Technical Advisory Committee

Wednesday, May 10, 2017

MINUTES

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>
</tr>
</thead>
<tbody>
<tr>
<td>Shahid Abbas</td>
<td>Member</td>
<td>City of Sunnyvale</td>
<td>Present</td>
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<tr>
<td>Carol Shariat</td>
<td>Alternate Member</td>
<td>City of Sunnyvale</td>
<td>N/A</td>
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<tr>
<td>VACANT</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>Karl Bjarke</td>
<td>Member</td>
<td>City of Morgan Hill</td>
<td>Present</td>
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<tr>
<td>Christina Turner</td>
<td>Alternate Member</td>
<td>City of Morgan Hill</td>
<td>Present</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>Todd Capurso</td>
<td>Member</td>
<td>City of Campbell</td>
<td>Present</td>
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<tr>
<td>Matthew Jue</td>
<td>Alternate Member</td>
<td>City of Campbell</td>
<td>N/A</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>Macedonia Nunez</td>
<td>Alternate Member</td>
<td>City of Saratoga</td>
<td>N/A</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>Tina Tseng</td>
<td>Alternate Member</td>
<td>Town of Los Altos Hills</td>
<td>N/A</td>
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<tr>
<td>Dawn Cameron</td>
<td>Vice Chairperson</td>
<td>County of Santa Clara</td>
<td>Present</td>
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<tr>
<td>Michael Murdter</td>
<td>Alternate Member</td>
<td>County of Santa Clara</td>
<td>N/A</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>VACANT</td>
<td>Alternate Member</td>
<td>City of Mountain View</td>
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<tr>
<td>VACANT</td>
<td>Member</td>
<td>City of Milpitas</td>
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<tr>
<td>Steve Chan</td>
<td>Alternate Member</td>
<td>City of Milpitas</td>
<td>Present</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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<tr>
<td>Susanna Chan</td>
<td>Member</td>
<td>City of Los Altos</td>
<td>Present</td>
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<tr>
<td>Chris Lamm</td>
<td>Alternate Member</td>
<td>City of Los Altos</td>
<td>N/A</td>
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<tr>
<td>Joshua Mello</td>
<td>Member</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>Michael Fisher</td>
<td>Member</td>
<td>City of Gilroy</td>
<td>Present</td>
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<tr>
<td>VACANT</td>
<td>Alternate Member</td>
<td>City of Gilroy</td>
<td>N/A</td>
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<tr>
<td>Jeannie Hamilton</td>
<td>Member</td>
<td>City of Monte Sereno</td>
<td>Present</td>
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<tr>
<td>Nick Saleh</td>
<td>Ex-Officio Member</td>
<td>California Department of Transportation (Caltrans)</td>
<td>Present</td>
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<tr>
<td>Dina El-Tawansy</td>
<td>Ex-Officio Alternate Member</td>
<td>California Department of Transportation (Caltrans)</td>
<td>Present</td>
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<tr>
<td>Therese Trivedi</td>
<td>Ex-Officio Member</td>
<td>Metropolitan Transportation Commission (MTC)</td>
<td>Absent</td>
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<tr>
<td>VACANT</td>
<td>Ex-Officio Alternate Member</td>
<td>Metropolitan Transportation Commission (MTC)</td>
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A quorum was present.
2. ORDERS OF THE DAY

Chairperson Morley noted request from staff to move Agenda Item #4 - Committee Staff Report, Agenda Item #5 - Chairperson's Report, and Agenda Item #6 - TAC Working Group Reports after all Regular Agenda items are heard.

M/S/C (Capurso/Mello) to accept the Orders of the Day.

| RESULT: | APPROVED [UNANIMOUS] – Agenda Item #2 – Orders of the Day |
| MOVER:  | Todd Capurso, Member                                      |
| SECONDER: | Joshua Mello, Member                                      |
| AYES:   | Abbas, Bjarke, Cameron, Capurso, Susanna Chan, Cherbone, Fisher, Hamilton, Kim, Mello, Morley, Ng, Ristow |
| NOES:   | None                                                      |
| ABSENT: | Borden, Steve Chan, Chen                                  |

3. PUBLIC PRESENTATIONS:

There were no Public Presentations.

The Agenda was taken out of order.

CONSENT AGENDA

Marcella Rensi, Transportation Planning Manager – Planning and Grants and Staff Liaison, noted a minor correction to Agenda Item #8 – Fiscal Year (FY) 2017/18 TDA3 Project Priorities, to reflect the resolution approving the project priorities for FY2017/18, not FY2016/17 as stated on the agenda.

Member Chen arrived at the meeting and took his seat at 1:33 p.m.

7. Regular Meeting Minutes of April 12, 2017

M/S/C (Cameron/Mello) to approve the Regular Meeting Minutes of April 12, 2017.

8. FY2017/18 TDA3 Project Priorities

M/S/C (Cameron/Mello) to recommend that the VTA Board of Directors adopt a resolution approving the project priorities for the FY2017/18 Countywide Transportation Development Act (TDA) Article 3 program.

9. 2017/18 TFCA Program Manager Fund

M/S/C (Cameron/Mello) to recommend that the VTA Board of Directors approve the programming of FY 2017/18 Transportation Fund for Clean Air Program Manager (TFCA 40%) funds to projects.

NOTE: M/S/C MEANS MOTION SECONDED AND CARRIED AND, UNLESS OTHERWISE INDICATED, THE MOTION PASSED UNANIMOUSLY.
10. **Fiscal Year 2018 & Fiscal Year 2019 Congestion Management Work Program**

M/S/C (Cameron/Mello) to recommend that the VTA Board of Directors approve the Fiscal Year 2018 and Fiscal Year 2019 Congestion Management Work Program and budget.


M/S/C (Cameron/Mello) to receive an update on VTA's Three-Year Project Initiation Document Work Plan for Santa Clara County.


13. **Legislative Update Matrix**

M/S/C (Cameron/Mello) to review the Legislative Update Matrix.

RESULT: APPROVED [UNANIMOUS] – Consent Agenda Items #7 - #13

MOVER: Dawn Cameron, Vice Chairperson
SECONDER: Joshua Mello, Member
AYES: Abbas, Bjarke, Cameron, Capurso, Susanna Chan, Chen, Cherbone, Fisher, Hamilton, Kim, Mello, Morley, Ng, Ristow
NOES: None
ABSENT: Borden, Steve Chan

REGULAR AGENDA

14. **2016 Measure B Program Category Guidelines**

Member Steve Chan arrived at the meeting and took his seat at 1:35 p.m.

Scott Haywood, Transportation Planning, Manager, provided an overview of the staff report. He referenced correspondence from the City of Mountain View regarding the Caltrain Grade Separation Program Area and noted change in proposed guidelines to ensure funds would not be distributed solely upon project readiness

Ex-Officio Member Saleh arrived at the meeting and took his seat at 1:45 p.m.

Member Borden arrived at the meeting and took his seat at 1:47 p.m.

Members of the Committee and staff engaged in a discussion regarding: 1) adequate allocation for innovative mobility solutions under the Transit Operations Program Area; 2) including safety considerations in determining cost-effectiveness for the Caltrain Grade Separation Program Area; 3) definition of "programs" and "projects" under the Local Streets & Roads Program Area; 4) Local Streets & Roads Program Area funding calculation of proposed annual allocation; 5) funding proposal for the Countywide Education/Encouragement Program and eligible programs; 6) coordination between the
County and local jurisdictions to avoid duplication of efforts on education/encouragement; and 7) joint City of Morgan Hill and City of Gilroy letter to the VTA Board of Directors regarding desire for collaboration on non-traditional transportation models to address our service challenges.

**M/S/C (Mello/Bjarke)** to recommend that the VTA Board of Directors adopt the 2016 Measure B Program Area Guidelines. Further: 1) suggested VTA staff work with interested local agencies to determine whether the $1.5 million/year for the first two years is adequate for the Innovative Mobility Models & Programs subcategory of the Transit Operations Program Area; and 2) ensure flexibility in the Local Streets & Roads Program Area for cities with Pavement Condition Index (PCI) of 70 and over for congestion relief projects.

**RESULT:** **APPROVED [UNANIMOUS]** – Agenda Item #14
**MOVER:** Joshuah Mello, Member  
**SECONDER:** Karl Bjarke, Member  
**AYES:** Abbas, Bjarke, Borden, Cameron, Capurso, Steve Chan, Susanna Chan, Chen, Cherbone, Fisher, Hamilton, Kim, Mello, Morley, Ng, Ristow  
**NOES:** None  
**ABSENT:** None

15. **Measure B Complete Streets Reporting Requirements**

Lauren Ledbetter, Senior Transportation Planner, thanked the Committee for their input in the proposed 2016 Measure B Complete Streets Reporting Requirements development process. She provided an overview of the staff report, noting the following changes: 1) check-in points for Capital Projects will be determined on a case-by-case basis; and 2) removal of language related to public opposition under the exceptions.

Discussion ensued regarding language in the Complete Streets Elements pertaining to requiring consultation with the local bicycle and pedestrian advisory committees in a project’s development, with a request to allow for flexibility.

**M/S/C (Morley/Ristow)** on a vote of 15 ayes, 1 no, and 0 abstentions, to recommend that the VTA Board of Directors approve the proposed 2016 Measure B Complete Streets reporting requirements. Member Abbas opposed.

**RESULT:** **APPROVED** – Agenda Item #15
**MOVER:** Matt Morley, Chairperson  
**SECONDER:** John Ristow, Member  
**AYES:** Bjarke, Borden, Cameron, Capurso, Steve Chan, Susanna Chan, Chen, Cherbone, Fisher, Hamilton, Kim, Mello, Morley, Ng, Ristow  
**NOES:** Abbas  
**ABSENT:** None
16. **FY 2018 and 2019 Proposed Biennial Budget**

Carol Lawson, Fiscal Resources Manager, provided an overview of VTA's proposed Biennial Budget for Fiscal Year (FY) 2018 and 2019.

A brief discussion ensued pertaining to programming and availability of funds.

On order of Chairperson Morley and there being no objection, the Committee reviewed and discussed the Fiscal Years 2018 and 2019 Proposed Biennial Budget.

17. **Fare Policy Review**

Ali Hudda, Deputy Director of Accounting, provided a brief background and overview of the Fare Policy Review, noting the fare proposal presentation at the April 21, 2017, VTA Board of Directors Workshop/Special Meeting. He highlighted the proposed fare adjustments for consideration, including changes to the base fare and youth fares, VTA-to-VTA transfers, fares for low-income riders, community bus fares, and pricing structure and categories for the VTA SmartPass (formerly Eco Pass). All proposed changes would take effect on January 1, 2018.

Members of the Committee provided the following comments: 1) expressed concern on the price increase for VTA SmartPass (formerly Eco Pass) in the Corporate category and the exclusion of Express Bus Service in the base pricing; and 2) expressed appreciation that free intra-operator transfers is being considered.

M/S/C (Capurso/Cameron) on a vote of 15 ayes, 1 no, and 0 abstentions, to recommend that the VTA Board of Directors:

1. Adopt a finding that a fare increase is necessary to meet operating expenses, including employee wages and fringe benefits and purchasing or leasing supplies, equipment, or materials.

2. Invoke a Statutory Exemption under CEQA, P. R.C. §21080(b)(8) and CEQA Guidelines Section 15273(a) (Rates, Tolls, Fares and Charges) for the purpose of modifying and increasing fares.

3. Adopt a resolution establishing rates and fares for VTA bus, light rail, and paratransit services effective January 1, 2018.

4. Adopt a resolution establishing rates and fares for VTA bus, light rail, and paratransit services effective January 1, 2019.

Member Mello opposed.

RESULT: APPROVED – Agenda Item #17

MOVER: Todd Capurso, Member

SECONDER: Dawn Cameron, Vice Chairperson

AYES: Abbas, Bjarke, Borden, Cameron, Capurso, Steve Chan, Susanna Chan, Chen, Cherbone, Fisher, Hamilton, Kim, Morley, Ng, Ristow

NOES: Mello

ABSENT: None
Agenda Items #18 and #19 were heard together.

18. City of Mountain View Multimodal Improvement Plan Update

19. City of Santa Clara Multimodal Improvement Plan Update

Robert Swierk, Principal Planner, introduced the following: 1) City of Mountain View staff Eric Anderson, Senior Planner, and Renee Gunn, Associate Civil Engineer; and 2) City of Santa Clara staff Pratyush Bhatia, Senior Civil Engineer.

Mr. Swierk provided a brief overview of the Congestion Management Program (CMP), Multimodal Improvement Plan (MIP) requirements, and other existing MIPs in Santa Clara County.

Mr. Anderson and Ms. Gunn provided an overview of the City of Mountain View's MIP process, highlighting deficient CMP facilities, key strategies to address impacts, outreach and coordination process, and next steps.

Mr. Bhatia provided an overview of the City of Santa Clara's MIP process, noting deficient CMP facilities, proposed approach and action plan development to address impacts, outreach and coordination process, and next steps.

Mr. Swierk provided a summary of VTA staff considerations and interests, both general and city-specific.

Members of the Committee provided the following comments: 1) inquired about the nexus study process and whether Transportation Impact Fees (TIF) would be based on Level of Service (LOS) or Vehicle Miles Traveled (VMT); 2) suggested staff reach out to Caltrans in the MIP process; and 3) expressed appreciation to city staff for their efforts in reaching out to the County about impacts to expressways, noting there could be operational improvements at expressway intersections to maximize efficiency.

On order of Chairperson Morley and there being no objection, the Committee received an informational update on the City of Mountain View Multimodal Improvement Plan and the City of Santa Clara Multimodal Improvement Plan.

4. Committee Staff Report

Ms. Rensi noted a written report was placed on the dais and the Public Table, highlighting: 1) VTA’s outreach to employers regarding transit passes; 2) a video about an overview of VTA providing “Solutions that Move You”; and 3) VTA to co-lead the Movers and Shakers bike ride with the Silicon Valley Bicycle Coalition on Bike to Work Day on May 11, 2017; and 4) critical safety advisory regarding VTA’s BART Silicon Valley systems electrification testing.

5. Chairperson’s Report

There was no Chairperson’s Report.
6. **Reports from TAC Working Groups**

Ms. Rensi noted a written report on the following TAC Working Groups was placed on the dais and the Public Table: Capital Improvement Program (CIP), Systems Operations & Management (SOM), and Land Use/Transportation Integration (LUTI).

**OTHER**

20. **Metropolitan Transportation Commission (MTC) Activities and Initiatives**

There was no MTC Activities and Initiatives report.

21. **Caltrans Activities and Initiatives**

Ex-Officio Member Saleh announced a Caltrans workshop on Part-Time Shoulder Use (PTSU) on May 25, 2017 and extended the invitation to VTA and other interested local agencies.

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

22. **Committee Work Plan**

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

23. **ANNOUNCEMENTS**

There were no Announcements.

24. **ADJOURNMENT**

**On order of Chairperson Morley**, and there being no objection, the meeting was adjourned at 3:23 p.m.

Respectfully submitted,

Michelle Oblena, Board Assistant
VTA Office of the Board Secretary