

Policy Advisory Committee

Thursday, March 8, 2018

MINUTES

CALL TO ORDER

The Regular Meeting of the Policy Advisory Committee (PAC) was called to order at 4:02 p.m. by Chairperson Miller in Conference Room B-106, Valley Transportation Authority (VTA), 3331 North First Street, San José, California.

1. ROLL CALL

Attendee Name	Title	Status
Susan Landry	City of Campbell	Present
Rich Waterman (Alternate)	City of Campbell	NA
Rod Sinks	City of Cupertino	NA
Steven Scharf (Alternate)	City of Cupertino	Present
Daniel Harney	City of Gilroy	Absent
Cat Tucker (Alternate)	City of Gilroy	Absent
Lynette Lee Eng	City of Los Altos	Present
Jeannie Bruins (Alternate)	City of Los Altos	NA
Michelle Wu	Town of Los Altos Hills	Present
Gary Waldeck (Alternate)	Town of Los Altos Hills	NA
Rob Rennie	Town of Los Gatos	Present
Marico Sayoc (Alternate)	Town of Los Gatos	NA
Garry Barbadillo	City of Milpitas	Present
Marsha Grilli (Alternate)	City of Milpitas	NA
Marshall Anstandig	City of Monte Sereno	Absent
Evert Wolsheimer (Alternate)	City of Monte Sereno	Absent
Rich Constantine	City of Morgan Hill	Present
Rene Spring (Alternate)	City of Morgan Hill	NA
Lenny Siegel	City of Mountain View	Present
Margaret Abe-Koga (Alternate)	City of Mountain View	Absent
Liz Kniss	City of Palo Alto	Absent
Cory Wolbach (Alternate)	City of Palo Alto	Absent
Magdalena Carrasco	City of San Jose	Absent
Vacant (Alternate)	City of San Jose	-
Kathy Watanabe	City of Santa Clara	Present
Patrick Kolstad (Alternate)	City of Santa Clara	NA
Howard Miller	City of Saratoga	Present
Rishi Kumar (Alternate)	City of Saratoga	NA
Glenn Hendricks	City of Sunnyvale	Present
Nancy Smith (Alternate)	City of Sunnyvale	NA
Mike Wasserman	SCC Board of Supervisors	Present

A quorum was present.

2. ORDERS OF THE DAY

There were no Orders of the Day.

3. PUBLIC PRESENTATIONS:

There were no Public Presentations.

4. Committee Staff Report

Jim Lawson, Director of Government & Public Relations and Staff Liaison, provided a brief report, highlighting the following: 1) a summary of actions taken by the VTA Board of Directors (Board) at the March 1, 2018, meeting; 2) VTA's Bay Area Rapid Transit (BART) Silicon Valley Project update, noting VTA continues to identify more challenges than anticipated on Phase I, which in turn will delay handing the project over to BART; and 3) opportunities for funding sources related to the VTA's BART Silicon Valley Project Phase II.

5. Chairperson's Report

Chairperson Miller provided a brief report, highlighting the following: 1) County of Public Health in collaboration with VTA is holding a series of bicycle safety sessions; 2) noted the importance of bicycle safety on streets/roadways; and 3) announced Santa Clara Caltrain Station Pedestrian Underpass was named the 2018 Golden State Award Winner by the American Council of Engineering Companies (ACEC).

CONSENT AGENDA

6. Regular Meeting Minutes of February 8, 2018

M/S/C (Wasserman/Lee Eng) to approve the Regular Meeting Minutes of February 8, 2018.

7. VTP Highway Program Semi-Annual Report Ending October 31, 2017

M/S/C (Wasserman/Lee Eng) to receive the Valley Transportation Plan (VTP) Highway Program Semi-Annual Report Ending October 31, 2017.

8. Transit Operations Performance Report - Q2 FY 2018

M/S/C (Wasserman/Lee Eng) to receive the FY2018 Second Quarter Transit Operations Performance Report.

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

9. **Programmed Project Monitoring - Quarterly Report**

M/S/C (Wasserman/Lee Eng) to receive the Programmed Projects Quarterly Monitoring Report for October - December 2017.

RESULT:	Approved – Consent Agenda Item #6 - #9
MOVER:	Mike Wasserman, Member
SECONDER:	Lynette Lee Eng, Member
AYES:	Barbadillo, Constantine, Hendricks, Landry, Lee Eng, Miller, Rennie, Siegel, Sinks, Wasserman, Watanabe, Wu
NOES:	None
ABSENT:	Anstandig, Carrasco, Harney, Kniss,

REGULAR AGENDA

10. **Transit Service Guidelines Policy Update**

Jason Tyree, Senior Transportation Planner, provided a presentation entitled, “Transit Service Guidelines,” highlighting: 1) 2007 Transit Sustainability Policy; 2) 2018 Transit Service Guidelines; 3) Document Elements; 4) VTA’s New Family of Services; 5) Incorporates: The Ridership Recipe; 6) Establishes Route Design Guidelines; 7) Revises Stop Spacing Guidelines; 8) Revises Service Span Guidelines; 9) Revises Service Frequency Guidelines; 10) Revises Service Productivity Guidelines; 11) Establishes New Quarterly Performance Monitoring Program; and 12) Summary.

Members of the Committee and staff discussed the following: 1) the importance of clearly understanding the purpose for the Transit Service Guidelines Policy; 2) how the newly formed Ad Hoc Financial Stability Committee will influence future decisions related to transit service; 3) if Next Network Phase II incorporated the foreseeable changes needed once BART service to Milpitas and Berryessa opens; 4) any mechanisms to determine if a slight detour on a route would make sense; 5) process for evaluating routes; 6) how the policy impacts the Transit Operations Performance Report (TOPR); 7) coverage routes versus ridership routes; and 8) how productivity minimums are established.

Members of the Committee made the following comments: 1) expressed appreciation to staff for their community outreach efforts, noting the importance to reach out to those communities that are most vulnerable; 2) noted the relevance of receiving feedback from the public; 3) urged staff to continue seeking new and innovative ways to engage the public for feedback; 4) expressed concern about the possibility of future cuts to service or reduced frequency in service; 5) requested staff include barrier-free and accessibility language in the policy; and 6) expressed concern about the loss of service around the senior centers/communities and the transit dependent areas.

Upon Committee Members comments, staff reported the following: 1) the majority of VTA’s riders are transit dependent; and 2) ridership demographics are part of the evaluations; 3) staff would include barrier-free and accessibility language in the policy; 4) the Service Planning page will be a major tool available for the public to provide feedback once the Next Network Phase II is implemented. Mr. Tyree informed the

Committee that staff is continuing to evaluate routes and seek input from the public through social media and VTA's customer service. He noted evaluating routes is an ongoing process and that routes can be changed based on the need or feedback received.

M/S/C (Wasserman /Rennie) to recommend that the VTA Board of Directors adopt a new Transit Service Guidelines policy that establishes a revised framework to objectively monitor and evaluate VTA's transit services, develop service change recommendations, and develop annual service plans that move VTA toward achieving the Strategic Plan's goal of providing fast, frequent, and reliable Transit. Further, the Committee requested that establishing barrier-free and accessibility language be included in the Guidelines.

RESULT:	Approved – Consent Agenda Item #10, as Amended
MOVER:	Mike Wasserman, Member
SECONDER:	Rob Rennie, Member
AYES:	Barbadillo, Constantine, Hendricks, Landry, Lee Eng, Miller, Rennie, Siegel, Sinks, Wasserman, Watanabe, Wu
NOES:	None
ABSENT:	Anstandig, Carrasco, Harney, Kniss,

11. Santa Clara Countywide Bicycle Plan: Public Review Draft

Lauren Ledbetter, Senior Transportation Planner, provided an overview of the staff report. Ms. Ledbetter provided a presentation entitled "Countywide Bicycle Plan," highlighting: 1) Our Visions; 2) Goals; 3) Plan Contents; 4) Evaluating the Current Bicycle Conditions; 5) Map of Cross County Bicycle Corridors (CCBCs); 6) Priority CCBCs; 7) Bicycle Superhighway Concept; 8) Across Barrier Connections (ABCs); 9) Education & Encouragement Programs; 10) Costs & Funding; 11) Implementation; and 12) What is Next.

A robust discussion ensued about the following: 1) areas in the various cities to include in the CCBC's; 2) omission of streets in the CCBC plan; 3) bus boarding islands; 4) opportunities to use Next Door for marketing and feedback mechanism 5) local versus regional needs; 6) updates regarding the San Thomas Aquino trail access during Levi's Stadium events; 8) opportunities for bicycle paths off busy streets; 9) crossing jurisdictions between two cities; 10) what future priorities look like; and 11) how traffic conditions should play a role in the CCBC plan.

Members of the Committee made the following comments: 1) expressed appreciation for the staff and employees from various agencies for their time and effort in making it safe for bicyclists/pedestrians; 2) requested including more local connections to shopping centers and schools; 3) requested a countywide view map that would allow for both a macro-level and micro-level view, including future plans for specific areas; 4) suggested a countywide policy for officials to ride bicycles in their community; 5) expressed the need to explore how to improve dangerous merges, where bicyclists/pedestrians are forced to enter vehicle traffic lanes due to elimination of a bike/pedestrian path; 6) noted the importance to improve the way kids are to getting to school whether walking and/or biking; and 7) commented about the increased traffic congestion as the population grows in the county and the need for bicycle safety.

Ms. Ledbetter reported that she would consider all the suggestions provided by the Committee. She further noted that the current map on the VTA website allows an individual to zoom in on a specific area.

On order of Chairperson Miller and there being no objection, the Committee discussed the Public Review Draft of the Updated Santa Clara Countywide Bicycle Plan.

OTHER

12. PAC Work Plan

Mr. Miller reported that he requested from staff a map detailing scheduled projects for 2018, noting the importance for the Committee to see a map detailing the projects for the year.

On order of Chairperson Miller and there being no objection, the Committee reviewed the PAC Work Plan.

13. ANNOUNCEMENTS

Mr. Lawson made the following comments: 1) reminded the Committee that VTA's first Ad Hoc Financial Stability Committee meeting will be held Friday, March 9, 2018; and 2) urged the Committee to reach out to their constituents and/or staff for feedback with bicycle related issues.

Mr. Miller announced the Government Affairs report is on the Members' table.

14. ADJOURNMENT

On order of Chairperson Miller and there being no objection, the Committee meeting was adjourned at 5:28 p.m.

Respectfully submitted,

Theadora Abraham, Board Assistant
VTA Office of the Board Secretary