

CITIZENS ADVISORY COMMITTEE
and
2000 MEASURE A CITIZENS WATCHDOG COMMITTEE

Wednesday, February 12, 2020

2000 Measure A Citizens Watchdog Committee (CWC) meeting begins at **4:00 PM**
Citizens Advisory Committee (CAC) meeting begins at the conclusion of the CWC Meeting.

VTA Conference Room B-106
3331 North First Street
San Jose, CA

AGENDA

COMMITTEE MISSION STATEMENT:

The VTA CAC provides a communication channel for transportation stakeholders and residents of the county by providing input, analysis, perspective and timely recommendations prior to VTA Board of Director action on transportation policy issues and initiatives.

CALL TO ORDER

- 1. ROLL CALL**
- 2. ORDERS OF THE DAY**
- 3. PUBLIC COMMENT:**

This portion of the agenda is reserved for persons desiring to address the Committee on any matter not on the agenda. Speakers are **limited to 2 minutes**. The law does not permit Committee action or extended discussion on any item not on the agenda except under special circumstances. If Committee action is requested, the matter can be placed on a subsequent agenda. All statements that require a response will be referred to staff for reply in writing.

- 4. Receive Committee Staff Report. (Verbal Report) (Gonzalez-Estay)**
 - Receive status update on VTA Board Governance Process Assessment (Flynn)
- 5. Receive Chairperson's Report. (Verbal Report) (Schulter)**

**COMBINED CAC AND 2000 MEASURE A CITIZENS WATCHDOG COMMITTEE
CONSENT AGENDAS**

6. ACTION ITEM - Approve the Regular Meeting Minutes of January 15, 2020.

2000 MEASURE A CITIZENS WATCHDOG COMMITTEE REGULAR AGENDA

7. INFORMATION ITEM - Receive a briefing from the 2000 Measure A Citizens Watchdog Committee's independent compliance auditor and provide input on the proposed audit plan and schedule for performing the compliance audit of Fiscal Year 2019.

CITIZENS ADVISORY COMMITTEE REGULAR AGENDA

8. ACTION ITEM - Approve the 2020 Citizens Advisory Committee/2000 Measure A Citizens Watchdog Committee (CAC/CWC) Meeting Schedule.
9. INFORMATION ITEM - Receive a presentation from Rod Diridon, Sr: "Perspective on the Impact of Climate Change and Transportation in the Silicon Valley."

COMBINED CAC AND CITIZENS WATCHDOG COMMITTEE ITEMS

10. Review the Citizens Advisory Committee and Citizens Watchdog Committee Work Plans.

OTHER

11. ANNOUNCEMENTS

12. ADJOURN

In accordance with the Americans with Disabilities Act (ADA) and Title VI of the Civil Rights Act of 1964, VTA will make reasonable arrangements to ensure meaningful access to its meetings for persons who have disabilities and for persons with limited English proficiency who need translation and interpretation services. Individuals requiring ADA accommodations should notify the Board Secretary's Office at least 48-hours prior to the meeting. Individuals requiring language assistance should notify the Board Secretary's Office at least 72-hours prior to the meeting. The Board Secretary may be contacted at ☎(408) 321-5680 or ✉email: board.secretary@vta.org or ☎ (408) 321-2330 (TTY only). VTA's home page is on the web at: www.vta.org or visit us on Facebook at: www.facebook.com/scvta. ☎(408) 321-2300: 中文 / Español / 日本語 / 한국어 / tiếng Việt / Tagalog.

All reports for items on the open meeting agenda are available for review in the Board Secretary's Office, 3331 North First Street, San Jose, California, (408) 321-5680, at least 72 hours prior to the meeting. This information is available on VTA's website at <http://www.vta.org> and also at the meeting.



**CITIZENS ADVISORY
 COMMITTEE**
and
**2000 MEASURE A CITIZENS WATCHDOG
 COMMITTEE**

Wednesday, January 15, 2020

MINUTES

CALL TO ORDER

The Regular Meeting of the Citizens Advisory Committee (CAC)/2000 Measure A Citizens Watchdog Committee (CWC) was called to order at 4:07 p.m. by Chairperson Schuler in Conference Room B-106, VTA River Oaks Campus, 3331 North First Street, San Jose, California.

1. ROLL CALL

Attendee Name	Title	Represents	Status
Jon Cacciotti	Member	Business & Labor	Present
Aneliza Del Pinal	Vice Chairperson	Community & Societal Interest	Absent
Nupur Gunjan	Member	Business & Labor	Present
Michelle Huttenhoff	Member	Business & Labor	Absent
Steven Lee	Member	Community & Societal Interest	Present
Aaron Morrow	Transitional Member	Community & Societal Interest	Present
Aboubacar Ndiaye	Member	Business & Labor	Present
Matthew Quevedo	Member	Business & Labor	Absent
Martin Schuler	Transitional Chairperson	Community & Societal Interest	Present
Vignesh Swaminathan	Member	Community & Societal Interest	Present
Noel Tebo	Transitional Member	Community & Societal Interest	
Herman Wadler	Transitional Member	Community & Societal Interest	Present

A quorum was present.

2. ORDERS OF THE DAY

Chairperson Schulter noted **Agenda Item 11.**, Review of 2000 Measure A Citizen Watchdog Committee Duties, Responsibilities and Limitations would be heard as the first item on the 2000 Measure A Citizens Watchdog Committee Regular Agenda.

Member Lee requested **Agenda Item #7.**, Vehicle Registration Fee Countywide Program Cycle 3, be removed from the consent agenda and placed on the regular agenda.

M/S/C (Lee/Swaminathan) to accept the Orders of the Day.

RESULT:	ACCEPTED [UNANIMOUS] – Orders of the Day
MOVER:	Steven Lee, Member
SECONDER:	Vignesh Swaminathan, Member
AYES:	Cacciotti, Gunjan, Lee, Morrow, Schulter, Swaminathan, Wadler
NOES:	None
ABSENT:	Del Pinal, Huttenhoff, Ndiaye, Quevedo, Tebo

3. PUBLIC COMMENT

Aaron Morrow commented on his request for paratransit data.

Member Ndiaye arrived at the meeting at 4:11 p.m.

4. Committee Staff Report

Manolo Gonzalez-Estay, Government Affairs Policy Analyst and Staff Liaison, reported on the following: 1) summary of actions the VTA Board of Directors (Board) took at their January 9, 2020 meeting and noting Board chair priorities; 2) New Transit Service Rollout, and; 3) CAC Membership Recruitment.

Member Morrow queried about the severe stacking on Bus Service Routes 22 and 522, noting the buses were all empty. Staff noted they would follow-up.

Stephen Flynn, Senior Policy Analyst, provided an update on the Ad Hoc Board Enhancement Committee (BEC) activities.

Member Morrow requested staff e-mail the Committee the link to Ad Hoc BEC information.

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

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

5. **Chairperson's Report**

Chairperson Schuller reported on the following: 1) he provided a CAC Chairperson report at the January 9, 2020, VTA Board meeting, and; 2) CAC Membership Recruitment.

COMBINED CAC AND 2000 MEASURE A CITIZENS WATCHDOG COMMITTEE CONSENT AGENDAS

6. **Regular Meeting Minutes of December 11, 2019**

M/S/C (Morrow/Wadler) to approve the Regular Meeting Minutes of December 11, 2019.

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

Recommend that the VTA Board of Directors program a total of \$9.7 million in Vehicle Registration Fee (VRF) Countywide Program funds to projects.

8. **CAC 2019 Year-End Attendance Report**

M/S/C (Morrow/Wadler) to receive the Citizens Advisory Committee (CAC) 2019 Year-End Attendance Report.

9. **Vehicle Registration Fee (VRF) Annual Report**

M/S/C (Morrow/Wadler) to review the status of ongoing Santa Clara County Vehicle Registration Fee (VRF) activity.

RESULT:	APPROVED [UNANIMOUS] Consent Agenda Items #6 & 8-9
MOVER:	Morrow, Transitional Member
SECONDER:	Wadler, Transitional Member
AYES:	Cacciotti, Gunjan, Lee, Morrow, Ndiaye, Schuller, Swaminathan, Wadler
NOES:	None
ABSENT:	Del Pinal, Huttenhoff, Quevedo, Tebo

The Agenda was taken out of order.

2000 MEASURE A CITIZENS WATCHDOG COMMITTEE REGULAR AGENDA

11. Review of 2000 Measure A Citizen Watchdog Committee Duties, Responsibilities and Limitations

Michelle Oblena, Associate Management Analyst and Advisory Committee Coordinator provided an overview of the staff report.

On order of Chairperson Schulter and there being no objection, the Committee received the annual review of the Citizens Watchdog Committee's ballot-specified duties, responsibilities and limitations.

10. Consider Exercising Option Year on Compliance Audit Contract with Macias, Gini and O'Connell LLP

Ms. Oblena and Stephen Flynn, Sr. Policy Analyst, provided an overview of the option to extend the Compliance Audit Contract with Macias, Gini and O'Connell (MGO) LLP.

Members of the Committee discussed the following: 1) fund swaps; 2) auditor selection process, and; 3) MGO historical performance.

M/S/C (Cacciotti/Wadler) to consider exercising the option to extend the contract with Macias, Gini & O'Connell LLP (MGO) for independent compliance auditing services to the 2000 Measure A Citizens Watchdog Committee (CWC), at a cost of \$29,700 for the Fiscal Year 2019 audit cycle.

RESULT:	APPROVED [UNANIMOUS] Agenda Items #10
MOVER:	Cacciotti, Member
SECONDER:	Wadler, Transitional Member
AYES:	Cacciotti, Gunjan, Lee, Morrow, Ndiaye, Schulter, Swaminathan, Wadler
NOES:	None
ABSENT:	Del Pinal, Huttenhoff, Quevedo, Tebo

CITIZENS ADVISORY COMMITTEE REGULAR AGENDA

12. Election Process for 2020 Citizens Advisory Committee Leadership: Conduct Elections

Ms. Oblena provided a brief overview of the election process, noting the Nomination Subcommittee nominated the following slate of candidates for the 2020 Vice Chairperson election: Members Michelle Huttenhoff, Aaron Morrow, and Vignesh Swaminathan.

M/S (Wadler/Swaminathan) to close the nominations for Vice Chairperson for calendar year 2020.

M/S (Wadler/Swaminathan) to approve the slate of Nominees for Vice Chairperson for calendar year 2020.

The slate of candidates spoke briefly. Member Ndiaye spoke on behalf of Member Huttenhoff.

On a vote of 7 ayes to 1 noes Member Swaminathan was elected as Vice Chairperson for 2020.

RESULT:	ELECT VIGNESH SWAMINATHAN AS 2020 VICE CHAIRPERSON - Agenda Item #12
MOVER:	Wadler, Transitional Member
SECONDER:	Morrow, Transitional Member
AYES:	Cacciotti, Lee, Morrow, Ndiaye, Schulter, Swaminathan, Wadler
NOES:	Gunjan
ABSENT:	Del Pinal, Huttenhoff, Quevedo, Tebo

13. (Deferred to the February 12, 2020 CAC/CWC Meeting.)

Approve the 2020 Citizens Advisory Committee/2000 Measure A Citizens Watchdog Committee (CAC/CWC) Meeting Schedule. Further, the matter will be heard at the regularly scheduled February 12, 2020, CAC/CWC meeting.

RESULT:	DEFERRED - Agenda Item #13
MOVER:	Morrow, Transitional Member
SECONDER:	Cacciotti, Member
AYES:	Cacciotti, Gunjan, Lee, Morrow, Ndiaye, Schulter, Swaminathan, Wadler
NOES:	None
ABSENT:	Del Pinal, Huttenhoff, Quevedo, Tebo

14. Express Bus Partnership Program Service Plan

Janice Soriano, Senior Transportation Planner, provided a presentation on the Express Bus Partnership Program and the Vanpool Pilot Program.

Members of the Committee and staff discussed the following: 1) flexibility of increasing the subsidy; 2) prioritize Express Bus trips on express lanes to incentivize investment in the Express bus network; 3) ensure a sense of permanency on Express bus routes design so that the service and markets served do not fluctuate too frequently; 4) emphasize that routes are not permanent during the pilot program; 5) utilize social media; 6) work with real estate developers; and 7) consider implementing other commute solutions such as Scoop and Waze Carpool.

Member Cacciotti left his seat at 5:28 p.m.

M/S/C (Wadler/Morrow) to recommend that the VTA Board of Directors adopt a new Express Bus Partnership Program and a new pilot Vanpool Subsidy Program for implementation in April 2020.

RESULT:	APPROVED [UNANIMOUS] Agenda Item #14
MOVER:	Wadler, Transitional Member
SECONDER:	Morrow, Transitional Member
AYES:	Gunjan, Lee, Morrow, Ndiaye, Schulter, Swaminathan, Wadler
NOES:	None
ABSENT:	Cacciotti, Del Pinal, Huttenhoff, Quevedo, Tebo

Member Cacciotti returned to his seat at 5:34 p.m.

15. Rod Diridon, Sr. Presentation

Rod Diridon, Sr. Emeritus Executive Director, Mineta Transportation Institute, provided a presentation entitled “Rapid Transit Development Project,” highlighting the historical perspective of public transportation in Silicon Valley.

Members of the Committee discussed connectivity and regional interests. The Committee thanked Mr. Diridon for his years of dedicated work in the county.

On order of Chairperson Schulter and there being no objection, the Committee received the guest presentation.

7. Vehicle Registration Fee Countywide Program Cycle 3

Member Gunjan commented on the importance of clarifying the safety and security language.

M/S/C (Lee/Wadler) on a vote of 7 ayes to 0 noes to 1 recusal to recommend that the VTA Board of Directors program a total of \$9.7 million in Vehicle Registration Fee (VRF) Countywide Program funds to projects. Member Cacciotti recused.

RESULT: APPROVED - Agenda Item #7
MOVER: Lee, Member
SECONDER: Wadler, Transitional Member
AYES: Gunjan, Lee, Morrow, Ndiaye, Schuler, Swaminathan, Wadler
NOES: None
ABSENT: Del Pinal, Huttenhoff, Quevedo, Tebo
RECUSAL: Cacciotti

COMBINED CAC AND CITIZENS WATCHDOG COMMITTEE ITEMS

16. Citizens Advisory Committee and Citizens Watchdog Committee Work Plans

On order of Chairperson Schuler and there being no objection, the Committee reviewed the Citizens Advisory Committee and Citizens Watchdog Committee Work Plans.

OTHER

17. ANNOUNCEMENTS

Chairperson Schuler announced the next CAC/CWC meeting will be on Wednesday, February 12, 2020.

18. ADJOURNMENT

On order of Chairperson Schuler and there being no objection, the meeting was adjourned at 6:20 p.m.

Respectfully submitted,

Anita McGraw, Board Assistant
VTA Office of the Board Secretary



Date: January 28, 2020
 Current Meeting: February 12, 2020
 Board Meeting: N/A

BOARD MEMORANDUM

TO: Santa Clara Valley Transportation Authority
 2000 Measure A Citizens Watchdog Committee

THROUGH: General Manager/CEO, Nuria I. Fernandez

FROM: Board Secretary, Elaine Baltao

SUBJECT: Independent Auditor Initiation of Compliance Audit of FY19

FOR INFORMATION ONLY

BACKGROUND:

In November 2000, the voters in Santa Clara County approved Measure A, a 30-year half cent sales tax devoted to enhancing the county's public transit system. The Measure A ballot also established the 2000 Measure A Citizens Watchdog Committee (CWC) and mandated that, among other duties, this independent body must:

- Review all 2000 Measure A expenditures.
- Have an audit conducted each fiscal year by an independent auditor to ensure tax dollars are being spent in accordance with the intent of the measure.

To fulfill these ballot-mandated responsibilities, on April 13, 2016 the CWC, based on the results of a competitive procurement process, awarded a contract to Macias, Gini & O'Connell LLP (MGO) to provide compliance auditing services. The contract was amended in August 2017 to provide services for the Fiscal Year (FY) 2017 and FY 2018 audit cycles. At the CWC's January 2020 meeting, the Committee approved exercising the option to extend the contract with MGO for the FY 2019 audit cycle.

DISCUSSION:

To initiate the FY 2019 compliance audit, the engagement team from MGO, led by MGO partner David Bullock, CPA, will attend the February 12, 2020 CWC meeting to receive input from the Committee and discuss on the proposed audit plan, provide status reports, and answer any questions from the Committee.

Potential topics that may be discussed include:

- Projected scope of the audit of FY19 (July 1, 2018 - June 30, 2019)

- Estimated timetable and major milestones
- Proposed content and presentation of the audit report
- Any issues or areas of potential concern members or the auditors may have

The audit team will be scheduled for one or more additional CWC meetings throughout the first portion of 2020 to provide status updates and present the draft audit report. The specific meeting or meetings will be determined based on the timetable agreed upon by the Committee and its compliance auditor.

Prepared By: Board Office
Memo No. 7262



Date: January 30, 2020
 Current Meeting: February 12, 2020
 Board Meeting: N/A

BOARD MEMORANDUM

TO: Santa Clara Valley Transportation Authority
 Citizens Advisory Committee

THROUGH: General Manager/CEO, Nuria I. Fernandez

FROM: Chief External Affairs Officer, Jim Lawson

SUBJECT: 2020 Citizens Advisory Committee/2000 Measure A Citizens Watchdog
 Committee Meeting Schedule

Policy-Related Action: No

Government Code Section 84308 Applies: No

RECOMMENDATION:

Approve the 2020 Citizens Advisory Committee/2000 Measure A Citizens Watchdog Committee (CAC/CWC) Meeting Schedule.

BACKGROUND:

The CAC/CWC generally meets on the Wednesday following the first Thursday of the month at 4:00 p.m. The following meeting dates are proposed for 2020:

<u>DATE</u>	<u>TIME</u>
Wednesday, January 15 (3 rd Wed.)	4:00 PM
Wednesday, February 12	4:00 PM
Wednesday, March 11	4:00 PM
Wednesday, April 8	4:00 PM
Wednesday, May 13	4:00 PM
Wednesday, June 10	4:00 PM
Wednesday, July 8*	4:00 PM
Wednesday, August 12	4:00 PM
Wednesday, September 9	4:00 PM
Wednesday, October 7	4:00 PM
Tuesday, November 10**	4:00 PM
Wednesday, December 9*	4:00 PM

*Meetings for the months of July and December will be held to hear urgent items only.

**November meeting being held on Tuesday, due to the Veterans' Day Holiday on November 11th.

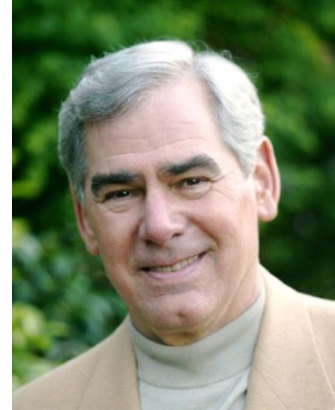
FISCAL IMPACT:

There is no Fiscal Impact.

Prepared by: Board Office
Memo No. 7227

Rod Diridon, Sr.
Emeritus Executive Director
Mineta Transportation Institute

From 1993 to 2014, Rod Diridon, Sr., was executive director of the Mineta Transportation Institute (MTI), a transportation policy research center created in 1991 by Congress. He is known as the father of modern transit service in Silicon Valley and has chaired more than 100 international, national, state, and local programs, most related to transit and the environment. He frequently provides legislative testimony on sustainability.



Mr. Diridon was appointed in 2001 and 2005 by Governors Davis and Schwarzenegger, respectively, to the California High Speed Rail Authority Board of which he is chair emeritus. He helped found and is chair emeritus of the American Public Transportation Association's (APTA) High Speed Intercity Rail Committee and National High Speed Rail Corridors' Coalition. He served as president of the national Council of University Transportation Centers (CUTC) and is the elected chair of the US High Speed Rail Association's (US HSRA) Board.

In 1992, he served as the chair of APTA in Washington DC and for six years as North American vice chair of the International Transit Association (UITP) in Brussels. In 1976, he chaired the state's first successful local half-cent sales tax for transit and subsequently chaired a state-wide and four successful regional transportation financing and bond elections.

In 1996 he founded and chaired the Transportation Research Board's study panel, "Combating Global Warming through Sustainable Transportation Policy." He advised the Federal Transit Administration and in 1995 chaired the National Research Council's Transportation Research Board's Transit Oversight and Project Selection Committee. He provided keynotes, especially for high speed rail and sustainability, in more than 50 US cities and for a dozen international conferences, and he has published numerous related articles. He has driven electric cars since 1996 and his home's photovoltaic array is a net contributor to the grid. Since 1995 he's chaired the region's League of Conservation Voters Board and is a Life Member of the Sierra Club. He received lifetime achievement awards from APTA, CUTC, National Association of Counties, San Jose State's College of Business, US HS Ground Transport Association, US HSRA, and others.

His political career began in 1971 as the youngest person ever elected to the Saratoga City Council. He retired in 1995 because of term limits after completing six terms as chair of both the Santa Clara County Board of Supervisors and the Transit Board. He was the only person to chair the San Francisco Bay Area's (119 cities, 27 transit agencies, and 9 counties) three regional governments: The Metropolitan Transportation Commission, the Air Quality Management District, and the Association of Bay Area Governments. He chaired nine successful rail system development project boards. In 1995 the region's main train station was renamed the "San Jose Diridon Station" upon his retirement from elected office.

After receiving a BS in accounting and MSBA in statistics in 1963 from San Jose State University, he served two combat tours as a naval officer in Vietnam. In 1968 he founded the Decision Research Institute which was sold in 1977 after his election. Mr. Diridon has two successful children, Rod Jr. and Mary Margaret, and four grandchildren. He is married to Dr. Gloria Duffy, former US Deputy Assistant Secretary of Defense and now president and CEO of the Commonwealth Club of California. In July of 2014 he shifted to emeritus status at MTI.

CAC/CWC Work Plan
February 2020 - July 2020

Doc ID	Origin	Short Title	CAC 2/12	CWC 2/12	BOD 3/5	CAC 3/11	CWC 3/11	BOD 4/2	CAC 4/8	CWC 4/8	BOD 5/7	CAC 5/13	CWC 5/13	BOD 6/4	CAC 6/10	CWC 6/10	CAC 7/8	CWC 7/8	BOD 8/6
7262	Dept - Board Secretary / Michelle Oblena	Compliance Auditor Kickoff of FY19 Audit		I															
7182	Dept - Technical Services / Edwin Castillo	VTP Hwy Program Semi-Annual Report Ending December 31, 2019				I		I											
7304	Dept - Transportation Planning / Jay Tyree	2021 Bus Stop Enhancement Program				I													
7183	Dept - Technical Services / Edwin Castillo	Measure A Semi-Annual Report ending December 31, 2019					I	I											
7290	Dept - Board Secretary / Michelle Oblena	Determine Date & Location of CWC Public Hearing								A									
7291	Dept - Board Secretary / Michelle Oblena	CWC Compliance Auditor (MGO) Report on FY 2019								A									
7292	Dept - Board Secretary / Michelle Oblena	CWC Public Hearing & Audit Results Publication								A									
7245	Dept - Transportation Planning / Brent Pearse	Central Bikeway Study										A		A					
7255	Dept - Environmental Programs / Ann Calnan	Sustainability Plan and Annual Report										I		I					
7293	Dept - Board Secretary / Michelle Oblena	Conduct CWC Public Hearing on FY19											A						