

**From:** VTA Board Secretary  
**Sent:** Tuesday, February 20, 2018 1:33 PM  
**To:** VTA Board of Directors  
**Subject:** From VTA: February 20, 2018 Media Clips



## ***VTA Daily News Coverage – Tuesday, February 20, 2018***

1. [Trump plan doesn't pay for much, but it starts infrastructure debate \(Silicon Valley Business Journal\)](#)
2. [Voters back Google village in downtown San Jose by big margin: poll \(San Jose Mercury News\)](#)
3. [New Poll: South Bay Voters Support Google Coming to San Jose \(KTVU, Ch. 2\)](#)
4. [\\$1.56 million to study Castro Street closure \(Mountain View Voice\)](#)

[Trump plan doesn't pay for much, but it starts infrastructure debate \(Silicon Valley Business Journal\)](#)

[President Donald Trump's trillion-dollar infrastructure proposal](#), first broached nearly two years ago during the presidential campaign, has been on congressional desks for a week now with an announced value of \$1.5 trillion.

It's yet to be fully digested by lawmakers, and elements of it have been panned by the political right and left. But Santa Clara County experts are portraying the plan as the beginning of a long-overdue attempt to address significant transportation problems and initiates an important debate, not something that will survive intact.

"There is a certain amount of negotiation that goes on before any of these things actually become law," said [Jim Lawson](#), the Valley Transportation Authority's chief lobbyist.

The proposal would ask state and local governments to come up with a much bigger proportion of infrastructure costs than they have been accustomed to, nearly flip-flopping the 80-20 ratio of the past when the feds picked up the majority of the tab.

Years ago, Santa Clara County began passing local sales tax measures that lessened its dependence on federal funding. BART Phase II, the San Jose subway project, assumes about 30 percent of its \$5 billion cost will come from the federal government. The Caltrain electrification project, priced at \$1.9 billion, will receive about 34 percent from the feds.

But the new plan would do away with the Federal Transit Administration's Capital Investment Grants program that provided those funds. California's 14-member Republican House of Representatives delegation came close to eliminating the electrification funding a year ago.

Lawson acknowledges the threat to the San Jose subway but think this is an area where the proposal will fail.

"I continue to hear from my contacts in the Capitol that both sides of the aisle — friends on the Republican side and our friends on the Democratic side — have told the administration staff we think (capital investment grants) should continue to be funded," Lawson said.

"New rail starts just isn't one of the things I'm losing sleep over," said [Carl Guardino](#), a member of the California Transportation Commission and head of the Silicon Valley Leadership Group.

The bigger problem with the proposal seems to be that, contrary to Trumpian talk, there's simply not as much money for transportation as it appears.

First of all, the proposal also involves other infrastructure needs from hospitals to energy and water projects, so those looking for a trillion dollars in freeways and commuter trains are going to be disappointed.

On top of that, the funding ratio flip-flop means the plan is not the trillion-plus federal plan many people had inferred but more like a \$200 billion plan spread over 10 years, according to a Caltrans analysis.

Half of that would be divided among competitive grant programs administered by the U.S. Department of Transportation, U.S. Army Corps of Engineers and U.S. Environmental Protection Agency, a quarter would be used to encourage "bold and innovative" projects and things like a fund to help generate energy development from public lands to pay for infrastructure on those lands, and a quarter set aside rural infrastructure.

Because no new federal funding is identified for that in Trump's recently released budget, the bottom line of all that could really be less federal spending on transportation, the analysis says.

"The rhetoric of the president that we're finally going to have a federal partner ... excuse me, sir, we've always had a federal partner," said Guardino. "Your proposal makes it a weakened and cheaper federal partner."

Since the Trump plan is designed to shift the funding burden downward, states and localities that follow the county's example should theoretically benefit. The California Legislature last year approved SB1, introduced by Sen. [Jim Beall](#), a Campbell Democrat, raising the state gasoline taxes and other taxes and fees to pay for \$54 billion in road repairs and other transportation projects over the next 10 years.

[Beall told the Sacramento Bee](#) on Monday that “the importance of SB1 becomes more significant today because it can provide California with a much-needed source for the meager federal matching grants that are left on the table.”

However, the state’s Republicans opposed the gas tax increase in the legislature and are supporting a petition drive, which polls have indicated has strong support, to place a repeal measure on the November ballot both because of their traditional anti-tax platform and as a means of boosting GOP turnout for an election in which the state’s Democratic majority is already strongly energized.

Repeal leader [Carl DeMaio](#) of San Diego told the Bee the Democrats “actually don’t like roads. They are so fixated on climate change, they want to get everyone into transit and onto bikes.”

[Back to top](#)

**[Voters back Google village in downtown San Jose by big margin: poll](#)** (San Jose Mercury News)

SAN JOSE — South Bay voters overwhelmingly back Google’s plans to bring 20,000 jobs to downtown San Jose and consider those jobs — rather than the new housing that advocates want to add to the project — the most important part of the transit-oriented development, according to a new poll.

The project, which is expected to take years to develop, could reshape downtown and give San Jose an economic boost and tech star power.

“Residents are eager for the kind of transformation that a project like this can bring to our city center,” said San Jose Mayor Sam Liccardo, a strong supporter of plans by Google to build offices and other amenities downtown. “It’s not just Google but also the surrounding retail, restaurants, housing and public spaces that can create a vibrant place that’s attractive to the whole community.”

When asked whether they “support or oppose Google’s plans to bring up to 20,000 jobs into downtown San Jose over a 10-year period” rather than moving jobs out of the region or state, 79 percent said they supported the proposal, while 16 percent were opposed. Five percent of those surveyed expressed no opinion. The poll of 431 registered voters in Santa Clara County was conducted for the Silicon Valley Leadership Group and this news organization.

The strong support suggests that even amid a crippling regional housing shortage, local residents remain mostly enthusiastic about the sort of economic development that some critics blame for a deterioration in the Bay Area’s quality of life.

Mountain View-based Google and its development ally, Trammell Crow, have been buying up dozens of properties near the Diridon train station and SAP Entertainment Center since December 2016.

Google's plans to develop 6 to 8 million square feet of offices, enough to accommodate 15,000 to 20,000 employees, already appear to have sparked a surge in commercial property values and activity in downtown San Jose.

In July 2017, an office tower at 303 S. Almaden Blvd. fetched \$80.2 million, a record price for downtown office space of \$500-plus a square foot. A few weeks before that, a South Korea-based resorts operator grabbed the Westin San Jose, popularly known as the Sainte Claire, for a robust \$64 million. In early January of this year, the landmark Fairmont San Jose was bought by East Bay investors for \$223.5 million.

And in a sign of a long-time downtown powerhouse growing its presence in the city's urban core, Adobe Systems paid \$68 million for a lot on West San Fernando Street where the tech giant plans a major expansion of its San Jose campus by adding a new office tower for 3,000 employees.

"Overwhelmingly, San Jose's actual voters and taxpayers want Google in downtown San Jose," said Carl Guardino, president of the Silicon Valley Leadership Group, a public policy trade association whose 400 member companies include big employers such as Google, Cisco and Facebook as well as startups and mid-size companies. "Families and workers want transit options close to jobs and especially options for jobs and transit close to their homes."

Not everyone supports the idea. Protesters opposed to the project recently interrupted Liccardo's state of the city address. And community activists led by Silicon Valley Rising have marched and held rallies, worried that Google's downtown expansion might worsen the city's affordable housing shortage, unleash more traffic and fail to provide enough jobs for people with modest incomes.

"Given the backroom nature of the Google deal, the public still does not know how this project will impact their neighborhoods," said Maria Noel Fernandez, campaign director with Silicon Valley Rising. "This survey makes clear San Jose residents want affordable housing and commitments to quality, family-supporting jobs for local workers as a part of any deal, which is exactly what our coalition has been demanding from Google."

Of those polled, 53 percent said the 20,000 Google jobs were more important to them than housing for new residents, while 38 percent said providing housing was a higher priority. Nine

percent had no opinion. Google has yet to reveal specific plans for any housing associated with the development.

“Downtown San Jose is exactly the right place to try to bring jobs, housing and transit together on a big scale,” said economist Stephen Levy, director of the Palo Alto-based Center for Continuing Study of the California Economy. “Diridon Station will be the center for Caltrain, BART, high-speed rail, light rail, the ACE Train. “San Jose has been trying to build up its tax base for some time, and this project will help greatly.”

Of those surveyed, 79 percent said they support development that combines jobs, housing and mass transit in an urban setting, while 16 percent oppose it and 5 percent had no opinion.

“You are talking about Google, a world-class company and employer, that is going to build a campus next to a major transit hub, not a suburban campus surrounded by thousands of parking spaces,” said Matthew Mahood, president of The Silicon Valley Organization, formerly the San Jose-Silicon Valley Chamber of Commerce. “This is exactly what San Jose has been looking for, a major company in addition to Adobe, that will have a big presence in downtown San Jose.”

*J. Moore Methods Public Opinion Research conducted the poll of 431 Santa Clara County registered voters from Dec. 27 through Jan. 9. for the Silicon Valley Leadership Group and the Bay Area News Group. Silicon Valley Leadership Group provided funding for the poll with significant financial support from Facebook. The margin of error was +/- 4.8 percent.*

[Back to top](#)

[New Poll: South Bay Voters Support Google Coming to San Jose \(KTVU, Ch. 2\)](#)

*(Click on link)*

[Back to top](#)

[\\$1.56 million to study Castro Street closure](#) (Mountain View Voice)

A controversial plan to close off Castro Street at the Caltrain tracks will get formal scrutiny by Mountain View officials in the coming months. At its Tuesday meeting, the City Council unanimously approved a \$1.56 million contract for a new engineering study on the downtown street closure and plans to reroute traffic along Evelyn Avenue.

The city is rehiring Kimley-Horn, the same traffic engineering firm that had previously studied the crossing, to conduct the new study. Over the next 18 months, the firm will analyze how to close off Castro Street and build a new on-ramp to link Evelyn Avenue to Shoreline Boulevard. The engineers will also plot out a new underground crossing for bicycles and pedestrians under Central Expressway.

The full cost for these modifications is expected to run \$60 million, which should mostly be covered by the Valley Transportation Authority and its funding through the Measure B sales tax. Mountain View would likely be on the hook to pay \$6 million, said Assistant Public Works Director Dawn Cameron.

That Measure B sales tax money is currently in limbo due to an ongoing lawsuit filed by Mountain View attorney Gary Wesley. That case is currently in appellate court, and it is expected to wrap up within six to 12 months, Cameron said. The sales tax money is still being collected, but it is being held in an escrow account, and VTA is barred from spending it.

City and transit officials have expressed confidence the tax measure will ultimately prevail in court, and they have continued pursuing transit projects that will rely on the funding. Mountain View's proposed Castro Street modifications are expected to be funded from \$700 million earmarked in Measure B for grade separation projects.

"By not letting this (study) be held up by the court decision, we'll be in the best place to compete early for the grade separation money," Cameron said to the council. "One thing VTA has valued in the past is project readiness."

Officials from Mountain View and several other cities along the Caltrain line are trying to prepare for when the train service upgrades to an electric system in 2022. That upgrade will speed up the service and serve as a precursor for building a high-speed rail line along the same corridor.

In the future, city officials are also planning what they call "Phase 2," --> a redesign of the transit center to accommodate more passengers, and include an underground parking lot and new retail space. Those plans are less certain, especially in light of the city's push to also include a new automated transit system that would likely use the downtown transit center as one of its main stations. An update on this automated system will be discussed by the council at their Feb. 27 meeting.

[Back to top](#)

**From:** Baltao, Elaine

**Sent:** Wednesday, February 21, 2018 12:17 PM

**To:** VTA Board of Directors; VTA Advisory Committee Members

**Subject:** VTA's BART Silicon Valley - Phase II - Notice of Availability of the Final SEIS/SEIR

**Importance:** High

**VTA Board of Directors and VTA Advisory Committee Members:**

Attached for your information is the Notice of Availability of the Final Supplemental Environmental Impact Statement/ Subsequent Environmental Impact Report and Section 4(f) Evaluation (Final SEIS/SEIR) for the VTA's BART Silicon Valley – Phase II Extension Project.

For additional information, please click on the following link:

<http://www.vta.org/bart/environmentaldocumentsphaseII>

Thank you.

VTA Office of the Board Secretary  
Santa Clara Valley Transportation Authority  
3331 North First Street, Building B-1  
San Jose, CA 95134-1927  
Phone: 408-321-5680  
E-mail: [board.secretary@vta.org](mailto:board.secretary@vta.org)



Conserve paper. Think before you print.

# NOTICE OF AVAILABILITY

## Final Supplemental Environmental Impact Statement/Subsequent Environmental Impact Report and Section 4(f) Evaluation (Final SEIS/SEIR) for

## VTA's BART Silicon Valley – Phase II Extension Project

### LEAD AGENCIES:

The Federal Transit Administration (FTA) under the National Environmental Policy Act (NEPA) and the Santa Clara Valley Transportation Authority (VTA) under the California Environmental Quality Act (CEQA).

### FINAL SEIS/SEIR:

FTA and VTA have completed a Final SEIS/SEIR for VTA's BART Silicon Valley – Phase II Extension Project (see Figure 1). The Final SEIS/SEIR includes responses to comments received during public circulation of the Draft SEIS/SEIR and design refinements since release of the Draft SEIS/SEIR in December 2016.

### PROJECT ALTERNATIVES:

There are two alternatives evaluated in this document in accordance with NEPA:

- No Build Alternative
- BART Extension Alternative – a 6-mile extension of the BART system from the Berryessa/North San José BART Station through downtown San Jose to the Santa Clara Caltrain Station with four BART stations and two mid-tunnel ventilation structures.

There are three alternatives evaluated in this document in accordance with CEQA:

- No Build Alternative
- BART Extension Alternative – the 6-mile BART Extension as described above under the NEPA alternatives.
- BART Extension with Transit-Oriented Joint Development (TOJD) Alternative – the 6-mile BART Extension as described above in addition to TOJD at the four BART stations and two mid-tunnel ventilation structure sites.

The VTA Board of Directors will consider the project, including the selection of stations and tunneling methodology options on Thursday, April 5, 2018 at 5:30 pm at the Santa Clara County Building in the Board of Supervisors' Chambers at 70 West Hedding Street, San Jose, CA 95110.

### AVAILABILITY OF FINAL SEIS/SEIR:

The Final SEIS/SEIR and supporting documentation are available online at [www.vta.org/bart/environmentaldocumentsphasell](http://www.vta.org/bart/environmentaldocumentsphasell). A copy is available for review at VTA's Building B Lobby at 3331 North First Street San Jose, CA 95134 and a CD is available for review at each of the following public libraries below during business hours. If you would like a copy of the CD, please contact VTA's Community Outreach Department at 408-321-7575.

**Biblioteca Latinoamericana Branch Library**  
921 South First St.  
San Jose, CA 95110

**Dr. Roberto Cruz Alum Rock Branch Library**  
3090 Alum Rock Ave.  
San Jose, CA 95127

**Joyce Ellington Branch Library**  
491 E. Empire St.  
San Jose, CA 95112

**Mission Library Family Reading Center**  
1098 Lexington St.  
Santa Clara, CA 95050

**Central Park Library**  
2635 Homestead Rd.  
Santa Clara, CA 95051

**East San Jose Carnegie Branch Library**  
1102 E. Santa Clara St.  
San Jose, CA 95116

**King Library**  
150 E. San Fernando St.  
San Jose, CA 95112

**Northside Branch Library**  
695 Moreland Way  
Santa Clara, CA 95054

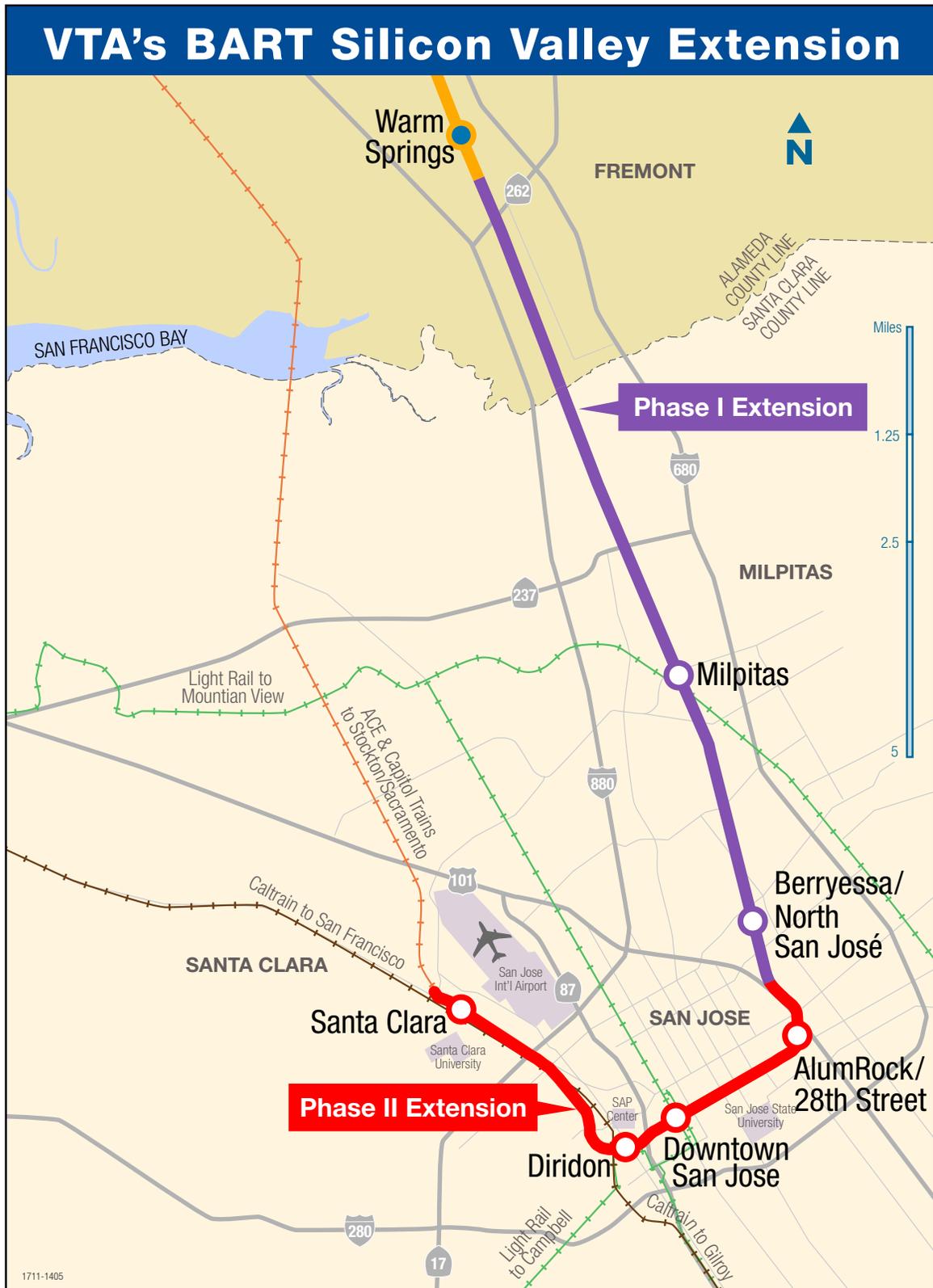


Federal Transit  
Administration



Solutions that move you

Figure 1





Date: December 1, 2017  
Current Meeting: December 7, 2017  
Board Meeting: December 7, 2017

**BOARD MEMORANDUM**

**TO:** Santa Clara Valley Transportation Authority  
Board of Directors  
**THROUGH:** General Manager, Nuria I. Fernandez  
**FROM:** Chief of Staff, Angelique Gaeta  
**SUBJECT:** Commuter Shuttle Program Policy

APPROVED ACCEPTED ADOPTED AMENDED DEFERRED REVIEWED  
Santa Clara Valley Transportation Authority  
Board of Directors  
Elaine F. Ballao, Board Secretary  
BY: Thale [Signature]  
DATE: 12/7/17

Policy-Related Action: Yes

Government Code Section 84308 Applies: No

**ACTION ITEM**

**RECOMMENDATION:**

Adopt a policy for a Commuter Shuttle Program, which requires commuter shuttle operators to adhere to a set of rules and regulations, as amended from time to time by the General Manager, in order to access VTA-owned real property and/or VTA-controlled areas, including VTA facilities.

**BACKGROUND:**

Employer-provided shuttles (commuter shuttles), which transport workers from their neighborhoods to places of work or transportation hubs, have become increasingly common in recent years. A shuttle ride to a job location has become an integral part of the working conditions of thousands of workers in the Bay Area and, in particular, Silicon Valley. While commuter shuttles support local and regional transportation goals by decreasing single occupancy vehicle (SOV) trips, as the number of commuter shuttles continues to grow, it is important for the public and private sector to work together to maximize their benefit while minimizing any negative impact.

To date, a lack of rules regarding loading and unloading of passengers has resulted in confusion for shuttle operators and VTA operators, inconsistent enforcement, conflicts with other transportation modes, and public safety concerns. Until recently, public transportation agencies, including VTA, have addressed these issues on an ad hoc basis. For example, in August 2014, the San Francisco Municipal Transportation Agency (SFMTA) initiated an 18-month pilot program to create a network of shared stops for use by Muni and commuter shuttles. In November 2015, the SFMTA Board of Directors approved an ongoing Commuter Shuttle

Program. The SFMTA Commuter Shuttle Program regulates commuter shuttles operating in San Francisco by requiring shuttles to operate along a specific designated route, adhere to a set of rules and regulations in their operations, and pay a fee for each stop used in a network of shared Muni zones and shuttle-only white zones.

In October 2014, VTA initiated a policy for Third Party Use of VTA Property. This particular policy was designed to require third parties to apply for licenses and pay license fees, based on market rates, to use VTA Property. The policy was presented to the Board of Directors as an informational item on October 2, 2014. In January 2015, the Silicon Valley Leadership Group (SVLG) reached out to VTA staff with concerns regarding the commuter shuttle portion of the policy. Subsequently, VTA put the policy on hold and decided to re-evaluate commuter shuttles at a later date.

In January 2017, VTA reinitiated efforts to establish a partnership with commuter shuttle providers by creating a comprehensive Commuter Shuttle Program that furthered VTA's commitment to safety and environmental sustainability. Initially, VTA staff identified its park and ride lots as appropriate and available for commuter shuttles to pick up and drop off passengers. However, after a number of meetings and discussions with members of the SVLG and with commuter shuttle providers, VTA staff learned that there was an interest in the use of VTA's on-street bus stops as well. VTA staff then engaged in conversations with the County of Santa Clara and each of the 15 cities within the County to discuss the use of bus stops, as these stops were located on their streets and in their public right of way. A number of cities expressed concern with commuter shuttles operating in residential neighborhoods or too close to what they deemed sensitive uses (pre-schools, parks, etc.) and felt bus stops were appropriate locations for the commuter shuttles to pick up and drop off passengers. The County and most of the cities then indicated an interest in allowing commuter shuttles to continue the use of on-street bus stops provided that they coordinate such use with VTA so as to avoid interference with VTA operations and to improve their own operations on public streets. The goals and concerns outlined above by VTA and various stakeholders are the subject of the policy described herein.

### **DISCUSSION:**

VTA currently owns, leases, operates and controls approximately 4,000 bus stops, 39 park and rides and 24 transit centers (collectively "VTA Property") throughout the County of Santa Clara. To support commuter shuttle operations at these facilities and avoid public safety hazards and transportation conflicts with other modes, VTA is proposing a policy for a Commuter Shuttle Program. That policy is included as Attachment A to this memorandum.

Specifically, the policy requires commuter shuttle providers wanting to access VTA Property to obtain a permit and follow certain rules and regulations. In addition, commuter shuttle providers would be required to work with VTA to determine the appropriateness of locations within VTA Property they desire to use, the best times for use of those locations and the area within those locations that would best accommodate their use. Commuter shuttle providers would also be required to affix a VTA issued decal to each vehicle in their fleet so that they could be easily identified as a provider authorized to access VTA Property.

The policy further authorizes the creation of a Commuter Shuttle Program (Program) which,

among other things, will provide the process by which a permit is obtained, details around operational training required to access VTA Property, and a formula for the permit fee. The policy requires stakeholder engagement on the specifics of the Program which VTA staff will bring back to the VTA Board of Directors for approval before the Program will go into effect.

The Program itself will designate staff responsible for processing permit applications; issuing permits and decals; managing signage, accessibility and safety of areas designated for commuter shuttle use; ensuring operational safety requirements are met; coordinating commuter shuttle pick ups and drop off times; and, enforcing the provisions of the policy, the program and the permit.

To recover the costs of the administering the Commuter Shuttle Program, VTA will charge a fee for the permit. That fee will be based on both a cost recovery model and the number of locations within VTA Property that the commuter shuttle provider desires to use. Although the policy would apply to both private and public transportation services, commuter shuttles that are free and open to the public may not be required to pay a fee for the permit.

The policy also provides that VTA may suspend or revoke permits if there are repeated violations of the provisions of the policy or permit terms and conditions, or if the continued use of VTA property would result in harm to the public or a violation of local, state or federal law.

Following program implementation, the policy authorizes the General Manager/CEO of VTA to make adjustments to the program, as needed, to enhance the goals of the policy and respond to stakeholder concerns.

### **ALTERNATIVES:**

The VTA Board of Directors could decide not to adopt the policy, or request staff to provide additional information or re-evaluate certain aspects of the policy.

### **FISCAL IMPACT:**

Revenue received from the permit fees will be used to recover the fully allocated costs incurred by VTA in support of the permit, the decals and monitoring the program, which includes labor and non-labor costs that would otherwise be paid from general VTA Transit Fund revenues.

### **ADVISORY COMMITTEES DISCUSSION/RECOMMENDATION:**

The Technical Advisory Committee (TAC) considered this item at its November 8, 2017, meeting and approved the following amended recommendation: Recommend that the VTA Board of Directors adopt a policy for a Commuter Shuttle Program, which requires commuter shuttle operators to adhere to a set of rules and regulations, as amended from time to time by the General Manager, in order to access VTA-owned real property; and staff return to working groups to develop an agreement with cities to jointly regulate shuttles outside of VTA-owned real property. Members Kim and Ristow opposed.

The Citizens Advisory Committee (CAC) met as a Committee of the Whole at their November 8, 2017 meeting and no action was taken.

The Policy Advisory Committee (PAC) considered this item at their November 9, 2017 meeting and unanimously approved staff recommendation.

**STANDING COMMITTEES DISCUSSION/RECOMMENDATION:**

The Congestion Management Program & Planning Committee considered this item on November 16, 2017 and unanimously approved the staff recommendation.

The Administration & Finance Committee considered this item on November 16, 2017. There was some discussion about the purpose for requiring a service disruption plan from the shuttle companies to avoid impact to VTA operations. For the next phase that includes the development of the permit process, Committee members requested that the following be considered:

1. Safety be made the highest priority.
2. The permit process not be burdensome for either the shuttle companies or VTA.
3. The fee structure and cost implications be clearly defined.

Staff also confirmed that the permit program process will be presented to the Advisory Committees, Standing Committees and the Board before the program is approved for implementation.

The Administration & Finance Committee unanimously recommended the item be forwarded to the VTA Board of Directors for approval.

Prepared by: Angelique Gaeta  
Memo No. 6091

**ATTACHMENTS:**

- Delete - Commuter Shuttle Policy November 2017 - Proposed Final Draft (PDF)
- 12-1-17 - REDLINE VERSION - Commuter Shuttle Policy November 2017 - Proposed Final Draft v3 - UPDATED for BOD meeting (PDF)
- 12-1-17 - Commuter Shuttle Policy November 2017 - Proposed Final Draft v3 - UPDATED for BOD meeting (PDF)

<b>POLICY</b>  <b>COMMUTER SHUTTLE PROGRAM POLICY</b>	<b>Document Number:</b>	COS-PL-002
	<b>Version Number:</b>	First Version
	<b>Date:</b>	12/1/2017

**1. Purpose**

This document sets forth the policy for the implementation of a program regulating Commuter Shuttles (Commuter Shuttle Program) on property owned, leased, controlled and/or operated by VTA (VTA Property). This policy also sets forth the rules and regulations that Commuter Shuttle Providers must adhere to in order to access VTA Property. Those rules and regulations support the following goals:

- Increasing safety on and around VTA Property for all users;
- Reducing single-occupancy vehicle (SOV) commuter trips, vehicle miles traveled (VMT) and associated emissions and congestion;
- Avoiding and/or minimizing impacts on the environment;
- Ensuring that Commuter Shuttle operations do not interfere with VTA operations;
- Consistently applying and enforcing guidelines for Commuter Shuttle loading and unloading of passengers;
- Working collaboratively with Commuter Shuttle Providers to resolve concerns and conflicts;
- Establishing a structure that meets current needs and has the potential to evolve as the sector grows; and
- Improving data sharing with agencies and private sector transportation partners to support VTA’s role as Santa Clara County’s Congestion Management Agency.

**2. Scope**

This policy applies to transportation services that move commuters to and from VTA Property. These services warrant the creation of a Commuter Shuttle Program because they are routine, involve a relatively uniform number of vehicles, and operators are commercially licensed and subject to regulation, including safety and insurance requirements. Commuter Shuttle Providers hired by an employer, agency, or institution (individually or collectively, “Hiring Party”) to provide transportation for the Hiring Party’s agents or employees from home to work, work to home, last-mile to work, last-mile to home, or work site to work site, where said transportation begins or ends on VTA property are eligible to participate in the Commuter Shuttle Program established by this policy.



<b>Original Date:</b>	<b>Revision Date:</b>	Page 1 of 9
12/1/2017	First Version	

<b>POLICY</b>  <b>COMMUTER SHUTTLE PROGRAM POLICY</b>	<b>Document Number:</b>	COS-PL-002
	<b>Version Number:</b>	First Version
	<b>Date:</b>	12/1/2017

### 3. Responsibilities

VTA will designate a division within VTA that will accept, manage and review all applications and issue all permits and Decals described in this policy. VTA will also designate specific divisions within VTA that will enforce the rules and regulations set forth in this policy, address signage necessary for designation of appropriate locations for Commuter Shuttles Providers to pick up and drop off passengers, ensure safety requirements are met, coordinate operations between the Commuter Shuttle Providers and VTA, and monitor the Commuter Shuttle Program as a whole.

### 4. Policy

This section provides a brief overview of the Commuter Shuttle Program authorized by this policy, followed by a detailed description of each provision.

#### 4.1. Commuter Shuttle Program Overview

VTA currently owns, leases, controls and/or operates approximately 4,000 bus stops, 39 park and rides and 24 transit centers throughout the County of Santa Clara. This policy authorizes VTA to establish a Commuter Shuttle Program that will allow Commuter Shuttle Providers to apply for a permit that would allow them to use specific locations within VTA's Property to pick up and drop off their passengers. Upon receipt of such an application, VTA will work with each applicant to evaluate space needed, capacity at a particular location or locations requested, and optimum time for drop off and pickup of passengers so as not to interfere with VTA operations. The fee for the permit will be based on a cost recovery model. Commuter Shuttle Providers will be required to comply with the terms and conditions of their permit and VTA enforcement officers may enforce those terms and conditions.

#### 4.2. Permit Application Process

To participate in the Commuter Shuttle Program, each Commuter Shuttle Provider must apply for a permit in accordance with the procedures set forth in the Commuter Shuttle Program. As part of the application process, Commuter Shuttle Providers must identify each vehicle they intend to operate on VTA Property. Upon VTA's approval of an application for a permit, VTA will issue the Commuter Shuttle Provider a permit to use VTA Property and Decals to affix to each of the vehicles it intends to operate on VTA Property.

#### 4.3 Permit Renewal

Permits must be renewed every (2) two years in accordance with the procedures set forth in the Commuter Shuttle Program. Permit renewal shall take place based on the calendar year;



<b>Original Date:</b>	<b>Revision Date:</b>	Page 2 of 9
12/1/2017	First Version	

<b>POLICY</b>  <b>COMMUTER SHUTTLE PROGRAM POLICY</b>	<b>Document Number:</b>	COS-PL-002
	<b>Version Number:</b>	First Version
	<b>Date:</b>	12/1/2017

as a result, Commuter Shuttle Providers that join the program mid-term will be required to renew their permits during the general renewal period.

#### ***4.4 Vehicle Decal***

Decals will be used to identify Commuter Shuttle Providers as permitted users of VTA Property. These Decals must be displayed in visible locations on the front, rear, and sides of permitted vehicles, as set forth in the permit

The Decals associated with each permit shall bear a unique identification number that is associated with the Commuter Shuttle Provider who holds the permit.

Decals must immediately be surrendered to VTA in the event that the Permit is suspended, revoked, or otherwise canceled by VTA.

#### ***4.5 Permit Fee***

VTA will charge each Commuter Shuttle Provider a permit fee that will be both based on the number of locations within VTA Property it desires to access and designed to cover the costs of administering the program, including:

- Construction of any improvements to the extent required by the use of VTA Property by the Commuter Shuttle Provider participating in the Commuter Shuttle Program;
- Identification of designated areas for shuttle use;
- Enforcement of the program on VTA Property;
- Signage and Decal design, production, and installation;
- Data management;
- Permit application processing and renewals; and
- Fee collection.

This policy applies to both private and public transportation services. However, fees may be waived for shuttle services that are free and open to the public provided that those providers acquire a permit pursuant to the requirements set forth herein and in the Commuter Shuttle Program. VTA may periodically evaluate the costs of the program and, if necessary, update the permit fee to reflect a program that is cost recovery.



<b>Original Date:</b>	<b>Revision Date:</b>	Page 3 of 9
12/1/2017	First Version	

<b>POLICY</b>  <b>COMMUTER SHUTTLE PROGRAM POLICY</b>	<b>Document Number:</b>	COS-PL-002
	<b>Version Number:</b>	First Version
	<b>Date:</b>	12/1/2017

**4.6 Review of Requested Locations**

VTA will review each location requested for use in the application and will make a decision based on legality of the proposed use, conformance of proposed use with existing VTA policies, existing capacity, parking space, bus bay utilization, and internal circulation of vehicles.

If VTA determines, in its reasonable discretion, that the requested sites are acceptable, VTA will include use of such sites in its permit to the Commuter Shuttle Provider. Notwithstanding the foregoing, if use of any particular parcel of VTA Property (or portion thereof) constitutes a risk to persons or property, VTA may deny the Commuter Shuttle Provider(s) request to use such property. In such event, VTA will work with the affected Commuter Shuttle Provider(s) to determine whether other suitable sites are available for its/their use.

**4.7 Grounds for Suspension or Revocation of Permit**

VTA may suspend or revoke a permit upon written notice and opportunity for hearing. Upon revocation or suspension, the Commuter Shuttle Provider shall surrender such permit and the Decals authorized under the permit in accordance with the instructions in the notice of suspension or revocation.

Where the VTA determines that public safety is at risk, or where the continued operation of the Commuter Shuttle Provider on VTA Property would be in violation of the California Public Utilities Code, the California Vehicle Code, or VTA’s rules and/or policies, VTA is authorized to suspend a permit immediately upon written notice of suspension to the Shuttle Operator, provided that VTA shall provide the Shuttle Operator with the opportunity for a hearing on the suspension within five (5) business days of the date of notice of suspension.

A permit may be suspended or revoked following a determination that:

- The Commuter Shuttle Provider has failed to abide by any permit term or condition, including but not limited to the requirement that it follow VTA rules, policies and procedures and the Commuter Shuttle Program process;
- The Commuter Shuttle Provider knowingly or intentionally provided false or inaccurate information on a permit application;
- The Commuter Shuttle Provider has used, for Commuter Shuttle operations or parking, VTA Property that it has not been authorized by VTA to use.



<b>Original Date:</b>	<b>Revision Date:</b>	Page 4 of 9
12/1/2017	First Version	

<b>POLICY</b>  <b>COMMUTER SHUTTLE PROGRAM POLICY</b>	<b>Document Number:</b>	COS-PL-002
	<b>Version Number:</b>	First Version
	<b>Date:</b>	12/1/2017

- One or more of the Commuter Shuttle Provider’s shuttle vehicles have, in the course of providing commuter transportation services, repeatedly violated parking or traffic laws;
- The Commuter Shuttle Provider’s continued operation on VTA Property would constitute a public safety risk; or
- The Commuter Shuttle Provider’s continued operation on VTA Property would be in violation of federal, state, or local laws.

#### *4.8 Operational Rules for Commuter Shuttle Providers*

Commuter Shuttle Providers are subject to the following operating rules:

##### 4.8.1 VTA Priority

VTA vehicles shall have priority at, approaching, or departing VTA Property. Commuter Shuttle Providers shall yield to VTA vehicles and patrons and shall not cause or contribute to disruptions of VTA service.

##### 4.8.2 Parking at VTA Lots

On VTA Property containing parking lots, where parking capacity is constrained, VTA transit users will have priority for parking. VTA reserves the right to restrict or limit Commuter Shuttle Providers’ passenger parking on VTA parking lots.

##### 4.8.3 Use Designated Locations for Commuter Service

While using VTA Property, Commuter Shuttle Providers shall use locations designated for shuttle use and for active loading and unloading of passengers only.

##### 4.8.4 No Staging or Parking

Staging or parking of a Commuter Shuttle on VTA Property without the prior written authorization from VTA is prohibited.

##### 4.8.5 No Unnecessary Idling

Idling a Commuter Shuttle for longer than five consecutive minutes on VTA Property is prohibited.

##### 4.8.6 Move Forward



<b>Original Date:</b>	<b>Revision Date:</b>	Page 5 of 9
12/1/2017	First Version	

<b>POLICY</b>  <b>COMMUTER SHUTTLE PROGRAM POLICY</b>	<b>Document Number:</b>	COS-PL-002
	<b>Version Number:</b>	First Version
	<b>Date:</b>	12/1/2017

Commuter Shuttle Providers shall pull forward into designated spaces to leave room for other shuttles to pull in behind and for the safe passage of other vehicles through the area.

4.8.7 Pull In

Commuter Shuttle Providers shall pull all the way to, and parallel with, the curb for passenger boarding and alighting. Commuter Shuttles must not be stopped or parked in a manner that obstructs the flow of vehicular, pedestrian or bicycle traffic.

4.8.8 Comply with Applicable Traffic Laws

Commuter Shuttle Providers shall operate in accordance with all applicable federal, state, and local laws, rules, and regulations, including VTA Regulation 98.11.2 governing the use, traffic, and vehicles operated or parked on VTA Property. Commuter Shuttle Providers shall operate in a safe manner and maintain awareness of speed, pedestrians, bicyclists, other vehicles and roadway hazards at all times.

4.8.9 Follow Instructions from Officials and Traffic Control Devices

Commuter Shuttle Providers shall follow instructions from law enforcement personnel, VTA staff, and traffic control devices in the event of emergencies, construction work, special events, or other unusual traffic conditions.

4.8.10 Maintain Vehicles

Commuter Shuttle Providers shall ensure that their Commuter Shuttles are properly maintained to prevent oil, fuel, and other materials from entering VTA Property and local waterways.

4.8.11 Location Limitations

Commuter Shuttle Providers shall comply with access guidelines, including but not limited to vehicle size limitations and designated hours of operation at specific locations, as instructed by VTA.

4.8.12 Fleet Limitations



<b>Original Date:</b>	<b>Revision Date:</b>	Page 6 of 9
12/1/2017	First Version	

<b>POLICY</b>  <b>COMMUTER SHUTTLE PROGRAM POLICY</b>	<b>Document Number:</b>	COS-PL-002
	<b>Version Number:</b>	First Version
	<b>Date:</b>	12/1/2017

All Commuter Shuttles shall comply with California emissions standards and have a valid California registration. VTA will not issue Decals to Commuter Shuttles with out-of-state registration.

4.8.13 Size Restriction

Operating Commuter Shuttles with an axle weight exceeding 18,000 lbs. on VTA Property without prior written authorization from VTA is prohibited.

4.8.14 Provide Training

Each Commuter Shuttle Provider shall designate one of its employees who is either an operations supervisor or training manager to participate in an orientation with VTA on the use of VTA Property and the operating rules provided herein. The Commuter Shuttle Provider shall then ensure that said employee will share the content of the orientation with each driver working for the Commuter Shuttle Provider prior to each driver operating a Commuter Shuttle on VTA Property.

4.8.15 Use of Decal

A Decal may only be used on the vehicle listed on the application for the permit and may not be transferred to any other vehicle. Any transference of a Decal shall be considered a violation of this section and grounds for immediate permit revocation.

4.8.16 Indemnify / Hold Harmless

Commuter Shuttle Providers wanting to participate in the Commuter Shuttle Program shall indemnify and hold VTA, its departments, board, officers, employees and agents (“Indemnitees”) harmless from and against any and all claims, demands, action or causes of action which may be made against the Indemnitees for the recovery of damages for the injury to or death of any person or persons or for the damage to any property resulting directly or indirectly from the activity authorized by the permit issued hereunder, regardless of the negligence of the Indemnitees.

4.8.17 Exception to the Rules

Commuter Shuttle Providers may deviate from the operating rules set forth in this Section and permit terms and conditions only if granted express written authorization from VTA. Failure to comply with these operating rules or the permit terms and conditions may result in denial or revocation of a permit, as well as any penalty provided in VTA Regulation 98.11.2, as applicable.



<b>Original Date:</b>	<b>Revision Date:</b>	Page 7 of 9
12/1/2017	First Version	

<b>POLICY</b>  <b>COMMUTER SHUTTLE PROGRAM POLICY</b>	<b>Document Number:</b>	COS-PL-002
	<b>Version Number:</b>	First Version
	<b>Date:</b>	12/1/2017

#### ***4.9 Enforcement***

VTA may establish procedures for the enforcement of this policy consistent with the provisions contained in VTA Ordinance 98.1. Enforcement personnel are responsible for enforcing compliance with this policy and the Commuter Shuttle Program and issuing citations as applicable. Enforcement personnel may rely on permits and signage at and on VTA Property to verify permitted users of that property.

#### ***4.10 Acts of Employees and Agents Deemed Acts of Commuter Shuttle Provider***

For purposes of this policy and the Commuter Shuttle Program, acts of a Commuter Shuttle Provider's agent and/or employee shall be deemed to be the acts of the Commuter Shuttle Provider.

### ***5. Effective Date of Commuter Shuttle Program***

Following adoption of this policy, VTA will engage stakeholders regarding a Commuter Shuttle Program that is consistent with the goals of this policy. VTA will then return to the VTA Board of Directors with a proposed Commuter Shuttle Program. The Commuter Shuttle Program will go into effect upon approval by the VTA Board of Directors. Once in effect, the General Manager/CEO of VTA is authorized to amend the Commuter Shuttle Program, as needed, in order to further enhance the goals of this policy and respond to stakeholder concerns.

### ***6. Definitions***

The following terms shall have the assigned definitions for all purposes under this policy:

***6.1. Commuter Shuttle*** means a vehicle used to regularly transport commuting passengers to and from VTA Property to specific business, employment, or educational locations.

***6.2. Commuter Shuttle Program*** means the program authorized by this policy and by which VTA will regulate the use of VTA Property by Commuter Shuttles.

***6.3. Commuter Shuttle Provider*** means a company that provides Commuter Shuttles to regular transport commuting passengers to and from VTA Property to and from specific business, employment or educational locations.



<b>Original Date:</b>	<b>Revision Date:</b>	Page 8 of 9
12/1/2017	First Version	

<b>POLICY</b>  <b>COMMUTER SHUTTLE PROGRAM POLICY</b>	<b>Document Number:</b>	COS-PL-002
	<b>Version Number:</b>	First Version
	<b>Date:</b>	12/1/2017

6.4. **Decal** means a sticker issued by VTA and required to be affixed to Commuter Shuttles in order to identify those shuttles as participants in the Commuter Shuttle Program.

6.5. **Hiring Party** means the employer, agency or institution that hires Commuter Shuttle Providers eligible to take part in the Commuter Shuttle Program. For purposes of this policy, a Hiring Party may also be a Commuter Shuttle Provider if the Hiring Party uses its own fleet of Commuter Shuttles to provide transportation for its employees and agents.

6.6. **SOV** means a single-occupancy vehicle where the only occupant of the vehicle is the driver.

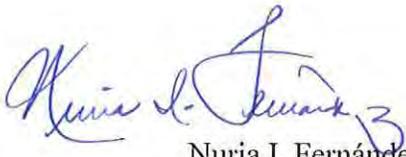
6.7. **VTA** means the Santa Clara Valley Transportation Authority.

6.8. **VTA Property** means real property owned, leased, operated or controlled by VTA, including but not limited to Bus Stops, Transit Facilities and Administrative Facilities as defined in VTA Ordinance 98.1.

7. **Summary of Changes**

None, new policy.

8. **Approval Information**

<i>Prepared by</i>	<i>Reviewed by</i>	<i>Approved by</i>
 Angelique Gaeta, Chief of Staff	 Nuria I. Fernández General Manager/CEO	 VTA Board of Directors

Date Approved: \_\_\_\_\_



<b>Original Date:</b>	<b>Revision Date:</b>	Page 9 of 9
12/1/2017	First Version	

**From:** VTA Board Secretary  
**Sent:** Friday, February 23, 2018 2:37 PM  
**To:** VTA Board of Directors  
**Subject:** From VTA: February 23, 2018 Media Clips



### ***VTA Daily News Coverage – Friday, February 23, 2018***

1. [Silicon Valley tech hiring outpaces rivals, but woes worsen \(San Jose Mercury News\)](#)
2. [Editorial: To address Bay Area traffic, build the tube, skip the bridge \(San Francisco Chronicle\)](#)
3. [VTA's First Electric Buses Arrive \(Ch. 7, KGO-TV\)](#)

#### [Silicon Valley tech hiring outpaces rivals, but woes worsen](#) (San Jose Mercury News)

SAN JOSE — Silicon Valley remains the nation's leader in tech job creation, but the region's innovation economy is imperiled by inadequate levels of housing construction, skyrocketing home prices and a migration of residents to other states, according to a report released Thursday.

"The gap between job and housing growth is large and widening," stated the 2018 report by the Silicon Valley Competitiveness and Innovation Project, which is headed by the San Jose-based Silicon Valley Leadership Group.

From 2010 through 2016, the number of payroll jobs in Silicon Valley increased 29 percent — but the total number of housing units in the region rose a feeble 4 percent. Silicon Valley's population rose just 8 percent over that period, an indication that a growing number of people are commuting to work from outside of the area.

The report defines Silicon Valley as Santa Clara County, San Mateo County and San Francisco.

In 2016, Silicon Valley performed well compared to its rival innovation hubs.

"We are growing faster than any other competitor region," said Carl Guardino, president of the Silicon Valley Leadership Group. "Against all odds, employers still want to invest in high-cost Silicon Valley."

Silicon Valley's total jobs in its innovation industries jumped 5 percent in 2016. During the same year, tech jobs increased 4 percent in Seattle, 3 percent in both Southern California and Boston, 2 percent in New York City and 1 percent in Austin, Texas.

"Some of the iconic brands in Silicon Valley are doubling down on this region, despite the high housing costs," said Brian Brennan, a senior vice president with the Leadership Group.

Yet the pace of employment gains appears to have crested in the tech sector — not just in Silicon Valley, but nationwide. During 2015, technology employment zoomed 8 percent higher. Among the rival innovation hubs, only Seattle showed stronger growth in 2016 compared with 2015.

The year 2016 was the most recent full year of available data culled from federal labor statistics, which were analyzed by Palo Alto-based Collaborative Economics.

Despite the sturdy employment gains, the sheer lack of housing remains the most formidable hazard that can jeopardize Silicon Valley's booming economy.

"We still haven't cracked the housing nut," said Brennan. "The gap is really growing between Silicon Valley's housing stock and our job base."

Silicon Valley's median housing costs — a blend of home prices and apartment rental rates — rocketed 10 percent higher during 2017, rising faster than most other innovation hubs. Home prices rose 9 percent in Seattle, 6 percent in Austin, 5 percent in New York City, 4 percent in Boston and 3 percent in Southern California.

Traffic is becoming worse in Silicon Valley at a much faster pace than other tech hubs.

From 2010 through 2016, average commute times soared 18.9 percent in Silicon Valley. Over the same period, commute times rose 14 percent in Seattle, 8.2 percent in Southern California, 7.7 percent in Boston, 7.1 percent in Austin and 6.3 percent in New York City.

"An average Silicon Valley commuter now spends 72 minutes commuting per day, round trip," the report stated. "This figure has grown marginally since last year and remains second only to the commute time of New York City workers, who spend 74 minutes commuting."

In response to the woes, people may have simply decided to pack up and flee.

During 2016, Silicon Valley and several other innovation hubs experienced a net exodus of residents, according to U.S. Census Bureau population estimates.

Silicon Valley during 2016 endured an exodus of an average 42 residents a month, a figure derived from a departure of 2,548 Silicon Valley residents a month to other parts of California and other states, and an inflow of 2,506 people a month to Silicon Valley from foreign countries.

The exodus from two other tech hubs was far worse. Southern California lost a net of 2,257 residents a month, while New York City lost 4,615 a month during 2016.

In contrast, Seattle gained an average of 4,198 residents a month, Austin gained 3,356, while Boston gained 1,227 residents a month, the report determined.

“We are having success here because of a combination of great colleges, venture capital investment and a talent pool and entrepreneurial spirit that is the world leader,” Guardino said. “But we can’t rest on our laurels and expect that success is a birthright. We have to fight for success every day.”

[Back to top](#)

[Editorial: To address Bay Area traffic, build the tube, skip the bridge](#) (San Francisco Chronicle)

Far-fetched transit ideas have a way of becoming real. Jammed freeways, sardine-packed transit cars and a bulging population are giving two breakthrough ideas serious attention.

But one makes sense and the other should be tossed. BART is facing crush load capacity limits and its leaders are giving serious thought to a second Transbay Tube. It’s an enormous undertaking — likely the biggest infrastructure project ever in the region — but it could bring benefits in a variety of ways, not just a quicker commute ride.

Another, older idea is making a modest comeback, but that doesn’t mean it makes sense. A long-discussed “second crossing” that calls for another car-carrying bridge connecting the east and west sides of the bay has at least one powerful backer: Sen. Dianne Feinstein, who keeps an eagle eye on Bay Area living conditions. But it’s the wrong answer, given scarce money and changing travel needs. Her request for a battle plan on building such a span should be respectfully shelved.

BART’s plan is hazy, written in pencil and sketched in sand. It calls for a second Transbay Tube running to the south of the existing one and hooking up Alameda with several possible spots along San Francisco’s southern waterfront. The Metropolitan Transportation Commission, the regional planning and financing agency, is on the same wavelength with an initial study of six possible routes.

The cost will be eye-popping, beginning at \$12 billion with construction overruns or added features nearly a given. The cost of the new eastern span of the Bay Bridge, which doubled, make a bridge just as financially risky.

But a second tube comes with major advantages: It can connect housing and jobs in a way a bridge can’t. The alternatives on BART’s drawing board imagine a transit line up Mission Street — San Francisco’s new financial artery — along with other landing spots in the Mission Bay area, filled with apartments, a medical campus, offices, the Giants ballpark and Warriors arena. There’s thought of linking up with long-dreamed Muni lines running westward across San Francisco.

The tube comes with other draws: It can serve as a backup when maintenance needs and emergencies intrude. Like the existing rail tunnel, it will have two tracks that could be shared with Caltrain and the Capitol Corridor line that runs to Sacramento. Right now, these two services are trapped on either side of the bay with no way to get passengers across without changing seats, stations and tickets, obstacles that push people into their cars. High-speed rail, which has no plans for a direct bay crossing, might tap the new tunnel, too. There's a significant hitch, though, because BART uses a different track width, a mismatch that should be resolved.

Money remains a huge obstacle. A project of this scale could mean higher fares and tolls along with bond borrowing costs. Federal help will be needed, a longshot in the current atmosphere of tax cuts and private investment in infrastructure projects. Public support will have to be earned with a carefully thought-out blueprint.

But standing still isn't a choice. The central argument for a second tube should be obvious: The region's mainstay commuter service is running out of seats. BART is adding scores of new transit cars and shortening the time between trains running through the existing tube. These steps can [grow ridership by 25 percent](#) in seven years. But capacity, a bland word for shoulder-to-shoulder crowding, is expected to be reached by 2030.

Over the same time span, the Bay Area's population is expected to keep growing by [almost 2 million residents](#). Putting these additional commuters in vehicles on an additional span will only spill them out on ever-crowded freeways, achieving little except a pleasant view of the bay waters while in 15 mile-per-hour traffic.

Building a new tube, along with choosing the best route, will be challenging. BART is planning to spend \$200 million on planning and engineering in coming years on the task. Another \$50 million may come via a June ballot measure to raise bridge tolls for transit improvements. That's a hefty price tag before a shovel is turned.

The lead time needed is turning the tube idea into a generational project that will take more than a decade to conceive, plan and build. That long incubation period lessens the urgency of a second tube but gives decision-makers an opportunity to think carefully about a monumental project. The details of exactly where the tracks will run or which transit agency has first dibs are key, but it's more important to get the project rolling and not left on the shelf. It's time to think big on a big issue.

[Back to top](#)

[VTA's First Electric Buses Arrive](#) (Ch. 7, KGO-TV)

*(Click on link above)*

[Back to top](#)

Conserve paper. Think before you print.

**From:** VTA Board Secretary

**Sent:** Friday, February 23, 2018 4:05 PM

**To:** VTA Board of Directors

**Subject:** VTA Information: March 1, 2018, VTA Board of Directors Regular Meeting Agenda

**VTA Board of Directors:**

You may now access the **VTA Board of Directors Regular Meeting Agenda Packet** scheduled for March 1, 2018, on our website [here](#).

Thank you.

Office of the Board Secretary  
Santa Clara Valley Transportation Authority  
3331 North First Street, Building B  
San Jose, CA 95134-1927  
Phone [408-321-5680](tel:408-321-5680)



Conserve paper. Think before you print.

**From:** VTA Board Secretary

**Sent:** Friday, February 23, 2018 4:57 PM

**To:** VTA Board of Directors

**Subject:** VTA Correspondence: Commuter Shuttles on VTA Property; Posting of Caltrain Modernization Agendas; Removal of Caltrans Signs

**VTA Board of Directors:**

We are forwarding you the following:

<b>From</b>	<b>Topic</b>
VTA	Staff response regarding commuter shuttles on VTA property
Roland Lebrun	Posting of Caltrain Modernization meeting agendas
Member of the Public	Removal of Caltrans signs

Thank you.

Office of the Board Secretary  
Santa Clara Valley Transportation Authority  
3331 N. First Street  
San Jose, CA 95134  
408.321.5680  
[board.secretary@vta.org](mailto:board.secretary@vta.org)



Conserve paper. Think before you print.



*Sent via email only.*

February 22, 2018

Ms. Sally Ashton

Re: Commuter Shuttles on VTA Property

Dear Ms. Ashton:

Santa Clara Valley Transportation Authority (“VTA”) is in receipt of your concern regarding commuter shuttles on VTA property and appreciates your prospective as a 10-year rider and supporter of our transit system.

For your reference, included with this letter is VTA’s Commuter Shuttle Program Policy adopted on December 7, 2017. One aspect of the Policy will require commuter shuttles providers to obtain a permit and follow rules and regulations in order to access VTA property. Further, the Policy will authorize the creation of a Commuter Shuttle Program (“Program”), which, among other things, will provide the process by which a permit is obtained and structure of permit fees.

VTA will hold public meetings in the process of developing the Program. Let us know if you would like to attend these meetings. If so, VTA will include you on the respective notifications.

Sincerely,

Angelique Gaeta  
Chief of Staff

**From:** Roland Lebrun  
**Sent:** Tuesday, February 20, 2018 10:12 AM  
**To:** calmod@caltrain.com; Caltrain Modernization; Tripousis, Ben@HSR  
**Cc:** Caltrain Board; Caltrain CAC Secretary; Caltrain BAC; CHSRA Board; VTA Board Secretary; board@sfcta.org; SFCTA CAC  
**Subject:** Re: Calmod 2/22 /18 Meeting agenda

Dear Mr. Tripousis & Calmod,

Further to my email of of 1/22/18 and 11/29/17 (below), kindly be reminded of Government Code Section 54954.2 and post the 2/22/18 meeting agenda at your earliest convenience:  
<http://www.caltrain.com/projectsplans/CaltrainModernization/Meetings.html>

Thank you in advance for your prompt attention to this recurring issue.

Roland Lebrun

CC:  
Caltrain Board of Directors  
VTA Board of Directors  
SFCTA Board of Directors  
CHSRA Board of Directors  
SFCTA CAC  
Caltrain CAC  
Caltrain BAC

---

**From:** Roland Lebrun  
**Sent:** Monday, January 22, 2018 11:56 AM  
**To:** [calmod@caltrain.com](mailto:calmod@caltrain.com); Caltrain Modernization; Tripousis, Ben@HSR  
**Cc:** Caltrain Board; Caltrain CAC Secretary; Caltrain BAC; CHSRA Board; VTA Board Secretary; SFCTA Board Secretary  
**Subject:** Calmod 1/25 meeting agenda

Dear Calmod & Mr. Tripousis,

Further to mail email of 11/29 (below), kindly be reminded of Government Code Section 54954.2 and comply at your earliest convenience:

**54954.2.**

(a) (1) **At least 72 hours before a regular meeting**, the legislative body of the local agency, or its designee, shall post an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session. A brief general description of an item generally need not exceed 20 words. The agenda shall specify the time and location of the regular meeting and **shall be posted in a location that is freely**

**accessible to members of the public and on the local agency's Internet Web site**, if the local agency has one.

[https://leginfo.legislature.ca.gov/faces/codes\\_displaySection.xhtml?lawCode=GOV&sectionNum=54954.2](https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=GOV&sectionNum=54954.2).

CC:

Caltrain Board of Directors

VTA Board of Directors

SFCTA Board of Directors

CHSRA Board of Directors

SFCTA CAC

Caltrain CAC

Caltrain BAC

---

**From:** Roland Lebrun

**Sent:** Wednesday, November 29, 2017 9:57 PM

**To:** [calmod@caltrain.com](mailto:calmod@caltrain.com); Caltrain Modernization

**Cc:** Tripousis, Ben@HSR

**Subject:** Re: Calmod 11/30 meeting

Dear Calmod,

Kindly be advised of Government Code Section 54954.2 and comply at your earliest convenience:

**54954.2.**

(a) (1) **At least 72 hours before a regular meeting**, the legislative body of the local agency, or its designee, shall post an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session. A brief general description of an item generally need not exceed 20 words. The agenda shall specify the time and location of the regular meeting and **shall be posted in a location that is freely accessible to members of the public and on the local agency's Internet Web site**, if the local agency has one.

[https://leginfo.legislature.ca.gov/faces/codes\\_displaySection.xhtml?lawCode=GOV&sectionNum=54954.2](https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=GOV&sectionNum=54954.2).

[Law section - leginfo.legislature.ca.gov](http://leginfo.legislature.ca.gov)

leginfo.legislature.ca.gov

54954.2. (a) (1) At least 72 hours before a regular meeting, the legislative body of the local agency, or its designee, shall post an agenda containing a brief ...

---

**From:** Roland Lebrun  
**Sent:** Wednesday, November 29, 2017 5:39 AM  
**To:** [calmod@caltrain.com](mailto:calmod@caltrain.com); Caltrain Modernization  
**Subject:** Calmod 11/30 meeting

Dear Calmod,

Please post tomorrow's agenda at your earliest convenience.

Thank you.

Roland Lebrun.

**From:** Michael McWalters  
**Sent:** Thursday, January 25, 2018 8:33 AM  
**To:** VTA Board Secretary  
**Subject:** Office+of+the+Board+Secretary

Hello,

Dear VTA Board of Directors,

I'm writing this letter to express my disappointment with VTA/Caltrans. I called VTA a few weeks ago and spoke with Ethan and explained that there were some signs posted that were there from 10/31/2017(Great America Pkwy entrance and exits on east and west bound hwy 237). The project was completed. Yesterday I received a phone call from Ethan explaining that these signs were not part of a VTA project and that I needed to call Caltrans. What???? I wasn't happy with the answer and I have no interest in locating the correct party within Caltrans. VTA has plenty of contacts within Caltrans and should have simply contacted Caltrans on my behalf and had them pick it up. Furthermore, my understanding from reading the SJ Mercury News is that Carl Guardino and I believe Dave Cortese were the two who fought to have VTA take care of all traffic management. If that is the case, don't you think it would have been in VTA's best interest to contact Caltrans have them remove the signs?

I am asking VTA to contact Caltrans and have them pick up these signs.

Thank you,

Michael McWalters