

## Policy Advisory Committee

Thursday, January 16, 2020

### MINUTES

#### CALL TO ORDER

The Regular Meeting of the Policy Advisory Committee (PAC) was called to order at 4:00 p.m. by Chairperson Pro Tem Darcy Paul in Conference Room B-106, Valley Transportation Authority (VTA), 3331 North First Street, San José, California.

#### 1. ROLL CALL

Attendee Name	Title	Status
Anne Bybee	City of Campbell	Present
<i>Susan Landry (Alternate)</i>	City of Campbell	N/A
Darcy Paul	City of Cupertino	Present
<i>Rod Sinks (Alternate)</i>	City of Cupertino	N/A
Marie Blankley	City of Gilroy	Absent
<i>Fred Tovar (Alternate)</i>	City of Gilroy	Present
Lynette Lee Eng	City of Los Altos	Present
<i>Jeannie Bruins (Alternate)</i>	City of Los Altos	N/A
Roger Spreen	Town of Los Altos Hills	Absent
<i>Vacant (Alternate)</i>	Town of Los Altos Hills	-
Marcia Jensen	Town of Los Gatos	Present
<i>Barbara Spector (Alternate)</i>	Town of Los Gatos	N/A
Karina Dominguez	City of Milpitas	Absent
<i>Vacant (Alternate)</i>	City of Milpitas	-
Javed Ellahie	City of Monte Sereno	Absent
<i>Shawn Leuthold (Alternate)</i>	City of Monte Sereno	Absent
Rich Constantine	City of Morgan Hill	Present
<i>Yvonne Beltran Martinez (Alternate)</i>	City of Morgan Hill	N/A
Lisa Matichak	City of Mountain View	Absent
<i>Margaret Abe-Koga (Alternate)</i>	City of Mountain View	Present
Liz Kniss	City of Palo Alto	Absent
<i>Vacant (Alternate)</i>	City of Palo Alto	-
Sergio Jimenez	City of San Jose	Present
<i>Vacant (Alternate)</i>	City of San Jose	-
Raj Chahal	City of Santa Clara	Present
<i>Karen Hardy (Alternate)</i>	City of Santa Clara	N/A
Howard Miller	City of Saratoga	Present
<i>Rishi Kumar (Alternate)</i>	City of Saratoga	N/A
Mason Fong	City of Sunnyvale	Present
<i>Nancy Smith (Alternate)</i>	City of Sunnyvale	N/A
Mike Wasserman	County Board of Supervisors	Absent
<i>Vacant (Alternate)</i>	County Board of Supervisors	-

**A quorum was present.**

## 2. **ORDERS OF THE DAY**

There were no Orders of the Day.

## 3. **PUBLIC COMMENT**

There was no Public Comment.

## 4. **Committee Staff Report**

Aaron Quigley, Senior Policy Analyst and Committee Staff Liaison, provided a report, highlighting the following: 1) summary of actions the VTA Board of Directors (Board) took at their January 9, 2020 meeting, noting Board Chairperson Chavez' four focus areas for 2020: a) climate change, b) stronger partnerships, c) promoting women in non-traditional roles, and d) sustaining operations; and 2) New Transit Service Rollout on December 28, 2019.

- **Government Affairs Update**

Mr. Quigley directed attention to the written Government Affairs update and provided an overview.

Alternate Member Abe-Koga arrived and took her seat at 4:03 p.m.

- **Governance Study Update**

Stephen Flynn, Senior Policy Analyst, provided an update on the Governance Study.

Member Jimenez arrived and took his seat at 4:09 p.m.

Members of the Committee made the following comments: 1) suggested the PAC chairperson serve as Ex-Officio on the Board; 2) requested staff send the Grand Jury Report to the City Managers and the Committee members.

## 5. **Chairperson's Report**

Chairperson Pro Tem Paul announced the new PAC member orientation will be held at the conclusion of the PAC meeting.

## **CONSENT AGENDA**

Member Lee Eng requested placing Consent Agenda Item #9., Annual FY 2019 Transportation Systems Monitoring Program (TSMP) Report, to the Regular Agenda.

## 6. **Regular Meeting Minutes of November 14, 2019**

M/S/C (Tovar/Constantine) to approve the Regular Meeting Minutes of November 14, 2019.

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

7. **Santa Clara County Transportation Fund for Clean Air County Program Manager (TFCA CPM) projects**

M/S/C (Tovar/Constantine) to receive Santa Clara County Transportation Fund for Clean Air County Program Manager (TFCA CPM) projects.

8. **Santa Clara County Vehicle Registration Fee (VRF) activity**

M/S/C (Tovar/Constantine) to receive Santa Clara County Vehicle Registration Fee (VRF) activity.

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

Receive the Annual FY 2019 Transportation Systems Monitoring Program (TSMP) Report.

10. **Programmed Projects Quarterly Monitoring Report for October - December 2019**

M/S/C (Tovar/Constantine) to receive Programmed Projects Quarterly Monitoring Report for October - December 2019.

<b>RESULT:</b>	<b>APPROVED – Consent Agenda Items #6 – 8, and #10</b>
<b>MOVER:</b>	Tovar
<b>SECONDER:</b>	Constantine
<b>AYES:</b>	Abe-Koga, Bybee, Chahal, Constantine, Fong, Jensen, Jimenez, Lee Eng, Miller, Paul, Tovar
<b>NOES:</b>	None
<b>ABSENT:</b>	Dominguez, Ellahie, Leonardis, Leuthold, Kniss, Spreen, Wasserman

**The Agenda was taken out of order.**

**REGULAR AGENDA**

9. **Annual FY 2019 Transportation Systems Monitoring Program (TSMP) Report**

Members of the Committee and staff engaged in discussion regarding monitoring of pavement conditions of roads in each city and on state highways.

**On order of Chairperson Pro Tem Paul** and there being no objection, the Committee received the Annual FY 2019 Transportation Systems Monitoring Program (TSMP) Report.

11. **PAC Nomination Subcommittee's Report on Members Expressing Interest in Serving as Either Chairperson or Vice Chairperson for 2020**

Chairperson Pro Tem Paul thanked the Members of the Nomination Subcommittee for volunteering to serve on the subcommittee.

Michelle Oblena, Associate Management Analyst and Advisory Committee Coordinator, explained the PAC Chairperson and Vice Chairperson election process and term limit.

Nomination Subcommittee Members Miller and Lee-Eng provided a brief report, noting that Member Constantine expressed interest in serving as Chairperson for 2020 and Member Paul expressed interest in serving as Vice Chairperson for 2020.

**On order of Chairperson Pro Tem Paul** and there being no objection, the Committee received the PAC Nomination Subcommittee's report on members expressing interest in serving as either chairperson or vice chairperson for 2020.

**12. Policy Advisory Committee (PAC) Chairperson and Vice Chairperson for 2020**

Chairperson Pro Tem Paul opened nominations from the floor for the position of Chairperson.

Member Miller nominated Member Constantine for Chairperson.

**M/S/C (Miller/Lee Eng)** to close the nominations and elect Member Rich Constantine as PAC Chairperson for 2020.

<b>RESULT:</b>	<b>ELECTED Unanimously – Agenda Item #12 Chairperson</b>
<b>MOVER:</b>	Miller
<b>SECONDER:</b>	Lee Eng
<b>AYES:</b>	Abe-Koga, Bybee, Chahal, Constantine, Fong, Jensen, Jimenez, Lee Eng, Miller, Paul, Tovar
<b>NOES:</b>	None
<b>ABSENT:</b>	Dominguez, Ellahie, Leonardis, Leuthold, Kniss, Spreen, Wasserman

Chairperson Pro Tem Paul relinquished his seat to newly elected Chairperson Constantine.

Chairperson Constantine opened nominations from the floor for the position of Vice Chairperson. He nominated Member Paul for Vice Chairperson.

**M/S/C (Constantine/Miller)** to close nominations and elect Member Darcy Paul as PAC Vice Chairperson for 2020.

<b>RESULT:</b>	<b>ELECTED Unanimously – Agenda Item #12 Vice Chairperson</b>
<b>MOVER:</b>	Constantine
<b>SECONDER:</b>	Miller
<b>AYES:</b>	Abe-Koga, Bybee, Chahal, Constantine, Fong, Jensen, Jimenez, Lee Eng, Miller, Paul, Tovar
<b>NOES:</b>	None
<b>ABSENT:</b>	Dominguez, Ellahie, Leonardis, Leuthold, Kniss, Spreen, Wasserman

**13. 2020 Policy Advisory Committee Meeting Schedule**

**M/S/C (Tovar/Lee Eng)** to approve the 2020 Policy Advisory Committee Meeting Schedule.

<b>RESULT:</b>	<b>APPROVED – Agenda Item #13</b>
<b>MOVER:</b>	Tovar
<b>SECONDER:</b>	Lee Eng
<b>AYES:</b>	Abe-Koga, Bybee, Chahal Constantine, Fong, Jensen, Jimenez, Lee Eng, Miller, Paul, Tovar
<b>NOES:</b>	None
<b>ABSENT:</b>	Dominguez, Ellahie, Kniss, Leonardis, Leuthold, Spreen, Wasserman

**14. Vehicle Registration Fee (VRF) Cycle 3**

Amin Surani, Principal Transportation Planner – Programming, provided an overview of the staff report.

Members of the Committee and staff had a brief discussion regarding unspent funds and prioritizing existing projects to receive funding.

A Member of the Committee noted the Board already prioritized projects to receive funding, which are the projects that are recommended for programming.

**M/S/C (Miller/Fong)** to recommend that the Board of Directors Program a total of \$9.7 million in Vehicle Registration Fee (VRF) Countywide Program funds to projects.

<b>RESULT:</b>	<b>APPROVED – Agenda Item #14</b>
<b>MOVER:</b>	Miller
<b>SECONDER:</b>	Fong
<b>AYES:</b>	Abe-Koga, Bybee, Chahal, Constantine, Fong, Jensen, Jimenez, Lee Eng, Miller, Paul, Tovar
<b>NOES:</b>	None
<b>ABSENT:</b>	Dominguez, Ellahie, Kniss, Leonardis, Leuthold, Spreen, Wasserman

**15. New Express Bus Partnership Program and a New Pilot Vanpool Subsidy Program for Implementation in April 2020**

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

A discussion ensued about Metropolitan Transportation Commission’s (MTC) vanpool program, increasing subsidy cap on VTA’s pilot vanpool program to bolster vanpools and other commute solutions in Santa Clara County, and route schedule.

A Member of the Committee commented on the difference of percentage of service reduction between staff’s report and the Title VI report.

**M/S/C (Jimenez/Fong)** 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.

<b>RESULT:</b>	<b>APPROVED – Agenda Item #15</b>
<b>MOVER:</b>	Jimenez
<b>SECONDER:</b>	Fong
<b>AYES:</b>	Abe Koga, Bybee, Chahal, Constantine, Fong, Jensen, Jimenez, Lee Eng, Miller, Paul, Tovar
<b>NOES:</b>	None
<b>ABSENT:</b>	Dominguez, Ellahie, Kniss, Leonardis, Leuthold, Spreen, Wasserman

**16. VTA and County Public Health Staff on the Countywide Education and Encouragement Activities Planned for 2020 and 2021**

Lauren Ledbetter, Sr. Transportation Planner - Bike & Pedestrian, and Bonnie Broderick, Santa Clara County Public Health Department, provided a brief presentation entitled Countywide Education and Encouragement Program.

A discussion ensued regarding funding sources for training and activities, safe route to school, and cross sharing the experience and support among schools, VTA staff, and other cities.

**On order of Chairperson Constantine** and there being no objection, the Committee received a report from VTA and County Public Health staff on the countywide education and encouragement activities planned for 2020 and 2021.

**OTHER**

**17. Committee Work Plan**

Members of the Committee requested the following: 1) a matrix on the types of VTA buses transitioning to electric vehicles; 2) list of priority projects approved by the Board to better understand if these projects are transitioning to the right direction or if the list of projects need to be re-evaluated.

**On order of Chairperson Constantine** and there being no objection, the Committee accepted the Committee Work Plan.

**16. ANNOUNCEMENTS**

Mr. Quigley reiterated that there would be an orientation for new members after the PAC meeting.

Chairperson Constantine thanked the Committee for electing him as Chairperson.

17. **ADJOURNMENT**

**On order of Chairperson Constantine** and there being no objection, the meeting was adjourned 5:34 p.m.

Respectfully submitted,

Reyne Jimeno, Board Assistant  
VTA Office of the Board Secretary