

NOTICE OF REGULAR MEETING

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

Date/Time: **Thursday, September 11, 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 June 12, 2025.
5. New Business
 - a. Discuss Goals, Objectives, and Topics for Discussion for FY 2025/2026
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: September 4, 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.

JUNE 12, 2025

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

2. **ROLL CALL:**

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

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

4. **APPROVAL OF REGULAR MEETING MINUTES OF MAY 8, 2025**

- a) **Motion to Approve:** Commissioner Cooper
- b) **Second:** Commissioner Francis
- c) **Abstain:** None
- d) **Vote:** Approved by unanimous vote

5. **NEW BUSINESS:**

a. **Receive Information on Access San Joaquin:**

Dorrae Moore, Access San Joaquin (ASJ) Program Manager, presented on the ASJ Programs and Services offered to low-mobility groups, such as seniors, veterans, and people with disabilities, to enhance the quality of transportation services. Commission questions and comments followed.

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

There were no new updates. Commissioner Silva acknowledged the Commission and City staff for their dedication and hard work, which contributed to a successful year.

c. **Election of Chair and Vice Chair:**

Commissioner Cooper's motion to nominate Commissioner Dhillon as Chair was seconded by Commissioner Silva and approved by the majority. Commissioner Cooper's motion to nominate Commissioner Silva as Vice Chair was seconded by Commissioner Dhillon and approved by the majority.

6. **ITEMS FROM THE COMMISSION:**

Commissioner Francis: Referred to the City's Volunteer requirement and asked for his Live Scan results. Staff provided updates from City Human Resources on the volunteer policy.

Commissioner Silva: Addressed his disappointment in the City's Volunteer Policy requirement for Commissioners to participate in City events when fulfilling Commission duties. He referred to items related to TAC's interest, which were discussed at the Planning Commission meeting that he attended. He emphasized the importance of TAC being informed about such projects. He reiterated his request for the Directors of PWs and the Engineering Services to provide regular updates on the various projects at the TAC meeting.

7. ITEMS FROM STAFF:

- a. Airport Projects Update:** Ed Lovell referred to the Airport Updates and informed the Commission to consult with Ms. Jessup, who was unable to attend the meeting.
- b. Transit Ridership and Performance Update:** Ed Lovell, Transit Manager, provided updates on the implementation of the first phase of route revisions, concerns on replacing shuttle service with TRACER Plus On-Demand service, and status on YTD ridership and OTP. Addressed follow-up questions from the Commission on the implementation of the Real Time route App
- c. Bikeways Update:** Order placed for the striping machine and in the process of training crew

Staff and Commission agreed on a legislative break for the regular meeting in July 2025

8. ADJOURNMENT TO NEXT REGULAR MEETING ON AUGUST 14, 2025

- a. Motion to Adjourn:** Commissioner Cooper
- b. Second:** Commissioner Dhillon
- c. Vote:** Approved by unanimous vote
- d. Time:** 8:02 p.m.

The above agenda was posted at Tracy City Hall on June 9, 2025. The above are action minutes. A full recording of the meeting is available by contacting the City Clerk's Office.

Ed Lovell, Staff Liaison

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
SEPTEMBER 11, 2025**

AGENDA ITEM 5.a.

REQUEST

DISCUSS GOALS, OBJECTIVES, AND TOPICS FOR DISCUSSION FOR FY 2025/26

DISCUSSION

The Transportation Advisory Commission creates goals and objectives that they would like to work on each year that coincide with the City's fiscal year of July 1 through June 30. As we are at the transition between fiscal years, it is time for the commission to discuss what items they would like to work on for the coming year in regards to their goals, objectives, and topics for discussion.

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

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

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

In preparation for the discussion on new goals, objectives, and topics for discussion for FY 2025/26, staff is asking the commission to review the purpose, roles and responsibilities of the TAC (listed below) and come prepared to share ideas and discuss future goals for the commission.

FISCAL IMPACT

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

RECOMENDATION

That the Commission discuss goals, objectives, and topics for discussion for FY 2025/26.

ATTACHMENT

Attachment A – Purpose, Roles and Responsibilities of the TAC

ATTACHMENT A

PURPOSE, ROLES AND RESPONSIBILITIES OF THE TRANSPORTATION ADVISORY COMMISSION

A. PURPOSE

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

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

B. ROLE AND RESPONSIBILITIES

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

**CITY OF TRACY
TRANSPORTATION ADVISORY COMMISSION MEETING
SEPTEMBER 11, 2025**

AGENDA ITEM 7

Staff Items

Annual Commission Items:

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

Airport Update

By Paula Jessup

Airport Improvement Items:

Project	Current Status	Next Steps
Tracy Airport Master Plan	Conditional approval received from FAA.	Approval by City Council (est. Sep/Oct 2025)
Airport Construction Projects <ul style="list-style-type: none"> - T-hangar Taxilane Slurry Seal - Parking Lot Slurry Seal - Sink hole repair 	Project acceptance by City Council on May 6.	Grant drawdown and closeout (est. Sep 2025)
New Jerusalem Airport Master Plan	On hold.	
Pavement Maintenance and Management Plan (PMMP)	Evaluation of core samples complete. Waiting for testing of existing pavement. (est. Summer 2025)	Creation of final report and submittal to FAA.
Airfield Guidance Signs	Application submitted to FAA on 4/23.	Approval and Grant Award from FAA. (est. Sep. 2025)
Tracy Airport Back-up Generator Design	Grant submitted. Council approved acceptance of funds, pending funding notice from FAA.	Finalize grant award pending funding notice.
Tracy Airport Sweeper Purchase	Pre-application submitted to FAA.	On hold.

Transit Update

By Ed Lovell

Transit Projects Update:

Project	Current Status	Next Steps
Short-Range Transit Plan	Implementation of first phase.	Monitor changes and coordinate implementation of second phase.

Intelligent Transportation Systems RFP	E-paper signage installed at select bus stops.	Monitor performance of new system.
Transit Maintenance and Storage Facility	Developing additional site analysis.	Site analysis presented to City Council (est. Late Fall 2025)
On-Demand Software Implementation	Working with vendor to setup and implement new software.	Release software for public use (est. Fall 2025)

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 15 riders compared to the year-to-date ridership in July FY 24/25, an increase of approximately .2%. Paratransit ridership is up 141 riders compared to the same time in July FY 24/25, an increase of approximately 8%. TracerPlus ridership is up 266 riders compared to the same time in July FY23/24, an increase of approximately 26%. Overall, the Tracer system ridership has increased by 422 riders over the same period last year, an overall increase of approximately 4.2%.

July Year-to-Date Ridership Comparison

	FY 24/25	FY 25/26
Fixed Route Ridership		
Regular	870	1,833
Student <i>(Students Ride Free Promo effective FY20/21)</i>		
Senior	482	965
Disabled	84	200
Free (Personal Care Attendant, ACCESS Pass, under 6 y/o)	144	250
Promo Passengers	15 Cooling Days	5,339
<i>Promo Regular</i>	2,200	267
<i>Promo Student</i>	1,960	2,457
<i>Promo Senior</i>	836	95
<i>Promo ADA</i>	236	33
<i>Promo Free</i>	107	33
Passengers w/tickets	596	948
Passengers w/transfers	52	123
Total	7,189	7,204
Paratransit Ridership		
Regular (Guest)	17	30
Senior	189	198
Disabled/Medicare	1,529	1,623
Free	112	137
Total	1,847	1,988
TracerPlus Ridership		
Total Ridership	1,007	1,273
All Systems Ridership	10,043	10,465

Fixed Route On-Time Performance FY25/26: