

**CONGESTION MANAGEMENT PROGRAM & PLANNING  
COMMITTEE**

Friday, April 16, 2010

**MINUTES**

**CALL TO ORDER**

The Regular Meeting of the Congestion Management Program & Planning Committee (CMPP) was called to order at 12:06 p.m. by Chairperson Pyle in Conference Room B-104, Valley Transportation Authority, River Oaks Campus, 3331 North First Street, San Jose, California.

**1. ROLL CALL**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
Rose Herrera	Member	Present
Chris Moylan	Member	Present
Chuck Page	Vice Chairperson	Present
Nancy Pyle	Chairperson	Present
Nora Campos	Alternate Member	NA
Jamie Matthews	Alternate Member	NA

**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 March 19, 2010**

**M/S/C (Page/Herrera)** to approve the Minutes of March 19, 2010.

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

## REGULAR AGENDA

### 5. Santa Clara Valley Habitat Conservation Plan (HCP) Cost Allocation and Budget Approval

Tom Fitzwater, VTA Environmental Project Manager provided an overview of the staff report and explained the need for recommended additional funding. Mr. Fitzwater noted the funds will be coming from the 1996 Measure B Transportation Improvement Program. Mr. Fitzwater also discussed the reasons for acquiring 333 acres for the Bay Checkerspot Butterfly habitat and the activities in the property today.

Vice Chairperson Page inquired why the plan is taking so long to complete. Ken Shreiber, HCP Project Manager, responded the plan is very complicated, time consuming, and very science-oriented. He added the further delay was caused by the removal of the fish species in the plan. However, this plan is moving at a faster pace compared to similar plans in the State. Mr. Shreiber explained the benefits of having a HCP/Natural Community Conservation Plan noting that after plan adoption, projects that need permits and approvals from the California Department of Fish and Game (CDFG) and United States Fish and Wildlife Service (USFWS) will get it in an expedited manner; thus resulting in reasonable savings in project time and costs.

**M/S/C (Herrera/Page)** to approve submitting a recommendation to the Board of Directors to approve the cost allocation in the amount of \$910,092 for an increase of \$129,525 and budget for the Santa Clara Valley Habitat Conservation Plan/Natural Community Conservation Plan.

### 6. Lifeline Transportation Program: Additional Fund Programming

Amin Surani, Transportation Planner, provided an overview of the staff report. He explained Proposition 1B funds are only given to project sponsors who are direct grantees with the State of California. Since the vehicles and equipment will be used for VTA's paratransit service, VTA is willing to serve as the responsible grantee to the State of California and have an implementation agreement with Outreach & Escort Inc. after receipt of the funding.

Vice Chairperson Page requested staff to clarify the discrepancy between the amount available in the Proposition 1B Lifeline funds and the amount VTA expects to receive.

Chairperson Pyle requested ballpark figure of savings realized from hybrid bus vehicles.

**M/S/C (Herrera/Page)** to approve submitting a recommendation to the Board of Directors to authorize the General Manager to submit an application for a total of \$5,785,957 in state Proposition 1B funds for two Lifeline projects; authorize the General Manager to execute agreements with Caltrans as necessary to receive these funds; and authorize the General Manager to execute an agreement with Outreach & Escort, Inc. as needed to implement the Paratransit Vehicles and Equipment project.

## **OTHER**

### **7. Paratransit Program Information**

Jim Unites, Operations Deputy Director, provided the Paratransit Program Overview. He reviewed the following: Americans with Disabilities Act (ADA) Requirements and Paratransit Service Criteria; Paratransit Eligibility; VTA's Paratransit System (contract with Outreach and Escort Inc.); Paratransit Budget for FY 2010; FY 2009 Service Summary; Paratransit Expense and Ridership; Paratransit Ridership by time of day and age group; Paratransit Service Locations; Paratransit Fares; Paratransit Premium Services and Ridership; Paratransit vehicles, facilities, vehicle maintenance and fuel. Mr. Unites noted there has been a lot of effort which resulted in lower costs for operating the program.

Member Herrera noted the importance of considering paratransit customers when making changes to the route making sure no one is left behind. Mr. Unites explained VTA works with Outreach during the bus route change process to analyze impacts to paratransit customers. Katie Heatley, Outreach & Escort Inc., added Outreach has flexibility as it also operates under different programs and has the ability to provide solutions for those who will be negatively impacted by the bus route changes.

Member Moylan inquired about the farebox recovery ratio and the definition of on-time performance. Mr. Unites responded the paratransit regular service farebox recovery is about 10 percent but varies for the premium service. Ms. Heatley explained the on-time performance is measured and tracked by Outreach through a very high-tech system as there are Federal Transit Administration (FTA) requirements on arrival and departure windows, and how long a paratransit passenger can be kept in the vehicle.

**On order of Chairperson Pyle** and there being no objection, the Committee received Paratransit Program Information.

### **8. FY 2011 Congestion Management Program (CMP) Work Program**

John Ristow, Chief CMA Officer, provided an overview of the staff report. He reported he met with each member agency and members of the Technical Advisory Committee last December 2009 to obtain input regarding priorities. As a result the work program presented today reflects the following: focus on work for coordination and advocacy of funding for projects, capital project initiatives and state/regional advocacy; emphasis on land-use integration; member agency assistance; and compliance to elements of the CMP. The work program also includes the Member Agency Fees. Mr. Ristow added although the adopted budget for the CMP includes an increase of Member Agency Fees, staff is recommending deferral of the increase and keep the fee structure the same as FY 2010.

Member Moylan expressed appreciation for deferring the increase of the Member Agency Fees. However, he noted cities are cutting back their budgets and the keeping the Member Agency Fees the same as last year increases the percentage of the city budget towards the Member Agency fees. He suggested staff to consider further reducing the Member Agency fees by deferring development or update of guideline documents for one year.

Upon inquiry of Member Moylan, Chris Augenstein, CMA Deputy Director, responded the Transportation Impact Analysis (TIA) guidelines were updated in March 2009. Casey Emoto, CMA Deputy Director, added the updated guidelines allowed more flexibility.

**On order of Chairperson Pyle** and there being no objection, the Committee reviewed the Fiscal Year 2011 Congestion Management Work Program.

**9. Sustainability Program Update**

Mr. Fitzwater provided an overview of the staff report. He highlighted the program accomplishments, implementation of lighting retrofits, and the sustainable landscaping guidelines.

Member Herrera commented VTA should be a leader in sustainability as transportation is an important aspect of going green. She inquired which of the sustainability efforts has resulted in high cost savings. Christina Jaworski, Senior Environmental Planner, responded the most effective effort was the better management of light rail vehicle power systems and the number of light rail vehicles operated during peak and non-peak hours.

**On order of Chairperson Pyle** and there being no objection, the Committee received Sustainability Program Update.

**10. 3-Yr (FY11-13) Project Initiation Document (PID) Workplan for Santa Clara County**

Mr. Ristow provided an overview of the staff report noting this item is Caltrans request to all CMA to coordinate Caltrans' resources. VTA is coordinating this effort with the cities and Caltrans. Mr. Emoto referred to the revised attachment and noted the addition of the I-880/Montague Expressway as requested by the City of San Jose.

Member Herrera requested an offline meeting to discuss the status on Caltrans' project on 101/Tully including the pavement rehabilitation project

Chairperson Pyle commended VTA staff for their work on the ramp meters that improved traffic flow on Highway 87.

**On order of Chairperson Pyle** and there being no objection, the Committee received status on 3-Yr (FY11-13) Project Initiation Document (PID) Workplan for Santa Clara County.

**11. Items of Concern and Referral to Administration**

Member Herrera requested on a future agenda a discussion about SB 375 and AB 32 to determine the appropriate action the VTA Board of Directors should to take.

**12. Committee Work Plan**

Member Moylan commented the work plan indicates a robust discussion at the May 2010 meeting and inquired if there could be a meeting in June. General Manager responded historically the standing committees do not meet in June and July. There is also a tentative June 25 meeting, if in case there are items that need immediate Board approval. Mr. Ristow added some of the items will be moved to future agendas better manage the May 2010 agenda.

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

**13. Committee Staff Report**

Mr. Ristow noted the staff report is on the dais. He reported VTA won the annual award for project of the year for the Route 152/156 Interchange project. He added VTA Chairperson Liccardo and himself represented VTA as the CMA at the Metropolitan Transportation Commission (MTC) event last April 9, 2010.

**On order of Chairperson Pyle** and there being no objection, the Committee received the Committee Staff Report

**14. Chairperson's Report**

There was no Chairperson's report.

**15. Consent Agenda for May 6, 2010 Board of Directors Meeting**

**CONSENT:**

**Agenda Item #5.** Approve the cost allocation in the amount of \$910,092 for an increase of \$129,525 and budget for the Santa Clara Valley Habitat Conservation Plan/Natural Community Conservation Plan.

**Agenda Item #6.** Authorize the General Manager to submit an application for a total of \$5,785,957 in state Proposition 1B funds for two Lifeline projects; authorize the General Manager to execute agreements with Caltrans as necessary to receive these funds; and authorize the General Manager to execute an agreement with Outreach & Escort, Inc. as needed to implement the Paratransit Vehicles and Equipment project.

**Agenda Item #9.** Receive Sustainability Program Update.

**Agenda Item #10.** Receive status on 3-Yr (FY11-13) Project Initiation Document (PID) Workplan for Santa Clara County.

**REGULAR:**

None

**16. ANNOUNCEMENTS**

There were no Announcements.

**17. ADJOURNMENT**

**On order of Chairperson Pyle** and there being no objection, the meeting was adjourned at 1:42 p.m.

Respectfully submitted,

Elaine F. Baltao, Board Assistant  
Office of the Board Secretary