



ADMINISTRATION & FINANCE COMMITTEE

Thursday, February 15, 2007

County Government Center
70 West Hedding Street – Room 157
San Jose, California

SUMMARY MINUTES

1. CALLED TO ORDER at 12:05 p.m.

ROLL CALL

Members Present

Don Gage
Breene Kerr, Chairperson
Forrest Williams

Members Absent

Chuck Reed

Alternates Present

Alternates Absent

Dominic Caserta
Judy Chirco
Pete McHugh

* Alternates do not serve unless participating as a Member.

A quorum was present.

Chairperson Kerr **removed** the following Agenda Items from the Agenda: **Agenda Item #2.**, Closed Session and **Agenda Item #3.**, Closed Session Report.

2. CLOSED SESSION

Conference with Labor Negotiators
[Government Code Section 54957.6]

VTA Designated Representatives:

Roger Contreras, Chief Financial Officer
Bill Lopez, Chief Administrative Officer
Robert Escobar, Manager, Office of Employee Relations

Employee Organization:

American Federation of State, County, and Municipal Employees (AFSCME)

There was no Closed Session.

3. CLOSED SESSION REPORT

There was no Closed Session Report.

4. PUBLIC PRESENTATIONS

There were no Public Presentations.

5. ORDERS OF THE DAY

There were no Orders of the Day.

CONSENT AGENDA

6. **Approved** the Regular Meeting Minutes of January 18, 2006.
7. **Reviewed** the Report on Santa Clara Valley Transportation Authority Investments for the Month December and quarter ending December 2006.
8. **Reviewed** the Quarterly Purchasing Report.
9. **Reviewed** the Fiscal Year 2007 Quarterly Statement of Revenues and Expenses for the period ending December 31, 2006.
10. **Reviewed** the Monthly Legislative History Matrix.
11. **Reviewed** the Second Quarter FY 2007 Report of Public Liability/Property Damage and Owners Controlled Insurance Program (OCIP) Claims Activity.
12. **Reviewed** the Second Quarter FY 2007 Report of Workers' Compensation Claims and Transitional Work Program.
13. **Approved** submitting a recommendation to the Board of Directors to adopt a resolution to amend Section 4-30 (a) of the VTA Administrative Code to add a representative of the Silicon Valley Bicycle Coalition as an ex-officio member of the Bicycle and Pedestrian Advisory Committee (BPAC); and further, amend Section 3.1 of the Bicycle and Pedestrian Advisory Committee (BPAC) bylaws to conform to this change.
14. **Approved** submitting a recommendation to the Board of Directors to adopt a resolution to amend Section 5.7 of the Citizens Advisory Committee (CAC) bylaws, as indicated, to provide for a temporary waiver of the existing CAC attendance requirements.

REGULAR AGENDA

15. **Elected** Board Member Don Gage as Administration and Finance Committee Vice Chairperson for 2007.

16. **Approved** submitting a recommendation to the Board of Directors to review the Fiscal Year 2006 Annual Audits for the Santa Clara Valley Transportation Authority (VTA) and the Amalgamated Transit Union (ATU) Pension Plan.
17. **Took no action** on the recommendation to submit to the Board of Directors a proposal to enter into a contract with a vendor to provide teleconferencing services at up to two simultaneous remote locations or two committee meetings on the same day each with one remote location.

Chairperson Kerr **requested** that staff work to broaden the options related to the audio conference bridge and **explore** options to stream Board of Directors Workshop Meetings through Internet connections.

18. **Approved** submitting a recommendation to the Board of Directors to authorize the General Manager to execute a contract with the lowest responsible bidder for construction of the Route 152/156 Improvement Project, a Valley Transportation Plan Project.
19. **Approved** submitting a recommendation to the Board of Directors to authorize the General Manager to execute an agreement with Hynix Semiconductor America Inc., for renewal of the lease for the Silicon Valley Rapid Transit (SVRT) Project Office for the negotiated amount that will be presented at the Board of Directors Meeting on March 1, 2007. This negotiated amount will be for base rent plus ancillary charges over a two-year term, from April 1, 2007 through March 31, 2009.
20. **Approved** submitting a recommendation to the Board of Directors to authorize the General Manager to execute a contract with HDR Engineering, Inc., for preparation of a State Route 152 Realignment Study for a total value of \$150,000.
21. **Approved** submitting a recommendation to the Board of Directors to authorize the General Manager to extend the 8-Hour Light Rail Excursion Fare Pilot Program through June 30, 2007. This action will provide the opportunity to include public comment in the final staff recommendations as to whether the 8-Hour Light Rail Excursion Fare should be added to VTA's Fare Ordinance.
22. **Approved** submitting a recommendation to the Board of Directors to authorize the General Manager to execute a cooperative agreement with the Peninsula Corridor Joint Powers Board (JPB) and approve \$250,000 to help fund a project phasing and alternatives analysis, to be completed by May 2007, and place on reserve \$1,750,000 of future funding pending the result of the alternatives analysis and further direction from the Policy Advisory Board.
23. **Approved** submitting a recommendation to the Board of Directors to authorize the General Manager to purchase Highway Construction OCIP policy extensions and premium variances to cover Workers Compensation, General Liability, Contractors' Pollution Liability and Builder's Risk exposures for an amount not to exceed \$542,075. Policies will be purchased from TIG Insurance Company, Zurich American Insurance Company, Landmark American Insurance, American Guarantee & Liability Insurance,

and American International Specialty Lines Insurance Company. The extensions will cover the completion of the covered projects for the policy period from March 8, 2007 through August 3, 2009. With these extensions, the total premiums paid for these policies over the life of the projects will be \$10,148,040.

OTHER ITEMS

24. Items of Concern and Referral to Administration

Chairperson Kerr **requested** that staff work to broaden the options related to the audio conference bridge and **explore** options to stream Board of Directors Workshop Meetings through Internet connections.

25. Reviewed the Committee Work Plan.

26. Committee Staff Report: Received the Committee Staff Report.

27. Chairperson's Report:

There was no Chairperson's Report.

28. Determine Consent Agenda for the March 1, 2007 Board Meeting

CONSENT: Agenda Item # 13., Adopt a resolution to amend Section 4-30 (a) of the VTA Administrative Code to add a representative of the Silicon Valley Bicycle Coalition as an ex-officio member of the Bicycle and Pedestrian Advisory Committee (BPAC); and further, amend Section 3.1 of the Bicycle and Pedestrian Advisory Committee (BPAC) bylaws to conform to this change; **Agenda Item # 14.,** Adopt a resolution to amend Section 5.7 of the Citizens Advisory Committee (CAC) bylaws, as indicated, to provide for a temporary waiver of the existing CAC attendance requirements; **Agenda Item # 19.,** Authorize the General Manager to execute an agreement with Hynix Semiconductor America Inc., for renewal of the lease for the Silicon Valley Rapid Transit (SVRT) Project Office for the negotiated amount that will be presented at the Board of Directors Meeting on March 1, 2007. This negotiated amount will be for base rent plus ancillary charges over a two-year term, from April 1, 2007 through March 31, 2009; **Agenda Item # 20.,** Authorize the General Manager to execute a contract with HDR Engineering, Inc., for preparation of a State Route 152 Realignment Study for a total value of \$150,000; **Agenda Item # 21.,** Authorize the General Manager to extend the 8-Hour Light Rail Excursion Fare Pilot Program through June 30, 2007. This action will provide the opportunity to include public comment in the final staff recommendations as to whether the 8-Hour Light Rail Excursion Fare should be added to VTA's Fare Ordinance; **Agenda Item # 22.,** Authorize the General Manager to execute a cooperative agreement with the Peninsula Corridor Joint Powers Board (JPB) and approve \$250,000 to help fund a project phasing and alternatives analysis, to be completed by May 2007, and place on reserve \$1,750,000 of future funding pending the result of the alternatives analysis and further direction from the Policy Advisory Board;

and **Agenda Item # 23.**, authorize the General Manager to purchase Highway Construction OCIP policy extensions and premium variances to cover Workers Compensation, General Liability, Contractors' Pollution Liability and Builder's Risk exposures for an amount not to exceed \$542,075. Policies will be purchased from TIG Insurance Company, Zurich American Insurance Company, Landmark American Insurance, American Guarantee & Liability Insurance, and American International Specialty Lines Insurance Company. The extensions will cover the completion of the covered projects for the policy period from March 8, 2007 through August 3, 2009. With these extensions, the total premiums paid for these policies over the life of the projects will be \$10,148,040.

REGULAR: Agenda Item # 18., Authorize the General Manager to execute a contract with the lowest responsible bidder for construction of the Route 152/156 Improvement Project, a Valley Transportation Plan Project.

29. Announcement

There were no Announcements.

30. ADJOURNED at 1:09 p.m.