

## Transit Planning & Operations Committee

Thursday, January 21, 2010

### MINUTES

#### CALL 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 Kalra in Conference Room B-104, Valley Transportation Authority (VTA), 3331 North First Street, San Jose, California.

#### 1. ROLL CALL

Attendee Name	Title	Status
Margaret Abe-Koga	Member	P
Ash Kalra	Chairperson	P
Rich Larsen	Vice Chairperson	P
Sam Liccardo	Member	P
Nora Campos	Alternate Member	NA
Jamie Matthews	Alternate Member	NA

**\*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

Introduction of VTA staff and committee attendees: 1) Michael T. Burns, General Manger; 2) Kevin D. Allmand, General Counsel; 3) Jim Lawson, Senior Policy Advisor; 4) Jim Unites, Deputy Director for Operations; 5) Michael Hursh, Deputy Director for Operations; 6) John Ristow, Chief CMA Officer; 7) Mark Robinson, Chief Construction Officer; 8) Dan Smith, Chief Operating Officer and Staff Liaison; 9) Michael Diaresco, Board Assistant; 10) Joseph Smith, Chief Financial Officer; 11) Joonie Tolosa, Manager for Operations Analysis and Systems; 12) Aaron Morrow, Committee for Transit Accessibility (CTA) Chairperson; 13) Steve Johnstone, Senior Management Analyst for Operations; 14) Bill Capps, Deputy Director for Operations; 15) Tom Fitzwater, Environmental Planning Manager; 16) Ann Calnan, Environmental Planner; and 17) Tom Fink, Amalgamated Transit Union Local 265.

Introduction of Committee Members: 1) Margaret Abe-Koga, Councilmember City of Mountain View and Vice Chairperson for the VTA Board of Directors; 2) Rich Larsen, Councilmember Town of Los Altos Hills and VTA Board Member; and 3) Ash Kalra, Councilmember City of San Jose, TPO Chairperson and VTA Board Member.

**M/S/C (Abe-Koga/Larsen)** to approve the Orders of the Day.

## **CONSENT AGENDA**

### **4. Minutes of November 19, 2009**

**M/S/C (Abe-Koga/Larsen)** to approve the Minutes of November 19, 2009.

## **REGULAR AGENDA**

### **5. Report from the Committee for Transit Accessibility (CTA) Activities**

Aaron Morrow, CTA Chairperson, reported on the following CTA activities: 1) working to establish a relationship with the Bicycle and Pedestrian Advisory Committee (BPAC) and create an evaluation tool to address trail issues; 2) received a presentation on mobility options; 3) Aaron Morrow will be the CTA representative to the Ad Hoc Financial Stability Committee.

**On Order of Chairperson Kalra** and there being no objection, the report from the Committee for Transit Accessibility Activities was received.

### **6. Elect Standing Committee Vice Chairperson**

**M/S/C (Abe-Koga/Larsen)** to elect Member Rich Larsen as Vice Chairperson for calendar year 2010.

### **7. 2010 Transit Planning and Operations (TPO) Committee Meeting Schedule**

Chairperson Kalra noted he is unable to attend the March 18, 2010 meeting.

Member Abe-Koga noted she is unable to attend the February 18, 2010 meeting.

The Committee recommended keeping the schedule as is, but might revise it depending on the length of the meetings because Chairperson Kalra and Member Liccardo attends ABAG meetings in Oakland every other month at 7:00pm after the TPO meeting.

**M/S/C (Larsen/Abe-Koga)** to approve the 2010 Transit Planning and Operations (TPO) Committee Meeting Schedule.

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

8. **FY09-10 California Transit Security Grant Program – California Transit Assistance Fund (CTSGP-CTAF)**

John Ristow, Chief CMA Officer, reported on the following: 1) background information about the resolution; 2) source of funding; and 3) types of projects eligible for funding.

Vice Chairperson Larsen inquired about the funds that VTA would receive, the projects that would be eligible for funding, and the security on VTA system.

Mr. Ristow responded from the \$60 million allocated by the State of California, VTA would receive \$3,289,948. Allocation of funds is based on a formula that considers population and revenue collection.

Dan Smith, Chief Operating Officer and Staff Liaison, stated funding received would be used for closed-circuit television (CCTV) equipment, fencing properties, and other security related projects. He noted projects to be funded will come from VTA's 2008 Transit Security Assessment.

Michael T. Burns, General Manager, stated VTA has a safe system but is not immune to crime and vandalism. He added the CCTV equipment helps mitigate incidents.

Member Abe-Koga inquired about the process of selecting projects for funding.

Mr. Smith responded that once funding is approved, projects will be selected from VTA's 2008 Transit Security Assessment.

**M/S/C (Abe-Koga/Larsen)** 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 California Emergency Management Agency (Cal EMA) to receive \$3,289,948 from the FY09-10 California Transit Security Grant Program-California Transit Assistance Fund (CTSGP-CTAF).

9. **Adoption of the Wrigley Creek Improvement Project Mitigated Negative Declaration**

Tom Fitzwater, Environmental Planning Manager, provided a report highlighting: 1) fulfillment of mitigation requirements and regulatory agency permit conditions; 2) described simulation of the site; and 3) enumerated comments received from the Wrigley Creek Improvement Project Final Initial Study/Mitigated Negative Declaration document.

Members of the Committee inquired if the site would have public access.

Ann Calnan, Environmental Planner, responded there is no public access due to the following reasons: proximity to a future BART Corridor; presence of a Chevron pipeline; and creation of a floodplain.

Member Liccardo took his seat at 5:02 p.m.

Mr. Fitzwater added the site of the creek is on a private property and the City of Milpitas has an easement on the creek.

**M/S/C (Abe-Koga/Liccardo)** to approve submitting a recommendation to the Board of Directors to adopt the Mitigated Negative Declaration and Mitigation and Reporting Program for the Wrigley Creek Improvement Project within the SVRT Program.

## **OTHER ITEMS**

### **10. 1996 Measure B Transportation Improvement Program Progress Report-December 2009**

Mark Robinson, Chief Construction Officer, reported on the project list and closeout challenges of the 1996 Measure B Transportation Improvement Program.

Vice Chairperson Larsen inquired on the amount of 1996 Measure B funds invested.

Mr. Robinson responded \$1.3 billion was invested on projects. He added small amounts of revenue continue to be received and small projects are being completed.

**On Order of Chairperson Kalra** and there being no objection, the 1996 Measure B Transportation Improvement Program Progress Report-December 2009 was received.

### **11. Mobility Options Travel Training Information**

Jim Unites, Deputy Director for Operations, reported on the following: 1) background information on Mobility Options Travel Training Program (MOTTP); 2) source of funding; 3) goal of MOTTP; 4) training contracts; 5) coordination with other agencies; 6) public information; and 7) Senior Daycation Program.

Chairperson Kalra commented the Mobility Options Travel Training classroom-on-wheels bus was introduced to his district and was accepted very well by residents. He recommended Committee Members look at the classroom-on-wheels bus and to introduce it to their respective cities.

Vice Chairperson Larsen expressed concern on the cost of training.

Mr. Unites explained the goal of the program is to train people with disabilities to take fixed route. Compared to paratransit service, use of fixed route has no cost to VTA.

Member Abe-Koga inquired if the pamphlets and training are available in different languages. She also inquired about the details of the training provided to people with disabilities.

Mr. Unites responded the pamphlets are available in different languages. The language barrier regarding the training is being looked at per case basis. Usually a family member of the person with disability provides the translation.

Mr. Unites explained the training includes teaching people with disability how to get to transit stations, determines best routes, and address accessibility issues.

**On Order of Chairperson Kalra** and there being no objection, the Mobility Options Travel Training Information was received.

**12. Joint Workforce Investment (JWI) Quarterly Report**

Michael Hursh, Deputy Director for Operations, provided a report highlighting: 1) goals of JWI; 2) New Operator/Mentor Apprenticeship Project; 3) Health and Wellness Project; 4) Transit Career Ladder Project (TCLP); 5) TCLP Leadership Academy Pilot Project; and 6) JWI Major Activities and Accomplishments.

Member Liccardo inquired on the process selecting individuals eligible for JWI.

Mr. Hursh responded the selection process depends on the initiative. He noted the following criteria were set for the program to qualify maintenance employees to become mechanics: 1) attendance; 2) no substance abuse issue; 3) pass Automotive 101 from San Jose City College. He added staff is transitioning to offer JWI to all operators. Mentors are selected through the partnership of ATU and staff.

**On Order of Chairperson Kalra** and there being no objection, the Joint Workforce Investment Quarterly Report was received.

**13. December 2009 Monthly Ridership and Fare Revenue Performance**

Joonie Tolosa, Manager for Operations Analysis and Systems, provided a presentation highlighting the following: 1) Ridership Collection Methodology; 2) VTA Ridership Facts; 3) VTA Passenger Demographics; 4) December 2009 Ridership; and 5) December 2009 Fare Revenue.

Vice Chairperson Larsen expressed concern on the service provided by light rail vehicles.

Michael T. Burns, General Manager, responded staff is looking at capital improvements for the light rail system. A Light Rail System Benefit Cost Analysis Overview is being conducted to improve the service of the system and will be presented to the Committee at a future meeting. He added that a report on Wifi initiative will also be provided to the Committee.

**On Order of Chairperson Kalra** and there being no objection, the December 2009 Monthly Ridership and Fare Revenue Performance report was received.

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

Vice Chairperson Larsen expressed concern about the letter received by the Board from Amalgamated Transit Union.

Michael T. Burns, General Manager, noted the collective bargaining agreement and grievance process would be incorporated in the Board Orientation.

15. **Committee Work Plan**

**On Order of Chairperson Kalra** and there being no objection, the Committee Work Plan was reviewed.

16. **Committee Staff Report**

Dan Smith, Chief Operating Officer and Staff Liaison, provided a handout highlighting the following: 1) Mobility Options; 2) California Public Utilities Commission; 3) Mutual Aid; and 4) Security.

Member Liccardo inquired on the fare evasion rate.

Mr. Smith responded the latest fare evasion rate is 4.7 percent.

**On order of Chairperson Kalra** and there being no objection, the Committee received the Committee Staff Report.

17. **Chairperson's Report**

Chairperson Kalra expressed appreciation to Member Liccardo for giving him the opportunity to serve as the Chair for TPO. He welcomed new Board Members to the Committee and expressed appreciation to staff.

18. **Determine Consent Agenda for the February 4, 2010 Board of Directors Meeting**

**Consent Agenda:**

**Agenda Item #8**, Adopt a resolution authorizing the General Manager to submit and execute grant applications and agreements, certifications, assurances, and other documents as necessary to the California Emergency Management Agency (Cal EMA) to receive \$3,289,948 from the FY09-10 California Transit Security Grant Program-California Transit Assistance Fund (CTSGP-CTAF).

**Agenda Item #9**, Adopt the Mitigated Negative Declaration and Mitigation and Reporting Program for the Wrigley Creek Improvement Project within the SVRT Program.

**Agenda Item #10**, 1996 Measure B Transportation Improvement Program Progress Report-December 2009.

**Regular Agenda:**

None

19. **ANNOUNCEMENTS**

There were no announcements.

20. **ADJOURNMENT**

**On Order of Chairperson Kalra** and there being no objection, the meeting was adjourned at 5:48 p.m.

Respectfully submitted,

Michael Diaresco, Board Assistant  
Office of the Board Secretary