

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

**MEETING DATE:** July 14, 2011

**ELECTED OFFICIALS PRESENT:** Bill Shinn, Concord (Chair); Julie Pierce, Clayton (Vice Chair); Kristina Lawson, Walnut Creek; Ron Leone, Concord (alternate)

**PLANNING COMMISSIONERS PRESENT:** Bob Armstrong, Clayton; Diana Vavrek, Pleasant Hill; John Mercurio, Concord

**STAFF PRESENT:** Eric Hu, Pleasant Hill; Martin Engelmann, CCTA; Jamar Stamps, 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 called the meeting to order at 9:02 a.m. without a quorum.**

- 1. Pledge of Allegiance/Self introductions - Completed**
- 2. Public Comment – None**
- 3. Approval of the June 9, 2011 minutes to be carried over to the next meeting.**  
Chair Pierce requested a correction on the attendance which showed Ron Leone attending for Ray Kuzbari; his attendance was as an elected official.

*The order of the agenda was changed. Item 4 was postponed to September.*

- 4. The Tale of Two Cities – the development of a Joint School Crossing Guard Contract presented by Cheryl Owens, Administrative Services Manager, Office of the Chief, City of Concord Police Department and Jeremy Lochirco, Senior Planner, City of Walnut Creek**

**ACTION: This item to be rescheduled**

- 5. Review of Projects Proposed for Submission by TRANSPAC Jurisdictions in response to the STIP Call for Projects**

In addition to the projects included in the packet (Contra Costa Boulevard Corridor Enhancement Project, Phase 3; Kirker Pass Road Northbound Truck Climbing Lane; and Walnut Creek BART TOD Intermodal), the Transportation Authority is proposing two additional projects described on the handout: I-680 Southbound HOV Gap Closure; and I-680/SR4 Phase 3 Interim Improvements.

In response to an inquiry, Ms. Neustadter suggested that all the projects be submitted to the scorers to demonstrate the backlog of projects. She noted that the only new project, Walnut Creek BART Transit Oriented Development, was not discussed by the TAC.

John Mercurio said that he appreciated that the Kirker Pass project included a Class Two bike lane as it's a critical link. He added that the City of Concord's Trail Master Plan has a Class One trail leading up to the base of Kirker Pass, and he would eventually like to see a Class One trail in that area.

Mr. Armstrong asked about the right of way for the southbound truck lane. Member Pierce said that is the County's project, and noted that it will be more expensive as it requires extensive grading.

**ACTION: Concurred on the project applications and received strong direction to support the submission of all the applications to CCTA.**

#### **6. Review of CCTA's "Proposed Bylaws for Countywide Bicycle and Pedestrian Advisory Committee" (CBPAC)**

Ms. Neustadter said that CBPAC was originally created in 2001 to develop the Countywide Bicycle and Pedestrian Plan, but over the years has been called upon to take on additional tasks. The CBPAC has requested that the committee's role and function be formalized. The Authority is asking the RTPCs to comment on the proposed CBPAC Bylaws. Because the TAC did not meet in June to discuss the Bylaws, TRANSPAC and 511 Contra Costa staff developed a number of issues to discuss.

In the discussion, it was agreed that that establishing Bylaws is a good idea, and that it would be beneficial for the CBPAC to operate under the terms of the Brown Act as the public is interested in bicycle and pedestrian issues. It was requested that all agendas, minutes, and other CBPAC information be made available online, as well as having some mechanism for people to sign up online for electronic mailings. There was also discussion about two-year terms and the need to stagger terms in order to ensure continuity. A preference was expressed for having non-Authority staff serve as CBPAC Chair.

Martin Engelmann said that according to the Authority's legal counsel, the Brown Act applies to a committee which is part of the legislative body. This committee was not originally part of the legislative body and has functioned as a working group. Now that the Authority is adopting Bylaws, it will become subject to Brown Act standards for public meetings. Bob Armstrong asked if we know what the CBPAC budget is, and Mr. Engelmann answered that it has none.

Member Pierce said that the CBPAC needs to be a formalized committee to meet MTC's requirements for bike plan approvals. She noticed that on the membership roster there are two staff members from each RTPC except TRANSPAC. She suggested that there be one staff member plus an alternate from each RTPC, and that the County should have two representatives rather than three. She also recommended that a seat be given to 511 Contra Costa in addition to a transit agency representative.

Ms. Heitman explained that when the TCC added a transit rep, it resulted in an even number of committee members, so an additional County member was added. Mr. Engelmann recommended keeping the representative from County Health Services.

**ACTION: Agreed with comments of the TCC, Planning Committee, and TRANSPAC on the proposed Bylaws and sending the comments o CCTA.**

**7. 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. Administration and Projects Committee (APC) meeting

Member Pierce reported that there was no APC meeting this month.

b. Planning Committee (PC) meeting

In Member Durant’s absence, Ms. Neustadter reported that the PC approved Growth Management Compliance checklists for the Cities of Orinda, Martinez, Clayton and Town of Danville. Approval was given for: FY 2011-12 Measure J Allocation for the Central County Safe Transportation for Children Program; FY 2011-12 Measure J Allocation for the Central County Additional Bus Service Enhancements Program; Allocation of Additional CMA Block Grant Funding to the Downtown Lafayette Pedestrian, Bicycle & Streetscape Improvements Project; and FY 2011-12 Measure J Commute Alternatives Program Allocation. The PC also approved: Consultant Agreement No. 324 with Dyett & Bhatia for the Ongoing Planning-Related Consultant Services for Contra Costa’s Congestion Management and Growth Management Programs; Adoption of Resolution 11-30-G Finding FY 2011-12 TFCA Projects Meet Bay Area Air Quality Management District Cost Effectiveness Criteria; Adoption of Proposed Guidelines for the Measure J CC-TLC and PBTF Programs; Release of Draft 2011 Congestion Management Program (CMP) Update. The PC received an update on SB 375/SCS Implementation.

Jamar Stamps asked when they could expect the TLC Call for Projects. Ms. Neustadter said that this will be discussed at TAC later this month, but she had not yet been informed of the details. Mr. Engelmann said that CCTA staff is considering a Call for Projects in September and suggested that he and Ms. Neustadter discuss the Call for Projects separately from this meeting.

**ACTION: Information accepted**

**8. SB 375/SCS report by Martin Engelmann, CCTA Deputy Executive Director, Planning**

Mr. Engelmann reported that the Authority had sent a letter to ABAG/MTC requesting more reasonable forecasts for housing and job growth. ABAG/MTC has selected five alternatives for evaluation of the SCS preferred alternative, including those which have more reasonable forecasts that the Authority requested. Mr. Engelmann said that ABAG/MTC has developed an online tool where jurisdictions can see the land use in each census tract. We will still be going through the process of looking at the alternatives, engaging local jurisdictions and Planning Directors, and commenting on the five alternatives. The five alternatives will be run and the results will indicate if the GHG reduction targets have been met. Mr. Engelmann expects to return to TRANSPAC in September with another status update, although final results won’t be available until October or

November. Chair Shinn asked if more public outreach was being planned, and Member Pierce replied that plans for more public outreach will come out in October and November.

Mr. Engelmann also reported that there will be another grant program coming up at the end of the year. MTC is increasing the amount of the grant program from \$17 million to \$32 million for Contra Costa County. Member Pierce added that MTC will be giving local CMAs more authority in awarding the grants and is relaxing some criteria. She suggested to MTC that it would be useful to lower the \$5 million project threshold and to relax other standards to make it easier for jurisdictions to be able to use the money.

**ACTION: Report received**

## **9. 511 Contra Costa and TRANSPAC Staff Reports**

**511 Contra Costa:** Corinne Dutra Roberts reported that as part of Walnut Creek Intermediate’s “Peace on the Streets: Ride On” bicycle/pedestrian education program, 511 Contra Costa agreed to pay for an expansion of the school’s bicycle cage, which would double its parking capacity. The expanded bike cage will be ready for the start of the new school year. The City of Clayton is expected to receive its bike racks this week. Los Medanos Community Garden in Pittsburg has just received three bicycle bollards. On-site safety infrastructure implementation at Diablo View Middle School is on hold until solar panels are installed. 511 Contra Costa will help finance the curb striping and signage at drop off areas.

Ms. Dutra-Roberts reported that BART is expected to discontinue issuing high-value tickets and will move to the Clipper card. The Clipper card will require commuters to use a credit card to Autoload funds. Member Pierce spoke about some issues with the Clipper Autoload process and urged a resolution to the problems. Ms. Neustadter voiced concern about how this would affect occasional and disabled commuters. Ms. Heitman thought it unlikely that all machines would be eliminated because of the need to accommodate the occasional user, but she suggested that TRANSPAC may want to request a speaker from MTC or BART to discuss this issue. Chair Shinn asked Ms. Heitman to convey these concerns to BART.

**ACTION: Reports received**

## **10. TAC Reports by Jurisdiction: Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County**

**Martinez** – Tim Tucker reported that consultant interviews for the Court Street Overcrossing and the Intermodal parking and pedestrian bridge projects are underway.

**ACTION: Information accepted**

## **11. Correspondence/Copies/Newsclips/Information**

**ACTION: Information received**

**12. For the Good of the Order**

It was noted that Chair Shinn and Mr. Armstrong are both undergoing surgeries tomorrow.

Member Pierce offered a word of caution to jurisdictions about submitting Growth Management Checklists too early. The City of Clayton lost \$70,000 due to a Board of Equalization correction a year later. She also noted that changes in population and street miles can also create fluctuations in how much is received which may be a concern when the Concord Naval Weapons Station is developed.

**13. Next meeting Date:** The next meeting is scheduled for September 8, 2011 at 9 a.m. in the Community Room at Pleasant Hill City Hall.

**14. The meeting was adjourned at 10:06 a.m.**