

Committee for Transit Accessibility

Wednesday, May 13, 2009

MINUTES

NOTE: MEMBERS MAY TAKE ACTION ON ANY ITEM ON THIS AGENDA.

CALL TO ORDER

The Regular Meeting of the Committee for Transit Accessibility (CTA) was called to order at 1:04 p.m. by Chairperson Morrow in Building A, Auditorium, Valley Transportation Authority (VTA), 3331 North First Street, San Jose, California.

1. ROLL CALL

Attendee Name	Title	Status
Lori Arnberg	Member	Absent
Emma Eljas	Member	Present
Christina Fernandez	Staff Aide to Ex-Officio Board Liaison Reed	Present
Linda Gallo	Member	Absent
Sandra Gouveia	Second Vice Chairperson	Present
David Grant	Member	Present
Katie Heatley	Ex-Officio Member	Present
Troy Hernandez	Member	Absent
Marjorie Jensen	Member	Absent
David Julian	First Vice Chairperson	Absent
Connie Langford	Member	Present
Martin Lasich	Member	Present
Laura Michels	Member	Present
Mike Montague	Member	Present
Aaron Morrow	Chairperson	Present
Shawna Nourzaie	Member	Absent
Larry Saltman	Member	Present
Dilip Shah	Member	Present
Thomas Slack	Member	Absent
Barbara Stahl	Member	Present
William Zhu	Member	Present

2. INTRODUCTION OF AUDIENCE MEMBERS

Ali Hudda, Deputy Director of Accounting; Joe Smith, Chief Financial Officer; Carol Lawson, Fiscal Resources Manager; Michael Hursh, Operations Deputy Director; Jolene Bradford, Paratransit; Sandra Weymouth, Policy and Administration Manager; David Ledwitz, Management Analyst; Jim McCutchen, Budget Administration Manager; Andrew Ittigson, Transportation Planner; Kevin Connolly, Transportation Planning Manager; Jennie Loft, Public Information Officer; Camille Williams, Accessible Services Program Manager; Dan Smith, Chief Operating Officer; and Walter Schinkle, South County Advocate.

3. PUBLIC PRESENTATIONS

Walter Schinkle, Interested Citizen, expressed appreciation to OUTREACH Paratransit for their outstanding service provided to the South County. Mr. Schinkle expressed concern regarding safety issues related to bus aisle space and the bike racks. Mr. Schinkle inquired on the status of his application to the Committee for Transit Accessibility (CTA). Chairperson Morrow requested staff speak to Mr. Schinkle after the meeting regarding the issues.

Member Fernandez, Staff Aide to Ex-Officio Board Liaison Reed, arrived at the meeting at 1:05 p.m.

Connie Langford, Interested Citizen, spoke on behalf of Dilip Shah, Interested Citizen, and stressed the importance to provide an actual bus demonstration of the proposed wheelchair restraint system for the new buses to the Committee Members.

4. Minutes of April 8, 2009

Member Eljas referenced the April 8, 2009 CTA Regular Meeting Minutes Roll Call, noting the correction of the CTA Second Vice Chairperson.

M/S/C (Gouveia/Stahl) on a vote of 11 Ayes, 0 Noes, and 1 Abstention to approve the Minutes of April 8, 2009, as amended. Member Michels abstained.

5. Chief Operating Officer's Report

Dan Smith, Chief Operating Officer, indicated the Chief Operating Officer's Report was contained in the CTA Agenda packet. Mr. Smith reported the Metropolitan Transportation Commission (MTC) will hold a regional disaster preparedness exercise in 2010. VTA will conduct a disaster preparedness table top and exercise later this year where the disability community will be invited to participate in the exercise.

Agency representatives will receive training in the event of a disaster and individuals with disabilities will participate in the actual exercise. Mr. Smith stated exercise details are preliminary, noting information will be forwarded to the Committee Members as it develops.

Mr. Smith reported CTA will receive quarterly legislative reports from Kurt Evans, Government Affairs Manager, beginning July 2009. VTA's legislative reports are included in the Administration and Finance (A&F) Committee agenda packet and are available on VTA's website.

Mr. Smith reported the DASH Shuttle averaged 932 passengers per day, noting a 1 percent decrease in service compared to March 2008. River Oaks Shuttle averaged 101 passengers per day with a 12 percent increase compared to March 2008. Fiscal Year to date, DASH averaged 1,037 passengers per day, which is a 23 percent increase compared to the same period in FY 2008. River Oaks Shuttle averaged 96 passengers per day, which is a 27 percent increase compared to the same period in FY 2008.

Mr. Smith reported Highway 17 Express for the 17th consecutive month established a new record for average weekday ridership for the month.

NOTE: M/S/C MEANS MOTION SECONDED AND CARRIED AND, UNLESS OTHERWISE INDICATED, THE MOTION PASSED UNANIMOUSLY.

Highway 17 Express service averaged 955 passengers per weekday with an 8 percent increase compared to March 2008. Highway 17 Express service averaged 590 passengers per Saturday with a 25 percent increase and 649 passengers per Sunday with an 18 percent increase compared to March 2008.

Mr. Smith reported Dumbarton Express averaged 1,067 passengers per day, which is a 23 percent increase compared to March 2008. Fiscal Year to date, Dumbarton Express averaged 1,019 passengers per day with a 25 percent increase compared to the same period in FY 2008.

Mr. Smith announced the Travel Training item has been rescheduled from the June 10, 2009 CTA Meeting to the July 8, 2009. Staff will provide an in depth presentation for the Committee Members.

Ex-Officio Member Heatley noted the deadline submittal date for the Federal Transit Administration (FTA) Section 5310 Program project application is May 20, 2009.

On order of Chairperson Morrow and there being no objection, the Committee received the Chief Operating Officer's Report.

BUSINESS REFERRED TO COMMITTEE BY THE BOARD OF DIRECTORS/GENERAL MANAGER

6. Board of Directors Report

Christina Fernandez, Staff Aide to Ex-Officio Board Liaison Reed, reported at the May 7, 2009 Board of Directors Regular Meeting, the Board approved endorsement of the Regional High Occupancy Toll (HOT) Network legislative framework for Assembly Bill (AB) 744 (Torrico) proposed by the Metropolitan Transportation Commission (MTC).

Ms. Fernandez continued the bills framework outlines roles and responsibilities of the various parties, establishes a governance structure and decision-making process, and parameters for revenue distribution.

On order of Chairperson Morrow and there being no objection, the Committee received the Board of Directors Report.

7. Bus Procurement Information

Michael Hursh, Operations Deputy Director, reported VTA is in the process of issuing a Request for Proposal (RFP) to purchase new low floor, 40 foot transit buses to replace some of the older model high floor bus vehicles that were purchased in 1997 and 1998. VTA will purchase between 50 to 105 new buses through a combination of Federal Stimulus funding and local funding. VTA has received approximately \$48 million in recovery funding and will continue to apply for additional Federal Stimulus funding.

Mr. Hursh stated the useful life of the large transit buses is about 12 years; therefore, VTA purchases buses periodically to ensure that all buses do not need to be replaced at one time.

The bus manufacturer is unknown at this time; however, VTA is considering the following factors in the decision process: bus features, price, economic strength of the manufacturer and ability to meet "Buy America" and other federal requirements.

The new buses will be powered by diesel electric hybrid technology similar to the Prius hybrid automobiles. VTA has specified the bus manufacturer must comply with all applicable Federal, State, and local regulations and with all Americans with Disabilities Act Accessibility Guidelines (ADAAG), Board guidelines and California Title 13 standards.

Mr. Hursh stated staff will provide status updates to the Committee Members, noting the Committee will be provided with the opportunity to inspect and comment on the new bus prototype once it is available.

Member Grant noted his concern regarding safety issues related to the lithium batteries that will be used on the hybrid bus vehicle.

On order of Chairperson Morrow and there being no objection, the Committee received the Bus Procurement Information.

8. Light Rail System Analysis Project Update

Kevin Connolly, Transportation Planning Manager, reported on the initial findings on the Light Rail System Analysis, which will provide a comprehensive evaluation of the infrastructure and operational flexibility of the existing light rail system.

The project began in September 2008 and is in Phase 2 of the Comprehensive Operations Analysis (COA). The project is focused on making VTA's LRT system as effective and as efficient to attract additional riders and meet VTA's customer needs. The project consists of three inter-related components, such as market analysis, operations analysis, and capital needs.

Mr. Connolly provided a brief overview on the LRT Project, highlighting: the LRT Project Background; Project Schedule; Comprehensive Operations Analysis (COA) VTA Board Policy; Service Design Guideline Criteria; VTA Light Rail System Overview; Light Rail System Capital and Operations Constraints; Peer Comparison; Ridership Growth; Market Analysis; Existing Travel Patterns; Market Opportunities; Potential Solutions; Draft Scenario; and the LRT Project Next Steps.

Member Stahl stressed the importance to focus and target the youth and student market areas as part of the project evaluation.

Mr. Connolly stated one of the primary purposes of the project is to identify constraints on the current LRT system from operations and the physical infrastructure of the system. These constraints may limit VTA's ability to operate the current system as efficiently as possible, to offer competitive service, and increase market share in key markets. Preliminary findings identify the primary constraint to the current service is the slow operating speeds at various segments in the network, noting other constraints relate to the system's efficiency and flexibility.

The preliminary data from the growth forecast reflects the largest contributor to ridership growth in year 2035 is anticipated population and employment increases, noting the second component is ridership related to the introduction of BART service to Santa Clara County.

Mr. Connolly stated staff will provide detailed status updates to the Committee as information becomes available.

Chairperson Morrow expressed appreciation and thanked staff for the presentation.

On order of Chairperson Morrow and there being no objection, the Committee received the Light Rail System Analysis Project Update.

9. Draft Recommended Fiscal Years 2010 and 2011 Biennial Budget Review

Joe Smith, Chief Financial Officer, and Carol Lawson, Fiscal Resources Manager, reported VTA's Draft Recommended Budget was developed during economic challenges, such as declining sales tax revenues and the elimination of State Transit Assistance (STA) funding for transit operations.

VTA will have a projected cumulative decrease in revenues in the amount of \$33.88 million in FY 2009, \$58.16 million in FY 2010, and \$65.32 million in FY 2011. Mr. Smith commented on the following strategies to offset revenue reductions and minimize VTA's projected deficit: preserve service; preserve jobs; maintain infrastructure; advance Capital Programs, such as 2000 Measure A Program; and utilization of a balanced approach to include use of operating reserves as new revenues and reduce operating expenditures.

Mr. Smith reported VTA's major assumptions to address operating expenses are to maintain current vacancy rates, fill only the positions deemed critical to maintain; negotiate wage freeze and work furloughs; budget diesel fuel at \$2.00 per gallon for both fiscal years; implementation of various non labor saving measures; Paratransit service modifications and cost efficiencies; and no increases in VTA's share from FY 2009 Caltrain Contribution and Altamont Commuter Express (ACE) Contribution.

Mr. Smith commented on VTA's operating assumption risks, such as additional decreases in projected sales tax receipts; increases to pension contribution; additional increases in projected healthcare premiums; and the volatility of diesel fuel prices.

VTA's major assumption to address operating revenues is to increase fares for Fixed Route and Paratransit as of July 1, 2010 and Eco Pass as of January 1, 2010. VTA's Adult, Youth, and Senior/Disabled Single Ride as well as Community Bus fares will increase by \$0.25 and Eco Pass will increase by 20 percent.

VTA's anticipates receiving projected revenues for FY 2010 and 2011 from the following sources: 42 percent from the 1976 Half Cent Sales Tax; 20 percent from Transportation Development Act (TDA); 8 percent from the 2000 Measure A Sales Tax Operating Assistance; 13 percent from Federal Operating Grants; 6 percent from other revenue sources; and 11 percent from passenger fares.

Paratransit indirect cost allocation is utilized to pay for administrative costs, such as Fiscal Resources, Legal Counsel, Administrative Services, External Affairs, General Managers Office and other departments.

Mr. Smith reported VTA's Transit Capital Program Budget consists of the following program activities: Purchase of revenue vehicles and equipment; improvements to operating facilities and equipment; replacement of non-revenue vehicles; replacement and rehabilitation of rail, traction power substations, and Overhead Catenary Systems (OCS); improvements to passenger facilities; improvements to Information Systems and Technology, and other miscellaneous projects.

Mr. Smith stated staff is in the process of augmenting existing budgets to reflect two year spending plan, de-obligating previous appropriations if they are not included in the two

year spending plan, advance projects to next decision point, and utilize cash on hand and anticipated receipts with no additional debt incurred.

Mr. Smith commented on VTA's Recommended Budget, which consists of VTA's Transit Enterprise Operating budget; VTA's Transit Enterprise Capital budget; 2000 Measure A Transit Improvement Program for non-projects; 2000 Measure A Transit Improvement Program for capital projects; Congestion Management Program Operating budget; and Valley Transportation Plan (VTP) Highway Project Program Capital budget.

VTA's Capital Program Activity for the 2000 Measure A Program are the Bus Rapid Transit (BRT) Projects and Highway 17 Bus Service; Light Rail system improvements; Commuter Rail Projects; Freight Rail Relocation (FRR) Project; Silicon Valley Rapid Transit (SVRT) Project; Swap projects; and other projects.

Mr. Smith stated staff has presented VTA's Recommended Budget at six community meetings held at various locations in May 2009 and presented the information to VTA's Advisory Committees in May 2009. VTA's final Recommended Budget will be presented for consideration at the June 4, 2009 Board of Directors Regular Meeting.

Jim Unites, Deputy Director, Operations and Staff Liaison, reported VTA worked in conjunction with Outreach Paratransit to develop a set of proposals regarding revisions to Paratransit service, which will be effective January 1, 2010. The proposals are to align paratransit services with fixed route bus and rail services. Paratransit fares are proposed to increase proportionally with all other VTA fares. Mr. Unites noted individuals were willing to pay the additional charges for premium services, which will be standardized at a rate of \$16.00 effective January 1, 2010.

Mr. Unites indicated that most paratransit customers utilize standard prescheduled rides and will not be adversely impacted. Letters were sent to all 15,000 paratransit customers regarding the proposed changes. Staff conducted six public meetings and the proposed changes were available on VTA's website. Revised proposals were developed based on community input obtained from the community meetings.

Mr. Unites commented on the revised Paratransit Service Change Proposals to Same Day Service; Subscription Service; Open Returns, such as Will Call Rides; Second Vehicle Service; Service Area Surcharge; Extended Service Hours and Area; and Advanced Trip Scheduling. Mr. Unites reported in accordance with the Americans with Disabilities Act (ADA) requirements, paratransit service needs to operate the same hours and area as VTA's bus and light rail services. VTA's proposal is to provide standard paratransit trips only during the same hours of the day and days per week that bus and light rail service are operating on the routes.

Member Eljas queried about the comments received from South County individuals regarding the paratransit service changes. Mr. Unites responded the revised proposals are based on some of the comments received at the community meetings.

Ex-Officio Member Heatley stated OUTREACH Paratransit reviewed all 87 clients located in the South County, noting that OUTREACH was able to accommodate the individuals within the Paratransit Program or by moving them into the OUTREACH Senior Transportation Programs.

Member Eljas referenced the Paratransit Budget indirect cost allocation and requested information on the costs. Mr. Smith responded the indirect costs are the shared costs

incurred by VTA, which are necessary to the overall operation of the organization. VTA develops an Indirect Cost Allocation Plan (ICAP) to allocate indirect costs, such as legal and administrative services to its projects and direct services.

Ex-Officio Member Heatley referenced the current economical and financial challenges, noting OUTREACH Paratransit Services need to ensure sufficient resources were available to meet the day to day and growth operations. Ex-Officio Member Heatley stated the proposed budget is good and allows for a three percent growth.

Member Grant queried about the number of individuals who would be impacted by the decrease in weekend transit service. Ex-Officio Member Heatley responded OUTREACH Paratransit reviewed client information, noting no individuals requested service outside of the travel time.

Ex-Officio Member Heatley stated that even clients who attend morning Sunday church services will not be impacted by the proposed service changes, noting individuals are willing to pay the additional charges for premium services.

Member Grant expressed concern that VTA pays both the employee and employer pension contribution. Member Grant stressed the importance to address the financial challenges with a shared sacrifice from both the community and VTA employees. Member Grant noted the importance to forward the pension contribution information to the Board of Directors for review and consideration.

Dan Smith, Chief Operating Officer, expressed his appreciation and thanked OUTREACH Paratransit for their diligent work related to the revised Paratransit Service Change Proposals.

Chairperson Morrow queried about the cost efficiency of the Eco Pass Program and stressed the importance to closely examine and monitor the program. Joe Smith, Chief Financial Officer, responded the Eco Pass Program is under price, noting the challenge is the inability to track the usage of the individual and employer.

Member Fernandez, Staff Aide to Ex-Officio Board Liaison Reed, left the meeting at 2:50 p.m.

Chairperson Morrow requested staff provide detail information on the Paratransit Budget indirect cost allocation. Chairperson Morrow stressed the importance for the community to understand and delineate the indirect costs in the budget.

Chairperson Morrow expressed his appreciation and thanked staff and OUTREACH Paratransit Services for their diligent work and collaboration to address the financial constraints and challenges.

Chairperson Morrow queried if the General Manager has taken a pay cut. Carol Lawson, Fiscal Resources Manager, responded “yes”, noting the twelve work furlough days is equivalent to a five percent pay cut.

On order of Chairperson Morrow and there being no objection, the Committee received the Draft Recommended Fiscal Years 2010 and 2011 Biennial Budget Review.

10. Committee for Transit Accessibility (CTA) Advisory Committee Enhancement (ACE) Subcommittee Report

On order of Chairperson Morrow and there being no objection, the Committee deferred the report from the Committee for Transit Accessibility (CTA) Advisory Committee Enhancement (ACE) Subcommittee Report.

11. Advisory Committee Enhancement (ACE) Update: May

On order of Chairperson Morrow and there being no objection, the Committee deferred the May Advisory Committee Enhancement Update.

12. Motion Tracking Information Update

On order of Chairperson Morrow and there being no objection, the Committee deferred the Motion Tracking Information Update.

13. Committee Work Plan

Chairperson Morrow noted his schedule conflicts with the June 10, 2009 CTA Meeting and requested the Mobility Option item be rescheduled to the July 8, 2009 CTA Meeting.

On order of Chairperson Morrow and there being no objection, the Committee Work Plan was reviewed.

REPORTS

14. City of San Jose Disability Advisory Commission (DAC) Report

On Order of Chairperson Morrow and there being no objection, the Committee deferred the City of San Jose Disability Advisory Commission (DAC) Report.

15. Committee Staff Report

There was no Committee Staff Report.

16. Chairperson's Report

There was no Chairperson's Report.

OTHER

17. Announcements

There were no Announcements.

18. ADJOURNMENT

On order of Chairperson Morrow and there being no objection, the meeting was adjourned at 2:55 p.m.

Respectfully submitted,

Michelle M. Garza, Board Assistant
VTA Board of Directors