

TECHNICAL ADVISORY COMMITTEE

Thursday, April 10, 2008

MINUTES

1. CALL TO ORDER

The Regular Meeting of the Technical Advisory Committee (TAC) was called to order at 1:34 p.m. by Chairperson Tripousis in Conference Room B-104, Valley Transportation Authority (VTA), 3331 North First Street, San José, California.

ROLL CALL

Members Present

Rajeev Batra
Dan Collen, Alternate
Kevin Connolly, Alt. Ex-Officio
Don Dey
Bill Helms
Gayle Likens
Jaime Rodriguez, Alternate
Jim Rowe, Alternate
Peter Skinner
Ben Tripousis, Chairperson
Jack Witthaus, Vice Chairperson

Representing

City of Santa Clara
County of Santa Clara
VTA
City of Gilroy
City of Campbell
City of Palo Alto
City of Milpitas
City of Morgan Hill
City of Mountain View
City of San Jose
City of Sunnyvale

Members Absent

Richard Chen, Alternate
John Cherbone
Jim Gustafson, Alternate
Ralph Qualls Jr.
Kevin Rohani
Ed Slintak
Lee Taubeneck, Ex-Officio, Caltrans

Representing

Town of Los Altos Hills
City of Saratoga
City of Los Altos
City of Cupertino
Town of Los Gatos
City of Monte Sereno
Dept. of Transportation (Caltrans)

A quorum was not present and a Committee of the Whole was declared.

2. PUBLIC PRESENTATIONS

There were no Public Presentations.

3. **ORDERS OF THE DAY**

Jim Lawson, Senior Policy Advisor and Staff Liaison, noted the removal of Agenda: Item #11. Review and recommend approval of the programming of an additional \$195,000 for FY 2007/08 Congestion Mitigation & Air Quality Improvement Program (CMAQ) Projects. Agenda Item #12., 2008 Countywide Bicycle Plan for Santa Clara County will be changed from “review and recommend” to “review” only. This item will be presented to the Committee for approval at the June 12, 2008 TAC meeting:

Alternate Member Collen and Member Witthaus took their seats at 1:40 p.m. and a quorum was declared.

4. **Committee Staff Report**

Member Skinner took his seat at 1:41 p.m.

- **Report from the General Manager**

Michael T. Burns, General Manager, provided a report, highlighting the following:

- Introduced the New Assistant Board Secretary, Yolanda Cruz;
- Announced retirement of Suzanne Gifford, General Counsel, and noted that Kevin Allmand will be the Acting General Counsel in the interim;
- Reported about the challenges and structural problem of transportation funding for infrastructure projects on the federal and state levels. VTA is being proactive in working to secure funding for transportation on the federal and state level.
- VTA is seeing reduction of revenues due to lower sales tax receipts. VTA projects a deficit of approximately \$10 million due to the expected 5 percent below budget sales tax revenues for the rest of FY 2008. Mr. Burns assured that VTA is doing its best to manage its current FY 2008 budget without impacting services to the public.
- The Board adopted the Sustainable Policy and noted the environmental initiatives that VTA is embarking on.
- Reported about the efforts to address the governance issues identified in the Hay Group Assessment (Board turn-over and process of appointments to the Board). He added that Board Member Sellers is working on the governance recommendations, which will be considered by the Board on May 2008.
- VTA is in the process of revising the Vision and Mission Statements into something more realistic and achievable, given the financial constraints VTA is facing. He encouraged the Committee’s input and suggestions for the statements.
- He referred to the implementation of the Hay Group Recommendations and noted that the scorecard is available in VTA’s website.

- The New Service Plan garnered positive feedback. VTA is continuing to monitor the Plan's progress and will make changes as necessary. February Ridership is up six percent overall.
- VTA is working to update the 2000 Measure A Revenue and Expenditure Plan, including the decisions for the three major projects: BART Extension, Caltrain Double Tracking, and Light Rail Extension to Eastridge. Staff is proposing a process where the Board will adopt a set of guiding principles, review a portfolio of plans based on the adopted guiding principles, and adopt the updated 2000 Measure A Revenue and Expenditure Plan by Fall 2008. The Board will conduct a workshop on April 25, 2008 to begin the groundwork for the 2000 Measure A Revenue and Expenditure Plan.

Member Dey inquired how the community bus ridership contributed to the six percent ridership increase. Mr. Burns noted that staff will be looking at how community buses affect ridership.

Member Batra expressed concern about the city groupings' number of representatives to the Board and its relationship to the qualifications that need to be met before becoming appointed to the Board of Directors. Mr. Burns responded that the intent is to get qualification for everyone and stressed that VTA need Board Members who have expertise in different areas such as transportation and finance. He noted that VTA is trying to get people with level of interest who really want to serve in the VTA Board.

Alternate Member Rodriguez inquired how San Martin will fit into the proposed city groupings structure. Mr. Burns noted that for as long as San Martin is not incorporated, it will be represented by the Morgan Hill/Gilroy seat.

Upon inquiry of Member Witthaus, Mr. Burns responded that the Bus Rapid Transit is included in the Measure A Expenditure Plan. Mr. Burns noted that staff is seeking direction from the Board on how to move forward for the next couple of years and policy direction for the next 30 years.

Upon inquiry of the Committee, Greta Helm, Chief External Affairs Officer, noted that the Board Workshop is scheduled for April 25, 2008 at 8:30 a.m., at the Community Foundation in Mountain View, California.

On order of Chairperson Tripousis, there being no objection, the General Manager's Report was received.

3. Orders of the Day (continued)

M/S/C (Batra/Dey) to accept the Orders of the Day.

The Agenda was taken out of order.

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

5. **Chairperson's Report and**
8. **Local Transportation Needs and Priorities: San Jose**

Chairperson Tripousis directed attention to Agenda Item #8. Receive a report on the Local Transportation Needs and Priorities of the City of San Jose. He reviewed the City of San Jose's transportation system, development strategies, planned growth areas, regional transportation connection, City of San Jose's Transportation priorities and the Key Transportation Policy Issues. He stressed the need need to secure and find additional sources of revenues for transportation.

Member Collen inquired if there are discussions at the Metropolitan Transportation Commission about traffic signal operation and maintenance as an element of roadways. Chairperson Tripousis stated that those discussions happen, however, there is currently no detailed assessment of the needs from a regional standpoint.

6. **Reports from TAC Working Groups**

- **Capital Improvement Program (CIP)**

Celeste Fiore, Transportation Planner II, provided the following highlights from the March 25, 2008 CIP meeting: VTA staff presented the local streets and county roads scoring criteria. Ms. Fiore added that that the Transportation Fund for Clean Air Scoring Committee also met last month.

Ms. Fiore announced that the next CIP meeting will be held on April 22, 2008.

- **Systems Operations & Management (SOM) Working Group**

There was no report from the Systems Operations & Management (SOM) Working Group.

On order of Chairperson Tripousis, there being no objection, the Reports from TAC Working Groups and CIP were received.

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

CONSENT AGENDA

7. **Minutes of March 13, 2008**

Member Dey noted correction on Page 8 of 9, Countywide Bicycle Plan – Review Draft Plan, and noted that he inquired about the effectiveness of the constructed single-point urban interchanges.

M/S/C (Dey/Rodriguez) to approve the Minutes of March 13, 2008 as amended.

REGULAR AGENDA

9. VTA Discretionary Funding Programs: Composition of Project Scoring Committees

Member Collen referred to the bullets relating to VTA's Administrative Code's section on "conflict of interest." He requested clarification if this will preclude a Member Agency from sending a Consultant representative to the Scoring Committee. Member Dey stated that it should be clearly defined what kinds of interests it is referring to (property, personal, business, etc).

Member Dey referred to Option B and noted that it should reflect the composition of the TAC. He added that interested parties/agencies should be given the opportunity to serve in the Scoring Committee regardless if the city grouping already has a representative to the Committee. He noted preference to Option B since it has been utilized more than Option A in the past. He noted that there should be a minimum of six to seven members in the Scoring Committee.

Member Batra commented that there could be a hybrid which will include groupings based on commonality and still have TAC Members in the Scoring Committee.

Alternate Member Rodriguez expressed concern about conflict of interest and noted that he disagrees with having an agency representative sit on the Committee while their project is being discussed.

Member Likens noted that the CIP Subcommittee is a working group and noted that it provides people the opportunity to participate and learn the process. She expressed support for Option B.

Member Witthaus expressed that he doesn't feel strongly about either Option A or B. He noted that as a participant of the Scoring Committee in the past, the members of the Committee rely on the set scoring criteria. He noted his comfort level with agencies participating in the Committee. He added that the previous process has worked.

Member Skinner stated that he considers supporting Option B and added that the Scoring Committee should be limited to a maximum of seven members, to make it more manageable for staff. He noted the importance for Project Sponsors to be available for questions, should the Scoring Committee have any.

Member Dey noted that the ideal number of members for the Scoring Committee is six or seven with a maximum of nine members. He noted that Project Sponsors should be present at the meetings so that the Scoring Committee's questions about the project could be answered in a timely manner.

Member Likens suggested that the Scoring Committee should determine the number of members and it should not be determined by the TAC at this time.

Chairperson Tripousis noted that everyone should be given the opportunity to “advocate” for their own projects and be able to sell the project based on its merits. He expressed support for Option A but noted that he could also support Option B.

Upon inquiry, Marcella Rensi, Transportation Planning Manager, responded that 10 members in the Scoring Committee will be manageable for VTA staff.

Member Batra expressed concern about the scoring committee having a “big” membership. He noted that there should be a maximum of five members.

M/S/C (Dey/Likens) to recommend approval of “Option B” as VTA’s process for selecting project review and scoring committees for VTA Congestion Management Program Discretionary Funding programs.

M/S/C (Witthaus/Dey) to request staff to examine the following: a) other options that will address the number of members in the Scoring Committee; and b) selection process for the members of the Scoring Committee.

Alternate Member Rodriguez left the meeting at 3:06 p.m.

10. FY 08/09 Transportation Fund for Clean Air Program Manager Fund

M/S/C (Collen/Witthaus) to review and recommend that the VTA Board of Directors approve the programming of FY 2008/09 Transportation Fund for Clean Air Program Manager (TFCA 40%) funds to projects.

11. (Removed from the Agenda.)

Review and recommend approval of the programming of an additional \$195,000 for FY 2007/08 Congestion Mitigation & Air Quality Improvement Program (CMAQ) Projects.

12. Countywide Bicycle Plan – Adopt Plan

Michelle DeRobertis, Senior Transportation Planner, advised the TAC that they will receive a revised Chapter 4 of the Countywide Bicycle Plan.

Chairperson Tripousis expressed concern about too much emphasis on bike corridors at expressway. He noted that the approach should be more of a “network approach.”

Member Likens inquired about the opportunity to add more cross-county corridors.

On order of Chairperson Tripousis, there being no objection, the Committee of the Whole reviewed the 2008 Countywide Bicycle Plan for Santa Clara County.

Member Batra left the meeting at 3:16 p.m., the quorum was lost and a Committee of the Whole was declared.

13. Valley Transportation Plan (VTP) 2035 – Initial Vision, Goals and Policy Discussion

Members Likens and Alternate Member Helms left the meeting at 3:25 p.m.

Chris Augenstein, Deputy Director, reviewed the following: VTP 2035 Setting; Plan Challenges; growth in jobs, population, and households; funding needs for Santa Clara County; funding shortfalls; VTP 2030 Goals, Objectives, and Accomplishments; VTP 2035 Core Concepts and Focus Areas; VTP 2035 possible quantitative goals; and next steps. He noted that VTA staff is available to meet with Member Agencies regarding VTP 2035.

Alternate Member Collen expressed concern that the mobility element for all modes is not currently emphasized. Member Witthaus noted that a safety element should also be included.

On order of Chairperson Tripousis, there being no objection, the Committee of the Whole discussed the Valley Transportation Plan (VTP) 2035 – Initial Vision, Goals and Policy.

14. Updated VTA Vision/Mission Statements

Greta Helm, Chief External Affairs Officer, provided a brief background on why there are current efforts to update the VTA Vision and Mission Statements. She noted the efforts connected to the update of the statements including: Board Workshop on February 2008; and the survey of VTA staff regarding the core values that were identified in the workshop. She noted the changes since VTA's inception including the growing aging community it serves, land-use planning, environmental concerns, and changes in the economy. She stated that these changes should be reflected in the updated Vision and Mission Statements.

Alternate Member Collen expressed support for VTA's old mission statement. He expressed concern that the proposed mission statement does not contain the former mission statement's ideas about safety, efficient system, and reduction of congestion. He noted that although VTA only started around 1995/96, the public transit for Santa Clara County started in the 1970's with the Transit District.

Member Witthaus concurred with Alternate Member Collen's comments. He suggested adding elements of fiscal efficiency and fiscal responsibility into the updated statements.

Member Dey commented that the new mission statement is good for VTA's operations, however, it does not apply to the other transportation network.

Member Skinner left the meeting at 3:35 p.m.

On order of Chairperson Tripousis, there being no objection, the Committee of the Whole discussed the Updated VTA Vision/Mission Statements.

15. Measure A Revenue and Expenditure Plan Update Process and Policy Guidance

Chairperson Tripousis noted that Mr. Burns spoke to this item on his report. He noted that this item will be discussed at the April 25, 2008 Board of Directors Workshop.

On order of Chairperson Tripousis, there being no objection, the Committee of the Whole received a report on the Measure A Revenue and Expenditure Plan Update Process and Policy Guidance.

17. MTC Activities and Initiatives

Chairperson Tripousis noted that there is a MTC Planning Committee Meeting on April 11, 2008 and he will be speaking on the need to maintain local streets and roads.

On order of Chairperson Tripousis, there being no objection, the Committee of the Whole received a report on the MTC Activities and Initiatives.

OTHER

18. Technical Advisory Committee (TAC) Subcommittee Report

Member Dey noted that the TAC Subcommittee did not meet.

19. Committee Work Plan

On order of Chairperson Tripousis, there being no objection, the Committee reviewed the Committee Work Plan.

20. Announcements

Member Witthaus noted that agencies should provide an appropriate plan for the Prop 1B fund very soon so that they could have authorization to spend the money.

21. ADJOURNMENT

On order of Chairperson Tripousis, there being no objection, the meeting was adjourned at 3:40 p.m.

Respectfully submitted,

Elaine F. Baltao, Board Assistant
VTA Board of Directors