

TECHNICAL ADVISORY COMMITTEE

Thursday, January 13, 2011
1:30 PM

VTA Conference Room B-104
3331 North First Street
San Jose, CA

AGENDA

CALL TO ORDER

1. ROLL CALL

2. PUBLIC PRESENTATIONS:

This portion of the agenda is reserved for persons desiring to address the Committee on any matter not on the agenda. Speakers are **limited to 2 minutes**. The law does not permit Committee action or extended discussion on any item not on the agenda except under special circumstances. If Committee action is requested, the matter can be placed on a subsequent agenda. All statements that require a response will be referred to staff for reply in writing.

3. ORDERS OF THE DAY

4. Receive Committee Staff Report. (Verbal Report) (Ristow)

5. Receive Chairperson's Report. (Verbal Report) (Capurso)

6. Receive Reports from TAC Working Groups. (Verbal Report)

- Capital Improvement Program (CIP)
- Systems Operations & Management (SOM)
- Land Use/Transportation Integration (LUTI)

7. INFORMATION ITEM - Receive Verbal Report on High Speed Rail/Caltrain Project.

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

CONSENT AGENDA

8. Approve the Regular Meeting Minutes of November 10, 2010.

REGULAR AGENDA

9. INFORMATION ITEM - Receive an update on the Sustainable Communities Strategy activities as part of the implementation of SB 375.
10. INFORMATION ITEM - Receive an update on the 2010 Measure B (SB-83) Vehicle Registration Fee.

OTHER

11. Receive an update on MTC Activities and Initiatives. (Verbal Report) (Committee)
12. Receive an update from the Technical Advisory Committee (TAC) Subcommittee. (Verbal Report) (Capurso)
13. Review the TAC Committee Work Plan. (Ristow)
14. **ANNOUNCEMENTS**
15. **ADJOURN**

In compliance with the Americans with Disabilities Act (ADA), those requiring accommodations or accessible media for this meeting should notify the Board Secretary's Office 48 hours prior to the meeting at (408) 321-5680 or e-mail: board.secretary@vta.org, (408) 321-2330 (TTY only). VTA's Homepage is located on the Web at: <http://www.vta.org/> or visit us on Facebook <http://www.facebook.org/scvta>.

All reports for items on the open meeting agenda are available for review in the Board Secretary's Office, 3331 North First Street, San Jose, California, (408) 321-5680, the Monday, Tuesday, and Wednesday prior to the meeting. This information is available on VTA's website at <http://www.vta.org> and also at the meeting.

TECHNICAL ADVISORY COMMITTEE

Wednesday, November 10, 2010

MINUTES

CALL TO ORDER

The Regular Meeting of the Technical Advisory Committee (TAC) was called to order at 1:33 p.m. by Chairperson Batra 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, Chairperson	City of Santa Clara	Present
Todd Capurso, Vice Chairperson	Town of Los Gatos	Present
John Cherbone	City of Saratoga	Present
Richard Chiu	Town of Los Altos Hills	Present
Dan Collen, Alternate	County of Santa Clara	Present
Don Dey	City of Gilroy	Present
Glenn Goepfert	City of Cupertino	Absent
Robert Kass	City of Campbell	Absent
Helen Kim	City of Mountain View	Present
Larry Lind	City of Los Altos	Absent
Jaime Rodriguez	City of Palo Alto	Present
Jim Rowe, Alternate	City of Morgan Hill	Present
Mo Sharma	City of Monte Sereno	Absent
Lee Taubeneck, Ex-Officio	Dept. of Transportation (Caltrans)	Absent
Ben Tripousis	City of San Jose	Present
Jack Witthaus	City of Sunnyvale	Present

A quorum was present.

Member Dey took his seat at 1:34 p.m.

2. PUBLIC PRESENTATIONS

There were no Public Presentations.

3. ORDERS OF THE DAY

There were no Orders of the Day.

4. Committee Staff Report

John Ristow, Chief CMA Officer and Staff Liaison, provided a report, highlighting: 1) Cancellation of the December 8, 2010 Joint Advisory Committee meeting; 2) Proposed 2011 TAC Meeting Schedule; 3) U.S. 101/Tully Road Corridor Mobility Improvement

Account (CMIA) Project was awarded by Caltrans; 4) Release of I-280/880 Stevens Creek Environmental document; and 5) Election results for the Measure B Senate Bill 83 Local Roadway funding.

Chairperson Batra introduced Katie Benouar, Chief, Office of System Planning, Caltrans District 4. Ms. Benouar noted she was representing Ex-Officio Member Lee Taubeneck.

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

5. **Chairperson's Report**

On general consensus, Members of the Committee recommended that the December 9, 2010, TAC meeting be cancelled.

Chairperson Batra congratulated VTA staff on all of their hard work and team effort on the SB 83 Vehicle Registration Fee.

Member Chiu took his seat at 1:39 p.m.

6. **Reports from TAC Working Groups**

- **Capital Improvement Program (CIP)**

Celeste Fiore, Transportation Planner II, reported on the October 26, 2010, Capital Improvement Program (CIP) Working Group meeting, highlighting: 1) Discussed the Vehicle Emissions Reductions Based at Schools Program and Community Design & Transportation FY 11/12 Capital Grants Awards items that are agendaized for today's meeting; and 2) Received presentation from the Metropolitan Transportation Commission (MTC) on new Funding Management System Air Quality Module. Noted a combination November/December 2010, CIP holiday meeting to be held on December 7, 2010.

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

Eugene Maeda, Senior Transportation Planner, reported on the October 27, 2010, Systems Operations and Management (SOM) Working Group meeting, highlighting: 1) Continued work on the Traffic Signal Work Coordination Practices in Santa Clara County; 2) Continued work on updating the Transportation System Monitoring Program (TSMP) Report; and 3) Discussed the 2011 SOM Work Plan. Noted the Working Group will receive a presentation from Caltrans on the California Manual on Uniform Traffic Control Devices on November 16, 2010.

- **Land Use/Transportation Integration (LUTI)**

Robert Swierk, Senior Transportation Planner, provided a report, highlighting: 1) LUTI Working Group meeting to be held on November 17, 2010; and 2) A joint LUTI and SOM Working Groups meeting will be held on December 13, 2010, to receive presentations on a recent research study conducted by San Jose State University graduates on parking utilization at Transit Oriented Development (TOD) sites throughout the County and on the recently mix-used development trip reduction model.

On order of Chairperson Batra and there being no objection, the reports from the TAC Working Groups were received.

7. High Speed Rail/Caltrain Project

Steven Fisher, Senior Transportation Planner, provided a verbal report on the High Speed Rail/Caltrain Project, highlighting: 1) California High Speed Rail Authority's (CHSRA's) intent to adopt criteria that would have specified the awarding of the American Recovery and Reinvestment Act (ARRA) funding, and the Federal Railway Administration's decision to name the Central Valley segment to receive the ARRA funding; 2) Status of Environmental Impact Statement (EIS)/Environmental Impact Report (EIR) for segments in the County of Santa Clara;

Members of the Committee reported on the draft Cooperative Agreement between the City of San Jose and the California High Speed Rail Authority pertaining to the proposed High Speed Rail Train Project through San Jose.

Staff asked that the draft Cooperative Agreement be provided to staff, so it can be forwarded to the TAC Members.

Members of the Committee expressed the City of Morgan Hill's concern pertaining to the Alternatives Analysis Report for the San Jose to Merced segment and noted the City's preferred alternative. Members of the Committee expressed the City of Morgan Hill's interest in working on a cooperative agreement as well.

Members of the Committee referenced the City of Gilroy's discussions with CHSRA concerning the process for conducting traffic studies. Members of the Committee expressed the City of Gilroy's concern regarding conducting traffic studies based upon VTA Congestion Management Program (CMP) guidelines.

On order of Chairperson Batra and there being no objection, the High Speed Rail/Caltrain Project Report was received.

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

CONSENT AGENDA

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

Approve the Regular Meeting Minutes of October 14, 2010.

9. Programmed Project Monitoring – Quarterly Report

M/S/C (Rowe/Rodriguez) to receive the Programmed Projects Quarterly Monitoring Report for July 2010 - September 2010.

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

REGULAR AGENDA

8. Minutes of October 14, 2010

Members of the Committee noted the following corrections: 1) Page 4 of 5, Item #16. Announcements, first paragraph, Traffic Engineering Assistant position should be reflected instead of Trafficking Engineer position; and 2) Alternate Member David Stillman was in attendance instead of Member Glenn Goepfert.

M/S/C (Witthaus/Rodriguez) to approve the Regular Meeting Minutes of October 14, 2010, as amended.

10. Nomination Subcommittee Report

Alternate Member Collen reported that the Nomination Subcommittee has nominated the following slate of candidates for the 2011 elections: 1) Vice Chairperson Todd Capurso for Chairperson; and 2) Member Greg Armendariz for Vice Chairperson.

On order of Chairperson Batra, there being no objection, the Committee received the Nomination Subcommittee Report for Chairperson and Vice Chairperson Elections.

11. Determine the Chairperson and Vice Chairperson for Calendar Year 2011

M/S/C (Tripousis/Dey) to close nominations and elect Vice Chairperson Capurso as the Chairperson for 2011.

M/S/C (Tripousis/Dey) to close nominations and elect Member Armendariz as the Vice Chairperson for 2011.

12. TFCA 40% - Project Selection Criteria

Bill Hough, Transportation Planner III, provided an overview of the staff report.

M/S/C (Collen/Tripousis) to recommend that the Board of Directors modify the criteria used to evaluate and select projects for the Transportation Fund for Clean Air (TFCA) Program Manager fund and review the status of ongoing Santa Clara County TFCA projects.

13. Vehicle Emissions Reductions Based at Schools Program

Celeste Fiore, Transportation Planner II, referenced the revised staff report and provided an overview.

Members of the Committee expressed concern regarding the proposed plan for funding the projects and requested that Staff's recommendation include the following wording: "as presented by VTA staff to the TAC."

Members of the Committee thanked the Scoring Committee for all of their efforts.

M/S/C (Witthaus/Rodriguez) to recommend that the Board of Directors approve the recommended Vehicle Emissions Reductions Based at Schools (VERBS) Program projects as presented by VTA staff to the TAC.

14. Community Design & Transportation FY 11/12 Capital Grants Awards

Celeste Fiore, Transportation Planner II, referenced the revised staff report and provided an overview.

M/S/C (Dey/Witthaus) to recommend that the Board of Directors approve the recommended projects for the Community Design and Transportation Program.

15. State Transportation Improvement Program Amendment

Marcella Renzi, Principal Transportation Planner, provided an overview of the staff report.

M/S/C (Tripousis/Capurso) to recommend that the Board of Directors amend the 2010 State Transportation Improvement Program (STIP) Program for Santa Clara County reprogramming \$50.44 Million to the Silicon Valley Rapid Transit Project - Berryessa Extension from the Airport People Mover Project. Authorize funding the Airport People Mover Project in the 2012-2013 Measure A Capital Budget.

16. Proactive CMP Quarterly Report for July – September 2010

Robert Swierk, Senior Transportation Planner, provided an overview of the staff report.

On order of Chairperson Batra and there being no objection, the Committee received the Proactive CMP Quarterly Report for July through September 2010.

17. SB 375 – Sustainable Communities Strategy Update

John Sighamony, Senior Transportation Planner, provided an overview of the staff report. He reported on the November 8, 2010, Sustainable Communities Strategy (SCS) Leadership Summit for Santa Clara County.

Upon query of Members of the Committee, the process was explained on how the housing allocation would work in the Regional Transportation Plan (RTP) framework. Staff noted that the Santa Clara County Association of Planning Officials (SCCAPO) requested that they be the lead in the housing allocation process. Staff also noted that SCCAPO requested that the LUTI Working Group not participate in the SCS process.

Members of the Committee recommended that another SCS Leadership Summit be held sometime in the future. Members of the Committee thanked VTA staff for a job well done on the Leadership Summit.

Members of the Committee stressed the importance of the transportation infrastructure need in the County of Santa Clara and hoped that staff would be vigilant when it comes to transportation funding in the RTP. Staff noted their plan to create a timeline that puts together the RTP schedule with the Valley Transportation Plan (VTP) schedule, so that there will be important milestones to look for when it comes to making local decisions.

On order of Chairperson Batra and there being no objection, the Committee received an update on the Sustainable Communities Strategy activities as part of the implementation of SB 375.

18. US 101 South Corridor System Management Plan (CSMP)

Katie Benouar, Chief, Office of System Planning, Caltrans District 4, thanked VTA staff for all of their assistance and introduced Caltrans staff in attendance at today's meeting.

Ms. Benouar provided a presentation on the US 101 South Corridor System Management Plan (CSMP), highlighting: 1) US 101 South one of ten CSMP Corridors in Bay Area; 2) US 101 South CSMP CMIA Projects; 3) US 101 South CSMP Working Group; 4) US 101 South CSMP Technical Information, and Recommendation Strategies, 5) Second Generation CSMPs; and 6) Timeline.

Upon query of Members of the Committee, staff recommended that the TAC Members forward their comments to VTA staff, noting staff will forward the comments to Caltrans staff.

On order of Chairperson Batra and there being no objection, the Committee received the presentation on the US 101 South Corridor System Management Plan.

OTHER

19. Metropolitan Transportation Commission (MTC) Activities and Initiatives

Mr. Ristow reported that the Metropolitan Transportation Commission (MTC) was focusing on the Sustainable Communities Strategy.

On order of Chairperson Batra and there being no objection, the Committee received an update on MTC Activities and Initiatives.

20. Technical Advisory Committee (TAC) Subcommittee Report

Chairperson Batra provided a report on the discussions held at the Technical Advisory Committee (TAC) Subcommittee meeting, highlighting: 1) Discussed SB 83 Vehicle Registration Fee item and queried about next steps; 2) Discussed action items agreed at today's TAC meeting; and 3) Discussed the Priority Initiation Document (PID) process.

On order of Chairperson Batra and there being no objection, the Committee received the TAC Subcommittee Report.

21. Committee Work Plan

Members of the Committee requested that in January 2011, VTA staff provide an updated funding matrix containing all the available grant programs.

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

22. Announcements

Vice Chairperson Capurso acknowledged and thanked Chairperson Batra for a job well done in serving as Chairperson for 2010.

Chairperson Batra thanked the Committee Members and VTA staff for all of the hard work and wished everyone a Happy Holiday Season.

23. ADJOURNMENT

On order of Chairperson Batra and there being no objection, the meeting was adjourned at 3:07 p.m.

Respectfully submitted,

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



Date: December 29, 2010
 Current Meeting: January 13, 2011
 Board Meeting: N/A

BOARD MEMORANDUM

TO: Santa Clara Valley Transportation Authority
 Technical Advisory Committee

THROUGH: General Manager, Michael T. Burns

FROM: Chief CMA Officer, John Ristow

SUBJECT: SB 375 - Sustainable Communities Strategies Update

FOR INFORMATION ONLY

BACKGROUND:

With the adoption of Senate Bill 375, each Metropolitan Planning Organization (MPO) is required to develop a Sustainable Communities Strategy (SCS) as part of the next Regional Transportation Plan (RTP). The Bay Area Region has begun the process to develop the RTP under the new SB 375 requirements through a Regional Advisory Working Group (RAWG). The next RTP is expected to be adopted in 2013. This is a regular update on the recent efforts of VTA coordinating with the Regional Agencies in developing the SCS.

DISCUSSION:

At the present time, ABAG and MTC are developing a process to develop the next RTP update. This memo discusses the Vision Scenario and the upcoming Valley Transportation Plan (VTP) Update.

Vision Scenario

In the months of January and February, Regional Agency staff is developing a Vision Scenario to inform discussion and policy for the RTP and the SCS. The initial Vision Scenario will identify places to accommodate all of the region's future population growth as well as a distribution of future employment assuming a broad range of land-use and transportation-related policies, strategies and incentives. This is an unconstrained scenario that describes growth at county, jurisdictional and sub-jurisdictional levels. It will be developed to meet the regional housing target and to the extent practicable to achieve the regional greenhouse gas targets for 2020 and 2035, and other performance targets.

The goal of the SCS is to accommodate our population growth and distribute it in a manner that

reduces greenhouse-gas emissions from light-duty vehicles. This will occur largely through the reduction of vehicle miles traveled (VMT). VMT can be reduced by decreasing the number of automobile trips, shortening trip length, and/or increasing alternative mode shares, such as transit, ride sharing, walking and biking.

These characteristics and location of places will define the Place Types Framework. A place type groups neighborhoods or centers with similar sustainability characteristics and physical and social qualities such as the scale of housing buildings, frequency and type of transit, quality of the streets, concentration of jobs, range of services, or cultural events. The Place Types are based in part on the Station Area Planning Manual developed by the Center for Transit Oriented Development in 2008. Place Types will be used to identify a wide range of areas that could accommodate compact, sustainable growth beyond PDAs and/or transit stations areas.

Throughout December 2010, local governments provided input regarding places of great potential for sustainable development to inform the initial Vision Scenario. Places will include Priority Development Areas (PDAs) and other types of infill areas with capacity for significant sustainable growth. Each place will have a Place Type designation. Confirmation, revision, or establishment of Place Types was facilitated using the Station Area Planning Manual as a guide. County/Corridor working groups will also provide input on the set of policies and strategies that will guide the development of those selected places.

Long-Range Transportation Planning

As the Congestion Management Agency for Santa Clara County, VTA will be developing a long-range countywide transportation plan called Valley Transportation Plan (VTP) 2040. This is an update to VTP 2035 adopted by the VTA Board of Directors in January 2009. VTP 2040 will provide programs, projects and policies for roadways, transit, Intelligent Transportation Systems (ITS)/Systems Operations Management (SOM), bicycle and pedestrian facilities, and land use/transportation integration. The projects and funding priorities identified in VTP 2040 will serve as VTA's inputs for the regional transportation plan (RTP), which will be developed by the MTC.

The VTP is required to be a financially constrained plan, which means transportation investments need to be constrained by the projected revenue. It provides a framework for making key transportation decisions, a plan for investing in our transportation system, and strategic direction for VTA's involvement in land use, climate change, and other livability issues.

As the Regional Agencies are gearing towards the development of the RTP with an SCS, the VTA must begin the process to develop its local long range transportation plan. Throughout the coming year Staff will bring periodic items and status reports through committees and the Board as the Regional Transportation Plan and the Valley Transportation Plan take shape. The items will include projects lists, key themes and vision, and information about each program area element. The VTP Update will be different than previous plans in that the projects and programs in the plan must be compatible with the SCS that will be developed as part of the RTP.

We anticipate several unique challenges to this VTP update. These challenges may affect different program areas and different counties in various ways.

- New opportunities and uncertainties associated with the SCS***
 The RTP and VTP updates will be the first developed with the SCS incorporated. This provides new opportunities to develop a transportation funding plan including more responsive actions to climate change and better land use integration. Innovative and effective projects will better compete for funding. There are also uncertainties. We anticipate the major challenges including long-term vs. short-term impacts, level of maturity of the tools to forecast travelers' behaviors and Greenhouse Gases emission impacts, and specific circumstances to each jurisdiction and area.
- Regional distribution of funding***
 It is clear that allocating growth to PDAs and funding for infrastructure improvements will be linked together to a greater extent than ever before. Thus it is crucial for the local jurisdictions to realize the importance of the FOCUS program and its impacts on transportation funding allocated to their jurisdictions. FOCUS is a regional development and conservation strategy that promotes a more compact land use pattern for the Bay Area. The program seeks to better link land use and transportation by encouraging the development of complete, livable communities in areas served by transit. Through FOCUS, the four regional agencies support local governments' commitment to these goals by working to direct existing and future incentives to locally identified infill development areas near transit (Priority Development Areas).

Staff is concerned that the PDA Assessment will be used to inform policy for the next Transportation Plan. For one thing, the total PDA area in Santa Clara County is relatively small compared to the countywide area and growth potential. In addition, the question of how much funding will be allocated to non-PDA area still remains. The areas outside of PDAs have their own significance and transportation needs. Many of the infrastructures outside of PDAs support the growth within the PDAs should be supported.

- De-committing "committed projects"***
 MTC has indicated that the "committed projects" in T2035 are all subject to re-evaluation and potentially be de-committed. The intent is to free up funding allocation for new projects. This is a departure from past practice and can affect some capital projects in the region.

We will continue to work with the regional agencies and Member Agencies to refine a schedule for this process. At the January meeting, Staff will discuss the beginning stages of the plan development as well as present a preliminary draft schedule.

Addressing the Sustainable Communities Strategy

The process of updating the RTP with a new SCS element will be a challenging task as the combing of broad land use policies with transportation policy and projects has not been done in previous county wide long range planning efforts. In addition to the transportation planning and land use process, the new SCS will also require the inclusion of the Regional Housing Needs Allocation (RHNA) process. Currently, City and County planning officials and the Santa Clara County Cities Association have taken the lead to discuss the possibility of conducting the RHNA

process through a sub regional allocation process. The alternative is to have ABAG assign the housing allocations to each jurisdiction. ABAG and MTC requested that each county make a decision regarding the subregional process by the end of March 2011. VTA staff will support the City Planning Staff throughout the process in terms of organizational, technical assistance and modeling, where requested.

It is very clear that to address all of the land use and transportation decisions required of the SCS, Santa Clara County needs to proactively develop a SCS at the county level involving land use planning and transportation stakeholders in the process. With coordination of City and County Planning and Transportation Staff, VTA staff will begin to develop a localized SCS county level plan suited to Santa Clara County. Staff will continue to bring items of information as well as policy related to the development of the SCS and the RTP to all our Working Groups, Committees and Board of Directors. The purpose is to bring forward specific items for our Member Agencies to comment on and provide direction to VTA staff in preparing Santa Clara County's long range transportation plan. Below is a timeline that details the important set of dates related to the adoption of the RTP/SCS.

Timeline of Events

Below are highlighted major events in the process of developing the RTP/SCS. The events described are important to the final RTP and highlights places where Local Government and other interested partners can input comments. The Regional Agencies usually take input through the Regional Advisory Working Group; however a City, County, Local Government, and other interested parties may submit comments directly to the Regional Agencies.

- ***Regional Advisory Working Group (RAWG) - First Tuesday of Every Month January Meeting - Tuesday, January 4, 2011 at 9:30 AM***
This is a regular meeting that is in place to take comment from governments and interested citizens regarding the items brought forward in the development of the plan.
- ***December 2010 - Cities submit Placetypes Applications for Vision Scenario***
Per the discussion above, ABAG requests local agencies to submit Place type designations for their individual locations. The information is included in this exercise will be used to inform the Vision Scenario.
- ***January - February 2011 - Release of Vision Scenario***
This is the beginning of the discussions regarding various other scenarios. The Vision Scenario will be used as a starting point.
- ***January - February 2011 - Preliminary Financial Estimates***
This timeframe will also be the release of the preliminary fund estimates for the transportation projects to be included in the RTP/SCS.
- ***March 2011 - A County must decide if it needs to do a Subregional RHNA process***
March will be the month where our County decides if it wants to pursue a Subregional RHNA process. This will be inputted into the RTP/SCS as well.

- ***Spring 2011 - Develop Project Lists with Local Cities and Counties and Submit Lists to MTC***
Throughout Spring 2011, VTA Staff will work on transportation projects with our Member Agencies in determining the transportation priorities that will fit into the RTP and our own long-range transportation plan.
- ***Summer through Winter 2011 - Development of Plan Scenarios***
The Regional Agencies will work with the RAWG and to work with the Project Lists and the land use discussion associated with the Vision Scenarios to develop other scenarios that will inform the RTP/SCS. Local Agencies and other partners are encouraged to work with VTA staff in providing input during this process.
- ***December 2011 - Preferred SCS Scenario***
During winter of 2011, with input provided from Local Government, interested parties and the RAWG, the Regional Agencies will develop a final SCS Scenario.
- ***January 2012 - Draft SCS Release***
The Regional Agencies will release the draft SCS for comment and further input from the above groups.
- ***February to November 2012 - Prepare RTP/SCS***
Throughout 2012, with the assistance of the RAWG, Local Government, and other interested partners the Regional Agencies will work on the draft plan.
- ***November 2012 - Final RHNA Plan***
The Final RHNA is released and incorporated within the plan.
- ***November to March 2013 - Draft RTP/SCS***
This is the estimated timeframe for the release of the draft plan for comment.
- ***April 2013 - Final RTP/SCS***
The Final RTP with the SCS is released and begins its implementation.

Prepared By: John Sighamony
Memo No. 2883



Date: December 27, 2010
 Current Meeting: January 13, 2011
 Board Meeting: N/A

BOARD MEMORANDUM

TO: Santa Clara Valley Transportation Authority
 Technical Advisory Committee

THROUGH: General Manager, Michael T. Burns

FROM: Chief CMA Officer, John Ristow

SUBJECT: 2010 Measure B (SB-83) Vehicle Registration Fee Update

FOR INFORMATION ONLY

BACKGROUND:

Senate Bill 83 (Hancock) was signed into law in 2009, authorizing countywide transportation agencies such as VTA to implement a vehicle registration fee (VRF) of up to \$10 on motor vehicles registered within the county for transportation programs and projects. The statute requires that the fees collected be used only to pay for programs and projects bearing a relationship or benefit to the owners of motor vehicles paying the fee. The programs and projects must be consistent with the regional transportation plan and requires the agency's board to make a specified finding of fact in that regard.

On June 3, 2010, the VTA Board adopted a resolution placing 2010 Santa Clara Measure B before the voters of Santa Clara County in November 2010 to authorize a \$10 increase in the fees of motor vehicle registration for transportation-related projects and programs. The Board also adopted an expenditure plan allocating the revenue to transportation-related programs and projects that have a relationship or benefit to the persons who pay the fee.

On October 7, 2010 the VTA Board of Directors adopted administrative procedures related to the transportation programs and projects included in the Expenditure Plan. These are provided in Attachment A.

On November 2, 2010, the voters of Santa Clara enacted Measure B by majority vote.

DISCUSSION:

SB-83- authorized Vehicle Registration Fee Measures were on the ballot in seven counties, including Santa Clara, and were passed by the voters in five. VTA staff are working with the other four counties and the Department of Motor Vehicles (DMV) to finalize institutional arrangements. The DMV will assess a total set-up fee of approximately \$120,000 - \$150,000,

which will be apportioned between the counties based on the current number of registered vehicles in each county. VTA's share has yet to be determined. DMV will charge the SB-83 agency a \$.005 transaction fee for each registration in its' jurisdiction thereafter. DMV will deduct their administration fees up-front and send the balance to the SB-83 agency on a monthly basis. DMV staff estimate that they will begin collecting the vehicle registration fees in May 2011.

VTA's Expenditure program provided for reimbursement of program development and ballot measure- costs from fee proceeds. VTA has yet to receive a final bill from the County Registrar of voters for election costs. VTA staff will determine whether to reimburse these costs in the first year, or over a multi-year period, based on the final expense tally and the rate of fee receipts. The first disbursement to the cities and County will be July 2012 (State Fiscal Year 2012/13), pending receipt of each agencies' Good Faith Effort (GFE) assertion.

2010 Measure B (SB-83) Vehicle Registration Fee Update.

Prepared By: Marcella Rensi
Memo No. 2906

2010 Measure B (SB-83) Vehicle Registration Fee Administrative Procedures

(Adopted October 7, 2010)

DISCUSSION:

Staff recommends that the VTA Board adopt the following administrative procedures for the VRF fund, should the voters of Santa Clara County approve the VRF increase in November 2010.

LOCAL ROAD IMPROVEMENT AND REPAIR (LRIR) PROGRAM

Fund Distribution

Fund Distribution Formula: Funds will be distributed to the County of Santa Clara, based on the County's percentage share of the total roadway lane mileage recorded in the county by the Metropolitan Transportation Commission (MTC). The remaining funds will be distributed to the incorporated cities within Santa Clara County "Cities" based on each city's percentage share of the total county population (excluding unincorporated areas) as reported by the California Department of Finance. Roadway mileage and population shares will be updated annually.

Initial Fund Distribution Date: First working day on or after **July 1, 2012**, following execution of the SB-83 Local Program Funding Agreement and receipt of each agency's initial Annual Report.

Initial Fund Distribution Amount: Funds collected by the California Department of Motor Vehicles (DMV) **and** received by VTA from the date of initial fund collection to **June 30, 2012**, plus associated interest.

Subsequent Fund Distribution Dates: First working day on or after **July 1** of each year, following receipt of each city's or the County's annual SB-83 expenditure report.

Annual Fund Disbursement Amounts: Funds received by VTA from the DMV between July 1 of the previous year and June 30 of the calendar year of disbursement, plus associated interest generated in VTA's accounts.

Good Faith Effort

The intent of a Good Faith Effort is to assure that the SB-83 funds add to the current funding efforts of communities rather than using these funds to substitute for existing efforts.

Prior to receiving funds, the Cities and the County must notify to VTA in writing that they will make Good Faith Effort (GFE) to maintain a level of expenditures (including non-discretionary formula based state funds) on SB-83 eligible activities equivalent to the expenditures on these activities during the fiscal year 2011 (base year). The base year may be revised every five years, if needed, and SB-83 revenues will be excluded.

The following funds are excluded from the GFE expenditure calculation: State and Federal Discretionary Grants (including but not limited to ARRA, CMAQ, HBRR, HSIP, SR2S, STP, and Proposition 1B etc.), associated local matching funds, and one-time local expenditure.

2010 Measure B (SB-83) Vehicle Registration Fee Administrative Procedures

(Adopted October 7, 2010)

Waivers: GFE requirements are automatically waived in years where the State of California fails to make non-discretionary payments of streets and roads funding to Cities and Counties. VTA may also consider granting waivers based on extraordinary circumstances beyond the control of a city or town council, County Board of Supervisors, and/or city and County staff.

Annual Reports

Reports of Cities/County expenditures will cover twelve months, consisting of the previous State fiscal year. Reports are due from Cities/County to VTA by October 15 of each fiscal year, as a condition of receiving funds.

Content of Initial Report: Notification of GFE base year amount, and statement of GFE for FY13.

Subsequent Reports: Statement of GFE for upcoming fiscal year, description of SB-83 expenditures during prior fiscal year, statement of SB-83 fund expenditures, fund expenditures, SB-83 fund balances (if any) and interest accrued (if any) during prior fiscal year.

Audits and Maintenance of Financial Records

Financial records pertaining to the SB-83 Expenditure Plan LRIR Program must be maintained for five years, and be available to VTA upon request for review and audit purposes. Financial audits will be performed at VTA's discretion. Cities/County will be contacted in writing, in advance of any audit or other program review.

Program Agreements

VTA will execute a SB-83 LRIR Funding Agreement with each city and the County of Santa Clara prior to transferring SB-83 LRIR funds.

COUNTYWIDE PROGRAM

Fund Distribution

VTA will solicit projects and/or programs for funding on an annual basis, implementing a five-year county wide program that addresses the SB-83 eligible categories. This program will be developed in consultation with VTA's Technical Advisory Committee (TAC), approved by the VTA Board of Directors and updated as needed. The initial program will be adopted on or before July 1, 2012, and the initial project solicitation will follow adoption by the Board of Directors.

Disbursements and Funding Agreements

VTA will execute SB-83 Countywide Program funding agreements with project sponsors. Sponsors will invoice VTA on a reimbursement basis. Interest earned on funds designated for the Countywide Program will accrue to the Countywide Program, for distribution through the expenditure plan process.

2010 Measure B (SB-83) Vehicle Registration Fee Administrative Procedures

(Adopted October 7, 2010)

PROGRAM ADMINISTRATION

Fund Distribution

Funds shall be made available to VTA to reimburse expenses directly related to the development of the expenditure plan and initial election ballot. Thereafter, 5% of the funds collected in the previous year and distributed to VTA by the California Department of Motor Vehicles will be available each year to pay for expenses directly related to ongoing administration, oversight, programming and auditing/accounting of the SB-83 programs. Unused administrative funds and any associated interest will revert to the Countywide Program for programming after the accounting close-out of each State fiscal year.

Reports

Annual Reports: VTA will publish an annual financial report of collections, disbursements, expenditures and interest accrued on its website.

Publication of Projects: VTA will publish an annual listings of all projects funded through the SB-83 LRIR Program and the Countywide Program on its website.