

## Policy Advisory Committee

Thursday, December 11, 2008

### MINUTES

#### CALL TO ORDER

The Regular Meeting of the Valley Transportation Authority (VTA) Policy Advisory Committee (PAC) was called to order at 4:07 p.m. by Chairperson Moylan in Conference Room B-104, Valley Transportation Authority (VTA), 3331 North First Street, San Jose, California.

#### 1. ROLL CALL

Attendee Name	Title	Status	Arrived
Chris Moylan	Chairperson	Present	
Kathleen King (Alt)	City of Saratoga	NA	
Pete McHugh	Alternate Board Member	Absent	
Evan Low	City of Campbell	Present	
Jane Kennedy (Alt)	City of Campbell	NA	
Kris Wang	City of Cupertino	NA	
Gilbert Wong (Alt)	City of Cupertino	Present	
Perry Woodward	City of Gilroy	Absent	
Cat Tucker (Alt)	City of Gilroy	Absent	
Louis Becker	City of Los Altos	Absent	
Megan Satterlee (Alt)	City of Los Altos	Absent	
Joe Pirzynski	Town of Los Gatos	Present	
Diane McNutt (Alt)	Town of Los Gatos	NA	
Armando Gomez	City of Milpitas	Absent	
Jose Esteves (Alt)	City of Milpitas	Absent	
Curtis Wright	City of Monte Sereno	Present	

Don Perry (Alt)	City of Monte Sereno	NA	
Steve Tate (Alt)	City of Morgan Hill	NA	
Marby Lee	City of Morgan Hill	Present	
Margaret Abe-Koga	City of Mountain View	Present	4:08 PM
Tom Means (Alt)	City of Mountain View	NA	
Sid Espinosa	City of Palo Alto	Present	4:15 PM
Larry Klein (Alt)	City of Palo Alto	NA	
Pierluigi Oliverio	City of San Jose	Present	4:11 PM
Joe Kornder	City of Santa Clara	Absent	
Jamie McLeod (Alt)	City of Santa Clara	Absent	
Chuck Page	Alternate Board Member	Present	
David Whittum (Alt)	City of Sunnyvale	NA	

A quorum was present.

**2. ORDERS OF THE DAY**

There were no Orders of the Day.

**3. PUBLIC PRESENTATIONS:**

There were no Public Presentations.

**4. Committee Staff Report**

Jim Lawson, Senior Policy Advisor reported the following: 1) Passage of Ballot Measures B,C, and D; 2) Announced election of Board Member Dolly Sandoval as new Board of Directors Chairperson for 2009, and Board Member Sam Liccardo as Board of Directors Vice Chairperson for 2009; 3) The appointment of Kevin D. Allmand, General Counsel; 4) Introduced the Board Self Assessment Process; 5) The Board approved several contracts relative to the Freight Railroad Relocation Project (FRR); 6) The Board certified the Santa Clara – Alum Rock Environmental Impact Report (EIR); 7) The Audit Committee recommended the Auditor General contract to Deloitte Touche, LLP; 8) Provided a brief overview of the Board Workshop Measure A Program Strategies.

**5. Chairperson’s Report**

Chairperson Moylan reported the following: 1) Welcomed Joe Pirzynski, new PAC member from the City of Los Gatos; 2) Wished Member Curtis Wright, Monte Sereno well on future endeavors; and 3) Recognized and expressed appreciation to past PAC Chairperson Steve Glickman, Los Gatos for his hard work and creation of the Local Transportation Needs and Priorities Presentations that are provided by each city to the Committee.

**6. City Grouping Report**

There was no City Grouping Report.

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

**CONSENT AGENDA**

**7. Minutes of October 09, 2008**

M/S/C (Wong/Abe-Koga ) to approve the Minutes of October 09, 2008. Member Pirzynski abstained.

**8. Proactive CMP Reviewed and Approved Development Quarterly Status Report**

**On order of Chairperson Moylan** and there being no objection, the Committee reviewed the Proactive CMP Reviewed and Approved Development Quarterly Status Report.

**9. VTP Highway Program Semi-Annual Report - October 2008**

**On order of Chairperson Moylan** and there being no objection, the Committee reviewed the VTP Highway Program Semi-Annual Report - October 2008

**REGULAR AGENDA**

**10. Local Transportation Needs & Priorities: Saratoga**

Member Page introduced John Cherbone, Saratoga Public Works Director, who provided a Powerpoint presentation regarding the Transportation Projects, Needs & Priorities for the City of Saratoga highlighting: 1) Highways-Highway 85 Congestion, Highway 9 Traffic Calming; 2) Transit-Bus Routes (Recent VTA Changes), Community Bus Interest; 3) Local Roads Citywide Traffic Signal Upgrades and Pavement Management; 4) Pedestrian and Bicycle-Highway 9 Safety Improvements-Status; 5) Status of Joe's Trail at De Anza; 6) Status Update-Village Pedestrian Safety Improvements; 7) Proposed Trails-Saratoga to the Sea; and 8) Bicycle Routes - Safety Concerns.

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

Member Page recommended Community Bus Service be considered for Saratoga.

Member Page expressed concern with bicycle safety routes along Pierce Road and Big Basin Way. He stated alternative routes are being considered to increase the safety of bicyclists.

**On order of Chairperson Moylan** and there being no objection, the Committee received the Local Transportation Needs & Priorities: Saratoga.

**11. Election Process for 2009 Chairperson and Vice Chairperson**

Chairperson Moylan appointed Members Low, Lee, and Wright to serve on the Nominating Subcommittee to complete the election process for PAC 2009 Chairperson and Vice Chairperson.

Stephen Flynn, Senior Management Analyst, noted an orientation and training session for incoming Chairpersons and Vice Chairpersons will be held in January 2009 and will focus on meeting facilitation, the Brown Act, and other related subjects.

**M/S/C (Wong/Abe-Koga)** to appoint a nominating subcommittee to identify Committee members interested in serving as the Chairperson and Vice Chairperson for 2009.

**12. Advisory Committee Enhancement Update: December**

Jennie, Loft, Public Information Officer, provided a brief overview of the Advisory Committee Enhancement Update: December highlighting: 1) Commencement of Advisory Committee Enhancement (ACE) process August 2008; 2) Announced the Advisory committees nominated committee members to be their voice in the ACE subcommittee process; 3) The Subcommittee met and discussed the roles, responsibilities and advisory committees limitations as defined by the Board adopted bylaws and how they can provide input as an advisory body to help VTA achieve the outcomes described in the recently revised VTA Mission and Vision statement; 4) Advisory Committee's role to develop Mission Statements, review bylaws, and aligns its work plan; 5) Each ACE Subcommittee has developed draft mission statements they will present to their committees for discussion and approval; 6) Clarified mission statements are considered "provisional" and must receive Board approval; 7) Announced the Next Steps in the ACE process; 8) The ACE Task Force meeting is scheduled for early 2009; and 9) Finalized proposed mission statements will be submitted to the Board for consideration and adoption early 2009.

**On order of Chairperson Moylan** and there being no objection, the Committee reviewed the Advisory Committee Enhancement Update: December.

**13. PAC Advisory Committee Enhancement (ACE) Subcommittee Report**

Chairperson Moylan stated some of the Advisory Committees are redundant in mission with others. He further stated each committee should be clearly defined by function as either policy or operational and have different reporting relationships.

Chairperson Moylan commented the Citizens Advisory Committee (CAC), in its mission, is completely redundant to the PAC and at this time provides no obvious demonstration of conditional value. He further stated consideration should be given to eliminate CAC yet retain the Citizens Watchdog Committee.

Member Page noted clear definition of Committee function is beneficial to increase efficiency and effectiveness.

**On order of Chairperson Moylan** and there being no objection, the Committee reviewed the PAC Advisory Committee Enhancement (ACE) Subcommittee Report.

**14. Provisional Policy Advisory Committee Mission Statement**

Chairperson Moylan drew the Committee's attention to the VTA Policy Advisory Committee (PAC) Draft Mission Statement.

**M/S/C (Abe-Koga/Page)** to consider adoption of the provisional Policy Advisory (PAC) Mission Statement, as shown, developed by the PAC Advisory Committee Enhancement Subcommittee.

**15. VTP 2035 Plan Adoption**

Chairperson Moylan asked if VTP 2035 had not already been decided with the November election. Jim Lawson, Senior Policy Advisor, clarified Ballot Measure C is a requirement of the 1976 Sales Tax Measure that states every 6 years the transportation plan must go before the voters. He further clarified VTP 2035 is the designated plan.

Chris Augenstein, Transportation and Congestion Manager, stated the Highway 9 Bicycle Safety Project was mistakenly left off Chapter Four of the staff report and will be added to the document in the Near Term Projects section prior to submittal to the Board.

Mr. Augenstein further stated two bicycle projects submitted by the City of Los Gatos are not Near Term Implementation Projects due to the newness of the projects and lack of funding at this time. He commented the Los Gatos projects must first be scored by the Bicycle & Pedestrians Advisory Committee (BPAC) and included in the Bicycle Expenditure Plan.

Mr. Augenstein clarified the Los Gatos Traffic Signal Upgrade Project is a Near Term Implementation Project.

John Sighamony Senior Transportation Planner, provided a brief overview of the VTP 2035 highlighting: 1) VTP 2035 identifies the programs, projects and policies VTA's Board of Directors would like to pursue over the lifetime of the plan; 2) The plan considers all travel modes and addresses the links between transportation and land use planning; 3) VTP 2035 does not include precise schedules for project implementation or assumptions regarding financing; 4) VTA must find ways to maximize effectiveness and benefits to the communities while addressing climate protection, energy use, and growth pressures.

Mr. Sighamony stated staff encourages comments from the Committee.

Jim Stallman, Interested Citizen, expressed concern the Highway 85-10 Project is not listed above the cut in VTP 2035.

**M/S/C (Wong/Espinosa)** to review and recommend the Draft Valley Transportation Plan 2035 (VTP 2035) as Santa Clara County's long-range countywide transportation plan.

Alternate Member Wong left the meeting at 5:10 p.m.

**16. Multi-Modal Design Practices and Principles**

Margaret Simons-Cross, Highway Deputy Program Manager, provided a report regarding Multi-Modal Design Practices and Principles for US 101/Tully Road Interchange Project highlighting: 1) Widening of sidewalks; 2) Road shoulders converted into 6-foot bike lanes with bridge structure; and 3) Adjusting the design of intersections to provide lower vehicular speeds to better accommodate pedestrians and bicycles.

Member Oliverio expressed concern with the narrowing of roadway approaches.

**M/S/C (Oliverio/Pirzynski)** to recommend that the Board of Directors direct staff to include present and future modes of design approach used for the US 101/Tully Road Interchange project on all future roadway improvements as feasible, including projects with the State right of way.

Member Wright left the meeting at 5:16 pm.

**17. FY 2010 and FY 2011 Biennial Budget Development**

Joseph T. Smith, Chief Financial Officer, provided a report regarding the ongoing development of the FY 2010 and FY 2011 Biennial Budget highlighting the Budget challenges, with no fare increases, and utilization of Debt Reduction Fund revenues to one time capital expenditures.

VTA is reviewing strategies to maintain the Capital Budget, SRTP, and the Operating Budget as it is presently proposed.

Member Pirzynski inquired if a worst-case scenario model would be formulated. Mr. Smith responded in the affirmative.

The Committee requested periodic status updates in regards to the FY 2010 and FY 2011 Biennial Budget Development.

Chairperson Moylan recommended VTA maintain a fluctuating reserve fund rather than the current method.

**On order of Chairperson Moylan** and there being no objection, the Committee reviewed the FY 2010 and FY 2011 Biennial Budget Development.

**18. BART to Warm Springs Extension Project Status**

Carolyn M. Gonot, Chief SVRT Program Officer, provided a brief overview of the BART to Warm Springs Extension Project Status highlighting: The project location, Construction, Cost, and the BART Warm Springs Funding Plan.

Ms. Gonot stated BART is the priority Project in the Measure A Program with 65 percent design complete.

Ms. Gonot stated the BART Warm Springs Project is funded by a number of agencies. Resolution 3434 Strategic Plan identifies the following funding partners: BART, Metropolitan Transportation Commission (MTC), Alameda County Transportation Improvement Authority (ACTIA), Alameda County Congestion Management Agency (ACCMA), and VTA. She stated VTA's commitment to the full funding plan for an operable BART segment in Santa Clara County is \$16 million within the State/Local Partnership match.

Ms. Gonot reported the Warm Springs Extension revenue, the proposed full funding plan is likely to be proposed as the federal New Starts Candidate Project. This project will be carried in the Federal Environmental Impact Statement process and will be submitted for the Federal Transit Administration's (FTA) annual New Starts report in 2009. She clarified the full funding plan will be addressed January 2009.

**On order of Chairperson Moylan** and there being no objection, the Committee reviewed the BART to Warm Springs Extension Project Status.

**19. Fiscal Year to Date 2009 First Quarter Transit Operations Performance Report**

Joonie Tolosa, Manager, Operations Analysis, Reporting & Systems, provided a brief overview of the Fiscal Year to Date 2009 First Quarter Transit Operations Performance Report. He noted bus ridership increased 8.8 percent with an increased average weekday ridership of 9.5 percent.

The Light Rail ridership increased 2.1 percent with an increased average weekday ridership of 3.9 percent.

Overall System ridership increased by 7.1 percent with an increased average weekday ridership of 8.1 percent.

**On order of Chairperson Moylan** and there being no objection, the Committee reviewed the Fiscal Year to Date 2009 First Quarter Transit Operations Performance Report.

**OTHER**

**20. Committee Work Plan**

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

**21. Announcements**

There were no Announcements.

**22. ADJOURNMENT**

**On order of Chairperson Moylan** and there being no objection, the meeting was adjourned at 5:50 p.m.

Respectfully submitted,

Jacqueline F. Golzio, Board Assistant  
VTA Board of Directors