



CONGESTION MANAGEMENT PROGRAM & PLANNING COMMITTEE

Thursday, January 18, 2007

MINUTES

1. CALL TO ORDER

The Regular Meeting of the Congestion Management Program & Planning Committee (CMPP) was called to order at 10:40 a.m. by Chairperson Kniss in Room Room 157, County Government Center, 70 West Hedding Street, San Jose, California.

ROLL CALL

Members Present

Nora Campos
Liz Kniss, Chairperson
Laura Macias

Members Absent

None

Alternates Present

None

Alternates Absent

Dominic Caserta
Judy Chirco
Pete McHugh

* Alternates do not serve unless participating as a Member.

A quorum was present.

Chairperson Kniss welcomed new Board and CMPP Member Laura Macias. Chairperson Kniss noted that Member Macias is the newly elected City of Mountain View Mayor. She informed Member Macias that there will be an additional member to the CMPP Committee from the City of San Jose.

Upon request of Chairperson Kniss VTA staff members and members of the audience introduced themselves.

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 August 17, 2006**

On order of Chairperson Kniss, there being no objection, the Committee accepted the Minutes of August 17, 2006.

5. **Minutes of November 16, 2006**

On order of Chairperson Kniss, there being no objection, the Committee accepted the Minutes of November 16, 2006.

6. **Monthly Legislative History Matrix**

On order of Chairperson Kniss, there being no objection, the Committee accepted the Monthly Legislative History Matrix.

7. **2007 Congestion Management Program and Planning Committee Meeting Schedule**

On order of Chairperson Kniss, there being no objection, the Committee accepted the 2007 Congestion Management Program and Planning Committee Meeting Schedule

REGULAR AGENDA

8. **Programmed Projects Quarterly Monitoring Report for October to December 2006**

Carolyn Gonot, Chief Development Officer, noted that the report monitors the progress of programmed federal and state funded projects. Ms. Gonot noted that the Report helps ensure that grant funding is not lost.

John Sighamony, Transportation Planner, stated that the Report assists VTA staff, Advisory Committees, VTA Board, project sponsors, and individual City Council Members to track the progress of the projects. The report contains a project summary sheet that identifies projects in three categories: Red – indicates that the project is at risk of losing funds due to delivery difficulties; Yellow – indicates that the project may need extra attention or will risk running into difficulties; and Green – indicates that the project is progressing smoothly. The report also includes a summary sheet for each project that highlights the project description, sponsor, contact, fund source, schedule, fund expiration, and comments.

On order of Chairperson Kniss, there being no objection, the Committee approved submitting a recommendation to the Board of Directors to review the Programmed Projects Quarterly Monitoring Report for October to December 2006.

9. 2006 State Transportation Improvement Program (STIP) Augmentation

John Ristow, Programming and Project Development Deputy Director, provided an overview of the STIP, noting that the STIP is updated every two years. In odd numbered years, the California Transportation Commission (CTC) releases new five-year STIP Fund Estimate for the upcoming STIP. These estimates that adjust prior estimates and add two new years of fund programming capacity. Prior to this year, VTA have gone through three two-year STIP cycles with no new money.

Mr. Ristow stated that STIP funds come from Federal and State fuel taxes, state fuel sales tax (Proposition 42), and the 2006 Proposition 1B Transportation Bond. The proceeds from the \$2 Billion bond are allocated by formula among the Counties. VTA/Santa Clara County's share equals \$57.54 million.

Mr. Ristow explained that VTA is in the mid-cycle of the 2006 STIP. However, the new \$57.54 million coming from the bond measure requires an additional round of programming. VTA's role is to select the local projects that will receive STIP funding and forward this to the Metropolitan Transportation Commission (MTC). MTC will subsequently forward the regional submittals to the CTC. CTC is scheduled to adopt the 2006 STIP Augmentation Program in June 2007.

Mr. Ristow stated that staff recommends the following simultaneous programming actions: 1) Program \$57.54 million of the 2006 STIP Augmentation to the Capitol LRT Extension to Eastridge project; and 2) Authorize allocation of the \$57.54 million of 2000 Measure A funds to programs and projects listed in Recommended Local Program Reserve Program (LPR) (Attachment A).

Upon inquiry of Chairperson Kniss, Mr. Ristow explained that the 1996 Measure B completed a similar programming exchange as proposed by staff.

Mr. Ristow referred to Attachment A and noted that there are three project categories proposed for the LPR: 1) Existing STIP Projects; 2) Corridor Mobility Improvement Account (CMIA); and 3) Valley Transportation Plan (VTP) 2030 programs. Mr. Ristow stated that the CMIA is a category of the Proposition 1B and five of the six projects are already at the CTC level. Two projects that are listed in the LPR Attachment are the projects that need funding now. If the CTC does not approve the funding for the two projects listed, staff will go back to the Board for direction.

Member Campos inquired about the process involved for the \$20 million proposed for Local Streets and County Roads. Mr. Ristow responded that there is already a list of projects. He noted that the criteria were already established (based on project readiness, geographic equity, and local match) and if the Board approves this recommendation, VTA will issue a Call for Projects. He also noted that the Local Streets and County Roads list includes new extensions but does not include paving.

Ms. Gonot added that this funding is primarily for roadways and added that the projects must be in the Regional Transportation Plan (RTP) to be eligible for STIP funding. Staff has chosen approximately 40 projects, and if these projects are ready, they could apply for the STIP funding. Pavement Management will be included on the next cycle.

Chairperson Kniss commented that it is important for cities to have their projects “ready to go.”

Mr. Ristow explained the benefits of STIP – Measure A Fund Exchange, including: 1) Accelerates project delivery and reduces administrative costs; 2) provides for cash-flow management, interest income, and savings of Measure A funds; 3) allows the VTA Board to manage VTP expenditures; and 4) enables VTA to comply with VTA Resolution and 2002 Measure B, which restricts the Board’s ability to program.

Chairperson Kniss suggested that VTA prepares a report on the significance of Measures A & B to VTA. This report would be useful information showing the revenues received and program expenditures.

Mr. Ristow reiterated that the 1996 Measure B also utilized this “exchange” strategy and was very successful.

M/S/C (Campos/Macias) to approve submitting a recommendation to the Board of Directors to approve the programming of \$57.54 million from the 2006 STIP Augmentation Program to the Capitol Light Rail Extension Project, and; authorize allocation of \$57.54 million of 2000 Measure A funds to projects and programs listed in Attachment A.

Mr. Ristow advised the Committee that staff will report back in August 2007 for the next 2008 STIP cycle.

10. Evaluation Criteria for Community Design and Transportation (CDT) Program Capital Grants

Chairperson Kniss noted that there was dissatisfaction with the previous criteria and this item provides the Committee an opportunity to re-examine the criteria.

Mr. Sighamony reported that the VTA Board adopted the evaluation criteria for the CDT Capital Grants on April 2006. MTC provided \$8.8 million in federal Congestion Mitigation and Air Quality (CMAQ) and Transportation Enhancements (TE) funds for the first cycle. In July 2006, a Call for Projects was issued and 15 projects were submitted. Of the 15, five projects will receive approximately \$5.84 million in total. The VTA Board directed staff to revisit the scoring criteria and release another Call for Projects for the remaining \$2.9 million within 60 days.

VTA staff and the Capital Improvement Program (CIP) Working Group of the VTA Technical Advisory Committee (TAC) conducted reviews of the current CDT Capital

Grants procedures and project evaluation criteria. Mr. Sighamony advised that upon approval, VTA will issue a call for projects in February 2007. He directed attention to Page 3 of 3, and briefly discussed the Second Cycle Schedule.

Chairperson Kniss inquired if there was a Board Member included in the Scoring Committee. Mr. Sighamony responded that there was no Board Member on the Scoring Committee and noted that it was composed of VTA Staff, CIP Working Group, and a member of the Policy Advisory Committee.

Chairperson Kniss inquired about the rationale for changing the criteria and procedures. Mr. Sighamony responded that it is the first time that VTA is offering this type of grant program and it is a work in progress.

Chairperson Kniss noted the importance of making the Board aware that this is a work in progress and the refinements are aimed to make the process more clear and efficient and not to respond to the dissatisfaction during the first cycle.

Mr. Sighamony directed attention to Attachment A – VTA CDT Capital Grant Program – Evaluation Criteria and Procedures and briefly discussed the program description, eligibility requirements, amount of funding available, and types of eligible projects. Mr. Sighamony discussed the project evaluation process noting the recommendation that a project must obtain an overall minimum score of 70 points to qualify for funding. However, the receipt of 70 points does not guarantee funding. Projects submitted will be evaluated based on the following recommended criteria: 1) CDT Program Goals - 50 points; 2) Project Context and Setting - 10 points; 3) Project Readiness - 20 points; and 4) Project Benefits - 20 points. Mr. Sighamony also discussed the 7-step application and scoring process outlined in detail in Page A-5 of the staff report.

Member Macias referred to Pages A1 and A2 and suggested that it may be helpful to specify the distance of the pedestrian project to the transit facility and note how far people are willing to walk for transit.

M/S/C (Campos/Macias) to approve submitting a recommendation to the Board of Directors to approve the revised evaluation criteria and procedure clarification for selecting projects and awarding Community Design and Transportation Capital Grants.

11. Revised Scoring Criteria for Transportation Fund for Clean Air (TFCA) Program Manager Fund

Mr. Ristow stated that this is an update to the 10-year old scoring criteria for the TFCA Program Manager Fund. Mr. Ristow noted that the recommended changes have been through the CIP Working Group of the TAC.

The recommendations are: 1) Increase the value of the Cost Effectiveness criterion from 15 to 30 points; 2) Rename “Project Effectiveness” criterion to “Community Benefits”, revise the component metrics to more effectively measure project performance, and increase the value of the criterion from 40 to 50 points; 3) Increase Local Match from 15 to 20 points; 4) Eliminate the “multi agency/public-private partnership” criterion; and 5) Encourage timely completion of projects by including a prior delivery record element in the project screening criteria.

Mr. Ristow advised that if the Board approves these changes, VTA will use the criteria for the next round of funding in Spring 2007.

Chairperson Kniss noted her satisfaction with the changes and stated that she sits on the Bay Area Air Quality Management District where there are continuous discussions on how to reduce emissions.

Member Macias inquired about the total fund amount available. Mr. Ristow responded that annually, VTA receives approximately \$4 million. Typically, 50 percent of the funds are allocated to the Bicycle Expenditure Program (BEP) Fund Project and 50 percent of the funds are allocated to the competitive program.

Member Macias referred to Recommendation #5 – prior delivery record element, and inquired about including best practices to give people examples.

M/S/C (Macias/Campos) to approve submitting a recommendation to the Board of Directors to modify the criteria used to evaluate and select projects for the Transportation Fund for Clean Air Program Manager Fund and incorporate best practices.

OTHER ITEMS

12. Items of Concern and Referral to Administration

There were no Items of Concern and Referral to Administration.

13. Committee Work Plan

Chairperson Kniss expressed concern about the “disposal of surplus land at the Moorpark/Lawrence Park and Ride Lot.” Ms. Gonot responded that the item may be deleted depending on the Board Workshop scheduled for January 26, 2007.

Michael T. Burns, General Manager, added that a comprehensive Joint Development Program is the topic of discussion at the January 26, 2007 Board Workshop.

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

14. Committee Staff Report

There was no Committee Staff Report.

15. Chairperson's Report

There was no Chairperson's Report.

16. Determine the Consent Agenda for February 1, 2007 Board of Directors Meeting

CONSENT: Agenda Item # 8., Review the Programmed Projects Quarterly Monitoring Report for October to December 2006. **Agenda Item #11.**, Modify the criteria used to evaluate and select projects for the Transportation Fund for Clean Air Program Manager Fund and include best practices.

REGULAR: Agenda Item #9., Approve the programming of \$57.54 million from the 2006 STIP Augmentation Program to the Capitol Light Rail Extension Project, and; authorize allocation of \$57.54 million of 2000 Measure A funds to projects and programs listed in Attachment A. **Agenda Item #10.**, Approve the revised evaluation criteria and procedure clarification for selecting projects and awarding Community Design and Transportation Capital Grants.

17. Announcements

There were no Announcements.

18. ADJOURNMENT

On order of Chairperson Kniss, there being no objection, the meeting was adjourned at 11:45 a.m.

Respectfully submitted,

Elaine F. Baltao, Board Assistant
VTA Board of Directors