

# **POLICY ADVISORY COMMITTEE**

Thursday, August 9, 2007

## **MINUTES**

### **1. CALL TO ORDER**

The Regular Meeting of the Policy Advisory Committee (PAC) was called to order at 4:06 p.m. by Chairperson Moylan in Conference Room B-104, Valley Transportation Authority (VTA), 3331 North First Street, San Jose, California.

### **ROLL CALL**

#### **Members Present**

David Casas  
Jose Esteves (Alternate)  
Steve Glickman  
Aileen Kao (Alternate)  
Yoriko Kishimoto  
Marby Lee  
Evan Low  
Pete McHugh  
Jamie McLeod (Alternate)  
Christopher Moylan, Chairperson  
Pierluigi Oliverio  
Kris Wang, Vice Chairperson  
Curtis Wright

#### **Representative Cities**

Los Altos  
Milpitas  
Los Gatos  
Saratoga  
Palo Alto  
Morgan Hill  
Campbell  
Santa Clara County Board of Supervisors  
Santa Clara  
Sunnyvale  
San Jose  
Cupertino  
Monte Sereno

#### **Members Absent**

Margaret Abe-Koga  
Dominic Caserta  
Kathleen King  
Al Pinheiro  
Vacant

#### **Representative Cities**

Mountain View  
Santa Clara  
Saratoga  
Gilroy  
Los Altos Hills

**A quorum was present.**

2. **Orders of the Day**

Chairperson Moylan stated that staff has recommended deferring Agenda Item #12., Review and recommend that the VTA Board of Directors approve the FY 07/08 Local Streets & County Roads (LS & CR) Program.

3. **Public Presentations**

There were no Public Presentations.

4. **Committee Staff Report**

There was no Committee Staff Report.

- **Quarterly Report from the General Manager**

Michael T. Burns, General Manager, provided a report noting the following: 1) VTA's participation in community events including the San Jose Grand Prix and the Morgan Hill Independence Day celebration; 2) Commencement of Community Bus service for the communities of Morgan Hill and Gilroy during July; 3) VTA Board of Directors approved the Biennial Budget for Fiscal Years 2008 and 2009 and indicated fare reductions for senior, disabled and youth fares noted in the Budget would be implemented September 1, 2007; 4) Route 87 North construction project has been completed and the ribbon cutting celebration is scheduled for August 15, 2007; 5) VTA overall ridership has increased by 7 percent in comparison to FY 2006; 6) Agreement between the County of Santa Clara and VTA that the latter will manage the remaining 1996 Measure B projects that include: San Martin Parking and Road Improvements, Palo Alto Improvements, and the California Avenue Station updates; 7) Negotiations are ongoing with the owners of the Mitchell properties in Downtown San Jose; 8) Finalization of transactions with BART for the purchase of a VTA property that was acquired as part of the right-of-way for the BART Extension project. The transaction yielded \$20 million utilized to purchase the right of way will be returned into the Measure A Program; 9) Update of study that establishes the nexus between safety with Caltrain operations; 10) The Comprehensive Operations Analysis (COA) is scheduled for approval by the Board of Directors at its August 30, 2007 Regular Meeting and if approved implementation will commence in January 2009; and 11) Noted that the reorganization's focus centers on VTA's core business, VTA is in stable financial condition with improved controls, cash management system, and has reduced debt by \$54 million with accelerated reimbursements.

Member Glickman stated that High Speed Rail is a convenient and preferable travel mode in Europe. He inquired about regional High Speed Rail plans. Mr. Burns stated that MTC is conducting the Regional High Speed Rail Study and a public hearing is scheduled for August 24, 2007. Mr. Burns commented that an area of discussion and interest would focus on route priority for the region.

Member Casas requested staff to provide a head count breakdown by function through organizational charts down to first line management. Mr. Burns stated staff would provide that information to the PAC.

Member Kishimoto requested staff agendaize the Implementation of the VTA Dynamic Passenger Information Project-Real-Time Passenger Information for a future meeting.

Alternate Member McLeod requested staff provide tracking data regarding Paratransit trip requests.

Chairperson Moylan thanked Mr. Burns for visiting the PAC and providing his report.

**5. Chairperson's Report**

Chairperson Moylan announced for the September PAC meeting the Town of Los Gatos would provide their city transportation presentation followed by the City of Campbell in October.

Chairperson Moylan provided an update regarding the PAC bylaws.

**6. City Grouping Report.**

Scott Haywood, Policy & Community Relations Manager, commented that the Milpitas, Morgan Hill – Gilroy (MGM) City grouping met and discussed current agenda items that would be heard at the August 2, 2007 Regular Meeting of the Board of Directors.

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

**CONSENT**

**7. Minutes of May 10, 2007**

**M/S/C (McHugh/Kishimoto)** on a vote of 12 Ayes to 0 Noes to 1 Abstention to approve the Minutes of May 10, 2007 as amended. Alternate Member McLeod abstained.

**8. (Removed from the Consent Agenda and placed on the Regular Agenda)**

Proactive CMP Reviewed and Approved Projects Quarterly Status Report April 2007 through June 2007

**9. Programmed Projects Quarterly Monitoring Report Summary**

**On order of Chairperson Moylan**, there being no objection, the Committee reviewed the Programmed Projects Quarterly Monitoring Report Summary.

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

**10. (Removed from the Consent Agenda and placed on the Regular Agenda)**

Review the FYTD 2007 Third Quarter Transit Operations Performance Report (July 1, 2006 – March 31, 2007).

**The Agenda was taken out of Order.**

**REGULAR**

**8. Proactive CMP Reviewed and Approved Projects Quarterly Status Report April 2007 through June 2007**

Member McHugh requested clarification regarding the Milmont Drive item on Page 2 of 17 and the Berryessa General Plan Amendment on Page 10 of 17 in regards to the conflict with the SVRTC-BART Extension project.

**On order of Chairperson Moylan**, there being no objection, the Committee reviewed the Proactive CMP Reviewed and Approved Projects Quarterly Status Report April 2007 through June 2007.

**10. Review the FYTD 2007 Third Quarter Transit Operations Performance Report (July 1, 2006 – March 31, 2007).**

**On order of Chairperson Moylan**, there being no objection, the Committee reviewed the FYTD 2007 Third Quarter Transit Operations Performance Report (July 1, 2006 – March 31, 2007).

**11. Community Design & Transportation Program Capital Grants**

Marcella Rensi, Manager, Programming and Grants, gave a brief overview and update of the Community Design & Transportation Program Capital Grants highlighting: She stated that VTA sent out an initial Capital call-for-projects on July 18, 2006, and the VTA Board programmed \$5,843,440 for five projects on December 14, 2006. The remaining funds were held pending revision and clarification of the evaluation criteria and project selection process.

Ms. Rensi stated that at the February 1, 2007 meeting the VTA Board of Directors approved the revised evaluation criteria and procedure clarification for selecting projects. VTA sent out a Call for Projects for the remaining \$2,900,000 on February 12, 2007 with submissions due on April 6, 2007.

Ms. Rensi commented that ten project proposals were received under the second call for projects from the cities of Milpitas, San Jose, Gilroy, Saratoga, Sunnyvale, and Palo Alto. Projects submitted from the cities of Milpitas, San Jose, Gilroy, Saratoga and Sunnyvale were the five most highly ranked projects and totaled \$3.9 million. Ms. Rensi commented that due to the excellent quality of the five projects, there was very little

difference between their final scores. In order to fund all projects, VTA staff requested the project sponsors refine their budget estimates to reduce costs. The cost refinement reduced costs to \$3.4 million, approximately \$530,000 more than the \$2.9 million available in the program. VTA staff believes further reductions in scope and costs would compromise the quality of the projects.

VTA, in its capacity as the Congestion Management Agency (CMA) has the ability to request that the California Transportation Commission (CTC) advance future Transportation Enhancements (TE) funds through the State Improvement Program (STIP) County share.

VTA staff recommends that the Board advance an additional \$530,000 in 2009 TE funds to fund the five highest ranked projects.

Member Kishimoto inquired if components of projects would be considered.

Member Glickman expressed concern with requesting advance funds for projects.

Member Esteves stated that he supports the proposal.

**M/S/C (Esteves/McHugh)** to review and recommend that the VTA Board of Directors approve the Programming of \$3,430,612 in Community Design & Transportation Program Capital Grants.

**12. FY 07/08 Local Streets & County Roads (LS & CR) Program**

**On order of Chairperson Moylan** there being no objection, the Committee deferred the FY 07/08 Local Streets & County Roads (LS & CR) Program.

**13. Comprehensive Operations Analysis Revised Bus Service Operating Plan**

Kevin Connolly, Transportation Planning Manager, provided a PowerPoint Presentation entitled, "Comprehensive Operations Analysis - Revised Service Operating Plan August 2007." Mr. Connolly reviewed the COA Project Timeline, COA Outreach Public meetings, the COA On-line Outreach and VTA Board Policy on the COA.

Mr. Connolly provided a map of Santa Clara County that depicts the core network routes of the COA.

Mr. Connolly noted that based on public input, VTA staff has proposed 40 revisions to the First Draft Proposal. He stated that the public input focuses on the following areas: Alviso/North San Jose, community colleges, Cupertino, Evergreen, Santa Cruz Mountains, Palo Alto, Express/Limited Stop Services, and VTA Outreach Coverage. He discussed the first draft/feedback/concerns for each area and the corresponding revised proposal. He noted that the COA is scheduled for Board approval on August 30, 2007.

Mr. Connolly commented that after Board approval, scheduling and operator sign-ups will be conducted from September through December 2007. The Public Information and marketing promotion is slated for September 2007 to February 2008 and the service implementation is scheduled for January 14, 2008.

Members Wang, Esteves and Glickman requested information on service changes specific to their jurisdictions and a city-by-city breakdown of service impacts.

Member Wright expressed concern about not having a reserve in the operating budget. He commented that a reserve would allow flexibility to further modify the proposal. Mr. Connolly responded that a one percent reserve on the first proposal. Reductions on weekend services were also implemented to ensure that the COA remains budget neutral.

Member Lee suggested a comprehensive review be conducted more often than 25 years. She supports the quarterly performance evaluation proposed by VTA staff.

Alternated Member McLeod asked how VTA would handle the COA's impacts on the Outreach paratransit service area.

Members Kishimoto and Wang expressed concern that there wasn't sufficient outreach with the cities for the community bus proposals.

Chairperson Moylan asked whether the high performing core routes would be considered for light rail.

Member Casas requested VTA staff contact Los Altos city staff to ensure there is sufficient space for buses to turn around in downtown Los Altos.

Member Kishimoto distributed a document dated August 9, 2007 from the City of Palo Alto addressed to VTA Chairperson Dean Chu and the VTA Board of Directors opposing the COA. She stated there are many reasons why VTA should work with Palo Alto to provide better transit services, including Palo Alto's overwhelming support for sales tax increase for transportation/transit and recognizing Palo Alto has the highest job density in Santa Clara County. She proposed postponing the implementation of the COA to allow additional time for VTA and Palo Alto to develop a better Community Bus proposal in Palo Alto. She also requested the PAC ask VTA to work closely with Palo Alto staff to reach accord with the concerns.

Alternate Member Kao asked staff to consider students and other passengers' needs when developing bus schedules.

Chairperson Moylan emphasized the need to consider activity centers and the changes of usage levels at these locations.

Alternate Member McLeod had questions specific to Routes 10, 32, 36, 44, 58, and 59. She also expressed concern about cutting weekend service to San Antonio Place, a low-income housing area.

Member Glickman suggested staff consider the elementary and middle school bell times when developing the Route 76 schedules.

Member McHugh commented that the intent of the COA is to provide more effective, efficient service to the community. He noted that in regards to the mitigation measures concerns are being addressed. Mr. Connolly commented that the COA is a balanced plan and VTA is utilizing 100 percent of the operating bus budget to provide improved bus service to the County.

Member Glickman requested staff provide a city-by-city impact summary.

Member Esteves left the meeting at 5:56 p.m.

Member Oliverio left the meeting at 6:03 p.m.

**M/S/F (McHugh/Wright)** on a vote of 5 Ayes to 6 Noes to 0 Abstentions to review and recommend that the VTA Board of Directors approve the Comprehensive Operations Analysis Revised Bus Service Operating Plan. Members Casas, Kao, Kishimoto, Low, McLeod, and Wang opposed.

**M/S/C (Kishimoto/Glickman)** to forward the following recommendations to the Board of Directors for consideration: 1) VTA work closely with communities in designing Community Bus programs; and 2) Create reserve funds to allow for flexibility in the COA.

Member Wright suggested removing all mitigation measures and allocates the 1 percent reserve according to new input received from the communities.

**M/S/C (McHugh/Glickman)** to forward the following recommendation to the Board of Directors regarding policy for consideration: In future iterations, set aside funding to allow for flexibility for community concerns.

**M/S/F (Glickman/McHugh)** on a vote of 5 Ayes to 6 Noes to 0 Abstentions to review and recommend that the VTA Board of Directors approve the Comprehensive Operations Analysis Revised Bus Service Operating Plan noting that specific modifications must be considered. Members Casas, Kao, Kishimoto, Low, McLeod, and Wang opposed.

**M/S/F (Kishimoto/Wang)** on a vote of 6 Ayes to 5 Noes to 0 Abstentions to recommend that the VTA Board of Directors postpone adopting the COA to allow time to implement changes. Members Glickman, Lee, McHugh, Moylan, and Wright opposed.

**NOTE:** M/S/F Means Motion Seconded and Failed.

**M/S/C (McLeod/Wang)** to forward the following recommendations to the Board of Directors for policy consideration: 1) Prioritize Activity Centers, including Community Centers, Senior Centers, Schools, Transit Centers, Senior, and Affordable Housing.

**M/S/C (Kao/Low)** on a vote of 10 Ayes to 1 Noes to 0 Abstentions to forward the following recommendation to the Board of Directors to provide a city-by-city impact study at the discretion of each city. Member Wright opposed.

Member Casas left the meeting at 6:40 p.m.

## **OTHER**

### **14. Committee Work Plan**

Member Glickman suggested the study and implementation of a program to obtain online bus travel information in a printable format to detail directions from the origin of the trip to the destination.

Alternate Member McLeod commented on Agenda Item #8., Review the Proactive CMP Reviewed and Approved Projects Quarterly Status Report-April 2007 through June 2007, and requested clarification from staff regarding the Lawrence Station Road Project.

**On Order of Chairperson Moylan**, there being no objection, the Committee of the Whole reviewed the Revised Committee Work Plan.

### **15. Announcements**

There were no Announcements.

### **16. ADJOURNMENT**

**On order of Chairperson Moylan**, there being no objection, the meeting was adjourned at 6:45 p.m.

Respectfully submitted,

Jacqueline F. Golzio, Board Assistant  
VTA Board of Directors