

Date: September 27, 2006Committee Meeting Date: October 12, 2006Board Meeting Date: N/A**BOARD MEMORANDUM**ACTION  DISCUSSION  INFO 

**TO:** Policy Advisory Committee  
 Santa Clara Valley Transportation Authority  
 Board of Directors

**THROUGH:** Michael T. Burns  
 General Manager

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**FROM:** Carolyn M. Gonot  
 Chief Development Officer

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**SUBJECT:** Draft Transit Sustainability Policy Evaluation & Recommendation Process

**FOR INFORMATION**

This memorandum provides an overview of the draft Transit Sustainability Policy (TSP) evaluation process. In September, the Committee was presented with the Core Principles for the TSP and Comprehensive Operations Analysis (COA), and in November, the committees will receive information about the Service Design Guidelines (SDG). Together, these three components will form the TSP framework.

Under the TSP framework, consideration of all new services will undergo a comprehensive analysis and planning process. The TSP will provide VTA with a process and guidelines that can be applied uniformly in any location throughout the County for planning, designing, implementing, and operating transit services. The proposed three-step process involves several stages and activities for evaluating new services and the restructuring of existing VTA services and facilities as follows:

1. Project or Study Area Definition
2. Ridership & Operations Analysis (Application of Service Design Guidelines)
3. Implementation Recommendations

The result of this process may be recommendations to modify the potential service, phase service to match the predicted growth in potential ridership, develop collaborative ridership improvement plans to ensure that the demand for transit service is paired with capital and operating investments, to defer implementation or to drop the proposal from further consideration.

Staff will provide a presentation at the October Advisory Committee that will provide more detail about the process.

Prepared by: Chris Augenstein, Transportation Planning Manager