SANTA CLARA Valley Transportation Authority

# POLICY ADVISORY COMMITTEE

Thursday, October 13, 2016

## MINUTES

### CALL TO ORDER

The Regular Meeting of the Policy Advisory Committee (PAC) was called to order at 4:03 p.m. by Vice Chairperson Davis in Conference Room B-106, Valley Transportation Authority (VTA), 3331 North First Street, San Jose, California.

### 1. ROLL CALL

| Attendee Name | Title | Status |
|---|---|---|
| Paul Resnikoff | City of Campbell | Present |
| Michael Kotowski (Alternate) | City of Campbell | NA |
| Savita Vaidhyanathan | City of Cupertino | Present |
| Barry Chang (Alternate) | City of Cupertino | NA |
| Harney, Daniel | City of Gilroy | Absent |
| Tucker, Cat (Alternate) | City of Gilroy | Absent |
| Mary Prochnow | City of Los Altos | Absent |
| Megan Satterlee (Alternate) | City of Los Altos | Present |
| John Harpootlian | Town of Los Altos Hills | Absent |
| Gary Waldeck (Alternate) | Town of Los Altos Hills | Absent |
| Marcia Jensen | Town of Los Gatos | Absent |
| Rob Rennie (Alternate) | Town of Los Gatos | Present |
| Carmen Montano | City of Milpitas | Absent |
| Garry Barbadillo (Alternate) | City of Milpitas | Absent |
| Evert Wolsheimer | City of Monte Sereno | Absent |
| Marshall Anstandig (Alternate) | City of Monte Sereno | Absent |
| Larry Carr | City of Morgan Hill | Absent |
| Rich Constantine (Alternate) | City of Morgan Hill | Absent |
| John McAlister | City of Mountain View | Present |
| Pat Showalter (Alternate) | City of Mountain View | NA |
| Liz Kniss | City of Palo Alto | Present |
| Cory Wolbach (Alternate) | City of Palo Alto | NA |
| Charles “Chappie” Jones | City of San Jose | Present |
| *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 |
| Jim Davis | City of Sunnyvale | Present |
| Gustav Larsson (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.

Vice Chairperson Davis noted staff's request to remove from the Regular Agenda and place on the Consent Agenda: **Agenda Item #13.,** Bay Area Bike Share Expansion Update.

**M/S/C (Wasserman/Kniss)** to approve the Orders of the Day

| | |
|---|---|
| **RESULT:** | **APPROVED [UNANIMOUS]** |
| **MOVER:** | Mike Wasserman, Member |
| **SECONDER:** | Liz Kniss, Member |
| **AYES:** | Davis, Jones, Kniss, McAlister, Prochnow, Resnikoff, Satterlee, Vaidhyanathan, Wasserman |
| **NOES:** | None |
| **ABSENT:** | Carr, Harney, Harpootlian, Jensen, Montano, Watanabe, Wolsheimer |

## 3. PUBLIC PRESENTATIONS

There were no Public Presentations.

## 4. Committee Staff Report

Jim Lawson, Director of Public Affairs and Executive Policy Advisor and Committee Staff Liaison, introduced VTA's new Chief of Staff, Angelique Gaeta.

Mr. Lawson provided a report, highlighting the following: 1) the VTA Board of Directors (Board) took the following actions at the October 6, 2016 meeting: a) approved the third-party agreements of voluntary contributions and programming of vehicle registration funds (VRF) to transportation improvement projects; b) approved the Sheriff's contract amendment to increase law enforcement staffing levels; and c) approved the Capitol Light Rail Extension to Eastridge funding plan; 2) cting Administrator of the Federal Transit Administration (FTA) Carolyn Flowers toured the VTA's BART Silicon Valley Extension Project last October 11, 2016; and 3) invited Committee Members to join VTA's Breast Cancer Awareness Walk, which is scheduled for Friday, October 14, 2016.

## 5. Chairperson's Report

There was no Chairperson's Report.

# CONSENT AGENDA

Member McAlister requested to remove from the Consent Agenda and place on the Regular Agenda: **Agenda Item #7.,** Transit Operations Performance Report - FY2016.

## 6. Regular Meeting Minutes of September 8, 2016

**M/S/C (Satterlee/Miller)** to approve the Regular Meeting Minutes of September 8, 2016.

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

**7. (Removed from the Consent Agenda and placed on the Regular Agenda)**

Receive the FY2016 Annual Transit Operations Performance Report.

**8. 2000 Measure A Semi-Annual Report Ending June 30, 2016**

**M/S/C (Satterlee/Miller)** to receive the 2000 Measure A Transit Improvement Program Semi-Annual Report Ending June 30, 2016.

**9. Final Legislative Update Matrix for 2016**

**M/S/C (Satterlee/Miller)** to review the Final Legislative Update Matrix for 2016.

**13. Bay Area Bike Share Expansion Update**

**M/S/C (Satterlee/Miller)** to receive a presentation on expansion plans for bike share in Santa Clara County.

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|---|---|
| **RESULT:** | **APPROVED [UNANIMOUS]**<br>**Consent Agenda Items #6, #8-9; #13** |
| **MOVER:** | Megan Satterlee, Member |
| **SECONDER:** | Howard Miller, Member |
| **AYES:** | Davis, Jones, Kniss, McAlister, Prochnow, Resnikoff, Satterlee, Vaidhyanathan, Wasserman |
| **NOES:** | None |
| **ABSENT:** | Carr, Harney, Harpootlian, Jensen, Montano, Watanabe, Wolsheimer, |

## REGULAR AGENDA

Member Watanabe arrived and took her seat at 4:12 p.m.

**7. Transit Operations Performance Report - FY2016**

Member McAlister expressed disappointment with the Next Network: Light Rail Service Plan Recommendation because it did not include an express train to Mountain View.

Committee Members inquired about the decreased ridership and the on-time performance.

Mr. Lawson noted the following: 1) that no final decision has been made regarding the light rail service plan recommendation; 2) VTA staff is looking into identifying issues and potential solutions to increase ridership and the findings will be presented in 2017; and 3) traffic congestion impacts the bus and light rail on- time performance. Mr. Lawson mentioned that VTA hired consultant Jarrett Walker, President and Principal Consultant, Jarrett Walker + Associates, to assist and provide advice on ways to increase ridership.

Member Rennie arrived and took his seat at 4:15 p.m.

**Public Comment**

Roland Lebrun, Interested Citizen, commented about the on-time performance and decreased ridership on VTA. He suggested staff reevaluate the ridership percentages presented at the October Board meeting.

Michael Tsai, Interested Citizen, suggested metrics should be used in order to produce data findings. He suggested staff use surveys in order to find out why transit is not appealing to the public and noted the need to have a system that is more accommodating.

**M/S/C (Satterlee/Wasserman)** to receive the FY2016 Annual Transit Operations Performance Report.

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|---|---|
| **RESULT:** | **APPROVED [UNANIMOUS]** |
| **MOVER:** | Megan Satterlee, Member |
| **SECONDER:** | Mike Wasserman, Member |
| **AYES:** | Davis, Jones, Kniss, McAlister, Prochnow, Rennie Resnikoff, Satterlee, Vaidhyanathan, Wasserman, Watanabe |
| **NOES:** | None |
| **ABSENT:** | Carr, Harney, Harpootlian, Montano, Wolsheimer |

**10. Bus Stop Placement, Closures and Relocations Policy**

Rodrigo Carrasco, Transit Service Dev Supervisor, provided an overview of the staff report.

Committee Members inquired whether the city or VTA staff initiates bus stop closures.

Committee Members made the following comments: 1) the policy should clearly address bus stop closures; 2) requested staff include a statement to note this policy addresses 3rd party requests and are not VTA initiated; and 3) commented about VTA not having a formal policy written in the past.

**Public Comment**

Mr. Tsai recommended VTA install a video booth in order for the public to provide brief video clips with suggestions for the transit system.

**M/S/C (Miller/Jones)** to recommend that the VTA Board of Directors adopt a policy to establish standards for VTA to determine placement of bus stops and when and under what conditions it will make bus stop closures and relocations. Further requested staff to note in the policy that the requests are initiated by a 3rd party and not VTA.

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| **RESULT:** | **APPROVED [UNANIMOUS], as amended** |
| **MOVER:** | Howard Miller, Member |
| **SECONDER:** | Chappie Jones, Member |
| **AYES:** | Davis, Jones, Kniss, McAlister, Prochnow, Rennie Resnikoff, Satterlee, Vaidhyanathan, Wasserman, Watanabe |
| **NOES:** | None |
| **ABSENT:** | Carr, Harney, Harpootlian, Montano, Wolsheimer |

**11. Countywide Bike Plan Prioritization Criteria**

Lauren Ledbetter, Senior Transportation Planner, provided an overview of the staff report and requested feedback from the Committee regarding the scoring criteria.

Discussion ensued about the following: 1) the need to include school based trips; 2) the visual effects of having safety first on the report/attachment; 3) city to city connections; 4) the Community Support criteria being so low percentage wise; 5) local city bicycle planning efforts; 6) the importance of evaluating projects mid-way to see if VTA is on the right track; 7) bicyclists support and feedback; and 8) scoring criteria.

Members of the Committee requested the following: 1) referenced attachment 11.a, #3- to read School/ Employment Access, in order to include school based trips; 2) move Safety #5 and #6 to the top of attachment 11.a making it #1 and #2; and 3) evaluate the projections half way (five years) to see if they are on target.

Member Vaidhyanathan requested staff to increase the Community Support percentage.

Ms. Ledbetter reported that the policy is covering the needs that are not on a high priority list for the Cities.

Member Kniss left the meeting at 5:09 p.m.

**M/S/C (Satterlee/Miller)** on a vote of 9 ayes to 1 no 0 abstentions to recommend that the VTA Board of Directors adopt the Countywide Bicycle Plan Prioritization Criteria. Further requested staff to include school base trips, move Safety #5 and #6 to the top of attachment 11.a making it #1 and #2; and evaluate the projections half way (five years) to see if they are on target. Member Vaidhynathan opposed.

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|---|---|
| **RESULT:** | **APPROVED** |
| **MOVER:** | Megan Satterlee, Member |
| **SECONDER:** | Howard Miller, Member |
| **AYES:** | Davis, Jones, McAlister, Prochnow, Rennie Resnikoff, Satterlee, Wasserman, Watanabe |
| **NOES:** | Vaidhyanathan, |
| **ABSENT:** | Carr, Harney, Harpootlian, Montano, Wolsheimer |

**12. Strategic Plan Report**

Scott Haywood, Transportation Planning Manager, provided an overview of the staff report and provided a presentation entitled "VTA Strategic Plan," highlighting: 1) Content; 2) Executives; 3) Employee Input; 4) Advisory Committee; 5) The Old VTA Mission Statement; 6) Staff Recommendation; 7) Vision- Who we want to be; 8) The Old VTA-Vision Statement; 9) Staff Recommendation; 10) Values; 11) Proposed; 12) Action; 13) Operations of VTA; 14) Great People; 15) Great Products; 16) Business Lines; 17) Transit; 18) Development, Delivery, & Services; 19) Transportation System Management; 20) Moving Forward; 21) Success; 22) Call to Action; 23) 2016 Milestones; and 24) Are we on the right course.

Members of the Committee made the following comments: 1) commented staff on the presentation; 2) noted outreach to community and the public will help determine VTA's success; 3) referenced page 16 of attachment 12.a and recommended staff come up with another "C "word to go with Creativity and Collaboration; 4) expressed support for the rebranding and the overall direction of VTA; 5) expressed concern about individuals who do not see VTA as a success; 6) provided suggestions on how to make certain catch phrases in the presentation more appealing; 7) requested that the studies on VTA light rail return to the Committee for review; and 8) inquired about how VTA will implement change in two years.

Mr. Lawson commented about the current success VTA has had, noting how staff has overcome many challenges along the way. He understands that with the good there is the bad. VTA cannot please everyone; staff is continuing to seek new ways to improve the system and provide excellent public transportation to Santa Clara County residents.

Member Wasserman left the meeting at 5:39 p.m.

Member Jones left the meeting at 5:44 p.m. and a Committee of the Whole was declared.

**On order of Vice Chairperson Davis,** and there being no objection the Committee of the Whole received a presentation on Strategic Plan Update

**13. (Removed from the Regular Agenda and placed on the Consent Agenda)**

Receive a presentation on expansion plans for bike share in Santa Clara County.

## OTHER

**16. Committee Work Plan**

**On order of Vice Chairperson Davis** and there being no objection, the Committee of the Whole reviewed the Committee Work Plan.

**17. ANNOUNCEMENTS**

Committee Members recommended changing the configuration of the tables so Members can see one another better.

Mr. Lawson noted the Committees concerns about the room arrangement.

## 18. ADJOURNMENT

**On order of Vice Chairperson Davis** and there being no objection, the Committee meeting was adjourned at 5:51 p.m.

Respectfully submitted,

Theadora Abraham, Board Assistant
VTA Office of the Board Secretary