

TECHNICAL ADVISORY COMMITTEE

Thursday, August 13, 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	Absent
Shahla Yazdy, Alternate	City of Palo Alto	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
Joan Jenkins	City of Mountain View	Present
Robert Kass	City of Campbell	Absent
Ben Tripousis	City of San Jose	Present
Larry Lind	City of Los Altos	Absent
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)	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 Armendariz took his seat at 1:37 p.m.

John Ristow, Chief CMA Officer and Staff Liaison, provided a report highlighting: 1) Availability of Valley Transportation Plan (VTP) 2035 on VTA's Website; 2) State Highway Operation and Protection Program (SHOPP) funded Projects: a) Highway 101 improvements between Coyote Creek and Guadalupe River; and b) Highway 17 improvements in Los Gatos; and 3) City of Santa Clara opening of an additional segment of the San Tomas Aquino Creek Trail.

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

5. Chairperson's Report

Chairperson Witthaus reported on the August 13, 2009, Technical Advisory Committee (TAC) Subcommittee meeting, highlighting: 1) Discussed streamlining Caltrans' Project Study Report/Project Report process; 2) Discussed VTA Complete Streets efforts; and 3) Received a presentation on suggested changes to the self-assessment for the Transportation System Monitoring Program (TSMP).

6. Reports from TAC Working Groups

- **Capital Improvement Program (CIP)**

Celeste Fiore, Transportation Planner II, reported there was no Capital Improvement Program (CIP) meeting held during the month of July 2009, and noted a meeting would be held on August 25, 2009.

Ms. Fiore distributed the document entitled, "Caltrans District 4 – Office of Local Assistance Project Status, American Recovery and Reinvestment Act (ARRA), Local Streets and Roads System Preservation Projects, Status as of August 5, 2009." She provided a status report on the Tier 1 and Tier 2 Projects contained in the document.

Ms. Fiore distributed the document entitled, "Metropolitan Transportation Commission, ARRA, Highway Strategic Investments, Prop 1B Backfill, Smart Highways, Safety and Transportation Enhancements, Amend into Federal Transportation Improvement Program (TIP) with Revisions 09-06, 09-12, and 09-13, Status as of August 5, 2009." There were no changes since the last status report provided at the July 2009 TAC meeting.

Member Dey took his seat at 1:42 p.m.

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

Eugene Maeda, Senior Transportation Planner, reported there was no Systems Operations and Management (SOM) Working Group meeting held during the month of July 2009, and noted a meeting would be held at the end of August 2009.

On order of Chairperson Witthaus and there being no objection, the report from the TAC Working Groups was received.

7. **High Speed Rail/Caltrain Project**

Steven Fisher, Senior Transportation Planner, distributed information on the California High Speed Train Project and provided a brief overview of the following: 1) Phase I-San Francisco to Anaheim Master Summary Schedule; 2) Following Phases Master Summary Schedule (Sacramento to Merced; Los Angeles to San Diego; and Altamont Corridor); 3) California High Speed Rail-Overall Organization; and 4) Regional Project Summary Schedules for Merced to San Jose and San Jose to San Francisco.

Mr. Fisher noted the following meetings to be held on September 12, 2009, regarding the Project: 1) Meeting in City of San Jose regarding Diridon Station planning efforts; and 2) Peninsula City Consortium (PCC) meeting in City of Palo Alto from 8:30 a.m. to 2:30 p.m.

On order of Chairperson Witthaus and there being no objection, a verbal report on the High Speed Rail/Caltrain Project was received.

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

CONSENT AGENDA

8. **Minutes of July 9, 2009**

M/S/C (Tripousis/Jenkins) to approve the Minutes of July 9, 2009.

9. **Programmed Projects Quarterly Monitoring Report for April – June 2009**

M/S/C (Tripousis/Jenkins) to receive the Programmed Projects Quarterly Monitoring Report for April to June 2009.

10. **Valley Transportation Plan (VTP) Highway Program Semi-Annual Report**

M/S/C (Tripousis/Jenkins) to receive the VTP Highway Program Semi-Annual Report.

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

REGULAR AGENDA

11. Elect Vice Chair

Chairperson Witthaus opened the nominations from the floor for the position of Vice Chairperson of the TAC Committee for the remainder of 2009.

On general consensus, the Committee nominated Member Rajeev Batra.

On order of Chairperson Witthaus and there being no objection, the nominations were closed and on, general consensus, the Committee elected Member Rajeev Batra as the Vice Chairperson for the remainder of the calendar year 2009.

12. January 2010 Service Changes

Jim Unites, Deputy Director of Service Planning, provided a PowerPoint Presentation entitled, "Transit Service Reduction Plan," highlighting: 1) Financial Overview; 2) Public Outreach; 3) Schedule (a. Seven public meetings held on August 10-13, 2009; b. Proposed Plan to be reviewed by VTA Advisory Committees on August 12-13, 2009, and Transit Planning and Operations (TPO) Committee on August 20, 2009; c) Public comments due on August 31, 2009; d) Proposed final Plan will be forwarded to TPO on September 17, 2009; e) Forwarded to the Board of Directors for adoption on October 1, 2009; and f) anticipated implementation of Plan on January 11, 2010; 4) Chart of Average Weekday Ridership and Proposed January Service Changes; 5) Bus Service Changes; 6) Charts of Weekday-Average Riders per Hour and Proposed Changes; January 2010 Weekday Service Changes; and January 2010 Saturday and Sunday Service Changes; 7) Light Rail Service Changes; 8) Impacts; and 9) Environmental Review Process.

On order of Chairperson Witthaus and there being no objection, the information on January 2010 Service Changes was received.

13. VTA Comments on California Environmental Quality Act (CEQA) Guidelines Amendments

John Ristow, Chief CMA Officer and Staff Liaison, reported the TAC had asked the item be brought back to the Committee as an action item.

Michelle DeRobertis, Senior Transportation Planner, referenced Attachment C – Draft letter on the proposed CEQA Guidelines Amendments to the Resources Agency. She provided a brief overview of the Bicycle and Pedestrian Advisory Committee (BPAC) and TAC comments provided at their July 2009 meetings that have been incorporated in the draft comment letter. The major comments in the draft comment letter included adding the following: 1) a new preamble to Appendix G – Initial Study Checklist; 2) a new question on Vehicle Miles Traveled in Section VII. Greenhouse Gas Emissions; and 3) changes/additions to the transportation checklist.

Ms. DeRobertis referenced the letter, Item #3 - Proposed Changes to CEQA Checklist, Section XVI. Transportation/Traffic, question: “(h) (Would the project) Reduce, sever, or eliminate pedestrian or bicycle circulation or access, or preclude future planned and approved bicycle or pedestrian circulation?” She noted at the August 12, 2009 BPAC meeting, the Members suggested the following addition: “the conflict of decreasing safety to bicycles and pedestrians.”

Alternate Member Collen commented the BPAC proposed the following wording: “endanger pedestrian or bicycle.” He recommended the proposed wording be reflected similar to the wording contained in Item #3.d).

Member Dey referenced item #3.g proposed by Caltrans, and expressed concern regarding some of the terms used, such as: “in terms of structural, operational, or perception-based.” He recommended the words “quality of service for non-motorized and transit modes” be reflected at the beginning of item #3.g. as follows: “Would the project affect the quality of service for non-motorized and transit modes.”

Chairperson Witthaus referenced item #3.g and expressed concern regarding the use of the phrase, “perception-based measures.” He requested the language “perception-based” be removed. He also expressed concern regarding the use of the word “quality,” noting it was somewhat subjective. He requested the language be modified to specify trying to identify quantitative measures for identifying potential impacts to non-motorized and transit modes.

M/S/C (Dey/Tripousis) to recommend the Board to direct the General Manager to submit a comment letter on the proposed CEQA Guidelines Amendments to the Resources Agency as presented in Attachment C. Further, requested the revisions provided by TAC be incorporated into the comment letter.

14. Implementing the Regional Transportation Plan: Metropolitan Transportation Commission’s (MTC’s) Proposed Policies

John Ristow, Chief CMA and Staff Liaison, reported the memorandum outlined the Metropolitan Transportation Commission’s (MTC’s) proposals for implementing the programs identified in the Regional Transportation Plan, Transportation 2035 (T2035), over the next six years, relating to the funding levels and who would select the projects for the programs. The core programs proposed by MTC included: 1) Freeway Performance Initiative (FPI); 2) Transit Capital and Regional Streets and Road Rehabilitation (“Fix It First”); 3) Transportation For Livable Communities (TLC); 4) Regional Bike Program; and 5) Climate Initiatives.

Chris Augenstein, Deputy Director, Planning, referenced the “TLC” and “Climate Initiatives” Programs and reported on the Program objective/description, MTC’s proposed program structure and funding proposal, and VTA’s staff recommendation for each Program. He referenced the “Regional Bike” and “FPI” Programs and reported on the Program objective/description, MTC’s proposed program structure, and VTA’s staff recommendation for each Program.

Marcella Rensi, Transportation Planning Manager, referenced the “Transit Capital and Regional Streets and Road Rehabilitation (“Fix It First”)” Program and reported on the Program objective/description, MTC’s proposed program structure and funding proposal, and VTA’s recommendation.

Member Tripousis distributed a document entitled, “Reauthorization Programming Proposals” and “Alternative Reauthorization Proposal Summary – V2.” He provided an overview of the Alternative Reauthorization Proposal Summary, noting the recommended proposed change in Cycle 1 funding and justification for the change for each of the following Programs/Projects: 1) Line Item #5 – FPI; 2) Line Item #9 – Transit Capital Rehabilitation; 3) Line Item #10 – Regional Streets & Roads Rehabilitation; and 4) Line Item #16 – MTC Res. 3814 Transit Payback Commitment.

Mr. Ristow noted the work being conducted with the Congestion Management Agencies (CMAs) in trying to get MTC to restore funding for Local Streets and Roads.

Member Tripousis commented the programs eligible for Congestion Management and Air Quality Improvement Program (CMAQ) funds should use those funds exclusively, because Local Streets and Roads can only use State Transportation Program (STP) funds. He encouraged VTA staff to address the issue with MTC.

Alternate Member Collen referenced “Climate Initiatives” and commented the Safe Routes to Schools are valued projects, noting the communities’ strong support of the projects. He expressed support on gaining local control over, and increased flexibility with the implementation of regional programs.

Chairperson Witthaus referenced the issue of deliverability under “FPI” and queried if Caltrans has the ability to operate all of the projects it has proposed to fund. He commented ramp meters are not necessarily the solution for every freeway segment and questioned the huge investment in the system. He also suggested the level of funding for “TLC” be reduced.

Member Dey expressed support for the freeway initiative idea, but questioned Caltrans’ ability to operate and maintain the system.

M/S/C (Tripousis/Dey) to adopt VTA Staff recommendations with regards to MTC's proposed programs as discussed in the following memorandum, and, further, requested TAC comments be considered.

15. Development Review Program Enhancements and Proactive Congestion Management Program (CMP) Report April – June 2009

Alternate Member Collen left the meeting at 2:46 p.m.

Robert Swierk, Senior Transportation Planner, provided a PowerPoint Presentation entitled, “Development Review Program Enhancement,” highlighting: 1) VTA’s Development Review Program; 2) Development Review Process; 3) Development Review Program Enhancement; 4) Enhancement Approach, noting the following three parallel tracks: a) Improve Process and Reporting; b) Expand Outreach and Influence;

and c) Conduct Targeted Research; 5) Proactive Congestion Management Program (CMP) Report; 6) Proactive CMP Report Enhancements; 7) New Proactive CMP Report-Sample; and 8) Schedule of Process and Reporting Short and Long Term; Outreach and Influence Short and Long Term; and Targeted Research Short and Long Term.

Chairperson Witthaus commented the Development Review Program has value and serves as a type of peer review. He encouraged VTA staff to confer with Member Agencies to make sure VTA's comments are relevant.

On order of Chairperson Witthaus and there being no objection, a presentation on the Development Review Program Enhancements and the Proactive CMP Report for April through June 2009 was received.

16. Community-Based Transportation Plan – Milpitas

Kevin Connolly, Transportation Planning Manager, noted the Community-Based Transportation Plan (CBTP) – Milpitas item would be forwarded to the Congestion Management Program and Planning (CMPP) Committee in August 20, 2009, and forwarded to the City of Milpitas Council and VTA Board of Directors in September 2009. Mr. Connolly provided background information on the creation of the CBTP Program.

Aiko Cuenco, Transportation Planner I, provided a PowerPoint Presentation entitled, "Milpitas Community-Based Transportation Plan (CBTP)", highlighting: 1) CBTP Program; 2) List of Outreach Meetings; 3) Top Transportation Concerns; 4) Transportation Proposals; 5) Bus Service Proposal; and 6) Projects for Future Consideration.

Member Armendariz thanked VTA staff for a job well done on the Plan, noting the work was long overdue. He noted the response rate for the 600 completed surveys by the community was impressive.

On order of Chairperson Witthaus and there being no objection, a presentation on the Milpitas Community-Based Transportation Plan was received.

17. Bike Sharing Pilot Program – Project Update

Aiko Cuenco, Transportation Planner I, provided an update on the Bike Sharing Pilot Program. VTA is proposing to develop a bike share system that is transit based, and the system would be focused around the three Caltrain stations in Palo Alto, Mountain View, and San Jose Diridon. The purpose of the Bike Share Pilot Study was to identify the potential market, appropriate technologies and to develop a business and finance model. Surveys are anticipated to be conducted around the three Caltrain stations to help determine the bike share locations in late September 2009.

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

Chairperson Witthaus recommended Agenda Items #18 and #19 be combined.

18. Advisory Committee Enhancement Update: August and
19. Advisory Committee Enhancement (ACE) Subcommittee Report

Stephen Flynn, Senior Management Analyst, reported the Advisory Committee Enhancement (ACE) Task Force met in July 2009, and discussed options for increasing meeting efficiency, sharing information between committees, building consensus among stakeholder groups, and reducing the level of resources needed to support the committee process.

Mr. Flynn indicated based upon the discussions held, the Task Force reached general consensus on the following three recommendations to be forwarded to the Board of Directors: 1) Conduct joint meetings between two or more committees when feasible, and if possible, conduct at least one annual meeting of all five committees; 2) Task Force rejected the Organizational and Financial Assessment proposal to combine the Policy Advisory Committee (PAC) and TAC; and 3) Advisory Committee Chairpersons meet at least every six months to review the consolidated Board and Committee Work Plan to identify items of interest, so the Committees could receive items earlier in the development process. Mr. Flynn pointed out several members acknowledged in the Task Force process that one of the major barriers to reaching consensus was self interest. Mr. Flynn noted VTA staff would be providing a progress report to the Administration and Finance Committee at their September 17, 2009 meeting. The progress report will contain the accomplishments of the ACE process to date, and will list the three proposed recommendations provided by the Task Force.

Member Dey commented on the discussions held and on the proposed recommendations presented at the Task Force meetings, noting his overall satisfaction with the ACE process.

Mr. Flynn reported one of the major accomplishments of the ACE process was providing the vote and major comments of each Advisory Committee to the Standing Committees and Board of Directors.

Mr. Flynn noted the ACE Update Report and ACE Subcommittee Report would not be agendaized for the September 10, 2009 TAC meeting.

On order of Chairperson Witthaus and there being no objection, the Committee received a brief update on the status and progress of the Advisory Committee Enhancement process to date and received a verbal update from the Committee's Advisory Committee Enhancement (ACE) Subcommittee.

Member Jenkins left the meeting at 3:18 p.m.

OTHER

20. Metropolitan Transportation Commission (MTC) Activities and Initiatives

John Ristow, Chief CMA and Staff Liaison, noted the Metropolitan Transportation Commission (MTC) Activities and Initiatives report was heard under Agenda Item #14. Implementing the Regional Transportation Plan: MTC's Proposed Policies.

On order of Chairperson Witthaus and there being no objection, an update on MTC Activities and Initiatives was received.

21. Committee Work Plan

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

22. Announcements

Member Tripousis announced the retirement of City of San Jose Director of Transportation, Jim Helmer, effective October 14, 2009. He noted Hans Larsen will become the Acting Director of Transportation.

Chairperson Witthaus announced the City of Sunnyvale was still recruiting for the position of Traffic and Transportation Engineer.

23. ADJOURNMENT

On order of Chairperson Witthaus and there being no objection, the meeting was adjourned at 3:21 p.m.

Respectfully submitted,

Tracene Y. Crenshaw, Board Assistant
Office of the Board Secretary