

Congestion Management Program & Planning Committee

Thursday, August 21, 2008

MINUTES

CALL TO ORDER

The Regular Meeting of the Congestion Management Program & Planning Committee (CMPP) was called to order at 10:35 a.m. by Vice Chairperson Kishimoto in Room 157, County Government Center, 70 West Hedding Street, San Jose, California.

1. Roll Call

Attendee Name	Title	Status	Arrived
David Cortese	Alternate Board Member	Absent	
Nora Campos	Board Member	Absent	
Liz Kniss	Chairperson VTA Board of Directors,	Present	
Sam Liccardo	Board Member	Absent	
Yoriko Kishimoto	Board Member	Present	
Chris Moylan	Alternate Board Member	Absent	
Pete McHugh	Alternate Board Member	Absent	

* Alternates do not serve unless participating as a Member.

A quorum was not present and the Committee of the Whole was declared.

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 April 17, 2008

On order of Vice Chairperson Kishimoto, there being no objection, the Committee of the Whole deferred the Minutes of April 17, 2008.

5. Minutes of May 15, 2008

On order of Vice Chairperson Kishimoto, there being no objection, the Committee of the Whole deferred the Minutes of May 15, 2008.

6. Programmed Projects Quarterly Monitoring Report for April - June 2008

On order of Vice Chairperson Kishimoto, there being no objection, the Committee of the Whole accepted the Programmed Projects Quarterly Monitoring Report for April - June 2008.

REGULAR AGENDA

7. Transportation System Monitoring Program

John Ristow, Chief CMA Officer and Staff Liaison, explained that the development of a Transportation System Monitoring Program (TSMP) for Santa Clara County is a direct request from the Technical Advisory Committee (TAC). This item is seeking approval from the Board for staff to begin developing a more comprehensive TSMP that will include the entire transportation system in Santa Clara County.

Vice Chairperson Kishimoto expressed support for this effort. She suggested that staff consider including the following in the program: 1) mode share tracking; 2) percentage of new Transit Oriented Developments as part of the Community Design and Transportation (CDT) Program and VTA goals; 3) consider useful indicator for Information Technology (IT) related mechanism that will provide transit information; and 4) use the program as a feedback mechanism for public and stakeholders.

Michael T. Burns, General Manager, noted that this program will be a significant on-going effort. Once completed, the report containing the conditions of various transportation systems within Santa Clara County will be made available to the public. Mr. Ristow added that the report is expected to be completed by Spring or Summer 2009.

Mr. Burns stated that this item is an example which shows that VTA and the Board are valuing, considering, and acting on recommendations from Advisory Committees. He reiterated that this program was originally requested by the TAC.

Member Kniss expressed support for the program and stated that this program should be more than a report. She noted the importance of following through the issues/feedback that the public brings forward to VTA.

Upon inquiry of Member Kniss, Mr. Ristow responded that the Litter Control Pilot Program Report will be presented at the next CMPP meeting.

On order of Vice Chairperson Kishimoto, there being no objection, the Committee of the Whole approved submitting a recommendation to the Board of Directors to approve the work plan and budget for VTA staff to proceed with the development of a Transportation System Monitoring Program (TSMP) for Santa Clara County; approve the use of existing funds from the Congestion Management Program (CMP) budget to support the development of the proposed TSMP.

8. On Call Environmental Services Consultant Selection

On order of Vice Chairperson Kishimoto, there being no objection, the Committee of the Whole approved submitting a recommendation to the Board of Directors to authorize the General Manager to execute contracts for the preparation of environmental compliance documents and other environmental support services for transit, highway and facility projects with the following firms as funds become available for each project. The total value shall not to exceed \$4,800,000 for all agreements.

9. Approval Annual Monitoring and Conformance Report -- Consultant Selection Process (For 2008-2012 Study)

Vice Chairperson Kishimoto requested staff to consider bicycle and pedestrian counts as part of this report.

On order of Vice Chairperson Kishimoto, there being no objection, the Committee of the Whole approved submitting a recommendation to the Board of Directors to authorize the General Manager to execute a contract with Dowling Associates, Inc. for Monitoring and Conformance Program services. The contract will be to provide program services for the 2008 Monitoring and Conformance cycle with up to four one-year extensions through 2012. Program services for the 2008-12 Monitoring and Conformance contract shall be a time and materials contract not to exceed \$750,000 for all five years.

10. Resolution Authorizing the Execution and Filing of an Application with MTC for Congestion Mitigation and Air Quality (CMAQ) Funding for the Santa Clara Caltrain Station Grade-Separated Pedestrian Crossing

On order of Vice Chairperson Kishimoto, there being no objection, the Committee of the Whole approved submitting a recommendation to the Board of Directors to adopt a resolution certifying that VTA is an eligible and responsible sponsor for the Santa Clara Caltrain Station Grade-Separated Pedestrian Crossing ("Project") and authorize the General Manager to submit applications for Congestion Mitigation and Air Quality (CMAQ) funding for the Project.

11. Lifeline Transportation Program - Community Transportation Program

Upon inquiry of Vice Chairperson Kishimoto, Mr. Ristow responded that this project is about augmentation of Outreach's senior transportation services.

Member Kniss requested information about VTA's annual expense for Outreach. She also requested information about VTA's effort to having a hybrid fleet of vehicles.

On order of Vice Chairperson Kishimoto, there being no objection, the Committee of the Whole approved submitting a recommendation to the Board of Directors to approve the programming of \$1,105,487 in FY 2007/08 Lifeline Transportation Program funds for Outreach's Community Transportation Program.

12. Bureau of State Audits Final Report

Michael T. Burns, General Manager, reviewed the Bureau of State Audit (BSA) Final Report and highlighted the following: 1) The report did not recommend significant changes to VTA Governance and endorsed the incremental changes that are currently being pursued; 2) The report did not recommend a directly elected Board of Directors; 3) VTA's financial reporting and planning generally meets best practice in government finance; and 4) VTA's project planning practices conform to best practices but noted that there is room for improvement for project cost estimates and monitoring.

Mr. Burns reported that VTA concurs with the BSA recommendations and noted that VTA developed Action Plan matrix, which corresponds to the BSA recommendations. He reviewed the action plans for Governance, Financial Reporting and Planning, and Project Planning. He highlighted that VTA plans to involve the advisory committees in a process of redefining the committees' roles and purpose.

Member Kniss commented that VTA should find ways to lessen the Advisory Committee Members' frustrations and change the Members' perception that the Board considers the Committees' input. Vice Chairperson Kishimoto commented that Advisory Committee comments should be incorporated in the staff report that is forwarded to the Board.

Mr. Burns reiterated that the Advisory Committee Members will be defining their roles and processes. He noted that one of the concerns is that Advisory Committees want to be involved earlier in policy/procedural issues. Another concern is the type of issues that are forwarded to the Advisory Committees. Mr. Burns noted that issues should be appropriately forwarded to the Committee with expertise on the subject matter so that they can truly provide a valuable input to the Board.

Upon inquiry of Vice Chairperson Kishimoto, Mr. Burns noted that the Hay Group's recommendation of combining the Technical Advisory and Policy Advisory Committees was discussed but was not well-received by the Committees.

Member Kniss expressed that including the Advisory Committee Minutes in the Board Packet is a good idea.

Mr. Burns concluded that the BSA report was a good review of VTA and noted that VTA will prepare a status report that will be submitted to the BSA at specified intervals.

On order of Vice Chairperson Kishimoto, there being no objection, the Committee of the Whole received the Bureau of State Audits Final Report.

OTHER

13. MTC/RTP Plan Development Update

Mr. Ristow reported that Metropolitan Transportation Commission (MTC) approved the following last July 23, 2008: 1) A financially constrained regional investment strategy for an estimated total of \$223 billion, (\$191 billion for committed funds and projects and \$32 billion of uncommitted funds for expansion, maintenance, and efficiency); and 2) High Occupancy Toll (HOT) Network Implementation Principles that contain a policy structure to implement a Bay Area Regional HOT Lane network.

On order of Vice Chairperson Kishimoto, there being no objection, the Committee of the Whole received the MTC/RTP Plan Development Update.

14. VTP 2035 Program Area Review: Bicycle, TSOM, and Livable Communities and Pedestrian Program

Mr. Ristow urged the Members to provide their input regarding Bicycle, Transportation Systems Operations and Management (TSOM) Program, Livable Communities, and Pedestrian Programs to VTA staff. Vice Chairperson Kishimoto expressed support for these program areas of Valley Transportation Plan (VTP) 2035 and commented that these are directions for the future.

On order of Vice Chairperson Kishimoto, there being no objection, the Committee of the Whole received the VTP 2035 Program Area Review: Bicycle, TSOM, and Livable Communities and Pedestrian Program.

15. VTP 2035 Program Area Review: Pavement Management, Sound Mitigation, and Landscape Restoration & Graffiti Removal

Mr. Ristow briefly discussed VTP 2035 other areas including: Pavement Management, Sound Mitigation, Landscape Restoration and Graffiti Removal. Mr. Ristow advised that the Committee will receive the report on the Litter Control Pilot Program next month.

Upon inquiry of Vice Chairperson Kishimoto, Mr. Ristow noted that VTA will not have a pavement management list until the actual fund amounts are decided by the MTC.

Vice Chairperson Kishimoto expressed support for using rubberized asphalt for pavement projects due to its many environmental benefits.

On order of Vice Chairperson Kishimoto, there being no objection, the Committee of the Whole received the VTP 2035 Program Area Review: Pavement Management, Sound Mitigation, and Landscape Restoration & Graffiti Removal.

16. State Route 85 and US 101 High Occupancy Toll (HOT) Lanes Preliminary Engineering Update

Murali Ramanujam, Senior Transportation Planner, provided a PowerPoint presentation entitled, “SR 85 and US 101 High Occupancy Toll (HOT) Lane Network.” He reviewed the future transportation challenge, Surface Transportation Policy and Revenue Study, HOT Lane as a Congestion Management Tool, HOT lane as a new source of revenue, HOT Lane dynamic pricing, examples of HOT Lanes in the nation, status of HOT Lanes in Santa Clara County, VTA Public Outreach Program, and Next Steps.

Upon inquiry of Member Kniss, Mr. Ristow responded that there is reduction of gas tax revenues due to lower consumption of gas.

Member Kniss commented that High Occupancy Vehicles (HOV) Lanes have safety issues and noted that there should be more safety features included in the HOT Lane planning and implementation.

Vice Chairperson Kishimoto and Member Kniss expressed support for HOT Lanes.

On order of Vice Chairperson Kishimoto, there being no objection, the Committee of the Whole received an update on State Route 85 and U.S. 101 High Occupancy Toll (HOT) Lanes Preliminary Engineering.

17. Joint Development Program Update

Mr. Ristow reported the recent activities regarding Joint Development Program. He noted that staff will be presenting the proposed changes to the Joint Development Program and Procedures at a future meeting. Mr. Ristow also announced that VTA has recruited a Deputy Director who will oversee VTA’s Joint Development Program.

On order of Vice Chairperson Kishimoto, there being no objection, the Committee of the Whole received an update on the Joint Development Program.

18. Items of Concern and Referral to Administration

Vice Chairperson Kishimoto noted her request for staff to consider inclusion of her comments regarding Agenda Item #7., Transportation System Monitoring Program.

Member Kniss noted her request for Outreach costs.

19. Committee Work Plan

On order of Vice Chairperson Kishimoto, there being no objection, the Committee of the Whole reviewed the Committee Work Plan.

20. Committee Staff Report

Mr. Ristow provided a brief staff report including: 1) Congratulated Chairperson Campos for the birth of her son; 2) Announced the ceremonies for the Route 152/156 Flyover opening on August 27, 2008 and dedication of Route 85 in honor of Norman Mineta on September 15, 2008; 3) The California Transportation Commission is scheduled to approve Proposition 1B Railroad Grade Separation Program, for which VTA Freight Railroad Relocation and SVRT Program are direct beneficiaries.

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

21. Chairperson's Report

There was no Chairperson's Report.

22. Consent Agenda for September 4, 2008 Board of Directors Meeting

Agenda Item #6., Receive the Programmed Projects Quarterly Monitoring Report for April - June 2008; **Agenda Item #7.**, Approve the work plan and budget for VTA staff to proceed with the development of a Transportation System Monitoring Program (TSMP) for Santa Clara County; approve the use of existing funds from the Congestion Management Program (CMP) budget to support the development of the proposed TSMP. Santa Clara Valley Transportation Authority Congestion Management Program & Planning Committee; **Agenda Item #8.**, Authorize the General Manager to execute contracts for the preparation of environmental compliance documents and other environmental support services for transit, highway and facility projects with the following firms as funds become available for each project. The total value shall not to exceed \$4,800,000 for all agreements; **Agenda Item #9.**, Authorize the General Manager to execute a contract with Dowling Associates, Inc. for Monitoring and Conformance Program services. The contract will be to provide program services for the 2008 Monitoring and Conformance cycle with up to four one-year extensions through 2012. Program services for the 2008-12 Monitoring and Conformance contract shall be a time and materials contract not to exceed \$750,000 for all five years; **Agenda Item #10.**, Adopt a resolution certifying that VTA is an eligible and responsible sponsor for the Santa Clara Caltrain Station Grade-Separated Pedestrian Crossing ("Project") and authorize the General Manager to submit applications for Congestion Mitigation and Air Quality (CMAQ) funding for the Project; **Agenda Item #11.**, Approve the programming of \$1,105,487 in FY 2007/08 Lifeline Transportation Program funds for Outreach's Community Transportation Program; **Agenda Item #13.**, Receive MTC/RTP Plan Development Update; **Agenda Item #14.**, Receive VTP 2035 Program Area Review: Bicycle, TSOM, and Livable Communities and Pedestrian Program; **Agenda Item #15.**, Receive VTP 2035 Program Area Review: Pavement Management, Sound Mitigation, and Landscape Restoration & Graffiti Removal; **Agenda Item #16.**, Receive an update on State Route 85 and U.S. 101 High Occupancy Toll (HOT) Lanes Preliminary Engineering; **Agenda Item #17.**, Receive an update on the Joint Development Program.

23. Announcements

There were no Announcements.

24. ADJOURNMENT

On order of Vice Chairperson Kishimoto, there being no objection, the meeting was adjourned at 11:55 a.m.

Respectfully submitted,

Elaine F. Baltao, Board Assistant

VTA Board of Directors