

TECHNICAL ADVISORY COMMITTEE

Thursday, April 9, 2009

MINUTES

CALL TO ORDER

The Regular Meeting of the Technical Advisory Committee (TAC) was called to order at 1:35 p.m. by Chairperson Witthaus in Conference Room B-104, Valley Transportation Authority (VTA), 3331 North First Street, San Jose, California.

1. ROLL CALL

Attendee Name	Representing	Status
Greg Armendariz	City of Milpitas	Present
Rajeev Batra	City of Santa Clara	Present
Todd Capurso	Town of Los Gatos	Absent
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	Absent
Don Dey	City of Gilroy	Present
Joan Jenkins	City of Mountain View	Present
Robert Kass	City of Campbell	Present
Hans Larsen, Alternate	City of San Jose	Present
Gayle Likens, Vice Chairperson	City of Palo Alto	Present
Larry Lind	City of Los Altos	Present
Jim Rowe, Alternate	City of Morgan Hill	Present
Ed Slintak	City of Monte Sereno	Absent
David Stillman, Alternate	City of Cupertino	Present
Lee Taubeneck, Ex-Officio	Dept. of Transportation (Caltrans)	Present
Jack Witthaus, Chairperson	City of Sunnyvale	Present

A quorum was present.

Member Cherbone took his seat at 1:36 p.m.

2. PUBLIC PRESENTATIONS

There were no Public Presentations.

3. ORDERS OF THE DAY

Alternate Member Larsen took his seat at 1:37 p.m.

There were no Orders of the Day.

4. Committee Staff Report

Amin Surani, Principal Transportation Planner, distributed a document entitled, “Santa Clara County American Recovery & Reinvestment Act 2009 (ARRA) Local Streets & Roads System Preservation Funds,” and provided an overview, highlighting: 1) Additional \$5.08 million in Tier II funds are available that will be distributed based on Board approved percentages as shown on the document; and 2) Deadlines for Tier I money is May 30, 2009, and Tier II money is November 30, 2009.

John Ristow, Chief CMA and Staff Liaison, asked the Committee Members to contact Mr. Surani if there are any questions regarding the certification process.

Member Dey recommended Mr. Surani contact Caltrans to find out where each Member Agency stands in the process.

Mr. Surani noted the Metropolitan Transportation Commission (MTC) approved the following projects in Santa Clara County: 1) \$6 million for VTA’s Project - I-237/I-880 Connector Project; and 2) \$12 million for Caltrans project of improvements on I-280.

Vice Chairperson Likens took her seat at 1:45 p.m.

Steven Fisher, Senior Transportation Planner, distributed a presentation document entitled, “High-Speed Train (HST) Environmental Impact Report (EIR)/Environmental Impact Statement (EIS) Outreach Strategy and Schedule, San Francisco to San Jose,” and provided an overview.

Eugene Maeda, Senior Transportation Planner, provided a report on the Transportation System Monitoring Program. He reported on the e-mail sent to TAC on April 8, 2009, highlighting the following: 1) Memorandum defining the proposed performance measures to be included in VTA’s Transportation System Monitoring Program; and 2) Transportation System Monitoring Program for Santa Clara County Inventory & Maintenance Expenditure Survey to be completed by the local jurisdictions. The survey submittal deadline has been extended to May 15, 2009. The survey will be placed in a user friendly format and will be re-sent to TAC via e-mail. Mr. Maeda recommended the TAC inform their respective PAC members regarding the development of the program.

In regards to the survey, Vice Chairperson Likens expressed concern regarding making a request to other City of Palo Alto Departments to collect the data without understanding what is going to happen to the data and how the data is going to be presented in a context Countywide.

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)**

There was no Capital Improvement Program (CIP) Working Group Report.

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

Eugene Maeda, Senior Transportation Planner, reported the Systems Operations & Management (SOM) Working Group is moving forward on updating the Deficiency Plan Guidelines.

Member Dey referenced the amount of time the SOM Working Group has spent working on the Traffic Impact Analysis (TIA) Guidelines, noting the Guidelines were approved by the VTA Board of Directors. He expressed concern regarding the issues experienced with Caltrans pertaining to the TIA Guidelines process. Member Dey also expressed concern regarding the letter the City of Gilroy received from Caltrans informing the City of Gilroy to follow a particular process and if requirements were not met, Caltrans would not issue an encroachment permit to the City of Gilroy. He requested the issue be addressed at a higher level within VTA, such as the Deputy Director level, to determine the next steps to address the issues with Caltrans.

Mr. Ristow asked Member Dey to provide VTA staff with a copy of the letter the City of Gilroy received from Caltrans.

Chairperson Witthaus queried if a meeting should be scheduled between Caltrans and VTA. Mr. Ristow noted a meeting with Caltrans has been scheduled on April 22, 2009.

On order of Chairperson Witthaus and there being no objection, the Report from the SOM Working Group was received.

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

CONSENT AGENDA

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

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

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

8. Bureau of State Audits – Review of Planning Procedures

M/S/C (Batra/Dey) to review CMA List of policies and procedures.

REGULAR AGENDA

9. Adopt 2009 Bus Rapid Transit (BRT) Strategic Plan

John Ristow, Chief CMA and Staff Liaison, reported the item was presented at the March 12, 2009, TAC meeting and noted TAC requested the item be deferred for a month and to also place the item on the Policy Advisory Committee (PAC) Agenda.

Steven Fisher, Senior Transportation Planner, referenced Page 2 of the Bus Rapid Transit (BRT) Strategic Plan PowerPoint Presentation, and provided an overview on the BRT Strategic Plan Goals and Objectives. He noted VTA staff has met with all the cities that will receive the BRT service.

In response to TAC's request, Mr. Fisher indicated VTA staff met with the Grand Boulevard Project Committee and the Committee concurred with the BRT Strategic Plan. In response to TAC's concern regarding an environmental clearance, Mr. Fisher noted the BRT Strategic Plan process falls into the Regional Transportation Plan category and does not require an environmental clearance process.

Member Batra expressed concern regarding the approval of the BRT Strategic Plan and the possibility of being locked into a plan. He indicated the City of Santa Clara is in the process of updating its General Plan to 2035 and does not want anything to happen that will affect its General Plan. Mr. Fisher indicated a particular alignment would not be locked in, noting VTA is trying to achieve travel time savings. He referenced the (BRT) Strategic Plan PowerPoint Presentation, Page 8, Most Promising Options - Objective: 30% Travel Time Savings Over Local Service, and provided an overview. Member Batra also expressed concern about looking at one specific mode and its cost.

Alternate Member Larsen indicated the City of San Jose is very supportive and committed to developing a good network of Bus Rapid Transit systems. The City of San Jose is concerned about the way the strategy is written, noting it is technically focused and directed towards the goal of moving buses fast through the corridor. In reference to the Santa Clara/Alum Rock Project, there is tension between what the community or cities want in the corridor. The City of San Jose would prefer a softer approach in terms of looking at the investments; more towards a multi-modal investment that clearly supports a quick efficient transit service through the corridor, and balancing the needs of the community and the district affected.

Member Dey indicated the High Speed Train is the first major step forward for South County to have decent rail service. He asked, as the High Speed Rail Project goes forward, to take South County seriously, noting this is the only project that is reasonable and viable.

Chairperson Witthaus noted the item will go through an environmental process and concerns should be addressed at this time. He highly recommended when presenting the item to the Policy Advisory Committee (PAC) to transmit TAC's comments.

Member Batra expressed concern regarding the name, Bus Rapid Transit Strategic Plan, and recommended the name be changed. Chairperson Witthaus recommended changing the name to "Corridor Feasibility Study."

M/S/C (Batra/Likens) to recommend the Board of Directors adopt the 2009 VTA Bus Rapid Transit (BRT) Strategic Plan. Further, directed VTA staff to incorporate TAC's comments and to start using another title, such as Corridor Feasibility Study.

10. Adopt 2009 Bicycle Expenditure Program Project List

John Ristow, Chief CMA and Staff Liaison, reported the item was presented to TAC at their March 12, 2009, meeting and noted TAC requested the item be deferred for a month.

Michelle DeRobertis, Senior Transportation Planner, distributed a document entitled, Attachment A – 2009 Bicycle Expenditure Program (BEP) Project List, Updated April 8, 2009, and provided an overview of the changes. There is now a total of 72 Projects for the 2009 BEP for a total allocation of \$160.7 million.

Member Batra referenced the updated Attachment A – 2009 BEP Project List, Valley Transportation Plan (VTP) 2035 ID #B22, City of Santa Clara – Santa Clara Caltrain Undercrossing Project, and noted the Project is a VTA Project. He referenced VTP 2035 ID #B23b – San Tomas Aquino Creek Trail – Monroe Avenue to Cabrillo Avenue to Southern City Limit Project, BEP Programmed To-Date (Million) column - \$0.00, and noted the Project is missing monies already programmed.

Member Kass referenced a City of Campbell Project being moved from the Local Streets and Roads pot of the VTP 2035 to BEP. It is portals underneath Highway 17, which is primarily on Campbell Avenue. He noted the Project is not contained on the 2009 BEP Project list.

Alternate Member Larsen referenced Attachment B – Projects Submitted But Not Scored, VTP 2035 ID #B56, City of San Jose – Thompson Creek Trail (Yerba Buena to Eastridge Transit Center) Project, and expressed concern about the Project not being considered a priority. The Project is a bike feeder to the Eastridge Transit Center and serves very high profile destinations. The Project was identified as one of the City of San Jose's top five trail improvement priorities. Alternate Member Larsen referenced VTP 2035 ID #B70 - Capitol Caltrain Station Crossing Project and noted the Project is not a high priority. He requested the VTP 2035 ID #B56, City of San Jose – Thompson Creek Trail (Yerba Buena to Eastridge Transit Center) Project be added to the eligibility list. He commented if there is a need to balance the dollars, the City of San Jose is willing to drop one of its Projects.

Member Jenkins referenced Attachment B – Projects Submitted But Not Scored, and requested an explanation be provided on why Projects were rejected.

Alternate Member Collen noted he would support the 2009 BEP Project List going forward with the inclusions of the Cities of San Jose and Campbell Projects.

Member Jenkins referenced Attachment B – Projects Submitted But Not Scored, VTP 2035 ID #B48, City of Mountain View – Permanente Creek Trail Undercrossing of Charleston Road and Extension of the Trail South from Old Middlefield Way to Middlefield Road, and requested the Project be funded.

Vice Chairperson Likens referenced high priority projects not contained on the 2009 BEP Project List and projects contained on the List and noted it would make sense to be able to swap out like funds for like funds.

Member Dey referenced Attachment B – Projects Submitted But Not Scored, and recommended Member Agencies who have Projects on this list have the opportunity to meet with VTA staff and discuss how it does or does not fit into the regional and countywide perspective. The Member Agencies can then identify which projects can be swapped.

Member Kass commented each city will decide which projects they are going to propose and submit on the competitive grant process. Mr. Ristow referenced the VTP 2035 which rolls into the Regional Transportation Plan (RTP), and noted it does need to be a fiscally constrained balanced amount. VTA had to balance the \$160.7 million funding estimate against highway, local streets and road, and pavement projects to fit within the targeted fund. Member Kass recommended Attachment B be re-labeled to indicate the projects are unconstrained.

Chairperson Witthaus commented the City of Sunnyvale virtually had its entire bike plan rejected and recommended the cities be given some flexibility. He queried if it is possible for VTA to allow cities to still submit projects when specific funding opportunities arise if they are on an unconstrained list.

Member Dey recommended the item be moved forward, because VTA still has to be concerned about the sanctity of the whole process.

Alternate Member Larsen recommended the item be deferred for a month to allow time to go through the process.

Upon query of Member Kass, Mr. Ristow noted if the item is delayed a month, it would be forwarded to the June 4, 2009, Board of Directors meeting.

M/S/C (Kass/Larsen) to defer recommending the Board of Directors adopt the 2009 Bicycle Expenditure Program Project List as shown in Attachment.

11. 2008 Monitoring and Conformance Report

Chairperson Witthaus noted Attachment A, Draft 2008 Monitoring and Conformance Report – Santa Clara County Congestion Management Agency, was not included in the Agenda Packet. The booklet was distributed at the meeting.

Upon query of Committee Members, John Ristow, Chief CMA and Staff Liaison, indicated the item could be deferred for a month, noting there was no time constraint.

Alternate Member Rowe referenced the Draft 2008 Monitoring and Conformance Report, Page 3, Table of Contents, and noted the “CMP Intersections” item begins on Page 18 instead of Page 14. The “Freeways” item begins on Page 30 instead of Page 28. He also referenced Page 43, Table 4.2 - 2008 Freeway Level of Service, AM, “US 101 NB Burnett Avenue (Lane Drop)”, and noted a lane should be added to Cochrane Road in the northbound direction.

Mr. Ristow asked Committee Members to submit their comments to Adam Burger, Transportation Planner III. He noted Mr. Burger would send Committee Members an e-mail asking for their comments.

M/S/C (Collen/Likens) to defer recommending the Board of Directors approve the Draft 2008 Monitoring and Conformance Report.

12. CMP Work Program Review Draft of New Work Program

Alternate Member Collen left the meeting at 3:14 p.m.

John Ristow, Chief CMA Officer and Staff Liaison, referenced Attachment A – Santa Clara Valley Transportation Authority Congestion Management Program (CMP) Work Program for Fiscal Year 2010 (FY 2010), and provided a brief report on the major tasks the CMP will address during FY 2010. He noted the item would be brought back to TAC for action in May 2009.

Member Kass expressed concern regarding the increase in CMP fees and recommended the fees remain flat. He requested staff provide a report back indicating the consequences if the fees were to remain flat.

Member Batra requested staff provide a progress update on the completed tasks.

Chairperson Witthaus requested staff to look at the overall program and to think very hard about what elements are discretionary versus what elements are truly necessary to meet Congestion Management law.

On order of Chairperson Witthaus and there being no objection, the draft Fiscal Year 2010 Congestion Management Work Program was reviewed.

13. Light Rail Systems Analysis Project Update

Andrew Ittigson, Senior Transportation Planner, provided a PowerPoint Presentation entitled, “Light Rail System Analysis”, highlighting: 1) Project Background; 2) Project Schedule; 3) Project Background – Comprehensive Operations Analysis (COA); 4) COA – VTA Board Policy; 5) Service Design Guideline Criteria; 6) VTA Light Rail System Overview; 7) Light Rail System; 8) Light Rail System Capital and Operations Constraints; 9) Light rail System: Constraints; 10) Peer Comparison-Boardings and Route Miles; 11) Peer Comparison-Boardings Per Revenue Hour; 12) Ridership Growth;

13) Market Analysis; 14) Existing Travel Patterns-Total Trips; 15) Existing Travel Patterns-LRT (Light Rail) Trips; 16) Market Opportunities-Near Term; 17) Potential Solutions; 18) Draft Scenario; and 19) Next Steps as follows: a) Develop up to 10 scenarios for further analysis; b) Technical Analysis-VTA Model and On-Track simulation; c) Cost-Benefit Analysis; and d) Refine Scenarios.

Ex-Officio Member Taubeneck left the meeting at 3:26 p.m.
Members Armendariz and Batra and left the meeting at 3:40 p.m.
Alternate Member Stillman left the meeting at 3:41 p.m.

Alternate Member Larsen indicated since many of the concepts affect the City of San Jose, he encouraged VTA staff to work with the City of San Jose Transportation and Land Use Planning staff. He recommended VTA staff provide the presentation to the City of San Jose.

On order of Chairperson Witthaus and there being no objection, information on the Light Rail System Analysis was received.

14. Regional Transit-Oriented Bike Share Pilot Program Update

Michelle DeRobertis, Senior Transportation Planner, provided a brief update on the Regional Transit-Oriented Bike Share Pilot Program, noting the general components of the study to be conducted and timelines.

On order of Chairperson Witthaus and there being no objection, an update on the Bike Sharing Pilot Program was received.

15. Advisory Committee Enhancement Update: April

Jennie Loft, Public Information Officer, reported on the third Task Force meeting held on March 25, 2009. In reference to Best Practices for Advisory Committees, the Task Force reviewed the 36 priorities that were developed through the Subcommittee process. Ms. Loft distributed a document containing the top three priorities voted on by the Task Force Members. The Task Force Members will discuss how to implement the priorities at the April 29, 2009 meeting.

Member Dey referenced the concern about the recommendation to combine the TAC and Policy Advisory Committee (PAC) about a year or two ago. He commented the discussion is now about combining the PAC and the Citizens Advisory Committee (CAC).

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.

16. Technical Advisory Committee (TAC) Subcommittee Report

There was no Technical Advisory Committee (TAC) Subcommittee Report.

OTHER

17. MTC Activities and Initiatives

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

18. Committee Work Plan

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

19. Announcements

Chairperson Witthaus announced the City of Sunnyvale has scheduled a Grand Opening on April 22, 2009, at 10:30 a.m. for its two new bicycle and pedestrian bridges.

20. ADJOURNMENT

On order of Chairperson Witthaus and there being no objection, the meeting was adjourned at 3:52 p.m.

Respectfully submitted,

Tracene Y. Crenshaw, Board Assistant
VTA Board of Directors