CALL TO ORDER

The Regular Meeting of the Technical Advisory Committee (TAC) was called to order at 1:31 p.m. by Chairperson Morley in Conference Room B-106, Santa Clara Valley Transportation Authority (VTA), 3331 North First Street, San José, California.

1. ROLL CALL

<table>
<thead>
<tr>
<th>Attendee Name</th>
<th>Title</th>
<th>Representing</th>
<th>Status</th>
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<tbody>
<tr>
<td>Todd Capurso</td>
<td>Member</td>
<td>City of Campbell</td>
<td>Present</td>
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<tr>
<td>Amy Olay</td>
<td>Alternate Member</td>
<td>City of Campbell</td>
<td>N/A</td>
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<tr>
<td>Timm Borden</td>
<td>Member</td>
<td>City of Cupertino</td>
<td>Present</td>
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<tr>
<td>David Stillman</td>
<td>Alternate Member</td>
<td>City of Cupertino</td>
<td>N/A</td>
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<tr>
<td>Girum Awoke</td>
<td>Member</td>
<td>City of Gilroy</td>
<td>Present</td>
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<tr>
<td>Gary Heap</td>
<td>Alternate Member</td>
<td>City of Gilroy</td>
<td>Present</td>
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<tr>
<td>Susanna Chan</td>
<td>Member</td>
<td>City of Los Altos</td>
<td>Absent</td>
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<tr>
<td>Aruna Bodduna</td>
<td>Alternate Member</td>
<td>City of Los Altos</td>
<td>Present</td>
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<tr>
<td>Steve Erickson</td>
<td>Member</td>
<td>City of Milpitas</td>
<td>Present</td>
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<tr>
<td>Steve Chan</td>
<td>Alternate Member</td>
<td>City of Milpitas</td>
<td>N/A</td>
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<tr>
<td>Jeannie Hamilton</td>
<td>Member</td>
<td>City of Monte Sereno</td>
<td>Absent</td>
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<tr>
<td>YVACANT</td>
<td>Alternate Member</td>
<td>City of Monte Sereno</td>
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<tr>
<td>Scott Creer</td>
<td>Member</td>
<td>City of Morgan Hill</td>
<td>Absent</td>
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<tr>
<td>David Gittleson</td>
<td>Alternate Member</td>
<td>City of Morgan Hill</td>
<td>Present</td>
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<tr>
<td>Helen Kim</td>
<td>Member</td>
<td>City of Mountain View</td>
<td>Present</td>
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<tr>
<td>Dawn Cameron</td>
<td>Alternate Member</td>
<td>City of Mountain View</td>
<td>N/A</td>
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<tr>
<td>Joshua Mello</td>
<td>Vice Chairperson</td>
<td>City of Palo Alto</td>
<td>Present</td>
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<tr>
<td>Philip Kamhi</td>
<td>Alternate Member</td>
<td>City of Palo Alto</td>
<td>N/A</td>
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<tr>
<td>John Ristow</td>
<td>Member</td>
<td>City of San José</td>
<td>Present</td>
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<tr>
<td>Jessica Zenk</td>
<td>Alternate Member</td>
<td>City of San José</td>
<td>N/A</td>
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<tr>
<td>YVACANT</td>
<td>Member</td>
<td>City of Santa Clara</td>
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<tr>
<td>Dennis Ng</td>
<td>Alternate Member</td>
<td>City of Santa Clara</td>
<td>Present</td>
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<tr>
<td>John Cherbone</td>
<td>Member</td>
<td>City of Saratoga</td>
<td>Present</td>
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<tr>
<td>Macedonio Nunez</td>
<td>Alternate Member</td>
<td>City of Saratoga</td>
<td>N/A</td>
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<tr>
<td>Shahid Abbas</td>
<td>Member</td>
<td>City of Sunnyvale</td>
<td>Present</td>
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<tr>
<td>Lillian Tsang</td>
<td>Alternate Member</td>
<td>City of Sunnyvale</td>
<td>N/A</td>
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<tr>
<td>Harry Freitas</td>
<td>Member</td>
<td>County of Santa Clara</td>
<td>Present</td>
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<tr>
<td>Barry Ng</td>
<td>Alternate Member</td>
<td>County of Santa Clara</td>
<td>Present</td>
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<tr>
<td>Allen Chen</td>
<td>Member</td>
<td>Town of Los Altos Hills</td>
<td>Present</td>
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<tr>
<td>YVACANT</td>
<td>Alternate Member</td>
<td>Town of Los Altos Hills</td>
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<tr>
<td>Matt Morley</td>
<td>Chairperson</td>
<td>Town of Los Gatos</td>
<td>Present</td>
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<tr>
<td>Lisa Petersen</td>
<td>Alternate Member</td>
<td>Town of Los Gatos</td>
<td>N/A</td>
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2. ORDERS OF THE DAY

There were no Orders of the Day.

Chairperson Morley acknowledged and welcomed Member Erickson from the City of Milpitas, and Alternate Member Barry Ng from the County of Santa Clara, to the Committee.

3. PUBLIC PRESENTATIONS:

There were no Public Presentations.

4. Committee Staff Report

Marcella Rensi, Deputy Director of Programming & Congestion Management and Committee Staff Liaison, provided a report, highlighting: 1) the VTA Board of Directors (Board) recognized the 2017 and 2018 VTA Advisory Committee leadership at their March 1, 2018; 2) summary of actions the Board took at their March 1, 2018, meeting; 3) update on Phase I of VTA’s BART Silicon Valley Project timeline; 4) release of VTA’s 2017 Annual Report; 5) upcoming survey for the State Route (SR) 87 Corridor Study; 6) the Santa Clara Caltrain Station Pedestrian Underpass was named the 2018 Golden State Award Winner by the American Council of Engineering Companies (ACEC); 7) the first meeting of the VTA Ad Hoc Financial Stability Committee will be held March 9, 2018, at 3:00 p.m. in the VTA Auditorium; and 8) promotion of Stephen Flynn, former Advisory Committee Coordinator, to Senior Policy Analyst.

Public Comment

Roland Lebrun, Interested Citizen, expressed concern on northbound SR 87 congestion at the Almaden Expressway and offered suggestions for on-ramp redesign. He also expressed concern on the bottleneck at the I-280 and southbound SR 87 junction.

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

5. Chairperson's Report

Chairperson Morley noted his attendance at the March 1, 2018, Board meeting for the VTA Advisory Committee leadership recognition.

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A quorum was present.
6. Reports from TAC Working Groups

- Capital Improvement Program (CIP)

Celeste Fiore, Transportation Planner, highlighted the following CIP Working Group discussion topics from their February 27, 2018, meeting: 1) update on 2019 Transportation Improvement Plan (TIP) process and project review; 2) 2016 Measure B update, including discussion on the proposed Innovative Transit Service Models Competitive Grant Program criteria; and 3) review of the Santa Clara Countywide Bicycle Plan.

Ms. Fiore noted the next meeting of the CIP Working Group is scheduled for March 27, 2018.

- Systems Operations & Management (SOM) Working Group

Eugene Maeda, Senior Transportation Planner, provided a brief report of the February 28, 2018, SOM Working Group meeting, highlighting: 1) road zipper system presentation; and 2) navigation app overview on rerouting, noting upcoming presentation from Waze to better understand how the app works.

Mr. Maeda noted the next meeting of the SOM Working Group is scheduled for March 28, 2018.

- Land Use/Transportation Integration (LUTI) Working Group

Melissa Cerezo, Senior Transportation Planner, acknowledged Robert Swierk, Principal Transportation Planner, for his role in initiating the LUTI Working Group in 2010, and noted her role as the new LUTI Working Group staff liaison. Ms. Cerezo noted the following discussion topics at the February 20, 2018, meeting: 1) work plan revisit, noting planned presentation series on local agencies’ land-use and transportation integration strategies and improved communications between the Committee and the working groups; 2) multimodal improvement plans from the Cities of Mountain View and Santa Clara; and 3) VTA’s Joint Development Replacement Parking Policy.

Ms. Cerezo announced the City of San Jose recently approved their transportation analysis policy to replace Level of Service (LOS) with Vehicle Miles Traveled (VMT). She noted the Ad Hoc LOS Working Group met on March 5, 2018, to discuss their work plan on countywide efforts.

Ms. Cerezo noted the next meeting of the LUTI Working Group is scheduled for June 2018.

On order of Chairperson Morley, and there being no objection, the Committee received the reports from the TAC Working Groups.
CONSENT AGENDA

7.  Regular Meeting Minutes of February 7, 2018

   M/S/C (Capurso/Borden) to approve the Regular Meeting Minutes of February 7, 2018.


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

10. Transit Operations Performance Report - Q2 FY 2018

    M/S/C (Capurso/Borden) to receive the FY2018 Second Quarter Transit Operations Performance Report.

RESULT:   APPROVED [UNANIMOUS] – Consent Agenda Items #7-10
MOVER:    Todd Capurso, Member
SECONDER: Timm Borden, Member
AYES:      Abbas, Awoke, Bodduna (Alt.), Borden, Capurso, Chen, Cherbone, Erickson, Freitas, Gittleson (Alt.), Kim, Mello, Morley, Ng (Alt.), Ristow
NOES:      None
ABSENT:    Susanna Chan, Creer, Hamilton

REGULAR AGENDA

11.  Transit Service Guidelines Policy Update

    Jay Tyree, Senior Transit Planner, provided background and overview of the staff report, highlighting: 1) document elements; 2) new family of services; 3) requirements for high ridership transit; 4) overview of route design guidelines and industry best practices for ridership-oriented routes; 5) new stop spacing, service span, service frequency, and service productivity guidelines; and 6) new quarterly performance monitoring program that could result in either minor or major service changes.

    Alternate Member Gittleson left his seat at 1:51 p.m.

    The Committee suggested language be included to clarify that school-oriented service would be evaluated under separate and unique guidelines.

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

RESULT: APPROVED [UNANIMOUS] – Agenda Item #11
MOVER: John Ristow, Member
SECONDER: Shahid Abbas, Member
AYES: Abbas, Awoke, Bodduna (Alt.), Borden, Capurso, Chen, Cherbone, Erickson, Freitas, Kim, Mello, Morley, Ng (Alt.), Ristow
NOES: None
ABSENT: Susanna Chan, Creer, Gittleson (Alt.), Hamilton


Alternate Member Gittleson returned to his seat at 2:03 p.m.

Lauren Ledbetter, Senior Transportation Planner, noted comments on the Public Review Draft of the Santa Clara Countywide Bicycle Plan are due by March 19, 2018, to staff or bikes@vta.org. Ms. Ledbetter provided an overview of staff report, highlighting: 1) plan vision, goals, and contents; 2) evaluation of current bicycle conditions; 3) overview of Cross County Bicycle Corridors (CCBCs) and criteria for selecting priority corridors; 4) bicycle superhighway concept; 5) overview of Across Barrier Connections (ABCs); 6) education and encouragement programs; 7) overview of costs and funding, with need to leverage funding from other sources; 8) implementation strategy; and 9) next steps.

Members of the Committee and staff discussed: 1) upcoming dockless bike share program in the City of Gilroy and support for similar programs; and 2) including a portion of Bascom Avenue as a CCBC.

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

OTHER

13. Update on Metropolitan Transportation Commission (MTC) Activities and Initiatives

Alternate Member Gittleson left the meeting at 2:28 p.m.

Ex-Officio Member Trivedi noted the following: 1) possible funding opportunities for transportation improvements through the Affordable Housing and Sustainable Communities Program, citing the Quetzal Gardens project in the City of San Jose as an example; and 2) announced MTC recruitment for an associate planner with a South Bay region focus.

On order of Chairperson Morley, and there being no objection, the Committee received an update on MTC Activities and Initiatives.
14. **Update on Caltrans Activities and Initiatives**

Ex-Officio Member Saleh made the following announcements: 1) training on construction contracts administration to be held on March 26, 2018, in the VTA Auditorium; 2) Litter Enforcement Day tentatively scheduled for March 14, 2018; and 3) new Caltrans Director, Laurie Berman, and Chief Deputy Director, Ryan Chamberlain.

The Committee requested information regarding the training on construction contracts administration be forwarded to the Committee via the Office of the Board Secretary.

**On order of Chairperson Morley**, and there being no objection, the Committee received an update on Caltrans Activities and Initiatives.

15. **Update on Santa Clara Valley Water District (SCVWD) Activities and Initiatives**

Ex-Officio Member Nguyen provided a brief update, noting: 1) SCVWD recruitment for a deputy operating officer for the Watershed Design Construction Division closes on March 12, 2018; and 2) ongoing annual outreach effort to local cities and County regarding the Water District Capital Improvement Program.

**On order of Chairperson Morley**, and there being no objection, the Committee received an update on SCVWD Activities and Initiatives.

16. **Committee Work Plan**

Ms. Rensi referenced the revised work plan for the Committee’s reference.

**On order of Chairperson Morley**, and there being no objection, the Committee reviewed the TAC Committee Work Plan.

17. **ANNOUNCEMENTS**

There were no Announcements.

18. **ADJOURNMENT**

**On order of Chairperson Morley**, and there being no objection, the meeting was adjourned at 2:35 p.m.

Respectfully submitted,

Michelle Oblena, Board Assistant  
VTA Office of the Board Secretary