



## **TRANSIT PLANNING & OPERATIONS COMMITTEE**

Wednesday, August 15, 2007

### **MINUTES**

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

The Regular Meeting of the Transit Planning and Operations (TP&O) Committee was called to order at 3:34 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 J. Chu  
Dolly 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 not present and a Committee of the Whole was declared.**

#### **2. (Deferred pending the arrival of a quorum.)**

##### **ADJOURN TO CLOSED SESSION**

Conference with Real Property Negotiator  
[Government Code 54956.8]

Property: Block bounded by North First Street, North Market Street, Santa Clara Street and West St. John Street located in downtown San Jose.

Negotiator for VTA: Roberta Notrangelo, Manager of Real Estate

Negotiating parties: The Mitchell Family, Owners, acting through an exclusive listing by CB Richard Ellis.

Under negotiation: Price and terms of payment.

##### **RECONVENE TO OPEN SESSION**

3. **(Deferred pending the arrival of a quorum)**

**CLOSED SESSION REPORT**

Conference with Real Property Negotiator  
[Government Code 54956.8]

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Negotiator for VTA: Roberta Notrangelo, Manager of Real Estate

Negotiating parties: The Mitchell Family, Owners, acting through an exclusive listing by CB Richard Ellis.

Under negotiation: Price and terms of payment.

4. **PUBLIC PRESENTATIONS**

There were no Public Presentations.

5. **ORDERS OF THE DAY**

Chairperson Sandoval noted that the following Agenda Item would be deferred pending the arrival of a quorum: **Agenda Item #6.**, Approve the Minutes of May 16, 2007.

**On order of Chairperson Sandoval**, there being no objection, the Committee of the Whole accepted the Orders of the Day.

**CONSENT AGENDA**

6. **Minutes of May 16, 2007**

**On order of Chairperson Sandoval**, there being no objection, the Committee of the Whole deferred the approval of the Minutes of May 16, 2007, pending the arrival of a quorum.

## **REGULAR AGENDA**

### **7. Report from August 8, 2007 Committee for Transit Accessibility (CTA) Meeting**

Randy Tamez, Committee for Transit Accessibility (CTA) Chairperson, reported that the Committee made a motion that VTA should not hire any CTA members while they are still serving on CTA. Mr. Tamez expressed CTA concerns about objectivity, conflict of interest and ethics of members being hired as VTA consultants.

Mr. Tamez noted that VTA staff did inform CTA that VTA's Legal Department reviewed the hiring of CTA members and a conflict of interest was not found. Mr. Tamez noted that CTA does not agree with that position, and stressed the concerns about ethics, bias and objectivity.

Mr. Tamez stated that he forwarded an outline to most Board members, in which the CTA is requesting direction from the Board on this issue. Mr. Tamez also stated members are concerned that if this was not a conflict of interest and nothing was violated, why other CTA members were not offered the opportunity to be employed and receive compensation from VTA.

Chairperson Sandoval asked staff if this issue should be taken up by TP&O or if it should be sent directly to the Board.

Mr. Burns noted that the CTA approved a motion to the affect that no CTA member would be hired in any capacity by VTA while sitting on the committee. Mr. Burns stated General Counsel conducted a legal analysis and determined there was no legal issue nor an issue within the code of ethics. Mr. Burns stated the individual worked for four hours and received payment of about \$280. Mr. Burns noted that if there is more to be done on this issue, that it should come through TP&O.

Vice Chairperson Sellers noted this is an administrative issue that seems relatively minor from the description, but which raises potential issues that ought to be addressed before the issues become bigger in the future.

Chairperson Sandoval noted there could be the appearance of somebody not being objective on an advisory committee if the compensation reaches a certain level. Chairperson Sandoval suggested beginning to explore this issue.

Chairperson Sandoval requested that staff report back to TP&O on the historical context of whether VTA has previously hired CTA members as consultants, and then TP&O can decide if they want to formulate a policy for future endeavors of the organization.

Vice Chairperson Sellers suggested looking at the degree to which the duties that are being requested directly relate to the services of a board or committee member. He noted that if the duties requested are completely unrelated to the member's work on the committee, it may not be a legal issue, but if there is a direct overlap even though it might be minor, it would seem to be a legal issue to be concerned about.

Chairperson Sandoval thanked Mr. Tamez and stated that a report from staff to TP&O on this item would be agendaized for a future meeting.

Mr. Tamez commented that the elevators on light rail stations are sometimes inoperable. He noted staff informed CTA that VTA has a contract with a company that repairs the elevators. Mr. Tamez expressed concern about the impact to persons going to work and/or school when the elevators are inoperable. Mr. Tamez noted that VTA is developing a website which he believes will be real time and that it would be helpful to post information about inoperable elevators, so that commuters can check the website before leaving their homes.

Aaron Morrow, CTA First Vice Chairperson, recommended that staff look at what BART has done to solve their elevator problems.

Mr. Tamez expressed CTA's concern about the CTA Motion Tracking. He noted the motions are tracked, but they do not provide a resolution or finality of what happened to the motion. Mr. Tamez stated that CTA does not understand the political process once a motion has been made. Therefore, CTA has requested that staff develop and provide CTA with an informational item on what happened to the motion.

Mr. Tamez stated CTA enjoyed the Comprehensive Operations Analysis (COA) presentation provided by Kevin Connolly, Transportation Planning Manager. He also noted that at the July 19, 2007 Board of Directors Committee of the Whole Meeting, the Board asked that he go back to CTA and talk to members to find out what specific bus lines were requested. Mr. Tamez stated there were only three bus lines: 1) Bus Line 13, which has been put back into the process and therefore, is no longer an issue; 2) Bus Line 81, and he believed the concern was traveling to Kaiser; and 3) Bus Line 330. Mr. Tamez stated CTA Member David Julian commented about the bus line not being easy to get to and not going through the Kaiser location.

**On order of Chairperson Sandoval**, there being no objection, the Committee of the Whole received a report from the August 8, 2007 Committee for Transit Accessibility Meeting.

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

## **OTHER ITEMS**

### **9. Monthly Ridership and Fare Revenue Performance Report**

Joonie Tolosa, Senior Management Analyst, provided the Monthly Ridership and Fare Revenue Performance Report. He indicated that VTA reached the 1 million mark for the first time in its History, noting that ridership for light rail increased 7.9 percent compared to 2006 and average weekday ridership increased 6.3 percent.

Mr. Tolosa reported that fare revenues for July 2007 decreased 1.9 percent. Average fare per boarding decreased 5.1 percent for July 2007.

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

Member Chu took his seat at 3:54 p.m. and a quorum was declared.

**10. Quarterly Marketing Report and Presentation, Q4, FY 2007**

Bernice Alaniz, Deputy Director, Communications & Marketing, reported that the marketing efforts initiated during third and fourth quarter were focused on promoting light rail ridership. Ms. Alaniz reported that VTA has been heavily promoting the 8-Hour Light Rail Excursion Pass pilot program and the Summer Blast Pass.

Ms. Alaniz reported on the promotion of the new Community Bus service in Morgan Hill and Gilroy. VTA conducted charter cable commercials, and flyers were placed throughout the city advertising the new Community Bus service. VTA also hosted a special event in front of the Walmart Supercenter to promote and introduce the new service to the community.

Ms. Alaniz reported that VTA continues to work on promotional partnerships and noted the following promotional partnerships during the past quarter: 1) Story Road Tamale Festival; 2) San Jose Jazz Festival; 3) A La Carte & Art (Mountain View); 4) San Jose State University; 5) San Jose Giants; 6) local malls; 7) San Jose Grand Prix; 8) Downtown San Jose Farmers Market; and 9) Berryessa Art & Wine Festival. Ms. Alaniz noted that VTA is currently putting together an agreement for the upcoming Mariachi Festival.

**On order of Chairperson Sandoval**, there being no objection, the Committee received the Quarterly Marketing Report and Presentation, Q4, FY 2007.

**REGULAR AGENDA (continued)**

**8. Adopt the revised Bus Service Operating Plan for implementation in January 2008.**

Kevin Connolly, Transportation Planning Manager, provided a status report on VTA's community outreach efforts to receive public input regarding the Comprehensive Operations Analysis (COA) Draft Service Operating Plan. He noted that the COA has been a joint effort with other VTA staff and acknowledged their hard work.

Mr. Connolly reported that the presentation was provided to the community at public meetings, to VTA's Advisory Committees and Standing Committees, and will be forwarded to the August 30, 2007 Board of Directors Regular meeting for consideration. VTA has conducted several public meetings for the Proposed COA and has incorporated many of the comments.

Mr. Connolly referenced the “Comprehensive Operations Analysis Revised Service Operating Plan - August 2007,” highlighting: 1) Project History, 2) Policy Foundation, 3) Major Revisions to First Draft Proposal, and 4) Next Steps. He reported on the Proposed COA Project Timeline, noting that staff conducted data collection and analysis, passenger survey, household phone survey, and market segmentation.

Mr. Connolly commented that the draft Plan was developed under the premise that a revised bus transit network would be cost neutral and the overall system service levels would remain the same. He continued that the goal is to increase ridership and improve farebox recovery through more efficient use and distribution of resources.

Mr. Connolly stated that the proposal generates resource savings through eliminating or consolidating unproductive bus line route segments. The savings were reinvested into the areas of the transit system that are most productive and offer the best opportunities for ridership growth.

Mr. Connolly stated that staff conducted several public meetings and workshops to obtain community input throughout the County of Santa Clara. He commented that the public was notified and provided with the opportunity to give input on the draft Plan through VTA’s web site, via email at [coa@vta.org](mailto:coa@vta.org), and at VTA Committees and Board of Director meetings and presentations.

Mr. Connolly reported that the Board of Directors developed the following core principles: 1) Improved ridership, productivity, and effectiveness; 2) Higher Farebox Recovery, and less reliance on subsidies; 3) Greater Responsiveness to Customers; and 4) Effective use of Transit Investment and Resources. All of the modifications are consistent with objectives of increasing ridership, raising VTA’s farebox recovery ratio, and improving service efficiency. He continued that several routes have been enhanced and new routes introduced, but the revised proposal maintains the core network of 15-minute peak frequency, which will make it easier and more convenient for riders.

Mr. Connolly reported that the revised proposal is based on feedback collected after the release of the first draft proposal, which consists of several revisions, noting input was obtained from the following: Community Colleges, Cupertino, Evergreen (San Jose), Alviso/North San Jose, Santa Cruz Mountains, Palo Alto, Express/Limited Stop Services, and VTA OUTREACH Service coverage.

Stakeholders from West Valley College stressed the importance to extend Line 37 west connecting with Winchester Light Rail and the West Valley, extend Line 53 to West Valley College via De Anza Boulevard and Saratoga-Sunnyvale Road, and reinstate Line 58 during peak hours.

Stakeholders from Foothill College stressed the importance to reinstate Line 52 to serve Foothill from Mountain View Transit Center, extend Line 40 to Foothill and stopping at San Antonio Transit Center, and extend Line 51 to De Anza College to allow for a transfer at El Camino to Line 52.

Stakeholders from Cupertino stressed the importance to extend Line 51 to serve Stevens Creek Boulevard west of De Anza College and reroute Line 53 to cover areas formerly served by Line 54.

Stakeholders from Evergreen stressed the importance to reroute Community Bus Line 39 to serve the Villages, Seikh Temple and neighborhood shopping areas.

Stakeholders from Alviso/North San Jose stressed the importance to reinstate Line 58 during peak periods and revised routing for Alviso on First, Taylor, Gold, Catherine, and Liberty Streets.

Stakeholders from the Santa Cruz Mountains stressed the importance to reinstate Line 76 service during school days.

Stakeholders from Palo Alto stressed the importance to modify the route to serve Gunn High School with a 40-foot vehicle, introduce new Community Bus 89 to serve California Avenue Caltrain Station, and reinstate the loop around Stanford Shopping Center by Line 35.

Stakeholders from Express and Limited Routes stressed the importance to restore Express Line 140 but modify the route to operate on Mission College Boulevard and Montague Expressway; maintain the current number of trips on Line 140; revise Express Line 120 bypass of Milpitas to improve travel time to West Valley destinations; reinstate Mission Boulevard routing; maintain stops along Mission Boulevard for both Express Line 180 and 181; maintain service to current levels on Lines 103, 104, 122, and 330; and Line 103 will retain a stop at Fruitdale and Southwest Expressway; and Route 121 will add a later morning and evening trip and maintain a stop at Great America.

Stakeholders from OUTREACH Paratransit Services expressed concern over additional fees charged for Outreach customers that live beyond the three quarter mile boundaries from VTA transit services. The Revised Service Plan reduces overall service area, resulting in approximately 36 active Outreach Santa Clara County customers residing outside the three quarter mile service area limit.

Mr. Connolly commented that the next steps are: 1) final proposal will be forwarded to the August 30, 2007 Board of Directors for consideration, 2) September - December 2007 timeframe for detailed scheduling and operator sign ups, 3) September 2007 - February 2008 timeframe for public information and marketing promotion, and 4) Service Implementation scheduled for January 14, 2008. Mr. Connolly indicated that VTA will be working with the City of Palo Alto regarding Palo Alto's Transportation Plan, noting there is a commitment to go to the City of Palo Alto Council in December 2007.

Chairperson Sandoval commented that the COA is a cost neutral plan. In terms of VTA's operating budget, VTA is looking at the same operating dollar amount as it has at present prior to any COA being implemented.

Member Chu queried if Mr. Connolly could comment on Community Busing.

Mr. Connolly commented that in 2008, VTA expects to revisit every community that has Community Busing and work with them to determine if community Bus is meeting the needs of the community. If the needs are not met, then VTA can determine what needs to be done.

Chairperson Sandoval noted that VTA will also be looking at areas that do not currently have a Community Bus to determine if a community bus route makes sense in the future.

Mr. Connolly replied that Chairperson Sandoval's comment is correct. It is part of VTA's process and infrastructure to allow for market opportunities for new services.

Mr. Burns noted that what is being proposed to be implemented in January 2008 will undergo a continual evaluation. VTA will be looking at the effectiveness of the changes and routes. There will be additions, deletions, and some changes that will free up resources that can be used for other improvements. Mr. Burns noted that currently there are several under-performing bus routes, and VTA is looking to change that through this service plan.

Mayor Yoriko Kishimoto, City of Palo Alto requested postponement of the implementation of the COA in the City of Palo Alto, until Palo Alto has an opportunity to complete the transit planning in Palo Alto hopefully by December 2007. Mayor Kishimoto stated the Palo Alto City Council unanimously voted to postpone the COA. She commented this action was also backed by a loud community outcry. She stated there were 75 speakers at the VTA meeting in Palo Alto, and they received hundreds of emails.

Councilmember Dena Mossar, City of Palo Alto, expressed concern regarding the proposed changes to bus service in Palo Alto Councilmember Mossar expressed support for Mayor Kishimoto's request to postpone the COA in the City of Palo Alto to provide an opportunity to complete the transit planning in Palo Alto.

Ms. Penny Ellson, Chair of the Parent Teachers Association (PTA) Council Traffic Safety Committee for Palo Alto, thanked VTA for the commitment to work immediately with Palo Alto on the comprehensive review of transportation needs and service delivery that was promised for 2008. Ms. Ellson noted that it is not logical to make changes to Route 88. She noted that there is planned high-density housing and commercial development along the corridor of Route 88. She expressed concern regarding the COA proposed change on Route 88 which will reduce service to Gunn High School. Ms. Ellson noted it seems premature to cut spending to a city that is adding 4 percent of its total current households to the area served by this bus route. Ms. Ellson requested that the TP&O Committee Members not recommend the change until the comprehensive review has been completed.

CTA Chairperson Randy Tamez queried about the  $\frac{3}{4}$  mile service area boundary for VTA Outreach service.

Mr. Connolly stated that VTA needs to do further studies on how to address individuals that were affected by the ¾ mile boundaries for VTA Outreach service.

Mr. Burns stated that VTA's intention is to recommend that the Board preserves Paratransit service for everyone that currently receives Paratransit service. VTA will also look into a way to maintain current levels of service.

Member Chu queried about the average ridership on the proposed route reduction lines in Palo Alto, especially the lines that are suggested for reduction. Mr. Connolly replied that the average ridership per day on Route 88 is 458 riders per day.

Member Chu inquired if this would be one of the lines to be replaced by Community Bus Service. Mr. Connolly replied Route 88 would be a Community Bus. Mr. Connolly commented the original plan indicated a substantial reduction of Route 88 in the City of Palo Alto. He stated VTA has revised the proposal and has rerouted Route 88 to serve Gunn High School, the Veterans Hospital and the new development area near Fabian Drive. The service introduces new Community Bus Route 89 for peak-hour service connecting Stanford Research Park to Cal. Ave., Caltrain via VA Hospital. He stated that Route 35 reinstates the loop around Stanford Shopping Center.

Vice Chairperson Sellers expressed concern, noting that if the City of Palo Alto is excluded, it may impugn the integrity of the COA process.

William Capps, VTA Operations Service Planning Manager, stated that scheduling begins after the quarter ends, and time is required to provide riders the opportunity to become familiar with the service. Then staff conducts an evaluation to decide what needs to be done. Mr. Capps stated that the next step is implementation, which is a lengthy process.

Member Chu asked what the cost would be if the COA was implemented with the exception of Palo Alto and if it was logistically possible to do that with the rerouting in other areas.

Mr. Capps replied that this is an integrated process that is interlined, which would erode the efficiency. A full analysis of the full cost has not been conducted. The proposed COA generates resource savings and reinvests them into the areas of the transit system and maintains the core network of 15-minute peak frequency, which will make it easier and more convenient for riders.

Chairperson Sandoval commented that staff, the Board and community have been working well over a year, closer to 18 months on the COA. Chairperson Sandoval stated she would not support Palo Alto's recommendation to postpone the COA. She noted the City of Palo Alto will almost immediately have a task force to work on their various modes of transportation and needs of residents, where other cities will need to wait. Chairperson Sandoval noted that one thing to be seriously considered and addressed, is the community outreach to ensure the information gets out for the proposed changes. The information needs to be well communicated to schools, senior housing facilities,

senior centers; etc. with a caveat that there is a proposal to further look at the transportation to serve the needs of Palo Alto residents and employees in the future. Chairperson Sandoval noted that committee members, as representatives of different cities, need to communicate to their respective cities that the COA is a working document. Chairperson Sandoval noted she is looking for a more concerted outreach effort, for both now and the proposed changes that come from the smaller group in Palo Alto, as well as a deadline of December 2007 for staff to return to TP&O with a proposal to address the needs of the City of Palo Alto.

Vice Chairperson Sellers commented that this has been an extensive process, and without moving this forward, all the work would be put at risk. He stated his support to go forward, because of the efforts that have been made to work with Palo Alto.

Member Chu recommended going forward with the staff recommendation, with the caveat that the COA will be tweaked because it is a living document.

Chairperson Sandoval expressed concern and queried about the City of Palo Alto receiving its share of projects. Chairperson Sandoval queried how VTA will ensure that funding will be available in VTA's budget to allow for a different type of service.

Mr. Burns stated that VTA has made a commitment with the City of Palo Alto to work collaboratively with them on a Comprehensive Transportation Plan to address transportation problems in that community. VTA will be responsible to fund VTA's portion of that plan.

Vice Chairperson Sellers asked if there was a commitment from VTA to fund transportation projects and services.

Mr. Burns responded in the affirmative, from a transportation perspective. Mr. Burns commented that it is certain that there will be changes and some may not be able to wait 90 days; therefore, adjustments may be required to be implemented immediately.

Vice Chairperson Sellers queried if the proposed plan is cost neutral with the goal to increase VTA's revenue. Mr. Burns responded that the proposed COA premise is cost neutral and will invest the same resource level in a more efficient system. All of the modifications are consistent with objectives of increasing ridership, raising VTA's farebox recovery ratio, and improving services efficiently.

**M/S/C (Sellers/Chu)** to adopt the revised Bus Service Operating Plan for implementation in January 2008, with a caveat that the plan will go forward as proposed, but a working group will start working with Palo Alto on the issues brought before the Committee.

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

## **OTHER ITEMS (continued)**

### **11. Monthly Legislative History Matrix**

Kurt M. Evans, Government Affairs Manager, provided a report highlighting: 1) status of State Budget; 2) Proposition 1B; 3) four VTA sponsored/co-sponsored bills: AB 574 (HOT Lanes); AB 1492 (Yield-to-Buses), SB 184 (STIP Pre-Award Authority); and SB 264 (VTA Sales Tax Authority); and 4) Global Warming bills: SB 140 (Renewable Diesel Fuel); SB 210 (Greenhouse Gas Emissions: Fuel Standard); and SB 494 (Clean Alternative Fuels).

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

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

Chairperson Sandoval requested that staff report back to TP&O on the historical context related to CTA members being hired as VTA consultants.

### **13. Committee Work Plan**

Chairperson Sandoval requested a status report on the City of Palo Alto's Transportation Plan be placed on the TP&O Work Plan for November.

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

### **15. Chairperson's Report**

Member Chu noted a schedule conflict with the November 14, 2007 TP&O meeting.

Chairperson Sandoval requested that staff contact Member Cortese to see about his availability at the November 14, 2007 TP&O Meeting. Chairperson Sandoval also requested that staff agendaize the discussion about rescheduling the November TP&O Meeting date, at the September 19, 2007 meeting.

### **16. Determine the Consent Agenda for the August 30, 2007 Board Meeting**

**CONSENT:** None

**REGULAR: Item #8;** Adopt the revised Bus Service Operating Plan for implementation in January 2008.

## **CONSENT AGENDA** (continued)

### **6. Minutes of May 16, 2007**

M/S/C (Sellers/Chu) to approve the Minutes of May 16, 2007.

### **2. ADJOURNED TO CLOSED SESSION at 5:45 p.m.**

Conference with Real Property Negotiator  
[Government Code 54956.8]

Property: Block bounded by North First Street, North Market Street, Santa Clara Street and West St. John Street located in downtown San Jose.

Negotiator for VTA: Roberta Notrangelo, Manager of Real Estate

Negotiating parties: The Mitchell Family, Owners, acting through an exclusive listing by CB Richard Ellis.

Under negotiation: Price and terms of payment.

### **RECONVENED TO OPEN SESSION** at 5:58 p.m.

### **3. CLOSED SESSION REPORT**

Conference with Real Property Negotiator  
[Government Code 54956.8]

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Negotiator for VTA: Roberta Notrangelo, Manager of Real Estate

Negotiating parties: The Mitchell Family, Owners, acting through an exclusive listing by CB Richard Ellis.

Under negotiation: Price and terms of payment.

There was no reportable action taken during closed session.

## **OTHER ITEMS** (continued)

### **14. Committee Staff Report**

Dan Smith, Staff Liaison and Chief Operating Officer, advised the Committee that the presentation on the functions of VTA's Protective Services Unit identified as "security review" was moved from today's TP&O meeting to the October 17, 2007 TP&O meeting.

17. **Announcements**

Member Chu announced that the Bay Bridge is closed during Labor Day weekend.

18. **Adjournment**

**On Order of Chairperson Sandoval**, there being no objection, the meeting was adjourned at 6:00 p.m.

Respectfully submitted,

Paula Perez, Board Assistant  
VTA Board of Directors