



## **TRANSIT PLANNING & OPERATIONS COMMITTEE**

Thursday, October 16, 2003

### **MEETING RECORD**

#### **1. CALL TO ORDER**

The Regular Meeting of the Transit Planning and Operations (TP&O) Committee was called to order at 4:34 p.m. by Chairperson Valerio in Room 106, San Jose City Hall, 801 North First Street, San Jose, California.

#### **ROLL CALL**

##### **Members Present**

David Cortese, Vice Chairperson  
Ron Gonzales  
Manuel Valerio, Chairperson

##### **Members Absent**

Francis LaPoll  
Dena Mossar  
Ken Yeager

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

#### **2. PUBLIC PRESENTATIONS**

James Wightman, Interested Citizen, addressed the Committee and noted his support for the three percent reduction in service. He expressed concern regarding the placement of stained glass at the Great Mall Light Rail Station, noting that children could break the stained glass.

#### **3. ORDERS OF THE DAY**

There were no Orders of the Day.

### **CONSENT AGENDA**

#### **4. Minutes of September 18, 2003**

**On order of Chairperson Valerio**, there being no objection, the Committee of the Whole deferred the Minutes of September 18, 2003.

#### **5. 2004 Transit Planning and Operations Committee Meeting Schedule**

**On order of Chairperson Valerio**, there being no objection, the Committee of the Whole deferred the 2004 Transit Planning and Operations Committee Meeting Schedule.

**6. Community Oriented Design Enhancements (CODE) Program Update – September - October 2003**

**On order of Chairperson Valerio**, there being no objection, the Committee of the Whole received and filed the Community Oriented Design Enhancements (CODE) Program Update – September - October 2003.

**7. Report on the Capitol Light Rail Project for the Month of September 2003**

**On order of Chairperson Valerio**, there being no objection, the Committee of the Whole received and filed the Report on the Capitol Light Rail Project for the Month of September 2003.

**8. Report on the Tasman East Light Rail Project for the Month of September 2003**

**On order of Chairperson Valerio**, there being no objection, the Committee of the Whole received and filed the Report on the Tasman East Light Rail Project for the Month of September 2003.

**9. Report on the Vasona Light Rail Project for the Month of September 2003**

**On order of Chairperson Valerio**, there being no objection, the Committee of the Whole received and filed the Report on the Vasona Light Rail Project for the Month of September 2003.

**10. Joint Powers Board Monthly Status Report**

**On order of Chairperson Valerio**, there being no objection, the Committee of the Whole received and filed the Joint Powers Board Monthly Status Report.

**11. Committee for Transit Accessibility Report**

**On order of Chairperson Valerio**, there being no objection, the Committee of the Whole received and filed the Committee for Transit Accessibility Report.

**12. Monthly Legislative Report**

**On order of Chairperson Valerio**, there being no objection, the Committee of the Whole received and filed the Monthly Legislative Report.

**REGULAR AGENDA**

13. **Tasman East Light Rail Project – Amendment to DeSilva Gates Construction LP Construction Agreement**

Jack Collins, Chief Construction Officer, reported that VTA has encountered two major quantity overruns on the Tasman East Light Rail Project. The items are dig-out and dig-out is when the pavement has reached its end of its useful life and large machines are brought in to grind up the old material. As grinding was being done, the pavement fell right down to the base rock. A lot of the pavement areas along Capitol Avenue in San Jose, west of Hostetter towards Milpitas and also in Milpitas, which is about a 3-mile stretch of overlay, were a lot worse than anticipated by the engineers. As a result of digging out more, it has to be replaced with a greater quantity of asphalt.

Mr. Collins reported that striping has been completed and the manholes have been raised to make the areas as safe as possible. This would allow the contract work to be completed with the same Contractor, DeSilva Gates.

Member Gonzales directed attention to the Board Memorandum, Page 2 of 2, first paragraph, and asked for clarification on the January 4, 2003 and November 2, 2003 dates listed.

Vice Chairperson Cortese took his seat at 4:38 p.m. and a quorum was declared.

Member Gonzales queried about the additional city costs for the pavement resurfacing. Mr. Collins noted that the additional share by the City of San Jose is \$280,000, the VTA share is \$280,000, and the City of Milpitas share is \$40,000.

**M/S/C (Gonzales/Cortese)** to approve submitting a recommendation to the Board of Directors to authorize the General Manager to amend the total authorized funding for the DeSilva Gates Construction contract to accommodate adjustments to asphalt quantity estimates on the Tasman East Light Rail Project - Pavement Resurfacing contract in an amount of \$600,000, for a new contract amount of \$2,181,106.

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

14. **Agreements to Relocate Transit Parking, Transfer VTA Property and Provide for Housing and Retail Development at the Tamien Station**

James R. Lightbody, Transit Planning & Development Deputy Director, reported that the action would authorize VTA to development agreements that would implement actions with the City of San Jose and with Barry Swenson Builder to lead to the development of housing both by Barry Swenson Builder and by VTA in the vicinity of the Tamien Station. The Agreements would be consistent with the recent actions taken by the City of San Jose in approving the project by Barry Swenson.

Mr. Lightbody provided a visual display of the Tamien Station area, highlighting the following locations: 1) property owned by VTA, 2) Caltrain parking, 3) Tamien Child Care Center, 4) VTA excess property, and 5) Barry Swenson Builder residential tower project.

Mr. Lightbody reported that the basic principles of the agreement would involve the development of two parks. A neighborhood park located on the current Caltrain parking lot adjacent to the child care facility and a skateboard park located on an auxiliary light rail parking lot west of Route 87. To develop the parks, VTA would dedicate the property to the City of San Jose and in return the dedications would be credited towards the normal park fees. Additionally, Barry Swenson Builder agreed to fund the bulk of the relocation of parking over into a deck that would be built on top of the light rail parking.

Member Gonzales directed attention to the Board Memorandum, Page 2 of 3, third bullet item under Discussion, and requested that the words “on a 250 unit” be reflected as “up to 250 units”.

Member Gonzales directed attention to the Board Memorandum, Page 3 of 3, third bullet item, “City will identify other development fees which might be waived and/or reduced for VTA project” and noted that at this point specific fees have not been identified, subject to negotiations.

Member Gonzales noted that there was an additional requirement in the City of San Jose’s action that would explore funding options for signal construction at Lelong and the Route 87 off/on ramp. He requested that the additional requirement be added to the Board Memorandum.

**M/S/C (Cortese/Gonzales)** to approve submitting a recommendation to the Board of Directors to authorize the General Manager to enter into agreements with the City of San Jose and Barry Swenson Builder to relocate transit parking, transfer VTA property to the City and provide for development of housing and retail on VTA property at the Tamien Station.

## **OTHER ITEMS**

### **15. VTA Fare Policy**

Scott Buhner, Chief Financial Officer, reported that both the Business Review Team and Ad-Hoc Financial Stability Committee recommended that VTA should increase its farebox recovery ratio. The farebox recovery ratio of target is recommended to be between 20-25 percent. It was also recommended that VTA adopt a formal Fare Policy.

Mr. Buhner referred to the first part of the Fare Policy and noted it talks about the factors that influence the farebox recovery ratio, and has been likened to a three-legged stool, whereby the numerator has on it the average fare per boarding times the boardings per hour of service and the denominator is the cost per hour of service. Mr. Buhner noted to make the type of improvement that VTA is anticipating in its farebox recovery ratio, VTA has to work on all three aspects of the costs as well as revenue per boarding and boardings per hour.

Mr. Buhner referred to the pricing structure of the Fare Policy and noted that VTA is proposing that the base fare should be the adult cash fare; the senior and disabled cash fare would be priced at 50 percent of the adult cash fare; the youth fare would be priced at a 25 percent discount from the adult cash fare. He referred to the relationship of the day pass and monthly pass to the respective cash fares and noted that it is proposed that there should be uniformity among different fare categories as to how the day pass and monthly pass are priced. Mr. Buhner noted that the current day pass for senior and disabled is priced at 2.3 times whereas the youth and adults are priced at 3 times the cash fare. VTA is proposing that all day passes be priced at 3 times the cash fare. The senior and disabled monthly pass is currently priced at 23.3 times the cash fare, the youth monthly pass is priced at 24 times and the adult monthly pass is priced at 35 times the cash fare. VTA is proposing that the Board should consider whether to have uniformity in the monthly pass ratios as it relates to cash fares. He noted that an alternative to be considered is whether VTA should have an average fare per boarding per fare category. VTA is proposing that the express fares would be priced at 2 times the adult cash fare and that the ECO Pass would be priced so that it would achieve an average fare per boarding as the adult fare payment category in the aggregate generates.

Mr. Buhner reported that VTA is proposing that regional fare coordination agreements should be on a basis that is reciprocal.

Mr. Buhner noted that the Fare Policy would be forwarded back through the Standing Committees in November 2003, with the action to be taken by Administration and Finance Committee and then forwarded to the Board of Directors at their December 4, 2003 Meeting.

Member Gonzales requested that staff show how the pricing principles translate into fare prices.

Member Gonzales requested that staff provide a chart reflecting the extent of reciprocity in fare credits between VTA and other transit operators.

**On order of Chairperson Valerio**, there being no objection, a Fare Policy addressing both recovery ratio and pricing/structure goals for the Santa Clara Valley Transportation Authority was discussed.

**16. Service Management Plan**

Mike Aro, Service and Operations Planning Deputy Director, reported that VTA has always used service standards, guidelines and policies to plan, evaluate, and modify service. He reported that the Ad-Hoc Financial Stability Committee recommended that VTA update and codify the policies and guidelines due to VTA's financial situation. It was also recommended that the standards should address target and minimum acceptable measures of productivity by route and service type to improve system efficiency.

Member Gonzales left his seat at 5:03 p.m., the quorum was lost,  
and a Committee of the Whole was declared.

Member Gonzales took his seat at 5:05 p.m. and a quorum was declared.

Mr. Aro provided a visual slide presentation on the Service Management Plan, noting that the Plan is presented in four parts. He provided a report on Part 1 – Service Area/Network Design; Part 2 – Service Design Guidelines; Part 3 – Service Evaluation Policy; and Part 4 – Service Change Process.

Member Gonzales left his seat at 5:10 p.m., the quorum was lost,  
and a Committee of the Whole was declared.

Member Gonzales took his seat at 5:12 p.m. and a quorum was declared.

Frank T. Martin, Chief Operating Officer, directed attention to the Draft Service Management Plan, Page C-1, Marketing Strategy Matrix for Substandard Service.

Member Gonzales inquired as to VTA's role in working with major employers in events such as employee layoffs or company downsizing. Mr. Martin noted VTA's involvement with the Silicon Valley Workforce Investment Board.

**On order of Chairperson Valerio**, there being no objection, the Service Management Plan was discussed.

**17. Transit Performance Measures**

Mr. Aro reported that the Ad-Hoc Financial Stability Committee recommended that the Board of Directors receive an annual presentation on the nature and magnitude of VTA's

services and periodic reports on route productivity and comparisons to service standards. The Ad-Hoc Financial Stability Committee also recommended that VTA review line staff activities and measure productivity with the goal of making them more aligned with VTA's peers.

Mr. Aro reported that a quarterly and annual performance report is presented to all Board Standing and Advisory Committees. He noted that staff is recommending that the following additional new measures be added to the Key Performance Measures: 1) Operating cost per boarding rider, 2) Average fare revenue per boarding, 3) Complaints per 100,000 boardings, 4) On-time performance, 5) Operator unscheduled absenteeism, 6) Maintenance unscheduled absenteeism, and 7) Scheduled maintenance performance. He noted that staff is proposing that the TP&O Committee receive an expanded monthly performance report.

Member Gonzales recommended that staff provide a simpler performance program, such as an index format.

Vice Chairperson Cortese recommended that staff provide reports targeting the key measures indicating those measures that are being met and the rationale for those measures not being met.

**On order of Chairperson Valerio**, there being no objection, the Transit Performance Measures were discussed.

**18. Committee Work Plan**

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

**19. Committee Staff Report**

There was no Committee Staff Report.

**20. Chairperson's Report**

Chairperson Valerio noted that the October 16, 2003 TP&O Meeting would be his last meeting and the November 6, 2003 Board of Directors' Meeting would be his last

Board Meeting. He noted that he would be leaving the Sunnyvale City Council on November 18, 2003, and asked that the Vice Chairperson of TP&O chair the TP&O Meeting of November 20, 2003. Chairperson Valerio thanked VTA staff and his colleagues for their support and help and noted that he enjoyed working with everyone.

**21. Determine the Consent Agenda for November 6, 2003 Board Meeting**

**CONSENT: Item #13.** Authorize the General Manager to amend the total authorized funding for the DeSilva Gates Construction contract to accommodate adjustments to asphalt quantity estimates on the Tasman East Light Rail Project - Pavement Resurfacing contract in an amount of \$600,000, for a new contract amount of \$2,181,106.

**REGULAR: Item #14.** Authorize the General Manager to enter into agreements with the City of San Jose and Barry Swenson Builder to relocate transit parking, transfer VTA property to the City and provide for development of housing and retail on VTA property at the Tamien Station.

**22. Announcements**

Mr. Collins announced the I-880 Widening Ribbon-Cutting Ceremony to be held on November 13, 2003 at 10:30 a.m. at the San Jose Mercury News parking lot.

**23. Adjourn**

**On order of Chairperson Valerio**, there being no objection, the meeting was adjourned at 5:39 p.m.

Respectfully submitted,

Tracene Y. Crenshaw, Board Assistant  
VTA Board of Directors