



CONGESTION MANAGEMENT PROGRAM & PLANNING COMMITTEE

Thursday, October 16, 2003

MINUTES

1. CALL TO ORDER

The Regular Meeting of the Congestion Management Program & Planning Committee (CMPP) was called to order at 10:35 a.m. by Chairperson Chavez in Room 106, San Jose City Hall, 801 North First Street, San Jose, California.

ROLL CALL

Members Present

Patricia Dixon
Cindy Chavez, Chairperson
John McLemore
Thomas Springer, Vice-Chairperson

Members Absent

Blanca Alvarado

A quorum was present.

2. PUBLIC PRESENTATIONS

There were no Public Presentations.

3. ORDERS OF THE DAY

There were no Orders of the Day.

CONSENT AGENDA

4. Minutes of September 18, 2003

M/S/C (Springer/McLemore) to approve the Minutes of September 18, 2003.

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

5. **2004 Congestion Management Program and Planning Committee Meeting Schedule**

M/S/C (**Springer/McLemore**) to approve the 2004 Congestion Management Program and Planning Committee Meeting Schedule.

REGULAR AGENDA

6. **Valley Transportation Plan 2020 (VTP 2020) Plan Implementation: Policies, Project Selection and Programming Criteria for VTP 2020 Sound Barrier Program**

Marcella Rensi, Principal Planner, reported that a change was requested last month regarding the scoring criteria under intensity of need. There was a request for consideration of safety and security issues on the freeway or expressway that is attracting a criminal or nuisance element. Ms. Rensi noted that staff awarded up to 15 points if, in addition to having a noise problem, it can also be shown that there is a trespassing problem on freeway or expressway right-of-way.

Ms. Rensi reported a request to make it explicit that soundwalls that were requested in areas where roadway or transit projects were already planned within the transportation plan horizon should not be built since when that planned project is built, it would be required to take care of the problem.

Ms. Rensi reported a request to encourage designers of soundwalls to use creativity, “whimsy”.

Vice-Chairperson Springer commented that one of the Measure B Projects’ problems in Gilroy is a soundwall off of the freeway noting that the area is a potential graffiti target. The Gilroy City Council encourages that the soundwall be heavily landscaped. Vice-Chairperson Springer stated that the Gilroy City Council would be happy to work with staff regarding defining landscaping criteria.

M/S/C (**McLemore/Springer**) to approve submitting a recommendation to the Board of Directors to adopt policies, project selection, and programming criteria for the Valley Transportation Plan 2020 (VTP 2020) Sound Barrier Program.

OTHER ITEMS

7. **VTA Fare Policy**

Scott Buhner, Chief Financial Officer, stated that the 2002 Business Review Team and VTA Board of Directors’ Ad-Hoc Financial Stability Committee made recommendations that VTA should increase its farebox recovery ratio.

Member Dixon took her seat at 10:40 a.m.

Mr. Buhner stated that farebox recovery ratio is an assessment of the portion of costs that are paid by users. Mr. Buhner emphasized that in order to make the types of improvements necessary to get to the Board of Directors' goal of 20 to 25 percent, it is necessary to work on average fare per boarding, boarding per hour of service, and cost per hour of service.

Mr. Buhner discussed fare structure issues including: 1) the base fare shall be the adult cash fare, 2) senior and disabled riders should receive a 50 percent discount which is driven by Federal Law, 3) staff is proposing a 25 percent discount from the adult cash fare for youth, 4) staff is proposing that the Board of Directors consider the same relationship for all fare payment categories for day passes and monthly passes, 5) staff is proposing that the Board of Directors may prefer to set a goal where the average fare per boarding per fare payment category achieves some relationship to the adult average fare per boarding, and 6) staff is suggesting that the policy set a goal that Eco Pass should achieve the same average fare per boarding as the adult fare category.

Peter M. Cipolla, General Manager, stated that the goal of the Eco Pass concept is to try to get more people to utilize public transportation by making it more convenient for them to use public transportation.

Chairperson Chavez queried on the procedure used to determine the number of persons who use the system. Mr. Buhner responded that ridership on buses is established by a key on the farebox which is pressed by the operator and is determined by sampling, survey, and ride check data on light rail. Mr. Buhner stated that VTA provides statistically reliable methods of acquiring data to the Federal Government for the National Transit Database.

Mr. Cipolla stated that the Fare Policy is being put out for information at this time. It will go through all of the Advisory Committees for comments, be brought back in November for action by the Administration and Finance (A&F) Committee and then forwarded to the Board of Directors for consideration in December 2003.

Member Springer suggested that fares for youth riders be discounted by 20 percent rather than 25 percent of the adult fare.

Member Springer stated that he agreed with the alternative to establish \$0.25 as the minimum increment for all fares except for the Senior and Disabled single ride fare, for which the minimum increment would be \$0.10. Member Springer agreed further that a premium fare equal to two times the base fare should be charged for Express Bus Services.

The Agenda was taken out of order.

9. Monthly Legislative Reports

Kurt M. Evans, Government Affairs Manager, reported that the September 30, 2003 expiration date for the Transportation Equity Act for the 21st Century (TEA-21) is rapidly approaching. Congress opted to pass a measure that would extend TEA-21 for another five months and the President has signed the bill into law. Under the short-term extension the policies, programs, and project authorizations contained in TEA-21 would remain in effect until February 29, 2004. The guaranteed spending levels for highways and transit would be tied to the numbers that were included in the FY 2004 Congressional Budget Resolution. Mr. Evans stated that those numbers show slight increases for highways and transit in Fiscal Year 2004.

Mr. Evans stated that Congress would probably take most of the outstanding appropriations bills and package them together into an omnibus bill in order to speed up the process.

On order of Chairperson Chavez, there being no objection, the Legislative Report was received and filed.

8. Service Management Plan

Mike Aro, Deputy Director, Service and Planning Operations, provided a slide presentation and a draft Service Management Plan in response to the Ad-Hoc Financial Stability Committee's recommendation that staff review, codify, and update guidelines and policies in light of VTA's current financial situation. Mr. Aro stated that the recommendation further stated that standards should address target and minimum acceptable measures for productivity by route and service type to improve system efficiency.

Mr. Aro stated that the Service Management Plan formalizes the methods and procedures used to design, develop, evaluate and modify existing service, and provides tools to measure the existing system, changes to the existing system, and designing and implementing services.

Mr. Aro stated that the report is broken into four sections: 1) Service Area/Transit Network, 2) Service Design Guidelines, 3) Service Evaluation Policy, and 4) Service Change Process.

Mr. Aro provided VTA's service area characteristics including: 1) relatively low residential and commercial development density, 2) lacks a strong central business district (though San Jose is evolving), 3) dispersed travel patterns, 4) abundance of free or low cost parking, and 5) high income levels with median level Santa Clara County household income levels at \$75,000 according to the last census. Mr. Aro noted that VTA service area is approximately 326 square miles whereas San Francisco service area is 49 square miles.

Mr. Aro reported that VTA operates a bus system, light rail system, partners in regional and inter-city commuter rail service and regional express bus service, and paratransit service.

Mr. Aro stated that the key to the report is the Service Evaluation Policy. Staff is trying to reduce unit cost/cost per hour and increase revenue per hour. Unit cost will be improved upon through operational budget efficiencies and revenue per hour will be improved upon by increasing the average fare and increasing riders per hour.

Mr. Cipolla stated that the Service Management Plan would be brought back to this Committee next month, would be brought to the Transit Planning and Operations Committee (TP&O) as an action item next month and to the Board of Directors for consideration in December 2003.

On order of Chairperson Chavez, there being no objection, the Service Management Plan was received and filed.

10. Programmed Projects Quarterly Monitoring Report for July – September 2003

On order of Chairperson Chavez, there being no objection, the Programmed Projects Quarterly Monitoring Report for July – September 2003 was received and filed.

11. Committee Work Plan

On order of Chairperson Chavez, there being no objection, the Committee Work Plan was accepted, as submitted.

12. Committee Staff Report

There was no Committee Staff Report.

13. Chairperson's Report

There was no Chairperson's Report.

14. Consent Agenda for November 6, 2003 Board of Directors' Meeting

CONSENT: Agenda Item #6., Adopt Policies, Project Selection and Programming Criteria for the Valley Transportation Plan 2020 (VTP 2020) Sound Barrier Program.

REGULAR: None

15. Announcements

There were no Announcements.

16. ADJOURNMENT

On order of Chairperson Chavez, there being no objection, the meeting was adjourned at 11:32 a.m.

Respectfully submitted,

Judith A. Tinlin, Board Assistant
VTA Board of Directors