

## Transit Planning & Operations Committee

Thursday, January 20, 2011

### MINUTES

#### CALL TO ORDER

The Regular Meeting of the Transit Planning and Operations (TP&O) Committee was called to order at 4:45 p.m. by Chairperson Pro Tem Abe-Koga 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
Xavier Campos	Member	Absent
Rich Larsen	Chairperson	Absent
Sam Liccardo	Member	Present
Jamie Matthews	Alternate Member	Absent
Nancy Pyle	Alternate Member	Absent

**\*Alternates do not serve unless participating as a Member.**

A quorum was not present and a Committee of the Whole was declared.

#### 2. PUBLIC PRESENTATIONS

There were no Public Presentations.

#### 3. ORDERS OF THE DAY

There were no Orders of the Day.

#### CONSENT AGENDA

#### 4. Deferred to the February 17, 2011 TPO Meeting

Minutes of December 16, 2010.

## **REGULAR AGENDA**

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

There was no report from the Committee for Transit Accessibility.

### **6. Deferred to the February 17, 2011 TPO Meeting**

Election of Committee Vice Chairperson for Calendar year 2011.

### **7. Deferred to the February 17, 2011 TPO Meeting**

Approval of the 2011 Transit Planning and Operations Committee Schedule.

### **8. Centralized Equipment Maintenance and Operations Facility( CEMOF) Monitoring Committee**

Jim Lawson, Senior Policy Advisor, provided an overview of the staff report.

The Committee of the Whole recommended forwarding the item for consideration at the February 3, 2011 VTA Board of Directors Regular Meeting: Approve an Amendment to the Bylaws of the Caltrain Centralized Equipment Maintenance & Operations Facility (CEMOF) Monitoring Committee reducing the minimum number of meetings from quarterly to once annually and the reporting from quarterly to periodic.

### **9. SunPower Agreement**

Tom Fitzwater, Environmental Planning Manager, provided an overview of the staff report.

Chairperson pro tem Abe-Koga questioned legislation for generating excess power from one location to offset use at another location. Staff will review legislation and report to the Board.

The Committee of the Whole recommended forwarding the item for consideration at the February 3, 2011 VTA Board of Directors Regular Meeting: Authorize the General Manager to execute a contract with SunPower Corporation for renewable power purchase and property leasing agreements at VTA's North, Cerone and Chaboya Divisions.

### **10. Alum Rock Fish Passage**

Mark Robinson, Chief Engineering and Construction Officer, provided an overview of the staff report.

The Committee of the Whole recommended forwarding the item for consideration at the February 3, 2011 VTA Board of Directors Regular Meeting: Authorize the General Manager to execute a contract amendment with Winzler & Kelly, in an amount not-to-exceed \$167,800, for environmental design services necessary to complete 100% design and perform design services during construction of the Alum Rock Fish Passage mitigation site for Freight Railroad Relocation activities for a total contract amount of

\$401,200, and extend the contract through April 30, 2013. This contract is 100% funded by the 2000 Measure A Program.

## **OTHER ITEMS**

### **11. 1996 Measure B Transportation Improvement Program Progress Report**

Mr. Robinson provided an overview of the report noting the construction activities are complete and several administrative issues need to be settled to conclude the Measure B Program.

Member Liccardo suggested sending a media release to announce projects were delivered as promised and tax dollars used well.

**On order of Chairperson Pro Tem Abe-Koga** and there being no objection, the 1996 Measure B Transportation Improvement Program Progress Report for December 2010 was received.

### **12. Regional Bike Share Pilot Program**

John Ristow, Chief Congestion Management Planning Officer, provided an overview of the staff report. Mr. Ristow noted concerns with relying on regional agreement which will delay the process.

Mr. Burns added there are three options VTA could take to implement the program, including: 1) Continue with the regional project; 2) Approach Metropolitan Transportation Commission (MTC) and offer to serve as a pilot program and move forward in the County and continue to work on the regional program; or 3) Use allocated funds and proceed without regional participation.

Member Liccardo suggested exercising a variation of the second option and make a procurement decision with the regional partners while proceeding with pilot program.

**On order of Chairperson Pro Tem Abe-Koga** and there being no objection, an update on the Regional Bike Share Pilot Program was received.

### **13. December 2010 Monthly Ridership and Fare Revenue Performance**

Joonie Tolosa, Operations Analysis Reporting and Systems Manager, provided an overview of the staff report.

Mr. Burns announced the American Public Transportation Association (APTA) will be conducting a peer review of VTA marketing programs to look at their effectiveness and tying them to ridership goals. Additionally, staff has undertaken a review of the express bus service. There are opportunities for new routes and upgrading the amenities on hybrid buses to attract riders.

**On order of Chairperson Pro Tem Abe-Koga** and there being no objection, the monthly Ridership and Fare Revenue Performance Report was received.

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

There were no items of concern and referral to Administration.

**15. Committee Work Plan**

Dan Smith, Chief Operating Officer and TPO Staff Liaison, indicated in addition to the deferred items, an item to adopt an express bus business plan will be placed on the Workplan for February's Agenda.

**On order of Chairperson Pro Tem Abe-Koga** and there being no objection, the Committee Work Plan was reviewed.

**16. Committee Staff Report**

Mr. Smith provided a written report. Mr. Burns highlighted the upgrades on the Airport Flyer and announced an upcoming event promoting the service.

**On order of Chairperson Pro Tem Abe-Koga** and there being no objection, the Committee Staff Report was received.

**17. Deferred to the February 17, 2011 TPO Meeting**

**Chairperson's Report**

**A. ACTION ITEM** - Appoint an Ad-hoc Revenue Enhancement Committee (REC) as a subcommittee of the Transportation Planning and Operations (TP&O) Committee. The REC shall consist of two members of TP&O. The purpose of this subcommittee is to recommend measures that would provide a sustainable increase to the Santa Clara Valley Transportation Authority's (VTA) transit operations revenue.

**18. Determine Consent Agenda for the February 3, 2011 Board of Directors Meeting**

**Consent Agenda:**

**Agenda Item #8.**, Approve an Amendment to the Bylaws of the Caltrain Centralized Equipment Maintenance & Operations Facility (CEMOF) Monitoring Committee reducing the minimum number of meetings from quarterly to once annually and the reporting from quarterly to periodic.

**Agenda Item #10.**, Authorize the General Manager to execute a contract amendment with Winzler & Kelly, in an amount not-to-exceed \$167,800, for environmental design services necessary to complete 100% design and perform design services during construction of the Alum Rock Fish Passage mitigation site for Freight Railroad Relocation activities for a total contract amount of \$401,200, and extend the contract through April 30, 2013. This contract is 100% funded by the 2000 Measure A Program.

**Agenda Item #11.**, Receive the 1996 Measure B Transportation Improvement Program Progress Report for December 2010.

**Regular Agenda:**

**Agenda Item #9.**, Authorize the General Manager to execute a contract with SunPower Corporation for renewable power purchase and property leasing agreements at VTA's North, Cerone and Chaboya Divisions.

**19. ANNOUNCEMENTS**

There were no Announcements

**20. ADJOURNMENT**

**On order of Chairperson Pro-tem Abe-Koga** and there being no objection, the meeting was adjourned at 5:47 p.m.

Respectfully submitted,

Menominee McCarter, Board Assistant  
Office of the Board Secretary