

**TECHNICAL ADVISORY COMMITTEE**

March 12, 2009

**MINUTES**

**CALL TO ORDER**

The Regular Meeting of the Technical Advisory Committee (TAC) was called to order at 1:36 p.m. by Chairperson Witthaus in Conference Room B-104, Valley Transportation Authority (VTA), 3331 North First Street, San Jose, California.

**1. ROLL CALL**

<b>Attendee Name</b>	<b>Representing</b>	<b>Status</b>	<b>Arrived</b>
Greg Armendariz	City of Milpitas	Present	
Rajeev Batra	City of Santa Clara	Present	
Todd Capurso	Town of Los Gatos	Present	
Richard Chen, Alternate	Town of Los Altos Hills	Absent	
John Cherbone	City of Saratoga	Present	
Dan Collen, Alternate	County of Santa Clara	Present	
Kevin Connolly, Alt. Ex-Officio	VTA	Present	
Don Dey	City of Gilroy	Present	1:38 p.m.
Glenn Goepfert	City of Cupertino	Absent	
Joan Jenkins	City of Mountain View	Present	
Robert Kass	City of Campbell	Present	1:40 p.m.
Gayle Likens, Vice Chairperson	City of Palo Alto	Present	
Larry Lind	City of Los Altos	Present	
Jim Rowe	City of Morgan Hill	Present	
Ed Slintak	City of Monte Sereno	Absent	
Ben Tripousis	City of San Jose	Present	

Lee Taubeneck, Ex-Officio	Dept. of Transportation (Caltrans)	Absent	
Jack Witthaus, Chairperson	City of Sunnyvale	Present	

**A quorum was present.**

**2. PUBLIC PRESENTATIONS**

There were no Public Presentations.

**3. ORDERS OF THE DAY**

There were no Orders of the Day.

**4. Committee Staff Report**

Member Dey took his seat at 1:38 p.m.  
Member Kass took his seat at 1:40 p.m.

John Ristow, Chief CMA Officer and Staff Liaison, provided a report, highlighting the following: 1) Reported on the two parallel paths the State of California is proceeding on to distribute the remaining \$1.8 Billion received from the Federal Economic Stimulus package. One path follows the existing statutes and the other path requires legislation to review the programming processes. The Legislature is expected to consider the legislation the week of March 23, 2009; 2) In reference to jurisdictions working on trying to get the obligated funding that was distributed for each of the projects, there is an idea of possibly developing a process to provide a local assistance person to assist with the packaging of the projects; 3) Update on the Regional Transportation Plan (RTP); 4) 2009 Association of Bay Area of Governments (ABAG) Projections; and 5) California High Speed Rail Update.

In reference to the idea of possibly developing a process to provide a local assistance person to assist with the packaging of the projects, Member Dey expressed concern regarding Caltrans involvement and commented VTA needs to clearly understand the Federal Highway Administration (FHWA) Guidelines in order to determine when Caltrans is stepping beyond their boundaries.

Amin Surani, Principal Transportation Planner, distributed a document entitled, "American Recovery Reinvestment Act of 2009 (ARRA) State Highway Operation and Protection Program (SHOPP) and Highway Maintenance Project List," for the Committee's review.

Casey Emoto, Programming & Project Development Deputy Director, provided a status report on the Caltrans Fiscal Year 2009/2010 Project Initiation Document (PID) Work Plan.

**On order of Chairperson Witthaus** and there being no objection, the Committee Staff Report was received.

**5. Chairperson's Report**

There was no Chairperson's Report.

**6. Reports from TAC Working Groups**

- **Capital Improvement Program (CIP)**

Celeste Fiore, Transportation Planner II, provided the following highlights from the February 2009 CIP meeting: 1) Discussed the Federal Economic Stimulus package; 2) Received scored projects for the FY 2009/10 Transportation Fund for Clean Air Program Manager (TFCA 40%) funds; and 3) Next scheduled CIP Working Group on March 24, 2009.

Vice Chairperson Likens expressed concern regarding the April 10, 2009 application submittal deadline date for the Call for Projects for the Transportation Development Act (TDA) Article 3 Program. She indicated the Member Agencies received notification the week of March 9, 2009, and queried if the deadline date could be extended. Amin Surani, Principal Transportation Planner, noted he would notify the CIP Working Group regarding the issue.

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

There was no Systems Operations & Management (SOM) Working Group Report.

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

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

### **CONSENT AGENDA**

**M/S/C (Batra/Dey)** to approve the Consent Agenda, as amended.

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

7. **Minutes of February 12, 2009**

M/S/C (Batra/Dey) to approve the Minutes of February 12, 2009.

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

Receive the Proactive CMP Reviewed and Approved Projects Quarterly Status Report.

9. **Transit Operations Performance Report: 2009 Second Quarter (July 1, 2008 – December 31, 2008)**

M/S/C (Batra/Dey) to receive the Transit Operations Performance Report: 2009 Second Quarter (July 1, 2008-December 31, 2008).

## **REGULAR AGENDA**

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

Robert Swierk, Senior Transportation Planner, referenced Attachment A – Part 2, City/County Responses Quarterly Report – Projects Approved in October, November and December 2008, and provided a brief report on the following Projects: 1) City of Santa Clara San Tomas Business Park Campus Project and 2) City of Sunnyvale Luminaire/Lawrence Station Road Project.

Mr. Swierk noted staff is in the process of creating a more user friendly Proactive CMP Reviewed and Approved Projects Quarterly Status Report.

In response to staff's highlighting of two approved projects in Part 2 of the Proactive Quarterly Report, Alternate Member Collen stated he takes a little exception to the description of the bike and pedestrian operation on expressways as being contentious. The County has been proceeding on this for some time as a county initiative, and the expressway master plan update was based on very successful collaborative efforts from the cities and County working together, and there is now a consensus reflecting that. This was not just an outcome based on a VTA comment, but based on many years of hard work.

M/S/C (Tripousis/Batra) on a vote of 12 ayes, 1 no and 0 abstentions, the Committee received the Proactive CMP Reviewed and Approved Projects Quarterly Status Report. Alternate Member Collen opposed.

10. **Community Design & Transportation (CDT) Planning Grant Awards**

Celeste Fiore, Transportation Planner II, provided background information on the Community Design & Transportation (CDT) Program. She noted the Member Agencies' eligibility to apply for planning grants in the following two categories: 1) Policy Planning Projects and 2) Capital Planning Projects.

Ms. Fiore reported on the Scoring Committee process. She referenced Table 1 – CDT Planning Grant Program Final Project List, and indicated VTA staff recommended grant funds be awarded to the four highest scoring projects as follows: 1) City of Sunnyvale – Lawrence Station Transit Village Study; 2) City of Campbell – Portals Project-Campbell Avenue Bicycle/Pedestrian Improvements under State Route (SR) 17; 3) City of Sunnyvale – El Camino Real Multi-Modal Design Guidelines; and 4) Mountain View – Pedestrian Master Plan.

Ms. Fiore indicated the project descriptions of the four proposed projects recommended for grant funding were listed on Attachment A – CDT Planning Grants Program Cycle 2 Project Descriptions.

Member Batra recommended an asterisk be added to Table 1 identifying the Planning Projects versus Capital Projects.

**M/S/C (Dey/Jenkins)** to recommend the programming of \$500,000 in Community Design & Transportation (CDT) Program Planning Grants.

#### **11. Adopt 2009 Bicycle Expenditure Program Project List**

Michelle DeRobertis, Senior Transportation Planner, provided an overview of the development of the 2009 Bicycle Expenditure Program (BEP) Project list. The steps involved to develop the list were as follows: 1) Call-for-projects – Valley Transportation Plan (VTP) 2035; 2) Identify the existing BEP projects that will roll-over to the 2009 update; 3) Determine how much funding is available for allocation to the 2009 BEP; and 4) Evaluate and score projects using the VTA Board of Directors adopted criteria.

Ms. DeRobertis provided an overview of the BEP Project List Evaluation and Scoring Process, noting the process for scoring and recommending projects for the BEP followed four basic steps. She referenced Attachment B which contained the recommended BEP Project list and allocations by project.

Member Cherbone queried about the City of Saratoga - PG&E De Anza Trail (Reach 3) Project being on the 2009 BEP Project List. The Project is partially funded by BEP and the remaining is Congestion Management and Air Quality Improvement Program (CMAQ) funds. Ms. DeRobertis indicated the Project will remain on the list until completion.

Member Kass referenced the City of Campbell – Campbell Avenue Improvements at State Route (SR) 17 and Los Gatos Creek Project, and expressed concern regarding the \$950,000 BEP allocation. He indicated some of the money has already been allocated for BEP. Member Kass asked why the amount has not been reduced to the remaining BEP allocation, which would then make it equivalent to the Projects listed with a zero BEP allocation balance at the top of the BEP Project List.

Member Dey recommended columns be added to the list indicating how much money has been programmed and how much remains to be allocated.

Member Cherbone recommended the list show the other funding sources that have already been allocated, noting the City of Campbell Project - Campbell Avenue Improvements at State Route (SR) 17 and Los Gatos Creek Project is totally funded.

Member Kass referenced the City of San Jose Projects – a) Los Gatos Creek Trail (Auzerais Avenue to Park Avenue) – San Carlos Street Segment and b) Los Gatos Creek Trail (Park to Santa Clara) and queried about the BEP allocation amounts listed. He expressed concern regarding the misrepresentation of the total amount of money needed to be programmed. Member Kass also recommended the funding sources be listed.

John Ristow, CMA Officer and Staff Liaison, noted the item will be forwarded to the Congestion Management Program and Planning (CMPP) Committee in April 2009. Staff will bring the item back to TAC at their April 9, 2009 meeting with the recommended modifications.

Alternate Member Collen expressed concern regarding the deletion of the Page Mill/I-280 Project from the 2009 BEP Project List, noting the Project has a very important bike element. He requested the Project be put back into qualifying status. Mr. Ristow asked Alternate Member Collen to send information to staff noting the issue.

Vice Chairperson Likens endorsed Alternate Member Collen's concern regarding the Page Mill/I-280 Project, noting the importance of the Project.

Member Cherbone referenced Table 3 – Continuing BEP Projects Requiring an Adjustment in the Board Approved BEP Allocation, and noted the Adjusted BEP Allocation of \$20,000 programmed for the Los Gatos Project should be programmed for the City of Saratoga Project.

**On order of Chairperson Witthaus** and there being no objection, the Committee deferred the adoption of the adjusted BEP allocations of completed and programmed projects as shown in Attachment A Tables 2 and 3 and the 2009 Bicycle Expenditure Program project list as shown in Attachment B to the April 9, 2009, TAC meeting.

## **12. 2009 Transportation Fund for Clean Air Program Manager Fund**

Bill Hough, Transportation Planner III, reported the Transportation Fund for Clean Air (TFCA) is generated by a \$4.00 vehicle registration fee. The funds are forwarded to the Bay Area Air Quality Management District (BAAQMD) and BAAQMD returns 40 percent of the funds to the county of origin. The fund is called the TFCA Program Manager Fund (TFCA 40%), and the Valley Transportation Authority (VTA) is the program manager for the County of Santa Clara.

Mr. Hough reported a previous Board of Directors action designated half of the annual TFCA allocation to bicycle projects in the Countywide Bicycle Expenditure Program (BEP) and the other half to a competitive program. Due to a limited amount of eligible BEP projects submitted, the money set aside for BEP projects has been loaned to the competitive program. Eventually, this resulted in the competitive program owing the BEP more than \$2 million. As a result, staff gave priority in the 2009/10 TFCA program to BEP and ongoing operating projects.

Mr. Hough indicated VTA received 12 applications from project sponsors, noting six were for priority projects and six were in the competitive program. He directed attention to the chart entitled, "Attachment A – Santa Clara County FY 2009/10 TFCA 40% Program," and provided a brief overview. TAC's Capital Improvement Program (CIP) Working Group Scoring Subcommittee evaluated the competitive applications ranked on

the chart. The chart contained staff's recommended FY 2009/10 TFCA 40% program and included the Scoring Subcommittee's project funding recommendations for the competitive projects.

Upon query of Member Dey, John Ristow, Chief CMA Officer and Staff Liaison, clarified the comments made by the General Manager, Michael T. Burns, with regards to Traffic Signal Synchronization Projects. Mr. Burns recommended staff develop a process to ensure there is no degradation to transit services when doing Traffic Signal Synchronization Projects.

**M/S/C (Collen/Batra)** to approve the programming of FY 2009/10 Transportation Fund for Clean Air Program Manager (TFCA 40%) funds to projects as shown in Attachment A.

### **13. Adopt 2009 Bus Rapid Transit (BRT) Strategic Plan**

Kevin Connolly, Transportation Planning Manager, provided a PowerPoint Presentation entitled, "Bus Rapid Transit Strategic Plan," highlighting the following: 1) BRT Strategic Plan Goals and Objectives; 2) VTA Service Design Guidelines; 3) VTA BRT Branding; 4) Corridor Evaluation – Six Potential Corridors Studied (El Camino Real; King Road; Santa Clara-Alum Rock; Sunnyvale-Cupertino; Stevens Creek; and Monterey Highway; 5) Transit Sustainability Policy; 6) Most Promising Options (Objective: 30 percent travel time savings over local service); 7) Daily Ridership; 8) Total Operating Cost Estimate; 9) O&M Cost/Passenger (Operating cost per passenger measures system efficiency); 10) Capital Improvement Analysis: Major Findings; 11) Design Principles; 12) Photosimulations - Today and Future of: a) Alum Rock at King Road and b) Alum Rock at 28<sup>th</sup> Street; 13) Recommended placement of dedicated lanes on Corridors of Stevens Creek and El Camino Real , and 14) Santa Clara-Alum Rock Project Concept.

He provided a report on the next steps to be taken, highlighting: 1) Work cooperatively with partners; 2) Santa Clara-Alum Rock Preliminary Engineering; 3) El Camino BRT Conceptual Engineering; and 4) Stevens Creek BRT Conceptual Engineering.

Member Tripousis left the meeting at 2:55 p.m.

Vice Chairperson Likens queried about the level of analysis conducted on the impact of the BRT Strategic Plan on existing levels of service at signal light intersections. Vice Chairperson Likens expressed her opposition to support the BRT Strategic Plan. Mr. Connolly indicated staff did not look at the overall impact and reported on the outcome of the evaluations conducted on the Line 522 service, a year after introduction, in terms of level of impact it had on signal light intersections on El Camino Real.

Member Batra expressed his opposition to adopt the BRT Strategic Plan. He indicated the City of Santa Clara is in the process of updating their General Plan for 2035. He also expressed concern regarding the El Camino Real as a Grand Boulevard Concept and whether the concept works with the BRT Strategic Plan. He recommended the item be deferred for adoption. Mr. Connolly noted VTA staff presented the BRT Strategic Plan to the City of Santa Clara Planning staff and encouraged Member Batra to speak with the staff.

Vice Chairperson Likens requested the presentation on the BRT Strategic Plan be presented to the City of Palo Alto Council and VTA Policy Advisory Committee (PAC) member prior to recommending adoption of the BRT Strategic Plan. She also expressed an interest in hearing from the Grand Boulevard Initiative with regards to the BRT Strategic Plan.

Chairperson Witthaus also noted his reluctance to recommend adoption of the BRT Strategic Plan. He commented if the Plan is forwarded to the VTA Board of Directors and adopted, VTA is essentially setting in motion a project. He expressed concern about whether or not this stage has received adequate environmental review.

Vice Chairperson Likens requested the item be deferred for a month in order to receive information about the environmental review issue, to hear from the Grand Boulevard Initiative, and make sure all cities in the corridor have an opportunity to meet with their staff and Policy Advisory Committee member.

**M/S/C (Likens/Jenkins)** to defer the adoption of the 2009 VTA Bus Rapid Transit (BRT) Strategic Plan to the April 9, 2009 TAC meeting. Further, requested information on the environmental review issue, to hear from the Grand Boulevard Initiative, and to make sure all cities within the corridor have had an opportunity to meet with their staff and PAC members.

John Ristow, Chief CMA and Staff Liaison, indicated the item is being presented at the March 19, 2009, Transit Planning and Operations (TP&O) Committee and the Committee would be informed of TAC's action taken on the item.

Member Batra and Alternate Member Collen left the meeting at 3:12 p.m.

**14. Advisory Committee Enhancement Update: March**

Jennie Loft, Public Information Officer, provided a brief update on the Advisory Committee Enhancement process, highlighting: 1) Task Force meeting consisting of all Advisory Committee Subcommittee members held in February 2009; 2) Task Force reviewed excerpts from the Hay Group Report and California Bureau of State Audits report on VTA to help define the scope of the Advisory Committee Enhancement Process; 3) Task Force received a booklet titled "Advisory Councils" regarding Best Practices for Advisory Committees; and 4) Next Task Force meeting scheduled for March 25, 2009.

Member Dey extended an invitation to Chairperson Witthaus and Member Tripousis to attend the next meeting.

**On order of Chairperson Witthaus** and there being no objection, a brief update on the status and progress of the Advisory Committee Enhancement process to date was received.

**15. Technical Advisory Committee (TAC) Subcommittee Report**

Chairperson Witthaus provided a report on the March 12, 2009 TAC Subcommittee meeting, highlighting: 1) VTA's Sustainability Program. Noted TAC Members will receive notification asking if their respective Member Agency would be interested in participating in a series of Sustainability Workshops; 2) Transportation Fund for Clean Air Program Manager (TFCA 40%) funds; and 3) Implementation of Ramp Metering on both Highway 87 and U.S. 101.

Member Dey noted the discussion held regarding the need for the VTA Ex-Officio position on TAC and whether a Metropolitan Transportation Commission (MTC) representative should be appointed to TAC.

**On order of Chairperson Witthaus** and there being no objection, an update from the Technical Advisory Committee (TAC) Subcommittee was received.

**OTHER**

**16. MTC Activities and Initiatives**

There was no report on the Metropolitan Transportation Commission (MTC) Activities and Initiatives.

**17. Committee Work Plan**

Upon query of Member Jenkins, Ying Smith, Transportation Planning Manager, provided a brief report on the "Bike Sharing Pilot Program" item agenda'd for the April 9, 2009 TAC meeting.

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

**18. Announcements**

There were no Announcements.

**19. ADJOURNMENT**

**On order of Chairperson Witthaus** and there being no objection, the meeting was adjourned at 3:20 p.m.

Respectfully submitted,

Tracene Y. Crenshaw, Board Assistant  
VTA Board of Directors