

7. TRANSPAC CCTA Representative Reports: Reports on the most recent CCTA Administration and Projects Committee (Member Pierce), Planning Committee (Member Durant), and CCTA meetings (Members Pierce and Durant)

Attachments:

- Items approved by the Authority on July 20, 2011 for Circulation to the Regional Transportation Planning Committees (RTPCs), and items of interest
- July 20, 2011 CCTA Executive Director's Report;
- June 15, 2011 CCTA meeting minutes



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MEMORANDUM

To: Barbara Neustadter, TRANSPAC
 Andy Dillard, SWAT, TVTC
 John Cunningham, TRANSPLAN
 Christina Atienza, WCCTAC
 Richard Yee, LPMC

From: 
 Randell H. Iwasaki, Executive Director

Date: July 21, 2011

Re: Items approved by the Authority on July 20, 2011, for circulation to the Regional Transportation Planning Committees (RTPCs), and items of interest

At its July 20, 2011 meeting, the Authority discussed the following items, which may be of interest to the Regional Transportation Planning Committees:

1. **Approval of FY 2011-12 Measure J Allocation for the Central County Safe Transportation for Children Program (Sub-Regional Program 21a).** The Measure J Expenditure Plan established the Central County Safe Transportation for Children Program (Program 21a) at 0.5% of sales tax revenues. As a sub-regional program, the funds are programmed by TRANSPAC. At its April 21, 2011 meeting, TRANSPAC took action on programming a portion of available funds to Central County 511 Contra Costa program for the provision of various programs and projects that will improve children's safety in getting to and from school. *The Authority approved Resolution 11-27-G, the allocation of Central County Safe Transportation for Children Program funds for FY 2011-12.*
2. **Approval of FY 2011-12 Measure J Allocation for the Central County Additional Bus Service Enhancements Program (Sub-Regional Program 19a).** The Measure J Expenditure Plan established the Central County Additional Bus Service Enhancements Program (Program 19a) at 1.2% of sales tax revenues. As a sub-regional program, the funds are programmed by TRANSPAC after consultation with County Connection. At its May 12, 2011 meeting, TRANSPAC took action on programming the funds to County Connection for the continued support of routes #16 and #316. *The Authority approved Resolution 11-28-G, the allocation of Central County Additional Bus Service Enhancement Program funds for FY 2011-12.*

July 21, 2011

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3. **Approval of FY 2011-12 Measure J Commute Alternatives Program Allocation (Program 17).** Previous Authority policy has been to augment Transportation Fund for Clean Air (TFCA) funds with transportation sales tax funds through the Commute Alternatives program to the four RTPCs, to cover costs associated with the implementation of the countywide transportation demand management (TDM) program that are not eligible for TFCA funds. It is anticipated that this practice will continue as part of Measure J through the Measure J Commute Alternatives program (Program 17). *The Authority approved Resolution 11-15-G, the allocation of Measure J Commute Alternative Program (Program 17) funds for FY 2011-12, and authorized the Executive Director to execute cooperative agreements with the City of San Ramon, the City of Pleasant Hill, and WCCTAC for the Measure J funding approved under Resolution 11-15-G and previously approved Resolution 11-08-G for the FY 2011-12 TFCA program.*
4. **Adoption of Proposed Guidelines for the Measure J CC-TLC and PBTF Programs.** Staff has prepared proposed guidelines for the Measure J Transportation for Livable Communities (CC-TLC) and Pedestrian, Bicycle and Trail Facilities (PBTF) Programs. The proposed guidelines were revised to respond to comments that were received from the RTPCs and the TCC on the draft guidelines that the Authority released in March of 2011. *The Authority approved the proposed CC-TLC and PBTF Program Guidelines.*
5. **Release of Draft 2011 Congestion Management Program (CMP) Update.** As the Congestion Management Agency (CMA) for Contra Costa, the Authority must prepare a Congestion Management Program (CMP) and update it every other year. Under MTC's proposed schedule, a CMP must be submitted to the Regional Agency by October 14, 2011. The 2011 CMP Update will focus on the seven-year Capital Improvement Program (CIP) and consistency of the Authority's updated travel demand forecasting model with MTC's model, while making technical updates to various chapters and appendices in order to reflect the current status of related activities. *The Authority authorized release of the Draft 2011 CMP to the RTPCs, local jurisdictions, agencies, and interested members of the public. The Draft CMP was distributed under separate cover and is available for download from www.ccta.net.*
6. **SB 375/SCS Implementation Update.** *MTC released five proposed Alternative Sustainable Community Strategy Scenarios, and a proposed framework for OneBayArea Grant – Cycle 2 STP/CMAQ Funding. More information is available at www.OneBayArea.org/ Grant Proposal.*



EXECUTIVE DIRECTOR'S REPORT
July 20, 2011

Professional Engineers in California Government (PECG) Meeting: June 10, 2011

Ross and I met with officials from PECG to determine their position on utilizing one of the five remaining local design-build slots for the SR 4/SR 160 ramp project. We wanted to propose the project as one of the five remaining local design-build best value slots. Their position is the project has to be one of the remaining State projects and instead of the design build team doing the inspection work and Caltrans doing oversight, we will need to use Caltrans inspectors. We decided not to pursue this option any further.

ITS Canada Annual Meeting: June 12 – 15, 2011

I was invited to Vancouver, British Columbia to give the keynote address at the ITS Canada Annual meeting. I also participated in an Executive Panel titled "Interactive Executive Session: Towards Integration and Connectivity." ITS Canada paid for all expenses.

California Transportation Foundation's Annual Transportation Award Luncheon: June 15, 2011

As a member of the Board of Directors for CTF, I attended the annual transportation awards luncheon in Sacramento. This event highlights projects and people in the transportation industry. The project of the year was the "Robert Schroder Overcrossing (Ironhorse Trail Pedestrian Bridge)" located here in Contra Costa County. Supervisor Mitchoff accepted the award on behalf of the project team and sponsors.

Governing Magazine's Sustainability Summit : June 21 - 22, 2011

I participated in the two day summit on Sustainability. There were many participants from around the country. I was one of five presenters on the Infrastructure and Transportation panel in the afternoon of the first day. My topic was Contra Costa's approach to SB 375 and growth management. Governing paid for all expenses.

California Transportation Commission (CTC) Meeting – Long Beach: June 22 - 23, 2011

Ross Chittenden led a delegation of Vice-Chair Don Tatzin, Jim Frazier (as Chair of the SR 4 Bypass Authority) and Brentwood Mayor Bob Taylor to the June CTC meeting in Long Beach, California. The purpose of the trip was to support the CTC staff recommendation of \$25 million in CMIA savings for the SR 4 Bypass Freeway Conversion Project, with an additional request that the \$33 million need to fully fund the project be approved. The CTC approved \$25 million, however, individual CTC Commissioners acknowledged and supported the arrangement between CCTA and CTC staff to move potential CMIA savings from the SR 4 East Widening project to the SR 4 Bypass. The trip included a boat tour of the Port of Long Beach. Authority Board members were also introduced to officials from the UP Railroad with brief discussions of the SR 4 Bypass / SR 160 connector ramp project and a potential eBART alignment on UP Railroad right-of-way through Oakley and Brentwood.

Antioch Rotary Club Speech: June 23, 2011

I gave a presentation to the members of the Antioch Rotary Club about projects in the SR4 corridor. In addition to the SR 4 projects, they wanted an update on the ramps at SR 160/SR 4 and the completion of the SR 4 Bypass. They also asked about the progress of the Caldecott Tunnel project.

Mineta Transportation Institute Graduation Dinner: June 25, 2011

I attended the graduation ceremony for Jack Hall. Jack graduated with his Masters degree in Transportation Management. Congratulations Jack!

SR 239 Study: June 29, 2011

Ross Chittenden and I attended the second meeting to discuss the process for the potential transfer of the SR 239 transportation corridor study from Contra Costa County to the Contra Costa Transportation Agency. Parsons, the transportation consultant for the project, was also in attendance.

Breakfast of Champions: June 30, 2011

I was asked to give a speech about transportation to a group called the Breakfast of Champions in Oakland. The Breakfast of Champions was started and sponsored by the Port of Oakland. Most of the audience was from the private sector. I gave them an overview of transportation from a local, state and federal level. I let them know about the upcoming construction management RFP for SR 4 segment 3B.

COG Directors and Caltrans Regional Coordination Committee Meetings: June 30, 2011

I attended the COG Directors and Caltrans regional coordination meetings in Sacramento. At the Caltrans meeting in the afternoon, we were briefed about the budget by Norma Ortega. Norma indicated that Caltrans has about \$1 billion in unspent Prop 1B dollars that they are developing a plan to allocate. She also said that she thought there would be a bond sale in the fall. I commented that I hope they pay the LONP recipients first and there would be a small allocation to PTMISEA account. We need an allocation for eBART.

New Human Resource System Orientation: July 5, 2011

Our staff met with Erika Moore of ADP to provide an overview of the Authority's new HR system. This new system has many online features for employees to access information related to their paychecks, benefits as well a wide range of training opportunities related to office skills, safety, management, leadership, etc. Ms. Moore is the Authority's contract HR Specialist.

ITS World Congress Board Meeting: July 12-13, 2011

The theme, logistics, budget, speakers, exhibitors, sponsors, and demonstrations for the upcoming 18th annual ITS World Congress were discussed at this meeting. This year's World Congress will be held in Orlando Florida. The overall theme is Keep the Economy Moving. The organizers project about 12,000 people attending the World Congress. This is the final meeting before the ITS World Congress in October.



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Authority Board Meeting MINUTES

MEETING DATE:

June 15, 2011

MEMBERS PRESENT:

Janet Abelson, Newell Arnerich, David Durant, Jim Frazier, Federal Glover, Karen Mitchoff, Gail Murray, Nancy Parent, Julie Pierce, Karen Stepper, Don Tatzin, Robert Taylor, Amy Worth

STAFF PRESENT:

Randell Iwasaki, Brad Beck, Arielle Bourgart, Randall Carlton, Ross Chittenden, Erick Cheung, Martin Engelmann, Jack Hall, Matt Kelly, Hisham Noeimi, Stan Taylor (Authority Counsel), Danice Rosenbohm (Executive Secretary)

MINUTES PREPARED BY:

Danice Rosenbohm

- A. **CONVENE MEETING:** *As Chair Durant had not yet arrived, Vice Chair Tatzin convened the meeting at 6:01 p.m.*
- B. **PLEDGE OF ALLEGIANCE:**
- C. **PUBLIC COMMENT:** There were no public comments on items not on the agenda.
- D. **PUBLIC HEARING:** Fiscal Year 2011-12 Budget (See Agenda Item 4.A.14)

ACTION: Alternate Arnerich moved to approve the FY 2011-12 Budget, seconded by Commissioner Pierce. The motion passed unanimously, 8-0. (Commissioners Abelson and Durant had not yet arrived.)

DISCUSSION:

Erick Cheung, Finance Manager, provided background on the development of the Fiscal Year 2011-12 Budget, and gave a PowerPoint presentation that included an overview of proposed revenues totaling \$121.4 million, projected expenditures totaling \$177.6 million, and additional detail for projects, programs, planning and administration, and salaries and benefits.

Mr. Cheung discussed the new Budget Exhibit 9, related to staff salaries and benefits, which reflected an increase of \$38,259 over the prior year. He explained that the Authority was required by PERS to update its actuarial study every two years for Other Postemployment Employee Benefits (OPEB), and that the results of the study being done by Bartel and Associates would be presented to the APC and Authority in either July or September.

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Mr. Cheung also discussed Budget Exhibit 8, which depicted a breakdown for staff departments charged, funding source and category by position, and budgeted amounts for the current and prior fiscal year. He said that the primary change from the prior year was due to reallocation of *Project Management* staff time to *Congestion Management Agency* to use remaining Planning, Programming and Monitoring (PPM) funds which would expire on June 30, 2012.

Mr. Cheung stated that sales tax revenue projections in the Fiscal Year 2011-12 Budget were conservatively estimated at \$64 million, a two percent increase over the current fiscal year. He also noted that sales tax revenue for Fiscal Year 2010-11 would exceed the budgeted amount of \$62.2 million, at \$63.0 million or better.

Randy Iwasaki stated that the Authority would be doing a study on retirement benefits, which would be reviewed with the Chairs of the APC and Authority Board. After discussions with *Chair Durant*, it was decided that *Chair Durant* will appoint an ad-hoc committee to review this issue.

At *Commissioner Pierce's* request, Mr. Cheung clarified that the increase in deferred compensation was due to two employees who recently enrolled in the 457 deferred compensation plan offered by the Authority (taking advantage of the employer match benefit) and adjustments to Authority contributions for three employees due to years of service.

Following the presentation, *Vice Chair Tatzin* opened the Public Hearing. There were no public comments, and the Public Hearing was closed.

Alternate Arnerich said that he appreciated Mr. Cheung's efforts to facilitate the Board's understanding of the Budget.

Commissioner Pierce also commended Mr. Cheung for his excellent work on the Budget, and said that the clarity was exceptional.

1.0 APPROVAL OF MINUTES: Authority Minutes of May 18, 2011.

ACTION: Commissioner Frazier moved to approve the Minutes of May 18, 2011, seconded by *Commissioner Stepper*. The motion passed 7-1. *Alternate Arnerich* abstained. (*Commissioners Abelson and Durant not yet arrived.*)

2.0 CONSENT CALENDAR: Consent Items recommended by the following committees:

ACTION: Alternate Arnerich moved to approve the Consent Calendar, excluding Agenda Item 2.B.13, seconded by *Commissioner Mitchoff*. The motion passed unanimously, 8-0. (*Commissioners Abelson and Durant had not yet arrived.*)

DISCUSSION: Commissioner Stepper requested that Agenda Item 2.B.13 be removed from the Consent Calendar for discussion. *Alternate Arnerich* said that he wanted to comment on Agenda Item 2.A.13.

Agenda Item 2.A.13

Alternate Arnerich stated that at the June APC meeting he had raised questions regarding the Authority's performance on its investment portfolio, and as a follow-up met with Randy Carlton, Chief Financial Officer. *Alternate Arnerich* stated that going forward, staff would report quarterly both the blended rate for realized and unrealized gains as provided by the portfolio manager, as well as actual interest income. *Alternate Arnerich* commended Mr. Carlton on his thorough and attentive review of the investment portfolio.

Agenda Item 2.B.14

Randy Iwasaki clarified that as a result of the interviews that were held with the consultants who responded to the Authority's Request for Proposals 11-3 for ongoing planning-related consultant services for Contra Costa's Congestion Management and Growth Management Programs, *Dyett & Bhatia* was selected as the most qualified firm.

2.A Administration & Projects Committee:

- 2.A.1 Monthly Project Status Report.** Staff Contact: Ross Chittenden
- 2.A.2 Monthly Accounts Payable Invoice Report for April 2011.** This report provides detail of invoices paid by vendor. Staff Contact: Randall Carlton
- 2.A.3 Monthly Cash and Investment Report for April 2011.** The Authority's Investment Policy calls for this monthly report on investment activity. Staff Contact: Randall Carlton
- 2.A.4 Proposed Actions to Various Funding Resolutions.** Consistent with Authority policy, appropriation resolutions may be modified to extend their expiration date or reflect actual construction bid amounts, or be terminated if the activity that was funded has been completed. Recommended changes are summarized. Staff Contact: Susan Miller
- 2.A.5 Listing of Construction Change Orders (CCOs) Greater than \$25k for Contracts Less than \$15M, and Greater than \$50k for Contracts Larger than \$15M.** Authority policy requires that this list be submitted to the APC for information. Staff Contact: Susan Miller
- 2.A.6 Consultant Agreement Amendments.** Staff has identified a number of Consultant Agreements which have expired or are due to expire within the upcoming months. Staff seeks authorization to extend the terms of these Agreements. No other changes are proposed, and there are no financial implications to the amendments. Staff Contact: Susan Miller
- 2.A.7 Selection of Jurisdictions and Firms for Measure J Compliance Audits for FY 2010-11.** Each year, three recipients of Measure C or J funds are selected for a Compliance Audit consistent with Authority policy. The compliance audits are performed by an independent auditor to assure that Authority funds have been expended in accordance with specified purposes. Staff Contact: Randall Carlton

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- 2.A.8 State-Local Partnership Program (SLPP) - Project Nomination for FY 2011-12.** Project nominations for the FY 2011-12 SLPP program are due to the California Transportation Commission by August 15, 2011. Staff recommends nominating the State Route 4 East Widening: Somersville Road to SR 160 (Project 3001). **Resolution 11-21-P** Staff Contact: Jack Hall
- 2.A.9 Caldecott Fourth Bore Project (Project No. 1698/1001) – Amendment No. 6 to Cooperative Agreement 90.16.01 with State of California to Provide Environmental Studies and Preliminary Engineering Services.** Staff seeks authorization to extend the term of this cooperative agreement to December 31, 2011. No other changes are proposed and there are no additional funds involved with the amendment. Staff Contact: Ross Chittenden
- 2.A.10 I-680/Norris Canyon Bus/Carpool On-and Off-Ramps (Project 8003) - Authorization to Enter into Consultant Agreement No. 323 with CH2M HILL for Environmental Document, Project Report Services.** Staff seeks authorization to enter into Consultant Agreement No. 323 with CH2M Hill to provide Environmental and Project Report services for an amount not to exceed \$1,826,023 for the I-680/Norris Canyon Project. Staff Contact: Susan Miller
- 2.A.11 State Route 242/Clayton Road Ramps (Project 6002/6004)- Authorization to Enter into Consultant Agreement No. 321 with WMH Corporation for Preparation of Project Study Report.** Staff seeks authorization to enter into Consultant Agreement No. 321 with WMH Corporation for preparation of a Project Study Report in an amount not to exceed \$673,000 for the SR242/Clayton Road Project. Staff Contact: Susan Miller
- 2.A.12 Legislation. APC Recommends the Authority Take No Position on SB 582 (Commute Benefit Policies).** At its June 2nd meeting, the APC continued discussion of SB 582 begun at the May APC and Authority meetings. Following discussion with MTC staff, and the reiteration of concerns with some of the bill's provisions, the APC agreed to recommend that the Authority take no position on this bill. Further, the APC agreed that if the bill is eventually signed into law, the Authority should actively participate with MTC, the Air District and other local agencies to ensure that some of the concerns expressed pertaining to this legislation are taken into account in the development of a regional Commute Benefit ordinance. The Authority may act on this or any matter pertaining to the Authority's legislative program. Staff Contact: Arielle Bourgart
- 2.A.13 Investment Portfolio Review and Approval of the Authority's Investment Policy for the FY 2011-12.** The Authority contracts with PFM Asset Management for portfolio management services to invest the Authority's cash assets. The PFM portfolio manager provided the APC with a market update and status report on the Authority's investment portfolio, investment strategies and performance. The investment of Authority cash assets is governed by State law and the Authority's Investment Policy. The policy is reviewed annually by the Chief Financial Officer and presented to the Board for acceptance. The accompanying Investment Policy for FY 2011-12 has been reviewed

and contains a few amendments related to permitted investments and reporting requirements. **Resolution 11-20-A.** Staff Contact: Randall Carlton

- 2.A.16 Draft 2011 Measure J Strategic Plan.** A draft 2011 Measure J *Strategic Plan* has been developed to reflect revised revenue projections and input from the Regional Transportation Planning Committees on priorities. At the June 2nd APC meeting, staff presented the main components of the Strategic Plan for review and comment. The Strategic Plan is targeted for adoption by the Authority in July 2011. Staff Contact: Hisham Noeimi
- 2.A.17 2012 State Transportation Improvement Program (STIP) Process and "Call for Projects".** Staff seeks approval of the schedule, the process, the screening and scoring criteria, and the release for the "Call for Projects". Staff Contact: Amin AbuAmara
- 2.A.18 Proposition 1B – Corridor Mobility Improvement Account (CMIA) Savings:** At the June 2nd APC meeting, staff reported on actions by the California Transportation Commission in regard to programming of CMIA savings. Three projects in Contra Costa including the SR4 Bypass and I-680 Auxiliary Lane were submitted for consideration. Staff Contact: Ross Chittenden
- 2.1 NEW ITEM: State Route 4 (w) Gap Closure Project – Segments I, II, and III.** (Project 1501) Amendments to Cooperative Agreements 90.15.03, 90.15.05, and 90.15.01 with Caltrans. In May, 2011 the Authority authorized amendments to all three cooperative agreements to extend the terms to June 30, 2012. Since that time, Caltrans staff requested that the Authority extend the term for a longer period of time to avoid the need for a subsequent amendment, should all right of way closeout not be completed prior to June 30, 2012. Authority staff seeks authorization to revise the previously-adopted amendments to extend the term for all three cooperative agreements through June 30, 2013. No other changes are proposed and there are no additional funds involved with the amendments. Staff Contact: Ross Chittenden
- 2.B Planning Committee:**
- 2.B.1 Approval of the City of Antioch's Calendar Years (CY 2008 – 2009) Growth Management Program (GMP) Compliance Checklist:** The City of Antioch has submitted its CY 2008 & 2009 GMP Checklist. An allocation of \$862,632 in 18 percent Local Street Maintenance and Improvement funds will be paid out for FY 2009-10 subject to the Authority making a findings of compliance with the Measure C/J GMP. Staff Contact: Martin Engelmann
- 2.B.2 Approval of the City of Pleasant Hill's Calendar Years (CY 2008 – 2009) Growth Management Program (GMP) Compliance Checklist:** The City of Pleasant Hill has submitted its CY 2008 & 2009 GMP Checklist. An allocation of \$411,600 in 18 percent Local Street Maintenance and Improvement funds will be paid out for FY 2009-10

subject to the Authority making a findings of compliance with the Measure C/J GMP.
Staff Contact: Martin Engelmann

- 2.B.3 Approval of the City of Pinole's Calendar Years (CY 2008 – 2009) Growth Management Program (GMP) Compliance Checklist:** The City of Pinole has submitted its CY 2008 & 2009 GMP Checklist. An allocation of \$259,015 in 18 percent Local Street Maintenance and Improvement funds will be paid out for FY 2009-10 subject to the Authority making a findings of compliance with the Measure C/J GMP. Staff Contact: Martin Engelmann
- 2.B.4 Approval of FY 2011-12 Measure J Allocation for the Countywide Bus Services Program (Program 14).** The Measure J Expenditure Plan establishes the Bus Service Program (Program 14) funding at 5 percent of sales tax revenues. The annual allocation for the countywide Bus Services Program is developed collaboratively with representatives of the affected bus transit operators in Contra Costa: AC Transit, County Connection, Tri Delta Transit, and WestCAT. Program funds are intended to continue to support services funded under Measure C. **Resolution 11-12-G** Staff Contact: Peter Engel
- 2.B.5 Approval of FY 2011-12 Measure J Allocation for the Countywide Transportation For Seniors and People with Disabilities (Program 15).** The Paratransit Coordinating Council (PCC) has reviewed the proposed Measure J allocation for the FY 2011-12 Measure J Countywide Transportation for Seniors and People with Disabilities Program (Program 15). Based on its review of operator claims for Measure J funding and subsequent review of the attached allocation resolution, the PCC is requesting that the Authority approve the allocation. As stated in the expenditure plan, the allocation was calculated at 3.7 percent of total sales tax revenue. Additionally, the allocation follows the mandatory distribution of funds to specific sub-regions and Measure C recipient operators as required in the expenditure plan. **Resolution 11-13-G.** Staff Contact: Peter Engel
- 2.B.6 Approval of FY 2011-12 Measure J Allocation For the Express Bus Program (Program 16).** The Measure J Expenditure Plan establishes the Express Bus Program (Program 16) funding at 4.3 percent of sales tax revenues. The allocation for the countywide Express Bus Program is developed collaboratively with representatives of the affected bus transit operators in Contra Costa: AC Transit, County Connection, Tri Delta Transit, and WestCAT. The FY 2011-12 allocation is primarily focused on maintaining existing eligible express bus services in light of recent operating fund reductions. Future allocations will consider findings and recommendation coming out of MTC's Transit Sustainability Project which will have a regional express bus component. Annual Bus Transit allocations are based on projected sales tax revenues for FY 2011-12. **Resolution 11-14-G.** Staff Contact: Peter Engel
- 2.B.7 Authorize CCTA Executive Director to Sign TFCA Funding Agreement 11-CC.** Approval would authorize Authority Executive Director to sign funding agreement 11-CC with the Bay Area Air Quality Management District (BAAQMD). The funding agreement defines the party's obligations with respect to the FY 2011-12 Transportation Fund for Clean Air

(TFCA) Program Manager funds submitted by resolution 11-08-G approved on March 16, 2011. Staff Contact: Peter Engel

- 2.B.8 Approval of Amendment No. 2 to Agreement No. 308 with ATKINS North America, Inc. to Conduct Additional Traffic Analysis of the I-680 /SR-4 Interchange Configuration.** ATKINS North America, Inc. is currently working on the SR 4 Integrated Corridor Analysis (ICA) project to consolidate the Action Plans for SR 4 (West, Central, and East) into a cohesive corridor plan. TRANSPAC has requested expanding the scope of the study to include more detailed traffic analysis of the lane configurations on SR 4 through the I-680 interchange under various "build" conditions. To conduct the additional analysis of the build-out condition, and to allow adequate contingency for possible further evaluation of interim conditions, an amendment of \$50,000 is proposed, increasing the "not-to-exceed" agreement budget from \$150,000 to \$200,000. Staff Contact: Martin Engelmann
- 2.B.9 Approval to Transmit Project Recommendations to MTC for Funding through MTC's Safe Routes to School Program.** In May, the Authority approved the allocation of \$2.47 million in federal SR2S funding to the RTPCs, and authorized staff to enter the general program and project descriptions into MTC's FMS consistent with the approach it adopted in April. This approach allocated a share of these funds to each RTPC and asked for their recommendations on how to allocate them. In response, the RTPCs have recommended a mix of seven programs and projects. Staff Contact: Brad Beck
- 2.B.10 Proposed By-Laws for Countywide Bicycle and Pedestrian Advisory Committee.** The Authority established the Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) in 2001 to oversee the development of the first *Contra Costa Countywide Bicycle and Pedestrian Plan (CBPP)*. Since that time, the committee has helped recommend funding allocations, reviewed routine accommodation/complete streets checklists as required by MTC, and overseen the development of the 2009 CBPP. Committee members have asked that the Authority formalize the role, structure and procedures of the committee and have developed proposed by-laws for Authority review. Staff Contact: *Brad Beck*
- 2.B.11 Approval of FY 2011-12 Measure J Allocation for the Sub-Regional Southwest County Safe Transportation for Children: School Bus Program (Program 21c).** The Measure J Expenditure Plan establishes the sub-regional Southwest County Safe Transportation for Children: School Bus Program (Program 21c) funding at 3.32 percent of sales tax revenues. Within that allocation, the Lamorinda School Bus Program receives 1.32 percent of annual revenues and the newly formed San Ramon Valley school bus program (*dba* TRAFFIX) receives 2.00 percent of annual revenues. Proposed program allocations are based on those percentages applied to projected Measure J sales tax revenues for FY 2011-12. **Resolution 11-16-G.** Staff Contact: Peter Engel

2.B.12 Status Report on Proposed BCDC Plan Amendment 1-08. The Bay Conservation and Development Commission is about to release a third draft of its proposed Bay Plan Amendment 1-08 dealing with climate change. The Authority commented extensively on the first draft in November 2010. BCDC's second draft amendment, issued in early May 2011, responded to a number of the Authority's comments and concerns that were raised during the first round of hearings. Staff proposes to review the third draft and prepare follow-up comments for submittal to BCDC. Staff Contact: Martin Engelmann

2.B.13 *Removed from Consent Calendar*

2.B.14 Authorization to Initiate Contract Negotiations with the Selected Consultant for RFP 11-3 – Ongoing Planning-Related Consultant Services for Contra Costa's CMP and GMP. Four qualified consultant firms responded to Request for Proposal 11-3, which was issued on April 12, 2011. Interviews were held on May 26, 2011. On June 1st, staff updated the Planning Committee on progress of the selection process, and seeks authorization to negotiate an agreement with the most qualified firm. Authority approval of a new agreement for ongoing planning services is scheduled to come before the Authority in July 2011. Staff Contact: Martin Engelmann

2.2 NEW ITEM: Modification of Recommended Distribution of CMA Block Grant Funds. In July 2010, the Authority recommended projects for funding through the three programs included in the 2010 CMA Block Grant process through the Metropolitan Transportation Commission (MTC). The City of Hercules has informed the Authority that it will not be able to use the \$900,000 that the Authority allocated to the Complete Street for Hercules New Town Center project which will require the Authority to reallocate those funds. One project that applied for these TLC funds has need for additional funding and is already out to bid: the Downtown Lafayette Pedestrian, Bicycle & Streetscape Improvements project to make up for estimated increases in project costs. Another project, Moraga's downtown streetscape project, was next on the list of projects that applied for these TLC funds, but not selected for funding. Staff Contact: Brad Beck

End of Consent Calendar

Commissioner Abelson arrived at 6:20 p.m.

Commissioner Abelson stated that she had a conflict with a member of her council being a party to the firm being considered in Agenda Item 2.B.13. She recused herself and left the meeting room.

Chair Durant arrived at 6:23 p.m.

2.B.13 Approval of Amendment No. 1 to Agreement 312 with Economic & Planning Systems (EPS) for Continued Ongoing Technical Support Services for the Sustainable Communities Strategy (SCS). The Authority entered into an agreement with EPS in December 2010 to provide on-going technical support services for the development of

the SCS at an initial contract value of \$100,000. Based upon the anticipated level of work for continued support services through the coming year, staff recommends amending the agreement to add \$200,000, for a total agreement value not to exceed \$300,000. The activities under this agreement involve providing technical support to staff from the local jurisdictions as they work with the regional agencies (MTC and ABAG) to develop an SCS for the Regional Transportation Plan (RTP). Expenditures for this agreement are eligible for reimbursement through federal Surface Transportation Program (STP) funds. Staff Contact: Matt Kelly

ACTION: Commissioner Stepper moved to approve Amendment No. 1 to Agreement No. 312 with EPS, seconded by Commissioner Mitchoff. The motion passed unanimously, 9-0. (Commissioner Abelson had recused herself.)

DISCUSSION: Commissioner Stepper asked why the Authority did not issue a Request for Proposals (RFP) for the additional work required for ongoing technical support services for the Sustainable Communities Strategy, as the proposed amendment was for twice the amount of the original agreement with Economic & Planning Systems (EPS).

Martin Engelmann, Deputy Executive Director for Planning, responded that normally the Authority would contract for a specified amount of money, and if there was a significant expansion of the scope of services, would issue another RFP consistent with the standard competitive process. He said that in this instance, to keep the process moving forward and provide the needed support to local jurisdictions, staff believed an amendment would be appropriate.

Mr. Engelmann also noted that a significant portion of the work was eligible for reimbursement through federal Surface Transportation Program funds. Having followed the competitive process prior to the selection of EPS in December, 2010, he said that staff was confident that the federal audit process would allow for the amendment.

Randy Iwasaki added that staff would provide a complete report to the Authority in December on the work related to the development of the Sustainable Communities Strategy, as promised to *Commissioner Mitchoff*.

3.0 MAJOR DISCUSSION ITEMS:

Commissioner Abelson returned to the meeting room.

3.B.15.2 SB 375/SCS Implementation. Dr. Wendel Brunner, Public Health Director of Contra Costa Health Services is scheduled to speak at the June 15th Authority meeting about the linkages between transportation and health.

ACTION: None taken – information only.

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DISCUSSION: Chair Durant said that in recent months, through SB 375 and the Initial Vision Scenario, the Authority had learned about the challenges and opportunities to become a more sustainable region with greater alternative transportation choices, and the health benefits of compact communities that support walking, cycling, and transit.

Chair Durant introduced Dr. Wendel Brunner, Public Health Director of Contra Costa Health Services, who gave a presentation about the linkages between transportation and public health.

Dr. Brunner stated that transportation policy had profound impacts on the health of communities. He noted that although automobile travel in the United States was relatively safe, motor vehicle crashes were the 4th leading cause of lives lost, and the leading cause of death for children ages five to fifteen.

Dr. Brunner discussed the epidemic of obesity caused by changes in the food environment and decreases in physical activity. He noted that 56 percent of adults in Contra Costa County were obese, and that childhood obesity exceeds 60 percent. Dr. Brunner said that the availability of public transportation presented the opportunity for increases in physical activity, and that studies have shown that people who frequently use public transportation walk ten times as much than those who do not, and are 17 percent less likely to be obese than people who drive the most. Dr. Brunner said that modest investments in basic infrastructure changes, such as the implementation of Safe Routes to School programs, could encourage children to walk more and develop habits that would benefit them for life. He stated that improving bicycle and pedestrian access and use could have significant impacts on both the use of public transportation and physical activity.

Dr. Brunner also spoke about the dangers of air pollution. He stated that diesel particulate matter caused approximately 3,500 premature deaths per year in California, and that children who lived closest to freeways had measurably decreased lung function compared to children who lived further away. Dr. Brunner said that transportation policy could greatly influence these issues, and that the Authority should be thinking about making public transportation an effective option for all communities and all commuters.

A fact sheet (Contra Costa Health Indicators 2005-2007) and booklet (Planning Communities: What Health Has to Do With It) were distributed as meeting handouts.

Representative Parent mentioned changes in the availability of County transportation from East County to Martinez, and the challenges it presented for people trying to access health care at the County hospital. Dr. Brunner responded that issues related to ridership and sustaining a robust transportation system were difficult, but that modest investments to improve bicycle and pedestrian access could make the existing public transportation systems more useful. He said that options for local health services had been expanded in areas where they were most needed.

Commissioner Glover stated that there was public bus transit service (Route 300) from East County to Martinez, with stops in Oakley, Pittsburg, and Bay Point. He said that although service on this route was slated to be cut, funding through another source was secured and the service has continued.

Commissioner Mitchoff thanked Dr. Brunner for his presentation, and commented that many Contra Costa residents were unaware of a number of services available throughout the County.

Commissioner Tatzin asked how the Authority could balance health interests, transit, and land use planning. Dr. Brunner responded that one of the major health concerns was diesel particulates and looking at cleaner, more efficient and cost effective ways to move goods made sense. He added that decreasing the number of vehicle miles traveled would also help to reduce pollution levels in areas near the transportation corridors.

With respect to the development of the SCS, *Chair Durant* asked how Dr. Brunner would guide the Authority while faced with conflicting policy objectives. Dr. Brunner responded that decreasing vehicle miles traveled, compact development, and allowing public transportation to become more usable and efficient would all be beneficial to all over time.

Representative Murray said that the Bay Area Air Quality Management District says that development should not occur near freeways, and MTC says that there must be compact development around transit stations – which happen to exist near freeways, presenting a regional conundrum. She suggested that the Authority (or other appropriate body) promote appropriate siting of services and increased awareness among Contra Costa jurisdictions.

Representative Worth said that more detailed information would be helpful to jurisdictions when allocating transportation resources. Dr. Brunner responded that the 2010 Health Indicators Report was available on Contra Costa Health Services' website (cchealth.org), and that more detailed data was being developed, to help promote greater physical activity.

Commissioner Abelson commented that it had been interesting to observe the lifestyle changes of a family member since moving to a transit oriented development. She said that such projects should target meeting the social needs of a community as well.

PUBLIC COMMENT

Renee Rivera, Executive Director of East Bay Bicycle Coalition, thanked Dr. Brunner for his presentation making clear the connection between health and public transportation. She said that with modest investments improving connectivity between BART and local bicycle and pedestrian trails it was possible to improve health

outcomes and save money. She suggested an audit around transit stations to identify such opportunities.

Matt Vander Sluis, Greenbelt Alliance, thanked the Authority for facilitating the presentation by Dr. Brunner. He said that creating communities that bring revitalization to downtown areas could provide financial benefits as well as the opportunity for increased physical activity. He said that the Authority should direct resources to communities trying to create these healthier environments, and integrate a health impact assessment as part of the jurisdiction checklist assessment criteria.

Jenny Bard, Regional Air Quality Director for the American Lung Association, also thanked the Authority and Dr. Brunner for the presentation. She suggested that health metrics, currently under development, could be helpful to the Authority with the prioritization of projects, and suggested a future presentation by statewide medical and health organizations on *Health Metrics for a Sustainable Communities Strategy*.

4.0 REGULAR AGENDA ITEMS:

4.A Administration & Projects Committee:

- 4.A.14 FY 2011-12 Proposed Budget for the Contra Costa Transportation Authority and Congestion Management Agency.** The FY 2011-12 Proposed Budget was presented for consideration by the APC on June 2nd and then adoption by the Authority. A public hearing on the Proposed Budget is scheduled for June 15, 2011. **Resolution 11-22-A.** Staff Contact: Erick Chueng

(Action on this item was taken following the Public Hearing, Agenda Item D.)

- 4.A.15 Authorize Agreement No. 326 with Best Best & Krieger to Provide General Counsel Legal Services.** In April the Authority issued Request for Proposal 11-6 for Authority General Counsel legal services. Seven proposals were received and evaluated by a Review Committee of Commissioners and Staff. The evaluation process has been completed and the Review Committee recommends the firm of Best Best & Krieger (BB&K) as the Authority's General Counsel. Staff is seeking approval of a legal services agreement with BB&K to begin August 1, 2011. Staff Contact: Randall Carlton

ACTION: Commissioner Pierce moved to approve an agreement with Best Best & Krieger for General Counsel legal services for a term of 5 years, subject to 30 day termination by either party, seconded by Alternate Arnerich. The motion passed unanimously, 10-0.

DISCUSSION: Randy Carlton, Chief Financial Officer, stated that in an effort to provide an opportunity for open competition, process improvement and the implementation of a fixed-fee retainer relationship, the Authority issued a Request for Proposals (RFP) for General Counsel services.

Mr. Carlton explained that he had participated on a review committee, which also included the Authority Chair, APC Chair, and Executive Director. Following evaluation of the seven responses and interviews with four finalists, the review committee recommended the law firm of Best Best & Krieger (BB&K) to the Administration and Projects Committee (APC).

Mr. Carlton stated that following discussion at the APC meeting on June 2nd, the APC supported the recommendation to enter into an agreement with BB&K as the Authority's General Counsel for a five year term, subject to 30 day termination by either party.

Mr. Carlton introduced Ms. Malathy (Mala) Subramanian and provided some background on BB&K.

Commissioner Pierce emphasized that the need for the RFP was prompted by a desire to transition from an hourly rate to a fixed fee retainer model and the call for transparency, as the Nossaman law firm had provided General Counsel services to the Authority for over 20 years.

Chair Durant thanked Stan Taylor, Authority Counsel, and stated that due to the breadth and scope of Mr. Taylor's expertise, the Authority would continue its relationship with the Nossaman law firm. He thanked Mr. Taylor for the excellent service provided to the Authority over the years.

Commissioner Tatzin stated that he and others at his city had enjoyed working with Ms. Subramanian, and that her affiliation with other experts would also be beneficial.

Commissioner Stepper stated that she had enjoyed working with Mr. Taylor, and that the Authority had been well served by his guidance on a number of complex matters.

Mr. Taylor said that although he was disappointed in the outcome, he had very much enjoyed representing the Authority and looked forward to working in a specialized capacity in the future.

4.B Planning Committee

4.B.15 SB 375/SCS Implementation Update. Staff Contact: Martin Engelmann

4.B.15.1 Authority staff is continuing to work with local jurisdictions on a response to the Initial Vision Scenario (IVS) released by ABAG/MTC last March 11. The Authority transmitted its comments on the IVS to ABAG/MTC on April 20 and MTC and ABAG have responded. Staff has also compiled comments from local jurisdictions for review and discussion.

ACTION: Alternate Arnerich moved to transmit the letter to MTC and ABAG, seconded by *Commissioner Pierce*. The motion passed unanimously, 10-0.

DISCUSSION: Alternate Arnerich stated that he had attended the joint MTC Planning Committee and ABAG Administrative meeting on June 10th and presented the

Authority's concerns which were outlined in the draft letter (included in the agenda packet) to MTC and ABAG on the Sustainable Communities Strategy (SCS) alternatives. *Alternate Arnerich* said that the message was well received, and that following the meeting he was contacted by various agencies that agreed with the Authority's viewpoint and were interested in receiving the Authority's letter and written responses/comments on the SCS Initial Vision Scenario.

Commissioner Pierce stated that she and *Representative Worth* were regional representatives on the joint MTC/ABAG body, and that *Commissioner Arnerich* presented the Authority's points very well at the June 10th meeting. She stated that she supported sending the letter.

Representative Worth thanked *Commissioner Arnerich* for taking the time to present Contra Costa's concerns, and said that the input was valuable. *Representative Worth* said that the economic impacts of the plan would need to be part of the process for testing the scenarios. She also requested that the summary of comments be distributed to the Authority.

Commissioner Stepper stated that she thought the draft letter was a bit negative and suggested revising it to ensure a response from MTC and ABAG.

Chair Durant said that he disagreed with *Commissioner Stepper*, and said that the letter did a good job of conveying the Authority's appreciation but also pointed out the issues that needed to be addressed, as the impact to Contra Costa's communities was significant.

Commissioner Pierce said that she thought that the letter was fine.

Commissioner Glover said that he thought that a number of MTC Commissioners would agree with the letter and that it was good direction for MTC and ABAG staff.

Following discussion of the letter, *Commissioner Stepper* said that she would support sending it.

5.0 CORRESPONDENCE AND COMMUNICATIONS:

- 5.1 Contra Costa Times Article by Paul Bugarino (Posted June 3, 2011, Updated June 5, 2011) "Highway 4 Bypass Intersection Eligible for Funding, But is it Enough?"
- 5.2 Contra Costa Times Article by Lisa Vorderbrueggen (Posted June 4, 2011) "One Bay Area Workshop Takes One on the Chin"

6.0 ASSOCIATED COMMITTEE REPORTS:

- 6.1 Central County (TRANSPAC): *Report of May 12, 2011*
- 6.2 East County (TRANSPLAN): *Report of May 12, 2011
Report of June 9, 2011 (Meeting Handout)*
- 6.3 Southwest County (SWAT): *Report of June 6, 2011*
- 6.4 West County (WCCTAC): *Report of May 27, 2011*

7.0 COMMISSIONER AND STAFF COMMENTS:

7.1 Chair's Comments and Reports

Chair Durant reported that *Commissioner Tatzin* and *Commissioner Frazier* would be attending the CTC meeting in Long Beach on June 22nd and 23rd to advocate for funding for the SR4 Bypass on the Authority's behalf. He said that *Commissioner Taylor* was also planning to attend the meeting.

Chair Durant said that the project – of vital importance to Contra Costa – was about saving lives and providing jobs, and that he hoped the Authority's message would be heard.

7.2 Commissioners' Comments and Reports

Commissioner Stepper stated that she heard that the Caldecott Tunnel geology and historical report on June 14th drew quite a large crowd.

Representative (Alternate) Murray stated that BART had a seat lab on June 15th at the Pleasant Hill BART station that was well attended (to maximum capacity of 275), and that there would be another opportunity for the public to provide input on seats at the Pittsburg waterslides on June 18th.

7.3 Executive Staff Comments

Randy Iwasaki reviewed his Executive Director's report. He provided a status report on the Caldecott Tunnel, and also mentioned that Assembly Member Bonilla had provided a certificate of recognition of the Authority's efforts on the I-80 High Occupancy Vehicle Lane Project.

Mr. Iwasaki stated that staff continued to lobby support for the Authority's request for \$33 million in funding from the Corridor Mobility Improvement Account (CMIA) for the State Route 4 Bypass project. He stated that he and Ross Chittenden would prepare talking points to aid *Commissioners Tatzin* and *Frazier* in delivering the Authority's

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message to the California Transportation Commission at its meeting in Long Beach on June 22nd and 23rd.

8.0 CALENDAR: July/August/September 2011

Follow a brief discussion regarding calendar conflicts, by consensus the Authority decided that the meeting calendar would stand and that no meetings for the July through September period would be rescheduled.

9.0 CLOSED SESSION

Public Employee Performance Evaluation pursuant to Government Code Section 54957. Title: Executive Director (*No Attachment – Action to be Determined*)

10.0 RECONVENE IN OPEN SESSION

Chair Durant reported that during the closed session, the Authority had agreed to amend the Executive Director's contract to include an additional week of vacation. He said that the new contract would be dated July 1st.

11.0 ADJOURNMENT to Wednesday, July 20, 2011, at 6:00 p.m.

The meeting was adjourned at 8:45 p.m. to July 20, 2011, at 6:00 p.m.

