

## ***TRANSPAC Meeting Summary Minutes***

- MEETING DATE:** June 9, 2011
- ELECTED OFFICIALS PRESENT:** Bill Shinn, Concord (Chair); Julie Pierce, Clayton (Vice Chair); Mark Ross, Martinez; John Hanecak (for David Durant), Pleasant Hill; Karen Mitchoff, Contra Costa County; Kristina Lawson, Walnut Creek; Ron Leone (for Ray Kuzbari), Concord
- PLANNING COMMISSIONERS PRESENT:** Bob Armstrong, Clayton; Diana Vavrek, Pleasant Hill; John Mercurio, Concord
- STAFF PRESENT:** Eric Hu, Pleasant Hill; Martin Engelmann, CCTA; Jeremy Lochirco, Walnut Creek; Steve Goetz, Contra Costa County; Deidre Heitman, BART; Tim Tucker, Martinez; Corinne Dutra-Roberts, 511 Contra Costa; Barbara Neustadter, TRANSPAC.
- MINUTES PREPARED BY:** C. L. Peterson, TRANSPAC Staff

**Chair Shinn convened the meeting at 9:06 a.m.**

- 1. Pledge of Allegiance/Self introductions - Completed**
- 2. Public Comment – None**
- 3. Approval of the May 12, 2011 minutes – Pierce/Ross/Unanimous**

*The order of the agenda was changed. Item 5 was heard first and Item 4 followed Item 15.*

- 4. Discussion with Jim Townsend, Trails Development Program Manager, East Bay Regional Park District (EBRPD) on trail maintenance projects proposed for Measure J funding available to the EBRPD**

In Mr. Townsend's unexpected absence, Barbara Neustadter provided a brief overview of the two projects proposed by EBRPD for work on segments of the Canal Trail in Central County. TRANSPAC will be the first area to get projects as the oldest parts of the trails are here. The proposed funding requested is \$450,000 for both projects.

**ACTION:** Approved the allocation of Measure J funds to the EBRPD for rehabilitation of two sections of the Contra Costa Canal Trail: Tioga to Via Montanas (\$150,000) and Via Montanas to Treat Boulevard (\$306,000). **Pierce/Ross/Unanimous**

- 5. Review of Proposed Scope Revision for the SR 4 Integrated Corridor Analysis (ICA) Study Presented by Martin Engelmann, CCTA Deputy Executive Director, Planning**

Ms. Neustadter spoke on behalf of Martin Engelmann about the revised scope for the SR 4 Integrated Corridor Analysis. The change in scope includes a focused review of the third eastbound lane as proposed by Ray Kuzbari at the May TRANSPAC meeting. The additional cost for the scope change is \$45,000, which will be funded by the Authority. Ms. Neustadter brought attention to the form in the packet that will be used by the TAC to determine what recommendation to make to TRANSPAC after analysis of the data has been completed.

**ACTION:** Accepted the proposed scope revision to the Atkins contract for the SR 4 Integrated Corridor Analysis to include a focused review of the SR 4 third eastbound lane. **Pierce/Ross/ Unanimous**

**6. BART Measure J Strategic Plan Project Amendment Request by Deidre Heitman, Senior Planner, Contra Costa Planning**

BART has requested the Project Amendment because \$5 million would not be sufficient to complete any elements of the Pleasant Hill Vertical Circulation project. That project will be set aside and replaced with a Transit Oriented Development (TOD) and Access Improvement Project at Central County BART as described on the fact sheet handed out at the meeting. Deidre Heitman said that expanding vertical circulation at Pleasant Hill or Walnut Creek stations would be costly, requiring the addition of stairs and escalators and expansion of pay areas. BART would like to make the \$5 million available to leverage with other state, regional and federal funds for improving TODs. She added that Pleasant Hill BART station improvements are currently undefined.

Member Pierce commented that the fact sheet description includes expanded automated fare collection equipment; however, for BART station access, she would prefer to see the money go into parking, pathways, bike facilities, sidewalks, signage and wayfinding. Ms. Heitman confirmed that there are no plans to expand fare collection equipment at this time. Member Mitchoff added that the County and Contra Costa Centre are coordinating wayfinding funding.

**ACTION:** Approved BART's Measure J Strategic Plan amendment request to delete the Improve Vertical Circulation Pleasant Hill BART Station (\$5 million) project and to add a new project: Transit Oriented Development (TOD) and Access Improvements at Central County BART Stations (\$5 million). **Pierce/Mitchoff/Unanimous**

**7. Proposed Allocation of TRANSPAC Transportation for Livable Communities Project Grants funds for Three Bicycle Projects near Schools which Improve Community Walkability**

**ACTION:** Approved Line 12a Allocation Requests to CCTA in the amount of \$600,000 for three projects which support Transportation for Livable Communities and Safe Routes to Schools Program efforts: A) the City of Martinez Shell Avenue Pedestrian/Bicycle Improvement project (\$305,000); B) The City of Martinez Alhambra Valley Road Sidewalk Gap Closure project (\$75,000); and C) the City of Pleasant Hill Oak Park Boulevard/Patterson Boulevard Intersection Improvement Project (\$220,000). **Ross/Pierce/Unanimous**

**8. Review of the Proposal by RTPC and TDM Program Managers for the establishment of an overarching policy for the allocation of TFCA, MTC Employer Outreach funds, and Measure J Commute Alternatives funding presented by Corinne Dutra-Roberts, 511 Contra Costa, Senior Transportation Analyst**

Corinne Dutra-Roberts said that the proposal is for the RTPCs to ask the Transportation Authority to allocate Measure J Line Item #17 Commute Alternatives to the 511 Contra Costa program. This allocation historically has been given to 511 Contra Costa to help jurisdictions meet their growth management program requirements, but has never been formally documented. The proposal would establish a policy for the allocation of Measure J, TFCA, and MTC Employer Outreach funds to the 511 Contra Costa Programs.

**ACTION:** Approved the proposed policy to be forwarded to CCTA with a request for adoption.  
**Mitchoff/ Ross/Unanimous**

#### **9. Administrative Extension of TRANSPAC's contract with Neustadter Associates**

**ACTION:** Approved a one-year extension with Neustadter Associates as established in the 2010-2011 contract. **Ross/Pierce/Unanimous**

#### **10. Review of FY 2011-12 Draft TRANSPAC Budget**

Ms. Neustadter discussed the FY 2011-12 draft budget and changes to the individual line items. Many expenditures such as copy services and postage have decreased in recent years, while salary and benefits have increased. She explained the allocation formula and how it is applied to the six jurisdictions. It was suggested that the format of the budget document be modified next year.

**ACTION:** Approved adoption of the FY 2011-2012 TRANSPAC budget. **Mitchoff/Pierce/Unanimous**

#### **11. Reports on CCTA activities. TRANSPAC and CCTA Representatives are requested to report on the most recent CCTA Administration and Projects Committee (Member Pierce), Planning Committee (Member Durant), and CCTA meetings (Members Pierce and Durant)** Items approved by the Authority on May 18, 2011 for Circulation to the Regional Transportation Planning Committees (RTPCs), and items of interest; May 18, 2011 CCTA Executive Director's Report; April 20, 2011 CCTA Board meeting minutes were circulated with the packet.

##### **a. Planning Committee (PC) meeting**

In Member Durant's absence, Ms. Neustadter reported on PC actions including approvals of: Growth Management Program Compliance Checklists for Antioch, Pleasant Hill and Pinole; an allocation for a Measure J Countywide Bus Services Program, the Countywide Transportation For Seniors and People with Disabilities, and the Express Bus Program; a scope amendment with ATKINS for the I-680 traffic analysis; and a recommendation to submit projects to MTC for funding Safe Routes to School Projects. The Executive Director was authorized to sign the new TFCA Funding Agreement. The PC discussed the Proposed Bylaws for the Countywide Bicycle and Pedestrian Advisory Committee, which the RTPCs will be asked to comment on. Other approvals included: an FY 2011-12 Measure J Allocation for the Sub-Regional Southwest County Safe Transportation for Children School Bus Program and an amendment to the Economic Planning and System consulting agreement for technical assistance on SB 375 requirements. The PC approved contract negotiations with consultant Dyett and Bhatia for Contra Costa's CMP and GMP. The PC received an update on SB 375/SCS implementation and a status report on the proposed BCDC plan amendment.

b. Administration and Projects Committee (APC) meeting

Member Pierce reported that the APC took the following actions: approved a consultant agreement to prepare a Project Study Report for SR 242/Clayton Road Ramps; selected the City of Hercules for a Measure J compliance audit; and recommended that no position be taken on SB 582 Commute Benefit Policies. The APC reviewed and discussed the Authority's Investment portfolio; approved the Authority's proposed budget; and authorized an agreement with Best Best & Krieger to provide the Authority's general counsel legal services. The APC received a presentation on the Draft Strategic Plan, which is expected to be adopted in July. The APC approved the schedule, process, screening and scoring criteria, and the release for the STIP "Call for Projects". Staff reported on CTC's programming of Prop 1B CMIA savings that would go to the SR4 Bypass and I-680 Auxiliary Ramp projects. The Executive Director received an annual review.

**ACTION:** Information accepted

**12. SB 375 report by Martin Engelmann, CCTA Deputy Executive Director, Planning**

In Mr. Engelmann's absence, Ms. Neustadter spoke about SB 375. She noted that comment letters on the Initial Vision Scenario from the jurisdictions were included in the packet and that additional letters are available for review on the Authority's website.

Member Pierce reported that the Executive Committee approved the latest draft letter from the Authority to ABAG/MTC on the Sustainable Communities Strategy. The letter reiterates concerns about unrealistic projections on population, housing and the amount of money that's available for transportation.

**ACTION:** Information accepted

**13. Reports from 511 Contra Costa and TRANSPAC Staff**

**a) 511 Contra Costa Report**

Ms. Dutra-Roberts reported that during the week of May 16, 511 Contra Costa completed the week-long bicycle/pedestrian safety education outreach program at Pleasant Hill Middle School. She thanked Diana Vavrek and David Durant for their participation in the Assembly Day activities on Wednesday of that week. Thursday was Challenge Day, where students were challenged to use a commute alternative to get to school. The students' active participation resulted in an increase in the number of students who walked, biked, used transit, and carpooled to school. To encourage students to continue biking to school, 511 Contra Costa will pay for repairs to a broken gate on one of the school's bike cages. Ms. Dutra-Roberts also reported that at the Parent Education Meeting, Eric Hu gave an informative and enlightening presentation on grant funding in Pleasant Hill.

Following up on a request made at June's TRANSPAC meeting, Ms. Dutra-Roberts said that the charging stations at Martinez and Pittsburg were now shown as active and useable on Coulomb's map of electric charging stations. She is working with Pleasant Hill and Walnut Creek to make sure their gateways are working in order to get them on the map as well. In two weeks 511 Contra Costa and Pittsburg will host a round-table discussion of electric charging stations. All jurisdictions that either have installed or have expressed an interest in installing electric charging

stations are invited to attend. Member Ross asked for data on the frequency of use of the electric charging stations. Mr. Armstrong was interested in the number of kilowatt hours used. Mr. Armstrong asked if any fees were being charged, and Ms. Dutra-Roberts responded that each host sets its own fees for charging station usage, but most are free initially.

Member Pierce asked about pursuing the concept of placing charging stations in BART parking lots as an alternative to installations at individual residences. Member Ross suggested considering an electric car valet service for a quick charge. Ms. Neustadter added that electric cars would be able to use the smaller spaces in BART parking lots.

Ms. Dutra-Roberts talked about MTC's efforts to formulate a youth school outreach program on a regional level. 511 Contra Costa has been invited to participate on the TAC which will have its first meeting next week. The agenda will include taking an inventory of school outreach that currently exists in the nine area counties. MTC will decide what to do at the regional level in cities throughout the Bay Area based on this information.

**ACTION:** Report received

#### **14. TAC Reports by Jurisdiction**

**Martinez** – Tim Tucker reported that the City received 17 responses on the Statement of Qualifications for its Intermodal and Court Street projects. The list has been narrowed to a few that will be asked for more detailed information.

**Pleasant Hill** – Eric Hu reported that with the help of TRANSPAC, the Lisa Lane sidewalk project is now fully funded and construction will begin in three weeks. The Oak Park/Patterson Intersection Improvement Project's bid opening was on June 1. Construction will begin mid-July. The Citywide Bike Plan is underway. An RFP was issued for the Contra Costa Boulevard Improvement Project, with construction expected to begin in summer 2012.

**Walnut Creek** – Jeremy Lochirco reported that Walnut Creek is also finalizing its first Bike Plan which will be brought before Council for adoption in August. The County Connection downtown trolleys now have extended hours and will operate until 9:30 p.m. beginning in August. The trolley costs the City about \$200,000 a year.

**ACTION:** Information accepted

#### **15. Correspondence/Copies/Newsclips/Information - Information accepted**

#### **16. For the Good of the Order**

Mr. Armstrong suggested that everyone should visit downtown Clayton to observe the "story poles" for a project that has been proposed by a church. Story poles provide a visual concept that depicts the size and scale of a project, and the City Council asked the church to construct the story poles for this purpose.

Member Mitchoff said that the redistricting issue will be going to the Board on June 28. If anyone has input, they should come to the meeting to make their comments.

Ms. Neustadter said that Ross Chittenden's Express Lanes presentation may be rescheduled to September due to a delay in getting information from MTC. Also in September, Craft Consulting will give a presentation on economy's impacts on transportation. At the July meeting, the City of Concord and the City of Walnut Creek's joint crossing guard contract will be discussed.

**ACTION:** Information accepted

**17. The next meeting is scheduled for July 14, 2011 at 9 a.m.**

**18. The meeting was adjourned at 10:11 a.m.**