transit Station. The parcel is bounded by Brichetto Road on the north; Tracy municipal boundary on the east; E 11th Street on the south; and N Chrisman Road on the west. The property currently is in agricultural use by area farmers through flexible lease agreements with the City. Adjacent land uses include light industrial and agriculture.



The process of selecting a preferred site for the project must address various considerations including spatial relationship to the TRACER service area, land availability and cost, property and adjacent land uses, and environmental considerations. FTA Circular 5620.1 provides guidance for complying with National Environmental Policy Act Regulations (23 CFR 771.119) and other requirements. FTA requires that an environmental assessment (EA) be completed prior to grant award.

- Land acquisitions and displacements
- Land use and zoning
- Air quality
- Noise
- Water quality

- Wetlands
- Flooding
- Navigable waterways and coastal zones
- Ecologically sensitive areas
- Endangered species
- Traffic and parking
- Energy requirements and potential for conservation
- Historic properties and parklands
- Construction
- Aesthetics
- Community disruption
- Safety and security
- Secondary development
- Consistency with local plans
- Environmental justice

Alternatively, the City may apply for a Categorical Exclusion (CE) if conditions are met by the project location; notably:

“...actions which meet the definition contained in 40 CFR 1508.4, and, based on past experience with similar actions, do not involve significant environmental impacts. They are actions which: do not induce significant impacts to planned growth or land use for the area, do not require the relocation of significant numbers of people; do not have a significant impact on any natural, cultural, recreational, historic or other resource; do not involve significant air, noise, or water quality impacts; do not have significant impacts on travel patterns; or do not otherwise, either individually or cumulatively, have any significant environmental impacts.”²⁹

11.4 Next Steps

1. Project Management Plan – The City should develop an overall project management structure and establish key milestones necessary to carry out the proposed project. The plan should assign an internal project manager and develop a project framework consisting of initial budget, funding distribution, completion schedule, list of candidate sites, and a process for selecting a preferred site.
2. TIP / STIP Inclusion - Eligibility for FTA Section 5339 requires that SJCOG include the project with an initial cost estimate in the approved Transportation Improvement Plan (TIP), and that Caltrans include it in the Statewide TIP (STIP). As the designated recipient, the City of Tracy is responsible for developing a Program of Projects (PoP) for submission to SJCOG,

²⁹ See: <https://www.transit.dot.gov/regulations-and-guidance/environmental-programs/categorical-exclusion>

3. Maintenance Facility Feasibility Assessment – The City should conduct an internal study to determine the feasibility and parameters of a maintenance facility. The study process should engage key personnel from various City departments to compile a list of spatial and functional requirements.
4. Site Selection - to be finalized following determination of shared-use feasibility and the number of participants. A stand-alone Transit Maintenance Facility likely would at least three (3) acres of property.
5. Environmental Assessment - Environmental due diligence should be completed to provide the City with reasonable assurance that either a CE will be granted, or that an EA will result in a finding of no significant impacts to the environment.
6. Submit Grant Application – The City should apply for Section 5339 after a preferred site has been selected and adequate environmental due diligence has been completed on the property. If necessary, land acquisition could be federally assisted.
7. Phase 1: Preliminary Design and Engineering – Following project approval, the City should retain a consultant to conduct a preliminary design and engineering study resulting in detailed project description, key design features, line-item cost estimate, and timeline for project completion.
8. Phase 2: Facility Construction – The City would use formal competitive selection to procure final design and construction services leading to project completion.

RESOLUTION 2019 - _____

ADOPTING THE CITY OF TRACY SHORT RANGE TRANSIT PLAN

WHEREAS, The Short Range Transit Plan (SRTP) is an action plan developed to guide the implementation of transit service improvements over the next 5+ years, and

WHEREAS, The SRTP analysis has culminated in recommendations for transit route revisions that would address future population growth and transit demand, transit-dependent needs, connectivity, and anticipated financial revenue and transit investment opportunities, and

WHEREAS, Recommendations have been made by a consultant to meet the goals of providing an expanded and consistent service for the citizens and visitors of the City of Tracy including increased ridership and resulting farebox recovery and a more efficient delivery system, and

WHEREAS, Funding for the implementation of the SRTP is paid for by the Transit Fund through a combination of Federal and State transit grants, and

WHEREAS, Staff and the Transportation Advisory Commission has reviewed the Short Range Transit Plan and recommends the City Council approve its implementation;

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Tracy does hereby adopt the Short Range Transit Plan.

* * * * *

The foregoing Resolution 2019 - _____ was passed and adopted by the Tracy City Council on the 20th day of August, 2019, by the following vote:

- AYES: COUNCIL MEMBERS:
- NOES: COUNCIL MEMBERS:
- ABSENT: COUNCIL MEMBERS:
- ABSTAIN: COUNCIL MEMBERS:

Mayor

ATTEST:

City Clerk

AGENDA ITEM 3.D

REQUEST

RECEIVE REPORT ON ANIMAL SERVICES PROGRAM COMPREHENSIVE ASSESSMENT AND PROVIDE DIRECTION ON RECOMMENDED POLICY CHANGES

EXECUTIVE SUMMARY

This agenda item provides a summary of facility and service assessments and findings to date, an overview of recently completed animal shelter enhancements, and City staff's recommended short and long range action plan for service improvements.

Implementation of the proposed action plan will require further Council policy discussion and direction as it relates to personnel changes, standardization of medical measures, and recommended intake approaches and related municipal code revisions.

DISCUSSION

In response to prior Council discussion (December 2018 and March 2019) about animal services, the Tracy Police Department Animal Services Division initiated an independent review of the City of Tracy animal services facility and program, including procedures, practices and policies. Representatives from the UC Davis Koret Veterinary Program reviewed the City's facility and operations and consultant Kelley Bollen conducted animal behavior assessments. The results of the reviews were presented to the City Council both in form of a staff report as well as a memorandum (May 2019). The shelter facilities were found to be in good order, functioning to the expected standards and consistent to the original design. In addition, Kelley Bollen concluded that Tracy Animal Services is conducting thorough behavior assessments, in-line with standard shelter practices and within appropriate timelines. She provided some suggestions for improvement for consistent documentation regarding observations of animal behavior and consideration of adding additional tests such as a possession test (i.e., dog bone, toy, favorite possession).

As a final step in its assessment process, the Animal Services Division retained Dr. Sara Pizano, founder of Team Shelter, USA, to complete a more comprehensive assessment of the City's animal services program. The shelter and program evaluation included a 5-day onsite animal services assessment, including a detailed facility and standard operating procedure review, and appraisal of existing policies and municipal codes. Prior assessments conducted by other consultants were also reviewed.

Additionally, Dr. Sara Pizano interviewed key stakeholders, including but not limited to local animal rescue groups, community animal supporters, animal services managers and staff, the Chief of Police, City Manager, and City Council.

Dr. Pizano also hosted a community forum, which included a presentation on the best practices in animal services.

Comprehensive Animal Services Assessment and Findings

Dr. Pizano provided a detailed report outlining her findings and recommendations (see Attachment A) for all aspects of shelter operations. Her recommendations cover a wide range of areas as well as different depths of impact. They include changes to the Tracy Municipal Code, providing necessary basic medical care such as vaccination for all animals at the time they enter the shelter, microchipping, assistance with spay/neuter, veterinary services, a community cat program, the need for a shelter manager, and animal enrichment.

Dr. Pizano recognized both the positive aspects of the operations of the Animal Services Division and also highlighted changes that she considers “non-negotiable” (e.g. standardization of preventative medical measures at intake). Some of her recommendations refer to small decisions that are operational in nature and can be made internally, while others are policy decisions that would be within the City Council’s discretion.

Recently Completed Animal Service Improvements

During this time, the Animal Services Division implemented several improvements to enhance customer service by streamlining intake and adoption processes and improving community and internal communications. Many of these improvements were recognized by Dr. Pizano and/or already planned or in progress at the time of Dr. Pizano’s assessment. Some of these enhancements include, but are not limited to:

- Improved the quality and consistency of the information documented in intake reports and kennel tags
- Improved documentation process by issuing cell phones with cameras to Animal Control Officers.
- Purchased digital cameras to take pictures of animals as part of the intake process.
- Streamlined rescue emails to include pictures of every animal and factual information about animal behavior.
- Updated contact information for authorized rescue groups and their agents.
- Automated communication via Chameleon database to improve coordination with rescue groups and community members.
- Implemented electronic, fillable and downloadable lost/found forms, enabling residents to upload pictures of his/her animal.
- Installed security cameras to monitor animal kennel, parking lots, and lobby activities.
- Expanded staff training on key animal services issues, including but not limited to euthanasia, Chameleon software, animal behavior assessment, and enrichment and leadership.
- Conducted onsite visits to neighboring shelters (Stockton, Turlock, Stanislaus, and Manteca) to exchange information and learn new best practices.

Other improvements that are in progress and ongoing:

- Implementation of staff professional development plans

- Upgrade of system reports to develop and track key metrics to improve service delivery and animal care, and facilitate adoptions
- Development of Standard Operating Procedures and Manual
- Improvement of behavior assessment rating forms
- Development of cooperative agreements with animal rescue partners
- Establishment of sanitation and maintenance best practices
- Implementation of volunteer programs

Animal Services Policy Discussion Topics

After a thorough review of the assessment report, the Animal Services Division identified several priorities which will be handled internally at the department level, many of which are already underway. These areas include maintaining high standards for sanitation, maintenance and animal care as well as the creation of recommended foster programs and community outreach opportunities. The Division continues to explore and implement opportunities to partner with other entities, including the City's Rollin' Rec program and more recently, National Night Out which increases exposure of the animal services program and expedites animal adoption.

Additionally, there are several policy items that require Council discussion and direction. A summary of each policy item can be found below:

Animal Services Manager

- Convert the currently vacant Animal Services Supervisor position into an Animal Services Manager, to include additional responsibilities and increased oversight.

The current staffing model includes a currently vacant Animal Services Supervisor position. Functionally, there exists a gap of responsibility between the first-line supervisor position and the Bureau of Support Services Manager, where many of the proposed improvements are expected to take place. By upgrading the supervisor to an Animal Services Manager position, the job description will include new responsibilities beyond providing technical guidance, to include building partnerships within the animal services community and expanding local fundraising opportunities.

The estimated cost of the change is approximately \$25,000 annually. If approved, the expectation is that the position will be filled on an interim basis to ensure immediate impact, until a complete recruitment can be completed for a permanent appointment.

Standardization of Preventative Medical Treatment

- Begin the standardization of preventative medical treatment at intake. The department will research and identify the specific costs associated with vaccinations, deworming, microchipping, and spay/neuter, and identify the exact budget need to cover the annual cost.

In addition to the recommendation made by Dr. Pizano, this standardization was also requested during meetings the department held with representatives from several local rescue groups. While in the past the department has not been able to implement such preventative measures consistently due to budgetary constraints, the recommendation is consistent with industry standards and it is meant to reduce the risk of outbreaks that could affect all animals housed at the shelter.

The initial annual cost estimate for standardization of medical treatment at intake is \$100,000. Depending on Council direction, part of this cost could be recovered through an increase in adoption fees.

Part-Time Veterinarian Services

- Initiate the process to enter into a professional services agreement with a veterinarian who specializes in shelter medicine, to visit the shelter for animal health assessments on a regular basis.

Currently, the shelter does not have a consistent arrangement with a veterinarian to scan for early signs in animals needing medical attention. The goal is to make veterinarian services available on a consistent basis and rely on a designated provider who can bring a level of expertise not currently accessible. Having consistent services from a veterinarian, will allow the Animal Services Division to detect animals' medical issues earlier and to have a more qualified evaluation of the animals' health.

The initial annual cost estimate for a professional services agreement for veterinarian care is \$100,000.

Recommended Intake Approach and Related Municipal Code Revisions:

- Implement changes to animal intake policies to reflect relationships with external animal trainers, rescue groups and foster partners.

Under current practices, the Animal Shelter functions under what is considered "unconditional admission," meaning all animals surrendered at the shelter are accepted. Under the proposed changes, the shelter policy (supported by Municipal Code changes) would transition to a "managed admission" model, meaning the number of animals admitted into the shelter would be reduced by imposing conditions such as requirements to make attempts to rehome prior to surrender, fees that cover intake medical expenses (i.e. sterilization, vaccination and deworming) and behavioral restrictions (e.g. aggression).

In addition to the changes outlined above, intake volume can also be decreased through the implementation of a Return to Field program, aka Trap-Neuter-Release (TNR) for community cats. Under such a program, feral/community cat referrals would be passed on to partner organizations in lieu of acceptance of the cats into the City's shelter. Because such a change has the potential to impact the level of service provided to the community, it is crucial that service agreements are made with the right partner organizations that possess the funding and capacity to handle the requests.

Depending on Council direction, staff will return to Council with proposed amendments to the Tracy Municipal Code at a later date for consideration.

Should Council provide direction to implement the policy items discussed above, staff recommends implementing these suggested goals over the next year in the following manner:

Short Term (3-6 Months)

- Develop Animal Services Manager job description
- Conduct Animal Services Manager recruitment
- Partner with UC Davis Veterinary Program to identify interim support to expeditiously implement the following procedural changes:
 - Standardization of preventative medical treatment at intake
 - Implementation of part-time veterinarian services

Mid-Term (6-12 Months)

- Propose Amendments to the Tracy Municipal Code for Council Consideration, and following any amendment to the Tracy Municipal Code:
 - Establish a Managed Admission intake model for all animals, as described above
 - Establish a Return to Field program for cats, in partnership with other organizations
 - Reduce of length of stay of animals in the shelter, focusing on speeding up the return of animals to owner or adoption

FISCAL IMPACT

Should Council pursue the recommended policy items, it is anticipated that the estimated fiscal impact for the remainder of the current fiscal year would be approximately \$112,500; annual expenses are expected to be \$225,000 for FY 2020/21. Below is a breakdown of the proposed costs:

- Update of Animal Services Supervisor to Animal Service Manager (\$25,000)
- Standardization of Preventative Medical Treatment (\$100,000)
- Professional Services Contract for Part-Time Veterinarian Services (\$100,000)

As part of the FY 2019/20 Mid-Year budget discussion, staff would present a recommended funding plan for council consideration for the current year and any fiscal implications for FY 2020/21.

STRATEGIC PLAN

This agenda item relates to the Council's Strategic Plan in the area of Safety and the Mayor's Five-Point Plan in working with Public Safety to enhance our community safety.

RECOMMENDATION

It is recommended that the City Council receive the report and provide direction regarding the policy items outlined in the staff report.

Prepared by: Beth Lyons, Support Operations Manager

Reviewed by: Alex Neicu, Interim Chief of Police
Midori Lichtwardt, Assistant City Manager

Approved by: Jenny Haruyama, City Manager

ATTACHMENTS:

Attachment A: Team Shelter USA Shelter Assessment Report



ANIMAL CONTROL AND SHELTERING ASSESSMENT City of Tracy, California

Sara Pizano, DVM, MA

Animal Welfare Strategist and Veterinarian

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INTRODUCTION

Team Shelter USA, LLC accepted the invitation to complete an operational assessment for the city of Tracy Animal Services shelter at the recommendation of the University of California, Davis, Koret Shelter Medicine team. Recommendations are based on national core Best Practice standards as per the:

- ◇ Association of Shelter Veterinarians, *Guidelines for Standards of Care in Animal Shelters*
- ◇ University of California, Davis Koret Shelter Medicine program
- ◇ Million Cat Challenge
- ◇ Humane Society of the United States
- ◇ ASPCA
- ◇ Best Friends Animal Society
- ◇ Maddie's Fund
- ◇ Alley Cat Allies
- ◇ Animal Welfare Administrators

All strategies are further detailed on each of those organization's websites and this report will include high level recommendations with reasons, research, studies, surveys and examples of successful programs available in ***The Best Practice Playbook for Animal Shelters*** (playbook), also written and published by the author of this assessment report. All municipal leaders are strongly encouraged to read the playbook as this is the key to understanding how the most effective, efficient, compassionate and fiscally responsible animal control and sheltering system can be created.

Prior to and during the onsite community and shelter assessment that took place the week of July 8 through 12, research was conducted that included the review of all laws pertaining to Tracy Animal Services from the California Penal Code to the city of Tracy municipal code, current Standard Operating Procedures/ASO manual, Table of Organization, budget line items, reports to council (December 18, 2018 and March 19, 2019), council meeting recordings with public hearings regarding Tracy Animal Services complaints from both December 2018 and March 2019, historical statistics from 2016 to present and the assessment report completed by Kelley Bollen regarding the behavior evaluation of shelter dogs.

Team Shelter USA was joined by Dr. Cindi Delaney and Dr. Cynthia Karsten who will continue to provide support for the city and shelter. These University of California, Davis veterinary faculty were invited with the intent to provide continuity the implementation of recommendations moving forward. This assessment also includes a monthly conference call for leadership with Team Shelter USA for the next 3 months.

During the onsite visit, Team Shelter USA met with the shelter staff, observed staff performing many of their duties, visually evaluated the shelter pets, met with the Mayor, pro tem Mayor, 2 council members and the city manager as well as several of the rescue partners. A Best Practice presentation was hosted for the community and well

received. The power point has been posted on the city and shelter website (attachment 1) and the presentation available on You Tube (<https://www.youtube.com/watch?v=xQ4NonkXjWk&feature=youtu.be>).

This report will address the systems that affect all aspects of shelter and field services and include public policy, responsibilities of the council, responsibilities of the city manager, community programs, partnerships, intake procedures, basic animal care, population management, live outcome programs and euthanasia.

The traditional animal control and sheltering system is antiquated and is no longer considered acceptable. Thankfully, progressive sheltering and field services addresses and proves that the responsibilities of a municipality with regards to the enforcement of public and animal safety can and should be married with life-saving and community service.

The current benchmark of saving more than 90% of the animals entering a shelter is an acceptable guide but is quickly becoming out of date in many communities (The percentage of animals saved over 90% is often called 'no-kill' but there is no regulatory agency defining such an organization and that language is controversial). In short, euthanasia must be reserved for large dogs too aggressive to safely rehabilitate and pets with medical conditions beyond reasonable hope with many municipal public shelters proving it is possible to attain with collaborative public/private partnerships. There may be times when those conditions are met *and* the Live Release Rate is under 90%.

Tracy Animal Services is highly commended for embracing partnerships with rescue groups and welcoming the public to adopt. **Those collaborative efforts resulted in an impressive 89% Live Release Rate for dogs in 2018, the highest percentage to date for the organization.** The Live Release Rate for cats has also increased in the last 3 years to an all-time high in 2018 of 80% and when recommendations in the report are implemented, the euthanasia of healthy cats will end. Shelter staff are committed to the pets in their care and enthusiastic about improving the shelter and adopting additional Best Practices.

Moving forward, the city of Tracy has the opportunity to create a national model for animal control and sheltering. An experienced shelter leader is of paramount importance and the city manager should strongly consider reclassing the current supervisor position to a manager level in an effort to attract the appropriate candidates.

The shelter manager must have experience in progressive sheltering, be an excellent communicator and public speaker (especially under pressure and with the media) and have superior management and organizational skills. The recommendations in this assessment report should be completely familiar to the new shelter leader and this position reclassified and filled as soon as possible. In the meantime, there are many items that can be addressed.

The shelter operation is currently under budgeted and council must consider allocating a 'baseline' budget. Unfortunately, there is no standard per capita recommendation

nationally, with ranges found from \$1.68 to \$20+ per capita. Many operational recommendations are budget neutral or will generate a cost savings while others will require 'additional' allocations to get to baseline. The most successful municipal shelters have strong private partnerships that offset costs with donations, grants and fundraising. This is true regardless of the chain of command over the shelter operation and most important to help pets in need of medical/surgical intervention, however, once an animal enters the shelter system, they must be provided with basic care.

TECHNOLOGY, DATA AND TREND ANALYSIS

Positives

- ◇ Drastic decrease in euthanasia percentage of euthanasia (17% in 2016 to 11% in 2018 for dogs and 57% in 2016 to 20% in 2018 for cats)
- ◇ Chameleon shelter software already in place, considered the gold standard
- ◇ 4 staff recently attended national Chameleon conference to learn how to further utilize the software potential
- ◇ Steps to automate information taken, with Postmaster add-on already in place that will allow for daily communication with rescue partners regarding pets in need
- ◇ Pictures of shelter pets now auto-posted on PetHarbor
- ◇ Plans for Chameleon staff to provide onsite training at the shelter
- ◇ Dr. Cindy Delaney available to assist with recommended Chameleon reports
- ◇ Staff advocating for shelter pets on Facebook

Recommendations

<i>Opportunities for Improvement</i>	<i>Action Steps</i>
Ensure consistency of data entry	Update Standard Operating Procedures regarding Chameleon data entry and institute quality control checks for manager to monitor and correct any issues
Further automate pictures at intake	Purchase Cham Cams that will streamline uploading pictures on intake
Begin Plan of Action to live outcome at point of intake	Post picture of all pets on intake to include owner surrenders (with the exception of enforcement cases)
Ensure consistency of data entry regarding behavior	Create template for behavior evaluation information in Chameleon

Decrease number of calls to the shelter	Ensure all pertinent information needed by the public is easily accessible on the website
Ensure all information regarding licensing dogs for the public is captured accurately	Enlist the help of Chameleon staff to analyze data and create useful reports for management of program and quality control for manager to monitor and correct any issues
Further automate use of Chameleon	Use Chameleon bar code and scanner system and consider Mobile Chameleon
Create Population Management reports	Enlist the help of Chameleon staff and/or Dr. Delaney to create useful reports that include but are not limited to (1) pets needing a picture, (2) pets needing vaccines, (3) pets needing medical care, (4) intact pets, (5) length of stay, (6) pets posted for rescue or foster care, etc.
Now that surveillance cameras are installed in the shelter, discontinue the use of body cameras while Animal Control Officers (ACOs) are in the shelter	Reserve body cameras for Animal Control Officers when working in the field
Improve communication with the public/rescue partners regarding shelter pets	(1) Update website content in line with Best Practice recommendations as adopted (2) See Hillsborough County Pet Resource Center's Online Kennel/ use of Chameleon for population management available to the public at https://youtu.be/Gw8quzAI0sM

PUBLIC POLICY

(Note: See Redline Ordinance Revision Recommendations in city code, attached separately via email)

Positives

- ◇ As per California Penal Code, 3-day stray hold for dogs and cats but no restrictions about sterilization during the stray hold
- ◇ San Joaquin County code silent on cats and otherwise in line with California Penal Code regarding 3-day stray hold
- ◇ City of Tracy code allows for spay/neuter deposit if needed

Recommendations

Opportunities for Improvement	Action Steps
Observe California Penal Code 3-day stray hold since non-productive for cats (see Return to Field) and most dogs reclaimed within 3 days. This will allow for a shorter length of stay to a live outcome opportunity.	(1) See redline code revision recommendations (2) Council to consider approving 3-day stray hold to live outcome as pilot program while code revisions in progress
Eliminate pet limits since not correlated with responsible pet ownership	See redline code revision recommendations
Add provisions for community cats (see Return to Field)	See redline code revision recommendations
Increase the Return to Owner rate of dogs while increasing the rate of sterilization/rabies vaccinations and microchip, all of which benefit the shelter operation/community	Provide financial incentive for owner reclaiming dog to sterilize/rabies vaccinate/license and chip in lieu of fines/fees
Improve communication with the community of animal welfare advocates and the protection of staff	Implement recommendations in this report to ensure seamless communication with animal welfare advocates and consider taking action against those seriously harassing/threatening staff and volunteers as per 5.08.150 in the city code regarding interference with official duties

ENFORCEMENT

Positives

- ◇ ACOs attempt to reunite pets in the field
- ◇ Body cameras worn in the field for the protection of ACOs
- ◇ ACOs cross trained and help in the shelter when needed

Recommendations

Opportunities for Improvement	Action Steps
Focus on true public and animal safety	Discontinue the convenience transport of community cats for the purpose of shelter intake (with the exception of true public/animal safety enforcement cases)

Minimize duplication of work between CAD and Chameleon systems	(1) Update Standard Operating Procedures and create reports so management can monitor workload and manage/adjust resources accordingly (quality control) (2) Analyze workload in the field to identify opportunities to focus on true public and animal safety
Make sure ACO calls are dispatched appropriately	Provide training to central dispatch staff and ensure staff has access to needed information to provide constituent assistance
Ensure true universal scanners in each enforcement vehicle	Purchase Datamars Universal Scanner for each vehicle (considered the best)
Adopt same sanitation practices for vehicles done in the shelter to minimize the transmission of infectious diseases	Use accelerated hydrogen peroxide (Rescue) for all shelter sanitation

COMMUNITY PROGRAMS

TARGETED SPAY/NEUTER

Positives

- ◇ Voucher program in place for pet owners who are socioeconomically disadvantaged
- ◇ 8 local veterinary hospitals and high volume spay/neuter clinics within an hour who can potentially be engaged as Service Provider partners
- ◇ Subsidizing spay/neuter for socioeconomically disadvantaged pet owners is correlated to decreasing shelter intake

Recommendations

<i>Opportunities for Improvement</i>	<i>Action Steps</i>
Provide fully subsidized spay/neuter surgery for 230 dogs and 230 cats per year for pet owners who qualify (other targeted groups include large breed dogs and community cats)	(1) Create public/private partnership to fund program for socioeconomically disadvantaged pet so total co-pay under \$20 all inclusive (preferably free) and consider not limiting 2 per household

	<p>(2) Create network of Service Providers that includes private veterinary hospitals</p> <p>(3) Create transport partnerships with area non-profit spay/neuter clinics (ACT Spay/Neuter Clinic in Stockton, Turlock Spay/Neuter Clinic and East County SPCA in Dublin)</p>
As above, provide financial incentive for owner reclaiming their dog to sterilize/rabies vaccinate/license/microchip	Discontinue using fees and fines from owners reclaiming their dogs as revenue (see redline code revision recommendations)

SAFETY NET

Positive

- ◇ Rescue partners already working to keep pets out of the shelter
- ◇ Shelter staff suggesting alternatives to intake
- ◇ Safety Net programs common in other communities with no increase in staff or budget at both municipal and private shelters (assuming baseline budget met)
- ◇ VIP Pet Care provides low cost vaccines for the public every Sunday at the shelter
- ◇ Effective Safety Net programs correlate to decreased shelter intake
- ◇ Pet owners surrendering often do not want to but do not have access to temporary help. Safety Net provides assistance in a way other than shelter intake.

Recommendations

<i>Opportunities for Improvement</i>	<i>Action Steps</i>
Reserve shelter space for pets with no other alternatives	<p>(1) Create public/private partnerships and develop resources to help pet owners keep or place their pets directly (note: many municipal and private shelters are creating these programs with in kind donations and services that are budget neutral)</p> <p>(2) Consider a hotline with a call back service provided by trained volunteers to assist pet owners</p>

	(3) Brand home-home.org website for the shelter that will link owners needing to place their pets with those wanting to adopt thus bypassing the shelter
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MANAGED ADMISSION

Positives

- ◇ Managed Admissions is a key strategy that will productively decrease shelter intake by assisting constituents in ways other than intake thus decreasing the use of reactive resources and cost of care. Many municipal and private shelters have Managed Admissions programs.
- ◇ Appointment already required for an owner surrendering a pet limited to 3 dogs and 3 cats per week
- ◇ Lag time between the time appointment is made and pet accepted into the shelter while owner encouraged to find another alternative
- ◇ Owner surrender fee charged

Recommendations

<i>Opportunities for Improvement</i>	<i>Action Steps</i>
Days/hours for intake of animals by the public and ACOs far greater than live outcome opportunities such as return to owner, adoption and rescue	(1) Consider focusing ACOs on public and animal safety Monday through Friday during the day and reserve weekends for emergencies only (2) Reserve weekends for live outcome only (3) Establish goal of opening 7 days a week for live outcome that include at least 2 evenings during the week
Ensure all other options exhausted prior to accepting an owner surrendered pet into the shelter	Require that all owned pets be posted on home-home.org for one month prior to being accepted into the shelter
Discontinue accepting owner surrendered large dogs with known aggression that are a liability and challenging to place and who may be euthanasia candidates	(1) Network with dog trainers and rescue groups who specialize in dogs with behavior issues to possibly provide assistance to owner (2) Require an owner signs a 'euthanasia request' for a

	potentially dangerous dog if accepted into the shelter
Ensure those inquiring about surrendering a pet are routed through the Safety Net program first	Create Safety Net (as above)
Enlist Good Samaritans as foster care volunteers in lieu of intake	Provide preventive care for kittens and puppies, schedule spay/neuter, provide food/supplies and ask Good Samaritan to foster and find permanent placement

RETURN TO FIELD (COMMUNITY CATS)

Positives

- ◇ Return to Field (RTF) proven program that is considered standard in most communities (attachment 2), including enforcement agencies that oversee animal control and sheltering (attachment 3)
- ◇ Partial program already in place with Save the Ferals (although community cat defined as an outside cat who is friendly *or* feral)
- ◇ Great opportunity to eliminate wasteful practices, decrease shelter intake, provide sustainable resolution for constituents and achieve a 90% or better live outcome for cats immediately while returning cats to their original home location
- ◇ Save the Ferals recently received a \$5,000 grant from Maddie’s Fund to pay for spay/neuter of community cats
- ◇ No legal barrier for this program with city code revision recommendations made only to establish clear definitions

Recommendations

<i>Opportunities for Improvement</i>	<i>Action Steps</i>
Create spay/neuter plan for community cats	Network with all local/area veterinarians and spay/neuter clinics so community cats have an avenue for spay/neuter in lieu of shelter intake (as above)
Create spay/neuter budget for community cats so they bypass the shelter and go directly to surgery then returned to their original location the next day	Work with local non-profits to identify funding to subsidize spay/neuter for community cats in addition to the grant secured by Save the Ferals
Focus ACOs on true public and animal safety	Discontinue having ACOs transport community cats unless injured or part of an enforcement case

Decrease workload for staff	Ask Good Samaritan to take cat to spay/neuter appointment and return to original location the following day
Create plan for all community cats to be returned to their original location the day after surgery	Assign a staff person or enlist a volunteer to return cat if Good Samaritan not available
Ensure cat is returned to their original location where they were already cared for the day after surgery	Ensure accurate location where cat was picked up is entered in Chameleon
Address high shelter intake areas of community cats through Trap/Neuter/Return (TNR)	Using GPS mapping, create plan/budget to TNR the areas where most community cats are originating in collaboration with existing TNR groups

VOLUNTEER PROGRAM

Positives

- ◇ New volunteer program in place
- ◇ 11 volunteers working currently under new program
- ◇ Great interest from the community to volunteer and help shelter pets

Recommendations

<i>Opportunities for Improvement</i>	<i>Action Steps</i>
Ensure all Standard Operating Procedures for staff and volunteers updated and in line with Best Practice recommendations	Assign new shelter manager or designee to update all Standard Operating Procedures
Capture all volunteer hours	Require that volunteers sign in and out so hours can be recorded and used to gauge progress with the program and to apply for grants that will request this information if it pertains to volunteers (Consider Volgistics volunteer management software)
Standardize the volunteer program	Read the Humane Society of the United States <i>Volunteer Management for Animal Care Organizations</i>
Create easy streamlined pathway for community members to volunteer	Include volunteer guide, information, recorded orientation online and registration

Capitalize on knowledgeable community members to assist dogs with behavior issues	Identify dog trainers who can volunteer on a regular basis to work with large dogs in particular
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INTAKE PROTOCOL

Positives

- ◇ Incoming puppies and kittens between the ages of 8 weeks and 4 months vaccinated on intake
- ◇ Walk on scale for dogs in grooming room and cat scale available
- ◇ Already have veterinarian on record
- ◇ Pets in need of medical help may be taken to a partner veterinarian

Recommendations

<i>Opportunities for Improvement</i>	<i>Action Steps</i>
Non-negotiable: vaccinate <i>all</i> pets on intake	Use Vetcove.com to identify best shelter pricing for vaccines and provide vaccines for all incoming pets. Puppies over 4 weeks should receive a modified live DH2PP and dogs over 6 months should also receive a modified live vaccine against kennel cough. Felines over 4 weeks of age should receive a modified live FVRCP. Boosters should be scheduled every 2 weeks until the age of 20 weeks (but should be in their new placement long before that time then the responsibility of the new owner).
Non-negotiable: deworm all pets on intake	Purchase broad spectrum dewormer such as Pyrantel Pamoate
Non-negotiable: provide flea/tick control	Purchase flea/tick control
Capture all pertinent information for all pets on intake including location where a community cat originated	Update Standard Operating Procedures and institute quality control checks
Record pet's weight on intake	Ensure both the walk on scale and cat scale are calibrated and accurate
Ensure each shelter pet identifiable	Place identification neck band on each shelter pet with their Chameleon ID and name (exceptions may be dangerous dogs and neonates)
Begin Plan of Action at point of intake	See Population Management

Ensure no delay when pet needs medical attention	Hire part-time veterinarian responsible for shelter medicine, care of pets, treatment plan and plan for referral to private veterinarian (see Budget regarding current line item allocations)
Focus efforts on canines and felines	Discontinue accepting pocket pets (guinea pigs, rabbits, reptiles, etc.)

POPULATION MANAGEMENT

Positives

- ◇ Commitment to spay/neuter all pets before going home with adopter
- ◇ Staff committed to saving and helping shelter pets

Recommendations

Opportunities for Improvement	Action Steps
Begin Plan of Action at intake that will lead to the shortest length of stay in the shelter	<ul style="list-style-type: none"> (1) Use Postmaster for daily auto-emails to rescue partners (2) Ensure all information captured at intake is accurate so reports can be utilized for Population Management such as intact pets needing spay/neuter, etc. (3) Remove any self-imposed holds on owner surrendered pets (owner surrendered pets are not subject to a hold period once they enter the shelter) (4) Abide by California Penal Code stray hold of 3 days and allow for foster or rescue during stray hold with a signed agreement (5) Place pets back with their owner, in foster care, transferred to rescue or adopted on a first come/first serve basis
Discontinue housing puppies and kittens at the shelter	Create a foster program (will need if Good Samaritan unable to foster at point of intake) and use Postmaster auto-emails to alert foster volunteers and/or allow rescue partners to transfer

	underage puppies and kittens during stray hold (release should stipulate returning the pet if the owner is found within the 3-day stray hold period)
Establish goal of pre-adoption spay/neuter so pets do not stay in the shelter while waiting for their appointment even if adopted	(Intentionally repeated) (1) Create network Service Providers that includes private veterinary hospitals (2) Create transport partnerships with area non-profit spay/neuter clinics (ACT Spay/Neuter Clinic in Stockton, Turlock Spay/Neuter Clinic and East County SPCA in Dublin)
Discontinue labeling any dog with behavior issues in the shelter as 'rescue only'	Capture and record any behavior issues in Chameleon behavior template with the goal of making the right adoption match (see Kelley Bollen report and Adoptions)
Ensure shortest length of stay for all shelter pets	Have at least one staff person assigned to do rounds daily to identify and resolve any bottlenecks to outcome

CATS: HOUSING, SANITATION AND ENRICHMENT

Positives

- ◇ Double sided generously spaced cat condos
- ◇ Litter and food/water/bed separated
- ◇ Soft bedding provided
- ◇ Natural light in cat adoptions and holding

Recommendations

Opportunities for Improvement	Action Steps
Discontinue using Pine-sol and/or unmeasured bleach in the shelter for sanitation (attachment 4 applies to dogs and cats)	Use accelerated hydrogen peroxide (Rescue) for all shelter sanitation
Decrease stress in cats that leads to upper respiratory infections	Implement spot cleaning for cats and reserve sanitation after the cat leaves the enclosure permanently
Provide quiet area for community cats if do enter the shelter and while waiting	Create Return to Field program along with targeted TNR in high intake areas

for spay/neuter since outside area is immediately adjacent to dog kennels	
Decrease stress for community cats and risk for staff	House community cats inside in double sided cat condos with feral dens
Provide food options for cats	Feed all cats canned food twice daily (along with dry food provided all day in a separate bowl)
Provide ledge for cat to perch in cat condo, area for hiding, etc.	See: https://www.sheltermedicine.com/library/diy-housing-accessories/projects-for-feline-housing/
Ensure best enrichment provided	Have all staff and volunteers complete Fear Free training (shelter certification due out in August of 2019 that will be provided at no cost)

DOGS: HOUSING, SANITATION AND ENRICHMENT

Positives

- ◇ Double sided indoor/outdoor runs in pods
- ◇ Access to fresh air
- ◇ Sound abatement in dog kennels
- ◇ Soft beds and toys provided
- ◇ Grooming room with window so the visiting public can see care of dogs in progress
- ◇ Volunteers and staff walk dogs as much as possible
- ◇ 1 outdoor play yard
- ◇ Attention to making the right placement for dogs with a history of or exhibiting behavior issues.
- ◇ Assessment by Kelley Bollen, MS, CABC done in March of 2019

Recommendations

Opportunities for Improvement	Action Steps
Discontinue using Pine-sol and unmeasured bleach	Use accelerated hydrogen peroxide (Rescue) for all shelter sanitation
Use behavior information to create the best match (see also Kelly Bollen report)	Use paper behavior template to capture information in real time then enter in standardized Chameleon record template
Minimize the length of time large dogs with behavior issues stay at the shelter	(1) Focus Safety Net on large dogs to decrease the number entering the shelter

	<ul style="list-style-type: none"> (2) Create niche of foster volunteers that foster large dogs that get placed directly from foster care through an Adoption Ambassador program (3) Highlight large dogs available for adoption by capturing their positive traits via video or engaging pictures/stories (4) Send dogs to foster care during the stray hold (as above)
Consider adopter for a large dog depending on identified behaviors	<ul style="list-style-type: none"> (1) Create decision tree for adoption for dogs based on certain behavior traits so may go to an adopter who is an appropriate match. (2) Watch webinars <i>Assessing Canine Behavior in the Shelter: Input from Multiple Sources</i> and <i>Assessing Canine Behavior in the Shelter: Input from Multiple Sources</i> at aspcapro.org
Provide off leash, outside play time for dogs	<ul style="list-style-type: none"> (1) Create budget to build additional outdoor play yards with artificial turf and shade in front of the shelter that can be seen by the public driving by (2) Collaborate with community to raise funds for play yards via public/private partnerships (3) Research Dogs Playing for Life play groups at dogsplayingforlife.com
Improve palatability of food	Feed a mixture of canned and dry food twice daily
Ensure best enrichment provided	Have all staff and volunteers complete Fear Free training (shelter certification due out in August of 2019 and will be provided at no cost)

LOST AND FOUND/RETURN TO OWNER (DOGS)

Positives

- ◇ ACOs attempting to reunite dogs in the field
- ◇ 47% RTO rate for dogs in 2018, above the national average of 20%
- ◇ Return to Field program for cats analog to Return to Owner (RTO) program for dogs (RTO rate for cats in 2018 was 3% which is the national average)
- ◇ Lost and Found notebooks in shelter lobby with flyers so Good Samaritans and owners who have lost their pets can potentially connect and prevent a shelter intake
- ◇ Recently changed policy and now taking Lost and Found information over the phone as opposed to requiring owners physically come to the shelter

Recommendations

<i>Opportunities for Improvement</i>	<i>Action Steps</i>
Provide avenue for owners to file a Lost and Found report online	Add feature to website
Increase number of dogs reunited in the field	Purchase Datamars Universal Scanner for each vehicle (considered the best)
Increase number of stray dogs reunited from the shelter and ensure they will not contribute future litters, etc.	<ul style="list-style-type: none"> (1) Create incentive to sterilized/vaccinate/license and microchip in lieu of fees and fines to reclaim (2) Create clear pathways for Lost and Found assistance from the city of Tracy Animal Services Unit website

FOSTER PROGRAM

Positives

- ◇ Great potential to engage the community to help pets in need while decreasing length of stay

Recommendations

Opportunities for Improvement	Action Steps
Productively decrease shelter intake, decrease length of stay and enhance the rate of permanent placements through foster care volunteers	Create foster care program and allow pets to be cared for in foster care even if during the stray hold
Automate communication with foster volunteers as much as possible	Designate a point person and set up Postmaster system for foster volunteers to streamline initial communication
Encourage and empower foster volunteers to find permanent placement for fosterlings	Provide supplies, preventive care, spay/neuter and adoption opportunities for foster volunteers
Decrease length of stay for all pets, in particular neonates who are at high risk of contracting an infectious disease in the shelter and large dogs not acclimating to the shelter	Transfer neonates and those large to foster care as soon as possible
Decrease length of stay in the shelter	Create Foster to Adopt program during the stray hold with a contractual agreement that the pet will be returned within the 3-day stray hold if the owner is found

ADOPTION

Positives

- ◇ Low cost adoption fee for fixed income person funded through donations
- ◇ Low adoption fee if pet enters the shelter already spayed or neutered
- ◇ Not routinely testing cats for Feline Immunodeficiency Virus or Feline Leukemia Virus

Recommendations

Opportunities for Improvement	Action Steps
Remove barriers for RTO program (as above)	Discontinue using revenue from RTO fees to fund adoption subsidy for fixed income person and depend on donations only
Decrease length of stay and increase adoption rate	(1) Implement low fee adoptions for felines (such as the current \$6 fee and \$35 adoption fee for canines)

	<p>and <i>include</i> sterilization, preventive care on intake, rabies vaccination and microchip</p> <p>(2) Establish goal of pre-adoption spay/neuter</p> <p>(3) Allow potential adopters to visit with all dogs even if on stray hold (unless concern regarding aggressive behavior)</p>
Educate potential adopter about introducing new pets into the home before adoption so they have realistic expectations	Discontinue the practice of current dogs meeting the potential new dog at the shelter since behavior in high stress environment does not correlate to future relationship
Ensure smooth transition of new pet into the home	Provide adoption follow up within 3 days of adoption (this can be done by trained volunteers)
Create open conversational adoption program	<p>(1) Empower staff to make the right match for each shelter pet with an adopter and remove the restriction of automatically designating a dog 'rescue only'</p> <p>(2) Require all staff and volunteers read <i>Adopters Welcome</i> by the Humane Society of the United States</p>

RESCUE PARTNERS

Positives

- ◇ Work with over 100 rescue partners
- ◇ Rescue groups are significant life-saving partners
- ◇ Coalition of rescue groups recently started meeting to identify ways they can help shelter pets more
- ◇ 501c3 non-profit status for the Friends of the Tracy Animal Shelter filed recently
- ◇ No charge for rescue partners to transfer pets

Recommendations

<i>Opportunities for Improvement</i>	<i>Action Steps</i>
Emails to rescue partners regarding pets in need not done on a daily basis	Populate rescue partner contact (1 per group) in Postmaster add-on so may

	receive daily emails regarding shelter pets in need
Improve communication with the public and rescue partners	(Intentionally repeated) See Hillsborough County Pet Resource Center's Online Kennel/ use of Chameleon for population management at https://youtu.be/Gw8quzAI0sM
Decrease length of stay	(Intentionally repeated) Allow for first come/first serve and release during stray hold in foster status with a contractual agreement that the pet would be returned if the owner was found during the stay hold
Increase the number of pets transferred to rescue	Provide preventive care on intake and sterilization/microchip/rabies vaccination

EUTHANASIA

Positives

- ◇ Adopters, staff and rescue partners, increased percent of dogs saved from 83% in 2016 to an impressive 89% in 2018
- ◇ Increased percent of cats saved from 43% in 2016 to 80% in 2018
- ◇ Most staff euthanasia certified so may euthanize onsite if pet is suffering (this also minimizes the effects of Compassion Fatigue for staff)
- ◇ Compassionate staff take many things into consideration and make all euthanasia decisions as a team
- ◇ As per the Humane Society of the United States Euthanasia Reference Manual, sedation may be done on a case by case basis but may not be appropriate for every pet. At the shelter, dogs are sedated prior to euthanasia and staff recently began sedating feral cats prior to euthanasia.

Recommendations (Intentionally Repeated)

<i>Opportunities for Improvement</i>	<i>Action Steps</i>
Implement Safety Net and enhanced Managed Admission that will productively decrease intake and euthanasia numbers even further	(1) Create Good Samaritan and regular foster care program, especially for neonates and large dogs (2) Create Safety Net coalition and engage volunteers to provide call back service for pets in need

	(3) Create RTF program for community cats
Decrease the number of community cats who enter the shelter that will end euthanasia of healthy cats	Discontinue having ACOs pick up healthy community cats for the purpose of shelter intake
Decrease length of stay in the shelter that will decrease risk of illness and euthanasia	Implement first come/first serve system with foster volunteers, adopters, rescue partners
Limit handling/transfer of cages for feral cats, decrease stress for staff and cats if need to be euthanized (will be very low number once RTF program in place)	(1) Purchase injection pole (2) Use injection pole while cat is in their feral den and inject euthanasia solution intraperitoneally (3) Purchase trap fork. If cat is in trap, use fork to keep cat against the end of the trap and inject euthanasia solution intraperitoneally.

BUDGET

Positives

- ◇ Big Heart Fund in place to accept donations for veterinary services and low-cost adoptions
- ◇ Many opportunities to eliminate wasteful practices such as transporting/housing community cats, self-imposed holds that increase lengths of stay and costs of care, etc.
- ◇ Friends of Tracy Animal Shelter non-profit status pending
- ◇ City council keenly interested in understanding needs of the shelter as it pertains to the budget

Recommendations

Opportunities for Improvement	Action Steps
Provide basic care for shelter pets	Council to ensure baseline budget provided for non-negotiable recommendations*
Provide non-negotiable preventive care	Research shelter pricing through Vetcove.com for vaccines, deworming, flea/tick control (then propose budget amendment allocation)

Microchip all shelter pets (preferably at the time of spay/neuter when under anesthesia)	Consider Found Animal microchips since economical to purchase and no fee to register a new pet or change contract/address information in the future (then propose budget amendment allocation)
Provide spay/neuter for all adopters included in low cost adoption fee	(Intentionally repeated) (1) Create network of Service Providers that includes private veterinary hospitals (2) Create transport partnerships with area non-profit spay/neuter clinics (ACT Spay/Neuter Clinic in Stockton, Turlock Spay/Neuter Clinic and East County SPCA in Dublin)
Connect with national animal welfare organizations to capitalize on networking and grant funding opportunities	(1) Join the Million Cat Challenge (2) Become a Best Friends Network Partner (3) Report shelter statistics to Shelter Animals Count (required by funders) (4) Research grants and coordinate with local animal welfare organizations to apply for funding (most animal grant makers require collaboration)
Hire manager with experience in a progressive shelter	Reclass current shelter supervisor position to higher level manager position
Provide basic medical care for shelter pets	(1) Increase line item allocated for medical care (2) Create new position for part time veterinary position (or hire contract per diem veterinarian)
Designate a point person to oversee new foster care program, Return to Field and who is cross trained in the kennel and customer service	Fill vacant administrative assistant position if appropriate job description or reclass position so can assume these duties

*No national standard recommendation exists for the per capita budget of a shelter. Progressive municipal shelters have strong public/private partnerships with financial resources contributed by both organizational types in particular to help pets with medical needs.

PRIORITIES AND EXECUTIVE SUMMARY

Team Shelter USA is extremely grateful for the invitation to complete an operational assessment for the city of Tracy. Staff, leadership and county council are keenly interested in Best Practice standards and the assessment team welcomed. The community of animal welfare advocates has a strong desire to continue to help pets in need and this enthusiasm should be harnessed into an even greater public/private partnership.

Thanks to the hard work and dedication of both the shelter staff, the community of adopters and many rescue group organizations, the percentage of shelter pets saved is *highly commendable*. City of Tracy leaders are applauded for making the investment in an animal shelter and for working with the University of California, Davis design team, considered the best in the country.

There is no 'normal' chain of command for municipal shelters in the United States with some shelters under police, others under the health department while other shelter leaders answer directly to the city or county manager. Regardless of the structure, hiring a shelter manager with experience in a progressive shelter and strong leadership skills is essential.

However, when an enforcement agency, such as the police or sheriff operate an animal shelter, there is often conflict with the strict guidelines they follow. For example, background checks and fingerprints are not typically done before accepting a volunteer at a shelter. If the city of Tracy council elects to move the shelter under another department, it is absolutely essential that the shelter manager oversee the shelter as well as the Animal Control Officers since the intake and outcome of pets is intertwined. If the shelter manager is given the responsibility, they must also be given the authority over the staff.

The issues brought to the attention of shelter leaders and city council are the result of a traditional faulty foundation 'upstream' that causes many symptomatic issues 'downstream'. The recommendations in ***The Best Practice Playbook for Animal Shelters*** that are highlighted in this report will set the organization up to default to success.

Ordinance revision recommendations are based on input from national animal welfare attorneys. Council has the authority to grant permission to implement those as a pilot program while the official process is underway and is encouraged to do so.

The idea of Managed Admission means that constituents are receiving assistance but in a way that is different from the traditional shelter intake. Targeted spay/neuter, Safety Net and Return to Field for community cats are proven ways to *productively* decrease

intake and utilize existing resources in the most efficient way. For high risk pets such as neonates, community cats and large breed dogs, these programs are even more crucial.

Reserving shelter space exclusively for those animals with no other alternative is of paramount importance as once the pet is accepted into the shelter, preventive care on intake and provision for spay/neuter and microchipping for adopters is basic Best Practice. While there is no national standard per capita budget recommendation for shelters, progressive life-saving municipal shelters are proving that collaborating with non-profits amplifies the goals of each and everyone wins-the public entity, the non-profits, the community and the animals.

Euthanasia should be reserved for truly dangerous dogs unsafe to rehabilitate and medical cases beyond hope. The shelter staff and leadership does not take these decisions lightly and works together with adopters and rescue groups to save as many as possible and the euthanasia of healthy cats will end when the Return to Field program is in place. Moving forward, the simple Postmaster add-on that will allow for daily communication with rescue partners will help streamline the system. In the meantime, city staff must have the authority to weigh all factors to include the liability of releasing a large dog likely to bite and cause injuries.

Recommendations for additional staffing beyond the reclass of 2 positions and the addition of a part time or contract veterinarian will be made based on the decision to consider opening the shelter on Mondays and extending hours during the week so they are convenient to the working public.

Action steps that must be taken without delay are the purchase of vaccines and dewormer for all pets entering the shelter and ordering Rescue disinfectant. The balance of the recommendations are all important but leadership is encouraged to implement those that are simple and budget neutral immediately followed by those that will dramatically yet productively decrease shelter intake and length of stay.

There is already much to celebrate about the Tracy Animal Shelter and caring animal advocates in the community. Team Shelter USA and the University of California, Davis team look forward to assisting with the implementation of additional Best Practices and taking the shelter to the next level.

Attachments:

- (1) Best Practice Presentation
- (2) Community Cat Handout for Leaders
- (3) Cover, Brevard County Sheriff's Office Community Cat brochure
- (4) ASPCA Shelter Disinfectant Quick Reference

RESOURCES AND RECOMMENDED READING

WEBSITES

- sheltervet.org (The Association of Shelter Veterinarians)
- aspcapro.org (The American Society for the Prevention of Cruelty to Animals)
- animalsheltering.org (Humane Society of the United States)
- bestfriends.org (Best Friends Animal Society)
- MaddiesFund.org (Maddie's Fund)
- alleycatallies.org (Alley Cat Allies)
- millioncatchallenge.org (Million Cat Challenge)
- petmicrochiplookup.org (AAHA Universal Pet Microchip Look Up)
- shelteranimalscount.org (Shelter Animals Count)
- atts.org ([American Temperament Testing Society](http://atts.org))
- fearfreepets.com (Fear Free Certification)
- kittenlady.org (Kitten Lady)

WEBINARS

- Best Practice Strategies for Redefining Animal Sheltering presented by Dr. Sara Pizano
- Return to Field: Putting Theory into Action Saving Cats presented by Cameron Moore
- Creating Responsible Lifesaving Public Policy: Solutions for Community Cats presented by Dr. Sara Pizano
- Stress Reduction: Happy and Healthy Shelter Cats on a Fast Track to Adoption presented by Dr. Brenda Griffin

BOOKS

- The Best Practice Playbook for Animal Shelters, Sara Pizano, DVM
- Shelter Medicine for Veterinarians and Staff, Lila Miller, DVM & Steven Zawistowski, PhD, CAAB
- Getting to Zero, Peter Marsh
- Replacing Myth with Math, Peter Marsh
- Humane Animal Control Manual, Best Friends

Every Nose Counts: A Guide to Using Metrics in Animal Shelters, J. Scarlett; M. Greenberg; T. Hoshizaki

Infectious Disease Management in Animal Shelters, Lila Miller, DVM & Kate Hurley, DVM

GUIDES

- The Association of Shelter Veterinarians Veterinary Medical Care Guidelines for Spay-neuter Programs
- The Association of Shelter Veterinarians Guidelines for Standards of Care in Animal Shelters
- Million Cat Challenge Initiatives
- Adopters Welcome, Humane Society of the United States
- Best Friends Community Cat Programs Handbook
- The Five Freedoms
- Managing Heartworm Disease in Shelter Animals
- Humane Society of the United States Volunteer Management for Animal Care Organizations
- Maddie's Pet Assistant
- American Animal Hospital Association, Vaccine Guidelines

OTHER REFERENCES

- Frequency of lost dogs and cats in the United States and the methods used to locate them; Weiss, Slater, Lord
<https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4494319/>
- ACC&D Position Statement: Modeling Study Advocating Use of Vasectomies and Hysterectomies in Feral Cat Management <http://www.acc-d.org/resource-library/position-statements/acc-d-position-statement-on-mccarthy-et-al>
- Rabies Surveillance in the United States during 2015, Mesert G. Birhane
<https://www.ncbi.nlm.nih.gov/pubmed/28467751>
- Feral and Stray Cats – An Important Difference; Alley Cat Allies
<https://www.alleycat.org/resources/feral-and-stray-cats-an-important-difference/>



PROVEN BEST PRACTICES

Sara Pizano, DVM, MA
Animal Welfare Strategist

Recommended by UC Davis

Advisor to Million Cat Challenge

**Over assessment program at the
University of Florida/MCC**

Advisor to Best Friends



~INTRODUCTIONS~

We are all part of the puzzle



teamshelter usa





teamshelter_{usa}

OVER 100 COMMUNITY & SHELTER ASSESSMENTS

17 states since 2013

Rural, urban, large, small, higher and lower poverty rates

Only difference: latitude and longitude

SOLUTIONS ARE UNIVERSAL!



BEST PRACTICE PLAYBOOK FOR ANIMAL SHELTERS

What?

For who?

Where?

(Penny and Hank VERY excited!)

INFO IS A CLICK AWAY!

Association of Shelter Veterinarians

Millioncatchallenge.org

Best Friends.org

ASPCApro.org

Maddiesfund.org, Animalsheltering.org

DEFINITIONS AND DISCLAIMERS

More than just 90%+, verbiage

Equal opportunity dogs and cats

Data is from public open admission shelters but principals are universal



SYSTEMS CHANGE: WORKING SMARTER NOT HARDER!

Productively decreasing intake

Eliminating wasteful practices

Providing the best care and enrichment during the shortest length of stay in the shelter to a positive outcome

Results in true euthanasia only

***STRATEGIC USE OF RESOURCES:
STAFF, MONEY, SHELTER SPACE,
VOLUNTEERS, PARTNERSHIPS...***

SAMPLE PROGRESS~INCREASED LIVE OUTCOME

	Time of Assessment	Within a Year/Current
Waco, TX	36%	90%+
Campbell County, KY	47%	90%+
Murray County, GA	50%	90%+
Anderson County, SC	49%	90%+
Huntsville, AL	68%	90%+

SAMPLE PROGRESS: 18 SHELTER ASSESSMENTS

Euthanasia decreased by

47,149

animals when comparing the year before and the year after

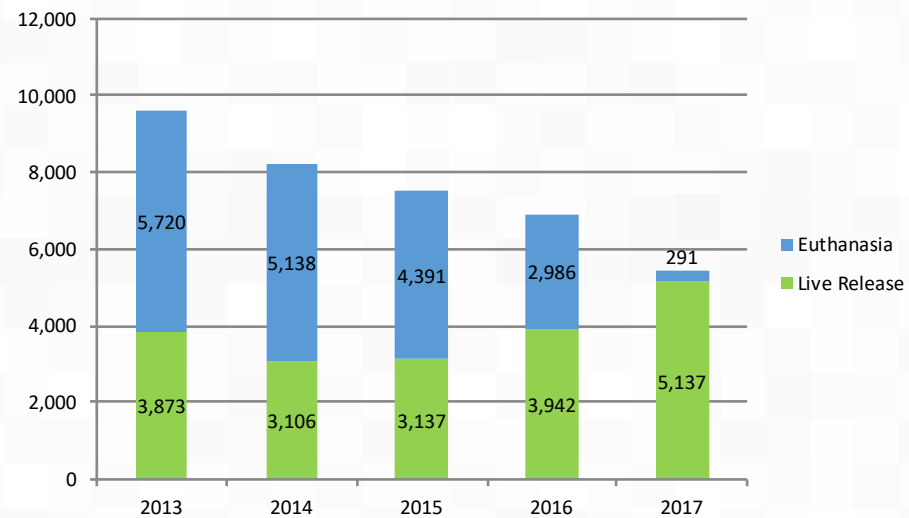
HERE IS WHAT I WANT YOU TO KNOW ABOUT SYSTEMS CHANGE...

Everyone has something to offer~public/private partnerships key

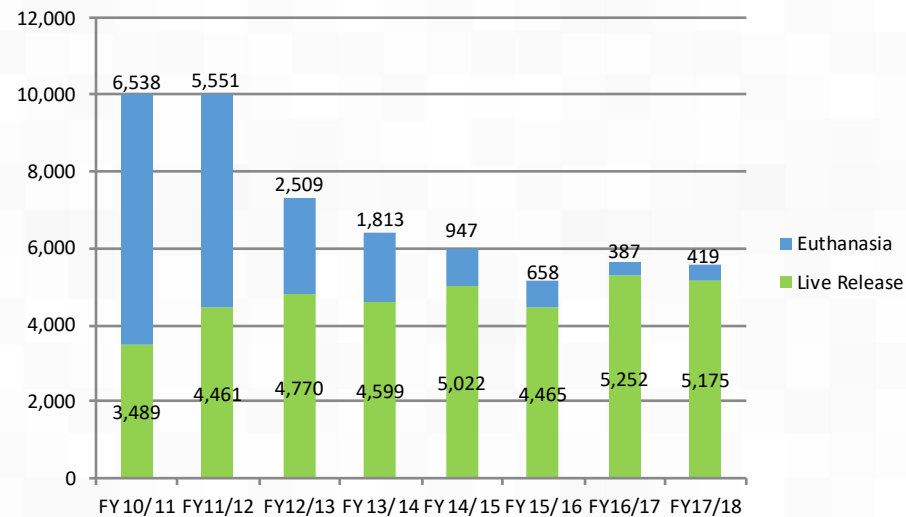
Respect your microcosm and other perspectives

Make sure everyone leaves the table happy!

ANDERSON COUNTY, SOUTH CAROLINA (dogs/cats)



WACO, TEXAS (dogs and cats)





RESPONSIBLE PUBLIC POLICY



PUBLIC POLICY

Framework of organization

Public and animal safety

Ordinances and laws often not in
line with Best Practices



WHAT MATTERS TO CIVIC LEADERS?

Being fiscally responsible

Constituent services

Unified animal welfare voice is crucial!

**PUBLIC POLICY MUST BE
DRIVEN BY DATA**

RESPONSIBLE PUBLIC POLICIES

- Stray holds
- Community cat provisions
- Adoption fees waived, capped or silent
- RTO with services
- Spay/neuter (dangerous dogs)
- No tethering
- Remove misc. barriers to life-saving that do not lead to intended goals: breed bans, pet limits

Silent vs language in ordinance

RESPONSIBLE PUBLIC POLICIES

Nationally, RTO rate for 'stray' cats from a shelter is less than 3%

A mandatory stray hold period for cats is a waste of money as it in no way correlates to the goal of reunification

As per CA state statute 3 day hold prior to euthanasia but can sterilize

ORDINANCE REVISION UPDATES

- Waco, TX
- Escambia County, FL
- Indianapolis, IN
- Baton Rouge, LA
- El Paso, TX
- Broward County, FL
- Montgomery County, TX
- Brevard County, FL
- Boone County, KY
- Campbell County, KY
- Kenton County, KY
- Greenville County, SC
- Spartanburg County, SC
- Columbia, SC
- Lafayette Parish/Shreveport, LA
- Miami-Dade County, FL
- Marion County, FL
- Knoxville, TN



STRATEGIC COMMUNITY PROGRAMS & THE POWER OF PUBLIC/PRIVATE PARTNERSHIPS

TARGETED SPAY/NEUTER



Fixed-income pet owners

(5-10/1000)

High intake areas

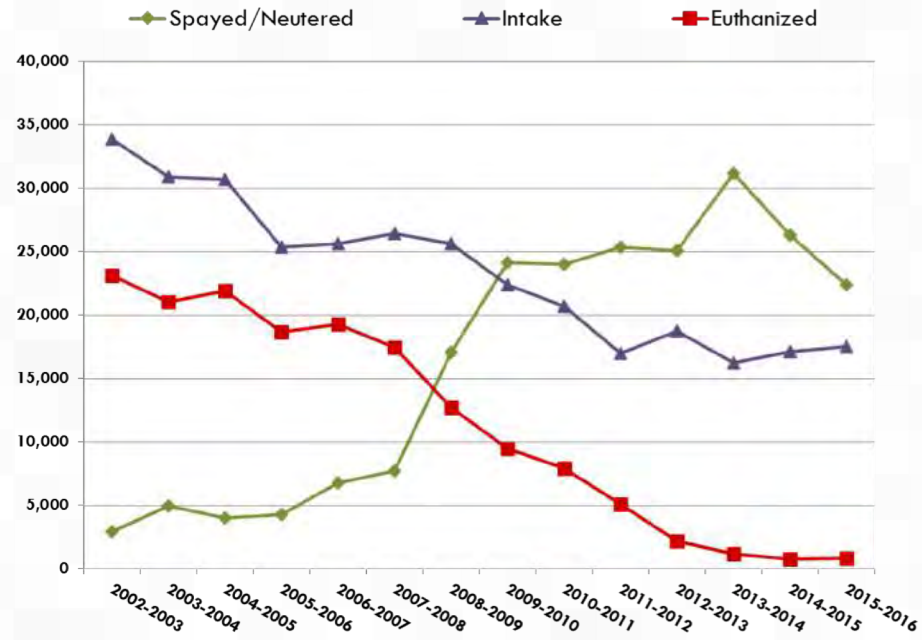
Large breeds

Community Cats

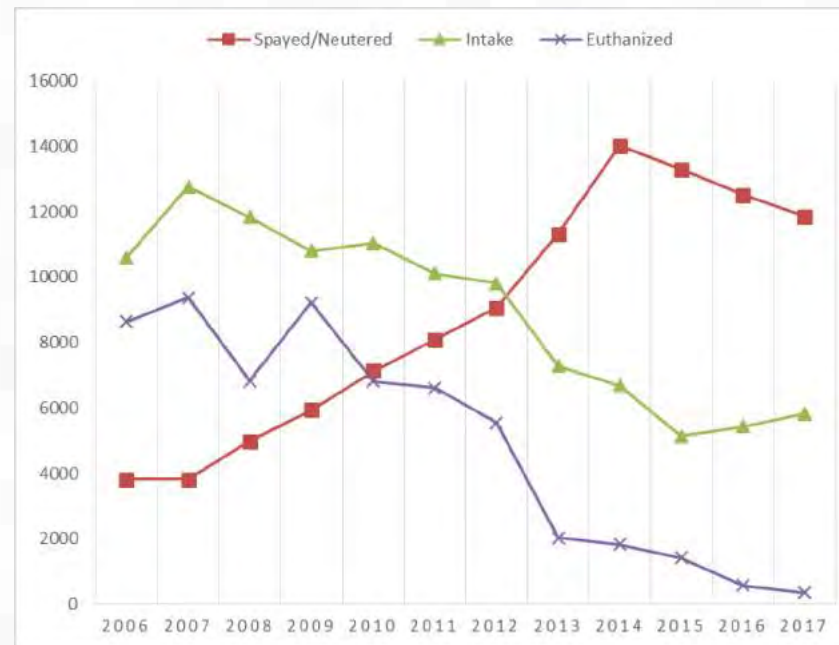
Logistics/funding



JACKSONVILLE, FLORIDA

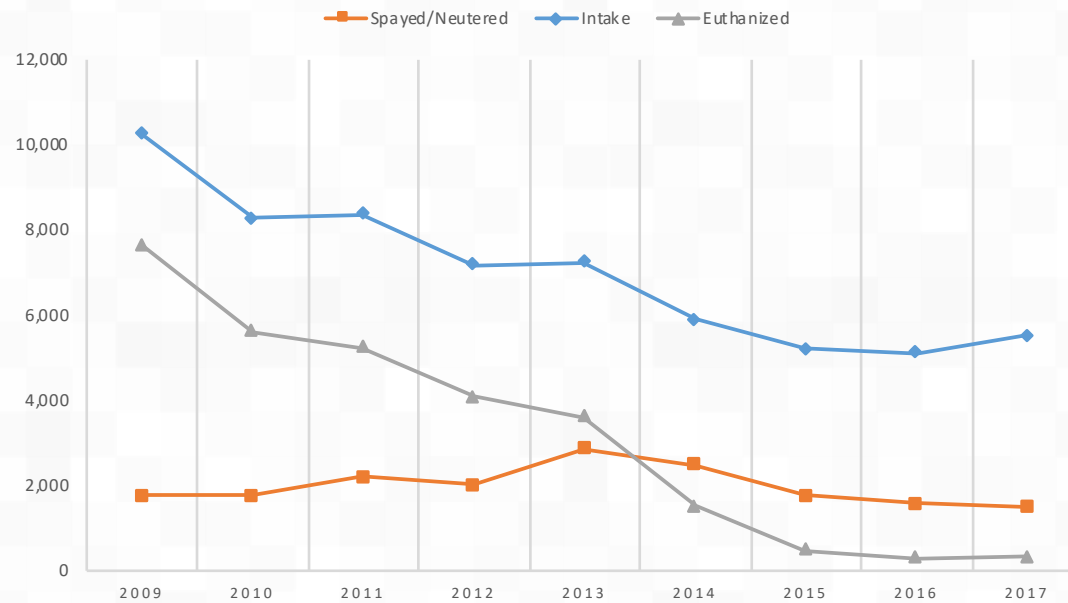


WACO, TEXAS





HUNTSVILLE, ALABAMA



COMMUNITY MINDED ENFORCEMENT

Santa Cruz County Animal Shelter, California

Providing assistance instead of citations in underserved areas

Turning high intake areas into low intake areas



teamshelter_{usa}

COMMUNITY MINDED ENFORCEMENT

Field officer operations

Service hours

Types of calls

Focus on true public and animal safety

MANAGED ADMISSIONS: Release The Intake Bias!



MANAGED ADMISSIONS

Recent ASPCA study found 80%+ pet owners did not want to surrender but did not have **access** to resources they needed

How can we help you keep your pet or place your pet directly into another home?

BRIGHT SPOT: BREVARD SHERIFF'S OFFICE, FLORIDA

Year 1 of Managed Intake (Surrender Mitigation) helped 80% of the owners keep or place their pets

*In other words, shelter intake decreased by **80%** in the owner surrender category*

BRIGHT SPOT: JACKSONVILLE, FLORIDA

Recruit/support Good Samaritans as foster volunteers at intake
so thousands more into foster care each year

Maddie's 2015 Survey



BRIGHT SPOT: MEMPHIS, TENNESSEE

SKIP THE SHELTER program, decreased owner surrender admission by 30% first year





BRIGHT SPOT: HOME-HOME.ORG

Direct adoption so bypass shelter

Panhandle Humane Society, ID
decreased intake by 30% first year

Branded for each shelter, already
being used in the bay area

***RETURN TO FIELD* for
COMMUNITY CATS

(friendly or feral)***



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RTF

No such thing as a 'stray' cat

Defined as spay/neuter/ear tip/rabies vaccinate and **return to original location** where *already* cared for

Why displace a cat and use shelter resources to rehome when they already have a home?

RTF=RTO program for cats



RTF

Positives in Community

Increased community immunity
against rabies

2015 CDC report showed
incidence of rabies in cats
nationwide decreasing



RTF

Positives in Community

Stops population growth/colony prevention

Less wildlife affected

Virtually eliminates complaints



RTF

Positives at Shelter

Decreased cat intake

Less competition for cats in adoption

More resources for dogs and returns cats home!



RTF

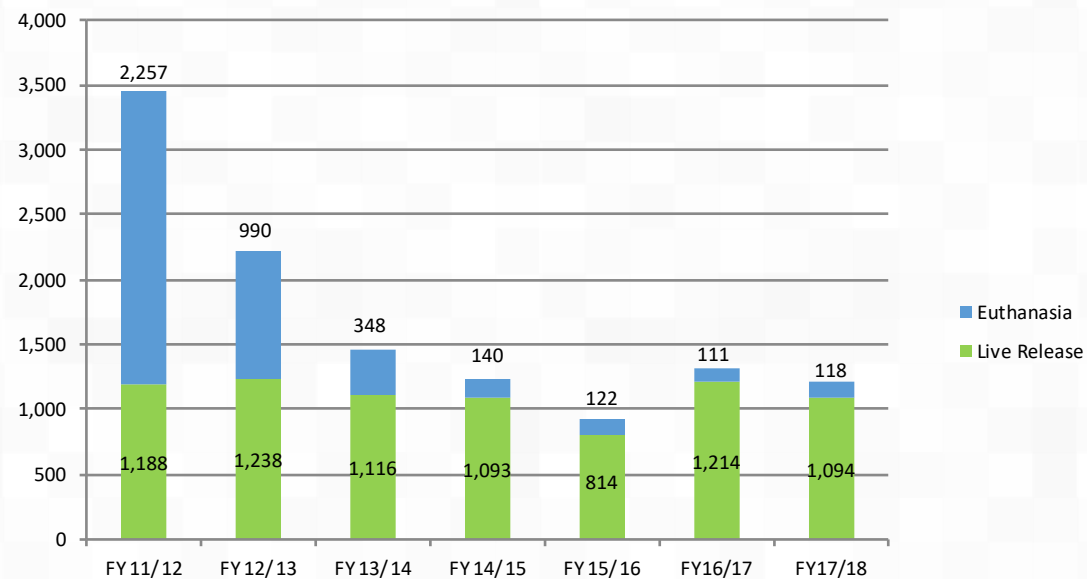
Positives at Shelter

Eliminates euthanasia as population control

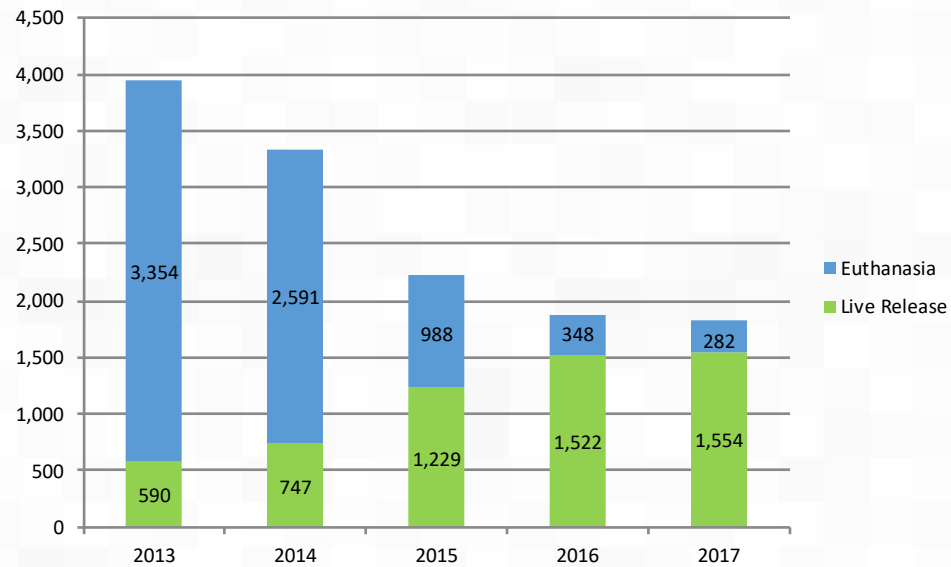
Cheaper than admit/adopt or admit/euth (ACC&D data pending)

More impactful resource allocation

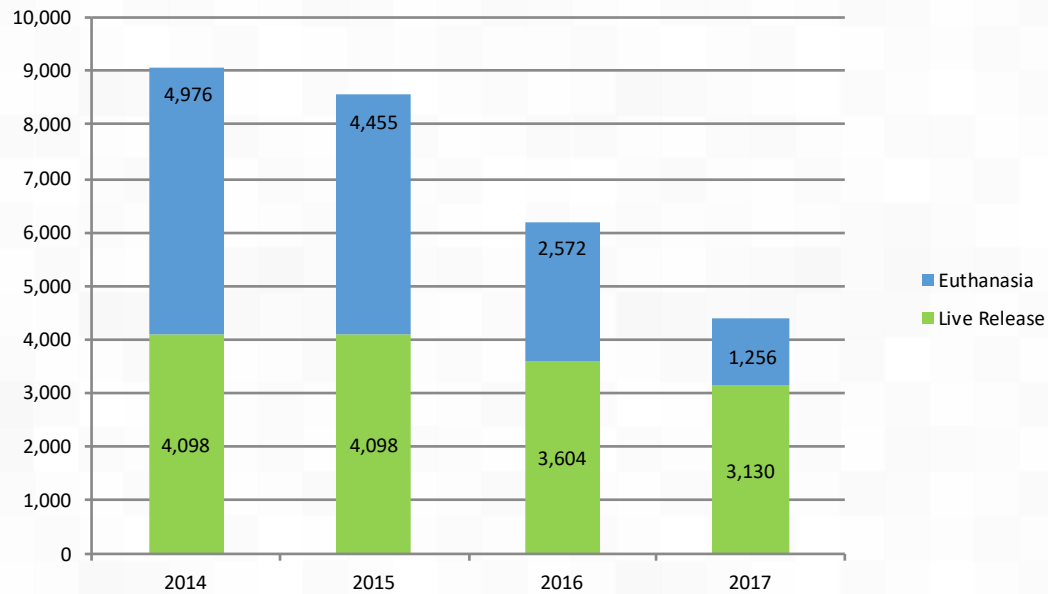
OUTCOME FOR CATS: WACO, TEXAS



OUTCOME FOR CATS: NASHVILLE, TENNESSEE



OUTCOME FOR CATS: GREENVILLE, SOUTH CAROLINA



**Nothing decreases the number
of community cats entering the
shelter as much as targeted
TNR and RTF**

SHELTER POLICIES

THE PLAN OF ACTION TO POSITIVE OUTCOME &
BASELINE BUDGET

ADVOCACY~PLAN OF ACTION

Immediate post on intake, PetHarbor, other search engines

Use of Social Media, community outreach

Telling the stories of individual pets

Foster volunteers on deck*



LENGTH OF STAY IN THE SHELTER

Correlates with negative consequences:

Overcrowding

Inappropriate handling

Stress for animals and people

Exposure to disease

Decreased life saving potential

Reactive use and waste of resources

NON-NEGOTIABLE: BASIC CARE

Vaccination, deworming and picture posted on intake for every pet

Veterinary care when needed

Feeding twice daily mixture of canned and dry

Sterilization, microchip and rabies vaccination for adopters

NON-NEGOTIABLE: ENRICHMENT

Humane housing, sanitation, options with soft bedding

Kennel/cage enrichment

Exercise



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RETURN TO OWNER~DOGS

Scan for microchip in the field

Attempt to reunite in the field

Alternative to fines/fees that provide sterilization/microchip/rabies/license

OPEN CONVERSATIONAL ADOPTIONS

Adopters Welcome by HSUS

144 million family pets, **6-8** million pets in shelters each year,
small percent of those victims of cruelty, neglect,
abandonment

Trust that most people coming to your shelter to adopt are
good~the odds are in your favor

OPEN ADOPTIONS

Making the best possible match

Relationship building, conversational adoptions

Fee waived or low adoption fees

Adoption counseling, follow up and assistance

OPEN ADOPTIONS

There is no shortage of adopters

Best Friends study showed 70%+ of those who purchased from a breeder or pet store had already visited an adoption agency but found it too cumbersome, difficult and invasive

Advocating for all shelter pets

FOSTER AND ADOPTION AMBASSADORS

2015 Maddie's Fund Survey and new Pet Assistant App

Showcasing pets outside the shelter highlights their true personalities (*esp. crucial for large dogs)

Empowering volunteers to make permanent placements

Must have open adoption philosophy

TRANSFER PARTNERSHIPS

May be 501c3 rescue groups or other shelters

Partner protocols that work for everyone

Clear guidelines

Streamlined communication using Postmaster auto-email system for daily posts



Thank you!



Community Cat Programs

Definition: Return to Field

In lieu of shelter intake for any community cat (friendly or feral) brought to the shelter, spay/neuter/ear tip/rabies vaccinate and return to original home location where the cat was cared for and not in need of intervention

Definition: Trap Neuter Return

Proactively humanely trapping or transporting a community cat (friendly or feral) for spay/neuter/ear tip/rabies vaccination and returning them to their original home location where cat was cared for and not in need of intervention or at risk of entering a shelter

Basic Community Cat Facts

- Most community cats are friendly
- Many cat owners allow their cats access to the outdoors and are not lost, yet there is a societal misconception that taking cats to a shelter who are perceived as lost will lead to reunification
- According to the ASPCA, less than 2% of shelter cats perceived as stray are reunited with their owner through a shelter each year
- Studies show that cats are up to 13 times more likely to find their way home or find another home from the street versus a shelter
- Though feral cats make up only a small percentage of overall community cats, they generate the most enforcement complaints because of the behaviors associated with being intact and reproducing unchecked
- Trap and shelter and/or euthanize has not historically decreased the number of community cats or shelter intake of cats
- Though Return to Field and/or Trap Neuter Return have been happening for decades, the Center for Disease Control reported in 2015 that the incidence of rabies in cats has decreased

Benefits of Return to Field and Trap Neuter Return for the Community

- An overwhelming percentage of Americans do not agree with euthanasia for population control
- Increased community immunity of rabies
- Less community cats, colony prevention and/or stabilization so less wildlife and people negatively impacted
- Eliminate behaviors associated with mating that generate complaints therefore decrease enforcement complaints

Benefits of Return to Field and Trap Neuter Return for the Shelter

- Finite space in a public or private shelter reserved for pets with no other options
- Drastic decrease in cat intake and therefore decrease risk of overcrowding, infectious disease, euthanasia, etc.
- Savings in costs of care and ability to create proactive programs, especially for dogs
- Reduced competition and lower lengths of stay for cats that do enter the adoption program
- Reduced risk of compassion fatigue for people

Samples of Effective Community Cat Programs

Jacksonville Animal Care and Protective Services - Jacksonville, FL Cat Intake and Outcome

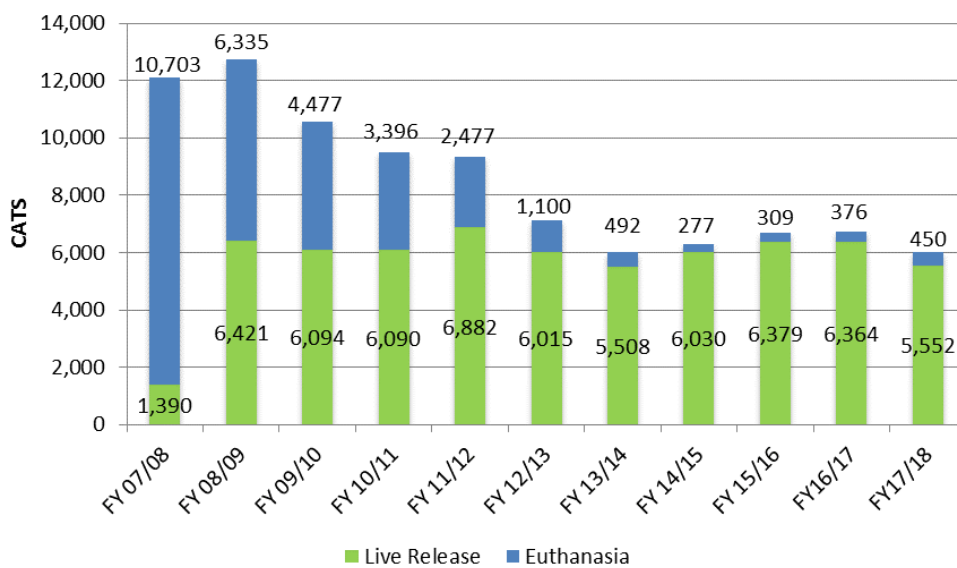


Figure 1: Shows the decrease of cat intake and euthanasia numbers after Feral Freedom (the Return to Field program) was implemented in August 2008

Brevard County Sheriff's Office, Animal Services – Melbourne, FL Cat Intake and Outcome

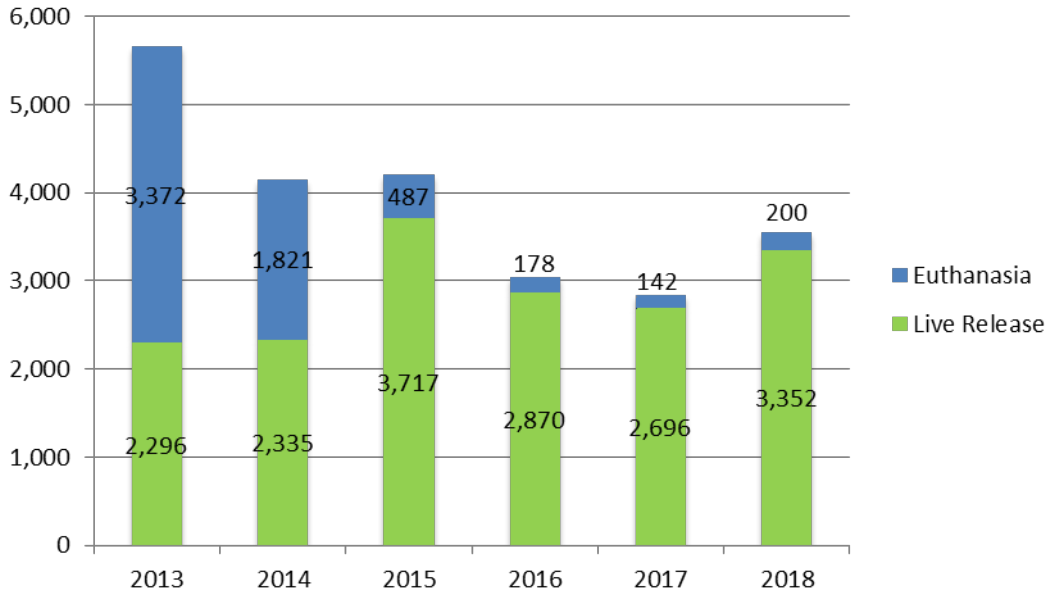


Figure 2: Depicts the dramatic decrease of cat euthanasia percentage after Return to Field was implemented in April 2015

Huntsville Animal Services – Huntsville, AL Cat Intake and Outcome

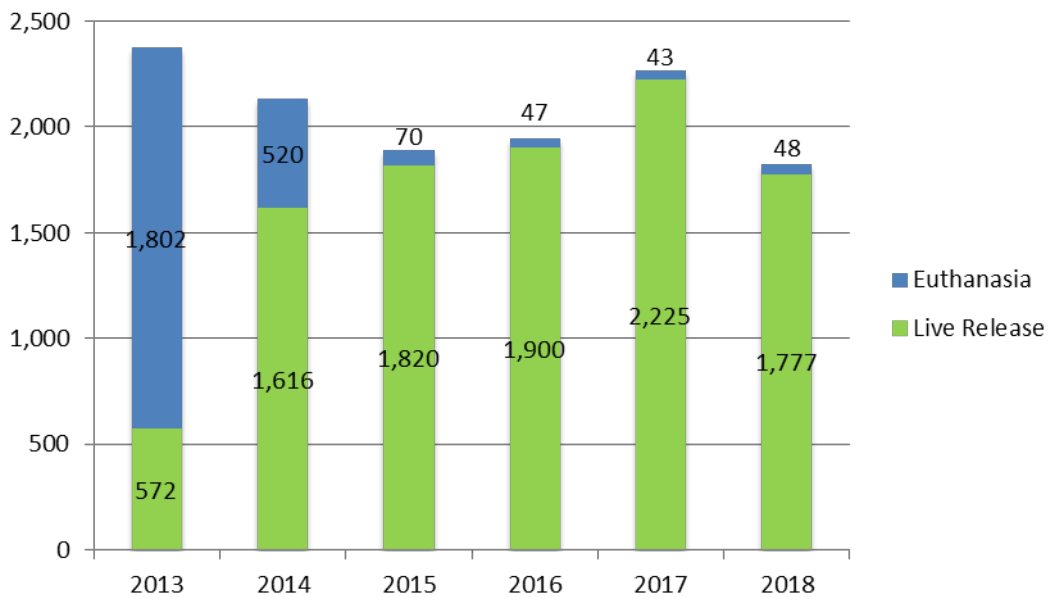


Figure 3: Depicts the dramatic decrease of cat euthanasia numbers after the Return to Field program was implemented in April 2014

City of Waco Animal Services - Waco, TX Cat Intake and Outcome

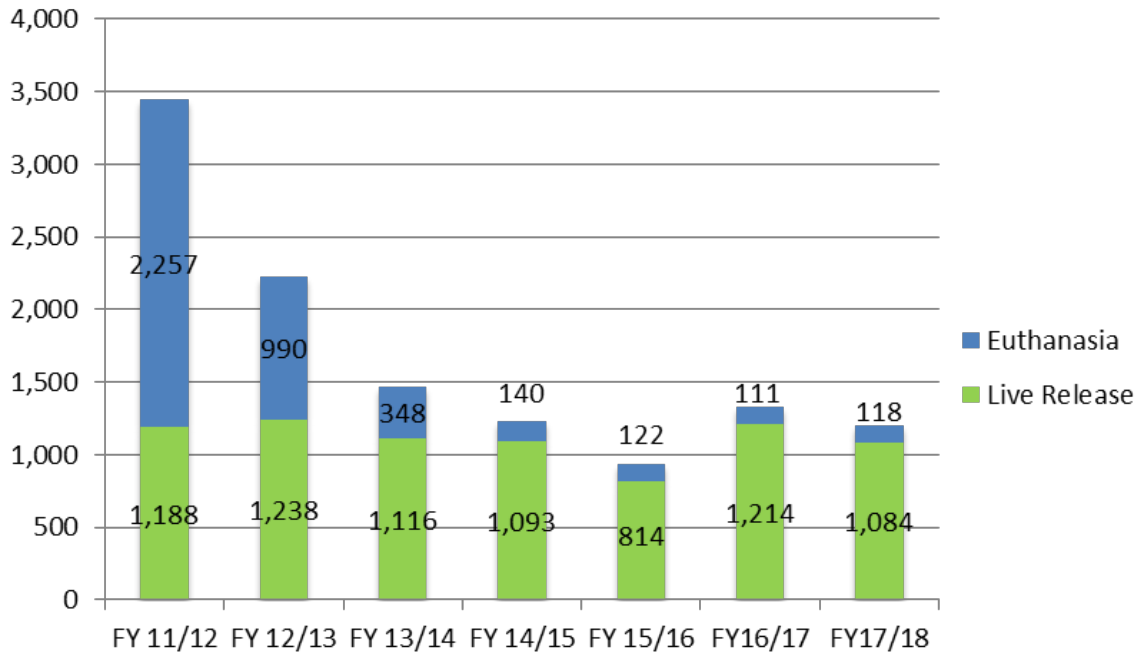


Figure 4: Shows the dramatic decrease of cat euthanasia numbers after the Return to Field program was implemented in the fall of 2013. Waco’s poverty rate was 30% when this program was implemented. The current poverty rate as of 2018 is 27.5%.

For more information see:

Millioncatchallenge.org

Bestfriends.org

Alleycatallies.org

Aspcapro.org

Animalsheltering.org



NORTH ANIMAL CARE CENTER
2605 Flake Rd., Titusville
(321) 264-5119

SOUTH ANIMAL CARE CENTER
5100 W. Eau Gallie Rd., Melbourne
(321) 253-6608

HOURS
Mon - Sat 11am to 6pm
Sun - 12pm to 4pm

What should I do if...?

CATS ARE SLEEPING UNDER MY PORCH, SHED, ETC.

Reason: They are looking for a dry, warm shelter.

Easy Solutions:

- Block open areas with lattice or chicken wire (be sure to search for anyone hiding first).
- Provide a shelter like a small dog house hidden away.

I SMELL CAT URINE.

Reason: Tomcats spray to mark their territory.

Easy Solution:

- Practice TNR! Neutered cats have less of an urge to mark and their urine is less pungent.

FEEDING CATS ATTRACTS WILDLIFE AND INSECTS.

Reason: Food is left out too long or at inappropriate times.

Easy Solutions:

- Keep the cat feeding area neat to avoid insects.
- Feed cats at a designated time during daylight hours.
- Only provide enough food to finish in one sitting. Remaining food should be taken in before twilight.

CATS ARE YOWLING, FIGHTING AND HAVING KITTENS.

Reason: Yowling and fighting are breeding behaviors. Cats that are not sterilized will breed frequently.

Easy Solution:

- Practice TNR! Spaying/neutering will reduce hormones causing these behaviors – male cats will stop competing and more kittens will not be born.



LIVING WITH COMMUNITY CATS

WORKING TOWARDS A DAY
WHEN THERE ARE TRULY
NO MORE HOMELESS PETS!



For more information please call
(321) 633-2024

www.BrevardSheriff.com

Shelter Disinfectant Quick Reference

Disinfectant	Accelerated Hydrogen Peroxide	Potassium Peroxymonosulfate	Quaternary Ammonium Compounds (Quats)	Calcium Hypochlorite	Regular Household Bleach* (Sodium Hypochlorite)
Effective against non-enveloped viruses?	Yes, dilute 1:32	Yes at 1%	Not according to independent published research	Yes	Yes, dilute 1:32 (1/2 cup per gallon)
Effective against ringworm following effective pre-cleaning?	Yes, dilute 1:16	Yes at 2%	Yes, if labeled fungicidal against <i>Trichophyton</i> spp.	Not according to independent published research	Yes, dilute 1:32 (1/2 cup per gallon)
Inactivated by organic material?	Minimal	Slightly; less inactivation than bleach or quats	Mildly inactivated	Yes	Yes
Requires cleaning as separate step?	Some detergent activity, but cleaning beforehand recommended for heavily soiled surfaces	Some detergent activity, but cleaning beforehand recommended for heavily soiled surfaces	Variable detergent activity, requires some cleaning beforehand	No detergent activity, always requires extensive cleaning beforehand	No detergent activity, always requires extensive cleaning beforehand
Stability when diluted	90 days	7 days	Varies	24 hours	24 hours
Recommended contact time	10 minutes for 1:32 dilution 5 minutes for 1:16 dilution	10 minutes	10 minutes	10 minutes	10 minutes
Rinse required?*	No	No	Yes	Yes	Yes

* Regular household bleach is most commonly 5.25%, however always check the concentration of the bleach product you are using and prepare dilutions accordingly; use our interactive [Bleach Dilution Calculator](#) for finding the proper bleach to water ratio for disinfecting.

** To remove any residual disinfectant, rinsing housing areas and food/water dishes is always recommended regardless of which product is used.

AGENDA ITEM 6.A

REQUEST

DISCUSS PROPOSED AMENDMENTS TO THE COUNCIL POLICY FOR THE DISPLAY OF FLAGS AT CITY FACILITIES AND PROVIDE DIRECTION TO STAFF

EXECUTIVE SUMMARY

On June 18, 2019, Council adopted a policy on the display of flags at City facilities, including ceremonial or commemorative flags (Flag Policy). Since the adoption of the Flag Policy various questions have been raised that may require amending the policy to ensure the policy is clear and consistent with Council's intent. This item requests that Council discuss proposed amendments to the Flag Policy and provide direction to staff. Based on Council's direction, staff will return with an updated policy for adoption by Council.

DISCUSSION

On June 18, 2019, Council adopted a policy on the display of flags at City facilities, including ceremonial and/or commemorative flags. (Attachment A) The Flag Policy memorialized the City's practice of displaying flags in accordance with the federal and state law and allowed the display of commemorative flags by Council request only. The policy further declared that the City's flagpoles are not intended to serve as a forum for free expression by the public.

Since the adoption of the Flag Policy various questions have been raised that may require amending the policy to ensure the policy is clear and consistent with Council's intent. The following are suggested changes to the policy based on comments from individual Councilmembers and staff's feedback:

- Commemorative or ceremonial flags shall be displayed concurrently with the City flag at second position (below the City flag).
- A request to display a commemorative or ceremonial flag must be supported by two Council members in order to be placed on a Council agenda. This would make the Flag Policy consistent with Council's policy on agenda items.
- Requests to display commemorative or ceremonial flags must be agenda items as a "Regular Item" on the Council's agenda.
- Commemorative or ceremonial flags will be displayed for 24 hours if displayed during the normal City work week. If the day of commemoration occurs on a weekend or holiday, the flag will be posted on the last working day prior to the weekend or holiday and removed on the next normal City workday. The 24-hour period may also be extended if specified in the approving resolution.
- Requests to display commemorative or ceremonial flags must be considered annually in February prior to budget preparation to allow for sufficient operational and budget planning.

FISCAL IMPACT

Costs associated with the purchase or storage of ceremonial or commemorative flags will be covered by the City Manager's budget. Costs for posting of the flags will be covered within the Public Works Department's operational budget.

STRATEGIC PLAN

This agenda item is a routine operational item that does not relate to the Council's Strategic Plans.

RECOMMENDATION

That Council discuss the proposed amendments to the flag policy and provide direction to staff.

Prepared by: Leticia Ramirez, Interim City Attorney

Reviewed by: Don Scholl, Public Works Director
Karin Schnaider, Finance Director
Midori Lichtwardt, Assistant City Manager

Approved by: Jenny Haruyama, City Manager

ATTACHMENT:

A- Policy for the Display of Flags at City Facilities

POLICY FOR THE DISPLAY OF FLAGS AT CITY FACILITIES
(Exhibit "A" to Resolution No. 2019-138)

SECTION 1: PURPOSE

The purpose of this policy is to establish clear guidelines regarding the display of the flags at City facilities.

SECTION 2: POLICY

2.1 Conformance with Federal and State Flag Regulations. Flags shall be displayed in accordance with federal and state regulations, including Title 4, Chapter 1 of the United States Code, and Sections 430 through 439 of the California Government Code.

2.2 The City Manager is authorized to order that the City flag be lowered to half-staff in honor of a City employee killed in the line of duty.

2.3 Ceremonial or Commemorative Flags.

2.3.1 Non-Public Forum. The City's flagpoles are not intended to be a forum for free expression by the public. Ceremonial or commemorative flags shall be displayed as an expression of the City's official sentiments and authorized by a resolution approved by a supermajority vote (four-fifths) of the City Council.

2.3.2. Commemorative flags shall only be displayed at City Hall and on the flagpole designated to display the City's flag.

2.3.3 Commemorative flags shall be displayed for a period of time authorized by resolution of the City Council.

2.3.4 The City will not display a commemorative or ceremonial flag based on a request from a third party, nor will the City use its flagpoles to sponsor the expression of a third party.

2.4 Implementation of Policy. The Public Works Director is responsible for ensuring the proper implementation of this Policy. The Public Works Director is further authorized to develop standard operating procedures consistent with this Policy.