

## Transit Planning & Operations Committee

Thursday, December 18, 2008

### MINUTES

#### CALL TO ORDER

The Regular Meeting of the Transit Planning and Operations (TP&O) Committee was called to order at 4:35 p.m. by Chairperson Sandoval in Conference Room B-104, Valley Transportation Authority (VTA), 3331 North First Street, San Jose, California.

#### 1. ROLL CALL

Attendee Name	Title	Status	Arrived
Dolly Sandoval	Board Member	Present	
Nancy Pyle	Board Member	Present	
Greg Sellers	Board Member	Present	
Dominic Caserta	Board Member	Absent	
Chris Moylan	Alternate Board Member	Present	

**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 October 16, 2008

M/S/C (Pyle/Sellers) on a vote of 3 Ayes, 0 Noes and 1 Abstention to approve the Minutes of October 16, 2008. Alternate Member Moylan abstained.

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

5. **Minutes of November 20, 2008**

M/S/C (Pyle/Sellers) on a vote of 3 Ayes, 0 Noes and 1 Abstention to approve the Minutes of November 20, 2008. Alternate Member Moylan abstained.

**REGULAR AGENDA**

6. **2009 Transit Planning and Operations (TPO) Committee Meeting Schedule**

M/S/C (Pyle/Sellers) to approve the 2009 Transit Planning and Operations (TPO) Committee Meeting Schedule.

7. **Freight Railroad Relocation – Utility Relocation Agreement with Alameda County Transportation Authority and City of Fremont**

Mark Robinson, Acting Chief Engineering & Construction Officer, reported the Utility Relocation Agreement between VTA, Alameda County Transportation Authority (ACTA), and the City of Fremont outlines the roles and responsibilities of each agency and the overall funding plan for the utility cost allocation with regard to the Mission Warren Truck Rail Program.

Mr. Robinson reported the utility effort will begin in the Spring of 2009. He noted the next step will be for the City of Fremont and ACTA to allocate the funds and execute the agreement.

Chairperson Sandoval questioned whether ACTA and the City of Fremont are expected to approve their portions of the agreement. Mr. Robinson stated staff from both agencies has agreed with the cost distribution and responsibilities.

Chairperson Sandoval questioned the ability of the two agencies to secure the necessary funds given the difficult economic climate. Mr. Robinson stated the funds are reliable funds they can secure. He indicated the timing of allocating the funds, to allow for utility work to take place this Spring, was the challenge.

M/S/C (Sellers/ Pyle) to authorize the General Manager to execute a Utility Relocation Agreement with Alameda County Transportation Authority and the City of Fremont for the purpose of relocating conflicting utilities for the Mission Warren Truck Rail Program. The utility relocation agreement will be for \$24.3M, of which VTA's share is not to exceed \$7.8M.

8. **Freight Railroad Relocation - Contract Award for Construction of Berryessa Creek Crossing, Abel Street Seismic Retrofit, and UPRR Railroad Relocation**

Mark Robinson, Acting Chief Engineering & Construction Officer, reported Contract C210 was originally issued for bid on July 10, 2008, with bids received on September 12, 2008. Mr. Robinson noted following a thorough review of the bid documentation submitted, and in consideration of the questions raised post-bid, VTA elected to reject all bids and re-advertise the contract.

Mr. Robinson stated Contract C210 was reissued for bid on November 13, 2008, with bids scheduled for submittal on December 10, 2008. Mr. Robinson reported, as a result of the bids submitted, VTA will issue Gordon Ball a notice of Intent to Award. He noted VTA will continue with the process leading up to a Recommendation to Award.

Mr. Robinson emphasized the critical importance in awarding the contract and remaining on schedule due to the amount of work requiring completion during the dry season.

**M/S/C (Sellers/ Pyle)** to authorize the General Manager to execute a contract with RGW Construction, the lowest responsible bidder, in the amount of \$15,337,909 for the construction of the Berryessa Creek Crossing, Abel Street Seismic Retrofit, and UPRR Railroad Relocation.

**9. FY 2007 Transit Security Grant Program - Base**

Jim Unites, Deputy Director Operations, reported this item was approved by the Board of Directors in June. He stated the Department of Homeland Security requested the Transit Security Grant Program's base and supplemental funds be divided into two separate resolutions.

**M/S/C (Sellers/ Pyle)** 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 \$1,517,185 from the U. S. Department of Homeland Security's FY2007 Transit Security Program (Base).

**10. FY2007 Transit Security Grant Program-Supplemental**

Jim Unites, Deputy Director Operations, reported this item was approved by the Board of Directors in June. He stated the Department of Homeland Security requested the Transit Security Grant Program's base and supplemental funds be divided into two separate resolutions.

**M/S/C (Sellers/ Pyle)** 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 \$949,079 from the U. S. Department of Homeland Security's FY2007 Transit Security Program (Supplemental).

**11. Program Augmentation for Transportation Planning and Mass Transit Studies**

Carolyn Gonot, Chief Silicon Valley Rapid Transit (SVRT) Program Officer, reported in September 2005 the Board of Directors approved an on-call list of consultants to support the Transportation and Mass Transit planning activities of the 2000 Measure A projects and VTA's Joint Development Program. She stated continued and additional support of the 2000 Measure A Program projects, including Bus Rapid Transit (BRT), Caltrain, Light Rail and the BART Extension, will be required.

Ms. Gonot reported staff recommends the amount be increased by \$1,000,000 for anticipated BART work and East San Jose transportation planning needs.

**M/S/C (Pyle/Sellers)** to augment the total value of contracts permitted under the previously approved Transportation Planning and Mass Transit Studies on-call list from \$6,000,000 to \$7,000,000.

**12. Facilities Program - Inaugural Semi-Annual Progress Report - September 2008**

Mark Robinson, Acting Chief Engineering & Construction Officer, reported the goal of this report is to communicate overall progress for the Facilities Program.

**On Order of Chairperson Sandoval** and there being no objection, the Committee received information on the Facilities Program - Inaugural Semi-Annual Progress Report.

**13. RIDE Task Force Annual Update**

Sandra Weymouth, Operations Manager, reported on the Ridership Initiative to Develop Energy-efficiency (RIDE) Task Force established by the Board in 2005, initiated by a coalition of labor, environmental and community-based groups concerned about the decline in ridership on VTA bus and light rail transit services.

Ms. Weymouth stated the Task Force met nine times between October 2005 and August 2006 and produced a Final Report documenting its work and presenting recommendations in four broad goal areas aimed at improving VTA ridership: 1) Fare Affordability and Convenience; 2) Better Information for Riders; 3) Better Access to System; and 4) Service Improvements. Ms. Weymouth reported VTA has met or exceeded the recommendations in all four areas.

Ms. Weymouth indicated as a result of the Board's action to approve revisions to the fare tariff in June 2007, all of the Fare Affordability and Convenience recommendations have been implemented. She noted, from September 2007 to August 2008, the Eco Pass participation has increased by 15 percent, with the addition of 16 corporate members and 1 residential client. Ms. Weymouth reported VTA launched a new website in October 2007 and initiated the use of new marketing tools in January 2008.

Ms. Weymouth stated the FY08 and FY09 Budget more than doubled the resources made available each year to upgrade and improve access to bus stops. She noted completion of the light rail station platform retrofit program in November 2008 provides better access to system. The TP&O reviews all service changes on a quarterly and annual basis, receives monthly ridership and system performance reports, as well as quarterly and annual performance reports.

Michael Burns, General Manager, stated a summary of the final report will be provided to the RIDE Task Force members.

**On Order of Chairperson Sandoval** and there being no objection, the Committee reviewed the annual RIDE Task Force Update.

**14. January 2009 Service Changes**

Jim Unites, Deputy Director Operations, reported on minor service changes that will go into effect on Monday, January 12, 2009.

**On Order of Chairperson Sandoval** and there being no objection, the Committee received information on January 2009 Transit Service Changes.

**15. Annual Transit Service Plan - Information**

Jim Unites, Deputy Director Operations, provided a handout entitled 2009 Annual Transit Service Plan detailing: 1) Annual review of route ridership; 2) Compare performance to standards; 3) Proposals to reallocate resources; 4) Public meetings and outreach; 5) Develop final plan; and 6) Adopt major changes.

Mr. Unites reported as a result of the Transit Sustainability Policy (TSP) and the Comprehensive Operations Analysis (COA), VTA strengthened its annual service review process.

Mr. Unites reported the TSP provides a policy framework for the efficient and effective expenditure of funds to achieve the highest return on transit investment.

Mr. Unites stated staff will be taking the Plan to the public in January, via community meetings and community outreach, for input and potential changes. He noted the item will come back through the committees in March.

Mr. Unites discussed performance standards with regard to the bus service, noting a core 19 routes carry the bulk of passengers with 15-minute service provided throughout the core all day. Any major changes to the service must be approved by the Board.

Michael Burns, General Manager, requested Mr. Unites discuss the headway reductions on lines 45, 63, 64 and 88. Mr. Unites reported services on these lines will be changed from the current 30-minute headway to a 60-minute headway. The ridership patterns cannot support the current level of service.

Mr. Unites noted activities planned for Community Outreach, beginning in early January, are being implemented as part of the COA process.

Member Pyle requested a definition for "limited routes." Mr. Unites stated limited routes are typically run on the expressway systems, do not stop as frequently as a local route, but are not considered an express route. He noted limited routes run during peak periods along a commute corridor.

Member Sellers acknowledged the loss of Line 15 in Morgan Hill, noting evidence supported that decision. Member Sellers then praised the improved headways on Line 68, noting the community has expressed their support for these decisions.

Mr. Unites stated these changes are a cost-neutral exercise, service is not being decreased or increased but rather is being reallocated.

**On Order of Chairperson Sandoval** and there being no objection, the Committee received information on 2009 Annual Transit Service Plan.

## OTHER ITEMS

### 16. Committee for Transit Accessibility Meeting Report

There was no Transit Accessibility Meeting Report.

### 17. November 2008 Monthly Ridership and Fare Revenue Performance

Joonie Tolosa, Operations Analysis, Reporting & Systems Manager, provided a handout on ridership performance for the month of November, noting November 2008 had two less weekdays than November 2007.

Mr. Tolosa reported: 1) System Average Ridership for November 2008 was 3.7 million, 6.6 percent higher than November 2007; 2) Bus Ridership for November 2008 was 5.3% higher than that of November 2007; 3) Average Weekday Ridership was 166 thousand, the highest Average Weekday Bus Ridership for November since 2002; and 4) Light Rail Average Weekday Ridership was 35 thousand, the highest Average Weekday Light Rail Ridership for November in VTA history.

Mr. Tolosa noted the Bus Average Weekday Ridership number for fiscal year-to-date increased 10 percent. He stated for every month of the 2008/2009 fiscal year, excluding September, the fiscal year-to-date Average Weekday Ridership number has been a double-digit number. He noted December 2000 was the last time Bus saw a double-digit increase. Mr. Tolosa stated this was despite a reduction in gas prices from \$3.41 in July to \$2.58 in November.

Mr. Tolosa provided the following report on Revenue Performance: 1) Fare Revenues were up 0.7 percent from November 2007; 2) Fiscal Year to Date was up 3.9 percent; 3) Average Fare per Boarding and the Fiscal Year to Date were both down.

**On Order of Chairperson Sandoval** and there being no objection, the Committee received the November 2008 Monthly Ridership and Fare Revenue Performance report.

### 18. Items of Concern and Referral to Administration

There were no Items of Concern and Referral to Administration.

### 19. Committee Work Plan

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

### 20. Committee Staff Report

Michael Burns, General Manager, announced cards will be provided to the Advisory Committee Members thanking them for service.

Mr. Burns noted within the past 24-hours there were significant developments on the State Budget. He requested Kurt Evans, State and Federal Government Affairs Manager, provide an overview of the proposed transportation restructuring.

**21. Chairperson's Report**

Chairperson Sandoval praised staff on their excellent work.

**22. Consent Agenda for the January 8, 2009, Board Meeting**

**Agenda Item #7**, Authorize the General Manager to execute a Utility Relocation Agreement with Alameda County Transportation Authority and the City of Fremont for the purpose of relocating conflicting utilities for the Mission Warren Truck Rail Program. The utility relocation agreement will be for \$24.3M, of which VTA's share is not to exceed \$7.8M.

**Agenda Item #8**, Authorize the General Manager to execute a contract with the lowest responsible bidder for the construction of the Berryessa Creek Crossing, Abel Street Seismic Retrofit, and UPRR Railroad Relocation.

Note: Due to the timing of the bid opening on December 10, 2008, the bid results will be provided in a revised memorandum at the December 18, 2008 TP&O Committee meeting.

**Agenda Item #9**, Adopt a resolution authorizing the General Manager to submit and execute grant applications and agreements, certifications, assurances, and other documents as necessary to receive \$1,517,185 from the U. S. Department of Homeland Security's FY2007 Transit Security Program (Base).

**Agenda Item #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 \$949,079 from the U. S. Department of Homeland Security's FY2007 Transit Security Program (Supplemental).

**Agenda Item #11**, Augment the total value of contracts permitted under the previously approved Transportation Planning and Mass Transit Studies on-call list from \$6,000,000 to \$7,000,000.

**Agenda Item #12**, Receive information on the Facilities Program - Inaugural Semi-Annual Progress Report.

**Agenda Item #13**, Review the annual RIDE Task Force Update.

**Agenda Item #14**, Receive information on January 2009 Transit Service Changes.

**Agenda Item #15**, Receive information on 2009 Annual Transit Service Plan.

**REGULAR: None**

**23. Announcements**

There were no Announcements.

**24. ADJOURNMENT**

**On Order of Chairperson Sandoval**, there being no objection, the meeting was adjourned at 5:42 p.m.

Respectfully submitted,

Susan E. Garcia  
VTA Board of Directors