

Transit Planning & Operations Committee

Thursday, September 16, 2010

MINUTES

CALL TO ORDER

The Regular Meeting of the Transit Planning and Operations (TP&O) Committee was called to order at 4:34 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	Present
Ash Kalra	Chairperson	Present
Rich Larsen	Vice Chairperson	Present
Sam Liccardo	Member	Present
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

There were no Orders of the Day.

CONSENT AGENDA

4. Minutes of August 19, 2010

M/S/C (Larsen/Abe-Koga) to approve the Minutes of August 19, 2010.

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

REGULAR AGENDA

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

Chairperson Kalra reported on behalf of Aaron Morrow, CTA Chairperson, noting that CTA desires a long-term agreement between VTA and Outreach. CTA unanimously voted recommending the extension of Outreach's contract, which will allow Outreach to continue to leverage for 5310 grants.

6. West San Carlos Station Funding Agreement

John Ristow, Chief CMA Officer, provided an overview of the potential Light Rail Station near West San Carlos Street, and the agreement between VTA and City of San Jose.

Vice Chairperson Larsen inquired about proximity to an existing station, feasibility of constructing the station, and its effect to the Light Rail system. Mr. Ristow responded the proposed agreement states that construction of the station will depend on secured funding. He added the location of the station will be supported by the residential, commercial, and transit developments in the area. He stated the new station will not be a detriment to the Light Rail system according to the Light Rail Systems Analysis.

Chairperson Kalra commented that the new Light Rail Station will be essential for the density of the development in the area.

Member Liccardo took his seat at 4:45 p.m.

Member Abe-Koga and Vice Chairperson Larsen inquired about the source of funding and expressed concern about securing funds to complete the station. Mr. Ristow responded that \$1 million has already been secured by the City of San Jose from the developer, KB Homes. Those funds will be used to conduct conceptual engineering and environmental clearance to make the project eligible to compete for grants. He noted that part of the agreement is to continue collaborating with the City of San Jose staff to come up with funding needed for the station.

Member Liccardo expressed that a new Light Rail Station may be contradictory to VTA's objective of making light rail faster. He recommended deferring the item so that the City of San Jose can work to amend the agreement with KB Homes and not limit the use of the funds for Light Rail. He stated that the Bus Rapid Transit is a more suitable transit option for the area.

Vice Chairperson Larsen requested that information about the KB Homes/City of San Jose agreement and amendments be provided to the Committee.

M/S/C (Liccardo/Abe-Koga) to defer to the October 21, 2010 TPO meeting the recommendation to authorize the General Manager to enter into an agreement with the City of San Jose to transfer development contributions dedicated for the West San Carlos Light Rail Station to VTA and to collaborate with the City of San Jose to pursue funding for the construction and operation of a new Light Rail Station near West San Carlos Street.

7. Closed Circuit Television on Buses Contract Award

Vice Chairperson Larsen inquired about disposal of old equipment. Gary Miskell, Chief Information Officer, noted that VTA has an established procedure for property disposal.

M/S/C (Liccardo/Abe-Koga) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to execute a contract with Henry Brothers Electronics in the amount of \$2,950,000 for the procurement and installation of mobile CCTV (Closed Circuit Television) systems in 229 buses. Federal grants will provide 86% of the funding for this contract.

8. Project Baseline Agreement for the Kato Road Grade Separation Project

John Ristow, Chief CMA Officer, provided background information regarding the Project Baseline Agreement for the Kato Road Grade Separation Project.

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 execute the Project Baseline Agreement, and any amendments thereto, and any other necessary agreements and documents with the California Department of Transportation and/or the California Transportation Commission relating to the VTA's role as funding agency and implementing agency for the Highway-Railroad Crossing Safety Account (HRCSA)-funded Kato Road grade separation project.

9. Paratransit Contract Options

Jim Unites, Deputy Director for Operations, provided a report supporting to extend the current contract with Outreach by two years. The report highlighted the following: 1) community involvement and support; 2) customer service; 3) system investment; 4) financial performance; 5) operating performance; and, 6) Consolidated Transportation Service Agency Designation.

Chairperson Kalra referenced the letters received by the Committee suggesting to extend the contract to five years. He asked if the two year extension is sufficient. Michael T. Burns, General Manager, noted the following factors that emphasize the importance to continue working with Outreach for the next two years: 1) the two-year extension is associated to VTA's budget cycle; 2) expectation that the economy will stabilize; 3) budget savings through collaboration with Outreach; 4) continue to reduce costs and implement the recommendation of the Ad-Hoc Recovery Committee; and, 5) Outreach demonstrated exemplary customer service.

Public

Katie Heatley, Chief Executive Officer for Outreach, expressed appreciation for the recommended two-year extension, but noted that Outreach will need more than two years. She stated the following reasons: 1) to complete all its pending activities; 2) to receive all the grants awarded to Outreach; and, 3) strengthen its ability to negotiate with national companies to contain cost.

Mr. Burns recommended extending Outreach's contact to two years with two one-year options to extend.

Public

Emma Eljas, CTA Vice Chairperson, expressed support for extending the Outreach contract and for VTA and Outreach to form a long-term partnership. She expressed appreciation for the paratransit service provided by VTA and Outreach.

Denise Boland, CalWorks Administrator, stressed the importance of the paratransit service provided by Outreach. She suggested extending Outreach's contact to two years with optional three one-year extensions.

The Committee briefly discussed the Ms. Boland's suggestion. Member Liccardo provided a motion to enter into a two-year contract extension with three one-year options.

M/S/C (Liccardo/Larsen) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to enter into a two-year contract extension with three one-year options with Outreach and Escort, Inc., and to send a letter to MTC supporting Outreach's request for designation as a Consolidated Transportation Services Agency, as amended.

10. Transit Shelter Advertising Program – Extension of Agreement with Clear Channel Outdoor

Jim Unites, Deputy Director for Operations, provided background information regarding the Transit Shelter Advertising Program. He noted the following changes to the extended agreement with Clear Channel: 1) reduce advertising space by 50 percent; and, 2) reduction in the collection and disposal of trash from the shelters.

Vice Chairperson Larsen suggested the following: 1) renegotiate the share of advertising revenue with participating jurisdictions; and, 2) redesign the trash bins in the shelters to prevent illegal dumping.

Chairperson Kalra expressed concern about the reduced trash collection. He stressed the importance of keeping the shelters clean and suggested monitoring this part of the program closely.

Members Abe-Koga and Liccardo inquired about the possibility of contracting with other firms. Mr. Unites responded that the two proposals received during the Request for Proposal (RFP) period was non-satisfactory. He noted that with the current economic climate, firms focus on advertising sales and have the transit agency be responsible for handling shelter construction and maintenance. He added the program needs to be re-assessed for the next RFP.

Member Liccardo expressed concern about the advertising sales in Santa Clara County. Todd Hansen, Clear Channel Outdoor President, responded that the current economic condition affected advertising sales. He noted that their company incurred a loss last year. He added Clear Channel Outdoor will use the two-year extension of agreement to:

1) monitor the sales pattern in Santa Clara County; 2) determine best approach for the program; and, 3) add production and printing of public service advertising.

Member Abe-Koga left the meeting at 5:35 p.m.

M/S/C (Liccardo/Larsen) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to amend the Transit Shelter Advertising Program Agreement with Clear Channel Outdoor and Implementation Agreement for the Transit Shelter Advertising Program with the participating cities, county and Clear Channel Outdoor. The amendments would extend the agreements two years with modified terms.

OTHER ITEMS

11. 2000 Measure A Transit Improvement Program Semi-Annual Report – June 2010

On Order of Chairperson Kalra and there being no objection, the 2000 Measure A Transit Improvement Program Semi-Annual Report – June 2010 was received.

12. FY 2010 Annual Transit Operations Performance Report

Vice Chairperson Larsen requested agendaizing the Transit Operations Performance report at the October 21, 2010 TPO meeting. The discussion will focus on the following: 1) core routes; 2) schedule; 3) Light Rail Express Service; 4) Bus Rapid Transit; and, 5) marketing.

On Order of Chairperson Kalra and there being no objection, the FY 2010 Annual Transit Operations Performance Report was received.

Member Liccardo left the meeting at 5:41 p.m. a quorum was lost and a Committee of the Whole was declared.

13. August 2010 Monthly Ridership and Fare Revenue Performance

Joonie Tolosa, Manager for Operations Analysis and Systems, provided a report highlighting the following: 1) System Ridership; 2) Bus Ridership; 3) Light Rail Ridership; 4) Fare Revenues; 5) Average Fare per Boarding; 6) Average Weekday Ridership; 7) Santa Clara County Employment; and, 8) Unemployment rate.

Member Larsen requested to set aside time for the October 21, 2010 TPO meeting to discuss strategies to improve ridership.

On Order of Chairperson Kalra and there being no objection, the August 2010 Monthly Ridership and Fare Revenue Performance report was received.

14. Items of Concern and Referral to Administration

Vice Chairperson Larsen expressed concern about the article written by Joe Thompson about VTA. Michael T. Burns, General Manager, responded that the content of the article was not valid and VTA is sending a response.

Vice Chairperson Larsen requested if he could attend the October 22, 2010 Board of Directors Workshop via telephone.

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) California Air Resources Board (CARB) required replacement vehicles; 2) robbery arrest assistance; 3) missing person found; 4) street closure; 5) Altamont Commuter Express (ACE) special weekend train service; 6) bus maintenance training; 7) bus technical training; and, 8) fare inspection.

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

17. Chairperson's Report

Chairperson Kalra expressed interest in marketing the Light Rail Express Service. He requested for marketing materials for distribution at the opening of a community center in his district.

18. Determine Consent Agenda for the October 7, 2010 Board of Directors Meeting

Deferred to the October 21, 2010 TPO meeting:

Agenda Item #6, Authorize the General Manager to enter into an agreement with the City of San Jose to transfer development contributions dedicated for the West San Carlos Light Rail Station to VTA and to collaborate with the City of San Jose to pursue funding for the construction and operation of a new Light Rail Station near West San Carlos Street.

Consent Agenda:

Agenda Item #7, Authorize the General Manager to execute a contract with Henry Brothers Electronics in the amount of \$2,950,000 for the procurement and installation of mobile CCTV (Closed Circuit Television) systems in 229 buses. Federal grants will provide 86% of the funding for this contract.

Agenda Item #8, Adopt a resolution authorizing the General Manager to execute the Project Baseline Agreement, and any amendments thereto, and any other necessary agreements and documents with the California Department of Transportation and/or the

California Transportation Commission relating to the VTA's role as funding agency and implementing agency for the Highway-Railroad Crossing Safety Account (HRCSA)-funded Kato Road grade separation project.

Agenda Item #10, Authorize the General Manager to amend the Transit Shelter Advertising Program Agreement with Clear Channel Outdoor and Implementation Agreement for the Transit Shelter Advertising Program with the participating cities, county and Clear Channel Outdoor. The amendments would extend the agreements two years with modified terms.

Regular Agenda:

Agenda Item #9, Authorize the General Manager to enter into a two-year contract extension with three one-year options with Outreach and Escort, Inc., and to send a letter to MTC supporting Outreach's request for designation as a Consolidated Transportation Services Agency.

19. ANNOUNCEMENTS

There were no Announcements.

20. ADJOURNMENT

On Order of Chairperson Kalra and there being no objection, the meeting was adjourned at 5:53 p.m.

Respectfully submitted,

Michael Diaresco, Board Assistant
Office of the Board Secretary