

# NOTICE OF REGULAR MEETING

Pursuant to Section 54954.2 of the Government Code of the State of California, a Regular meeting of the **TRANSPORTATION ADVISORY COMMISSION** is hereby called for:

**Date/Time:** **Thursday, March 13, 2025, 7:00 p.m.**  
(or as soon thereafter as possible)

**Location:** **Tracy Transit Station, Room 103**  
**50 East 6th Street, Tracy**

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Commission on any item, before or during consideration of the item, however, no action shall be taken on any item not on the agenda.

## **MEETING AGENDA**

1. Call to Order
2. Roll Call
3. Items from the Audience – *In accordance with Council Meeting Protocols and Rules of Procedure, adopted by Resolution 2019-240, a five-minute maximum time limit per speaker will apply to all individuals speaking during “Items from the Audience/Public Comment”. For non-agendized items, Commissioners may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that the matter be placed on a future agenda or that staff provide additional information to the Commission.*
4. Approval of Minutes from the Regular Meeting on February 13, 2025.
5. New Business
  - a. Receive Presentation on the Safe Streets and Roads for All Grants Received by the City of Tracy
  - b. Recommend that the City Council Approve Proposed Changes to the Master Fee Schedule for Airport and Transit Station Fees
  - c. Review and Provide Updates on Commission Goals and Objectives for FY 2024/2025
6. Items from the Commission
7. Items from Staff
  - a. Airport Projects Update
  - b. Transit Ridership and Performance Update
  - c. Bikeways Update
8. Adjournment

## **POSTED: March 6, 2025**

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

Any materials distributed to the majority of the Transportation Advisory Commission regarding any item on this agenda will be made available for public inspection at City Hall located at 333 Civic Center Plaza, Tracy, during normal business hours.

FEBRUARY 13, 2025

1. **CALL TO ORDER:** Vice Chair Francis called the meeting to order at 7:00 p.m.

2. **ROLL CALL:**

- a. **Present:** Gary Cooper, Maurice Francis, Raj Dhillon, Ari Sarmento, Tim Silva.
- b. **Absent:**
- c. **Staff Present:** Paula Jessup, Airport Manager; Ed Lovell, Transit Manager; Brandi Reybol, Transit Coordinator; Jayne Pramod, Transit Coordinator.
- d. **Recorded By:** Jayne Pramod, Transit Coordinator

3. **ITEMS FROM THE AUDIENCE:** None

4. **APPROVAL OF REGULAR MEETING MINUTES OF DECEMBER 12, 2024**

- a) **Motion to Approve:** Commissioner Francis
- b) **Second:** Commissioner Sarmento
- c) **Abstain:** Commissioners Cooper and Dhillon
- d) **Vote:** Approved with majority vote

5. **NEW BUSINESS:**

a. **Review and Provide Input on the Annual Commission Report to City Council**

Staff informed the Commission regarding the upcoming Annual Commission Report to the City Council on March 18, 2025. The report consists of the TAC goals and accomplishments of the prior year, FY 23-24. Commissioners Francis and Dhillon agreed to present the report. Commission discussion and questions followed.

b. **Review and Provide Updates on Commission Goals and Objectives for FY 24/25:**

Staff provided information on the Earth Day event on April 26, 2025, and requested the Commission participate. The Commission provided input on the City events they attended, would like to continue participating, and asked that additional events be added to their outreach goal. The Commission requested PW Department Management to provide a status on the airport events. Staff and the Commission discussed topics for educational presentations. Commissioner Silva requested a presentation on engineering projects and the protected midblock crosswalk status.

6. **ITEMS FROM THE COMMISSION:**

Commissioner Francis: Referred to the budget questions he drafted for the Commission's review and asked the Commission to add it as an agenda item for discussion. Commissioner Silva supported Commissioner Francis's request.

Commissioner Silva: Requested an update on the Transit and Airport budgets. He commented on the Lowell and Lincoln Rd project, which has caused a drastic change and restricted traffic flow due to four lanes becoming two lanes. He requested that the City's Senior Engineer attend the TAC meeting to provide regular updates. He mentioned that an engineering staff must attend the TAC meeting to respond to concerns regarding roadway and other construction projects.

Commissioner Sarmento: Asked what percentage of the airport funding comes from Federal and State. Staff responded.

**7. ITEMS FROM STAFF:**

- a. Airport Projects Update:** Paula Jessup, Airport Manager, referred to the airport's ongoing projects and the New Jerusalem Airport projects that will commence in Spring. Awaiting funding in September from FTA for signage project and replacement of all the lights to LED. Commission comments followed.
- b. Transit Ridership and Performance Update:** Ed Lovell, Transit Manager, provided updates on transit projects, ridership, on-time performance, installation of e-paper signage, real-time information at bus stops, and the future maintenance facility site. He provided status on the RFPs for service operation contract and on-demand software. Commission comments followed
- c. Bikeways Update:** The City plans to purchase a striping machine to be used for striping bike lanes throughout the city.

**8. ADJOURNMENT TO NEXT REGULAR MEETING ON MARCH 13, 2025**

- a. Motion to Adjourn:** Commissioner Silva
- b. Second:** Commissioner Francis
- c. Vote:** Approved by unanimous vote
- d. Time:** 8:47 p.m.

The above agenda was posted at Tracy City Hall on February 11, 2025. The above are action minutes. A full recording of the meeting is available by contacting the City Clerk's Office.

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Ed Lovell, Staff Liaison

**CITY OF TRACY**  
**TRANSPORTATION ADVISORY COMMISSION MEETING**  
**March 13, 2025**

**AGENDA ITEM 5.a.**

**REQUEST**

**RECEIVE A PRESENTATION ON THE SAFE STREETS AND ROADS FOR ALL GRANTS RECEIVED BY THE CITY OF TRACY**

**DISCUSSION**

The City of Tracy (City) has been awarded the following two Safe Streets and Roads for All (SS4A) grants.

1. Grant amount of \$3,764,800 was awarded for the Citywide Systemic Safety Enhancements Project, CIP 73201 on December 14, 2023.

This project includes supplemental planning activities and safety improvements at 10 locations along roadway segments and intersections with high concentrations of collisions. Capital Improvement Project (CIP) 73201 was created on October 15, 2024, to accept the grant amount and appropriate the 20% local match for the Project in the amount of \$941,200.

The project includes three phases. The Base Phase includes environmental review, supplemental planning, and preliminary design. Phase 1 includes final design and right-of-way, and Phase 2 includes construction of the project. The SS4A grant will require several documents to be executed during its implementation, including a Grant Agreement with the United States Department of Transportation (DOT) and an amendment to the Agreement after each phase of the project is complete. City Staff is currently working on the execution of the Grant Agreement with the DOT and expect to start the project by June 2025. City Staff will have 60 months from the date of the award to complete the project, with the final completion deadline set for December 2028.

2. Grant amount of \$780,000 was awarded for the Comprehensive Safety Action Plan with embedded Safe Routes to School (SRTS) Master Plan on November 15, 2024.

The project will develop an action plan to strengthen City's approach to traffic safety and meet the needs of all communities including underserved communities, where the travel experience is significantly different. This project will also include engagement with each of City's schools to study gaps within the pedestrian and bicycle infrastructure and to develop programs and improvement plans to encourage more students to walk and bike to school. City staff attended a kick-off meeting with the DOT on December 16, 2024. This grant will require several documents to be executed during its implementation with the DOT, and staff is currently working on

the Grant Agreement. City Staff will have 60 months from the award date to complete the project.

**FISCAL IMPACT**

There is no fiscal impact as a result of this agenda item at this time.

**RECOMMENDATION**

That the Commission receive a presentation on the Safe Streets and Roads for All grants received by the City of Tracy.

**ATTACHMENTS**

Attachment A – Safe Streets and Roads for All Presentation



**S | S** Safe Streets and  
**4 | A** Safe Streets and Roads For All Roads For All  
Engineering Update

March 13, 2025

# Citywide Systemic Safety Enhancements Project

## Timeline of Key Events



# Citywide Systemic Safety Enhancements Project

**Grant Amount - \$3,764,800**

**Matching local funds - \$941,2000**

**Total - \$4,706,000**

**Planning and  
Engineering  
Design**

**\$1,630,000**

**Construction**

**\$3,076,000**

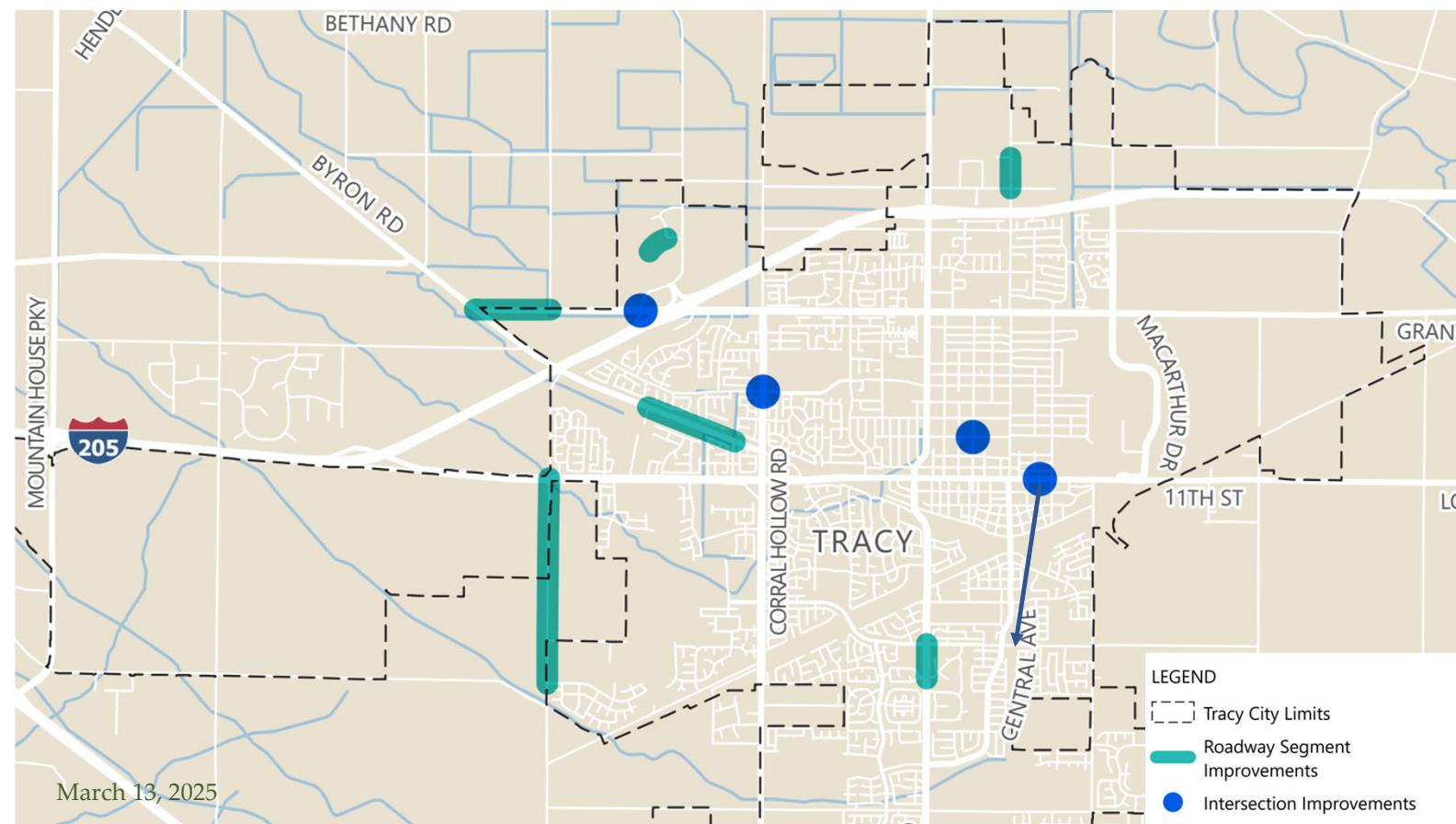
## Base Plan Activity

- Community Input / Public Outreach
- Public engagement on Equity, Engineering, Education, Enforcement, Encouragement, and Evaluation
- Citywide crosswalk study to analyze uncontrolled crosswalks in the City and identify improvements.
- Design concepts for the potential projects
- Draft and Final Plan

## Implementation - Design and Construction

1. Amaretto Drive and Schulte Road Intersection
2. Parker Avenue and Eaton Avenue Intersection
3. Holly Drive from Larch Road to Sloan Court
4. Pavilion Parkway from Robertson Drive to Auto Plaza Way
5. Naglee Road and Grant Line Road Intersection
6. Grant Line Road from Lammers Road to Byron Road
7. Byron Road from Berg Road to Belconte Drive
8. Lowell Avenue and Corral Hollow Road Intersection
9. Lammers Road from 11th Street to Redbridge Road
10. Tracy Boulevard from Schulte Road to Menay Drive

# Citywide Systemic Safety Enhancements Project



Improvements include:

- Variable speed feedback sign
- Pavement and striping improvements
- High visibility crosswalk
- LED stop signs
- Construct Median refuge islands
- Segment lighting
- Bike lanes with green paint
- Remove vegetation from clear recovery zone



# Comprehensive Safety Action Plan with embedded Safe Routes to School (SRTS) Master Plan

**Awarded - November 15, 2024**

**Grant Amount - \$780,000**  
**Matching local funds - \$195,000**

**Kick-off Meeting FHWA –  
December 16, 2024**

**Working on the Grant  
Agreement**

- Community Engagement / Public Outreach
- Literature review of Existing Planning Documents
- Crash Data Analysis
- Identification of Challenge Areas within City and at Schools
- Countermeasure Development
- Transportation Equity Review
- Draft and Final Comprehensive Safety Action Plan



March 13, 2025



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**CITY OF TRACY**  
**TRANSPORTATION ADVISORY COMMISSION MEETING**  
**March 13, 2025**

**AGENDA ITEM 5.b.**

**REQUEST**

**RECOMMEND THAT CITY COUNCIL APPROVE PROPOSED CHANGES TO THE  
MASTER FEE SCHEDULE FOR AIRPORT AND TRANSIT STATION FEES**

**DISCUSSION**

The City of Tracy (City) has a Master Fee Schedule (MFS) which is updated annually and approved by City Council. The updated fees go into effect July 1<sup>st</sup> of the year they are approved, unless another legal requirement dictates a different implementation time frame. All fees are typically increased by the average Consumer Price Index (CPI) increase from the previous year, unless another circumstance warrants a different increase. The proposed CPI increase to be applied to fees effective July 1, 2025 is 2.4%.

During the MFS update, new fees can also be added. In order to add a fee, there must be a justification for it to be implemented. Below are the proposed fee changes for the Tracy Municipal Airport and the Tracy Transit Station.

**Tracy Transit Station Proposed Fees (New)**

Electric Vehicle Charging Station Rates	Fee Type	Proposed Fee
Charging Station Session Fee	Per Session	\$ 1.00
Charging Station Energy Use Fee	Per kWh of energy used	\$ 0.41

The Tracy Transit Station has two charging station ports for electric vehicles (EVs). At the time of installation in 2014, the charging station was approved to be free to the public as a way to incentivize the use of EVs in the community, as well as to provide a benefit for those using the Transit Station. As EVs have become more common place, the charging station is now being used on a daily basis, with many drivers leaving their vehicles parked in the stalls long after their charging session has finished, preventing other drivers from being able to charge their vehicle. Most people who are using the charging station just drop their cars off and leave, returning at some point after their car has finished charging. The Transit Fund has been covering the cost of the electricity consumed by those using the charging station.

A review of electrical costs from April 2024 through December 2024 at the Tracy Transit Station show that the average cost per kilowatt hour (kWh) is \$0.41. Additionally, the City spends approximately \$1,370 annually to pay for network connectivity and maintenance plans to keep the station up and running.

In 2024, there were 199 unique users of the charging station, with 2,502 charging sessions, and a total of 65,865 kWh of electricity used. This is an average of just over 12 sessions per user, and electrical use of just over 26 kWh per session.

Staff recommends implementing fees to cover the cost of the use of the charging station. A fee of \$1 per session will be implemented to cover the cost of the annual connectivity and maintenance of the charging station. A fee of \$0.41 per kWh will be implemented to cover the cost of the electricity that is being used. With the implemented fees, the average cost per charging session would be \$11.66. It is anticipated that once fees are in place, there will be a decrease in use of the charging station.

### Tracy Municipal Airport Proposed Fees (Updated)

Airport Rental	Fee Type	Current Fee	Proposed Fee	Difference
New Jerusalem Rental Area	Per Day	\$ 1,440	\$ 1,475	\$ 35
Tracy Municipal Airport Rental Area	Per Day	\$ 1,440	\$ 1,475	\$ 35
<b>City Owned Airport Hangar Rental Rates</b>				
F-Series	Per Month	\$ 281	\$ 281	\$ -
3-Series	Per Month	\$ 342	\$ 342	\$ -
4-Series	Per Month	\$ 342	\$ 342	\$ -
G-Series	Per Month	\$ 354	\$ 354	\$ -
B-Series	Per Month	\$ 471	\$ 471	\$ -
Tie-Down	Per Month	\$ 20	\$ 50	\$ 30

After evaluating comparable airport rates for the year fiscal year 24/25, staff proposes the following:

- CPI increase should not be applied to the city-owned hangar rental rates for the fiscal year 25/26.
- The CPI increase programmed for the rental rate of New Jerusalem and Tracy airports are acceptable for the fiscal year 25/26.
- Add the monthly tie down rental rate to the Master Fee Schedule using an increased rate of \$50.00 per month.

Currently, the Tracy's airport hangar rates are higher than market average, but the tie down rental rate is well under the market average and needs to be increased. Rates will be reevaluated before the next fiscal year end to ensure that they are within reason of the market average.

### FISCAL IMPACT

There is no fiscal impact as a result of this agenda item at this time. Should the City Council decide to approve the MFS, additional revenues would be generated for both the Airport Fund and the Transit Fund, which would be used to offset any operational costs.

**RECOMMENDATION**

That the Commission recommend that the City Council approve the proposed changes to the Master Fee Schedule for Airport and Transit Station fees.

**CITY OF TRACY  
TRANSPORTATION ADVISORY COMMISSION MEETING  
MARCH 13, 2025**

**AGENDA ITEM 5.c.**

**REQUEST**

**REVIEW AND PROVIDE UPDATES ON COMMISSION GOALS AND OBJECTIVES  
FOR FY 2024/2025**

**DISCUSSION**

At the September 12, 2024, regular Transportation Advisory Commission (TAC) meeting, the commission held discussion on their goals for the current fiscal year 2024/2025.

Below are the commission recommended goals for FY 2024/2025 with recommended timelines.

**FY24/25 Transportation Commission Goals**

	GOAL	TIMELINE	SUB-COMMITTEE
OUTREACH	Public Outreach at Farmer's Market	Each month in conjunction with the City booth	Assignments made each commission meeting Next Dates: TBD – Spring 2025
	Public Outreach at Block Party Events	As scheduled in conjunction with the City booth	Assignments made each commission meeting Next Dates: Spring 2025
	Participate in City Sponsored Airport events (Halloween Event, Family Fun Day)	October 2024 June 2025	All <b>October Event - COMPLETE</b>
	Participate in Other Appropriate Community Events	2024/2025	All Tracy Earth Day Event – April 26, 2025  Tracy Connect Event – TBD
TRANSIT	Provide Input on Short Range Transit Plan	Fall 2024	All <b>COMPLETE</b>

<b>AIRPORT</b>	Provide Input on New Jerusalem Airport Master Plan	June 2025	All
<b>EDUCATION</b>	Receive presentations on areas related to the purpose of the commission (funding, bus contractor, SJCOG, bike safety, etc)	Ongoing	<p><b>Mar:</b></p> <ul style="list-style-type: none"> <li>- Active Transportation Grants Presentation</li> </ul> <p><b>Apr:</b></p> <ul style="list-style-type: none"> <li>- Valpico/Corral Hollow Intersection update</li> </ul> <p><b>May:</b></p> <ul style="list-style-type: none"> <li>- Budget Presentation</li> </ul>

In order to successfully complete each of these goals, the commissioners may form ad-hoc subcommittees as needed to address each of these items by the timeline specified. It is suggested that each committee be comprised of no more than 2 commissioners.

#### FISCAL IMPACT

There is no fiscal impact to the General Fund, Transportation Fund or Airport Fund for this item at this time.

#### RECOMMENDATION

That the Commission review and provides updates on the commission goals and objectives for FY 2024/2025.

**CITY OF TRACY  
TRANSPORTATION ADVISORY COMMISSION MEETING  
MARCH 13, 2025**

**AGENDA ITEM 7**

***Staff Items***

Annual Commission Items:

- Election of Chair/Vice-Chair (June)
- Commission Goals Update (June/July)
- Unmet Transit Needs (October/November)

**Airport Update**

***By Paula Jessup***

**Airport Improvement Items:**

<b>Project</b>	<b>Current Status</b>	<b>Next Steps</b>
Tracy Airport Master Plan	Final submittal to FAA on 12/4. Awaiting FAA approval.	Approval by City Council.
Airport Construction Projects <ul style="list-style-type: none"> <li>- T-hangar Taxilane Slurry Seal</li> <li>- Parking Lot Slurry Seal</li> <li>- Sink hole repair</li> </ul>	Awaiting final submittals from contractor.	Grant drawdown and closeout, est. April 1st.
New Jerusalem Airport Master Plan	Scope of work development with FAA for Wildlife Hazard Study and Feasibility Study.	Approve task order for Brandley Engineering to begin work.
Pavement Maintenance and Management Plan (PMMP)	Evaluation of core samples to establish pavement conditions.	Evaluation of pavement, and creation of final report.

**Transit Update**

***By Ed Lovell***

**Transit Projects Update:**

<b>Project</b>	<b>Current Status</b>	<b>Next Steps</b>
Short Range Transit Plan	Compiling Final Draft document for SJCOCG review.	Approval by City Council. Est. April 15, 2025
Intelligent Transportation Systems RFP	Bus installation complete.	Installation of e-paper signage at select bus stops. (Spring 2025)
Transit Maintenance and Storage Facility	Developing additional site analysis.	Site analysis presented to City Council (est. Spring 2025)
On-Demand Software Implementation	Finalizing Agreement with vendor	City Council Award of Agreement (est. Apr 15 <sup>th</sup> )

**TRACER Ridership:** A year-to-date comparison of current ridership compared to the same period in the previous year is shown below. Fixed-route ridership is up 10,010 riders compared to the year-to-date ridership in December FY 23/24, an increase of approximately 14%. Paratransit ridership is up 3,213 riders compared to the same time in January FY 23/24, an increase of approximately 29%. Overall, the Tracer system ridership has increased by 13,223 over the same period last year, an overall increase of approximately 16%.

**January Year-to-Date Ridership Comparison**

	FY 23/24	FY 24/25
<b>Fixed Route Ridership</b>		
Regular	6,622	9,782
Student <i>(Students Ride Free Promo effective FY20/21)</i>		
Senior	4,228	5,030
Disabled	712	956
Free (Personal Care Attendant, ACCESS Pass, under 6 y/o)	904	792
Promo Passengers	54,882	57,695
<i>Promo Regular</i>	14,182	9,406
<i>Promo Student</i>	33,254	43,333
<i>Promo Senior</i>	5,693	3,745
<i>Promo ADA</i>	1,063	853
<i>Promo Free</i>	690	358
Passengers w/tickets	4,408	7,418
Passengers w/transfers	524	617
<b>Total</b>	<b>72,280</b>	<b>82,290</b>
<b>Paratransit Ridership</b>		
Regular (Guest)	76	166
Senior	906	1,412
Disabled/Medicare	8,497	11,008
Free	1,484	1,590
<b>Total</b>	<b>10,963</b>	<b>14,176</b>
<b>All Systems Ridership</b>	<b>83,243</b>	<b>96,466</b>

**Fixed Route On-Time Performance FY24/25:**

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
A Route	93%	93%	92%	93%	91%	92%	95%					
B Route	94%	84%	82%	83%	85%	87%	86%					
C Route	85%	82%	87%	78%	81%	88%	87%					
D Route	73%	69%	68%	66%	91%	89%	87%					
E Route	95%	81%	79%	79%	86%	85%	78%					
F Route	99%	83%	72%	83%	74%	78%	78%					
G Route	96%	82%	93%	91%	91%	89%	73%					
H Route	83%	67%	71%	73%	95%	95%	91%					
Arbor Shuttle	91%	99%	89%	87%	74%	83%	92%					
ACE Shuttle	98%	89%	79%	83%	93%	94%	85%					
South Tracy	98%	99%	98%	67%	100%	99%	99%					
<b>OVERALL</b>	<b>91%</b>	<b>84%</b>	<b>83%</b>	<b>83%</b>	<b>87%</b>	<b>89%</b>	<b>89%</b>					