

SPECIAL MEETING
East Bay Bus Rapid Transit Policy Steering Committee



MINUTES

Friday, November 9, 2012
3:00 pm

2nd Floor Board Room
1600 Franklin Street
Oakland, CA 94612

PSC Members:

AC Transit Board:

President Elsa Ortiz
Director Greg Harper
Director Mark Williams

Alameda County:

Supervisor Nate Miley

Metropolitan Transportation Commission/Caltrans:

District Director Bijan Sartipi

City of Oakland:

Vice Mayor Ignacio De La Fuente
Councilmember Rebecca Kaplan

City of San Leandro:

Vice Mayor Michael Gregory
Councilmember Pauline Cutter

The East Bay Bus Rapid Transit Policy Steering Committee held a meeting on Friday, November 9, 2012. The meeting was called to order at 3:05 p.m. with Chair Ortiz Presiding.

1. Roll Call

Committee Members Present:

President Elsa Ortiz
Director Greg Harper
Vice Mayor Michael Gregory
Councilmember Pauline Cutter
Councilmember Rebecca Kaplan
Caltrans District Director Bijan Sartipi

Committee Members Absent:

Director Mark Williams
Supervisor Nate Miley
Vice Mayor Ignacio De La Fuente

AC Transit Staff Present:

General Manager David Armijo
Acting General Counsel Denise Standridge
District Secretary Linda Nemeroff
Chief Planning and Development Officer Dennis Butler
Director of BRT David Wilkins

2. Public Comment

There was no public comment offered.

3. Chair's Report & Pertinent Actions of the AC Transit Board *Presented by Elsa Ortiz*

Chair Ortiz welcomed everyone to the meeting and congratulated Director Harper and Councilmember Kaplan on their re-election to their respective offices. Ms. Ortiz reported on the following actions that had taken place since the last committee meeting:

- Hiring of the new Director of BRT, David Wilkins, who would provide the committee with updates on the status of the project;
- Civil engineering studies currently underway;
- Drafting of operational plans for project management, project implementation and real estate acquisition;
- Technical partnerships with Caltrans and the cities of Oakland and San Leandro; and
- Quality Assurance measures.

Chair Ortiz also thanked the staffs of the various partnering agencies for their ongoing efforts to make the project a reality.

4. Approval of the minutes from September 14, 2012.

MOTION: KAPLAN/GREGORY to approve the minutes as presented (6-0-0-3).

Ayes: Members Kaplan, Gregory, Cutter, Harper, Sartipi, Ortiz - 6
Noes: None – 0
Abstain: None – 0
Absent: Members Miley, De La Fuente, Williams - 3

Prior to the start of the staff presentation, Mr. Wilkins showed a video on Seattle Metro's Rapid Ride service.

5. Consideration Items Presented by AC Transit Staff

- I. BRT Program Status
 - DOSL
 - BRT Program Schedule
 - Project Implementation Strategy

Mr. Wilkins gave an overview of the BRT route description, project schedule, and implementation strategy with regard to parking, utilities, traffic mitigation and construction.

Councilmember Kaplan asked when the cities would approve the preliminary engineering. Mr. Butler advised that the process was less formal because it was a Small Starts project. He added that the purpose of preliminary engineering was to uncover all of the unknowns to a sufficient degree in order to develop a solid budget and the funding needed during the development of a final design. He added that there wasn't a plan for formal approval of the 35% engineering; however, the technical team would approve the cost estimates from the contractors.

Councilmember Kaplan said that she wanted to make sure everyone was on the same page at the preliminary engineering stage due to the likelihood that decisions regarding the design would have to be made based on the availability of funding.

General Manager David Armijo advised that staff was following the Federal Transportation Administration's process and that 35% engineering was mainly to provide a point of departure as to whether the timeline and cost estimates are being met. He said that if a portion of the funding is missing when the final design phase is reached, the issue would be brought back to all parties to ensure everyone is on the same page and then to the AC Transit Board for final approval as well as the cities.

Councilmember Kaplan requested that the committee received an updated budget, including the status of the funding sources, cost estimates, etc. and that staff from each of the cities have an opportunity to review the information. Mr. Butler advised that there would be information available at the end of January, which would be discussed at the PSC's meeting in February.

II. BRT Policies in Development

- Fare Evasion
- Transit Lane Enforcement

With regard to fare evasion, Councilmember Kaplan requested further review of the law that directs fare evasion revenues to the county general fund. She wanted to know if there was a way for the revenue to be used to defray the cost of enforcement efforts. She also suggested that the fare evasion officers serve as multi-functional ambassadors.

With regard to transit lane enforcement, staff advised that it was investigating numerous options, including San Francisco MTA's enforcement program and camera-based enforcement. Questions were raised concerning who would enforce it, division of the revenue, etc. The issue is to be discussed at a future meeting when more information is available.

III. Ticket Vending Machine

Mr. Wilkins advised that staff was in the process of doing more analysis with input from the Accessibility Advisory Committee and the cities to identify the best options to consider.

Councilmember Kaplan commented on the need to maximize the use of the Clipper card in order make the route as efficient as possible. General Manager David Armijo commented on need for more Clipper vending? locations throughout the system and that staff would work on it. Further emphasis was made on the need to market senior passes due to the large presence of seniors along the BRT route.

Director Harper commented that there needed to be an emphasis on where technology is headed, noting that in the future a cell phone may be used to pay fares.

IV. Bus Station Naming

Mr. Wilkins reported on possible approaches to station naming, including the sale of naming rights, community input, or existing neighborhood names. Mr. Butler pointed out that the use of corporate sponsors could provide a means for operation and maintenance of the stations.

Councilmember Cutter commented that corporate naming could be confusing to patrons of the service. Caltrans District Director Bijan Sartipi commented that Caltrans was working with AC Transit on making sure that advertising and naming of the stations fell within the state highway regulations.

V. Architectural Model Review

- Community Outreach-Station Design
- Architectural Working Models
- Branding Update

With regard to the architectural working models, Councilmember Cutter asked whether drains would be situated away from where people stand or enter the station so they aren't splashed as the bus pulls up to the station. Director Harper commented on the need to have Bay Area weather statistics in order not to overdo the station design. Councilmember Kaplan commented that it was important to consider the angle of the roof and walls of the shelter in measuring the level of protection necessary.

Councilmember Kaplan asked that staff continue to work on the designs in consultation with city staff. She also wanted to make sure that the bus pads were included (they were not in the renderings) as well as lighting, non-sleeping benches, visibility of the NextBus displays and bullet-proof glass.

With regard to the community meetings, Councilmember Kaplan expressed concern that the public is not seeing a purpose to providing input because their major concerns continue to go unaddressed. Mr. Wilkins advised that he was not aware of the problem and that he would work to ensure that the high level issues are elevated to obtain feedback. Ms. Kaplan also said that Eastlake was concerned about parking mitigations and that the Rainbow Recreation Center and the 81st Avenue Library would have a lot of questions about lighting, safety and parking mitigations.

With regard to branding, Mr. Wilkins advised that the selection of a brand name for the BRT would be made by the end of the calendar year. President Ortiz asked who the naming options would be presented to for a decision. Mr. Butler advised that the internal process would be complete by the end of the year and would be vetted through the PSC and the Board of Directors.

Public Comment: Joel Ramos, TransForm, commented that TransForm was instrumental in helping to gain support for the project and in helping people trust AC Transit again. He added that not enough notice was given for the community meetings on station design.

VI. Program Risks/Challenges

- Possible Sequestration
- One Bay Area Grant (OBAG) Application – Oakland Conditions of Approval

Mr. Butler advised that the only project AC Transit has that is subject to federal sequestration is the BRT Project.

Councilmember Cutter asked if any of the Measure B1 money would be set aside for the project.

Grants Administrator Kiran Bawa was called upon to provide information regarding grant funding for the project. She noted that there was \$27.6 million in FTA funding (via the President's budget) and \$40 million in STIP available in 2014. She added that there was no funding in Measure B1 specifically allocated to the project.

Councilmember Kaplan asked how much OBAG money staff was thinking of applying for and whether it would come to the PSC beforehand. Mr. Butler advised that more would be known in January. Ms. Kaplan advised that many cities would apply for OBAG money and it would be wise not to work at cross-purposes.

Mr. Armijo said that the FTA Administrator had advised staff to maintain the project schedule and make progress with regard to grants in order to keep them in place. He added that AC Transit is very well programmed for the project and there is some time to seek out other opportunities to fund the project.

Councilmember Gregory noted that it was to everyone's benefit to work together with regard to OBAG.

6. Schedule Date and Time of Next Meeting

The next meeting is scheduled for Friday, February 15, 2013, at 3:00 p.m.

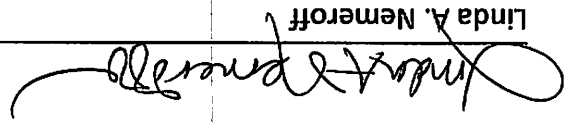
7. Future Agenda Items

There were no new items requested.

8. Adjournment

There being no further business to come before the committee, the meeting adjourned at 4:40 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Linda A. Nemeroff", written over a horizontal line.

Linda A. Nemeroff
District Secretary