



TRANSIT PLANNING & OPERATIONS COMMITTEE

Thursday, May 15, 2008

MINUTES

1. CALLED TO ORDER

The Regular Meeting of the Transit Planning and Operations (TP&O) Committee was called to order at 4:30 p.m. by Chairperson Sandoval in Conference Room B-104, Valley Transportation Authority (VTA) 3331 North First Street, San Jose, California.

ROLL CALL

Members Present

Dominic Caserta
Nancy Pyle
Dolly Sandoval, Chairperson
Greg Sellers, Vice Chairperson

Members Absent

None

Alternates Present

None

Alternates Absent

David Cortese
Kathleen King
Bob Livengood
Christopher Moylan

*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

There were no Orders of the Day.

CONSENT AGENDA

4. Minutes of April 17, 2008

M/S/C (Sellers/Caserta) to approve the Minutes of April 17, 2008.

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

REGULAR AGENDA

6. Report from May 7, 2008 Committee for Transit Accessibility (CTA) Meeting

Aaron Morrow, CTA Chairperson, provided a report on the May 7, CTA Meeting. Mr. Morrow reported that the CTA received a safety presentation from the Red Cross, and expressed discontent with the format, noting that it was very remedial and covered the same topics presented before. Mr. Morrow expressed concern with fixed route evacuation procedures during an emergency on the bus or Light Rail and asked staff to present safety procedures to CTA.

Mr. Morrow provided an update on the CTA request to update the Bylaws and reported that the quorum would not change, but if a motion was passed with less than a quorum, it would be noted in the minutes and reported to TPO Committee. Mr. Morrow expressed concern with the tone and timing of the letter sent from the General Manager regarding the quorum change.

Mr. Morrow reported that CTA received a presentation on the Hay Group Transition Plan with an emphasis on Outreach/Paratransit Service. He requested staff to come back with a presentation regarding the communications portion of the report.

Mr. Morrow noted that CTA was informed of the progress of Measure A and indicated he was a fan of the BART project, but unsure if there will be enough funds to extend it to San Jose.

Mr. Morrow expressed concern with the Mobility Options Task Force noting that his main concern was with the experience level of employee hired to coordinate the Mobility Options training program. Mr. Morrow noted that his concerns were not of a personal nature, but he wanted to ensure that the clients would be receiving proper services because it is a very specialized field.

Chairperson Sandoval indicated she would like to meet with Mr. Morrow to further discuss CTA's concerns.

On order of Chairperson Sandoval, there being no objection, the report on the May 7, 2008 Committee for Transit Accessibility meeting was received.

7. Measure A Revenue and Expenditure Plan Policy Guidance

Carolyn Gonot, Chief Development Officer, provided an update on the Measure A program, noting that there were nine policies and the TPO Committee was being presented with the following: 1) Increase Transit Usage; 2) Strengthen Complimentary Partnerships; and 3) Achieve a Balanced Transportation Plan.

Michael T. Burns, General Manager, provided a timeline for the adoption of the policy guidance noting that the item would go before the Board in June.

Member Caserta inquired about Outreach to the youth to use public transportation so that it becomes a lifestyle.

Member Sellers suggested that if projects were a matter of when and not if, then a proper arrangement could be developed between partners.

Noel Tebo, interested citizen, expressed concern with the evaluation of Measure A projects, specifically referencing the expense of the Airport People Mover. Mr. Tebo asked staff to revisit the proposal and reevaluate.

M/S/C (Caserta/Pyle) to approve a recommendation to the Board of Directors to adopt the Measure A Revenue and Expenditure Plan Policy Guidance in Attachment A.

7. De Anza College On-Campus Bus Stop

Mark Robinson, Acting Chief Engineering and Construction Officer, provided a revised memo to the committee noting that the contract was awarded to Bianchi Construction for the completion of the DeAnza College on campus bus stop.

Member Sellers indicated that seeing bids come in under estimate is thrilling.

Member Pyle asked if other colleges were asking for similar improvements.

Chairperson Sandoval noted that this plan has been in the works for nearly a decade, and congratulated VTA staff who worked on the project.

M/S/C (Caserta/Sellers) to approve a recommendation to the Board of Directors to authorize the General Manager to execute a contract with the lowest responsible bidder for the construction of the De Anza College On-Campus Bus Stop. This contract is 80% federally funded.

8. California Community Colleges Economic and Workforce Development Program

Member Caserta thanked staff for their work in getting this accomplished and noted that programs like this are exactly what is needed.

Member Sellers indicated he would like to see outreach to other parts of the county so that they are aware of the program as well.

M/S/C (Sellers/Pyle) to approve a recommendation to the Board of Directors to adopt a Resolution to execute a subgrant from the Chancellor's Office of the California Community Colleges Economic and Workforce Development Program Subgrant in the amount of \$468,839. This Job Development Incentive Fund (JDIF) grant was awarded to San Jose/Evergreen Community College District (including its San Jose City College and Evergreen Valley College campuses) to establish a Transit Career Ladders Project (TCLP), in partnership with Santa Clara Valley Transportation Authority, the Career Ladders Project, work2future (our local Workforce Investment Board), and the Amalgamated Transit Union (ATU) Local 265.

9. California Transit Security Grant Program-California Transit Assistance Fund (CTSGP-CTAF)

Jim Unites, Deputy Director of Operations, provided a brief update on the Transit Security Grant Program noting that funds will be used for security awareness training, the Closed Circuit Television (CCTV) program, and the National Incident Management System.

Chairperson Sandoval thanked staff for being pro active in seeking grant funds.

M/S/C (Pyle/Sellers) to approve submitting a recommendation to the Board of Directors to adopt a resolution authorizing the General Manager to submit and execute grant applications and agreements, certifications, assurances, and other documents as necessary to the Governor's Office of Homeland Security (OHS) to receive \$3,289,948 from the FY08 California Transit Security Grant Program-California Transit Assistance Fund (CTSGP-CTAF).

10. U. S. Department of Homeland Security's FY2007 Transit Security Grant Program

M/S/C (Pyle/Sellers) to approve submitting a recommendation to the Board of Directors to adopt a resolution authorizing the General Manager to submit and execute grant applications and agreements, certifications, assurances, and other documents as necessary to receive \$2,466,264 from the U. S. Department of Homeland Security's FY2007 Transit Security Grant Program (Base and Supplemental).

11. Resolutions of Necessity Freight Railroad Relocation Project

Roberta Notrangelo, Real Estate and Project Administration Manager, provided an update on the acquisition of the properties and indicated that a settlement was reached with the owners of the first parcel. She noted staff was working to reach a settlement with the second parcel owners prior to the June Board Meeting.

M/S/C (Caserta/Pyle) to approve submitting a recommendation to the Board of Directors to adopt two Resolutions of Necessity determining that the public interest and necessity require the acquisition of property interests from two parcels for the Freight Railroad Relocation Project.

OTHER ITEMS

12. 2000 Measure A FY 2009 Capital Budget

Mark Robinson, Acting Chief Engineering and Construction Officer, provided a brief update on the construction needs for the Freight Railroad Relocation Project.

Member Sellers commented that Right of Way (ROW) acquisitions merely clear the way and questioned when decisions would be made regarding the projects.

On order of Chairperson Sandoval, there being no objection, the Committee discussed the approval of an amendment increasing the 2000 Measure A FY 2009 Capital Budget by \$72 million for the Freight Rail Relocation Project. This augmentation will be funded from 2000 Measure A, Alameda County Transportation Authority, the City of Fremont and the Santa Clara Valley Water District.

13. FYTD 2008 Third Quarter Transit Operations Performance Report

Joonie Tolosa, Operations Analysis and Reporting Manager, provided a report on the Third Quarter Transit Performance highlighting: 1) The addition of a new section of the report which includes events that impact ridership; 2) The increase in bus ridership of 4.2 percent and Light Rail ridership of 1.4 percent which is an improvement in comparison with the same quarter last year; 3) Percentage of miles traveled by buses and Light Rail without mechanical malfunctions; and 4) The guidelines used to evaluate service.

On order of Chairperson Sandoval, there being no objection, the committee received the FYTD 2008 Third Quarter Transit Operations Performance Report (July 1, 2007 – March 31, 2008).

14. April 2008 Monthly Ridership and Fare Revenue Performance

Joonie Tolosa, reported that Light Rail Ridership is being impacted by the Southline retrofit project.

Member Caserta questioned if system and bus ridership is increasing due to gas prices alone.

Member Pyle indicated bus ridership may be higher because of connectivity issues with the Light Rail.

On order of Chairperson Sandoval, there being no objection, the committee received the April 2008 Monthly Ridership and Fare Revenue Performance report.

15. Quarterly Marketing Report

Bernice Alaniz, Deputy Director of Marketing and Public Affairs, provided the Quarterly Marketing report highlighting, 1) Express Bus Promotion; 2) Summer Blast Pass for youth; 3) Second promotion for Rapid Transit; and 4) Partnerships for community events.

Member Caserta expressed his enthusiasm with staff using the Internet to penetrate the market with the Blast Pass.

Member Pyle questioned the cost of the Blast Pass and indicated that she would like to see it advertised at City Hall.

On order of Chairperson Sandoval, there being no objection, the committee received the Quarterly Marketing Report and Presentation, Q3, FY 2008.

16. Items of Concern and Referral to Administration

There were no items of concern or referral to administration.

17. Committee Work Plan

Dan Smith, Chief Operating Officer and Staff Liaison, announced that there would be no meeting in June and the July meeting would be a Committee of the Whole.

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

18. Committee Staff Report

Dan Smith, Chief Operating Officer and Staff Liaison, provided a report highlighting: 1) The APTA Bus Paratransit conference and Bus Rodeo; 2) The 8.1 percent increase in Ridership on the Highway 17 Express Bus; and 3) The closing of Younger for the Annual Santa Clara Sheriff's Officer Ceremony.

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

16. Chairperson's Report

There was no Chairperson's Report.

17. Consent Agenda for the June 5, 2008 Board Meeting

CONSENT: Item # 7., Authorize the General Manager to execute a contract with the lowest responsible bidder for the construction of the De Anza College On-Campus Bus Stop. This contract is 80% federally funded; **#9.**, Adopt a resolution authorizing the General Manager to submit and execute grant applications and agreements, certifications, assurances, and other documents as necessary to the Governor's Office of Homeland Security (OHS) to receive \$3,289,948 from the FY08 California Transit Security Grant Program-California Transit Assistance Fund (CTSGP-CTAF); **#10.**, Adopt a resolution authorizing the General Manager to submit and execute grant applications and agreements, certifications, assurances, and other documents as necessary to receive \$2,466,264 from the U. S. Department of Homeland Security's FY2007 Transit Security Grant Program (Base and Supplemental).

REGULAR: Item # 6., Recommend the Board of Directors adopt the Measure A Revenue and Expenditure Plan Policy Guidance in Attachment A; **# 8.**, Adopt a Resolution to execute a subgrant from the Chancellor's Office of the California Community Colleges Economic and Workforce Development Program Subgrant in the amount of \$468,839. This Job Development Incentive Fund (JDIF) grant was awarded to San Jose/Evergreen Community College District (including its San Jose City College and Evergreen Valley College campuses) to establish a Transit Career Ladders Project (TCLP), in partnership with Santa Clara Valley Transportation Authority, the Career Ladders Project, work2future (our local Workforce Investment Board), and the Amalgamated Transit Union (ATU) Local 265; **# 11.**, Adopt two Resolutions of Necessity determining that the public interest and necessity require the acquisition of property interests from two parcels for the Freight Railroad Relocation Project Analysis funds.

18. Announcements

There were no Announcements.

19. ADJOURNMENT

On Order of Chairperson Sandoval, there being no objection, the meeting was adjourned at 5:47 p.m.

Respectfully submitted,

Menominee L. McCarter
VTA Board of Directors