

TECHNICAL ADVISORY COMMITTEE

Thursday, September 8, 2016

MINUTES

CALL TO ORDER

The Regular Meeting of the Technical Advisory Committee (TAC) was called to order at 1:34 p.m. by Chairperson Servín in Conference Room B-106, Santa Clara Valley Transportation Authority (VTA), 3331 North First Street, San José, California.

1. ROLL CALL

Attendee Name		Representing	Status
Shahid Abbas	Member	City of Sunnyvale	Present
Carol Shariat	Alternate Member	City of Sunnyvale	N/A
VACANT	Member	City of Santa Clara	N/A
Dennis Ng	Alternate Member	City of Santa Clara	Absent
Karl Bjarke	Member	City of Morgan Hill	Absent
Scott Creer	Alternate Member	City of Morgan Hill	Absent
Timm Borden	Member	City of Cupertino	Present
David Stillman	Alternate Member	City of Cupertino	N/A
Todd Capurso	Member	City of Campbell	Present
Matthew Jue	Alternate Member	City of Campbell	N/A
John Cherbone	Member	City of Saratoga	Absent
Macedonia Nunez	Alternate Member	City of Saratoga	Absent
Richard Chiu	Member	Town of Los Altos Hills	Absent
Tina Tseng	Alternate Member	Town of Los Altos Hills	Absent
Dawn Cameron	Member	County of Santa Clara	Present
Michael Murdter	Alternate Member	County of Santa Clara	N/A
Helen Kim	Member	City of Mountain View	Present
Linda Forsberg	Alternate Member	City of Mountain View	N/A
Steven Machida	Member	City of Milpitas	Absent
Steve Chan	Alternate Member	City of Milpitas	Absent
Matt Morley	Vice Chairperson	Town of Los Gatos	Present
Lisa Petersen	Alternate Member	Town of Los Gatos	N/A
Cedric Novenario	Member	City of Los Altos	Present
Susanna Chan	Alternate Member	City of Los Altos	N/A
Joshuah Mello	Member	City of Palo Alto	Present
Jessica Sullivan	Alternate Member	City of Palo Alto	N/A
John Ristow	Member	City of San José	Present
Jessica Zenk	Alternate Member	City of San José	N/A
Henry Servín	Chairperson	City of Gilroy	Present
Teresa Mack	Alternate Member	City of Gilroy	N/A
Mo Sharma	Member	City of Monte Sereno	Absent
Nick Saleh	Ex-Officio Member	California Department of Transportation (Caltrans)	Present
Dina El-Tawansy	Ex-Officio Alternate Member	California Department of Transportation (Caltrans)	N/A
Therese Trivedi	Ex-Officio Member	Metropolitan Transportation Commission (MTC)	Present
Stefanie Hom	Ex-Officio Alternate Member	Metropolitan Transportation Commission (MTC)	N/A

* Alternates do not serve unless participating as a Member.

A quorum was present.

2. **ORDERS OF THE DAY**

Chairperson Servín requested the following changes to the agenda: 1) defer **Agenda Item #14** – Bus Stop Impact Policy, to the October 13, 2016, Committee meeting; 2) place **Agenda Item #17** – VTA Complete Streets Policy Development, as the first item on the Regular Agenda; and 3) remove **Agenda Item #8** – 2016 Transportation Systems Monitoring Program Report from the Consent Agenda and place it on the Regular Agenda, immediately after **Agenda Item #17** – VTA Complete Streets Policy Development.

M/S/C (Capurso/Novenario) to approve the Orders of the Day.

RESULT:	APPROVED [UNANIMOUS] – Orders of the Day
MOVER:	Todd Capurso, Member
SECONDER:	Cedric Novenario, Member
AYES:	Abbas, Borden, Cameron, Capurso, Kim, Mello, Morley, Novenario, Ristow, Servín
NOES:	None
ABSENT:	Bjarke, Chiu, Chen (Machida Alt.), Cherbone, Creer (Bjarke Alt.), Machida, Ng (Santa Clara Alt.), Nunez (Cherbone Alt.), Sharma, Tseng (Chiu Alt.)

3. **PUBLIC PRESENTATIONS**

There were no Public Presentations.

4. **Committee Staff Report**

Marcella Rensi, Transportation Planning Manager – Planning and Grants, announced her appointment as Staff Liaison to the TAC and expressed appreciation to the Committee for their work.

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

5. **Chairperson's Report**

Chairperson Servín gave a brief report, which included receiving an overview from staff regarding the sales tax measure schedule update and the Transportation Systems Monitoring Program Report.

6. **TAC Working Groups Report**

- Capital Improvement Program (CIP) Working Group

Celeste Fiore, Transportation Planner, noted the CIP Working Group met on August 23, 2016, and engaged in a discussion concerning One Bay Area Grant (OBAG) funding and anti-displacement policies.

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

Ms. Fiore noted the next meeting of the CIP Working Group is scheduled on September 27, 2016.

- **Systems Operations & Management (SOM) Working Group**

Eugene Maeda, Senior Transportation Planner, noted the SOM Working Group met on August 24, 2016, and discussed the following: 1) 2016 Congestion Management Program (CMP) monitoring schedule; 2) Crossroads software implementation update; and 3) the City of San Francisco's experience with switching from Level of Service (LOS) to Vehicle Miles Traveled (VMT).

Mr. Maeda noted the next meeting of the SOM Working Group is tentatively scheduled for September 28, 2016.

- **Land Use/Transportation Integration (LUTI) Working Group**

Chris Augenstein, Deputy Director, Planning Department, noted there is no LUTI Working Group report, and the next meeting will be in November 2016.

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

CONSENT AGENDA

7. Regular Meeting Minutes of August 11, 2016

M/S/C (Ristow/Capurso) to approve the Regular Meeting Minutes of August 11, 2016.

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

Receive information from the 2016 Transportation Systems Monitoring Report.

9. Fiscal Year 2016 State Route (SR) 237 Express Lanes Annual Report

M/S/C (Ristow/Capurso) to receive an update on SR 237 Express Lanes Fiscal Year 2016 annual report.

10. Programmed Project Monitoring - Quarterly Report

M/S/C (Ristow/Capurso) to receive the Programmed Projects Quarterly Monitoring Report for April-June 2016.

11. Legislative Update Matrix

M/S/C (Ristow/Capurso) to review the Legislative Update Matrix.

RESULT:	APPROVED [UNANIMOUS] – Consent Agenda Items 7, 9-11
MOVER:	John Ristow, Member
SECONDER:	Todd Capurso, Member
AYES:	Abbas, Borden, Cameron, Capurso, Kim, Mello, Morley, Novenario, Ristow, Servín
NOES:	None
ABSENT:	Bjarke, Chiu, Chen (Machida Alt.), Cherbone, Creer (Bjarke Alt.), Machida, Ng (Santa Clara Alt.), Nunez (Cherbone Alt.), Sharma, Tseng (Chiu Alt.)

REGULAR AGENDA

The Agenda was taken out of order.

17. VTA Complete Streets Policy Development

Lauren Ledbetter, Senior Transportation Planner, provided a brief background and overview of the staff report.

Members of the Committee made the following comments: 1) asked about the difference between the proposed VTA Complete Streets Policy and other design guidelines; 2) public opposition should not be a valid reason for exemption, particularly when a project has safety benefits; 3) importance of public outreach in the policy development process; 4) requested involvement of Caltrans and MTC staff; 5) expressed desire for a better checklist and a more streamlined process; and 6) suggested involvement of the CIP Working Group, SOM Working Group, and the VTA Bicycle and Pedestrian Advisory Committee (BPAC) and local BPACs in the checklist development.

Chairperson Servín acknowledged receipt of the City of San Jose BPAC's letter of support regarding inclusion of Complete Streets requirement in all Envision Silicon Valley projects.

On order of Chairperson Servín, and there being no objection, the Committee reviewed and discussed the development of VTA's Complete Streets Policy.

8. 2016 Transportation Systems Monitoring Program (TSMP) Report

Mr. Maeda provided a brief background and overview of the report.

The Committee commended staff on their work, noting data contained in the report could help inform where resources, such as potential measure funds, are needed. The Committee and staff engaged in a discussion regarding potential strategies to address issues raised in the report, particularly with freeway and roadside litter and graffiti.

On order of Chairperson Servín, and there being no objection, the Committee received information from the 2016 Transportation Systems Monitoring Report.

12. Third-party Agreements of Voluntary Contributions and Programming of Vehicle Registration Fee (VRF) Funds to Transportation Improvement Projects

Gene Gonzalo, Highways Program Manager, provided an overview of the report.

M/S/C (Abbas/Ristow) to recommend that the VTA Board of Directors authorize the General Manager to negotiate and enter into cooperative funding agreements with the City of Santa Clara in the amount of \$16.164 million for its voluntary contribution and with the City of Sunnyvale for an amount up to \$11.380 million to help fund mutually defined regional transportation improvements to be delivered by the Santa Clara Valley Transportation Authority, and to approve \$4 million in Vehicle Registration Fee matching funds for the SR 237 Express Lanes Phase 2 project.

RESULT:	APPROVED [UNANIMOUS] – Agenda Item #12
MOVER:	Shahid Abbas, Member
SECONDER:	John Ristow, Member
AYES:	Abbas, Borden, Cameron, Capurso, Kim, Mello, Morley, Novenario, Ristow, Servín
NOES:	None
ABSENT:	Bjarke, Chiu, Chen (Machida Alt.), Cherbone, Creer (Bjarke Alt.), Machida, Ng (Santa Clara Alt.), Nunez (Cherbone Alt.), Sharma, Tseng (Chiu Alt.)

13. Vehicle Registration Fund Advance: City of Gilroy North First Street Paving

Marcella Rensi, Transportation Planning Manager and Staff Liaison, provided an overview of the staff report.

Members of the Committee commended the City of Gilroy on the creative funding strategy to advance the project.

M/S/C (Morley/Cameron) to recommend that the VTA Board of Directors approve up to a \$5.5 million advance of Vehicle Registration Fee (VRF) Program funding to the City of Gilroy for the First Street repaving project.

RESULT:	APPROVED [UNANIMOUS] – Agenda Item #13
MOVER:	Matt Morley, Vice Chairperson
SECONDER:	Dawn Cameron, Member
AYES:	Abbas, Borden, Cameron, Capurso, Kim, Mello, Morley, Novenario, Ristow, Servín
NOES:	None
ABSENT:	Bjarke, Chiu, Chen (Machida Alt.), Cherbone, Creer (Bjarke Alt.), Machida, Ng (Santa Clara Alt.), Nunez (Cherbone Alt.), Sharma, Tseng (Chiu Alt.)

14. (Deferred to the October 13, 2016, TAC Regular Meeting)

Recommend that the VTA Board of Directors adopt a policy to guide the decision-making procedure on bus stop modification requests from outside parties.

15. Next Network: Light Rail Service Plan Recommendation

Jason Kim, Senior Project Manager, provided a brief project background and overview of the report.

Upon query of the Committee, staff noted strategies to address change to operating costs are being considered for the next budget proposal. The Committee emphasized the importance of community outreach to inform the public of the recommended changes.

Public Comment

Roland Lebrun, Interested Citizen, noted there is high ridership at the Tamien light rail station and suggested staff consider a Commuter Express Service stop at Tamien to connect South County Caltrain riders with light rail.

On order of Chairperson Servín, and there being no objection, the Committee reviewed the recommended 2017 Light Rail Operating Plan.

16. VTA's Next Network Plan Outreach Update

Jay Tyree, Senior Project Manager, provided a summary of Next Network Phase I Outreach.

Public Comment

Michael Tsai, Interested Citizen, noted the importance of widespread community and media outreach regarding the Next Network effort and suggested budget increase for outreach activities. He further noted the need for a better transportation network and the importance of land use and transportation integration.

Doug Muirhead, Interested Citizen, commended VTA staff for their work on the community workshops and offered suggestions for improvement on future workshop exercises.

Members of the Committee made the following comments: 1) expressed concern from City of Palo Alto residents regarding the elimination of bus route 88 in the “Network 80” and “Network 90” concepts; 2) public sentiment about providing service for school access; 3) data reflects demand periods that does not correspond to traditional AM/PM peak commuting periods; and 4) expressed appreciation of staff for their work on the community workshops.

Member Capurso left the meeting at 3:03 p.m.

On order of Chairperson Servín, and there being no objection, the Committee received an update on Phase I of the outreach efforts for VTA's Next Network Plan.

OTHER ITEMS

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

Ex-Officio Member Trivedi provided a brief update, highlighting: 1) Association of Bay Area Governments (ABAG) Administrative Committee discussion regarding Plan Bay Area 2040 at their September 9, 2016 meeting, noting formal comments on the Draft Preferred Scenario are due on October 14, 2016; and 2) informational workshop regarding Caltrans Planning Grant opportunities scheduled on September 15, 2016.

On order of Chairperson Servín, and there being no objection, the Committee received an update on MTC Activities and Initiatives.

19. Update on Caltrans Activities and Initiatives

Ex-Officio Member Saleh noted the following project updates: 1) US 101 pavement rehabilitation project between South San Jose and the City of Morgan Hill; 2) Highway 9 and 17, freeway closures; 3) release of Saratoga Creek Bridge replacement project environmental study.

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

20. TAC Committee Work Plan

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

21. ANNOUNCEMENTS

Chairperson Servín announced his retirement from the City of Gilroy and that this would be his last TAC meeting. He expressed his gratitude and appreciation to the Committee for their work. He also expressed appreciation of VTA staff for their work and diligence. Chairperson Servín noted Vice Chairperson Morley will lead the committee as chair beginning on October 2016.

The Committee expressed their congratulations and appreciation to Chairperson Servín for his work.

22. ADJOURNMENT

On order of Chairperson Servín, and there being no objection, the meeting was adjourned at 3:09 p.m.

Respectfully submitted,

Michelle Oblena, Board Assistant
VTA Office of the Board Secretary