



## **TRANSIT PLANNING & OPERATIONS COMMITTEE**

Wednesday, March 21, 2007

### **MINUTES**

#### **1. CALLED TO ORDER**

The Regular Meeting of the Transit Planning and Operations (TP&O) Committee was called to order at 3:30 p.m. by Chairperson Sandoval in Conference Room B-104, Valley Transportation Authority, 3331 North First Street, San Jose, California.

#### **ROLL CALL**

##### **Members Present**

Dean Chu  
Dolores Sandoval, Chairperson  
Greg Sellers, Vice Chairperson

##### **Members Absent**

David Cortese

##### **Alternates Present**

None

##### **Alternates Absent**

Dominic Caserta  
Judy Chirco  
Kathleen King  
Roland Velasco

\*Alternates do not serve unless participating as a Member.

**A quorum was present.**

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

There were no Public Presentations.

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

Chairperson Sandoval requested that Agenda Item #7., Approve a revised scope and grant amount for the City of San Jose's Auto Repair Assistance Program (ARAP) in the amount of \$75,000 and issue a new Call-For-Projects (CFP) for the Lifeline Transportation Program be moved from the Regular Agenda and placed on the Consent Agenda.

**M/S/C (Chu/Sellers) to accept the Orders of the Day.**

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

## CONSENT AGENDA

4. **Minutes of February 14, 2007**

M/S/C (Sellers/Chu) to approve the Minutes of February 14, 2007.

7. **Lifeline Transportation Program: Status Update, Program Changes and Call-for-Projects**

M/S/C (Sellers/Chu) to approve a revised scope and grant amount for the City of San Jose's Auto Repair Assistance Program (ARAP) in the amount of \$75,000 and issue a new Call-For-Projects (CFP) for the Lifeline Transportation Program.

## REGULAR AGENDA

5. **Report from March 7, 2007 Committee for Transit Accessibility (CTA) Meeting**

Randy Tamez, CTA Chairperson, reported that the Committee received a presentation from Camille Williams, VTA Accessible Services Manager, regarding the Emergency Evacuation Training she attended in New Orleans. The Committee suggested that VTA adopt and support the concepts in the training into its own Emergency Evacuation Plan. The Committee also suggested that VTA work with other agencies to ensure that Santa Clara County has a comprehensive Emergency and Evacuation Plan that includes the safe and effective evacuation of the general public, seniors, and disabled.

Mr. Tamez referred to the emergency evacuation plan presented about a year ago and noted that the Committee felt that it had no substance and did not address the needs of seniors and disabled. He noted that the CTA requested staff to forward to the Committee a comprehensive emergency and evacuation plan sometime in the future.

Mr. Tamez reported that the CTA supported the Lifeline Transportation Grant, TP&O's Agenda Item #7 on the agenda. He noted that it will be beneficial to provide the CTA the opportunity to review recommendations regarding low-income and minority issues as there is a huge population of low-income and minorities in the community that CTA represents. He added that VTA currently does not have a committee that reviews issues for low-income and minority communities.

Mr. Tamez expressed concern about the on-going problems with the bus annunciator system. He noted that this problem has occurred for many years and has not been fully resolved. He introduced Aaron Morrow, CTA Vice Chairperson.

Mr. Morrow stated that CTA recommended that staff examine both the current contract and best practices in the bus annunciating system. He expressed concern that the annunciator has been in place for a number of years but its operation is still problematic.

Upon inquiry of Chairperson Sandoval, Michael T. Burns, General Manager, noted that he met with Mr. Morrow. He acknowledged the problem and added that staff will respond to CTA's motion.

Chairperson Sandoval noted that Nanci Eksterowicz, VTA Risk Manager, provided an Emergency Preparedness presentation in the past. Chairperson Sandoval noted that Ms. Eksterowicz has been active in the emergency preparedness discussion and added that Ms. Eksterowicz has provided the same presentation to Santa Clara County representatives that meets quarterly regarding this issue. She requested that staff examine how VTA will specifically help local jurisdictions move seniors and disabled individuals to safe places.

**On order of Chairperson Sandoval**, there being no objection, the Committee received a report from the March 7, 2007 Committee for Transit Accessibility Meeting.

**6. Community Bus Implementation Plan for July 2, 2007**

Bill Capps, Service Planning Manager, noted that staff had an extensive community outreach process in the South County (Gilroy and Morgan Hill) that included meetings with stakeholders, city staff, and city representatives. Input from these meetings was considered in the formulation of the Community Bus Plan.

Mr. Capps reviewed the revised maps on the table and noted that there are still on-going discussions with the City of Morgan Hill to determine if the new Centennial Recreation Center could be served. Mr. Capps added that the delivery of the 20 buses is slated for Spring 2007 and service is set to commence by July 2007.

Vice Chairperson Sellers commended VTA staff for their efforts on Community Bus. He noted that the open and collaborative process made the Community Bus route effective and satisfies the needs of VTA and the residents of South County. He referred to Mr. Capps' comments about the discussion with City of Morgan Hill, noted the City's challenges in serving the new recreation center, and thanked VTA for its flexibility. He noted that the cities of Morgan Hill and Gilroy thank VTA and staff for the methodology utilized for the Community Bus planning effort.

Randy Tamez, CTA Chairperson, inquired if the new Community Bus service will impact VTA's service areas as it relates to paratransit service. Mr. Capps noted the slight service area increase for Morgan Hill and Gilroy. Mr. Capps further explained that the premise of the plan is to try to work within the existing resources dedicated to Morgan Hill and Gilroy.

Chairperson Sandoval congratulated and thanked staff for their accomplishments and noted that this effectively demonstrates to cities throughout the County that VTA can work effectively with the local communities to provide needed transportation services.

**M/S/C (Sellers/Chu)** to approve staff recommendations to implement the first phase of the Community Bus Program to make route and service modifications within the cities of Morgan Hill and Gilroy, operate small-capacity buses on Line 13, and bring specified VTA contracted shuttle services in-house effective on July 2, 2007, coordinated with the delivery of 20 new small-capacity Community Buses and the quarterly service change process.

Michael T. Burns, General Manager, noted the presence of Tom Fink, Amalgamated Transit Union (ATU). He acknowledged ATU for their contributions to the Community Bus Program and their willingness to work with VTA.

Chairperson Sandoval acknowledged Mr. Fink and ATU for their contributions to the Community Bus Program.

## **8. Comprehensive Operations Analysis: Draft Service Restructuring Plan**

Kevin Connolly, Transportation Planning Manager, provided a PowerPoint Presentation entitled, "Comprehensive Operations Analysis: Service Operating Plan Proposal, March 2007." He reviewed the schedule, highlighting that the draft proposal will be presented to the Board of Directors in April 2007; community, stakeholders, and Advisory committees' meeting will be held in May 2007; final Board of Directors action in August 30, 2007, and Phase I Service Implementation in January 2008.

Mr. Connolly reviewed the four COA Core Principles, challenges VTA faces, Transit Performance Evaluation, Market Share, and the Transit Competitive Factor and Core Network Area. Mr. Connolly stated that the COA proposal suggests a net decrease in vehicles but the equivalent number of operating hours. The COA premise is budget neutral, which means utilizing resources more efficiently.

Mr. Connolly discussed in detail the COA proposal highlighting that the COA proposal is organized into five focus areas: Core Network, Non Core Services, Express Bus, Community Bus Program, Deletion and Consolidation Candidates. The Core Network will focus on the "Transit Trippers" and "Mellow Movers" market segment and will be the pre-cursor service on future Bus Rapid Transit (BRT) corridors. Non-Core services are those that are isolated from the core service whose demands are too high for a community bus vehicle. Express Services focus on strategic investment in select corridors to compete for "Movers and Shakers" and "Young & Restless" market segments. Mr. Connolly noted the candidate routes and presented maps that illustrate the route locations for each of the focus areas described above. He discussed the existing and proposed headways and vehicle requirements as well as the boardings per revenue hour and farebox recovery rates for each of the candidate routes.

Vice Chairperson Sellers referred to the proposed Express Bus Line #168 and inquired about the number of stops prior to the Downtown San Jose Location. Mr. Connolly responded that the line will include two stops, including stops at the Gilroy Transit Center and Morgan Hill.

Vice Chairperson Sellers expressed concern about the target market segments and requested more detail on how these segments and the appropriate type of service were identified. Mr. Connolly responded that staff could provide Vice Chairperson Sellers the Line #68 Corridor Case Study.

For the fourth focus area, Community Bus Program, Mr. Connolly noted that the pilot programs were successful. The proposal involves conversion of local buses to community bus and creation of new lines to serve communities. Mr. Connolly stressed that the candidate routes noted on the proposal are “placeholders” for resources only since the ultimate routing will be a result of community outreach efforts. He presented a map illustrating the candidate routes. He compared the existing and proposed headways and vehicle requirements, noting the boardings per revenue hour and farebox recovery rate.

Lastly, the fifth focus area, Candidate Deletion and Consolidation Routes, includes efficiency improvements of routes to eliminate duplication or competing service, and poor performing routes are deleted to allow for re-investment elsewhere in the system. He also presented the candidate routes for either consolidation or deletion, compared the existing and proposed headway and vehicle requirements, and the boardings per revenue hour and the farebox recovery rate.

Vice Chairperson Sellers referred to Slide #9 – “COA Proposal,” and expressed concern about the “COA Premise” that the proposal is “budget neutral.” He noted that the proposal may have a positive impact on the VTA budget.

Michael T. Burns, General Manager, suggested using “cost neutral” versus “budget neutral.”

Member Chu commented that the COA involved extensive work and commended VTA for a great job. He commented that overall, the proposal provides service to most areas. He inquired about the plans for outreach.

Mr. Burns supported Chairperson Sandoval’s suggestion that in addition to the scheduled public meetings, staff should also provide a presentation regarding the COA Plan to all the City Councils in the County.

Member Chu noted that as staff makes presentations to the community, staff should emphasize that there is flexibility, especially when dealing with community bus lines.

Vice Chairperson Sellers supported Member Chu’s comments and noted that the community process in the South County yielded positive results and avoided future problems.

Chairperson Sandoval noted that providing presentations to the City Councils give opportunity for VTA to inform more people as Cities have the capability to broadcast their City Council meetings to their residents.

Chairperson Sandoval inquired about how much flexibility is incorporated within the plan. She further inquired about a potential community bus line to serve the Saratoga/Monte Sereno area.

Mr. Burns responded that there is flexibility in the plan. He noted that the process would be iterative, as VTA will continue to evaluate the routes to determine new opportunities and improvements.

Chairperson Sandoval noted that the outcome of the COA will be viewed as a significant improvement. She noted that as the proposal is rolled out to the Board and the general public, VTA should note that the goal of the COA is to have a realistic view of how VTA business is conducted and determine ways on how it can become more customer and service oriented. She noted that in the presentation, staff should carefully explain to the public and the press the reasons for the proposed deletion of routes.

Aaron Morrow, CTA Vice Chairperson, thanked staff for their diligent work. He commented that the presentation provided was easy to follow. He wished staff good luck on their endeavor.

Upon inquiry of Chairperson Sandoval, Mr. Burns responded that the COA results will be available on the VTA website in the April/May 2007 timeframe. Chairperson Sandoval noted that the web copy should note "draft."

**On order of Chairperson Sandoval**, there being no objection, the Committee discussed the Comprehensive Operations Analysis: Draft Service Restructuring Plan.

## **OTHER ITEMS**

### **9. State Infrastructure Bond for Transportation – Public Transportation, Modernization, Improvement and Service Enhancement Account**

Carolyn Gonot, Chief Development Officer, reviewed the Metropolitan Transportation Commission (MTC) Proposal for Proposition 1B: Regional Transit Funding. Ms. Gonot noted that there is \$3.6 Billion Statewide from the Transportation, Modernization, Improvement, and Service Enhancement Account. Ms. Gonot explained that available funding will be distributed based on population and revenue similar to the distribution of the State Transit Assistance (STA) funds. Under revenue share, VTA will receive approximately \$123 million for transit capital investments and \$42 million for Caltrain. The population share will be distributed by MTC and will amount to approximately \$347 million. The population share will also include \$72 million in uncommitted STA funds.

Ms. Gonot noted MTC's policy principles for distribution of the population share: 1) Expand Lifeline Program Commitment; 2) Invest in Urban Core Transit Improvements; 3) Provide funding for smaller operators; and 4) Continue progress in Clean Air Bus Compliance.

The Lifeline Program addresses the transportation needs of low-income communities. Approximately \$153 million will come to the Bay Area and VTA's approximate share is \$33 million. For Urban Core Transit Improvements, the proposal is \$169 million for the Bay Area and VTA's share will be approximately \$45 million for Line 522/523 Rapid Transit. However, in order for VTA get this \$45 million, MTC proposed these conditions: a) \$45 million match from revenue-based funds or other fund source; and b) resolve Caltrain right-of-way issue.

Michael T. Burns, General Manager, stated that VTA does not agree with MTC's the condition to "resolve Caltrain right-of-way issue." Mr. Burns provided a brief background, noting that San Mateo County paid an extra \$80 million when the right-of-way was purchased from Southern Pacific. There was a non-binding agreement signed in 1991 that allocates the \$80 million based on route miles in San Francisco, San Mateo, and Santa Clara Counties. The agreement has a lot of loose language stating that San Francisco and Santa Clara Counties would find ways to repay SamTrans \$10 million and \$35 million respectively. The loosely worded agreement was more for public relations and political cover for San Mateo County.

Mr. Burns noted that MTC is using some of the Infrastructure Bond monies to contribute to the BART and SamTrans settlement concerning the BART SFO Extension. Mr. Burns directed attention to the MTC memorandum dated March 7, 2007, and stated that it is a blatant misrepresentation of MTC staff to note that \$24 million is going to BART to Warm Springs. This \$24 million is actually going to BART to subsidize the San Francisco Extension.

Mr. Burns noted that MTC's condition is a big challenge as the proposal project for VTA is only \$45 million. MTC has conditioned VTA's BRT Project on resolution of an issue with SamTrans. In this case, VTA's project would receive \$45 million and be obligated to pay SamTrans over \$60 million, if interest were added. SamTrans has repeatedly refused to negotiate on the basis of VTA's substantial investments in Caltrain and insisted that VTA give them the principal plus interest.

Mr. Burns assured the Committee that VTA is working with our MTC Commissioners to develop strategies on how to deal with this MTC proposal. Mr. Burns noted that VTA's current position is that VTA is not obligated to pay and there is no political will to write a check to SamTrans. Mr. Burns noted that in his opinion, MTC has placed VTA in a difficult position and that MTC should have never interjected itself into this matter as this is an issue between two operators.

Mr. Burns noted that this proposal will go through MTC's committee process over the next two months, with a final approval by the MTC Commissioners by May 2007. He commented that several counties have expressed their concerns with the proposal.

Upon inquiry of Chairperson Sandoval, Suzanne Gifford, General Counsel, noted that she was not the General Counsel during the 1991 agreement. The agreement was with the Santa Clara County Transit District, VTA's predecessor agency.

Mr. Burns noted that staff is working on reconstructing the history of this whole issue. Staff met with Rod Diridon and Diane McKenna, who were on the Transit District in 1991. They recollect that the issue has been resolved. Mr. Burns noted that in his opinion, what was discussed and what was ultimately put into that 1991 agreement was different.

Mr. Burns noted that there are numerous arguments that proves that Santa Clara County has satisfied any obligation to San Mateo County since 1991, which includes: 100 percent funding of Caltrain improvements on everything south of Tamien, paying a disproportionate share of the operating cost by agreeing to freeze the boarding formula to calculate operating cost, working with Caltrain Joint Powers Board (JPB) with various initiatives such as reconstruction of San Jose Diridon and Tamien stations. Mr. Burns expressed concern that the worst part of the issue is the way MTC staff used this issue as part of the proposal for the Proposition 1B monies.

Ms. Gonot continued the presentation and noted that the Smaller Operators are proposed to obtain \$66 million, of which VTA has no share. Lastly, Clean Air puts money in the regional Zero Emission Bus Program, of which \$8 million is proposed to go to VTA.

Ms. Gonot noted the next steps highlighting that in March/April 2007 timeframe, various advisory committees and partnership board will review the proposal. The proposal will come back on the May 9, 2007 to the MTC Programming and Allocations Committee and is scheduled for approval by the MTC Commissioners by May 23, 2007. Ms. Gonot advised that Small Operators and BART have expressed discontent regarding the proposal.

Upon inquiry of Chairperson Sandoval, Ms. Gonot explained that for the Lifeline Program, MTC is trying to be flexible to include operating and capital projects. She added that capital projects need sponsorship by a transit agency, and MTC wants some focus in community-based transportation planning areas (i.e. Gilroy and East San Jose).

Chairperson Sandoval requested examples of capital projects for the Lifeline Programs. Mr. Burns noted that the project should be under transportation improvements such as vehicle expenditures.

**On order of Chairperson Sandoval**, there being no objection, the Committee received a report on the State Infrastructure Bond For Transportation – Public Transportation, Modernization, Improvement and Service Enhancement Account.

**10. Monthly Ridership and Fare Revenue Performance Report**

Joonie Tolosa, Senior Management Analyst, provided the monthly ridership and fare revenue performance report. System-wide ridership for the month increased 1.4 percent, Bus ridership decreased 1.9 percent, and light rail increased 13.8 percent, when compared to February 2006. Fiscal year to date data shows an increase of system-wide ridership of 7.6 percent, bus ridership increased 1.1 percent, and light rail increased 33.7 percent. Fare revenues for the February 2007 and for fiscal year to date increased 2.9 percent. Average fare per boarding increased 1.5 percent for February 2007 and fiscal year to date decreased 4.4 percent.

**On order of Chairperson Sandoval**, there being no objection, the Committee received the Monthly Ridership and Fare Revenue Performance Report.

**11. Monthly Legislative History Matrix**

**On order of Chairperson Sandoval**, there being no objection, the Committee reviewed the Monthly Legislative Matrix.

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

There were no Items of Concern and Referral to Administration.

**13. Committee Work Plan**

Dan Smith, Staff Liaison and Chief Operating Officer, directed attention to the revised work plan. He reminded the Committee that next month's TP&O meeting will include items regarding the COA and Organizational and Financial Assessment.

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

**The Agenda was taken out of order.**

**16. Determine the Consent Agenda for the April 5, 2007 Board Meeting**

**CONSENT: Item #6.** Approve staff recommendations to implement the first phase of the Community Bus Program to make route and service modifications within the cities of Morgan Hill and Gilroy, operate small-capacity buses on Line 13, and bring specified VTA contracted shuttle services in-house effective on July 2, 2007, coordinated with the delivery of 20 new small-capacity Community Buses and the quarterly service change process. **Item #7.** Approve a revised scope and grant amount for the City of San Jose's Auto Repair Assistance Program (ARAP) in the amount of \$75,000 and issue a new Call-For-Projects (CFP) for the Lifeline Transportation Program.

**REGULAR: None**

**14. Committee Staff Report**

Dan Smith, Staff Liaison and Chief Operating Officer, reported that the Red Cross honored two VTA Employees. Jasbir Bains, Operator, was honored as a Workplace Hero for helping a grandmother and child in a severe auto accident while on duty driving a bus. Victor Branco, Signal Maintainer, was honored as a Good Samaritan Adult Hero for his actions he took on behalf of two people who were injured in an accident at a railroad track.

Mr. Smith noted that the National Collegiate Athletic Association's (NCAA) March Madness will be held at San Jose's HP Pavilion. VTA will add additional light rail service to accommodate fans and regular riders.

**On Order of Chairperson Sandoval**, there being no objection, the Committee Staff Report was received.

**15. Chairperson's Report**

There was no Chairperson's Report.

**17. Announcements**

There were no Announcements.

**18. Adjournment**

**On Order of Chairperson Sandoval**, there being no objection, the meeting was adjourned at 5:14 p.m. in memory of Marilyn Torgersen, VTA Management Analyst, who passed away on March 8, 2007, and Charles "Chuck" Flores, VTA Fare Inspector, who passed away on March 14, 2007.

Respectfully submitted,

Elaine F. Baltao, Board Assistant  
VTA Board of Directors